

**Temple Planning Board
Minutes
Tuesday, November 21, 2023
7:00pm, Temple Town Hall Annex**

Present: Christine Robidoux, Chair; Bruce Kullgren, Jr, Vice Chair; Carter Sartell, Secretary; Keith Charlton; Murray Collette via Zoom; Russ Huntley; George Willard, ex officio, Select Board

Absent: Brian Kullgren

Guests: Pam Kingston via Zoom, Carol Ogilvie via Zoom

Board Chair Christine Robidoux called the meeting to order at 7:00pm.

**Approval of Draft Minutes
November 7, 2023 Meeting**

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

Public Comment: None.

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.

Old Business:

1. Application for Minor Subdivision (Pickman, Colburn Rd, Map 2B Lot 37): Allan Pickman provided an updated survey along with an old version of the subdivision application; he will complete and submit the current version of the application.

Discussion included:

- a. On the survey, Murray noted that a legend is needed for the wetlands. Allan clarified that the buildable area is between the tree line and the proposed septic area. The septic is shown with a 10' setback, which Russ explained was required by the state. Russ suggested combining notes 10 and 13 because they conflict as written. The survey needs to include all streams on both properties, and any buildings within 100' of the boundaries.
- b. The old, unused well and pipe will run through both properties so Christine asked for a copy of the well easement. She also asked for a copy of the subdivision application that Allan submitted to NH DES.
- c. Kent Perry has not reviewed the proposed driveway yet. There will be minimal disturbance to stonewalls.

- d. George motioned to schedule a hearing on December 5th at 7:10 PM. Bruce seconded. Approved by a roll call vote with all in favor except Murray who abstained. Christine has everything ready to mail letters to abutters tomorrow and post the hearing online and in the newspaper (on Friday after Thanksgiving).

2. InvestNH Housing Opportunity Planning (HOP) Grant

- a. **Steering Committee Update:** Pam Kington shared that last week's event had the best attendance yet, with many new faces. Ivy explained the housing situation and why it is important to review Temple's zoning. Christine noted that there was a nice article in the newspaper. The next event is November 27th at 7:00 PM in Friendship Hall when Ivy will show parts of the Communities & Consequences films.
- b. **Review of Master Plan Chapter DRAFTS:** Christine asked whether COVID should be mentioned, specifically its effect on population numbers from the 2020 census, and the housing-related numbers. Carol will research this further; she believes it also affected unemployment and poverty.
- i. **Population and Housing Chapter:** (Attached to November 7 meeting minutes)
- Christine noted that all the subregional tables are missing Mason, which is quite similar to Temple. The second paragraph of the "Natural Increase" section references prior years so it needs to be changed to past tense. The "Population Projections" section was removed because the Regional Planning Commissions are using a new methodology which is explained in the "Future Housing Needs" section. The "Poverty Levels" section needs to explain that the salary is annual.
 - In Table 7, Keith questioned whether the household and family income numbers were swapped: why would household income be less if it includes all residents in addition to family? The red and yellow cells in Table 8 indicate the highest and lowest years for Temple, respectively, as compared to the county and state; Carol will add this explanation.
 - For "Building Permits" Carol did not update the table because she has the 2022 data for Temple but not for the other towns. Murray suggested adding Temple's information and leaving the other town's data as blank or "To Be Determined." Russ wondered how we could have a negative number of building permits: this indicates demolitions. Carol pointed out that the state building permit data is imperfect because we cannot know whether the permitted housing was built or not. The reference to "Table 39" should be 9. In "Type of Housing" Carol confirmed that the state no longer uses "mobile home" and instead uses "manufactured housing" [which is considered a

single family home] and will update this section accordingly. Carol also noted that the census collects numbers for manufactured housing separate from single family homes. For Figure 5, Christine suggested adding the number of houses built to the X-axis labels for clarity. Bruce questioned the validity of the 1980s data and wondered if the numbers represented population increase instead. Carol obtained this from the census and will check how these numbers were calculated. Christine thought we could obtain accurate numbers from Avitar.

- ii. **Economic Environment:** Carol explained that this was a straightforward update using the latest census data. She generated a table of businesses in Temple with the help of the Steering Committee and noted that most businesses in town are home occupations. This is a positive sign that Temple's zoning has not been an obstacle to creating home-based businesses.
 - The table numbering needs to be adjusted to remove duplicates. Keith wondered how COVID affected the number of people working from home during the 2020 census, and how many have returned to commuting now; we will have to wait until the next census. Christine noted that the "Overview" section is missing the fourth bullet point about valuations.
 - In the "Employment" section, Christine wondered whether we know the number of retirees, and whether they are counted in the tables. Are they included in Table 1 "Employed Population, 16 years and over?" Keith wondered if they were counted in the unemployment numbers. Carol will check this. Christine also questioned the comment about local government having the lowest wages; was this because the office staff switched from full-time to part-time?
 - Is the list of Temple businesses needed? It was included in the previous version.
- iii. Carol will provide updated versions for review, then she will begin work on the Existing Land Use chapter. She is hoping Moosewood Ecological (ME) can create a GIS map for her to use in this work. After that is done and the public engagement is complete, Carol will work on the Future Land Use Plan and lastly the Implementation section. Keith recently shared AutoCAD DWG files with ME; these files were delivered as part of a previous CAI contract, so ME may have what they need to create the GIS map.

