

HAMPTON PLANNING BOARD

MINUTES

June 21, 2023 – 7:00 p.m.

PRESENT: Brendan McNamara, Vice Chair (Acting Chair)
Ward Galanis, Clerk
Keith Lessard
Tracy Emerick
Sharon Mullen
Rusty Bridle, Selectman Member
Alex Loiseau, Alternate
Jason Bachand, Town Planner
Laurie Olivier, Office Manager/Planning

ABSENT: Ann Carnaby, Chair

I. CALL TO ORDER

Mr. McNamara commenced the meeting by leading the Pledge of Allegiance and introducing the Planning Board members.

II. ATTENDING TO BE HEARD

Jennifer Rowden, Rockingham Planning Commission
Housing Opportunity Planning (HOP) Grant Project

- Discussion of Housing Data
- Possible Public Presentation Dates
- Next Steps and Schedule

Ms. Jennifer Rowden, RPC, appeared. She discussed the Regional Housing Needs Assessment. One task on the grant is to provide a supplemental document for housing data. The intention is to use the document and to have public engagement efforts. This will be worked on over the next couple of months. Housing needs of the community were discussed. She discussed the Housing Data Supplemental Document. It is data intense. It is just a draft. This is a reference document. An additional statement can be added.

Ms. Rowden discussed the background information. Strategies and outreach were discussed. She said this could be incorporated into the Master Plan. She asked if anything should be added to the Master Plan, but that doesn't need to be answered now.

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The background of the Regional Housing Needs Assessment was discussed. Workforce housing was discussed. The numbers are not law; the method is used in determining fair share housing.

The data was discussed. It is comprehensive housing data. It can be cut back if it is too heavy. It is a housing data document.

Key data findings were discussed along with the summary of outreach. The grant for outreach was discussed. There are many parameters. We could have a subset of the Planning Board get together to discuss, maybe a one-time meeting. Mr. Bachand said maybe two or three Planning Board members would be needed, along with Ms. Olivier and himself. Maybe the meeting could be later in July.

Next Steps: Ms. Rowden can come back in July; otherwise it would be August to present a draft of the document. We can then plan to advertise for a public information meeting. Ms. Rowden said we can do August or September. We can do this so it is recorded and put online.

Mr. Lessard thinks the headlines – “Data Categories” in the document, could be made to read easier.

Mr. McNamara said the summary of outreach will give the Implementation Committee information to address this also.

Ms. Rowden said it is incorporated by reference into the Master Plan.

Mr. Lessard discussed the non-requirement part - RHNA estimates – not law, but affordable housing, we have a deficiency of housing units. On Page. 4, it appears we are short 190 (units) for 2025.

Ms. Rowden said foundational data will be presented. State law and the Town needing to be in compliance was discussed.

Mr. Bachand said August 16th could be the next session. Ms. Rowden is happy to come back in August, before the public engagement session. September is fine for a public information meeting. We can bypass the second meeting in July, meet again in August, then decide when we will have the public information session. The Board agreed.

Ms. Mullen discussed the listing purchase prices. How does the community help the private marketplace to achieve was asked. Ms. Rowden said in workforce housing with housing restrictions, that is the maximum purchase price. Mr. Lessard asked about the square footage requirement. It is a fairly small number per person. Fifty percent have to be 2 bedroom and 20 percent can be age restricted. There are parameters. She will bring the parameters to the next meeting.

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III. CONTINUED PUBLIC HEARINGS

23-016 105 Towle Farm Road (continued from June 7, 2023)

Map: 122 Lot: 1-2

Applicant: Jacob Doyon

Owner of Record: Finest Kind Brewing, LLC

Site Plan (Amended): Construction of two seasonal (identical) bathrooms.

Waiver Request Section V.E. Detailed Plans.

The applicant did not appear.

Mr. Bachand reached out to him again; they did not show up for the last meeting. There has been no response. This can be continued to July 5th; maybe go to the second meeting in July was also noted.

MOVED by Mr. Emerick to continue the application to July 5, 2023.

SECOND by Mr. Galanis.

VOTE: 7 - 0 - 0

MOTION PASSED.

