

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Minutes Workshop June 21, 2022

A meeting of the Planning Board was held on Tuesday, June 21, 2022 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH. The workshop began at 7 PM.

PRESENT: Robert Weimar (Chairman), Randy Clark, Sean Murphy, Kim Colbert, Mike Hanides, Bob Villella, Susan Hastings (alternate), DJ Howard (alternate) and Lewis Eaton (alternate).

1. Transportation Projects and Priorities

The Rockingham Planning Commission (RPC), as the designated Metropolitan Planning Organization (MPO) for the region, is responsible for maintaining the transportation planning process including identifying and addressing transportation service and infrastructure needs. In New Hampshire, this process is embodied in three planning documents; the MPO Long Range Transportation Plan (LRTP) which establishes regional transportation goals and project priorities to meet these goals over the next 20 or more years; the State Ten Year Plan (TYP) which is the statewide queue for project implementation; and the MPO Transportation Improvement Program (TIP) which is the short-range (4 year) list of federally funded projects currently in design, engineering, and construction.

RPC is currently evaluating the projects included in the LRTP and establishing regional priorities for the next iteration of the State Ten Year Plan. This is an opportunity for direct community involvement to ensure that local transportation issues and needs are identified. In that regard, community assistance is requested to:

1. Identify transportation issues and needs that are important to your community.
2. Review the LRTP projects in your community and provide updated information, if available.
3. Submit new transportation project proposals for consideration.
4. Establish the relative priority of each project to your community. If the community is no longer interested in a project, please provide that information as well.

Chairman Weimar discussed the request from RPC and he suggested the intersection of Depot Road and State Route 121, as well as the intersection of State Route 111 and Emerson Ave. Chairman Weimar stated that he believes RPC representative, Alan Davis, also has the Emerson Ave and NH Route 111 intersection on his list of priorities. Chairman Weimar asked the board if there are any projects they feel are warranted.

M. Hanides suggested widening Main Street with sidewalks or bicycle paths. S. Murphy commented that Main Street is a State Road. B. Weimar commented that all State Roads should be considered. S. Murphy commented that the Depot Road intersection has been under consideration for at least 15 years and added that maybe this is the time for the matter to be discussed again. R. Clark asked about accidents at this intersection and S. Murphy mentioned the BOS are made aware of them via the Police

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Department. S. Murphy stated Chief Beaudoin gave the BOS recent information on accidents at this intersection.

The board discussed the lights at the intersection of Emerson Ave and NH Route 111. DJ Howard believes the State required an overhead light for the turning lane.

K. Colbert asked if the board could get info to RPC prior to the 7/15 deadline.

Chairman Weimar stated that he has someone that has a proposal for walking paths in town. R. Clark felt that matter should be brought to the Master Plan Sub Committee. B. Weimar stated the MP survey results indicate people want sidewalks.

S. Hastings arrived at the meeting.

The board discussed there are lots of places to go walking in town. B. Weimar felt the areas could be better advertised.

K. Colbert summarized the three projects under discussion, Depot Road, Emerson Ave, and street widening on Main Street. DJ Howard talked about the Town of Chester and an area that has wide paved shoulders for walkers and bikers. R. Clark commented that sidewalks make sense when you are headed to a downtown destination, ie. businesses, restaurants, etc. S. Hastings commented that there are many swales along Main Street to handle drainage and stated that would need to be considered.

MOTION: M. Hanides made a motion to make a recommendation to RPC, intersection improvements at Depot Road and NH Route 121; right turning lane and intersection improvements at Emerson Ave and NH Route 111; street widening on Main Street.

SECOND: K. Colbert

There was a discussion about the motion. S. Murphy commented that the board is suggesting walking and biking on Main Street, which is the busiest street traffic wise outside of Route NH 111. Chairman Weimar commented that people should be provided a list of places to walk. B. Villella commented that there are lots of conservation trails, walking can be done at Depot Fields, Ordway Park, HMS, HCS, St. Anne's parking lot, etc.

VOTE: 6-0

Chairman Weimar stated he would coordinate submitting the projects with Alan Davis.

2. Training Opportunities/Right to Know/Planning Board Basics

Chairman Weimar commented that some board members need to be educated on the PB processes. B. Weimar talked about accepting jurisdiction of a plan. B Weimar commented that an upcoming application has the north arrow pointing down. D. Soucy commented that this would not constitute an incomplete application in her opinion,

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

rather, a technical matter that needs to be resolved. M. Hanides asked what constitutes a complete application. R. Clark felt having professional signatures on the plan is important.

M. Hanides asked about members being able to enter a site once an application has been submitted to the board. D. Soucy and R. Clark both commented that it is good practice to get the owners permission prior to entering private property, simply as a courtesy. Also, the board needs to accept jurisdiction of the application in order to enter the property. Most property owners will allow the board to enter as they want they project to be approved.

D. Soucy commented that she has provided the board with multiple emails containing links to pre-recorded training provided by New Hampshire Municipal Association (NHMA). D. Soucy also commented that there is a lot of valuable information in the PB Handbook, members simply need to take the time to read and digest the information.

D. Soucy cautioned that the board should ask Keach for an opinion as to whether an application is complete prior to discussing the application for 15-20 minutes, she felt an applicant could make the assumption the board accepted jurisdiction by this action alone; there is case law regarding this very matter. S. Murphy stated the board should be reviewing the checklist to determine what information may be missing.

K. Colbert voiced concern over getting the KNA review letter the day of the public hearing. R. Clark felt getting the review letter one week prior to the meeting date would be a reasonable request. R. Clark suggested that Chairman Weimar contact Steve Keach directly to discuss the matter.

Chairman Weimar stated he is drafting a letter to the town engineer regarding processes, he will share a copy with the board when complete. R. Clark stated he expects that the town engineer would be having technical conversations with engineers, etc. and that the board may not be privy to all these conversations. R. Clark stated the Chairman should be made aware of any conversations that are regarding non-technical matters.

The board discussed the 65-day review period. The Chairman stated that if the application does not meet the check-list they will not take jurisdiction. S. Murphy commented that each application is different and it depends on the item or issue in question. D. Soucy commented that she agreed, for instance if a plan is missing AOT application, Stormwater Management report, traffic study, etc. are big matters whereas, typos, etc. are simply small corrections.

Chairman Weimar asked the board members to review the checklist and determine what items are of most importance.

3. Member Comments

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

K. Colbert had questions about portions of the regulations, length of ways states "The length of streets or ways, whether public or private, shall not be less than four hundred fifty (450) feet and not be greater than one thousand two hundred (1,200) feet in length with only one entrance. R. Clark commented that the part of the regulation relates to a dead-end road with a cul-de-sac.

Chairman Weimar stated there are lots of roads off of Wash Pond that are dead ends. Chairman Weimar talked about Buttrick Road, Bloody Brook Road, Holts Point Road, Lancaster Road, etc. Chairman Weimar asked if the standard is a second egress is only needed for emergencies, how has the regulation been interpreted. R. Clark stated that it is based on the situation and each application is reviewed based on its merits. There was a discussion about Croy Path and other private roads, many of which were created prior to Zoning. R. Clark commented there are lots of dead ends in town for many reasons, such as wetland crossing, ledge/rock, etc.

K. Colbert asked about special requirements of fiscal impact analysis, school impact analysis, environmental analysis, and community service impact analysis. The board agreed that these analysis studies are only required when a project is proposing dwelling units equal to 2% of the existing dwelling units in town. Also, with regard to environmental impacts, D. Soucy commented that the AOT permit process requires a NH Natural Heritage Inventory report which identifies rare plant and animal species.

4. Review Minutes (6/6/2022 Public Hearing)

MOTION: R. Clark made a motion to accept the 6/6/2022 minutes as presented.

SECOND: B. Villella

VOTE: 6-0

5. Correspondence – none

6. Adjourn

MOTION: S. Murphy made a motion to adjourn at 8:30 PM

SECOND: B. Villella

VOTE: 6-0

Minutes prepared by Debbie Soucy, Secretary