

**Temple Planning Board**  
**Approved Meeting Minutes: June 17, 2020**

Present: Bruce Kullgren, Chair; Randy Martin, Vice Chair; Nicole Concordia, Secretary; Brian Kullgren; Christine Robidoux; George Willard (Select Board ex-officio); Olivia Holmes (Clerk)

Absent: Allan Pickman

The Chair called the meeting to order at 7:01pm, then read the "Checklist To Ensure Meetings Are Compliant With the Right-to-Know Law During The State of Emergency".

**Approval of Minutes: June 3, 2020**

Under New Business, Christine clarified she was reporting on a Municipal Association webinar about outdoor seating in Restaurants.

Under Revisiting the Floodplain Proposal, it was clarified (page 3, second line) that "heavy rains on April 16, 2007, resulted in approximately 42 locations in town where roads were washed out. A snow storm shortly before the rains resulted in heavy snow pack along roadways, causing water to damage roads in these locations."

Under Other Business (page 5) the second sentence, first paragraph, was corrected to read "The Governor has issued an executive order stating meetings are not required during the state of emergency."

**Motion to accept minutes of June 3 as amended:** The motion was moved by Nicole, seconded by Randy, and unanimously approved by roll call vote.

**Review of correct procedure for posting attachments**

It was confirmed by the Board that current practice in Temple is correct. Specifically, the practice is for the Planning Board Clerk to indicate each requested attachment in the appropriate section of the meeting minutes, and to send each requested attachment to the Select Board Assistant with the draft minutes (if the attachment is available at that time, or when it becomes available) for attachment in the printed record of the meeting. Members of the public may then read the printed attachments at the town offices, or may request an electronic copy of each one they are interested in viewing from the Select Board Assistant, who will email it to them.

**Board Member Updates on 2020 Agenda Items**

- a. Housing should be considered the overarching agenda item under which the following would be included:
  1. affordable housing, which encompasses the condominium statute and multi-family dwellings,
  2. legality of PRDs excluding ADUs,
  3. changes to code from Attorney Drescher,
  4. the floodplain proposal,
  5. innovative land use and,
  6. the future land use section of the Master Plan.

## **Housing Considerations Updates**

### **Condominium Statute and multi-family dwellings (Nicole Concordia)**

Nicole confirmed that Temple does not formally have to adopt the condominium statute into Temple zoning ordinances. Bruce added, as an example, that duplexes would have to be allowed under Accessory Dwelling Units. This question can now be removed from the agenda.

### **Review legality of PRDs excluding ADUs (Nicole)**

Nicole reported that regulation 674-72, Section 1, reads: “The municipality may prohibit accessory dwelling units associated with multiple single-family dwellings attached to each other such as townhouses, and with manufactured housing as defined in RSA 674:31.”

Nicole explained that this essentially means that Temple zoning, which currently excludes Accessory Dwelling Units in Planned Residential Developments, violates the statute. She explained that **the Board will need to update zoning to come into compliance.**

Thus, if ADUs are being planned to be attached to townhouses or manufactured housing they would have to be allowed or prohibited by the Planning Board; otherwise, in a PRD, ADUs must be allowed. The only circumstance in which the Planning Board can prohibit an ADU is if it is intended to be attached a townhome or a manufactured home. A townhome is defined as having a connecting wall but no door (**is this correct**). Bruce added that townhouses are not currently allowed in Temple.

### **Attorney Drescher advice on changes to code, including ADU% (Allan)**

This item was not discussed.

### **Revisiting the tabled floodplain proposal (Christine, Randy)**

**The Board members committed to reviewing the documents Christine forwarded after the last meeting before the Tuesday, July 7<sup>th</sup> meeting, which begins the summer schedule.**

This commitment was moved by Bruce, seconded by Brian, and unanimously approved by roll call vote. **Christine will print a copy of the documents for George and leave it at the town office.**

#### **Innovative land use** (Christine)

Christine reported on an informational email she received from Stephanie Verdile of the Office of Strategic Initiatives (OSI). Relevant specifics excerpted from that email follow:

“The New Hampshire Municipal Association (NHMA) is holding a virtual conference on October 31, 2020. You can visit their website <https://www.nhmunicipal.org/> to see if they have any information up yet about that conference. They are also a good resource for advice on Innovative Land Use Regulations.

“Another option I can offer you at this time is a link to the presentation I did at last year's NHMA Conference. After you open the file, the Innovative Land Use Regulation portion starts on page 13. The first portion of the presentation is based on the Municipal Land Use Survey. That may provide some information for you as well about what other communities have for regulations.

[https://www.nhmunicipal.org/sites/default/files/uploads/Annual\\_Conference/2019/Sessions/Wednesday/state\\_of\\_local\\_land\\_use\\_regulations\\_presentation-130pm.pdf](https://www.nhmunicipal.org/sites/default/files/uploads/Annual_Conference/2019/Sessions/Wednesday/state_of_local_land_use_regulations_presentation-130pm.pdf)

#### **Revise future land use section of the Master Plan** (Christine)

Christine reported the plan was written in 2003; a lot has happened in population and in the roads and highway plan, which has been completed. Southwest Region will release the results of their 2-year analysis soon. **It was agreed to review this in the fall and look at where Temple is, economically, before considering high ticket items.**

#### **Workforce Housing** (Bruce Kullgren)

**(In future this will be located under housing in the agenda).**

Should engaging, educating, and understanding the reasoning of those on both sides of the issue become a 2020 action item? Who will spearhead? (See 6/3 minutes action items suggested)

Christine recommended having a community engagement initiative before any zoning proposals are composed. Bruce was concerned about trying to engage the community by Zoom. Christine has attended large meetings with breakout rooms which could be a viable option.

