



**Meeting Minutes  
Work Session  
North Hampton Planning Board  
Tuesday, April 18, 2023 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:** Phil Wilson, Chair; Rob Omberg, Vice Chair; Members Nancy Monaghan, Shep Kroner, Lauri Etela, and Jim Maggiore, Select Board Representative; Jennifer Rowden, RPC Circuit Rider; and Rick Milner, Recording Secretary.

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

**I. New Business**

1. Consideration of Alternate Member appointments.

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

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

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

Mr. Omberg presented letters from Dan Derby and Vince Vettraiño which explained their backgrounds and previous Planning Board experience.

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

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

2. Review of potential Zoning Ordinance amendments.

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

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

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

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

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

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

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

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

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

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

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

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

**II. Continued Business**

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

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

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

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

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

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

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

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

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

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

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

**III. New Business**

1. Consideration of Workforce Housing Fair Share status declaration.

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

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

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

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

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

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

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

#### **IV. Other Business**

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

a. Long Range Planning (LRP) – Mr. Wilson informed the Board that the LRP Committee has held three meetings in which a vision statement for a Master Plan Housing Chapter and the parameters of a feasible workforce housing project in North Hampton have been discussed.

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

c. Rules of Procedure/Regulations – No report.

d. RPC Commissioner – No report.

e. Select Board – Mr. Maggiore informed the Board that improvement of wireless telecommunication capabilities in North Hampton is a priority of the Select Board.

f. RPC Circuit Rider – No report.

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

##### **2. Minutes.**

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

**Ms. Monaghan moved that the Planning Board accept the minutes of the April 4, 2023 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 8:00pm without objection.

Respectfully submitted,

Rick Milner  
Recording Secretary