TOWN OF KENSINGTON
PLANNING BOARD WORKSHOP
Kensington Town Hall
Wednesday September 02, 2026
Meeting Notes

Date: September 08, 2026
Time: 6:30 PM
Location: Town Hall - 95 Amesbury Rd, Kensington, NH
Chair: Carly Fenton
Members Present: Marty Sylvia, Mary Smith, Daniel Desmond

Other Attendees : Glenn Greenwood (Town Planner), Peter Gaffney (Land Use Admin)

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1. Call to Order

The meeting was called to order by the Chair at 6:30 PM. The workshop was convened to discuss Planning Board initiatives, with primary focus on the Master Plan, Capital Improvements Program (CIP), potential zoning amendments, impact fees, scenic roads, multifamily housing regulations, driveway standards, and other planning matters.

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2. Master Plan Update

- Glenn provided Chair Fenton a draft copy for her review before the meeting.
- Chair Fenton will provide update at the next meeting.

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3. CIP (Capital Improvement Program) Update

- Draft CIP was provided to the Board for their review and comments.
- Members discussed the status of departmental submissions and identified departments currently represented in the draft, including:
  - Police Department
  - Fire Department
  - Highway / Public Works
  - Town Buildings
- The Board questioned if other departments were contacted yet. Mr. Gaffney said no others have been contacted at this point. He wanted to get a draft in front of the Board with a list of potential departments and adjust after the meeting.
- Mr. Greenwood stated that school districts have an obligation to identify future capital needs and that taxpayers benefit from advance knowledge of anticipated expenditures.
- A formal request will go out to a departments and other groups in the next two weeks. An estimate sheet will be provided for a consistent format to all submittals
- Several comments on the draft format of the estimate sheet. Comments included:
  - Add a project name box.
  - Add a project total estimate line.
  - Add a notes section / justification narrative.
  - A clearer funding source
  - Maintaining a concise one-page format whenever possible.
  - Developing a standard submission letter for departments.

- Members agreed that departmental prioritization would assist future decision making by the Board of Selectmen.
- Action items include:
    - Members to review the draft CIP document and submit comments.
    - Mr Gaffney to circulate editable versions for markup to Chair Fenton.
    - Additional outreach to departments and organizations potentially omitted from the current draft.
    - Development of a final project submission form and instruction letter.

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4. Proposed Zoning Amendment Topics

A. Impact Fees - The Board revisited the possibility of pursuing impact fee regulations. Discussion included obtaining additional guidance and educational resources before determining whether a warrant article should be developed. Members expressed interest in hearing from a subject matter expert and reviewing educational materials.

B. Tiny Homes - The Board discussed recent New Hampshire legislation concerning tiny homes and whether local ordinances should explicitly address them.
- Discussion points included:
    - Existing dwelling size requirements, 650 sf is minimum requirement for a dwelling.
    - Housing affordability concerns.
    - Community character considerations.
    - Potential demand within the community.
- Following the discussion, there appeared to be little support for immediate ordinance amendments related to tiny homes. The Chair indicated that the topic would likely be removed from the active warrant article list unless future demand emerges.

C. Temporary Construction Site Signage – Members identified temporary construction site signage as a topic likely to proceed for further ordinance development. Draft language is expected to be circulated for future Board review after discussion with Road and Building Departments.

D. Scenic Roads Ordinance - The Board considered concerns raised by the Heritage Commission regarding scenic roads and tree removal.
- Discussion addressed:
    - Existing ordinance language may need to be expanded to lineup with RSA.
    - Review ordinance and consider adopting stricter standards.
    - Distinction between municipal right-of-way and private property rights.
    - Tree removal within right-of-way areas requires Town approval versus private property tree removal is a landowners right.
    - Members expressed uncertainty regarding the exact width and legal status of certain town rights-of-way and agreed additional clarification was necessary.
        - Request that the Heritage Commission provide specific proposed language for Planning Board consideration.
        - Continue evaluating whether amendments are warranted.

E. Multifamily Housing Regulation - The Board discussed recent state legislation affecting multifamily housing in commercially zoned districts.
- Legislation may allow potential development opportunities in commercial zones.

- The Town may need to consider an ordinance that addresses the lack of local standards governing multifamily density.
- Other regulations need to be updated that address lighting, landscaping, density, site design and development standards.
- Concern was expressed that absent local standards, future multifamily proposals could proceed with limited regulatory guidance.
- Action item: Draft multifamily housing standards will be prepared for Board review and potential warrant article development.

F. Driveway Standards - The Board discussed current driveway standards, existing driveway widths and applicability of standards.
- Multiple narrow driveways exist and new dwelling units being proposed on these lots. Need to address how these will be evaluated.
- Long driveway emergency vehicle access and turnaround requirements will need to be addressed,
- There needs to be a review of potential conflicts between grandfathered conditions and current public safety standards.
- Board to review driveway standards from surrounding communities to gain some insight on how this has been addressed.

G. Permit Fees Review - The Board discussed whether planning and permitting fees should be reviewed to determine whether current fees remain consistent with neighboring municipalities.
- Data to be gathered and work with Building department on appropriate next steps.

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5. Meeting Minutes

- Members discussed previously distributed meeting minutes.
- Rather than acting immediately, members agreed to bring marked-up copies to a future meeting for further review prior to approval.

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6. Library Project Discussion

- The Board discussed the status of the proposed library project and ongoing legal review by the Board of Selectmen.
- Awaiting decision on application status, if this is considered governmental land use or not.
- Decision will impact site plan review process, town ordinances and regulations.
- No formal action was taken. The Board indicated they would continue monitoring developments and seek clarification from municipal counsel and the Board of Selectmen as necessary.

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7. Next Meetings

- **PB Monthly :** September 16, 2026
- **PB Workshop:** October 07, 2026

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8. Adjournment

- **MOTION**: to adjourn meeting.
  - **Motioned by:**
  - **Seconded by:**
  - **Vote:** Unanimous approval.

- **Adjourned at:** 7:45pm.

Submitted by:
Peter Gaffney
Land Use Administrator