

KENSINGTON PLANNING BOARD MEETING  
at Kensington Town Hall Meeting Room, 95 Amesbury Rd, Kensington, NH  
TUESDAY March 16th, 2021 – 7:00pm  
Minutes – Approved 4/20/2022

In attendance: Vanessa Rozier, Chair; Mary Smith, Vice Chair; Michael Schwotzer, Member; Marty Silvia, Alternate Member; Bob Solomon, Selectmen's Representative; Glenn Greenwood, Planner.

At 7:00pm Vanessa Rozier called the meeting to order.

Lynne Monroe, the Chair of the Heritage Commission spoke to the Board about preservation work that she has done in Rockingham and Strafford Counties and of a manual inspired by this work. She described preserving community character, historic and master planning, and ways to use the resources historic preservation. She discussed with the Board the relationship between the Master Plan and the Heritage Commission and how she would like these things to work together. She stated she hoped to make a subcommittee where the Planning Board could work with the Heritage Commission. Ms. Monroe also noted the Heritage Commission needs a new representative from the Planning Board as Mike Schwotzer had to step down. Mike described his role as a Heritage Commission member. Vanessa noted there is a potential for collaboration. She stated Conservation Commission meetings are the 4<sup>th</sup> Wednesday of each month. Bob noted that the relationship between the Planning Board and Heritage Commission as a critical liaison role. Vanessa noted that the Planning Board is looking for alternates. Glenn felt that Historic Resources is a weak area of representation in Master Plans. Vanessa described a community survey and noted that the Heritage Commission could help put together questions for the Master Plan.

**At 7:11pm Mike made a motion for Marty Silvia to act as a Full Member for the duration of the meeting. Bob Solomon seconded. All voted in favor.**

Vanessa read the application for Suzanne Concannon with a physical location of 7 Bartlett Road, Kensington, NH further identified as Map 4 Lot 33-20, has submitted a Conditional Use Permit Application for an Accessory Dwelling Unit in accordance with Article III, Section 3.2.3 of the Zoning Ordinance for the Town of Kensington.

Mike noted that section B on the ADU application should state that detached units are allowed.

**At 7:14pm Mike made a motion to continue the application for Suzanne Concannon for an ADU until Wednesday April 20<sup>th</sup> at 7:00pm. Mary seconded. All voted in favor.**

Vanessa noted that she and Mary had not had a chance to look at the comments that Vanessa had made for the Subdivision Regulations. This will be addressed at future meetings.

Vanessa explained that Glenn had brought slides to explain the steps involved in creating a Master Plan and how they work legally in the state of NH. Glenn described that the Board is, in practice, trying to write a policy document for the town. He noted that there is no regulatory impact and it is an advisory document about the town that should cover as many areas of interest as possible. He noted that the regulations should be reflected in the Master Plan, otherwise it could subvert the ordinance. He described the vision section as goals for the community and should reflect goals identified by residents.

Glenn stated that there should be an existing and future land use section which should show improvements to the Town using goals from the vision section from talking to residents to find out what they think is important. Mike noted that the buildout analysis shows what is on the ground now and stated that was a starting place for the Board. Bob asked about a survey and the Board discussed what the Town would be looking for. Glenn felt that it was good to do the survey. Bob asked what would happen if the sections were largely the same and Glenn felt that changes should be made to the plan if they are significant. He felt it should be to see what information is dated and make changes as necessary. Mike felt the Board should focus on weaknesses in the Master Plan. Vanessa discussed the future land use section and how it would affect future regulations. Mike noted that land use has been minimal or minor over the last 10 years. Bob asked about having different visions for different areas of town. Glenn showed a slide the suggested other elements of a Master Plan. He noted that one option that is underutilized is the neighborhood plan section. He felt that downtown is one area that would be represented in that area and that the Master Plan could have elements of the charette in it. He discussed the neighborhoods that Lynne Monroe had suggested and that residents could be asked about areas of the town that feel special to them. He felt it was worth talking about the differences between areas of town. Glenn noted that people's homes are their finance centers, which he expanded on and explained that many people are working from home now. He felt the plan should talk about the change to home centric life. Mike felt that another factor was aging which keeps older people in the area and those people stay home more. He noted that neighborhoods used to revolve around having multiple schools. Glenn noted that the RPC could be involved but felt that with the right people the Master Plan could be created by the Board and Kensington residents. He noted the implementation section and how the policies are carried out and how to give direction to volunteers.

Glenn stated the Town needs a Master Plan to have zoning ordinances. Glenn then discussed the adoption procedure as the Planning Board's responsibility but that they should get as much input as they can from Town residents. Mike asked if the plan could be done in sections. He noted a review, the vision section and goal making process would be where to begin. Vanessa asked about maps that Glenn mentioned. Glenn noted that some roads have changed but things like wetlands and floodplains would not have changed and explained that the Board can be selective about what it gets for help from the RPC. Mike asked if Glenn could do a rough review and present it to volunteers to work on the sections of the master plans between meetings to bring to future meetings.

The Board discussed original documents for the Master Plan and finding those documents. Vanessa felt there should be a subcommittee to form a survey. She noted the subdivision regulations and site plan regulations and asked if the master plan is something the Board wanted to tackle now. Mary felt that the survey could take some time. The Board discussed the charette, which Mary felt could be used to give some direction towards the survey. Vanessa discussed reaching out to other committees to get their input. Mike noted that the Planning Board should get to the point where the regulations can be published again and also felt it should work on the Master Plan. Glenn asked if the committee could have residents other than Planning Board members on the committee. Mike felt that would be a good idea. Vanessa felt the Planning Board should determine what the committee should consist of which Mike noted might depend on what section was being worked on. Glenn felt that the Board should be clear about how many members and who represents each section.

Mary felt that the various Town committees should see the current surveys and ask what they would like to add to it. Glenn noted asking committees if they had done public outreach. The Board discussed

the survey and noted that it would be good to alert other boards and committees. Marty asked if there were similar towns that had done surveys.

Mike recommended the Chair sends out an email to the other members to get their response to the Master Plan discussion. The Board discussed what people want from the town and possibilities there. Marty asked about what the response rate was on the last survey. The Board discussed different ways to distribute the survey.

Vanessa addressed the buildout analysis and asked the Board if they had specific feedback for Robert Pruyne. Mary asked about conservation land which the Conservation Commission recorded as 1,699 acres but GRANIT shows 2,155 acres. Glenn felt that may be because GRANIT is including land the town is stewards of and land that others are stewards of such as SELT. Bob Solomon asked about land between Route 84 and 150 regarding unit buildout which currently shows 2 lots in the analysis. Mary asked about fully constrained and absolutely constrained lots. The Board discussed parcels they felt needed review. These questions will be posed to the RPC for review.

**At 8:30pm Mike made a motion to approve the new additional plan provided by Crow's Feat Farm for the purposes of recording only. Mary seconded. All voted in favor.**

Mike made a recommendation to correct the minutes to reflect Bob Solomon as the Selectmen's Representative. Glenn noted that the Board of Selectmen would have vote to appoint an alternate for the Selectmen's Representative if there is to be one.

**At 8:40pm Mary made a motion to approve the minutes of February 16<sup>th</sup> with Mike's edits. Bob seconded. Mike abstained. Mary, Bob, Marty, and Vanessa voted in favor. The motion passes.**

Bob suggested having the Master Plan be a recurring agenda item.

**At 8:42pm Mike made a motion to adjourn. Marty seconded. All voted in favor.**

Respectfully Submitted,

Andy Clarke