

**TOWN OF EPSOM
PLANNING BOARD MEETING
Epsom Fire Station, 1714 Dover Rd, Epsom, NH
January 10, 2024, 6:30 PM**

PRESENT

Kathy DesRoches, Chair
Bob McKechnie, Vice Chair
Cheryl Gilpatrick, Board of Selectmen Representative
David Goulet, Member
Dan McGuire, Member

ALSO PRESENT

Jennifer Riel, Recording Secretary
Laura Spector-Morgan, Esq., Town Counsel
Virginia Drew, resident
Gary Kitson, resident
Michael Keeler, applicant
Kwasik Yoon, resident
Patricia Rhodes, resident
Steven Rhodes, resident
Rob Topik, resident
Meadow Wysocki, resident
Glenn Horner, resident/Zoning Board of
Adjustment
Ann Mulligan, resident
Roger & Trish Leroux, residents
Priscilla Friedman, resident

Ron Connors, resident
Roland Bermand, resident
Bill & Lisa Acheson, residents
Don Harty, Maine resident
Catherine Martel, resident
Priscilla Morissette, resident
John Tucker, resident
Elisabeth Yoon, resident
Lena Drapeau, resident
Dana Gilbert, resident
Bugs Beaurivage, resident
Gary Matteson, resident
Florian Fry, resident
Briana Sullivan, resident
Kathy Blaise, resident

CALL TO ORDER

Chair DesRoches called the meeting to order at 6:51 PM.

AGENDA REVIEW

Chair DesRoches added discussion for conditional use; a discussion for workforce housing and cluster development.

MOTION: To accept the agenda as amended. Motion by Ms. Gilpatrick. Second by Mr. McGuire. Motion passed unanimously.

NEW BUSINESS

PUBLIC HEARING -Site Plan Application, Michael Keeler R1-30-9 22 Spring Street

Vice Chair McKechnie opened the public hearing at 7:00 PM then read the Rules and Procedures for Public Hearings.

Ms. Gilpatrick read the public notice into the record:

Notice is hereby given in accordance with RSA 676:4 & 675:7 that an application for a Site Plan Review submitted by Michael and Karen Keeler, 22 Spring Street, Epsom, NH, Map and Lot No. R01-30-9INT1 will be heard by the Planning Board on January 10, 2024, at the Epsom Fire Station (in the upstairs meeting room) 1714 Dover Rd, Epsom, NH, during a regular meeting of the Board. A public hearing on the merits of the application shall be heard at 7:00pm. Should a decision not be reached at the public hearing, this application will stay on the Planning Board agenda until such time as it is either approved or disapproved. Anyone needing assistance in attending this meeting should contact the Selectmen's Office one week prior to the scheduled date.

Vice Chair McKechnie confirmed the public hearing was posted at the Town Offices and the Post Office; abutters were notified, and all certified mail receipts were returned.

Vice Chair McKechnie stated the application was reviewed and accepted as complete at the meeting of December 27, 2023.

The Board discussed whether there is regional impact for this application.

MOTION: That the application does not have regional impact. Motion by Ms. Gilpatrick. Second by Mr. McGuire. Motion passed 5-0-0.

Vice Chair McKechnie noted no waivers were submitted. Vice Chair McKechnie asked Mr. Keeler to present his application.

Michael Keeler, applicant, distributed additional information packets for review by the Board. Mr. Keeler asked that Ms. Gilpatrick be recused from the Board for his case based on statements she has made, that show clear bias.

Chair DesRoches read RSA 673:14 as presented; she stated she would need more information to make a decision on the request. Mr. Keeler referenced Planning Board meeting minutes of May 2023 regarding the Rhodes case which he believes shows clear bias by Ms. Gilpatrick wanting the business approved. He also referenced the minutes of the Zoning Board of Adjustment meeting of July 5, 2023, which include statements made by Ms. Gilpatrick.

Ms. Spector-Morgan stated it is Ms. Gilpatrick's decision whether she will recuse herself and the Board may discuss this with Town Counsel. The Board took a recess to meet with Town Counsel.

The Board returned to the meeting at 7:15 PM.

Ms. Gilpatrick stated after discussion with the Board members and Town Counsel, she declined to recuse herself from the case.

