

## Minutes Ordinance Committee Meeting 12/19/2012

Attendance:

### Committee Members:

Councilor Cheney, Councilor Weeden, Councilor Weston, Attorney Krans

Attendance was taken. Minutes 12/12/2012 Approved. Moved by Councilor Weston/Weeden.

Committee received a new packet from Attorney Krans versioned 12-17-2012, which is the version that Staff has put in Style Guide format. Committee began reviewing these with the other versions they have been receiving. Noted was that 166 & 170 still out and 147 just in.

**Chapter 26 FISCAL YEAR. (12-13-2012 version)** Remove (supplement) under 26-1 Transitional Accounting and restore the format to the Style Guide (2006/2011 format).

**Chapter 35 LICENSING BOARD. (11-28-2012)** Finalized in Style Guide Format (2006/2011 Code Format), Annotations in place. Footnotes are not in previously agreed format being tied to the page in which the reference is found. Discussion let to the Committee to vote that footnotes will not have to be tied to a page and can be unique within the document. Decision that this would maintain footnote integrity as long as all future updates will be distributed – the entire Chapter - to holders of the Code Book for any Chapter changes Chapter as a whole. This does not forego the fact that the word processor must not renumber documents as they are adopted to prevent loss of integrity contained therein. Automatic features cannot be used to keep the documents for the City.

**\*\*Chapter 41 PLANNING. (12-17-2012 version)** Received restored formatted Chapter with recommendations from Planning contained therein. Preliminary review of changes suggested from Planning. Committee updates noted 41-1 Establishment changing wording “Revised Statutes Annotated” to “RSA” for consistency throughout Code.

**Chapter 56 ADULT BOOKSTORES. (12-13-2012)** Finalized in Style Guide Format (2006/2011 Code Format), Annotations in place, RSA

notations corrected. 56-3.B(4)(a) fee changed in Chapter from \$200 to \$300.

**\*\*Chapter 58 ALARMS AND SECURITY. (12-13-2012)** Finalized in Style Guide Format (2006/2011 Code Format), Annotations in place, RSA notations corrected. 58-3.A & 58-3.B are duplicated in meaning under definitions. Will use same language to introduce section as other Chapters – Committee thought “The following definitions...”. Also removed the word “means” after each definition as this is redundant contained in this section. P58-4 has a title 58-5 Enforcement at the bottom. 58-10.A.(2) space in reference to 58-10.A.(1).

Returned to agenda, scheduled next meeting 01-02-2013 at 8:00, meeting adjourned.

As a note the following is from the minutes of 12-5-12 and carried forward addressing some of the summary paragraphs.

1. Gender Neutrality was applied to all Ordinances as appropriate where chairman was found chair was put in Chapters 14,
  - a. Chapter 14
  
2. Renumbering was applied to:
  - a. Chapter 22
    - i. 22.1-1                    22.2
    - ii. 22.2                      22.3
  
3. Corrected Statutory References
  - Chapter 56                    56-2, 56-3.A
  
4. Fee Schedule as referred to in Chapter 9 Budget was referred to in many Chapters in replacement of a set fee. This was not always the case (see specific Chapter Codification Report notes):

Chapter 60	60.10	100	Fee Schedule
Chapter 71	71-1	n/a	Fee Schedule
  
5. Updating Ordinance language to be consistent with modern statutory terms
  - Chapters 60, 74

6. Using Reserved formally ... where titles/sections deleted with reference to prior titles Chapters status changed:
  - Chapter 30 Historic District            RESERVED (formally ...)
  - Chapter 63 Auto Courts and Trailer Camps
7. Footnotes were added/restored where they were deleted and verified throughout the Chapters and placed appropriately on the pages. A footnote sequence begins for each page rather than contiguously throughout the document.
  - a. Chapters 9, 14, 22, 35, 45, 50, 53, 56, 60, 71, 77
8. Annotations were extensively reviewed and studied and placed with appropriate content throughout all Chapters
9. Chapters status changed:
  - a. Chapter 30 Historic District            RESERVED (formally ...)
10. All Chapters are now formatted with formatting changes applied according to style guide and agreed notation standards.
11. Annotations were extensively reviewed and studied and placed with appropriate content throughout all Chapters.