

Call to order: 7:00 pm

Present: Todd Santora, Chairman; Charlyn Brown, Vice-Chairman; Lisa Brown-Kucharski, Shawn Hanson, Members; Andy Brubaker, Alternate; Glenn Coppelman, Circuit Rider Planner; Mark Sikorski, Building Inspector; Susan Ayer, Secretary

Absent: Greg Parish, Abigail Tonry, Members; Jim Ziolkowski, Selectmen's Representative
The Chairman named Alternate Andy Brubaker as a voting member for this meeting.

TIDES TO STORMS 2 – COASTAL ADAPTATION IMPLEMENTATION

T. Santora asked C. Brown to lead the discussion about the Tides to Storms meeting, set for July 27. C. Brown said that the Board needs to plan on how to approach the topic, and also how to notify the public of the meeting.

She suggested that a letter should be sent to those residents most likely to be affected by rising sea levels and storm surges. Although the scenarios are projections for the years 2050 and 2100, the intent is to allow residents in these areas, and the Town, time to be prepared.

Most affected areas identified were north of the Village Common District, and Depot, Marsh and Brimmer roads. It was decided to send direct mailings to these residents, and rely on the normal meeting postings for everyone else. The meeting will be added to the website's News and Announcements page, and the notice sent out to e-mail subscribers to that page.

L. Brown-Kucharski suggested that the meeting be promoted on the electronic bulletin board near the Common. The Fire Chief will be approached to inquire about use of the bulletin board.

T. Santora will arrange for refreshments for the meeting.

S. Hanson will formally invite the Conservation Commission to attend, during their next meeting. C. Brown said that the Planning Board will send a letter of invitation to the Conservation Commission, as well as the Fire Chief in his role as Emergency Management Director.

All members were reminded that attendance will be mandatory, and that they should bring their copies of the Hampton Falls Vulnerability Assessment and the Coastal Adaptation Implementation grant material.

CONDOMINIUM SUBDIVISION – Information

T. Santora read from a memorandum provided by Glenn Coppelman, regarding Condominium Subdivisions. The memo included the definition of Subdivision and instructions on what the Board should look for in a Condominium Subdivision plan. G. Coppelman said that this can be done as part of the Site Plan process, but it can be done later. It is important that such a Subdivision does not negate or supersede any of the Site Plan components, conditions, or terms of approval.

OTHER BUSINESS

NH ACCESSORY DWELLING UNIT LAW

The Board reviewed a publication by the NH Office of Energy and Planning which explains the new State Accessory Dwelling Unit law, which will take effect on June 1, 2017.

G. Coppelman will be preparing a memo to guide the Board in changes to the Town Ordinance that will be necessary following the State changes.

C. Brown said she felt that the Planning Board should be able to discuss the matter and prepare it in proper format for a Warrant Article without the Ordinance and Regulations Review Committee needing to meet.

INFORMATION/PUBLICATIONS

C. Brown distributed copies of New Hampshire Municipal Association publications on the subjects of meeting minutes and non-public sessions under the Right to Know law. She also advised the Board that the NHMA Law Lecture series is coming in the Fall. This series can be attended one at a time on consecutive Wednesdays at the most convenient location offered, or all at once on a Saturday in Concord.

The Town has provided certain officials of Town boards with Town email addresses. T. Santora can now be reached at: PBChair@hamptonfalls.org. C. Brown has opted to continue using her private email.

REVIEW AND APPROVAL OF PRIOR MEETING MINUTES – April 26, 2016; May 24, 2016

As there was not a quorum of those present at the April 26 meeting in attendance, approval of the minutes for that meeting was tabled until the July 26 meeting.

MOTION: To approve the minutes of the May 24 meeting as written.

MOTION: C. Brown

SECOND: S. Hanson

UNANIMOUS

COMMUNICATIONS TO BOARD MEMBERS

T. Santora informed the Board that Attorney Mark Beliveau has completed his review and revisions of the language of Note 1 on Plan C5 for the Avesta Housing project (with language agreed upon by him and attorneys for Avesta, restricting the submission of the access drive as a Town road in the future). With this, it is believed all precedent conditions for approval of the Avesta Site Plan have been met.

MOTION: To adjourn, at 7:38 PM

MOTION: S. Hanson

SECOND: A. Brubaker

UNANIMOUS