PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
May 19, 2021

DATE APPROVED:

TIME: 7:00 p.m. – 7:50 p.m.
MEMBERS: Gary Sparks- Chairman, Susanne White-Vice Chair, Adam Charrette, Ed Sauer, Melinda Gehris, Nancy Egner
EX-OFFICIO: James Bailey III
PLANNING DIRECTOR: Robyn Payson
ALTERNATES: Denise Deforest, Bob Hansen
Excused: Denise Deforest, Bob Hansen, Robyn Payson, Nancy Egner
Others Present:

Consultant: Glenn Sheppard GWTS LLC

Public: Brett Cherrington, Jon Daley, Sue Durling, John Segedy, Jim Murphy

Chairman Gary Sparks called the meeting to order at 7:00 PM and read the "Right to Know Meeting Check list" (at end of document).

Chairman Gary Sparks called the roll:

Adam Charrette-Present; no one in the room.

Melinda Gehris-Present; no one in the room.

Susanne White-Present; no one in the room.

James Bailey- Present; no one in the room.

Ed Sauer-Present; no one in the room.

Minutes
05/05/21
Jim Bailey made a motion to approve the minutes. Melinda Gehris seconded the motion.
Roll Call Vote:
Adam Charrette-Y, Susanne White-Y James Bailey-Y, Ed Sauer-Y, Melinda Gehris-Y. The minutes were approved.

WORK MEETING

Presentation by the Town Energy Committee

Gary invited Brett Cherrington, Chairman of the Energy Commission to speak.

Brett Cherrington said the Energy Commission is interested in having the Planning Board update the regulations to account for Electric Vehicle Recharging Stations. The main focus of the evening is to give the Board a bit of an idea of what they have learned. He said we are now transitioning to electric vehicles and that is projected to accelerate over the coming years. It would be a good idea to preemptively update our local regulations to accommodate Electric Vehicle Charging Stations. Currently, the state of NH has no standards so it is up to the municipalities to address the issue. Portsmouth has an ordinance and Dover includes it as part of the Site Plan regulations. He said it

is important to investigate all of the options and come up with something that makes sense for Hillsborough. Mr. Cherrington shared the information from DES on the "White Paper on Permitting Best Practices" (attached). He asked that a joint committee between the Planning Board and the Energy Commission be formed to work on these updates together. His hope is that something be ready to be voted on at Town Meeting 2022.

Gary Sparks said the Planning Board is interested in looking into this topic. The Board is currently working on the Dark Skies ordinance which will hopefully be ready around Christmastime. He said it takes a lot of time to develop new ordinances and the Board may not be able to "jump in to it" but they will be looking in to develop something soon. He said having Adam Charrette involved on the Planning Board and Energy Commission will be helpful.

Gary Sparks recognized Jon Daley.

Jon Daley spoke about the Energy Audit Program. Eversource has created a fund for homeowners and business owners and town governments to make improvements to their houses or buildings. Eversource will pay a percentage of the costs of the improvements. He recommended the program and said he had used it himself and his energy bills are a fraction of what they used to be. He said people have been notified in their Eversource electric bill about the program but lots of people still do not know about it because they don't read their bills. The Energy Commission is planning on doing a publicity campaign and hang a banner to promote this program. Unfortunately, the Public Utility Commission has a three-year budget cycle and they haven't yet voted to renew the funds for this year. The town is currently involved in an Energy Audit. There are contractors coming in June to go through all the town buildings and make suggestions for the energy audit program and will be coming to the Selectmen this fall to make improvements to the town buildings that will save energy.

Gary asked Sue Durling if she had any comments. She said she thought it was very interesting that we are talking about electric vehicle charging stations on an evening when Ford is doing a big announcement about their F150 trucks going electric since they are the biggest selling truck in America. It could really accelerate electric vehicle transformation.

Adam Charrette said a great thing to look at would be to incentivize or reduce any barriers to installing EV charging stations especially where our location is right in the middle of some major NH cities.

Jon Daley asked Adam to speak more about the DES presentation in relation to people running into problems. He said the building inspector has gone to trainings and he is on board but in general, EV charging stations have trouble so they wanted to see a quick and simple process to allow them.

Adam Charrette said if someone were to come in wanting to put in EV charging stations we need some guidelines.

