

**HAMPTON PLANNING BOARD**  
**PLAN REVIEW COMMITTEE**  
**MINUTES**  
**September 27, 2012 – 2:00 p.m.**

**PRESENT:** Jamie Steffen, Town Planner (Chairman)  
Chris Jacobs, Deputy Director of Public Works  
Bill Straub, CMA Engineers, Inc. (Planning Board Engineer)  
Rayann Dionne, Conservation Coordinator  
Kevin Schultz, Building Inspector  
Chris Silver, Fire Chief (Arrived later in the meeting)

**ABSENT:** Police Department Representative

Chairman Steffen began the meeting at 2:00 p.m.

1) NEW BUSINESS

**A) Site Plan Review for Albert R. Fleury, 6 Johnson Avenue to demolish an existing duplex and create a parking area.**

Attorney Ted Morris representing the applicant gave an overview of the proposal. He stated that it will involve removal of an existing dwelling and constructing an off-street parking area with a one way traffic flow from an entrance on Johnson Avenue and exits onto Riverview Terrace. Car parking in 26 spaces is proposed, plus several spaces for motorcycles. The lot is proposed to be paved with the integration of infiltration trenches for stormwater runoff. Fencing, landscaping and lighting are proposed. The plans have been prepared by Millenium Engineering, Inc. of Exeter.

Mr. Jacobs provided comments from the Department of Public Works (DPW). He noted that it will require three driveways permits – one for Johnson Ave and two on Riverview Terrace. He noted he will need to be provided with a stormwater operations & maintenance plan for the infiltration trenches. He is recommending installation of stop signs at the exits on Riverview Terrace. The sewer service to the main will need to be dug up, plugged and inspected by the DPW Sewer & Drain Division. He is recommending a written agreement with the owner to maintain the landscape plantings. He stated that the parking area needs one handicapped accessible space. He is concerned with motorcycles at the entrance falling due to stone shifting or movement of the parking area surface. He noted that they cannot dig in the street after November 15<sup>th</sup>.

Mr. Steffen provided his comments. He noted that owner and the map & lot numbers for the Riverview Terrace properties will need to be added to the application. He asked what the landscaping will consist of. It was mentioned Arborvitae or Rosa Rugosa. Ms. Dionne asked if the landscaping could be broken up into two sections.

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Mr. Straub provided CMA Engineers comments. Were lots 71 and 72 considered “grandfathered” as existing parking lots, and therefore did not require a variance as for Lot 65. This was confirmed. He stated that the grading plan needs to be clarified as it is not clear in terms of draining all of the stormwater to the proposed stone trenches. He further stated that the surface treatment of the stone trenches should be modified to assure that they are stable. The existing design shows stones over geotextile fabric and he questioned whether that will be stable and maintainable. This is particularly the case in the through lane, which is proposed to be a mixture of paved and stone surfaces. He suggested that they consider systems that use grids and specified select materials for surface stability. He noted that the stormwater modeling considers two trenches, not the three that are proposed. It was explained that this is conservative, and the extra trenches provide additional capacity that is not modeled. He suggested that the applicant consider eliminating the easterly trench in the drive-through lane, and have it instead be all paved. It appears that the additional hydraulic capacity in the middle trench (currently not modeled) can provide sufficient capacity. This would make the stone trenches only associated with the front end of parking spaces, and not the drive through.

He asked how the parking spaces will be delineated. He stated curbing at the front would aid greatly with the stone trenches. He asked how access to the restaurant will be delineated. He suggested that a pedestrian way be defined to connect the new parking to the pub. He discussed handicapped parking - where and how many. He suggested combining the count of spaces with the existing parking at the pub. He stated it appears that maneuvers in and out of the four parking spaces that border Johnson Ave and Riverview Terrace will require vehicles to be in the travelled way of the streets. Is that satisfactory?

He stated that the landscaping should be reviewed for species and bedding details. He noted that the bedding in the stone trenches probably needs select materials.

Mr. Schultz discussed his concern with the stone trenches rutting over time. He asked that the current parking for Wally’s Pub be shown on the plans. The Committee discussed the proposed parking layout further and revising it to provide a pedestrian connection from the Johnson Avenue lot to the current parking lot at the pub. It was suggested that the proposed parallel parking space on the Riverview Terrace end be changed to motorcycle only parking and the remaining spaces shifted toward these spaces to allow for the six foot wide walkway.

He discussed the lighting concerns that came up at the ZBA meeting and keeping it as low key as possible. It was confirmed that the lighting fixtures would have two lamps with the lighting downcast. They will try to incorporate as much as possible the existing parking with one of the lights.

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The Committee further discussed handicapped accessible parking spaces. It was noted that there should be two spaces provided, 1 for the existing parking and 1 for the new parking spaces. It was suggested that they be located as close as possible to the handicap ramp to the pub.

**B) Site Plan Review for LMR Properties, LLC, 540 Lafayette Road to convert 6 office units on the second floor in an existing commercial complex to 3 residential dwelling units.**

Attorney Michael Donohue representing the applicant gave an overview of the proposal. The project involves the conversion of the second floor of the building which is currently six office units to three residential dwelling units. He noted when it was originally approved there was a lower parking requirement. He further noted that when it went to the Zoning Board of Adjustment (ZBA), the ZBA stated that they felt it was important that the project met all of the parking requirements.

Mr. Jacobs provided comments from DPW. He commented that a new sewer access permit will need to be obtained to expand the sewer load from office to three residential units. They will need to submit a stormwater management plan to the Planning Office and DPW that addresses annual inspection, maintenance and reporting. He noted in this case it doesn't need to be anything lengthy but should address parking lot sweeping and making sure the catch basins are regularly cleaned out. He commented that he had flagged the dumpster location as a concern initially but he has looked at it and he is fine with it.

Chief Silver noted he didn't have any comments relative to the site plan. He did note that a full review will be required for the building plans. The applicant indicated that they are considering sprinkling the building but it will be subject their review of the current codes.

Mr. Steffen asked about decks for the residential units. The applicant responded that there will be no exterior changes to the building. Mr. Steffen noted that there will be school impact fees required for the new units. Mr. Steffen requested that the zoning variance information be added to the site plan.

Mr. Straub commented that he didn't have anything of engineering concern but did ask about the structural adequacy of the existing parking lot.

Mr. Schultz asked if there would be signage reserving the parking for the residential units. He discussed the code review process and cautioned that there would still be fire / life safety code they will have to meet before getting building permits.

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**MOTION** by Mr. Jacobs to adjourn.

**SECOND** by Mr. Schultz.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

MEETING ADJOURNED: 2:55 p.m.

Respectfully submitted,  
Jamie Steffen, Chairman