

Town of Hampton



PLAN REVIEW COMMITTEE

DRAFT MINUTES

May 27, 2020 - 2:00 PM

Via Teleconference

Due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic, and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, in order to properly ensure the safety of the public and that of the PRC members, this body is authorized to meet electronically. Please note there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, the PRC are utilizing a teleconference service for this electronic Meeting. The Public may join the teleconference by calling toll free **1-857-444-0744** and using the code **156034**.

PRESENT (Telephonically):

Jason Bachand, Town Planner
Jodie Strickland, CMA Engineer
Chris Jacobs, DPW
James Marchese, Building Inspector
Rayann Dionne, Conservation Coordinator
Mark Gearreald, Town Attorney
Cathy Gilman, Unutil (audience)
Tobey Spainhower, DPW (audience)
Laurie Olivier, Office Manager, Planning

Absent: Richard Sawyer, Police Chief
Jennifer Hale, Assistant DPW Director
William Paine, Fire Prevention Officer
Fred Welch, Town Manager
Mike Bernier, Aquarion (audience)
Jameson Ayotte, Fire Chief

20-025 48-52 High Street

Map: 161 Lot: 2

Applicant: 48-52 High Street

Owner of Record: Same

Site Plan: Demolish existing structure and construct two new structures. Structure adjacent to High Street to consist of 2 commercial units and 4 residential units. Second structure to be at the rear portion of the lot and to consist of 12 residential units.

Mr. Michael Keane, Architect, is present.

Mr. Jason Bachand read the statement about telephonically having this meeting due to the COVID-19 pandemic.

Michael Keane, the architect for the project was present as was Attorney James Scully and Henry Boyd from Millennium.

Chris Jacobs joined Tobey Spainhower.

Attorney James Scully discussed certain items are missing on the plans. Attorney Scully noted Jennifer Hale's comments are all applicable and they (applicant) will make those changes.

Attorney Scully noted that 14 variances were granted for this. It is a tricky District/Zone.

There are two different buildings for this project. One is adjacent to High Street. Commercial space will be below and four residential units above (front building).

Unit B is at the rear portion. Twelve residential units are proposed. No commercial space will be constructed in Unit B. There is adequate parking for residential units. Commercial units should be able to use the Town parking lots.

Mr. Henry Boyd discussed emailing with Mr. Spainhower (DPW) and Mike Bernier from Aquarion. He wants an extended opportunity to talk with them again. He has no disagreement with Ms. Hale's comments. They will add sheets to these plans. With respect to the number of variances granted, it would be helpful to add a sheet to the set that will show variance compliance.

No comments from Michael Keane.

Cathy Gilman sent back notes to me and she has no concerns. Pole across the street across 55 High Street. Pad mount will be put in and circle the buildings.

Mark Gearreald said the Town Manager has questions for Unutil. He maybe did not get the plan.

Attorney Gearreald discussed three parts. Use of property. This is in TC-H. This District is limited to specific uses. What are the commercial uses proposed was asked.

Attorney Scully said this is the approval process, this prohibits what uses they want. They will be leased out to future tenants. The parking issue – whether these require one or 100 spaces, is unknown.

Attorney Gearreald asked about specified uses in TC-H. Commercial uses will be in conformity with the Ordinance. Otherwise, they need another variance.

Attorney Gearreald discussed abutter notification issues. For future PRC and formally noticing for public hearing, his view involves drawing perpendicular lines on street frontage. He believes the American Legion Post needs to be notified in the future.

Attorney Gearreald discussed water, sewer and electric lines. He thinks all three utility companies should be notified. Attorney Scully is happy to notify the Americal Legion Post although he disagrees that they are a direct abutter. They will notify all three utility companies.

Attorney Gearreald discussed the deed restriction issue. He thinks the triangular piece, adjacent to Dearborn Avenue – he highlighted the triangle piece not described in the deed description. It is included in a survey originally prepared by Tocky. That may be owned by someone else. That may be an abutter.

Attorney Scully said he did not check the Estate of Chester (?). The property was left to Adelaide (?). It was then conveyed to Richard Sullivan and Gayle Sullivan. He spoke with Ms. Sullivan and she will give a corrective deed if need be.

Attorney Gearreald said it indicates that she was meaning and intending to convey all R.E. owned on Dearborn. The triangle piece was not included. Attorney Gearreald thinks they should have a corrective deed. Attorney Scully said he is willing to do that.

Chris Jacobs said Henry Boyd is aware, as is Attoroney Scully – the list of comments is so long because the plan set is so incomplete. The DPW deals with these sites for a number of years. The ZBA has given a variance to pound 7 pounds of flour into a 5 pound sack.

