

**Town of Boscawen
PLANNING BOARD
Boscawen Municipal Complex
FINAL MEETING MINUTES
Tuesday, December 5th, 2023**

Members Present: Loren Martin – Chair; Barbara Randall – Vice Chair; Ed Cherian; Gary Tillman; Josh Crawford; Roberta Witham; Lorrie Carey – Ex-Officio

Staff Present: Kellee Jo Easler – Planning & Community Development Director and Kearsten O'Brien – Deputy Planning & Community Development Director

Guests Present: Matt Monahan – Central NH Regional Planning Commission (Virtual) & James Steinkrauss – Rath, Young and Pignatelli, P.C.

Chair Martin opened the Public Meeting at 6:32 p.m.

PCD Director Easler completed roll call.

Minutes:

Mr. Tillman motioned to accept the 11/07/23 draft minutes as presented. Seconded by Vice Chair Randall. All in favor. None opposed. Mr. Cherian abstained.

Old Business:

Master Plan: PCD Director Easler said the Master Plan was being finalized by Mr. Matt Taylor of Central NH Regional Planning Commission. There will be a joint Visioning Session with the Economic Development Committee on January 2nd at 6:00 p.m. Mr. Matt Monahan spoke with Mr. Taylor and said they were waiting on the U.S. Census data to be released to add information into the document. He said the other main change was Accessory Dwelling Units (ADU) being attached to the main dwelling could possibly trigger some Building Code and Fire Marshal Life Safety related problems. He said two-family ADUs would need to be detached to avoid any issues and will be addressed in the Zoning Ordinance.

Zoning Ordinance Final Amendments: The final draft needs to be approved in December to meet the deadlines in January. The Public Hearing is scheduled for January 2nd with a second Public Hearing scheduled for January 16th if necessary. Ex-Officio Carey asked if the changes requested at the November meeting had been incorporated. PCD Director Easler said yes, Mr. Monahan made those changes. Mr. Crawford asked if 13-16 dwelling units would now be allowed by Conditional Use Permit (CUP) in the R1 and AR zones. PCD Director Easler said that was a recommendation to allow for more housing and if the Board would like to change it back to prohibited, tonight was the night to decide that. The Board reviewed the Table of Uses. Chair Martin asked where some of the changes came from within the Table of Uses. PCD Director Easler said many of the changes were discussed in the first draft that she created with CNHRPC, which was then sent to the Board for review. Mr. Cherian asked why the Mill Redevelopment District

(MRD) had changes made from Allowed to CUP. Mr. Monahan referred the Board to the paragraph on MRD below the Table of Uses. All development in this zone requires site plan and CUP approval from the Planning Board for a Planned Unit Development (PUD). The Board would like more explanation of the changes. Mr. Taylor was on vacation but will be available in the next week. Ex-Officio Carey asked if the Board could look through the changes and send any questions in to Mr. Taylor before the Public Hearing. A special meeting will have to be held before January 2nd. PCD Director Easler will meet with Mr. Taylor and Mr. Monahan on Monday. Chair Martin would also like to attend that meeting. Chair Martin said her main concerns were uses that were previously listed as prohibited and are now allowed, and certain uses in the MRD that were once allowed that have now been changed to CUP.

The Board reviewed **Article VI – Residential Table of Uses** and requested the following changes:

1. Accessory Building (Non-Residential) – Leave as A in the MRD zone.
2. Single-Family Dwelling Unit – Leave as A in the MRD zone.
3. Two-Family Dwelling Unit - Leave as A in the MRD zone.
4. Three to Twelve Family Dwelling Units – Change from X to CU in the Industrial zone.
5. Remove age restriction from the Zoning Ordinance.
6. Thirteen to Sixteen Family Dwelling Units – Leave as X in the AR and R1 zones.
7. Accessory Dwelling Unit – Change to A in all zones.
8. Cluster Development – Change to CU in the Industrial zone.
9. Pre-site Built Housing – Change to A in the Industrial zone.
10. Seasonal Dwelling Unit – Up for discussion.

