

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Work Shop Minutes for 15 August 2016

Request for Qualifications Town Engineer

Paul Carideo asked Attorney Gorrow for input on the draft proposal. She said the proposal was long and convoluted and probably taken from one adopted by a larger municipality. Her suggestion was for simpler language to give the Selectmen more flexibility in the selection process. The point system was taken out for this reason. Attorney Gorrow said the RFQ could be sent to engineers the Board would like to use. Robert Waldron said there is a lot of interest out there. Paul Carideo added he would prefer a local person since he would be likely to have familiarity with how the small towns function. Ben Schmitz asked if the Board would be tied to accepting the lowest proposal. A decision could be qualification based or based on the scope of work proposed. D. Gorrow said the Board of Selectmen would negotiate the insurance and contract specifications.

A schedule was proposed 8/22/2016 the proposal would be formally presented to the Selectmen. 9/19/2016 The Planning Board would hold a Public Session to discuss questions from potential candidate. P. Carideo asked the questions be submitted in writing prior to the meeting. 10/10/2016 The Board of Selectmen would open the applications. These would be turned over to the Planning Board for consideration and interviewing the candidates.

Planning Board members were in favor of the changes proposed by Attorney Gorrow and the process will move forward.

Attached Dwelling Units

The draft was discussed and the zoning proposal will be treated as an innovative land use as described in RSA 674:21. The public hearing requirements will be followed. An innovative land use allows a Planning Board to issue a conditional use permit. D. Gorrow explained a Conditional Use Permit is similar to a special exception, which is granted by the Board of Adjustment. A Board of Adjustment cannot grant a variance and use it as a Conditional Use Permit. A plan is required for an ADU and most planning boards use the Site Plan review process. Board members discussed the 3,000 square foot living area and noted there should be sufficient parking for both dwelling units. The parking requirements are already in place. Paul Carideo asked Attorney Gorrow about the definitions to be used. Randy Clark said two persons per bedroom to meet the HUD standards. The septic requirements also have to be met. D. Gorrow cautioned the Board about IV-14:4 (Zoning) not to confuse the occupation permit and to provide evidence that a PDU or ADU is the primary residence. This is to avoid use, occupancy and ownership confusion. Robert Waldron suggested a new form be drawn up. D. Gorrow said it should be an affidavit and have a deed addendum for a change of ownership. There needs to be

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a guarantee that one unit must be owner occupied. R. Waldron said the usual method is to transfer title. Paul Carideo added the property owner might want to sell the property. D. Gorrow agreed there are many options.

Zone Change Route 121

Diane Gorrow asked the Board what had happened with the proposed zone change to enlarge the C-1 Zone on the east side of Route 121 north of Brickett's Mill Road. The property owners who were proposing the zone change were going to try and use a home occupation or owner occupied business. B. Schmitz added the accessory use is secondary and "incidental" to the residential use. D. Gorrow said each application would need to be reviewed point by point as an exception to current zoning. Paul Carideo said a C-2 Zone would probably be required for the type of business they are proposing. D. Gorrow agreed the use being discussed here would probably be located in a C-2 Zone. The property owners have a small bungalow, which they are living in, and the storage building adjacent where they propose to locate their machine shop. P. Carideo said it might be a good argument for a variance. D. Howard asked if they could apply for a permit from the CEO and be denied. B. Schmitz suggested to rezone the area and not a single parcel. P. Carideo expressed a concern it could make the corner property less valuable. Mrs. Jones asked if the zone could be for a mixed use. There is already zoning in place prohibiting residential use in the Commercial Zones. Board members explained it was very difficult to pass a zoning change, which requires a vote of the Town. It was agreed to drop the zone change proposal.

Capital Improvement Plan

A copy of the Capital Improvement Plan is available for members to review. P. Carideo said this would be taken up next year.

Special Work Shop Meeting

A special work shop meeting will be set up on 7 September 2016, at 7:00 PM.

The work shop adjourned at 9:30 PM.

Respectfully submitted,

Susan Hastings