The electric company may need to put in overhead transformers. This is being pushed so fast, so forward and the site is so tight and they can't see where the transformer might be. Trash was asked about. Water line was asked about. Sewer line. We'd have been better off 30 days from now flushing these out then meeting. Chris Jacobs also raised this as the ZBA said to add two spaces. They only see one.

The commercial site obtained a waiver. They don't know what it is going to be. You can't rely on the High Street parking lot. They need to go to the BOS to get the right or ability to suck up or obligate portions of the High Street parking lot for this development. It behooves the applicant to look at the front sidewalk. How will people go from the north side to the south side of parking lot was asked.

There is a lack of specificity in the plans per Chris Jacobs.

Toby said his comments are incorporated with Jennifer's comments.

Henry Boyd said more information should be on there. They will address them.

Attorney Scully discussed parking spots – ZBA meeting – Mr. O'Brien wanted a parking spot to be added. It's the one that Jennifer Hale said 'does not work'. It was not included in the original plan. They did not intend to have a spot there.

Eating up public parking is not the case. There is adequate parking elsewhere. They feel they should not have to go to the BOS.

Chris Jacobs asked if the Town were to lease the lot out to a parking management company and there is no agreement and then they (Town) wants \$200/month for parking space. Do you think the ZBA gives spots for free was asked.

Attorney Scully said from the ZBA – they don't require spaces in this district. Attorney Scully said it is not on the Town.

Mr. Bachand said on the variance, they are indicting one additional parking space for residential. Attorney Scully said on the Dearborn portion, a parallel space was added. That does not function well per Mr. Bachand. Two parking spaces will be added for residential – it was a condition in the written decision from ZBA. Attorney Scully will look at the video. He thinks it is an error.

Michael Keane discussed parking. Village like uses – expemptions from off-street from the Planning Board level. Conditional Use was discussed.

Chris Jacobs asked if it means secured from the BOS was asked of Mr. Bachand. He said the Selectmen were not mentioned specifically in the Ordinance.

Ms. Strickland has a lot of the same comments that Ms. Hale and Mr. Jacobs reiterated. She thinks variances should be listed. Fourteen variances are a lot to dig through.

Ms. Strickland discussed stamps, names not matching. May 2020 is what it should be for surveying (not 2019). Signs, stop signs, landscaping. Stormwater drainage. Everything needs to be noted/added.

Title Block – lot number is not the same and does not match the application.

Ms. Strickland never received architectural renderings. She wants the complete package to review. Details on water and sewer were discussed. Retaining wall is needed.

Jim Marchese wants to see a completed revised plan set.

Rayann Dionne agrees with the area being quite dense on that site. Snow storage and trash are concerns. Would there be open spaces was asked.

Fire saw plans, and did not have comments.

Mr. Bachand will type up his comments. The plan set is incomplete. Separate sheets are needed; everything should not be on one sheet.

Variances should be elaborated upon - what they were granted for. This information should be recorded.

Mr. Bachand noted they obtained relief from 2.8.C.1 – only for the rear building because the lowest floor is residential. Attorney Scully thinks he is correct. It also pertains to the front building per Attorney Scully because there would be 4 units above rather than 2.

Conditional Uses in TC-H – multi family dwellings – that would require a Conditional Use Permit. Do they need that for the front building was asked. There was no relief specifically from 2.8.D.1.

Mr. Bachand discussed elevations. Both sheets – the lot number was listed as 20; it should be 2. The front building said 48-56 High Street. It should be 52. The architectural character looks fine, but it is up to the Planning Board to decide.

Commercial uses – what they may be was asked. Mr. Bachand asked about outdoor dining. Umbrellas are shown on the elevations. Mr. Keane said it's to activate the sidewalk.

Heights of the proposed buildings was discussed. What are they was asked by Mr. Bachand. It was noted 34' from ridge to average grade – rear building (Building B). It is 38.6 for Building A. They got relief for that.

Mr. Bachand discussed landscaping. It should be incorporated into this development.

Mr. Boyd said there is a lighting plan.

Mr. Bachand asked about a traffic engineer. Is there a need for a traffic engineer was asked. Intersection of High and Dearborn is tricky. Line of sight, stacked traffic, etc. It would be good to have this for the Planning Board. They agreed to engage a traffic engineer.

Parking space not functioning well was noted again – ZBA approval needs to be looked at.

Attorney Gearreald asked Attorney Scully – variances decision by ZBA – he does not see 2.8.D.1—a Conditional Use Permit needs to be asked for. Attorney Scully agrees with that as well.

Cathy Gilman said Fred Welch can speak with her about the poles.

We need another PRC meeting on this. The next resubmittal date is June 10th, but we would be looking to receive complete plans. The next PRC meeting date is June 24th. The format will be determined based on how things are going with the COVID-19 situation.

Adjourned 2:46 p.m.

Laurie Olivier
Office Manager/Planning