

**Temple Planning Board  
Minutes  
Tuesday, March 7, 2023  
7:00pm, Temple Town Hall  
*Zoom Recording available***

**Present:** Christine Robidoux, Chair; Murray Collette, Secretary; Keith Charlton; Alan Fox; George Willard, ex officio, Select Board; Russ Huntley, Alternate

**Absent:** Brian Kullgren; Bruce Kullgren, Jr, Vice Chair

The meeting was called to order at 7:01pm.

Board Chair 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 of February 21, 2023 Meeting**

Minutes were discussed and Keith moved to approve the minutes as amended. George seconded. Approved by a roll call vote with all in favor except Murray who abstained.

**Invitation for Public Comment:**

Ken Caisse, representing the Select Board, asked when the proposal to adopt building codes (see February 7, 2023 minutes) will be discussed. Christine explained that it was shared too late to present to voters this year, but it will be presented in 2024.

**New Business:**

Nick Rowe presented his questions about building setbacks, sizes and heights. The setbacks for his freestanding, dirt-floor, concrete-free greenhouse are 35' from property line and 75' from wetlands; the town will need to clarify whether this is considered a temporary or permanent based structure.

If Nick runs an auto-repair business out of his barn/garage, the setbacks for this building are 100' from property line and 500' from existing dwellings of other owners. The latter can be reduced to 200' with written approval from the abutters and a special exception by the Zoning Board of Adjustment. The setback for off street parking is 55' from property lines.

Nick is considering building a shell to cover large water storage tanks for his heating system; there will be no entry, however there will be walls and a roof so this is considered a building. He will need a special exception for commercial businesses which allows the total footprint of all buildings to be no more than 1/8th of the parcel of land. All of these details are in Article 4 Section 13 and 13A of the Temple Zoning Ordinance as amended March 8, 2022.

Nick is struggling to stay within 40' height limit due to the land's high water table; he could ask for a variance but would have to demonstrate hardship. Christine clarified that after Nick presents to the Zoning Board, he needs to return to the Planning Board for site plan review.

## **Old Business:**

### **1. InvestNH HOP Grant**

- a. Christine detailed the changes to the contract: the dollar amount changed slightly due to working with different consultants, and the Planning Board is taking on more administrative tasks including submitting monthly reports to the grant committee and managing paperwork for invoicing and receipts. The contract was sent to the Select Board representative and the town attorney for review with no changes indicated. Murray moved to sign the contract as presented, Keith seconded. The motion was approved by roll call vote with all in favor.
- b. Official language: consultants Carol Ogilvie and Ivy Vann shared that there is phrasing regarding the grant that must be included on public materials. The verbiage varies depending on the type of material and Ivy has the details; the complete phrasing is on our website.
- c. Scope of work:
  - Ivy is taking the lead on the Needs Analysis and Planning, and Carol is tackling the Regulatory Audit. They have access to all of SWRPC's housing needs analysis data.
  - Community engagement plans: they created the first survey to present to residents on Voting Day March 14 and Town Meeting March 18, aiming to gather data for updating the vision statement.
  - Carol expects they will shift hours around within these projects, with the community engagement taking more time than originally planned. There is sufficient funding for all work to be done.
  - Enlisting representatives from other boards: the commitment will be attending meetings 2x month, reviewing survey data, setting up small group meetings, representing the effort at town events as appropriate. These meetings will be public; members can attend via Zoom as long as a quorum is physically present at the meeting.
  - Upcoming forums: First forum is April 4th; Bruce is working with Jessica Hipp on promoting them. Ivy and Carol suggested having exercises for attendees to do on their way in such as a visual survey showing different styles of houses, or a Temple map for folks to highlight their favorite spot, or a laptop where they can fill out the first survey.

- d. Timing: Carol and Ivy expect the Subdivision & Site Plan Review and the Zoning Regulatory Audit to be done by beginning of April. Christine shared her list of corrections and items that need to be reviewed.
2. Planning Board Clerk open position  
Cathy Joly submitted a letter of interest for the position. After discussion, George made a motion to hire Cathy as the Planning Board Clerk and Keith seconded. Approved by a roll call vote with all in favor.
3. Housing Forum(s) Planning Update - See above, 1.c.
4. NFIP – Preliminary FEMA Flood Maps
  - NH Best Practices for Effective Local Floodplain Management Webinar April 4th (see attached)
  - Flood Safety Awareness Week Webinar Series March 14-16, 2023; Christine will share with EMD; <https://www.nh.gov/osi/planning/programs/fmp/floodaware.htm>
5. Driveway Regulations - No update
6. Tax Map Updates - Wait until after Town Meeting
7. Master Plan Natural Resources Inventory Update - No update from Con Com.

#### **Other Business:**

1. Reformatting Zoning Ordinance
  - The version on the website is now searchable using “Ctrl F”, and an improved search bar is being planned to be added by the web service provider.
2. Planning & Land Use Regulation publication:
  - Copies of the 2022-23 Edition of the regulation publication have been received and were distributed to Planning Board members.
  - Electronic version credentials were received and will be reviewed by Keith.
3. Keith will work with Olivia to ensure all historical planning board files from Olivia’s personal computer match the files Carole Singelas has stored at the Town office so that they can be deleted from Olivia’s computer.
4. Temple Voting Day: March 14th 7 AM to 7 PM at Temple Town Hall
5. Temple Town Meeting: March 18th at 10 AM at Temple Elementary School

Adjourned at 8:14pm

Next meeting: Tuesday, March 21st at 7:00pm, Temple Town Hall