

**Temple Planning Board  
Minutes  
Tuesday, October 17, 2023  
7:00pm, Temple Town Hall Annex**

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

**Absent:** Brian Kullgren, Murray Collette

**Guests:** Ivy Vann, Pam Kingston, Ken Caisse

The meeting was called to order at 7:00pm.

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

### **Approval of Draft Minutes**

#### **October 3, 2023 Meeting**

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

### **Public Comment**

Jim Quinn, accompanied by his son and daughter-in-law, presented his initial thoughts for a subdivision of Map 8A Lot 4, located at 5 Powers Road and owned by James Quinn. We provided a Pre-Application Review (informal consultation) of the project. The new lot as proposed will meet the minimum 3 acre size and 300' of road frontage. They expect to have a shared driveway off of Powers Road, which the Planning Board will need to approve. Christine will send an email to Jim with dates and requirements for the next steps.

### **Old Business:**

#### **1. InvestNH Housing Opportunity Planning (HOP) Grant**

- a. **Steering Committee Update:** Pam Kingston shared that they held 4 events in September, on different days and times, sometimes in coordination with other events, mailing postcards to all residents, even offering childcare in the hope that would bring out more residents. Overall they are frustrated with the low attendance. Attendees have also been frustrated because the guided

discussions are not about zoning changes. The most recent events included photographs of a variety of homes and asked attendees to indicate whether the buildings fit in Temple or not. Another postcard is being mailed for 3 upcoming events (see attachments 1 and 2), each of which will allow time for community questions and input. Committee members will be reaching out to Temple boards, committees, school, friends, and groups with personal invitations. Pam welcomed Jeff Littleton of Moosewood Ecological to participate in these events.

**b. Community Engagement Strategies**

- i. At the next event on October 30th, Ivy Vann will offer an overview of the feedback gathered so far. She stressed the importance of a common vocabulary so that we understand each other, and this will be the focus of her main presentation. Christine noted that the Planning Board members have not reviewed the Housing Needs Assessment or Zoning Audit; the latter is a good starting point for what might be possible in Temple. Ivy will summarize these on the 30th.
- ii. The event on November 13th will present a short movie or two about zoning and workforce housing. And on November 27th Ivy will present and discuss possible solutions for Temple housing based on all the feedback and data gathered thus far. There will be time at the end of each event for audience questions and input.
- iii. Committee members are starting to conduct one-on-one interviews with any resident who wants to talk about housing. The members will take notes and/or record conversations so that a transcript is automatically created. Ivy shared that change almost always happens around connection and stories.
- iv. After these upcoming events, there will be additional focus groups scheduled for small numbers of residents who were unable to attend other events.
- v. Further Discussion: Ivy shared what she learned from a recent presentation about encouraging Accessory Dwelling Units (ADUs): they need to be permissible by right, not require owner occupancy, and not mention parking. Ivy suggested that Form-Based Code is a solution when people are concerned about how buildings will look; you can specify details such as the footprint, height, width, and distance from the street. Bruce noted that when the Planning Board worked on ADUs and duplexes in prior years, some residents were concerned that these would be built all over town, and builders would be eager to add ADUs. Ivy has studied these concerns around the country for 20 years and the rate of increase is minimal. Bruce also commented that these same residents were very vocal at hearings, and Ivy pointed out that we are unlikely to change their minds so we instead need to bring in more voices. Also she has learned from experience that change must be incremental: rather than making comprehensive changes, choose something that enough people agree with, or start with something

that has to be done to align with the statutes. Keith noted that ADUs are a good choice.

- c. **November Review of Master Plan Chapters:** Christine will send these to members for review: Population and Housing, Economic Environment and Existing Land Use.
2. **GIS Mapping Conversion:** Keith has asked Avitar to provide a list of which deliverables Temple currently pays for and a list of options for obtaining an AutoCAD file.
3. **Natural Resources Regulatory Audit:** No update.
4. **Subdivision Regulations DRAFT:** Joe Driscoll has not reviewed this yet. Voluntary lot mergers were discussed at the NHMA Land Use Law Conference and Christine noted that they are not mentioned in our Zoning or Subdivision Regulations. Bruce remembered Nicole Concordia handling them in past years and Christine thought she might have referred to the state RSA. Russ explained that some towns allow mergers to be handled by a lawyer, other towns have a form (Wilton), and others require a survey. The state does not require a survey or public hearing, but the Planning Board must endorse the merger and submit it to the Registry of Deeds (there is a fee). If the property has a mortgage or other encumbrance, that party must approve the merger as well. This would require minimal change to the Subdivision Regulations, plus a checkbox on the application. Discussion was tabled until we receive legal feedback.
5. **Proposed Zoning Amendments for 2024:** The legal consultation with Joe Driscoll occurred just prior to the meeting.
  - a. Christine shared examples of Land Use Tables from other towns so we can decide on the most user friendly format (attached).
  - b. Joe stressed the definition of Non-Commercial Enterprise (NCE). Bruce is concerned that there is nothing in Temple's zoning to stop a large NCE like a distribution center. Keith noted that we could add a long list of allowed/not allowed uses, but we might miss something; however as the zoning stands now [without a list], everything is allowed. Existing NCEs will be grandfathered. Keith will research what other towns allow and do not allow for Commercial and Non-Commercial Enterprises and draft a list. Any uses that we list must also have a definition.
  - c. Bruce asked Ken Caisse how our current process would change if we adopt the NH State Building Code. Ken explained that it is likely just a paperwork change and will make the process easier; the Building Permit application will change. Ken suggested that we cite the RSA related to the State Fire Code, and Keith