Jim Bailey said to all of the Energy Commissioners that in the past the Planning Board has tried to not reinvent the wheel. They tend to look at other ordinances and see how they will fit in with what we do in town. That is what we did with the Wind Ordinance and the Solar Ordinance. Other towns have done some work so we take things from there and adapt it to Hillsborough. He said that would be the way this would move forward. He said he knew someone with a Tesla and he needs to go to a Tesla charger, so there is a lot we need to learn. He thought it was a great idea and that the Planning Board should be proactive.

Brett Cherrington said that was what DES suggested. Some of the existing ordinances in Portsmouth and Dover are good templates to work from. This "White Paper" is very thorough and it has a lot of interesting details on the permitting and the ways to expedite the process. They want it quick and easy. One of the aspects that was mentioned in the "White Paper" was that if it was not quick and easy for businesses to install them they would go to the next town. He said he would like to work with the Planning Board, if not a joint committee at least a point person. Obviously they have Adam on the Commission but he thinks having more than one Planning Board person

aware of where they are and who can provide more detail and get this going. He said their goal is still to have it ready for Town Meeting 2022.

One of the big suggestions (that is not currently in any of the ordinances they have previewed) is to do whatever trenching and conduit work would be necessary for a charger system in new construction. Then all they would have to do is look to what they would need in the future and build it to capacity. Once the conduit is there you just have to run the cables through. If you have to dig up a parking lot that doesn't have conduit, it is a much more expensive process. If you have a regulation for new construction they can install the minimum infrastructure and save money in the future.

Gary said although he couldn't make any promises at this meeting, this is something that the Board is interested in getting in to. He said we don't know if we will have anything ready by Town Meeting this year. He said that this was something worth working on and we want to do it right. He said the Planning Board will keep in touch and Adam will be an excellent liaison between the two groups and that the Board won't let this fade into the background.

The Board thanked the Energy Commission for making their presentation.

Discussion about Summer Schedule

Gary said it was somewhat of a tradition for the Planning Board to abbreviate its schedule during the summer. The Planning Board is only obligated to meet once a month. The Board could drop one meeting a month in June, July, and August and if something comes up the meeting can be noticed and held.

Gary said he was not asking the Board to make a decision tonight but to review the schedule and consider cancelling one of the regularly scheduled Planning Board meetings in June, July, and August.

Old Mill Farm Easement Amendment
Request for Administrative Approval by Robyn Payson

Melinda Gehris said she was not comfortable discussing this issue because the agenda as of 9:00 pm the previous night did not have the item on it and she had concerns about public notification. She also had concerns because she could not find authority for the Planning Board to grant administrative approval. She also said having not seen the amended easement document she was not comfortable discussing it at this meeting.

Jim Bailey made a motion to table the discussion for the Old Mill Farm application for Administrative Approval to the first meeting in June. Susanne White seconded the motion.

Roll Call Vote:
Adam Charrette-Y, Susanne White-Y James Bailey-Y, Ed Sauer-Y, Melinda Gehris-Y. The motion was approved.

Melinda asked if John Segedy could speak on the Old Mill Farm project which was before the Conservation Commission the previous night.

John Segedy said the Conservation Commission discussed the Old Mill Farm development at their meeting briefly. He said they have not seen whatever proposal that the Board was discussing. He said it would behoove the Board to give Richard Head, Conservation Commission Chairman a copy of whatever they had and the Conservation Commission could discuss it before the next meeting of the Planning Board. He said the Conservation Commission had some concerns because they did receive "something" from them which purported to solve the problem but did not. Richard would want to attend the meeting if there was going to be a discussion about some change that was currently being proposed.

There being no other business, Susanne White made a motion to adjourn. Jim Bailey seconded the motion.

Meeting Adjourned at 7:50 pm

Respectfully Submitted,

Robyn Payson, Planning Director

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MAY 2019

PREPARING OUR COMMUNITIES FOR ELECTRIC VEHICLES: FACILITATING DEPLOYMENT OF DC FAST CHARGERS

PREPARED BY ELAINE O'GRADY AND JESSE WAY

BACKGROUND

To close the electric vehicle (EV) charging gap and keep pace with increasing demand, states recently identified streamlining permitting for charging stations as a high priority in the Multi-State Zero Emission Vehicle Action Plan[1] and the Northeast Corridor Regional Strategy for Electric Vehicle Charging Infrastructure.[2] Because local municipal and county governments are the authorities having jurisdiction (AHJs) over permitting charging stations, the purpose of this document is to present information about EVs, charging equipment, and common issues that arise when permitting Direct Current Fast Charging (DCFC) stations.

