

Present: Patty Chaffee - Chair; Gabe Bailey - Vice Chair; Jeremy Wood - Ex-Officio; Alissa Bascom; Dick Lincourt; Alan Putnam

Alternates: Rosie Smith-Hull; Keith Weed

Absent: Doug Neill; Robert Meier; Sharon Francis

Public: Tom Cobb; Joe Cobb; Bill Rescsanski

Staff: Liz Emerson

Patty Chaffee called the meeting to order at 7.00 pm

Minutes of the meeting of July 6th: Changes: Dick Lincourt: Page 1, para. 6, line 3 change from “which has conservation protection” to “which is in conservation.” Page 2, para. 1, line 1 add title to John Kallfez’ name to read “John Kallfez from NH DOT” Page 2, para. 6 line 2 add “site plan and subdivision” to read “rectify site plan and subdivision violations.”

Liz Emerson on behalf of Sharon Francis: page 1 para. 6 last line add “Sharon Francis stated if Mr. Young is indeed going to operate a campground, he must come before the Planning Board with a site plan application.”

Motion by Jeremy Wood to accept the minutes, seconded by Dick Lincourt. All in favor, motion passed.

Agenda Review: Matt Blanc, CEDA representative was not present. We will reach out for him to come in the future.

Applications: Patty Chaffee asked for Liz Emerson to present the sign application from T Cobb Services LLC. Liz Emerson presented the application. The Selectboard has approved the sign location to be in the Town’s right of way. The sign will be lit by solar lights that will be shielded from the oncoming traffic.

Jeremy Wood asked for clarification on the sign height from the ground, would it be 8 feet? Tom Cobb stated it would be 8 feet off the ground to not cause line of sight issues. Gabe Bailey asked where the sign was going to be located. Tom Cobb said it will be located on the north side of the green space that the Town just installed in front of Cobb Co. LLC.

Dick Lincourt asked about the illumination hours saying dusk to close. Tom Cobb stated in their site plan approval, it doesn’t have closing hours because if they are doing a game tournament and are there until 2 am then the lights will be on.

Dick Lincourt asked if the sign will protrude into the traffic way. Liz Emerson stated the green space is roughly six feet wide and the proposed sign is four feet wide. Tom Cobb stated he would like to put the sign as close to Main Street as possible.

Jeremy Wood asked for the signature at the bottom of the application to be dated before approval. Liz Emerson will date the signature line.

Patty Chaffee asked if the applicant could turn the solar lights on and off. Some solar lights don’t have this feature. Tom Cobb stated he will be able to control them. He may need to have a battery back up on the lights due to a lack of sun. These solar lights will be LED but they will be nothing in comparison to the bright LED street lights that have been installed.

Motion by Jeremy Wood to accept this sign permit application as complete, seconded by Gabe Bailey. All in favor, motion passed.

The sign permit application was approved.

Patty Chaffee moved the meeting to continued business. Liz Emerson stated she has created a survey from the recommendations in the master plan chapters that have been drafted. She will be sending it out on Wednesday to the Planning Board for review. Patty Chaffee stated after some research the best avenue for this in-depth survey would be with Google Docs as it doesn't limit the amount of questions asked or responses received. Alissa Bascom asked if there is a way to gauge a person's top three choices. Patty Chaffee added; their top three choices should be from the questions asked in the survey, not just their top three ideas in general. Liz Emerson stated at the end she could add a paragraph question asking; "Out of the questions asked, which would be your top three choices to be done first?" Gabe Bailey said it's tough to fill out those types of surveys because it's sometimes more than just a yes or no answer.

Patty Chaffee stated she would like to have the Planning Board vote on the survey at the August 3rd meeting, have it out to the public on the 4th, have responses due at the end of August, review the responses at the September 7th meeting, make any necessary changes and have a draft of the master plan ready for September 21st.

Liz Emerson visited Rev's and dropped off a sign permit application. Rev's plans to return it by the end of this week. Alissa Bascom noted that Rev's has taken down the banners on the fencing out front.

Dick Lincourt shared; the Conservation Commission and the Upper Valley Lake Sunapee Regional Planning Commission have completed the Charlestown Natural Resource Inventory (NRI). This is an information packed document. There will be copies available at the Library and the Town Hall. The Conservation Commission will have a limited number of copies printed as they are expensive to produce.

