

Final

**Minutes for Canterbury Planning Board**  
**November 24, 2020 7pm**  
**Meeting House**

**Due to the Covid-19 pandemic and in accordance with Governor Sununu's Emergency Order #12 and Executive order 2020-04 the meeting was conducted telephonically for residents and some board members.**

Board Members present in person: Tyson Miller (Chair), Kent Ruesswick (Vice Chair), Cheryl Gordon (BOS rep), Joshua Gordon and Hillary Nelson

Lori Gabriella and Lois Scribner (secretaries in transition)

**Absent**

Jim Snyder

**Others present**

David Krause, Sumner Dole, Kathleen Dole, Peter Blanchette

**Members attending by phone**

Scott Doherty, Brendan O'Donnell (alternate) and Lucy Nichols

**The Chairman began with reading the Governor's Covid order and opened the meeting at 7 pm.**

**Agenda**

**1. Review of October 27 Minutes**

Kent Ruesswick made a motion to accept the Minutes from the October 27 Meeting and Joshua Gordon seconded. There was no discussion. The Minutes were approved as Final.

**2. Sumner Dole line lot application 182 and 192 Old Tilton Road Canterbury**

David Krause presented the line lot application on behalf of Sumner and Kathleen Dole. The proposal is to transfer two parcels from the Blanchette Family Trust to the Dole Revocable Trust. It will increase frontage of the Dole property with two parcels. It is in rural zone where the minimum size of a lot is 3 acres.

45 Tyson Miller looked at the site plan and read out loud the purpose of the lot line  
46 application. It mentioned creating no additional building lots. Tyson asked for questions  
47 or comments from the Board.

48  
49 Joshua asked 'why?' Sumner Dole answered they might subdivide further down the line  
50 and they would need additional frontage to do that. They wanted to have enough land  
51 so if they built a barn or out-buildings they would have the additional frontage on the  
52 road. The Blanchettes were willing to sell the extra acreage.

53  
54 There were no questions from Scott Doherty or Brendan O'Donnell.

55  
56 Tyson suggested looking over the check list. Hillary asked if Mandy Irving, Town  
57 Assessor, had gone over it. Lois answered it was said to be straightforward. Hillary had  
58 no problem with it.

59  
60 Tyson asked for a motion. Hillary moved to approve the lot line adjustment. Kent  
61 seconded. Tyson asked for roll call vote from those in person and on phone. All voted  
62 'aye' except for Brendan as alternate.

63  
64 Sumner asked about the Mylar. Lois expected to take that to the Registry. The meeting  
65 happened in record time because they were prepared. The applicants were able to  
66 leave.

67  
68 **3) Covid and future Zoom meetings**

69  
70 Tyson wanted to know if people were interested in doing meetings via Zoom because  
71 the Town is purchasing it. Tyson asked if they all had a computer to do it with  
72 microphone and camera. Lori said just audio works too.

73  
74 Hillary asked if you could post documents? Brendan said he had been on a Zoom for  
75 another Planning Board meeting today. There is a share screen and you can put a site  
76 plan up on that. It was pretty easy to share site plans on your screen using the mouse to  
77 point things out. Brendan said he would prefer Zoom meetings. Tyson said as soon as  
78 the Town gets it we could give it a shot.

79  
80 Josh said it was better to be here at the Meeting House.

81  
82 Hillary pointed out she was in contact with lots of people in her retail job. As a group  
83 they might be safer if she joined on Zoom.

84  
85 Scott mentioned the increasing rate of Covid cases in the state. He shared figures for  
86 the pandemic. The rate of positive tests is up to 3.7% and most states take action at the  
87 5% mark to close things down. It was only going to get worse.

88

89 Brendan said he was happy to do one on one tutorials regarding the technology issues  
90 using Zoom. Hillary said they would not have to drive in bad weather. Kent said Tyson  
91 would run the meeting. He had experienced delays in Zoom meetings before.

92  
93 A gentleman came in with an envelope containing the Sumner Dole application.

94  
95 Tyson asked when Town Zoom would be obtained. It will cost \$35 per month. Hilary  
96 said you could do Zoom for free if it was for under 35 people. Tyson said just that was  
97 just for 45 minutes.

98  
99 Cheryl said she would be in the office tomorrow and could see Ken Folsom about the  
100 purchase. Tyson pointed out that only one Town Zoom meeting could happen at a time.  
101 Maybe Jan should schedule the Planning Board time for them. Cheryl said she would  
102 ask Ken tomorrow. Tyson suggested doing Zoom for the next meeting.

103  
104 Lori said there were no applications for the December 8 meeting.

105  
106 Scott said they had been using Zoom at the State for some time now. There were You  
107 Tube tutorials about how to use Zoom. Tyson said he would try to do it as host. He  
108 would have access to the files people needed to see.

