

§ 275-22. Establishment of committee.

In accordance with RSA 674:43, III, and a vote by means of Article 43 at the 1999 TOWN OF HUDSON Annual Town Meeting, a Special Site Review Committee is hereby established to review and act upon minor SITE PLANS as defined in § 275-27.

§ 275-23. Membership.

The Special Site Review Committee shall consist of the TOWN PLANNER or his or her authorized representative (authorized representatives to include and to be limited to the ~~Community~~ Development ~~Services~~ Director and/or the Building ~~Inspector~~ ~~Official~~), one member of the PLANNING BOARD (appointed by the Chairman of the PLANNING BOARD), and one member from the Board of Selectmen (appointed by the Chairman of the Board of Selectmen). The ~~TOWN PLANNER~~ ~~member of the PLANNING BOARD~~ shall serve as the Chairman of the Committee.

§ 275-24. Committee actions.

Submission of minor SITE PLAN applications shall comply with the requirements listed in the SITE PLAN regulations and shall be in accordance with the provisions set forth in RSA 674:43, III. Upon receipt of a minor SITE PLAN application, the Committee shall notify the APPLICANT and ABUTTERS (at the APPLICANT's expense) at least 10 days prior to the date on which the Committee shall review the application. Notification shall indicate that the PLAN shall be available for inspection in the ~~Community~~ Development ~~Services~~ Department prior to the date on which the Committee shall review the plan. No formal public hearing shall be held; however, any ABUTTER may be heard on an application upon request. All provisions of RSA 676:4 shall apply to actions by the Special SITE PLAN Review Committee; provided that PLAN acceptance and public hearing shall occur at the same meeting. Where necessary for proper evaluation of a minor SITE PLAN, the Committee may require, at the APPLICANT's expense, that the PLAN be reviewed for technical input by Town STAFF or consultants.

- A. The Committee shall act to approve or disapprove within 45 days after submission of a completed application unless the time for action shall be extended, or waived by the APPLICANT, in accordance with RSA 676:4, I(f). On an as-needed basis, the Committee shall conduct one meeting every month to review minor SITE PLAN applications, and this meeting shall be scheduled on the Monday preceding the monthly PLANNING BOARD workshop.
- B. A decision of the Committee may be appealed to the full PLANNING BOARD, so long as a notice of appeal is filed within 20 days of the Committee's decision. Any one member of the Committee can require that the application be sent to the PLANNING BOARD for SITE PLAN or conceptual SITE PLAN review. Whereupon, after STAFF determines the SITE PLAN application is complete, a public hearing shall be scheduled on the earliest available regular PLANNING BOARD meeting.
- C. The PLANNING BOARD shall be notified of the Committee's decision at the next scheduled PLANNING BOARD meeting after the decision is rendered. A copy of the minor SITE PLAN shall be included as part of the notification.

§ 275-25. Minimum requirements.

In order to meet the minimum requirements for a minor SITE PLAN review, the APPLICANT must have a valid, signed SITE PLAN. In addition, the site must not have any code violation(s) within the previous 24 months. The exceptions ~~is~~ are:

- A. If the minor SITE PLAN application seeks to correct any outstanding violation(s) or any outstanding SITE PLAN compliance/requirement issues.,
- B. Development proposed within the limits of §275-27 on a site lawfully in existence prior to the adoption of Planning Board Nonresidential Site Plan Review Requirements, or
- C. A change of use within an existing building on any site where no increase in building square footage, impervious surface area, driveway access, parking and other similar improvements is proposed.
- D. Existing parcels with only a single-family or two-family dwelling pursuing a Conditional Use Permit.

§ 275-26. Certification.

Upon approval of a SITE PLAN by the Special Site Review Committee, certification shall be executed when the application is filed in the ~~Community~~ Development ~~Services~~ Department:

- A. ~~Five copies~~ One copy (24 inches by 36 inches), black- or blue-line, of the final SITE PLAN for signing by the Chairman of the Special Site Review Committee or his/her designee.
- B. Where required, a performance bond, irrevocable letter of credit, or escrow account in a form satisfactory to the Town Attorney and in an amount established by the Committee.
- C. All formal legal instruments where required in these regulations, such as deeds, easements and irrevocable offers of dedication to the public of all streets, utilities and parks, in a form approved by the Town Attorney.

§ 275-27. Minor SITE PLANS.

Minor SITE PLANS shall include the following types of DEVELOPMENT:

- A. Parking area additions of six spaces or less and which comply with all zoning requirements and SITE PLAN regulations.
- B. Building additions of no greater than 20% of the existing structure or 1,000 square feet, whichever is less, and which comply with all zoning requirements and SITE PLAN regulations.
- C. Outdoor seasonal sales at site-plan-approved business locations shall be allowed twice annually for not more than three days each.
- D. Outdoor display of merchandise shall be allowed as long as designated parking spaces are not used for merchandise and vehicular/pedestrian traffic is not impeded.
- E. Conditional Use Permits on existing parcels with only a single-family or two-family dwelling for temporary or permanent Wetland Buffer Impacts of 300 square feet or less individually and 500 square feet or less cumulatively.

- F.** Any other proposed building or site change which the Special Site Review Committee reasonably determines is consistent with the intent of this section.

Note: All stipulations/conditions included on the original approved SITE PLAN shall remain in full force and effect.

§ 275-28. Nonqualified minor SITE PLANS.

Unless a SITE PLAN is specifically provided for in § 275-27, it shall not be considered a minor SITE PLAN.

§ 275-29. Review of minor SITE PLANS by BOARD.

At the request of the APPLICANT, minor SITE PLAN applications may be reviewed by the full BOARD, using the criteria specified in §§ 275-24 through 275-28.