

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

October 17, 2023

CALL TO ORDER

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

MEMBERS PRESENT

Regular Members: Mrs. Hiltz, Mr. Broadhurst, Mr. Hays, Mr. Mertz, & Mr. Drake. Alternate members: Mr. Anderson, Mr. Vachon, & Mrs. Bruning.

Mrs. Hiltz appointed Mr. Anderson to vote in place of Mr. Katz and Mr. Vachon to vote in place of Mr. Shea.

OTHERS PRESENT

Planning Assistant Mr. Pollock

MINUTES

Mr. Vachon made a motion, seconded by Mr. Hays to approve the minutes of 9/19/23 as written. Vote passed.

CORRESPONDENCE

1. Copy of a letter to Mr. and Mrs. Matty reviewing their recent subdivision approval.
2. Letter from Doug & Doreen Tehan asking for a continuance on their application as they are still waiting for NHDES approvals.

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.

Mr. Hays recused himself. Mrs. Hiltz appointed Mrs. Bruning to act on behalf of Mr. Hays during this proceeding.

As he had represented the applicants during the subdivision amendment process Mr. Hays advised that he is still waiting for the affected residents along Cedar Lane to sign and notarize an agreement, which would address the concerns of the Planning Board, for their consideration on a final approval. He asked that this item be continued to 11/21/23.

Mr. Broadhurst made a motion, seconded by Mr. Anderson to continue this discussion to 11/21/23 at 6:00 pm. Vote was unanimous and Mr. Hays returned to the Board.

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

As requested during correspondence by the Tehans, Mr. Broadhurst made a motion, seconded by Mr. Mertz to continue this discussion to 11/21/23 at 6:00 pm. Vote was unanimous.

PRELIMINARY HEARING/SUBMISSION OF APPLICATION

Randy Colby on property belonging to New Hampton

Mr. Mertz advised he would be recusing himself from this portion of the proceedings and Mrs. Hiltz appointed Mrs. Bruning to vote in place of Mr. Mertz.

Route 104 LLC, 337 NH Route 104, Tax Map R4, Lot 90A, Landscape & plant supplies/sales and storage for landscape equipment; Site Plan Review

Randy Colby advised that the nursery will be leaving this location and he is interested in leasing the space and wants to continue offering similar product to what is currently in place but would also like to sell landscape/aggregate materials towards the rear of the property, as shown on a submitted sketch. The sketch showed a new structure which he stated he may no longer need, and he would prefer to offer more for sale – more than the ordinance allows at 5,000 sq. ft. He advised that the current nursery is utilizing the entire lot for display purposes, as approved through a Variance. Mr. Mertz advised that it was granted a Variance as it was considered an agricultural use and it would take some investigation as to the regulations at the time of that approval. The current limitation is 5,000 sq. ft. of outside display on a lot of this size. Mr. Colby said he is proposing parking along the front of the lot, abutting Route 104, as opposed to parking currently being along the eastern side of this lot, on the abutting lot. He said DD's and the liquor store have parking along that same line.

Mrs. Hiltz advised the Board must determine whether this has a regional impact. Mr. Broadhurst made a motion, seconded by Mr. Hays that this proposal does not have a regional impact. Vote was unanimous.

In reviewing the required submittals for the application Mr. Pollock noted that Mr. Colby has indicated he may not need the building, but the plans show a structure. Mrs. Hiltz asked if the plan submitted shows how the display of material meets the limitation in the ordinance. Mr. Colby said his plans defines the 2,500 sq. ft. for plants out front and 2,500 sq. ft. for the aggregate located at the rear of the lot. Since it was pointed out to Mr. Colby that his drawing may not reflect what he is proposing, Mr. Colby said if he is limited to 5,000 sq. ft. he may keep the building, but if allowed more than 5,000 sq. ft. of display he would remove the structure. Mr. Colby said he would consider having a pergola (temporary) so he could put material inside that and it would not be considered outdoor display. Mrs. Hiltz advised the plan needs to have a signature block for Planning Board signatures and said the ordinance would not allow for parking where he is proposing as it must meet a 75-foot setback from the right-of-way of 104. Mr. Pollock noted that NHDES approval would be required to store salt onsite. Relative to salt storage, Mr. Mertz said there are monitoring wells in the vicinity and there is a well that serves several of the properties. Mr. Colby said he would like to keep the present structure that is on the site. Mr. Mertz said the parking spaces along Route 104, used many years ago, would now be considered discontinued, which is why the setback would need to be met. It was noted that Mr. Colby obtained a letter of opinion from the Police Chief, but needed one from the Fire Chief.

Mr. Broadhurst made a motion, seconded by Mr. Vachon to continue this discussion to the meeting of 11/21/23. Vote was unanimous.

**PRELIMINARY
HEARING/SUBMISSION OF
APPLICATION**

*Blu Box LLC on property
belonging to Hilshar Associates
Inc, 307 NH Route 104, Tax Map*

Mr. Mertz rejoined the meeting and Mrs. Hiltz recused herself from this portion of the proceedings, appointing Mr. Broadhurst to chair this portion of the meeting. Mr. Broadhurst appointed Mrs. Bruning to act on behalf of Mrs. Hiltz.