Mr. Keeler stated he would like to address the statements made in the past that guns cannot be discussed. Vice Chair McKechnie stated that was already clarified at the last meeting. Mr. Keeler referenced RSA 159:29 regarding pistols and revolvers. He stated the State has jurisdiction over

the product and no regulations of a town may regulate the product, but they can regulate the business so he disagrees with the statement that “they can’t talk about guns”. Ms. Spector-Morgan clarified the town has a right to regulate the business as they would any other business. Mr. Keeler stated he consulted with two attorneys on the RSA as well as the Alcohol, Tobacco and Firearms (ATF), and he was advised that the Board had a gross misinterpretation of the statute. Chair DesRoches stated Mr. Keeler needs to present his application and his business proposal. She asked if Mr. Keeler intends to sell items at gun shows. Mr. Keeler stated he does.

Mr. Keeler stated he modeled his business after the Rhodes’ business application which was approved by the Board last year.

Chair DesRoches noted there are three different versions of what the description of what Mr. Keeler’s intent is of his business that have been submitted Mr. Keeler and these were reviewed by the Board. Ms. Spector-Morgan stated the Board needs to know exactly what Mr. Keeler intends to do on his property.

Mr. Keeler stated he submitted a business inquiry, has researched the federal firearms business and town ordinances and wants to start a gun business. He stated he needs a license from the federal government, Federal Firearms License (FFL) and a business application has to be submitted to the federal government and the town. Copies of both business applications were presented for review. Chair DesRoches asked for clarification on the information contained on the business applications and which one specifically outlines his intent. Mr. Keeler stated all his applications indicate his intentions to operate a gun business. He referenced the FFL application and stated it describes the business.

Vice Chair McKechnie stated the job of the Board is to look at the Site Plan application and its not a matter of what exactly Mr. Keeler is selling; he stated the Board has to look at it as a business regardless of the product. He stated the Board doesn’t need to see the FFL application.

Ms. Spector-Morgan stated the application before the Board is for a Site Plan approval; she explained the Board needs to know how many customers, hours of operation and the details of the business. Mr. Keeler stated the federal government tells him what he can do in a gun business, and he believes FFL the application gives the description of the business. Mr. Keeler went through the FFL application, noting there are ten different licenses, but he is applying for Level Type 01 (dealer in Firearms other than destructive devices, includes rifles, shotguns, pistols, revolvers, gunsmith activities and National Firearms Act weapons) and Type 07 (manufacture of firearms other than destructive devices). He stated he is going to be a dealer and he is going to manufacture.

Mr. McGuire explained the Board needs a summary of the characteristics of the business, and how it relates to changing the residential nature of the neighborhood. He stated the Board needs to know information regarding noise, traffic, storage, employees; he stated the details of the product are not relevant. Mr. Keeler stated he is referencing the FFL application because it outlines what he is permitted to do by the federal government; he stated the application also requires certification that all local regulations are met. Mr. Keeler stated the FFL application also allows application for the National Firearms Act for an additional license which allows him to

make fully automatic machine guns, sawed off shotguns, grenades and any other weapons. Ms. Spector-Morgan noted the Site Plan application indicates firearms sales, firearms manufacturing and compliance with eight conditions as outlined in the application. Mr. Keeler stated the FFL license allows him to gunsmith, deal and manufacture firearms; he stated the town has no jurisdiction over the products as that is regulated by the federal government. He stated he is concerned his business may not fit the regulations. Chair DesRoches asked if Mr. Keeler intends to sell machine guns. Mr. Keeler stated he might decide to make machine guns and silencers and the town cannot regulate it.

Chair DesRoches stated it might constitute a change of use. She asked Mr. Keeler to explain the manufacturing part of his business. Mr. Keeler stated he might make guns and has looked at 3D printers to manufacture guns; he stated as a dealer he will handle the transfer of firearms and might sell holsters, flashlights and sporting goods accessories to people who come to his home.

Ms. Spector-Morgan asked if 3D manufacturing is the only manufacturing Mr. Keeler intends to do. Mr. Keeler stated he is still researching options but that is what he intends to do now. He stated the Board needs to determine if his business complies with regulations, but they can't talk about the product. He stated he applied with a business inquiry and outlined what he intends to do with the Zoning Compliance Officer; he referenced the regulations which indicate the ZCO cannot make a determination if the type of business is not in the table of uses and so his case should have been referred to the Zoning Board of Adjustment for a variance. He explained his experience with the ZCO since he was directed to him and stated he has not received a response. Mr. McGuire stated Mr. Keeler's comments are not a description of the business and has nothing to do with the application. Vice Chair McKechnie asked Mr. Keeler to present the application to the Board; he stated any complaints with the ZCO need to be directed to the Board of Selectmen.

