

**HAMPTON PLANNING BOARD**

**DRAFT MINUTES**

**March 16, 2022 – 7:00 p.m.**

**PRESENT:** Tracy Emerick, Chair  
Ann Carnaby, Vice Chair  
Keith Lessard  
Alex Loiseau  
Brendan McNamara  
Sharon Mullen, Clerk  
Jason Bachand, Town Planner  
Laurie Olivier, Office Manager/Planning

**ABSENT:** Richard Sawyer, Selectman Member

**I. CALL TO ORDER**

Chairman Emerick commenced the meeting by leading the Pledge of Allegiance and introducing the Planning Board members. Sharon Mullen was congratulated as the newest Planning Board member. Brendan McNamara was congratulated as well, and it was noted he is filling the two-year term of the Planning Board. It was noted that Richard Sawyer is the new Selectmen's Representative.

Mr. Emerick went to the Election of Officers first.

**II. ELECTION OF OFFICERS**

**MOTION** by Mr. Lessard to nominate Tracy Emerick as Chairman.

**SECOND** by Ms. Carnaby.

No other nominations were presented. Mr. Emerick accepted.

**VOTE: 5 – 0 – 1 (Emerick) MOTION PASSED.**

**MOTION** by Mr. Lessard to nominate Ann Carnaby for the position of Vice Chair.

**SECOND** by Mr. McNamara.

No other nominations were presented. Ms. Carnaby accepted.

**VOTE: 5 – 0 – 1 (Carnaby) MOTION PASSED.**

**MOTION** by Mr. Lessard to nominate Sharon Mullen as Clerk.

**SECOND** by Ms. Carnaby.

No other nominations were presented. Ms. Mullen accepted.

**VOTE: 5 – 0 – 1 (Mullen) MOTION PASSED.**

## HAMPTON PLANNING BOARD

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### III. ATTENDING TO BE HEARD

#### Master Plan Steering Committee

1. Public Comment (relating to Master Plan)
2. Resilience Planning & Design – Consultant for the Phase II Comprehensive Update
  - a. Recap of Community Conversation Series
  - b. Draft Outline for Master Plan
  - c. Future Land Use Focus Areas
  - d. Revised Vision
  - e. Next Steps

Mr. Emerick had the Master Plan Steering Committee members introduce themselves. Present along with the Planning Board members were: Brian Warburton, Budget Committee; Erica DeVries, ZBA; Jay Diener, Conservation Commission and member at large; Pat Bushway, HBAC; Frank DeLuca, School Board (SAU90) and Liz Kelly, Resilience Planning & Design. Also attending, Barbara Kravitz, citizen-at-large; she called in to the meeting.

PUBLIC COMMENT: None

Liz Kelly discussed the outreach report including Page 16 which included a write up of findings that we obtained from the Virtual Community Conversation series. There were 5 sessions. Topics are on Page 16. Ms. Kelly thought everything went positive. Potential implementation action was also discovered. Mr. Warburton attended three of these and he thought all were interesting. The moderators were organized and energetic. Great comments. Ms. Mullen thought wonderful ideas came out of these meetings. How are we going to afford this, implement, etc. was asked. Ms. Kelly discussed funding and carrying this through. Prioritization will be important and a high priority. Ms. Bushway discussed communicating better. She wants to make sure everyone understands what we are trying to do. People had good experiences with these conversations and ideas.

Mr. Emerick discussed public transportation. We can want something all day long, but if we don't have the population to support it, it won't happen. Ms. Kelly said town staff, this group, etc. need to craft implementation. Ms. Kelly asked about, for example, a shuttle.

Mr. Warburton said at the Budget Committee meeting, Chuck Rage said the amount thought needed was around \$20K in bus transportation. Quotes were actually 4 ½ times what they were thinking. Ms. Kelly said if town wide is not feasible, what is feasible. The Island Explorer at Acadia was mentioned by Ms. DeVries. Receiving local funds, federal and private dollars was discussed. We can look at those models.

