

**Temple Planning Board**  
**Approved Minutes, Tuesday, April 5, 2022**  
**7:00pm, Temple Town Hall**  
TPB Draft Minutes 20220405-F

**Present:** Christine Robidoux, Chair; Bruce Kullgren, Jr., Vice Chair; Murray Collette, Secretary; Keith Charlton; George Willard; Rev. Olivia Holmes, Clerk

**Absent:** Alan Fox, Brian Kullgren

The meeting was called to order at 7:00pm.

**Approval of Draft Minutes of 2022/03/15 Meeting**

Bruce moved approval of the draft minutes, as amended. Keith seconded the motion and it was approved by unanimous roll call vote.

**Invitation for Comments from the Audience:** Nicole Concordia suggested that the Board take up the issue of change of use, since there only two historical references to that in the files, and no procedures in the manual. She has some information from other towns to share if desired. Connie Kieley asked that the public comment time be changed to the middle or the end of a meeting. She also believes driveway regulations need to be a high priority for this year, and should be returned to the 2009 regulations and not the 2017 reduction to 30 feet. She sees this as a public safety issue. Connie also asked that alternate members of the Board be placed on the agenda for this year.

Temple residents Russ and Lynessa Huntley introduced themselves.

**Public Hearing on Proposed Changes to the Temple Planning Board Rules of Procedure**

The hearing was officially opened at 7:16pm.

The proposed 3/16/22 document was reviewed by legal counsel; no significant changes were recommended. State of New Hampshire language has been added in section II. Members and Alternatives. Minor changes have been made in section III. Election of Officers to reflect gender neutrality. Driveway Regulations were added to section IV. Duties and Responsibilities; and the new name of the old NH Office of Strategic Initiaves has been replaced with the new name: the NH Office of Planning and Development (NHOPD). Section V. Meetings is now just meetings; a separate section has been created for Hearings. The Board is now meeting on the first and third Tuesdays rather than Wednesdays, and at Town Hall rather than the Municipal Building. Item 3 is new; and item 5 simply complies with the NH RSA. Item 7 reviews alternate procedures in the case of recusal. The necessity of roll call votes has been added as item 11.

Page 4, item 5a, Minutes, complies with the NH RSA on 72 hours. Item 5f was added. Everything from that point on is all new, recommended by the NH Office of Planning and Development: Forms, Notice, Public Hearings, Joint Meetings and Hearings all of which comply with appropriate NH RSAs.

**Questions from the audience:** No questions were offered. No favorable or oppositional comments were offered. Nicole suggested that on page 4, section VIII. Notice, item 1 should include the reference to NH RSA 676:4 section I(d).

In the same section, item 2 should include the words, “holders of conservation, preservation or agricultural preservation restrictions” should be added after the words “applicants and all abutters. On page 5 section IX. Public Hearings, item 6, the word Board in the 2<sup>nd</sup> line should be capitalized; and again in item 7. In Section X. Joint Meetings and Hearings, on the 2<sup>nd</sup> line, Temple does not have a Building Code Board of Appeals. In the same section, item 5, Rules and Procedures should be capitalized on the second line. NH 676:4 section I(d) should be referenced.

**The Hearing was closed at 7:30pm.**

**Board discussion:** Bruce moved acceptance of Nicole’s recommendations regarding RSA 676:4 Section I(d) in paragraph 1, and within section VIII. Notice add RSA. His motion included adding the language Nicole suggested in section VIII. Keith seconded the motion, which was approved by unanimous roll call vote.

Bruce moved acceptance of Nicole’s recommendation to omit the Board of Appeals language in section X. Keith seconded the motion which was approved by unanimous roll call vote.

Christine pointed out that there is a duplicate of the Chair’s responsibility in section III, item 1, and in section IV. Duties and Responsibilities. Nicole pointed out that in the Duties section approval from the Board must be received; which is not included in the section III.

Christine reported that Atty. Chris Drescher suggested adding NH before each reference to an RSA. On page 3, section V. Meetings, item 7a, the term “regular” should be replaced with “absent or disqualified” and again in the first line of page 3, to be consistent. Keith moved to accept Atty. Drescher’s recommendations to replace “regular” to “absent or disqualified,” and to add NH before each reference to an RSA. Bruce seconded the motion, which was approved by unanimous roll call vote.

On page 3, section V, item 7b, the words “said vote” should be added before “may not be requested by persons other than Board members. Bruce moved approval of the recommendation. Keith seconded the motion, which was approved by unanimous roll call vote.