109  
110 Hillary suggested a pretend session doing Screen share. Tyson asked about how to do  
111 that turning the screen over to the document.

112  
113 Brendan said if any documents are submitted ahead of the meeting whoever is running  
114 the main account can share with the others on the meeting and it should be seen on  
115 various devices. It should be centralized.

116  
117 Hillary noted that at the Book Store they make people preregister to stop Zoom  
118 bombing. Brendan responded people usually get notice of the meeting and then are told  
119 they will be sent a phone number and link for meeting on the day. He has not seen any  
120 problems since March with Zoom bombing. The way the links are sent out you have a  
121 meeting password and it generates a link, gives one phone number and you do not  
122 need to put in a password.

123  
124 Tyson suggested trying Zoom for the next meeting. There was consensus to do this.  
125 Tyson had seen the Concord Planning Board where the secretary was running it.

126  
127 **4) Discussion of camp ground warrant article.**

128  
129 Tyson gave out a handout and said he had elaborated on the check list. Lucy came in  
130 on the phone.

131  
132 Tyson said he would read them off and also that he would send this check list to all  
133 members for discussion at the next meeting.

134

There would be a maximum of 12 sites for every 20 acres. That was based on 3 times the density we allow now in the rural zone. If there are 5 acres with one house, you would get 12 sites for 20 acres. If it is 25-30 acres just do the same ratio.

There would be a maximum of 6 people per site, that is allowed by the state to determine public water density issues. Also if there was no paved road access they are limiting access to campers not more than 3,500 pounds or 20 feet in length.

Tyson also said an annual inspection would be required. This list is a combination of what Building Inspector Joel created and then after point 10 are the ones they have added since Barbie Tilton's application.

Joshua asked if it was a compilation of current requirements or reflective of one or other of the proposals they have had floating around? Do they need to take it to Town Meeting? Tyson said it would be added to the Campground warrant article, the one that says you can have it with a lot of reasons to follow. He would blend this into that.

Josh asked for the status of the whole thing and Tyson said this would be in the warrant article not just a check list.

Josh asked about distinguishing between paved and unpaved roads, is this less restrictive?

Tyson said the previous one only allowed campgrounds on state roads.

Brendan said the requirement would be district by district rather than town v state road. It was cleaner and tied to existing zoning regulations.

Tyson asked about delineating the size of vehicles for paved or unpaved roads? Brendan said yes that made sense because of damage to dirt roads during mud season, rather than distinguishing between state and town road owners.

Joshua said he was worried about the volume of the traffic more than the weight of the vehicles. There could be campgrounds in far flung places where there is not much traffic now. It could change the nature of the neighborhoods.

Hillary suggested they should discuss all this on Zoom not in this closed room. And everyone should see the document. It would need a lot of discussion.

Joshua was concerned about deadlines and being ready for the Town Meeting deadlines. Tyson said they would talk about it next meeting.

Brendan said for homework that they should be familiar with the ordinance by the next meeting for discussion. They should send their concerns to the PB secretary to streamline the issues and sort them. Tyson noted there were already 12 sites up.

Cheryl said there was one potentially going on Old Tilton.

Hilary asked specifically if it is ok for them to put off any further applications until they have discussed what it was going to look like and then hold a public hearing. She asked Brendan, if someone proposes more campsites, can they put them off pending more discussion? Brendan thought no, he would have to look but there was a body of law applying to special exceptions or permits when changes were being made to zoning ordinances. Hillary wanted their ducks in a row beforehand.

Tyson said people were applying under current zoning that stands now. Hillary said there should be leeway.

Kent said all 3 new campgrounds would be on dirt roads. Brendan said they could review applications under site plan review authority and see if the scope of the plan was appropriate and decide if it should be smaller than proposed. It would be more consistent with a zoning ordinance change in March.

Kent said they had just approved one on a dirt road. Another family had applied to ZBA on a road where there was a blind corner and all sorts of things.

Tyson said if there was a smaller number of campsites allowed there should be logic behind it. Joshua said it was a question of reasonableness. Hillary agreed, what about neighbors who thought they had bought into a rural zone?

Brendan pointed out that home occupations were allowed by special exceptions in all zones except agricultural. Hilary disagreed. This was different from businesses like a hair salon - people were living there on the campsite not just coming for daily business. Brendan said it was temporary living. Hilary said it was still going to involve eating, drinking noise etc.

Kent said that the next one was up for ZBA on Dec 2. Tyson added the ZBA would tell them they were allowed. So they needed logic behind any limitation and suggested using the density ratio they already allow. Tyson concluded this would be the first discussion on Zoom at the next meeting.

