

**HAMPTON PLANNING BOARD**  
**PLAN REVIEW COMMITTEE**  
**DRAFT MINUTES**  
**July 23, 2014 – 2:00 p.m.**

**PRESENT:** Bill Straub, CMA Engineers, Inc. (Planning Board Engineer)  
Rayann Dionne, Conservation Coordinator  
Chris Jacobs, Deputy Director of Public Works  
Chris Silver, Fire Chief  
Tracy Emerick, Planning Board Member  
Mark Gearreald, Town Attorney  
Laurie Olivier, Planning Coordinator

**ABSENT:** Kevin Schultz, Building Inspector  
Jamie Sullivan, Police Chief

Meeting commenced at 2:00 p.m.

1) NEW BUSINESS

**86 Woodland Road**

Map: 148, Lot: 4

Applicant: R,K. DOLLA, LLC

Subdivision: Five Residential House Lots.

This application deals with a small piece of land; 5 acres. There are a few wetlands on the property. Town sewer runs through property. They want a small subdivision. One has existing house. Parcel is in Aquifer. One house lot is in front of existing home. Septic will be abandoned (current one). Property slopes to the rear. Water comes off of Woodland Rd. There will be 28' of pavement/granite curbing. It will be a cul de sac and it may be wider than Woodland Road.

**RAYANN DIONNE-CONSERVATION COORDINATOR**

A wetland impact of 1,450 sq feet was discussed. Associated buffer impacts were discussed and they will file a special permit. Rayann asked about fill in, culvert and retaining wall and where guardrails will be placed. They need to be high to get pipe in there. Chief Silver asked about snow storage when plowing. The edge of the roadway is 5' before hitting wetland (between curbing and edge of right of way.) Pavement to retaining wall is where snow would be stored. Guardrails could be closer to pavement; or 4' of space before guardrail. Right of way is 50'. They could narrow it. Mr. Jacobs asked if there are long term plans to piggy back lot to subdivision. Joe C. said there could be lots on the other side. If the road gets accepted, it will be five years before it can get tapped into it. If applicant wants sewer or drainage, applicant should do now before securing the other parcel. If road gets accepted there is a five-year moratorium.

Chief Silver asked for the applicants to not reduce the 28'. Fire wants the added width.

A Homeowner's Association will be established.

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Rayann asked if on A1 on lot sizing, there is a column that says the square footage that is outside the wetlands conservation district. He is just showing building area. She wants calculations to show they have correct size for buildable lots.

Rayann asked why they are not considering a boxed culvert or a bridge. She is not comfortable with bringing it down to a 24" culvert. Joe C. said there is no stream. Bill Straub said there is no provision for aquatic passing. Dividing upper and lower wetlands was discussed. He said it should be an upper wetland and lower wetland. Joe C said he will look at that. Bill S. said retaining wall is extensive; it's not a reach to do a box culvert. Rayann said if Joe C. can preserve it, that would be helpful.

Rayann asked about wetland mitigation. Wetlands are mapped, but areas of poorly drained soils are not identified. It may affect buffers. Rayann asked about the road being so close to abutters. Joe C said there are really 11' from the curb on each side of the right of way.

Rayann asked about A1 – maxed sealed surface; it is 60 percent and it should be corrected.

Bio-retention area - she asked if there is an emergency overflow. Joe said it would be directed straight out back.

Rayann said it's wet out there. She has concerns about wetlands on the property where buffers can come onto the property. Joe C said they went more than 50' off. Rayann said area in between means no wetlands.

Rayann asked about run-off of road going to catch basins.

**CHRIS JACOBS-DPW**

Chris J. reiterated to Joe C. to apply now for the acceptance of the water/hydrants. He recommends a note be added to the plan that driveways shown are typical. He does not want location to be gospel. Driveway into lot 1 he recommends on new road and at least 100' from intersection. That's where he has snow plowing problems. Maximum driveway width for Lot 2 – if something more than 24', he should do it through the Planning Board process or DPW will be restricted. If the Planning Board approves the driveway sizes, he is okay. DPW wants it between 22' and 24'.

