

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

July 16, 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, Mr. Vachon, and Mr. Drake. Alternate members: Mr. Katz, Mrs. Bruning, Mr. Van Lenten, and Mr. Ehmann.

OTHERS PRESENT

Planning Assistant Mr. Pollock and reporter from Laconia Daily Sun

MINUTES

Mr. Shea made a motion, seconded by Mr. Hays to approve the minutes of 6/18/24 as written. Vote was unanimous.

CORRESPONDENCE

1. ZBA Letter of Decision:
 - (a) Ternullo – Special Exception denial for short-term rental under the definition of Bed & Breakfast/Tourist Home.
 - (b) Sharp – Special Exception approval for creation of a 1-bedroom ADU.
2. Copy of letter from Selectmen to Mark Ternullo, advising that prior to any building permit being issued for a property which he just obtained septic design approval for (on Smoke Rise Road), he would have to meet with the Planning Board to discuss the required improvements to the roadway.
3. Pemigewasset River Corridor Management Plan provided by Mr. Pollock for a possible reference in the Master Plan.

**PRELIMINARY
HEARING/SUBMISSION OF
APPLICATION (cont.)**

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 Mr. Van Lenten to act on Mr. Hays' behalf. Mr. Hays advised that there is more documentation needed, which he is working on, so he is requesting a continuance until the meeting of August 20, 2024. Mr. Anderson made a motion, seconded by Mr. Mertz to continue this application to 8/20/24 at 6:00 pm. Vote was unanimous.

Mr. Hays returned to the Board and Mr. Van Lenten returned to his alternate position.

**PRELIMINARY
HEARING/SUBMISSION OF
APPLICATION**

Angelique Rossi, on property belonging to Filomena Rossi & CP Rossi Trust, 322 NH Route 104, Tax Map R11, Lot 10, Site Plan review for Farmers Market

Mr. Broadhurst advised no one was present to represent the application. He read into record an email from Angelique Rossi which advised she was withdrawing her application, anticipates applying in 2025, and thanked Land Use Administrator Mrs. Vose, for her assistance with the process. Mr. Broadhurst also advised that NHDOT responded as an abutter, stating that though they have no issue with the proposal, a new driveway permit application would be required for this expansion of use. Mr. Mertz made a motion, seconded by Mr. Anderson to deny the application without prejudice. Vote was unanimous.

Michael Sharp Rev Trust of 2014

Review status of conditions of Site Plan approval of 12/28/2022 for Professional Buildings; Tax Map U17, Lot 55

Mr. Sharp was present. He advised that he has no potential buyer and he continues his work on the property.

Mr. Mertz advised that it appears a lot of material has left the site and asked how much more distance the removal of material needs to go before the steep slope will be reduced. Mr. Sharp said approximately 10-15', then the slope reduction will begin. He said if they had a tenant in place, the area where the pad would go would take only days to ready for construction.

There was some discussion on the permitted uses in the Village District, which dictates what would be allowed and professional offices are allowed. Mr. Vachon expressed concern with the steep slopes on the site and the possibility of injury. Mr. Sharp said he thought the site plan shows a 3:1 slope on the area around the pad site. No one could recall if the slope on the approved site plan was tiered, or covered with riprap. The Board agreed Mr. Sharp was to come back to the Board in November 2024 and Mr. Mertz recalled that substantial completion requirement was set for November 2024 and it would be up to the Board to determine what "substantial completion" consisted of. The Board asked Mr. Sharp to return on 11/19/24 at 6:00 pm and provide how close to substantial completion he is.

REVIEW OF STANDING COMMITTEES – Ordinance & Regulations subcommittee

Mr. Broadhurst advised that the Master Plan subcommittee met on 7/8. He said that there had been advice to expand that Vision statement. He said Mr. Pollock provided some additional language for further discussion by the subcommittee. Mr. Mertz said the Planning Board needs to give the Selectmen authorization to engage Planning Consultant Tara Bamford, which the Master Plan subcommittee supports. He pointed out that the voters approved monies for this. Mr. Mertz made a motion, seconded by Mr. Hays to authorize the Selectmen to hire Ms. Bamford. Vote passed.

Mr. Mertz said that since the Zoning Ordinance is tied to the Master Plan, that the Master Plan should be worked on first, followed by the Zoning Ordinance. Mr. Katz said the Ordinance and Regulations subcommittee met 7/9 and had previously asked the Land Use Administrator if there were any issues she wanted to address for possible inclusion on the 2025 Warrant, being ADU's and STR's under Bed & Breakfast/Tourist Home definition. After further discussion Mr. Anderson made a motion, seconded by Mr. Shea to suspend the O&R subcommittee temporarily until the Master Plan revision is complete enough to begin discussion again. Vote was unanimous. The next Master Plan subcommittee was scheduled for August 12, 2024 at 6:00 pm and will be noticed as a Planning Board meeting in case O&R members want to attend at which time the subcommittee needs to ensure they only discuss the Master Plan.

OTHER BUSINESS

The Board reviewed some language, brought to them by the Land Use Administrator under the Subdivision Regulations, Section XI. Performance Guarantee, B. Inspection, 3. where it states "The Planning Board may allow road and utility construction to begin without an escrowed account, however, an escrowed account for roads, utilities and infrastructure shall be in place prior to any parcel or application for building permits for structures." The Land Use Administrator had offered some language in an effort to clarify

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what may be meant in this sentence, as she was confused by the words "... to any parcel ...". The Board tabled this item for further clarification after reviewing the section of the regulations.

ADJOURNMENT

Mr. Mertz made a motion, seconded by Mr. Anderson to adjourn the meeting at 6:56 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose