

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

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## Minutes June 7, 2021

A meeting of the Planning Board was held on Monday, June 7, 2021 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH. This meeting was broadcast live over HCTV 17.

**PRESENT:** Steve Wentworth, (Chairman), Sean Murphy, Chuck Ashford, Jr., Bob Villella, Mike Hanides, Robert Weimar (alternate) and Steve Keach, Keach-Nordstrom Associates, Town Engineer (arrived at 7:15).

### **CHAIRMAN'S REMARKS**

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Next Public Hearing Date July 6 2021

Filing Deadline for the July 6, 2021 meeting is June 7, 2021

### **Conditional Use Permits**

C. Ashford stepped down from his spot on the board. Chairman Wentworth announced that R. Weimar would be a voting member on all matters this evening.

#### **1. Map 14 Lot 157 – 30 Picadilly Road – Accessory Dwelling Unit (ADU)**

Homeowner Ellen Edwards was present to answer questions about the ADU that is being proposed over the garage of the existing dwelling. E. Edwards presented the plan and asked the board members if they had any questions.

M. Hanides had questions about the roof line since the angles on the property card do not match the angles on the plan submitted. E. Edwards stated the roof line is not changing.

Chairman Wentworth asked the board if they had any other questions.

MOTION: S. Murphy made a motion to accept jurisdiction of the ADU application for property located at Map 14 Lot 157 – 30 Picadilly Road.

SECOND: B. Villella

VOTE: 5-0

Chairman Wentworth asked for public comment and there was none.

MOTION: B. Villella made a motion to approve the ADU for property located at Map 14 Lot 157 – 30 Picadilly Road.

SECOND: M. Hanides

VOTE: 5-0

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C. Ashford returned to his spot on the board.

### **Old Business**

#### **1. Map 1 Lot 091 – 651 Main Street – Subdivision of Land**

The board received a letter from the consultant requesting a continuance to the next public hearing.

MOTION: B. Villella made a motion to continue the public hearing for Map 1 Lot 091, Main Street Subdivision to the July 6, 2021 public hearing.

SECOND: C. Ashford

VOTE: 6-0

#### **2. Map 17 Lot 172 – 200 Central Street – Subdivision of Land**

Jim Lavelle had information to present to the board. D. Soucy advised the board that she had informed abutters that nothing would be discussed on this application since no new information had been received by the board. M. Hanides asked J. Lavelle to hand the information to D. Soucy for handling.

J. Lavelle requested a continuance to the July 6, 2021 public hearing.

MOTION: C. Ashford made a motion to continue Map 17 Lot 172 Central Street Subdivision to the July 6, 2021 public hearing.

SECOND: B. Villella

VOTE: 6-0

#### **3. Map 13 Lot 121 – 27 Hazel Drive – Amended Site Plan**

Chairman Wentworth informed the board that he received a letter from Lavelle & Associates stating that they would not be representing the applicant at tonight's meeting.

James and Kenny Shepard were present and asked to approach the board. J. Shepard stated he was unsure of what was going on. D. Soucy informed the board that no new information had been received by the office on this application, therefore there was nothing to discuss. Chairman Wentworth suggested that J. Shepard contact the office to discuss what is needed. J. Shepard asked for a continuance to the July hearing.

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MOTION: C. Ashford made a motion to continue the application for Map 13 Lot 121 Hazel Drive Amended site plan to the July 6, 2021 public hearing.

SECOND: B. Villella

VOTE: 6-0

### **New Business**

(S. Keach arrived at the hearing.)

#### **1. Map 19 Lot 009 – Winchester Heights – Subdivision/Condominium Conversion**

Charlie Zilch, SEC Associates was present to represent the applicant. Also in attendance was Josh Manning, and Lewis Builders attorney, Anthony Augeri. C. Zilch handed the board an updated copy of the plan. C. Zilch explained that this is an application for condo conversion, there are 30 elderly units on the site, access is off Winchester Drive.

The limited common areas are shown on sheet 2; there were a few requested changes by the applicant:

1. Allow space for a community garden
2. RV parking area
3. Eliminate dumpsters and make trash pick up curbside.

MOTION: C. Ashford made a motion to accept the application for Map 19 Lot 009 – Winchester Heights condominium conversion.

SECOND: B. Villella

VOTE: 6-0

S. Murphy asked if there was parking for visitors. J. Manning explained that each unit has a two-car garage in addition to parking spaces in the driveway, leaving plenty of room for visitor parking.