23-017 324 High Street (continued from June 7, 2023)

Map: 179 Lot: 15A

Applicant: Philip & Alison Carey, Trustees

Owner of Record: Philip & Alison Carey Family Rev Trust

Driveway Permit Appeal: Permit denied by DPW due to multiple driveways (curb cuts).

Philip Carey, the applicant, appeared and Henry Boyd, Millennium Engineering. Mr. Carey stated they want multiple curb cuts. Their daughter has special needs and has transportation to and from school every day.

BOARD

PUBLIC

Mr. Henry Boyd, Millennium Engineering, appeared. He put together a survey plan and provided it to the Board. He went out and took measurements. There are three different exhibits and two proposals.

Mr. Boyd discussed the existing conditions. Mr. Carey installed gravel. Mr. Boyd tried to deal with a turn-around and it was unsuccessful. Turns cannot be negotiated.

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Mr. Boyd dealt with parked vehicles and the turn-around. The applicant wants a second curb cut. The landing area was discussed.

Mr. Boyd said that Mr. Bachand presented to the applicant what the DPW has in mind. It is what they would favor. Mr. Boyd said it does work and serves as a turn-around, but it is not the safest option at this location. He explained problems negotiating turns. He believes they will back out onto the street.

PUBLIC

Emily Phelps appeared, 323 High Street. She noted how fast High Street traffic is. She risks getting in and out of her driveway. She sees motorcycles racing. She noted the applicant parks in her driveway multiple times.

Vanessa Croteau, 321 High Street, appeared. She is here to endorse the Carey's plan. High Street is very busy.

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Mr. Galanis asked about Option A with the curb cut. Option B is the turn-around part. They have 3 vehicles. There is the capacity for two more. Can they have more than 3 vehicles and have a third party come into the driveway was asked. Mr. Carey said during a work week there is always a vehicle in the driveway or a babysitter comes in. Then the school bus. Mr. Galanis said if everyone is home, there are 3 vehicles. They could fill in Option B easily.

Ms. Mullen discussed stacked parking in the loop. The maximum number of cars that could be accommodated. Ms. Mullen asked if a car is parked on the west side of the loop, is there space for a 2nd car to do a three-point turn and turn out easterly from the curb cut. It was noted "yes".

Ms. Mullen asked about the walkway. Does this address the needs to get into the house was asked.

Mr. Loiseau thinks this is what the process is for. Some driveway appeals are for cosmetic reasons. It would make it safer. Mr. Bridle agrees with Mr. Loiseau.

Mr. Emerick is ready to move it.

Mr. Bachand said regardless of the recommendations, we are sympathetic with the applicant's situation. Mr. Bachand has comments from the DPW that he shared with the Board. They were

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clear about preferring one curb cut. There is also a sketch provided to them. DPW was going to reach out to the applicant.

Mr. Carey said no one reached out to him. The sketch provided is similar to Mr. Boyd's. Mr. Bachand discussed the existing 16' curb cut- it can be widened to 24' per the regulations. That is his suggestion. Based on what he heard from DPW and his review of the information, Mr. Bachand said his recommendation has to be to deny. He shared a suggested motion with the Board. It has to do with the Regulations; no more than one driveway curb cut to any one property. Also, we have explored alternatives and there is another option that we would work with the applicant on. The Board should also support a 24' curb cut width.

Mr. Carey said he could have done that a year ago. He doesn't think it will solve his problem.

Mr. Bachand discussed impervious surface. The requirement is 25 percent. It could go to a maximum of 40 percent, but diverting runoff to other vegetated areas will need to occur if he is over 25 percent. Mr. Boyd will help him with that.

Ms. Mullen discussed the recommendation of the existing driveway to be increased to 24 feet. For Proposal B. If vehicles are parked, what does the additional 8' do was asked. Mr. Bachand did not see Mr. Boyd's drawing before the meeting. It opens access and maneuverability.

Mr. Bachand discussed looking back on second curb cuts with other driveway permit appeals. The applications he saw were on corner lots for approval; this is a different situation.

Mr. McNamara discussed the safety of people who live there. He likes Mr. Boyd's solution. Pulling out and backing out was discussed.

