



**Meeting Minutes**  
**Work Session**  
**North Hampton Planning Board**  
**Tuesday, May 21, 2019 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:** Nancy Monaghan, Vice Chair; Members Phil Wilson, Shep Kroner, Lauri Etela, and Jim Maggiore, Select Board Representative; Alternate Member Valerie Gamache; Jennifer Rowden, RPC Circuit Rider; and Rick Milner, Recording Secretary.

Vice Chair Monaghan called the meeting to order at 6:30pm.  
Ms. Gamache was seated for Mr. Harned.

**I. Old and New Business**

1. Discussion of proposed 2020 Zoning Ordinance amendments.

The Board scheduled dates to address various zoning ordinance and regulations amendments.

2. Discussion of waiver request procedures.

The Board discussed the problem presented by a waiver request which may necessitate a site walk to obtain information to make an informed decision prior to determining completeness of an application and taking jurisdiction of the application. Mr. Milner informed the Board of the New Hampshire Municipal Association and State of New Hampshire Office of Strategic Initiatives opinions that a site walk cannot be held prior to the Board taking jurisdiction of an application. Ms. Rowden noted that an application may need to be deemed complete with waiver requests included. If the Board denies a waiver request, then the applicant may need to provide the information or be in jeopardy of having the application denied as well.

3. Discussion of proposed Subdivision Stormwater Regulations.

Ms. Rowden presented proposed revisions to the Town of North Hampton Subdivision Regulations regarding stormwater management which are similar in nature to the previously adopted site plan stormwater management regulations. The proposed standards would apply to subdivision projects including, but not limited to, the construction of roads, drainage infrastructure, utilities, and other structures or development that support a subdivision project. The draft language follows the criteria stated in the Southeast Watershed Alliance stormwater management model. Adoption of these proposed regulations would help the Town of North Hampton be in compliance with the federal MS-4 permitting process and other federal requirements.

The regulations have the following objectives:

a. Minimize increases in stormwater runoff from any development in order to reduce flooding, siltation and streambank erosion and maintain the integrity of stream channels.

- b. Minimize increases in nonpoint source pollution caused by stormwater runoff from development which would otherwise degrade local water quality.
- c. Minimize the total volume of surface water runoff which flows from any specific site during and following development to not exceed the pre-development hydrologic condition to the maximum extent practicable.
- d. Reduce stormwater runoff rates and volumes, soil erosion and nonpoint source pollution, wherever possible, through stormwater management controls and to ensure that these management controls are properly maintained and pose no threat to public safety or cause excessive municipal expenditures.
- e. Protect the quality of the Town's groundwater resources, surface water bodies and wetlands.

Mr. Wilson stated his concern that the proposed regulations allowed for off-site stormwater management features. Off-site mitigation would allow more development density than what may be desired for an area. Mr. Wilson also stated his concern with exceptions to the regulations for smaller developments included in the proposed language.

#### 4. Discussion of mail delivery to new subdivisions.

Ms. Rowden informed the Board of a United States Postal Service law which states that all new subdivisions may be required to provide a centralized delivery receptacle for all addresses within the subdivision. The Board came to a consensus without objection to include this item within the standard conditions of approval for subdivision projects.

#### 5. Discussion of procedures for creation, presentation, and adoption of Master Plan language.

Mr. Maggiore informed the Board about the progress the Long Range Planning Committee (LRP) has made regarding creating a framework for updating the Town of North Hampton Master Plan. The goal of the LRP discussions is to create a new version of the Master Plan which is streamlined and includes language that is easier to understand. The Master Plan would be a more manageable document which becomes a useful reference tool for residents, not a cumbersome document that sits unused on a shelf. Per the State of New Hampshire RSA's, the Planning Board is required to update the Vision and the Land Use Chapters of the Master Plan. The Planning Board recently completed the Vision Chapter. LRP's next priority is to work on updating the Land Use Chapter.

Mr. Maggiore stated that there has been interest from several groups within the Town of North Hampton to introduce new Master Plan chapters or provide updated versions of current chapters. LRP was seeking the full Board's advice whether to:

- a. focus solely on updating the Land Use Chapter or
- b. entertain a rebuilding of the Master Plan document as a whole by accepting input for proposed chapters from outside groups.

Mr. Wilson suggested that a rubric for a Master Plan chapter framework be developed and used by any group creating Master Plan chapter proposals in order to create proposals that are consistent with the Planning Board's vision for the Master Plan.

Ms. Rowden suggested that the LRP and the full Board review the current Master Plan document with an eye on which chapters to eliminate, retain, or consolidate as a way to create a more concise document.

The Board came to a consensus without objection to entertain Master Plan chapter proposals from outside groups.

Ms. Rowden notified the Board of grant funding available from the New Hampshire Department of Environmental Services to aid with the creation of a Coastal Management chapter for the Master Plan. The Board came to a consensus without objection to authorize Ms. Rowden to begin work on creating a grant proposal framework to present to the Planning Board.

The Board identified the following issues that may be part of a coastal management proposal:

- a. Viability of seawall along Ocean Boulevard,
- b. Restricted inflow and outflow of water in the Philbrick's Pond area, and
- c. Emergency vehicle response hindered by flooding along Old Locke Road.

## **II. Other Business**

### **1. Economic Development Ad Hoc Committee appointment.**

Ms. Monaghan stated that Joseph Bernardo has resigned from the Economic Development Committee (EDC). The EDC appointed Rick Stanton to replace Mr. Bernardo as one of its representatives on the Planning Board Economic Development Ad Hoc Committee.

**Mr. Wilson moved that the Planning Board appoint Rick Stanton as a member of the Economic Development Ad Hoc Committee. Second by Mr. Etela. The vote was unanimous in favor of the motion (6-0).**

### **2. 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) – Ms. Monaghan reported that CIP will hold an organizational meeting on June 7.
- e. Economic Development Committee (EDC) – Mr. Wilson reported that a conceptual plan for a village center was presented to the EDC. The EDC decided to move forward with presenting the concept to the Select Board. Mr. Wilson also reported that the EDC reviewed different reports which analyzed the tax impact of a full build-out of the Industrial-Business/Residential (I-B/R) District based on the pattern of existing development within the I-B/R District.
- f. Select Board – Mr. Maggiore informed the Board of Senate Bill 307 which would establish the 3000 Kelvin warm color standard and the Dark Sky standard for all state street lighting. Mr. Maggiore also informed the Board of Senate Bill 306 which would create an appeals board for decisions of municipal boards, committees, and commissions regarding questions of housing and housing development.
- g. RPC Circuit Rider – No report.
- h. Planning and Zoning Administrator – Mr. Milner informed the Board about upcoming applications.

### **3. Minutes.**

Ms. Monaghan presented the minutes of the May 7, 2019 Planning Board meeting.

**Mr. Wilson moved that the Planning Board accept the minutes of the May 7, 2019 Planning Board meeting as written. Second by Ms. Gamache. The vote was unanimous in favor of the motion (6-0).**

The meeting was adjourned at 8:35pm without objection.

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139 Respectfully submitted,  
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143 Rick Milner  
144 Recording Secretary