Master Plan: Land Use Chapter Dick Lincourt began presenting the Land Use Chapter by thanking all the members on the task force. This chapter was created by compiling the recommendations from all the master plan chapters. There are many recommendations that require land use changes and others that do not. One of the recommendations that would need a land use change comes from the Natural Resources chapter in creating a steep slopes district. A twenty-five percent slope may not seem steep until you build a house on it. One example of a recommendation that doesn't need a land use change would be the requirement of mobile homes being moved into Charlestown can not be more than five years old. Dick Lincourt continued on to NH RSA 79-E and this may be something the Town would like to adopt. There was a general discussion pertaining the requirements for 79-E and how it would work for the Town. Another recommendation for a land use change would be to change Zone E's 1-acre minimum lot size to 2-acres. There was a general discussion if increasing the minimum lot size would be beneficial or not. It was determined these ideas would be taken on in greater depth at the master plan task force meeting. Dick Lincourt continued; the new wave of tiny homes coming to New Hampshire and this is something we must prepare for. There are some recommendations that will change our site plan regulations, subdivision regulations and Zoning Ordinance. Dick Lincourt finished his presentation.

Patty Chaffee and Liz Emerson turned the meeting to focus on tiny homes. A general discussion ensued on how to control tiny homes and tiny home developments. Patty Chaffee spoke to changing the zoning and allowing such things in certain areas. A tiny home built today is no cheaper than purchasing a new mobile home.

Liz Emerson stated she read an article about the purchase of Connecticut River Mobile Home Park (now named Tiny Home Village). The current owner is taking out dilapidated mobile homes and plans to replace them with tiny homes. How the regulations are written today, there is not much the Planning Board can do about this situation.

Patty Chaffee stated we should categorize these tiny homes the way we do mobile homes. If it's built on a chassis once the tiny home is in place, the axles should be removed and the building tied down to a foundation or slab.

Alissa Bascom asked if a person were to buy five acres of land and install a tiny home, would it be okay for them to take it to Florida during the winter. A general discussion ensued, as the regulations are written today, a mobile tiny home, meaning still having the axles attached; they would be categorized as a camper or recreational vehicle and would have to follow those regulations. Liz Emerson shared how other communities are controlling tiny homes and the changes in the building code for dwellings 400 square feet or smaller.

Bill Rescsanski questioned if a tiny home would come close to the breakeven analysis amount of \$111,000. There was discussion on the cost of tiny homes and their appraisal. It is believed if a tiny home is appraised at approximately \$80,000 and the land is appraised around \$26,000 then the tiny home would come close to the breakeven amount. Patty Chaffee stated the first acre of land is the appraised the highest because that acre usually contains water and sewer or septic. It was discussed that there are already homes in Charlestown that could be considered a tiny home.

Liz Emerson continued talking about Tiny Home Village. Jeremy Wood questioned if it would be allowed for the owner to bring in multiple tiny homes for one slab foundation. Liz Emerson stated that property is approved for a certain number of dwellings. The owner would not be allowed to go beyond that number unless the owner applied with a site plan application to increase the number of dwellings and the Planning Board approved it. Gabe Bailey asked for an update on the Tiny Home Village property and if the scrap metal being cleaned up. Liz Emerson has not touched base with the owner yet. The metal is moving, but it doesn't appear to be any cleaner.

Alissa Bascom asked if a tiny home could be an accessory dwelling unit (ADU). Patty Chaffee stated the current regulations read; you may have an ADU, but it has to be on the same contiguous foundation as the primary dwelling. A tiny home could be an accessory dwelling unit, as long as it is on the same foundation as the primary house.

Master Plan Subcommittee: Liz Emerson handed out the Community Facilities and Natural Resources chapters to the task force members. She has made the changes they discussed at the last meeting. The task force will take one last look at the chapters before they are considered the final draft ready for public review. Their next meeting will be Thursday July 22nd at 5:00pm at the Town Office.

With no further additions to the meeting.

Motion to adjourn by Jeremy Wood seconded by Gabe Bailey, meeting adjourned at 8.17pm.

Respectfully Submitted,
Liz Emerson
Staff