

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Minutes Workshop August 15, 2022

A meeting of the Planning Board was held on Monday, August 15, 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, Ryan Gray, Bob Villella, Susan Hastings (alternate), and Lewis Eaton (alternate).

1. Master Plan Presentation

Jenn Rowden, RPC was unable to attend the workshop but provided alternative dates for the presentation. The PB decided on 9/14 at 7PM as the date for Jenn Rowden, RPC to present the MP to the board. The meeting will be available via zoom.

S. Hastings stated she feels the authority is lacking in the MP document, she added that the RSA should be referred to in the document. S. Hastings stated the MP is a guide for making decisions and added that the PB is an independent land use board. Chairman Weimar suggested that S. Hastings comments could be incorporated into a preamble.

L. Eaton strongly suggested the MP include a local definition of agriculture versus the State definition as per the RSA 21:34a.

R. Clark stated he does not want his statement attached to the document as he feels this document is not in line with the State RSA regarding Master Plans. R. Clark stated he feels it is presumptuous of the PB to assign goals and tasks to other boards and committees. R. Clark stated each of these boards and committees have budgets and goals and feels it is an over-reach of the PB to assign these boards and committees action items.

Chairman Weimar asked R. Clark if he feels these items relate to the development of the town. R. Clark responded and stated that is not how he sees development, zoning and regulations guide the development of town.

Chairman Weimar spoke about having the Storm Water Management (SWM) Committee review plans for compliance, he added that SWM is an integral part of what the PB does. R. Clark commented that there is no way to enforce SWM recommendations. R. Weimar stated the PB has an obligation to the town. R. Clark commented that the PB has no enforcement role.

R. Clark stated there are 47 items described in detail and feels that is overreach. Chairman Weimar stated it is not micromanagement because these are recommendations. R. Clark read some of the 47 items, one is a request from all boards and committees to provide quarterly reports. R. Weimar stated they are making recommendations. Chairman Weimar asked if the PB should manage the

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implementation of the MP. Chairman Weimar stated that towns that see things happen meet at least quarterly, some even monthly. R. Clark stated he feels the Board of Selectmen (BOS) has responsibility over all boards and committees.

M. Hanides commented that the goals are based on the MP survey responses, the action items are how to get things done. S. Murphy commented that the MP falls under the PB per RSA and is given to the BOS to administer, he feels it is a community effort. S. Murphy commented the items to be pursued sits with the BOS. K. Colbert commented that she wants to make sure the MP is a living document.

Chairman Weimar stated that all boards and committees were given the opportunity to comment on the MP. S. Hastings commented that all the Department Heads get together monthly to talk about issues. R. Weimar stated that historically things are done on an as needed basis. S. Hastings stated the Department Heads work on both short- and long-range items. R. Weimar stated that nothing has been done with the 2005 or 2010 MP's.

Chairman Weimar stated the MP is based on public comment, the community decides what is important to them. R. Weimar stated the town plans out expenses and the MP has items that need to be stated in the Capital Improvements Program (CIP).

R. Clark stated he wants his quote removed from the document. Chairman Weimar suggested folks look at other communities. S. Hastings stated she feels that RPC round tables are a good venue for discussion as well.

2. 2022 Legislative Updates

R. Weimar, R. Clark, and D. Soucy participated in a webinar on 8/10 put on by NHMA regarding the 2022 Legislative Updates. Some of the legislation takes effect as early as 8/23/2022. D. Soucy had previously distributed copies of the training materials as well as the webinar link to the board members.

R. Clark read Section 72: Incentives: Gives municipalities that offer increased density, reduced lot size, expedited approval, or other dimensional or procedural incentives to housing for older persons a one-year period (until July 1, 2023) to make any adjustments to those incentives before they automatically apply to developments of workforce housing.

R. Clark feels it is unfair for a small town like Hampstead, our zoning is based on soils-based lots for a single residence to account for well and septic. R. Clark indicated that he would like town counsel opinion as to whether the incentive bill applies to Hampstead ZO since there is no specific reference to workforce housing. R. Clark suggested the board look at amending the Elderly Housing Ordinance this March 2023.

Chairman Weimar stated the county is pushing workforce housing. The board reviewed the workforce housing RSA. D. Soucy read from definition section of RSA 674:58.

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“multi-family housing” for the purposes of workforce housing developments, means a building or structure containing 5 or more dwelling units, each designed for occupancy by an individual household. D. Soucy commented that she feels that the Multi-Unit Dwelling ZO would qualify as workforce housing based on the definition of the RSA (this was confirmed to be the case by town counsel). D. Soucy reminded the board that the town satisfies the RSA for workforce housing by “providing reasonable and realistic opportunities for the development of workforce housing”. The town does not have to build the housing, developers would present the plan as workforce housing.