#### 5) **Sad news that former secretary Lori was leaving**

Lois Scribner has accepted the secretary position and Mandy Irving is taking the Associate PB position. Josh asked if they would meet Mandy. Tyson said that Mandy could not make night meetings. They would be getting a cell phone for PB issues that would go to Mandy. Tyson had job descriptions for both these posts with 2 minor changes. Mandy's role here is under the supervision of the PB Chair. For other Town tasks Mandy is supervised by the Town Administrator.

Things have been working smoothly. People will go to Mandy first to get their applications together and she then makes that package and that is handed over to Lois and the meeting scheduled.

Kent said there should be a check list for Mandy to hand over to customers.

Joshua responded it was a good idea but not required. He said it would be great if there was a basic check-list but it was unlikely to cover everything.

Hillary said that Barbie T had been so frustrated. Lori said there was a lot of information that was not on the check-list currently used. Hillary suggested telling people what RSA to look at. Lori said the list given to Barbie was the most they had. Joshua said they would be doing someone else's homework.

Tyson stated there were 2 check-lists already and he would send out this list.

Brendan said that he dealt with check-lists a lot and if you think something is not applicable you can always ask for a waiver. It was possible to look at applications to see if they were already complete and then the clock would start ticking. If there is a generic application it could save time and then people would have to bring the application to be checked over.

Tyson asked if there were questions about access to secretary or Mandy. Tyson said mostly you would call Mandy. But last minute calls would be forwarded to Lois. Lori said Lois needed to update the Roster for 2020 with the new cell phone information when it is available and the relevant email addresses for Mandy and Lois.

Hillary had a thank you card and gifts for Lori for her exemplary service. Lori said it had been a hard decision as she had been with them a long time and knew how much they all loved the town. The Canterbury Board was different from other towns in a good way.

#### **6) Tyson asked if there was any new business**

He had been in conversation with the Penacook development and the Concord Planning Board for the Market Basket and liquor stores. It was deemed a regional impact. He thought the next meeting was in 2 weeks. He had a long discussion with the engineer about the rotary, which will be designed by the Concord engineers. The CPB does not have much say over that. Tyson expressed his concern for the landowner Wolfe there. There needed to be a rotary that would allow access for use as a commercial lot.

Tyson shared that there was also another application coming in from the fellow who bought the lot opposite the Quaker Meeting House, who is applying to put in a self-storage unit. Tyson had been in touch with him about zoning and warehousing to say heavy trucking is not allowed in that zone. The applicant had called him back cordially to say self-storage is not considered a warehouse according to the State. It looks like he

271 will come to Planning Board on December 22. There will probably be another  
272 campground too.

273  
274 Lucy said she had been to the Concord PB meeting on November 18th. The public  
275 meeting for that Exit 17 development is on December 16th and she will attend virtually.  
276 All the documents for it are available using the Concord PB website and "Agenda". All  
277 the documents are associated with each agenda, the informative ones are back from  
278 August.

279  
280 Tyson has those in a Zip File with 12 docs in it. None of it deal with the actual traffic  
281 circle. Lucy said that the narrative of what was planned was downloadable from the  
282 website and the site plans were attached to the August agenda.

283  
284 Tyson asked were there any real concerns with this project over there?

285  
286 Joshua said they had no basis for concern apart from one citizen.

287  
288 Tyson said they had abutters' rights. Concord had declared regional impact so  
289 Canterbury does have abutter rights. They did not want to see citizens from Canterbury  
290 having to walk across the highway to get into the store. There ought to be crosswalks  
291 across the rotary.

292  
293 Lucy said she had a couple of long-term concerns. She thought it would have an impact  
294 on Canterbury taxes because it would set off demand for residential development in that  
295 end of town with more building and ultimately higher taxes.

296  
297 Also bicycles should be able to have easy access and therefore to the Conservation  
298 area safely too.

299  
300 Tyson was talking about the retail stores - they had no major issues with those.

301  
302 Hillary was concerned about all the things that follow development such as light in the  
303 night sky and the water quality. Tyson said the Concord PB would be asking those  
304 questions. Looking at the history of this there is only one entrance to Canterbury in that  
305 area, using the Boyce Road entrance. That fellow should be accommodated. There  
306 would be a Park and Ride on that site too. Tyson said that the copies are being worked  
307 on to show bike paths and access.

308  
309 Hillary added if you put in handicap access you have to plow that access too. Lucy said  
310 that it will add development pressure for us in the commercial district - we have to sort  
311 out what we mean by 'impervious' and also about parking. There has been ambiguity in  
312 the past. Our regulations about parking had an old calculus and it was now a time to  
313 deal with it before further commercial applications came in.

314  
315 Tyson ended the meeting as there were no more comments or questions.

316

317 Hillary moved they adjourn very sadly, seconded by Kent. All in favor.

318

319 Respectfully submitted,

320

321 Lois Scribner (secretary).