The Board reviewed **Article XXV – Planned Unit Development** and requested the following changes:

1. 25.03 Standards – Remove #1.
2. 25.03 Standards – #4 change Boscawen Water Commission to Penacook Boscawen Water Precinct.
3. 25.03 Standards – #5 change Boscawen Sewer Department to Boscawen Public Works Director.
4. 25.08 Workforce Housing – Add language from 14.07 to encourage Density Incentives.

The Board asked how long Mr. Monahan will need to make the revisions requested. He said he will need to speak with Mr. Taylor. A Special Meeting will be noticed for Tuesday, December 19th at 6:30 p.m. PCD Director Easler and Chair Martin will meet with Mr. Monahan on Monday, December 11th at 9:30 a.m. to review the changes requested.

New Business:

2-Lot Minor Subdivision Map 183D Lot 76: PCD Director Easler read the following request from Jonathan Crowdes into the record: “On behalf of David Kurkjian, we are requesting that his subdivision application be continued until the January 2, 2024 Planning Board meeting, pending variances to be discussed at the December Zoning Board meeting.”

Ex-Officio Carey motioned to continue the 2-Lot Minor Subdivision application to a date certain of January 2, 2024. Seconded by Mr. Tillman. All in favor. None opposed.

Underwood Engineers Review Map 183D Lot 134: PCD Director Easler said in March, during the Site Plan Review for the gravel pit, the Board discussed the restoration bond. and decided to wait until UE did their annual review in the fall. UE has recommended a bond of \$18,000/acre for active disturbance. There are 3.7 acres disturbed, for a total of \$66,600 for a new bond. The new bond will need to be in place before releasing the previous bond. PCD Director Easler will request an invoice through the Finance Department to begin the process.

Mr. Tillman motioned to accept Underwood Engineer's recommendation of a \$66,600 reclamation bond. Seconded by Mr. Crawford. All in favor. None opposed.

Public Hearing Request for Bond Release Map 183D Lot 134 & Map 94 Lot 23: Mr. Steinkrauss introduced himself and his colleague Mr. Adam Pignatelli as representatives of the GST Taxable Family Trust, and Mr. Thomas Hard, Trustee of the GST Taxable Family Trust. Mr. Steinkrauss and Mr. Pignatelli were present to petition a release of the bond and cash escrow for the gravel pits owned by GST Taxable Family Trust. The gravel pits were previously secured by a \$50,000 bond. In February of 2020, their clients and the Town of Boscawen executed a cash escrow agreement to swap out the securities for cash. A deposit was made for compliance for operating the permitted gravel pits. The request before the Board was for those funds to be released given both pits were sold.

Chair Martin opened the Public Hearing at 8:13 p.m.

No comment from abutters or public.

Chair Martin closed the Public Hearing at 8:13 p.m.

Ex-Officio Carey motioned to release the \$50,000 bond to GST Taxable Family Trust pending posting of the new \$66,600 bond by Sled Road, LLC as recommended by Underwood Engineers. Seconded by Mr. Cherian. All in favor. None opposed.

2024-2025 Proposed Meeting Dates: PCD Director explained that there were a couple of dates that could have a potential conflict in 2024. The proposed July meeting date of the 2nd will fall during the July 4th holiday week where many travel. The proposed November date falls on the 5th which is the Presidential Election. Mr. Tillman said he had a conflict with the November meeting date. The Board decided to move the November meeting to Wednesday, November 6th at 5:30 p.m. and approved the other dates.

Other Business:

The Board discussed the new Zoning Atlas and hard copies were provided for each member.

Regarding the upcoming Visioning Session on January 2, 2024 at 6:00 p.m., examples of informational packets from Dover were provided. The Board was asked to review the packets and let the PCD office know what information should be included in packets for the Visioning Session on January 2nd at 6:00 p.m. These will be distributed to town offices and businesses in Boscawen to encourage participation from residents.

There will be a joint EDC and PB Visioning Session on January 2, 2024 at 6:00 p.m.

The next PB meeting will be held on January 2nd, 2024 @ 6:30 p.m.

Ex-Officio Carey motioned to adjourn. Seconded by Mr. Tillman. All in favor. None opposed.

Respectfully submitted by Kara Gallagher.