

HAMPTON PLANNING BOARD

DRAFT MINUTES

April 17, 2019 – 7:00 p.m.

PRESENT: Tracy Emerick, Chair
Ann Carnaby, Vice Chair
Alex Loiseau, Clerk
Fran McMahon
Mark Olson
Keith Lessard
James Waddell, Selectman Member
Jason Bachand, Town Planner
Laurie Olivier, Office Manager/Planning

ABSENT:

I. CALL TO ORDER

Chairman Emerick commenced the meeting at 7:00 p.m. by leading the Pledge of Allegiance and introducing the Planning Board members.

II. ATTENDING TO BE HEARD

III. CONTINUED PUBLIC HEARINGS

19-013 9 Bradford Avenue (continued from 4/3/19)

Map: 293 Lot: 157

Applicant: Rollin Durant

Owner of Record: Mary & Rollin Durant, Trustees (RT)

Condominium Conversion: Convert two existing detached dwelling units into condominium form of ownership. Waiver Request: Section V.E. Detailed Plans.

Attorney James Scully appeared. Mr. Lessard said he works with Rollin (Durant) and asked if the Board wants him to recuse himself. Mr. Loiseau deals with real estate for one of the condos and asked if the Board was okay with him sitting on this application. No one from the Board had a problem with Mr. Lessard and Mr. Loiseau staying on the application.

The applicants want to convert two existing dwelling units into condominium form of ownership. It is a pre-existing lot of record in the RB zone. The two structures already exist.

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Mr. Olson asked how they enter the premises. Will they drive on the common area was asked. Attorney Scully stated that Unit A parking will be behind the front unit. There is shared access and the Unit B vehicle would move straight forward. Mr. Olson said he is curious how a car makes the turn. It was noted that people have been using it like that for a while.

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Mr. Bachand discussed his memo to the Board. He discussed the parking spaces - Mr. Bachand said they do not quite meet the 9' x 18' requirement. He noted Unit A's LCA could be shifted to the north approximately two feet. For Unit B, there is an area labeled "wood" that should be removed from the site to accommodate a 9' x 18' space. Mr. Bachand said there could also be more room for maneuvering (into the parking space for Unit A). Mr. Bachand said they can work that out with the plan revisions and condominium document review. Attorney Scully concurs. It was formerly leased land. Attorney Gearreald looked at it with Mr. Bachand. He said the conversion could proceed at this time. However, Attorney Gearreald recommends they still go through the 41:14-a process. The Board could add that as a condition if it wishes. Mr. Bachand said it's in the applicant's best interest. Attorney Scully said they will have clear title, but asks that the Board not add this as a stipulation. There are some minor plan issues (explained in Mr. Bachand's memo) which can be addressed with the engineer. Mr. Bachand recommends approval subject to the conditions in his Memorandum dated April 17th, and also noted the waiver request needs to be voted on also.

Mr. McMahon asked about removal of the no subdivision restriction – would it set the Board up for some unintended consequence in the future was asked. Mr. Bachand does not think so. Mr. Bachand said if they remove it, it's just removed from the deed. Mr. McMahon discussed someone in the future making two lots. Mr. Bachand said we can take a look at it.

MOVED by Mr. McMahon to approve the waiver request.

Mr. Olson discussed the lots being tight. Are there gas meters was asked. Overhead wires coming over the property was asked. Mr. Olson said it is a safety thing. Attorney Scully said one gas meter is behind and one is on the side. They won't come into play with vehicular traffic. Mr. Olson asked about sewer service for the neighbor. He wonders if the sewer service is a concern. Mr. Bachand said the service is shared between these units. Ms. Hale (DPW) looked at this and a condition was added. We can have Henry Boyd (Millennium Engineering) take care of this issue as well (it was then noted that these items are actually shown on the cloud-shaped area on the plan).

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

MOVED by Mr. McMahon to approve the condominium conversion along with the conditions stated in the Town Planner's Memorandum dated April 17, 2019.

SECOND by Mr. Waddell.

VOTE: 7 – 0 – 0

MOTION PASSED.

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19-014 Gentian Rd, Meadow Pond Rd & Greene Street (continued from 4/3/19)

Map: N/A Lot: N/A

Applicant: Aquarion Water Company (c/o Carl McMorran)

Owner of Record: Town of Hampton

Wetlands Permit: Proposal to construct approximately 1,435 linear feet of eight-inch and three-inch water main to replace existing water main within that neighborhood.

