

Town of Randolph
Planning Board Minutes - draft
September 5, 2024

Members Present: June Hammond Rowan, Robert Ross, Tim Mather, Michele Cormier, William Demers

Members Excused: Kevin Rousseau

Public Present: Todd Ross, Michael Cote, John Weatherly, Burke York, and Shelli Fortin, Minutes Taker

1. Call to Order

June Hammond Rowan called the meeting to order at 7:00 pm.

2. Roll Call

William Demers was appointed as a voting member as Kevin Rousseau was absent.

3. Review of Minutes

On a motion by Michele Cormier, seconded by Robert Ross, the Board voted to accept the minutes of the August 1, 2024, meeting as presented.

4. Communications to the Board

There were no new communications to the Board.

5. Report of Officers and Committees

a. Selectboard

Michele Cormier advised that there was nothing to report.

b. Randolph Forest Commission

Tim Mather advised that the Presidential Gem Society attended the Forest Commission meeting last night. They are going to be stepping up what they do at the site, and will be putting up new signage. Michele Cormier noted that they were supposed to have a warrant article in 2012, to see if the Town would designate the quartz mine of the Randolph Community Forest as a natural area, so that anyone vandalizing it is guilty of the crime of Criminal Mischief and subject to penalties under state law.

Mather advised that the iNaturalist workshop will be held on Saturday.

Mather stated that the tax issue with the town will be rectified over the next few months. Michele Cormier noted that Mark Kelley put a lot of time into fixing this issue, coming up with a methodical way of looking at PILT payments based on current use. The Town will come up with a new system for tax billing for the Town Forest. Cormier also noted that if there is a timber harvest next year, the Forest Commission will have to pay the yield tax.

June Hammond Rowan advised that Mark Kelley has a copy of the Fuller's lease agreement, and will get it to the Planning Board. Tim Mather noted that it was drawn up by the Town Attorney, and the agreement is good for three years. Hammond Rowan will forward this to the Board for review.

6. Applications

The Board received an application for a lot line adjustment from Mark and Danila Weatherly and John Weatherly. Lot R11 7B is an existing lot between the lots owned by the brothers. The lot will be split down the middle, and half added to Lot 7A and half to Lot 7-1. The right-of-way will be adjusted to provide direct access to the western lot.

Burke York presented the plans to the Board. June Hammond Rowan noted that Notes Number 7 and Number 8 were added to the plan, stating that the property shall not be considered a separate lot of record and shall be merged with the adjacent lots, and that Lot R11-7A does not have frontage on an approved street and must conform to NH RSA 674:41 Erection of Buildings on Streets. The owner will need to apply to the Selectmen for approval to build.

On a motion by Robert Ross, seconded by Tim Mather, the Board voted unanimously to accept the application from the Weatherly's for the lot line adjustment for Lot R11 7B as complete.

June Hammond Rowan noted that lot line adjustments do not require a public hearing, but abutters were noticed of the meeting tonight.

Hammond Rowan asked John Weatherly if there were any plans for the Diagonal Trail, and he advised that any cabin or house he builds will not interfere with it, however he may clear some trees to improve the views. Hammond Rowan advised Mr. Weatherly that the RMC may contact him about a trail easement.

The Board agreed to the following Findings of Fact:

1. The application submitted was complete.
2. The lot line adjustment will create two lots where there were three.
3. A professional plan was submitted by a surveyor for the lot line adjustment.
4. It was noted that the western lot does not have road frontage and it states on the plan that "Lot R11 7A does not have frontage on an approved street. Any development of this lot must conform to NH RSA 674:41 Erection of Buildings on Streets".
5. No abutters attended the meeting to speak for or against the lot line adjustment.

On a motion by William Demers, seconded by Tim Mather, the Board voted unanimously to approve the Weatherly lot line adjustment for Lot R11 7B as presented.

The plans were signed by the Board members present.