AN INTRODUCTION TO ELECTRIC VEHICLES

There are two types of electric vehicles that use an external power source to charge an onboard battery, battery electric vehicles (BEVs) and plug-in hybrid electric vehicles (PHEVs). BEVs use an electric motor that is powered solely by a battery. The range of BEVs varies from 80 to 335 miles, depending on the model. PHEVs contain both electric motors and gasoline engines. They use the electric motor, at times selectively, until the battery is depleted, and then the vehicle switches to the gasoline engine. PHEVs have all-electric ranges that vary from 10 to 50 miles. Both BEVs and PHEVs, which will be collectively referred to as electric vehicles or EVs, use electricity to charge their batteries.

Electric vehicles offer benefits both to the environment and to the consumer. Because they have no tailpipe emissions when running on electricity, EVs reduce pollutants, such as nitrogen oxides, that lead to the formation of ground level ozone, the main ingredient of smog. Additionally, EVs emit fewer greenhouse gases (GHGs) than gasoline powered vehicles[3], and the GHG reductions from EVs will become even greater as a higher portion of electricity is produced by renewable resources. This is why

[1] ZEV Task Force, "Multi-State ZEV Action Plan: 2018-2021." 2018. Available at: https://www.nescaum.org/topics/zero-emission-vehicles/multi-state-zev-action-plan-2018-2021-accelerating-the-adoption-of-zero-emission-vehicles

[2] NESCAUM, "Northeast Corridor Regional Strategy for Electric Vehicle Charging Infrastructure 2018-2021." May 2018. Available at: https://www.nescaum.org/documents/northeast-regional-charging-strategy-2018.pdf/

[3] Union of Concerned Scientists, "Cleaner Cars from Cradle to Grave." 2015. Available at: https://www.ucsusa.org/clean-vehicles/electric-vehicles/life-cycle-ev-emissions#.XDeNwVxKiUk

transportation electrification is a key strategy for achieving air quality and climate goals and for integrating renewable energy into the transportation sector. EVs are also significantly quieter than gasoline powered vehicles, which reduces noise pollution. In addition to the environmental benefits, EVs are fun to drive, cheaper to fuel and maintain, and provide added convenience when they can be charged overnight at home.

Electric vehicles are a new and fast-growing market. There are over one million EVs on the road in the United States today. This number will continue to rise as more charging infrastructure is deployed, the cost of EVs decreases, the range of the vehicles increases, and consumers become increasingly aware of the benefits of driving electric. Some forecasts indicate that 20% of new cars sold will be electric by 2030, which will result in over 18 million EVs on the road in that year.[4] Consumer acceptance will also continue to grow as new and diverse models are introduced. In 2018, there were over 40 different models of electric cars available for sale in the U.S., including sports cars, sedans, SUVs, and minivans. Most major vehicle manufacturers have invested significantly in electrification and have announced that exciting new products are on the way, including more EVs with four-wheel drive, longer ranges, and electric pickup trucks.

ELECTRIC VEHICLE CHARGING EQUIPMENT

Electric vehicles need to be charged with electricity to "fuel" their batteries. While most charging can be done at home or at work, public charging plays a vital role in driving EV adoption needed to meet mid-term and long-term GHG reduction goals. Charging an EV is a different experience than fueling a car at a gas station. Rather than waiting until the fuel gauge is near empty, EV drivers often take advantage of opportunities to "top off." While it takes longer to charge your car with electricity, it can be accomplished while you are doing something else. In fact, public charging can provide a boost to local businesses because EV drivers often seek out chargers they can use while enjoying a cup of coffee, dining or shopping nearby.

