



PLANNING BOARD
EAST KINGSTON, NEW HAMPSHIRE

2021-2022
William Caswell, Chairman
Tim Allen, Vice Chairman

PLANNING BOARD
Minutes – December 16, 2021 Approved on January 20, 2022

The Town of East Kingston Planning Board met on December 16, 2021 at 7:00 pm at the Pound School, 41 Depot Road, East Kingston, NH. The following members, staff and public were present.

Planning Board: Chair Bill Caswell, Vice Chair Tim Allen, Dr. Marston

Staff: Julie LaBranche, Planning Consultant; Dennis Quintal, Town Engineer, Chair, Conservation Commission and Consultant

Public: None Present

Chair Caswell opened the Planning Board meeting at 7:10pm when a quorum of 3 members were present.

BOARD BUSINESS

Approval of November 18, 2021 Minutes

Chair Caswell offered an amendment to clarify notes on the last page to amend/revise reference to the “Explorer Scouts Fire Fighters in Training Program” undertaken by the town’s Fire Department. This is an example of cooperative efforts with other Towns along with SAU-16 membership.

Motion to approve by Vice Chair Allen. 2nd by Chair Caswell. Approved unanimously.

Growth Management Ordinance

Chair Caswell discussed that the current ordinance language for determining the number of yearly building permits specifically says to round down to the next whole number. We also discussed that the established method of calculating the number of new building permits is based on regular residences not special, over-55 residences or accessory dwelling units. There was discussion that over-55 residences are a fixed or static quantity. Further understanding of the original thinking on this was suggested. .

Chair Caswell asked for input from the Building Inspector Kit Kaiser about updating Table 3 of the ordinance to account for new homes by street/address and reported 2 new homes construction permits issued for 95 Haverhill Road and 1 Addyson Lane. Permits for home replacements do not add to the total number of dwelling units in the town. Questions about references to “doorsteps” in

the Growth Management Ordinance rather than “homes/residences”. Building Inspector clarified that no new elderly housing units or Accessory Dwelling Units were issued building permits in the previous year. Board discussed keeping counts on the different categories of dwelling units moving forward.

Growth Management Ordinance discussion continued to the January 20, 2022 Planning Board meeting. Motion by Vice Chair Allen; second by Chair Caswell. Motion passed unanimously.

Zoning Ordinance Amendments

The following zoning amendments were discussed:

1. Article XIV Sludge Facilities – The Board agreed to modify Section B to reflect no new facilities would be allowed and section B.b.2 should be moved under section B.b.1.

Motion to forward to warrant article by Vice Chair Allen, seconded by Chair Caswell; approved unanimously.

2. Zoning Ordinance Article XVII (page 72, Section A.2) and Building Code–The Board deferred discussion and action on this item for potential amendments for warrant article in 2023.
3. Zoning Ordinance Article VIII.G.g Accessory Dwelling Units (p. 23-24) –Edit to section g and addition of ZBA Special Exception approval conditioned on approval of the replacement septic plan by the NHDES.

Motion to forward to warrant article by Vice Chair Allen, seconded by Chair Caswell; approved unanimously.

4. Article XI Conservation Subdivision Development– Proposed amendments to refer to the following technical reference for soil based lot sizing as recommended by town engineer Dennis Quintal:

ARTICLE XI CONSERVATION SUBDIVISION DEVELOPMENT

Section I. The residential density within the area being developed shall not exceed six (6) dwelling units per acre. ~~The minimum lot size shall be determined based on the soil based lot sizing methodology in Standards for a High Intensity Soil Map of New Hampshire, Society of Soil Scientists of Northern New England, 2017 (as amended).~~ The minimum lot size shall be determined based on the soil based minimum lot sizing criteria published in Soil Based Lot Sizing: Environmental Planning for Onsite Wastewater Treatment in New Hampshire (SSSNNE Special Publication No. 4 Version 1, 2003 as amended) by the New Hampshire Society of Soil Scientists of Northern New England available at <https://sssnne.org/sssnne-publications/>.

Motion to forward to warrant article by Vice Chair Allen, seconded by Chair Caswell; approved unanimously.

DISCUSSION ITEMS

Permit Fees

The Planning Board, Building Inspector and Town Engineer discussed the following items:

- Current fee schedule adopted by the Selectmen in 2021; reconciled differences between the adopted fee schedule and Planning and Zoning Board fees schedules
- Who should determine the threshold \$ or other parameter for need for building permit; some towns defer to size of structure not \$ improvements?
- Doc Marston recommended that residential building permit requirements do not apply to ~~Considerations~~ for small structures, outbuildings and fences (the requirement for building permits should exclude agricultural uses). Other inspection and fee schedules from Fire, Police, Road Agent and others (health) should be included in a more complete list of town fees; compile all fees in a comprehensive list
- Compile a fees checklist for all Planning Board and Zoning Board applications
- Obtain fees list from Building Inspector, checklist etc.

Discussion deferred to 2022 for further review and recommendations.

Conservation Commission Natural Resource Inventory

Chairman Caswell thanked the Conservation Commission (CC) for their work preparing a Natural Resource Inventory (NRI) for the town. CC Member Vicki Brown presented an overview of NRI recommendations, open space planning objectives; goal of conserving an additional 1000 acres in conservation to reach a 25% land conservation goal of existing lands. CC recommendation to reduce minimum lot size from 2 acres to 5 acres in outlying or some undeveloped areas of town. CC Chair Dennis Quintal stated that in the past there were efforts to rezone to protect rural areas and areas peripheral to wildlife corridors and maintain corridors around buildable areas.

Chair Caswell motioned to adopt a general goal to conserve 1,000 acres in conservation with no particular time period adopted yet. No second on motion.

Vice Chairman Allen offered that the CC should have ample time to present the full NRI and recommendations for discussion by the Board and defer to the January 2022 meeting. Vice Chair Allen and D. Quintal suggested scheduling specific subject items for further discussion or at a workshop for CC members to present information. D. Quintal spoke about historically there was community outreach about land conservation (e.g. Larry Smith). Quintal offered that adopting the NRI in the Master Plan would help support future funding for conservation. Quintal and Brown both reinforced that farmland conservation and availability of walking trails have been supported in the town. Vice Chair Allen noted that incentives may include financial compensation to landowners to conserve land and allow public access.

The Board discussed various incentives, zoning and regulatory tools that could help reach the CC's land conservation goal.

Discussion continued to the January 20, 2022.

ADJOURNMENT

Motion to adjourn by Vice Chair Allen. Seconded by Dr. Marston. The Planning Board adjourned at 9:32pm

Submitted by: Julie LaBranche, Planning Consultant