

*Enfield Planning Board Minutes, March 27, 2024*

**Enfield Planning Board – Meeting Minutes**

**DEPT OF PUBLIC WORKS/MICROSOFT TEAMS**

**March 27, 2024**

**PLANNING BOARD MEMBERS PRESENT:** David Fracht (Chair, via Teams), Dan Kiley (Vice-Chair), Linda Jones (via Teams), Erik Russell (Selectboard Representative), Phil Vermeer, Tim Jennings (Secretary), Brad Rich, Kurt Gotthardt (Alternate), Jim Bonner (Alternate and Videographer), Whitney Banker (Alternate)

**PLANNING BOARD MEMBERS ABSENT:**

**STAFF PRESENT:** Rob Taylor- Land Use and Community Development Administrator, Whitney Banker-Recording Secretary, Steve Whitman (Resilience, via Teams), Mark Fougere (Mark Fougere P&D, via Teams)

**GUESTS:** Sharon and Dave Beaufait (via Teams), Jerold Theis (via Teams)

**CALL MEETING TO ORDER:**

Vice Chair Kiley called the meeting to order at 6:30 p.m. and took attendance of members.

Vice Chair Kiley elevated Mr. Bonner to a voting member for tonight.

**PUBLIC COMMENTS**

None.

**HEARINGS**

None.

**CONCEPTUALS**

None.

**NH HOP GRANT DISCUSSION**

Mr. Whitman reviewed the plan for tonight's discussion, including a review of the draft zoning map and proposed zoning districts, as well as deliverables for the upcoming public forums in May.

Chair Fracht arrived at the meeting at 6:32 via Teams. Mr. Bonner was no longer elevated to vote, as the entire board was then present.

**Draft Enfield Zoning Map**

Mr. Whitman brought the “Enfield Village District” area to the board's attention for review and discussion of boundaries. Based on feedback from previous meetings, he also noted that all three rural districts remain in place.

There was some discussion around the best placement for the Village District boundaries along Route 4 between the Lebanon and Canaan lines and whether a section in the far upper corner should remain residential (Rural 1). The board agreed to adjust the Village District boundaries and add the section of Rural 1. Mr. Taylor will provide an edited map to Resilience so they may update the draft.

There was discussion about whether George Pond should be included in the Lakeshore District and further discussion about Lakeshore District boundaries in general. Mr. Whitman suggested soliciting feedback from the Lake Associations on the two options the board was considering.

Mr. Fougere asked the board about the eastern boundary of the Rural 1 District, where it meets the Rural 3 District, and a potential boundary adjustment that would expand Rural 1 to Enfield Center. Members agreed that this would be a good change. Mr. Whitman suggested that this change could also be discussed during community forum events to gauge interest.

Mr. Gotthardt raised concerns about the Commercial/Industrial District boundary along Smith Pond Road. Mr. Whitman noted that this boundary was taken from the existing town map.

## **Pending Zoning Changes – Version 2**

Members moved on to review the proposed zoning changes as previously discussed.

Mr. Whitman asked the board to consider R1 lakeshore conditional use permits for Commercial uses. Mr. Jennings noted that he would like to see public access use by right called out in the zoning regulations. Members agreed to bring it up with those who live in the proposed lakeshore districts. Mr. Jennings noted that he wanted the town to avoid being put in a situation where they would have to go counter to the regulations to put in public access. Mr. Whitman asked if the board could meet with the lakeshore residents within the next month to include feedback before the community forum sessions. Mr. Rich will help organize this with Mr. Taylor, to take place in April. Mr. Taylor will contact both associations to pick a date for both association presidents and officers to attend. Mr. Whitman noted he is happy to help facilitate this if a date is determined relatively quickly. Mr. Taylor will also reach out to Spectacle Pond contacts.

Board members determined a sub-committee to include Mr. Rich and two others will be determined once a date is finalized.

Members agreed to wait to determine whether to create a separate village district for Enfield Center until community feedback about the regular Enfield Village District has been received.