There are three levels of charging: Level 1, Level 2, and Direct Current Fast Charging (DCFC). Level 1 charging consists of plugging the cord that comes with the car into a standard 120-volt AC wall outlet. Level 1 typically provides about 5 miles of range per hour and is best for overnight charging. Both Level 2 and DCFC require higher voltage power and the installation of electric vehicle supply equipment (EVSE). Level 2 charging requires a 240-volt outlet, the same kind used by a clothes dryer or stove, and delivers 10 to 20 miles of range per hour of charging. DCFC requires a three-phase 480-volt AC electric circuit (with the DCFC equipment converting AC to DC) and delivers a significantly faster charge. Most existing DCFC stations are 50 kilowatts (kW), delivering 60 to 80 miles of range in 20 minutes and are used primarily to charge BEVs. However, there are now much faster DCFC stations, including ones that deliver up to 350-kW, a wattage capable of delivering 200 miles of range in 10 minutes. Beyond delivering a faster charge, one major factor that differentiates DCFC from Level 2 chargers is the need for an

[4] The Edison Foundation and Edison Electric Institute, "Electric Vehicle Sales Forecast and the Charging Infrastructure Required Through 2030." November 2018. Available at: http://www.edisonfoundation.net/iei/publications/Documents/IEI_EEI%20EV%20Forecast%20Report_Nov2018.pdf

equipment pad to mount the DCFC equipment. For all levels of charging, it is important to point out that no electricity flows from the charger until it is securely plugged into the vehicle and that the EVSE then communicates with the vehicle to deliver a safe flow of electricity.

DC FAST CHARGERS

Unlike Level 1 and 2 charging, there are different types of connector plugs for DCFC. There are currently three different DCFC plug types that are associated with different automobile manufacturers. Tesla uses its own plug that can only be used by Tesla vehicles. European and American manufacturers (e.g., BMW, GM, VW) typically use the SAE Combined Charging System (CCS) plug. Lastly, some manufacturers (e.g., Nissan, Mitsubishi) use the CHAdeMO plug. Except for Tesla stations, many new DCFC stations come equipped with both CCS and CHAdeMO plugs. Finally, no matter which connector is used, it is important to note that DCFC is a safe technology that is built to code and follows rigorous safety standards.[5]

DCFC stations are an essential component of the EV charging ecosystem. While it is generally understood that DCFC is needed to facilitate long distance travel, there are many DCFC applications for local EV drivers as well. DCFC stations provide a viable charging option for people without the ability to charge at home, such as those who live in apartment buildings, and are also used by EV drivers looking to "top off." In addition, DCFC stations play a critical role in facilitating the electrification of ride-hailing fleets, such as taxis, Uber, and Lyft, by offering a quick way for drivers to charge their EVs.

While it may seem obvious, it's worth noting there are several characteristics that differentiate gas stations from DCFC. The most obvious difference is that one involves gas, a toxic substance that can cause environmental harm when spilled or leaked and emits fumes that are hazardous to breathe, while the other uses electricity. When gas stations are developed, they typically include a store, which requires HVAC and plumbing equipment, and gas pumps that require canopies, underground storage tanks, and fire suppression systems. In addition, gas stations and their associated stores are normally stand-alone enterprises. On the other hand, as of now, DCFC stations are usually added to existing developments as an accessory use, and can be installed in a variety of locations, including gas stations, rest stops, malls, etc. Also, DCFC stations do not require underground storage tanks to store fuel and, except for those with solar canopies, do not have canopies. While there are other differences that could be mentioned, the point is that gas stations should not be used as a blueprint for how to permit DCFC.

SITING CHARGING EQUIPMENT

Choosing a site for DCFC is resource Intensive. When selecting a site, station developers consider several factors, such as: local traffic patterns, EV adoption in surrounding areas, proximity to major roadways, nearby services (e.g., stores, coffee shops, etc.), safety, and appropriate lighting (i.e., well-lit at night). Station developers also need to work with electric utilities to ensure adequate electrical infrastructure to accommodate DCFC. Available grid connections and electrical capacity may limit charger placement

[5] See for example: https://standardscatalog.ul.com/standards/en/standard_2202_2; https://standardscatalog.ul.com/standards/en/standard_2231-2_2; and https://standardscatalog.ul.com/standards/en/standard_2251_4

at a site. Sometimes easements from utilities and others are needed, which can add additional time and costs to securing a site and place restrictions on where the charger can be located at the site. Lastly, the station developer and site host enter into a contract, which often restricts or dictates the specific on-site location of the chargers. It is important to keep in mind that station developers must complete this resource-intensive process for siting DCFC stations before submitting a permit application to the AHJ.

