

**TOWN OF NEW HAMPTON  
PLANNING BOARD  
MEETING MINUTES  
NEW HAMPTON TOWN OFFICE  
NEW HAMPTON, NH 03256**

October 16, 2012

**MEMBERS PRESENT:**

Mr. Kettenring, Mr. Irvine, Mr. Luciano, Mr. Conkling, Ms. Gregg, Mr. Love, and Mr. Mertz were present.

**OTHERS PRESENT:**

Mrs. Lucas, Town Administrator was present.

**CALL TO ORDER:**

Mr. Kettenring called the meeting to order at 7:00 p.m.

Mr. Mertz made a motion, seconded by Mr. Luciano, to approve the minutes of September 18, 2012 with the following change:

1. Under Call to Order, change "Mr Irvine appointed..." to "*Mr. Kettenring appointed Mr. Joseph to vote in place of Mr. Conkling*".

Vote passed.

Mr. Irvine made a motion, seconded by Mr. Luciano, to approve the minutes of September 25, 2012 with the following change:

1. Pg. 2, 2<sup>nd</sup> paragraph (Mansfield Woods) change the name of someone present from "Joanne McCourt" to "*Jennifer McCourt*".

Vote passed.

Mrs. Lucas distributed a copy of the minutes from July 31, 2012 for the board's review, to be voted on at a later date.

**CORRESPONDENCE**

- Plan NH – Oct.25, 2012 workshop; Mr. Irvine advised that he, Mr. Conkling, and Ms. Gregg plan on attending.
- Workshops presented by several conservation groups sponsoring Plan for Lakes Region Conservation, on Nov. 1<sup>st</sup> & 8<sup>th</sup>.
- Letter from Central Land Surveying with Elizabeth Baird's property survey, advising no adjustments were made.
- Notice of Decision from the ZBA granting approval on a Special Exception request for Scott & Roumiana Adams to construct a garage with a 2-bedroom accessory apartment above, with conditions.
- Notice of Decision from the ZBA granting approval on a Variance request for Craig Weisman to construct a

storage shed no closer than 1 foot to the side property line, with conditions.

- Letter from LRPC inquiring about unserved or stranded broadband service areas in the Lakes Region.
- Letter from LRGHealthcare relative to a seminar on *Building Healthy Communities*.
- Letter from NH DES to Anthony Randall relative to deficiencies at the Jackson Pond Dam having been addressed.

Mr. Irvine asked about the letter from LRPC relative to broadband coverage and whether this initiative will help with the unserved areas in New Hampton. Mrs. Lucas advised that LRPC was currently working with FairPoint, but she will keep New Hampton coverage in mind as she works with the legislature in the upcoming year to try to obtain better coverage in the rural areas of the state.

### **MASTER PLAN COMMITTEE UPDATE**

Mr. Irvine advised that the survey mailing had an 18.5% response rate. The surveys have been tabulated and have confirmed that the demographics match the results of the census data, so it is a good representative sample. He said they would meet in 2 weeks and would create recommendations for adjustments to the Master Plan.

### **ABUTTER'S HEARING/SUBMISSION OF EXPEDITED APPLICATION**

*Robert & Janice Deleault & Twin Tamarack Condominium Association, 108 Campground Road, Tax Map U9, Lot 8A-8; Site Plan Review to expand limited common area*

Robert Delault was present and advised he has received approval from Shoreland Protection and the condominium association for the cottage addition. He submitted a plan showing the cottage as it exists now and the proposed plan, as requested by the Planning Board at the September meeting. He advised he has the documentation for the amended limited common area plans for registration purposes.

Mr. Irvine made a motion, seconded by Ms. Gregg, to accept and approve the application and plan. Vote was unanimous.

### **PRELIMINARY HEARING/SUBMISSION OF APPLICATION**

*Christine Corrigan, Tax Map R-7, Lot 1B, 1028 Straits Road; 2 lot subdivision*

Mr. Carl Johnson, Surveyor, was present. He advised that Ms. Corrigan wants to sell the farmhouse with 5.12 acres of land, retaining 10 acres for her future development. He advised test pits were done on the house lot and the vacant lot and that there is safe sight distance for access to either lot.

Relative to the subdivision checklist. Mr. Johnson is requesting waivers for the following: no additional licensed surveyors/engineers necessary on the plan; road profiles not needed as no new roads are planned, no plans for storm water management and erosion control; State subdivision approval not required as both lots are over 5 acres; alteration of terrain permit not necessary to develop lot 2; driveway permit as one lot already has a driveway and 2<sup>nd</sup> lot has an existing access road; no deed restriction exists or is planned; no additional reports or studies

are required.

