

DRAFT—NO LEGAL VALUE

Planning Board Site Walk September 17, 2020

Planning Board members in attendance for the Site Walk were Charles Moreno, Chairman, Phil Auger, Terry Hyland, Brian Monahan and Don Clifford and Donald Coker, Alternate members. Planning Board members met at 5:00 PM for a site walk regarding the application of the Troy and Betty Robidas Revocable Living Trust for 4-lot subdivision of their land located at 441 First Crown Point Road (Tax Map 19, Lot 48). The representative for the applicant was also in attendance, Ashley Rowe of Norway Plains Survey Associates. Mr. Rowe reviewed the revised plans and located the stakes visually for the Board. The applicant, Troy Robidas, joined the Board for the site walk. A conceptual discussion was brought forth regarding a conservation subdivision. After some discussion, the applicant felt that, while a good idea, it did not fit his plans for the property. The Board and others walked the property and after a discussion on wood lines, etc. the Board adjourned the meeting at 5:49.

Work Session September 24, 2020

At 6:30 PM, Charles Moreno, as Chair of the Planning Board of the Town of Strafford, opened the meeting by stating that he finds that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The Chair then made the following announcements: Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I (the Chair) am confirming that we (the Planning Board) are:

- a) providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means. We are using the Google Meet platform for this public meeting. All members of the Planning Board are able to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing +1 4424442599 and using the assigned meeting code or by clicking on the website address: meet.google.com/tte-pvmu-cbx
- b) providing public notice of the necessary information for accessing this meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting via Google Meet or telephonically. Instructions were posted on the website of the Town of Strafford at www.trafford.nh.gov.
- c) providing a mechanism for the public to alert the public body during the meeting if there are problems with public access: If anybody has a problem they were directed to call or email eevans.trafford.nh@gmail.com.
- d) adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Charles Moreno opened the work session at 6:34 PM. Members present were Charles Moreno, Chair, Phil Auger, Terry Hyland, and Donald Coker, Alternate member. Susan Arnold was also present. Scott Whitehouse joined the meeting later in the session. Noting that this is a public meeting, Charles Moreno designated Donald Coker to vote in place of the missing regular member of the board.

Board members first addressed the idea of adding Susan Arnold as an Alternate member of the Board, noting that she has been attending meetings regularly and contributing to discussion. It was noted that under RSA 673:6 II, elected Planning Boards may appoint up to five alternate members; the Board currently has two alternate members. Donald Coker noted that alternate members can participate in meetings with the exception of voting, and also noted that alternates are frequently needed as regular members may be absent. Phil Auger then made a motion to nominate Susan Arnold as an Alternate member. Donald Coker seconded the motion. Susan Arnold said that she has enjoyed attending recent meetings and is glad to participate. There was no further discussion and the Chairman called a vote on

the nomination. The vote went as follows: Phil Auger—aye, Terry Hyland—aye, Donald Coker—aye, and Charles Moreno—aye. The motion carried by unanimous vote of the members present.

Board members then turned to the work session agenda, beginning with further discussion of how to define the terms “structure”, “building” and “dwelling” to address some of the issues faced by the Building Inspectors, who have indicated that they are having some difficulties with interpretation. It was agreed that there are three levels of concern—those structures that need permits, those structures that should meet setbacks, and those that require both. Current ordinances (Article 1.3.6) exempt sheds, etc. under 100 square feet from the requirement for a building permit, but do not exempt sheds from the setback requirement, although it is agreed that many sheds do not follow setback regulations. There was general agreement that most structures need to meet setbacks, and that a key question is whether something is permanently attached to the ground. Providing additional guidance regarding when a building permit is required might help; it was agreed to look at how other towns handle this question. Mr. Auger suggested looking at Gilmanton regulations.

Board members agreed that the definition of “dwelling” under 1.14.15 does not need updating. The current regulations use the words “building” and “structure” interchangeably, which has led to confusion. If the wording of the regulations is clarified by switching to “structure” throughout, it was also agreed that the definition of “building” may not need updating. Discussion returned to the question of the threshold for requiring a building permit, and whether it should remain as a function of square footage or look more at the impact on the ground. A list of structures that could exempt from setbacks was suggested (for example fences, septic disposal systems, etc.), and it was noted that some of the items listed as exempt in the proposed revision for Article 1.14.14 are governed by other ordinances or statutes. It was agreed to the Building Inspector should be asked for a list of the five most important issues that he has faced with the definition of “structure”. There was general agreement on the following: 1) most things need setbacks except the list that is proposed for Article 1.14.14; 2) it needs to be determined what needs a permit; 3) the Board needs the Building Inspector’s list of his top concerns; 4) consideration of whether alteration of terrain or height should be considered as triggers for requiring a permit. Finally, Board members agreed by consensus to follow Atty. Roman’s suggestion that the regulations should use the word “structure” consistently rather than using the word “building” in many sections.

Charlie Moreno then advised Board members that he has contacted Scott Schroeder, who has agreed to run a subcommittee to study the zones in town that would be the best locations for a cell phone tower, in order to minimize the number and height of towers needed to provide the best coverage for the community. The Board will look into whether this could be an ad hoc committee or an official subcommittee of the Board. It was agreed to return to the proposed updates/clarifications for Non-conforming use and the question of Class VI roads at the next work session. Board members agreed to schedule another work session for Thursday, October 8th at 6:30 PM.

There being no further business before the Board, Donald Coker then moved to adjourn the meeting. Phil Auger seconded the motion, there was no further discussion. The Chairman called the vote. Phil Auger—aye, Terry Hyland—aye, Donald Coker—aye, Charles Moreno—aye. The motion passed by unanimous vote. The meeting adjourned at 7:55 PM.