



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2016-2017
Joe Cacciatore, *Chairman*
Dr. Robert Marston, *Vice Chairman*

MINUTES
Regular Meeting 15 December 2016
7:00 pm

AGENDA:

- ◆ **Call to Order**
- ◆ **Public Hearing** for a proposed amendment to Article VII. General Provisions, Section D.1 of the Zoning Ordinance
- ◆ **Public Hearing** for a proposed amendment to Article VIII. Uses Permitted, Section F. - Accessory Dwelling Units of the Zoning Ordinance
- ◆ **Public Hearing** for a proposed amendment to Article XVI - Home Occupations of the Zoning Ordinance
- ◆ **Public Hearing** for a proposed amendment to Article XXI - Non-Conforming Lots, Structures and Uses, Section B.1 of the Zoning Ordinance
- ◆ **Review** of the Growth Management Ordinance/Elderly Housing Ordinance
- ◆ **Board Business**

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

Members Present: Vice Chairman Dr. Robert Marston, Joshua Bath, Bill Caswell and Ex-Officio Richard Poleart. Chairman Joe Cacciatore and Chris Delling were excused.

Advisors present: East Kingston Building Inspector Mr. John Moreau, Assistant Building Inspector Tom Welch and Rockingham Planning Commission (RPC) Senior Planner Ms. Julie LaBranche.

Minutes

Dr. Marston asked for a **MOTION** to approve the November minutes.

Mr. Bath **MOVED** to approve the November minutes as presented; second by Mr. Poleart. The vote was unanimous.

Dr. Marston opened the public hearings for the proposed amendments.

Public Hearing for a proposed amendment to Article VII General Provisions, Section D.1 of the Zoning Ordinance.

There being no further discussion on the proposed amendment, Dr. Marston asked for a **MOTION**.

Mr. Bath **MOVED** to approve the proposed amendment to Article VII General Provisions, Section D.1 of the Zoning Ordinance, as amended at the November meeting, and place on the warrant; second by Mr. Poleart. The vote was unanimous.

Public Hearing for a proposed amendment to Article VIII. Uses Permitted, Section F. - Accessory Dwelling Units of the Zoning Ordinance.

There being no further discussion on the proposed amendment, Dr. Marston asked for a **MOTION**.

Mr. Bath **MOVED** to approve the proposed amendment to Article VIII. Uses Permitted, Section F. - Accessory Dwelling Units of the Zoning Ordinance to be placed on the warrant, deleting the existing Section F and replacing with the proposed new text as amended at the November meeting; second by Mr. Poleart. The vote was unanimous.

Public Hearing for a proposed amendment to Article XVI - Home Occupations of the Zoning Ordinance.

There being no further discussion on the proposed amendment, Dr. Marston asked for a **MOTION**.

Mr. Bath **MOVED** to approve the proposed amendment to Article XVI - Home Occupations of the Zoning Ordinance, as amended at the November meeting, to be placed on the warrant; second by Mr. Poleart. The vote was unanimous.

Public Hearing for a proposed amendment to Article XXI - Non-Conforming Lots, Structures and Uses, Section B.1 of the Zoning Ordinance

There being no further discussion on the proposed amendment, Dr. Marston asked for a **MOTION**.

Mr. Bath **MOVED** to approve the proposed amendment to Article XXI - Non-Conforming Lots, Structures and Uses, Section B.1 of the Zoning Ordinance, as amended at the November meeting, to be placed on the warrant; second by Mr. Caswell. The vote was unanimous.

Dr. Marston closed the public hearings.

Copies of all the amendments are attached to these minutes and on file in the Selectmen's Office for public review.

Review of the Growth Management Ordinance/Elderly Housing Ordinance - continued from November

Ms. LaBranche noted she had made the following revisions to the Ordinance. Table 2 had been updated to reflect school enrollment numbers for the current year. Enrollment had increased as follows: K-G5 - 12 students; G6-G8 - 8 students; G9-G12 - 5 students for a total of 25 students.

Ms. LaBranche opined updating this ordinance would be an excellent project to work on for 2017. A good portion of the information is based on older data and will need in-depth research to update. Most of the updates are needed in Section C which covers Populations, Housing Stock, Municipal Services, Property Valuations, Capital Expenditures, and the CIP.

Ms. LaBranche suggested the \$2,000 in the budget could be used towards these updates, as it would take more hours than allocated in the circuit rider's contract to the Planning Board. Information would need to be collected from the 5 surrounding towns for the updates. She would be devoting most of her circuit rider time updating the subdivision regulations next year, so work on updating this ordinance would be a separate project.

Mr. Bath asked at what point does it become critical for the updating of Master Plan? Ms. LaBranche said statute recommends updating it every 5-10 years, but there is no penalty for not doing so. There has not been a lot of growth or growth pressure, so a lot of items have not changed since it has been written.

Mr. Moreau noted a discrepancy between the housing stock numbers for a few streets and asked if the housing stock number came from building permits or occupancy permits. Ms. LaBranche noted Table 1 Housing Stock should be Occupancy Permits, and Table 3 is the Building Permits.

Mrs. White noted she has always obtained the housing stock numbers by using the number of Building Permits issued. She will use the Occupancy Permits issued numbers from now on. Mr. Moreau will do some research on the streets with discrepancies and give the updated numbers to Mrs. White to be corrected.

Mr. Caswell asked if accessory dwelling units should be added to the chart. After discussion it was determined they had not been counted in the past, but could be added to the chart in a separate category so as not to skew the housing stock numbers.

Mr. Bath noted if people with children occupied the accessory apartments, it could have an impact on the school. Ms. LaBranche opined she did not think there would be so many as to make a significant impact. After discussion, it was determined that the imposing of impact fees as they were a one-time fee, would not make a significant difference to offset the cost per student and would not be recouped with the amount of dollars it would cost to research the formulas for implementation of an impact fee schedule.

Mr. Bath **MOVED** to provisionally approve the Growth Management Ordinance review based on verification of the housing stock numbers for Table 1; second by Mr. Poleart. The vote was unanimous.

Final approval will be scheduled on the January agenda.

Other Business

Freeman Shared driveway question

Stacey Freeman asked what her next step was to acquire her driveway permit. The Board had lengthy discussion regarding this. They determined there should be an easement document specifying the map-block-lot number of the lot the existing road is located on and that it is allowed to be used to access the other house lot as a driveway. The map, block and lot numbers of both parcels should be listed, and this document should be recorded before the Building Inspector issues the driveway permit.

If they are anticipating running utilities across the conservation easement, they would need to have consent by the Land Trust and this would also need to be listed on the easement document specifying the width of the utility easement. Mrs. White will let her know what she needs.

Reschedule date for January Planning Board meeting.

As there were no additional changes to the zoning amendments to be placed on the warrant, and there were no citizens petitions received, the previously changed date for the January meeting would not be necessary and the regular 3rd Thursday of January (January 19) will be the next Planning Board meeting date.

Adjournment

MOTION: Mr. Bath **MOVED** the Planning Board adjourn, Mr. Caswell seconded. The motion passed unanimously.

Dr. Marston closed the meeting at 7:55 pm..

The next Planning Board meeting will be on January 19, 2017.

Respectfully submitted,

Barbara White

Planning Board Secretary

Joseph Cacciatore

Chairman

Minutes approved January 19, 2017