

# **TOWN OF EAST KINGSTON PLANNING BOARD**

## **WORK SESSION MEETING MINUTES**

October 12, 2023

Pound School  
41 Depot Road  
East Kingston, New Hampshire

Josh Bath, Chair  
Tim Allen, Vice Chair  
7:00PM

### **AGENDA**

#### **NH Housing Needs Assessment Project**

Board Members Present: Josh Bath - Chair, Bob Nigrello – Ex-Officio, and Janet Smith. Absent: Tim Allen – Vice Chair and Ellie Cornoni.

Others Present: Victoria Healey – RPC Planner, Julie LaBranche – Grant Planner, and Dennis Quintal – Conservation Commission Chair.

Chairman Bath opened the meeting at 7:00pm followed by the roll call. He then designated Cathy Belcher (Land Board Secretary and Board Alternate) as a voting board member.

#### **NH HOUSING NEEDS ASSESSMENT PROJECT**

Planner LaBranche presented the draft Housing Needs Assessment Report (An overview of challenges and opportunities for the creation of affordable housing and workforce housing). She indicated she changed the long version format for a shorter, more concise version using footnotes and references. Because the report is in the editing process, tables, photos, table of contents and other items will be added later. Comments and suggestions should be forwarded to Planner LaBranche. She then reviewed the timeline for completion of this report:

- Comments and edits to be completed by October 15
- Updated version to be provided to board members on October 16
- Comment and review period from October 16-24
- Issue final report by October 31

Board members then reviewed the report page by page. Highlights of discussion included:

- Incentives – typically related to funding.
- A lack of affordable properties in town.
- Affordable qualifiers and scenarios for properties ascertained through the affordable housing program and what happens when the property owner's finances change, and they no longer qualify.
- Adding regulatory references to the recommendations.
- Case studies – using Exeter's administrative process as an example. The difficulty in finding other case studies for affordable housing for small towns like East Kingston.
- The need to update the Growth Management Ordinance.
- Lot by soil type verses 2-acre minimum lot sizes.
- Town Center District zoned for multifamily units.

- The Regulatory Audit which is a review of the regulatory structure that will review challenges and provide options to amend and change the current ordinance.
- Section V Demographics and Socio-Economic Trends to be changed to Community Profile that will include population, age, housing, economic structure, median income, commuting data, narrative description of the town.
- Move Community Profile to Section II
- Section VI Challenges and Barriers – value of buildable lots vs. defined 2-acre lots as it relates to most significant barriers.
- Review of RSA 674:21 Innovative Land Use Controls as it relates to incentives allowed in Elderly Housing Ordinances also being applied to workforce housing. Options include repealing the Elderly Housing Ordinance or modifying it. Advice from Town Counsel to be obtained.
- Recommendation to remove the Drinking Water Quality paragraph.
- A housing discussion group to meet in October with a summary of their findings to be added to the report.
- Lack of other town boards and municipal staff input in the report.
- Challenges associated with community involvement.
- Appreciation for the ease of reading the report for the layperson.
- Community-wide dialogue and the use of technology to accomplish this.

In conclusion, Planner LaBranche noted that, unless affordable housing is mandated, the board can take the report under advisement without taking any further action. The report will serve as evidence that the town looked at affordable housing and workforce housing and will have a foundation for moving forward should they decide to implement affordable housing regulations in the future.

#### **ADJOURNMENT**

**MOTION: Chairman Bath motioned to adjourn; seconded by Mr. Nigrello. The motion passed 4-0-0.**

The meeting ended at 8:39pm.

Respectfully submitted,

Catherine Belcher, Land Board Secretary

Minutes approved on November 2, 2023.