

**Temple Planning Board Approved Minutes
Tuesday November 16, 2021 7:00pm
Temple Town Hall**

Present: Nicole Concordia, Chair; Keith Charlton, Secretary; Alan Fox; Christine Robidoux; George Willard, Select Board ex officio; Olivia Holmes, Clerk

Absent: Bruce Kullgren, Vice Chair; Brian Kullgren

The meeting was called to order at 7:04pm.

Approval of Draft Minutes of 11/2/21 Meeting

Christine Robidoux moved approval of the minutes of the 11/2/21 TPB meeting as amended. George Willard seconded the motion, which was approved by unanimous roll call vote.

Invitation for Comments from the Audience

Cam Lockwood expressed several concerns about the proposed revisions to the driveway regulations, primarily regarding safety. She is concerned that the proposed revisions reflect little concern for the people, animals, and property that might be damaged in a fire. She was also concerned for the safety of both professionals and volunteers sent to help. She asked why there is sudden interest in updating the driveway regulations. Cam said that other towns' regulations show concern for people. She expressed concern about showing this updated draft to the townspeople of Temple.

Old Business

1. Ben's Maple Products Site Plan Review Update (Nicole)
 - a. The surveyor's stamp was not on the C-3 plat most recently received, so it was returned to Jim Phippard for completion. The Register of Deeds confirmed that the surveyor's stamp is required on all plats.
2. Budget 2022 (Nicole): Nicole will attend the BAC meeting on December 8th.
3. Clerk Back-up for January 4 (George): Carole will stand in for the clerk on January 4th.
4. Community Advisory Committee (Christine/Keith/Alan)
 - a. The CAC has not met since the last Planning Board meeting. Christine shared information about upcoming webinars.
 - b. Affordable Housing: No updates were provided at this time.
 - c. Zoom: Christine has spoken with an IT specialist and noted that ARPA funds (American Rescue Plan Act) could be used for this purpose. The Planning Board is not expected to be responsible for this work, as other town committees and/or boards need to be included in the decision-making process.

5. Document Storage Project (Bruce/Olivia) Olivia will work with Keith to find a date next week.
6. Driveway Regulations (Brian) Tabled since Brian is not here. Suggested edits were:
 - a. Change to neutral pronouns throughout document
 - b. Change Selectmen to Select Board
 - c. Create a page for Temporary Driveways (instead of a blank)
7. Rules of Procedure (Christine)
 - a. Christine received legal clarifications as follows:
 1. VI, #4: The Board has the authority to designate someone else to manage the records.
 2. XV, Joint Hearings: Stephen Buckley (NHMA) quoted RSA 676:2, which says the ability to hold joint meetings is limited to land use. The Select Board is not a land use authority. The Planning Board can have joint meetings with the Select Board if they wish.
 3. XI, Public Hearings, #12: Christine shared some clarification of proper procedure regarding public hearings.
 - b. More discussion may be helpful regarding Site Plan Review Process (VIII) and Preliminary Design Review (VII). The Planning Board can require a preliminary design review if they wish. Regarding section VIII, # 3, the notice has to be given in the standard manner so the public knows it is being discussed.
8. Site Plan Review Procedures & Application Revisions (Keith)

Board members having comments or edits should send them directly to Keith, and he will present an updated version at the next meeting. Keith's goal is to present a readable, understandable process road map for those considering applications.

9. Tax Maps Update (Keith): Keith is still working on updating the data from Randy Martin as well as including two registrations that had not been previously recorded.
10. Zoning Ordinance Updates (Keith) Keith will reconfigure his recommendations for review at the next meeting, so that the configuration matches the rest of the zoning ordinance.
 - a. Pole Height (warrant article)
 - b. Rainfall Event (not warrant article)
 - c. Deadline Extension (not warrant article)
 - d. Third-Party Inspections (not warrant article)
 - e. Dark Skies (warrant article) (pole height goes under this)

New Business

1. Select Board Movement on Flood Plain Regulations (George): The NHMA verified the Planning Board does hold the hearing, and the Select Board actually presents at the meeting. The Planning Board would vote on the final language. George to confirm whether the SB has voted to proceed or not.

2. Christine requested adding Flood Plain Regulations to New Business for the next Planning Board meeting, for the Planning Board to vote to present the warrant article to the voters (as opposed to the Select Board).
3. The third Tuesday of December is the week of Christmas. Nicole will not be here. Bruce has agreed to run that meeting.
4. Setting a date for a hearing for dark sky and floodplain regulations: The Planning Board should anticipate a hearing date for one of the January meetings, pending time availability.

Nicole recommended dealing with warrant article issues ahead of issues that do not have warrant article deadlines. Warrant articles do not have to be specific about recommendations the Board will make at Town Meeting.

A motion to adjourn was made by George, seconded by Keith, and unanimously approved by roll call vote.

The meeting was adjourned at 8:11pm.

Next meeting: Tuesday, December 7, 2021, 7pm, Temple Town Hall