

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

February 20, 2024

CALL TO ORDER

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

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

OTHERS PRESENT

Planning Assistant Mr. Pollock and Fire Chief Cathy

MINUTES

Mr. Shea made a motion, seconded by Mr. Drake to approve the minutes of 1/16/24 with the following changes:

1. Remove the 1st of the 2 statements that “Mike Sharp was present...”.
2. Under Pg 3. “other business”, top paragraph, last sentence, insert “stated” after “Mr. Drake ... (this issue...)”

Vote was unanimous.

CORRESPONDENCE

- Board reviewed a property survey done on property belonging to Michael III & Deanna Einsiedel, which was submitted to the Registry of Deeds.
- Copy of letter from ZBA to Kenneth & Any Tarr and Irene Heinen, granting their special Exception request to operate a short-term rental based on the definition of Bed & Breakfast/Tourist Home.
- Copy of letter from Planning Board to Randy Colby, advising him the Board was denying his application without prejudice.
- Copy of letter from Planning Board to Michael Sharp, advising him the Board requests he meet with them every 6 months.
- Copy of Wetlands Permit application for perched beach on Pemigewasset River for property belonging to Sharon Fawcett Rev. Trust.

PUBLIC HEARING/Confirm conditions are been met

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

Mrs. Hiltz advised that Mr. Pollock has determined the condition required at the meeting of 1/16/24 that the applicant obtain state approval for subdivision from NHDES, has been met.

Mr. Anderson made a motion, seconded by Mrs. Bruning that the conditions have been met and the plans can be approved. Vote was unanimous and the Board signed the plans.

PUBLIC HEARING/Confirm conditions are met (cont.)

Mr. Hays recused himself from this proceeding and advised that he would work to get the appropriate document for consideration at the next meeting.

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. Mertz made a motion, seconded by Mrs. Bruning to continue this discussion to 3/19/24, but if the issue of Cedar Lane brought up during the conditional approval of the revised subdivision plans was not addressed at the 3/19/24 meeting, a letter would be written to the applicant asking them to meet with the Board. Vote was unanimous.

Mr. Hays returned to the Board.

PUBLIC HEARING/Confirm conditions are met (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. It was the Board's understanding that the issue remains with NHDES and Mr. Drake advised they were going to meet with the Selectmen on 2/15/24, but did not come.

Mr. Drake made a motion, seconded by Mr. Hays to continue this discussion to 3/19/24. Mr. Mertz suggested a letter be sent to the applicants asking for an update. Mr. Mertz amended the previous motion to continue this item to 3/19/24 and to send a letter to the applicants asking them to update the Board by 3/19/24. This was seconded by Mrs. Bruning and the vote was unanimous.

Proposed Amendments to Subdivision Regulations

Mrs. Hiltz read Mr. Pollock's advice to consider amendments to address as soon as possible:

1. Specifications for cul-de-sacs and hammerheads turnarounds;
2. Fire Department requirements; and
3. Changes to address state statute changes that have gone into effort.

Fire Chief Cathy said the specifications for cul-de-sacs and "Y" hammerheads would provide better access and a proper turnaround for emergency apparatus. Mr. Pollock said these specifications came from Laconia and Concord regulations, from licensed engineers, and that they were also reviewed by the Fire Chief, Public Works Director, Town Administrator and Mr. Drake. Mr. Mertz pointed out that this addresses life safety and if there are old subdivisions that were approved but never substantially completed, then those owners may need to use the undeveloped land in a different manner so that it complies with these new changes.

Mr. Mertz made a motion, seconded by Mr. Anderson to accept the proposed amendments to the Subdivision Regulations to include the new specifications for cul-de-sacs and "Y" hammerheads and to send to Public Hearing. It was the consensus of the Board to add language that there would be "no parking" allowed within the turning area of a cul-de-sac. The motion was withdrawn so revisions can be made without the comments and notes showing, so the Board could more easily review the amendments.

There was discussion on the current 1,500 foot limitation of length of a dead-end roadway and whether to consider reducing it to 1,000 feet. Mr. Drake recommended this reduction based on his experience with responding to fires, and that the 1,500 feet doesn't take into consideration of the elevation. The discussion on length of a dead-end roadway was held for further discussion.

The Board reviewed recommendations by Fire Chief Cathy to the Fire Protection portion of the Subdivision Regulations. Chief Cathy advised that though the fire chief has the ability to offer recommendations/requirements for the department's needs, having the guidelines listed in the regulations notifies applicants of what would be required for a subdivision of 5 or more lots. Mr. Mertz said this helps with subsequent people holding the Chief's position. Chief Cathy said he chose 2 similarly sized towns and used some of their language. Mr. Shea recommended the Town put in some cisterns on Town lands and Chief Cathy advised that the Town has a dry hydrant fund that continues to be added to. While these funds can be used to install some dry hydrants, Chief Cathy believes a developer should bear the costs - not the community. Chief Cathy explained that in the case of a cistern, if the department uses water, they will replace the water used. The Board took the recommendations under advisement for further discussion in March.

The Board reviewed amendments and corrected language proposed to match the recent changes to state statute language relative to performance guarantees. The Board agreed to hold this language for discussion at the 3/19/24 meeting. Mr. Pollock recognized that Dave Katz had other recommendations for possible Subdivision Regulation amendments but that the ones marked up currently are the ones the office and Fire Chief feel may be important to consider right away.

REVIEW OF STANDING COMMITTEES – Ordinance & Regulations subcommittee

Mr. Mertz advised that the Master Plan subcommittee met 3/11/24, deciding to hold off on further discussion until after voters decide on the warrant article for a Planning Consultant.

Mr. Shea advised that the Regulations and Ordinance Subcommittee was setting a schedule to begin meetings in 2024.

OTHER BUSINESS

There was some discussion on what constitutes a major vs minor subdivision. The current regs list 4 or more as a major subdivision.

ADJOURNMENT

Mrs. Hiltz made a motion, seconded by Mr. Mertz to adjourn the meeting at 7:29 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose