

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

DRAFT Minutes June 6, 2022

A meeting of the Planning Board was held on Monday, June 6, 2022 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH. This meeting was broadcast live over HCTV 17.

PRESENT: Robert Weimar (Chairman), Randy Clark, Sean Murphy (Ex-Officio), Kim Colbert, Mike Hanides, Bob Villella, Susan Hastings (alternate), Lewis Eaton (alternate) and Steve Keach, Keach-Nordstrom Associates, Town Engineer.

Pledge of Allegiance

Chairman's Remarks

Next Public Hearing Date July 5, 2022 (Tuesday)

Filing Deadline for the July 5, 2022 meeting is June 6, 2022

Chairman Weimar announced that Lewis Eaton would be a voting member in place of Ryan Gray.

Old Business

1. Map 12 Lot 144 – 20 Bonnies Way – Subdivision

An email was received by Attorney Bernard Campbell earlier today asking that the application be set aside until November 2022. The matter has now been sent to the Housing Appeals Board (HAB) for their consideration after the May 2022 Town of Hampstead, Zoning Board of Adjustment denial.

Attorney Campbell spoke from the audience and explained the appeal process and Planning Board hearing. The board discussed how to handle the matter. Attorney Campbell stated he would like the application continued to a future hearing with a date uncertain. Campbell went on to explain that the application under consideration is subject to the Zoning Ordinance prior to the March 2022 Zoning Ordinance updates.

MOTION: R. Clark made a motion to continue the application for Map 12 Lot 144, 20 Bonnies Way to the December 5, 2022 public hearing.

SECOND: M. Hanides

VOTE: 7-0

2. Map 01-091-01 & 091-02 Cameron Court 70 & 90 Depot Road– Elderly Housing Development

T. Lavelle from Lavelle Associates was present to represent the applicant. Chairman Weimar commented that the board received revised plan sets on Friday, 6/3 at 4:30PM. T. Lavelle stated since the last hearing he has met with Keach and Gregsak to discuss the required plan revisions. T. Lavelle requested a continuance to the 7/5 hearing.

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MOTION: B. Villella made a motion to continue the hearing for Map 01-091-01 & 091-02 Cameron Court, 70 & 90 Depot Road to the July 5, 2022 public hearing.

SECOND: L. Eaton

There was a discussion regarding the motion. K. Colbert asked when the process has started. S. Keach stated that the board has not yet accepted jurisdiction of the application, at the May hearing he advised the board that the application was not complete. S. Keach stated once he has an opportunity to review the revised plan submission, he can make a determination.

M. Hanides commented the board rejected the application previously. S. Keach referred to RSA 676:4, the board has an obligation not to commence until the application is accepted. Chairman Weimar commented he felt it would be best to continue the application.

VOTE: 7-0

New Business

1. Map 10 Lot 039 – 20 Owens Court – Amended Site Plan

T. Lavelle from Lavelle Associates was present to represent the applicant. T. Lavelle stated the existing beer distributor is proposing a loading dock. T. Lavelle stated there will be no increase in impervious surface. T. Lavelle commented that he sent a revised plan set to Keach earlier today.

S. Keach referred to his 6/3/2022 review letter and commented that this is a simple site plan and minor changes are required.

MOTION: R. Clark made a motion to accept jurisdiction of the site plan application for property located at Map 10 Lot 039 – 20 Owens Court.

SECOND: B Villella

VOTE: 6-1 (K. Colbert)

R. Clark spoke about the benefits of accepting jurisdiction of an application, the board members can visit the site, and the 65-day review clock is started. Chairman Weimar asked K. Colbert why she voted against accepting jurisdiction. K. Colbert stated she would like to see a copy of the application checklist going forward to confirm all items have been submitted with the application.

S. Murphy had a question about traffic flow on the site, truck turning, etc. T. Lavelle explained the truck turning plan on the site. T. Lavelle stated the trucks currently drive over the septic system and commented that it is a concrete chamber system designed for vehicular traffic.

L. Eaton noted the catch basin on the plan and asked if there is something to prevent spillage from the trucks. S. Keach explained the drainage on the plan.

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Chairman Weimar commented that he wants to ensure the new Storm Water Management (SWM) regulations are adhered to with this application. S. Keach explained his review process and indicated all applicable regulations/zoning are reviewed.

T. Lavelle requested a continuance to the July 5, 2022 public hearing.

MOTION: B. Vilella made a motion to continue the site plan application for property located at Map 10 Lot 039 – 20 Owens Court to the 7/5/2022 public hearing.

SECOND: R. Clark

VOTE: 7-0

2. Map 10 Lot 005 – 15 Owens Court – Condo Conversion

D. Jordan from GPI was present to represent the applicant regarding the condo conversion for property located at 15 Owens Court. D. Jordan stated this project was approved in 2019 since that approval the site has transferred to a condominium form of ownership. D. Jordan asked the board if they have any questions.

Chairman Weimar asked if D. Jordan was ok with obtaining NHDES approval and he stated he was. S. Keach commented that Attorney Gorrow has already approved the condo documents.

MOTION: R. Clark made a motion to accept jurisdiction of the subdivision application for condo conversion for property located at Map 10 Lot 005 – 15 Owens Court.

SECOND: B. Vilella

VOTE: 7-0

MOTION: R. Clark made a motion to approve the subdivision application for condo conversion for property located at Map 10 Lot 005 – 15 Owens Court subject to NHDES approval and a clean review letter from KNA.

SECOND: B. Vilella

VOTE: 7-0

S. Keach educated the board on the Condo RSA and indicated that not all towns have the requirement to come before the Planning Board for condo conversion. S. Keach explained that in this case the site plan received prior NHDES approval. Chairman Weimar asked if there has been a change of occupancy from what was originally approved and there has not. S. Keach talked about the condo docs, declaration, bi-laws, etc.

