

## MINUTES

### ROCKINGHAM PLANNING COMMISSION

January 12, 2005

Hampton Public Library, Hampton, NH

**COMMISSIONERS PRESENT:** D. Dodge (Seabrook); G. Fredette (Salem); W. Bambury, F. McMahon, P. Olney (Hampton); R. Brown (Rye); R. Day (East Kingston); T. Tocci, R. Venden (Hampton Falls); F. Griffin, L. Ingram (Exeter); S. Kroner, B. Landman (North Hampton); J. Payzant (NewCastle); S. Perry (Kensington)

**STAFF PRESENT:** C. Sinnott (Executive Director); G. Greenwood (Assistant Director); A. Pettengill (Business Manager)

#### 6:00 RPC Orientation for New Commissioners

Staff presented an overview of Commission policies, procedures and operations and responsibilities for new and experienced Commissioners.

#### Commission Meeting

Chairman Landman convened the Commission Meeting at 7:25 p.m.

**III. Host Presentation:** Bambury welcomed commissioners and introduced Olney. Olney provided an historical background into Hampton's history, from it's settlement in 1638 through the 1840's when the railroad came through and into the depression and WWII and finally, to the present urbanization of Hampton. A short question and answer period followed.

#### IV. Minutes of November 10, 2004

*Day moved to approve the Minutes of November 10, 2004 as presented; Tocci seconded. **SO VOTED.** Ingram abstained.*

#### V. Communication

Sinnott informed the Board that the owner of the RPC building will be making a proposal to the Exeter Planning Board for development of the current parking lot between the bank and town hall.

His representative came to the RPC to get feedback from the staff on the design and economics of the project. The proposal will include first floor retail, one and two bedroom apartments and a parking garage facility.

Sinnott stated that staff has been working on a proposal to work with the Nature Conservancy, Society for Protection of NH Forests and Strafford Regional Planning on a joint project to prepare a Coastal Watershed Land Conservation Plan for the coastal region, (Piscataqua River Basin, most of Strafford County and coastal Rockingham County.) The objective is to collaborate to produce a comprehensive, science-based land conservation plan for the coastal

watersheds. The proposal was accepted and staff is pleased with this unique partnering, of planning and conservation organizations in the region should see this as a positive project. It will start in March and the RPC role is to help strategize how communities can protect the identified conservation areas using regulatory and non-regulatory means and to provide public outreach and implementation.

Sinnott noted that the planner search has resulted in 28 responses and three have been interviewed. Sinnott and Greenwood are currently completing the reference research.

## **VI. Executive Committee Report**

Sinnott referred to Attachment 2. Kroner noted that the project tracking might be better utilized with a software program that adds on to outlook called Prologue. He offered to forward some information to Sinnott regarding the program. Greenwood distributed the coastal watershed groundwater sustainability project newsletter.

## **VII. Regional Master Plan Committee Report**

Sinnott referred to Attachment 3 Schedule for Regional Master Plan completion. He noted that a Draft Housing Needs Assessment is complete and will be reviewed by the Commission before the end of February.

## **VIII. NH Association of Regional Planning Commissions**

### **A. Discussion "Planning Principles in NH"**

Sinnott referred to Attachment 4 and asked if the goals and principles listed are those that the Board feels comfortable with. Discussion followed regarding what action should be taken at this time, since many commissioners were not aware it would be a voted item and did not thoroughly read it. *Payzant moved to continue the discussion of Planning Principles to the next meeting; Tocci seconded. SO VOTED.* Discussion followed on the intent and wording in some of the principles.

### **B. Review/Endorse Legislative Priorities**

The NH Association of Regional Planning Commissions is requesting the Board's endorsement of a list of Legislative Priorities. Landman suggested that the item which addresses school funding be struck out and not be a part of the priority list. *Ingram moved to adopt the NHARPC Legislative Priorities as amended; Tocci seconded. SO VOTED.*

### **C. Potential NHARPC Dues Increase for FY 05-06**

Sinnott stated that the NHARPC may increase their dues request from \$250/year to \$1000/year. He suggested discussing the change when it occurs but wanted to give a heads up on the issue.

**IX. Contract Approval: NHDOT SPR FY 2005-2006**

Sinnott referred to Attachment 5 and explained that the RPC is proposing to prepare a Guidebook on Transportation and the Land Development Process with federal funds from NHDOT. He noted that the project is intended to create a tool for town officials to use as a reference for plan review. It will include sections on Traffic Impact Assessment, site planning and design, and coordinating information with other agencies. *Tocci moved to allow the Executive Director to enter into a contract for SPR Special Studies; Ingram seconded. **SO VOTED.***

**X. Other Business**

A. Project Updates; Work Program Report: Landman referred to handouts available.

***Action Items:***

- Present Draft Housing Needs Assessment to Commission in February
- Discussion and vote on Planning Principles at February Meeting
- Execute SPR Contract for "Guidebook on Transportation and the Land Development Process"