Mr. McNamara asked about signage on High Street. Mr. Bridle said when the road is done over, it will have new signs.

MOTION by Mr. Emerick to allow the second curb cut.

SECOND by Mr. Loiseau.

VOTE: 3 (Emerick, McNamara, and Loiseau) – 2 (Lessard and Bridle) – 2 (Galanis and Mullen)

Ms. Mullen asked how this won't be used as a reason to allow additional curb cuts all over. A safety valve was discussed by Mr. Boyd.

Is there traffic calming considered for High Street and Winnacunnet Road was asked by Ms. Mullen. Speed tables were discussed.

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Mr. Lessard asked if nobody will ever back out.

Mr. Galanis asked if this property is in the Groundwater Protection District. If this circle is allowed, that would have to be impervious to keep them below 25 percent. Mr. Boyd will do a paver design. If they are over 25 (percent) but not over 40 (percent), they would need to have approved mitigation.

Mr. Lessard asked if Mr. Carey would make a moral commitment to not park in the horseshoe area so everyone pulls out. Cars won't be stacked in there. Mr. Carey concurred.

It was noted when the house sells, things change.

Mr. Carey said 'safety first'.

MOTION by Mr. Emerick to grant the second curb cut.

SECOND by Mr. Loiseau.

VOTE: 6 – 1 (Bridle) – 0

MOTION PASSED.

IV. NEW PUBLIC HEARINGS

V. CONSIDERATION OF MINUTES of June 7, 2023.

MOVED by Mr. Emerick.

SECOND by Ms. Mullen.

VOTE: 6 – 0 – 1 (Loiseau).

MOTION PASSED.

VI. CORRESPONDENCE

VII. OTHER BUSINESS

- **Wetland Permit Materials**
 - **Updated Town Wetland Permit Application with updated Impervious Coverage Form**
 - **Updated Town Wetland Permit Guidelines**
 - **New Pervious Hardscape Addendum to be added to the Wetland Permit Application**

Ms. Brianna O'Brien, Conservation Coordinator, discussed changes to the Wetland Permit applications. She highlighted the changes. These are all housekeeping and updating changes. New forms are provided at Town Hall.

There are no changes to fees right now.

Wetland application guidelines were discussed.

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Ms. O'Brien discussed site plans and subdivisions; not all of these require a Town Wetlands Permit. Conservation signs off on teardowns, not site plans and subdivisions.

Mr. Lessard asked about a process if someone does not want a third party to be involved. Ms. O'Brien said it does not happen often in Hampton. Wetland boundaries do come up sometimes. Sometimes, another wetlands scientist is needed.

Ms. Mullen asked about defining wetlands. Nothing is new under the new Supreme Court information.

Mr. Bachand recommends the Board vote to add the changes.

MOVED by Mr. Lessard.

SECOND by Mr. Emerick.

VOTE: 6 – 0 – 1 (Loiseau).

MOTION PASSED.

Pervious hardscapes were discussed by Ms. O'Brien. A pervious hardscape addendum has been added. Ms. Hale at the DPW is on board with this.

MOVED by Mr. Emerick on the hardscape addendum.

SECOND by Mr. Lessard.

VOTE; 6 – 0 – 1 (Loiseau).

MOTION PASSED.

- **Planning Board Applications and Fee Schedules – Minor Consistency Revisions**

Mr. Bachand discussed updating the Planning Board forms and application. We now have a Groundwater Protection District Ordinance; we changed all our forms to and change Aquifer to Groundwater and changed section numbers to match the Ordinance.

MOVED by Mr. Galanis.

SECOND by Ms. Mullen.

VOTE: 6 – 0 – 1 (Loiseau)

MOTION PASSED.

VIII. ADJOURNMENT

MOTION by Mr. Emerick to adjourn.

SECOND by Ms. Mullen.

VOTE: 7 – 0 – 0

MOTION PASSED.

MEETING ADJOURNED: 8:23 p.m.

Respectfully submitted,

Laurie Olivier, Office Manager/Administrative Assistant

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****PLEASE NOTE****

**ITEMS NOT CALLED OR IN PROGRESS BY 10:00 P.M.
MAY BE CONTINUED TO THE NEXT SCHEDULED MEETING**