

JACKSON PLANNING BOARD
MINUTES – September 12, 2019 – REGULAR MEETING
- UNOFFICIAL UNTIL APPROVED

Call to Order: Bill Terry, Chair, called the meeting to order at 7:07 pm. Attending were Members Bill Terry, Scott Badger, Sarah Kimball, Chris McAleer, Kathleen Dougherty, Selectmen's Representative Barbara Campbell. Alternates Dave Campbell and Betsey Harding attended, and Bill stated that Betsey would be a voting member. Dick Bennett and Alternate Huntley Allen. had informed the Chair that they would be unable to attend. In the audience were Jerry Dougherty III, Pat Mason, North Country Council Planner Danica Melone, Town Building Inspector Kevin Bennett, and Hank Benesh who was making an audio-visual recording of the meeting.

Minutes of August 8th: Scott moved and Chris seconded approval of the minutes; they were unanimously approved.

PUBLIC COMMENT: None

Proposed Zoning Ordinance Review by North Country Council: Danica Melone had sent a draft of her proposed work on the Zoning Ordinance, giving time for member review of the work to date. As she explained at the outset, considerable work had been done to reformat the document in accordance with Microsoft Word formatting, making it easier to re-work or update in the future. Scott asked if Danica could provide us with a document showing what has been changed; she will forward that to Bill. Danica commented that the current document was suitably written, using proper legalese. Danica distributed two possible versions the Board could choose from to ensure understanding of the ordinance: 1) separate pages, opposite-sided, with the ordinance on the left and a "translation" on the right, or 2) bubbles providing some explanation. She also suggested that the Board could add an appendix giving a quick review of Zoning Ordinance specifics, but indicated that such an addition would require a warrant article. However, we could have available our traditional Zoning Ordinance without the bubbles or an appendix, and then another version, with both bubbles and appendix, which could be widely distributed. Scott suggested asking the office staff what they believe would be most useful. Kevin commented that an appendix could be very helpful to both homeowners and builders. Board members concluded that a bubble and appendix seems to be the best choice. Betsey inquired if North Country Council could also re-do our Zoning Map using such a program as NH Granit, permitting people to view the map on a computer, allowing increased pinpointing; another staff member at NCC could do that. Danica will send that information to Bill. Kevin commented that part of Jackson's Zoning Ordinance (16.2.1) is in conflict with a new change in State law, RSA 155A; Board members agreed that it could probably be fixed as a "housekeeping change" and Kevin offered to send to Danica the wording needed. Bill asked Kevin to keep the Board informed about any such discrepancies.

Review of information about short-term rentals: Scott explained that in Laconia, a registration process is being discussed, in which a home that will offer short-term rentals is inspected for suitable access and egress as well as the presence of smoke detectors. Kevin stated that some Jackson homes containing 2 bedrooms are advertised as sleeping space for 12; because NH septic design requirements are based on number of bedrooms, such over-use on a regular basis could adversely affect the area and the groundwater. Therefore, regulations could state that a single bedroom is designed to sleep 2. Kevin stated that he has found sleeping areas in a basement without suitable egress; the International Building Code requires an egress of 5.7 square feet in any sleeping space, unless the entire house is set with sprinklers. Regulation wording should include the fact that the regulations are designed for life safety and to protect the groundwater. Bill inquired of Kevin how difficult it would be for him to monitor short-term rentals to meet regulation requirements. Kevin estimated that conducting an inspection, finding code violations, writing up and reporting findings - it could take about 3 hours to ensure that a structure is brought up to code. Kevin also commented that short-term rentals may consist of a trailer, a tepee, etc.; perhaps our wording would cover that. Kevin affirmed that a town might have some liability for not inspecting a short-term rental in which someone was injured. He stated that there are 180 to 190 residences with alarm systems, and that most of those are not safe since they do not have a Knox Box that would permit police and fire access. Bill commented that Jackson could piggy-back on Conway's efforts to develop a fee-based permitting-style process.

Capital Improvements Program: Kathleen stated that there have been some meetings to discuss CIP needs, and that work is progressing. For example, the Fire Department is working through the possibility of remodeling the

current vs. constructing a new building, as the current one is inadequate for FD needs. In addition, the next CIP might include the Valley Cross Road bridge, pre-school ideas and groundwater issues.

Other Business: Bill and the Board accepted Betsey's resignation with regret, and well-wishes. Betsey commented that she is pleased that Dave Campbell is willing to step up to the role of Planning Board Secretary. Scott moved and Chris seconded the appointment of Dave Campbell to that role; the motion was approved unanimously. In addition, Betsey has spoken with Bronwyn Maloberti about filling the Board's need for secretarial support in minute-taking and dealing with applications; Bronwyn has agreed to take on the role of a paid secretary.

Betsey moved to adjourn, and Chris seconded the motion; all favored, so the meeting was adjourned at 8:40 pm.

Respectfully submitted by Betsey Harding

(Note: an audio-visual record of the meeting may be found on Jacksonflicks.com)