

**Town of Richmond**  
**Planning Board Public Hearing**  
**September 19, 2023, 7:00 PM Taylor Van Brocklin Building**  
**Final Revised**

Members Present:

Doug Smith (Chairman)  
Jed Butterfield (Vice Chairman)  
Lisa Traeger  
Kim DeMasco  
Doug Bersaw (Selectman's Rep)  
Joe Norman (Alternate)  
Lloyd Condon (Alternate)

Members Absent:

Kathryn McWhirk (Secretary)  
Stacie Maillet  
Karen O'Brien (Alternate)  
William Daniels (Alt. Selectman's Rep)

Public: Antoinette Cincotta.

Meeting called to order at 7:01.  
Condon seated for McWhirk.  
Norman seated for Maillet

**1. Public:**

No one from the public.

**2. Mail:**

Southwest Region Planning Commission August Newsletter.

Map 405 Lot 116 located on Mill Road, Richmond, NH. (Ref. August 1, 2023, minutes). John Holman delivered photos to the Chairman for presentation to the board, showing his progress on the reclamation of the rear 10.7 acres that was not approved as part of the original excavation plan.

Photos presented to the board will be put in Map 405 Lot 116 folder at the Richmond Selectman's Office and the Zoning Compliance Officer will visit the site soon.

**3. New Business:**

**a. Definition of Structure:** Requested by Zoning Compliance Officer

Discussion on creating a definition of structure. The definition of structure was tabled by the Planning Board at their January 17, 2023, Public Hearing.

The Board discussed examples from Richard Drew (Zoning Compliance Officer) of some of the challenges he has when enforcing the Zoning Ordinances using the present definition of structure.

The two main points that came out of the discussion included setbacks to abutters property and setbacks to the Wetland Conservation District.

Presently, the abutter setback (side and rear) is 25 feet leaving a 50-foot buffer between abutters. The present Wetland Conservation District setback is 75 feet. The possibility of reducing the Wetland

Conservation District to allow residents more use of their property was discussed. This was voted down 2 years in a row but maybe with the Planning Boards support and more community education it would pass. It was discussed that having two definitions for structure, one of residential and a second for wetlands setbacks, may be preferable.

There was one potential definition of structure that was lightly discussed.

“Any man-made combination of materials assembled, placed, or constructed at a fixed location and requiring attachment to the land through pillars, pilings, footings, foundations, and the like, to give support or shelter and/or to provide for human habitation of use”.

What to include in the definition spanned from carports, canvas storage sheds, tractor trailers, and the new storage boxes, overhangs, balcony’s, porches, and patios. What would be considered temporary and what timeframe would they be considered permanent?

Whatever definition is decided on RSA 21:34-A definition of Agriculture will be considered to protect Agriculture.

#### **4. Old Business:**

##### **a. Minutes of August 15, 2023:** Final Revision

Motion by Vice Chair Butterfield to approve the August 15, 2023, final revised minutes as amended. Seconded by Chairman Smith. All in favor. None opposed. Motions carries.

##### **Minutes of September 5, 2023:** Draft

Motion made by Vice Chair Butterfield to accept the September 5, 2023; minutes as amended. Seconded by Condon. Five in favor. One abstention. Motion carries.

##### **b. Rules of Procedure:** Update Rules of Procedure.

The members went over the final draft for the Rules of Procedure and after some small changes, a motion made by Vice Butterfield to approve the Planning Board Rules of Procedure as amended. Seconded by Chairman Smith. Five in favor. One opposed. Motion carries.

The final copy will be amended and filed at the Town Clerk’s Office and put on the Town of Richmond website.

##### **c. Master Plan:** Copies for review by the board. Tabled

#### **5. Other:**

DeMasco wanted to thank the Selectmen for repairing the outside entrance and the lighting to the Taylor Van Brocklin Building.

Motion made by Vice Butterfield to adjourn the meeting. Seconded by Bersaw. All in favor. None opposed. Motion carries.

Meeting adjourned at 9:08 PM.

Respectfully Submitted,

Kandace Mattson