PERMITTING DCFC STATIONS: AN EMERGING ISSUE FOR AHJS

There are currently over 2,700 DCFC locations in the United States.[6] This number is expected to grow as automakers bring more EVs to the market and the demand for fast charging increases. Moreover, there are billions of dollars of planned investment in EV charging equipment from electric utilities, states, and private EVSE companies. Therefore, AHJs will likely see more applications for DCFC stations in the coming months and years. While many AHJs have experience permitting Level 2 charging, most AHJs have little or no experience permitting DCFC stations. Compared to Level 2 charging, DCFC requires more space and power and the installation of an equipment pad. Additionally, electrical upgrades are often needed to bring more power to the site for DCFC, thus permitting DCFC may pose some unique issues for AHJs. However, with a structured and well-defined permitting process, these issues can easily be overcome.

RECOMMENDED PRACTICES TO STREAMLINE PERMITTING FOR DCFC STATIONS

According to EVSE providers, the permitting process for DCFC stations is sometimes lengthy and fraught with delays due to unfamiliarity with the technology, protracted zoning reviews, and undefined requirements for permitting DCFC. As a result, the DCFC permitting process can be resource-intensive for both applicants and AHJs. In some extreme instances, station developers have withdrawn permit applications and found new charging station sites in neighboring towns, shifting potential economic opportunities to other locations. Based on conversations with EVSE providers and by reviewing the practices and recommendations in leading jurisdictions, there are some clear steps that AHJs can take to encourage DCFC station deployment and make the permitting process more efficient for everyone involved, from zoning boards to permitting staff to station developers to inspectors.

STANDARDIZE THE PERMIT REVIEW AND INSPECTION PROCESS FOR DCFC STATIONS.

EVSE providers report that when required, zoning reviews are usually the lengthiest part of the approval process and are not always necessary. Often, zoning reviews are unnecessary because DCFC stations are an accessory use to the principal use of the site – that is, DCFC stations are usually added to existing parking areas for already developed sites. Some towns find that amending their zoning ordinance to clarify that DCFC is an accessory use that does not require further zoning board approval, and to clearly identify any exceptions, can save time and resources for both zoning boards and applicants.[7] AHJs can

[6] U.S. Department of Energy, Energy, Efficiency and Renewable Energy, "Alternative Fuels Data Center." Accessed May 9, 2019: https://afdc.energy.gov/fuels/electricity_locations.html#/find/nearest?fuel=ELEC&ev_levels=dc_fast&country=US

[7] For examples of model ordinance language defining EV charging stations as an "accessory use," see Table 1 in the Appendix.

further streamline the review process by providing concurrent reviews for building, electric, and any other reviews necessary for the approval of a permit.

It is also important to standardize the building/electrical permit review and inspection process and to make the grounds for rejecting a permit application clear up front.[8] For example, the state of California limits permit reviews to health and safety issues so aesthetic issues, such as landscaping, are not grounds for rejecting a permit application.[9] In addition, developing a concise checklist for inspections[10] sets clear expectations about what will be inspected, which documents must be brought to the inspection, and who should be present. During the inspection process, inspectors should ensure that the project is consistent with the issued permits and avoid adding additional requirements at that point. Some AHJs also find that they can consolidate the number of required inspections for DCFC stations by conducting multiple inspections simultaneously.

MAKE THE PROCESS FOR PERMITTING DCFC STATIONS CLEAR AND TRANSPARENT.

As a first step, it is helpful for AHJs to clearly identify required application materials, where to find the permit application, permitting steps and associated timelines, any fees involved, and points-of-contact. Fact sheets are a convenient way to convey this information.[11] Some jurisdictions even have a permit application specifically for EV charging that addresses both Level 2 charging and DCFC.[12] Prominently featuring permits and fact sheets online makes it easy for station developers to locate this information and will reduce the time staff spends responding to questions and dealing with incomplete applications.

OFFER OPTIONS TO SUBMIT PERMIT APPLICATIONS ELECTRONICALLY.