Ms. Amanda Keyes, Tighe and Bond, appeared. Every year, Aquarion does maintenance work. It's 1950's-era asbestos cement pipe; all 6". They will upgrade with 8" polyethylene pipe. They also have issues in the neighborhood with freezing. It's shallower than 4' deep. They will bury it at 5' to avoid freezing problems.

The wetlands are in tidal and inland wetland buffers. There's 1,100 s.f. of temporary impact. 600 s.f. of temporary inland wetland buffers. Impacts are in the roadway. Aquarion may be delaying this project until the Town replaces some drainage on this street.

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Mr. McMahon discussed the Town study. Mr. Waddell said they are doing the study now. That area is terrible on flooding. The two projects need to coordinate. This (wetlands permit) approval would be for two years.

Mr. McMahon asked if the main is in the road. Yes, it will be in the same trench it is in now. It's considered hazardous waste at this point per Ms. Keyes.

Mr. Olson asked about dewatering and silting. Ms. Keyes said there will be a silt sack; on top an area that any dewatering being discharged will be surrounded by hay bales.

Ms. Carnaby asked about timing. Ms. Keyes said they were going to go full steam ahead. They then found out about the Town work. Mr. Bachand spoke with Rayann Dionne (Conservation Coordinator); abutters were already notified. The permit would be good for two years; the project is likely to start before then. Ms. Carnaby asked if things change what happens.

PUBLIC BOARD

MOTION by Mr. Lessard to approve the Wetlands Permit along with the stipulations contained in the Conservation Commission's letter dated March 27, 2019.

SECOND by Mr. Waddell.

VOTE: 6 – 0 – 1 (Carnaby)

MOTION PASSED.

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IV. NEW PUBLIC HEARINGS

V. CONSIDERATION OF MINUTES of April 3, 2019

MOVED by Mr. Olson to approve and accept the April 3rd Minutes.

SECOND by Mr. McMahan.

VOTE: 6 – 0 – 1 (Lessard)

MOTION PASSED.

VI. CORRESPONDENCE

Letter from NHDOT, dated April 3, 2019, regarding Route 1A sidewalk curb ramp upgrades to meet ADA standards.

Mr. Bachand discussed the letter from DOT, which was provided in the Board's folders. This is about sidewalk curb ramp tip down upgrades needed to meet ADA standards. The project area is Route 1A from Epping Avenue northerly to Cusack Road and back southerly to Nudd Avenue. It is approximately 5.8 miles of work area. A map was provided with the letter. It will be in the State right-of-way. They are looking comments regarding potential impacts on environmental, social, economic, or cultural resources. Mr. Bachand can provide any comments the Board may have to the DOT. Conservation also received this letter. This is for the Board's information. It appears they are planning to do both sides of the Boulevard.

VII. OTHER BUSINESS

• Town of Hampton Master Plan Update – Preliminary Efforts

Mr. Bachand is following up on the discussion from two weeks ago. He had discussed ideas around forming the Steering Committee. The Board had discussed starting with something scaled back. Mr. Bachand took this into account and modified his sheet (provided to the Board). Holding Master Plan Initiation Sessions at the second meeting of each month, most likely starting in June was noted. Members from different Boards and Commissions would be invited to attend. It would be an Agenda item at these meetings. We can do brainstorming and momentum building on how to get it out to the public. Surveys can be discussed. It would be televised as it's our second meeting of the month. Mr. Bachand would ask them (Boards and Commissions) to appoint one member; that member could come to that second meeting of each month. We build from there. A Steering Committee would still be formed later.

Mr. Emerick thinks it's a brilliant idea. Topics we will cover in a Master Plan - if they are shared with the Board and citizens, it could put meat on the skeleton of a Master Plan. It may not be "The Master Plan", but would help populate the plan itself with ideas. Build it with the public, in front of the public. This will give greater awareness.

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For example, perhaps a series of short summary documents could be prepared based on the input, which could make the process easier and more efficient per Mr. Bachand. The details can be worked out.

Mr. McMahon discussed different Board member going back to their individual Boards and Commissions.

