

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Minutes Workshop May 15, 2023

A meeting of the Planning Board was held on Monday, May 15, 2023 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH.

PRESENT: Robert Weimar (Chairman), Randy Clark, Lewis Eaton (Ex-Officio), Kim Colbert, Mike Hanides, Matt Johnson, Alan Davis, and alternate DJ Howard.

The 4/17/2023 workshop agenda was continued to the 5/15/2023 workshop, commencing on item #4.

1. New Members and Old Members summarize their background and expertise
2. Discussion of Planning Board Goals and Objectives for 2023
3. Review of Standard Procedures and Protocols
 - a. Application Processes
 - i. Initial Application Review
 - ii. Basis of Acceptance for review by PB
 - iii. Primary PB Approval process
 - iv. Approval Criteria
 - v. Continuance Basis and Process
 - vi. Approval/Denial Documentation
4. **Planning Board Activities for 2023**
 - a) **Master Plan Steering Committee** – Chairman Weimar informed the board members that the first meeting of the MPSC was on 5/10/2023. The next meeting will be 6/7/2023 at the Hampstead Public Library.
 - b) **Capital Improvement Plan (CIP)** – Chairman Weimar commented that the CIP was a hot topic at the MPSC meeting and several PB members have an interest in participating, K. Colbert, M. Johnson. L. Eaton will be the BOS lead on this project.
 - c) **Subdivision/Site Plan Regulation Revisions** – Chairman Weimar stated the PB should be working on projects that add value to the Town. R. Weimar reminded the group that a few members had begun work on proposing changes to the landscape and lighting regulations.

Chairman Weimar would like to have more discussion around PB approval and enforcement. R. Clark explained that the PB is a land use board and once approval is granted the applicant works with the town engineer to ensure the proposal is developed based on the approved plan, once work is complete any violations would be the responsibility of the Code Enforcement Officer. L. Eaton informed the board he met with K. Emerson and was educated on the mechanism for code enforcement; there is a complaint form that needs to be filed with the Building Department before a violation can be investigated.

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Chairman Weimar stated he wants to ensure that properties are being used as per the PB approval. R. Clark stated the assumption is the board grants approval per the plan submitted which complies with LSDR/Site plan regulations and the Town ZO.

Chairman Weimar stated part of the board's responsibility is to keep the look of the town as presentable. R. Weimar mentioned several businesses on Route 111 that he feels could be cleaned up. R. Clark commented that the C2 commercial zone permits outdoor activities, there were several businesses in town that led to the creation of the C2 zone, East Coast Lumber was one such business. R. Weimar stated the issue was raised during the MP process and commented that people do not like the crappy exteriors and want something more aesthetically pleasing.

Chairman Weimar commented that if the rules are inadequate they need to be changed. Chairman Weimar asked if the board feels it's appropriate what needs to change.

DJ Howard felt the regulation concerning maximum street lengths of 1,200 feet with one entrance needs clarification. R. Clark asked DJ what his idea is regarding the matter. R. Clark gave the example of the lands abutting wetlands with no alternative way to egress property. DJ Howard referenced the Merryfield Lane Extension project, due to wetlands the road was not connected to the abutting street, however a cul-de-sac was added to the end of the extension. DJ Howard feels the way the regulation is written is too vague and feels two-way traffic flow should be addressed. DJ Howard reminded the board that they are able to grant waivers from the regulations in certain situations. K. Colbert volunteered to work with DJ on the matter.

- d) **Zoning Ordinance Revisions** – K. Colbert asked R. Clark if there have been any trends he has noticed at the ZBA hearings and he responded no. R. Clark commented that there were two recent applications before the board concerning the Elderly Housing ZO. R. Clark informed the board he had recently visited the Winchester Heights 55+ development and stated that project looks like Hampstead. K. Colbert asked if the board could change the zoning to require a club house for elderly projects. There was discussion about a threshold number of units to trigger a club house.
- e) **Workforce Housing Strategies** – Chairman Weimar volunteered to take on this matter to see if more affordable housing could be built in Hampstead.
- f) **Review of Proposed Legislative Actions** – Chairman Weimar suggested the board should be offering comments to the legislature regarding proposed legislation. R. Weimar stated there is a similar situation with the HWRC and a member is monitoring legislation with the State. M. Hanides stated he would take on this role for the PB.

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

5. Member Comments – none

6. Review Minutes (5/1/2023 Public Hearing)

MOTION: R. Clark made a motion to approve the 5/1/2023 minutes as presented.

SECOND: B. Weimar

VOTE: 7-0

7. Correspondence – none

8. Adjourn

MOTION: M. Hanides made a motion to adjourn at 8:40 P.M.

SECOND: R. Clark

VOTE: 7-0

Minutes prepared by Debbie Soucy, Secretary