Chris J. wants street signs and stops signs on same post. They want a blue background until the Town accepts it.

Project needs yellow cautionary sign(s). Chris J will send his comments to Joe C. directly. .

Sewer easement, he asked to leave a gravel road base. Joe thinks that's fine.

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M. Gearreald asked about bio retention pond – E1; the viability of subdivision depends on that being built. Selectmen are not taking any responsibility for that infrastructure. He advocates to the Planning Board that whatever the amount is, that there be a provision to raise the amount in favor of the homeowners association or an amount in advance. Don't leave it blank. Money needs to be there. Mark G. will advocate that to the Planning Board. T. Emerick said the Planning Board does not think that is a good idea. Association could say to the Planning Board a certain amount and it could be more. Chris J wants some money. H.A. could take position that we said \$20,000 now it's \$40,000. Mark G would make that clear in language.

Chris J said Joe should prepare cost estimate based on his repair on his own detention basin. M. Gearreald said a performance bond of line of credit. Every new owner gives money up front.

Mark G said on drainage easement, it runs with the homeowners association. Sewer easements (existing) he asked if it is recorded. Joe C does not know. He does not believe they found recording of it. He did not find one as of yet. Plans are clear it runs through property. Deed pre-dates the sewer. Mark G wants whatever sewer easement there is, he wants one to the Town. Selectmen are sewer commissioners.

Mark G. asked about P1 roadway – underground electric. Language in documents typically makes grantor take care of costs. When accepting roads, we go through letter of agreement process with utilities. Town doesn't have to pay cost of moving utilities. Joe C. is still fuzzy on how to figure it out or get language on the plan. He asked if there's a note that Mark G can give him to add. It's an amendment to standard language. Joe said Unitil did not think it was a big deal; Fairpoint can be tricky. It's like getting a pole license granted by the PB. Town wants to tax utilities.—Mark G prepared it before and it will be re-sent to him. Planning Board will need an As-Built plan.

T. Emerick asked about pole tax without a pole. Mark G said the tax assessor taxes the utility; not the homeowner. It's based on lines on property itself. Other is for privilege of being in the right of way. It's based on the length of line.

**CHRIS SILVER – FIRE CHIEF**

C. Silver asked if plans could say verification – no overhead obstructions...he wants them on all plans from now on. Width of roads also. Condo developments/roadways being narrower. Show it on plan or make notation under notes.

Chris S. asked about proposed number and street name. Truck turning plan—if he indicates that the cul de sac is at a certain radius standard, He will not have to reinvent a turning plan. If it's 96' diameter, just make an addendum. Water line and hydrants and BOS was discussed. He didn't see them on the plan. Joe C. said it's at station 650. Between 3 and 4. C. Silver asked where closest hydrant is. Joe will drive out and take a look. Chris S wants hydrant placed within

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standard of the neighborhood. If 1<sup>st</sup> and 2<sup>nd</sup> house lot aren't reachable by 600' he should put another hydrant in. Near Woodland Road. Joe asked if it's an additional hydrant. If Lot 5 is further than 500' he asked if it is acceptable. Chris S someone could complain about exceptions. Chris S. will attach a letter supporting hydrants.

Mark G. said they are built by developer, but accepted by the Town and we pay rent. Aquarion owns them. They become responsible for maintenance of hydrants. Joe C will give hydrant locations to Chris S. Chris S wants a quick turning plan.

L. Olivier noted that **K. Schultz (Building Inspector)** did not have any comments on this project.

L. Olivier stated that **Jamie Sullivan (Police Chief)** wants to know the distance from the Little River Road Intersection to the new proposed subdivision.

**BILL STRAUB-CMA**

Bill Straub discussed Aquifer Zone. Galleries for roof systems; no note on plan that all residences have to have gutter system.