Bruce moved to adopt the Rules of Procedure as amended. George seconded the motion, which was approved by unanimous roll call vote.

The amended Rules of Procedure go into effect immediately following this vote. Christine will make sure they are posted on the town website, and all Board members receive a copy.

## Old Business:

### 1. Update on Tax Map Corrections (Keith)

Keith reported CAI Technologies made changes to map 2B due to a misunderstanding. Keith has asked Carole Singelais and Carol Mamzak to replace the incorrect 2021 version of map 2B with the previous 2017 version. He also mentioned work that needs to be done on map 8A; and that question has been asked of the Whitcombs. Keith explained that the Board plans to do a review of tax maps before they are changed. Keith has asked whether Carole and a member of the Board could review changes before they are published. Murray volunteered to be that Board member, in addition to Keith.

### 2. Update on Dark Skies Ordinance Posting (Keith/Christine)

Christine has incorporated the Dark Skies Ordinance into the Zoning Ordinances. At some time the formatting will need to be updated. Keith will explore more efficient ways to update the Ordinance in the future, and recommends this be adopted by all town committees and boards.

### 3. Master Plan Natural Resources Inventory (Murray/Conservation Commission)

No update available at this time.

### 4. CAC Update on Charrette, NHHFA Grant, and Proposed Housing Forum (Christine/Bruce)

The grant has been received from New Hampshire Housing (NHHFA). Christine is still accepting letters of support from town boards.

George suggested the Select Board vote should be reflected as 2-0, since he abstained, rather than as 2-1.

Page 3 of 6 is should be “are” in the sentence referring to parking in the town center.

Christine explained that after Town Meeting she added language on page 2 about parking to reflect the decisions made at Town Meeting. Christine read the language on page 3 about parking, safety and lighting in the Town Center suggested by the Select Board at their last meeting. On page 5, #1, Village Center language was added to reflect residents’ thoughts.

Christine created a template for a letter of support for the Charrette from Temple boards, which she read. Keith moved that the Planning Board sign the letter as read by Christine. Bruce seconded the motion which was adopted by unanimous roll call vote. Bruce signed the letter of support on behalf of the Planning Board.

### 5. SWRPC & MTAG for Zoning Regulations Review (Keith)

The 2012 document was attached to the agenda. The 15% fee may have been waived. The town will write the MTAG grant application; the SWRPC will review. Some of the things in the 2012 recommendation have already been implemented.

## 6. Prioritize 2022-2023 Initiatives

Christine added change of use and the driveway regulations to the list.

Christine reviewed the list from previous minutes, and suggested grouping various initiatives under broader topic headings.

Christine will invite Rose Lowrey to the next TPB meeting to share her views on ADUs and Tiny Houses. Bruce suggested the Board should review current regulations on ADUs before meeting with Rose. Christine asked Keith to bring information on change of use as well.

### **New Business** (as time allows):

1. Review of lot line adjustments, town lot 2B. Tim Fiske, Chair of the Temple Land Use Committee, presented the revised maps of lot 2B. Tim added John Sheridan to the list of abutters because he appears to be within 200 feet of the lot line. Tim presented 3 copies of the map and 2 mylars. There will be a need to have test pit results for the larger lot. Tim needs to know the amount of the costs to pay to the town by Monday to have a check cut before a hearing on Tuesday, April 19.

Bruce moved and Murray seconded proceeding with the application and scheduling a hearing on Tuesday, April 19<sup>th</sup>. The motion was adopted by unanimous roll call vote.

Christine offered an update on bills being considered in the NH State Legislature.

Bruce moved adjournment of the meeting. The motion was seconded by George and approved by unanimous roll call vote.

The meeting was adjourned at 8:18pm

Next Meeting: April 19<sup>th</sup> at 7:00pm at the Temple Town Hall

Respectfully submitted by Rev. Olivia Holmes, Clerk

The **NH Office of Planning and Development's 2022 Spring Planning and Zoning conference** will be held on consecutive **Saturdays, April 30<sup>th</sup> and May 7<sup>th</sup>, from 9:00 a.m. to 12:00 p.m.** This will be an online event (each session will be recorded and available after the conference). Although this is a free event, registration is required and is open as of **March 28, 2022.**

For more information, including the tentative agenda, please go to:

<https://www.nh.gov/osi/planning/resources/conferences/spring-2022/index.htm>