Providing permit application forms online, ideally in a fillable PDF application that accepts electronic signatures, and allowing permit applications to be submitted online or via email makes it easier for station developers to submit applications and for permitting staff to receive and process them. Some online permitting platforms can also assist with internal reviews and communicate externally about the status of the review. Online permitting, or providing the option to obtain applications online and submit them via email when online permitting is not available, allows applicants to avoid unnecessary trips (and

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[8] For examples of model ordinance language to expedite the building/electrical permit review, see Table 2 in the Appendix.

[9] See California Assembly Bill No. 1236, Chap. 598: Local Ordinances: Electric Vehicle Charging Stations (2015). Available at: https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201520160AB1236

[10] Sample inspection checklists and corrections sheets, developed by the Center for Sustainable Energy, are available in appendices in the "Electric Vehicle Charging Station Permitting Inspection and Best Practices: A Guide for San Diego Regional Local Governments." June 2016. Available at: https://energycenter.org/sites/default/files/docs/nav/transportation/plug-in_sd/Plug-in%20SD%20Permitting%20and%20Inspection%20Report.pdf

[11] For example, see the factsheet developed by Fairfax County, Virginia, available at: https://www.fairfaxcounty.gov/landdevelopment/sites/landdevelopment/files/assets/documents/pdf/publications/electric-vehicle-station.pdf

[12] For example, see City of Santa Monica, Submittal Requirements for Permitting of EVSE and EVSE Permit Application, available at: https://www.smgov.net/uploadedFiles/Departments/PCD/Applications-Forms/EVSE%20Permit%20Application%20Packet%20(10-2017).pdf

associated GHG emissions and costs) to the permitting office and cuts down on lines at the permit counter.

AMEND LOCAL ORDINANCES TO COUNT SPACES FOR EV CHARGING TOWARD MINIMUM PARKING REQUIREMENTS.

In some locations, minimum parking requirements are a barrier to siting charging stations because EV charging spaces are not counted as parking spaces. This can make it more difficult for station developers to find a site host. AHJs can address this issue by updating local ordinances to clarify that spaces for EV charging count toward meeting minimum parking space requirements. In fact, as a way to incentivize the deployment of charging stations, some jurisdictions are adopting ordinances that count charging station spaces as more than one parking space for zoning purposes.[13]

DEVELOP EXPERTISE AND SHARE KNOWLEDGE WITH STATION DEVELOPERS AND OTHER AHJS.

Offering pre-permitting meetings during the siting phase for DCFC stations, especially for complex projects, allows AHJs and station developers to learn from one another. Pre-permitting meetings provide an opportunity for staff to become familiar with the proposed project and to identify potential issues for station developers to consider. In addition, larger jurisdictions may benefit from developing in-house expertise and designating an "EVSE Expert," who is the point person on EV charging applications. Finally, it can be useful for AHJ staff to coordinate with neighboring AHJs to share best practices. Exchanging knowledge, sharing resources, and creating some consistency across jurisdictions will ultimately improve the process for both AHJs and station developers.

CONCLUSION

The number of EVs on the road is expected to grow exponentially over the next decade, and more charging infrastructure will be needed to support these vehicles. As interest in EVs grows, so will the desire for more and faster public charging. Automobile manufacturers have announced plans to introduce more long-range battery electric vehicles in a variety of body styles and price points. At the same time, utilities, states and private companies are planning to invest billions of dollars in deploying EV charging equipment. Thus, communities are likely to see an increasing number of requests to install DC fast charging stations in the coming months and years. In addition to becoming familiar with the technology, there are clear steps local authorities can take to prepare for this burgeoning market. While permitting DCFC stations may pose some unique and novel issues, AHJs can address these issues by establishing a structured and well-defined permitting process.[14]

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[13] For examples of model ordinance language counting EV charging spaces toward or reducing minimum parking requirements, see Table 3 in the Appendix.

[14] A number of jurisdictions have begun this process and offer some resources that may be useful to others. For example:

GO-Biz, "Electric Vehicle Charging Station Permitting Guidebook." Publication expected June 2019. Link TBD.

