



**MEETING MINUTES
NORTH HAMPTON PLANNING BOARD
Work Session
Wednesday, February 21, 2007
Town Office Conference Room**

These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.

Members present: Phil Wilson, Chairman; Shep Kroner, Vice Chairman; Joseph Arena, Laurel Pohl, Vince Vettraino and Craig Salomon (arrived at 7:15pm).

Others present: Jill Robinson, RPC Circuit Rider and Wendy Chase, Recording Secretary.

Alternates present: None

Mr. Kroner called the meeting to order at 6:37pm.

Minutes

Emendations were made to the January 16, 2007 minutes.

Mr. Wilson moved and Dr. Arena seconded the motion to accept the January 16, 2007 minutes as amended.

The vote was unanimous in favor of the motion (5-0).

Emendations were made to the February 5, 2007 minutes.

Mr. Wilson moved and Dr. Arena seconded the motion to accept the February 5, 2007 minutes as amended.

The vote was unanimous in favor of the motion (5-0).

New Business

Ms. Chase informed the Board that the engineering contract for the Town was discussed at a prior town staff meeting. The Planning Board was asked if they thought it would be appropriate to put the engineering contract out to bid due to the current contract approaching its 5th year and to Personnel changes within the Company, Keech and Nordstrom Associates (KNA).

Mr. Wilson reminded the Board that a considerable amount of time was put into the process from both himself and Mr. Mabey regarding the original contract with KNA and he is not sure it is necessary to go through that process again at this time.

The Board decided to meet with engineers of KNA to discuss the current contract and then determine whether or not to place the engineering contract out to bid. Ms. Chase was directed to contact KNA and invite them to attend the next Work Session.

Mr. Kroner suggested to the Board that they include a “legal” line in the Planning Board budget next year and contract their own legal counsel; most importantly to contract someone separate from the Town. The Board agreed.

The Conditional Use permit application regarding signs was discussed. The Board offered different suggestions on how to make the application more “user friendly” for all involved. The application was redesigned to include more detail of what the applicant is applying for. Ms. Chase will include the suggestions in the draft application and circulate it to each of the members for their review.

Dr. Arena left the meeting 7:30pm.

The Board members discussed amending the Site Plan Review, Subdivision and Excavation Regulations to include language that would require applicants to seek Little Boar’s Head Village District Planning Board and/or Zoning Board approvals prior to applying to the North Hampton Planning Board. It has been a long-standing practice of the Planning Board, but with no written requirement. Mr. Wilson suggested to include the following language for site plan review regulations and subdivision regulations under Completed Application Requirements: *Applicant shall submit evidence of prior and current approval by Little Boar’s Head Village District Planning Board, Little Boar’s Head Village District Zoning Board of Adjustment and/or the North Hampton Zoning Board of Adjustment if requisite.* Amendments drafted for the excavation regulations were suggested to include the following language under the introduction paragraph of the excavation application form: *N.B. if this application is within the Little Boar’s Head Village District then prior and current approval of the Little Boar’s Head Village District Planning Board and/or Little Boar’s Head Village District Zoning Board of Adjustment must be submitted with this application.*

Mr. Wilson directed Ms. Chase to send a copy of the proposed amendments to the Chairmen of the Little Boar’s Head Village District Planning Board, Little Boar’s Head Village District Zoning Board of Adjustment, Little Boar’s Head Village District Commission and North Hampton Zoning Board of Adjustment.

Mr. Wilson moved and Mr. Salomon seconded the motion to take the proposed modifications to the Site Plan, Subdivision and Excavation Regulations to public hearing at the Work Session on March 19, 2007.

The vote was unanimous in favor of the motion (5-0).

Committee updates

Ms. Pohl updated the Board on the CIP. Ms. Pohl stated that she has a copy of the proposed budget and the amendments to it, but has not had a chance to “crunch” the numbers and probably won’t have time to do so prior to the board members change-over resulting from the Town elections. Ms. Pohl asked if they should continue with the CIP work or start new for the next budget season. Mr. Kroner suggested they continue the

work on the CIP and get the recommendation from the Planning Board to present it to the Board of Selectmen.

Mr. Wilson suggested that Ms. Pohl and Mr. Kroner set up an appointment to meet with Town Administrator Phil Munck to communicate their needs for successful updated CIPs.

Ms. Robinson reported on the Route 1 Corridor Study. She said that she has met with Bert Garry and they discussed access management and asked his advice on the best way to introduce it to the business community. He suggested that a meeting be set up with David Walker because he is very knowledgeable on the Route 1 Corridor Study. Mr. Garry opined that the Business District would be okay with the proposed changes.

Mr. Salomon updated the Board on the Building Committee. He commented that the Committee is looking into grants and are in the early planning stages. They are scheduled to meet on March 8, 2007 and he should have more information to share after that meeting.

Other Business

Mr. Wilson updated the Board on last night's Zoning Board meeting. He explained that Mr. Skowronski had applied to the Zoning Board for an appeal to an administrative decision regarding Lee and Mary Saunders approved subdivision plan. Mr. Skowronski does not believe that condition number five of the conditions of approval for that case, #05:20, were met and was appealing the Planning Board decision that was made at the November 6, 2006 Work Session meeting where the Board on a vote of 5 yes, 0 opposed and 1 abstention determined that the Saunders' plan submitted met the conditions of approval. Attorney Boldt, representing the Saunders, submitted a motion to dismiss to the ZBA, pursuant to RSA 676:5II(b). A motion to dismiss was granted by the ZBA because the Planning Board decision on the Saunders' plan did not involve interpretation of a zoning ordinance. The Planning Board decision was based on a decision on a subdivision plan, which the ZBA does not have jurisdiction over. It was determined that Mr. Skowronski would have had to appeal to Superior Court on the original March 6, 2006 Planning Board decision of the Saunders' application or the August 7, 2006 date of when the Saunders' Mylar was actually signed within the thirty-day appeal deadline. Mr. Wilson recommended that the Board be cautious when voting at future Work Session meetings.

A motion was made and seconded to adjourn at 8:46pm.

The vote was unanimous in favor of the motion (5-0).

Respectfully submitted,

Wendy V. Chase
Recording Secretary