

HAMPTON PLANNING BOARD

MINUTES

June 19, 2019 – 7:00 p.m.

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

ABSENT: Keith Lessard

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. Mr. Emerick asked the Board about hearing the public hearing item first – to hear that application before the Master Plan discussion. The Board agreed.

****19-021 943, 947 & 951 Ocean Blvd.** (continued from 6/5/19)

Maps: 151 Lots: 4

Applicant: St. Magnus Condominium Association

Owner of Record: Same & 26 unit owners (listed in project file)

Wetlands Permit: Removal of corner rotted fence & replace with new fence of same material.

Mr. Dave Sullivan, President of the St. Magnus Condominium Association appeared. The Association wants to replace the cedar fence. It is 30-35 years old. It is falling over.

BOARD

Mr. McMahon asked if he had the letter from the Conservation Commission. Mr. Sullivan did not have a copy. Mr. Sullivan was handed the letter and read it; he feels it is fine.

PUBLIC BOARD

MOTION by Mr. Olson to approve the Wetlands Permit to replace the fence along with the conditions contained in the Conservation Commission's letter dated May 29th.

SECOND by Mr. Waddell.

VOTE: 7 – 0 - 0

MOTION PASSED.

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II. ATTENDING TO BE HEARD

Master Plan Initiation Session #1

- Welcome and Introduction of Appointees
- Overview of Master Planning in New Hampshire
- Summary of Recent Efforts to Update the Town of Hampton Master Plan
- Initiation Sessions
 - *Proposed Goals*
 - *Appointee Priorities*
- Master Plans (Format and Structure)
 - *Examples of Plans from Other Communities*
- Next Steps

Welcome and Introduction of Appointees

Mr. Bachand welcomed everyone and thanked them for participating. This will be a meeting (Master Plan) taking place the 2nd meeting of each month. Attendees: Brian Warburton, Budget Committee; Barbara Kravitz, Resident-At-Large; Jay Diener (Sharon Raymond may be representative also), Conservation Commission; Rick Griffin, HBAC; Tom McGuirk, ZBA. Mr. Bachand noted if someone cannot attend from each respective Commission / Board, they should feel free to send someone else to participate.

Mr. Bachand said this is a public process. Communication with the public is very important.

The primary purpose is to have constructive discussions among the group and to build momentum; to get an updated Master Plan in the future. We will anticipate about six months for these sessions to occur.

Mr. Bachand identified the agenda items for this evening. There will be an overview of Master Planning in New Hampshire, existing master plan information, and goals and objectives. Three sample plans were distributed as well. We were hoping to have a presentation from the Rockingham Planning Commission this evening. We are now hoping that they will attend next month; they had a conflict.

Overview of Master Planning in New Hampshire

Mr. Bachand discussed a document providing an overview of Master Plans in New Hampshire. He highlighted and discussed four key points from the document. The material is available at the Town Hall – Planning Office. It was noted that some grants may not be available to the Town of Hampton unless we have an up-to-date Master Plan. Some ordinances can be tricky to adopt without a current Master Plan.

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The Planning Board is strongly encouraged to use tools to maximize participation from residents.

Our outdated 1000-page Master Plan binder is not user-friendly.

Our Master Plan was created in 1985. There have been some updates here and there per Mr. Bachand.

RSA 674:1-674:4 are the RSAs that refer to Master Plans. Mr. Bachand encouraged everyone to read the RSA's. Highlights from the RSA's include that a Master Plan is required by law, that it is the Planning Board's duty to prepare and amend the Master Plan from time-to-time, and that revisions are recommended every 5 to 10 years.

Mr. Bachand discussed the plan elements outlined in the RSA's. Vision and Land Use sections are required be in every Master Plan. We do not have an Economic Development section in our current Master Plan; nor do we have Regional Concern, Community Design, Energy, or Coastal Management. We did receive approval, as part of a larger grant through the NHDES Coastal Program, to do that chapter of the plan – Coastal Management. That project will get underway this fall, and we can incorporate some of that information into other Chapters of the Master Plan. Doing the Coastal Management section first is a good thing in that it can overlap into transportation, natural resources, etc.

Mr. Diener asked about sections not in the Master Plan. Will they all be included was asked. That is premature per Mr. Bachand. We should certainly have an economic development chapter. Mr. Warburton asked about economic development. There has been a dollar line item – we had an economic development arm for many years. He agrees it is an important component.