We could give ideas that pertain to each individual Board of Commission. Mr. Waddell is comfortable with this. Mr. Olson said we shouldn't be hearing as many applications at the second meeting of the month; the idea of second meetings should be for planning 'things'.

Mr. Lessard said we need to be careful that we limit what the Boards discuss. Mr. Lessard asked if we can get professional Master Plan designer or author to come in and explain to us at the first public meeting what we are going to be building. Boards maybe can be presented with what our plan could be; what the goal is. Transportation, housing, etc. Prompt Boards on what we are looking for.

Mr. Bachand can invite someone from the RPC to come to our first meeting on this subject. We can do a "Master Plan 101". We can invite people to come to "Master Plan 101".

Ms. Carnaby wants to tweak the idea of other participants. "Us and them" was discussed. She wants everyone to sit around the table to develop the plan. It could minimize controversies. A full group together to do the task was discussed. Mr. Bachand said that is what he intended.

Ms. Carnaby wants to include a time limit, with time at each meeting for a brainstorming conversation. Brainstorming should be at the front of the meeting; put in front of potential applicants. Mr. Olson asked if we can get projects in for the first meeting of the month. Ms. Carnaby said for the year of developing the Master Plan, that applications get continued to the next first meeting of the month. Mr. Bachand said that can be easily accomplished with the Board's vote (on an application).

- **Heritage Commission – Follow-Up to Article 45 from the March 12, 2019 Town Meeting**

Mr. Bachand said this passed in March. He spoke with the Town Manager. He received a letter of interest. The Selectmen will be working toward forming that Commission and appointing people. Mr. Bachand referred to the 2nd page of hand-out, - RSA says you can only have one regular member of each of the Boards appointed. It will be corrected next year.

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- **CIP Committee**

Mr. Bachand said the Town is working to pull together the 2020-2025 CIP. He is working with the Town Manager to go over the Committee list to make sure it is up to date and accurate. Mr. Emerick has been serving as Chairman. Mr. Bachand asked if he would like to continue, or how else the Board may wish to proceed.

Mr. Lessard nominated Mr. Emerick.

Mr. Emerick is fine with that.

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

- **Ann Carnaby – Report on RPC Commissioners Meeting**

Ms. Carnaby said the last Commissioners meeting was an RPC and transportation aspect function paperwork meeting. It is a Federal requirement. Ms. Carnaby discussed the 10-year transportation plan. Complete street improvements were discussed. We got to #1 on the list. This is for High Street and Winnacunnet Road.

Ms. Carnaby discussed a 10-year plan “101” review for the process and how many evolutions of a 10-year plan does a project have to go through before it gets going. She wants a tutorial from someone.

Mr. McMahon said the RPC has a Technical Advisory Committee. Chris Jacobs (DPW) sits on it. That is how Hampton got on per Mr. McMahon.

Winnacunnet Road was on the list many years ago. There is a 20 percent local match requirement per Mr. McMahon. Towns better have their 20 percent ready. Eighty percent is being offered. Mr. Olson discussed a bike path – 20 percent is a drop in the bucket to what could come to this Town. Mr. Waddell said this is first on the recommendation. Mr. Waddell said coordinating with the Town is important.

Mr. Lessard agrees we have to be ready with 20 percent.

Ms. Carnaby said Town officials should respond to the proposed reconstruction. She is not sure who the Town Officials are from here. She may talk to Mr. Welch. Mr. Olson, Barbara Kravitz and Ms. Carnaby are the contacts with the RPC. It has to be the Selectmen per Mr. McMahon. Mr. Waddell said it has to come to the Selectmen.

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Mr. Lessard recommends that we have someone go to the Selectmen, or we can forward a letter. Mr. Bachand will talk with Chris Jacobs. Ms. Carnaby will also help with this.

Mr. Emerick noted that he is playing phone tag with DOT regarding the Highland Avenue and Ocean Boulevard matter. Hopefully something can happen before May 1st. It is underway.

VIII. ADJOURNMENT

MOTION by Mr. McMahon to adjourn.

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

MEETING ADJOURNED: 7:48 p.m.

Respectfully submitted,

Laurie Olivier, Office Manager/Planning

****PLEASE NOTE****

ITEMS NOT CALLED OR IN PROGRESS BY 10:00 P.M.

MAY BE CONTINUED TO THE NEXT SCHEDULED MEETING