

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

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## Minutes Workshop May 17, 2021

A meeting of the Planning Board was held on Monday, May 17, 2021 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH.

**PRESENT:** Steve Wentworth, (Chairman), Randy Clark, Sean Murphy, Chuck Ashford, Jr., Bob Villella, Mike Hanides, and Kim Colbert.

### Planning Board Matters

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#### 1. Library – Pavilion Presentation , Kate Thomas

K. Thomas gave the board a brief presentation of the proposed pavilion to be located on the green at the library property located at 9 Mary E. Clark Drive. K. Thomas indicated the library hoped to secure grants for the project as well as do some fundraising. K. Thomas stated she is looking for guidance and direction from the board. K. Thomas asked if the board had any questions about the proposal.

D. Soucy provided K. Thomas with the list of the names and addresses of the properties which abut the library. The board explained that a formal notification from the PB would not be needed, however, if the library wishes to send a letter to their neighbors regarding the plan that would be fine.

D. Soucy was asked to provide K. Thomas with Town Engineer, S. Keach contact information. D. Soucy made it clear that the Town Engineer is not a town employee, rather he is contracted with the town, so the library should expect to get a bill for any services he may perform.

K. Colbert had a question regarding the lights. K. Thomas explained the plan and indicated the light should not beam out. Alan Davis asked about solar panels. K. Thomas stated they would need funding for solar panels and that they are not planned at this time.

K. Thomas asked the board about landscaping requirements. S. Wentworth commented that the library is before the board as a courtesy, there is no formal submission, therefore the board would not get involved with a landscape plan.

K. Thomas stated she has heard there were concerns regarding the patrons coming to and from the library to the pavilion. She stated walking to and from the library entrance from the parking lot is the same as walking to and from the parking lot to the pavilion. No board members raised a concern.

C. Ashford stated that Dig Safe approval is valid for 30 days, he further stated they have 72 hours to mark the lines.

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### 2. Master Plan Sub-Committee Update

K. Colbert gave the board an update on the progress for the Master Plan Sub-Committee. K. Colbert stated the public input survey is being developed and is almost finalized. The goal is to make the survey available as of June 1<sup>st</sup> for public input.

D. Soucy indicated she sent the electronic link of the draft survey to the board members just before the workshop. There were several hard copies of the survey for the board members to review for comment.

S. Murphy asked about the inclusion of Capital Improvement Plan (CIP) questions in the survey. M. Hanides commented that projects would be prioritized based on how people respond to the questions in the survey. S. Murphy stated the Department Heads told the CIP committee what projects are priorities in the next 5-10 years. C. Ashford commented that larger projects like the Central School, Memorial Gym, The Fire Department, and Town Hall would need to be considered.

R. Clark asked if a question about school transportation could be added to the survey. R. Clark commented that it appears many people drive their children to school.

### 3. 2022 Zoning Proposals

R. Clark discussed the 2022 Zoning Proposal and explained that the board currently requires subdivisions to meet soils-based lot sizing in addition to the minimum lot size of 45,000 square feet. R. Clark stated he has an issue with a recent ZBA decision challenging this requirement. R. Clark read the proposal and feels a public hearing should be done quickly.

#### Article #1

To see if the Town will vote to amend Article II-1 Soiled Based Lot Size with the following changes:

In Article II-1:1 Minimum Lot Sizes by adding the following sentence after the first paragraph: "The minimum lot size requirements shall apply to all lots including, but not limited to, lots served by off-site water and/or municipal sewage facilities."

In Article II-1:3 Relationship Between State and Local Regulations by removing the following sentence: "If the state regulations address an issue not included in the local regulation, or if the local regulation addresses an issue not included in the state regulation, that regulation shall automatically apply."

S. Murphy stated that the matter should be addressed when the board normally discusses Zoning proposals for the March warrant. S. Wentworth indicated that there was a phone call with Town Counsel on the matter and she suggested noticing the

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hearing during the typical timing. The board normally starts talking about proposals in the early fall of each year. M. Hanides suggested that the ZBA stop granting variances when the PB intent is clear, all lots need to meet soils regardless of water source.

R. Clark talked about public notice and acceptance of applications. Chairman Wentworth asked the board members their opinion on the matter.

B. Villella talked about the 120-day notice and felt the board should wait. C. Ashford stated, why start now when the board typically provides notice of these changes later in the year. R. Clark talked about the State's requirement for lot sizes. M. Hanides agreed with town counsel suggestion. K. Colbert also felt the board should follow town counsel advice.

R. Clark stated he also has a second zoning change for consideration as it relates to the buffer zone. R. Clark indicated there is some confusion with the buffer wording between the Land Subdivision Regulations and Zoning, this would be a straight forward change.

S. Murphy commented that the board should wait until the normal time to notice the zoning proposal.

### 4. Subdivision Regulation Update

Pursuant to RSA 675:6 & 7, the Planning Board will hold a public hearing on June 7, 2021 at 7:00 P.M. at the Meeting Room in the Town Hall located at 11 Main Street, on proposed amendments to the Land Subdivision Regulations. The effect of the proposed amendment will be to:

- Amend the text of Section 1-H:3 and 1-H:5 to specify an alternative standard for cul-de-sacs to be constructed without the benefit of an interior green island.
- Amend the text of Section VII: 1-Q Base Course, to comply with current NHDOT standards.
- Amend the text of Section III: 1-B:2 (3) Initial Application Filing to revise the required submission of two copies rather than five of all drawings.
- Amend the text of Section V:2-H Buffer Strip to read "reserved".
- Amend the text of Section V:2-R Driveway Access; driveway locations are to be depicted on subdivision plans.
- Amend the text of Section VI:3-E:1 Minimum Lot size; subdivision plans should include soil-based lot size calculations on the drawings.
- Amend the text of Section V:2-F Lot Boundaries/Monuments; provide alternative appropriate boundary monuments to be set.

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MOTION: S. Murphy made a motion to move the Land Subdivision Regulation Updates to the June 7, 2021 public hearing for adoption.

SECOND: C. Ashford

VOTE: 7-0

### 5. Member Comments

R. Clark reminded the board that the Winchester Heights Condo Conversion will be considered under the Elderly Housing Zoning Regulations. M. Hanides confirmed it will remain 55+

### 6. Review Minutes

MOTION: B. Villella made a motion to approve the 5/3/2021 meeting minutes as amended.

SECOND: K. Colbert

VOTE: 7-0

### 7. Correspondence – None

### 8. Adjourn

MOTION: C. Ashford made a motion to adjourn at 8:15 P.M.

SECOND: B. Villella

VOTE: 7-0

Minutes prepared by Debbie Soucy, Secretary