

**Town of Jefferson**  
Office of the Planning Board

**Minutes**

October 25, 2016

**Members present:** Chairman Jeff Young; Donna Laurent, Michael Meehan, Gil Finch, Jason Call, alternate; Kevin Meehan, Selectmen's representative; Charles Muller

**Absent:** Gordon Rebello

**Others present:** Charlene Wheeler, Board secretary

In the absence of a regular member, Jason Call was designated a voting member for this meeting.

**Minutes**

Michael Meehan made the motion to approve the minutes of the October 11, 2016 meeting, seconded by Charles Muller. The vote to accept the motion was unanimous.

**Consultations**

Tim Sutherland had requested two consultations be put on this meeting's agenda, one for Edward and Roxanne Stanley, Map 1, Lot 34 and another for James and Arie Goulet and Toula Guilfoyle, Map 6 Lots 2B and 2C. However, Mr. Sutherland was unable to come to the meeting.

**Communications**

Mr. and Mrs. Keene had consulted with the Board at its last meeting about a proposal to subdivide property where approval was granted from the NH Department of Environmental Services (DES) in a prior 1987 subdivision. The Board secretary who was asked to research if there was any time limit to DES approval reported the time limit for granted approvals is four years.

A copy of a building permit was circulated.

Copies of Selectmen's minutes were circulated.

**Financial Report**

Michael Meehan made the motion to accept the financial report, seconded by Donna Laurent. The vote to approve the motion was unanimous. Michael Meehan made the motion to make a request to the Selectmen that the Planning Board's budget for 2017 remain at its current level of \$5000. The motion was seconded by Donna Laurent. The vote to approve the motion was unanimous.

**Unfinished Business**

The Board continued their discussion tabled at the last meeting of the new state law RSA 674:71-73 on Accessory Dwelling Units (ADUs) scheduled to go into effect June 1, 2017. The most recent draft of a proposed Article XI to the Land Use Ordinance

addressing ADUs was discussed. A sentence in Section 5B.7 pertaining to utility connections was addressed. There is a possibility of electric installations already not up to code being connected to an ADU. However, it was pointed out that in New Hampshire a homeowner is allowed to install his own wiring, etc. rather than hire a licensed electrician. The town has no building inspector to ensure any installation is done to code. Jason Call had several word changes to suggest on the draft. After much discussion Michael Meehan made the motion to accept the changes to the draft as follows:

The word “to” was added after 2017 in the first sentence of Section 1.

In Section 3C the word residence was changed to unit.

Section 4 now reads: “Before any building permit is issued for an accessory dwelling unit (ADU), the property owner must obtain approval from the Jefferson Zoning Board of Adjustment for a Special Exception. The ADU shall meet the standards contained in Section 5 below.

In Section 5B.8 the phrase “for a primary residence” was changed to “per primary residence.

Gil Finch seconded the motion. The vote to accept the motion was unanimous. The Board requested this draft be sent to the town’s attorney requesting comment on any inconsistencies or wording problems before the Board schedules a public hearing.

In other business, the Board secretary was asked to contact either Mr. Lieberum or Mr. Perkins for an update on installation of utilities on the Lieberum subdivision.

Charles Muller made a motion to adjourn the meeting, seconded by Jason Call. The meeting was adjourned at 8:00 p.m.

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Charlene Wheeler  
Secretary to the Board