

## HAMPTON PLANNING BOARD

### MINUTES

February 15, 2023 – 7:00 p.m.

**PRESENT:** Tracy Emerick, Chair  
Ann Carnaby, Vice Chair  
Sharon Mullen, Clerk  
Alex Loiseau  
Brendan McNamara  
Richard Sawyer, Selectman Member  
Jason Bachand, Town Planner

**ABSENT:** Keith Lessard  
Laurie Olivier, Office Manager/Planning

#### I. CALL TO ORDER

Mr. Emerick commenced the meeting by leading the Pledge of Allegiance and had the Planning Board members and Master Plan Steering Committee introduce themselves. The above Planning Board members were present as noted and the Master Plan Steering Committee consisted of Anthony Ciolfi, Hampton resident-at-large; Chuck Rage, HBAC; Brian Warburton, Budget Committee; Pat Bushway, HBAC; and Jay Diener, Conservation Commission. Member Barbara Kravitz, Hampton resident-at-large, dialed in. Liz Kelly, Resilience Planning & Design was also present.

#### II. ATTENDING TO BE HEARD

#### III. CONTINUED PUBLIC HEARINGS

#### IV. NEW PUBLIC HEARINGS

##### ***TOWN OF HAMPTON MASTER PLAN***

Adoption of a comprehensive update to the Town of Hampton Master Plan, with said update to supersede the existing Town of Hampton Master Plan in its entirety. The following contents are included:

**Introduction:** Purpose of the Master Plan; Vision for the Future; The Planning Process; About Hampton; Future Challenges and Key Issues; Navigating this Plan

**Vibrant:** Diverse and Affordable Housing; A Thriving Downtown; Parks and Recreation Opportunities; A Unique Sense of Place, Identity, and Culture; Planning for an Equitable Community

**Connected:** A Multi-Modal Transportation Network; Open Space and Natural Resource Connectivity

**Resilient:** Coastal Resilience; Economic Resilience; Social Resilience

**Innovative:** Balanced Development, Redevelopment, and Land Use Regulations; Sustainable and Enduring Municipal Facilities, Services, and Utilities

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**Collaborative:** Climate Resilience and Regional Coordination; Regional Transportation Initiatives; Regional Housing Efforts; Local Collaboration

**Future Land Use Plan:** Future Land Use Map; Future Land Use Areas; Envisioning Future Land Use

**Implementation:** Implementation Matrix; Funding for Implementation

**Appendix:** Existing Conditions Analysis, Outreach Report, Public Comment Tool Results - Master Plan Actions, Coastal Resilience Master Plan Chapter, and further pending local plans/studies.

Mr. Bachand said that this evening's Public Hearing is for the adoption of the Town of Hampton Master Plan. He noted that this has been more than 3 years in the making, and we are excited to be presenting it this evening.

Mr. Bachand discussed some Master Plan facts and figures. The RSA's were discussed. A Master Plan is required by statute. RSA 674:1.I states in part that it shall be the duty of every Planning Board to prepare and amend from time to time a Master Plan to guide the development of the municipality. RSA 674:2 states that a Master Plan shall include, at a minimum, vision and land use, and may also include additional content including but not limited to transportation, economic development, recreation, natural resources, housing, and coastal management. RSA 674:3.II states that revisions to the plan are recommended every 5 to 10 years. Hampton's current Master Plan was adopted in 1985, with some subsequent chapter amendments since that time. It was noted that it has been 38 years since the last comprehensive update. The 1985 Master Plan replaced a 1969 document, a 16-year time span. Mr. Bachand said this shows this is very long overdue process that we have undertaken. It was noted that the Planning Board began holding Master Plan Sessions in June of 2019 with representatives from Town Boards, Committees, SAU 90, and residents. That group eventually evolved into a Master Plan Steering Committee. Mr. Bachand discussed funding sources for the project. Phase I, the Vision and Coastal Resilience content, was \$45,000 from the NHDES Coastal Program - grant funded. Phase II, the Comprehensive Update, was funded with \$125,000 via the passage of Article 10 at the March 2020 Town Meeting.

Mr. Bachand discussed the current Town of Hampton Master Plan, adopted in 1985 with subsequent updates, and referred to photos of the document on the screen. The current Town Master Plan is unmanageable and outdated. Hampton's proposed Master Plan is a concise thematic document that is easy and enjoyable to read. It will also serve as a roadmap for the future growth of the Town. Hampton's proposed Master Plan was developed with citizen-driven direction for the decision-makers of the Town of Hampton (a document outlining the Master Plan outreach and engagement efforts is available from the Planning Office). The Master Plan will also be a living document. An Implementation Committee will be discussed, which will ensure that the action items are properly considered over time with public input. It will not collect dust on a shelf. The Master Plan is a document that will remain active, should it be adopted this evening. It was noted that this is not the end of the process, it's only the beginning.

