

PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
June 21, 2023

TIME: 7:00 p.m. – 7:43 p.m.

DATE APPROVED: 0705/23

MEMBERS: Susanne White- Chairperson, Nancy Egner -Vice Chairperson, Ed Sauer-Second Vice Chairperson, Adam Charrette, Steve Livingston, Bryant Wheeler

EX-OFFICIO: James Bailey III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES: Kim Opperman, Dana Clow

Excused: Ed Sauer, Dana Clow

Public: Melinda Gehris, Matt Taylor CNHRPC

Call to Order:

Chairperson Susanne White called the meeting to order at 7:00 PM. Susanne White called the roll. Kim Opperman was appointed to sit in place of Ed Sauer.

Minutes

06/07/23 Nancy Egner made a motion to accept the minutes. Steve Livingston seconded the motion. The motion was carried with Adam Charrette abstaining.

Candidate for Alternate-Morgan G. Tanafon, Esquire

Mr. Tanafon introduced himself and shared his interest in participating on the Board.

Kim Opperman asked Mr. Tanafon how long he has lived in Town.

Mr. Tanafon said one year.

Nancy Egner asked Mr. Tanafon if he had ever done anything like this before.

Mr. Tanafon said he hadn't.

Steve Livingston made a motion to appoint Morgan Tanafon to the position of alternate. Nancy Egner seconded the motion. The motion carried unanimously.

WORK MEETING

Gateway Zone/Planned Unit Development

Matt Taylor of CNHRPC came to ask the Board for their opinion on the draft Planned Unit Development Ordinance. This ordinance allows mixed use development of property with no specific commercial to residential ratio requirements but does require a Master Plan for the

development. It is an overlay zone which preserves the Commercial Zone and adds the overlay allows for expanded development opportunities in the proposed Gateway Zone.

Matt Taylor reviewed the specifics of the ordinance.

Robyn Payson distributed copies of the Invest NH Housing Opportunity (HOP) grant application that the CNHRPC drafted. This is a housing related grant that would give the Town assistance in developing a Tax Increment Financing (TIF) district for infrastructure improvements for future development in the Gateway. Water and Sewer would be the primary goal for the TIF but there may be some roadwork included as well. This grant will allow for continued work with the CNHRPC toward that goal. This is 100% funded through Invest New Hampshire. There is no match required by the Town for this grant.

Kim Opperman asked if this district was to be for market rate or workforce housing.

Matt Taylor said the HOP grant is for housing in general. The Town would have to decide how much if any would be workforce housing. He went on to say that this is a means to fund infrastructure like Water and Sewer. That would all have to be included in the TIF plan.

Nancy Egner made a motion to support the HOP Grant application and forward it to the Town Administrator for submission. Kim Opperman seconded the motion. The motion carried unanimously.

Robyn Payson asked if the Board was happy with the Gateway Ordinance as it is, or if they want to see any changes.

The Board wanted to take some time to review the ordinance before making that decision.

Kim Opperman said that 600 square feet was too large a requirement for apartments if you are trying to do “efficiencies”. He said 350 square feet might have been too tight, but he would like to find a happy medium for size. He suggested 450 square feet.

Subdivision Regulation Update

Robyn Payson reviewed the proposed changes to the Subdivision Regulations. These have all been approved by Town Counsel.

Morgan Tanafon pointed out a typo in the draft regulations.

Robyn asked if the Board had any questions or comments.

Adam Charrette asked if the definitions in the regulation were the same as in the zoning.

Robyn Payson said they weren't, and they conflicted with the Zoning Ordinance which is why she deleted the definition and added a reference to the Zoning Ordinance instead.

Robyn Payson said that if the Board was satisfied with the amended ordinance, she could post it for a public hearing.

Steve Livingston made a motion to post the Subdivision Regulations for a public hearing. Nancy Egner seconded the motion. The motion carried unanimously.

Zoning Priorities for TM 2024

Robyn Payson said that changing some of the Special Exceptions to Conditional Use Permits was too big to be on the warrant this time.

Robyn Payson proposed 8 articles.

1. Gateway Zone
2. Historic District Ordinance rewrite
3. Amend the Change of Use definition.
4. Create a Change of Use section.
5. Add a definition of Exempt Change of Use.
6. Amend the definition of Frontage.
7. Amend the definition of Lot.
8. Re-write the Accessory Dwelling Unit Ordinance to allow detached ADUs.

The Board was supportive of the number of articles.

Kim Opperman suggested the change to apartment size in the Central Business District from 600 square feet to 450 square feet.

Robyn Payson said she would add that as an article.

Other Business

Robyn Payson passed out the envelopes holding the Avanru Development application. The hearing is on July 5th.

There was a brief discussion about the application.

Economic Development Commission

Robyn Payson gave an update from the Economic Development Commission.

As plans are made for the redevelopment of the Woods Woolen Mill site have been moving forward, there has been interest in a foot bridge that would span the Contoocook river to downtown. Robyn reached out to DES to find out what permits would be necessary. She said the EDC needs to find a location for the bridge, and to raise money to get an engineer to develop a plan. She said Steve Livingston had given her a great resource for a grant that will help with the construction.

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There was a brief discussion about the foot bridge.

There being no other business, Nancy Egner made a motion to adjourn. Kim Opperman seconded the motion.

Meeting Adjourned 7:43 pm

Respectfully Submitted,
Robyn L. Payson, Planning Director