



Meeting Minutes
Work Session
North Hampton Planning Board
Tuesday, June 18, 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: Tim Harned, Chair; 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. Kilgore.

I. Old and New Business

1. 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 that, in his opinion, "minimize" is not the appropriate word to express the Board's intentions for the objectives of the stormwater regulations. He suggested that a phrase such as "no increase" may be more appropriate.

The Board came to a consensus without objection to remove “minimize” from relevant sections of the proposed stormwater regulations and have the Circuit Rider Planner investigate other more appropriate language to express the Board’s intentions regarding the objectives of the proposed subdivision stormwater regulations.

Mr. Wilson stated that he is not comfortable with allowing stormwater runoff to leave a development site if the site “hydrology will benefit from discharge of” stormwater runoff from the development site. He suggested that the hydrology benefit language be deleted.

The Board came to a consensus without objection to remove the hydrology benefit language.

Ms. Monaghan suggested that any changes to the subdivision stormwater regulations should also be made in the similar site plan stormwater regulations.

Mr. Wilson stated his concern that some of the proposed language is too technical in nature and may not be understandable to the common person. Based on the technical language, Board members may find it difficult to ask intelligent, relevant questions during an application review.

Mr. Harned suggested that the Board trust that its professional consultants will interpret the language correctly when reviewing a subdivision application and provide appropriate guidance to the Board.

2. Discussion of upcoming Master Plan updates.

Ms. Rowden presented information regarding the following items to the Board:

- a. Master Plan chapter drafting guidelines created by the Long Range Planning Committee
- b. Professional services contract prepared by the Rockingham Planning Commission (RPC) to aid the Conservation Commission in preparing a natural resources inventory for inclusion as a Master Plan chapter.

Mr. Wilson moved that the Planning Board inform the Select Board that the Planning Board supports the Conservation Commission effort, including the expenditure of funds detailed in the Rockingham Planning Commission professional services contract, to create an updated natural resources inventory for the Town of North Hampton and draft a natural resources chapter for the Master Plan. Second by Mr. Kroner. The vote was unanimous in favor of the motion (7-0).

3. Discussion of proposed Master Plan Agriculture Chapter.

Agricultural Commission member Joan Ganotis presented a proposed Master Plan Agriculture Chapter.

Mr. Kroner stated his support for an agriculture chapter in the Master Plan. He suggested that the Vision paragraph should be re-titled as an Introduction paragraph to avoid confusion with the Master Plan’s Vision Statement.

Mr. Wilson stated his support for an agriculture chapter in the Master Plan. He suggested that language which “promotes” certain activities should be changed to “encourages.” He also suggested that the proposed language should be reviewed to evaluate its consistency with the newly adopted Master Plan Vision Statement.

Mr. Kroner suggested that consideration be given to creating forestry goals that set standards for properly maintaining forests and eliminating invasive species.

The Board came to a consensus to review a revised version of the proposed agriculture chapter at the July 16 Planning Board work session.

4. 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 (NHMA) and State of New Hampshire Office of Strategic Initiatives (NHOSI) 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.

The Board came to a consensus without objection to follow the NHMA and NHOSI recommendations not to hold a public hearing or site walk to obtain relevant information for consideration of a waiver request or other matter until an application has been accepted for jurisdiction. Submittal of a waiver request may be sufficient for a completed application.

5. Discussion of proposed 2020 Zoning Ordinance amendments.

Mr. Milner presented the following proposed 2020 Zoning Ordinance amendments to the Board:

a. Adoption of State of NH law allowing for expiration of approved variances and special exceptions. The Board came to a consensus without objection to move forward with consideration of the proposed amendment.

b. Change Section 203.9 to prohibit construction of any structure, not just any building, on any lot that does not have the maximum frontage required by applicable sections of the zoning ordinance. The Board came to a consensus without objection to move forward with consideration of the proposed amendment.

c. Allow accessory structure to be erected on a non-conforming lot that already has an existing legal structure on the lot. The Board came to a consensus without objection that more information is necessary to evaluate the proposed language.

d. Eliminate conflicting language in the zoning ordinance prohibiting and allowing animal feed lots. New Animal Feeding Operation definition created to clarify meaning of animal feed lot. The Board came to a consensus without objection to move forward with elimination of the conflicting language in order to clearly state that animal feed lots are prohibited. The Board came to a consensus without objection to have administrative staff research other options for a definition of commercial animal feeding operations or feed lots.

II. Other Business

1. Review of Circuit Rider Planner services contract.

Ms. Rowden presented the RPC Circuit Rider Planner services contract to the Board.

Mr. Wilson moved that the Planning Board authorize the Chair to sign the RPC Circuit Rider Planner services contract. Second by Mr. Maggione. The vote was unanimous in favor of the motion (7-0).

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 a major project that the committee will consider for the upcoming fiscal year will be the proposed library building expansion.

e. Economic Development Committee (EDC) – Mr. Wilson reported that the committee has considered village center concept proposals and funding options. The committee has also been working on creating an inventory of property owners in the Industrial-Business/Residential District.

f. Select Board – Mr. Maggiore reported that the Select Board held a joint meeting with the Little Boar's Head Commissioners to discuss issues such as sidewalk repair and damaging stormwater run-off in the Little Boar's Head District. Mr. Maggiore also reported on the status of Senate Bill 306 regarding the establishment of a housing appeals board.

g. RPC Circuit Rider – Ms. Rowden reported on the availability of grant funds available to create a coastal hazard chapter in the Master Plan. The Board came to a consensus without objection to move forward with necessary steps to apply for grant funding.

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

3. Minutes.

Ms. Monaghan presented the minutes of the June 4, 2019 Planning Board meeting.

Mr. Wilson moved that the Planning Board accept the minutes of the June 4, 2019 Planning Board meeting as written. Second by Mr. Etela. The vote was 6-0-1 in favor of the motion with Mr. Harned abstaining.

The meeting was adjourned at 9:45pm without objection.

Respectfully submitted,

Rick Milner

Recording Secretary