

**Temple Planning Board
Minutes
Tuesday, October 3, 2023
7:00pm, Temple Town Hall Annex**

Present: Christine Robidoux, Chair; Bruce Kullgren, Jr, Vice Chair; Murray Collette; Keith Charlton; George Willard, ex officio, Select Board; Russ Huntley, Alternate

Absent: Brian Kullgren, Carter Sartell

Guest: Jeff Littleton, Moosewood Ecological

The meeting was called to order at 7:01pm.

Zoom was not working so there is no recording of the meeting.

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
September 19, 2023 Meeting**

The minutes were discussed and Bruce motioned to approve the minutes as amended. Murray seconded. Approved by a roll call vote with all in favor.

Public Comment: None.

Old Business:

1. Natural Resources Regulatory Audit: Jeff Littleton of Moosewood Ecological (ME) recommended a regulations audit to ensure that Temple is protecting its natural resources such as wildlife habitat, conservation focus areas, agriculture, flood plains, groundwater, wetlands, rare species, and steep slopes. This work includes a review of all of Temple's regulations plus the Master Plan, evaluating whether or not each natural resource is addressed, and examining how the Master Plan language aligns with our regulations. Issues related to climate change will also be considered. Jeff and his team will gather data from past community surveys and future community forums to learn what resources are important to residents. The culmination of the audit will be ME's recommended changes to our regulations and Master Plan.
 - a. Jeff has worked with our consultants, Carol Ogilvie and Ivy Vann, on prior projects. The first step of the audit will be for the ME team to review all the documents involved. Then they will engage with the Steering Committee and,

when feasible, join the public forums to gather additional information and help lead discussions.

- b. Keith noted that floodplains were calculated based on the past 50 years, but with climate change the recommendation is now 100 years.
 - c. We do not expect to have anything ready to present at the 2024 town meeting. It is more important to gather community input than to rush the process. This work will be fully paid by the InvestNH HOP Grant; all invoices must be submitted to the grant committee by July 2024.
 - d. We thank Jeff for presenting and discussing this proposal.
 - e. Further discussion: It is great that Jeff has already worked with our consultants. Keith made a motion to accept the Moosewood Ecological proposal as presented. Bruce seconded. Approved by a roll call vote with all in favor. Christine will follow up with Jeff and the grant committee. Christine will connect Jeff with Pam Kingston who chairs the Steering Committee.
2. Natural Resources Inventory (NRI): Jeff Littleton shared that they have completed the field work for Phase II and are now updating the NRI with a new chapter that includes their basic findings. Afterwards they will give a public presentation.
3. InvestNH Housing Opportunity Planning (HOP) Grant
- a. Steering Committee Update: The next meeting will include reviewing the data gathered at the recent forums, and planning for future engagement. The committee will be reviewing the land use, housing, and economic development drafts which the consultants have provided. We expect Carole Ogilvie to present her drafts at a Planning Board meeting in November.
 - i. Bruce suggested that residents are not interested in attending the forums until the conversation becomes more interesting. The consultants have been guiding and limiting the forum discussions so that everyone is starting from the same point.
 - ii. What can be changed to engage more residents? Christine shared a variety of engagement tools with Pam, and she suggested that people want to receive a specific invite. For the Charrette, the Community Advisory Committee visited all boards and committees in town to invite them.
 - b. GIS Mapping Conversion: We are concerned about the cost of the conversion, so we discussed other possibilities with Jeff Littleton. Jeff believes they can easily convert Avitar's AutoCAD tax map data to GIS for the purpose of overlaying on the NRI maps.
 - i. Jeff noted that many towns have errors in their tax maps and suggested that planning should not be delayed because of this.
 - ii. Keith will check with Avitar about obtaining the AutoCAD data, and he will check with Carole about the latest files from CAI. We will send the AutoCAD

data to ME so their GIS expert, Steven Lamonde, can determine what is possible.

4. Subdivision Regulations DRAFT: We thank Russ for updating this draft, dated September 23. Changes from the last version are in red.
 - a. We need to verify the Table of Contents. The zeroes in “2.01”, “2.02”, etc are necessary for the entries to be properly ordered.
 - b. Section 1: The previously cited RSA was repealed in 1984. Borrowed language from Lyndeboro which cites the proper RSA.
 - c. Section 2.01 A: “(“ is missing.
 - d. We need to add “as amended” whenever citing an RSA to clarify that we’re referring to the latest version. Russ added this to the definition of “RSA” rather than duplicating it throughout.
 - e. Section 3.02 C: add “by” after “as defined.”
 - f. Section 4.02: removed “2017” because it is unclear what that refers to; Bruce thought it might be when the driveway regulations were changed to specify 30’.
 - g. Sections 4.05 A 2 and 4.05 C: need a period at the end.
 - h. Section 6.01 D 6: Bruce will follow up with the town elders about the history of this. Murray noted that this section is not enforceable as written: who will do the evaluation, the Planning Board? “Upgrading” should reference Table 6.02.
 - i. Section 6.02: Murray pointed out multiple issues with these paragraphs: definitions are missing (rural, residential, undue, arterial, collector), what does “prescribed above” refer to (perhaps 6.01 D 2 or Table 6.02)? Is the intent that when you modify a street, you have to upgrade it to the latest regulations? Bruce suggested that when building a subdivision on a class 6 road, the intent is to upgrade the road to class 5 standards. Kent Perry was concerned about what happens when someone wants to build a single house on class 6 road. Section 6.01 D 6 triggers either 6.02 A or B depending on “the amount of development,” however these sections are not linked to each other. It could be difficult for a developer to upgrade miles of class 6 road to reach a subdivision. Russ questioned if it was appropriate to have sidewalks for a single subdivision, yet sidewalks would be reasonable if there were multiple subdivisions. Ultimately, 6.02 B gives the Planning Board flexibility when it receives a subdivision application that increases traffic to another level within Table 6.02: we would notify the Select Board, who would then determine if there is funding for the road upgrade, potentially bringing it to residents for a vote. We can disapprove the subdivision until the funding is available.
 - i. Rewrite the first sentence in A to remove “rural areas,” change “prescribed in Table 6.02,” and remove the shoulder reference because that is already specified in the table. Add “as defined in Table 6.02” to the end of the second sentence in A.