R4, Lot 92A, store empty, mobile storage units; Site Plan Review

Hess Engineering William Hess and Mark McDonough, Blu Box LLC, were present. Mr. Hess said they are proposing a Blu Box storage lot in the empty lot to the right of the Mobil station where sheds were previously offered for sale. He said there is a gravel parking area with some paved pads with approximately 39,000 sq. ft of impervious area. Water will drain into an existing detention pond. They will regrade the parking area, add gravel, and 2" course of overlay. They will store Blu Box storage boxes, configured as shown on the plan; no more than two boxes high; with access around the boxes so they can be moved and for emergency response access. Mr. McDonough said they would install a Knox box for access purposes as the area will be fenced and gated. Mr. Hess said evergreens will be planted for screening with trips anticipated at 4-5/day, the NHDOT driveway permit has been approved, and there would be downward facing lights for security.

Mr. Vachon asked if the boxes were empty and Mr. McDonough said most are empty and they require no hazardous chemicals be placed in the boxes. Mr. Broadhurst pointed out that the plans state the boxes will be empty and that boxes containing items go to the Pembroke location. Mr. McDonough said he is agreeable to that. He said boxes are locked so no one can get inside.

Mr. Mertz made a motion, based on number of trips and the nature of the business that this did not have a regional impact, which was seconded by Mr. Hays. Vote was unanimous.

The Board reviewed the required submittals. Mr. Pollock advised that more details are needed on the type of vegetation being planted as screening, as this is a requirement. Mr. Hays made a motion, seconded by Mr. Vachon that Mr. Hess provide to the office the landscaping plan with the required details. Vote was unanimous. Relative to Police and Fire input it was noted letters were still needed. The Board agreed a Conditional Use permit was not needed for this application. There was discussion on whether the storage boxes were displayed material and if so, whether it exceeds to the 5,000 sq. ft. limitation. Mr. Hess said the vegetation will screen some of storage boxes. Mr. Mertz advised that when this was proposed further down on Route 104 the Board had determined that this was not outdoor display so the 5,000 sq. ft. limitation does not apply. The Board agreed.

Mr. Vachon made a motion, seconded by Mr. Hays to accept the application as complete. Mr. Mertz added the recommendation that the landscape details be provided along with letters from Fire and PD. Mr. Vachon amended his motion to add the condition to include the landscape details and letters from Fire and Police, seconded by Mr. Hays and unanimously approved.

Mr. Hays made a motion, seconded by Mr. Mertz to approve the plans with the condition the applicant provide letters from the Fire and PD and details on the landscape plan. Vote was unanimous.

Mrs. Hiltz returned to the Board.

Review of Final Draft of CIP

Mr. Mertz made a motion, seconded by Mr. Hays to forward the CIP to Public Hearing on 11/21/23. Vote was unanimous.

**LRPC Regional Housing
Needs Assessment & Economic
Development District**

LRPC Executive Board is asking towns to accept this state plan noting not all towns have infrastructure in place to support the number they desire. This does not dictate what each town must do, but that the town accepts the report and recognizes the need. Mr. Mertz said though he recognizes affordable housing is needed, it is difficult to create, especially with New Hampton not having infrastructure to create density, adding the Town's ordinance does not prohibit affordable housing. It was the consensus of the Board to have the Selectmen weigh in on this issue before the Planning Board makes any decision on accepting this report. Mr. Vachon made a motion, seconded by Mr. Mertz to continue this discussion to 11/21/23. Vote was unanimous.

**Discussion on RFP for
Planning Consultant**

Mrs. Hiltz asked the Board if they wanted an update, or a rewrite of the Master Plan, and whether it was the intention to engage a consultant prior to the end of the year. As there was someone from LRPC who can help write the RFP it was the consensus of the Board to engage this person and send out RFP's. Mr. Drake encouraged the Board to continue the work on zoning ordinance amendments as any consultant can review those. It was the consensus of the Board that Mr. Broadhurst and Mr. Anderson meet with the LRPC consultant to discuss formulating an RFP.

**REVIEW OF STANDING
COMMITTEES**

Mr. Broadhurst said the Master Plan subcommittee completed the draft Regional Concerns chapter. Mr. Mertz made a motion, seconded by Mr. Hays to send the revision to a Public Hearing on 11/21/23 at 6:00 pm.

OTHER BUSINESS

Mrs. Hiltz advised that the Selectmen would like an opinion from the Planning Board on a possible sale of tax deeded property known as Map R8, Lot 1U. The Board agreed that it needs to be determined what the usable land area is. Mr. Broadhurst made a motion, seconded by Mr. Vachon, to support the Selectmen offering this property for sale if it is determined to be buildable.

Mrs. Hiltz advised that Fire Chief Cathy wants to provide some input on language to incorporate into the Solar Collection System portion of the ordinance, based on some life safety requirements.

Mr. Mertz advised there is outside display and storage of material occurring at Tri-City Masonry, which is non-compliant based on their site plan approval. Mr. Pollock said he would be writing a letter.

ADJOURNMENT

Mr. Broadhurst made a motion, seconded by Mr. Mertz to adjourn the meeting at 8:56 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose