

1 MINUTES OF THE MEETING
2 OF THE
3 CANTERBURY PLANNING BOARD
4

5 April 8, 2014
6

7 The Chair called the meeting to order at 7:00 p.m. It was determined that a quorum was
8 present.
9

10 BOARD MEMBERS PRESENT: Art Rose, Chair, Jim Snyder, Assistant Chair, George
11 Glines, BOS Representative, Alice Veenstra, Joshua Gordon, Chris Blair, Doug
12 McCallum and Tyson Miller.
13

14 BOARD MEMBERS ABSENT: Seth Cohn
15

16 OTHER PARTIES PRESENT: Nancy Hackey, Chip Hackey, Don Blajda
17

18 **Draft Minutes of March 25, 2014:** Jim Snyder made a motion to approve the
19 minutes. Joshua seconded the motion.
20

21 Discussion of minutes: Tyson made a motion to amend the minutes at line 60 to say:
22 "Tyson stated that the plan the applicant brought before the ZBA referred to both lots as
23 part of one plan and was approved as such. The plan that came before the Planning
24 Board excluded one lot in error. That has now been corrected. Tyson stated that the
25 plan the applicant brought before ZBA there was a building called a dormitory. That
26 plan came before the Planning Board labeled that building a rooming house and that
27 has been corrected." Jim seconded the motion.
28

29 Vote to amend the minutes: Unanimous. Minutes of March 25, 2014 were amended.
30

31 Further discussion: Jim pointed out the only important thing in amending minutes, is to
32 amend them to correct what was actually said, not what we wished we said. It was just
33 a point of clarification. Jim said if we bring in a substantial amendment it makes sense
34 to type it up.
35

36 Vote to approve minutes as amended: Unanimous. Minutes of March 25, 2014 were
37 approved.
38

39 George Glines mentioned that the selectmen have not had a meeting to appoint Tyson
40 as an alternate yet. Art said that is a separate item. Tyson told the Board that the
41 Selectmen don't appoint alternates. Art informed George that we sent an appointment

42 to the Selectmen for Tyson to be appointed to the Central NH Regional Planning
43 Commission but that the Planning Board appoints its own alternates.

44

45 **Election of Officers:**

46

47 The Planning Board officers are to be elected during the month of April each year. Josh
48 felt that Art did a great job as Chairman this past year and then Jim nominated Art.
49 Chris seconded that nomination. Joshua then nominated Jim as Vice Chair and Chris
50 seconded that nomination. No further nominations being heard, a vote was held. Vote
51 was unanimous. Art is the Chairman and Jim is the Vice Chairman.

52

53 **Ongoing Discussion about possible Recreational Vehicle Parks Zoning
54 Amendment:**

55

56 For purposes of the audience, Art introduced the subject by saying the Town doesn't
57 currently have an ordinance addressing campgrounds or RV parks. The Board felt this
58 was something that we should discuss and try to bring an ordinance up for public
59 hearings and getting an ordinance passed in town at the 2015 Town Meeting. The plan
60 is to look at other towns and see how they handle campgrounds. We have the
61 ordinances from Freedom and Concord. Our goal tonight would be to talk about
62 establishing something similar. Art's feeling is that we should concentrate on one or two
63 points tonight rather than put it all to bed at one time.

64

65 Joshua wondered if we should brainstorm all the issues we want to talk about. Doug
66 felt we should have a checklist of issues. Josh wants to define the various issues that
67 should be addressed and to look at the differences between campgrounds and
68 manufactured housing, seasonal RV parks and the issue as to who approves it. The
69 Board discussed whether it is a special exception or variance issue or a site plan issue.
70 Josh thinks it's both. Art said the Town of Freedom has both. Art also pointed out, as a
71 reminder, that we are talking about an ordinance for the Town of Canterbury. He does
72 not want to hear anyone talk about anything that may come before this board at a later
73 date. This is not a public hearing. It is a regular meeting to deal with establishing an
74 ordinance. Tyson suggested using Loudon and Alton's ordinances as examples. Art
75 said we would look at what Concord, Freedom, and Alton say about this item, and then
76 determine what Canterbury wants to say. Art also pointed out that a lot of the issues
77 we will be discussing are already a part of the site plan review process.

