

PUBLIC HEARING AND BUSINESS MEETING
DRAFT

A. CALL TO ORDER: The meeting was called to order at 7:00 p.m.

B. ROLL CALL: **Present:** C. Brown, Chairwoman; A. Tonry, B. Mutrie,
S. Volpone, T. Santora, Members;
G. Parish, G. Hardee, Alternate Members;
M. Kasprzak, Selectmen's Representative;
M. Sikorski, Building Inspector, K. Croteau, Secretary;
D. Smith, Circuit Rider Planner
Not Present: A. Franciosa, Vice Chairman; P. Stone, Alternate
Member

C. Case #13-08-01 - Application from Kevin O'Brien, 356 Exeter Road LLC, for Final Public Hearing for Site Plan Review to redesign existing spaces for classroom use at property located at 356 Exeter Road, Map 6, Lot 22. (Heronfield Academy)

G. Parish was designated a voting member for this meeting.

C. Brown opened the hearing acknowledging receipt of a letter of authorization from Karen Birdsall, manager and member of 356 Exeter Road, LLC allowing Kevin O'Brien to act on behalf of 356 Exeter Road, LLC.

Peter J. Saari, Esquire, Martha Shepardson-Killam and Amy Bailey were present on behalf of Heronfield Academy.

A. Tonry stated that she was an abutter to the applicant. C. Brown asked if there were any issues. No comments were heard.

P. Saari represented Heronfield Academy. He referred to 2 sketch drawings; one titled "Farm House Building" showing the first floor of that building and another sketch drawing showing the 2 classrooms which he distributed to the Board Members. He explained that the modifications were all interior; they were removing a kitchen, and taking out a common/study area to allow for more classroom space for one English Room and one Spanish Room. He explained that all work to be done was interior work and there would be no intensity of use of the property.

C. Brown asked if the upper floors were being used for living quarters and if there would be any further changes to this house regarding classrooms.

P. Saari answered that only the first floor was considered for classroom space. M. Shepardson-Killam noted the upper floors were currently being used for living quarters.

C. Brown asked if all ADA specifications were met and asked the Building Inspector if he had any concerns.

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M. Sikorski replied that the ADA specifications were met and he felt that Engineer, R. Cummings, had done a thorough analysis of the space; there were no negative comments.

Upon discussion it was noted that the classroom spaces had sprinklers and fire alarms, met ADA specifications, had ceiling height of 7 ½ feet with adequate doors and windows for fire exit.

T. Sanotora asked if this additional space would change the amount of students allowed in a room. To this A. Bailey replied that they originally anticipated 15 students per class but that there were a couple of classes with 16 students per class; the maximum allowed is 25.

C. Brown noted that the Zoning Board of Adjustment limited Heronfield Academy to a maximum of 100 students.

S. Volpone asked what the current enrollment was at Heronfield to which M. Shepardson-Killam replied 82.

G. Parish asked D. Smith if he knew if a private school would have to meet public school requirements. D. Smith said he would have to research for that answer. M. Shepardson-Killam noted that she did not know that answer either but that Engineer, R. Cummings had been very thorough.

At this point, C. Brown referred to D. Smiths' Memorandum of August 13, 2013 and read the following questions:

1. Are the number of children and employees to remain the same as prior to this change of use? This may impact parking requirements, septic loading requirements, fire safety as well as vehicle and pedestrian safety on site.

P. Saari responded that the same student and faculty size will be maintained.

2. Is fire suppression adequate for this additional change of use on the site?

M. Sikorski stated that the Fire Chief had reviewed the plan.

3. Is the septic adequate to sustain the proposed change of use (SPR 6.2.14)?

P. Saari stated the septic was adequate. A. Bailey noted that all bathrooms meet ADA requirements.

4. Is there going to be any lighting on the building after the modification? If so, lighting fixtures need to be shown and down shielded lighting standards need to be met (SPR 8.8).

P. Saari stated there would be no additional lighting.

5. Note 10 mentions increase in impervious area on Exeter's side. It is my understanding that this is only to be interior modifications to an existing building. Has Exeter reviewed this expansion in impervious cover? Is the note not pertinent to this application?

After discussion it was decided that Note 10 should be removed from the plan as it was a carryover from a previous renovation regarding the stairway.

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C. Brown concluded the discussion with reference to the memo noting the requirements for the necessary professional stamps and plan reference note inclusion on the mylar prior to signing.

C. Brown asked what the Davis Room was used for and asked if the Academy had a large meeting room. M. Shepardson-Killam stated that the Davis Room was used for both classes and conferences and that large meetings were held in the Multipurpose Room located in the "School House", formerly known as the old auction house.

The Chairman opened the meeting to the Public.

Hearing no comments the Chairman closed the meeting to the Public.

MOTION: To accept jurisdiction of the application as complete.

MOTION: A. TONRY

SECOND: T. SANTORA

UNANIMOUS

MOTION: To grant waivers from the Site Plan Review Regulations as follows as this application is for interior changes of use only:

6.2.10 Location of Wetlands and appropriate setbacks.

6.2.5 Name, license number, and seal of the N. H. registered Land Surveyor, plus name, seal and address of engineer.

MOTION: A. TONRY

SECOND: T. SANTORA

UNANIMOUS

MOTION: To approve the applicant's request for site plan to redesign existing spaces for classroom use at property located at 356 Exeter Road, Map 6, Lot 22, Heronfield Academy subject to the following conditions:

1. That any and all fees due the Town of Hampton Falls and its consultants be paid before the mylar is signed and recorded.

2. That Note 10 currently on the plan set be removed as it does not apply to this amended site plan.

MOTION: A. TONRY

SECOND: G. PARISH

UNANIMOUS

D. REVIEW AND APPROVAL OF JULY 23, 2013 MINUTES

C. Brown referred to page 2, end of the first paragraph and asked that it be changed to read: ordinance changes *would probably not be on the 2014 warrant*.

MOTION: To accept the minutes of the July 23, 2013 minutes as amended.

MOTION: M. KASPRZAK

SECOND: B. MUTRIE

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E. OTHER BUSINESS

1. The Board acknowledged the Ordinance and Regulations Review Committee minutes from the 7/24/13 and 8/7/13 meetings.

C. Brown addressed the following memos distributed to Board Members:

1. Town of Seabrook Planning Board regarding upcoming public hearings to be held September 3 and September 17 regarding Development of Regional Interest.
2. Article from N.H. Municipal Association – “I Recuse Myself”.
3. Rockingham Planning Commission regarding the Regional Conversations to be held for the Regional Master Plan Update.
4. A copy of the “Source” newsletter from N.H. Department of Environmental Services.
5. Dates and times for the N.H. Municipal Association 2013 Municipal Law Lecture Series.

C. Brown informed the Board Members that Mr. Ginsberg had withdrawn his case (Ginsberg v. Town of Hampton Falls Superior Court #218-2013-CV474).

F. COMMUNICATIONS TO THE BOARD

C. Brown distributed a copy of the proposed budget for the Planning and Zoning Boards. Discussion took place regarding a number of items including legal, mileage and periodicals for which suggestions were made for the upcoming budget work sessions.

A discussion took place regarding the Master Plan and whether or not a survey would be beneficial. After discussion, the consensus was that a survey would be helpful when putting together the update to the Master Plan.

C. Brown reported that she, T. Franciosa, R. P. McDermott, M. Kasprzak and D. Smith had met with the new Town Manager from Seabrook to discuss the idea of an agreement between Hampton Falls and Seabrook for sewer and water on August 12, 2013. She related that he was interested in what they had to say and he has experience in these areas. The Town Manager from Seabrook is going to put together some ideas to present to the Seabrook Board of Selectmen in this regard.

G. ADJOURNMENT

MOTION: To adjourn the meeting at 8:40 pm.

MOTION: A. TONRY

SECOND: S. VOLPONE

UNANIMOUS