

**Temple Planning Board
Minutes
Tuesday, March 5, 2024
7:00pm, Temple Town Hall Annex**

Present: Christine Robidoux, Chair; Bruce Kullgren, Jr, Vice Chair; Carter Sartell, Secretary; Keith Charlton; Murray Collette; Russ Huntley; George Willard, ex officio, Select Board

Absent: Brian Kullgren

Guest: Ken Caisse, Pam Kingston

Board Chair Christine Robidoux called the meeting to order at 7:01 pm. Christine Robidoux appointed Alternate Russ Huntley as a full member of the board for this meeting and he joined the board at the table.

**Approval of Draft Minutes
February 20, 2024 Meeting**

The minutes were discussed and Carter motioned to approve the minutes as amended. Keith seconded. Approved by a roll call vote with all in favor except Bruce who abstained.

Public Comment: None.

Old Business:

1. **InvestNH Housing Opportunity Planning (HOP) Grant Update:** Pam Kingston offered a summary of the data collected so far (see attached), starting with the community survey that was done before the creation of the Steering Committee.
 - a. A small segment of the population has participated. Pam highlighted two data points from the last November forum: 10% of Temple residents are living below the federal poverty level, and 88% of units in town are single family homes. Temple has some grandfathered duplexes, connected farmhouses, and apartments, however these cannot be built today under current zoning.
 - b. Open Space and rural character continue to be a priority for residents. Pam noted that our zoning requires twice the minimum lot size to build a detached Accessory Dwelling Unit (ADU); from a conservation standpoint, it may be better to have two buildings on a single lot and leave the remaining acreage untouched. Murray questioned whether residents' opinions about housing styles had changed over the course of the events. Pam suggested that the low attendance makes this difficult to determine.

- c. In other discussion, Keith mentioned that Monadnock Hospital has been cancelling services due to lack of staff; Pam shared that the hospital is starting to purchase staff housing. The lack of workforce housing is forcing other businesses throughout the state to do the same.
- d. The Steering Committee chose the housing styles that ranked highest with residents and created a document with pictures to be used during the one-on-one interviews (attached). Residents will be asked to comment on each style and where it might fit in town. Board members suggested using regions within the town, such as close to the school, in the village, along Rt 101, etc.
- e. The board thanked the members of the Steering Committee for hosting the events last year and all of their work so far.
- f. Christine suggested that Pam send a note about these interviews to Carole to be forwarded to all town boards. Any Temple resident who wants to be interviewed should either email the Planning Board or contact the town office, Carter, or Pam Kingston

2. **Natural Resources Regulatory Audit Update:** Jeff Littleton of Moosewood Ecological will attend the March 19th Planning Board meeting to present the draft audit. The Steering Committee discussed this document last night, and Carter highlighted Jeff's concern about the lack of action items throughout the Master Plan. Christine noted that these are in the Future Land Use chapter. The Conservation Commission is invited to the next meeting to participate in the discussion.
3. **Tax Map Updates:** Christine approved the final tax map updates today and will follow up with Carole Singelais to ensure she has the updated files. To check for errors, Christine compared the case files to the updated PDF maps provided by CAI. She also verified that the tax cards were updated.
 - a. Keith created a document explaining the tax map update process.
 - b. These updates are being done every couple of years because we do not have a lot of changes.
 - c. As part of the GIS conversion, Russ suggested that we change the subdivision approval process to ask for a Shape or CAD file, and then we can give that file directly to CAI to simplify the updates.
4. **Driveway Regulations:** Murray will reformat the document to correct the numbering and send the latest version to the board for review at the next meeting. Pam questioned the meaning of Section III and whether a permit is required for repairing the driveway. We need to define what "repair" means, and possibly clarify the language about gate widths. George pointed out that Section V Design Requirements, letter C needs to state that the driveway width shall be no more than 30' at the edge of the right of way.

5. **GIS Mapping Conversion:** Jeff will update us about this at the March 19th meeting.
6. **Site Plan Regulations Audit Results:** This is tabled until the Subdivision Regulations are finished.
7. **NFIP-FEMA Flood Maps:** This information has been posted on the Temple website. If residents wish to appeal, the deadline is May 28th and they should contact the Select Board.
 - a. Murray noted that a property may be adjacent to a flood zone while the structures on the property are not, depending on the elevation of the latter. Russ explained that “AE” flood zones include an elevation study and others do not. So a resident may need to hire an engineer to map this data to include with their appeal.
 - b. Bruce suggested that after we adopt the final maps, we will add “Are you in a flood zone?” to the building permit. If the applicant checks “No,” there will be no further steps. Christine noted that banks will also check the flood maps.
 - c. The Flood Insurance Program has a new staff member who is currently being trained, and they will present to us this spring.
8. **Subdivision Regulations:** Russ will send the latest version to Christine, and she will forward it to legal.

New Business

1. **Discussion of Election of Officers at March 19th Meeting:** This is Keith’s last meeting and Christine read an impressive list of his accomplishments in two and a half short years including running all of the Zoom meetings, leading the Dark Skies ordinance updates, managing tax map updates, exploring the GIS mapping, supporting Olivia, reformatting the zoning ordinance for use online, and researching many topics. Everyone shared a big Thank You!
 - Christine created a list of Planning Board tasks (attached) and asked everyone to consider which they want to take on. This discussion will be continued at the next meeting.

Other Business:

1. **Regional Impact Update: New Ipswich Subdivision Application, Brook Haven Farm LLC Appleton & Maki Roads, Map 6 Lots 20 & 20-9:** The prior meeting was postponed and the next meeting is tomorrow night. Christine sent them Kathy Boot’s letter.

2. **Filing Project:** No update.

3. **Webinars & Trainings**

- Local Solutions to the State's Housing Crisis Webinar Series: "Transfer of Development Rights 101: A Primer" Thursday, March 7, 2024 at noon
<https://plannh.org/news-events/local-solutions-to-the-states-housing-crisis>
- Final Topic: "Attracting Developers", Thursday, March 14, 2024 at noon
- NHOPD Planning and Zoning Board Handbooks are available online:
<https://www.nheconomy.com/office-of-planning-and-development/resources/planning-board-handbook>
<https://www.nheconomy.com/office-of-planning-and-development/resources/zoning-board-handbook>
- NHOPD Spring 2024 Planning and Zoning Conference, May 11, 2024 from 8:45 AM to 3:30 PM
<https://www.nheconomy.com/office-of-planning-and-development/what-we-do/municipal-and-regional-planning-assistance/osi-planning-and-zoning-conferences>

George motioned to adjourn the meeting and Carter seconded. Approved by a roll call vote with all in favor. Adjourned at 8:13 pm.

Next Planning Board Meeting:

Tuesday, March 19th, 2024 at 7:00pm, Temple Town Hall

Temple Candidates Night – March 7th, 2024

Conservation Commission (Con Com) Hearing – March 13th, 2024

Temple Town Elections and Voting – March 12th, 2024

Temple Town Meeting – March 16th, 2024

Con Com Presentation of Natural Resource Inventory - April 17th, 2024

Minutes respectfully submitted by Cathy Joly.

Attachments:

1. HOP Grant

- Public Engagement Analysis
- Document for Interviews

2. Officer Duties