

**MINUTES**  
**Workshop Meeting**  
**Sanbornton Planning Board**

**Meeting Date and Time:** Thursday, November 4<sup>th</sup>, 2021 at 7:00 PM

**Meeting Place:** Old Town Hall, 19 Meeting House Hill Rd, Sanbornton

**Roll Call**

Regular Members present: Chair Andy Sanborn, Selectman John Olmstead, Will Ellis, Kalena Graham

Alternate Members present: Tom Lynch (seated as voting member), Jamie Holland

**Public Hearing on Draft Driveway Regulations**

Chair Andy Sanborn opened the public hearing at 7:03pm and asked for input from the public in attendance. Pete Drouin stated that he thinks some of the requirements in the draft are overreaching, including the requirements for turnarounds and passing lanes for emergency vehicles. He added that he thinks that there should be suggestions made to homeowners but not regulations. Rodney Martinez stated that he agrees with some of the regulations that are related to safety but doesn't think an entire driveway should be required to be brought up to standard if only a portion is being worked on by the homeowner. He also stated that he saw the draft ordinance by going into the town offices and he would like to see the public hearing postponed until he can make copies of the draft ordinance and provide copies to residents who may not be aware of it. Audry noted that the draft ordinance is on the website; Kalena added that a public hearing notice was also advertised.

Fire Chief Paul Dexter explained that many of the items in the regulations seem to be related to the Highway Department but they are actually due to NFPA standards; for example the grade of the driveway is important because water can only be pumped from a truck if it's below a certain angle. Line of site in either direction of a driveway is also important for emergency vehicles. He added that residents need to inform themselves about meetings and proposed regulations that may pertain to them and can sign up to be notified of these on the town's website. Highway Department Director Johnny Van Tassel reiterated that these regulations are for new driveways or substantially changed existing driveways.

Rodney Martinez asked if there is a fine for not being in compliance with the regulations if adopted and what the fine is; Kalena responded that the minimum fine according to RSA is \$275 but most municipalities send courtesy letters before a fine is sent.

Will Ellis explained that he has looked at what other towns have for driveway regulations and this draft is much more extensive than anything he's seen. He does not believe that homeowners will be able to afford to put in these types of driveways and shouldn't be required to if many town roads aren't in good shape or even passable at some times. Tom Lynch stated that he thinks it will be difficult to find middle ground between saving costs for homeowners while making sure that there are guidelines in place to protect their safety.

Chair Sanborn stated that his personal opinion is that a contractor should be able to read the regulations and know exactly what is expected of them; this will ensure that future homes being built in Sanbornton can be reached if there is an emergency and will not cause issues with drainage or public roads. He added that there are standards for rooves, plumbing and electrical work and is in favor of the same type of standards for driveways. He asked if members feel they can vote on the draft regulations tonight without changes; the consensus was that it needs more discussion. Jamie asked if the Town can require a homeowner to sign a liability waiver if they do

comply with these regulations, if they were to be voted in, and Chief Dexter responded that that is only allowed if residents live on a class 6 road.

Kalena stated that if the regulations need to be worked on further then the Board needs to know exactly what items need to be changed and the public needs to provide input if they want that to happen. She made a motion to postpone the voting to a future meeting; Tom Lynch seconded the motion and the motion passed unanimously.

### **Other Business**

**a. Minutes of 10/21/21** – Selectman John Olmsted made a motion to approve the draft minutes of 10/21 with corrections. Kalena Graham seconded the motion and the motion passed, with Will Ellis abstaining.

**b. Continued discussion re: short-term rental ordinance** – Chair Sanborn provided examples of short-term rental ordinances from other towns. Chief Dexter stated that the major issues he has come across with short-term rentals is lack of knowing where the properties are, lack of inspections, and lack of knowledge on the part of the homeowner when it comes to knowing what is required (CO2 detectors, smoke detectors, etc.). He noted that the State fire code is vague when it comes to rentals. Kalena asked how homeowners will know that there are short-term rental regulations they need to follow; Chief Dexter suggested providing new homeowners and real estate agents with a flyer that lists regulations in the town.

Chair Sanborn stated that if there is a fee to inspect short-term rentals then it needs to be high enough to cover the cost of all town employees involved. Will stated that he thinks the inspection should be free as he does not think people will come forward and want to pay it, especially small rentals in the woods. Chief Dexter stated that those are not the issue, it's more the houses on Winnisquam and now on Hermit Lake as well. He added that he has gotten very little pushback from homeowners looking to do short-term rentals, they are just not aware of the process but do care about the safety of renters.

Tom asked how the town would reach the homeowners already doing short-term rentals; Chief Dexter stated that they would need to do a media blitz and also reach out to property management companies who manage many of the properties on Airbnb. Kalena asked if Board members want detailed regulations or just a simple checklist with an application; Chair Sanborn stated that he would be in favor of the checklist with application. He asked if it can reference the state fire code; Chief Dexter responded that it can. Will stated that owner-occupied properties being exempt should be clearly spelled out in the regulations. Jamie stated that vacationers have life safety codes where they live, so it should be no different when they are renting someone else's house.

**Meeting adjourned at 8:45pm. The next meeting is scheduled for Thursday, November 18<sup>th</sup> at 7:00pm.**

Respectfully submitted,  
Audry Barriault