

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

**Town of Richmond  
Planning Board Public Hearing  
August 27, 2019      7:30 PM      Veterans Hall**

**Members Present:**

Lloyd Condon, (Vice Chairman)  
Doug Smith, (Secretary)  
Richard Drew  
Doug Bersaw (Selectman's Rep.)  
Butch Morin (Alt.)  
Jed Butterfield (Alt.)

**Members Absent:**

Stacie Maillet (Chairman)  
Jason Macdonald  
Seth Reece

Vice Condon was seated to Chair the meeting.

Meeting called to order at 7:00 PM  
Butch Morin seated for Jason Macdonald.  
Jed Butterfield seated for Seth Reece.

**1. Public:**

No one from the public.

**2. Public Hearing Site Plan Fees:**

Public Hearing called to order at 7:01 PM. There was no discussion or questions from the floor or the Planning Board.  
Public Hearing closed at 7:03 PM.

Motion made by Richard Drew to adopt the change in the fee schedule for the Richmond Site Plan Review Regulations as presented. Seconded by Doug Smith.  
With no further discussion.  
All in favor. None opposed. Motion carries.

**3. Mail:**

NH Municipal Association July & August, Town and City magazine.  
July 2019 SWRPC Newsletter.

**4. Minutes August 6, 2019:**

**Page 1, Under 4. Discussion of Site Plan Review** changes, Third line down at end of sentence change September 27, to August 27.

**Page 2, second paragraph down,** third sentence put a comma between the word complied and both.

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Motion made by Butch Morin to accept the minutes as amended. Seconded by Doug Bersaw. Four in favor. None opposed. One abstention. Motion carries.

**5. Discussion of Site Plan Review changes:**

Discussion on a change to Richmond Zoning Ordinance under 1105.4.1 in reference to the total area allowed for Commercial uses presently they are limited to 10,000 sq. feet unless the applicant applies for a variance to ask for additional area.

At this time Richmond has created a Middle Town District, Commercial District and a Light Industrial District. The created areas are not designated to a particular area in town. Richmond doesn't have zoning in place to steer larger commercial/industrial development. Richmond's tax rate presently reflects residential tax rate only.

Zoning Ordinances from the towns of Swanzey, Winchester, Fitzwilliam and Troy were presented to the Board. Due to the zoning structures the sample towns have in place they don't really pertain to Richmond's zoning. The Zoning Ordinances compiled would help Richmond in the future to set up additional zoning for both Commercial or Light Industrial uses. It's important to stay consistent with the towns design to stay rural and to protect property values.

The only area in town that is zoned Commercial is the 4-corner store location. That zoning was done by the legislative body in Richmond to assure the property would be used for a future store.

The Planning Board's overall consensus: contact Southwest Regional Planning Commission and ask for a representative to attend one of their meetings to help answer questions.

**6. Other:**

**1. Civil Defense Building:**

Selectman Bersaw discussed the future of the Civil Defense building being used for boards, committees and commissions to return to the building for meetings. The Sheriff's department would have the ½ facing the 4-corners and the town meeting area would be on the Fire Department side of the building.

The Fire Department would like to know where the members would park, and that parking was a problem in the past. It was understood that parking would be located behind, in front of and along the 4-corner side of the Civil Defense building as it was a couple of years ago. With the Police Department gone and the building open it would be less expensive to heat rather than the Veterans Hall for meetings and public hearings. If a public hearing couldn't fit in the Civil Defense building than the hearing could be moved to the Veterans Hall.

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This would also allow Planning Board maps, site plan reviews and important sub-division plans to be kept in one area and locked if needed. Other Boards, Committees and Commissions could also use the space for records or minutes. It would give all the Boards, Committees and Commissions a better more compact area to meet.

**2. Fall 2019 Land Use Law Conference:**

The Fall 2019 Land Use Law Conference will be held Saturday October 5, 2019 at the Holiday Inn, located in Concord, NH. This will take place of the Municipal Law Lecture Series that have been offered in the past. Members who were interested were asked to sign up so as not to miss the conference as it is limited attendance.

With no further business in front of the board.

Motion made by Richard Drew to adjourn. Seconded by Doug Smith. All in favor. None opposed.  
Motion carries.

Meeting adjourned at 8:05 PM.

Respectfully submitted,

Kandace Mattson