Mr. Whitman reviewed several other revisions for existing district standards, which included increased Accessory Dwelling Unit (ADU) square footage and Rural Residential district housing

84 tools to support workforce housing alternatives (which may consist of duplexes by right,  
85 fourplexes by conditional use permit, a second residential unit by conditional use permit, and  
86 backlot development by right). There was a lot of discussion about where to put boundaries for  
87 several principal buildings per lot and if these would even be necessary. Members agreed to  
88 bring these ideas forward to the community forums to hear what community members are  
89 interested in.

90  
91 Mr. Whitman reviewed the plan for the community forums, which will include feedback sessions  
92 and visuals to help explain potential ideas and why they are being proposed (including the  
93 Master Plan, multi-generational and housing needs, etc.)

94  
95 Mr. Whitman will plan to direct questions about edits to Mr. Taylor and Chair Fracht, as they  
96 will not be able to attend the Planning Board's (PB) April meetings.

97  
98 Mr. Fougere asked the board to consider the potential of replicating village development like the  
99 Shaker Village with a mix of unit types, which is well laid out. He suggested utilizing this as  
100 context for potential development uses during the community forums. Members agreed this was  
101 a good plan.

102  
103 Mr. Jennings raised the question of rewriting the zoning ordinance and having the NH HOP  
104 grant focus on housing versus a complete rewrite (given time constraints). Chair Fracht noted  
105 that there is a limited amount of time to do a large amount of work, and the board will need to  
106 see where the re-write project is once they get to the end of the contract period and whether to  
107 present the product in 2025 or continue to make changes as a board. He said that he felt future  
108 tasks could only be addressed once the board sees what is accomplished as a result of the NH  
109 HOP grant work. Mr. Jennings noted that he thought there could be adjustments to back-bone  
110 portions of the ordinance that he did not feel would take a lot of work. He said that he had  
111 gathered editable files of area zoning ordinances (Hanover, Lebanon, etc.), and it appeared that  
112 much of the language in those ordinances had been developed already. He asked members to  
113 review these drafts and whether some formatting or work could be easily implemented for  
114 Enfield – as a draft template that can be filled in by both Resilience and the PB – including  
115 definitions. Mr. Jennings asked the board if they would agree to review these ordinances and  
116 move forward with this work and whether the consultants felt this was a productive course of  
117 action. Mr. Whitman agreed that this could be productive if it helps the board put together the  
118 structure, which can help with the content they are developing. They did not have examples of  
119 good ordinances on hand but will follow up with some if needed.

120  
121 Mr. Theis noted that he had been accumulating data on water usage by the homes on the  
122 municipal system for the past 5 years. He shared some data he had compiled and stated the  
123 importance of maintaining infrastructure to handle future development. Vice-Chair Kiley and  
124 Chair Fracht asked Mr. Theis to refrain from discussing proposed housing that is irrelevant to the

current discussion. Members agreed that the overall idea to consider municipal system infrastructure would be helpful for some parts of the zoning regulations.

Mr. Jennings returned to the suggestion of a sub-committee that could review the drafts of the nearby town ordinances. The sub-committee will include Mr. Jennings, Mr. Gotthardt, and Mr. Kiley, with a copy to Mr. Taylor.

Mr. Jennings noted that the board would need to determine a building height requirement at some point. Mr. Gotthardt stated he would like to review building heights of recently developed housing complexes in Lebanon, such as those along Mount Support Road, Route 120, and Emerson Place. Members agreed they did not fully understand what height limit might be desired by most of the community at this time. Mr. Jennings asked for board support to contact building owners on behalf of the Planning Board. Board members agreed they supported this.

Mr. Beaufait asked about the limit of 3 people on a subcommittee and stated he wished to remind the board about the open meeting law. Vice Chair Kiley stated that this discussion was to establish data to be brought to the committee for public discussion.

Ms. Beaufait said that she liked Mr. Jennings's idea about measuring existing buildings and thanked the board for their good discussion. She stated that she is an advocate for the Master Plan and referencing it regularly. She said that rural character is a priority throughout the plan and also noted that she would advocate for workforce and senior housing over traditional developments. She stated that she felt any regulations need to encourage development that goes along with the Master Plan or even a percentage of development addressing these priorities.