R. Clark stated RPC had a recent presentation regarding Workforce Housing (R. Clark, D. Soucy, A. Davis attended). The presenters commented that the only way to make increased density feasible is an investment in municipal water and sewer, neither of which is available in Hampstead. R. Weimar stated the legislature is pushing for water.

Chairman Weimar reviewed the Elderly Housing ZO and suggested the other board members do the same and make suggestions for any amendments. R. Weimar stated he felt the allowed support facilities should be removed (this was researched and needs to remain based on Federal Regulations).

R. Clark commented that the Elderly Housing ZO doesn't limit the number of units side by side, he commented is no room is needed between units it gives a different look to the open space.

3. Member Comments

Site Plan Regulation proposal

K. Colbert informed the board members that she, L. Eaton, and DJ Howard met to discuss a proposal for commercial design standards to be added to the site plan regulations. K. Colbert shared a copy of the proposal with the board. Chairman Weimar asked the board members to read and give feedback. It was also suggested that the Sign ZO be reviewed.

Library Pavilion

S. Murphy asked about the status of the library pavilion project. D. Soucy informed the board members of the current status based on conversations she had with Paul Carideo, Kris Emerson, Steve Keach, and Kate Thomas. P. Carideo agreed that he would be fine with KNA preparing the SWM plan for the library pavilion in order to comply with the Federal EPA MS4 Requirements. S. Keach agreed that his firm would be willing to take on the project. S. Keach commented that the library, being a town owned property, would not need a formal site plan as required of applicants, the town would want to ensure that the proper paperwork is on file to prove that the SWM piece was reviewed and considered during the construction of the pavilion. D. Soucy contacted the library, R. Kroll was not available so she spoke with K. Thomas. D. Soucy informed Kate that she should have her contractor reach out to KNA when the plans are finalized so he can review and provide advice on the SWM piece of the project.

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Town Counsel Opinion – Hampstead Heights Elderly Housing

Chairman Weimar asked D. Soucy to share town counsel opinion received regarding the Hampstead Heights Elderly Housing proposal. Town counsel confirmed that Granite Village and Emerson Village are not to be included in the 10% elderly calculation as these sites were developed under the Manufactured Home ZO in Mobile Home Zone D. Town Counsel further confirmed that since the project is not seeking the density bonus Article IV-10:4(O) does not apply.

D. Soucy reminded the board that she had sent an email with information from the Chief Building Official with the number of elderly housing dwelling units constructed under the Elderly Housing Zoning Ordinance since 2000. These numbers were researched and confirmed based on recorded approved plans at the RCRD. Total number of elderly housing equals 297 units (Applebriar 50, Irongate Village 31, Angle Pond Woods 116, Four Seasons Estates 22, Winchester Heights 30, East Village Apartments 48).

D. Soucy also informed the board that she is working with assessing to get a true number of total dwelling units in the town. The assessing system lists properties by parcel, for instance, a duplex (which is two dwelling units) is counted as 1 parcel, the same for multi-family housing, apartments, etc., thus the total number of dwelling units based on a report is not accurate.

SWM Requirements

Chairman Weimar informed the board that the SWM committee discussed the annual reporting requirements for MS4, one of the charges is to create a list of SWM facilities under the town's jurisdiction. D. Soucy stated she received R. Weimar's email and wanted clarification, it was confirmed that an inventory of all town owned SWM that are part of town roads is needed, i.e., Detention structures, basins, cross culverts, headwalls. The inventory should also include SWM structures on town owned property i.e. town hall, town library, town garage, police station, fire station, museum, schools, meeting house, town ball fields. D. Soucy stated she could go back and look at approved plans for subdivision, however she wondered if it would be easier to have someone from the highway department drive around the 70 miles of town roads to put eyes on what is within the town ROW.

Other

M. Hanides asked about the difference between the subdivision and site plan regulations and wanted clarification as to why center line radius would not apply to site plans. D. Soucy referenced IV-10:4(M) Review "Any proposed elderly housing development shall be subject to [Non-Residential Site Plan Review Regulations of the Town of Hampstead, as amended]."

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4. Review Minutes (08/01/2022 Public Hearing)

Line 221 was changed to properly reflect R. Weimar intent.

MOTION: R. Clark made a motion to approve the 8/1/2022 minutes as amended.

SECOND: B. Villella

VOTE: 7-0

5. Correspondence

- a. DRAFT 8/3/2022 ZBA Minutes

6. Adjourn

MOTION: B. Villella made a motion to adjourn at 8:30 PM

SECOND: R. Clark

VOTE: 7-0

Minutes prepared by Debbie Soucy, Secretary