

**Ashland Planning Board  
Approved Meeting Minutes  
Wednesday, February 24, 2021**

CALL TO ORDER: Mardean Badger, Chair of the Board, called the meeting to order at 6:30 PM. The meeting was conducted via Zoom video and teleconference.

MEMBERS PRESENT: Mardean Badger, Kathleen DeWolfe, Paula Hancock and Susan MacLeod, Land Use Assistant

RIGHT TO KNOW LAW: 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.

DISPOSITION OF MINUTES

Kathleen DeWolfe made a motion to approve the Wednesday, February 3, 2021 minutes as amended. Mardean Badger seconded the motion. The motion passed by a 3-0 roll call vote.

APPLICATION FORM DRAFT COMMERCIAL EXCAVATION REGULATIONS

The Board reviewed in detail both the draft of the Commercial Excavation Application form, as well as a second Application Submission Checklist form. These two forms will be given to all Commercial Excavation applicants for completion. Further review will be needed before these two forms are ready for final approval. These forms will be reviewed at a future meeting.

OSI WEBINAR UPDATE

OSI due to the pandemic is offering monthly webinars called "Planning Lunches at Noon" (PLAN). These will be one hour webinars at noon and focus on a variety of topics.

WEBINAR, NH OSI "DIGGING INTO 155:E" AND LINKS TO RESOURCES

Mardean attended a NH OSI Webinar on the topic of "Digging Into 155:E". She took some notes during the meeting which she distributed to the other Board members. She made the following points:

- The panelists at the webinar emphasized that the emphasis in 155:E is on standards and not on permits
- If someone is exempt from permits, it does not mean the applicant is exempt from operational standards and local excavation regulations and standards.
- Grandfathering: the use that was in compliance with the Zoning Regulations that were in effect when that use began its operation.
- Commercial Excavation should be defined: bartering away materials can be considered commercial; amount of materials leaving the site may make it commercial.
- Incidental Excavation should be defined: the amount of excavation needed for construction of a structure; might be specified by the number of cubic yards, number of truck trips, timeframe and length of project.
- Excavation is no longer included as a required topic in current Master Plans.
- When looking at land use, look at soil maps, which will give you an idea of which areas ~~that~~ might be suitable for excavation
- Do a local inventory of all excavations, both current and abandoned excavations.
- 155:E does not address renewal of permits for excavation sites. Excavation operators will need to complete the application process a second time. Planning Boards can streamline the process under the current RSA.

- The DES Alteration of Terrain Permit process is started if the project is over 100,000 square feet
- The Protective Shoreline Permit process is started if the project is over 50,000 square feet.
- The DRA process: Notice of Intent to Excavate needs to be submitted to the DRA at the beginning of the tax year before any excavation takes place; at the beginning of each tax year an estimate is made of the amount of material they expect to remove in the calendar year; at the end of the tax year a report needs to be submitted as to the actual material excavated; there will be an excavation tax levied annually by the town. The Planning Board can request these reports to see how much activity has taken place at the site within the year.
- A copy of an Alteration of Terrain Permit will give the Planning Board more information and detail to use in discussions with the applicant. A Planning Board can't hold up an application due to the lack of an Alteration of Terrain Permit.
- An applicant can't get an exemption for incidental excavation that might occur in the future.

#### WEBINAR NHMA “WORKINGS OF A PLANNING BOARD” - MARCH 23

NHMA has scheduled a webinar “Workings of a Planning Board” for Tuesday, March 23 from 12-2.

#### ZONING BOARD UPDATE

The developers of the proposed sandpit/quarry at the end of West Street have requested a rehearing for their Special Exception Application. The original Special Exception was denied in January 2021. The ZBA will meet to discuss/review the request for a rehearing at their next scheduled meeting.

#### NEXT MEETING

The next meeting of the Ashland Planning Board will be Wednesday, March 3, 2021 at 6:30 PM.

#### ADJOURNMENT

Mardean Badger made a motion to adjourn. The motion was seconded. The motion passed. The meeting adjourned at 8:11 PM.

*Minutes submitted by Paula Hancock*