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Zoning Board of Adjustment

October 24, 2022 at 7:00 PM  
 Town Council Chambers  
 **APPROVED MEETING MINUTES**

**Present:** Bob Daigle (Chair), Wayne Rosa (Vice Chair), David Evans (Zoning Administrator), James Drago, and Al Zink  
**Absent:** John Greene (Alternate), Steve Minutelli, and Henry Smith (Alternate)  
  
The Chair called the meeting to order at 7:01 PM **[time on DCAT 0:15]**The Chair stated that the meeting this evening was specifically set as an educational forum to discuss the proposed changes to the Accessory Dwelling Unit (ADU) ordinance being considered by the Planning Board.The four voting members this evening include: Bob Daigle, Wayne Rosa, James Drago, and Al Zink. **1. Pledge of Allegiance**  
**2. Acceptance of Minutes – October 3, 2022 [time on DCAT 0:51]   
  
Motion: James Drago** moved to approve the draft minutes of Oct. 3, 2022  
 as written.  **Second: Wayne Rosa  
Discussion:** none **Vote: Unanimously Approved 4-0-0  
   
  
3. New Business [time on DCAT 10:43 - 56.44]***Board discussion of the proposed Accessory Dwelling Unit (ADU) ordinance changes:* **Bart McDonough**, the Town Planner, was present this evening to discuss with the members of the ZBA the proposed changes under discussion now with the Planning Board. He provided members with Draft #6 of the proposal. The primary reason for this amendment is to allow for the opportunity for accessory dwelling units (ADUs) to exist in Newmarket. Currently, a special exception by the ZBA is required to approve an accessory apartment (as they are currently known). Part of the requirement is that they be requested only from single-family and conforming lots within the zoning district. The amendment would be redefined to require only a building permit on all single-family lots whether or not they are conforming. In addition, this amendment would allow for detached ADUs. A special use permit would allow for two ADUs through the PB. The idea would be to blend these units aesthetically with the existing dwelling. There are three types of classifications: 1) Internal Conversion ADU (i.e. basement), 2) Attached ADU (to the primary dwelling unit), and 3) Detached ADU (new or existing building). Parking requirement for an ADU would be a maximum of 2 spaces allowing for the greatest flexibility. No additional curb cuts would be allowed for driveways. The Building Inspector would enforce the ordinance.   
  
The Planning Board has been working on this proposed amendment for several months. The following is a list of the Planning Board meetings available on DCAT when discussions have been held:  
- Planning Board meeting, August 9, 2022 -  **time on DCAT 1:33:17-1:59:00**   
- Planning Board meeting, September 13, 2022 - **time on DCAT 1:08:19-1:17:16  
 and 1:29:04- 2:32:00**  
- Planning Board meeting, October 11, 2022 - **time on DCAT 37:59 to 2:29:03**The members had a very good discussion of the major part of the ordinance as noted above. **Bart** wanted to specifically discuss the financial piece of this ordinance change. There are currently very few of the ADUs coming online quickly after being built because there are no financial lending packages that accommodate an ADU. It would need to be accomplished by cash-in-hand or a home equity loan. Existing structures may be easier to convert than building something new – using “Yankee” ingenuity and frugality.  
  
**Bart** also wanted to discuss the definitions of affordable housing and work force housing. He wants to see the Town of Newmarket have a series of conversations with the community to help envision what the community sees with regard to these two housing definitions. The ZBA agreed with this assessment. They also discussed open space issues, building design standards and septic systems (if required).  
  
**Bart** confirmed that the ZBA would be taken out of the approval process all together for ADUs or DADUs unless there is a Special Exception or Variance Request. He also requests that, should members have any additional comments about this ordinance changes, they may send them along to the Planning Board. **Bart** reported that only 40 ADUs have been approved since 2000.  
  
The members thanked both **Bart** and **Dave** for their collaborative efforts to make these suggested changes.   
  
**4. Adjourn [time on DCAT 56:45]**  
  
**Motion: James Drago** made a motion to adjourn at 7:58 PM **Second: Al Zink  
Discussion:** none **Vote: Unanimously Approved 4-0-0**

Respectfully submitted,  
   
Sue Frick  
Recording Secretary

**DCAT:**https://videoplayer.telvue.com/player/XSekkdEeRsk0JHQVHAvKJVka7\_5VjxKP/videos