Not Approved

**AGENDA**

**MONT VERNON PLANNING BOARD**

**Public Meeting**

**November 22, 2022**

Present: Steve Bennett, John Quinlan, Chip Spalding, Bill McKinney, Jim Bird, Zach Johnson, Dave Hall

Community Members: Jay Wilson, Lucien Soucy

Called to order: 7:00pm

**7:00pm Accessory Dwelling Units:**

Board reviews the updated version of the ADU ordinance from the last meeting. **Bird** asks for any comments from the Board regarding the new draft. Chief Wilson presents the Board with a document with his concerns regarding the ordinance updates. **Bennett** asks why the Fire Department is taking a policy position on the topic. Wilson responds that his concerns address life safety issues. In-law apartments as rental properties leave unknowns regarding the number of residents in the in-law and he would like to address the numbering of the properties for emergency services to be able to find the correct address as well as guidelines for parking/driveways for emergency vehicles to be able to access all residences on the property and plans regarding propane tank locations etc. for the safety of the first responders in the event of an emergency. **Bird** states these are very reasonable concerns. **Bennett** states that the Building Inspector will have to approve these items before the residence can be given a Certificate of Occupancy. Wilson states that he fully supports attached ADU’s but he has concerns about detached ones. The Board discusses these concerns and determines that the Fire Chief and Building Inspector should meet to discuss these items and come to an agreement to mark up the Building Permits to show the location of all energy sources, septic tanks and leach fields on new builds, and that numbering, and access location is set to appropriate standards for emergency services responses.

**8:15pm Hall motions to accept the Accessory Dwelling Unit Regulations as amended and forward to Town Counsel for review and comment, second by McKinney. All in favor, motion passed. –** public hearing to be held January 10

**8:30pm Rules of Procedure:**

The Board reviews the Rules of Procedure as per its annual requirement. **Bennett** will make some updates regarding the changes to RSA 674 and bring it to the next meeting.

**8:45pm Short Term Rentals**

The Board discusses documents from the last meeting regarding how to manage Short Term Rentals. Options include regulating short term rentals to be owner occupied. The Board will make this an action item for 2023.

**8:55pm Library Project**

**McKinney** asks for a straw poll on how to have the Planning Board support the library project at Town Meeting. **Bird** asks if we have an updated presentation or if we’re supposed to go on what we remember. **Spalding** states that the Planning Board is meant to review applications, not give opinions. **Bird** states we don’t have an application to review because we don’t have the authority to regulate this item. **Spalding** states that his concern is that why would the Town not go through its own systems and get all the departments engaged in the project and do a traditional review? If the Town hopes for public comment from the Boards and Departments, why wouldn’t they submit applications for review to garner support? **Bird** asks what the Board has approved and **Spalding** states nothing. **Hall** states they did come in to tell the Board what they’re doing. **Bird** states the Board reviewed the road and wetlands. **Quinlan** states they took all of what was said there into consideration. **Bennett** disagrees with **Spalding** and states that they have been in contact with us and **Spalding** states that’s not what he saying, he’s saying why would the Board comment on something outside of its purview? **McKinney** states what he hopes to do is gain support from the Planning Board so we do get a public comment, he states he will gladly ask the Library Committee to come in after the first of the year to present. **Bennett** states to Spalding’s point of not having an application, why even take a position? **McKinney** states that it’s worthwhile when you go into Town Meeting. **Bird** asks has the Planning Board ever made such a statement? He suggests instead that the Library Committee hold another meeting with the public to garner support for the library and the road. **Quinlan** states the road is a Town project not a part of the library project. **Hall** states that since we don’t have the authority to review it, we should not comment. **Bird** agrees and moves the Board to the next agenda topic.

**9:15pm Review of Minutes**

**Hall motions to approve, second by Bennett, all in favor, motion passed.**

**9:20pm: Other Business**

**Schwarz** apprises the Board of grants available through the Certified Local Government program for 2023 including grants that pay for 100% of the fee to have ordinances written or Master Plan chapters that pertain to preservation.

**Hall motions that the Planning Board endorses the grant money to be applied for to review and create modified preservation ordinances. Second by Quinlan, all in favor, motion passed.**

**Quinlan** states the Strategic Advisory Committee is meeting next week and will be finalizing the updates to the Master Plan. Those documents will be forwarded to the Planning Board for review. The next step will be a Capital Improvements Plan they hope to deliver in January. **Bird** asks who in the Town Hall will be able to manage and edit and maintain this document going forward. **Quinlan** states that will be a relationship between Paul Lavertu and Schwarz. **Bird** asks if **Schwarz** can handle that and **Schwarz** states yes.

Chief Wilson asks for an update on the Carleton Road properties and their C/O. **Spalding** states he will check with DES and provide an update at the next meeting. **Bird** reminds the Planning Board that the requirement is on the plan that no C/O will be approved until DES reviews and states they have completed all requirements.

Chief Wilson requests ordinance updates also be copied to the Police and Fire Departments for their comments and possible attendance at meetings.

**Bennett motions to adjourn, second by Quinlan, all in favor, motion passed.**

Meeting Adjourned 9:40pm

Next meeting: December 13, 2022

Respectfully submitted,

Rebecca Schwarz

Admin