A mail survey in regards to housing might be helpful if the Board could come up with some questions to ask townspeople. Implementing such a survey in or around August was considered. **Board members were asked to come up with some questions by the next meeting that Temple citizens should be asked to generate some feedback. The Board members agreed to do this.**

### **Non-2020 Agenda Action Items Follow-up**

Nicole Concordia: Update (if any) on fall planning and zoning conference (not expected until August, at the earliest). No news yet.

### **2020 Agenda Items Possible Additions Discussion**

1. Work on accessory dwelling units only, rather than three options  
The Board considered getting general information about ADUs out to the community, to help them understand. No decision was made.
2. Tax map updates advisability in 2020  
The Board decided to table this effort until fall, or until budget implications are more clear given Covid-19.

### **Ballot Questions Proposed Dates to Remember**

- |                            |          |
|----------------------------|----------|
| a. Voting date             | 03/09/21 |
| b. Vote on ballot language | 11/18/20 |
| c. First hearing           | 12/02/20 |
| d. Revision                | 12/16/20 |
| e. Final hearing           | 12/23/20 |
| f. Attorney review         | 01/06/21 |
| g. Final vote on language  | 01/20/21 |
| h. Final language to clerk | 02/02/21 |

### **Other Business**

1. Inquiries received this week by the Chair:
  - a. Lauren Scorzelli from New Ipswich inquired about zoning requirements for building a tiny home (she is not sure in which town she will ultimately build). Bruce reported that Temple does not have tiny home regulations but that the same regulations would apply as for a mobile- or trailer-home.
  - b. Lauren Judd and her husband live on Old Revolutionary Rd. They have 18 acres and two homes on the property (they got a variance many years ago). Now they want a detached accessory dwelling unit on the land for her aging mother. Bruce told her she needs to go to the Select Board and fill out an application and probably be denied, and then go to the Zoning Board of Adjustment (because the Planning Board doesn't have authority on this). Bruce invited the Board to consider whether it should be involved. He

pointed out to her that she needs a minimum of 6 acres to have a detached ADU; but she countered that she believes, in the Mountain District (which includes Old Revolutionary Rd.), the requirement might be 10 acres. **Allan would know; Bruce believes 10 acres is correct.**

- c. A woman named Erin from Stevens and Associates asked about site plans for a new commercial retail building in town. Her question was how to find all the correct applications. **Allan would know what forms would be correct. Bruce will follow up with Allan as to why all the information she needs is not on our website (if that's the case).**

## 2. July and August Meeting Schedule

It was moved by Christine and seconded by Bruce to meet 1<sup>st</sup> Tuesday July and August and consider meeting the 3<sup>rd</sup> Tuesday of each month as needed. Randy, Brian, Nicole, Christine, and George all voted in favor of the motion. Bruce abstained. The Motion passed.

The Community Planning Committee meets on the 3<sup>rd</sup> Tuesday of each month. **Christine will ask the CPC whether they could switch to the 3<sup>rd</sup> Thursday at their 3<sup>rd</sup> Tuesday meeting in July.**

- 3. The Southwest Region Planning Commission affordable housing webinar is June 23 at noon. **Christine will send information to Bruce, and will send the recording out when available.** Christine forwarded information about upcoming meetings to be included in these minutes as follows:

**June 23<sup>rd</sup> 12 PM to 1:15 PM** SWRPC Housing Roundtable Contact Todd Horner [thorner@swrpc.org](mailto:thorner@swrpc.org) (Agenda Attached)

**June 24<sup>th</sup> 2 PM to 3:15 PM** NH Planners Association – Virtual Conference on Housing Retrospective (Full Program Attached, housing info on page 6)  
<https://extension.unh.edu/events/virtual-nh-planners-association-spring-conference>

**June 24<sup>th</sup> 5 PM to 7 PM** Town of Temple NHMA Right-to-Know webinar  
Contact [boardassistant@templenh.org](mailto:boardassistant@templenh.org)

**June 27<sup>th</sup> 8 AM** Temple Land Use Committee Walk of town properties, meet at TES parking lot

Save the Date **October 31<sup>st</sup> 2020** NH OSI and NHMA Planning and Zoning Conference in Concord

Save the Dates **November 18 & 19, 2020** NHMA Annual Conference (Registration Opens in September)

4. Where to place comments from audience members on the regular agenda

It was agreed to do this at the beginning of the meeting, following the practice of the Select Board.

**Motion to Adjourn:** Adjournment was moved by Brian, seconded by Christine, and unanimously agreed by roll call vote.

The meeting was adjourned by the Chair at 8:14pm.

Next meetings: Tuesday, July 7<sup>th</sup>, 7pm  
Tuesday, July 21<sup>st</sup>, possibly, 7pm  
Tuesday, August 4<sup>th</sup>, 7pm  
Tuesday, August 18<sup>th</sup>, possibly, 7pm

Respectfully submitted, Rev. Olivia Holmes, Clerk