

## Planning Board Meeting

7 pm, September 24, 2024, Meeting House

### Members Present

Greg Meeh (Chair), John Schneider, (Vice Chair), Rich Marcou, Logan Snyder, Megan Portnoy, Kent Ruesswick (BOS)

### Members Absent

Joshua Gordon

### Others Present

Kate Weger, Patrick Ahern, James Scrivens, Matt Monahan (CNHRPC), Beth Blair, Scott Doherty

Staff Present: Gail Ober (Land Use Administrator), Michelle Hammond (Secretary)

### Agenda:

#### 2. Call to Order

Greg Meeh called the meeting to order at 7:03 pm.

#### 2. Other Business

Conceptual Consultation with James Scrivens who would like to apply for a minor subdivision for property at 527 Northwest Road, an 11-acre lot, zoned residential, with a little over 600 feet of road frontage which allows for 300 feet needed to subdivide on each side, no significant wetlands, the lot is flat and partially clear with a house at one end of it, a driveway of which is 254 from the pin at one end of the property. Splitting the 11 acres down the middle at 300 feet each with a straight line directly back from the road there would be about 5.5-6.0 acres for each lot. The board concluded that the possible subdivision appears to be zoning compliance based on the ordinance, but it is a state road, therefore a new driveway would need state approval, which the town would need. The board chair made it clear that this is only a conceptual consultation. Mr. Scrivens will return with the completed application, and we will schedule a hearing.

Concept Consultation for Cate Weger and Patrick Ahern who requested an application for an ADU conditional use permit for 252 Baptist Hill Road. They purchased a 12x20 cabin and moved it onto the property for the purpose of renting to traveling medical professionals (not a short-term rental). The hand drawing shows it two hundred feet

away from the house. The ordinance specifies that there must be a shared driveway with the primary residence. The residents need to go to the zoning board for a variance for the driveway and complete a driveway permit with the town, obtain an approved septic plan or letter from DES saying the septic is up to grade. They need to submit 50.00 to the town for the permit. The board will make a decision when they submit the required permits, and they can present them at the next meeting.

### 3. Previous Minutes from September 10, 2024

John Schneider made a motion to move the draft minutes of September 10, 2024, and Rich Marcou seconded, Megan Portnoy abstained.

Edits were as follows:

Line 13 – was seated as board members Joshua Gordon and Megan Portnoy were absent.

Line 20 - was no net gain of impervious surface. They had intended to put in.

Line 31-32 – just moving the location of the driveway. Greg clarified that the tractor-trailers would maneuver without going into the street.

Line 40 – were no substantial changes at the site. And therefore, no advertised public hearing was

Line 52- b. Construction of a 4ft berm across the removed driveway location blocking vehicle access.

Line 116- the office dealing with applicants to be able to give consistent answers and

Line 155 – Greg responded that he also has issues with the use of the phrase. The planning board adopted it.

Lines 106-161 – Gail will find out more about why this language was adopted by the Select Board from NHMA when she is back from vacation.

### 4. Old Business

- Exit 17 update from Gail; They are asking for a special exception and variance to put the tanks underground.
- Grant applications: Central Regional Planning (CRP) has completed a grant application for us for 17k for over this year and next year to work on ordinances and regulations from Invest NH and they would like three members of Canterbury Planning Zone Land Use Organization to attend one of their workshops. This

year they are doing more online access. We need to vote to proceed with the Invest NH application in support of that and Mike will draft a letter. A percentage goes to the town for administration (5%). Town workforce housing is out of date, that being a priority, but there are several issues in ordinances that need updating. Greg would like to discuss with the board that the cluster development is not applicable in the ag zone and farmhouse design to protect viewscape. Logan made the motion to proceed with the necessary actions and Megan seconded.

## 5. Master Plan Draft and Review

The Master Plan has been on the town website for about a week. Mike Tardiff suggested we process it one chapter at a time and approve things as amended. All asked questions and made comments as follows:

- Chapter One: Executive summary: All agreed that we would leave the document on the Municipal Association website until the town website is up. Greg suggested that if you cannot access maps, try using a different browser. Motion to adopt, John S moved first, Megan seconded. All members present voted, aye.
- Chapter two: Vision; 2.3 edits suggested by members, Matt will correct edits. 2.4 edits to the housing/transportation section are the same. Readability under Regional Concerns was questioned. Members decided to table this chapter and come back to it next time after Matt edits. Possibly a problem with formatting edits happened during printing.
- Chapter Three: Implementation 3.2 words are overwritten on the photo. Font sizes needed to be made larger. 3.2 last paragraph, right-hand side, no heading. Spacing issues could be related to printing. 3.4 no need to capitalize Maintain. Stars and asterisks are different throughout the document. 3.4 Objective 2, 5<sup>th</sup> box down, US4 needs to be capitalized. The print layout on the chart needs to be addressed. 3.7 discrepancy in the first two objectives with spacing. Add more pages and spread out objectives. Beth Blair, (BOS member) added the need for consistency, layout, and more readability throughout. Rich moved to motion to table chapter three until after edits were made and Logan seconded.
- Chapter Four: Existing and Future Land Use 4.3 top left the second sentence; take out and replace current development plans showing land being developed for single-family homes. 4.4 town own lands... last sentence. The garage was left out of the town center, Town Offices should be capitalized. Green background worked well for reading this chapter. The bottom of the second paragraph edits noted. Logan noted in 4.4 and 4.5 that Public Lands Text is

green for the purpose of hierarchical headings. Questions raised, when these are read on the web, does it have any options to click on hyperlinks? Yes, when the website gets updated, it will have links to maps. 4.6 Heading of Canterbury zoning sizing of apostrophe spacing issue on top right-hand corner unnecessary space, spacing between the bars of paragraphs. 4.7 has a spacing issue and 4.8 does not have a page number. Fix the spelling of holistic on top of the page. 4.9 Second paragraph, small town is used twice, take out second, rural is also used twice. Matt will make edits. Permit Cap set to 3% is referenced twice. Do we use the common before the word and? Yes, the board stated in favor of using the Oxford Comma. Existing family dwellings, take out housing. Do we want to include the process of broadband? The answer concluded this is just a snapshot in time. We are changing things to continue the process of the master plan. It is not just a dead document, progress is made. 4.11 font needs to be adjusted. The photo needs to be cropped, more building less parking lot. Remove the Green bar over the photo. 4.12 Center or full-width layout, objective 2 item 4 ground truthing; Matt will rework and edit. 4.13 The font used on the word Objective needs to be addressed and extra lines. Numbering should be vertical. Table this chapter for edits. **Rich suggested to Matt putting in waste management reduction in the master plan. Greg will discuss with Mike and Matt about putting in another chapter.**

Rich made a motion to adjourn at 9:03 PM and John seconded it. All voted in favor.

**Action Items:**

- **Gail to look up the DES requirement for septic design on 527 Northwest Road.**
- **Michelle will print out and post Rich's document on Changes to Planning & Zoning Laws in 2024.**
- **Matt will come back with revised chapters printed out.**

**Next Agenda:**

- **Josh will present NYT Article on Data Centers**
- **Rich will present on webinar he attended with state changes**
- **Review Master Plan Chapter Edits**

Respectfully submitted,

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