

HAMPTON PLANNING BOARD

DRAFT MINUTES

February 19, 2020 – 7:00 p.m.

PRESENT: Tracy Emerick, Chair
Ann Carnaby, Vice Chair
Alex Loiseau, Clerk
Fran McMahan
Mark Olson
Keith Lessard
James Waddell, Selectman Member
Jason Bachand, Town Planner
Laurie Olivier, Office Manager/Planning

ABSENT:

I. CALL TO ORDER

Chairman Emerick commenced the meeting at 7:00 p.m. by leading the Pledge of Allegiance and introducing the Planning Board Members and the Master Plan Steering Committee consisting of Barbara Kravitz, Citizen-At-Large; Sharon Raymond, Conservation Commission; Brian Warburton, Budget Committee; Tom McGuirk, ZBA and Chuck Rage, HBAC.

Mr. Emerick asked if the applicant for the Change of Use could go first.
The Board agreed.

II. ATTENDING TO BE HEARD

Change of Use: 580 Lafayette Road
Fitness Center to Bakery (Food Retail)

Danielle Thibodeau, the applicant, appeared. She would like to move her bakery currently in Hampton down the road. The bakery is the Wicked Sweet Sugar Boutique. She specializes in custom cakes. She wants a storefront.

BOARD

MOTION by Mr. Olson to approve the Change of Use.

SECOND by Mr. McMahan.

VOTE: 7 – 0 – 0

MOTION PASSED.

The Board then went to the Master Plan.

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Master Plan Session #9

1. Public Comment (relating to Master Plan)

Mr. Bachand said we received a letter from a resident of Hampton who is interested in participating in the process. Mr. Bachand asked for anyone else who is interested to be in touch with the Planning Office. George Boisvert is the gentleman's name.

2. Presentation: Article 10 - Comprehensive Master Plan Update

Mr. Bachand discussed his Master Plan presentation from the Deliberative Session, and said that he would present it again this evening for the public's information.

(Individual introductions of all Planning Board members and Steering Committee members commenced before Mr. Bachand proceeded).

The PowerPoint slide show on Article 10 - Comprehensive Master Plan Update was presented by Mr. Bachand. Paper copies are available in the Planning Office. **Mr. Lessard would like this video to be on Channel 22.**

3. Update on Preliminary Master Plan Survey and Associated Tasks

Ms. Carnaby said the survey is alive and well and she gave breakdowns. Number of views – between January 7th to February 19th, we've had 500 views. Participants is defined as people who have responded to one or more – we've had 40 in the last month. People who want to become subscribers – 20 for a total of 107 subscribers. Number of people who have written in comments is another 53 people. This week, Friends of the Library are having hours from 10:00 -12:00 p.m. every day this week, with volunteers and computers set up in the Library. They are invited to take the survey intended for people who do not have computers at home or do not know how get around on a computer. She is still looking for volunteers to go to various groups in Town to help people who do not have software to take the survey. The link is on the Town website and on cards that are available at the Town Hall. Also, people can contact the Planning Office.

4. Draft RFP for Comprehensive Master Plan Update

Mr. Bachand provided everyone with a rough draft of the RFP for the Comprehensive Master Plan Update. This is simply to stay ahead of the curve. It might be in final draft form by the next meeting.

Mr. McMahon said on Pages 6 and 7 – there is a laundry list of what is included. He feels the Master Plan Steering Committee will include what is to be included. The scope of their

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work, etc. The Steering Committee will have to make a decision at some point. Ms. Carnaby wanted to “x” it out. The Chapters are in the RSA. Anyone can find the list. Most are going to be addressed in the new plan. There are missing pieces because of current events. Some things are not on the RSA list. She also thought this would not be chapter by chapter. Mr. Bachand said it will not be chapter by chapter – the draft RFP states this. Ms. Carnaby thinks we should more clearly say that. Mr. Lessard said Mr. Bachand is bulleting what will be discussed. Ms. Raymond said expectations should be clear. Mr. Bachand agreed - there are a lot of chapters in the RSA. Mr. Emerick said we should consider prioritizing these in order to the consultant.

Ms. Carnaby said the coastal elements should be in there. She read about other Towns including different elements in their Master Plans that were not part of the list. Mr. Bachand said we can still do that.

Ms. Kravitz said she didn’t get past Page 1. She thinks it should be re-arranged (the order of description). She thinks it’s two phases. The way it is written now is too confusing. We are doing a whole plan, but have more work to do (Phase 2).

She read it aloud. It’s saying ‘you’re doing the whole Master Plan, but you’re not.’”

A hand out was given.

Not to exceed \$125,000 should be firm. This is stated in the draft RFP. Work to be performed in Phase 1 (previous contracted and funded).

Working with other Firm.

Ms. Kravitz asked who manages collaboration and integration for Phase I and Phase II.

We need a document that both Phases have the same voice.

Mr. Bachand will consider these comments with the next revision. He asked other committee members to send him their comments within the next couple of weeks.

5. Next Steps

Mr. Emerick asked if anyone wants to stay for Jay Diener’s and Rayann Dionne’s presentation. Mr. Lessard noted that maybe April 1st we could mail out the RFP. It sounds good per Mr. Bachand.

