

**TOWN OF NEW HAMPTON  
PLANNING BOARD  
MEETING MINUTES  
NEW HAMPTON TOWN OFFICE  
NEW HAMPTON, NH 03256**

November 17, 2015

**MEMBERS PRESENT:**

Regular members Mr. Kettenring, Mrs. Hiltz, Mr. Conkling, Mr. MacDonald, Mr. Mertz, and alternate member Mr. Hays were present.

**OTHERS PRESENT:**

Town Administrator Mrs. Lucas

**CALL TO ORDER:**

Chairman Kettenring called the meeting to order at 7:00 p.m.

Mr. Kettenring appointed Mr. Hays to vote in place of the vacant regular member position.

**MINUTES**

*10/20/15*

Mr. Hays made a motion, seconded by Mr. Conkling, to approve the minutes of 10/20/15 with the following change. Vote was unanimous.

1. Last page, 4<sup>th</sup> sentence from the end: change “world” to “would”.

**CORRESPONDENCE:**

1. Invoice from DuBlois Risk Services (3<sup>rd</sup> party reviewer), for the purpose of reviewing the liquor store plans. Mr. Mertz made a motion, seconded by Mrs. Hiltz, to authorize payment from the escrow account in the amount of \$1,500. Vote was unanimous.
2. Copy of Letter of Decision from ZBA – Approval for a Variance request from Edward and Debra Baldwin to construct a septic system within the setback of the property line.
3. Annual Report from LRPC.

**(Cont) PUBLIC  
HEARING/ABUTTERS  
HEARING**

*Michael Sharp; NH Route 104 & Riverwood Drive; Tax Map U-17, Lot 55 – Site Plan Review for health focus facility.*

Mrs. Lucas advised that another continuation has been requested but next month the applicant expects to submit revised plans.

Mr. Mertz made a motion, seconded by Mr. Conkling, to continue the hearing to 12/15/15 at 7:00 pm. Vote was unanimous.

**INFORMATIONAL/  
CONCEPTUAL MEETING:**

*Bob Watson, Price Auto, for property belonging to Onorio & Filomena Rossi; 322 NH Route 104, Tax Map R-11, Lot 10; Site Plan conditions.*

Reno Rossi was present.

Mr. Rossi advised that the pine trees on the western end of the parking lot are obscuring the sign for Price Auto and pitch comes off the trees onto the vehicles parked for sale. He said he spoke with NHDOT who said they are agreeable to having several trees removed. Mr. Rossi said he would also like to remove trees on the eastern side of the parking lot. On the western side Mr. Rossi said he would like to plant a different species. He referred to the condition that no further trees be cut, when the Site Plan was approved. Mr. Kettenring pointed out that when this condition was given Mr. Rossi and Paul Rossi were agreeable. Mr. Hays asked how many trees he was interested in removing and Mr. Rossi wasn't sure.

Neil Irvine, Blake Hill Road, was present. He expressed his opinion that there were two different issues, one being the trees on the west side that were

part of the site plan conditions, and the other being the trees Mr. Rossi would like to remove on the east side, which could have been part of the site plan review when the plumbing supply business was granted approvals. The board reviewed minutes noting the condition relative to tree cutting had only applied to the eastern side. Mr. Mertz recalled that relative to the Smithfield Plumbing approvals as less outdoor display was allowed at that time, the board had wanted more buffer. Since that time trees have been cut on the eastern property line making the outdoor storage more visible. The board pointed out that they prefer screening between properties when outdoor storage is in place. Mr. Rossi offered to plant a different species to replace the three trees he wants to take. Mr. MacDonald made a motion, seconded by Mrs. Hiltz, that the site plan condition for no further cutting of trees does not apply to the east side of the property and Mr. Rossi can take those trees down, replacing them if he wants. The vote was unanimous.

There was discussion on the amount of trees on the west side of the property Mr. Rossi wanted taken down and whether to perform a site walk. Mr. Irvine suggested Mr. Rossi put flagging tape around the trees he wants removed from his property, and to mark his boundary line, and Mr. Rossi agreed. The board agreed to a site walk on 11/22 at 9 am at 322 NH Route 104.

**DISCUSS POSSIBLE ZONING  
CHANGES FOR 2016**

**Mixed Use District**

Mr. MacDonald reviewed draft language for allowing mixed use on a lot. He explained the changes to the Table of Uses which included columns for requiring Site Plan Review and/or Special Exception for certain uses. The board reviewed the uses proposing what should have or shouldn't have site plan review and/or Special Exception approvals, based on how the use would affect a dwelling. Agricultural uses mixed with another use were determined to need a special exception due to the fact agricultural uses encompasses a lot. Other uses proposed for mixed use were determined as to whether or not they needed a Special Exception.

**Building Permit process**

Mrs. Hiltz advised she reviewed a draft building permit application and suggested the applications be available online with a clear explanation for completion. It was noted further discussion would take place with the Selectmen's Office, who create the application. Mrs. Lucas explained that the office struggles with how to interpret the building permit requirements when determining when one is needed.

The Planning Board discussed possible changes to this section of the ordinance. Mr. Irvine explained the reason and the process for getting a building permit and required state permit for any installation of fossil fuel, propane, or interior wood fired heating systems. Mrs. Lucas explained that the current \$5,000 threshold for when a permit is required is causing confusion and hoped to meet with Mrs. Hiltz and Mrs. Vose to further discuss the permit application and requirements. There was discussion on how long a building permit would be valid for and what a regular repair or maintenance of a structure is versus what is new or a change in a structure, taking into consideration the change to assessed value.

The board agreed to continue this discussion to 12/15/15.

*(Planning Board, November 17, 2015, cont.)*

**OTHER BUSINESS**

Mrs. Lucas advised that the board would need to finalize any proposed changes to the zoning ordinance at the 12/15 meeting as appropriate notice must be given for a 1<sup>st</sup> hearing, and 2<sup>nd</sup> hearing if necessary.

Relative to signage in the ordinance, Mrs. Lucas advised there was recent case law she'll review to see how it could affect any proposed changes.

Mrs. Lucas advised that the deadline to submit any Petition Warrant Articles is 12/9.

**ADJOURNMENT**

Motion to adjourn was made by Mr. Conkling, seconded by Mr. Mertz. Vote was unanimous. The meeting was adjourned at 9:09 p.m.

Respectfully submitted,  
Pamela Vose

DRAFT