Ms. Spector-Morgan asked Mr. Keeler if he has any more information to present to the Board regarding the specific uses for his property. Mr. Keeler stated he would like to go through the FFL application.

Chair DesRoches asked Mr. Keeler to answer the Board's questions about his proposed use. Mr. Keeler stated he wants to run his business as a home occupation; he stated he believes it is appropriate to discuss if its in compliance and referenced the intent of the ordinance. He stated if one gun dealer is allowed in a zone that was not in compliance, which is what they have right now with a gun dealer in his residential neighborhood, then they have to allow two gun dealer or any others who want to apply. Mr. Keeler stated because his business is not listed in the Table of Uses, he should have been directed to go to the ZBA for a variance and proceeded to explain how his case would meet variance criteria. Chair DesRoches stated they are not here to argue variance criteria; the application before this Board is only to operate a business in his home.

Mr. McGuire asked how much noise is going to be created. Mr. Keeler stated he does not know how much noise a 3D printer will make; most of the stuff will be done in his workshop. Ms. Spector-Morgan asked where the workshop is. Mr. Keeler stated it is enclosed in the back of his house.

Mr. McGuire asked how much traffic Mr. Keeler expects. Mr. Keeler stated he is modeling his business after the Rhodes' business plan and expects it to be the same. Ms. Spector-Morgan stated per the application there would be one customer pickup per week.

Chair DesRoches asked if there will be any signs or employees. Mr. Keeler stated there won't be signs; it will be himself and his wife.

Ms. Gilpatrick asked if the business will have off-site services. Mr. Keeler stated he isn't sure but he may. Ms. Gilpatrick asked if there will be any vehicles that store tools or equipment. Mr. Keeler stated yes, he will have his one vehicle. Ms. Gilpatrick asked how much parking there will be. Mr. Keeler stated there is plenty of parking, having space for 10 to 15 cars at a time.

Ms. Gilpatrick stated they need to determine if there is adequate lighting for any customers that come to the property. Ms. Spector-Morgan stated per the application details, customer pickup will only occur Monday through Friday, 9:00AM to 3:00PM so lighting should not be an issue. Mr. Keeler confirmed those will be his hours of operation for offering small wares, holsters, knives; a 3D printer so he could manufacture firearms, accessories, and silencers.

Vice Chair McKechnie asked if there will be any advertising. Mr. Keeler stated there will probably be advertising, noting there is a website that lists all gun dealers in an area.

Ms. Gilpatrick confirmed there won't be a change to the footprint of the home. Mr. Keeler stated that is correct. He stated if a friend walked in and asked to buy, he would sell them something. Chair DesRoches stated the conditions proposed indicate only one customer pickup per week and no over the counter sales. Mr. Keeler stated "customer" isn't defined whether it's an individual or an account, and if someone came into buy a holster, he would sell to them.

Mr. McGuire stated a single customer per week doesn't bring much income so it can be assumed that a bulk of sales would have to be over the internet, which will require UPS or Fedex delivery trucks. Mr. Keeler stated he is going to do what the license allows him to do in regard to sale and manufacturing. He stated he expects it to be less than five delivery trucks per day.

Vice Chair McKechnie opened the hearing to input from abutters in favor of the application. None was indicated.

Vice Chair McKechnie opened the hearing to input from abutters in opposition of the application.

Priscilla Friedman, resident on Spring Street, stated she is not in favor of any guns in the neighborhood.

Rob Topik, resident, stated he is opposed to the application. He stated the Site Plan public notice did not include a description; he asked that whoever wrote the notice recuse themselves from the hearing for not following the Site Plan Regulations. Chair DesRoches stated she wrote the public notice; she follows State statute guidelines for the format of public hearing notices and will not recuse herself.

Mr. Topik stated the State statute regarding firearms is not well written and it gives the impression guns have to be treated the same as bananas or dog collars. Chair DesRoches stated the RSA is not the purview of this Board. Mr. Topik stated the Board cannot regulate the sales or manufacturing of firearms and it should be the purview of the Zoning Board of Adjustment. He stated any conditions placed by the Planning Board can affect Mr. Keeler's sales. Mr. Topik stated the Board is only to be considering whether the use is permitted and there needs to be a literal interpretation of the ordinance and referenced the home occupation ordinance.

Vice Chair McKechnie opened the hearing to input from the public.

