

1 **Canterbury Planning Board – Final Minutes**

2 **Tuesday May 23, 2023, Work Session**

3 **Members Present**

4 Greg Meeh (Chair), John Schneider (Vice-Chair), Kent Ruesswick (BOS
5 rep), Joshua Gordon, Rich Marcou, Logan Snyder, and Ben Stonebraker
6 (alternate)

7 **Members Absent**

8 Anne Dowling

9 **Others Present**

10 Chris Moultroup, Manager Forestry Operations, Unutil: Mike Tardiff,
11 Director CNHRPC

12 **Agenda**

13 **1. Call to Order**

14 Greg Meeh called the meeting to order at 7 pm.

15 **2. Previous Minutes of May 9, 2023**

16 Kent Ruesswick moved and Rich Marcou seconded the previous
17 minutes, which had been amended as per email request. All voted in
18 favor of approving the minutes. Ben Stonebraker was asked to the table
19 in place of Anne Dowling.

20 **3. Unutil tree work on Old Tilton Road – Chris Moultroup, Manager**
21 **of Forestry Operations**

22 Chris Moultroup introduced himself as the Forestry Manager for
23 Unutil. He had distributed a list of trees on Old Tilton Road that would
24 need to be taken down. He had looked at the road, which is a scenic
25 road, to see which trees might cause outages soon and several were

dying. Generally, the scenic roads are worked on every 5 years. Next year there will be regular maintenance, but they felt they needed to act now to ensure reliable service to households on Old Tilton Road. There are several dying ash trees, as well as a few poplars, maple and pines that need taking down. They are located from the Center to Randall Road. The Unitil process is to come to the town, via the Planning Board, first and then approach the landowners to get their permission, although they can object if they so wish. The Unitil work will be starting next week.

Kent made a motion to approve the Unitil work. Rich seconded. All voted in favor. Greg thanked Chris for attending. He will be back next year for the regular maintenance.

4. Master Plan – ongoing work through the Invest NH grant - Mike Tardiff, CNHRPC

Mike Tardiff had attended the last BOS meeting and presented the Invest NH grant application for work on zoning and Phase 3 of the Master Plan. The town should hear soon about that funding. The work must have relevance to housing needs, to be eligible for the grant. Work on the Table of Uses, for example, would not be directly relevant. Mike had asked Matt M to look at the Canterbury cluster zoning in relation to CUPs (Conditional Use Permits) and when Matt T is back from vacation, they will both work on this with Mike. Any changes made, however, would have to be reflected in the Table of Uses so that it matched the zoning ordinance.

With regard to the ongoing Master Plan work, they had shared some design software with Kelly Short to make edits. Mike's staff are working on demographics, and **they will have the Land Use draft chapter for the Board for the June 13 meeting.**

54 It was acknowledged that wrapping up the Master Plan and making
55 zoning amendments was a lot of work. Prioritization was going to be
56 necessary. Mike suggested that some issues could be brought to Town
57 Meeting 2024 and others could wait for Town Meeting 2025 even if
58 some groundwork was started this year. His staff recommended that
59 the cluster zoning be redeveloped, to be more user friendly and
60 therefore something that could be promoted.

61 There was some discussion about the process of outreach and
62 education, like the visioning sessions last year. There could be public
63 meetings devoted to just one topic for a zoning change. It could be
64 possible to have a table at the Canterbury Fair at the end of July too.
65 There was consensus that putting these ideas for zoning
66 amendments out to the town was a good start and it would show
67 that the Board was facilitating change by property owners, rather
68 than developers.

69 The reference to the **Housing Academy in the grant application is**
70 **about public engagement. When details are received, there will be**
71 **3 Planning Board members required to attend for training.**

72 Members complimented Mike on the well worded grant application
73 and presentation.

74 **5. ADUs – possible zoning changes, preliminary discussion**

75 Another priority in the upcoming months could be making changes
76 to the ADU zoning, to make that more flexible and freer of
77 disincentives. It might be controversial though, opening the
78 possibility of increasing the number of households without real
79 subdivisions. Members had read an article sent out by Greg and
80 Joshua from the Washington Post, regarding the noticeable increase
81 in ADUs in California in the past 6 years. The approach in CA is to

work with a minimum size for ADUs whereas Canterbury currently has a maximum limit. There was discussion about the possible requirement for owner occupied ADUs and a consensus that owner occupied is preferable to absentee landlords. Size is another issue for discussion. There is a need for housing for senior citizens as well as young families, because a growing family often needs larger space than the current ADU limit allows. There was discussion about the ways the ADU ordinance could be changed:

- Make them allowed in some zones, like residential?
- Or rural zone?
- Or relaxing what is included in the square foot calculation, so not including the attic or basement space?

