

Planning Board Meeting Minutes
December 12, 2023
6:30 PM
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Vice Chairman Tim O'Neil called the meeting to order at 6:42 PM in the absence of Scott Burns – Chairman.

Members Present: Tim O'Neil – Vice Chairman, Frank Lombardi, Steve LaRoza – Alternate, Shawn White – Selectmen's Rep. and Joyce McGee – Secretary.

Members Absent: Alan Theodhor and Scott Burns – Chairman

Public Present: Fred & Questa Anderson

Vice Chairman O'Neil appointed alternate Steve LaRoza as a voting member in the absence of Alan Theodhor.

Minutes: A motion was made by Frank Lombardi to approve the December 5, 2023 minutes as written, seconded by Steve LaRoza. All in favor, motion carries. **APPROVED**

Vice Chairman O'Neil opened the public hearing at 6:44 PM, to review proposed amendments to the Whitefield Development Code. Each of the following amendments were read separately to give the public a chance to give input.

TOWN OF WHITEFIELD

2024 FULL DRAFT AMENDMENTS TO DEVELOPMENT CODE

Amend Article XIV – Activity: Commercial Section 7.2, Criteria, add a new subsection (h) as follows:

(h) Fire Chief must confirm that the development complies with all relevant provisions of the NFPA 1.

-No comments were given by the public.

Amend Article XVII – Activity: Residential Section 10.2, Criteria, add a new subsection (g) as follows:

(g) For detached one or two-family dwelling units, if the driveway will be more than 150 feet in length, is it at least 12 feet wide? (Required by RSA 153:5, VI.) For detached one or two-family dwelling units, has the Fire Chief provided written recommendations for the Planning Board to consider regarding Fire Department access, including width, vertical clearance, grade, suitability of road surface, bridges, dead-ends, and the ability to pass and turn around once in the driveway?

-No comments were given by the public.

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Amend Article XVIII – Activity: Single Family Section 11.2, Criteria: amend subsection (c) as follows:

(c) Does the project provide adequate access for emergency vehicles and for those persons attempting to render emergency services? If the driveway will be more than 150 feet in length, is it at least 12 feet wide? (Required by RSA 153:5, VI.) Has the Fire Chief provided written recommendations for the Planning Board to consider regarding Fire Department access, including width, vertical clearance, grade, suitability of road surface, bridges, dead-ends, and the ability to pass and turn around once in the driveway?

-No comments were given by the public.

Amend and add language to Appendix I - DEFINITIONS:

COMMERCIAL USE: Retail trade and service activities, offices, restaurants and bars, short-term rentals and other lodging, and as further described in Article XIV.

DWELLING: A building used exclusively for residential occupancy, including single family dwellings, tiny houses, two-family dwellings and multi-family dwellings, but not including hotels, motels, recreational vehicles, tents or other structures designed or used primarily for temporary occupancy; however, the use of a dwelling as a short-term rental constitutes a commercial, and not a residential, use.

DWELLING UNIT: one or more rooms with a sanitary facility and a single kitchen designed or occupied as a unit by one family, for living, sleeping, sanitation and cooking purposes for any period of time; however, the use of a dwelling unit as a short-term rental constitutes a commercial, and not a residential, use.

-Public Comments: Mr. & Mrs. Anderson were present to ask the Board about the process of short-term rentals. Wanted to know if there was a definition for short-term rental, they were advised to see Code under definitions. It was explained that short-term falls under Change of Use/Site Plan Review and needs to meet the Absolute Criteria and Commercial Criteria. This gives abutters a chance to express any concerns at a public hearing. Items within the criteria need to be addressed, like lighting, noise, conflicts, parking, septic etc. The Andersons were told that all this information is within the Development Code. They are part of the Forest Lake Association so want to relay this information. The Board also advised that some are grandfathered in. The Anderson's stated that years ago they rented but haven't for quite some time. The Board stated that if they wanted to rent they would have to follow the current process as it wouldn't be grandfathered. They thanked the Board.

APPENDIX V – FLOODPLAIN DEVELOPMENT CRITERIA

II. Authority: Add NHRSA 674:17 and 674:56

IX. 100 Year Flood

b. The Planning Board's 100 year flood elevation determination will be used as criteria for requiring in special flood hazard areas that:

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1. all new construction ~~of~~ **or** substantial improvement of residential structures **and detached accessory dwelling structures** have the lowest floor (including basement) elevated to or above the 100 year flood elevation;....

X. Flexibility of Standards:

Add d. The issuance of the variance will not conflict with other State, Federal or Local laws or ordinances.

Some grammar needs to be corrected.

-No comments were given by the public

A motion was made by Shawn White to close the public hearing at 6:58 PM, seconded by Steve LaRoza. All in favor, motion carries.

A motion was made by Frank Lombardi to approve the final form of the amendments that were presented at the public hearing to the Town, seconded by Shawn White. All in favor, motion carries. APPROVED

Other Business:

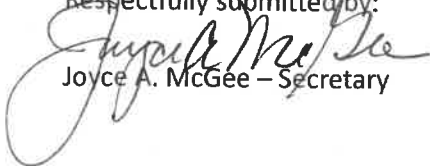
-Correspondence: New 2023-2024 NH Planning and Land Use Regulations (eBook).

No further business before the board.

Chairman Scott Burns arrived.

A motion was made by Shawn White to adjourn the meeting at 7:03 P.M., seconded by Steve LaRoza. All in favor, meeting adjourned.

Respectfully submitted by:


Joyce A. McGee – Secretary


Tim O'Neil – Vice Chairman