Keith Cota, resident, stated he is opposed to the application; he lives on North Pembroke Road and walks in this neighborhood frequently; he stated he believes its premature to make a decision this application as the proper processes haven't been administrated yet and referred to the Home Occupation ordinance which typically refers "professional" occupations. He stated there needs to be a determination if this business fits the definition and to look at the purpose of the business; he stated this application sounds like retail sales for a product being sold and manufactured. Mr. Cota stated it has been made clear that there is a retail and manufacturing business being proposed but per the ordinance, there are limitations depending on the land use zones; he reference Article VII regarding conflicts and stated the higher standard has to be followed. He suggested a variance process needs to be followed for this operation. Mr. Cota stated he is concerned about safety of the neighborhood with potentially two gun businesses, which are advertised businesses in a rural area.

Roger Leroux, resident, stated he is against the application and thinks it's the wrong type of business in a residential neighborhood.

John Tucker, resident on Lena Lane, stated he can overlook the item being guns but having customers driving on the road to pick up items causes him concern with his children playing in the neighborhood. He stated if every house on the road is approved with the same conditions, there could be 50 delivery trucks a day in the neighborhood.

Elisabeth Yoon, resident, stated she is concerned about manufacturing in a residential zone, and it seems there are a lot of details being left out and many facts that need to be considered. She stated she is here to learn what the differences are between minor and major home occupations.

Mr. Topik stated regarding the Zoning Ordinance being administered literally, Article VI outlines how the ZCO and ZBA read and apply ordinances.

Don Harty, stated he is no longer a resident of Epsom but formerly lived in the Lena Lane neighborhood; he stated he is concerned about a gun dealer being allowed in a residential neighborhood, as well as the increase in traffic and dangers to kids.

Meadow Wysocki, resident, asked if Mr. Keeler has applied and been approved for the FFL application. Chair DesRoches stated the application for FFL appears to be incomplete and

explained the Police Chief has to sign off on the application as well. Mr. Keeler stated he can't apply for the FFL until approval is first obtained from the Town.

Dana Gilbert, resident, stated he is not opposed to the application.

Kwausik Yoon, resident, asked if the application is denied or approved, will the Board provide reasons. He stated within his neighborhood there is a landscaper, with multiple trucks coming and going all day; he stated what the Board decides with this case, could affect other businesses in town.

Mr. McGuire asked Mr. Keeler if he is in favor or opposed to his own application. Mr. Keeler stated he is a life-long hunter and wouldn't be applying unless he thought it met his objectives to start a business. He stated he should be before the ZBA for a variance. Mr. McGuire stated he doesn't believe Mr. Keeler is in favor of his own application.

Mr. Goulet stated he has questions for Town Counsel. The Board took a recess.

Vice Chair McKechnie resumed the public hearing.

Mr. Goulet stated he will be recusing himself from this case; he stated the applicant has approached him in the past about this issue.

Mr. Topik stated the Site Plan review regulations indicate harmonious development is the purpose.

Vice Chair McKechnie closed the hearing to public input.

MOTION: To continue the public hearing to February 14, 2024. Motion by Mr. McGuire. Second by Vice Chair McKechnie. Motion passed 4-0-0.

PUBLIC HEARING -Proposed Zoning Changes 2024

Vice Chair McKechnie reopened the public hearing at 9:15 PM for the proposed zoning amendments and read the public hearing format and rules.

Ms. Gilpatrick read the public notice into the record:

Notice is hereby given that the Epsom Planning Board will hold a public hearing on Wednesday, January 10, 2024, at 7:45 PM in the Epsom Fire Station meeting room, 1714 Dover Road, Epsom, NH 03234.

The intent of this public hearing is to take public comment regarding the following:

- 1) To review only additional changes made at the first public hearing, to Article III, Section K, Home Occupations, and*
- 2) To review only additional changes made at the first public hearing, to Article III, U, Short-Term Rentals.*
- 3) To review the addition of Work Force Housing.*

*This is the first public hearing for Work Force Housing (3).
This is the second public hearing for numbers 1 and 2 and the changes of each will be outlined at the hearing. The full text of the Proposed Amended Zoning Ordinance will be available on the Town of Epsom website and will be available for review at the Board of Selectmen's Office.*

Ms. Yoon noted there was no information on the Town website regarding Workforce Housing. Ms. Gilpatrick confirmed it was not on the website and can be distributed at the public hearing. Ms. Spector-Morgan stated the Board can still hold the first public hearing tonight because the public notice was posted properly; January 24 is the final date for a public hearing. It was noted there will also be discussion time for the proposed zoning ordinance at the Deliberative Session. Ms. Spector-Morgan clarified there only needs to be one public hearing but if changes are made, another hearing is required.

