

**TOWN OF NEW HAMPTON  
PLANNING BOARD  
MEETING MINUTES  
NEW HAMPTON TOWN OFFICE  
NEW HAMPTON, NH 03256**

July 21, 2015

**MEMBERS PRESENT:**

Regular members Mr. Kettenring, Mrs. Hiltz, Mr. Conkling, Mr. Love, and Mr. Mertz were present.

**OTHERS PRESENT:**

Town Administrator Mrs. Lucas

**CALL TO ORDER:**

Chairman Kettenring called the meeting to order at 7:00 p.m.

**MINUTES:**

6/16/15

Mr. Mertz made a motion, seconded by Mrs. Hiltz, to accept the minutes with the following amendment:

1. Under "Adjournment" to change Ms. Conkling to Ms. Gregg. Vote was unanimous.

**CORRESPONDENCE:**

1. Copy of a letter from the Selectmen to KGI Properties advising them that signage at the Subway Restaurant exceeds the allowance in the zoning ordinance.
2. Copy of ZBA Notice of Decision – Approval for a Special Exception to create a 1-bedroom apartment in an existing carriage barn.

**(Cont) PUBLIC  
HEARING/ABUTTERS  
HEARING**

*Michael Sharp; NH Route 104 & Riverwood Drive; Tax Map U-17, Lot 55 – Site Plan Review for health focus facility.*

Mrs. Lucas advised that engineer Kent Brown wanted to ask for a continuance as they are waiting for further information from NH DOT.

There was discussion on how long continuances can be granted. Mrs. Lucas pointed out that statutory requirements the limitation is on the Planning Board and not on the applicant so the board typically finds it agreeable to grant a continuance.

Mr. Mertz made a motion, seconded by Mrs. Hiltz, to grant a continuance to 8/18/15 at 7:00 pm. Vote passed.

**PUBLIC HEARING/ABUTTERS  
HEARING**

*Storageshed LLC, 920 Old Bristol Road, Tax Map R-15, Lot 28; 2-lot subdivision.*

Mrs. Lucas provided the revised plans that reflect the changes as requested by the board.

The board reviewed the conditions from the meeting of 6/16/15, being to show a future well location and note a disconnection of the building to the existing well. The board signed the plans.

**PRELIMINARY HEARING/  
SUBMISSION OF  
APPLICATION:**

*New Hampton School, Dr. Childs Road, Tax Map U-3, Lot 12; construct a 36,000 sq. ft. indoor ice arena.*

CCI's Jeff Downing, Head of Facilities Dana Bates, and NHS Athletic Director Jamie Arsenault were present.

Mr. Love recused himself from this portion of the proceedings as he works for NHS.

Mr. Mertz pointed out that he is an abutter and will recuse himself if the applicant wishes. Mr. Downing said he did not want that.

Mr. Downing advised that Jacobson Ice Arena will replace Lindsey ice rink (27,000 sq. ft.), Dow House (5,000 sq. ft.) will be demolished and Russell Dorm has been removed. He said Jacobson Ice Arena is 35,500 sq. ft. and will sit parallel with the field house.

Mr. Downing provided an overview of the steps taken to prepare for this new construction. He explained the timeframe. Begin construction on 2/3's of the arena in October, leaving the old rink in its place so it can be used during the hockey season, February 2016. In March, Lindsey would be removed and the existing parking lot on the eastern side would remain in place. Completion of the project is anticipated to be Nov. 2016.

Mr. Downing summarized the site plans. He said there are currently 111 parking spaces and the plan increases this number to 123 spaces. Utilities are in place and sized appropriately. New drainage pipes will be installed, a site specific and wetlands permit will not be required. He explained that the Fire Dept. and Precinct have copies of the plans and is waiting for their feedback. The bleachers provide 120 seats, same size as Lindsey. Mr. Downing advised that the arena will have turf installed during warmer months for other sports. He said they will produce ice November through May, but with some small additions could make it year-round. He advised that some of the locker rooms can be used for other sports.

Mr. Kettenring noted some items of concern on the project.

Existing conditions:

1. Plan does not show the current impervious area calculation.
2. Square footage of the existing structure is not shown.
3. Seating capacity of existing rink is not listed.
4. Existing number of parking spaces.

New Site Plan:

1. Needs to show existing and proposed to determine how they relate to each other, and in the same scale.
2. Square footage of the impervious area is not shown.
3. The plan shows a 20' setback but in the Village District the setback from the rear property line is 50'.
4. Drainage calculations for the impervious area needs to be shown.
5. Snow storage shown appears to be small relative to what may be necessary and the landscape plan shows a tree being planted in that same location.
6. There was a question of the Zamboni drop off was, but the board noted that during this presentation they have learned that it takes place inside the structure.
7. The soil scientist was not identified on the plan nor did the town have the supporting details, which Mr. Downing said he would provide. Mr. Downing advised that a Soil Scientist surveyed the wetland area but did not know how long that was done. Mr. Kettenring suggested the wetlands be looked at again as it may make sense to move the new arena further west, towards or into the wetlands, to allow for additional parking.
8. Parking spaces: 35 are seasonable, due to the snow shedding off of the roof, and can't be used during the busiest season. Mr. Kettenring pointed out that occupancy is what triggers the parking requirements. Mr. Arsenault advised that they did not anticipate additional usage of the rink or did they have plans to host any

tournaments. Mr. Kettenring advised that the regulations state 1 space per 50 sq. ft. of floor space accessible to the public (for a skating rink) noting that the plans appear to show an area that could be considered standing room. He said that the occupancy load on the plans is confusing as it lists 990 occupants, listing different areas separately and did not know if it was ever the intention to hold graduation in the arena by adding seating to the floor. Mr. Kettenring asked Mr. Downing to clarify the capacity.