3. Proposed Zoning Amendments for 2024: Christine shared a revised version (attached).

- a. The "Multi-Family Housing" definition needs to be decided. The state defines this as any structure containing more than two dwelling units; Christine will verify this. (Note that Workforce Housing defines Multi-Family as having 5 or more

units.) We currently have a definition for “Multiple Dwelling” so we will modify this to match the state's definition and terminology.

- b. Christine suggested that we schedule this as the second hearing on December 5th at 7:40 PM, allowing thirty minutes for the first hearing. Bruce read aloud the notice which Christine drafted for posting in the Monadnock Ledger, with the amendment for “Multi-Family Housing” described above. Bruce motioned to present the proposed zoning amendment ballot questions at a public hearing on December 5, 2023. Russ seconded. Approved by a roll call vote with all in favor. Bruce motioned to spend \$143 to post the notice for the hearing in the Monadnock Ledger. Keith seconded. Approved by a roll call vote with all in favor. The notice will be posted on Friday.

- 4. **Subdivision Regulations Legal Review Discussion:** Carter questioned who added the comments in the document (attached) because there were multiple sources. Christine confirmed that all comments were from the legal team. One comment stated that the document should cite RSAs and not include their content, however this conflicts with our goal to make the document more reader friendly. Carter also noted that some comments suggested changing the content, whereas our intent was mostly to reorganize. Discussion was tabled until the second meeting in December.
- 5. **GIS Mapping Conversion:** Christine attended the Budget Advisory Committee meeting and mentioned the tax map updates and GIS conversion options. There was consensus that the town should pursue the full conversion to GIS. The Select Board is considering presenting two warrant articles, for both the initial and full conversions. They have asked us to get a quote from another company; Keith noted that the quotes should be based on starting from DWG files. Keith and Russ will reach out for an additional quote.
- 6. **Tax Map Updates:** For the prior update, Keith thinks CAI pulled some information directly from the Registry of Deeds. So Keith intends to send them a spreadsheet and wait to see if they ask for more data.
- 7. **Natural Resources Regulatory Audit:** No update.
- 8. **Driveway Regulations:** No update.
- 9. **Site Plan Regulations Audit Results:** This is tabled until the Subdivision Regulations are finished.
- 10. **NFIP-FEMA Flood Maps:** No update.

New Business:

1. **Petition Warrant Article:** Nicole Concordia submitted an article requesting that ZBA members be elected rather than appointed by the Select Board. She requested the first hearing be held on December 5th. The Planning Board cannot make any changes to this article, however Christine questioned whether ZBA alternates can be elected, quoting an RSA that states land use boards who are elected must appoint their alternates. Christine followed up with Nicole about this but Nicole declined to change it; Christine will clarify with NHMA. Also, Christine noted that she signed the petition for electing ZBA members and did not sign a petition for electing ZBA alternates. Christine drafted a notice which Nicole has approved; Nicole will pay for posting it. Bruce motioned to schedule the public hearing for the petition warrant article pertaining to election of ZBA on December 5, 2023 at 8:10 PM. George seconded. Approved by a roll call vote with all in favor.

Other Business:

1. **Filing Project:** No update.

2. Webinars & Conferences

- NH Office of Planning and Development (OPD) Planning Lunches At Noon (PLAN) Monthly Webinar Series: "A Review of 2023 Planning & Zoning Legislation and Preview of 2024" December 21, 2023, from 12 to 1:00 P.M.
<https://www.nheconomy.com/office-of-planning-and-development/what-we-do/municipal-and-regional-planning-assistance/osi-planning-and-zoning-training/monthly-webinar-series>
- NHMA Annual Conference "Zap the Gap: How to Make Peace & Work Effectively in a Multigenerational World:" See attached handout on Accessory Dwelling Units.

Bruce motioned to adjourn the meeting and Keith seconded. Approved by a roll call vote with all in favor. Adjourned at 8:48 pm.

Upcoming HOP Steering Committee Housing Forum:

December 11th at 7 PM in the Friendship Hall

Choice and Possibilities: Presentation of possible housing solutions for Temple

Next Planning Board Meeting: Tuesday, December 5th at 7:00pm, Temple Town Hall

Minutes respectfully submitted by Cathy Joly.

Attachments:

1. Pickman Subdivision Documents
 - Test Pit Data
 - Waiver Letter
 - Meridian Survey Draft
2. Economic Environment Chapter DRAFT
3. Updated Proposed Zoning Amendments 2024 DRAFT
4. Subdivision Regulations Draft Legal Review Comments
5. Petition Warrant Article
6. NHMAADU Handout