

**PRESENT:** Todd Santora, Chairman; Charlyn Brown, Vice-Chairman; Shawn Hanson, Andy Brubaker, Members; James Ziolkowski, Selectmen's Representative ; Glenn Coppelman, Circuit Rider Planner; Mark Sikorski, Building Inspector; ; Susan Ayer, Secretary

**ABSENT:** Lisa Brown-Kucharski, Abigail Tonry, Members

**CALL TO ORDER**

The Chairman called the meeting to order at 7:05 PM.

**REORGANIZATION OF THE BOARD**

**MOTION:** To nominate Todd Santora as Chairman.

**MOTION:** S. Hanson

**SECOND:** C. Brown

**UNANIMOUS:**

**MOTION:** To nominate Charlyn Brown Vice Chairman.

**MOTION:** S. Hanson

**SECOND:** A. Brubaker

**4 IN FAVOR; 1 ABSTENTION; PASSES**

**Committee Assignments:** The Board reviewed and updated the 2017 member listing. T. Santora said that he is looking into Planning Board involvement in two new committees, one to study the need for new vehicles for the Fire Department, and one to look into diversifying the Town's tax base, specifically by investigating options for bringing in sewer lines to Route 1 businesses. The Chairman said that he would like to put off committee assignments until he has time to further explore these two potential committees.

(A. Tonry joined the meeting at 7:15 PM.)

**WORKSHEET – CONDITIONAL USE PERMIT FOR ACCESSORY DWELLING**

**UNIT:** This worksheet, revised since the passage of the Zoning Ordinance amendment governing Accessory Dwelling Units, was reviewed by the Board. After a brief discussion, it was agreed that a mylar plan set is not required for this use, and reference to it was removed from Condition #1 on the worksheet.

With the addition of new Accessory Dwelling Unit language and this one revision, the worksheet was approved for use.

**REVIEW AND APPROVAL OF PRIOR MEETING MINUTES: February 28, 2017:**

C. Brown pointed out one typographical error to be corrected, and also asked that a correction be made to paragraph 7 on page 2. S. Hanson added a correction to the first sentence in that paragraph:

“It was identified that right now there is over 2,000 SF of impact on the wetlands buffer. ~~but that this is going to be reduced by reconfiguration.~~ It was suggested that a ~~Conditional~~ **Special** Use permit should be prepared to show any potential impact.”

**MOTION:** To approve the minutes of February 28, 2017, as amended.

**MOTION:** C. Brown

**SECOND:** S. Hanson

**UNANIMOUS**

### **COMMUNICATIONS TO BOARD MEMBERS**

**OEP Spring Planning and Zoning Conference 2017:** This year’s conference will be held in Concord on April 29. Any member who has not already done so should contact the Secretary to be registered.

**Coastal Risks and Hazards – Final Report Available:** A copy of this report will be available in the Secretary’s office.

S. Hanson distributed copies of an article from Seacoast Online regarding solar energy sources for towns. He said this is of interest as solar energy can reduce reliance on fossil fuels while also reducing energy costs for the taxpayer.

There was a brief discussion of an upcoming workshop, “New Hampshire Setting SAIL,” to be held at the Town Hall on April 13 by Rockingham Planning Commission members Julie LaBranche and Theresa Walker. They would like a representative of the Planning Board present to discuss how Hampton Falls is incorporating climate change into the Master Plan. S. Hanson will attend after the Conservation Commission meeting ends. C. Brown said that Larry Smith has agreed to attend as well.

**The MS4 (Stormwater Management) Permit** was discussed. Hampton Falls has a waiver through 2018 from reporting requirements. C. Brown noted that in the past the Town’s interest in this issue was monitored by Jones & Beach Engineers. C. Brown said it should be confirmed that Jones & Beach is still involved in this capacity.

**Avesta Reporting Requirements:** T. Santora said that this matter is still being worked out between Avesta, the Town and New Hampshire Housing and Finance Association (NHHFA). Citing the headings on page 40 and 41 of the Zoning Ordinance, he said the Town’s requirements are written for “Affordable, Work Force Multi-Family” developments, and not necessarily for elderly affordable housing such as Avesta. T. Santora said that he does not feel these requirements apply. G. Coppelman said that the Town had approached NHHFA to act as reporting agent for the Town, but they did not want that responsibility. Some form of certification for the Town to fulfill the requirement without full reporting was discussed.

C. Brown suggested that this portion of the Ordinance should be rewritten. S. Hanson said that the Town of Hampton should be consulted to see if they already have a suitable format for elderly housing development reporting requirements.

**OTHER BUSINESS**

S. Hanson has sent feedback from the Conservation Commission regarding the upcoming application for Committed Collision to build an auto repair business at 41 Lafayette Road.

C. Brown cautioned the Board to take care with all such applications to be sure the applicant properly includes all wetlands designations on the plans and identifies them as prime or non-prime. S. Hanson cited Article III, Section 8.5.1.2 which states that a permit is required from the NH DES for construction activities in wetland areas. This permit application must be submitted to the NH DES before the Board can accept jurisdiction of the plans as complete.

**Alternate Members:** Bethany McAvoy of 239 Exeter Road has submitted a volunteer application and is interested in a position as Alternate Member. S. Hanson said she is already on the Conservation Commission as an Alternate. T. Santora said that he still feels that Alternate Members should not serve on both the Planning Board and the Zoning Board of Adjustment even though it is legal to do so. He said that Greg Parish may agree to appointment as Alternate, and that he will contact Bethany McAvoy.

**MOTION:** To adjourn at 7:54 PM.

**MOTION:** S. Hanson

**SECOND:** A. Brubaker

**UNANIMOUS**