reminded that we need to add “as amended.” Ken agreed that this should be a separate section under Administration.

- d. George offered corrections in the table to match our current zoning: “Accessory Dwelling Units” should be singular, and “Manufactured Housing” should be “(one dwelling per lot).”
- e. Joe explained that junk yards fall under “Commercial” or “Non-Commercial” and the state statute applies. Some towns prevent all junk yards; Temple currently prevents them in the aquifer district. Christine asked about Temple’s current zoning of not allowing more than 2 unregistered vehicles; Joe offered that we could add a caveat to allow more in certain situations, but this is difficult to enforce.
- f. Bruce was concerned that we are presenting too many ballot questions to voters. Christine shared that in earlier years multiple Zoning changes were combined into one ballot, however each amendment is supposed to have its own ballot. We will have 2 public forums before then to educate voters, and we usually have a member standing outside Town Hall handing out additional information. Ken suggested that mailing a flyer could help. Many of the changes are housekeeping, however b) above is more extensive. Christine suggested that the public might collaborate with the Planning Board to create the lists for b); this work will continue into next year.
- g. Members agree with the list of definitions. Christine will add a definition for Enterprise based on the Webster dictionary and will remove “rural pursuits.” Bruce noted that better definitions will make it easier for residents.
- h. Christine will create another revision for the next meeting.

6. **Driveway Regulations:** No update.

7. **Tax Map Updates:** Carter will talk with Keith next week.

8. **Site Plan Regulations Audit Results:** This is tabled until the Subdivision Regulations are finished.

9. **NFIP-FEMA Flood Maps:** No update.

### **New Business:**

1. **2024 Budget:** Christine increased the legal amount based on recent numbers, and there was discussion about increasing this amount further. Bruce noted that we will need legal review in 2024 for the Site Plan plus the input from the consultants. Legal costs for the latter might be covered by the HOP Grant however the funding for 2024 is not definite. Christine does use the free services provided by NHMA, OPD, and SWRPC however they only offer general advice and cannot review documents. Christine increased the legal amount to \$2,500 for a total budget of

\$7,074. Bruce motioned to approve the 2024 proposed budget, and Keith seconded. Approved by a roll call vote with all in favor.

2. **NHMA Land Use Law Conference:** Please see Christine's notes, attached. Regarding Change of Use, Ken mentioned that the Select Board is considering adding a change of use checkbox on the Building Permit.

### **Other Business:**

1. **Filing Project:** Cathy continued with the filing and started a spreadsheet which she sent to Christine for review.
2. **Upcoming Webinars & Conferences**
  - NH Office of Planning and Development (OPD) Planning Lunches At Noon (PLAN) Monthly Webinar Series: "The ABC's of TRC-2023" October 19, 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 - November 15-16, 2023 at the DoubleTree, Manchester, in person (\$135/1 day, \$175/2 days): "Zap the Gap: How to Make Peace & Work Effectively in a Multigenerational World." Carter is unable to attend so Christine will; there are several sessions specific to Planning Board issues.  
<https://www.nhmunicipal.org/nhma-annual-conference/attendees>

George motioned to adjourn the meeting and Keith seconded. Approved by a roll call vote with all in favor. Adjourned at 8:44 pm.

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

Minutes respectfully submitted by Cathy Joly.

### **Attachments:**

1. Housing Camp Flyer (Temple Postcard)
2. Public Engagement Plan for Temple
3. Updated Subdivision Regulations & Application 2023 DRAFT
4. Updated Proposed Zoning Amendments 2024 DRAFT
5. Proposed Zoning Amendments Legal Consult Agenda
6. 2024 Proposed Budget DRAFT
7. NHMA Land Use Law Agenda & Notes
8. Table of Uses, 2 Options