

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

March 19, 2019

MEMBERS PRESENT:

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

OTHERS PRESENT:

Permitting Assistant Mr. Pollock

CALL TO ORDER:

Mr. Kettenring called the meeting to order at 7:00 p.m. and appointed Ms. Peterson to vote in place of Mr. Hays.

MINUTES

Mr. Mertz made a motion, seconded by Mrs. Hiltz, to approve the minutes of 2/19/19 with the following amendment:

1. Pg 1, Members Present: add Mrs. Hiltz to list.
2. Pg 3, Other Business: "Sean stated that would be selling parts..." Change *that* to *they*.
3. At the end of the discussion under Other Business add that "the board advised them of the need for a building permit and life safety inspections before occupancy."
4. Pg 1, under Michael Sharp's continuation: "with prejudice noting that most of the Planning Board.....". Change *most* to *some*.

Vote was unanimous.

CORRESPONDENCE

1. Copy of letter from Selectmen to a property owner who is advertising the use of their property for short-term rentals and how zoning restrictions may apply.

**CONTINUATION PUBLIC
HEARING**

Michael Sharp: NH Route 104 and Riverwood Drive, Tax Map U-17, Lot 55; proposed health focus facility with two 10,000 sq. ft. buildings, Site Plan Review

Engineer Kent Brown and applicant Mr. Sharp were present.

Mrs. Hiltz recused herself from the proceedings for this application. Mr. Kettenring said that as much time as passed and there are new members on the board and new abutters to the project asked Mr. Brown the review the proposal being presented.

Mr. Brown distributed a handout which gave an overview of the history of the project and what is being proposed. He explained that Mr. Sharp would like to develop this lot for two 10,000 sq ft medical office buildings with parking; there will be on-site sewer and water. He showed sketches of the proposed building. He explained the first hearing was in May 2014 and that engineer Gerald Lang had reviewed the drainage plan for the town. Mr. Brown explained the delays with NHDOT on the limited access off of Route 104 which includes an access to a rear lot which runs along the 93 southbound

off-ramp. He showed the approved access which will include a left turn lane, an acceleration/deceleration lane, and a widening of the roadway of Route 104 on the northern side. He showed on the revised plans where the widening would begin. Mr. Brown explained there would be a lot line adjustment that abolishes the ROW to Riverwood Drive from this lot, splitting that land between the 2 lots on Riverwood that belong to Mr. Sharp, also removing the need for slope easements.

Mr. Kettenring said when this was first presented there was a tenant proposed for this use, asking whether this was still the case. Mr. Brown said that person is longer interested. Mr. Sharp said he doesn't have a potential tenant and feels a pad-ready site would help. Mr. Sharp said the intent is to still create a health focus facility, and if that were to change he would reapply with a new application. Mr. Brown advised they would like to construct the buildings in 2 phases.

Mr. Kettenring noted that the building was moved back about 10' from the original plan and wondered if there were any other site changes. Mr. Brown said stormwater drainage has changed, which meant a change to their Alteration of Terrain permit application as the drainage is now in NHDOT's ROW.

Mr. Kettenring asked Mr. Brown to show the lot calculation on the plan. Relative to signage Mr. Sharp said that would be determined further out in the future.

Mr. Kettenring asked if there is a substantial amount of material being removed from the site what the estimated amount is. Mr. Brown said there would be and could provide an estimate. Mr. Kettenring advised there may be a need for a bond for site reclamation and stabilization. Mr. Brown stated that he expected that a bond would be required and would be ready to prepare an estimate for the bond.

Mr. Kettenring asked if NHDOT asked for traffic impacts and Mr. Brown said DOT had Steve Pernaw study and applied their own numbers too.

Mr. Mertz said if Mr. Lang has not reviewed the revised plans for drainage he recommended that should be done and Mr. Kettenring agreed.

Asked if the septic design is done, Mr. Brown said it is not, but it shouldn't be a problem finding an appropriate location.

Ms. Peterson asked what the proposed hours of operation would be for the use. Mr. Brown said it is hard to determine without a possible tenant.

Mr. Mertz recommended a change to the roof lines as seen by Route

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104 for aesthetic purposes. Ms. Peterson asked if there is a schematic view of the development to better indicate what the buildings and slopes would look like when complete. Mr. Brown said it would look like an elevated site. Ms. Peterson asked about vegetative screening along Route 104 and Mr. Brown said it will be minimal. Mr. Kettenring said as the application progresses, plans would be need to show stabilization of slopes.

