



**Meeting Minutes**  
**Work Session**  
**North Hampton Planning Board**  
**Tuesday, July 19, 2022 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 Lauri Etela, Shep Kroner (electronic connection), Valerie Gamache, and Jim Maggiore, Select Board Representative; Alternate Member Rob Omberg; Jennifer Rowden, RPC Circuit Rider; and Rick Milner, Recording Secretary.

Vice Chair Monaghan called the meeting to order at 6:35pm.  
Mr. Omberg seated for Mr. Wilson.

**Mr. Harned moved that the Planning Board allow Mr. Kroner to participate in the meeting by electronic connection. Second by Ms. Gamache. The roll call vote was unanimous in favor of the motion (6-0).**

**I. New Business**

**Case #22:15 – Applicant: Town of North Hampton, NH, 233 Atlantic Avenue, North Hampton, NH 03862.** The Applicant requests a meeting with the Planning Board to discuss proposed Town Facility new construction and renovation project. Property Owner: Town of North Hampton, NH, 233 Atlantic Avenue, North Hampton, NH 03862; Property Location: 233-237A Atlantic Avenue, North Hampton, NH 03862; Map/Lot: 007-145-000, 007-146-000, and 007-147-000; Zoning District: R-2, Medium Density District.

In attendance for this application:

Eric Weinrieb, engineer; John Tuttle, architect; and Michael Tully, Town Administrator.

Ms. Monaghan informed the public that governmental entities are exempt from zoning ordinance regulations. The Planning Board has no jurisdiction over the proposed Town Facility new construction and renovation project. However, NHRSA 674:54 allows for Planning Board review of the project in order for the Planning Board and the public to provide nonbinding comments regarding the proposed project.

The proposed project will occur on the three current municipal building lots which are a combined 2.45 acres in size. Mr. Weinrieb presented a proposed site plan and associated documents which included:

- a. demolition of the current Fire /Police Safety Building and construction of a new, two-story, 26,500 square foot Fire/Police Safety Building,
- b. renovation of old Library Building to be used as new spaces for Town Offices,
- c. construction of a new, two-story 4,000 square foot addition to the old Library Building to be used for storage,
- d. no proposed changes for Town Hall or Stone Building,
- e. exterior architectural renderings for the Safety and Town Office Buildings,
- f. interior floor plans for the Safety and Town Office Buildings,

g. landscaped area in front of proposed Safety Building to provide dedicated access/egress points along the front of the properties,  
h. pedestrian walkways, 69 parking spaces, and vehicle travel routes on the site,  
i. retaining wall at northeasterly rear corner of the site for the purpose of elevating the area to facilitate more efficient stormwater drainage on the site and creating a self-contained site which is safer for pedestrian and vehicle traffic,  
j. septic system plans, and  
k. new stormwater management features located in both the front and rear of the properties.

Mr. Weinrieb stated that the proposed plan includes catch basins and holding tanks which will treat and remove contaminants from stormwater run-off. Improvements to the site will transform a site which currently provides no stormwater drainage treatment into a site which will treat approximately 87% of the stormwater run-off. The amount of treatment far exceeds town regulation requirements.

Mr. Etela asked for clarification regarding the revised driveway access points.

Mr. Weinrieb explained that, whenever use changes are made to a site off of a state road, the design of the access/egress points must be reviewed and approved by the State of New Hampshire Department of Transportation.

Mr. Harned asked for clarification regarding stormwater flow off of the site.

Mr. Weinrieb indicated the two small areas near the front of the property where water will not be treated. Also, the water flow direction will not change from the current discharge points. However, the proposed plan will treat a large amount of the stormwater before it discharges from the site. Currently, there is no treatment of stormwater discharged from the site.

Mr. Weinrieb described the two improved septic systems that will be installed on the site which will provide enhanced treatment of effluent prior to its dispersal into the ground. Also, the septic systems will have a dual pumping system which will provide a second emergency back-up pump in case the first pump does not function properly or there is an electrical outage.

Mr. Weinrieb stated that he has reviewed the Town Engineer and Circuit Rider Planner project review letters, takes no exception to the professional review comments, and has provided responses to the comments.

Ms. Monaghan asked if the proposed site lighting will be dark sky and 3000K LED color temperature compliant.

Mr. Weinrieb stated that the proposed site lighting will be dark sky and 3000K LED color temperature compliant.

Mr. Harned asked for clarification regarding traffic patterns on the site for larger emergency vehicles such as fire trucks.

Mr. Weinrieb indicated the vehicle traffic patterns for larger emergency vehicles. Fire trucks could potentially enter the vehicle bays structure from either the front or rear of the structure.

Mr. Tuttle addressed the Board. Mr. Tuttle presented exterior architectural drawings and interior floor plans for the proposed Safety Building. The Safety Building will be a two-story, wood-framed, fully-sprinkled building. The proposal includes four, double-stacked vehicle bays in a 6,800 square foot area. Mr. Tuttle indicated the various office and employee use spaces on the two floors of the Safety Building. Mr. Tuttle explained how the exterior architecture was designed to blend with the character of the surrounding neighborhood by incorporating sloping roofs, pre-finished wood siding, and traditional New England features facing the roadway.

Ms. Monaghan suggested that the red and blue retail store style signage indicated in the proposal not be used and that any signs not be internally lit. Ms. Monaghan also asked if a new ground sign was proposed for the site.

Mr. Weinrieb stated that the existing ground sign will continue to be used in a new location along the front of the property. Mr. Tully stated that there will be no internally lit signage on the site exterior or exterior of the building.

Mr. Tuttle presented exterior architectural drawings and interior floor plans for the proposed renovation and addition to the old Library Building for the relocation of the town offices. The Town Office Building will include the current one-story, 5,476 square foot structure with office, public, and employee use areas and a two-story, approximately 4,000 square foot wood-framed addition with storage areas.

Mr. Etela stated his opinion that an elevator should be included within the design of the building addition in order to transport items more easily to the second floor storage areas.

Ms. Monaghan asked for public comments. No comments were made.

Mr. Kroner stated that the aesthetics of the proposed building designs are consistent with the purpose and goals of the zoning ordinance and the site plan regulations. The proposed stormwater management features adequately address proper water treatment procedures.

Ms. Monaghan suggested that lighting and signage plans be submitted to the Planning Board when they are ready.

## **II. Other Business**

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

a. Capital Improvements Plan Committee – Ms. Monaghan reported that the CIP Committee recently discussed roadway maintenance and fire engine refurbishment proposals.

b. RPC Circuit Rider Planner – Ms. Rowden reported that the RPC will be conducting Housing Focus Group sessions on July 20 and July 28.

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

### **2. Minutes.**

Ms. Monaghan presented the Planning Board July 5, 2022 meeting minutes.

**Mr. Harned moved that the Planning Board accept the minutes of the July 5, 2022 Planning Board meeting as written. Second by Mr. Etela. The roll call vote was unanimous in favor of the motion (7-0).**

140 The meeting was adjourned at 7:35pm without objection.

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142 Respectfully submitted,

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146 Rick Milner

147 Recording Secretary