

PLANNING BOARD
Monday, December 5, 2022
Public meeting convenes at 7:00 p.m.
Appointments scheduled to begin at 7:30 p.m.
In person at the Town Offices with a Zoom option for the public.

Present: James Corliss, Joe Parisi, Joe Brodbine, Bob Maibusch, Steve Laskowski, Maria Bissell, and Fran Shippee. Also present at the meeting was Recording Secretary, Jennifer Keating.

Absent: James Hancock (alternate)

Others Present: Dave Bergeron, Jeff Scott

Call to Order: James Corliss called the meeting to order at 7:00 P.M.

Seat Alternates:

Review of the Minutes

November 21, 2022

Brodbine moved to approve the minutes from November 21, 2022, as amended. The motion was seconded by Parisi and passed unanimously via roll call.

Appointments

Conceptual Consultation – Jeannette Hubert

The board was notified ahead of the meeting that they would not be able to attend, their conceptual consultation will be scheduled for the next meeting.

Public Hearings

Items for Discussion

Review for Completeness – Family Lodge/ Camp Spofford

The board reviewed the plan for completeness. Parisi asked Dave Bergeron if it was within 250 feet of the shoreline. Dave Bergeron, representative for the applicant, stated that the building that is being rebuilt is not, so therefore Shoreline Protection Permits are not required. Corliss asked if test pits had been dug, Bergeron stated that no test pits had been dug, but several perc tests has been performed (and were documented on the plans).

Corliss asked if there was a plan for a new septic. Bergeron said that they are planning to use the existing septic systems and will be working with the DES to approve the current septics. Bergeron commented that they are not anticipating the need for septic redesign. Corliss said that he would like to see it addressed in the application.

Corliss asked if there were any waiver requests. Bergeron said no. Bissell commented that she thinks that there is a waiver question, because the building is over 35 feet. Parisi answered that because this is not a public hearing, they should not be commenting on the details of the plan, only the completeness.

Parisi asked what the other numbers on the plan were, Laskowski answered that they referenced the soil types. Corliss noted that the acreage was not listed on the plan, only the square footage of the lot. Bergeron commented that it could be added to the plan on Sheet S1.

Brodbine commented that several of the sheets on the plan did not have revision blocks. He questioned if that was significant or not. Corliss stated that each sheet should have a revision block so that it is clear that it has not been revised.

Parisi asked if the Surface Water Management Plan should have signature blocks because it is part of the overall approval. Brodbine asked what gets recorded, Corliss commented that it is all internal. Parisi said it is not an issue for this application, because he finds that this document is just as important as the plans themselves. Corliss asked if the Plan referred to the document, saying that it would be nice if they tied in together.

Brodbine asked if there should be a signature block on the elevations.

Laskowski said that he would like to see all of the documents that are referenced on the plan signed by the board, both in this case and going forward.

Parisi made the motion to have a public hearing to review the application for the Camp Spofford Family Lodge on December 19, 2022, at 7:30pm. Shippee seconded the motion. Motion passed unanimously.

The Board took a brief recess at 7:40pm.

The meeting resumed at 7:45 pm.

Town Map

Corliss asked about a new town map. Shippee commented that they are working with Southwest Regional Planning. Corliss commented that at this point, it would make sense to have 2022 encompassed on the map.

Senior/Workforce Housing

Corliss presented his first draft of some ideas for Workforce housing in the Zoning Regulations.

Parisi asked if this should be including senior housing, wherever Workforce Housing is mentioned.

Bissell agreed with Parisi.

Brodbine said that he would like to see the term Multi-Family removed from the comments, because there is already a section for Multi-Family housing. Bissell said that she agreed, because it was confusing with Section 403. Parisi commented that he wanted to make sure that Senior Housing is not lost.

Brodbine said that he would like to make the title Senior Housing and Workforce Housing.

Laskowski said that there are specific definitions for Senior Housing and Workforce Housing that he thinks should be included. He would like to see the RSA in the Zoning Regulations. Brodbine said that he would not like to include the verbiage, so that if the RSA changes, the Town does not need to rewrite the regulations.

Shippee commented that she would like to see separate sections for Workforce Housing and Senior Housing. Maibusch agreed that they should be separate.

Brodbine said that he would like to see them together, so that the regulations are easy to read. Parisi said it would be clearer for him if the sections were separate. The general consensus is that they should be two separate sections.

Brodbine asked what the board wanted to put in for the number of bedrooms in Workforce Housing. Bissell commented that she does not think that the town can limit Workforce Housing to two bedrooms. The board worked to tweak the verbiage on the two separate sections.

Bissell commented that they still had the outstanding issue of the Senior Housing parking spaces not matching. Corliss commented that that was a separate issue.

Brodbine commented that Keene had a percentage of income for Workforce Housing that is lower than what the state requirements.

Brodbine read the definition of Workforce Housing for the Board.

Brodbine asked how many bedrooms should be allowed with Workforce Housing. Bissell asked if there should be a maximum. Brodbine thinks that there should be a maximum. Laskowski said that he believes that there should not be a hard and fast rule on the number of bedrooms. Parisi commented that if there is a clear rule to make it understandable, he does not think that the board is violating anything by putting in a maximum. Brodbine said that he thinks three should be the max number, Parisi agrees. Maibusch says that the Board should not include a maximum or minimum number of bedrooms. Laskowski said that he thinks that would burden the town if there was a maximum, because they would have to be able to defend why the maximum number of bedrooms was chosen.

Corliss commented that the town does have resource limitations that should be taken into account. Brodbine said that he thinks that three is a defensible number.

The board took a poll to a maximum of three bedrooms, Laskowski and Maibusch opposed.

Parisi said that he would like to talk to Workforce Housing developers to see what is needed and what their practical experience is.

Bissell said that she went with a maximum because there is a limit of 24 dwelling units. Parisi also noted that the ZBA could extend a variance for more bedrooms.

Corliss commented that it was his goal to have a general consensus in a document that the board could review and that could be scheduled for public hearing.

Corliss asked about Zoning Districts. Brodbine commented that Workforce Housing would need to be added to these sections. Parisi asked if the board wanted to expand the districts. Bissell commented that she was wondering about the Commercial zone as well. Corliss asked why would someone want to put housing in a commercial zone.

Laskowski asked if the Selectboard was going to have a Zoom presentation for the town at which the amendments could be added for discussion. Corliss commented that in Pre-COVID times, the Meet the Candidates forum was successful, but he thought that the Zoom was still quite effective to provide education to the public.

Corliss said that he would like to schedule a public hearing at the next meeting.

Parisi made the motion to schedule a public hearing to review new section 304 of the Zoning Ordinance regarding Workforce Housing. Bissell seconded the motion. No further discussion. Motion passed unanimously.

Corliss made the motion to amend the motion to include the necessary changes to 203.2, 204.2, and 205.2. Bissell seconded the motion. No further discussion. Motion passed unanimously.

Shippee commented that under 400.1, there was a discrepancy in the number of parking spaces for Senior Housing. She thinks that the section that states “except senior housing...” should be removed.

Parisi made the motion to schedule a public hearing to review the change to 400.1 (Required Parking Spaces) on December 19, 2022, at the Town Offices. Bissell seconded the motion. No further discussion. Motion passed unanimously.

Shippee said that 303.4-E would need to be added to read: The Planning Board shall assure that the covenants are in place to ensure the project is used as presented and approved.

Shippee made the motion to schedule a public hearing to review the addition of 303.4 E (The Planning Board shall assure that the covenants are in place to ensure the project is used as presented and approved.) on December 19, 2022, at the Town Offices. Maibusch seconded the motion. No further discussion. Motion passed unanimously.

Parisi noted that this seems to be an item where public opinion is really warranted. He asked if the Board wanted to send a blast email to the Happenings list to get as many opinions as possible.

Bissell asked if the board could call out the RSA on the ballot, Parisi does not think that that is an option and that education before that is important.

Items for Information

Stow Drive

Brodbine commented that there is a variance application for the number of parking areas and setbacks for the Stow Drive property. Corliss commented that it might be good time to have a joint meeting with the Planning Board and the Zoning Board.

Other Business

Items for Signature

Adjournment

Parisi moved to adjourn at 9:12pm. The motion was seconded by Brodbine, motion passed unanimously.

The next meeting will be held at 7:00 PM on December 19, 2022, at the Town Offices and virtually.

Respectfully Submitted by:

Jennifer Keating
Planning Board Secretary

Approved by:


James Corliss, Chair

2Jan2023

Date