

Town of Jefferson
Office of the Planning Board

Minutes
November 10, 2020

Members present: Chairman Gil Finch, Jason Call, Michael Meehan, Donna Laurent, Kevin Meehan, Selectmen's representative

Absent: Gordon Rebello, Wayne Kellner, alternate; Bob Roy, alternate

Others present: Charlene Wheeler, Board secretary

The meeting was held virtually. Thanks again to Donna Laurent for setting up the meeting for the Board.

Minutes

Jason Call noted an incorrect date. The year's date in the discussion on the Kenison campground application should read 2021 not 2020. Jason Call made the motion to approve as amended the October 27, 2020 meeting minutes, seconded by Donna Laurent. The vote to accept the motion was unanimous.

Financial Report

The Board secretary reminded the Board a budget request for the coming year will have to be submitted to the Select Board. Kevin Meehan said Kathi Marshall should have sent out an e-mail today to boards and departments asking for their budgets by a certain deadline. The budget request from the Planning Board would have to be an estimate only as the Planning Board will not be meeting before the due date Kevin indicated was set.

Communications

Copies of building permits were discussed. Drawings from each of the plans had been e-mailed to Board members prior to the meeting. Jason Call asked if the Applebrook Bed & Breakfast had applied for a building permit as there seems to be construction going on there outside the footprint of the current structure. The Board secretary said she hadn't seen one but will check with Kathi Marshal.

Copies of Selectmen's minutes can be read on the town's website and any questions brought to the next Planning Board meeting.

Unfinished Business

The Planning Board returned to its discussion of recreational vehicles and camping. Gordon Rebello who was unable to attend this meeting asked that his written statement be shared with other members. He thought someone who was visiting for two weeks or less and using indoor bathroom facilities of their hosts shouldn't be required to have a permit or pay a fee. Also, someone who is staying in a camper alongside a house being constructed should be allowed for a period not more than one year. If it is a seasonal camper only on a private lot than they would be allowed for up to four months. Both would need permits. Bob Roy, who was also not able to attend this meeting, called by telephone to say he didn't think those camping by a relative's house for an extended period of time shouldn't have to file an application or pay a fee if they were using the relative's bathroom facilities. Other members disagreed, a fee needs to be charged to cover any costs to the town. A suggested fee of \$30 for each application wouldn't seem excessive compared to what the average charge would be to stay just one night in an established campground operating as a business. The number of campers should be limited as well, as per

the RSA 216-1: 1. The same RSA has rules and regulation that requires campers have adequate sanitation for sewage, etc. Outhouses are allowed but regulated by the state. However, outhouses are not designed to handle the water coming from holding tanks in a self-contained camping unit. A camping unit should be considered a seasonal occupation of such a unit, six months or less. Any longer and it becomes a permanent residence that must be treated just as if it were a building being placed on the property with adequate septic, etc. and follow other applicable regulations in the Land Use Ordinance. The Select Board has given the Planning Board a draft proposal of a recreational vehicle permit application for their input. Kevin Meehan said it probably would also have additional information on the back or with an additional sheet so people can be aware of the rules. Should other camping units be a term that's added to cover pop-up campers, tents, etc. The Board secretary will send copies of the draft application to Planning Board members. Further discussion was tabled until the Board's next meeting.

The Planning Board returned to its discussion of fire, health, and safety inspections and new language requested from the Fire Department to be inserted in the Land Use Ordinance. This was also given to the Select Board for their input and the Planning Board wants to hear from them about these requests and have not so far. Kevin Meehan described the steps the Select Board takes in trying to determine if a complaint of some potential violation comes in to them. The Select Board has sent out letters to some owners of property where there have been complaints but copies of these letters and each situation has not been shared with the Planning Board. But he indicated it is becoming difficult to keep up with. Perhaps an agent acting for the Board could handle these types of issues. Gil Finch reminded members that the Master Plan Survey responses to the need for a building inspector was a very overwhelming no. The position would have to be very specific about what such a position entailed. However, funds for it would be a line item in the general budget that is voted on as a whole. Further discussion was tabled until more information came from the Select Board as to how they viewed the Fire Department's suggestions.

The Planning Board returned to its discussion of short-term rental units such as AirB&Bs. Kevin Meehan said the Select Board has received complaints but the state has made it very difficult to deal with them with no guidance other than requiring they pay the state's rooms and meals tax. Planning Board members agree they should be considered a tourist accommodation operating as a business with a granted special exception. The Board secretary said she would contact one of the town's attorney about language making it clear these are considered businesses, if they must be grandfathered if currently in operation, or if the Board of Adjustment can set operating rules such as is done for other businesses such as parking, etc.

The Planning Board is meeting with June Garneau and working on the Master Plan during its next meeting on November 24. Currently the meeting is planned to be a virtual one. Discussion of the goals for Chapter 5, Housing and Population was postponed until then.

Donna Laurent made the motion to adjourn, seconded by Jason Call. The meeting was adjourned at 8:30 p.m.

Charlene Wheeler
Secretary to the Board