Resilience will take this information, and all work completed, and distill it. They will 'puzzle it' and present what will end up in the plan.

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Ms. Mullen asked about feasibility. Ms. Kelly said there is a Survey Monkey report (about 120 pages). Raw comments are in there. It will be a part of the public record.

Ms. Kravitz complimented everyone on the work done. She asked if identifying participants was possible.

Ms. Kelly said there is a master list of everyone who registered. It does not reflect everyone who attended, i.e. resident or property owner.

Ms. Kravitz asked about the timeline.

Ms. Kelly asked about the draft Master Plan and thoughts from the Committee. There are four major sections. The structure of the document was discussed – it is a thematic approach.

Planning Themes were discussed. Preliminary Goals were discussed.

The revised Vision was discussed.

The thematic (drafted) document allows key products and initiatives that can transcend into many topics. Actions are up front.

Future land use focus areas. Distinct planning considerations are noted here. Hampton Beach. Town Center. Planning themes can tell a story of where we are now to where we want to go, i.e. in which direction.

Ms. Mullen discussed the need to recognize that people will not read this. Is it possible to create a ‘cliff notes’ version. Will a pdf version be provided was asked. Ms. Kelly said there will be a digital version. Executive summaries have been done in the past and they can look into doing that.

Ms. Carnaby asked about #2. She does not know what “vibrant” means in this context. Vibrant means social capital; walkable streetscapes; interactions; events; reaching out to others.

Mr. Diener said maybe vibrant is not the right word. Social connectivity is good. Ms. Kelly asked about a different word. Ms. DeVries said dynamic or engaged--multi-generational.

Mr. McNamara discussed “revitalize town center....”~information. He noted the Town re-zoned the town center north and south and the mixed use environment was part of it. We did that quite a few years ago.

Ms. Kravitz discussed “Resilience”. “Continue to support” needs to be added to this.

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An excel matrix was discussed by Ms. Kelly for implementation and funding.

Mr. Lessard noted that 10-20 years is not a lot of time. He believes the CIP program should include items on this. Keeping the final document alive and current is important. Motivating to keep it alive is key. It should be noted in the Executive Summary.

Mr. Emerick said standards can be written in.

How often does a Master Plan get updated was asked. Every 5 years to 20 years per Ms. Kelly.

It was noted end-of-year check-in meetings occur often with other Towns.

Mr. Bachand discussed the possibility of an Implementation Committee being established once the Master Plan is complete.

**Homework: The Vision was discussed. Everyone will read it at their own leisure and follow up with the Planning Office, and also think of a different word other than ‘vibrant’.**

Next Steps.

Thematic plans take a lot of work per Ms. Kelly. Milestones were discussed. A full draft should be provided to us all by October – that is the goal. We will meet twice before that (October) with interim materials. Prompting questions will be brought in for everyone. In June, they (Resilience) hope to come back with a future land use map. Five distinct areas will be shown. There will be deeper conversations on all areas of Town. Then the group will meet again, maybe in August. Implementation actions will be discussed then. There will be no Steering Committee meetings in April or May; they (Resilience) will be getting work done.

**IV. CONTINUED PUBLIC HEARINGS**

**V. NEW PUBLIC HEARINGS**

**VI. CONSIDERATION OF MINUTES of March 2, 2022**

**MOVED** by Mr. McNamara to accept and approve the March 2, 2022 Minutes.

**SECOND** by Mr. Loiseau.

**VOTE: 4 – 0 – 2 (Lessard & Mullen)**

**MOTION PASSED.**

**VII. CORRESPONDENCE**

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**VIII. OTHER BUSINESS**

- **RSA 41:14-a Process - Town owned Deed Restrictions on formerly Leased Land**  
Tax Map 183, Lot 55 – 843 Ocean Boulevard – Release of Deed Restriction #3 which states “no fences may be erected upon said premises other than ornamental fences of no more than a three-foot height”. The petitioner wishes to install a privacy fence not to exceed five feet in height.

