



**Salisbury Planning Board
Approved Meeting Minutes
Public Meeting • Academy Hall
November 20, 2023
6:30 p.m.**

Joe Schmidl, Chair (2026)	Present	Loretta Razin, Member (2024)	Present
Jeff Blanchard, Vice-Chair (2025)	Present	William MacDuffie III, Member (2026)	Absent
John Herbert, Member, Ex-Officio (2026)	Present	David Hostetler, Alternate (2024)	Present
Jeff Nangle, Alternate (2026)	Present	Joe Landry, Alternate (2025)	Present
David Kelly, Alternate (2026)	Absent	April Rollins, Town Administrator	Present
Jim Hoyt, Alternate Ex-Officio (2024)	Absent	Jennifer King, Recording Secretary	Present

Resident Wayne Goulet, Bill MacDuffie Jr. and Building Inspector Chuck Bodien attended the meeting at Academy Hall.

Chair Schmidl opened the meeting at Academy Hall at 6:30 p.m.

Chair Schmidl appointed alternate member Jeff Nangle as a voting member for this meeting.

OLD BUSINESS

Approval of Minutes

The Board reviewed the minutes of November 6, 2023.

Discussion: Vice-Chair Blanchard noted that a decision was not actually made regarding temporary camping, as there was no motion made. After some discussion, it was determined that it was an informal decision and that no adjustment to the minutes was warranted

John Herbert **motioned** that they approve the minutes as submitted.

Loretta Razin **seconded** the motion which passed successfully.

Public Hearing

A Public Hearing was held to review the proposed addition of Administrative fees to the town's Building Department fees.

Chair Schmidl opened the Public Hearing at 6:38 p.m.

Chair Schmidl read through the proposed fees as had been previously discussed:

- a. Detached accessory structures under 200 sq ft: \$25.00 per inspection; adding additional \$25.00 admin fee
- b. All other detached accessory structures: \$50.00 per inspection; adding \$50.00 admin fee
- c. Living space additions: \$60.00 per inspection; adding \$60.00 admin fee
- d. Single family dwelling: \$200.00 for permit, adding \$1000.00 admin fee
- e. Multi-unit dwellings: \$400.00 for permit, adding \$1000.00 admin fee
- f. Work not included above: \$25 fee and \$25 per inspection (no change; no admin fee applies)
- g. Schools, municipal buildings and nonprofits are exempt.

No members of the public had a comment on this subject.

Chair Schmidl closed the Public Hearing at 6:44 p.m.

Private Residential Camping Ordinance

The Board reviewed edits made to the camping ordinance by Chair Schmidl based upon previous Board discussion.

The Board discussed the distinction between Temporary Camping and a resident that wants to pitch a tent in their yard for the night.

The Board noted the following adjustments:

- After some discussion, the Board was in consensus to strike Item B: Seasonal Camping because they already have a line that states that the camping unit cannot serve as a substitute for a permanent residence.
- TA Rollins confirmed that they are also striking the word 'consecutive' from the camping definitions (from the definition of Temporary Camping on page 1, and on page 2 under Section C Temporary Camping, item b and Section D Extended Camping, item b).
- Items G and H are meant to be subsections of Item F.

Vice-Chair Blanchard asked about the 'state and local requirements' mentioned in *Section A. Camping-General Item d* and questioned if there are local requirements that are different from what they have here. It was determined that local requirements would refer to pertinent regulations listed elsewhere in the town building codes.

Joe Landry suggested they remove the second sentence from *Section A. Camping-General, Subcategory d*: about having to collapse any tents on the property when not in use. He doesn't feel that part is going to be appealing to voters.

After an informal vote, the Board was in consensus to strike the sentence pertaining to the requirement of folding all tents on the property outside of the camping season.

Resident Wayne Goulet asked about the terms of extended camping; he is still unclear about what would pertain to renters on a property living in a structure separate from the main residence. Chair Schmidl said that *Section A. Camping - General, Subcategory b* is intended to cover that sort of scenario.

Vice-Chair Blanchard noted a grammatical change in *Section A Camping - General, subcategory d* (should read "connected *to* utilities")

TA Rollins suggested they change the format of the bulleted items for easier reference. Loretta Razin suggested that they change the lettered sections to numbers (instead of A-E, it will be 1-5), and keeping the subcategories set as lower-case letters.

Vice-Chair Blanchard asked if they decided to increase the camping permit fee, is there an easier way to do that without having to wait for Town Meeting? TA Rollins stated that they are statutorily required to bring changes of that sort before Town Meeting.

Chair Schmidl reviewed revisions made to the permit application:

- Added the types of camping and types of camping facilities. He did not add a place for a 'map', hoping that an explanation on the application would be sufficient with the option to add a diagram on the back of the form if needed.
- Retyped the Applicant's Signed Statement, adding that the permit is void upon violation.
- He included a spot for the Building Inspector / Health Officer to note pertinent details, plans for sanitary provisions, etc.

Discussion occurred regarding when the permit fee is collected. TA Rollins confirmed that the fee is collected upon signed approval by the Building Inspector/Health Officer.

Discussion occurred regarding the definition of "mobile home" as opposed to a "motorhome." Chair Schmidl will update the language on the permit application from "mobile home" to "motorhome/RV."

After extensive discussion, the Board determined that the legal owner of the

property is the person who should be allowed to apply for the permit. Chair Schmidl said they will need to update Item F of the ordinance to state only landowners may apply for a camping permit.

Also removed “The Applicant” from item 1 of the *Applicant’s Signed Statement* on the permit application.

John Herbert **motioned** that they approve the draft as amended for legal review.

Loretta Razin **seconded** the motion.

Discussion: Vice-Chair Blanchard doesn’t agree that they should be voting on sending a draft for review until all amendments have been made so they can see what they are voting on. John Herbert said that the concern is that they are running out of time to have this ready for Town Meeting.

Vote: successful with 1 (Blanchard) opposed.

Public Hearing

A Public Hearing was held to review the proposed changes to the Subdivision Regulations (addition of Special Flood Hazard Areas language created by FEMA to Section V, under Natural Features/Environmental Constraints).

Chair Schmidl opened the Public Hearing at 7:03 p.m.

There were no comments from the public on the proposed changes

Chair Schmidl opened the public hearing at 7:03 p.m.

John Herbert **motioned** that they accept these changes to the Subdivision Regulations as presented.

Loretta Razin **seconded** the motion which passed successfully with none opposed.

Other Business

Jeff Nangle told the Board about observations that he has made regarding traffic patterns outside his house on Route 4 on the weekends (Friday through Sunday). He noted the highest traffic counts heading north on Friday and south on Sunday. This traffic is not residential and rarely observes the posted 35 mph speed limit. He would like to propose that they put in a bike lane within the existing easement on NH Rte. 4 or perhaps a bike path to get bike traffic off of Route 4. Chair Schmidl feels that narrowing the road with a bike lane will assist in slowing traffic down. It is something they can consider in future road project requests to the state and also as they begin the process next year of updating their Master Plan.

The next Planning Board meeting is scheduled for Monday, December 4, 2023 at 6:30 p.m.

Adjournment

Loretta Razin **motioned** to adjourn the meeting.

John Herbert **seconded** the motion and the Board voted to adjourn at 7:42 p.m.

Respectfully Submitted,
Jennifer L. King
Recording Secretary