



Meeting Minutes
Work Session
North Hampton Planning Board
Thursday, January 21, 2016 at 6:30pm
Town Hall, 231 Atlantic Avenue

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

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13 **Members present:** Tim Harned, Vice Chair; Dan Derby, Phil Wilson, and Josh Jeffrey

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15 **Members absent:** Shep Kroner, Chair; Nancy Monaghan, and Jim Maggiore, Select Board
16 Representative

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18 **Alternates present:** None

19

20 **Others present:** Jennifer Rowden, RPC Circuit Rider, and Rick Milner, Recording Secretary

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22 The meeting was called to order at 6:39 pm.

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24 **I. New Business**

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1. Committee Updates

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a) Long Range Planning (LRP) – Town-wide survey questions –

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Mr. Derby stated that six responses were received for the test of the town survey. There were
28 questions to be amended and items to be added, such as a map, for the Village District proposal.

29

30 Ms. Rowden stated that the map would detail possible approximate Village District boundaries.

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32 Mr. Derby further stated that survey respondents asked for a better description of the Village District in
33 order to get a better understanding of the proposed concept.

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35 Heritage Commission member Jeff Hillier addressed the Board. Mr. Hillier expressed the Heritage
36 Commission's support of the Planning Board's efforts regarding the Village District proposal. He thanked
37 the Board for communicating with the Heritage Commission and offered the Commission's help with the
38 project.

39

40 Mr. Wilson stated that the survey question regarding neon signage should be changed to a question
41 about internally lit signage. The real concern of the community is about internally lit signs, not
42 necessarily neon signs.

43

44 Mr. Harned asked if there were any documents that provide a definition for the Village District concept.

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46 Ms. Rowden explained that a Village District is typically a mixed use area which provides the opportunity
47 for commercial use, office space and residential use and allow for slightly denser development.

48
49 Mr. Wilson stated that one concept would be to encourage the feel of a traditional New England village
50 by placing buildings closer to the road and encouraging ways to manage access like placing parking in
51 the rear of the lot.

52
53 b) Capital Improvement Plan (CIP) – No report.

54 c) Rules and Regulations/Procedures – Citizen membership on sub-committees –
55 Mr. Harned explained that the Planning Board is attempting to determine if its rules and procedures
56 allow citizens to be voting members on sub-committees.

57
58 Mr. Wilson stated that he believes that the Board's rules and procedures allow citizens to be voting
59 members on Planning Board sub-committees.

60
61 Ms. Rowden stated that the rules and procedures do not explicitly state that citizens are allowed to be
62 voting members on sub-committees. It would be best to add language that clarifies the Board's intent.

63
64 Mr. Wilson stated that the intent of the rules is to encourage citizen participation as voting members on
65 sub-committees. He proposed that the Board find that the rules and procedures allow citizens to be
66 regular voting members of sub-committees.

67
68 Mr. Harned suggested that Mr. Wilson create language for the rules and procedures that clarifies the
69 Board's intent to allow citizens to be regular voting members on sub-committees before the Board
70 makes a decision on the matter.

71
72 The Board came to a unanimous consensus without objection to create clarifying language regarding
73 citizen participation on sub-committees.

74
75 d) Application Review Committee (ARC) –

76 Mr. Harned explained that the most recent meeting of ARC was cancelled due to the late submittal of
77 project materials that did not allow enough time for adequate review of the materials.

78
79 Ms. Rowden suggested that the Board develop specific deadlines in its rules and procedures for
80 submittal of materials prior to any meeting of the Board or its sub-committees to allow time for
81 adequate review of the materials.

82
83 Mr. Harned stated that the issue was not with the Board's documented deadlines for submittal of
84 materials connected to the first public hearing of a project. The problems occur with late submittal of
85 plan changes for continuations of Board meetings or meetings of sub-committees.

86
87 Mr. Jeffrey agreed that the deadlines should be noted in the rules to make applicants fully aware of the
88 Board's requirements.

89
90 e) Economic Development Committee - No report.

91 f) Select Board – No report.

92 g) RPC Circuit Rider –

93 Ms. Rowden stated, now that the Southeast Watershed Alliance model Stormwater Regulation
94 Ordinance has been updated, she can continue to work on updating the Town's stormwater ordinance
95 as part of the grant received from the Piscataqua Region Estuaries Partnership. The Board needs to
96 establish how strict it will set the parameters of the regulations. Mr. Wilson, Mr. Derby, and Mr. Jeffrey
97 volunteered to be on committee to review the model ordinance.

98
99 Ms. Rowden reported that the RPC has received a grant to implement plans within its member
100 communities for coastal adaption and climate change adaption connected to the Tides to Storms
101 Vulnerability Assessment. She suggested enactment of vegetative buffer regulations by the Town of
102 North Hampton to enhance the current wetlands setbacks regulations. These regulations would help to
103 minimize coastal floodplain vulnerability due to sea-level rise and storm surge.

104
105 Mr. Harned volunteered to be on committee to review vegetative buffer regulation proposals.

106
107 Mr. Wilson stated that this issue mainly applies to the Little Boar's Head District. Any proposals should
108 be communicated to Little Boar's Head District representatives at the beginning of deliberations, not
109 after the proposal has been completed.

110
111 Ms. Rowden stated that a vegetative buffer would improve water quality by helping filter water.

112
113 Mr. Wilson suggested investigating whether the grant funds could be used to develop improvements for
114 the sea wall in the Bass Beach area and develop solutions to flooding along Route 1A.

115
116 **II. Other Business**

117 **1. Minutes**

118 Mr. Wilson suggested the following change to line 210 of the January 5, 2016 minutes – “The meeting
119 was adjourned at 7:24pm without objection.”

120 **Mr. Wilson moved and Mr. Jeffrey seconded the motion to accept the January 5, 2016 Minutes as**
121 **amended. The vote was 3-0-1 in favor of the motion with Mr. Wilson abstaining.**

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123 The meeting was adjourned at 7:37pm without objection.

124
125 Respectfully submitted,

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128 Rick Milner

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