



MADBURY PLANNING BOARD

13 Town Hall Road, Madbury, NH 03823

Tel: 603 742-5131 • Fax: 603 742-2502

Approved 01/08/2025

OFFICIAL BUSINESS

Minutes of: December 18, 2024

Meeting Convened: 7:00 pm

Members in Attendance:

Marcia Goodnow - Chair

Mark Avery - Ex Officio

Doug Hoff

Bill Courtemanche

Michael Card

Andrew Losee

Support Staff:

Elizabeth Durfee - Contract Planner

Daphne Chevalier - Recording Secretary

Meeting Attendees:

Eric Fiegenbaum, 6 Moharimet Dr

Justin Corrow, 22 Nute Rd

1. Call to Order

Chair Goodnow called the meeting to order at 7:05 pm.

2. Seating of Alternates

No alternates were seated.

3. Approval of Minutes - December 4, 2024

*Motion by Member Card to **accept** the minutes for December 4, 2024 as presented.*

Seconded by Member Losee. Motion passed unanimously (6-0-0).

Chair Goodnow informed the board that the Select Board needs to hold a public hearing on accepting the grant funds before she can sign off on it. The public hearing will be held January 3, 2025.

4. Board Workshop: Article V, Section 4 of Madbury Land Use Zoning Ordinances (Accessory Apartments) Consideration of new requirements, limitations and language

– Board adoption of final language before January 8, 2025 public hearing

The Board shared editorial edits on the language as presented. Mr. Corrow asked if there would be a checklist of some kind associated with the required elements for an application. Member Hoff stated he envisions the process being similar as that of a site plan review. Selectperson Avery stated they can decide on a checklist later if they don't want to include it as part of the ordinance. Member Hoff stated the two items that would need to be included on an application checklist are the description and sketch referenced in Section 4.D.

The board discussed Section 4.C-4 and decided to separate the two clauses in order to clarify that the pertinent zoning ordinances apply to the ADU and not the lot. Ms. Durfee noted that the zoning ordinances will need to be updated with the new language.

Motion** by Member Hoff to **accept** the Section 4 Accessory Dwelling Unit as amended for publication and a public hearing on January 8, 2025, 7pm at the Madbury Town Hall. **Seconded** by Selectperson Avery. **Motion passed unanimously (6-0-0).

5. Board Workshop: The Piscataqua Regional Environmental Planning and Assessment Grants - Liz

Ms. Durfee stated she is waiting for input from the Conservation Commission and informed the board about an upcoming webinar they may want to attend.

Chair Goodnow asked Ms. Durfee about the first steps on moving forward once the previous grant funds are accepted by the Select Board. She outlined general next steps and will review the scope of the grant proposal to determine specifics.

6. Other Business

Chair Goodnow asked the board what their preference is for meetings in January, as the first Wednesday of the month is the New Year holiday. The board decided to meet on the 2nd and 4th Wednesdays in January and then back to the 1st and 3rd Wednesdays in February forward. Mr. Fiegenbaum recommended posting a notice to inform the town about the change in meetings for January.

7. Adjournment

Motion** to adjourn by Member Card. **Seconded** by Member Hoff. **Motion passed unanimously (6-0-0).

Meeting adjourned: 8:07 p.m.

Respectfully submitted by Daphne Chevalier.