

1 **Planning Board – Final Minutes**

2 **April 11, 2023, Meeting House**

3 **Members present**

4 Greg Meeh (Chair), Kent Ruesswick (BOS rep), John Schneider, Rich Marcou, Anne
5 Dowling, Logan Snyder: Hillary Nelson (alternate), Ben Stonebraker (new
6 alternate)

7 **Members absent**

8 Joshua Gordon

9 **Others present**

10 Harold French, applicant: Mike Tardiff, Executive Director, CNHRPC: Luke and
11 Catarina Mahoney, Brookford Farm, Canterbury: Ben Davis, Cogwell Hill Road
12 (observing)

13 **Agenda**

14 **1. Call to Order**

15 Greg Meeh called the meeting to order at 7.01 pm. Hillary Nelson was seated for
16 Joshua Gordon.

17 **2. Previous Minutes**

18 Rich Marcou moved the Minutes of March 28. Kent Ruesswick seconded, and all
19 voted to approve those Minutes.

20 **3. Harold French – Subdivision and annexation on 118 and 114 West Road**

21 Harold French explained he had purchased 118 West Road, the lot that used to
22 belong to Jody Hildreth. It is opposite the gun range. His daughter and
23 grandchildren live next door at 114 West Road. His narrative describes the plan to
24 both subdivide his lot and annex some of it to 3 acres from the larger 114 West
25 Road property (the 37 acres belonging to developers Brian Cressy and Keith
26 Anastasy) to make two separate house lots for himself and his daughter with the
27 necessary road frontage, independent driveways and lot size for the Commercial
28 zone. It would also allow for the driveway into the remainder of the 114 West
29 Road property.

Harold French was requesting waivers. The requests were not in writing. If the Board required amendments to the map he had, he was asking for conditional approval so he could give that to his surveyor. They were not seeking to build, both houses were already in place, so they had not made a plat with all the usual requirements. There was no engineer's seal, for instance. The postal addresses may not have been correct and will need changing so the PO and the Fire Department have correct records (118 will remain the same but the other property may have a higher number). The Chair considered the best way to deal with the application given the unfinished nature of the plat. The Subdivision application check list was used to assess what items still needed to be addressed. These would have to be conditions for approval.

Kent Ruesswick made a motion to approve the application as complete. Rich Marcou seconded. There was no discussion from others, no abutters present. The Board members all voted in favor of completeness.

The Chair moved that this application did not have Regional Impact. Logan Snyder seconded. The Board all voted to agree it was not deemed of Regional Impact. The Board also declined to arrange a site walk.

Members were then asked to prepare to vote on waivers and conditions.

The necessary waivers were as follows:

#19 - Cross sections and profiles of streets

#21 – Plans and profiles of water/sewer layouts, storm drains, culverts etc.

#22 – Existing soil delineation based on the Merrimack Co Soils Survey

#23 – Final State of NH approvals when appropriate

#25 – Contour lines in at least 20 ft intervals

The conditions that would still need to be included by the surveyor were as follows:

#3 – the name of the owner and subdivider

#13 – The zoning district boundaries within 200 ft

#15 – The Tax block parcel numbers, owners, owner’s addresses of property abutting tract to be divided

#16 - The Proposed lot numbers and proposed street addresses

#18 – The certificate or seal of the engineer or surveyor

#27 f – Data listing the zoning district boundaries

Kent Ruesswick made a motion to approve the list of conditions, and John Schneider seconded. All members voted in favor.

Chair Greg Meeh therefore made the motion to conditionally approve the application from Harold French for subdividing and annexation/lot line adjustment at 118 and 114 West Road, Canterbury, Tax map 248, Lot 9, with the lot lines and addresses to be confirmed, with the following conditions:

That the Surveyor adds to the plat items from the Subdivision checklist:

#3 – the name of the owner and subdivider

#13 – The zoning district boundaries within 200 ft

#15 – The Tax block parcel numbers, owners, owner’s addresses of property abutting tract to be divided

#16 - The Proposed lot numbers and proposed street addresses

#18 – The certificate or seal of the engineer or surveyor

#27 f – Data listing the zoning district boundaries

given that the proposal, in the opinion of the Planning Board, complies with the Zoning Ordinance and the Subdivision Regulations given the plans presented and waivers granted.

Kent Ruesswick seconded. All members voted in favor. Harold French asked for the conditional approval the next day. **The secretary would email it to him.**

4. Master Plan – Housing Chapter – Mike Tardiff, CNHRPC

Mike attended to receive more feedback from Board members on the redrafted Housing Chapter. Discussion included:

- Matt T had worked on the language and ‘voice’ throughout – there was positive feedback on the tone.
- There will be one chapter being done at a time.
- Natural Features is tentatively scheduled for April 25 (with CCC input)
- Consistency of layouts across chapters – overviews and/or vision statements should be in a similar format in each chapter.
- On some of the graphs there were questions about how the numbers were arrived at, ex. page 6.7 with the table showing owner occupied units v. Renter occupied units in the Fair Share analysis: ex. page 6.5 questions were raised about the figures and lack of information on the axis on the left to explain the numbers were percentages – some graphs need more labeling.
- Page 6.6 – Graph showing CES enrollment – maybe that can be taken back earlier to 2006, since the text mentions there were 140 students then, and then it demonstrates that the school does not need an annex.
- Page 6.4 – the numbers for the ADU’s in town needs to be added to the graphs – Mike had not been able to talk to Mandy prior to this draft.
- Should there be specific Objectives and Recommendations for Housing, like the way Conservation wanted to have a list of priorities for their chapter? Mike suggested that could be taken care of in a chapter that deals with Implementation, so that all the chapters have lists of Objectives and then priorities are decided and those are reflected in the Implementation chapter. Greg agreed that was a good way to go.
- Mike will return on April 25 with one of the Matts

5. Luke and Catarina Mahoney – Brookford Farm – preconceptual discussion re campground for farm workers and yurt for family member

Luke explained they wanted to construct a campground for their employees, and this is allowed in the Agricultural zone. They had more of a problem with the easement holder of the farm, but they cannot change that. Greg checked the Table of Uses. Campgrounds are allowed in the agricultural zone but do require a Special Exception from the ZBA and Site Plan Review from the Planning Board.

117 They would need to provide a detailed map of the proposed campsite for the
118 Planning Board, and this would be required by the Fire Department. Luke could
119 talk to Mandy in the town office to see examples of former campground site
120 plans. The yurt would be an ADU for their mother-in-law. A building permit has
121 been applied for and that would not need to come to the Planning Board. It was
122 mentioned that the campground ordinance specifically prevented permanent
123 residence, and prohibited campground residents from voting, sending their
124 children to school or registering their cars. Nor can there be additional structures
125 added to tents or campers.

126 The Chair wished the Mahoneys good luck.

127 6. Old Business

128 (i) Election of officers

129 Kent Ruesswick nominated Greg Meeh for Chair, and this was seconded by John
130 Schneider.

131 Greg Meeh nominated John Schneider for Vice Chair and Hillary Nelson seconded.

132 The Board held a secret ballot. Members voted unanimously for Greg to serve
133 another year as Chair and for John to become Vice Chair.

134 Kent introduced Ben Stonebraker as a new alternate. Hillary Nelson needs to be
135 reappointed as her 3 years are up. Secretary to provide the appointment slip. **Kent**
136 **made a motion to appoint both Hillary Nelson and Ben Stonebraker as**
137 **alternates for 3-year terms. Greg seconded and all members voted in favor.**

138 (ii) ADU – Joe Halla’s issue

139 Board members discussed the issue raised by Joe Halla at the previous meeting. It
140 was agreed that ultimately there was one Definition of ADU’s in town in the
141 Zoning Ordinance, but the problem arises because they are mentioned in 3 places
142 and in different contexts (Business, farm labor, general residence). The inclusion in
143 the Table of Uses for farm labor preceded the ADU Article 18 passed in 2016. That
144 restricted the maximum size to 1000 Sq Ft, which was larger than it had been
145 some years before, but might not be large enough for a family with children.

146 There was acknowledgement that the issue needs straightening out and would
147 have to go to Town Meeting for resolution. One possible solution might be to raise

the maximum size for an ADU to be the same as the average house size in NH which is 1800 sq ft. Also, given the loose definition of what is a farm in NH it would not be helpful to try to have accommodations for farms. The housing regulations in the different zones in town would need addressing too (ex. cannot build new houses in Commercial or Industrial and several farms are not located in the Agricultural zone anyway). There was mention of easements on some properties that might prevent ADUs. That has nothing to do with the Planning Board. Ben Davis, town resident, commented that it is hard to get an easement changed. Another option is to use cluster development regulations or the campground regulations for farm labor to provide two or more dwelling units.

So, for now, an ADU is allowed in the Agricultural zone or on a farm, but it remains limited to 1000 sq ft. This would be communicated to Joe Halla and Joel French.

(iii) Speeding on Shaker Road

This was tabled until next meeting, April 25, with one of the Matts attending.

(iv) Manchester multi-use application

This was tabled until next time, April 25, since Joshua Gordon was absent.

(v) Date of Planning Board election of officers

Hillary reported that the Board can change the date when it elects officers. There was discussion about potential wording for this (ex. on the next practical meeting, or the first meeting after Town Meeting, without delay). The change in the Board regulations would need to be voted on at a meeting. **Hillary was asked to write up some new language and bring to the April 25 meeting.**

7. Adjournment

Logan Snyder made a motion to adjourn, Kent Ruesswick seconded. It was about 8.45 pm.

Action Items from meeting

- **Secretary to draft conditional approval for Harold French and check with Greg prior to sending.**
- **Greg to draft response for Joe Halla and Joel French re ADUs**

- 178 • **Mike Tardiff to work more on Housing and other Master Plan chapters to**
179 **create consistency of voice and layout – Natural Features to be discussed**
180 **on April 25 if ready and CCC has responded.**
- 181 • **Hillary to write up new language for the Rules and Procedures re date of**
182 **election of officers.**
- 183 • **Secretary to obtain 2 slips for appointment of alternates.**
- 184 • **Joshua – bring any material re mixed use zoning in Manchester to next**
185 **meeting.**

186 Respectfully submitted,

187 Lois Scribner, secretary