S. Keach explained the subdivision application is for the condo conversion and indicated all required documents have been received. Sheets 1 and 2 are to be recorded at the registry. Condo Note 3 text addresses the common area, however it still needs to be called out on the plan sheet. S. Keach indicated that review of documents by town counsel could be a condition of approval.

D. Soucy commented that there may be a question regarding curb side trash pick-up. D. Soucy also stated that a hold harmless would need to be executed for the trash and

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recycling. D. Soucy commented that all legal documents that need to be recorded will be recorded by the town and not the applicant. D. Soucy reiterated that all documents need to go to the PB office directly for distribution and handling.

Chairman Wentworth asked for public comment.

*James Beauregard – 198 Hunt Road* – Asked for clarification that the plan is converting the dumpsters into curbside pick-up. J. Beauregard also asked about the size of the garden area. J. Manning stated the garden area is 30x50 square feet.

Chairman Wentworth closed the public comment session.

S. Murphy stated he received a text from a member of the trash and recycling committee concerning curbside pick-up. S. Murphy stated he is being advised that town policy is that units of four or under are picked up. S. Murphy wants to research the matter further before agreeing to the change. S. Wentworth stated that curbside pick-up should be allowed and cited other developments that the town services.

S. Keach and J. Manning agreed that they would go back to dumpsters if trash pick-up was not curbside. S. Keach also indicated that the condo association could dictate or make changes down the road. (6/8/2021 D. Soucy received confirmation from T. Harrington that the town does indeed provide curbside trash and recycling for condo units, the limitation applies to apartment buildings.)

MOTION: C. Ashford made a motion to grant 90-day conditional approval for the Winchester Heights Condo Conversion, Map 19 Lot 009 with special conditions:

- Receipt of correspondence from Town Engineer, Steve Keach, stating that all remarks in his 5/28/2021 review letter are satisfactorily resolved.
- Receipt of correspondence from Town Counsel acknowledging favorable review of condo by laws and related legal documents.

SECOND: S. Murphy

VOTE: 6-0

### **Other Matters**

#### **1. Public Hearing - Land Subdivision Regulation Update – Amendments Adopted**

Chairman Wentworth read the proposed changes to the Land Subdivision Regulations.

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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.

A full copy of the text of the proposed amendments is available for review in the Town Clerk's office during regular business hours.

MOTION: C. Ashford made a motion to accept the amendments to the Land Subdivision Regulations.

SECOND: B. Villella

VOTE:6-0

### 2. Map 6 Lot 111 – Barlow Millwork

D. Soucy explained that this project was completed on 8/5/2020, the Building Department performed a final inspection and gave a certificate of occupancy. The project was approved by the prior engineer and was completed with the current engineer. No need to continue to hold bond.

MOTION: B. Villella made a motion to release the bond/\$43K letter of credit for Barlow Millwork, Map 6 Lot 111.

SECOND: C. Ashford

VOTE:6-0

### 3. Map 18 Lot 047 – Four Season Estates

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D. Soucy explained to the board that this is a condo project that was phased, only phase one has been constructed. The remaining bond amount of \$90K represents 25% of the original bond. Nothing new has been done on the site since 2008. Per conversation with Steve Keach, this is a private site and there would be no reason for the town to call the bond, therefore it should be released.

MOTION: C. Ashford made a motion to release the bond/\$90K letter of credit for the project known as Four Seasons Estates, Map 18 Lot 047.

SECOND: B. Villella

VOTE: 6-0

### Planning Board Matters

1. Town Engineer Comments – S. Keach commented that there were three projects this evening that were not eligible to be heard since no additional information was received by the filing deadline.

2. Correspondence

- a. Map 3 Lots 91B & 91, 99 & 101 Longview Drive – Wetlands Permit
- b. Notice of Public Hearing, Methuen Hydro Falls, June 11, 2021

3. Member Comments - none

4. Review of Minutes (5/17 Workshop Minutes)

MOTION: B. Villella made a motion to accept the 5/17 workshop minutes as amended.

SECOND: C. Ashford

VOTE: 5-0-1 (R. Weimar abstained)

5. Adjourn

MOTION: C. Ashford made a motion to adjourn at 7:50 P.M.

SECOND: S. Murphy

VOTE: 6-0

Minutes prepared by Debbie Soucy, Secretary