

HAMPTON PLANNING BOARD

MINUTES

March 16, 2011 – 7:00 p.m.

PRESENT: Fran McMahon, Chairman
Mark Loopley, Vice Chairman
Tracy Emerick
Rick Griffin, Selectman Member
Mark Olson, Acting Clerk
Brendan McNamara, Clerk
Jamie Steffen, Town Planner

ABSENT: Keith Lessard

I. CALL TO ORDER

Mr. Loopley began the meeting at 7:00 p.m. by introducing the Board members and leading the Pledge of Allegiance to the flag.

II. ELECTION OF OFFICERS

Mr. Steffen asked if there were any nominations for Chairman.

MOTION by Mr. Loopley to nominate Mr. McMahon. Mr. McMahon accepted the nomination.

SECOND by Mr. Emerick.

VOTE: 4 – 0 – 1 (Mr. McNamara abstained & Mr. Griffin was not in attendance).

MOTION PASSED.

Mr. Steffen stated that a Vice Chairman needed to be nominated.

MOTION by Mr. Emerick to nominate Mr. Loopley. Mr. Loopley accepted the nomination.

SECOND by Mr. McMahon.

VOTE: 4 – 0 – 1. (Mr. McNamara abstained & Mr. Griffin was not in attendance)

MOTION PASSED.

Mr. Griffin arrived.

Mr. McMahon stepped in and presided as Chairman. He stated that the next position needing nomination is the Clerk position.

MOTION by Mr. Emerick to nominate Brendan McNamara.

SECOND by Mr. Loopley.

VOTE: 5 – 0 – 0

MOTION PASSED

Mr. McMahon stated that the applicant for 595 Lafayette Road has requested to be continued to April 6, 2011.

MOTION by Mr. Emerick to continue 595 Lafayette Road to April 6, 2011.

SECOND by Mr. Olson.

VOTE: 5 – 0 – 1 (Mr. McNamara abstained)

MOTION PASSED.

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III. ATTENDING TO BE HEARD

• **Change of Use -180 Drakeside Road - Condominiums to Rental Units**

Attorney Bob Murphy appeared. He discussed that the site plan was approved in 2007 as a 10-unit condominium. It was foreclosed on in November, 2010. The applicants found that registering it as condominium would be a waste of time and believe leasing out the units would be a better option. Attorney Gearreald was consulted and he feels that having the structures used as multi-family residential would be a change of use. The buildings have been constructed. One change is the location of the fire hydrant.

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Mr. McMahon asked the applicant who asked him to move the hydrant to which it was answered Jon True of our Fire Department.

Mr. McMahon asked about off-site improvements. The applicant stated he is not aware of any changes. Mr. Steffen explained that there are no off-site improvements associated with this project.

MOTION by Mr. Emerick to grant the Change of Use.

SECOND by Mr. Loopley.

VOTE: 6 – 0 - 0

MOTION PASSED.

Mr. Emerick stated that the applicant should take a copy of the Minutes to the Town Assessor's Office.

• **Temporary Parking Lot Approval Extension –5 Ashworth Avenue**

Mr. McKeon appeared with his daughter. Mr. McMahon stated it was approved last year and asked the applicant if anything was different from last year. They stated they want to move the entrance down the street. They are making a change in width from 22 feet to 24 feet; adding an additional two feet toward Mrs. Mitchell's location.

MOTION by Mr. Griffin to grant the temporary parking lot approval extension for one year.

SECOND by Mr. Emerick.

VOTE: 6 – 0 - 0

MOTION PASSED.

IV. CONTINUED PUBLIC HEARINGS

595 Lafayette Road (continued from January 5, 2011 & February 16, 2011)

Map: 144 Lot: 3

Applicant: Sean Kelley, Monah Realty, LLC

Owner of Record: Same

Site Plan Review: Convert portion of existing building into automatic car wash

Waiver Request: Section VII.D. Stormwater Management

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(CONTINUED TO APRIL 6, 2011)

V. NEW PUBLIC HEARINGS

None

VI. CONSIDERATION OF MINUTES of March 2, 2011.

MOTION by Mr. Loopley to approve the March 2, 2011 Minutes.

SECOND by Mr. Emerick.

VOTE: 5 – 0 - 1 (Mr. McNamara abstained) MOTION PASSED.

VII. CORRESPONDENCE

VIII. OTHER BUSINESS

- Proposed wording for establishment of a Technical Review Committee

Mr. Steffen stated this was postponed because the Board was trying to go to a couple of towns to see how their TRC meetings operate. He noted that Mr. Lessard sent an email recently about getting a schedule for meetings in Seabrook and Exeter. Mr. Steffen noted he contacted Exeter Town Planner recently about their meeting schedule. He was informed that they had one originally scheduled for March 15th, but it had to be continued for two weeks. He also noted it was only a parking lot expansion. He further noted that they meet at 1:00 on Tuesdays. He also talked with Barbara Kravitz who handles Seabrook – they normally meet on Monday mornings but they don't have any scheduled for March. Mr. Steffen said he also thought of Portsmouth but didn't do any further checking yet on when they meet. Mr. Loopley suggested we wait again. He noted we have the proposed wording. Mr. McMahon stated there's no urgency on this and will continue the discussion at a later date.

