

**Temple Planning Board
Minutes
Tuesday, November 7, 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; George Willard, ex officio, Select Board

Absent: Brian Kullgren, Russ Huntley

Guests: Pam Kingston, Ivy Vann via Zoom, Carol Ogilvie via Zoom

The meeting was called to order at 7:00pm. Vice Chair Bruce Kullgren, Jr chaired the meeting prior to Christine Robidoux's arrival.

Approval of Draft Minutes

October 17, 2023 Meeting

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

Public Comment

Connie Kieley addressed the Planning Board's concerns about lack of attendance at the Steering Committee's recent housing events. She shared her experience of attending some of the events where she felt her questions and comments were not welcomed, and afterwards her opinions were disrespected.

New Business:

1. Conceptual Consultation for Minor Subdivision (Pickman, Colburn Rd, Map 2B Lot 37): Allan Pickman shared his preliminary plans. Bruce noted that the new and existing lots as proposed will meet requirements. Allan will add the two missing abutters and finalize the driveway, well, and septic locations; test pits were done in October. Existing stonewall may be opened to allow for driveway. Carter asked that all wetlands along property lines be mapped to ensure proper setbacks. Murray noted that the tax maps and acreage do not appear accurate, and Allan confirmed that none of the lots in the area have ever been surveyed. Allan is aiming to have the subdivision hearing on December 5th, so Christine explained that he needs to submit a written request to waive the Preliminary Review. The Planning Board also needs the survey in PDF form to use when updating tax maps and for posting on the website for abutters to review. There is an old unused well on the property with a lead pipe, which belongs to the Perry's via an easement.

Christine Robidoux chaired the remainder of the meeting.

Old Business:

1. InvestNH Housing Opportunity Planning (HOP) Grant

- A. **Steering Committee Update:** Pam Kingston shared that the three upcoming events on November 13th, 27th, and December 11th are all at 7 PM in Friendship Hall. Committee members are personally reaching out to invite committees and residents. The first will include Ivy's slideshow with an overview of housing supply and demand in the state as well as specifics for Temple. Each session will have time for questions. Christine requested that the committee review the proposed zoning amendments at the next regular meeting. The videos that will be shown at the second event can be found online at: <https://www.nhhfa.org/housing-challenges-solutions/resources/>
- B. **Review of Master Plan Chapter DRAFTS:** Carol noted that she is still working on the Existing Land Use chapter; without the GIS data it is challenging to determine acreages for the various land usages.
 - i. **Population and Housing Chapter:** The initial part of this chapter has been updated with the latest Census data through page 12. The Future Housing Needs Assessment section is based on data from Southwest Regional Planning Commission's (SWRPC) latest Regional Housing Needs Assessment which identifies current gaps in housing, calculates the need for housing by region and by town, and estimates workforce housing. Carol stressed that the numbers in Table 17 are only targets, particularly for a town such as Temple without public water and sewer.
 - a. Originally Carol included the Zoning Audit Summary Addendum at the end of this chapter, however the Steering Committee thought it did not belong. Christine suggested adding it to the Future Land Use chapter, with a reference from the Population and Housing chapter. Carter highlighted that we've hired Carol and Ivy to provide recommendations, however we need to discuss whether their recommendations match the town's vision before adding them to the Master Plan. Keith suggested coming up with more realistic targets for Temple. Christine noted that some of this will change based on residents' input, however the updates to align with state statutes are required. Ultimately, the recommendations will be in a new chapter of the Master Plan.
 - b. Murray noted that the chapter initially uses Hillsboro County for housing inventory comparisons then it uses SWRPC data, which is predominantly Cheshire County, for comparing housing affordability. He suggested adding comparisons to Cheshire County at the beginning. Carol will check Nashua's RPC to see if they updated their Housing Needs Assessment,

however it would cover multiple counties besides Hillsboro. Murray also suggested using realtime data for the number of building permits issued in Temple. Carol will update Table 9 with 2022 data.

- c. Prior to the next meeting, board members should review this modified chapter in addition to the existing version which is online.
- ii. **Housing Needs Assessment:** Ivy created this using the SWRPC data because it seemed like a better match for Temple.
- iii. **Zoning Audit Summary:** For this review, Ivy highlighted everything that constrained housing in some way.
 - a. Multi-Family definition needs to be “3 or more” to match state statutes.
 - b. The most likely type of housing to be built in Temple is single family detached, which is the most expensive, and not a good fit for everyone. Ivy noted that allowing something by special exception makes it less likely to happen. Keith suggested using overlay districts that allow certain housing types by right. Ivy also shared the idea of a new village node district, which is a place in town where we would allow small mixed-use, multi-family buildings, and smaller lots. She highlighted that multi-family buildings are house-sized, not apartment buildings.
 - c. Ivy recommends that our Planned Residential Development (PRD) provide a density bonus so that developers have an incentive to choose them over a subdivision. A bonus would reduce lot sizes, reduce frontage requirements, essentially lessen infrastructure costs. Ivy has mixed feelings about PRDs because they may conserve land that is ideal for development.
 - d. According to state statutes, Temple must provide the ability to construct Workforce Housing (WH) that is realistic, economically viable and permitted in most of the town. Temple must also allow multi-family dwellings for WH (which the state defines as containing 5 or more units). WH rentals must be affordable for a 3-person family making 60% of area median income, and purchase costs must be affordable for a 3-person family making 80% of area median income. Currently Temple only allows WH in a PRD, so with PRD’s restrictions and large lot size requirements, this solution is not reasonable nor economically viable particularly for the 5-unit requirement. For Temple to be in compliance with state statutes, Ivy and Carol suggested that we determine where in town we would allow a 5-unit (house-sized!) multi-family WH without the PRD requirement.
 - e. Ivy recommends increasing the minimum lot size for PRDs in general (not specific to WH) because 6 acres is nearly impossible.
 - f. An Accessory Dwelling Unit (ADU) is the easiest way to add housing choice, and also solves problems for folks who own a house that is too big, who need more income, or who do not want a big house. Requiring a double lot size is unnecessary and limiting. Bruce asked how to assure residents that developers will not build ADUs. Ivy emphatically stated that

