

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES
7:00 PM On-line Zoom Meeting
<https://us02web.zoom.us/j/85626964131>
NEW HAMPTON, NH 03256
November 17, 2020**

**MEMBERS
PRESENT:**

Regular Members: Mr. Kettenring, Mr. Mertz, Mrs. Hiltz, Mr. Broadhurst, Mr. MacDonald, Mr. Katz, Mr. Hays
Alternate Members: Mr. Shea, Ms. Peterson

OTHERS PRESENT:

Planning Assistant Bob Pollock, Town Administrator Neil Irvine, surveyor Colin Brown, Susan Slack (LRPC), Chief Tyrrell (NHPD) and Chief Lang (NHFD), William Watson (NH DOT Administrator)

CALL TO ORDER:

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

MINUTES

Mr. Katz made a motion, seconded by Mrs. Hiltz to approve the October 20, 2020 Minutes as amended: Ms. Peterson should be listed as an alternate member. **Vote was unanimous.*
Mr. Katz made a motion, seconded by Mr. Hays to accept minutes of Oct 28, 2020 as submitted. **Vote was unanimous.*

**NH State Of
Emergency Statement**

As Chair of the Planning Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting.[1] All members of the [Board, Council, or Commission] have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #1-253-215-8782, or by using the previously posted website address.

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please call 603-707-6045 or email at: selectmen@new-hampton.nh.us

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law".

CORRESPONDENCE

- Letter regarding Wetlands Application from Andrew O’Sullivan
- Survey of Bald Ledge Property

2nd PUBLIC HEARING on the 2021 Zoning Amendments - Snow date not applicable as hearing is being held virtually. See separate notice and town website for further details on proposed changes: www.new-hampton.nh.us

Mr. Kettenring brought up for discussion changes to definitions for Medical Facility, which will now state: “Including but not limited to”. **Mr. Katz made a motion; seconded by Mr. Broadhurst to accept the changes to Medical Facility definition and forward it to town warrant to March 2021. Vote was unanimous.*

Mr. Kettenring discussed proposed change to delete the term “Solar Farms” from BC2 Table of Uses **Mr. Katz made a motion; seconded by Mrs. Hiltz to accept deletion of solar farms and forward to town warrant in March 2021. Vote was unanimous.*

Mr. Kettenring opened topic regarding proposed Private Events Ordinance. Mr. Katz referenced for discussion submitted questions and comments for Chief Tyrrell to review. Chief Tyrrell expressed concerns regarding available staff for separate events and number of participants. Chief Tyrrell remarked that “Paid Detail” monies do not go back into Police Department Budget and would create an issue by expending the NHPD budget to accommodate additional staff. He noted there are no limitations on number of venues and events on a given day and mentioned that alcohol consumption is not even addressed within ordinance. Mr. Katz referred to numbers based on variable reports for traffic and incidents. Chief Tyrrell clarified that reports do not reflect all compiled NHPD information and reiterated potential increases in traffic numbers, accidents, and complaints in the rural areas that NHPD would have to address based on the current proposed ordinance.

Mr. Katz explained that venues would be brought for site plan review and asked Chief Tyrrell if he foresaw any potential flaws in site plan review process. Chief Tyrrell inquired about how Site Plan review could exclude certain properties as Private Events venues. Mr. Kettenring explained that current site plan review does not clarify exclusions, pointing out that if private events required approval for a Special Exception through the ZBA there would be the ability to consider whether private events were appropriate in a specific location. The Board indicated that there are other areas of the proposed regulation that need clarification and streamlining. It was noted that much more discussion should be had to address Chief Tyrrell’s concerns and written comments submitted by Pam Vose. **Mrs. Hiltz made a motion; seconded by Mr. Hays to table Public Events portion of the ordinance for another year, while creating a sub-committee to work concurrently with New Hampton Police Department and Public in creating detailed Private Events regulations. Vote was unanimous.*

NHDOT Administrator William Watson, Jr., P.E. – Access Management MOU for NH Route 104.

Chairman Kettenring recessed the hearing at 7:34 p.m. to begin discussion on NH Route 104 Access Management and Memorandum of Understanding with Mr. William Watson Jr (NHDOT Administrator). Mr. Watson Jr. and Ms. Susan Slack (LRPC) introduced themselves. Mr. Watson Jr. presented PowerPoint regarding Access Management and Memorandum of Understanding (MOU) for NH Route 104. Board discussed various aspects and benefits that can be addressed with an MOU. Mr. Kettenring pointed out that the Planning Board would like to see NHDOT work with the town on its review of potential driveway permits as the town is looking to limit number of curb cuts on Route 104. Mr. Irvine made a recommendation to include NH Route 132N as well. **Mr. Hays made a motion; seconded by Mr. Katz to have the Board of Selectmen review a potential MOU with NHDOT, to coordinate access and traffic issues on NH Route 104 and NH Route 132N. Vote was unanimous.*

Mr. Watson Jr. will send examples of MOUs to Mr. Irvine who will then distribute copies to Board of Selectmen and Planning Board.

CONT. PUBLIC HEARING Proposed Zoning

Mr. Kettenring called hearing back in order at 8:00 p.m. to discuss amendment to Article VIII Section B: 5 to state “All building permits are valid for 18 months from date of issuance. If the project is not completed within the 18 month allotment a new permit must be obtained. The board

Amendments

agreed to add “and ready for its intended use,” after “...will not be completed...”.

**Mr. Katz made a motion; seconded by Mr. Broadhurst to accept modification to amendment Article VIII Section B: 5 and forward it to town warrant in March 2021. Vote was unanimous.*

Chairman Kettenring closed the public hearing at 8:05 p.m.

Colin Brown On Land Owned By Michael & Brandy Sharp - Informational/ Conceptual – NH Route 104, Tax Map R-12, Lot 28; proposed subdivision.

Colin Brown was unable to property connect so his client Michael Sharp was able to advise that he wants to subdivide his 58-acre property located on Tax Map R-12, Lot 28 into a new 3 lot subdivision. He provided sketches of potential new lots and requested feedback from Planning Board about proposed plan. He mentioned that he has already acquired driveway permits for the 2 upper lots while pointing out new access points and shared driveways. The Planning Board found no issues at this time and recommended Mr. Sharp to proceed with formal site plan at a subsequent meeting. Mr. Hays inquired about potential exposure to wetlands; Mr. Sharp indicated that there would be no impact on wetlands based on these plans.

John Morrison, on property belonging to 25 Clement Road LLC - Informational/ Conceptual – 25 Clement Road, Tax Map R-2, Lot 2; proposed subdivision.

Withdrawn for the month.

Report from Master Plan Sub-Committee on community surveys and updates to the Master Plan:

Mr. Mertz presented overview of status of surveys. Responses have been condensed into final report. Mr. Broadhurst mentioned that all survey responses have been saved for records. Once final document is completed it will be presented to the Planning Board for review and approval. Next sub-committee meeting will be Monday, November 30, 2020 at 6:00 p.m. located at Town Office.

Other Business/Discussion:

New sub-committees will be created for Solar Energy and Private Events Ordinances at December 15, 2021 meeting.

Adjournment:

**Mr. Katz made a motion; seconded by Mr. Mertz to adjourn meeting at 8:36 p.m. Vote was unanimous.*

Respectfully submitted, Shana M. Martinez