



**PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire**

2021-2022
Bill Caswell, *Chairman*
Tim Allen, *Vice Chairman*

**MINUTES
Regular Meeting – June 17, 2021
7:00 pm**

The Town of East Kingston Planning Board met on Thursday, June 17, 2021 at 7:00 PM at 24 Depot Road for their first in-person meeting since the start of COVID-19.

AGENDA

Discussion: Light Industrial Park

Board Business:

Circuit Rider Contract Renewal
Master Plan / Growth Management
Zoning Ordinance updates and revisions

Members Present: Chairman Bill Caswell, Vice Chairman Tim Allen, Dr. Robert Marston, Ex-Officio Joe Cacciatore and Alternate Member Janet Smith.

Advisors Present: RPC Senior Planner Julie LaBranche and Conservation Chairman Dennis Quintal.

CALL TO ORDER: This meeting of the East Kingston Planning Board was called to order at 7:00 pm by Chairman Caswell.

Minutes

Mr. Caswell asked for a **MOTION** to approve the April 2021 Planning Board Minutes as presented. **MOVED** by Mr. Allen, second by Dr. Marston; Mr. Cacciatore abstained – motion passed

Mr. Caswell asked for a **MOTION** to approve the May 2021 Planning Board Minutes as presented. **MOVED** by Mr. Allen, second by Dr. Marston; Mr. Cacciatore abstained – motion passed

Discussion - Light Industrial Park

After last month's discussion of the continuing park conditions, the board had asked for guidance from the Town Attorney on how to proceed. DES involvement was also cited. There was board discussion on the next steps to be taken and a Site Walk was arranged for July 10 at 8am to establish a baseline of conditions. The Fire Chief and Code Enforcement Officer will be asked to join board members for the site walk. Notifications will be posted and the site owner will be contacted as to the date and time of the site walk.

Board Business:

Circuit Rider Contract Renewal

It was noted the last day of the present RPC Circuit Rider contract was June 30th and the contract was up for renewal. Ms. LaBranche notified the board that she was leaving the RPC and June 18 was her last day. She has been with the RPC for 12 years, and will be going into private consulting. She has worked with the East Kingston Planning Board since 2010; Planning Board members thanked her for all her work with the board over the years and wished her well in her future endeavors.

Master Plan / Growth Management

Mr. Caswell distributed some information to the board. What is the basis for growth management? The goal is to protect natural the resources of the town. The town is 2/3 wetlands and there is much land already in conservation easements, so there is not a lot of potential for growth. There was discussion on how many building permits allowed (per year), and a short discussion re: impact fees and the process by which to implement those fees. A possible build-out analysis was mentioned. Potential for the town to purchase properties was touched upon and it was ascertained grants/bonds would be needed as the town does not have the money to purchase land at this time. Conservation is working on developing a natural resource inventory which would show developable/productive land and conservation easements. The annual CIP report was also touched upon.

Discussion on Possible Zoning Ordinance updates / revisions

Article XVII – Building Permits. There is a \$1,000 building permit threshold; it appears this needs to be updated. The Building Inspector is working on assessing fees.

Article XIII – Septic Sludge Disposal Facilities. Should this even stay on the books? If it stays on the books as there is an existing one, maybe add no new facilities will be allowed. Mr. Quintal noted some types might be of agricultural benefit.

Article VIII.G. – Accessory Dwelling Units. The ordinance states accessory dwelling units shall be permitted in East Kingston by Special Exception from the Zoning Board of Adjustment. ** Prior to a dwelling renovation or accessory dwelling unit construction, the owner shall provide evidence to the East Kingston Building Inspector that septic facilities (whether separate or combined) are adequate to serve both the principal dwelling unit and the accessory dwelling unit, and obtain the necessary Town and State permits. This might need different verbiage. Mr. Allen suggested at the ** point in the ordinance the following: “Prior to a special exception approval by the ZBA for an accessory dwelling unit, the owner shall provide evidence as part of the special exception application the septic facilities are adequate. This initial evidence shall be in the form of a replacement septic system designed by a state approved New Hampshire licensed septic designer. Approval by the ZBA is conditional based on state approval of the plan.” There was board agreement it should be part of the approval.

Definitions – Farming. Does this definition need to be changed / clarified somehow? There was a question prior for certain things happening at a property that did not appear to meet the state definitions of farming. The board ascertained it could be under Code Enforcement and will ask the Town Attorney if a letter is warranted.

Cluster Subdivision Application Status

July 28 is the court date and a Judge will decide whether the case will move forward.

Soils and HISS standards.

Mr. Quintal noted an engineer had asked a question about the standards used for high intensity soils. It appears there is different information from town to town. Some towns use site specific as opposed to high intensity. It was ascertained some clarification may need to be included in the ordinance. The board will get back to the engineer with further information.

Adjournment

Dr. Marston motioned to adjourn the meeting; motion seconded by Mr. Cacciatore. Unanimously approved.

The meeting was adjourned at 9:25 pm.

The next Planning Board meeting will be on July 15, 2021

Respectfully submitted,

Barbara White

East Kingston Planning Board Secretary

Bill Caswell

Chairman

Minutes approved on July 15, 2021