ACKNOWLEDGMENTS

This document was developed by the Northeast States for Coordinated Air Use Management (NESCAUM) on behalf of the Northeast Corridor Steering Committee and the Multi-State ZEV Task Force. Combined, these two groups are comprised of state agency representatives from the following jurisdictions: California, Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont, and Virginia. While members of the Northeast Corridor Steering Committee and the Multi-State ZEV Task Force reviewed and provided feedback on the document, their review does not imply an endorsement and the Authors are responsible for any errors or omissions. A special thank you is extended to Kathy Harris (Delaware DNREC), Haidee Janak (MassDEP), and Jason Zimbler (NYSERDA), who were instrumental in the early development of this document.

Center for Sustainable Energy, "Electric Vehicle Charging Station Permitting Inspection and Best Practices: A Guide for San Diego Regional Local Governments." June 2016. Available at: https://energycenter.org/sites/default/files/docs/nav/transportation/plug-in_sd/Plug-in%20SD%20Permitting%20and%20Inspection%20Report.pdf

NYSERDA, Energetics, and WXY, "Promoting Electric Vehicle Charging Station Installations: Increasing Planners' & Municipal Planning Boards' Involvement." 2017. Available at: https://static1.squarespace.com/static/53b2d171e4b058cbcb895ac5/t/5a956bac24a694ce121a5ce3/1519741891764/Revised_Planning_Board_EVSE_Implementation_FINAL.pdf

North Jersey Transportation Planning Authority, "Montclair Township Alternative Fuel Vehicle Readiness Plan." 2017. Available at: https://www.njtpa.org/getmedia/356e2cb2-7d58-4066-8970-b23f3612f405/Montclair-AFV-Infrastructure-Readiness-Plan_FINAL_Dec17.pdf.aspx

"Recommended Bylaw Updates for Electric Vehicle Charging" (prepared for Chittenden County Regional Planning Council). 2014. Available at: https://www.ccrpcvt.org/wp-content/uploads/2016/01/20140625_CCRPC_EV_zoning_model_language_clean.pdf

APPENDIX

TABLE 1: EXAMPLES OF LOCAL ORDINANCES DESIGNATING EV CHARGING AS A PERMITTED ACCESSORY USE

AHJ	Designating EV Charging as Accessory Use	Reference	Link
Montpelier, VT	"Electric vehicle charging stations may be provided within parking areas as an allowed accessory use in any zoning district."	City of Montpelier Zoning and Subdivision Regulations §3011.I(6)	https://www.montpelier-vt.org/DocumentCenter/View/4803/Final-Montpelier-UDR-2018-01-03-w-cover?bidId=
Atlanta, GA	**"Permitted accessory uses and structures** Uses and structures which are customarily accessory and clearly incidental to permitted principal uses and structures shall be permitted in this district. Devices for the generation of energy, such as solar panels, wind generators and similar devices, as well as electric vehicle charging stations equipped with Level 1, Level 2, and/or DC Fast Charge EVSE are allowed." Electric vehicle charging stations equipped with Level 1 or Level 2 are allowed as a permitted accessory use and structure in all zoning districts, and charging stations equipped with DC Fast Charging are allowed as a permitted accessory use and structure in the following zoning districts: Commercial; Industrial; SPI -11, -15, -16, -18, -20; PD-MU, -OC, and – BP; Martin Luther King, Jr. Landmark; Neighborhood Commercial; Live Work; and Mixed Residential Commercial.	Atlanta, Code of Ordinances, Part 16 (Zoning), see e.g., §16-19B.004. - Permitted accessory uses and structures.	https://library.municode.com/ga/atlanta/codes/code_of_ordinances?nodeId=PTIIICOORANDECO_PT16ZO See also fact sheet describing provisions: https://www.atlantaga.gov/Home/ShowDocument?id=16991
Baltimore, MD	"Notwithstanding § 2-201 {"Application of Code"} of this subtitle, this Code does not apply to the following uses and structures, unless otherwise specifically provided in this Code: . . . (8) automobile charging stations, whether electric or solar."	Baltimore City Code, Zoning §2-202. Exempt utility and governmental uses.	http://ca.baltimorecity.gov/codes/Art%2032%20-%20Zoning.pdf