Mr. Mertz asked if a driveway permit is typically required in the case of a subdivision and Mr. Kettenring said they are. There was discussion that this could be a condition of approval, to obtain a driveway permit.

Mr. Mertz made a motion, seconded by Mr. Luciano, to accept the application with the stipulation that the applicant obtain a driveway permit for the 10 acre lot. Vote was unanimous.

Mr. Irvine made a motion, seconded by Mr. Mertz, to grant the waivers requested. Vote was unanimous.

Mr. Mertz made a motion, seconded by Mr. Irvine, to approve the subdivision, with the condition that a driveway permit is obtained for the 10 acre lot. Vote was unanimous.

Mr. Love recused himself from this portion of the proceedings.

**PRELIMINARY**  
**HEARING/SUBMISSION OF**  
**APPLICATION – Site Plan**  
**Review**

*New Hampton School, Tax Map U-3, Lot 12 - for renovation and an addition to Meservey Hall and Tax Map U-4, Lot 12 - for relocation of parking*

Mr. Kettenring read a letter from Fluet Engineering Associates advising the board of their submittals and an overview of the plan to renovate and construct an addition to Meservey Hall, and to relocate parking to a lot across the street from the school. The letter also requested that the recording requirements be waived on the site plans.

Kirk Beswick, Director of Facilities, was present and introduced Paul Fluet (Civil Engineer), Ward D'elia (Architect) and Jeff Downing, CCI. Mr. Beswick advised that the renovation and addition to Meservey Hall will result in a reduction of the square footage of the existing structure and will house ASP and History. The design will blend with the nearby structures. They are presenting a plan for parking relocation as some parking will be lost. Mr. Beswick said there will be pedestrian access to Meservey at both sides, as well as front and back and ADA compliance will be improved. Relative to parking the school is trying to keep vehicular traffic out of the center core of the campus.

Mr. Irvine asked how many parking spaces would be eliminated from the back of Meservey and Mr. Beswick advised it was 12 spaces. Mr. Fluet showed the parking area being removed and that a walkway will be put in its place. Mr. Beswick said they looked at many locations and determined the best location was an area across the street, next to the general store. He explained the parking plan and said plantings are being proposed to shield the view from the abutting private home to the parking lot.

Mr. Mertz pointed out that there may be a problem with the

nearby crosswalk and its distance to the driveway that accesses the parking lot. Mr. Beswick understood it may need to be moved and said they were requesting a driveway permit from NH DOT.

Mr. Irvine expressed concern with the 50 foot buffer strip requirement in the site plan review regulations (Section X.E.1) between the parking lot - as the use is non-residential, and the abutting lot - which is residential.

Mr. Mertz asked if there are some retention walls being constructed and Mr. Beswick advised they are already in place, but will be improving them.

Mr. Beswick said they are putting in plantings along Main Street to help screen the view of the parking lot from the road. He said they are installing some catch basins so runoff will run into existing manholes, and not onto abutting properties.

Mr. Irvine asked how snow will be removed and Mr. Beswick advised it will be pushed back further onto the school lot.

Mr. Kettenring asked how many vehicles typically park on this empty lot area currently and Mr. Beswick advised it was 1-2. Mrs. Lucas pointed out that the use of this empty grass area for parking has only been recently.

Relative to % of impervious surfaces in relation to lot sizing, Mr. Mertz asked how this proposal applies. Mr. Kettenring suggested using non-impervious surfaces to allow flow through of rain. Mr. Beswick said the lot is very large so this should not be an issue.

Mr. Irvine asked if the school sees the proposed parking area as being temporary while they implement their future plans, as it seemed contrary to New Hampton School's Master Plan to create less travel off of the main campus. Mr. Beswick said the Master Plan brings parking and vehicular traffic out of the center of the campus. He said this proposed parking area is not in response to event parking, but meant for staff, and will likely be empty at night. He advised it would be permanent parking.

Mrs. Lucas advised that one abutter to the parking area, NH Fish & Game, was overlooked and were not notified of this hearing, so they may have input on this proposal. They will be notified per statute.

Mr. Mertz asked if adding permanent parking spaces on a residential lot for school purposes was changing the use of that lot. Mrs. Lucas pointed out that this was unusual as the off

street parking is not being created for the use of the lot. She said that according to the tax maps the small red house, that's being used residentially, is on the same lot as the country store. Mr. Beswick advised that this is not true, that the red house is on a separate lot than the store, and also separate from the Ebbels lot. He said a surveyor is working on this issue. Mrs. Lucas said that if this is the case, then Mr. Mertz's question about % of lot coverage relative to impervious surfaces needs to be addressed. Mr. Beswick compared this use to being similar to parking next to faculty and dorms. Mr. Irvine pointed out that having a sidewalk separating the two lots could be an argument for use, in this case, but a state road separating the two is different. Mr. Beswick said there are several properties on the opposite side of the street from the campus, so he feels this is an extension of use of their properties.

