

MINUTES
Business Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, October 21st, 2021 at 7:00 PM

Meeting Place: Town Offices, 573 Sanborn Rd, Sanbornton

Roll Call

Regular Members present: Chair Andy Sanborn, Selectman John Olmstead

Alternate Members present: Tom Lynch, Jamie Holland, Kalena Graham (all seated as voting members)

Others present: Planning Board Assistant Stephen Laurin

Minutes of 10/7 – Selectman Olmstead made a motion to approve the draft minutes of 10/7. Kalena Graham seconded the motion and the motion passed unanimously.

New Business

a. Membership – Tom Lynch made a motion to nominate Kalena Graham as full Planning Board member to replace Don Bormes. Jamie Holland seconded the motion and the motion passed unanimously.

Old Business

a. Continued discussion of proposed Driveway Regulations – Fire Chief Paul Dexter and Highway Dept Director Johnny Van Tassel were in attendance; both have reviewed the final draft of the regulations and do not have concerns about any sections. The public hearing for the regulations is scheduled at the next workshop meeting on November 4th.

b. Short-term rentals – Chair Andy Sanborn asked Chief Dexter if he would like to pursue an ordinance for short-term rentals as discussed at a previous meeting. Chief Dexter responded that he hasn't been working on this but can do so when the PB is ready. He noted that this would be a life safety ordinance which does not require a vote by the legislative body. Kalena explained that Laconia has an application process for short-term rental owners; a \$250 fee is required every two years for rentals of 15 days or fewer. Tom asked if short-term rentals are often an issue in Sanbornton; Chief Dexter responded that there have been cases of single-family homes converted into short-rentals that have outdated smoke detectors, and renters may not know how to exit in an emergency if they are not familiar with the house. The PB will leave this item on the agenda for future work.

c. Commercial uses – Chair Sanborn stated that the commercial uses that have been drafted by the Planning Board will often fall into aquifer districts which already have restrictions, but the Board should finish this as it's close to being complete. Steve is working with LRPC on specific language related to the aquifer district that the Board can then review; this will provide a guide for conditional use permits in those areas.

d. Master Plan – Chair Sanborn has spoken with some residents that would like to serve on the Master Plan Committee including Kalena; he anticipates being able to start this in January. Steve asked which chapters need updating; Chair Sanborn responded that the group will update whichever areas the committee members feel are inadequate right now. He will research to see if there is literature on updating master plans.

e. Home occupations level I and II – Chair Sanborn asked if the language in the ordinance regarding home occupations is causing any issues for Steve; Steve responded that currently he is sending residents to the Planning Board if there is any question as to whether their business is level I or II and cleaning up the language would help in determining which level it is. Members agreed to keep this on the agenda for future work.

f. Nuisance ordinance – Kalena stated that any noise complaints in Laconia are referred to the Police Dept as they maintain their own noise ordinance. Selectman Olmstead stated that nuisance complaints are currently in the purview of the Selectmen and the Police; members agreed it should stay this way and do not want to pursue an ordinance. This will be taken off the list of future agenda items.

g. Cell tower ordinance – Steve noted that this ordinance needs to be cleaned up to be consistent with statute; since this is an ordinance change the PB should be involved.

h. Time limit for ZBA variances/exceptions – Steve explained that State statute has a time limit of 2 years for variance/exception decisions granted by the ZBA (RSA 674:33) but this is not referenced in Sanbornton's ordinance and should be.

Meeting adjourned at 8:53pm. The next meeting is scheduled for Thursday, November 4th at 7:00pm.

Respectfully submitted,
Audry Barriault