

PRESENT: Todd Santora, Chairman; Charlyn Brown, Vice-Chairman; Lisa Brown-Kucharski, Shawn Hanson, Greg Parish, Members; Andy Brubaker, Alternate; Glenn Coppelman, Circuit Rider Planner; Mark Sikorski, Building Inspector; Susan Ayer, Secretary

ABSENT: Abby Tonry; Jim Ziolkowski, Selectmen's Representative

CALL TO ORDER

The Chairman called the meeting to order at 7:00 PM and named Andy Brubaker a voting member in the absence of Abby Tonry.

PUBLIC HEARING: SITE PLAN REVIEW REGULATIONS AMENDMENT

Addition to Article IV – General Provisions; 4.3 Review Standards: 4.3.2.7 The protection of groundwater resources by following NH Department of Environmental Services (NHDES) BMP Rule, *Env-Wq401, Best Management Practices for Groundwater Protection*.

T. Santora said that he had reviewed the full document sent by G. Coppelman to him and C. Brown, which explained the reason and purpose for this addition to the Site Plan Regulations. Statistics given in this report included that 60% of New Hampshire residents overall, and 98% of public drinking water sources in New Hampshire rely on groundwater. Citing the Best Management Practices (BMP) for Groundwater Protection from the NHDES in the Town's Review Standards section is a way to protect groundwater until full implementation in the Town's Ordinance is accomplished.

No members of the public being present to be heard, the Chairman closed the Public Hearing.

MOTION: To add to Article IV – General Provisions; 4.3 Review Standards: 4.3.2.7 The protection of groundwater resources by following NH Department of Environmental Services (NHDES) BMP Rule, *Env-Wq401, Best Management Practices for Groundwater Protection*

MOTION: T. Santora

SECOND: C. Brown

S. Hanson asked for clarification that if a waiver from this provision was requested, the person wanting the waiver would contact the State and not the Town. In discussion, it was affirmed that this is a NHDES Best Management Practices rule, to be revised and updated by the State. As long as the BMP Rule number does not change, the Town will not need to make any revisions.

G. Coppelman read Section 4.3.2: "The protection of environmental quality and preservation and enhancement of property values. At least the following aspects of the site plan shall be evaluated to determine the conformity of the site plan to this standard."

C. Brown noted that this is similar to the Town's aquifer protection ordinances in the Master Plan. G. Coppelman said that the Town has already taken steps to protect groundwater, and this is another one.

UNANIMOUS

The Chairman and Board signed the Certificate of Adoption to be filed with the Town Clerk. The amendment to the Site Plan Regulations will be coordinated with the RPC by the Secretary.

REVIEW AND APPROVAL OF PRIOR MEETING MINUTES: November 15, 2016

MOTION: To approve the minutes of November 15, 2016 as written.

MOTION: G. Parish

SECOND: C. Brown

UNANIMOUS

COMMUNICATIONS TO BOARD MEMBERS

T. Santora informed the Board that he had received a new letter from David West of Evergreen Drive.

OTHER BUSINESS

AVESTA HOUSING – IDENTIFICATION OF MONITORING AGENCY

T. Santora said that when the Avesta Housing project was approved, the Board should have identified a monitoring agency per Article III, Section 11.7.3:

“Ongoing responsibility for monitoring the compliance with resale and rental restrictions on affordable units shall be the responsibility of a monitoring agency of the Planning Board’s choice including, but not limited to, the New Hampshire Housing Finance Authority (NHHFA). If the Planning Board’s choice for monitoring and compliance is the New Hampshire Housing Finance Authority then the owner of said affordable units shall follow the requirements as set forth in the NHHFA’s Model for Homeownership Affordability Retention Lien as amended.”

In addition, the Chairman said that the owner of the project needs to prepare an annual report, as outlined in Article III, Section 11.7.4. The report is already required by the NHHFA; he said that the full report does not need to be duplicated and sent to the Town as well. It is not necessary for the Town to review each 300-page annual report. Instead, it would be preferable to get a short overview from NHHFA.

T. Santora said first a monitoring agency needs to be identified, and he felt that choosing the NHHFA made sense. This needs to be brought to a properly noticed Public Hearing, according to Planning Board Counsel Mark Beliveau. Once the Public Hearing has taken place, Avesta Housing will go to the Zoning Board of Adjustment to ask for waiver of Article III, Section 11.7.4, since a report will already be obtained from the NHHFA that the property is income and age compliant.

G. Coppelman said that the NHHFA should be notified of the Board’s intention to designate them as the monitoring agency before going to Public Hearing. This does not ensure they will provide the Town with a report each year, so he will also inquire if they will do this, and what their policy is regarding getting copies to the Town.

After some discussion, it was decided that G. Coppelman will contact the NHHFA, and if they are in agreement, he will have them put that in writing and also outline what they will supply to the Town as its agent.

G. Goppelman said that if Avesta seeks relief from Section 11.7.4 he would want to be sure that the NHHFA still collects all the information required by that section.

T. Santora said that his understanding is that all information supplied to the NHHFA will be available to the Town. G. Coppelman said that if they will be collecting all the Town requires, language could be added to the designation at the Public Hearing, saying that the annual report requirement will be satisfied by the report supplied by the NHHFA.

T. Santora said that the information in Hampton Falls' ordinance is geared more toward workforce housing, and he would want to make what is required more in line with what the NHHFA requires.

MOTION: To authorize a Public Hearing to be set to designate the New Hampshire Housing Finance Authority as monitoring agency for the Town of Hampton Falls regarding the Avesta Housing project on Brown Road, on the condition that they accept this responsibility and that they will provide the necessary annual report.

MOTION: C. Brown

SECOND: A. Brubaker

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MOTION: To adjourn at 7:38

MOTION: G. Parish

SECOND: S. Hanson

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