

KENSINGTON PLANNING BOARD MEETING
at Kensington Town Hall Meeting Room, 95 Amesbury Rd, Kensington, NH
WEDNESDAY December 15, 2021 – 7:00pm
Minutes – Approved 1/19/2022

In attendance: Mike Schwotzer, Member; Mary Smith, Vice Chair; Josh Preneta, Member; Bob Solomon, Selectmen's Representative; Glenn Greenwood, Planner;

At 7:05pm Mary called the meeting to order.

Mary noted that Janan Archibald has resigned as an Alternate Member. The Board discussed recruiting new alternates.

Mike stated he is resigning from his position as the Planning Board's representative to the Heritage Commission. He noted that there would be a vacancy for this representative position. He explained that the Heritage Commission raises funds for projects in town such as historic buildings and are also interested in creating a Town Center and a charrette. He stated they also review historic building inventory regarding the master plan.

Mary stated that the Cistern Easement for 152 Drinkwater Road was prepared for signing.

At 7:14pm Mike made a motion that the Board approve the Cistern Agreement for 152 Drinkwater Road and the Vice Chair be approved to sign for the Board. Josh seconded. All voted in favor. The motion passes.

Mary noted Glenn's suggestion for moving the Article IV Site Plan language that is referenced in Article III Subdivision Regulations to that document. Mary described the scale that is listed on the Subdivision Checklist which was discussed regarding the Subdivision Regulation. Glenn noted that 1" to 50' was a detail that was useful for stormwater management and for a site plan and was typical. Mary asked about Final Plat and Construction Standards that are described in the Subdivision Regulations. Glenn explained that the Final Plat submittal list is a comprehensive list that shows the requirements for final plans to be recorded at the registry. He described what the Registry is looking for and also suggested that the requirements be listed in the regulation. Mike noted that plan sets could include more detailed information than the plan set recorded. Glenn felt the Town should be guiding the applicant as to what is necessary for a Final Plat. Mary asked about the Subdivision regulations referencing construction standards in Article IV. Glenn suggested removing that sentence and replacing it with its own language. Mary asked whether a public hearing was necessary for any of these changes. Glenn noted that for substantive changes there would have to be a public hearing such as changing 90 days to 65 for the Final Approval language. The Board discussed the path forward to finalize the regulations for a hearing.

Mary described completing the Subdivision Regulations as a goal for 2022. Glenn stated that it would also be a good idea to review the Article IV Site Plan documents at the same time. Mike mentioned the Master Plan had not been reviewed in quite a while and it would be good to check which sections need updating. He noted that Selectmen have been discussing impact fees. B. Solomon stated a Master Plan was a precursor to a Capital Improvement Plan. He discussed impact fees. Glenn stated he felt the Capital Improvement Plan was a great way for the town to spread costs over 6 years. He stated he was not in favor of an impact fee. He felt that the Capital Improvement Plan and tax rate should be used

instead. He also explained that a Master Plan and Capital Improvement Plan have to be in place first before impact fees can be used. The funding of the Capital Improvement Plan was discussed. The work involved in creating a Master Plan and who would do the work was discussed.

Impact fees were discussed. The Board discussed the status of the Buildout Analysis. Glenn explained that the RPC representative had to attend a Planning Board meeting and therefore it would be necessary to encumber the funds.

At 7:47pm Mike made a motion that the Planning Board request the Board of Selectmen to encumber the funds for the buildout analysis so that it can be completed and paid for in 2022. Josh seconded. All voted in favor. The motion passes.

At 7:51pm Josh made a motion to approve the meeting minutes from the November 17th meeting. Bob seconded. Bob, Josh, and Mary voted in favor. Mike abstained. The motion passes.

At 7:52pm Mike made a motion to adjourn. Josh seconded. All voted in favor. The motion passes.