



Meeting Minutes
Work Session
North Hampton Planning Board
Tuesday, January 15, 2019 at 6:30pm
Town Hall, 231 Atlantic Avenue

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

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10 **In attendance:** Tim Harned, Chair; Nancy Monaghan, Vice Chair; Members Dan Derby, Wally Kilgore,
11 and Jim Maggiore, Select Board Representative; Alternate Members Lauri Etela and Valerie Gamache;
12 Jennifer Rowden, RPC Circuit Rider; and Rick Milner, Recording Secretary.

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14 Vice Chair Monaghan called the meeting to order at 6:30pm.
15 Ms. Monaghan appointed Mr. Etela to stand in for Mr. Wilson.
16 Ms. Monaghan appointed Ms. Gamache to stand in for Mr. Belluche.

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18 **I. Other Business**

19 1. Long Range Planning Committee (LRP) Master Plan presentation.

20 Mr. Derby presented a one page summary version of the Vision Chapter with the goal of having a
21 foundational document that will better acquaint different segments of the community with the Master
22 Plan and produce one direction/focus for all of these various segments to more effectively accomplish
23 the goals of the Vision Chapter.

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25 Mr. Derby also stated the following Long Range Planning Committee comments:

- 26 a. The principles expressed by the townspeople on multiple survey questions from 1988 to 2018 have
27 remained consistent throughout this time period.
28 b. The principles and strategies of the current Master Plan are not known well by the townspeople, town
29 staff, and town boards.
30 c. There appears to be an increased town-wide interest in strategies to improve the appearance of the
31 Route 1 business district and create business development opportunities in this area.

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33 Joan Ganotis, Agricultural Commission member, addressed the Board. Ms. Ganotis suggested the
34 following strategy statement be added to the principles expressed in the Master Plan Vision Statement:
35 "Promote agricultural activities and support both current and future farming."

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37 Cindy Jenkins, Agricultural Commission member, addressed the Board. Ms. Jenkins suggested the
38 following preamble statement be included in the Master Plan Vision Statement:
39 "The following principles and strategies are created as guidelines for the purpose of promoting a more
40 secure, sustainable, resilient, and increasingly self-sufficient community."

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42 Mr. Derby stated that the Long Range Planning Committee is seeking direction from the Board whether
43 or not to continue consideration of the Agricultural Commission language recommendations.

Ms. Rowden noted that the language proposed by the Agricultural Commission presents a new concept which has not been highlighted in a specific way in previous Master Plan Vision Statements.

Mr. Harned stated that he is in favor of including more agriculture focused items in the Master Plan. However, he is not sure that including statements, strategies, or principles in the Vision Statement is the proper method to accomplish this goal. Another method is to insert agriculture concepts within already existing chapters of the Master Plan. Concepts included in the Master Plan Vision Statement must apply to all areas of the Town. There should not be a focus on one particular group or subject matter.

Ms. Rowden asked if the Board would consider giving the Long Range Planning Committee direction to add the language proposed by the Agricultural Commission to a draft version of the Vision Statement.

Ms. Monaghan stated her opinion that the Board encourages input from various sources whether they are from the business community, the agriculture community, or residents in general. However, she is not ready to authorize that the proposed agriculture language be included in the Vision Statement. She suggested that the Agricultural Commission develop multiple methods for inclusion of agricultural concepts into the Master Plan such as an agriculture chapter, concepts to include in existing chapters, or bullet point strategies for the Board to consider.

Mr. Derby presented the following new principle for inclusion in the Master Plan Vision Statement: "Create a vibrant and accessible Business District focused on the I-B/R."

Mr. Derby explained that this new principle was a consolidation of multiple existing strategy items regarding business. The reasoning for the creation of this new principle was to recognize the ongoing interest in the development of the business district expressed by townspeople over many years in many surveys, not to prioritize one interest over others.

Ms. Rowden stated that all past surveys have highlighted the I-B/R District as a unique focus area. Concepts included in the Master Plan should be principles that create a long-term 10-20 year vision, not a 2-3 year strategy.

The Board discussed the proposed Master Plan Vision Statement business district principle, the proposed Economic Development Committee vision statement, and comments submitted by Planning Board member Phil Wilson opposing the inclusion of the proposed new business district principle in the Master Plan Vision statement.

