

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

January 16, 2024

**CALL TO ORDER**

Vice 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. Shea, Mr. Mertz, and Mr. Drake.  
Alternate members: Mr. Anderson & Mrs. Bruning.

Mr. Broadhurst appointed Mr. Anderson to vote in place of Mrs. Hiltz and Mrs. Bruning to vote in place of Mr. Katz.

**OTHERS PRESENT**

Planning Assistant Mr. Pollock

**MINUTES**

Mr. Anderson made a motion, seconded by Mr. Shea to approve the minutes of 12/19/23 with the following changes:

1. Pg 1: change the 2<sup>nd</sup> on a motion for the Tehan application, from Mrs. Hiltz to Mrs. Bruning.

Vote was unanimous.

**CORRESPONDENCE**

There was none.

**SIGNING OF PLANS** (cont.)

*Keri Camarigg & Mary Ann Coughlin, Cedar Lane, Tax Map R7, Lot 22B, Amendment to previously approved subdivision for John & Allia Connors, Map R7, Lot 22.*

No one was present to represent this application.

Mr. Shea made a motion, seconded by Mrs. Bruning to continue this discussion to 2/20/24. Vote was unanimous.

**SIGNING OF PLANS** (cont.)

*Douglas & Doreen Tehan on property belonging to Filomena Rossi & CP Rossi Trust, 322 NH Route 104, Tax Map R11, Lot 10, Site Plan review*

No one was present to represent this application.

Mr. Mertz made a motion, seconded by Mr. Anderson to continue this discussion to 2/20/24. Vote was unanimous.

**PRELIMINARY**

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

*Randy Colby on property belonging to New Hampton Route 104 LLC, 337 NH Route 104, Tax Map R4, Lot 90A, Landscape & plant supplies/sales and storage for landscape equipment; Site Plan Review*

No one was present for this application.

Mr. Mertz recused himself from this application. Mr. Pollock advised that a letter was sent to Mr. Colby asking him for the status of the application, which stated that if the Planning Board did not hear from him they would likely vote to deny his application without prejudice.

Mr. Drake made a motion, seconded by Mr. Anderson to deny the application without prejudice. Vote was unanimous.

Mr. Mertz returned to the Board.

**PUBLIC HEARING/  
CONFIRMATION OF  
CONDITIONS**

*Joshua & Robi Tyrrell, 18  
Gordon Hill Road, Tax Map R3,  
Lot 9A, 2-lot subdivision*

As Mr. Pollock confirmed all conditions had been met, the plans were signed by those present at the meeting on 12/19/23. The plan was dated as being signed on 1/16/24 as that is the date the conditions were noted as being met.

**PUBLIC HEARING/  
CONFIRMATION OF  
CONDITIONS**

*Edwin & Jeannette Huckins  
1997 Revocable Trust, 338 Dana  
Hill Road, Tax Map R16, Lot 19,  
2-lot subdivision*

As Mr. Pollock confirmed all conditions had been met, the plans were signed by those present at the meeting on 12/19/23. The plan was dated as being signed on 1/16/24 as that is the date the conditions were noted as being met.

**PRELIMINARY  
HEARING/SUBMISSION OF  
APPLICATION**

*Tracy & Ruth Simula, 221 Dana  
Hill Road, Tax Map R10, Lot 12,  
3-lot subdivision*

Central Land Surveyor Colin Brown was present. Mr. Brown reviewed the subdivision which creates two new 2-acre lots, with the existing house lot remaining.

Mr. Shea made a motion, seconded by Mrs. Bruning that based on criteria in the Subdivision Regulations there would be no regional impact. Vote was unanimous. The Board reviewed the submission requirements to ensure they were met, or not applicable. Mr. Brown advised he is awaiting state subdivision approval.

Mr. Pollock said department heads have signed off on the subdivision with no concerns, but as Fire Chief Cathy noted that he had some concerns on water supply he was asked for input. Chief Cathy advised he would like future discussion on the subdivision requirements as they relate to water supply. He suggested that subdivisions of 3-5, or more lots, that if it doesn't have adequate water supply (not within 2,000 feet of established water supply) that there be a requirement for a dry hydrant or cistern somewhere in the subdivision. He said this subdivision would not apply. Chief Cathy said he is aware that as the Fire Chief there have been instances in the past where the chief has made certain requirements of some subdivisions. He would prefer to see requirements listed in the subdivision regulations for clarity and consistency.

Mr. Drake asked if there any culverts that drained onto the Simula property and Mr. Brown said he did not see any.

Mr. Anderson made a motion, seconded by Mrs. Bruning to accept the application as complete, with the condition that the state subdivision approval be obtained. Vote was unanimous. Mr. Mertz made a motion, seconded by Mrs. Bruning to approve the plan, subject to submission of state subdivision approval. Vote was unanimous. Plans were held for confirmation of condition being met.

**OTHER BUSINESS**

As Mr. Drake had mentioned that the Selectmen were looking to update the driveway permit application, Mr. Mertz suggested better driveway construction details should be required.

Relative to some proposed changes to the subdivision regulations, Mr. Pollock advised the Planning Board can make changes through a public

hearing process. He will be providing to the Board some draft language to address specifications for cul-de-sacs and hammerheads as it was recently noted that 2 lots for sale will need these upgrades prior to any building permit being issued on them as they are dead-end roads that were never completed. Mr. Drake said this issue could be addressed at the same time the Fire Chief's water supply concerns are discussed.

Mr. Pollock advised he's provided the Board with a draft RFP for the engagement of a Planning Consultant. Mr. Pollock said the consultant would not be rewriting the Master Plan but providing input for which to base the zoning ordinance, for which that revision process can begin. Mr. Mertz made a motion, seconded by Mr. Shea to forward the RFP to the Selectmen with some slight changes to grammar. Vote was unanimous.

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

Mr. Shea advised that the Regulations and Ordinance Subcommittee has not met in several months.

Mr. Broadhurst advised that the Master Plan subcommittee would begin work sessions once dates are determined.

**OTHER BUSINESS** (cont.)

Mike Sharp was present at 7:02 pm. Mr. Sharp advised that the lot off Route 104 that received the Site Plan approval for professional buildings said he should be getting rid of a lot of material in 2024. He has had some inquiries into purchasing the lot. It was noted that the last time he was in was 11/15/22. Mr. Mertz pointed out the condition of the 24-month construction of substantial development to get the site ready for a building, being November 2024. As Mr. Sharp thought he had 5 years to complete the work it was noted that the 5-year period he is thinking of is related to being exempt from any changes to the Site Plan Regulations after the approval. Mr. Sharp advised that where the buildings were planned to be placed is almost clear of material. Mr. Broadhurst asked about the addition of stone onto the site and Mr. Sharp said they were mixing it with some of the sand to move material more quickly. Mrs. Bruning pointed out that in Nov. 2022 Mr. Kettenring suggested Mr. Sharp meet with the Planning Board every 6 months. The Board agreed to have Mr. Sharp meet with them again, in July.

**ADJOURNMENT**

Mr. Shea made a motion, seconded by Mr. Anderson to adjourn the meeting at 7:27 pm. Vote was unanimous.

Respectfully submitted,  
Pamela Vose