

**Temple Planning Board**  
**Approved Minutes, Tuesday September 6<sup>th</sup>, 2022**  
**7:00 pm, Temple Town Hall**

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

Absent: Russ Huntley, Alternate

**Approval of Draft Minutes of August 16th Meeting**

Brian moved approval of the minutes as amended. The motion was seconded by Murray and approved by roll call vote, with Bruce abstaining.

**Invitation for Comments from the Audience:** None.

**7:08 PM Public Hearing on Subdivision Application – Lots 5B-84 & 5B-84-1 (S. Guy)**

Christine introduced the purpose of the hearing, which is to review the application for completeness. Christine offered a brief summary of the Board's knowledge of this subdivision, and mentioned that one check required has not yet been received.

Sam Ingram from Meridian Land Services updated the Board on refinements that have been made on the plan being presented at this meeting. Specifically, the preliminary plan included the well that serves lot 84 located within proposed lot 84-5. New lot lines are proposed for lot 84 to keep the well with that lot. He pointed out that whoever purchases lot 84-5 will have to install a new well. The language describing the well situation before this adjustment has also been removed. Sam reported that he and Kent Perry reviewed the driveway locations together in a site visit, and agreed there were no issues with the potential locations. Sam said that even if the driveways were moved 20 feet in either direction there would be no problem.

Audience questions: Tim Winship, a Cutter Rd. resident, asked whether the frontage on Cutter Rd. is under 300 feet. Sam replied the frontage is actually 402 feet. Patricia Chase, 94 Moran Rd., asked Sam to explain where the proposed lots would be relative to her property, which he did.

Julie McAdoo, also residing on Cutter Rd., asked for clarification regarding driveways and wetlands, which Sam provided.

The hearing was closed at 7:20pm.

Sam then responded to Board questions. He explained that proposed lots 84-2, -3, and -4 have been filed with the state because state subdivision approval is required for any lot under 5 acres. That is why the Mylars are not yet available. Christine asked about the reasoning for adjusting

lot lines to include the existing well within lot 84. Sam spoke with Pete Caswell who suggested this as an option, and the surveyor and property owner felt it was the best plan for this situation. Keith asked whether the notification of the well needs to be identical on multiple versions of the plan.

Brian asked whether the well needs a waiver being so close to the lot line. Sam does not think there is a restriction. Christine spoke with Greg Barker at NH DES at Pete Caswell's suggestion, who said either an easement or a new well might be required. Christine said the town attorney suggested the Board have the formal written plan regarding the well submitted and approved by Pete Caswell as a condition of approval.

Sam is hoping the plan will be approved subject to state approval of the 3 lots under 5 acres and the written description of Pete Caswell's determination on the well. Sam is waiting for approval for the staking of the corners, as required in the subdivision regulations. He has added a note to the plan saying boundary markers would have to be set prior to building permits being issued.

Submitting the plan for the well in writing; state and local approvals, and the additional check needed (\$82 for public notice), and delivery of the Mylars are all conditions for approval of the plan.

Christine explained that the Board will provide a Notice of Decision and Finding of Facts after the requirements and conditions have been met for plan approval. The Board reviewed the application for completeness.

Bruce commented that the subdivision meets the requirements for town zoning, and he reviewed what those requirements are in detail.

Bruce moved to approve this subdivision with the stipulations that a) lots 84-2, 84-3, and 84-4 receive state subdivision approval, b) the plan for the wells on lots 84 and 84-5 needs to be provided in writing with approval from Pete Caswell. Approval is also conditional on receipt of the outstanding check for the public notice and receipt of the final Mylars. Brian seconded the motion, which was unanimously approved by roll call vote.

Christine explained the plan will stay on the agenda, just to keep it active until complete. Both the Notice of Decision and the Finding of Facts will be provided within 5 days upon a determination by the Board of completeness. Sam agreed to send all documents in an electronic version.

### **New Business**

#### **1. Informal Consultation on Proposed Subdivision – Lot 2B-71 (Doug Guy)**

Christine received an email from Doug Guy's realtor at about 5:30pm saying she could not make the meeting. Christine reminded the realtor that the property cannot be sold without approvals unless sold as one parcel, and that the realtor needs a letter from Doug authorizing her to represent him if he will not be in attendance at informal or formal meetings with the

Board. Christine explained the dates required to review an application and schedule a hearing to the realtor. At this time, no application has been received.

Christine will send the RSA regarding state guidance for minor subdivision to the board.

### **Old Business (As Time Allows)**

#### **1. Excavation Regulations**

The town does not have an excavation permit application. Christine has drafted an application and received advice from town counsel on the current regulations. (See the attachment that went out with the agenda). Christine reviewed the regulation changes recommended by town counsel. Keith offered a couple of edits, noted by Christine. Christine will ask Tim Fiske about the last gravel pit that existed in Temple. Murray asked about hauling regulations during mud season. Town regulations exist relative to hours and days, perhaps they need a few tweaks to address weather related incidents.

