



## Meeting Minutes

### Work Session

#### North Hampton Planning Board

Tuesday, March 16, 2021 at 6:30pm

**NO PHYSICAL LOCATION FOR MEETING**

**MEETING ACCESSED THROUGH ELECTRONIC MEANS ONLY**

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, Lauri Etela, Shep Kroner, Valerie Gamache, and Jim Maggiore, Select Board Representative; Alternate Member John Sillay; Jennifer Rowden, RPC Circuit Rider; and Rick Milner, Recording Secretary.

Vice Chair Monaghan called the meeting to order at 6:33pm.

#### **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. No other nominations were made.

**Mr. Wilson moved that Tim Harned be named the Planning Board Chair for a one year term by acclamation. Second by Ms. Monaghan. No objections were raised. Mr. Harned was named Chair by acclamation.**

Mr. Wilson nominated Nancy Monaghan to serve as Vice Chair of the Planning Board for a one year term. No other nominations were made.

**Mr. Wilson moved that Nancy Monaghan be named the Planning Board Vice Chair for a one year term by acclamation. Second by Mr. Harned. No objections were raised. Ms. Monaghan was named Vice Chair by acclamation.**

##### **2. Appointment of Committee members.**

The following committee memberships were agreed upon by Board members without objection and appointed to a one year term by acclamation.

- a. Long Range Planning Committee - Jim Maggiore, Shep Kroner, and Valerie Gamache.
- b. Application Review Committee – Tim Harned, Phil Wilson, and Valerie Gamache.
- c. Rules and Procedures Committee - Tim Harned, Phil Wilson, Jim Maggiore, and John Sillay (alternate).
- d. Economic Development Ad Hoc Committee - Tim Harned, Phil Wilson, and Lauri Etela. Economic Development Committee will nominate its representatives to this committee at a later date.
- e. Capital Improvement Plan Committee Representative – Nancy Monaghan.
- f. Heritage Commission Representative – Nancy Monaghan.
- g. Economic Development Committee Representative – Phil Wilson.

##### **3. Appointment of Rockingham Planning Commission (RPC) Commissioner.**

Ms. Monaghan noted that Mr. Wilson's term as RPC Commissioner has expired.

**Mr. Harned moved that the Planning Board recommend to the Select Board that Valerie Gamache be appointed as a RPC Commissioner for a three year term. Second by Mr. Wilson. The roll call vote was unanimous in favor of the motion (7-0).**

## **II. Other Business**

### **1. Workforce Housing Declaration.**

Ms. Rowden stated that, per the requirements of the Inclusionary Housing Ordinance section of the Town of North Hampton Zoning Ordinance, the Planning Board must determine if the Town of North Hampton is meeting its fair share proportion of the region's workforce housing needs no later than April 15 of each year.

Ms. Rowden presented a 2012 report prepared by the State of New Hampshire Office of Strategic Initiatives which detailed the most recently calculated estimates and trends in New Hampshire's housing supply. The report showed that North Hampton is meeting its fair share of workforce housing needs based on the latest housing estimates.

Mr. Harned asked when a housing supply report with more current data based on the 2020 national census may be ready to aid the Board with its determination of North Hampton's workforce housing needs.

Ms. Rowden estimated that the data may be available by the second half of 2021.

**Mr. Kroner moved that, based on the best data available to the Board, the Planning Board declares that the Town of North Hampton is meeting its fair share of the region's workforce housing needs as defined by State of New Hampshire RSA's. Second by Mr. Wilson. The roll call vote was unanimous in favor of the motion (7-0).**

### **2. Discussion of proposed Site Plan Regulations revisions regarding self-storage facilities.**

Ms. Monaghan presented proposed language to be added to the Town of North Hampton Site Plan Regulations regarding requirements for self-storage facility projects as revised by the Board at the previous work session.

Ms. Rowden explained that the proposed regulations were intended to provide detailed site plan criteria for the specific self-storage facility use recently defined and proposed for addition to the Town Zoning Ordinance list of uses permitted by Special Exception only within the Industrial-Business/Residential District (I-B/R). Ms. Rowden further explained that the main objective of the proposed language was to mitigate potential adverse impacts on abutting properties created by the location of a self-storage facility within the I-B/R District close to residential properties. The proposed language mostly outlines aesthetic details associated with architectural and landscaping standards.

Mr. Etela left the meeting at 7:30pm. Mr. Sillay was seated for Mr. Etela.

The Board reviewed language regarding the prohibition of hazardous materials within self-storage facility units and waiver procedures to allow other types of prohibited uses. The proposed language as revised by the Board at this meeting is attached as Appendix A to these minutes.