3. Map 12 Lots 056 & 126 – 546 NH Route 111 – Condo Conversion

Attorney Bernard Campbell was present to represent the applicant regarding the condo conversion for property located at Map 12 Lots 056 & 126 – 546 NH Route 111.

Campbell stated this application is similar to the prior application. Campbell stated he received a revised review letter from KNA. Campbell indicated the existing septic

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system is more than 20-years old, he indicated the applicant will get a septic designer to file plans with NHDES.

Chairman Weimar commented that there is an application on tonight's agenda for an axe throwing business and wondered if that should be taken into consideration with the new septic design. Campbell agreed and stated both parties should talk to see if there is a change of flow for the units/site.

MOTION: R. Clark made a motion to accept jurisdiction of the subdivision application for condo conversion for property located at Map 12 Lots 056 & 126 – 546 NH Route 111.

SECOND: B. Vilella

VOTE: 7-0

MOTION: R. Clark made a motion to approve the subdivision application for condo conversion for property located at Map 12 Lots 056 & 126 – 546 NH Route 111 subject to NHDES approval and a clean review letter from KNA.

SECOND: B. Vilella

VOTE: 7-0

4. Map 12 Lot 126 – 546 NH Route 111 – Amended Site Plan – Axe Towne

Robert Towne was present to represent himself, he indicated the site plan was submitted late Friday, 6/3 and as such he would like to request a continuance to the 7/5/2022 public hearing.

S. Keach confirmed that he received the plan late Friday, he indicated one of the three condo units is changing the use to a recreational facility.

R. Clark made a motion to accept jurisdiction. There was no second. There was a discussion as to whether a motion was needed to continue the application to the 7/5/2022 hearing. Keach stated that until the board accepts jurisdiction is taken no motion is needed. Chairman Weimar stated the matter will be continued to the 7/5/2022 public hearing.

Planning Board Matters

1. Town Engineer Comments

S. Keach commented that there are a number of projects under construction in Town, he has nothing new to share other than the field reports the board receives from Jeff Quirk.

M. Hanides commented that the board receives SWPPP reports on projects for Blue Bird Self Storage and Route 111 Auto Sales that include pictures of the job site. M. Hanides asked if KNA could provide pictures. S. Keach commented that J. Quirk does take pictures for his own file, if KNA were to share the pictures it would take more time administratively and would add to engineer costs.

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Chairman Weimar asked the board for their thoughts. D. Soucy commented that “a picture is worth a thousand words”. Chairman Weimar commented that he felt pictures are important. S. Murphy stated he would only want to see pictures if there is a problem.

Chairman Weimar felt that some pictures might help the board members. B. Villella explained that Blue Bird and Route 111 Auto are providing pictures to have evidence of what is happening on the job site.

R. Clark commented about the work going on at Endicott Lane aka Brianna Woods, he explained the status of the road work, the slopes, drainage swales, jute matt, the stone check dams, etc. S. Keach explained the erosion control process. R. Clark asked if there are alternate ways to address the silt control/run off during construction. S. Keach stated the erosion control on the site is working as planned. S. Keach also commented that progress is slow on the site.

M. Hanides asked if the Cameron Court project could be connected to the Brianna Woods project. S. Keach stated it is not possible due to wetlands, additionally one road is public and the other is private.

R. Clark shifted the conversation to the Zoning Ordinance requirements for Elderly Housing and suggested that the board members familiarize themselves with the zoning. R. Clark stated the zoning requires legal documents, open space, buffers, parking, density, etc. R. Clark talked about the limitations on units, S. Keach commented that the zoning wording is pretty standard for elderly housing. The zoning ordinance states “in order to qualify for the increase in density.....when added to the existing stock of affordable housing available to and designed for the housing of elderly residents does not exceed 10% of the total housing stock of Hampstead.” S. Keach commented that this is a real number that only assessing would be able to provide.

2. Correspondence

Chairman Weimar reviewed the correspondence items received by the office.

- a. Alteration of Terrain (AOT) permit; Hasago Gravel Pit, Owens Court, Sandown, NH
- b. Notice – Town of Kensington, Cell Tower, 184 South Road

S. Keach commented that the Hasago application will be before the Sandown Planning Board at the 6/21/2022 public hearing. S. Keach stated that once the plan is finalized in Sandown there will be an application submitted to Hampstead regarding the matter. S. Keach stated that no action is needed at this time.

3. Member Comments

L. Eaton commented that at the last workshop Chairman Weimar informally asked a few of the board members to research regulations regarding architectural details. L. Eaton indicated he received a copy of a document for the Town of Westford, MA that is 260

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pages regarding building appearance. S. Keach suggested the board look at Windham, NH regulations for comparison.

Chairman Weimar shifted the conversation to site visits and suggested the board schedule site visits for some of the larger projects that come before the board as it would add value. S. Keach suggested a site visit for the Cameron Court project off Depot Road, if the board recalls, the applicant removed timber from the site and clear cut the buffer. S. Keach stated by seeing the site in person the board could make a better determination as to what is needed as buffer restoration. Chairman Weimar asked the board members to check their calendars and have a few dates in mind for site visits. D. Soucy commented that the board would post a legal notice of the site visit and members of the public would be welcome to attend as well.

4. Review of Minutes (5/16 Workshop)

MOTION: R. Clark made a motion to accept the 5/16 minutes as presented.

SECOND: L. Eaton

VOTE: 5-0-2 (B. Villella & M. Hanides abstained)

5. Adjourn

MOTION: M. Hanides made a motion to adjourn at 8:45 P.M.

SECOND: S. Murphy

VOTE: 7-0

Minutes prepared by Debbie Soucy, Secretary