

TOWN of SOUTH HAMPTON, NH
PLANNING BOARD

DRAFT MINUTES

May 5, 2025

- A. CALL MEETING TO ORDER: Chair Kate Blunt opened the Meeting at 7:02 PM.
- B. ROLL CALL: Kate Blunt, James van Bokkelen, Craig Eaton, and Ruben Melo.
Also present: Kat Morrill, Millennium Engineering; Cindy Kozacka, Matt and Julie Clark.
- C. READ & ACCEPT MINUTES of April 21, 2025:
Moved (Craig), seconded (Ruben) to accept minutes as written.
Motion passed 4-0.
- D. COMMUNICATIONS: None.
- E. REPORTS OF OFFICERS & COMMITTEES (NEW BUSINESS):
 - 1. Clark, 114 Exeter Road: The Clarks are seeking dual commercial and residential designation for Lot 3-14, which is currently zoned as a residential lot within the Commercial District. Eventually, Matt wants to build a shop on the property to house his automotive repair business, Anything Automotive LLC. He wants to retain a 40-foot storage container currently on the lot, for commercial purposes. The Board discussed the unusual circumstance and reviewed Article V(A)(9) of the zoning ordinance. The Board agreed that the following would satisfy a change of use to retain the storage container: the Clarks must submit a letter of declaration for commercial use (noting conformance to current commercial zoning standards), and photos showing the storage container's location relative to the lot boundaries and displaying conditions of the grounds. The Board noted that a Site Plan Review may be warranted when Matt wants to build a shop.
 - 2. Kozacka, Main Ave. Subdivision: The Board reviewed initial documents from Millennium Engineering.
 - 3. Johnson, Locust St. Subdivision: The Board reviewed the filed application package from Millennium Engineering. Public hearing scheduled for May 19th.
- F. UNFINISHED BUSINESS:
 - 1. Tri Town Gravel Pit, Map 6, Lot 28 – Reclamation
- G. HEARINGS ON SUBDIVISIONS/SITE PLANS/LOT LINE ADJUSTMENTS:
 - 1. Public Hearing on Proposed Zoning Amendment: Article VIII. Aquifer Protection District
Planning Board approval of proposed warrant article granted January 6, 2025. Warrant article passed by the Town on March 11, 2025.
 - 2. Worthen Subdivision
PB File #001-23
Map 3, Lot 32
Final approval granted February 3, 2025. Mylar recorded February 11, 2025.
- H. OTHER BUSINESS, PUBLIC COMMENTS, and MAILINGS:
 - 1. CIP/ Master Plan/ Growth Ordinance: The Board briefly discussed correspondence from Jenn

- Rowden of the RPC, regarding her work with East Kingston to update their Master Plan, as well as the merits of conducting a townwide survey.
2. Revise Subdivision Regulations
 3. Revise HDC Zoning Ordinance and Guidelines

I. ADJOURNMENT:

Moved (Craig), seconded (Ruben) to adjourn at 8:55 PM.

Motion passed 4-0.

Next Regular Meeting: May 5, 2025 at 7 PM at the Town Hall.