

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES**
Fire Department Training Room
26 Intervale Drive, New Hampton, NH 03256

June 18, 2024

CALL TO ORDER

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

MEMBERS PRESENT

Regular Members: Mr. Broadhurst, Mr. Anderson, Mr. Shea, Mr. Hays, Mr. Mertz, and Mr. Drake. Alternate members: Mr. Katz, Mrs. Bruning, Mr. Van Lenten, and Mr. Ehmman.

Mr. Broadhurst appointed Mr. Katz to serve in place of Mr. Vachon.

OTHERS PRESENT

Planning Assistant Mr. Pollock and Fire Chief Cathy

MINUTES

Mr. Shea made a motion, seconded by Mr. Katz to approve the minutes of 5/21/24 as written, noting that the meeting date was previously corrected. Vote was unanimous.

Mr. Anderson made a motion, seconded by Mr. Shea to approve the minutes of 6/4/24 as written. Vote was unanimous.

CORRESPONDENCE

There was none.

**PRELIMINARY
HEARING/SUBMISSION OF
APPLICATION**

*Wes Hays, on property
belonging to John Sarabia &
Maribell Jimenez, 2 Cabin
Drive, Tax Map U9, Lot 9-1, Site
Plan review for Condominium
document revision*

Mr. Hays recused himself from the Board and Mr. Broadhurst appointed Mrs. Bruning to act on Mr. Hays' behalf. Mr. Hays advised that there is more documentation needed so he is requesting a continuance until the meeting of July 16, 2024. Mr. Katz made a motion, seconded by Mrs. Bruning to continue this application to 7/16/24 at 6:00 pm.

Mr. Pollock reviewed a prior condominium revision in the same association so the Board would know what was required per state RSA's, which shows a configuration of all the units, along with condo documents that show the change. Mr. Hays pointed out some prior work he did in a different condominium association, which didn't require these documents. Mr. Mertz recalls re-establishing the limited common areas in other condo associations.

Vote to continue was unanimous.

Mr. Hays returned to the Board and Mrs. Bruning returned to her alternate position.

**VOTE ON
RECOMMENDATION TO
SELECTMEN**

Tax deeded property disposal

Mr. Broadhurst reviewed the previous discussion on 5/21/24 on three tax-deeded parcels that the Board agreed should be sold if the Selectmen desire said that the Conservation Commission should be mentioned for their recommendation. Mr. Broadhurst read into record a proposed letter from the Planning Board on properties known as Tax/Map #'s: R5-13, R8-1U, & U14-43, recommending they be sold unless the Selectmen have other uses for them.

Mr. Mertz said that relative to the lots in Winona Heights that the Town has now put a conservation easement on, said the Town is retaining the water rights on that land, asking if there remains a reasonable access point to get to the land if it is needed for accessing the water rights. Mr. Shea said that large parcel also borders Winona Heights Drive and Beech Hill Road.

Mr. Pollock referred to RSA 80:80 and RSA 41:14, on the rights the Town has for selling tax-deeded properties, relative to getting advice from the Conservation Commission and Planning Board.

Mr. Katz made a motion, seconded by Mr. Hays to authorize the Chairman to sign the letter. Vote was 5-1 in favor, with Mr. Drake abstaining.

**MASTER PLAN/ZONING
ORDINANCE**

Re-write/revision discussion

Mr. Broadhurst said the Master Plan subcommittee welcomes additional members. He said the subcommittee may have removed more charts and drafts, than they should, so they will review those again. Mr. Mertz pointed out that by removing charts/graphs and referring to the internet, they wanted to avoid repeated updates to the plan.

Mr. Broadhurst said he would like the Board to work on creation of by-laws for the Planning Board.

The next Master Plan subcommittee meetings were scheduled for 7/8 & 8/12 at 6:00 pm in the 2nd floor meeting room of the Town Office.

Mr. Drake said the Town Administrator has contacted the Planning Consultant (Tara Bamford) that Mrs. Vose had found in 2023, who is willing to provide some help with re-writes. Mr. Broadhurst said there is consultant at LRPC that may assist. Mr. Drake pointed out that the voters approved the money for this work, and didn't want to see it unused and would talk to the Town Administrator about reaching out to consultants. There was discussion on having some consultant attend one of the upcoming Master Plan subcommittee meetings or a Planning Board meeting. Mr. Drake suggested that as the Zoning and Regulations subcommittee is continuing their revisions to the ordinance, this consultant could review that work at some point and provide input. Mr. Broadhurst said they can also ensure the Master Plan follows the desires of the residents after the good response rate to a 2019 survey.

**REVIEW OF STANDING
COMMITTEES** – Ordinance &
Regulations subcommittee

Mr. Katz said work remains on the Zoning Ordinance rewrite, with the need for a final product in December for a January hearing. He said he doesn't think this timing will be possible for voters in March, so he'd like to defer the funds to addressing the Master Plan. Mr. Katz invited additional members to their subcommittee meetings, scheduled for 7/9, 8/13 & 9/10.

Mr. Katz advised that the CIP subcommittee will be meeting 6/24 at 10am. to review the plan drafted. He asked for new members as he won't continue creating the spreadsheets, beginning in 2025.

There was discussion on limiting the number of members from the Planning Board assigned to any subcommittee to avoid the need for posting as a

Planning Board meeting.

OTHER BUSINESS

Mr. Hays recused himself from this portion of the meeting and Mr. Broadhurst appointed Mr. Van Lenten to act as a voting member in his place.

Mr. Hays asked if Mr. Sarabia and Ms. Jimenez decide to keep their cottage on the same exact footprint, would the site plan review process be necessary and Mr. Pollock advised it would not as it would match the registered condominium plans. Mr. Hays returned to the Board as a voting member.

Mr. Katz said that as there is a Historical Resources section in the Master Plan, offered that the Heritage Commission would be willing to offer their opinion.

ADJOURNMENT

Mr. Mertz made a motion, seconded by Mr. Katz to adjourn the meeting at 6:58 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose