



**Meeting Minutes
Work Session
North Hampton Planning Board
Tuesday, April 18, 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; Jennifer Rowden, RPC Circuit Rider; and Rick Milner, Recording Secretary.

Vice Chair Monaghan called the meeting to order at 6:31 pm.

II. New Business

1. Committee Updates.

a. Long Range Planning (LRP) – Mr. Derby announced that the town wide survey was scheduled to be distributed on May 4, 2017.

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

c. Rules and Regulations/Procedures – No report.

d. Economic Development Committee (EDC) – No report.

e. Select Board – Mr. Maggiore informed the Board that the Select Board discussed proposed dredging operations in the Winnicut River at the Select Board goals setting session. The goal of the dredging operation is to reestablish the healthy flow of water in the Winnicut River.

Mr. Harned stated that beaver dams are the primary source of water flow problems in the Winnicut River. Installation of a piping system to alleviate problems caused by beaver dams may be a better solution for improving water flow in the Winnicut River than dredging.

f. RPC Circuit Rider – Ms. Rowden informed the Board about a training session for Planning Board members conducted by the Rockingham Planning Commission.

2. Other Business.

a. Review of Site Plan Review Regulations – As Built Drawings.

Mr. Harned presented proposed revisions to the Site Plan Review Regulations regarding as-built drawings. The regulations currently mandate that as-built drawings be created for all projects and that the drawings be approved by the Planning Board prior to a certificate of occupancy being issued. Mr. Harned pointed out that this language does not match the administrative process that currently occurs. Mr. Harned stated that he believes that the current administrative process is reasonable and working

effectively. He asked the Board for guidance in restructuring the language of the regulations to create a more efficient process to record as-built changes to approved site plans.

Mr. Wilson stated that the original intention of the as-built drawings section of the regulations was to give the Board the option to review as-built drawings for more complex, larger projects; not mandate as-built drawings for all projects. He believes that the Board should rely on the appropriate designee of the town administration to determine if an as-built plan is necessary and whether an as-built plan or an amended site plan should be reviewed by the Planning Board.

Mr. Harned suggested that an as-built plan should be created if:

- i. The Planning Board deems during the original site plan approval process that the scope of a project warrants required as-built drawings.
- ii. The Building Inspector determines that a material change to the approved site plan is proposed or has been made.

The Board came to a consensus without objection that the as-built plans should contain a detailed list of the changes from the original approved site plan and be recorded at the Registry of Deeds.

Mr. Harned stated that he would take the Board's suggestions and work on revising the language for the as-built drawing regulations.

b. Review of 2017 Zoning Ordinance amendments.

Mr. Harned stated that a proposed plan depicting the creation of a pond at least partially within the wetlands on a property was discussed at a recent Conservation Commission meeting. Mr. Harned received comments from individuals that the proposed project highlighted possible unintended consequences created by the 2017 wetlands ordinance revisions.

Mr. Milner explained that certain aspects of the proposed plan would require the granting of a variance by the Zoning Board of Adjustment and a Conditional Use Permit by the Planning Board. The 2017 revisions did not impact the need to obtain variances and/or conditional use permits. There were similar provisions in the 2016 version of the wetlands ordinance.

Mr. Wilson stated that the interpretation of whether a pond is classified as a structure or not is in question. Mr. Wilson stated that he considers a pond to be a structure. Therefore, the construction of the pond in the wetlands should follow a conditional use permit approval process and not a variance approval process.

Mr. Jeffrey stated that under certain circumstances a pond may not be considered a structure.

Mr. Harned asked if the 2017 wetlands ordinance language revisions created any new situations that would require a ZBA variance which did not exist in previous versions of the ordinance.

Ms. Rowden stated that no new situations requiring a ZBA variance were created by the 2017 revisions other than those associated with the new vegetative buffer requirement.

c. Review of proposed Stormwater Management regulations.

Ms. Rowden presented a revised draft of the proposed stormwater management regulations intended to enhance the regulations already contained within the Town of North Hampton Site Plan Regulations.

Ms. Rowden explained the following material changes to the proposed regulations based on the Board's recommendations at previous discussion sessions:

- i. Minimum threshold for applicability of the regulations is an area equal to or greater than 15,000 square feet of disturbed land surface.
- ii. Off-site mitigation of the effects of stormwater run-off has been removed as an acceptable alternative to on-site stormwater management.
- iii. Language has been added holding the landowner responsible for submitting an annual report stating that the stormwater management infrastructure is functioning properly.

Mr. Wilson moved that the Planning Board schedule a public hearing at the May 16, 2017 Planning Board meeting to consider the adoption of the proposed revisions to the Site Plan Review Regulations regarding stormwater management. Second by Mr. Harned. The vote was unanimous in favor of the motion (6-0).

d. Minutes.

Ms. Monaghan presented the minutes of the April 4, 2017 Planning Board meeting.

Mr. Derby moved that the Planning Board accept the minutes of the April 4, 2017 Planning Board meeting as written. Second by Mr. Wilson. The vote was unanimous in favor of the motion (6-0).

The meeting was adjourned at 7:51pm without objection.

Respectfully submitted,

Rick Milner
Recording Secretary