Bill asked about O&M plan – he asked about de-icing chemicals since it is Aquifer area. He will send all of his comments to Joe C. directly.

Site distance at end of road should be reported.

B. Straub asked about driveway locations.

Retaining wall-He asked if it has been evaluated. Joe C said they will call out a professional/structural engineer will work on the wall.

Bill S. asked about the railing. They are going to go to a standard post and rail. Bill asked about the rating of the railing.

Grass strip needs to be corrected on plan.

Sewer-big drop into existing manhole at far end; he asked if manhole would be replaced. Joe said an interior drop. Tobey wants a whole new structure. It's brick....Chris J. will check. Indicate internal drop.

Drainage-direct measurement of conductivity...Joe C did not do a test, but did use the SCS manuals. Bill S would like a standard perc test or septic perc test.

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Bill S asked about outlet design. Design low point was discussed.

2.5.C— paragraph was read. Very broad. Pond is outside the buffer; wetland to south. Overflow will go to wetland.

Bill asked about Sheet D2-catch basin; stub—he asked what the purpose is of that. It's a foundation drain. Bill S said it may be deeper.

Bill said notes on plan may be in O&M Plan and they should be consistent.

**NO MORE NEED FOR THIS PROJECT TO COME BEFORE THE PRC.**

L. Olivier noted that she forwarded Fred Welch's Kristina's Ostman's comments to J. Coronati and PRC prior to meeting. Joe has them.

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**14-034 376 Winnacunnet Road**

Map: 207 Lot: 9

Applicant: Susan Scott

Owner of Record: Same

10-lot subdivision & Special Permit to impact wetlands: Subdivision to tie into existing manhole located in the buffer.

Henry Boyd, Millenium Engineering appeared with Susan Scott, Rick Green and Attorney Ells. This project is nearly 8 acres. They are proposing a 10-lot subdivision. Right of way splits down the middle. Sewer easement, Town has, given by Susan's father. They applied for special permit. No wetlands. They are in buffer zone.

**Chris Silver, Fire**

Henry put together turning radius. Chris S. wants turning angles, etc. Henry will check that out. Diameter on right of way is 108'. If it's 96' – Jones and Beach will do the work. Henry will do that so it is complete. It is what Town requires. Joe C. has information on apparatus and Henry will check that out.

Hydrant distance from first unit is not noted. It is in front of Lot 10. New hydrant will be in front of Lot 8. Chris S said distance from hydrant on Winnacunnet Road—what is spacing between two hydrants. It is about 530'. It's about 410' to outside of right of way. Road is 28' wide. Henry has not submitted waiver request, but he is seeking support to get a reduction in pavement. He wants 24' wide. Chris S said it is not his Ordinance; it is the Ordinance that exists. Henry said the Planning Board can waive it in their requirements. Henry will submit the waiver. They want

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a 24' width. Chris S asked about a fire lane. Rick Green said he's not sure how to answer that. 22' clear width is required at a minimum. Rick Green will think about it and decide what to do.

Henry discussed underground utilities. There should be a note that there are no overhead obstructions. Mark G. advised to not sign what Unutil and Fairpoint require.

Henry discussed snow storage.

Henry said road name is left off. Rick Green wants to pick the name. Pick a name, hydrant request and any other relevant terms all at once through BOS. Hydrants are shown as PB process and approval. If road is accepted as Town Road; BOS has to approve. Approach them. To accept hydrant. He will coordinate with assessor also.

Henry will verify that the paved width is 96'.

Henry received Fred's and Kristina's comments Ms. Olivier forwarded to him/PRC.

Henry discussed Town taking drainage easements. He believes Town set up Sherburne put in certain lingo. Chris J said we have right to inspect. We are not obligated now to do it. Homeowners association will get it done. The Town's ability to get in will be very limited. There will be a H.A. on this road. Mark G. said that will have to be factored in.

Rayann wants on plan showing poorly drained soils and a stamp for a soils scientist.