9. Easement for the purposes of turning around on Dr. Childs Road, is not shown on the plan.
10. Concern for bus parking due to its proximity to crosswalks.
11. Concern with the width for vehicles between parking for buses and vehicular parking spaces south of the arena, as it is narrower than some other portions of the parking lot.

Mr. Kettenring suggested moving the arena closer to Kennedy field to allow for more parking spaces as parking was one of the biggest concerns. Mr. Downing explained that the school is trying to keep more green area in the campus center with smaller parking lots scattered around. Mr. Downing advised that of the existing 111 parking spaces the school has, several of those are seasonal.

Mrs. Lucas asked what excavation may be done to the site and Mr. Downing said there would not be much excavation or fill.

Relative to bus parking, Mr. Arsenault explained that most of the buses, whether small, or coach style, come to events this larger parking lot is where they typically park.

Mr. Mertz asked Mr. Dana how many parking spaces are typically lost alongside Lindsey during the winter. Mr. Dana said there are 6-8 lost along the western side. Mr. Downing asked how snow removal is handled. Mr. Dana explained that can push snow over the western end of Dr. Childs Road.

Asked what the total area of impact is, Mr. Downing advised he did not have the exact number, but it is under the 100,000 sq. ft.

Mr. Kettenring advised his opinion was that a 3<sup>rd</sup> party engineering review should be done for a project of this size. The board was in agreement. Mrs. Lucas explained that an estimate on the cost could be obtained to have the plans reviewed by BCCD, and if the school is agreeable, plans could be forwarded to BCCD.

Mr. Downing advised the school may have to look at overflow parking in some other locations. There was a suggestion to look at the parcel of land that previously belonged to Jane Willingham, but is now owned by the school, which may have been a part of the long term parking plans.

Mrs. Lucas pointed out that whatever input the Fire Chief has, could also impact the plans.

It was noted that there were no abutters present.

Mr. Mertz made a motion, seconded by Mr. Conkling, to continue the

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preliminary hearing to 8/18, 2015 at 7:00 pm. Vote passed, with Mr. Love abstaining.

Mrs. Lucas advised she will send the checklist from the board, to BCCD, with a set of plans, to get an estimate on the 3<sup>rd</sup> party review.

The board agreed to perform a site visit on 8/10 at 6:30 pm, meeting on Dr. Childs Road near the ice rink.

Mr. Love rejoined the meeting as a regular member.

**INFORMATIONAL/  
CONCEPTUAL MEETING:**

*Anthony Sarno, 15 Woodman Lane,  
Tax Map R17, Lot 13, re:  
subdivision*

There was no one present for this agenda item.

Mr. Mertz made a motion, seconded by Mr. Conkling, to table this item.

**ZONING CHANGES**

*Mixed use district, signage setback  
in village, building permit process –  
clarification on requirements for  
permits.*

The board agreed to table this agenda item and move ahead to “any other business” as Mr. Downing wanted to speak to the board on a different matter.

**OTHER BUSINESS**

CCI Jeff Downing reviewed the site plan for Kennedy Field that was approved in 2007. At that time there was a location shown for future bleachers. There is someone now willing to make a memorial contribution to construct these bleachers. The Selectmen have approved the building permit for the bleachers, but asked NHS to meet with the Planning Board to determine if any site plan review would be necessary as the school is proposing a 10’ by 29’ press box as part of the bleachers. The press box was not noted on the previously approved site plan for the field.

Mr. Downing advised that the footprint including the press box of the new bleacher does not exceed the original square footage shown on the Kennedy Field plan, and is actually smaller.

Mr. Kettenring reviewed the requirements for when a Site Plan Review was required. Three members agreed that the addition of a press box did not involve a change in use or level of activity, therefore site plan review was not necessary.

Mr. Mertz abstained from voting as a member of the Selectmen and as an abutter and Mr. Love recused himself as he works for the school.

Mr. Downing advised that the Fire Chief and the 3<sup>rd</sup> party reviewer are looking at the plans to address any issues they may have.

**ZONING CHANGES**

*Mixed use district, signage setback  
in village, building permit process –  
clarification on requirements for  
permits.*

The board agreed to continue this item to the meeting on 8/18/15 at 7:00 pm.

**OTHER BUSINESS**

Mr. Kettenring advised that a Secretary needs to be nominated to the

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*(Cont.)*

Planning Board. Mr. Love volunteered and the board agreed to this appointment.

Mrs. Lucas asked board members to see if any residents may be interested in serving on the Planning Board as more members are needed.

**ADJOURNMENT**

Motion to adjourn was made by Mr. Conkling, seconded by Mr. Mertz. Vote was unanimous. The meeting was adjourned at 8:45 p.m.

Respectfully submitted,  
Pamela Vose

DRAFT