

**Jackson Planning Board**  
**Minutes - November 14, 2019 - Regular Meeting**  
UNOFFICIAL UNTIL APPROVED

**Call To Order:** Bill Terry, Chair, called the meeting to order at 7:05 P.M. Attending were Members Bill Terry, Scott Badger, Chris McAleer, David Campbell, Selectmen's Representative Dick Bennett and Alternate Huntley Allan. Bill stated that Huntley would be a voting member. Member Kathleen Dougherty notified the Chair she would not be in attendance and Member Sarah Kimball was unable to attend due to the inclement conditions. Public attendees were James Lewkowicz, Claire Lewkowicz, Chris Bridge, Jay Henry, and Keith Bradley. Hank Benesh was also present to create an audio/visual recording of the meeting.

**Minutes of October 10th And October 24th:** Scott moved to approve both sets of minutes, and Chris seconded. The motion was unanimously approved.

**Public Comment:** Dick stated the Tilney subdivision proposal had an incorrect designation of the road as two rod and needed correction to three rod. The proposal was not yet signed off and could therefore be amended; a new Mylar would be required before sign off.

**Letter Written by James Lewkowicz:** Bill brought to attention a letter from James Lewkowicz regarding the Ellis River Village Association providing a driveway easement. The subject of the letter was brought before the Board to determine if the Planning Board or Board of Selectmen (BOS) should have jurisdiction over the issue or if it should be approved as part of the approval process for the associated project. Scott voiced that the Planning Board is not involved in any enforcement action. Bill noted that questions of legality of the project could not be decided by the Planning Board, stating the Board has no compliance or enforcement function. Dick suggested the issue should be directed to the building inspector and then to the BOS, who would have say on enforcement. Jim stated his intent to rewrite his letter to be directed to the BOS. Jim asked for input from the Planning Board on the issue, but Members agreed it would be inappropriate for the Planning Board to make any comment on the issue.

**Refinement Of Short-Term Rental Regulations:** Scott composed a rough draft of regulations reflecting decisions made during the previous working session. In terms of home rentals, a period of thirty (30) days or more would be considered an extended stay, whereas a rental period of less than thirty (30) days would be considered a short-term rental. Some language was added from RSA 541b, requiring a valid phone number and address of a reliable contact to be added to registration documents in case an emergency should arise during any given rental period. Language regarding maximum occupancy was changed from (roughly) "how many people may use" a single short-term rental unit to (roughly) "how many people it [the unit] can be advertised for". Parking for renters would only be allowed in a driveway. The number of rentals per year allowed would be limited to twenty-five (25) per unit unless that unit, or another unit on the

same property, is occupied by at least one full-time resident. Language regarding fees and fines had yet to be discussed or added to the draft. While discussing additional language to add to or edit in the regulation draft, Jay Henry provided insight on potential issues from the perspective of a fire and safety officer. Keith Bradley, a real estate agent and resident of Jackson, also commented on ideas regarding observation of short-term rental advertisement. In response to concerns that leniency on maximum occupancy and related safety issues could be abused, Members agreed the owners of short-term rentals should be responsible for renters' compliance with maximum occupancy regulations.

**Capital Improvement Plan:** The topic of the capital improvement plan was deferred to the next regular meeting.

**Other Business:** An additional working session to rework and further refine a proposal for short-term rentals regulations was tentatively scheduled for December 5th, 2019. The Board recognized David Campbell as a newly-sworn-in Member.

Dick motioned to adjourn, and Chris McAleer seconded. The motion was carried unanimously, and the meeting was adjourned at 8:50 P.M.

Respectfully submitted by Will Reisig

(Note: An audio/visual record of this meeting may be found on [JacksonFlicks.com](https://www.jacksonflicks.com).)