**Mr. Wilson moved that the Planning Board schedule a public hearing at the April 20, 2021 Planning Board meeting to consider the adoption of revisions to the Site Plan Regulations regarding requirements for self-storage facility projects as edited at the March 16, 2021 Planning Board meeting. Second by Mr. Harned. The roll call vote was unanimous in favor of the motion (7-0).**

3. Discussion of potential Zoning Ordinance or Regulations amendments.

Ms. Monaghan suggested that Board members consider potential revisions for zoning ordinances or regulations to present at the April work session.

Mr. Etela returned to the Board at 7:48pm.

4. Discussion of correspondence regarding 82 Lafayette Road construction project.

The Board discussed correspondence received from residents of Alden Avenue, Glendale Road, Hampshire Road, and Kimberly Drive neighborhood regarding excessive noise associated with construction project at 82 Lafayette Road.

5. Committee Updates.

a. Long Range Planning (LRP) – Mr. Maggiore reported that the committee has narrowed its focus and created a framework for revised Master Plan land use chapters.

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) – Mr. Wilson stated that a report of recommendations was sent to the Select Board by the EDC. A minority opinion report which differed with the majority's recommendations was also sent to the Select Board. Mr. Kroner stated his opinion that land use planning, whether it be for economic development or other uses, is the responsibility of the Planning Board. The creation of a committee separate from the Planning Board, even though Planning Board members participated, was not appropriate.

f. Select Board – Mr. Maggiore stated that the Select Board will be considering how to deal with noise issues in response to the correspondence regarding the 82 Lafayette Road construction project.

g. RPC Circuit Rider – Ms. Rowden informed the Board about land use board member training webinars.

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

6. Minutes.

Ms. Monaghan presented the Planning Board March 2, 2021 meeting minutes.

**Mr. Wilson moved that the Planning Board accept the minutes of the March 2, 2021 Planning Board meeting as written. Second by Ms. Gamache. The roll call vote was unanimous in favor of the motion (7-0).**

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

Respectfully submitted,

Rick Milner  
Recording Secretary

## APPENDIX A

### Site Plan Regulations

### Section XXX. Self- Storage Facilities

The regulations and requirements of this section are intended to regulate the manner in which self-storage facilities are used, to minimize the visual impacts created by these uses, and to provide for minimal design standards to preserve the character of surrounding residential or commercial uses. As stated in Section IV.B, all Site Plan Regulations standards and requirements shall be construed as the minimum standards and requirements. The Board, at its discretion, may require site specific standards in individual cases, or may waive certain requirements in accordance with the procedures outlined in Section XV.B of these regulations. The following minimum regulations shall apply:

A. The only commercial activities permitted at a self-storage facility shall be rental of storage units, pickup and deposit of goods and/or property in dead storage. The rental of trucks and trailers used for moving and the installation of hitch and towing packages shall not be permitted on a site with a self-service storage facility except with specific review and approval by the Planning Board. Sale of packing and storage materials – including, but not limited to, packing blankets, shrink wrap, boxes, packing paper, packing tape, and bubble wrap – is allowed. Storage units shall not be used to:

- i. manufacture, fabricate, refinish, or otherwise process raw materials or finished goods;
- ii. service or repair vehicles, boats, small engines or electrical equipment, or to conduct similar repair activities;
- iii. conduct garage sales or retail sales of any kind;
- iv. conduct any other commercial or industrial activity; or
- v. conduct any other activity found by the Code Enforcement Officer/Building Inspector to be detrimental to the public's health, safety, or general welfare.

B. No storage of any toxic or hazardous material is allowed within storage units. Toxic and hazardous materials are any substance or mixture of such physical, chemical, or infectious characteristics as to pose a significant, actual or potential hazard to water supplies, or other hazard to human health, if such substance or mixture were discharged to land, air or waters, and include, but not be limited to: volatile organic chemicals, petroleum products and additives such as MtBE, heavy metals, and radioactive materials as defined in Groundwater Management and Groundwater Release Detection Permits, Env-Wm 1403.05.

C. Maximum size of each storage unit shall be 300 square feet.

D. All items stored on site shall be entirely within enclosed buildings. If any other part of the site is approved for purposes other than a self-storage facility, any area used for outdoor storage associated with uses other than self-storage shall be clearly delineated and the type of storage (items/materials) shall be noted on the approved site plan.

E. All external storage unit doors shall not face any abutting property which is zoned for residential use or upon which a residence exists. All external storage unit doors and access to these doors shall be fully screened from view with landscaping material or architectural design features.

F. The exterior colors, facades, windows, roof, and building materials of all structures shall comply with the Architectural Standards in Section X.E and Landscaping Standards in Section X.C.