78

79 The general issues that Board members were interested in were: minimum setbacks,
80 density regarding overall size and the number of spaces in a campground, open space,
81 seasonal and non-residential, emergency services, accessibility, water source, sewage
82 and waste disposal. Also mentioned were stores within the campground, lighting,
83 traffic, and noise levels. Art brought up what a campground would do to the
84 neighborhood. Tyson felt it is unclear where site plan review regulations end and
85 zoning ordinances start. Art said zoning comes into play in deciding where a
86 campground would go within the Town. An ordinance has to be in play before it would
87 come to a Planning Board. Tyson stated we could revise our current site plan to include

88 specific items. Jim said the site plan review regulations are designed to deal with all
89 possible kinds of uses. When you have an approved use either by zoning ordinance,
90 special exception or variance, that is what you use to determine and set limits on any
91 site plan . Chris suggested we look at our current site plan review then. Chris said
92 many things are already in site plan review regulations but we should make sure it is
93 applicable and adequate for this type of use. Art said at the end of the day the Planning
94 Board can apply conditions to any approval. There really is no reason to tweak our site
95 plan review. Chris and Joshua felt we should be looking at the site plan review. Art said
96 we can run a parallel course with that. Joshua pointed out that RSA 674:44 define what
97 is in site plan regulations and it is a specific list. Alice suggested we might want to look
98 at pest control, lighting, and environmental protection (water, environment, fuel storage).
99 Chris said it all may be covered elsewhere so we don't want to duplicate either.

100
101 Art brought up the fact that any campground in the State is required to be licensed with
102 the State and in so doing, the State has its own items, amongst them are road control,
103 solid waste disposal, and DES would weigh in on approvals for septic designs. There is
104 a whole gamut of things needing to be addressed.

105
106 Tyson stated that in our current zoning, campgrounds are in the table of uses and there
107 are two of them, one called commercial campgrounds, and another called travel trailer
108 parks for temporary dwellings. Pages 28 and 30 respectively. Those will be looked at
109 in consideration of a new ordinance. Jim asked if it is in the table of uses, Tyson said
110 yes.

111
112 Tyson wondered if we should put in permits and enforcement. Art said we may want to
113 insert a permitting requirement on the list for discussion. The owner would have to
114 apply for and get a permit from the Selectmen. Tyson pointed out that in Concord, the
115 building inspector does the whole approval process and it doesn't even go to the
116 Planning Board. Tyson said their ordinance covers everything. Joshua said Concord is
117 a different kind of town and may not be who we want to look at. Doug thought we might
118 need to outsource some of it to the Regional Planning Commission. Joshua wondered
119 if there might be some national standards that apply to campgrounds. Jim said we
120 should set some goals tonight and thought someone should find out what State
121 procedures are, which Joshua volunteered to do, and what national standards are for
122 campgrounds. Jim said felt we tend to reinvent the wheel a lot and we could probably
123 spend less time and get a good result if we look at what others are doing. Jim assured
124 the Board that if we got an application for a campground tomorrow we could handle it
125 through our zoning, site plans etc. Jim is not convinced that we need a whole other
126 article for campgrounds yet. Art suggested everyone read through the ordinances for
127 the next meeting.

128
129 There was general discussion about how different campgrounds handle their rules and
130 regulations within the campground. Art thought that most campgrounds are run well.
131 Tyson is worried more about the bad campgrounds.