Ms. Gilpatrick outlined the changes made to the Home Occupation amendment since the last public hearing, noting the use of the word business was removed and replaced with Home Occupation; titles were added to various sections.

Chair DesRoches opened the hearing to input on changes.

Mr. Cota asked if he could make comments regarding the amendment or just the changes as he wasn't present at the last public hearing. Ms. Gilpatrick stated this hearing was posted to take comments on only the changes. Ms. Spector-Morgan confirmed it is legal for the Board to take comments relative to the changes since the last public hearing only. Ms. Gilpatrick stated if they open up the hearing at this point to all input, they didn't notice the hearing as being open for input on the amendments. Mr. Cota suggested the Board should still receive comments from residents who weren't able to participate in the first hearing. Chair DesRoches stated she will allow the public to comment on this amendment.

Mr. Cota made comments indicating he believes there will be a very limited check and balance system with the ZCO and will leave the sole discretion to the ZCO; it could be subject to abuse and bias. Mr. Cota submitted a memo outlining his concerns with the proposed Home Occupation amendment. He asked that the Board take more time to consider how this will affect the neighborhoods.

Mr. Yoon suggested that if the Board is going to follow parliamentary procedures, they should follow the agenda as posted.

Ms. Yoon asked whether duplexes are only for minor occupations. Mr. McGuire stated the reference to duplexes was not originally in the table of the proposed ordinance, so this is just for clarification in the table.

Glenn Horner, stated he wants to speak as a resident; he stated they already have an overburdened ZCO and questions the application process. He stated it appears it will be an administrative decision by the ZCO and asked if there is an appeal process; he suggested there be a process included for public and abutter notification.

Mr. Keeler asked what is wrong with the current zoning ordinances; he stated they seem to work well. He stated he doesn't believe it is in the best interest of residents and it removes rights of property owners, including the right to quiet enjoyment. Mr. Keeler stated it removes protections in the preamble of the Home Occupation ordinance.

Virginia Drew, resident, asked about the revocation of a Certificate of Occupancy by the ZCO and if there are any timelines for that. Ms. Spector-Morgan stated it could be revoked at any time if there is a violation of the ordinance.

Mr. Topik asked if Mr. McGuire had reported back to the Board on how the ordinance is working for the Town of Pembroke. Mr. McGuire stated the proposal is modeled after the ordinance used in Pembroke; he stated a number of different town ordinances were looked at but the Board chose to use the one from Pembroke as a model. He stated the motivation behind developing this amendment was that there are many more home occupations through Town than who come to ask permission; by simplifying the ordinance and defining minor versus major occupation, might attract more people to come into compliance. Mr. McGuire stated the current list of definitions seems to be outdated; there are many online sales businesses now and thinks this will help those businesses fall under the regulations. Ms. Gilpatrick noted she also spoke with the Enforcement Officer and Town Planner in Pembroke; it was made clear by those individuals that the process has made it easier to work with residents; she stated the current definition in Epsom is nearly fifty years old and needs to be brought up to date. Ms. Gilpatrick stated the Board feels it is within the ZCO's authority to make the decision on minor versus major occupations as it makes these types of decisions by enforcing the regulations every day.

Bill Acheson, resident, asked if Mr. Keeler's application would be major or minor. Mr. McGuire suggested that question would be related to whether the premises would remain indistinguishable from other residences in the neighborhood.

Bugs Beurivage, resident, stated he thinks there are a lot of hypocritical aspects in deciding between minor and major occupations.

Mr. Cota stated he understands the intent by the Board to increase business possibilities but there is no safety check because it is only the decision of the ZCO and abutters are not aware of what is happening. He stated it imposes a higher risk by taking away the ability for abutters to appeal.

Ms. Yoon asked if there could be notification for major occupations. Ms. Gilpatrick stated there is a notification process because it would go to the Zoning Board of Adjustment.

Patricia Rhodes, resident, commended the Board for making updates that are needed, particularly in post-COVID times; she stated she agrees with the distinctions between minor and major occupations.

Mr. Goulet stated he brought it up last time about the amount of power given to the ZCO and he is still concerned about that. He suggested they stick with the current ordinance as it's a drastic change from what they know works.

