

**Ashland Planning Board
Amended Minutes
Wednesday, July 5, 2017**

CALL TO ORDER: Chair, Susan MacLeod called the meeting to order at 6:35 PM

MEMBERS PRESENT: Members present were Susan MacLeod, Mardean Badger, Carol Fucarile and Leigh Sharps. Erica Hebert was absent without notice.

DISPOSITION OF MINUTES

The Planning Board reviewed the minutes from their Wednesday, June 7, 2017 meeting. After review Carol made a motion to approve the minutes as amended. Susan seconded the motion. The motion passed. The Planning Board decided to table the minutes from their June 28, 2017 meeting. The minutes will be reviewed at the Planning Board's next regularly scheduled meeting.

The Planning Board briefly discussed the Wetlands Permit Notification received from the Vintage Fret Shop. The permit notification should contain the physical address and lot number of the property to verify its actual town map location. The Vintage Fret Shop is located at 30 Riverside Drive in Ashland and located at M/L 016-09-003.

The Planning Board reviewed the zoning ordinance amendments that were submitted for a vote at the 2017 Town Meeting. The following amendments were discussed:

- Ordinance 4.7: No sign will be allowed on private property without the written permission of the property owner.
- Ordinance 3.3.5: No sign will be allowed to obstruct the line of sight of any driver. The definition of the word "sign" needs to be changed.
- Article 10 failed at Town Meeting. This article dealt with the subject of severability.
- The zoning ordinance regarding the definition of sign failed. This ordinance does not include hazard signs on private property.

It was decided that the following ordinances need to be reviewed and reworded or redefined for the upcoming Town Meeting 2018:

- Article 10: Severability
- Definition of sign
- Ordinances pertaining to Building Fees
- To change the wording of the Building Fee ordinance so that building fees can be changed without the vote of the residents. To authorize that the Selectboard or the Planning Board hold public hearings relative to the changing of the Building Fees.
- The Planning Board needs to determine who determines the Building Fees
- The Planning Board suggested that they remind the Selectboard to think about drafting warrant articles for these Building Regulation amendments for the 2018 Town Meeting
- The Town Clerk has the authority to put together the warrant articles. She can't change the wording of a petitioned warrant article.
- Each warrant article needs a statement of purpose that explains concisely the reason for the warrant article. Each Planning Board warrant article needs a clear statement of purpose and clear wording.
- The Planning Board under RSA: 675:3 "the Planning Board will assist the Town Clerk with the process of the warrant articles." The Planning Board can request the Town Clerk that if there are any changes to the warrant article to please contact the Planning Board.
- The Planning Board will submit exact wording of all their warrants.
- The Planning Board suggested sending a reminder to the Town Administrator to think about the upcoming warrant articles for Town Meeting 2018.

The Planning Board discussed the Accessory Dwelling Unit law that went into effect on June 1, 2017. The following points were discussed:

- The definition of the Accessory Dwelling Unit
- The Accessory Dwelling Unit needs to be attached to the principal residence
- The Accessory Dwelling Unit needs to be smaller in square footage than the principal residence. The Accessory Dwelling Unit has to be a minimum of 750 square feet of livable space.
- The unit must look like the principal residence.
- We can't restrict an Accessory Dwelling Unit to one bedroom

- The residence needs to be owner occupied, but we can't determine which unit (principal or accessory dwelling unit) the owner can occupy.
- The Accessory Dwelling Unit can't be restricted to a caregiver
- The elderly can rent out the Accessory Dwelling Unit to meet the elderly expenses
- The Planning Board discussed the fact that there are different inspection rules and regulations pertaining to rental units and private residences.
- The Planning Board needs to create a definition for an Accessory Dwelling Unit. It is not presently shown in the Zoning Ordinances.
- The Planning Board can show this new definition in the Zoning Ordinances as it pertains to housing units and parking ordinances.
- The Planning Board questioned if Accessory Dwelling Units are allowed in every zone in town.
- The Planning Board questioned how Accessory Dwelling Units would affect the present zoning ordinance relative to apartments being allowed only on the second floor of buildings along Main Street.

The Planning Board then discussed the present building regulations as they pertain to Accessory Dwelling Units. The following regulations pertain:

- An Accessory Dwelling Unit must be 750 square feet of livable space minimum.
- A property owner can't subdivide a condo or a townhouse for an Accessory Dwelling Unit.
- The Planning Board can ask about adequate parking for the Accessory Dwelling Unit. We can ask about an adequate septic system to accommodate the Accessory Dwelling Unit.
- There are still issues and amendments that need to be discussed by the legislature.

The Planning Board decided to table this issue for another year until there is more information available about the issue. The issue will be revisited.

The Planning Board discussed Chapter 1 of the Master Plan. The Planning Board answered their question relative to the recommendation list and their transference to the implementation list.

The Planning Board discussed the issue of changing the zoning designation for the town well fields. After a lengthy discussion it was decided that the town well field zone needs to be changed from the commercial zone to a protective zone. They discussed the need to create a new zone for the town well fields in order to protect them. A protective zone is the easier avenue to pursue. The Planning Board would need to meet with the Water and Sewer Commission to discuss the DES regulations and what DES says about the well fields. The goal is to protect the town well fields. The Planning Board needs to look at maps of the zone. They might find it helpful to talk with the Lakes Region Planning Commission. A motion was made and seconded to adjourn. The meeting adjourned at 8:10.

Minutes submitted by Paula Hancock