

HAMPTON PLANNING BOARD

MINUTES

April 1, 2020 – 7:00 p.m.

PRESENT: Tracy Emerick, Chair
Alex Loiseau, Clerk
Fran McMahon
Mark Olson
Keith Lessard
Jason Bachand, Town Planner

ABSENT: Ann Carnaby, Vice Chair
James Waddell, Selectman Member
Laurie Olivier, Office Manager/Planning

I. CALL TO ORDER

Chairman Emerick commenced the meeting at 7:00 p.m.

Mr. Bachand recommended to the Board, as a motion, that it continue all New Public Hearings (under III below) and the Continued Public Hearing (under IV below) to the May 6, 2020 meeting. This is in response to the current COVID-19 situation.

MOVED by Mr. McMahon.

SECOND by Mr. Olson.

VOTE: 5 - 0 - 0

MOTION PASSED.

II. ATTENDING TO BE HEARD

III. NEW PUBLIC HEARINGS

20-015 233 Mill Road

Map: 72 Lot: 28

Applicant: Mary & Levi Kishbaugh, Katherine & Daniel Leger

Owner of Record: Kishbaugh Revocable Trust, (Mary and Levi Kishbaugh, Trustees)

Conditional Use Permit: Construction of 800 s.f. accessory dwelling unit over existing garage.

20-016 1038 & 1040 Ocean Blvd

Map: 116 Lots : 15 & 17

Applicant: John and Nora Parell

Owner of Record: Same

Wetlands Permit: Maintenance and repair of seawalls that were completed under emergency permit in 2018. All work to be within footprint of the existing seawall with approximately 2,840 s.f of temporary impacts.

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20-017 39 & 43 Hobson Avenue

Map: 290 Lots : 32 & 33

Applicant: Frank & Grace McFall (#39) & Mary Dray & Frances Kendellen (43)

Owner of Record: Same

Wetlands Permit: Change asphalt driveway (both parcels) to permeable asphalt & change permeable blocks & dirt to permeable asphalt.

20-018 64 & 68 Mooring Drive

Map: 289 Lots: 32 & 33

Applicant: Mary Mulligan

Owner of Record: John & Mary Mulligan, Judith Green (#64) & Murray Family Nominee Realty Trust (#68).

Wetlands Permit: Construct toe stone protection with biostabilization system to prevent erosion.

Note: The above items (under III) were continued to the May 6, 2020 meeting.

IV. CONTINUED PUBLIC HEARINGS

20-012 533, 535 & 537 Ocean Blvd. (continued from 3/4/20 and 3/18/20)

Map: 255 Lot: 8, 9 & 13

Applicant: Donik Corporation

Owner of Record: Hunter Investments, Inc.

Site Plan (Amended): Amend parking lot layout (per NHDOT) for 30-unit condominium building (20, two-bedroom units and 10, three-bedroom penthouse units). (See 19-038).

Waiver Request: Section V.C. - Application Fees.

Note: The above item (under IV) was continued to the May 6, 2020 meeting.

V. CONSIDERATION OF MINUTES of March 4, 2020 and March 18, 2020

MOVED by Mr. Olson to accept and approve the March 4, 2020 minutes.

SECOND by Mr. McMahon

VOTE: 3 – 0 – 2 (Emerick, Lessard)

MOTION PASSED.

MOVED by Mr. McMahon to accept and approve the March 18, 2020 minutes.

SECOND by Mr. Olson

VOTE: 5 – 0 – 0

MOTION PASSED.

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VI. CORRESPONDENCE

Mr. Bachand mentioned that a letter for payment of the 2020 RPC dues arrived. The amount due is \$12,618. He explained that RPC provides valuable services to the Town, and the Planning Office routinely works with their staff. Services include the Architectural and Site Design Guidelines, flood ordinance amendments, and the NH Seacoast Greenway. They also provided assistance with our Master Plan Survey.

MOVED by Mr. McMahon to submit this for payment.

SECOND by Mr. Lessard.

VOTE: 5 – 0 – 0

MOTION PASSED.

VII. OTHER BUSINESS

- **Request for One-Year Extension of Condominium Conversion Approval - 9 Bradford Avenue**

Mr. Bachand said this is a condominium conversion approved April 18th of last year. Everything is nearly complete. There are just running into time issues for recording.

MOVED by Mr. Lessard to grant the one-year extension.

SECOND by Mr. Olson.

VOTE: 5 – 0 – 0

MOTION PASSED.

- **230 Mill Road - Request for extension of “active and substantial”, as defined in Condition #1 of the May 2, 2018 Subdivision & Conditional Use Permit Approval and provided in RSA 674:39.**

Mr. Bachand said he recommends a one-year extension for “active and substantial”, as well as to allow for the recording of the subdivision plan and legal documents. They are running into time issues. Mr. Lessard noted that the existing house was already torn down.

