Not Approved

**AGENDA**

**MONT VERNON PLANNING BOARD**

**Public Meeting September 27, 2022**

Present: Steve Bennett, John Quinlan, Chip Spalding, Bill McKinney

Community Members: Anne Ryan, Jay Wilson

Absent: Zach Johnson, Jim Bird, Dave Hall

Called to order: 7:00pm

**7:00pm Tim Berry NRPC Update**

**Berry** reports to the Board as the NRPC Rep for Mont Vernon. He highlights planning and housing grants and entitlements made available by the State and ARPA funds. Community Development grants will entail a commitment to updating Zoning ordinances to include affordable housing. There are also grants available for Master Plan planning etc., but they all must lead to facilitating Affordable Housing. Affordable housing is different than workforce housing, affordable housing is equal to 80% of the regional median income. Workforce housing is significantly less than that. **Berry** states these terms all have to do with rental housing. This allows towns to create rental housing, 20% of which is to be dedicated to Affordable Housing for a period of 5 years. **Bennett** asks if after that time they are allowed to be sold to individuals and **Berry** states that was not stated at the meeting, just that they needed to remain at the affordable rate for 5 years. **Spalding** states he was on the NHMA website and saw that some of these dates have been extended to 2023. **Berry** states that is correct. **Spalding** states that if we change our Zoning, we need to have it reflected in our Master Plan. If it is not shown in our Master Plan we have some challenges. **Schwarz** states that I205 in the Master Plan covers this. **McKinney** states that his concern is that we would be force-feeding multi-family housing to the Town versus offering Affordable Housing. We do not have facilities and services to support large apartment buildings or multiple units of multi-family housing, but we could surely support *some* especially with State support. **Spalding** asks if there was discussion about Zoning? **Berry** states yes, if the Town wants to rewrite its Zoning to accommodate there are grants for that. **Spalding** asks if specifically, there was discussion regarding the towns that have Housing for Older Persons zoning that the state is hoping to change to Affordable Housing? **Berry** says no. **McKinney** states we should be looking at developments with more density single maybe two-family housing.

**7:20pm Public Comments:**

Anne Ryan of Lovells Way addresses the Board with a question on easements and common use in an Open Space neighborhood. A neighbor has cleared some land and she is unsure as to whether the neighborhood should have been asked first. In reviewing the Subdivision Plan **Spalding** states the area in question appears to be “common driveways”. Ryan states that the land is cleared right up to her property marker. **Spalding** states it appears that the neighbor may have cleared more than he was entitled to. **Bennett** states that Ryan should refer to her deed on file at the Hillsborough County Registry of Deeds as that would help clear up exactly what activities are allowed, but that it would be a civil action and not Town enforceable. Ryan states she will go there tomorrow.

**7:45pm Hazard Mitigation Plan**

**Jay Wilson** of the MVFD reports at the request of the Board to discuss this plan. **Bennett** states it was brought up at one point that the FD had expressed an interest in this plan and wonders how the Board can support. **Wilson** states that the FD responds to calls with hazardous materials, but a mitigation plan would involve entities like the DES etc. **Spalding** asks shouldn’t there be some sort of method in place to identify what types of materials are onsite when the FD responds to a call. **Wilson** responds there is no requirement for homeowners to report that information. Commercial properties are. Unless residential businesses become regulated there is no requirement for homeowners to report what they keep in their homes.

**8:00pm Rules of Procedure Review**

Annual review should be conducted annually. The board agrees to review the document and be ready to discuss at the next meeting.

**8:05pm Conditional Use Permit Review**

Board reviews two documents for a new Application and Instructions. We have not had any Conditional Use Permit to date. **Schwarz** downloaded this document from another town and updated it to Mont Vernon’s information. **Bennett** states this document is specifically for Wetlands Overlay district. **McKinney** asks do we want one that is broad to cover all cases and **Bennett** states he doesn’t believe you can do such a thing. **Bennett** asks how old our Zoning Ordinances online are. **McKinney** states that what is online is not correct and that we should have updated ordinances uploaded. **Schwarz** states she will do so. **Bennett** states that if we do not have updated documents to just pull down the ordinances until they can be updated. **McKinney** recommends using Planning Board letterhead for the final document with the Mont Vernon seal. **Schwarz** asks **Quinlan** if the Town can pay to create a Vector logo as the current letterhead has been copied, scanned, and used so much that it’s blurry and looks unprofessional. **McKinney** agrees. **Quinlan** says the Selectmen will talk about it in the next day or two. **McKinney** states that a nice-looking Town Seal and consistent letterhead across the board would be ideal.

