

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

May 16, 2023

CALL TO ORDER

Vice Chair 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. Hays, Mr. Broadhurst, Mr. Shea, & Mr. Mertz (6:02pm). Alternate member: Mr. Anderson.

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

OTHERS PRESENT

Planning Assistant Mr. Pollock and Neil Irvine (6:03 pm)

ANNUAL ELECTION OF OFFICERS

Mrs. Hiltz turned the meeting over to Mr. Anderson.

Mr. Anderson called for nominations for Chairman. Mr. Mertz made a motion, to nominate Robert Broadhurst. There was no 2nd. Mr. Broadhurst made a motion to nominate Mrs. Hiltz, seconded by Mr. Hays. Vote was unanimous.

Mrs. Hiltz returned to chair the meeting and asked for nominations for Vice-Chair. Mr. Mertz made a motion, seconded by Mr. Hays to nominate Mr. Broadhurst. Vote was unanimous.

Mrs. Hiltz asked for nominations for Secretary. Mr. Mertz made a motion, seconded by Mr. Hays to nominate Mr. Shea. Vote was unanimous.

MINUTES

Mr. Mertz made a motion, seconded by Mr. Broadhurst to approve the minutes of 4/18/23 with the following corrections:

1. Correct appointment of Mr. Anderson to act on behalf of Mr. Shaw, since he was unable to connect via Zoom.
2. Pg 7: next meeting of the Ordinance and Regulations Subcommittee to be corrected to 5/9/23.
3. Adjournment: Change "Mr." to "Mrs." Hiltz.
4. Pg 6; last paragraph, 1st sentence: where it states "suggested changing some uses from be allowed by Special Exception to "being" allowed.

Vote was unanimous.

CORRESPONDENCE

1. Copy of ZBA Letter of Decision to William Hodges & Ann Tarryk approving a Special Exception and Variance on 5/3/23.
2. Copy of Dredge & Fill Permit for Brook Road culvert replacement by Town of New Hampton.

PRELIMINARY HEARING/SUBMISSION OF APPLICATION

Jim Hambrook was present on behalf of the applicants Mr. and Mrs. Tibbetts. Mr. Hambrook advised the Tibbetts own both lots and that currently there is an encroachment of the Straits Road buildings and

Lance & Linda Tibbetts, 109 Dana Hill Road and 42 Straits Road, Tax Map R10, Lots 3 & 18, Boundary Line Adjustment

driveway onto the Dana Hill Road property. The land adjustment will correct this, meet setback requirements, and is a swap of land. He provided the soils & slopes calculations to show both lots will comply with the 1 acre minimum.

Mr. Broadhurst made a motion, seconded by Mr. Anderson to accept the plans as complete. Vote was unanimous.

The board reviewed the lot line adjustment checklist. It was noted the signature block was not the typical size, but the Board agreed they had space to sign on the plans.

Mr. Hays made a motion, seconded by Mr. Anderson to approve the plans. Vote was unanimous and plans were signed.

SIGNING OF PLANS

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 from this proceeding as he was representing the applicants.

Mrs. Hiltz advised the conditions have not been met. Mr. Hays said he is having much difficulty getting the original surveyor to add the items to the plan that were requested by the Board. He said a new surveyor may be needed at great expense to the applicants. Mr. Hays asked if something different can be done. Mr. Broadhurst suggested this issue could be discussed with town counsel. The Board agreed the new driveway location, that had been a problem for an abutter, is no longer a concern. Mr. Mertz advised that the Board had wanted to document the conditions placed on the approval, especially to address the narrow culvert if it were to fail in the future. There was discussion on whether a letter can be written and registered stating the same conditions that would be placed on the plan if the surveyor had done the work. Mr. Broadhurst asked if this could be made into a covenant/restriction on this property and which could be recorded.

Mr. Mertz made a motion, seconded by Mr. Broadhurst to continue this discussion to 6/20/23 at 6:00 pm. Vote was unanimous.

Mr. Hays returned to the Board.

SIGNING OF PLANS

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

Mr. Pollock advised that the conditions have not yet been fulfilled so the plans cannot be signed.

Mr. Mertz made a motion, seconded by Mr. Anderson to continue this discussion to 6/20/23 at 6:00 pm. Vote was unanimous.

Discussion on BC2, BC3 and Mixed Use Districts; Revision of Zoning Ordinance

As no subcommittee meeting was held in May, Mrs. Hiltz said this should be continued to next month's meeting.

Mr. Pollock advised that Land Use Administrator Mrs. Vose has provided the Board with minutes from 2005 when the Board had made changes to the MU, BC-2 and BC-3 Districts and what each purpose and characteristic was and why they had different permitted uses.

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**Review of Standing
Committees**

Mr. Broadhurst said the Master Plan subcommittee met and continue to work on the Regional Concerns chapter and Mr. Hays will be bringing them some information on watershed concerns for consideration. Next meeting is 6/12/23 at 6:00 pm.

OTHER BUSINESS

Mr. Irvine asked Mr. Pollock to advise the Board that future meetings will be held in the 2nd floor of the Town Offices.

ADJOURNMENT

Mr. Broadhurst made a motion, seconded by Mr. Anderson to adjourn the meeting at 6:51 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose