

PUBLIC HEARINGS & BUSINESS MEETING
MINUTES
DRAFT

- A. **Call to Order:** The meeting was called to order at 7:00 p.m.
- B. **Roll Call: Present:** A. Franciosa, Vice Chairman; A. Tonry, T. Santora
G. Parish, L. Brown-Kucharski Members;
B. Mutrie, B. Burns, Alternate Members;
M. Kasprzak, Selectmen's Representative;
J. LaBranche, Circuit Rider Planner; K. Croteau, Secretary;
Not Present: C. Brown, Chairwoman,
P. Stone, Alternate Member; M. Sikorski, Building Inspector
-

Vice-Chairman Franciosa introduced J. LaBranche as the Circuit Rider Planner for the foreseeable future.

C. PUBLIC HEARING – Architectural Design Guidelines – Business District North & South
The purpose of the hearing is to: Amend the Hampton Falls Site Plan Review Regulations by adding language to Section 6.2.27 – Architectural Review that will make reference to an architectural design guideline appendix of the regulations, which is meant to illustrate site and building design recommendations for commercial and multifamily development within the Business District North and Business District South.

Vice Chairman Franciosa opened the public hearing. There were no members of the public present.

The following four documents were presented for public hearing:

1. Design Guidelines for Hampton Falls Business District North & Business District South Hampton Falls, New Hampshire;
2. Hampton Falls, NH Design Guidelines Example Book;
3. Design Guidelines for Hampton Falls Landscaping; and
4. Design Guidelines for General Site Planning

After lengthy discussion, it was decided that two of the four documents presented for public hearing were not properly noted in the Legal Notice for Public Hearing. The Board asked that the Design Guidelines for Landscaping and the Design Guidelines for General Site Planning be addressed at a future public hearing.

L. Brown-Kucharski said she felt the Design Guidelines for Hampton Falls Landscaping were not necessary and too descriptive and picayune, to which A. Tonry explained these were guidelines to provide direction and appease neighbors when challenges arise, these are not regulations.

M. Kasprzak noted the guidelines were being put in place to help with the decision making process where suggestions are provided for a wide range of plants and lists for the invasive species that are prohibited.

PUBLIC HEARINGS & BUSINESS MEETING
MINUTES
DRAFT

B. Burns suggested including a link on the Landscaping document to the web site for updates to what plants have been determined to be invasive as these can change over time.

At this time, the Board directed attention to the Design Guidelines for Hampton Falls Business District North & Business District South Hampton Falls, New Hampshire and the Hampton Falls, NH Design Guidelines Example Book.

Circuit Rider Planner, J. LaBranche, suggested merging the Design Guidelines for Hampton Falls Business District North & Business District South Hampton Falls, New Hampshire and the Hampton Falls, NH Design Guidelines Example Book. In addition, she suggested the following change from page 1, fourth paragraph, first sentence of the guidelines:

The provisions of the *Guidelines* apply to all ~~retail, commercial, multi-family and residential non-residential and multi family~~ development in Hampton Falls' Business District North and Business District South. They apply to new construction as well as expansions, renovations or redevelopment of existing buildings and sites.

Hearing no further questions or comments, the Vice Chairman closed the public hearing.

Vice Chairman Franciosa appointed Alternate Member Beverly Mutrie as a voting member for this meeting.

MOTION: To accept the Architectural Design Guidelines for the Business District North and the Business District South and the Hampton Falls Design Guidelines Example Book to be combined into one document as guidelines and adopt it as an appendix to the Site Plan Review Regulations as amended.

MOTION: G. PARISH

SECOND: M. KASPRZAK

UNANIMOUS

Discussion took place regarding the Design Guidelines for Hampton Falls Landscaping and the Design Guidelines General Site Planning documents and whether or not they should be combined. The Board agreed they should remain separate but should include the 3 districts in the headings.

MOTION: To rename the Design Guidelines for Hampton Falls Landscaping and Design Guidelines General Site Planning to include all 3 district names, Town Common District, Business District North and Business District South and bring forward for public hearing in September.

MOTION: G. PARISH

SECOND: A. TONRY

UNANIMOUS

**PUBLIC HEARINGS & BUSINESS MEETING
MINUTES
DRAFT**

D. Review and Approval of 7/22/2014 meeting minutes.

MOTION: To accept the minutes of the 7/22/2014 meeting as written.

MOTION: L. BROWN-KUCHARSKI

SECOND: T. SANTORA

FIVE IN FAVOR; TWO ABSTENTIONS: PASSES

E. Other Business

Road Committee – Status of recommendation – Wadleigh Lane & Pelton’s Way.

Vice Chairman Franciosa reported that the Road Committee received a letter from the engineers recommending the release of the maintenance bond for Wadleigh Lane. He reported the checklist for Pelton’s Way should be completed soon.

MOTION: To recommend, to the Board of Selectmen, the release of maintenance bond funds to the developer of Wadleigh Lane after payment is made for all outstanding invoices.

MOTION: T. FRANCIOSA

SECOND: A. TONRY

UNANIMOUS

F. Communications to the Board- The Board received the list of workshops available through the New Hampshire Municipal Association.

L. Brown-Kucharski mentioned she had attended the Preparing for Climate Change seminar and found it informative. B. Burns noted their next seminar is to be held in Hampton Falls at the Public Safety Building on September 10, 2014.

G. Parish gave an update on his situation with Unitil’s tree trimming and reported they were holding up their end of the agreement.

G. Adjournment

MOTION: Motion to adjourn the meeting at 8:15 p.m.

MOTION: A. TONRY

SECOND: G. PARISH

UNANIMOUS

NEXT MEETING SCHEDULED TUESDAY, September 23, 2014 7:00 p.m.