Members discussed that traditionally, the growing family would move into the primary residence and the older folks would move into the ADU. The smaller size of the ADU is a big contributor to affordability. In the past there has been an important role for rental income from ADU's traditionally for older residents on fixed income. The article about California also showed that ADUs could be a way for a young couple or single person or single parent to afford a home by renting either the ADU or the larger home. It was agreed that there is a need for 3-bedroom houses and that the Board should work toward encouraging them, although it may be questionable if the ADU zoning is the way to provide them.

Mike said there were options available to achieve the owner-occupied requirement – his office could provide examples. Members also raised the issue of driveways – should they be shared, or restricted in number? **Mike will send Joshua some examples of owner occupied ADU zoning for him to look at on behalf of the Planning Board. Mike will also look for examples of different driveway regulations in terms of ADUs.**

6. ATV and All Wheeled Motorized Vehicles language for the Master Plan

There was lengthy discussion about the problems of ATVs on rural roads, compared to the more traditional and respectful use by snowmobilers in the past. At present there are ATVs going up and down Foster Road, Hancock Road, and Baptist Hill. They are not necessarily on Class 6 roads. They tend not to have permission and there is little enforcement. The road surfaces can get torn up by them. The BOS can give permission if it is sought, and they can deny it. State law requires that ATV users must have landowner permission to operate on private property. There are ATV enforcement grants in the state, but they do not amount to much money so enforcement is a problem. There are steep fines though should someone be caught. Mike's office had looked at **Pembroke, where there are a lot of range roads used by ATVs. He thought there was language there that could be adapted for Canterbury.** It was agreed that something should be in the Master Plan about ATVs, in the Transportation Chapter. At present there is more of a problem with the large Mudder Trucks using Canterbury roads and harming the surfaces. **It would be good to put down a marker stating that there are no officially sanctioned trails for these vehicles in town.** And if they were to be permitted, that would have to be part of a wider plan dealing with trail maintenance and access for emergency services. The town would not want to be a 'destination' for ATVs in any event.

Greg raised the related issue of mountain bike use of trails. There is a bike park in Northfield nearby. He had seen a destination in northern Vermont that is used both by hikers and mountain bikers, leading to conflict in trail use. Mike noted that in Concord the city had reached out to the New England Mountain Bike Association to try to make multi-use trails. Ultimately there would need to be a trails committee to work on

rules for the different groups using the trails in town and the landowners with private trails.

7. Cluster zoning – possible changes – preliminary discussion

There was discussion about the use of density bonuses to encourage cluster developments, the idea being to encourage ‘small footprint development’ and conservation of open space. There could be aesthetic bonuses and conservation bonuses. Several types of cluster development were mentioned. Would they be like a pocket neighborhood or a condominium? Where would the common open spaces be? Would there be gardens? Who would own it? What about Tiny Homes? These are not referred to in the ordinance at all. The town has experienced a Tiny Home being built already. There is no building permit, no certificate of occupancy and the Select Board must take up the issues that arise (such as taxes, or school attendance). It was further pointed out that there is a ‘branding’ issue in discussions about housing needs. Often people do not know what is being referred to and some of the terminology can be fraught with misunderstanding. Terms like ‘open space subdivisions’ or ‘cottage housing’ tend to be more acceptable than ‘affordable’ or ‘workforce housing’. This is an issue recognized by the Board.

Mike said this was something that his office could provide different examples for. He would get materials together. Visuals will be helpful.

8. Height limits issue

Joshua asked that someone look at the zoning ordinance for existing references to height limits before he works on any new language. **Greg will look through it and ask Hillary.**

169 **9. Other Business – National Flood Insurance Program**

170 Greg noted the Board had received an email about this. **The secretary**
171 **will ask Ken Folsom who is the town rep is on the NFIP organization.**

172
173 **10. Adjournment -**

174 Kent moved to adjourn and Rich seconded. All were in favor. It was 8.22
175 pm.

176 **Action items**

- 177 • **Mike Tardiff – get examples of owner occupied ADUs zoning to**
178 **Joshua, including driveway examples.**
- 179 • **Mike to work with staff on Land Use draft chapter for June 13**
180 **meeting.**
- 181 • **Mike to look at Pembroke ATV language for adaptation in the**
182 **Canterbury Master Plan and how to work in language re ATVs**
183 **into the Transportation chapter.**
- 184 • **Mike to provide examples and materials regarding cluster types**
185 **of developments that would be more user friendly.**
- 186 • **Greg/Hillary to look at existing references to height limits in the**
187 **zoning ordinance.**
- 188 • **Secretary to ask Ken Folsom about the town's flood plain rep.**

189
190 Respectfully submitted,

191 Lois Scribner, secretary