

**Temple Planning Board**  
**Approved Minutes, Tuesday November 1<sup>st</sup>, 2022**  
**7:00 pm, Temple Town Hall**

**Present:** Bruce Kullgren, Jr., Vice Chair; Murray Collette, Secretary; Keith Charlton; Brian Kullgren; George Willard, ex officio, Select Board; Rev. Olivia Holmes, Clerk

**Absent:** Christine Robidoux, Chair; Alan Fox; Russ Huntley, Alternate

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

**Approval of Draft Minutes of October 18<sup>th</sup> 2022 Meeting:**

Keith moved acceptance of the minutes as presented. Bruce seconded the motion. George, Brian, and Murray abstained; Keith and Bruce approved. The motion carried.

**Invitation for Comments from the Audience:**

Connie felt the minutes of the 10/18/22 meeting do not reflect a discussion the Board had at the end of the meeting regarding holding public comments to a reasonable time limit. Keith clarified that if people wanted to speak after the time for public comment they could email the Board their comment. Connie felt that, if controversial discussions take place during a meeting, there will be public desire to engage in the discussion. Bruce asked the clerk to enter this concern onto the agenda for the next meeting.

**Old Business**

1. Update on Subdivision application – Lots 5B-84 & 5B-84-1 (S. Guy, Moran and Cutter Rds.): Bruce reported that he had cosigned the mylars with Christine who filed with the Registry on the 25<sup>th</sup> of October. The case file is on the town website.
2. Update on Temple Forest Monastery Site Plan Review & Religious Exemption: no update was available at this time.
3. Planning Board Budget 2023 (*attachment*): Olivia was asked to call the town bookkeeper to clarify the hours and job budget anticipated for the Clerk in 2023. Christine will attend the Budget Advisory Committee meeting on November 9<sup>th</sup> and will present the TPB budget. Bruce asked Keith for updates on the tax map budget and Murray for the budget for the Natural Resources Inventory.
4. Excavation Regulations (*attachment*): Bruce reported that Temple's current zoning ordinance does not have a regulation about removal of more than 500 cubic yards of excavated material. He reported that Christine's research shows that Wilton does have a regulation. Lyndeborough does not have a regulation; and Mason has something similar

to Wilton's regulation. Bruce reported that Christine recommends the Board leave the excavation regulations as they are. No vote was taken tonight.

5. Short Term Rentals: No update was available tonight.
6. Driveway Regulations: Murray continues to work with Fire Chief Clark regarding hose length restrictions and other aspects of Temple Fire Department equipment or safety issues that may impact the Chief's recommendations on driveway regulations.
7. SWRPC Regulatory Review/InvestNH Grant Application
  - a. Site Plan Regulations & Subdivision Regulations
  - b. Zoning Ordinance (2022)
    - i. ADU's
    - ii. Form Based Code
    - iii. Neighborhood Overlay Districts
    - iv. Home Based Businesses
    - v. Change of Use
  - c. The updated HOP is available at the town office for the public.
8. Master Plan Natural Resources Inventory – ConCom: No update was available tonight.
9. Community Advisory Committee Updates - Christine/Keith
  - a. Plan NH Charrette Recommendations
  - b. Housing Forum

Keith reported that CAC members have had some discussion of the results of the Charrette, but they are waiting for the full report to have further discussions. They are thinking of asking various committees to consider questions they may have for future public discussion.

Bruce has been in touch with Jessica Hipp, and they probably need to pick a date if they do want to do a housing forum. Bruce is unsure about moving forward with any sort of ADU decision. Keith suggested this discussion would be included in one of the public forums.

Murray suggested some confusion about who is sponsoring the housing forum/s. Both a debrief forum from the Charrette and a Housing Forum could happen. There was some confusion about recommendations made by the Charrette team regarding owner-occupancy of ADUs.

The Planning and Select Boards asked the CAC to work with all the committees regarding forums.

10. Bruce reported on receipt of plans for Doug Guy's subdivision for Map 2B Lot 71 on November 1<sup>st</sup>. He reported the application looks to meet most requirements. Pete

Caswell, Temple's Health Officer, has reviewed and approved the plan. Bruce recommended reviewing the application for completeness at the next meeting.

11. Documentation for Nick Rowe's planned subdivision for Map 5 Lot 24 was received on October 31<sup>st</sup>. Christine acknowledged receipt and has notified Barbara Lamb of Bedford Design Consultants that the Board will hold a preliminary review of the application at the next meeting, on November 15<sup>th</sup>. If the application is found to be complete, a Public Hearing will be scheduled for Tuesday, December 6<sup>th</sup>.
12. Other 2022-2023 Initiatives: nothing was reported on either initiative tonight.
  - a. Master Plan update schedule
  - b. National Flood Insurance Program (NFIP)

### **Old Action Items**

1. Reformatting Zoning Ordinance for easier updating, online more user friendly - Keith

Bruce wants more time to review the revised version (77 pages long). Murray volunteered to read it as well.

2. Town Office Filing Project - Keith/Olivia

Olivia reported that Stephen Buckley of the NH Municipal Association has provided the RSAs governing document storage. There is need to keep only one copy for the prescribed amounts of time (see attachment). Bruce moved keeping 1 paper copy and 1 Mylar copy of all plans. Brian seconded the motion which carried by unanimous roll call vote. One copy of each case file document required to be saved for a prescribed length of time will also be saved. Stephen also noted that once Temple converts to electronic filing, no paper copies need to be preserved.

Olivia also noted that with Allan Pickman's help, the 2020 Planning Board Minutes book at the town office is now complete.

3. Tax Map Updates – Keith: Keith hopes to get budget quotes back from CAI Technologies in time for next year's budget.
4. Create Zoning Ordinance Historical Index – Christine: No update was available at this meeting.
5. Planning Board webpage review

Olivia noted that the Temple Forest Monastery has its own file and is also in the Planning Board Case File site on the webpage. The Board asked Olivia to work with Carol to combine the TFM files on our webpage.

### **Items for November 15<sup>th</sup> Meeting:**

Bruce noted that the Guy and Rowe subdivisions should be reviewed. He asked the Board to think about the housing forums, including a time line and the zoning changes in regards to that. He also asked the Board to review regulations regarding excavation documentation, specifically 500 cubic yards or more being removed, and be ready to vote to accept the regulation changes as appropriate.

**Other Business:** Nothing was reported at this meeting.

1. Upcoming Webinars/Conferences

A motion to adjourn was made by Brian. It was seconded by Keith and carried by unanimous roll call vote.

The meeting was adjourned at 7:43pm.

Respectfully submitted by Rev. Olivia Holmes, Clerk

**Next meeting: Tuesday, November 15<sup>th</sup> at 7:00pm, Temple Town Hall**