Mr. Bachand discussed natural hazards – it is our Hazard Mitigation Plan. It was updated in 2016. There can be a reference to it, but we would not do it over as part of this process. The Hampton Beach Master Plan will be similarly referenced as well. The HBAC works on updates to that plan. They should be getting into natural resources next.

Mr. Emerick discussed Land Use – existing land use – residential, commercial, open space. It will be mapped. What will the community look like 10 years down the road was discussed.

Summary of Recent Efforts to Update the Town of Hampton Master Plan

Mr. Bachand discussed recent efforts. Mr. Bachand showed everyone the current Master Plan. It is about 1000 pages; not easy to utilize. This information is available at the Planning Office.

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Mr. McMahon asked who adopts the amendments. It is the Planning Board per Mr. Bachand.

In 2009, the last update to the Town Master Plan occurred.

The Town is updating the website. The existing Master Plan documents will be online so they will be available for the public.

Mr. Bachand said the Planning Board has discussed updating the Master Plan for the past couple of years. A comprehensive approach (new document in clear and concise format) was preferred rather than doing a chapter-by-chapter update.

The RPC met with us and the Planning Board members in October of 2018 to discuss a strategy for the update. The RPC said it keeps everything current. The RPC recommended a two-phase approach. The first phase was Article 10 – which did not pass.

Mr. Bachand said he thought Article 10 was a good article, and was disappointed that it did not pass. He thinks we can build upon it going forward.

Mr. Bachand thought the Article failed by around a couple hundred votes.

Initiation Sessions

Mr. Bachand discussed suggested Goals and Objectives for these sessions (copy available at the Planning Office).

Establishing public awareness, participation and support for the Master Plan process was discussed. Conducting preliminary outreach and spreading the word is important. Explore the community – coffee shops, meet and greet events, senior housing.

We can use the Town's website and social media. We want to enhance Hampton's reputation as a great place to work, live, and play.

Mr. Griffin thinks we should include the public as much as possible. Mr. Griffin said the 2004-2005 grant ran out and it was successful when it was going on.

Ms. Carnaby said a goal is something you work toward and achieve. She thinks the first goal is ongoing. It may be more of a method rather than a goal.

Identify key areas of concern within the community. Conduct brainstorming exercises. Hear from residents and stakeholders. Collect positive and negative comments about growth of Hampton. Conduct surveys. Publicinput.com with RPC assistance was noted.

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Mr. Diener likes the idea of a survey. He feels it is a great way without having to organize meetings. Online-or mail survey is good to get feedback.

Mr. McMahon said the community breaks down into different pieces. There is the beach; then there is North Beach; west side of Town, then the General Zone. We need to pull all of these together – very different interests. The plan will have to reflect that.

Compile information for the Master Plan. Discuss ideas and strategy for the Vision Chapter. It is the most important part of the plan; it sets the tone. There will be a vision statement based on conversations and activities.

We will also coordinate with the RPC through annual dues.

We could identify priorities to address in the short term – (2-3 years) vs. long range. A summary memo at the end of this process was noted.

Ms. Kravitz asked about this initial group; then the Steering Committee. Mr. Bachand said we should have something together by December.

Mr. Griffin thinks we will have a better warrant article. We need to get the message out.

Mr. Warburton said starting tonight for next 6 months; meeting the second meeting of the Planning Board; build and bring attention to this so the public does not look at it as just another meeting.

Mr. Bachand discussed inviting local officials and agencies, DES, RPC, etc. to discuss updates to the Master Plan. Mr. Olson thinks it is a good opportunity to invite someone who is not a State official; a private company. Someone who has written a positive Master Plan.

Ms. Carnaby discussed building momentum until the end of the year. Is it advantageous to not just do this public survey once – maybe shoot out one right now to find out what people think a Master Plan is; what it does. Repeat it in December. See if it is moved anywhere from there. Using the software – would it work was asked. Mr. Emerick would rather have them give early feedback where Hampton should be in 10 years. Mr. Emerick would like to see vision work done early on. Mr. Emerick wants to hear ideas, concerns, vision. Then reduce it from there.

One survey early and seeing how word has improved is a good idea.

Ms. Kravitz discussed a Visioning Committee in the past. A letter went out to about 100 people with a series of questions. We got back some serious responses. Some people sent back really thoughtful and complete views of what they thought the Town needed to do. It was well publicized. People liked the free food.

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Mr. Emerick said get people involved and then we will decide on sub-committees, etc. Getting people involved.

