

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

---

## Minutes Workshop February 22, 2022

A meeting of the Planning Board was held on Tuesday, February 22, 2022 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH. The workshop began at 7:00 PM.

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

### 1. Preliminary Discussion – LLA Central School- Chris Dane

The Hampstead Central School (HCS) asked C. Dane to formally submit a Lot Line Adjustment for the property located adjacent to the school. The school wishes to legally own the property they have been utilizing for years. C. Dane explained that the school wishes to purchase the 17-foot strip of land from the Cronin property.

C. Dane asked if a variance would be needed since the Cronin property, which is currently a non-conforming lot would become more non-conforming. D. Soucy stated that she had spoken with Steve Keach, town engineer, regarding the matter and was advised that a variance would be needed. D. Soucy further stated that by obtaining the appropriate variance, waivers would not be needed once the application came before the Planning Board. D. Soucy stated that Keach provided C. Dane with a recent survey of the HCS which included all needed meets and bounds.

C. Dane asked if the plan needed to show the school property in its entirety or simply the area being affected. The board felt a waiver would be allowed on this matter. D. Soucy suggested that C. Dane reach out directly to Keach with questions.

Chairman Wentworth stepped down from his spot on the board. Vice-Chairman Randy Clark was asked to chair the discussion.

### 2. Preliminary Discussion - Alex Camm GPI / Richard Towne

Alex Camm and David Jordan from GPI were present to have a preliminary discussion for a proposed 55+ plus development. D. Jordan explained that there are two vacant properties which total 28 acres of land, Map 11 Lot 150 and Map 9 Lot 62, located off Stony Ridge Road. D. Jordan stated there would be a lot line adjustment to give frontage to the remaining property, one property will have 150' of frontage with the other having 156' of frontage. There will be a total of 66 units, being a combination of 2 to 4-unit structures. The loading calculations are included on the plan. D. Jordan explained the internal roadway. The wetlands on the plan were pointed out to the board. D. Jordan stated that the majority of the required 30-foot buffer would be left untouched.

D. Jordan stated that this project is being proposed under the Elderly Housing Zoning Ordinance which references the Site Plan Review Regulations. D. Jordan explained the roadway system and spoke about the regulations highlighted in the Land Subdivision Regulations (LSDR) which relate to Layout of Streets and Plan/Profile and Cross-

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

---

Sections of Streets, indicating that waivers may be needed on this project. D. Jordan indicated the street standards are based on 30 MPH design standards and suggested a 20 MPH speed limit within the development. D. Jordan also mentioned a possible waiver for the minimum tangent between curbs. D. Jordan stated the project complies with all other regulations including the road grade. D. Jordan asked if the board would be open to considering waivers.

R. Clark commented that the developer and/or condo association would own the road. B. Weimar asked about the existing driveway slope. D. Jordan stated the existing driveway grade is 20% and indicated that the roadway for the development would have an 8% grade.

D. Jordan indicated the development would be tying into Hampstead Area Water Company for a water supply. B. Weimar asked about the septic systems and D. Jordan explained the plan which has several shared septic systems, all of which will be approved by the State.

D. Jordan referred the board to the Trip Generation Letter prepared for the proposal. D. Jordan stated the proposal is just under the threshold to require the Traffic Impact Assessment (TIA) as required by the regulations. D. Jordan asked the board if they would require a TIA or if they would consider a waiver.

B. Weimar suggested the consultant look at the 1992 ZBA file. D. Soucy asked what impact something from 30 years ago has to do with what is in front of the board today. R. Clark had questions about the roadways surrounding the project, some are public while others are private, i.e., Wash Pond Road, Buttrick Road, Bloody Brook Road, Cardinal Lane, Holts Point Road, and Croy Path. R. Clark, M. Hanides, and K. Colbert all commented that they would like to see a TIA/traffic study.

Chairman Wentworth returned to his spot on the board.

### **3. DRAFT Updated Rules of Procedure**

D. Soucy presented the DRAFT updated Rules of Procedure to the board. D. Soucy explained that she referenced the OSI suggested Rules of Procedure when making the update to the 2015 document. D. Soucy asked the board if they would like the document "codified" and all agreed it would be more reader friendly.

R. Clark asked about the additional wording under the Meeting heading which state: "If there is a tie vote, then another motion should be discussed and worded in a way that would not result in a tie vote. If there is a failed motion, the board could try another motion to get the motion to pass." D. Soucy stated she would reach out to NHMA about the verbiage and report back to the board.

D. Soucy stated she would make the updates and present the revised document to the board.

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

---

## 4. LSDR/Site Plan review with Keach recommendations

- A. **Stormwater Management Regulations** – D. Soucy presented the board with comments from Keach and Jenn Rowden, RPC. There was some discrepancy between required wording. D. Soucy will reach out and work with RPC and Keach to work out the matter.
- B. **Hampstead Fire Department update** – D. Soucy presented the board with comments from Deputy Chief Warnock regarding updates to the Site Plan and Sub-Division regulations. D. Soucy explained that this is simply an update to the most recent NFPA guidelines the HFD has been using all along. The board was amenable with the update.

## 5. Master Plan and Capital Improvement Program (CIP) discussion

K. Colbert updated the board on the progress of the MP Sub-Comm and indicated they are behind in the process. D. Soucy stated that she has spoken with J. Rowden at RPC and was assured that they will extend the contract to finish the promised work product. D. Soucy reminded the group to focus on the MP and that the CIP was a totally separate document and program, the hierarchy is to complete the MP and then work on CIP based on goals of MP. K. Colbert stated the MP Sub-Comm will be meeting one night this week, the next step in the MP process is to reach out to all Departments/Boards/Comms/etc.

R. Clark and B. Weimar had a discussion about capital improvements versus budget items.

6. Member Comments - none

7. Review Minutes (2/7/2022 Public Hearing) – approved as presented

**MOTION: R. Clark made a motion to approve the 2/7/2022 minutes as presented.**

**SECOND: C. Ashford**

**VOTE: 6-0**

8. Correspondence – none

9. Adjourn at 8:30 P.M.

**MOTION: R. Clark made a motion to adjourn at 8:30 P.M.**

**SECOND: C. Ashford**

**VOTE: 6-0**

Minutes prepared by Debbie Soucy, Secretary