7. Public Hearings - none

8. Other Business

a. Cote Subdivision

June Hammond Rowan advised the Board that Linda Dupont found the lot line adjustment for the Cote subdivision, which noted that driveways shall conform to all Town of Randolph driveway specifications as contained in the Land Use Ordinance.

Michael Cote was in attendance and advised that he attended a recent Selectboard meeting and that the driveway permits were applied for and approved. Mr. Cote noted that he met with the road agent, and all setback requirements are met.

June Hammond Rowan also advised that there were three site visits done by Horizons Engineering while the road was being built, and she was able to get a copy of the report along with the plan. Hammond Rowan asked Mr. Cote if he has an “as built” plan for the road to be sure it is in conformance, and Mr. Cote advised he does not and is unable to get this from Couture Construction. However, the town engineer did come and check the road after it was built and advised it did meet standards. Hammond Rowan advised that the Town may need an “as built” plan later if the Town decides to take over the road.

The Board asked about the Gorham right-of-way for the water line. Mr. Cote advised that Gorham is planning to do the work within two years, and the property affected will use a temporary driveway over the neighbor’s lot until the water line is done.

b. Land Use Ordinance Amendments

June Hammond Rowan advised that they should starting thinking about amendments to the Land Use Ordinance. Hammond Rowan provided a list of definitions as related to housing and noted that many of the definitions are vague. The Board discussed regulations for short-term rentals, noting the Town’s long history of rentals and asking what the purpose of the regulations would be, such as life safety. Concerns were shared about property being used for rental only, as this does not bring new residents to the Town. Time limits on rentals would be hard to enforce. A question was asked about Randolph’s share of the Rooms and Meals Tax, and Hammond Rowan advised that Randolph received about \$30,000 last year in revenue from this tax, however it is split among towns based on population. After discussion, the Board agreed to focus on clarifying definitions related to housing for amendments to the Land Use Ordinance this year, including tent platforms and yurts listed as lodging units as well.

Hammond Rowan also brought up questions about solar arrays in the Land Use Ordinance, and how large scale projects would be handled. The Ordinance currently allows for solar for onsite use only. The Board agreed that this would be okay for now.

Hammond Rowan suggested an amendment to the Ordinance relative to the Forest Commission, to add that members of the Planning Board or Conservation Commission may not serve as Chair of the Forest Commission, as well as prohibiting Activity Managers from serving as Chair. Hammond Rowan also noted that the October 15 date for the Forest Commission budget should be changed to nearer the beginning of the calendar year. Board members agreed that these would be good amendments.

c. GBA Website

Tim Mather suggested sending a letter to Granite Backcountry Alliance asking them to remove the Randolph Glades from their website.

On a motion by Michele Cormier, seconded by Robert Ross, the Board voted unanimously to have the Planning Board Chair to send a letter to Granite Backcountry Alliance at the recommendation of the Forest Commission asking them to remove the Randolph Glades from their website.

d. Other

Robert Ross noted the condition of the Pinkham B Road and asked if the Planning Board had any authority to address this with NHDOT. The Board agreed to ask Kevin Rousseau about this next month, and suggested that a letter should come from the Selectboard for this issue.

Michele Cormier noted that the proposal resubmitted to North Country Council by June Hammond Rowan for the Route 2 intersection at Randolph Hill Road was ranked number two and, depending on funding, should be included in the NHDOT 10-year plan.

William Demers noted that it is not Mr. Cote's job to locate paperwork for the subdivision and road that was approved, as the Town misplaced the plans. Hammond Rowan suggested that she could send the road plan she received to Burke York to print at the Town's expense.

Todd Ross agreed to be an alternate member of the Planning Board.

On a motion by Tim Mather, seconded by William Demers, the Board voted unanimously to approve the nomination of Todd Ross as an alternate member of the Randolph Planning Board.

9. Public Comments

There were no public comments.

10. Adjournment

On a motion by William Demers, seconded by Robert Ross, the Board voted to adjourn the meeting at 8:37 pm.

Respectfully submitted,
Shelli Fortin
September 6, 2024