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Mr. Bachand discussed why we updated our entire Master Plan. As previously noted, all aspects of the current document are very outdated. Interest in developing a thematic Master Plan has been expressed since the initial Master Plan Sessions in 2019 - “user-friendly” and “engaging” were determined to be important characteristics. Consistency and relevance to today’s issues are imperative qualities. It will serve as an essential tool for meeting the recent challenges of the community and is needed to effectively plan for the future of Hampton. It will help to preserve, protect, and enhance the quality of life of Hampton residents. It will stimulate local business and economic development. It will enable the Town to qualify for grants for projects that are otherwise financially beyond what the Town can afford. It will also be the foundation for future zoning ordinance amendments and zoning map amendments.

Ms. Kelly proceeded with the reminder of the evening’s presentation. She noted that Mr. Bachand summarized many of the basic components of a Master Plan. She said that a Master Plan is a long-range planning document that helps to guide where and how land is used, developed, redeveloped, or protected in the future. It also helps to guide infrastructure investments and capital improvements in the future, as well as the evolution of land use regulations and policies in the Town so that they better meet the challenges that are facing the community, and help to achieve the vision we want to see for the Town.

Ms. Kelly discussed the project timeline. She reiterated that this effort to update the Town’s Master Plan has been a multi-year planning process. Phase I started in 2019/2020 and concluded with the development of a draft vision and a coastal resilience chapter. The coastal resilience chapter was woven throughout the new Master Plan document and is included as an appendix. The draft vision was used as a foundation for developing the vision that is included in this full Master Plan update. That started in 2021 and concluded in January of 2023 along with the bulk of the work.

Primary components were discussed by Ms. Kelly. A significant amount of time was spent analyzing the existing conditions of the community through demographic data, GIS mapping data and other resources, publications, and studies. That was the foundation to guide the development of the plan. Significant public outreach was conducted for the project. This included a project website, an in-person Community Forum event, and virtual Community Conversations events. A variety of communication materials were developed to increase participation and get the word out. Public outreach and the existing conditions analysis were the basis for the development of the plan. All of the input and feedback helped to make the document what it is today.

Ms. Kelly explained that the new Master Plan is organized around five aspirational themes that identify qualities of the community that Hampton hopes to embrace as it plans for the future. These include Vibrant, Connected, Resilient, Innovative, and Collaborative. Each theme includes a series of actions that Hampton will implement to realize its vision through a variety of multi-partnered efforts.

Ms. Kelly discussed a new tool that was developed to track progress, which the Town can use as it moves from the planning phase to the implementation phase of the project. It is an Excel spreadsheet. It will help the Implementation Committee begin to look at prioritizing the actions

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that it wishes to look at. It will also help to track level of completion and identify the potential responsible parties and partners that can help to achieve that action. It provides another helpful tool for the Implementation Committee and all others involved with implementation of the plan moving forward.

### PUBLIC

Nancy Stiles, 1 Hayden Circle and Chair of the Hampton Beach Area Commission (HBAC) spoke. She expressed thanks for a great presentation. She particularly likes the tracking process; it's a good way to pull it all together. She thanked everyone for all of their hard work. She said that she read the Town Plan. She also appreciates the opportunity for the HBAC to serve on the Steering Committee.

Ms. Stiles noted a few pages in the plan - page 90; the reference to HBAC's Master Plan integration with the Town's plan. Also, pages 93 and 109 for references to the beach being an important economic generator for the local community and economy. She thought she read somewhere in the plan that the Planning Board should be open to amendments or adjustments based on new information. She hopes this means the inclusion of the HBAC's Master Plan into the Town Master Plan. She noted that the HBAC does not have its draft yet, but they are looking at the economy of the beach and trying to sustain it, so the HBAC are including resiliency and adaptation and not strictly retreat (in their Master Plan). She feels it is important to bring attention to that.

Ms. Stiles again thanked the Planning Board and Steering Committee for a tremendous effort.

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Mr. Bachand discussed the next steps in the process. He noted that Master Plan adoption is not the end of the process, it is just the beginning. We will be looking toward the formation of a Master Plan Implementation Committee to take the action items/recommendations of the plan and bring them forward for consideration. This will happen over the course of years. We anticipate that the Master Plan Steering Committee will continue to meet on the third Wednesday in March and April, and possibly May, to discuss the development of the Implementation Committee including its scope, membership, and so forth. We will continue to allow public comment at the beginning of those meetings; we want to hear what people have to say about that process. We envision that the current Master Plan Steering Committee will dissolve by May or June and be replaced by the Master Plan Implementation Committee which will begin prioritizing and evaluating the action items utilizing the implementation table. It was noted that this is where the rubber meets the road in terms of starting to see action items move forward. Mr. Bachand said that Implementation Committee membership will need to be specifically discussed, but he recommends that it include residents and business community representatives. If people are interested, they can submit a letter (to the Planning Office) for consideration. In any event, everyone will have an opportunity to provide public feedback.

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Mr. Bachand said that, as we continue forward, it is important to remember that the Master Plan is a guide, and it is amendable. There are things that will come along over time that will need to be incorporated. The implementation stage is where the real work begins and is where our residents will have an opportunity to make the greatest impact.

Mr. Bachand discussed other considerations going forward. Keeping the Master Plan website active was discussed. Another informational video, as we have done before, has been discussed to explain the implementation process. He thinks this is a very exciting time and a great plan.

