



**Meeting Minutes  
Work Session  
North Hampton Planning Board  
Tuesday, March 19, 2024 at 6:30pm  
Town Hall, 231 Atlantic Avenue**

These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.

**In attendance:** Phil Wilson, Chair; Rob Omberg, Vice Chair; Members Shep Kroner, John Sillay, Jennifer Kotzen, and Jim Maggiore, Select Board Representative; Alternate Members Tim Harned and Susan McCullom-Barry; Jennifer Rowden, RPC Circuit Rider; and Rick Milner, Recording Secretary.

Chair Wilson called the meeting to order at 6:31pm.

Mr. Harned seated for Ms. Monaghan.

Ms. McCullom-Barry seated for Mr. Kroner.

**I. Organizational Meeting of the Planning Board**

1. Election of Chair and Vice Chair.

**Ms. McCullom-Barry nominated Phil Wilson to serve as Chair of the Planning Board for a one-year term. No other nominations were made. The vote was unanimous in favor of the nomination (6-0).**

Mr. Kroner arrived at 6:33pm and replaced Ms. McCullom.

**Mr. Harned nominated Rob Omberg to serve as Vice Chair of the Planning Board for a one-year term. No other nominations were made. The vote was unanimous in favor of the nomination (6-0).**

Mr. Maggiore arrived at 6:35pm.

2. Appointments.

a. Long Range Planning Committee – Mr. Wilson stated that Board member Nancy Monaghan expressed interest in being appointed to the Long Range Planning Committee. Board members Rob Omberg, Shep Kroner, and Phil Wilson expressed interest in being appointed to the Long Range Planning Committee. Alternate member Tim Harned expressed interest in being appointed to the Long Range Planning Committee.

**Mr. Wilson nominated Rob Omberg, Shep Kroner, Nancy Monaghan, Phil Wilson, and Tim Harned to serve on the Long Range Planning Committee. No other nominations were made. All nominees were appointed to the Long Range Planning Committee by acclamation without objection.**

b. Application Review Committee – The Board discussed the need for the Application Review Committee since the committee had not met in many years and the Planning staff had assumed many of the application review duties. The Board came to a consensus without objection to table consideration of appointing Board members to the Application Review Committee.

c. Rules of Procedure Committee – Board members Shep Kroner, John Sillay, and Jim Maggiore expressed interest in being appointed to the Rules of Procedure Committee. **Mr. Wilson nominated Shep Kroner, John Sillay, and Jim Maggiore to serve on the Rules of Procedure Committee. No other nominations were made. All nominees were appointed to the Rules of Procedure Committee by acclamation without objection.**

d. Capital Improvements Plan Committee Representative – Mr. Wilson stated that Nancy Monaghan expressed interest in being appointed to the Capital Improvements Plan Committee. **Mr. Wilson nominated Nancy Monaghan to serve on the Capital Improvements Plan Committee. No other nominations were made. Mr. Harned moved that the Planning Board recommend to the Select Board that Nancy Monaghan be appointed as the Planning Board representative on the Capital Improvements Plan Committee. Second by Mr. Omberg. The vote was unanimous in favor of the motion (7-0).**

e. Heritage Commission Representative – Jennifer Kotzen expressed interest in being appointed to the Heritage Commission. **Mr. Wilson nominated Jennifer Kotzen to serve on the Heritage Commission. No other nominations were made. Mr. Maggiore moved that the Planning Board recommend to the Select Board that Jennifer Kotzen be appointed as the Planning Board representative on the Heritage Commission. Second by Mr. Kroner. The vote was unanimous in favor of the motion (7-0).**

f. Rockingham Planning Commission (RPC) Commissioner – The Board discussed the role of the Town's RPC representative to communicate the Town's interests with regards to regional planning projects. Mr. Milner stated that two RPC Commissioner positions from North Hampton are currently available for appointment. The Board came to a consensus without objection to table consideration of recommending RPC Commissioner appointees until the next work session.

## **II. New Business**

### **1. Discussion of Natural Resources Master Plan Chapter.**

Ms. Rowden presented a draft version of a proposed Natural Resources Master Plan Chapter. The document included the following information:

- a. rural characteristics of North Hampton found to be significant by the residents,
- b. coastal waterway, watershed, and open water features and resources,
- c. potential impacts of development on water resources, wildlife habitat, and recreational opportunities,
- d. link to the comprehensive Natural Resources Inventory adopted by the Conservation Commission in 2021, and
- e. recommendations from the Natural Resource Inventory to ensure that natural resources in North Hampton will continue to thrive and benefit the Town.

The Board came to a consensus without objection to review the Natural Resources Master Plan Chapter draft and consider the document at a future work session.

### **2. Discussion of Planning Board public noticing procedure.**

Mr. Milner informed the Board that, as stated in the NH RSA's, the traditional noticing of Planning Board cases and regulations/ordinances amendments in a newspaper is no longer necessary. For consideration of applications, notice to the general public shall also be given at the same time by posting or publication as required by the Planning Board's regulations. For consideration of regulations and

ordinance amendments, in lieu of publication in a paper of general circulation, notice may be posted on the municipality's internet website, if such exists.

Mr. Milner asked the Board if it would consider amending its regulations by removing the noticing requirement that applications and regulations/ordinance changes be posted in a newspaper of general circulation. Mr. Milner stated that the cost of newspaper legal advertisements has become relatively expensive in relation to the benefit of their intended purpose to notify the public of the Planning Board's consideration of a matter. Other noticing alternatives, such as posting legal notices on the Town website, accomplish the same purpose at little or no cost. Also, legal notices can be placed on the Town website in an expeditious manner rather than adhering to a newspaper notice submittal deadline.

The Board came to a consensus without objection to authorize Mr. Milner to create regulations amendments that eliminate newspaper noticing requirements and allow noticing procedures in compliance with NH RSA's.

### III. Other Business

#### 1. Committee Updates.

a. Long Range Planning (LRP) – Mr. Wilson reported on the goal of the Long Range Planning Committee to focus on housing issues, especially conceiving reasonable and feasible strategies for affordable housing development. Mr. Omberg reported on the committee's recent meeting with a local developer to obtain the developer's input on possible solutions for creating workforce and affordable housing in North Hampton.

b. Application Review Committee (ARC) – No report.

c. Rules of Procedure/Regulations – No report.

d. RPC Commissioner – No report.

e. Select Board – Mr. Maggiore stated that the Select Board will be discussing its goal setting process soon and welcomes input from the Planning Board.

f. RPC Circuit Rider – Ms. Rowden informed the Board about grant opportunities for coastal resiliency planning and other planning projects.

g. Planning and Zoning Administrator – Mr. Milner informed the Board about upcoming applications.

#### 2. Minutes.

Mr. Wilson presented the Planning Board March 5, 2024 meeting minutes.

**Mr. Kroner moved that the Planning Board accept the minutes of the March 5, 2024 Planning Board meeting as written. Second by Mr. Sillay. The vote was unanimous in favor of the motion (7-0).**

The meeting was adjourned at 8:00pm without objection.

Respectfully submitted,

Rick Milner  
Recording Secretary