Mr. Jennings stated that he felt the purpose statements in each district of the ordinance should quote the Master Plan as much as possible. He also stated that the board's purpose is not to plan specifically for one type of housing but to develop the regulations to allow these types. Vice Chair Kiley also noted that incentives can be put together for these desired types of development – such as increased density for these housing types (only as an example).

#### **SELECTBOARD REPORT: Erik Russell**

Mr. Russell shared the Select Board report.

Mr. Kluge will be a backup alternate for the Planning Board when Mr. Russell cannot make it.

The Select Board is moving forward with the Johnston Drive Property Use Committee recommendation.

The Select Board is moving forward with the recommendation of the Methodist Hill Property Use Committee.

The Shedd Street property is in the final stages of preparation for sale, with the final building removed and land work underway.

**LEGISLATIVE REPORT: David Fracht**

Chair Fracht shared that last Thursday was a 10-hour session.

House Bill (HB) 1002, which involved fees for public record requests, passed. It allows a certain number of free electronic communications (200 or 250), with a per-communication charge above this, to retrieve public records. The press would not be charged for requesting records during investigative reporting. Those unable to pay the fee can work with the state ombudsman to waive the fee.

HB 1283 for Medical Aid in Dying (MAID) passed. There was a lot of support from Enfield residents regarding this bill.

HB 1175, which puts the question of voting for the SB2 format of town meeting back onto the official Tuesday paper ballot (rather than requiring it go to the Town Meeting floor), passed. There was a lot of support from Enfield residents after this year's Town Meeting regarding this bill. If this bill passes, the town could have SB2 on the ballot in 2026.

There are upcoming bills tomorrow that include reviewing wake-boats and wakeboarding and damage to lakes. Many Enfield residents have reached out about these.

There are two zoning-related bills, one enabling legislation for duplexes where single-family homes are now located (state-wide). The second is to allow 2 ADUs by right (mandatory state-wide). The board reviewed the language for the 2 ADU bill, and Chair Fracht asked for feedback from the board on how he should vote given the language. Chair Fracht stated that he felt there was a lot of contradictory and unclear language and unnecessary items within the bill that will be voted on tomorrow. The general guidance from board members was voting in favor of this bill.

**LAND USE ADMINISTRATOR REPORT: Rob Taylor**

The Laramie Farms development hearing at the Zoning Board of Adjustment (ZBA) will continue at their April 9 meeting.

Building permits are about even with this same time last year. Right now, there are a high number of residential solar installation permits.

Mr. Jennings asked if a formalized report from the building inspector could be shared with the board in the future, breaking down building permits by category (new units, etc.)

Mr. Taylor is working with Mr. Morris on the RFP for the Shedd Street property.

A recent IT upgrade to switch to Microsoft Government has come with many complications that have taken a lot of time.

**REVIEW MEETING MINUTES: February 28, 2024 & March 13, 2024**

Mr. Rich moved to approve the February 28, 2024, minutes as printed. Mr. Vermeer seconded. Roll call vote in favor of the motion with one abstention (6-0-1).

Chair Fracht moved to approve the March 13, 2024, minutes, as amended. Mr. Rich seconded. Roll call vote unanimous in favor of the motion (7-0).

March 13 amendments:

Line 48 – awkward phrasing, adjust

Line 281 – add “office personnel”

**MASTER PLANNING PROJECT:**

Previously discussed.

**NEW BUSINESS:**

Ms. Beaufait asked the board to consider the state zoning changes for 2 ADUs, which had been discussed earlier during the legislative report. She wondered if this would impact what Enfield residents can do regarding the development of lake lots and if this would allow residents to do more with their land than they can now. She stated that she would encourage more review of this bill at the legislative level.

**OLD BUSINESS:**

**NEXT MEETING:** April 10, 2024

**ADJOURNMENT:**

Mr. Rich moved to adjourn at 8:39 pm. Mr. Kiley seconded. Roll call vote unanimous in favor of the motion (7-0).