- ii. Add definitions of collector and arterial streets, The state should have definitions of the traffic numbers for “arterial” versus “collector.”
 - j. After the above updates are made, Christine will send this to legal review. Russ will make the corresponding changes in the Subdivision Application.
5. Proposed Zoning Amendments for 2024
- a. Permissive zoning statement: Where should it be added? The earlier the better, however folks may go right to the Article 5 and skip the rest of the document. Other towns have it in their permitted uses section. Add it twice, near the beginning as well as Article 5? Christine will ask the attorney’s advice.
 - b. Christine created a land use table from the existing permitted uses and special exceptions.
 - i. Currently no farms are allowed in the Mountain District except sugaring; we should correct this via a ballot question to allow farming in the Mountain District.
 - ii. Accessory Dwelling Units are allowed in all districts as required by state law.
 - iii. One manufactured house is allowed per lot in residential districts. The state definition of manufactured is a home on a chassis, so this refers to a mobile home, not a modular home.
 - iv. Our current zoning states that junk yards are prohibited in an aquifer according to Article 4 Section 10, however we do not explicitly state that they are permitted. Should they be added to the table as a special exception? If they are commercial, they are by default a special exception. We already have some in town; the state permits junk yards and requires all to have a state permit including those that are grandfathered. Bruce noted that our zoning allows residents to have up to two unregistered vehicles on their property. This is difficult to enforce. The state defines a junk yard as having two or more motor vehicles which are no longer intended for or capable of use. Our definition refers to the state RSA.
 - c. Code enforcement: Christine used the language recommended by the attorney from the town of Dummer. Christine will verify with the attorney whether this should be added to Article 8 Section 4 which refers to the overall ordinance, or in Section 2 which is specific to the building permit.
 - d. The zoning ordinances were renumbered in Section 6. The Planning Board does have the authority to reassign numbers as long as no content is changed.
 - e. Christine added definitions, borrowing them from state statutes when possible.
 - i. Short term rental may be controversial and it is not referenced anywhere; remove now and wait for the state’s definition.
 - ii. Rural/recreational uses: There are a number of ways to define rural, including by population, land use, proximity to metropolitan/urban areas for commuters. George believed the original intent of “rural pursuits” included

activities like hunting and fishing. Snowmobiling? Horseback riding? Section 12 mentions activities related to farming, logging, and sugaring “which have been normal in the town.” Christine will add “farming” to the new table. Should “recreational” be removed? Leave the definition of “Rural Pursuits” as is.

- iii. Setback is described in two places: the definition in the general section is referenced multiple times, and the definition specific to large wind energy will remain in that section.
 - iv. All agree with the new definition of “impermeable surface.”
 - v. Major auto repair: Christine looked at other towns’ definitions. Mason defines “minor” and “major” service station. Temple refers to them as public or private garages. We will use “Garage, Public” instead of “Automobile Repair or Body Shop.”
 - vi. For lots that straddle two districts, this is currently addressed in Section 24 B 4 and matches what George explained at the prior meeting.
 - f. Christine will share an updated version for all to review prior to the next meeting.
 - g. Schedule Hearing Date: The first hearing will be December 5th, with possibly the second on January 16th.
6. Driveway Regulations: This is tabled until the next meeting.
7. Tax Map Updates: Christine sent Keith some corrections. Keith downloaded a list of all changes from the Registry of Deeds related to Temple.
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: Attached. Christine reduced the clerk hours because the filing will be done. The Select Board has not determined wage increases. Dues and subscriptions are reduced because we are ordering fewer books and manuals. No funds are needed for tax map updates; updates will occur every 2 years. Legal amount is based on what was spent last year. Christine will update the budget for a vote at the next meeting.

Other Business:

- 1. Filing Project: No update.
- 2. Upcoming Webinars & Conferences

- NH Housing and Economy Conference hosted by NHHFA October 4 in Manchester (\$60)
- NHMA Land Use Law Conference October 14 in Concord (\$90)
- 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." Christine is interested in going to this for a day; she will check with Carter first.
<https://www.nhmunicipal.org/nhma-annual-conference/attendees>

Bruce motioned to adjourn the meeting and Keith seconded. Approved by a roll call vote with all in favor. Adjourned at 9:05 pm.

Next Planning Board Meeting: Tuesday, October 17 at 7:00pm, Temple Town Hall

Minutes respectfully submitted by Cathy Joly.

Attachments:

1. Updated Subdivision Regulations 2023 DRAFT
2. Updated Proposed Zoning Amendments 2024 DRAFT
3. 2024 Proposed Budget DRAFT