Mrs. Lucas advised that Lane Hall used to have a lot of parking out front, but NHS did away with it as they wanted the campus to have a particular appearance from Main Street. She said the addition of this parking area seems contrary to that look. She said Mr. Beswick had mentioned other possible locations for parking relocation. He said those weren't practical or were cost prohibitive. Relative to the suggestion of using non-impervious paving, as the run-off could be an issue for Fish & Game's fish hatchery below, Mr. Fluet and Mr. Downing advised it was very expensive and required a lot of maintenance.

Mr. Irvine advised he would like to look at the site to see what other locations for relocating parking and suggested moving the parking back, further away from Main Street, to create more visual green space. Mr. Irvine pointed out that the school wants to create green space in other areas along the roadway, and doing this is also in keeping with the town's vision of Main Street. He said he would like to see the alternative parking solutions and why they chose to eliminate them. Mr. Kettenring advised that there are still a lot of parking spaces the school is looking to remove, behind the buildings at the front of the campus, and asked what future plans there are to relocate those spaces. Mr. Beswick said they want to construct a new dormitory next year, followed by replacement of the hockey rink, then reconstruction of a dorm while taking down some older structures. He said at some point Lane and Berry Halls will need renovation & restoration and will address parking relocation at that time. Mr. Mertz asked if the construction of a new hockey rink will create additional parking and Mr. Beswick said spaces will be gained at that time.

Mr. Irvine asked if they had spoken with the Police Chief on

the parking plans and Mr. Beswick said they had not. Mr. Irvine suggested they get his input because as parking will continue along Main Street, sight lines may be obstructed for this parking area access.

Mr. Kettenring asked for abutter's comments. Shannon Sargeant, abutter living next door to the parking area, expressed her concern with noise, privacy, possible loitering in the parking lot, and more likelihood of cars taking the parking space directly in front of her home. She said she is able to fit 2 vehicles in her driveway.

Mr. Kettenring asked how wide the planned buffer was between Ms. Sargeant's property and the parking lot and Mr. Fluet advised it was 18 feet of vegetative buffer.

Mr. Beswick asked if there were questions relative to the reconstruction and remodeling of Meservey. Mrs. Lucas asked how many spaces will remain behind Berry Hall. Mr. Beswick said there are 21 or 32 remaining, but will verify which it is.

Mr. Fluet reviewed existing and proposed storm water run-off and utilities. He advised that a driveway permit application has been submitted to NH DOT.

Mr. Mertz asked if there are mechanicals on the roof of the building and at what height they are as his concern is with fire suppression. Mr. Downing said it is not as high as Pilalas and is the same height as the current structure. Mr. Irvine asked them to explain emergency vehicle access. Mr. Beswick advised that vehicles can access Meservey from 3 of its sides. He said there are some lightweight, easily movable bollards that are only going to be in place to deter vehicles from driving on the walkways being created, and will not hinder emergency vehicles. Deputy Fire Chief Kevin Lang asked if Chief Drake had stated any concerns and Mrs. Lucas said to date he had not, but had been provide plans and would be making comments to the Planning Board by the next meeting. She also pointed out that the Police Chief will also submit comments. Mr. Beswick advised Chief Drake has begun a discussion on his concerns and Mr. Beswick said he would speak with Police Chief Salmon. Mrs. Lucas asked them to contact the Precinct as the town would like their input on this proposal.

Mr. Irvine asked if this was 2 applications and Mrs. Lucas advised that changes to Meservey and the parking relocation are on 1 application.

Mr. Irvine advised that as there are some unanswered questions he does not feel the application is complete, pointing out an abutter that still needs notification, sight lines from the parking

area reviewed by the PD & FD, buffer zone to residential neighbor, and qualification of the use of the lot for the intended purpose.

Mr. Mertz made a motion, seconded by Mr. Luciano, to continue the hearing to Saturday, October 20, 2012 at 9:30 am, to perform a site visit, beginning behind Merservey Hall. Vote was unanimous.

Mr. Kettenring advised the board will also have to consider the waiver request for plan registration.

**OTHER BUSINESS:**

There was none.

**ADJOURNMENT**

Motion to adjourn was made by Mr. Mertz, seconded by Ms. Gregg. Vote was unanimous. The meeting was adjourned at 8:53 p.m.

Respectfully submitted,

Pamela Vose

DRAFT