



**Meeting Minutes**  
**Work Session**  
**North Hampton Planning Board**  
**Tuesday, April 18, 2023 at 6:30pm**  
**Town Hall, 231 Atlantic Avenue**

6 These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a  
7 transcription.

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9 **In attendance:** Phil Wilson, Chair; Rob Omberg, Vice Chair; Members Nancy Monaghan, Shep Kroner,  
10 Lauri Etela, and Jim Maggiore, Select Board Representative; Jennifer Rowden, RPC Circuit Rider; and Rick  
11 Milner, Recording Secretary.

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13 Vice Chair Omberg called the meeting to order at 6:30pm.

14  
15 **I. New Business**

16 1. Consideration of Alternate Member appointments.

17 Mr. Omberg presented requests from four North Hampton residents (Jim Avallon, Tom McManus, Dan  
18 Derby, and Vince Vettraiino) to be appointed to one of the three available Planning Board alternate  
19 member positions. Mr. Omberg asked if any of the applicants wished to speak to the Board regarding  
20 their request.

21  
22 Mr. Avallon addressed the Board. Mr. Avallon explained his work experience as an engineer. Mr. Avallon  
23 stated that he considered the Planning Board alternate member position as an opportunity to  
24 contribute to responsible planning in North Hampton and learn the procedures and responsibilities of a  
25 Planning Board member.

26  
27 Mr. McManus addressed the Board. Mr. McManus explained his work experience as an engineer and his  
28 previous experience on the Planning Board.

29  
30 Mr. Omberg presented letters from Dan Derby and Vince Vettraiino which explained their backgrounds  
31 and previous Planning Board experience.

32  
33 Mr. Wilson stated that it was important to have alternate members with previous Planning Board  
34 experience in order to ensure informed adjudication of cases if an alternate member is chosen to sit on  
35 the Board.

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37 **Mr. Wilson nominated Dan Derby (two year term), Tom McManus (two year term), and Vince**  
38 **Vettraiino (three year term) to serve as Alternate Members of the Planning Board. No other**  
39 **nominations were made. The vote was unanimous in favor of the nominations (6-0).**

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41 2. Review of potential Zoning Ordinance amendments.

42 a. Ms. Rowden suggested that the Board consider creating a definition for the term 'Retail Uses'  
43 included in the Industrial-Business/Residential (I-B/R) District permitted uses list. Ms. Rowden also  
44 suggested that other uses which conform to the intent of the I-B/R District, such as 'Professional  
45 Services' be defined and included in the I-B/R District permitted uses list.

46 Mr. Wilson stated that he was in favor of adding more specifically defined uses and use categories to the  
47 I-B/R District permitted uses list. Mr. Wilson suggested the following categories and their definitions be  
48 considered for inclusion: skilled trades and services, professional services, and personal services.

49  
50 The Board came to a consensus without objection to move forward with consideration of revised I-B/R  
51 District permitted uses and definitions. Ms. Rowden, Mr. Milner, and Mr. Wilson were assigned to draft  
52 proposed zoning ordinance language for the Board's consideration.

53  
54 b. Ms. Monaghan asked, based on circumstances associated with recent cases, if the Board would like to  
55 consider revising the prohibited use language in the Aquifer Protection District Ordinance and the form  
56 of relief for a proposed prohibited use within the Aquifer Protection District.

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58 Mr. Wilson stated his opinion that the existing ordinance language was adequate. The Board came to a  
59 consensus without objection not to consider revisions to the Aquifer Protection District Ordinance  
60 language at this time.

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62 c. Ms. Monaghan suggested that the Board consider revisions to the Accessory Dwelling Unit (ADU)  
63 section of the zoning ordinance in order to assess the capability of barn and other accessory structure  
64 connections to a home to be in compliance with the spirit and intent of the ADU regulations.

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66 Mr. Kroner suggested that the Board ensure that any proposed ADU regulations can be fairly applied to  
67 all property owners and not just a group that meets a specific criteria.

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69 The Board came to a consensus without objection to move forward with consideration of revised ADU  
70 regulations. Ms. Monaghan, Mr. Omberg, and Mr. Wilson were assigned to draft proposed zoning  
71 ordinance language for the Board's consideration.

72  
73 d. Ms. Monaghan asked if the Board would like to consider revising the Wireless Telecommunications  
74 Facilities Ordinance to allow a cell tower on private property in areas currently not allowed by the  
75 zoning ordinance.

76  
77 Mr. Wilson stated his opinion that the current provisions in the wireless facilities ordinance are  
78 adequate. The current ordinance includes language allowing the Planning Board to grant a waiver to the  
79 cell tower placement restrictions if the proposal is in the public interest and not detrimental to public  
80 health, safety and welfare. It is in the Town's best interest to keep the current language in place in order  
81 to ensure that public welfare criteria for each proposed cell tower location is considered on a case by  
82 case basis.

83  
84 The Board came to a consensus without objection not to consider revisions to the Wireless  
85 Telecommunications Facilities Ordinance language at this time.

86  
87 e. Ms. Monaghan asked if the Board would like to consider revising the Solar Array section of the zoning  
88 ordinance to allow larger solar facilities on larger properties. The Board came to a consensus without  
89 objection to move forward with consideration of revised Solar Array regulations. Mr. Maggiore and Ms.  
90 Rowden were assigned to draft proposed zoning ordinance language for the Board's consideration.

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93 **II. Continued Business**

94 1. Discussion of grants available for implementation of Coastal Hazards and Adaptation Master Plan  
95 Chapter.

96 a. Ms. Rowden presented information regarding the Piscataqua Region Environmental Planning (PREP)  
97 Assessment Grant Program. The grant would provide up to \$25,000.00 to update the Town of North  
98 Hampton's existing Floodplain Ordinance. The Town would be obligated to a soft match of volunteer  
99 service hours. Ms. Rowden stated that the current floodplain regulations contain the bare minimum  
100 necessary to protect residents and their property. Proposed revisions to the Floodplain Ordinance would  
101 strengthen building requirements in order to address greater flooding threats posed by the current  
102 changing environment. The updates would benefit property owners by better protecting their homes  
103 and property and possibly creating eligibility for insurance discounts.

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105 The Board came to a consensus without objection that it would be logical to include the Village District  
106 of Little Boar's Head in any floodplain regulations and potential hazards data studies.

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108 **Ms. Monaghan moved that the Planning Board authorize Ms. Rowden and the Rockingham Planning**  
109 **Commission to apply for the PREP Floodplain Grant Program. The Board also authorizes the Chair to**  
110 **sign a letter of support for the grant application. Second by Mr. Wilson. The vote was unanimous in**  
111 **favor of the motion (6-0).**

112  
113 b. Ms. Rowden presented information regarding the NHDES Coastal Resiliency Grant Program. The grant  
114 would provide up to \$70,000.00 for the following purposes:

115 i. implement outreach efforts to promote maintenance of septic systems to ensure long-term health of  
116 coastal water quality,

117 ii. identify historical resources that are susceptible to adverse impacts from coastal hazards,

118 iii. adopt performance-based standards that protect against flood impacts of sea-level rise and coastal  
119 storm surge, and

120 iv. adopt upgrades to stormwater management standards to accommodate adverse climate change  
121 impacts.

122 The Town would be obligated to a cash match or soft match of volunteer service hours on a 4:1 ratio.

123  
124 **Ms. Monaghan moved that the Planning Board authorize Ms. Rowden and the Rockingham Planning**  
125 **Commission to apply for the NHDES Coastal Resiliency Grant Program. Second by Mr. Wilson. The vote**  
126 **was unanimous in favor of the motion (6-0).**

127  
128 **III. New Business**

129 1. Consideration of Workforce Housing Fair Share status declaration.

130 Ms. Rowden presented the 2022 Housing Fair Share Tables prepared by the Root Policy Research group  
131 for the Rockingham Planning Commission and the NH Office of Planning and Development. Ms. Rowden  
132 stated that the table indicated that, for year 2025 projections, the Town of North Hampton was 43  
133 dwelling units below its fair share of workforce housing as outlined in NHRSA 674:58-61. Ms. Rowden  
134 suggested that the Planning Board declare that the Town of North Hampton is not meeting its fair share  
135 of workforce housing in order to satisfy the provisions of the Inclusionary Housing Ordinance section of  
136 the zoning ordinance.

137  
138 Ms. Monaghan stated that the data in the fair share table was based on a regional estimate of the  
139 current number of workforce housing units. Ms. Monaghan stated her opinion that Board members

140 need to know the actual number of workforce housing units that exist in North Hampton in order to  
141 make an informed judgement concerning its workforce housing declaration.

142  
143 Mr. Wilson stated his opinion that the housing data needs to be more accurate as it specifically relates  
144 to North Hampton. Since the actual number of existing workforce housing units in North Hampton is not  
145 precisely known, the Board cannot know if a deficiency in workforce housing actually exists or the  
146 magnitude of the deficiency if it does exist. Even if the Board decided to activate the provisions of the  
147 Inclusionary Housing Ordinance, the Board would not know exactly how many workforce housing units  
148 to require for a particular project in order to satisfy the provisions of the Inclusionary Housing Ordinance  
149 due to the regional nature of the methodology used to calculate the data.

150  
151 **Mr. Wilson moved that the Planning Board table consideration of the Workforce Housing Fair Share**  
152 **status declaration until more accurate information is available to determine the actual number of**  
153 **workforce housing units in North Hampton. Second by Ms. Monaghan.**

154 Discussion of the Motion – Mr. Kroner stated that the Planning Board could face a legal challenge from  
155 an applicant if the Board cannot accurately determine how many workforce housing units are necessary  
156 for a project which is applying the provisions of the Inclusionary Housing Ordinance.

157 **The vote was unanimous in favor of the motion (6-0).**

158  
159 **IV. Other Business**

- 160 1. Committee Updates.
- 161 a. Long Range Planning (LRP) – Mr. Wilson informed the Board that the LRP Committee has held three
  - 162 meetings in which a vision statement for a Master Plan Housing Chapter and the parameters of a
  - 163 feasible workforce housing project in North Hampton have been discussed.
  - 164 b. Application Review Committee (ARC) – No report.
  - 165 c. Rules of Procedure/Regulations – No report.
  - 166 d. RPC Commissioner – No report.
  - 167 e. Select Board – Mr. Maggiore informed the Board that improvement of wireless telecommunication
  - 168 capabilities in North Hampton is a priority of the Select Board.
  - 169 f. RPC Circuit Rider – No report.
  - 170 g. Planning and Zoning Administrator – Mr. Milner informed the Board about upcoming applications.

171  
172 2. Minutes.

173 Mr. Omberg presented the Planning Board April 4, 2023 meeting minutes.

174 **Ms. Monaghan moved that the Planning Board accept the minutes of the April 4, 2023 Planning Board**  
175 **meeting as written. Second by Mr. Wilson. The vote was unanimous in favor of the motion (6-0).**

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177 The meeting was adjourned at 8:00pm without objection.

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179 Respectfully submitted,

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182  
183 Rick Milner  
184 Recording Secretary