



Meeting Minutes
Work Session
North Hampton Planning Board
Tuesday, August 15, 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 Phil Wilson, Dan Derby 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 6:30pm.

I. New Business

1. Committee Updates.

a. Long Range Planning (LRP) – No report.

b. Application Review Committee (ARC) – Mr. Harned reported that ARC will meet on August 17 to review a site plan application.

c. Rules and Regulations/Procedures – No report.

d. Capital Improvement Plan (CIP) Committee – Ms. Monaghan reported that the CIP Committee will hold its last meeting with Town administration on August 18 prior to working through information presented.

e. Economic Development Committee (EDC) – Mr. Wilson reported that the EDC will hold a visionary workshop on September 11.

f. Select Board – Mr. Maggiore reported that, per SB38, the State of NH will release approximately \$87,000.00 in funds to North Hampton designated for roads, bridges, and highways.

g. RPC Circuit Rider – No report.

II. Other Business

1. Review of 2017 Town Survey results.

Mr. Derby presented the raw data and executive summaries associated with the 2017 Town Survey conducted by the Long Range Planning Committee to the Board. Mr. Derby stated that the purpose of the survey was to begin a dialogue towards structuring the vision statement and the land use planning chapter of the Master Plan. There will be many other methods of information gathering and input during the process of updating the Master Plan.

Mr. Derby stated that the survey contained 8 questions about town services, 14 questions about the Route 1 business corridor, and 2 questions about the town center concept. Distribution of the survey generated 296 responses and approximately 3,500 comments to open ended questions.

Mr. Harned suggested that the data be organized in a way to show the percentage of respondents that answered each individual question. This method may show which issues the respondents consider more important.

Mr. Maggiore presented a summary of the town services questions in the survey. Mr. Maggiore stated that respondents seemed to be pleased with the Town's efforts in maintaining roads and bridges, controlling crime, code enforcement, and protecting open spaces. Managing a responsible tax burden is a perennial issue raised by residents. Also, the survey revealed that the Town government may need to improve its methods of communicating with the public.

Mr. Harned stated that there are many avenues of communication available to residents. In his opinion, residents need to take the initiative to educate themselves about Town issues.

Mr. Wilson stated that a breakdown of how Town employee costs and School employee costs take up a large percentage of the operating budget would be helpful in illustrating to residents how their tax money is used.

Mr. Derby presented a summary of the questions concerning the Route 1 business corridor. The following opinions of the respondents were represented in the survey responses:

- a. Containment of business to the Route 1 corridor is a good thing. Pedestrian friendly approaches would find lots of support.
- b. Empty stores and poor upkeep/maintenance of many buildings and lots was a universal concern.
- c. Small, locally-owned, and varied businesses are favored. Automotive, storage facility, motel, bank, and box store businesses should be limited.

Resident Lisa Wilson addressed the Board. Ms. Wilson suggested that the survey questions, especially those concerning business development, should have been more specific about what type of business development would be encouraged. A general question about encouraging business as a whole could generate a 'YES' response. However, a specific question about encouraging certain types of business, especially if they required large costs associated with infrastructure improvements, could generate a 'NO' response.

Mr. Derby presented a summary of questions concerning the development of a Town Center prepared by Shep Kroner. The following data was represented in the survey responses:

- a. 70 percent of respondents favored the development of a Town Center.
- b. 72 percent of respondents favored mixed use zoning in the Industrial-Business/Residential District.

The Board discussed how best to share the information contained within the Town Survey with the public and other Town Boards/Committees.

Ms. Rowden stated that this survey is not a statistically valid survey. It is not intended to be used as the only basis for any Master Plan updates or Town policy decisions. Multiple sources of information will be used to develop Master Plan updates and Town policy decisions. Any summary of the survey information should contain an intended use and validity statement in a preamble section of the summary.

Mr. Wilson suggested that a summary report of the survey information should be created by an unbiased third party such as the UNH Cooperative Extension in order to present the information in as statistically responsible a method as possible.

Mr. Maggiore stated that the Long Range Planning Committee could investigate using the UNH Cooperative Extension to produce a summary report of the survey information.

Ms. Monaghan asked Mr. Maggiore for clarification regarding when the Town Survey information would be presented to the Select Board.

Mr. Maggiore stated that the current form of the survey needs to be revised into a format more suitable for presentation.

The Board discussed the appropriate format for Mr. Maggiore's presentation and the process for approving a Planning Board presentation to the Select Board prior to the next scheduled meeting.

Mr. Harned moved that Mr. Maggiore make corrections to his summary of Town Survey Questions #1-6 in a form ready to present to the Select Board and distribute the revised presentation document to the Planning Board members through the Planning and Zoning Administrator. The Planning Board members will review the presentation document and respond individually to the Planning and Zoning Administrator. If no objections are made to the form of the presentation document by any Planning Board member, then Mr. Maggiore may proceed with his presentation to the Select Board. If even one Planning Board member objects, then the presentation to the Select Board will not occur. Second by Mr. Wilson. The vote was unanimous in favor of the motion (5-0).

2. Review of proposed 2018 zoning ordinance amendments.

The Board came to a consensus without objection to move discussion of the proposed zoning ordinance amendments to the next scheduled work session.

3. Minutes.

Ms. Monaghan presented the minutes of the August 1, 2017 Planning Board meeting.

Mr. Harned moved that the Planning Board accept the minutes of the August 1, 2017 Planning Board meeting as written. Second by Mr. Derby. The vote was unanimous in favor of the motion (5-0).

The meeting was adjourned at 9:30pm without objection.

Respectfully submitted,

Rick Milner
Recording Secretary