

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, May 2, 2018**

CALL TO ORDER: Susan MacLeod, Chair of the Ashland Planning Board, called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Members present were Susan MacLeod, Mardean Badger, Leigh Sharps and Fran Newton.

OTHERS PRESENT: Alan Cilley, representing the Ashland Zoning Board of Adjustment, Christine Cilley, Ms. Shelley Randall and Eli Badger.

DISPOSITION OF MINUTES

The Board reviewed the minutes from the Wednesday, April 25, 2018 Planning Board meeting. After review Leigh Sharps made a motion to approve the minutes as amended. Mardean Badger seconded the motion. The motion passed unanimously.

RE-ORGANIZATION

Re-organization of the Board was postponed until after appointments are made by the Selectboard on May 7.

NEW BUSINESS

Ms. Shelley Randall met with the Planning Board for an informal discussion about her Home Occupation Application to locate a yoga studio in her barn at 356 Owl Brook Road (M/L 010-004-011) in Ashland.

The following concerns were brought up by the Planning Board:

- A home occupation is defined as such because there is a residence on the property. In this particular case, there is no residence located in Ashland to connect the home occupation to. The residence is located in Holderness. The barn is located in Ashland.
- Ashland and Holderness have different definitions and criteria for home occupation.
- There needs to be clarification of the scope of the home business. When is a home occupation large enough to require notification of all abutters? When does a home occupation become a commercial business?
- The proposed available parking for 10 cars and the amount of traffic coming and going to classes could make it a commercial business.
- If the proposed home occupation is considered a commercial business in a rural residential zone, Ms. Randall will need to come before the Zoning Board of Adjustment for a Special Exception.
- The attorney at NHMA suggested that a joint meeting with the Zoning Board of Adjustment with both towns might be needed.

The Ashland Planning Board made the following recommendations:

- Shelley Randall's Home Occupation Application will be put on hold for now.
- Ms. Randall should speak with or meet with Holderness explaining her present situation
- Both Zoning Boards of Adjustment may need to be involved in the final decision
- Both Zoning Boards need to consider the regional impact of this home occupation business
- A copy of the minutes of the meeting will be sent to Holderness and to Ms. Randall

LAND USE ASSISTANT

The Planning Board and Alan Cilley of the Zoning Board reviewed a draft of the proposed Land Use Assistant position. The Board reviewed and made some changes in the following sections of the proposal:

- The job description for the position.
- The proposed salary for the position.
- The responsibilities of the position and
- The experience level of the potential candidate

The amended draft proposal will be reviewed again by Planning and Zoning Board members. The Planning Board will meet on Wednesday, May 9, 2018 at 6:30 PM at the Town Hall to review the proposal a final time before submitting the proposal to the Selectboard at their May 21, 2018 meeting for their approval.

REPORTS

Mardean Badger explained to the Planning Board that the most recent meeting of the Lakes Region Planning Commission focused on the use of Brownfields funding for the redevelopment in Franklin.

Mardean and Leigh attended a variety of workshops at the 2018 Spring Planning and Zoning Conference sponsored by the NH Office of Strategic Initiatives. Mardean reviewed the following legal updates:

- Planning Board and Zoning Board Notices can now be mailed by verified mail rather than certified mail. It needs to be verified that the notices have been sent and reached the desired destination. Delivery services other than USPS can be used for verified mail.
- The alternate ex-officio (Selectboard) appointment is selected the same manner as the primary ex-officio Board member.
- The SEC notification process for major energy projects has been expanded to include all municipalities from which the project will be both visible and audible. This will increase municipalities' notification
- Condominium conveyance of Accessible Dwelling separate from the principal dwelling unit is prohibited. The Accessible Dwelling Unit and the primary residence unit need to be transferred together.
- The septic system for an Accessible Dwelling Unit must have sufficient capacity for the additional unit. A septic system plan needs to be on file in the event that the septic system fails.
- Any dwelling built prior to 1978 needs a lead safe certification if the dwelling is changed from a private residence to apartments.

Leigh noted that the Solar 101 workshop Land Use Boards workshop had much useful information about the use of solar power at the municipal level. Leigh is going to create a report to present to the Selectboard. She would like to apply for grants to research solar power. She would like to research how the town might move forward with solar power.

ADJOURNMENT

Leigh Sharps made a motion to adjourn. Mardean Badger seconded the motion. With all votes in the affirmative the motion passed. The meeting adjourned at 7:42 PM.

Minutes submitted by Paula Hancock