Events should fit in with the Town Meeting per Mr. Griffin.

Mr. Bachand discussed financing the project. RFP's to get ideas of the cost of an update. Evaluating plans from other communities was noted.

Mr. Waddell said a goal and objectives are identifiable. The final goal is getting the warrant article passed. Should that be defined was asked.

Mr. Emerick said we can put together a Master Plan as good as a consultant. We can get the big pieces together. Doing 6 months of work and then hiring a consultant may not be the way to go.

Mr. Warburton said the end goal is getting to the warrant article. We need to know what we want it to look like and what it will contain. We need to know what it will cost. **We should put the sheet that deals with the goals and objectives on the Town website. Make some hard copies available.**

Ms. Carnaby discussed 'initiation'. Just call it Master Plan Sessions. This will be on the website. Ms. Kravitz said what will be accomplished at the next meeting. It will give something for us all to do. Maybe we can talk to people from those Towns to see what they thought of their process.

Mr. Diener said see what issues the Towns have and what they wish were handled differently.

Ms. Kravitz said get the essence of the chapters and have attachments and exhibits so they relate, but do front part without all the rest. It is a good way to gather information.

Ten points on what people think on different chapters; people were helpful per Ms. Kravitz.

A millennial could form a page to put buckets –Mr. Bachand can talk with Dylan (IT).

Mr. Emerick said to put the questionnaire online. Give us feedback now – we can get feedback and get thoughts. Ms. Carnaby asked for general topics. She asked if we put it in public input format or explore getting it on the Town website. Ms. Carnaby said we are a preliminary group now. **What is important to you? What do you want to see in 10 years? These questions can be asked for the topics. Our new website can collect a lot of data.**

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Mr. McGuirk said using groups on social media will steer people to these groups – informal or informal. Those people all have opinions.

Filter and organizing data will be the tough part. Someone has to go through it.

Master Plans (Format and Structure)

Future Master Plans were discussed - the way they are formatted. Three different approaches. Exeter, Hampton Falls, and Londonderry were identified.

Next Steps

Mr. Bachand is anticipating a presentation from RPC at the next meeting. Homework is looking at websites. Pick a town and go to the town website and see if they have Master Plan on it. Does it have to be NH was asked? It was stated no.

Mr. McGuirk said we are diverse community – there are many equally diverse communities. Different elements. Mountains – ski season versus summer season. Not just a beach community. We should check that out.

For the HBAC – The Cecil Group cost about \$180K. The downtown vision was like \$36,000. Ms. Kravitz said visioning was minimal cost. The Plan for Route One was done by an outside consultant – that is about \$50K. Making a document like this is not in our purview.

Ms. Olivier said we need money to get a quality document; when everyone has a chance to review updated Master Plans, once data is collected, ages of residents; growth of Hampton charts, etc., we do not have the capability in our office to produce that quality. We don't have the software programs. We need financial assistance.

Ms. Kravitz discussed that graphs can be created by high school students. They can compile data. When we get to that point. Private consultants start from zero and do their own research and own work. Efforts per Mr. Olson, whether they accept or do their own. We will be educated.

July 17th is the next meeting.

Ms. Carnaby discussed RPC's annual meeting last week. An award was given to individuals who make significant contributions in Conservation and Planning. The Hayden Award has been given only seven times; Jay Diener of our Conservation Commission received the award this year. Everyone clapped and congratulated.

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III. NEW PUBLIC HEARINGS

IV. CONTINUED PUBLIC HEARINGS

19-021 943, 947 & 951 Ocean Blvd. (continued from 6/5/19) ****Heard Above**

Maps: 151 Lots: 4

Applicant: St. Magnus Condominium Association

Owner of Record: Same & 26 unit owners (listed in project file)

Wetlands Permit: Removal of corner rotted fence & replace with new fence of same material.

V. CONSIDERATION OF MINUTES of June 5, 2019

MOTION by Mr. McMahon to approve and accept the Minutes.

SECOND by Mr. Olson.

VOTE: 6 – 0 – 1 (Chase)

MOTION PASSED.

VI. CORRESPONDENCE

VII. OTHER BUSINESS

Mr. Bachand noted that he forwarded a copy of the draft Planning Board budget this afternoon. It is due June 28th. There could be problems with email for a few days per Mr. Waddell.

VIII. ADJOURNMENT

MOTION by Mr. Loiseau.

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

MEETING ADJOURNED: 8:20 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