Mr. Kilgore stated that, regardless of Economic Development Committee vision strategies or other committee strategies, strategies in the Master Plan Vision Statement should stand alone as principles which provide guidance for all groups. There is nothing in the current Vision Statement principles that discourages the activities of any group.

Mr. Maggiore stated his opinion that the proposed new business district principle is a critical piece of the Master Plan Vision Statement because it is a consolidation of existing strategies which works cohesively with the other principles. It is not an independent value which prioritizes one interest over another.

Mr. Harned moved that the Planning Board directs the Long Range Planning Committee to consider all of Mr. Wilson's proposed edits to the Master Plan Vision Statement as it prepares Master Plan Vision Statement drafts. Second by Mr. Kilgore. The vote was unanimous in favor of the motion (7-0).

Mr. Derby stated that the Long Range Planning Committee suggested that the following language be removed in any subsequent version of the Master Plan Vision Statement for the following stated reasons:

- a. Use the public access channel on cable television to broadcast public meetings and important public events – This goal has been accomplished.
- b. Exercise "Yankee Thrift" – The meaning of the term is ambiguous.

Mr. Harned moved that the Planning Board authorizes removal of the public access channel and exercise "Yankee Thrift" language from subsequent versions of the Master Plan Vision Statement. Second by Mr. Etela. The vote was 6-1 in favor of the motion with Ms. Monaghan opposed.

2. Discussion of proposed zoning ordinance dimensional table for yard and lot requirements.

Mr. Milner presented proposed drafts of the zoning ordinance dimensional table for yard and lot requirements which will be implemented if the proposed accessory structure and maximum lot coverage zoning ordinances are adopted. The change in the dimensional table is an editorial change to the zoning ordinance that does not require a town vote.

Mr. Harned moved that the format for the zoning ordinance dimensional table for yard and lot requirements using greater than and less than mathematical symbols and "footprint size" language be implemented if the proposed zoning ordinances are adopted. Second by Mr. Kilgore. The vote was 6-0-1 in favor of the motion with Mr. Derby abstaining.

3. Discussion of proposed minor site plan regulations.

Ms. Rowden presented proposed revisions to the Site Plan Regulations which included language explaining which activities are exempt from Planning Board review or only require minor review. The intent of the revisions is to:

- a. better clarify for applicants, Town staff, and Planning Board members what activities require what level of review by the Board,
- b. reduce the time required for approvals of site alterations that have a temporary or minimal impact, and
- c. reduce the cost associated with approvals for site alterations that have only a minor impact.

The Board discussed the proposed Site Plan Regulations revisions language.

Ms. Monaghan stated her intention to receive direction from the Board at this meeting whether or not to move forward with consideration of the proposed revisions to the Site Plan Regulations.

The Planning Board came to a consensus without objection that the Rules and Procedures Committee should move forward with consideration of the proposed Site Plan Regulations revisions regarding minor site plan review.

4. Committee Updates.

- a. Long Range Planning (LRP) – No report.

- b. Application Review Committee (ARC) – No report.
- c. Rules and Regulations/Procedures – No report.
- d. Capital Improvement Plan Committee (CIP) – No report.
- e. Economic Development Committee (EDC) – Ms. Monaghan reported that the EDC Vision Statement will be presented to the Select Board. The EDC will hear a presentation regarding the UNH Business Retention Program.
- f. Select Board – Mr. Maggiore reported that the 2019 Deliberative Session will occur on February 2 at the North Hampton School. Snow date will be February 9.
- g. RPC Circuit Rider – No report.
- h. Planning and Zoning Administrator – Mr. Milner informed the Board about an upcoming application scheduled to be considered at the February 5 meeting.

5. Minutes.

Ms. Monaghan presented the minutes of the January 8, 2019 Planning Board meeting.

Mr. Milner suggested the following changes to correct typographical errors:

- a. All instances where accessory structure footprint size is indicated as 1,080 square feet should be changed to 1,008 square feet.
- b. Add the word “location” after “signage” in line 174.

Mr. Harned moved that the Planning Board accept the minutes of the January 8, 2019 Planning Board meeting as amended. Second by Mr. Maggiore. The vote was 6-0-1 in favor of the motion with Mr. Kilgore abstaining.

The meeting was adjourned at 9:02pm without objection.

Respectfully submitted,

Rick Milner
Recording Secretary