

**CANDIA PLANNING BOARD**  
**MEETING MINUTES OF September 4th, 2024**  
**APPROVED MINUTES**

PB Members Present: Tim D’Arcy, Chair; Brien Brock, BOS Representative; Rudy Cartier; Scott Komisarek; Kevin Coughlin; L. Carroll, Alt. (sitting in for Mark Chalbeck)

PB Members Absent:

Mark Chalbeck, V-Chair (excused)

Judi Lindsey (excused)

Mike Guay, Alt. (excused)

M. Santa, Alt.

\* Tim D’Arcy, Chair; called the PB meeting to order at approximately 6:30PM, followed immediately by the Pledge of Allegiance

**Old Business:**

- **Case #24-006 (Minor Subdivision):**

**Applicant:** Summit View of Hooksett, P.O. Box 299, Candia, NH 03034; Owner(s): Summit View of Hooksett, P.O. Box 299, Candia, NH 03034; Property Location: 113 Crowley Road, Candia, NH 03034; Map 414 Lot 2 **Intent:** *To subdivide the subject parcel (Candia Tax Map 414 Lot 2 & Chester Tax Map 11 Lot 28) as one lot, into three single-family, residential lots, each having area on both sides of the Candia/Chester Town line.*

T. D’Arcy: The history on this is the road is in disrepair. Offline, Stantec, Jeff, the Road Agent, and the applicant have had discussions about offsite improvements. We did receive a proposal from Stantec that has been approved by town counsel. This dollar amount does set precedence and so we need to be comfortable with it, as does the applicant.

The other thing I appreciate about this is that it is repeatable.

R. Cartier: Is there going to be a time limit put on when the road has to be done. If we did some other projects in the past.

R. Cartier: I don’t have a problem if the landowner wants to contribute. The main point is that we are charging an additional amount of money and there is no commitment from the town. There should be some kind of commitment on the part of the town so that those people and also the rest of the people on the road are not going to have a worse road.

B. Brock: To make it simpler we put a timeframe on the offsite improvements. It will get done as soon as we have the time and money to do it.

Kathleen Martel: Keith did have a meeting with Jeff and Bryan, and he was amenable to the process.

B. Brock: Would you be amenable to a time frame?

K. Coughlin: One thing that the applicant mentioned is: (Please reference Lines 161 – 166 of the 8.21.24 Planning Board Minutes)

R. Cartier: Let's take Crowley Woods, we said no, the whole road needs to be rebuilt and that was the only condition of approval.

S. Komisarek: I do agree that the town does have a responsibility.

B. Brock: I think two years is too short a time.

T. D'Arcy: So, if we are going to do three years. December of 2027?

R. Cartier: **Motion** to approve the application with two conditions: One: that the applicant pay \$20,145.85 for offsite road improvements on Crowley Road. Two: If the road is not improved by December 31, 2027, then the funds be returned to the developer. **Second:** S. Komisarek.

All were in favor. **Motion passed.**

### **Old Business:**

- InvestNH HOP Updates – Steering Committee – Cam Prolman

I will just state a few things. I did have a meeting the beginning of last week with Cam Prolman and Suzanne Nienaber from SNHPC, Bryan Ruoff, and Amy. Phase I would be Stantec looking at our ordinances and regulations. We can get that low hanging fruit. Get that all done by March. Get better footing and try to make some significant changes. I asked Cam and Suzanne to put together a GANTT Chart. We as a Board will hold them to accountable. People you would have expected to be against it two or three years ago...it's been an effective process.

- Nate Miller – Impact Fees

Nate Miller – SNHPC: I don't have anything for you. I am just here to here if you have any feedback or tweaks to the drafts. I am sure you all read through them. If there are any edits, changes, or tweaks. Anything you want to incorporate before we send these drafts before they go to public hearing.

R. Cartier: I talked to Nate about these impact fees two years ago.

N. Miller: We don't have anyone in the office who knows impact fees other than me, but it worked out fine. I want to get more staff that I can train to learn the impact fee process. It was great for me to sit under his learning tree. Bruce Mayberry is now happily retired.

R. Cartier: **Motion** to accept the drafts as presented for roads and public safety. S. Komisarek: **Second.** All were in favor. **Motion passed.**

Budget considerations for town planning and impact fees. \$8,500 school and solid waste impact fees.

N. Miller: We will put a contract together.

R. Cartier: One thing to keep in mind, you are going to have to figure out what to spend the money on next.

N. Miller: I did email you. I asked our staff about campgrounds. Campgrounds by special exception.

Review of campground regulations from nearby towns. Discussion on economic feasibility of new campground regulations. Consideration of state regulations affecting agritourism and campgrounds. Health requirements for campgrounds and state compliance discussed. State health requirements for campgrounds mentioned. Definition of a campground according to state regulations. Water supply provisions for recreational campgrounds discussed. Mention of campgrounds with limited services and water access.

Preparation for public hearing and presentation details discussed. Public Hearing for Impact Fees to be scheduled for Wednesday, September 18th @6:30PM

Housing market challenges and rising costs highlighted. Local control and housing crisis importance emphasized.

Budget discussion focusing on various line items and adjustments.

R. Cartier: We currently don't have any justification for the 3-acre minimum. If we ever got challenged on it, we would lose.

Need for studies on soil types and building lot regulations mentioned. Proposal for engineering study to assess land capabilities discussed.

### **Other Business:**

- Regulations
- Town Planning

ADU Discussion.

Discussion on accessory dwelling units (ADUs) and zoning regulations.

Clarification on special exceptions and planning board roles in permits. Discussion on special exceptions going to the zoning board. Property destruction requires a new special exception for rebuilding.

Regulations for accessory dwelling units include size and occupancy requirements. Architectural enhancements must maintain aesthetic continuity with primary dwellings. Proximity requirements for detached units set at 75 feet. Discussion on shared driveways and existing entrances for accessory units. Plans to hold a public hearing for feedback on proposed changes. First Planning Board Meeting in October.

K. Coughlin: We are going to be presenting this as a warrant article?

(Collective) Yes.

Any other matter to come before the Board.

- Approval of Minutes, 8.7.24

S. Komisarek: **Motion** to accept the meeting minutes of 8.7.24 as amended. K. Coughlin: **Second**. L. Carroll and R. Cartier abstained. Everyone else in favor. **Motion passed.**

T. D'Arcy: Reads Bob Donovan's letter read into the record regarding permits.

*"I read the minutes of the August 7<sup>th</sup> Planning Board meeting. I just want to clarify the reason 23 Main Street was shut down. A foundation company was there setting up to start the footings, He was shut down due to there being NO permits pulled for the work to start, it had nothing to do with the plans. I don't know if you can clear this up so it would be in the minutes.*

*Thank You."*

*Robert Donovan*

*Building Inspector/Code Compliance & Health Officer*

Approval of Minutes from 8.21.24, postponed.

**Motion** to adjourn K. Coughlin. **Second:** L Carroll. All were in favor. **Motion passed.**

Meeting adjourned at 7:55PM.

Respectfully submitted,

Amy M. Spencer

Land Use Coordinator

cc: file