



**Meeting Minutes  
Work Session  
North Hampton Planning Board  
Tuesday, March 21, 2017 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 Dan Derby, Phil Wilson, Josh Jeffrey, and Jim Maggiore, Select Board Representative; and Rick Milner, Recording Secretary.

Vice Chair Monaghan called the meeting to order at 6:35 pm.

Mr. Harned announced that he has not been able to take the oath of office since his re-election. He will not be making or voting on any motions at this meeting.

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

**1. Election of Chair and Vice Chair.**

Mr. Wilson nominated Tim Harned to serve as Chair of the Planning Board for a one year term and Nancy Monaghan to serve as Vice Chair of the Planning Board for a one year term.

Mr. Harned and Ms. Monaghan accepted the nominations.

No other nominations were made.

**Mr. Wilson moved that the nominations be closed and Tim Harned be named the Planning Board Chair for a one year term and Nancy Monaghan be named the Planning Board Vice Chair for a one year term. The vote was unanimous in favor of the motion (5-0).**

**2. Recitation of the Code of Ethics Preamble.**

Vice Chair Nancy Monaghan recited the preamble section of the Town of North Hampton Code of Ethics and noted that the Code of Ethics will be distributed to all Planning Board members.

**3. Appointment of Committee members.**

a. Long Range Planning Committee - Dan Derby, Josh Jeffery, and Jim Maggiore agreed to serve on the Long Range Planning Committee. The Board came to a consensus without objection to re-appoint Shep Kroner as a citizen member of the Long Range Planning Committee.

**Mr. Wilson moved that the Planning Board appoint Dan Derby, Josh Jeffery, Jim Maggiore, and Shep Kroner (citizen member) as members of the Long Range Planning Committee. Second by Mr. Jeffrey. The vote was unanimous in favor of the motion (5-0).**

b. Application Review Committee - Tim Harned, Nancy Monaghan, Phil Wilson, and Josh Jeffrey (alternate member) agreed to serve on the Application Review Committee.

**Mr. Maggiore moved that the Planning Board appoint Tim Harned, Nancy Monaghan, Phil Wilson, and Josh Jeffrey (alternate member) as members of the Application Review Committee. Second by Mr. Derby. The vote was unanimous in favor of the motion (5-0).**

c. Rules and Procedures Committee - Tim Harned, Phil Wilson, and Jim Maggiore agreed to serve on the Rules and Procedures Committee.

**Mr. Derby moved that the Planning Board appoint Tim Harned, Phil Wilson, and Jim Maggiore as members of the Rules and Procedures Committee. Second by Mr. Jeffrey. The vote was unanimous in favor of the motion (5-0).**

d. Capital Improvement Plan Committee Representative - Nancy Monaghan agreed to serve as the Planning Board representative on the Capital Improvement Plan Committee.

**Mr. Wilson moved that the Planning Board appoint Nancy Monaghan as the Planning Board representative on the Capital Improvement Plan Committee. Second by Mr. Jeffrey. The vote was unanimous in favor of the motion (5-0).**

e. Heritage Commission Representative - Nancy Monaghan agreed to serve as the Planning Board representative on the Heritage Commission.

**Mr. Wilson moved that the Planning Board recommend to the Select Board that Nancy Monaghan be appointed as a member of the Heritage Commission. Second by Mr. Derby. The vote was unanimous in favor of the motion (5-0).**

f. Economic Development Committee Representative - Phil Wilson agreed to serve as the Planning Board representative on the Economic Development Committee. Dan Derby agreed to serve as the Planning Board representative alternate on the Economic Development Committee.

**Mr. Maggiore moved that the Planning Board recommend to the Select Board that Phil Wilson be appointed as a member of the Economic Development Committee and Dan Derby be appointed as the Planning Board representative alternate on the Economic Development Committee. Second by Mr. Jeffrey. The vote was unanimous in favor of the motion (5-0).**

g. Town of North Hampton Ethics Committee - Tim Harned agreed to serve as the Planning Board representative on the Ethics Committee. Phil Wilson agreed to serve as the Planning Board representative alternate on the Ethics Committee.

**Mr. Derby moved that the Planning Board appoint Tim Harned as the Planning Board representative on the Ethics Committee and Phil Wilson as the Planning Board representative alternate on the Ethics Committee. Second by Mr. Maggiore. The vote was unanimous in favor of the motion (5-0).**

## **II. New Business**

### **1. Committee Updates.**

a. Long Range Planning (LRP) – Mr. Derby gave the Board an update regarding his submittal of information to the Rockingham Planning Commission (RPC) regional transportation project survey. The Police Department provided data regarding accidents at locations throughout North Hampton. RPC

representatives offered to coordinate with North Hampton officials to map the accident data as a way to provide information that may aid inclusion of North Hampton transportation projects on the State of NH transportation long range planning list in the future.

Mr. Derby and Mr. Maggiore informed the Board that the LRP committee worked on revising the town-wide survey by reducing the number of questions contained within the survey, especially questions regarding signs.

The Board discussed that any question regarding signs in the town-wide survey be in the form of a generic essay question asking respondents to write about what they like or do not like about signage in North Hampton rather than a question about a specific aspect of signage.

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

c. Rules and Regulations/Procedures – No report.

e. Capital Improvement Plan Committee (CIP) – No report.

f. Economic Development Committee (EDC) – Mr. Wilson informed the Board that the EDC met with a planning professional and discussed developing a report which would evaluate the EDC's past efforts to address the Town's economic challenges and propose a scope of work to address those challenges going forward. The goal of the report would be to get beyond general principles and develop more concrete strategies to promote useful business development in North Hampton.

g. Select Board – Mr. Maggiore announced that all of the zoning ordinance amendments passed at the Town Election with overwhelming support. Mr. Maggiore also provided the Board with some background information regarding legal issues associated with warrant articles concerning conservation land and making the Conservation Commission an elected body.

h. RPC Circuit Rider – No report.

## 2. Other Business.

a. Workforce Housing status declaration.

The Board reviewed Work Force Housing Needs Assessment data created by the RPC as a first step to determining if North Hampton is providing its fair share of the region's work force housing.

Mr. Wilson stated that the data shows that the Town of North Hampton is meeting its fair share responsibility.

Mr. Harned stated that he would like more time to review the information before making a decision regarding the Town's fair share. He may have some questions for the Circuit Rider Planner.

The Board came to a consensus without objection to table the Workforce Housing matter until the April 4, 2017 meeting.

b. Review of potential 2017 Zoning Ordinance administrative changes.

Mr. Milner presented a list of editorial changes to be made in the Zoning Ordinance manual which he believed could be made administratively by the Board without a Town vote. Many of the changes were

grammatical in nature or clarified an inconsistency in a particular ordinance. By consensus without objection, the Board authorized some of the proposed changes and did not authorize other changes.

c. Review of potential 2018 Zoning Ordinance amendments.

Ms. Monaghan presented a list of potential 2018 Zoning Ordinance amendments. Ms. Monaghan confirmed Board member assignments to work on particular amendments. The Board came to a consensus without objection regarding a tentative meeting schedule for discussing each zoning subject.

d. Minutes.

Ms. Monaghan presented the minutes of the March 7, 2017 Planning Board meeting.

**Mr. Wilson moved that the Planning Board accept the minutes of the March 7, 2017 Planning Board meeting as written. Second by Mr. Maggiore. The vote was unanimous in favor of the motion (5-0).**

The meeting was adjourned at 8:23pm without objection.

Respectfully submitted,

Rick Milner  
Recording Secretary