

City of Rochester Minor Site Review Committee

April 27, 2023

Annex Building Conference Room
33 Wakefield Street, Rochester NH 03867

(These minutes were approved on May 24, 2023)

Members Present

Adam Hughes, *Fire Dept*

Jenn Marsh, *Economic Development*

Jarrold Norris, *DPW*

Ryan O'Connor, *Planning Dept*

Applicants

Matt Roy, *255 North Main Street*

Andy Yau, *129 & 135 North Main Street*

Members Absent

Jim Grant, *Building & Licensing*

Tim Goldthwaite, *DPW*

Peter Bruckner, *Planning Board Rep*

Gary Boudreau, *Police Dept*

I. Call to Order

Ryan O'Connor called the meeting to order at 2:03 p.m.

II. Approval of Minutes from December 28, 2022

Jenn Marsh made a motion to approve the minutes from January 25, 2023. Adam Hughes seconded the motion. The motion carried by a unanimous voice vote.

IV. New Applications:

A. A. Roy Family Revocable Trust/Matthew Roy, 255 North Main Street

Minor Site Plan to permit a Home Occupation II for electric bike assembly and repair. Case# 115 – 94 – R1 – 23 **Public Hearing Acceptance/Final Hearing**

Matthew Roy, the applicant for the proposed Home Occupation II, gave an overview of the business. Mr. Roy explained that his focus was to assemble and repair fat-tire electric bikes within

his detached garage at his residence, 255 North Main St. Mr. Roy stated that bikes would be delivered by FedEx, assembled, then delivered by himself to customers. Mr. Roy stated that there will be no chemicals or solvents involved in the working of his business. Mr. Roy explained that there will be no impacts to the community or environment from his home business.

Adam Hughes, Deputy Fire Chief, asked if and how batteries for these bikes will be disposed of. Mr. Roy replied that he will not be disposing or storing any batteries at his residence.

Jenn Marsh of Economic Development stated that Press Release capabilities are available for promoting business through the Rochester Post and if Mr. Roy was interested that he could contact her. Mrs. Marsh shared that business mentoring is available at no cost.

Jarrold Norris of the Department of Public Works said a backflow prevention device may be required. Mr. Roy stated that a representative from the Department of Public Works visited his home and verified that a backflow prevention device was not necessary due to no plumbing being present in the external garage.

Ryan O'Connor of the Planning Department reviewed the typical conditions associated with a Home Occupation Two and reiterated conditions previously stated. Mr. O'Connor stated that sign permits would be required before signage is installed, Mr. Roy stated that he would submit plans for signage with permit application when finished. Mr. O'Connor asked if there would be any outdoor storage use. Mr. Roy stated that only cardboard would need disposing of and would be disposed of in current Waste Management container(s) on property.

Peter Brucker, Planning Board Representative, was unable to attend in person, but emailed stating that he was in support of the proposed Home Occupation.

Mrs. Marsh made a motion to approve the application with the conditions stated. Mr. Hughes seconded the motion. The motion carried by a unanimous voice vote.

**B. Nomain Kingdom LLC/Andy Yau, 129 & 135 North Main Street Minor Site Plan to convert multi-family units from 8-unit to 10-unit.
Case# 121 – 346&347 – DTC – 23 **Public Hearing Acceptance/Final Hearing****

Andy Yau, the applicant for the proposed plan to convert multi-family units from 8-unit to 10-units total between 2 buildings, gave an overview of the project. Mr. Yau stated that his plan is to turn the commercial space in the first floor of each building into residential units. Mr. Yau stated the property at 129 North Main Street once had a restaurant on the first floor and that the space would be divided and turned into 2 separate units. Mr. Yau stated that the property at 133 North Main Street would have the first floor and attic space converted into residential units.

Adam Hughes, Deputy Fire Chief, asked about the plans for sprinklers in the units. Mr. Yau stated that plans for sprinklers are being made and that they will be installed in all units.

Jenn Marsh of Economic Development stated that the plans for these units is required to be submitted with the RSA 79-E application. Mr. Yau responded that he would provide her those plans as soon as they were complete.

Mrs. Marsh stated that no work can be done to the buildings until the RSA 79-E is approved. Mr. Yau stated that no work would be performed.

Mrs. Marsh stated that all work must be completed as the plans state with no modification. Mr. Yau responded that plans would be followed.

Mr. Hughes asked if there would be any changes to the exterior of the building. Mr. Yau responded that minor upgrades, such as paint would be done, but that there are no major changes to the exterior of the buildings.

Mrs. Marsh asked if the buildings were in the Historic Downtown District. Mr. Ryan O'Connor responded that the buildings were not in the Historic Downtown District.

Ryan O'Connor of the Planning Department reviewed the recommendations for the proposed project. Mr. O'Connor stated that a vegetated buffer is recommended on the rear lot of the building and no snow storage should exist within the flood plan. Mr. O'Connor recommended that parking for tenants be delineated in an effort to ease access for emergency personnel if needed.

Mr. O'Connor asked what the proposed plan was for trash management. Mr. Yau responded that a dumpster would be provided for the 6-unit building and individual residential waste cans would be provided for the 4-unit building. Mr. O'Connor stated that the Planning Department has requirements for the placement of a dumpster and that those requirements would be listed in the Notice of Decision letter.

Mr. O'Connor stated that building would have to be addressed properly before building permits could be obtained.

Mr. O'Connor asked that a copy of the Easement be provided to the Planning Department and Mr. Yau handed Mr. O'Connor a copy of the Easement at this time.

Mr. O'Connor reminded Mr. Yau of the parking restrictions for the street parking and the parking bans that take place in the Winter. Mr. O'Connor stated that parking for tenants will not be guaranteed, and Mr. Yau stated that he understood.

Mrs. Marsh stated that she would provide a map of the regular parking and that the Police Department can provide a map of the Winter parking.

Mr. Hughes asked if 0 North Main Street was also included in Mr. Yau's purchase. Mr. Yau responded yes. Mr. O'Connor stated that 0 North Main Street is in the flood plain.

Mr. O'Connor asked if Mr. Yau had any questions and Mr. Yau responded no and that he will be in contact with the Planning Department and Building and Licensing Department to get permits.

Mrs. Marsh stated that assessor will value the property as it is worth currently and that if any work is done prior to RSA 79-E approval, the value would increase, and Mr. Yau would not benefit as much from the RSA 79-E for his renovation project.

Peter Brucker, Planning Board Representative, was unable to attend in person, but emailed stating that the use complies with regulations for the zone. Mr. Bruckner also stated that he was concerned about the high density of the proposed development and is unsure how the parking indicated in the application will be achieved for the property.

Mr. Norris made a motion to approve the application with the conditions stated. Mrs. Marsh seconded the motion. The motion carried by a unanimous voice vote.

V. Adjournment

Mr. Norris made a motion to adjourn the meeting at 2:31 p.m. Mrs. Marsh seconded the motion.

Respectfully submitted,

Jaclyn Millard
Administrative Assistant II, Planning Department