

**PUBLIC HEARING & BUSINESS MEETING  
MINUTES  
DRAFT**

**A. Call to Order:** The meeting was called to order at 7:00 p.m.

**B. Roll Call: Present:** C. Brown, Chairwoman; 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:** P. Stone, Alternate Member; M. Sikorski, Building Inspector

**C. PUBLIC HEARING** – Pursuant to RSA 674:43, 674:44 and 675.6, notice is hereby given of Public Hearing to be held by the Hampton Falls Planning Board on Tuesday, September 23, 2014 beginning at 7:00 p.m. at the Hampton Falls Town Hall, 1 Drinkwater Rd. The purpose of this hearing is to: Amend the Hampton Falls Site Plan Review Regulations by appending to these regulations the documents titled “Design Guidelines for Landscaping in the Town Common District, Business District North and Business District South” and “Design Guidelines for General Site Planning in the Town Common District, Business District North and Business District South”

Chairwoman Brown opened the public hearing, read the legal notice and asked for any questions or comments; hearing none, she closed the public hearing and asked for a motion.

Alternate B. Mutrie was appointed a voting member at this time.

**MOTION:** To amend the Hampton Falls Site Plan Review Regulations by appending to these regulations the Design Guidelines for Landscaping in the Town Common District, Business District North and Business District South and the Design Guidelines for General Site Planning in the Town Common District, Business District North and Business District South.

**MOTION: T. FRANCIOSA**

**SECOND: G. PARISH**

**UNANIMOUS**

**D. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES – August 26, 2014**

**MOTION:** To approve the minutes of the August 26, 2014 meeting as written.

**MOTION: B. MUTRIE**

**SECOND: A. TONRY**

**6 IN FAVOR; ONE ABSTENTION: PASSES**

B. Mutrie resumed her role as Alternate Member upon the arrival of T. Santora.

**E. OTHER BUSINESS**

Wetlands Ordinance – Chairwoman Brown reported that she, Conservation Commission Chairwoman, B. Burns, Circuit Rider Planner, J. LaBranche and Glenn Greenwood from the

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Rockingham Planning Commission met yesterday to work on changes to the proposed amendments to the Wetlands Ordinance. J. LaBranche is making the suggested changes and providing references for the proposed amendments. Chairwoman Brown said they hope to have it ready for the October meeting for discussion in preparation for a public hearing in November. A. Tonry noted the November meeting date is early due to the Holiday Schedule and legal notice deadline requirements will need to be considered for the public hearing.

Road Committee – Status of recommendation – Peltons Way T. Franciosa reported the punch list is not yet complete.

2015 Budget –

Chairwoman Brown distributed copies of the 2015 Planning and Zoning Budget worksheet which she presented to the Board of Selectmen at the Budget Work Session held Monday. She explained the increase was due to funds needed for the contracts for Circuit Rider Planner and the Master Plan. B. Mutrie asked where the population figure used by the Rockingham Planning Commission came from. J. LaBranche said she would find out.

Master Plan –

Chairwoman Brown said she and J. LaBranche are working together to determine a schedule for meetings to begin the process of updating the Master Plan where a vision statement and the use of a survey will be the first topics for discussion.

A lengthy discussion took place regarding the use of a survey and how to best accomplish a useful response. A suggestion was made to distribute a flyer on Election Day to the residents giving notice that a survey is in the process of being developed and to expect it. A survey from a prior Master Plan update was distributed to members for review. It was noted that other Town Departments, Boards or Committees may have questions to include in the survey. J. LaBranche noted that the Town of Atkinson had a favorable response to its survey and will try to obtain a copy of it for the Board's review. Other suggestions noted were to indicate a deadline on the survey, publicize it widely, and include the address for the online survey on the flyer.

**F. COMMUNICATIONS TO BOARD MEMBERS**

Great Bay Matters – Chairwoman Brown said the Fall 2014 copy of the publication is available at Town Hall. J. LaBranche referred to an article in the publication titled “Chasing a Changing Shoreline” and noted there is an interactive conference scheduled for December 11 for which she will provide the agenda once available.

Town & City – Chairwoman Brown noted the publication arrived today.

The Chairwoman opened the meeting to the public.

L. Brown-Kucharski asked if anyone knew what was happening on a property on Brown Road. Chairwoman Brown noted there have been inquiries regarding the activity there, but at this point there have been no inquiries made to the Town. J. LaBranche noted that it was state owned property and there was talk of possible interest in workforce housing development.

**PLANNING BOARD  
SEPTEMBER 23, 2014**

**7:00 PM  
TOWN HALL**

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C. Graham, Crank Road, suggested the possibility of White Goods Day as an opportunity to distribute a flyer regarding the survey.

J. LaBranche offered to draft up a survey announcement.

The Chairwoman closed the meeting to the public.

**G. ADJOURNMENT**

**MOTION:** Motion to adjourn the meeting at 7:58 p.m.

**MOTION: A. TONRY**

**SECOND: T. FRANCIOSA**

**UNANIMOUS**

**NEXT MEETING SCHEDULED TUESDAY, October 28, 2014 7:00 p.m.**