



## MADBURY PLANNING BOARD

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# Approved

### OFFICIAL BUSINESS

**Minutes of:** June 19, 2024

**Meeting Convened:** 7:00 pm

**Members in Attendance:**

Marcia Goodnow - Chair  
Casey Jordan - Vice Chair  
Bill Courtemanche - Secretary  
Mark Avery - Ex Officio  
Doug Hoff

**Support Staff:**

Elizabeth Durfee - Contract Planner  
Daphne Chevalier - Recording Secretary

**Meeting Attendees:**

**1. Call to Order**

Chair Goodnow called the meeting to order at 7:01 pm.

**2. Seating of Alternates**

No alternates were seated this evening.

**3. Approval of Minutes**

**Motion** by Vice Chair Jordan to accept the minutes for 5 June, 2024 as amended.

**Seconded** by Member Courtemanche. **Motion passed unanimously.**

**4. Other Business**

Chair Goodnow shared that she received a communication from someone from the state about a home occupation for Brandon Kahr on Moharimet Drive. That person from the state discovered that his address is now somewhere in Maryland, and the business is still operational at the Moharimet Drive location. Vice Chair Jordan said the father could apply for a home occupation, but the existing one is no longer in force. Ms. Durfee said he potentially could come in and file a variance. Selectperson Avery suggested it would be best if they come before the board to discuss what their plans are with the business. Chair Goodnow said she can put him on the agenda for the first meeting in August.

**5. Housing Action Workshop**

Member Courtemanche reported on his research around drafting recommendations for detached ADUs. He shared that he pulled together current policy and state law, what is being discussed at the state level, what is in Madbury's current ordinance, what guidance the NH Municipal organization has, and what other towns are doing regarding detached ADUs. He stated the board may want to discuss whether they want to determine a maximum size for

detached ADUs. He shared that a family relationship cannot be required; units cannot be restricted to one-bedroom (but can be restricted to two-bedrooms); cannot require separate sewer and water; and while an interior connecting door shall be required, the town cannot require the interior connecting door remain unlocked. Chair Goodnow liked the example of no manufactured housing and no campers. Ms. Durfee isn't sure the board can restrict manufactured housing and recommended the board have an attorney review the draft before putting it forward. Selectperson Avery will send Member Courtemanche some examples of how to create the draft language for the ordinance. Member Courtemanche suggested the board discuss the size and construction of ADUs. Vice Chair Jordan suggests they also discuss the number of units Madbury wants to allow. Ms. Durfee shared that currently a one-bedroom ADU in Madbury is allowed by right and doesn't require coming before the board; she recommends requiring an ADU process if the board wants to review ADU plans for one-bedroom units. Member Courtemanche shared that the recommendations he uncovered suggest using existing processes rather than creating new ones. He will draft language for the board to review. Ms. Durfee recommends changing the language to ADU instead of "accessory apartment." She will send additional sources to Member Courtemanche.

Selectperson Avery reported that the select board reviewed the implementation table and shared their recommendations for the Master Plan housing chapter implementation table. Regarding the select board's concern about tasking folks with action items, Ms. Durfee shared what some other towns are doing, including having an implementation committee or a checklist. The planning board will need to approach other entities regarding the items those entities have in the action item. Ms. Durfee will take out "town administrator" from the action items and will replace it with "select board." Chair Goodnow confirmed the public hearing on the housing chapter will be at the second planning board meeting in July. She will share a public notice draft with Ms. Durfee to ensure all the key elements are included. Member Courtemanche recommended removing the timeframes from the action items to make it seem less like a tasking document.

Vice Chair Jordan asked the board what they want to do with the short-term rental survey. Chair Goodnow thinks education is needed and the public isn't necessarily aware this is an issue in the country and in Madbury.

Ms. Durfee will prepare a slide presentation on the housing chapter for the public hearing next month.

## **6. Adjournment**

**Motion** to adjourn by Member Hoff. **Seconded** by Member Courtemanche. **Motion passed unanimously.**

**Meeting adjourned:** 8:18 p.m.

Respectfully submitted by Daphne Chevalier.