ADUs are built by homeowners. To encourage ADUs we need to have an easy process, allow both attached and detached ADUs by right, and remove any restrictive parking requirements; it is also helpful to add a point person to guide residents through the process. Ivy also suggested allowing two ADUs with a total of 1200sf or 30% of the parent house, whichever is larger; this will not radically change the visual impact yet will greatly add to housing choices. Many lenders allow expected earnings from an ADU to be included when applying for home improvement loans to create the ADU. Temple residents have been concerned about owner occupancy; Ivy cited a recent five-year study that when owner occupancy requirements were lifted, over 70% of units remained owner occupied. Ivy mentioned that ADUs are the only housing type that require owner occupancy; Keith thought it might be illegal to require owner occupancy and Ivy explained that this is true for some states but not yet for NH.

- g. Temple allows conversion of existing housing into multiple units by special exception, and Ivy highlighted that if we want this to happen, we need to allow it by right. Perhaps determine where conversions are allowed. “Multiple dwellings” versus “Multi-Family” needs to be clarified.
- h. Off-street parking is not needed for rural towns like Temple.
- i. Ivy noted that our requirements for 250’ or 300’ frontage are very long and increase infrastructure costs for the town. Ivy suggested that the village requirement be adjusted to reflect what is most common for existing lots.

2. Proposed Zoning Amendments for 2024: Christine’s revised version is attached, with changes in red.

- Christine cited the Impermeable Surface definition from the RSA solely for voter information; the final zoning verbiage would only include the reference to the RSA.
- The Table shown is the one which received the most votes at the last meeting.
- Keith pointed out that Boarding House is already defined in our zoning under Lodging / Boarding House. Ivy suggested removing “5 or more” from this definition because it’s unnecessary; all agreed.
- Ivy also suggested removing “no more than 4 of whom are unrelated” from the definition of Family because it is intrusive and families are complex; all agreed.
- Under Family Dwelling, Ivy recommended removing “other than a mobile home” because state statute requires towns to treat manufactured housing the same as stick-built; all agreed. Factory-built homes are more affordable to build and also energy efficient.
- Christine read through all changes to the document. Keith motioned to accept the amendments as read by Christine. Bruce seconded. Approved by a roll call vote with all in favor.

3. **Subdivision Regulations DRAFT:** Joe Driscoll just responded today so Christine will share with the board to review for the next meeting.
4. **GIS Mapping Conversion:** The Select Board is currently renegotiating the town's contract with Avitar. Keith has asked Avitar to clarify the list of deliverables in the current contract and to list other services (they mentioned Shapefiles) which may help us with GIS compatibility.
5. **Tax Map Updates:** Keith shared that we are still waiting for all the changes to be completed at the Registry of Deeds. Then Keith and Carter will check the resulting data for accuracy before sending it to CAI, who will update our tax maps. Christine noted that we budgeted this CAI work for 2023 and asked Keith to check on CAI's deadline for receiving our updates. If necessary, any incomplete changes can be included in the next tax map update.
6. **Natural Resources Regulatory Audit:** Carol Ogilvie is meeting with Jeff Littleton later this week.
7. **Driveway Regulations:** No update.
8. **Site Plan Regulations Audit Results:** This is tabled until the Subdivision Regulations are finished.
9. **NFIP-FEMA Flood Maps:** No update.

Other Business:

1. **Filing Project:** Cathy continues to work on this.
2. **Upcoming Webinars & Conferences**
 - NH Office of Planning and Development (OPD) Planning Lunches At Noon (PLAN) Monthly Webinar Series: "Using Census Data For Municipal Planning" November 9, 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."
<https://www.nhmunicipal.org/nhma-annual-conference/attendees>

George motioned to adjourn the meeting and Bruce seconded. Approved by a roll call vote with all in favor. Adjourned at 9:09 pm.

Next Planning Board Meeting: Tuesday, November 21st at 7:00pm, Temple Town Hall

Minutes respectfully submitted by Cathy Joly.

Attachments:

1. Population & Housing DRAFT
2. Housing Needs Assessment DRAFT
3. Zoning Audit Summary
4. Updated Proposed Zoning Amendments 2024 DRAFT