- 7A Merrill Industrial Drive, Rademo Realty Trust-Site Plan Approval Extension

Mr. Steffen explained that this is the third extension request. The regulations state that the approval extension is good for one year. They are subject to zoning and other land use regulation changes. Mr. Steffen explained that we have changed the stormwater management requirements and he believes that they will be subject to those new requirements. They will need to do an operations and maintenance plan for the stormwater management system. They will be subject to any zoning changes or other regulation changes if there are any. Mr. McMahon stated that Mr. Steffen will review the plans to make sure they meet current requirements.

MOTION by Mr. Emerick to grant the one-year approval extension.

SECOND by Mr. Loopley.

VOTE: 6 – 0 – 0

MOTION PASSED.

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Mr. McNamara asked if there is a limit to the one-year extensions. It was discussed that now there is no limit, but Mr. McMahon stated the Board should address a limit on how many times this can occur.

Mr. Steffen then stated that there is one more matter that is not on the agenda. Mr. Steffen introduced Tony Ciolfi, a civil engineer plans he is proposing for the Safe Routes to School grant program. This is not an action item, just for informational purposes only. Mr. Ciolfi thanked the Planning Board for allowing him to discuss his proposal. He has ideas to help Hampton with safety around the schools in town. He explained the Safe Routes to School initiative. He has done work previously on NH DOT projects. He also spoke with the Rockingham Planning Commission about reactivating this effort. He wishes to promote healthy, safe lifestyles for children along with education. Grant funding was discussed. There will be a meeting on Wednesday, March 23rd, from 4-6:00 p.m., with the location to be decided upon. Mr. Griffin stated this could be brought up to the Selectmen as well. Mr. Steffen brought it up to the meeting on Tuesday at the Department Head meeting. Mr. Ciolfi is in the process of getting this organized. He said it's strictly grant funding. The Board thanked him for taking the initiative.

- Mr. Steffen discussed the feasibility study grant application that the RPC is pursuing for an intermodal transportation facility and a reconfiguration of the Rt. 101 / Rt. 1 interchange. Mr. McMahon discussed that doing the study is important. He feels we should support this. Mr. Loopley noted that the Winnacunnet Road intersection improvement CMAQ funding was approved. Mr. Steffen further explained that probably this summer the NHDOT and the Town will finalize an agreement on funding and work programming for the project. It will be a phase project over 2 years most likely. The Town's share is 20 percent, which is estimated to be \$48,000. Mr. Griffin asked who decides what happens on the corner where the gas station used to be. Mr. Steffen said the corner would be improved under the project with new crosswalks, curbing and sidewalks. Mr. Griffin asked whether there would be entires on both roads where the gas station used to be. Mr. Steffen indicated that would be worked out as part of the engineering and design for the improvements.
- Mr. McMahon discussed taking a look at cleaning up road acceptance issues. There have been too many problems this past year. We may need to look at the regulations and procedures. Mr. Steffen stated he intends to do work on that.
- Mr. McMahon asked about alternates. Ann Carnaby emailed the Planning Department and said she will stay as an alternate.

MOTION by Mr. Emerick to appoint Ann Carnaby as an alternate.

SECOND by Mr. Griffin.

VOTE: 6 – 0 - 0

MOTION PASSED.

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Mr. McMahon wondered if anyone else is interested. Mr. Griffin noted that Ms. Carnaby has to be sworn in and he will contact her about that. Mr. Olson asked about Robert Bilodeau.

- Mr. McMahon discussed the CIP. Mr. Emerick stated that one of the criteria is the purchase being above \$75,000.00 which the Planning Board set. He thinks it is too low. Mr. Emerick wants a copy of it for the next meeting. Mr. McMahon discussed the design charrette and the items recommended from that effort belonging in the CIP. Demolishing the old Town Hall was discussed. He thinks the CIP is the focus document for work to be done in the Town.
- Impact Fees were discussed by Mr. McMahon. He thinks the Board should decide soon whether to pursue additional fees or make changes to the existing ordinance. It was noted that Seabrook recently voted against adopting fees.

IX. ADJOURNMENT

MOTION by Mr. Emerick to adjourn

SECOND by Mr. Loopley

VOTE: 6 – 0 - 0

MOTION PASSED.

MEETING ADJOURNED: 7:45 p.m.

Respectfully submitted,
Laurie Olivier
Administrative Assistant

****PLEASE NOTE****

**ITEMS NOT CALLED OR IN PROGRESS BY 10:00 P.M.
MAY BE CONTINUED TO THE NEXT SCHEDULED MEETING**