

HAMPTON PLANNING BOARD

MINUTES

April 5, 2023 – 7:00 p.m.

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

ABSENT: **Rusty Bridle, Selectman Member**

I. CALL TO ORDER

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

II. ELECTION OF OFFICERS

MOTION by Mr. Emerick to appoint Mr. McNamara as Chair.

MOTION by Mr. Lessard to nominate Ms. Carnaby as Chair, noting she has never been Chair.

SECOND by Ms. Mullen.

No other nominations were presented. Ms. Carnaby accepted.

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

MOTION by Mr. Lessard to appoint Mr. McNamara as Vice Chair.

SECOND by Ms. Mullen.

No other nominations were presented. Mr. McNamara accepted.

VOTE: 5 – 0 – 1 (McNamara) MOTION PASSED.

MOTION by Mr. Emerick to appoint Mr. Galanis as Clerk.

SECOND by Mr. McNamara.

No other nominations were presented. Mr. Galanis accepted.

VOTE: 5 – 0 – 1 (Galanis) MOTION PASSED.

**Applications Below – New Public Hearings Heard Next*

III. ATTENDING TO BE HEARD

Jennifer Rowden, Rockingham Planning Commission (*arriving after 7:30 PM*)
Housing Opportunity Planning (HOP) Grant Project

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- **Regional Housing Needs Assessment Overview**
- **HOP Grant Overview**
- **Discussion of Housing Data**
- **Housing Academy**
- **Next Steps and Schedule**

The HOP grant presentation was conducted by Jennifer Rowden of the RPC. Ms. Rowden discussed the grant Hampton was awarded at the end of January/beginning of February.

The State of NH invested \$100 Million from stimulus money for affordable housing. The HOP grant is for planning and zoning. We (Hampton) applied for 2 out of the 3 grants so far. It will be a regulation audit also. She noted the Master Plan looks great; we did not need an update to the Master Plan since our plan is so new.

Ms. Rowden discussed Hampton's need to evaluate Hampton's housing stock. A PowerPoint presentation was presented and is available on hamptonnh.gov – "Watch Channel 22"—Planning Board April 5, 2023 meeting.

Public information will be presented. Informing citizens in Hampton will take place. We could do a date in June. If not June, then September so we don't get into summer vacation time. It can be in-person or hybrid.

Ms. Mullen asked what this is a prerequisite for. It is an approximate deadline. The grant goes through December of 2024. This is a big topic in the news now. It aligns better if we have zoning changes for next year. Having a public information session will be better.

Ms. Rowden discussed the regulation audit. The RPC looks at Zoning Regulations, to see where opportunities are for amendments. Barriers of a good kind and a bad kind were discussed. Environmental regulations (beneficial barrier); new opportunities from the outcome of the audit. Nothing has to be adopted.

The second part is a public forum. One to two - for deep dive discussions for opportunities. An information session should occur no later than September.

Ms. Mullen said moving forward and quickly is best. This information would help the Master Plan Implementation Committee to move ahead in structuring the work. She wants to go forward. Mr. Emerick agrees. We're on a roll; let's keep going.

Mr. Galanis asked about Phase I and Phase II, then after - Phase III is the action and was asked about. What is the end goal was asked. Ms. Rowden said the RPC can draft an application for Phase III of the Housing Opportunity grant. They can work on it during the summer. The grant application is due in November. There is no match required on this grant. Our work does not need to be captured in the match.

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Ms. Rowden said there is little financial match for the financial cost of dealing with the grant. Phase III is getting the regulation adopted.

The housing presentation was presented. It is a statutory requirement. State workforce housing law was discussed. It is an advisory document.

Comments and questions are on the website. www.therpc.org/rhna.

The Housing Data chart was discussed. It shows a snapshot of where we are on various matrix compared to the Region and the State. Assessing data will pull in local numbers for affordability.

The Housing Academy was discussed. We need to send one to three people to attend the classes. Staff and RPC attend the academy. One or two Planning Board members or members of the community should be able to serve in this role. Mr. Bachand can attend; there is room for more if need be. Materials will be shared. There are five sessions. Some are in Bedford and some are by Zoom. **Sign up is by May 5th.**

Ms. Mullen said they are during the workday. Can this be shared amongst different members or should the same person attend was asked. They are all recorded as well.

IV. NEW PUBLIC HEARINGS **Note: Heard after Election of Officers*

23-007 1054 Ocean Blvd

Map: 98 Lot: 44

Applicant: Sunrise Forever Realty Trust

Owner of Record: Same

Wetlands Permit: In-kind repairs to existing rip rap revetment wall moving the boulders the ocean displaced to their prior location.

Ms. Daryl Robicsek appeared, representing her father. They went to the Conservation Commission meeting and received approval for this next part of the process. They want to get permits for the replacement of boulders and to put them back where they belong.

They have the State permit which is good through April of 2027.

BOARD

Mr. Lessard asked if she needed to go to the Board of Selectmen (BOS) after this. Ms. Brianna O'Brien (Conservation Coordinator) appeared and noted that the BOS approval has already been received for this application so it is all set.