133 Josh said we need to talk about auxiliary activities. Art said there is generally an activity
134 area. Chris felt noise and lighting should cover these things. Art said at a certain time
135 of night, there is no noise allowed, and a certain time in the morning that noise starts up
136 again. Chris asked if the town should regulate that. Tyson said in reading ordinances,
137 some have them, some don't. Tyson questioned what the revenue would be. Art
138 stated any revenue will go to the Town that hosts the property. Tyson asked if there
139 would be a licensing fee. Jim said there are impact fees in the zoning ordinance
140 already. Art stated if it were determined that we needed additional police, ambulance
141 or fire truck, there could be an impact fee. Jim said we have a problem with that right
142 now, because there needs to be a capital improvement plan in place. Jim said impact
143 fees are not really related to ongoing year to year expenses. It's something you charge
144 once to cover a road improvement for example. We could place a condition of bringing
145 a road up to a certain standard.

146
147 Art explained the idea of the list and how we will deal with each item one by one.
148 Joshua will email Lori the list and we will start working on that. Chris felt names should
149 be applied to tasks. Chris said he'd be happy to look at national regulations. Joshua
150 looks at state licensing. Jim will look at national associations of campgrounds. Chris
151 thought somebody should look at local ordinances, which Tyson had already started.

152
153 Art said the next time we meet, we'll address one or two issues on the list.

154
155 **Other business:**

156 367 Shaker Road: Art read the letter from Upton and Hatfield, our town attorney (Bart
157 Mayer). The subject is 367 Shaker Road LLC. The Town of Canterbury came to an
158 agreement with 367 Shaker Road LLC, it was signed and a copy will be kept in the
159 Planning Board file at the Sam Lake House.

160
161 Farm Stand Ordinance: Art also mentioned recently we put forth the ordinance about
162 farm stands at the Town Meeting. Art received a letter from the Agricultural Committee
163 saying that not all parties agree with it. Tyson said the gentlemen who wrote the letter
164 is not on the committee. Art read the letter to the Board. A copy is in the zoning
165 ordinance 2014 file at the Sam Lake House. Chris felt we can change regulations and if
166 there are specific things we need to fix, we can do that. Joshua asked if we can scan
167 the letter and send it to Board members. Art said this subject is open to dual
168 interpretation and going forward we will bring it up for discussion and consider revising
169 the language. Art pointed the reason we entered into tweaking the ordinance was for a
170 good reason. The Selectmen had an issue because there was nothing in the ordinance
171 to help them with the issue. There was no agenda to burden the farmers. There were 2
172 public hearing on this and there were at least 25 people in the room and nobody
173 mentioned what is in this letter. Chris strongly felt we need to listen to this gentleman's
174 concerns. Tyson said what the ag commission doesn't give an agenda for their
175 meetings, take minutes etc. Art said if this had come up in the public hearing we would
176 have tweaked it. George advised the Board that the Agricultural Commission was
177 established to be of service to other boards. Not once in his tenure did anyone ask the

178 Ag commission what they thought. Art pointed out that we're not particularly picking on
179 the Ag commission. Each board is an island unto themselves. Art once again
180 suggested there be a general meeting amongst all boards. Joshua mentioned it could
181 also just be among the Chairman. Tyson said now that he's not a Selectmen, he has no
182 idea what is going on with the Selectmen anymore. Art said an all boards meeting
183 could be held at the school. Tyson would just like to see an agenda and timely minutes
184 from the Selectmen. Doug thought we should specifically involve the Ag committee in
185 the master planning process. Jim and Art stated we did.

186

187 Miscellaneous: Tyson said the Central New Hampshire Regional Planning Commission
188 is meeting Thursday and a speaker is talking about negotiating how to get better broad
189 band service in the town. It's at 7:00 at the Page Belt building. Art said at the end of
190 the month of April the DES is having a meeting for people interested in water quality.

191

192 Art thanked the general public for coming.

193

194 Jim moved to adjourn Chris seconded.

195

196 Meeting adjourned at 8:40 p.m.

197

198 Lori Venie, Secretary

199

200 **Next meeting: April 22, 2014, 7:00 p.m.**