

**CANDIA PLANNING BOARD
MEETING MINUTES OF MAY 21st, 2025
APPROVED MINUTES**

PB Members Present: Tim D’Arcy, Chairman; Mark Chalbeck, Vice Chairman; Brien Brock, BOS Representative; Kevin Coughlin; Linda Carroll; David Labbe; Judi Lindsey

PB Members Absent:

Michael Santa, Alt.

T. D’Arcy called the meeting to order at approximately 6:30PM, followed immediately by the Pledge of Allegiance.

New Business:

- **Informational Hearing:**

Applicant: John L. Cooper & Cayley Cooper, 186 Halls Village Road, Chester, NH 03036; **Owner(s):** William G. Cooper III, 325 Patten Hill Road, Candia, NH 03034; **Property Location:** 325 Patten Hill Road, Candia, NH 03034; Map 414 Lots 108-1 & 108-3; **Intent:** *To take 3 acres out of current use on lot 108-1 to build a single-family home and take lot 108-3 out of current use to build a single-family home.*

The initial intent stated was to take three acres out of current use on Lot 108-1 and Lot 108-3 to build single-family homes. However, Mr. Cooper clarified that the intent has changed, and they only wish to take Lot 108-3 out of current use. The Planning Board Chair explains that if no property lines were being moved, the withdrawal from current use was a matter for the tax collector, not the Planning Board. Mr. Cooper confirms they will proceed with the tax collector for the current use withdrawal on Lot 108-3 and would return to the board if a lot line adjustment was pursued in the future.

T. D’Arcy announces the transition to the next case.

New Business:

- **Scenic Roads – Tree Trimming/Removal:**

Applicant: Jeffrey Wuebbolt, 270 New Boston Road, Candia, NH 03034; **Owner(s):** Town of Candia, 74 High Street, Candia, NH 03034; **Property Location:** North Road, Candia, NH 03034; **Intent:** *To cut 5 trees over 6” for the safety and maintenance of the area.*

Mr. Wuebbolt, the Town Road Agent, presents the need for tree trimming and removal on North Road, a designated Scenic Road. The intent is to cut five trees over six inches in diameter for safety

and maintenance. He explains that all five trees are dead, including two ash trees and three red oaks. He notes that one tree aggressively hangs over the road and was dying, while the others have little to no foliage. Recognizing the safety concerns posed by the dead trees, the board members expressed their agreement with his assessment.

K. Coughlin: **Motion** to approve the request. M. Chalbeck: **Second**. All in favor. **Motion passed**.

T. D'Arcy announces the transition to the next case.

New Business:

- **Case #25-004 (Lot Line Adjustment):**

Applicant: Franklin Verra and Associates Inc., 143 Raymond Road Unit 4, Candia, NH 03034; **Owner(s):** Fowler Family Trust, 302 Chester Road Candia, NH, 03034 & Sanborn Living Trust, 312 Chester Road Candia, NH 03034; **Property Location:** 302 & 312 Chester Road Candia, NH 03034 Map 414 Lots 75-2, 76 & 77; **Intent:** *To adjust the lot lines to address encroachments of lots 75-2 & 76 onto lot 77.*

Jonathon Bolster of Franklin Vera Associates, representing the Fowler Family Trust and Sanborn Living Trust, presents the plan, explaining that the adjustment is needed to address existing encroachments where property lines run through driveways, sheds, and a leach field. The proposal involves adjusting lines between Lot 75-2 (currently 33.4 acres), Lot 76 (a non-conforming lot of just over an acre), and Lot 77 (almost 300 acres, mostly in conservation). The adjustment would add over 3 acres to Lot 75-2 and about 0.6 acres to Lot 76, making it approximately 1.6 acres. The new line would follow an existing conservation easement access strip on Lot 77, ensuring continued access from Chester Road while Lot 77 also retains frontage on Patten Hill Road.

The applicant requests two waivers:

1. Waiving the requirement to set new lot corners with for granite monumentation. (**Section 12.04**) The proposed new lot line is down the center of an easement which is intended to be used as access. Setting lot corners in the center of the easement will be in the way of any future access via the easement area. Sufficient monuments were recovered from a previous survey outlining the limits of the easement area and tie dimensions have been put on the plan to the existing monuments allowing for accurate retracement of the proposed new lot line in the future.

K. Coughlin: **Motion** to grant waiver. M. Chalbeck: **Second**. All in favor. **Motion passed**.

2. Waiving the requirement for a complete survey of the perimeter of lots 75-2 & 77. **(Section 5.06e)** Both have existing surveys. For the completion of the Lot Line Adjustment plan, sufficient evidence has been found to substantiate the accuracy of the existing plans as it pertains to the lot line adjustment area in question.