The applicant received the letter from the Conservation Commission.

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**PUBLIC
BOARD**

MOTION by Mr. Lessard to approve the Wetlands Permit along with the conditions in the Conservation Commission letter dated March 29, 2023.

SECOND by Mr. Galanis.

VOTE: 6 – 0 – 0

MOTION PASSED.

23-008 57 & 53 Gale Road

Map: 33 & 33 Lot: 4-12 & 4-13

Applicants: Lara & John Bletzer (57) & John and Elizabeth Keroack (53)

Owners of Record: Same

Lot Line Adjustment: Transfer approximately 4.12 acres of land from Map 33, Lot 4-12 (53 Gale) to Map 33, Lot 4-13 (57 Gale).

Waiver Request: Subdivision Regs: Section V.E.1 (Topography) & Section V. E.2 (Wetlands).

Mr. Barry Gier, Jones & Beach, appeared. This application sets out to complete a lot line adjustment. Both existing lots are in the RAA Zone and have 200' of frontage and meet the minimum one acre of area. No additional construction is proposed. Waivers were discussed. It is a land swap between two neighbors.

BOARD

Mr. McNamara asked about the easement. The easement stays on 4-12 and 4-13 as well.

Ms. Mullen asked about why they are doing the swap. It was noted the owners of 4-13 are outdoor enthusiasts. They use it for a trail system and they do not want anything to happen to their lot. It is not to get a conservation easement.

PUBLIC

Marc Keroack, 53 Gale Road, appeared. He mentioned a correction. He noted the Planning Board Agenda said his name is "John". Do we need to re-notice was asked. Everything else is correct. The application is correct. The plan is correct. The Town's Agenda and the Memorandum are not correct, but only with the name (says "John" instead of "Marc"). Everything else is correct. Mr. Bachand said where everything else is correct, it could be fine. Mr. McNamara asked if we should consider this. Abutters were notified properly. Mr. Bachand thinks we can move on.

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Mr. Bachand recommends approval along with his Planner's Memorandum. It is a simple lot line adjustment. Hampton Falls inquired about the application, but there has been no further word from them as of now.

MOTION by Mr. Emerick to approve the waivers.

SECOND by Mr. Lessard.

VOTE: 6 – 0 – 0

MOTION PASSED.

MOVED by Mr. Emerick to approve the Lot Line Adjustment along with the stipulations contained in the Town Planner's Memorandum dated April 5, 2023

SECOND by Mr. Lessard.

VOTE: 6 – 0 – 0

MOTION PASSED.

23-009 85 Church Street

Map: 274 Lot: 34

Applicant: Donna McCarthy

Owner of Record: Same

Wetlands Permit: Raise elevation of dwelling (approx. 2 feet) onto 15 helical piles to obtain FEMA compliance. Stairs to be reconfigured. Impervious pavers removed. Buffer plantings proposed.

Mr. Sergio Bonilla appeared for the applicants. He noted the applicant wants to raise the home in-kind; same dimensions--raising it 2'. She is in the 50' wetlands buffer. She is seeking a Wetlands Permit. They worked with Brianna, the Conservation Coordinator, and it was voted unanimously in favor. Raising it on helical piles was discussed. The rear stairs will be removed. The applicant will reduce the square footage. She will shave off the edge of the driveway. There will be a 3.4 percent reduction in pervious area. They will mitigate the area. Plantings were discussed.

BOARD

The applicant received the Conservation Commission letter. Mr. Lessard asked about the northern bayberry shrubs. What is the intent was asked. It stables off the advancement to act as a vegetated barrier per Mr. Bonilla. It is resistant to salt, etc.

**PUBLIC
BOARD**

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MOTION by Mr. Lessard to approve the Wetlands Permit with the conditions contained in the Conservation Commission’s letter dated March 29, 2023.

SECOND by Ms. Mullen.

VOTE: 6 – 0 – 0

MOTION PASSED.

**** Ms. Rowden then appeared. (see above - Attending to be Heard)**

V. CONTINUED PUBLIC HEARINGS

VI. CONSIDERATION OF MINUTES of March 15, 2023.

MOVED by Mr. Emerick.

SECOND by Mr. McNamara.

VOTE: 5 – 0 – 1 (Galanis)

MOTION PASSED.

VI. CORRESPONDENCE

VII. OTHER BUSINESS

- **Appointment of Planning Board Alternate - Alex Loiseau**

Mr. Bachand noted that Alex Loiseau wishes to be appointed as an Alternate Member.

MOVED by Mr. Emerick.

SECOND by Mr. McNamara.

VOTE: 6 – 0 – 0

MOTION PASSED.

Mr. Bachand thanked Mr. Steve Miller for his years of being an Alternate on the Planning Board. Mr. Miller has opted not to seek another term as an Alternate, but we appreciate his prior service. (It was noted to send a note).