Mr. MacDonald asked how the site would look if it was done in phases and Mr. Brown said one building would be constructed, with the other building location as being “pad ready”; loamed and seeded.

Mr. Mertz asked if the perimeter of the 1st building will have paving around it for access in emergencies. Mr. Brown said paving as planned would allow access to 3 ½ sides of the building.

Ms. Peterson asked if the moving of the lot line would include vegetative screening and Mr. Brown said the trees on site would remain there.

Mr. Mertz noted that some of the trees along Route 104 if removed, could have a negative impact to motorists. Mr. Brown said he didn’t see much affect by the development as very few trees would need to be removed.

Mr. Katz asked who would be responsible for maintenance of the site once developed and Mr. Sharp said he would be.

Mr. Kettenring asked for abutter’s input. Mr. Gazda was present and asked as a lot of material would be removed how far down would the site be. Mr. Brown said it would still be above the grade of 104. Mr. Kettenring pointed out that the plan shows an elevation decrease of approximately 40’ from the building site. Mr. Gazda asked where the drainage would go as his property is behind this site and Mr. Brown said it would shed towards Route 104 and 93. Abutter James Doig was present but had no questions.

Mr. Brown advised the revised drainage is submitted so it can be forwarded to Mr. Lang for review.

Mr. Mertz made a motion, seconded by Mr. Katz, to continue this hearing to April 16, 2019 at 7:00 pm. Vote was unanimous.

CONT. – SITE PLAN REVIEW

Scott Buitta, on property belonging to Scott Buitta & Marcos Coli, 599 NH Route 132N, Tax Map R5, Lot 5; Amendment of previously approved Site Plan.

Mr. Buitta was present. Mrs. Hiltz joined the board.

Mr. Buitta submitted revised site plans, reviewing the changes: As shown below various labels in the legend were corrected to match symbols on the plans; plan labels were corrected throughout the plan for consistency, and the wood shed was removed from plan.

- Hatching around picnic area corrected
- Picnic spelling corrected.
- Setback lines, wetland lines, sign symbol and abutter’s lines

are properly shown.

Mrs. Hiltz asked where the smoke box is located as it doesn't appear on the plan. Mr. Buitta said he doesn't have a smoke box as referenced on the agenda. Mr. Kettenring said the only smokers are in the 50'x50' area as noted on the plan.

Mr. Katz made a motion, seconded by Mr. Broadhurst, to accept the application as amended. Vote was unanimous.

Mr. Mertz made a motion, seconded by Mr. Katz, to approve the site plan. Mr. MacDonald confirmed with the board and applicant that the plan shows what exists and what is allowed but if further changes are desired Mr. Buitta will need to reapply for an amendment to his site plan. Vote was unanimous.

**SUBDIVISION REGULATION
UPDATE**

Report on amendments from sub-committee: Development & Regional Impacts and Premature Subdivisions

Relative to subdivision regulation updates, Mr. Katz said the subcommittee is working on draft changes to cluster developments, minor subdivision, lot line adjustments, and general & special requirements.

The next meeting of the sub-committee was scheduled for 4/16/19 at 6:00 pm, upstairs meeting room.

MASTER PLAN SUB-COMMITTEE

Report on Transportation section

Mr. Mertz said the Transportation section will be addressed in the future. Mr. Broadhurst said the committee is drafting the community survey questionnaire which will be brought to the full board. They looked at other surveys from similar towns and reviewed the past surveys New Hampton had done. The committee is still considering the best ways to disseminate the survey to maximize responses.

Next meeting on 4/8/19 at 6:00 pm, Selectmen's meeting room.

**DISCUSSION ON NOISE
ORDINANCE**

Mr. Katz said he drafted an ordinance for their review and emailed to members, which includes language relative to what exists currently. Mr. Katz said the original intent to creating this ordinance was to use this in conjunction with the Zoning Ordinance parking regulations to address any issues with short term rentals. He suggested forwarding this to the Selectmen, but said the Police Chief has not reviewed it to confirm how enforceable it was. Mrs. Hiltz asked that the board review for revisions/comments and discuss the draft on 4/16/19 and the board agreed.

OTHER BUSINESS

Mr. Katz suggested the CIP subcommittee be formed again to discuss the plan for 2019. Members will consist of Mrs. Hiltz, Mr. Katz, Mr. Boardhurst, Ms. Peterson, and Mr. Shea.

Mrs. Hiltz asked what the status of the event ordinance was. Mr. Katz advised that is what the noise ordinance and parking regulations are supposed to address, for its effect on events and short term rentals.

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ADJOURNMENT

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

Respectfully submitted,
Pamela Vose

DRAFT