TABLE 2: EXAMPLES OF LOCAL ORDINANCES STREAMLINING PERMITTING PROCESS FOR ALL TYPES OF EV CHARGING

AHJ	Expediting Permit Process for EV Charging	Reference	Link
Otto, NY	"The permitting process for EVSE will be streamlined by: 1. Providing a single permit for EVSE's 2. Shall have a two day turn around time for permits 3. Shall eliminate reviews that do little to validate the safe and efficient operation of a proposed EVSE system. Only one initial inspection shall be required for this facility."	Town of Otto Zoning Ordinance, §6.6 Electric Vehicle Supply Equipment (EVSE).	http://www.ottony.org/pdfs/Zoning%20Ordinance%20dated%20June%202015.pdf
Sacramento, CA	"A. Applicability. This section applies to applications for expedited building permits for electric vehicle charging stations pursuant to California Government Code Section 65850.7. B. Process. 1. The building official shall adopt a checklist of all requirements for an application for an expedited building permit for electric vehicle charging stations. The checklist shall substantially conform to the checklist and standard plans contained in the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook" published by the Governor's Office of Planning and Research. 2. If the building official determines that the application for an expedited building permit is complete and meets the requirements of the checklist, the building official shall issue the expedited building permit. 3. If the application for an expedited building permit is incomplete, the building official shall provide a written correction notice of the deficiencies and the additional information required to be eligible for expedited building permit issuance. 4. The checklist, application form, and any other documents required by the building official shall be published on the city's website. 5. An application for an expedited building permit for electric vehicle charging stations may be filed by email. 6. If the chief building official finds, based on substantial evidence, that an electric vehicle charging station could have a specific adverse impact upon the public health or safety, the city may require the applicant to apply for a conditional use permit pursuant to Title 17."	Sacramento City Code §15.08.190 Expedited building permit process for electric vehicle charging stations.	http://www.qcode.us/codes/sacramento/view.php?frames=on&topic=15-15_08-15_08_190#0

TABLE 3: EXAMPLES OF LOCAL ORDINANCES COUNTING SPACES FOR EV CHARGING TOWARD MINIMUM PARKING REQUIREMENTS

AHJ	Counting EV Charging Toward Parking Requirements	Reference	Link
Montgomery County, MD	"A parking space that provides an electric charging station must count toward the minimum number of parking spaces required."	Montgomery County Zoning Ordinance, Article 59-6, §6.2.3. Calculation of Required Parking	https://www.montgomerycountymd.gov/DOT-Parking/Resources/Files/Article59-6.pdf
Montpelier, VT	"Additional parking shall not be required when parking is converted and reserved for charging vehicles and such spaces shall count towards the minimum parking required under this section."	City of Montpelier Zoning and Subdivision Regulations §3011.I(6)	https://www.montpelier-vt.org/DocumentCenter/View/4803/Final-Montpelier-UDR-2018-01-03-w-cover?bidId=
Stockton, CA	"Electric vehicle charging stations are permitted in all required and non-required off-street parking spaces. As an incentive for the provision of electric vehicle charging stations, a reduction in required parking is permitted up to two required parking spaces for each electric vehicle charging space provided, up to a maximum reduction of 10 percent of the total required parking."	Stockton Municipal Code §16.64.030	https://qcode.us/codes/stockton/view.php?topic=16-3-16_64-16_64_030&frames=off
Sacramento County, CA	"Parking spaces designated for electric vehicle charging stations shall be counted toward meeting the minimum parking requirement." "Each electric vehicle charging station shall be permitted to substitute for two (2) vehicular parking spaces. The area needed for charging equipment shall count toward meeting the parking space requirements."	Sacramento County Zoning Code §5.9.3.A.8. Sacramento County Zoning Code §5.9.5.C.1.f.	http://www.per.saccounty.net/LandUseRegulationDocuments/Pages/Sacramento%20County%20Zoning%20Code.aspx

Town of Hillsborough
Right-to-Know Law Meeting Checklist
Meeting 05/19/2021

As Chair of the Hillsborough Planning Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

We are utilizing the ZOOM platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the ZOOM platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following:

Join Zoom Meeting

www.zoom.us/join

Meeting ID: 895 5176 8481
Passcode: 630320
Dial by your location
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)

We previously gave notice to the public of how to access the meeting using ZOOM and instructions are provided on the Town of Hillsborough's website at:
www.town.hillsborough.nh.us.

If anybody has a problem, please call Planning Director, Robyn Payson at **603-464-7971** or email at: **robyn@hillsboroughnh.net**

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.