

<b>PLANNING BOARD</b>	<b>AUGUST 28, 2018, 7:00 PM</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

DRAFT

- A. **CALL TO ORDER:** The meeting was called to order by Chairman Todd Santora at 7:00 p.m.
- B. **ROLL CALL:** T. Santora, Chairman, S. Hanson, Vice Chairman, L. Brown-Kucharski, A. Brubaker, E. Simon, M. Sikorski, Building Inspector, G. Coppelman, Circuit Rider Planner, E. B. Beattie, Selectman’s Representative, H. Fazzino, Secretary. Absent: A. Tonry.

The Board received a Volunteer Application from Jon Ridzon for a Planning Board Alternate. Chairman Santora discussed the application and introduced Mr. Ridzon.

**C. PUBLIC HEARINGS**

**Case #18-05-01:** Application from Shabiki Realty Trust for Final Public Hearing for Private Road Subdivision of an existing 9.04 acre residential lot with an existing house. The project proposes to subdivide into two buildable lots (5B & 5C) by proposing a Private Road per the Zoning Ordinance required for parcel frontage and access. The new building lot (5B) shows a house, driveway, utilities (i.e. private septic and well), grading, drainage, etc. Per Section 6.2.17, the proposal shows the prospective future street system on the remaining land for transparency and shall not be voted on or considered for approval as part of the proposal. The property is located at 25 Depot Road, Map 8, Lot 84-5. Waivers are requested. Continued from May 22, 2018 Meeting. Continued to July 24, 2018. **Request for Continuance to September 25, 2018.**

Chairman Santora read the Request from James and Alizza Mitchell.

**MOTION:** To grant the Applicant’s Motion for a Continuance of Case #18-05-01 to September 25, 2018.

**MOTION: S. HANSON**  
**SECOND: E. B. BEATTIE**  
**UNANIMOUS**

The Board requested that the Applicant be notified that the Board determined that a deadline of September 10, 2018 will be needed for all materials, to allow the Circuit Rider Planner and Building Inspector, and Board members to evaluate the plans.

L. Brown-Kucharski reminded the Board to follow up with the Town Attorney before next month. A question of whether the unbuilt cul-de-sac is proper, agreement by the Board and the Applicant to re-notice, frontage on the private road.

**Case #15-10-01:** The Meadows at Grapevine Run Phase Two Application from Avesta Housing for Final Public Hearing for Site Plan Review and Wetlands Special Use Permit, for three structures with 24 single-bedroom units of elderly

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housing each, on-site well and sanitary sewer, on property located at Brown Road, Tax Map 5, Lot 57. Waivers requested.

Chairman Santora read the Department Heads Review from the Police and Fire Departments. He provided a status update on status of several contracts under review by Town Attorney Mark Beliveau, and the Mylar to be recorded soon. The Board was in agreement with the Department Heads Review. Parking was discussed at the Planning Board meeting of June 26, 2018. The issues raised by Police/Fire in Department Heads Review were discussed at length during the Planning Board meeting of June 26, 2018.

**MOTION:** To accept the Police and Fire Department Heads Review into the record as a fulfillment of the condition for Avesta Housing Case #18-06-03 approved on June 26, 2018.

**MOTION: S. HANSON**  
**SECOND: E. SIMON**  
**UNANIMOUS**

Public Comment: None. The public comment period was closed.

Chairman Santora reported that he has been working with M. Beliveau on the Performance Agreement, Indemnity Agreement, Three- Party Agreement with Castagna for Building Inspection Services, Consent to Assignment, Agreement for Site Inspection Services by Beals Associates, including the assessment of Brown Road.

The estimated cost of construction that was provided to the Board by Avesta Housing will be reviewed by Castagna and Beals Associates and will be incorporated into a Letter of Credit that will be provided to Bangor Savings Bank or other bank designated by Avesta Housing.

M. Sikorski, Building Inspector, will then issue his Will Issue Letter.

**D. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: July 24, 2018**

G. Coppelman corrected page 3, 6<sup>th</sup> paragraph, last line as follows:  
 You can ~~you~~ approve frontage for a ~~lot~~ (structure) that has not been built (7.6.2).

E. Cimon left the meeting at 7:44 p.m.

**MOTION:** To approve the July 24, 2018 meeting minutes as amended.

**MOTION: S. HANSON**  
**SECOND: E. B. BEATTIE**  
**4 IN FAVOR, 1 ABSTENTION PASSES**

**E. COMMUNICATIONS TO BOARD MEMBERS**

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**RYE ZBA VERIZON TOWER APPLICATION-** Surrounding towns are notified within a 20 mile radius when a cell tower is planned.

**2018 MUNICIPAL LAW LECTURE SERIES-** 3 sessions over 3 evenings will be held in Stratham, NH. Board members were encouraged to attend, the Secretary will process requests for payment for registrations.

**2018 LEGISLATIVE UPDATE-** The New Hampshire Office of Strategic Initiatives issued its 2018 Session highlights for the Board’s information. The Board updated the Decisions section, 9. A. to 65 days from the date of a completed application, down from 90 days, subject to the extension of waiver as provided in RSA 676:4.

**F. OTHER BUSINESS**

**UPDATE ON ORDINANCES PROJECT-** A. Tonry- Tabled until the September meeting.

**MASTER PLAN PLANNING BOARD CHAPTER REVIEW**

1. Community Profile: No comments
2. Community Vision & Goals: No comments
3. Housing: L. Brown-Kucharski discussed the following corrections: Paragraph 1.1, Hampton Falls ~~has~~-continues to be ~~become~~-a predominately bedroom community, and its housing history confirms this trend.  
T. Santora will bring the changes noted to the next Master Plan Committee, and confirm the percentage of responses that were received.
4. Public Utilities: No comments

**PROPOSED ALTERNATE TO THE PLANNING BOARD:** Jon Ridzon remains interested in serving as an alternate to the Planning Board, the term has not been confirmed.

**G. ADJOURN**

**MOTION:** To adjourn the meeting at 8:35 p.m.

**MOTION: L. BROWN-KUCHARSKI**  
**SECONDED: A. BRUBAKER**  
**UNANIMOUS**

**THE NEXT MEETING SCHEDULED FOR TUESDAY, SEPTEMBER 25, 2018, 7:00 p.m.**