

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES**
Town Office 2nd floor meeting room
6 Pinnacle Hill Road, New Hampton, NH 03256

August 9, 2022

CALL TO ORDER

Chairman Kettenring called the meeting to order at 6:00 p.m. Mr. Kettenring led the Board in the Pledge of Allegiance.

MEMBERS PRESENT

Regular Members: Mr. Kettenring, Mrs. Hiltz, Mr. Shea, Mr. Hays, Mr. Broadhurst, and Mr. Katz. Alternate Member: Mr. Mertz

Mr. Kettenring appointed Mr. Mertz as a voting member in place of Mr. Shaw.

OTHERS PRESENT

Town Administrator Mr. Irvine and Planning Assistant Mr. Pollock.

**Continuation of PUBLIC
HEARING/ SUBMISSION OF
APPLICATION**

*Brian Meckel, 104 Store LLC,
337 NH Route 104, Tax Map R4,
Lot 81; Expedited Site Plan
review to create sales office for a
hardscape distributorship.*

Mr. Meckel was present. Mr. Kettenring read the ZBA decision to approve the change from one non-conforming use to another non-conforming use, with the condition that the sales office for a hardscape business for which all materials and deliveries take place at a different location, in a different town. Hours of operation are M-F from 7am to 5pm & Saturdays from 7am to noon.

Mr. Meckel advised that there would be no modifications to the building. They want to have a place in central NH for contractors or customers to view product. They intend to replace some of the existing pavement with paver examples and some retaining walls in the rear of the property to showcase the material use.

The board reviewed expedited site plan criteria under New Hampton Site Plan Regulations Section V, B. Expedited Site Plan Review, to see if the application met these.

1. The board agreed that this would be a change in use.
2. Relative to anticipated traffic – Mr. Meckel advised that he only plans for one employee initially. Mr. Mertz confirmed with Mr. Meckel that he expects 10-20 trips per day. Board agreed that this use would have minimum traffic impact.
3. The Board agreed there would be no alteration of access to public streets.
4. Minimum lot grading – the Board agreed as there would be no change.
5. Minor drainage improvement – Mr. Katz asked about the retaining walls and Mr. Meckel advised they'd only be 1 ½ feet high and wouldn't be retaining anything. The board agreed there'd be no change to drainage.
6. The Board agreed that there would be no increase in gross floor area.
7. Relative to expansion of pavement, the Board noted the pavement would only be replaced, with no expansion.
8. Relative to unusual or special conditions requiring full site plan review the Board agreed full site plan wasn't needed.

The Board reviewed New Hampton Site Plan Regulations Section VI, B. Submission Requirements:

The board agreed that engineered plans were not necessary and no drawings required.

The Board agreed all other requirements were not applicable. Relative to the driveway permit Mr. Mertz suggested that as the access is on a state road, a permit should be submitted to NHDOT for the change in use, and Mr. Kettenring agreed this could be a condition.

Relative to receiving input from Fire and Police Chiefs there was the condition considered to get their input.

There was some discussion on bringing the sign into compliance as the use in pre-existing, non-conforming. The Board agreed this should be reviewed with the Selectmen.

There was discussion on the types of pavers that will be put in place and Mr. Meckel said there will be various examples, including some that are impervious. The Board agreed that this type of display isn't attention getting and will just improve the site, with no storage of product.

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

Mr. Mertz made a motion, seconded by Mr. Katz to accept the application as meeting the criteria in the regulations, as discussed, for an expedited site plan. Vote was unanimous.

Mr. Katz made a motion, seconded by Mr. Broadhurst to approve the application for an expedited site plan with the following conditions:

1. The sales office for a hardscape business for which all materials and deliveries take place at a different location, in a different town. Hours of operation are M-F from 7am to 5pm & Saturdays from 7am to noon.
2. Letters from Fire and Police Chiefs with any concerns they have.
3. Mr. Meckel apply to NHDOT for a new driveway permit based on the change in use, should they require it.
4. Application/discussion with Selectmen relative to signage.

Vote was unanimous.

Work Session

Proposed amendments to Zoning Ordinance for 2023

Proposed amendments were distributed to members. Mr. Katz advised that the board could determine what to move forward with and what should be reviewed by town counsel. He said the subcommittee is proposing changes to the Zoning Ordinance, Subdivision and Site Plan regulations.

The Board reviewed proposed definitions, that were either created or further amended, and whether to accept them and move forward to counsel: *Development* (accept), *General Farming or Agriculture* – based on RSA with future question on whether the Town allows septage or raising fur-bearing animals (accept); *Building Height* (revised & accepted); *Digital Signage* with further discussion needed on what's allowed (revised & accepted); *Illuminated Sign* (accept); Mr. Irvine advised that temporary signage needs a duration, which should be considered for amendments; *Shoreland Accessory Structure* (accept); *Water-dependent Structure* (accept); *Family* – revision (accept); *Easement* (accept); *Right of way* (accept); *Cluster Development* – currently existing in Subdivision Regulations where it seems some of the language should be in the Zoning Ordinance (accept); *Buildable Area* (revised & accepted); *Bed & Breakfast/Tourist Home* (revised & accepted); *Outdoor Display* (revised); *Commercial Product* (tabled); *Storage/Stored In-Transit* (tabled); and *Lot* (revised & accepted).

The Board agreed to discuss further amendments to the Zoning Ordinance, Subdivision, and Site Plan regulations at upcoming meetings and work sessions.

It was the consensus of the Board to hold a work session on 8/30/22 at 6:00 pm in the upstairs meeting room at the Fire Dept training room.

OTHER BUSINESS

There was none.

ADJOURNMENT

Mrs. Hiltz made a motion; seconded by Mr. Katz to adjourn at 8:06 pm. Vote passed.

Respectfully submitted,
Pamela Vose

DRAFT