The application draft will have to go to town counsel for review after the Planning Board reviews it. The application requires applicants to send copies to go to the Conservation Commission, just to keep them in the loop. They do not have approval authority.

Christine will circulate an updated, clean copy of the regulations for review at the next Planning Board meeting and asked that the Board carefully review the draft application that was also sent out.

#### **2. Driveway Regulations**

Murray reported that the SWRPC recommended a height requirement for emergency vehicles. Murray will consult with the Fire Chief regarding that and other recommendations for emergency vehicle access. There is a suggestion of providing turn-around space on driveways over 300 feet.

Town counsel did not feel consultation with the Police Chief is necessary for the site lines. Connie Kieley suggested seeking expert engineering help in waiver situations. Christine said Connie's suggestion would be taken under advisement. Connie also asked about the 30' restriction and wondered when that would be discussed. Christine responded it would be discussed at the hearing, or perhaps sooner if we obtain more information regarding that specific aspect of the regulations.

#### **3. SWRPC Regulatory Review/InvestNH Grant Application**

- a. Site Plan Regulations & Subdivision Regulations
- b. Zoning Ordinance (2022)
- c. Earth Excavations
- d. Change of Use

Christine suggested taking earth excavations out of this list since they are being reviewed separately. There were no objections. Christine reviewed a draft of issues she thought

should be included. Alan asked whether something about investment firms buying up single family dwellings should be included. Christine hopes to have a draft ready for review at the next meeting.

The list Christine suggested includes:

- ADU Revisions
- Form Based Code
- Neighborhood Overlay Districts
- Homebased Businesses
  - Day Care
  - Child Care Center
- Short Term Rentals

4. Master Plan Natural Resources Inventory – ConCom

The Moosewood Ecological contract for Phase I fits town needs and the payment plan is within the town budget. The impact on the budget for next year, regarding Phase II, needs to be considered within the next two weeks. Murray will follow up on Phase II.

5. Community Advisory Committee (CAC) Updates - Christine/Keith/Bruce

- a. Housing Forum
- b. Plan NH Charrette

Bruce is following up regarding the Forum. Christine suggested it might be better to hold the Forum after the Charrette once we've received public input there. A Charrette mailing will go out to every household soon, and the CAC will have an information table at Harvest Festival. The Planning Board will be invited to attend the Charrette session on the 14<sup>th</sup> along with other board and committee members as well as town staff. Peggy and Danny Cournoyer, from the Temple store, and representatives from the Birchwood Inn and the church will also be invited to that session.

6. Other 2022-2023 Initiatives

- a. ADU's
- b. Master Plan update schedule
- c. National Flood Insurance Program (NFIP)

Christine gave updates on progress on all 3 of these.

## **Old Action Items**

1. Reformatting Zoning Ordinance for easier updating, online more user friendly: Keith would like someone from the Planning Board to review his work. Keith asked Christine to review a section, working with track changes, and forward it to another Board member for the next section, etc.

2. Town Office Filing Project - Keith/Olivia: Keith spoke to the file set-up he, Carole and Olivia had worked out.

The following items were not discussed:

3. Tax Map Updates - Keith
4. Create Zoning Ordinance Historical Index - Christine
5. Planning Board webpage review
6. Short Term Rentals
7. Home Based Business

### **Other Business**

1. Upcoming Webinars/Conferences: Christine mentioned several conferences and webinars coming up this fall. Christine will send links to Olivia for inclusion in the minutes.
  - o OPD Planning Lunches at Noon (PLAN) – Webinar September 15<sup>th</sup> at noon. The topic is “2021 Municipal Land Use Survey Results”.
  - o NHMA Land Use Law Conference – Virtual conference October 15<sup>th</sup> from 9 AM to 3 PM.
  - o NHMA Fall Conference – In person and virtual November 16<sup>th</sup> and 17<sup>th</sup> at the Doubletree in Downtown Manchester.
2. The Temple Forest Monastery on Derbyshire Lane would like to present at the next meeting. Christine asked the Board to review the new state statute on exemptions for religious organizations, RSA 674:76 (2022 HB 1021) before the next meeting.
3. The Zoning Amendment calendar for 2023 Traditional Town Meeting towns is now available and attached to the minutes.
4. NH BEA State, County, and Municipal Population Estimates and Projections 2020-2050 reports are out now. Go to [www.NH.gov/osi/data-center](http://www.NH.gov/osi/data-center) for more information.

Adjournment was moved by Brian, seconded by Keith, and unanimously approved by roll call vote.

The meeting was adjourned at 8:30pm.

Respectfully submitted by Rev. Olivia Holmes

**Next meeting: Tuesday, September 20<sup>th</sup> at 7:00pm, Temple Town Hall**

**Attachments: 20220906\_TPB\_ExcavationRegulations\_revisions\_DRAFT\_CLEAN.pdf  
20220906\_TPB\_ExcavationApplication\_DRAFT.pdf  
2023\_march\_zoning-calendar-traditional.pdf  
20220906\_Meridian\_SGuy\_SubdivisonPlans.pdf**