

**Temple Planning Board
Minutes
Tuesday, February 20, 2024
7:00pm, Temple Town Hall Annex**

Present: Christine Robidoux, Chair; Carter Sartell, Secretary; Keith Charlton; Murray Collette; Russ Huntley; George Willard, ex officio, Select Board

Absent: Brian Kullgren, Bruce Kullgren, Jr

Guest: Ken Caisse

Board Chair Christine Robidoux called the meeting to order at 7:01 pm.

Christine Robidoux appointed Alternate Russ Huntley as a full member of the board for this meeting and he joined the board at the table.

**Approval of Draft Minutes
February 6, 2024 Meeting**

There were no edits to the minutes and George motioned to approve the minutes as written. Russ seconded. Approved by a roll call vote with all in favor.

Public Comment: None.

Old Business:

1. **InvestNH Housing Opportunity Planning (HOP) Grant Update:** Carter shared that they finished the document which will be used during one-on-one interviews, so those interviews will occur now through the end of April. Anyone who wants to be interviewed should either email the Planning Board or contact the town office, Carter, or Pam Kingston. Christine asked the committee to attend the next Planning Board meeting on March 5th to present the summary document of community engagement which Ivy created. Christine will forward the document to members of the board.
2. **Natural Resources Regulatory Audit Update:** Christine shared the draft Audit Summary (attached), and Jeff Littleton of Moosewood Ecological will attend the March 19th meeting to discuss this. The Conservation Commission is hosting a presentation by Jeff of the updated Natural Resources Inventory on April 17th.
3. **Tax Map Updates:** Keith will follow up with Carole Singelais to make sure the latest updates are uploaded to the town website. The duplication error on Map 5A has

been fixed so Keith will follow up with the individual who originally discovered the error.

4. **Driveway Regulations:** No update. (The latest version is attached.)
5. **GIS Mapping Conversion:** Moosewood Ecological is making good progress on overlaying the Avitar tax maps onto Temple's Zoning and Master Plan maps.
6. **Site Plan Regulations Audit Results:** This is tabled until the Subdivision Regulations are finished.
7. **NFIP-FEMA Flood Maps:** Christine received a letter from FEMA (attached), and tomorrow there will be a notice in The Union Leader about this.
 - Residents can find the Contoocook and Merrimack maps on the Planning Board page of the Temple website. Two related documents (attached) regarding the appeals process and flood insurance will also be posted on the website. All members agreed to notify residents through the website email that this new information is available for viewing.
 - Public comments are welcome and should be sent to the Select Board. In order to make an appeal, scientific or technical data is required. The appeal process is 90 days and expires May 28, 2024.
 - There are flood areas in town, however no buildings exist within these areas. Christine will reach out to the NH Office of Planning and Development to ask someone to present about flood plain insurance at one of the April meetings.

New Business

1. **Regional Impact Update: New Ipswich Subdivision Application, Brook Haven Farm LLC Appleton & Maki Roads, Map 6 Lots 20 & 20-9:** Resident Kathy Boot sent a letter citing that the existing level of traffic is already a concern. Christine shared the letter with the New Ipswich Planning Board. There is another hearing tomorrow night and Carter will try to attend remotely. All related files can be found on the New Ipswich Planning Board web page under the agendas.

Murray Collette joined the meeting.

Work Session

1. **Subdivision Regulations (cont'd from 2/6/2024):** Thanks to Russ for incorporating the edits from the last meeting (attached).

- a. Section 6.1 D 4 A: Ken Caisse explained that the applicant needs to obtain a street permit from the Select Board; Ken was unsure whether this was documented anywhere else. He explained that this text was added because some roads had been improperly constructed in the past, which made them difficult to maintain. Christine pointed out that our zoning should clearly explain how roads are inspected and approved. For clarity here, remove “in order” and add “to apply for approval” and also add an introductory sentence explaining that these are the steps to obtain Select Board approval. Also add this to the application checklist.
- b. Section 7.1: Use the waiver language from 2.2 D.
- c. Section 7.5 and 7.6: Add “as amended” when referencing the RSA text in case it changes in the future. In the definitions section, Russ defined RSA so it always refers to the amended text.
- d. Section 8, Abutter: Reference the RSA number and use the statutory language.
- e. Section 8, Approval, Conditional: Reference the RSA number, 676.4 I (i), and use the statutory language.
- f. Section 8, Engineer: In this document, “engineer” refers to the person hired by the applicant. Temple does not have its own engineer and relies on the stamped plans provided by the applicant’s engineer. We are not defining every type of engineer, so remove this definition.
- g. Section 8, Health Officer: Keep this definition because the Health Officer has to stamp the plans. Add a similar definition for Road Agent because they are referenced in the application process.
- h. Section 8, Subdivision, Minor: We do require a septic system and well so remove “utilities.”
- i. Russ reordered Section 4, Plat Requirements. The lists build upon each other, with the first including items which are required for all applications, and the others including the prior lists as a starting point.
- j. Russ will incorporate these changes into the document, and then Christine will forward it for another legal review.
- k. Russ will update the application to correspond with the edits to the regulations. Murray noted that in the major subdivision section there is a checklist item for the final road, so we could add a note there about the Select Board approval (see a. above).

Other Business:

1. **Filing Project:** No update.
2. **Webinars & Trainings**
 - Local Solutions to the State’s Housing Crisis Webinar Series: “The Intersection of Development and Clean Water” Thursday, February 22, 2024, from 12 to 1:00 P.M.
<https://plannh.org/news-events/local-solutions-to-the-states-housing-crisis>
 - Christine recommended that the recording of last week’s webinar is worth listening to.
3. Christine shared that we received the NH Planning and Land Use Regulations 2024 Edition books and electronic version.

George motioned to adjourn the meeting and Keith seconded. Approved by a roll call vote with all in favor. Adjourned at 8:07 pm.

Next Planning Board Meeting:

Tuesday, March 5th, 2024 at 7:00pm, Temple Town Hall

Temple Candidates Night – March 7th, 2024

Temple Town Elections and Voting – March 12th, 2024

Temple Town Meeting – March 16th, 2024

Minutes respectfully submitted by Cathy Joly.

Attachments:

1. Natural Resources Regulatory Audit
 - Regulatory Audit Summary
 - Regulatory Audit Email
2. Driveway Regulation Update DRAFT
3. FEMA Letter and 2 Supporting Documents
4. New Ipswich Brook Haven Farm Regional Impact
 - Letter of Concern from Temple Resident
5. Subdivision Regulations DRAFT
6. Subdivision Application