

**HAMPTON PLANNING BOARD**

**MINUTES**

**March 2, 2011 – 7:00 p.m.**

**PRESENT:** Mark Loopley, Chair  
Fran McMahon, Vice Chair  
Tracy Emerick  
Rick Griffin, Selectman Member  
Keith Lessard  
Mark Olson, Clerk  
Robert (Bill) Bilodeau, Alternate  
Jamie Steffen, Town Planner

**ABSENT:** Robert Viviano

**I. CALL TO ORDER**

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

Mr. Olson stated that 497 Winnacunnet Road has requested to be continued to April 6, 2011.

**MOTION** by Mr. Emerick to continue 497 Winnacunnet Road to April 6, 2011.

**SECOND** by Mr. McMahon.

**VOTE: 5 – 0 – 2 (Mr. Griffin & Mr. Lessard were tardy). MOTION PASSED.**

**II. ATTENDING TO BE HEARD**

- CMA Engineers, Inc. – Execution of Agreement and Introduction to the Planning Board and Public

Bill Straub, from CMA Engineers appeared. He noted that they are based in Portsmouth. He described the firm and stated he is the contact person for the Town. He gave a brief overview of his credentials. He noted he is also on the Planning Board in his home town and understands what the Planning Board looks for in terms of engineering needs. The Planning Board thanked him and the contract for Planning Board engineering services was signed and executed.

**HAMPTON PLANNING BOARD**

**MINUTES**

**March 2, 2011 – 7:00 p.m.**

**III. NEW PUBLIC HEARINGS - None**

**IV. CONTINUED PUBLIC HEARINGS**

**497 Winnacunnet Road (continued from November 3, 2010 & February 16, 2011)**

Map: 222 Lot: 115

Applicant: Douglas E. Bennett

Owner of Record: Same

Special Permit: Construction of a 4-foot retaining wall to support two-story deck system

**CONTINUED TO APRIL 6, 2011**

**72 Island Path (continued from January 5, 2011 and February 16, 2011)**

Map: 281 Lot: 30

Applicant: Bob Holder

Owner of Record: Holder Family Revocable Trust

Special Permit to Impact Wetlands: Removal of one-story dwelling and construction of new building addition with deck. Construction of new pervious walk and driveway

Keith Lessard and Rick Griffin arrived to the meeting.

Mr. Steven Oles from MSC Engineers appeared. He was filling in for Corey Colwell who could not attend. He handed out new plans. He discussed the parking spaces that are now shown inside the applicants' property line. The landscaping has been revised, and the landscaping which was removed was discussed.

He has forwarded the new plan on to New Hampshire DES for its approval.

**BOARD**

Mr. Lessard asked about new plantings along the wetlands. He asked if the Conservation Commission has seen it; to which it was stated "yes". Mr. Oles noted that nothing has been changed in that regard. Mr. Loopley said the only remaining issue was the driveway and parking spaces. Mr. Loopley asked what the total length of parking area is. It is 36' x 9'.

**MOTION** by Mr. Emerick to approve the special permit with the stipulations of the Conservation Commission's letter of December 27, 2010 included and as per the site plan provided, and all other applicable approvals.

**SECOND** by Mr. Lessard. It was noted that the final plan shall be Revision #3 dated 2/17/11.

**VOTE: 7 - 0 - 0**

**MOTION PASSED.**

**HAMPTON PLANNING BOARD**

**MINUTES**

**March 2, 2011 – 7:00 p.m.**

Mr. Bob Murphy appeared for the condominium development at 180 Drakeside Road. Mr. Steffen stated he left a message for Kelly Lineberry who dropped off a Change of Use application. He feels it is an amended site plan approval, but he needs clarification from the Town Attorney. Mr. Murphy asked if the Planning Board was ready to hear it that night. The Planning Board responded “no”. Mr. Murphy stated it was approved as a condominium project, but they now want to rent it as apartments. Mr. Steffen confirmed that it was approved as a condominium project. Mr. Murphy asked if it's going to be a new application. It may be a voluntary lot merger per Mr. Lessard. Mr. Lessard said it's easier to go to multi-family. No condo docs have been filed. Mr. Emerick said if it's a condominium, he should be able to get a CO. Mr. Steffen will get back to them with an answer.

**V. CONSIDERATION OF MINUTES of February 16, 2011.**

**MOTION** by Mr. Lessard to accept the February 16, 2011 Minutes.

**SECOND** by Mr. Emerick.

**VOTE: 7 – 0 - 0**

**MOTION PASSED.**

**VI. CORRESPONDENCE**

**VII. OTHER BUSINESS**

- Code of Ethics

Mr. Loopley discussed the letter from the Town Manager recommending that the Planning Board adopt the Code of Ethics. Mr. Griffin stated that most boards/committees write that they “adopt” and that is all. Mr. McMahon believes that the Planning Board is ethical and the members recuse themselves whenever appropriate.

**VOTED** by Mr. McMahon to adopt the Code of Ethics.

**SECOND** by Mr. Emerick.

**VOTE: 7 – 0 – 0**

**MOTION PASSED.**

Mr. Steffen discussed the election next week. Two of the alternates’ terms will expire: Steve Miller and Ann Carnaby. Mr. Griffin will call Ms. Carnaby to see if she is interested in continuing.

Mr. Steffen discussed future releases of security / bonds relative to the ten percent (10%) for maintenance purposes after a road is accepted by the Town. He explained that this process cannot be done any more; once the Town accepts the road, we assume all responsibility for the road. Mr. Steffen further explained that before the road is accepted, we can keep a portion to ensure that the road is maintained until it is accepted. The regulations need to be revised to better define the parameters.

**HAMPTON PLANNING BOARD**

**MINUTES**

**March 2, 2011 – 7:00 p.m.**

Mr. Loopley then thanked Bob Viviano for all his years of service. He noted that Bob is home but was not able to attend the meeting. It was noted that this would have been his last meeting on the Planning Board. Mr. Griffin asked that the Town send a letter to Mr. Viviano and he will discuss this with the Town Manager. Everyone thanked him.

**VIII. ADJOURNMENT**

**MOTION** by Mr. Emerick to adjourn.

**SECOND** by Mr. Bilodeau.

**VOTE: 7-0-0**

**MOTION PASSED**

MEETING ADJOURNED: 7:25 p.m.

Respectfully submitted,  
Laurie Olivier  
Administrative Assistant