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Jay Diener and Rayann Dionne - Overview of Audit of Existing Land Use Planning & Local Input on Developing a Management Plan for the Hampton-Seabrook Estuary

Mr. Jay Diener (Conservation Commission) and Ms. Rayann Dionne (Conservation Coordinator) appeared. They discussed the Seabrook-Hampton Estuary Alliance (SHEA). The NH Charitable Foundation grant was given to SHEA to do a study on the Estuary. The presentation was shown on Channel 22 and is available at the Conservation Commission at Town Hall. Managing estuaries was discussed. It would be an addendum to the Master Plan.

Three Master Plans were analyzed (Seabrook, Hampton Falls and Hampton). The Zoning Ordinance was discussed and comparing the Ordinances of the three Towns. Best Management Practices of the estuary will be reviewed.

Mr. Emerick asked where does the State get involved. Where does everyone integrate was asked. Mr. Diener said three communities will agree on this or not. Maybe each will go their own way. Mr. Emerick asked where do we intersect with the State? Are we creating another entity of the three communities – something different than the State. Mr. Diener said the State may not deal with buffers, as an example. BMP for estuaries was discussed. They will make sure the State and Towns do not step on each other's toes.

It was noted that an estuary is where salt water and fresh water co-mingle. Mr. Emerick does not know if the State covers that.

Mr. Olson said it looks great. Landscape between Hampton and North Hampton is great.

Mr. McMahon asked about the Great Bay Estuary. He also asked about the sewer plant. Mr. Diener discussed working with Towns and updating/adding to the Zoning Ordinances, etc.

Mr. Lessard asked about Seabrook having more updated data.

Mr. Diener wants to have visioning work between three communities dealing with estuaries. Anyone is welcome.

III. CONTINUED PUBLIC HEARINGS

IV. NEW PUBLIC HEARINGS

V. CONSIDERATION OF MINUTES of February 5, 2020

MOVED by Mr. Olson to accept and approve.

SECOND by Mr. McMahon.

VOTE: 7-0-0

MOTION PASSED.

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VI. CORRESPONDENCE

VII. OTHER BUSINESS

- **699 Lafayette Road - Request to modify building design associated with the October 2, 2019 Site Plan approval. Maximum height and building footprint to remain the same.**

Mr. Bachand discussed the history of the project. The owners/applicants are in the audience. It was approved by the Planning Board on October 2, 2019. It is a plumbing commercial building. The building associated with the approved project was a one-story building with a roof line that pitched slightly from front to rear – 23' at maximum height.

The project is under construction. It was observed that a 2-story building was being built. The Building Permit conflicts with what the Planning Board approved. A stop work order was issued on February 5th by the Building Department. The applicants met with Mr. Bachand last week and a proposed modified elevation was provided. The roof configuration is changed; the building is the same 24' x 40' footprint. No changes to the site are required. Only cold storage will be above; no additional commercial square footage. The question for the Board is: Does the Board wish to handle this as field modification, or does it want to hear an amended site plan application?

Mr. Bachand reached out to CMA – they have no issues. It's a change in roof line; no site changes. The problem with having a 2-story building is the need for more parking. The site cannot accommodate more parking.

The owners would be lowering the roof of the building by approximately 4'. Mr. Lavin (owner) spoke with the Building Inspector – he thought they were on the same page. He had a full basement on the first building. He took out the basement. Stairs have to be legitimate.

They met with the Building Inspector many times. It is currently two stories. What is framed out now is a two-story. That would have to be cut down. The upper area will be 5'9". **Mr. Bachand said on the CO there should be something stating that the area above the first floor remains only cold storage in perpetuity.** The Board concurred.

Mr. Lessard said he prefers this (new) design over the other one. There is no floor plan for the new building per Mr. Lessard. He sees the floor plan for the old building. Mr. Lessard said there is something on the 2nd floor. Storage will be there; people will pick things up and go to the site. **Mr. Lessard said he wants to see a floor plan of the upper level depicting it as cold storage.** We don't need to rehear it per Mr. Lessard. It will be storage in perpetuity. They gave up the basement so it is good that they will have storage up above.

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Mr. Olson thinks it is nicer. He asked how tall it (the 2-story building that was started) is now. Right now it is almost 28'; it will be over 4' shorter. There are no windows up there; there may be one in the back. They don't need lights on the second floor.

MOTION by Mr. Lessard to allow this as a minor field modification and the applicant will provide floor plans for the whole building which will depict the upper area for cold storage. They will have a stairwell on the (floor) plan. Mr. Lessard said if they want to add windows for architectural interest, he is okay with them putting windows in the upper space.

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

- **72 Island Path - Wetlands Permit Extension Request. (Building of new house has not commenced yet).**

Mr. Bachand noted a two-year extension of the Wetlands Permit is being requested. The current approval expires on April 8th. The extension would be for 2 years (expiring on April 8, 2022).

MOVED by Mr. Lessard to approve the extension.

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

VIII. ADJOURNMENT

MOTION by Mr. Waddell to adjourn.

SECOND by Mr. Loiseau.

VOTE: 7 – 0 – 0

MOTION PASSED.

MEETING ADJOURNED: 8:05 p.m.

Respectfully submitted,

Laurie Olivier, Administrative Assistant

****PLEASE NOTE****

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