

Westmoreland Planning Board
October 8, 2024
Westmoreland Town Hall
Approved Minutes

Attending: Tim Thompson, Lauren Bressett, Alison Fissette, Bruce Smith, Kristen Riley
Excused: Liana Capra, John Stronk (alt.), Larry Siegel (alt.), Bill McGahie

Lauren Bressett called the work meeting to order at 6:30 pm.

The Process of a Site Plan Approval

Lauren mentioned changing the wording of the notice of decision to make it more clear that their site plan is not approved until the conditions are met. Pending approvals should remain on a list that the board goes over at each meeting.

Alison said that the board should set a time limit for conditions to be met.

Ordinance Reorganization

Bruce asked about the planning board budget and if we can allocate money towards paying SWRPC to reorganizing the ordinances. The budget is due the end of October, we will approve it at the next regular meeting. The estimate from SWRPC came in at \$5000 which folks feel is reasonable considering the amount of work it will entail.

NH Municipal association suggestions

Lauren Bressett went through the list of suggestions and told the board to mull them over to discuss further at a future meeting. She said that in the ordinances, the wording of the ADU definition could be tightened up. It could also be moved to the definitions section. Section 407.2.

Home Business Application

The group feels the following need adjusting:

- A. 2. Does the size of the plan make it easy to read and understand?
- C. 1. Are boundary lines, ~~approximate~~ *and setbacks*, dimensions & bearings shown?
- C. 2. Is the lot area in acres and square feet shown? Is the tax map and lot number shown? *Is the total frontage shown?*

New ordinances should be sent to NH building code committee to make sure the ordinance is in compliance with NH standards. (municipal video), maybe should go in our rules and procedures?

Lauren Bressett said that the town has not adopted the nh building code. The board should invite Larry Muchmore, the building inspector to come speak on this. The process is not simple and it is recommended that the town attorney is involved in the process.

Impact fees for development, is this in our ordinances now?

Lauren Bressett said that by state law, this is allowed. It would be better if they were defined ahead of time. There is no ordinance on impact fees so the board should have a discussion on if the town wants this. It could be a good question for the land use group meeting.

Site plan C/I, what should trigger a 3rd party review, should set threshold per (Municipal video).

Alison Fissette thinks there should always be a site visit. Lauren said that it can only happen after the site plan application is voted on as complete but that after that point, any board member can request a site visit and any complicated plan should entail one..

MDR tables- should we remove “professional office?” Maybe review all tables??

Alison Fissette noted that it is included in our home business category. This definition can be taken out.

Hearings for those who are currently in violation, should this be in the ordinances, it does not seem fair to pick and choose who this pertains to.

Lauren Bressett referred to Section 204, which seems to address this. She will verify that the attorney feels it is clear enough.

Septic setbacks? Should this be an ordinance? What is the states opinion?

The state has a 75’ setback but it was not honored in the last two plans approved by the state. Alison Fissette feels we should increase ours to 75’ from any boundary to be in line with the state regs. Lauren Bressett said the board should also add a definition for setback to the ordinances. Folks should research this.

Surveys, can we request total frontage be calculated on new surveys and noted along with area in sq ft and acres which is already required.

Alison Fissette suggests the board changes “frontage” to “total frontage” on the checklist.

Maybe we should have a faq web page, for common questions from residents?

Lauren said we can add Faq to the planning and zoning page. The only problem is that it could cause confusion and people would refer there rather than the ordinance book, which is where people should go for their answers.

Do greenhouses need permits?

Definitions are not clear. The board will ask Larry Muchmore on how he is currently permitting.

Tarp Garages

Lauren wants the board to look for definitions of this.

Selectmen asked for a comment/educational piece from the planning board, for the Westmorelander. Needs to be short and sweet.

Lauren suggests the board write up a blurb about the masterplan and why it is important.

Roadside Agricultural Stands

Temporary roadside stands for the sale of agricultural or forestry products raised on the property may be erected in any district as long as its location and parking does not create a public hazard.

Solar Letter

Alison suggested we add what an average home uses for solar.

Alison voted to adjourn the meeting. Kristen seconded that motion all voted in favor. The meeting adjourned at 8:31 pm. Recorded by Kristen Riley.