Chris J has about 30 comments. He will give them to Laurie O. and Laurie will send them to Henry..

Rick Green asked why they have to be sump pumps. Chris J discussed grading. They are a foot below. There is a bump. Chris J checked Lot 3 also. It's below.

We want deeded sewer easements.

Bill S discussed gutter systems – the are foundation rains. Bill S will send his comments directly to Henry.

A 24' waiver was discussed by R. Green. People would have to park on opposite side of the street.

Laurie O stated that **Jamie Sullivan (Police)** had no comments on this project.

**Laurie O. reiterated we need an O&M Plan; one submitted does not suffice.**

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Laurie O. stated that **Kevin Schultz/Building** questioned frontage in front of Lot 7—he did not believe it had 125’. Kevin discussed this with Henry and Henry will get back to Kevin S. on that.

Section VII,C.g (?)—stamp on grading plan or somewhere else should be added.

**NO ADDITIONAL PRC NEEDED ON THIS.**

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**14-035 339 & 345 Ocean Boulevard**

Map: 275 Lot: 67

Applicant: 339 Ocean Boulevard Condominiums, LLC

Owner of Record: Same

Change of Use: First Floor - 50 Square Foot unit to be allocated to Telecommunications.

**14-036 339 & 345 Ocean Boulevard**

Map: 275 Lot: 67

Applicant: 339 Ocean Boulevard Condominiums, LLC

Owner of Record: Same

Subdivision: Subdivision of previously-approved existing commercial units from 5 units to 7 units.

**14-036 339 & 345 Ocean Boulevard**

Map: 275 Lot: 67

Applicant: 339 Ocean Boulevard Condominiums, LLC

Owner of Record: Same

Site Plan (Amended): Proposal of two additional condominium units.

Laurie O. stated that **Kevin Schultz/Building** had no comments on this project.

Rayann (Con Comm) had no comments.

Jamie Sullivan (Police) had no comments.

Joe C said the building was approved – it is under construction. It was approved from the Planning Board last year. Architect did plans. A corridor was added. A mechanical room was added. They applied for an Amended Site Plan; Subdivision and Change of Use. All three were filed. Change of use was interior walls; number of units on first floor. Five were shown

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previously. People want smaller units. Footprint is not changed. They are changing it from five to seven. Two commercial units under the building will now be turned to three units. Chris S. asked what is being built now. He asked if mechanicals are being added. He said if the change is different than what he saw previously that was approved, then they need revised sprinkler, fire alarm. Kevin S. will need revised alarm plans. What they built now are 5 commercial units. They want middle two and making them three. The three are on hold. One unit remains the same. SFC has to approve this change. Sprinkler plan and fire alarm plan needs to be given to C. Silver.

Unit 105 on right side – they are splitting off a 50’ room on back used for telecommunications.

That brings in the change of use. Commercial space for telecommunications. That nook was part of the unit. None is limited common area. Chris S is happy with egress.

Units are narrower; they had to change condo site plan.

LCA is now in front of each unit. Handicapped ramp has been moved.

Laurie O asked if the Plan has been recorded. The condo floor plans differ from the site plan. The recorded condo floor plans are being built now. Those were done after the site plan was recorded. Mr. Emerick said the Planning Board does not get concerned with space.

Laurie O asked if the new units are limited common area and applicants stated “no”.

Rick G said they should show it as open space. Not show walls. Chris J. said if there were 5 restaurants it would only affect the sewer impact.

Unit 105 is proposed as a telecommunications unit. Unit 107 will be the front one. Steve Ells said a primary use can be assigned to each of the units. That doesn’t happen until they are sold. No uses have been assigned yet.

Chris S will be in touch with Nick regarding his letter. He wants it in compliance or not in compliance. He wants revised sprinkler and revised alarm.

MEETING ADJOURNED: 4:15 p.m.

Respectfully submitted,  
Laurie Olivier, Planning Coordinator