- **Estherbrook Way – Acceptance of the location of the utilities within the right-of-way as shown on the roadway as-built plan.**

Mr. Bachand noted this subdivision was approved in 2018. The developer is pursuing roadway acceptance with the Board of Selectmen. This action involves the poles, water lines, etc. The DPW signed off on the as-built; they are fine. Mr. Bachand recommends this with the following condition, which he read into the record:

In accordance with the requirements of RSA 72:23, I(b), this license is granted to the licensee(s) subject to the condition that the licensee(s), its/their heirs, successors, agents or assigns, shall be responsible for the payment of all properly assessed current and potential real and personal property taxes by the licensee(s) using or occupying property owned by the Town of Hampton no later than the due date, and shall further be responsible for all real and

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personal property taxes on structures or improvements added by the licensee(s), its/their heirs, successors, agents or assigns to the property of the Town of Hampton. Additionally, failure of the licensee(s) to pay the duly assessed personal and real property taxes when due shall be cause to terminate said license by the Town of Hampton.

MOVED by Mr. Emerick with the above condition.

SECOND by Mr. Lessard.

VOTE: 6 – 0 – 0

MOTION PASSED.

- **82 Island Path – Escrow for Landscaping**

Mr. Bachand noted this request is to accept an escrow in the amount of \$3,411.60 for plantings that cannot go in yet. They need these plantings to receive a CO. The applicant will put in the plantings this spring. Mr. Bachand recommends the Board accept this escrow with the stipulation that the plantings be installed by no later than July 31, 2023.

MOVED by Mr. Lessard.

SECOND by Mr. Emerick.

VOTE: 6 – 0 – 0

MOTION PASSED.

- **349 Lafayette Road – Release of Escrow for Pole and Landscaping**

Mr. Bachand noted this is for Dana’s Towing, which was approved in 2020 and constructed in 2021. An escrow was posted in the amount of \$5,425, specifically for the utility pole and landscape plantings that could not be installed in the winter. These items were installed last year. They are seeking the return of their escrow.

MOVED by Mr. Lessard.

SECOND by Mr. Emerick.

VOTE: 6 – 0 – 0

MOTION PASSED.

- **Rockingham Planning Commission – Recommendations for the Appointment of Commissioners**

Mr. Bachand noted we have Ms. Carnaby, Barbara Kravitz, and Mark Olson interested in remaining as RPC Commissioners. This is for new four-year terms. The current terms will expire in April of this year. This Board nominates Commissioners and then the Board of Selectmen approves. Mr. Bachand recommends all who are noted above to continue as Commissioners. This requires a maximum of three regular members. Mr. McNamara is happy it is for four years.

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MOVED by Mr. McNamara to nominate the same three Commissioners: Ms. Carnaby, Mr. Olson, and Ms. Kravitz.

SECOND by Mr. Emerick.

VOTE: 6 – 0 – 0

MOTION PASSED.

- **Rockingham Planning Commission – 2023 Membership Dues**

Mr. Bachand discussed the RPC dues for 2023.

Mr. Lessard went back to the Commissioner status and asked if the members could be staggered. Four years is a long time. Mr. Bachand can ask the Commission. He believes it may be structured that way. Ms. Mullen asked if there are alternates. Can alternates attend was asked.

Mr. Bachand doesn't know about the structure. He noted all the current members want to be re-appointed. Ms. Carnaby noted the group has changed a lot. It is an exciting and dynamic group. The RPC does wonderful work.

Mr. McNamara would like to nominate Ms. Mullen to be an alternate. Meetings are the second Wednesday of the month. They usually meet at 6:00 p.m.. Lately, meetings have been at the Stratham Municipal Center. It is a hybrid approach now. Ms. Mullen would be happy to be an alternate.

MOTION by Mr. McNamara to appoint Ms. Mullen to be an RPC Alternate Commissioner.

SECOND by Mr. Emerick.

VOTE: 6 – 0 – 0

MOTION PASSED.

Mr. Bachand noted there is a small increase in the RPC dues. They are \$13,278 for 2023, which is a slight increase from \$13,107 last year. We budget for this every year.

Mr. Bachand noted that the RPC provides an important range of services to Hampton. He noted the NH Seacoast Greenway, Route 1A Vulnerability Assessment, and the new Groundwater Protection District Ordinance as some examples. These services are of great value to Hampton.

MOTION by Mr. Emerick to pay the bill.

SECOND by Mr. McNamara.

VOTE: 6 – 0 – 0

MOTION PASSED.

Ms. Mullen asked about the next meeting. She asked if new members of the Implementation Committee will be appointed at the next meeting. Mr. Bachand said this will be at the next meeting or the first meeting in May. He noted the Implementation Committee meetings start in June. The second Tuesday of the month is the tentatively scheduled date (June 13th).

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Mr. Bachand noted that we are seeking Resident-at-Large (4) members. We are looking for interested residents to respond to the Planning Office by no later than April 13th, 5:00 p.m. We look forward to hearing from residents.

VIII. ADJOURNMENT

MOTION by Mr. McNamara to adjourn.

SECOND by Mr. Emerick.

VOTE: 6 – 0 – 0

MOTION PASSED.

MEETING ADJOURNED: 8:38 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 MEETING**