Mr. Bachand noted that it is the Planning Board members that will need to take the vote for adoption.

Mr. Emerick spoke about the implementation items and held up a copy of the implementation table for visual purposes. There are eight pages of tiny lines with things to do. There is a lot in this plan to get done. He thinks the visual helps to show just how much there is.

Ms. Kravitz (Steering Committee) read her comments into the record. She commended the Resilience team for the well-written, attractively designed, overarching, and comprehensive Master Plan document that depicts our Town as a vibrant and inviting community. It's an enjoyable read, whether or not you live or work in Hampton. In particular, the attention given to the Route 1 Downtown Area, including the expanded benefits expected from the Seacoast Greenway, as well as modern approaches like the complete streets concept, are welcome and exciting to consider. Recognizing that initiatives to be taken during the next decade, while challenging, must achieve long-term sustainability and maintain the attractiveness of the Hampton community at least through this century, was discussed.

Ms. Kravitz suggested that including a photo of the inside of the Tuck Museum would call attention to the Town's historical character.

Ms. Kravitz provided some comments regarding the text. She likes the style of the page numbering, but called attention that it begins at pages 1 and 2 - and the next page is also #1. On Page 3 – the number of coastal communities is 7 not 6. Identify the photo on Page 81 as being in Exeter. On Page 89, the Housing Needs Assessment was performed by the Rockingham Planning Commission.

Ms. Kravitz feels the vision would be enhanced by including a more informed and broader description of the existing commercial businesses activity and the Town's approximately \$30,000,000 annual budget. Similarly, highlighting activity in the schools as an asset with annual budgets also in the \$30,000,000 range would broaden the demographics to better demonstrate the overall economics and attraction of the Town of Hampton.

Ms. Kravitz said that the items in the implementation table are welcome challenges to address their breath and particulars as we advance toward the future. She hoped that a column would have been included indicating the departments, groups, or individuals, in or out of government, that would initially be assigned to collaborate on a plan of action for each item. She believes that all of this will

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fall directly onto the Planning Office, and that additional staff will be needed just for the tracking and implementation.

Ms. Kravitz expressed her thanks for the opportunity to serve.

Mr. Emerick noted that only the Planning Board can vote on this (Master Plan adoption).

Mr. Ciolfi (Steering Committee) commented on the implementation table. It is very thorough. He said there are a lot of things to think about. There are large projects in the future which alone could check a bunch of items off the list. Would someone look at this list for projects coming in was asked. Will this be dovetailed into our zoning requirements was asked. Mr. Emerick said we will be figuring that out. Mr. Ciolfi said he is jumping ahead but is interested in thoughts on how this will be used. It was noted that it will be used in multiple different ways. We will discuss this in the coming months.

Mr. Bachand noted there are a few changes that were discussed this evening that should be cited as part of a motion to adopt.

Mr. Bachand proposed and recommended a motion to adopt the comprehensive update to the Town of Hampton Master Plan, along with the following changes to be made prior to filing the plan with the Town Clerk's Office: The material comments provided in Barbara's (Kravitz) letter dated February 15, 2023, plus the Tuck Museum photo that she spoke about. Also, inclusion of the HBAC Master Plan - adopted as part of the Town Master Plan package (it was noted that 1.5 of the Implementation Plan already states to coordinate the implementation activities of the Hampton Master Plan and the Hampton Beach Master Plan to ensure consistency of priorities and project completion).

Mr. Ciolfi asked about adding page numbers in the bubbles ("Vibrant", etc. on Page 11) for indexing. Mr. Bachand added this item to his proposed motion (above).

**MOVED** by Ms. Carnaby

**SECOND** by Mr. McNamara.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

There was a round of applause. Mr. Emerick discussed that Steve Whitman (Resilience Planning & Design) used the word "delightful" when pitching the Master Plan project. That is the first time he had heard anybody refer to a generated document as delightful. He asked Ms. Kelly to go back to Mr. Whitman and tell him that he did it. Ms. Kelly thanked everyone and reiterated that they (Resilience Planning & Design) are here if there are any questions.

**V. CONSIDERATION OF MINUTES of February 1, 2023.**

**MOTION** by Mr. Loiseau to accept and approve the Minutes of February 1, 2023.

**SECOND** by Ms. Carnaby.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

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**VI. CORRESPONDENCE**

**VII. OTHER BUSINESS**

- **17 & 19 L Street** – Request for a one-year extension of the April 6, 2022 conditional Site Plan approval

Mr. Bachand said that we received a request for a one-year extension for 17 & 19 L Street, which is the L Street Tavern. It was conditionally approved on April 6, 2022. Conditions are being addressed, there are still more before recording the site plan. They may also come back to the Board for an amendment to their plan. Mr. Bachand recommends the one-year extension to April 6, 2024.

**MOVED** by Mr. McNamara.

**SECOND** by Mr. Loiseau.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

**VIII. ADJOURNMENT**

**MOTION** by Mr. Sawyer to adjourn.

**SECOND** by Ms. Carnaby.

**VOTE: 6 – 0 – 0**

**MOTION PASSED.**

**MEETING ADJOURNED: 7:32 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**