

**Town of Richmond
Planning Board Public Meeting**

December 23, 2014

7:30 PM

Richmond Veterans Hall

Members Present:

Richard Drew, Chairman
Lloyd Condon, Secretary
Wes Vaughan
Norma Thibodeau

Members Absent:

Deb Duffy, Vice Chairman
Selectman Rep.
Butch Morin, Alternate
Jon Pratt

Meeting called to order @ 7:30.

1. Public:

No one from public.

2. Mail:

1. Southwest Region Planning Commission correspondence containing a CD in reference to the Mondadnock Region Future: A Plan for Southwest New Hampshire. Discussion on creating one hard copy for interested parties who may not have computer technology but may be interested in SRPC ideas. Roughly 300 +/- pages. This might be able to be posted on the Town Website for Public viewing. Information included Broad Band, Comprehensive Economic Development Strategy, Southwest NH Housing Plan, SWNH Natural Resources, Monadnock Region Future Outlook, Scenario Analysis and Transportation information for State Highways Rt. 9E, Rt. 9W, Rt. 10S, Rt. 12N, Rt. 12S, Rt. 101E and US Rt. 202N. Wes Vaughan offered to generate copies of the CD for each P/B member, Selectmen's office and the Zoning Board of Adjustments. One hard copy will be created and placed at the Town Hall for viewing.
2. Southwest Region Planning Commission monthly Newsletter.

3. Minutes December 9, 2014:

Page 1, 4, Minutes of November 25, 2014. Add to minutes a discussion of the absence of a Selectman's Rep. @ Planning Board meetings.

Page 2 Section 1X-Special flood Hazard Areas. Add a space between the 1 and the X. for clarification.

Page 3, under 7.Other. Section 1. Occupancy Permit: Third paragraph down, first line. Pull to inspect different phases of the construction. Sentence should read: **The occupancy Permit allows the Zoning compliance Officer under the direction of the Selectmen and assures that Town Zoning Ordinances have been followed.**

Motion made by Wes Vaughan to accept the minutes of December 9, 2014 as amended. Seconded by Lloyd Condon. All in favor. None opposed. Motion carries.

4. FEMA discussion:

Town of Richmond, NH Floodplain Management Ordinance was reviewed for changes reflected in the December 9, 2014 minutes of the Richmond Planning Board. After review a final Draft copy is ready for the Public Hearing regarding Zoning Changes. Date for the Public Hearing will be Tuesday January 13, 2015 located at the Richmond Veterans Hall. A clean copy will be sent to Chairman Drew to present to the Richmond Conservation Commission as they are named in the document under Section VIII Watercourses and Section IX Special Flood Hazard Areas.

5. Master Plan:

Tabled until after the first of the year.

6. Draft Zoning changes/deadlines:

1. Article 4, Section 402.1 add to present Zoning Ordinance for clarification: Two family residences (402.1) and Multi family (403.10) are allowed by Special Exception.

2. Adoption of floodplain Ordinance to the Richmond Zoning Ordinance.

3. 1004 Occupancy Permit: Discussion on removing **1104 Occupancy Permit** from the present Richmond Zoning Ordinance. Response from Selectman Sandra Gillis referencing **RSA 155-A, 155-A2, VII and RSA 674:51**. Selectman Gillis's concern was whether or not the Town had ever accepted the State Building Code and in addition the Town doesn't have a building inspector. The code is referenced in the Zoning Ordinance but it is questionable if that would constitute an adoption of the enforcement of the code. According to her research if the town doesn't adopt or enforce, the town is not held liable. The contractor must then be responsible for meeting the state requirements. The State does have requirements for electric, gas and plumbing installations. If Richmond keeps the Occupancy Permit the town has no one qualified to OK the contractors.

The Planning Board discussion that they had accepted the State building code as their guide at one time, and the Occupancy Permit has been used for years by the Selectmen. The consensus of the Planning Board was to stand by their original decision to keep 1104 Occupancy Permit in the Richmond Zoning Ordinances.

Response from Selectman Sandra Gillis (see attached) with her opposition to 1104 Occupancy Permit reflecting the Planning Board December 9, 2014 minutes from their meeting.

7. Public Hearing Dates:

Friday January 9, 2015: is the last day to post and publish notice of the Planning Boards first Public Hearing. (RSA 675:3; RSA 675:7)

Tuesday January 20, 2015: is the last day to hold their first Public Hearing on adoption of amendments of Zoning Ordinance. (RSA 675:3)

Friday January 30, 2015: is the last day to post and publish notice of the Planning Boards last Public Hearing. (RSA 675:3; RSA 675:7)

Tuesday February 3, 2015: is the last day for Planning Board to hold their final Public Hearing on adoption or amendments of Zoning Ordinance. (RSA 675:3)

Tuesday February 3, 2015: is the last day for the official copy of final proposal to adopt or amend Zoning

THESE MINUTES MAY BE APPROVED AND/OR AMENDED AT THE FOLLOWING MEETING

Ordinances to be placed on file at the town clerk's office (RSA 675:3, V)

First Public Hearing is set for January 13, 2015 located at the Richmond Veterans Hall @ 7:00 PM located on Rt. 32 North.

8. Other:

1. Change of monthly public meeting date: Discussion to change the Planning Board meeting back to the first and third Tuesday of the month. The board changed their dates to the second the fourth to accommodate a Selectman's Representative but it doesn't seem to help with their attendance. Selectman Gillis noted on the bottom of her response (see attached) that the Selectmen will alternate attending Public Hearings and Public Meetings in rotation.

Chairman Drew added that if the dates were changed back he would be absent on a regular basis due to his business taking him to other towns that meet on the same nights.

Motion to adjourn made by Lloyd Condon. Seconded by Wes Vaughan. All in favor. None opposed. Motion carries.

Meeting adjourned @ 8:38PM

Respectfully Submitted,

Kandace Mattson