Mr. Keeler stated the ZCO has a lot of authority on one person and stated the question needs to be whether a business fits the regulations. Ms. Gilpatrick reiterated the ZCO already has authority to make a lot of decisions with the entire zoning ordinance.

Mr. Horner stated he researched other town ordinances and noticed the most common difference is the definition for internet sales.

Mr. Topik stated the summary definition of minor and major home occupations is nearly the same.

Chair DesRoches closed public input at 10:00 PM. She suggested they table this amendment to next year. Mr. Goulet agreed and suggested research is needed; he stated perhaps someone from the Town of Pembroke could give a presentation to the Board. Ms. Gilpatrick, Mr. McGuire and Vice Chair McKechnie disagreed with tabling. The Board discussed grammatical edits and clarifications relative to signs.

Mr. Keeler stated he would be out of town on January 24 and he is scheduled to present a warrant article. Chair DesRoches advised him to have someone else present on his behalf. It was clarified citizens petitions would be presented at the public hearing of January 24, 2024, which is the last date for a public hearing prior to the Deliberative Session.

Chair DesRoches outlined her suggested edits. The Board discussed the premise criteria as well as clarification for employee/non-residents, for making distinctions between major and minor occupations.

After considering the additional discussion, Ms. Gilpatrick suggested continuing this amendment to the meeting on January 24, 2024, which is the last date for a public hearing, to allow members to digest the information discussed tonight. Ms. Spector-Morgan stated the Board can make a decision at that time. Vice Chair McKechnie suggested they require signatures from the ZCO, ZBA and Planning Board. Ms. Spector-Morgan stated there is no legal basis for that.

Mr. McGuire stated something that hasn't been considered is the possibility of bringing crime to the area if a business has valuable items; he suggested a limit for inventory might be appropriate. Mr. Goulet stated the current ordinance works well and it keeps abutters notified; he doesn't see a need for the changes right now until they have had more time to do research. Ms. Gilpatrick noted the proposed changes would require Special Exception for all zones and not just residential/agricultural. Ms. Spector-Morgan noted the amendment already requires a Special Exception in all districts for a major home occupation.

MOTION: To table a vote by the Board to the meeting of January 24, 2024. Motion by Mr. Goulet. Second by Ms. Gilpatrick. Motion passed unanimously.

Vice Chair McKechnie opened the portion of the public hearing for the proposed Short-Term Rentals amendment at 10:22 PM.

The Board reviewed the edits made to the Short-Term Rentals amendment since the previous public hearing.

Vice Chair McKechnie opened the hearing to input from the public.

Ms. Blaise asked what happens if this amendment is not approved. Chair DesRoches stated there is already an ordinance in place and this makes some adjustments. Ms. Gilpatrick stated the intent was to add the application process into the ordinance.

Mr. Topik asked if a owner is limited to seasonal use, if the short term rental is limited as well. Chair DesRoches stated if a property is seasonal, it would apply. Ms. Gilpatrick per the Seasonal Ordinance, the use is limited to 7 months. It was clarified that pre-existing short-term rentals would not be applied.

Mr. Beaurivage stated the Smith's property is seasonal and it's being rented to a brother-in-law for two weeks at a time; he asked if this ordinance would apply. Ms. Gilpatrick stated there has to be proof of a short-term rental having been pre-existing as well as proof of an exchange of money.

Vice Chair McKechnie closed the public hearing at 10:32 PM.

MOTION: To recommend the proposed amendment regarding Short-Term Rentals to be placed on the ballot. Motion by Mr. McGuire. Second by Mr. Goulet. Motion passed 5-0-0.

APPROVAL OF MINUTES

December 27, 2023 – Edits were made. **MOTION: To approve the minutes as amended. Motion by Mr. Goulet. Second by Vice Chair McKechnie. Motion passed unanimously.**

Workforce Housing Amendment

The Board reviewed and discussed proposed changes for the Workforce Housing ordinance. It was agreed to move the proposed amendment to the public hearing for January 24, 2024.

Cluster Development Amendment

The Board reviewed and discussed proposed changes for Cluster Development ordinance. It was agreed to move the proposed amendment to the public hearing for January 24, 2024.

Conditional Use Permit

The Board reviewed and discussed updates for the Conditional Use Permit.

NEXT MEETING

January 24, 6:30 PM – Location TBD

Vice Chair McKechnie adjourned the meeting at 11:06 PM.

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary