



MEETING MINUTES
NORTH HAMPTON PLANNING BOARD
Work Session
Tuesday, August 19, 2008 at 7:00pm
Mary Herbert 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, and Craig Salomon, Selectmen's Representative came in at 7:29pm.

Others present: David West, RPC Circuit Rider

Alternates present: None

These minutes were transcribed from a tape recording of the meeting. A Recording Secretary was not present.

Mr. Kroner called the meeting to order at 7:17pm.

New Business

1. Preliminary Consultation Site Plan Review – CLD Consulting Engineers. The Applicants to present the proposed sidewalk and bike shoulder/lane along Atlantic Ave. (Elementary School to Town Library).

In attendance for this application:

Joanne Fryer, CLD Engineers
Brian McCarthy, Project Engineer
Richard Mabey, Building Inspector

Ms. Fryer introduced herself and explained that CLD Engineers were hired by the Town of North Hampton to do the design of the sidewalk project. She added that the project is a transportation enhancement funded project through the New Hampshire Department of Transportation with 80% of the project funded Federally and 20% funded locally.

Mr. McCarthy explained that the proposed sidewalk project begins at the North Hampton Elementary School to the North Hampton Library. The sidewalk will be constructed on the North side of Atlantic Ave having an 11-foot travel lane, 5-foot wide paved bike path, granite curbing and 5-foot wide paved sidewalk. The current catch basins do not function properly and will be replaced during the project. He further explained that the downtown center would be a little more in depth; the driveways and entrances will be reconfigured for safer entering and exiting for both pedestrians and motor vehicles.

Mr. McCarthy went over the plans with the board explaining the drainage easements and the increased flows to the outlets. He said that there are two catch basins on the northern

side of Atlantic Ave. and one catch basin on the southern side of Atlantic Ave. The proposal would include replacing all three catch basins and repositioning the two catch basins on the northern side.

Ms. Fryer explained that because it is a municipal project it would be the Town's responsibility to work with the residents to obtain the easements. She said that CDL would work with the town staff, town attorney and town assessor to come up with a value and to negotiate with the property owners, the easements would then be drawn up signed and recorded.

Mr. Wilson asked if the attorney fees and other associated costs would be part of the project cost and Ms. Fryer said that the fees are part of the project cost.

Mr. McCarthy explained the construction of the catch basins and that there would be an increased flow by 7 cubic feet per second.

Mr. Kroner asked if there is concern of increased flow into the wetlands that ties into the Town's public water supply. Mr. McCarthy explained that most of the water runoff when it rains is from people's lawns and is treated through the grass.

The board suggested that as a common courtesy they should inform the Conservation Commission of the plan to see whether or not they have concerns about the slope.

Mr. McCarthy explained the proposed reconfigurations of the driveways at the Town's center. He said the majority of the changes would be on the driveway that extends from Joe's Meat Shoppe, and in order for vehicles to safely exit the store premises, 7 original parking spaces in front of the "Old" Town Hall would have to be eliminated and replaced with 4 parking spaces reconfigured differently.

Mr. Salomon commented that the proposed reconfiguring of the driveway into "Joe's" might make the situation more difficult for the vehicles and pedestrians. He also commented that the Energy Committee has recently suggested that if the Town is looking at things like parking spaces and road shoulders that they should look into using more porous material. Mr. Salomon and Town Administrator Steve Fournier are working together researching comparative costs of those energy initiatives to more traditional things.

Discussion ensued on different options to traffic flow entering and exiting Joe's Meat Shoppe and the "Old" Town Hall.

Mr. McCarthy explained that the water main on Atlantic Ave., owned by Aquarion is in the same location as the proposed underground drainage system. Mr. McCarthy commented that it would be ideal for Aquarion to replace the water main at the time of construction of the sidewalk. Ms. Pohl commented that it would be a good time during construction to add a conduit for cable also.

Ms. Fryer said that the current project is budgeted for \$148,000 and the estimated cost of the project is \$270,000. She explained that construction materials have gone up astronomically since the initial proposal several years ago.

Mr. Salomon questioned how long residents would be inconvenienced while replacing the water main. Ms. Fryer explained that the existing line would remain in service while the new line is installed.

Ms. Fryer said that there have been several public hearings but they will be holding another public hearing when plans are finalized.

Old Business

1. Stanley Knowles, case #06:03, minutes of March 6, 2006 discussion.

Mr. Wilson explained that Stanley Knowles has applied for a variance to the frontage requirements regarding the property owned by his son Donald. Mr. Knowles proposes to put an office or an apartment on top of the existing barn located on the property and in order to do that the owner needs relief from the frontage requirements.

It was discovered that included in the March 6, 2006 Planning Board meeting minutes regarding case #06:03 – Stanley Knowles lot line adjustment application, it states that Mr. Salomon commented that the lots in question M/L 008-008 and 008-011 don't appear to have adequate frontage and Mr. Knowles responded that he was granted a variance from the ZBA making his lot conforming. Ms. Chase and Mr. Mabey researched the town records and found no such variance.

Ms. Pohl moved and Mr. Wilson seconded the motion to table the topic to a later date.

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

Return to New Business

Rudy Nadilo to discuss Engineering fees for Wings your Way. RE: case #08:08. There was no one in attendance for this discussion.

Mr. Wilson moved and Dr. Arena seconded the motion to table the engineering discussion regarding Wings your Way.

The vote was unanimous in favor of the motion (4 in favor, 0 opposed and 1 abstention). Mr. Salomon abstained.

Other Business

Dr. Arena informed that board that he noticed a scooter business located in the same building as Lumber Liquidators that has not been before the Planning Board. Mr. Kroner commented on the exotic car show room located next to Subway and said that several cars on display are for sale, which violates the conditions set by the Planning Board. He said that he would write up a couple of complaint forms for the Building Inspector to have on file and Mr. Salomon will put the topic on the Selectmen's agenda.

Committee Updates

Ms. Pohl informed the board that Mr. Fournier supplied most of the information requested by the Long Range Planning Committee. The Committee is still waiting for the items submitted by the Department Heads that would be considered Capital expenditures.

Mr. West informed the board that the Rockingham Planning Commission has agreed that it is their responsibility to do a housing needs assessment.

Mr. Wilson opined that he is baffled that the Legislature passed the housing bill without having seen any data that verifies that there is a need for affordable housing.

Mr. West explained that the housing needs assessment is only to determine what the median income is. He referenced RSA 674:2.

Minutes

Mr. Salomon moved and Dr. Arena seconded the motion to approve the meeting minutes of May 15, 2008.

The vote passed (4 in favor, 0 opposed and 1 abstention). Mr. Wilson abstained.

The board agreed to table the meeting minutes of June 5, 2008 because there were not enough members present that attended the June 5, 2008 meeting to vote on them.

Ms. Pohl questioned a motion made in her name and withdrawn in Ms. Kohl's name included in the June 19, 2008 minutes. Ms. Chase was asked to look into it and it was decided by the board to table the June 19, 2008 meeting minutes to the next work session.

Dr. Arena moved and Mr. Salomon seconded the motion to approve the meeting minutes of July 15, 2008.

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

The board agreed to table the meeting minutes of August 7, 2008 to the next work session because there were not enough members present that attended the August 7, 2008 meeting.

The board discussed increasing the Planning Board application fees. Mr. Salomon explained that the Rockingham County Registry of Deeds is now charging an additional \$25.00 fee for each recorded plan that meets the LCHIP funding requirement. He also explained that currently the abutter notification letters are sent without a return receipt request and a suggestion was made to increase the abutter fee from \$6.00 per abutter to \$8.00 to cover the cost of sending the notification certified with a signed return receipt.

Mr. Wilson moved and Dr. Arena seconded the motion that the Planning Board recommend to the Board of Selectmen that the fee structure as indicated on the application form now include \$25.00 for recorded plans for the LCHIP fund and to increase the fee for notifying abutters with respect to applications from \$6.00 per abutter to \$8.00 per abutter in order to ensure that the board receives a returned receipt for all the certified letters sent out.

The vote passed (4 in favor, 0 opposed and 1 abstention). Mr. Salomon abstained because he would be voting on this at a Selectmen's meeting.

Mr. Wilson commented on a memo sent by Ms. Chase informing them that she could not obtain a copy of the recording of the March 6, 2006 Planning Board meeting.

Mr. Wilson moved and Mr. Salomon seconded the motion to take case # 06:03 – Stanley and Nina Knowles off of the table.

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

Mr. Wilson moved and Dr. Arena seconded the motion to include in the August 19, 2008 meeting minutes that the minutes of the March 6, 2006 meeting in which case #06:03 of Stanley Knowles was discussed are in error and that Mr. Knowles did not state that he had received a variance for one of the subject properties and the Recording Secretary and the Building Inspector have confirmed that there is no record of any such variance. A note should be attached to the March 6, 2006 meeting noting this correction.

Mr. Salomon stated that he remembered asking the question at the March 6, 2006 and the board proceeded to approve that application knowing the issue of inadequate frontage existed. He further commented that it is equally explainable that Mr. Knowles may not have understood the question. He suggested the Planning Board notify the Zoning Board stating that the Planning Board is aware that the minutes of March 6, 2006 are at odds with the public record. Mr. Salomon said that if Mr. Knowles had not said that he received a variance than the Planning Board should not have approved the lot line adjustment, case#06:03 when it did. Mr. Salomon opined that it was an honest misunderstanding.

Mr. Wilson withdrew his motion and Dr. Arena withdrew his second to that motion.

Mr. Salomon moved and Mr. Wilson seconded the motion that the Planning Board authorize the Vice Chair to correspond with the Zoning Board and to state that the Planning Board minutes of March 6, 2006 as they relate to the existence of the variance on the Knowles' property appear to be at odds with the records as researched by the Planning and Zoning Administrator and the Building Inspector. The vote was unanimous in favor of the motion 5-0.

The board members signed the Lamb Mylar and the Crown Properties Mylar.

Mr. Wilson moved and Ms. Pohl seconded to adjourn the meeting at 9:15pm. The vote was unanimous in favor of the motion (5-0).

Respectfully submitted,

Wendy V. Chase
Recording Secretary