



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

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Planning Board Minutes

August 10, 2022

7:00 pm at Community Development Meeting Room
3 North Lowell Road

Attendance:

- Chair Tom Earley, Present
- Vice Chair Jennean Mason, Present
- Derek Monson, Present
- Jacob Cross, Present
- Matt Rounds, Present
- Alan Carpenter, Present
- Joe Bradley (alternate), Excused
- Dave Curto, (alternate), Excused
- Pam McCarthy (alternate), Present
- Dan Spalinger (alternate), Excused
- Bruce Breton, Board of Selectmen ex Officio, Excused
- Alexander Mello- Planning Director, Community Development, Present
- Chris Sullivan- Assistant Planning Director, Community Development, Present
- Renee Mallett- Minute Taker

The meeting opened at 7:04pm with the pledge of allegiance and the introduction of members.

Mr. Rounds made a motion to approve the minutes of 7-6-22 as amended with edits to Line 84, to fix the case number. Mr. Cross seconded the motion. The motion passed, 6-0, with the following roll-call vote:

- Chair Earley, aye**
- Vice Chair Mason, aye**
- Mr. Monson, aye**
- Mr. Cross, aye**
- Mr. Rounds, aye**
- Mr. Carpenter, aye**

Mr. Cross made a motion to approve the minutes of 7-13-22 as presented. Vice Chair Mason seconded the motion. The motion passed, 6-0, with the following roll-call vote:

- Chair Earley, aye**
- Vice Chair Mason, aye**
- Mr. Monson, aye**
- Mr. Cross, aye**

44 **Mr. Rounds, aye**
45 **Mr. Carpenter, aye**

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48 Mr. Sullivan presented a cleaned-up format for the road design standards. Mr. Cross asked about
49 the attachment limits on the board emails and how that could be resolved without relying on personal
50 emails.

51 Board discussion followed on shared access for commercial properties, as presented by Mr.
52 Sullivan. The value of adding the changes to the regulations or to the zoning ordinances was debated. Mr.
53 Cross said he would like to see a list of specific criteria that needed to be met in order for an applicant to be
54 eligible for waiver of the shared access regulations.

55
56 **Mr. Carpenter made a motion to move the shared access document to public hearing, as**
57 **amended with language about waiver criteria. Mr. Monson seconded the motion. 6-0, the motion passed**
58 **with the following roll-call vote:**

59 **Chair Earley, aye**
60 **Vice Chair Mason, aye**
61 **Mr. Monson, aye**
62 **Mr. Cross, aye**
63 **Mr. Rounds, aye**
64 **Mr. Carpenter, aye**

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66 Mr. Sullivan said he is currently working on an updated landscaping ordinance with ongoing
67 maintenance regulations.

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69 Mr. Monson has worked with the fire department to create site regulations for tents. Going
70 forward structures over 400 square feet that will be in place for longer than 15 days will need site plan
71 approval. The proposed regulations are based on state fire codes. Mr. Cross found a conflict with language
72 exempting temporary structures built for use for under 30 days.

73
74 Mr. Monson reviewed proposed amendments to the WWPD ordinance, eliminating the grading of
75 wetlands and instead basing setbacks on the size of the impacted land. Mr. Carpenter said in the past the
76 town had been challenged on the WWPD ordinance and had won those court cases because they were data
77 driven. Discussion followed on the appropriateness of the distances and sizes used. Mr. Carpenter said the
78 numbers used were based on the best available science and that any changes should be justifiable based on
79 that data. The board directed Mr. Monson to consult with DES.

80
81 Mr. Rounds updated the board on the status of HB1661, after attending a webinar on the bill
82 earlier in the day. Mr. Sullivan said the new staff reports submitted by the department would assist the
83 board in meeting the updated state requirements.

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85 Mr. Cross and Mr. Rounds questioned the value of the Planning Board being members of NHMA.
86 The board discussed meeting with representatives of the municipal association at a future workshop.

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88 Mr. Carpenter updated the board on his research about tracking water levels in town wells.

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90 Chair Earley said an August 23 workshop, starting at 7pm, would be focused on Master Plan
91 discussion at the media room at WHS, with a remote option for residents.

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Mr. Cross made a motion to adjourn the meeting at 8:43pm. Mr. Carpenter seconded the motion.
The motion passed, 6-0, with the following roll call vote:
Chair Earley, aye
Vice Chair Mason, aye
Mr. Monson, aye
Mr. Cross, aye
Mr. Rounds, aye
Mr. Carpenter, aye