MOVED by Mr. Lessard to grant a one-year extension.

SECOND by Mr. Olson.

VOTE: 5 – 0 – 0

MOTION PASSED.

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- **Processing of New Applications and Format of PRC Meetings During COVID-19 Situation**

Mr. Bachand said this has been a challenging situation for everyone, including how to handle meetings going forward. He said that we kept to the April 1st application deadline and did receive some applications. We are trying our best to keep things moving. Mr. Bachand said that he and Ms. Olivier have been brainstorming. One of the new applications would require a PRC meeting. We are wrestling with what to do about this. The April 22nd meeting is likely not to happen under the current circumstances. We are wrestling with other considerations such as having two PRC meetings in May, or to move the application to the regular May PRC meeting, but that would put the applicant out another month.

Mr. Emerick suggested a rolling PRC meeting. Don't bring all department heads together at one time. The applicant and Planning are together, but other departments come in at different times. Mr. Lessard said that could cost the applicant a lot of money. Mr. Bachand said we are looking for ideas, and the Board members could email those to him and Ms. Olivier over the next couple of days.

Mr. Lessard asked if a basic PRC meeting is close to 10 people. Mr. Bachand said it's more than that, plus the public is invited to attend. We can't do that unless we have a remote location. Mr. Bachand said we are looking into other options such as Zoom (video conference) and phone with a dial-in number for the public for not only PRC but also these (Planning Board) meetings. Mr. Bachand does not want to be in a situation where we pushing everything out 4 or 5 months and we become backlogged. These are challenging circumstances, but we need to do our best to try to keep things moving.

Mr. Olson asked if we could forego the PRC process for the application received; how complicated is it was asked. Mr. Bachand noted it's the application for Dana's Towing (349 Lafayette Road). The Board already saw it as a Preliminary Conceptual Consultation. If the Board wants to forego the PRC on this one, he asked that it make a formal motion to do so. Mr. Lessard asked how the new application is; has much changed. Mr. Bachand has not reviewed it yet, as it was just submitted, but he and Jennifer Hale (DPW) have met with the applicant a couple of times.

Mr. McMahon asked about having a modified PRC meeting, where some people attend and others, such as Police and Fire, just provide their review separately. Mr. Bachand said that may also be a possibility.

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Mr. Lessard asked if there is anything coming up where the Board has taken jurisdiction. Mr. Bachand said there is not.

Mr. Lessard asked if PRC's can be held using Google-At-Work. He does not know how it would work in the public realm. The public could call up. The lawyers and engineers would be in their offices. The use of cameras was discussed; are they essential was asked. Mr. Lessard discussed the interaction component between applicants and staff.

Mr. Bachand discussed Emergency Orders that have been instituted by the Governor. One of the order allows for meetings by Zoom or by phone, some cities and towns are doing it. The public has a call-in number to participate. The problem is that if you lose the connection, the meeting must be adjourned. It is Emergency Order #12. The Town as a whole is discussing options, and Mr. Bachand said he will keep the Board posted.

Mr. Bachand asked what the Board would like to do about the project that would go to PRC (349 Lafayette Road). Mr. Emerick would just like to get department head comments (forego the PRC meeting). Mr. Bachand asked, if the Board wishes to do this, that it make a motion that this is allowing this as an exception due the current health circumstances and because the project already came to the Board as a Preliminary Conceptual Consultation.

MOVED by Mr. Lessard.

SECOND by Mr. Loiseau.

VOTE: 5 – 0 – 0

MOTION PASSED.

The Board further emphasized that this is the one exception for right now.

Mr. Lessard suggested discussing Zoom or Google-At-Work meeting possibilities with the PRC members.

Mr. Bachand recommended that the Board make a motion to cancel the April 15th Planning Board meeting due to the ongoing health situation. The Master Plan items would be moved to the Board's second meeting in May.

MOVED by Mr. McMahon.

SECOND by Mr. Olson.

VOTE: 5 – 0 – 0

MOTION PASSED.

The Planning Board will not meet again during the month of April.

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VIII. ADJOURNMENT

MOTION by Mr. Olson to adjourn.

SECOND by Mr. McMahon.

VOTE: 5 - 0 - 0

MOTION PASSED.

MEETING ADJOURNED: 7:12 p.m.

Respectfully submitted,

Jason Bachand, Town Planner

****PLEASE NOTE****

ITEMS NOT CALLED OR IN PROGRESS BY 10:00 P.M.

MAY BE CONTINUED TO THE NEXT SCHEDULED MEETING