

**TOWN OF NEW HAMPTON  
PLANNING BOARD  
MEETING MINUTES  
7:00 PM On-line Zoom Meeting  
<https://us02web.zoom.us/j/84191721883>  
NEW HAMPTON, NH 03256  
September 29, 2020**

**MEMBERS  
PRESENT:**

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

**OTHERS PRESENT:**

Planning Assistant Bob Pollock, Town Administrator Neil Irvine, Mr. Paul Tierney ZBA Chair

**CALL TO ORDER:**

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

**MINUTES**

N/a

**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](mailto: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

**Special meeting of the Planning Board is to consider certain zoning changes to be set for Public Hearing at the Boards regular meeting of October 20, 2020 at 7:00 PM.**

Mr. MacDonald advised that he applied the corrections and information to the current table:  
*\*Mr. Katz made a motion, seconded by Mr. Broadhurst to accept the table of uses as recommended for public hearing at 7:00 p.m. on October 20 2020. Vote was unanimous.*

Mr. MacDonald discussed made to Special Exceptions at the 9/15/20 meeting. He recommended Agritourism remain unchanged in the Table of Uses. There was discussion on the AASHTO standards and who should be ensuring these are met as Mr. Tierney mentioned concern With the ZBA determining whether an applicant has met the standards, suggesting that be a function of site plan review. Mr. MacDonald suggested removing the criteria (ix.) relative to AASHTO standards and putting in the Site Plan regulations.

*\*Mr Katz made a motion, seconded by Mrs. Hiltz that the BC2 Special Exception criteria be accepted as amended by omitting item ix and making item x as ix and sent for public hearing at 7:00 p.m. on October 20, 2020. Vote was unanimous.*

Mr. Kettenring reviewed proposed changes to definitions of Accessory Dwelling Units and Bed & Breakfast/Tourist Home which adds statements relative to Life Safety Code. There was discussion that after the RSA reference in the definition, it says “as amended”, in the event the statute changes. Mr. Irvine will have town counsel review these proposed zoning amendments so that would be something they may suggest.

*\*Mrs. Hiltz made a motion, seconded by Mr. Katz to accept the two amended definitions as written and move to public hearing at 7:00p.m. on October 20, 2020. Vote was unanimous.*

Mr. MacDonald reviewed the proposed addition of “Impermeable Material” and its definition.

*\*Mrs. Hiltz made a motion seconded by Mr. Mertz to accept the amended changes thus far to definition of Impermeable Material and to move to public hearing on 7:00 p.m. on October 20, 2020. Vote was unanimous.*

Mrs. Hiltz presented information regarding “Private Event Ordinance”. There was extensive discussion on size of events, how often they’d be allowed during a calendar year, consistency with the term reference “private events” with several revisions being made. The board agreed it should specify that these events would be for a fee, as opposed to someone’s private event, which would not fall under this requirement. Mr. MacDonald suggested that if this is being added to the zoning ordinance then the term “Private Event” should be defined. Mr. Irvine will work on definition.

*\*Mr. Broadhurst made a motion, seconded by Mr. Katz to accept private event ordinance with a definition to be included and presented at public hearing on October 20, 2020. Vote was unanimous.*

**OTHER BUSINESS/DISCUSSION:**

Mrs. Hiltz recommended starting in person meetings based on adequate space, though keeping the Zoom option. Mr. Irvine advised that based on the number of members the Public Safety Building is another alternative to meet. The board agreed to take this under advisement.

**ADJOURNMENT:**

*\*Mr. Mertz made a motion, seconded by Mrs. Hiltz to adjourn meeting at 8:25 p.m. Vote was unanimous.*

Respectfully submitted, Shana M. Martinez