Mr. Bachand noted that RSA 41:14a requests require the recommendation or not from the Board. For this request, the owners want to add a 5’ high ornamental fence at the rear corner of their property (a privacy fence). Joy Merrill (petitioner) appeared. It is at a landlocked area. Ms. Merrill tore down the beach house and rebuilt in that location. It is a tight area down there. They want to do a 5’ x 10’ x 5’ fence. She does not want to fence in the whole yard.

**MOVED** by Mr. Loiseau to recommend this to the Board of Selectmen.

**SECOND** by Mr. McNamara.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

- **SB249 regarding short-term rentals**

Mr. Bachand discussed a Senate Bill that would not allow communities to prohibit short-term rentals. Any single-family or two-family building--regardless of ownership, non-conformities, etc. could be used for this purpose. This does not pertain to non-residential uses. Registration of rental properties cannot be contingent upon an inspection unless there is reasonable suspicion of a violation. On February 16, 2022 it passed the Senate; it then goes to the House, and then to the Governor. Mr. Bachand believes Hampton (the Board of Selectmen) may have written a letter on this to the State opposing the Bill. He asked if the Planning Board wants to write a letter also. Mr. Loiseau said we don’t restrict rentals in neighborhoods now. We have Lodging House in our Ordinance now per Mr. Bachand. Mr. Loiseau asked if this would have an effect on CO’s. It was noted ADUs could become Air B&B’s. It is a six-month minimum for ADU’s per Mr. Bachand, which renters/tenants would need to be in a unit. Mr. Lessard is worried about COs.

Mr. McNamara discussed event hosting. Can, for example, people who own big houses rent out for a banquet.

Mr. Bachand said it takes control away from the Town.

How does it get vetted for safe occupancy was asked by Mr. Lessard.

Ms. Carnaby noted we have to be able to regulate housing in our own Town.

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**MOTION** by Ms. Carnaby to have Mr. Bachand draft a letter on behalf of the Planning Board to send to Concord.

**SECOND** by Ms. Mullen.

**VOTE: 5 – 0 – 1 (Loiseau).**

**MOTION PASSED.**

- **HB1177 regarding additional (up to four) residential units on single-family lots in residential districts**

Mr. Bachand discussed this House Bill. NH municipalities would need to allow, as a matter of right, for any single-family lot in a residential zoning district served by sewer and water to be used for up to four residential dwelling units. We can't make dimensional requirements, parking, etc. more restrictive. This Bill is dangerous for a Town such as Hampton. Potential impacts on single-family neighborhoods were discussed. Ms. Carnaby discussed rural areas and the Plan Link conversations.

**MOVED** by Ms. Carnaby to have Mr. Bachand draft a letter on behalf of the Planning Board to send to Concord.

**SECOND** by Mr. McNamara.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

- **Planning Board Representative to Hampton Coastal Hazards & Adaptation Team (CHAT)**

Ms. Carnaby nominated Mr. Lessard. Mr. Lessard is open to participating for one year. What is the commitment was asked. Ms. Mullen noted she is happy to split this duty with Mr. Lessard. Mr. Lessard and Ms. Mullen can tag team it. Mr. Lessard agreed to become the CHAT Representative. Ms. Mullen will be the Alternate.

**MOVED** by Mr. Emerick.

**SECOND** by Ms. Carnaby.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

Ms. Carnaby said the RPC has two staff members involved in the MPO and TAC committees. There is a 10-year transportation plan. Dave Walker is the primary contact for RPC. The Transportation Improvement Program (TIP) was discussed. Improvements to Ocean Blvd were discussed.

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**IX. ADJOURNMENT**

**MOTION** by Mr. McNamara to adjourn.

**SECOND** by Mr. Lessard.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

**MEETING ADJOURNED: 8:45 p.m.**

Respectfully submitted,

Laurie Olivier, Office Manager/Administrative Assistant

**\*\*PLEASE NOTE\*\***

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