

**KENSINGTON, NEW HAMPSHIRE  
PLANNING BOARD  
Wednesday, October 18, 2023, 6:30 P.M.  
At Kensington Town Hall 95 Amesbury Road, Kensington, NH  
Meeting Minutes**

The chairperson called the meeting to order at 6:30pm.

In attendance: Vanessa Rozier (chairperson), Justin McLane (vice chairperson), Marty Silvia, Mary Smith, Aaron Fenton, and Glenn Greenwood (town planner)

**NEW BUSINESS:**

- None

**UPDATES ON PRIOR BUSINESS:**

- **2024 Warrant Articles**
  - The board discussed the change to Article 8, Section 8.1.A of the zoning ordinance (building permits). V. Rozier read the proposed change to the ordinance. The board discussed the proposed change of \$2000 to \$3000 as a requirement for a building permit. J. McLane noted the contradictory language in that section of the ordinance.
  - The board discussed the proposed change to Article VIII, Section 8.1.B of the zoning ordinance. The board discussed “in-kind” repairs, and how requiring a building permit for anything costing greater than \$2000 contradicts 8.1.B.
  - J. McLane suggested voting on the two proposed changes separately. G. Greenwood stated that the two proposed changes would most likely be two different ballot measures.

**MOTION: M. Smith motioned to amend Article VIII, Section 8.1.A.1 for a warrant article vote. M. Silvia seconded. 4 in favor, 1 opposed (McLane), no abstentions.**

**MOTION: M. Smith motioned to amend Article VIII, Section 8.1.B.2 for a warrant article vote. M. Silvia seconded. All in favor, none opposed, no abstentions.**

- J. McLane explained that the reason he was opposed to amending Article VIII, Section 8.1.A.1 was based on the building inspector’s recommendation to leave the threshold for applying for a building permit at \$2000.
- M. Smith mentioned communications between board members via email. The board briefly discussed the importance of not communicating to a quorum of board members and agreed that channeling communications through the land use administrative assistant is best practice.

○ **Master Plan Survey**

- J. McLane stated that he read through the survey and eliminated anything he felt was outdated. He also explained that he did some editing to make the survey simpler and more user friendly.
- V. Rozier stated that she has heard concerns about speed limits and walkability, with better signage for pedestrians and cyclists. She said that getting feedback would be beneficial before going to the Select Board. M. Silvia also expressed concerns about speeding and pedestrian safety. G. Greenwood mentioned signage that reminds drivers that pedestrians are there. M. Smith raised concerns about enforcement.
- J. McLane suggested working on ways to improve walkability and overall safety.
- M. Smith discussed clarifying the noise ordinance.
- J. McLane suggested a survey question addressing increased traffic and safety enforcement in the town.
- M. Smith asked about the procedure for code enforcement complaints. V. Rozier stated that people don't have to go to the select board, and that the building inspector is the designated code enforcement officer.
- A. Fenton asked if enforcement is something to be included in the survey. G. Greenwood stated that the survey is all encompassing for the town.
- M. Smith asked about the timeline for completing the survey. She suggested disseminating the survey to the other boards in town.
- V. Rozier asked M. Silvia to send the updated survey language and have the land use administrative assistant disseminate them.

**Approval of Minutes from October 4, 2023**

**MOTION: M. Smith motioned to approve the minutes of October 4, 2023, with the addition of "J. McLane closed the public hearing" at line 64 of the minutes. 4 in favor, none opposed, 1 abstention (Rozier).**

**Any other business brought before the Planning Board.**

- The board discussed administrative procedures, planning board staffing, and potential board leadership changes in the future.
- V. Rozier stated that she will communicate to the land use administrative assistant to circulate NHMA workshops when they come up.
- The board discussed delivery of hard copy meeting packets and agreed that in-person delivery a week before a meeting would be best practice.
- The board discussed outstanding minutes that need to be approved.
- The board discussed warrant article language that pertains to ADU's and square footage, and if stairs should be included. V. Rozier stated that that she feels it should be left up to the interpretation the board as to whether it's part of the unit. C. Fenton suggested using "the common path of traffic" to determine where the ADU begins when considering square footage.

**Next Regular Monthly Meeting:**

- **Wednesday, November 1, 2023, at 6:30pm**
- **Wednesday, November, 15, 2023 at 6:30pm**

**Adjournment**

**MOTION: M. Silvia motioned to adjourn the meeting. M. Smith seconded. All in favor, none opposed, no abstentions. The meeting adjourned at 7:49pm**

Note: The order of the agenda is subject to change without notice.

**APPROVED**