

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES
7:00 PM On-line Zoom Meeting
<https://us02web.zoom.us/j/88563147221>
NEW HAMPTON, NH 03256**

December 15, 2020

**MEMBERS
PRESENT:**

Regular Members: Mr. Kettinging, Mr. Mertz, Mrs. Hiltz, Mr. Broadhurst, Mr. MacDonald, Mr. Katz, Mr. Hays
Alternate Members: Mr. Shea

OTHERS PRESENT:

Planning Assistant Bob Pollock, Town Administrator Neil Irvine, Chief Lang (NHFD), Mr. Michael Sharp, Charlene Joyce, Margaret Stark via Zoom, Mr. Kent Brown via Zoom, Mr. Peter Hall via Zoom, Mr. & Mrs. Leo Glasheen via Zoom, Mrs. Shana Martinez for recording purposes via Zoom.

CALL TO ORDER:

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

MINUTES

**Mr. Katz made a motion; seconded by Mr. Hays to accept the minutes as amended: Page 3 "Colin Brown was unable to properly connect."*

**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 None

Michael & Brandy Sharp – PRELIMINARY HEARING/ SUBMISSION OF APPLICATION – NH Route 104, Tax Map R-12, Lot 28, 56.74 acres, three-lot Subdivision.

Mr. Sharp referred to application of subdivision site plan; he would like to subdivide Lot #28 into 3 new parcels. Lot#3: 16 acres, Lot #4: 12 acres and Lot# 5: 28.74 acres. Mr. Sharp stated that NHDOT regulations for road frontage and driveway access have been met. Mr. Mertz discussed interconnection within the properties; per the site plan, it would appear that there are more than 2 property accesses off of westerly driveway. Mr. Mertz noted in last month's informational meeting that there will be a pathway put into place to connect access to each property. Mr. Mertz suggested a clearer delineation on site plan to indicate pathway verses driveway. Mr. Sharp agreed to change, and conditional approval based on the above recommendations. NHFD Chief Lang inquired about width of driveway for emergency vehicles. Mr. Sharp advised that there would be ample space for emergency vehicles; approximately 18ft in some areas.

Charlene Joyce introduced herself on behalf of her mother Mrs. Jane Willingham. Her mother owns property located on Tax Map U-3 Lot#17 across the street and wanted to confirm the placements of new homes and its effect on neighboring aesthetics. Mr. Sharp stated that there will not be too much (if any) impact on tree line.

Mrs. Rita Glasheen from 42 Riverwood Rd. expressed concern regarding loss of trees and increase in noise in forming the new proposed subdivisions. Mr. Sharp indicated he would be doing cutting towards the northern area of the properties. Mrs. Glasheen also noted concern about Mr. Sharp's westerly lots that have now been turned into rental properties and inquired whether these were also potential rental properties that will be sold. Mr. Sharp advised that he is building homes for his children.

**Mrs. Hiltz made a motion; seconded by Mr. MacDonald to accept the site plan as complete. Vote was unanimous.*

**Mr. Broadhurst made a motion; seconded by Mr. MacDonald to approve the site plan with the changes clearly identifying pathway from driveway and that driveway to Lot#5 will be wide enough to accommodate a turnaround for emergency vehicles. Vote was unanimous.*

Mr. Sharp will bring in updated mylar with above changes for Planning Board to sign. Mr. Kettenring appointed Mr. Shea to sign mylar on behalf of Mr. Katz as Mr. Katz is out of the area at this time.

Charlie & Margaret Stark - INFORMATIONAL/ CONCEPTUAL – 1241 Winona Road, Tax Map R-18, Lot 28A; proposed subdivision.

Mrs. Stark presented documentation and photos of potential subdivision. Mrs. Stark is requesting feedback about creating 2 separate lots within her property. Mr. Kettenring advised that she needs to follow-up with a licensed surveyor to determine soils and slopes, buildable areas, house and septic locations on potential lots. Mr. Shea inquired about the small corner of town property that abuts Mrs. Stark's property. Mr. Kettenring stated any issue pertaining corner would need to be brought up with the Board of Selectman. Mrs. Stark asked if they would be responsible to place a road at the location of potential lot A. Mr. Kettenring advised that they only need to show access for a driveway.

Peter Hall - INFORMATIONAL/ CONCEPTUAL – 150 Sky Pond Road, Tax Map R-8, Lot 13; Proposed subdivision.

Mr. Hall advised that he would like to divide his property located on Tax Map R-8 Lot#13 into 2 separate parcels. His intention would be to place a house on one property and possibly sell the other. Mr. Kettenring indicated that the New Hampton Fire Dept. would need a certain amount for turnaround of emergency vehicles. Mr. Hall described the topography of the area and potential wetlands and culvert on the property over Ames brook. At this time everything is conceptual and Mr. Hall does not have permanent plan. Mr. MacDonald asked about topography near culvert. Mr. Hall mentioned that a forester hired by the town determined that area in question is not considered wetlands.

**Mr. Broadhurst made a motion; seconded by Mr. Katz to table items 7 & 8 to discuss other business with Mr. Kent Brown. Vote was unanimous.*

(Planning Board, December 15, 2020)

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

Mr. Broadhurst informed the Board that the report is completed with condensed information totaling 10 pages in length. Board reviewed the documents and its information. **Mr. Katz made a motion seconded by Tania Hiltz to approve Community Survey Report. Vote was unanimous.* Next Sub-Committee meeting will be January 11, 2021 at 6:00p.m.

Discussion on sub-committees to discuss regulations for Private Events and Solar Farms

Mr. Kettenring opened discussion for sub-committees of Private Events and Solar Farms. Mrs. Hiltz volunteered to chair Private Event's sub-committee. Mr. Katz volunteered to chair the Solar Farm (Energy) sub-committee. Members of the public will also be encouraged to volunteer for sub-committees. Mr. Katz recommended listing request for volunteers on town site.

Other Business/Discussion:

Mr. Kent Brown surveyor for Mr. Mark McDonough presented concept plan for Tax Map#8 Lot: 1 and 1B. He advised the proposed development would contain 9 self-storage facilities with 62,000 sqft of storage on Lot#1 and a 9,000 sqft. Commercial building with an undetermined use on Lot# 1B. Mr. Brown discussed lot line adjustment to be done with Lot#1 increasing from 9.69 acres to 11.72 acres and Lot#1B decreasing from 5.02 acres to 3 acres; he advised that there is an existing driveway permit that was granted by NHDOT and properties will share driveway. There will be individual wells and septic systems for both projects and office space in storage facility. Mr. Hays asked about potential issue with driveway. Mr. Kettenring recommended obtaining feedback from Chief Tyrell of the NHPD and Chief Lang of the NHFD regarding potential safety issues. Mr. Brown indicated that NHDOT did not mention any issues with location of the driveway and no recommendations for widening but will follow-up with both departments. Mr. MacDonald brought into question the variance; advising that it was originally granted solely for the commercial storage units however, commercial building was not included in original concept. Mr. Brown stated that any use for the commercial building will be within zoning ordinances, no further variances will be necessary. He also mentioned that the vegetative buffer has been maintained per regulations and will look into extending buffer along residential area based on Planning Board feedback.

Adjournment:

Chief Lang was present and recommended guidelines for widths of parking lots/areas to provide enough space for emergency vehicles.

**Mrs. Hiltz made a motion to adjourn; seconded by Mr. Mertz at 9:55 p.m. Vote was unanimous.*

Respectfully submitted, Shana M. Martinez