**McKinney motions to accept the Application for Conditional Use Permit for Wetlands Overlay District with the amended design work to include Planning Board Letterhead and the Town seal. Quinlan seconds. Spalding asks if we can include the Checklist on the back. McKinney states he’s not sure you could use a checklist on the application. All in favor, motion passed.**

**8:30pm Multi Family Housing:**

**Bennett** states the only place it appears in the Zoning is as a Special Exception. States the first thing that needs to be done is a change to offer them in the underlying districts. **Quinlan** states the Strategic Advisory Committee is going through the Master Plan now specifically the Land Use chapter and there is a lot of information in there to be sorted through. **McKinney** states that to his recollection when the chapter was updated there was some information added to the effect of allowing different types of housing, but it was intentionally left vague so as not to outright disqualify any type. **Quinlan** states he will double check. **Bennett** says we should at least leave multi families to a Special Exception but allow duplexes and high-density open space developments. **McKinney** agrees one and two families should be allowable. **Spalding** states that a one family home isn’t defined so we must decide how we would want to define that in this situation. Would we limit it to two bedrooms as Housing for Elderly People is currently stipulated? **McKinney** states that it will also be limited by septic system capacity and **Spalding** states that if you can afford it, you can put in very high-capacity systems. **McKinney** agrees. **Bennett** states that many towns with duplexes have different lot minimum lot requirements for them than for a single family, and even in Open Space you may require larger lots. **McKinney** suggests that **Spalding** make some edits and get it back to us so we can be ready for January. **Bennett** states we should amend I-205 remove Two-Family and leave in Multi-Family, **McKinney** suggests defining multi-Family. I-305 strike the Single-Family Dwelling. 402.1 Residential Zone permit single and Two-Family. 402.2 Rural Residential: permit by right single and Two-Family. **Bennett** asks do we want to change the lot sizes. Is 2&5 acres large enough for a duplex? **McKinney** states that Mont Vernon uses Soil Based Zoning, and it is no longer the standard. **Quinlan** asks why. **McKinney** states it has to do with septic systems and their engineering has come a long way, so Soil Based Zoning has become overly restrictive. **Quinlan** states he would prefer to see these housing types in Open Space Subdivisions versus within the Historic District. **Spalding** feels like the language from the Housing for Older Persons section would be ideal for this purpose. **McKinney** suggests finding a comfortable title for the chapter as the term multi-family can be concerning to the public. **Quinlan** states he thought we were discussing adding this as an allowable use under the Open Space Subdivisions and **Bennett** says we are. **McKinney** states the Housing for Older Persons section could be renamed Workforce Housing (affordable?), or just find a new title for the whole section that works. **Bennett** states he’s not sure we can lump them all together. While the benefits may be required to be the same, the requirements may not. **McKinney** states that Dave Hall may have some great insight on this.

**9:15pm ADU’s:**

**McKinney** passes out Litchfield’s guidelines for ADU’s for review and feedback for next time. **Spalding** states he doesn’t believe ours need to be updated. Conversation continues to different times residents have wanted to construct ADU’s but were dissuaded by the time and cost involved with getting a variance etc. **McKinney** feels that the Board should be looking to the future and making regulations now that will benefit families in years to come.

**9:20pm Review of Meeting Minutes September 13, 2022:**

**Quinlan** moves to approve the minutes, second by **McKinney**. All in favor, motion passed.

Quinlan motions to adjourn, second by McKinney

Meeting Adjourned 9:30pm

Next meeting: October 11, 2022

Respectfully submitted,

Rebecca Schwarz

Admin