

Town of Jefferson
Office of the Planning Board

Minutes
December 8, 2020

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

Donna Laurent made the motion to approve as read the November 24, 2020 meeting minutes, seconded by Michael Meehan. The vote to accept the motion was unanimous.

Consultations

June Garneau from Mapping and Planning Solutions sent the Board the agreed upon edits to a paragraph on page 49 of Chapter 5 dealing with cluster housing and the goals stated for housing and population on page 52. Jason Call volunteered to speak with June about what the market has done in the last year for home and land sales as he felt June's statistics of home costs in Jefferson were somewhat high. Chairman Finch suggested another goal be added to the list: "To support education and training for jobs existing in the area." Other Board members agreed it should and it will be sent to June to be added.

Communications

A copy circulated of a building permit granted to Walid Saleh for additions to the property formerly known at the Applebrook Bed and Breakfast now being operated as a short term-rental. Board members asked what the setbacks were for the proposed additions as they weren't shown on the application. It was also noted that the diagrams were not drawn to scale on the map and what is constructed doesn't quite match what is being shown on the construction plans. Since it is being operated as a business could this be considered an expansion of the business? The Planning Board after their last joint meeting with the Select Board was hoping there would be more communication so important information was gathered before Boards made their decisions. And any abutters and other citizens seeking information could have questions answered. Kevin Meehan said he would share this discussion with other Select Board members. The Planning Board asked about the new language requested from the Fire Department to be inserted in the Land Use Ordinance. This had been given to the Select Board for their ideas but the Planning Board has not received any written comments from them as to language, etc. Kevin said he would also bring this to the Select Board. There were also questions about the building permit issued to Chris Nelson. Is a Special Exception needed for a business? And is the greenhouse moved from the Foster to the Kenison property going to be used for a business?

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

The Board secretary reported the Select Board has ordered "*A Guide to Effective Enforcement: Investigating and Enforcing Code and Land Use Violations*" published by the NH Municipal Association of which the town is a member. They have ordered copies for themselves as well as a copy for the town office and for the Planning Board.

The Board secretary reported inquiries from Milne-Allen Appraisal Company about property owned by Winterset, Map 14, Lot 26. They were inquiring about how the lot is zone and if campgrounds are allowed in a flood plain. A portion of the Israel River runs through the property. They were referred to the town's Land Use Ordinance and general information given as no specific plans for the property were described.

A document was received from the NH Flood Management Program with a questionnaire to help them identify needed study areas in the town of Jefferson. This will be passed on to the Select Board. Perhaps this can be addressed by the town road agent or the town's Conservation Commission.

Unfinished Business

The Planning Board returned to its discussion of recreational vehicles and camping. The Board secretary had edited a version of the Whitefield ordinance and circulated it to Board members. Board members had also received a copy of notes and discussion on this subject and on short-term rental units from Barry Nelson, deputy fire inspector shortly before the meeting. Fire Chief Chris Milligan also received a copy. Mr. Nelson also said these statements are not necessarily the official fire department policy. Board members said these can be helpful but hadn't had time to fully digest them at this point. Board members discussed the draft edit of the Board secretary as a starting point (a copy of the draft is attached to these minutes). Chairman Finch sought clarification as to why the last section 4 was eliminated from this draft. This was because RVs in campgrounds already constitutes a situation which requires a Special Exception in the Land Use Ordinance. Board members agreed that only one recreational vehicle be allowed on a lot, not two, to conform to the state statute. It was noted that it is ultimately the landowner on which the RV is to sit who is responsible for having the permit. A question was asked about why NH RSA 216-I: 13 was referenced rather than 216-I:4 and the Board secretary said that was because 13 referred back to 4. Maybe the RSA didn't need to be there at all? There was discussion about someone who had a visitor (family or friend) for one time of short duration to stay at their residence using the residence's facilities. How can this or should this be addressed? Gordon Rebello asked about unregistered vehicles being taxed, however, this is required under state law but sometimes costs the town more to collect the tax when it was done. Further discussion was tabled until the Board's next meeting.

The Planning Board returned to its discussion of short-term rental units. Planning Board members have always agreed they should be considered tourist accommodations or lodging units operating as businesses with a granted Special Exception. Jason Call said the towns of Conway and Jackson have adopted language about short-term rentals but he said some of it gets pretty involved. Jason Call said he would e-mail Board members the towns of Jackson's and Conway's ordinance for reference although he said it goes into way more detail than this Board would want as a final document. The Board secretary had drafted a working definition for the Board to examine (a copy of the draft is attached to these minutes). It was suggested the phrase "any single-family home" be removed from the second sentence. Further discussion was tabled until the Board's next meeting.

The Planning Board is meeting again virtually on December 22. Since a hearing needs to be noticed in January for any language changes to the Land Use Ordinance, the Planning Board needs to spend it's time on this rather than the Master Plan revisions. Jason Call made the motion to ask June Garneau to postpone her meeting with the Board on the 22nd, seconded by Gordan Rebello. The vote to accept the motion was unanimous. The Board secretary will contact June.

Jason Call made the motion to adjourn, seconded by Gordan Rebello. The meeting was adjourned at 9:14 p.m.

Charlene Wheeler
Secretary to the Board