M. Chalbeck: **Motion** to grant waiver. J. Lindsey: **Second**. All in favor. **Motion passed**.

Following the waiver approvals, the board discusses the lot line adjustment itself, noting that it corrects existing issues and improves the non-conforming status of Lot 76.

M. Chalbeck: **Motion** to approve lot line adjustment. L. Carroll: **Second**. All in favor. **Motion passed**.

Other Business:

- Approval of Minutes: 5.7.25

L. Carroll: **Motion** to approve the minutes of 5.7.25 as presented. D. Labbe: **Second**. J. Lindsey: **Abstain**. All others in favor. **Motion passed**.

- Town Planning: Review of Planning Board fees per Appendix C of the Subdivision Regulations for the purpose of future revision to reflect rising third-party costs.

A recent, substantial price increase from the Union Leader newspaper for mandatory public notifications has prompted the need for review of Planning Board fees. The town has been charging a standard \$150 for all public notices, but the recent newspaper increase necessitates a review. The Land Use Coordinator calculates the increase to be around 10%, suggesting a new fee of \$165 to cover costs. The Chair highlights inconsistencies in the current regulations, which list different fees for legal notifications in different documents and sections. The board agrees that the regulations need to be updated to standardize the legal notice fee across all application types and include an asterisk allowing for future adjustments based on actual costs (postal and noticing fees) without requiring a full regulation change each time.

The discussion expands to other fees listed in various town documents, including application fees and site plan review fees, which also show inconsistencies. The board examines fee structures in neighboring towns, finding that Candia's fees appeared relatively low, particularly for major subdivisions. The board debates about whether the current fees adequately cover the town's costs, including the labor of the municipal employees and engineering review fees paid to consultants like Stantec. The current process for major applications involves an application fee and then engineering review fees billed "at cost" through the town. The concept of a separate "site plan review fee" is discussed, noting that in practice, the site plan review is often integrated

into the initial application and engineering review process due to state law imposing a 60-day time constraint once an application is deemed complete. This process, while potentially confusing to the public, allows the board and engineers time to work through issues before the “clock” starts.

To simplify and potentially better cover costs, the board considers combining the application and site plan review fees for major subdivisions, potentially increasing the combined fee. They also discuss increasing the minor subdivision fee. Other fees are reviewed, including abutter notices, boundary line adjustments, and earth excavation fees. The board decides to remove outdated fees related to Mylar recording and delivery, as the town no longer handles these services. A new fee for GIS updates related to subdivisions is also proposed.

Recognizing the need for a comprehensive update and public input, the board decides to prepare options for fee changes, including a flat fee structure and potentially a tiered structure for major subdivisions based on the number of lots. These options will be presented at the next meeting to gather feedback from residents.

- Any other matter to come before the Board.

Resident Kathleen Tierney updates the board on several state bills that may impact local land use regulations, including SB 170 and SB 163, which both have the potential to significantly alter municipal requirements, conflict with subdivision site plan application processes, prohibit local moratoriums, place limitations on building permits, and limit local environmental rights. She expresses concern that this bill could lead to increased litigation and hinder collaboration between developers and boards. Specific concerns include the bill's potential impact on the alteration of subdivision review processes, potentially creating inconsistencies across municipalities. It is recommended to contact the local representatives to remove the bill from the consent agenda for further discussion and debate.

The discussion then turns to House Bill 588, focusing on model building codes for tiny homes. Interest in tiny homes as a potential solution to affordable housing is expressed. Board member Judi Lindsey mentions a recent visit to a tiny home development in Dover, showcasing a project that transformed a site planned for nine large homes into 44 tiny homes while preserving conservation land. The diverse range of occupants (firefighters, teachers, lawyers, nurses) is noted, emphasizing the potential for community building. While acknowledging that tiny homes aren't suitable for everyone, their affordability and potential to address housing needs are highlighted. Board member Kevin Coughlin mentions prefabricated ADU/ Tiny Home options, such as Elon Musk's “BOXABL” project, and the need for the board to be proactive regarding up-and-coming land uses. New Hampshire currently doesn't allow “BOXABL” homes, possibly

due to state-level approval requirements, but the Chair acknowledges that if allowed, denying them as ADUs might be difficult if they meet architectural and other ordinance requirements.

K. Coughlin: **Motion** to adjourn. J. Lindsey: **Second**. All in favor. **Motion passed**. The meeting adjourned at approximately 8:16pm.

Respectfully submitted,

Megan Ross

Land Use Coordinator

cc: file