

City of Rochester Planning Board
Monday March 17, 2014
City Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on April 7, 2014)

Members Present

Nel Sylvain, *Chair*
Gregory Jeanson, *Secretary*
Rick Healey
Robert Jaffin
Matthew Kozinski
Mark Sullivan
Dave Walker

Members Absent

Tim Fontneau, excused
Charles Grassie, excused
Derek Peters, excused

Alternate Members Present

James Gray
Fred Leonard
Thomas Willis

Staff: Seth Creighton, Staff Planner
Crystal DeButts, Planning Secretary

(These are the legal minutes of the meeting and are in the format of an overview of the meeting. A recording of the meeting will be on file in the City clerk's office for reference purposes. It may be copied for a fee.)

Mr. Sylvain called the meeting to order at 7:00 p.m.

The Planning Secretary conducted the roll call.

III. Seating of Alternates

Mr. Leonard to vote for Mr. Peters

Mr. Willis to vote for Mr. Fontneau

IV. Communications from the Chair

Mr. Sylvain announced the Board had been invited to attend the 20th Annual Spring Planning and Zoning Conference and anyone who wishes to attend needs to let the Planning Department know in order to be registered.

V. Surety update from Public Works

Gretchen Young, Engineer with Rochester Public Works was present to give the Board an update on surety the City is holding for projects.

Ms. Young reviewed the surety stating both she and the Planning secretary have reached out to the contacts for Dunkin Donuts on North Main Street several times but have not been successful. She asked the Board if they would like to keep trying to make contact or discuss what they would like to do with the surety money.

Mr. Sylvain suggested speaking with the Manager at Dunkin Donuts to get another point of contact.

Ms. Young stated Mr. Campbell is still in the process of working on the issues with Aloe Pines, McDonald's on North Main Street, Chapman Drive and Jonathan Avenue, Sullivan Farm Drive, as well as Trinity Circle and Heritage Street.

Ms. Young stated Steve Miller's project on Gagne Street was complete and the City has received the as-builts, and she would recommend releasing the surety.

A motion was made by Mr. Walker and seconded by Mr. Jeanson to release the remaining balance plus interest for the Gagne Street project. The motion carried unanimously.

Ms. Young and the Board went on to discuss Elmo Lane and whether or not it was ever intended to be a Class VI road, and if so the surety would need to be increased.

Ms. Young explained Mr. Campbell has reached out to the owner; however he has yet to come to a decision.

Ms. Young went on to discuss Great Woods Development, stating the approval is now null and void because the time has lapsed. She stated she spoke with the developer Steve Miller and he wishes to have the surety money released. Ms. Young stated she would be in support of releasing the surety at this time.

Mr. Willis asked if this project had ever been developed.

Mr. Sylvain stated no, the project had never been started.

A motion was made by Mr. Walker and seconded by Mr. Healey to release the remaining balance plus interest for the Great Woods Development project. The motion carried unanimously.

VI. Opening Discussion/Comments

A. Public Comment

No one from the public wished to speak.

B. Discussion of general planning issues

Mr. Jeanson asked if the Board had ever heard back from the Developer for the Village at Clark Brook regarding phase one (1).

Mr. Sylvain stated he'd made it clear they would not be issued any permits before the Board has reviewed the architectural designs.

Mr. Sylvain discussed Trinity Circle and Heritage Street, stating either the Board hears from William Goldstein in regards to increasing the surety for both projects as well as the issues with the pumpstation or the City Attorney will need to be involved as this issue has gone on too long.

VII. Approval of minutes

A. March 3, 2014 – Regular Meeting

A motion was made by Mr. Walker and seconded by Mr. Jeanson to approve the March 3, 2014 meeting minutes. The motion carried unanimously.

VIII. Other Business

A. Review of Land Use Chapter of Master Plan

Mr. Sylvain stated that because Mr. Campbell wasn't present he would like to postpone the review to the April workshop meeting. The Board is in agreement.

There was some discussion whether or not to put together a subcommittee for reviewing the Land Use Chapter, however the Board agreed to keep it at full Board review.

Mr. Sylvain went on to say there is no set timeframe for the Master Plan, they will work on it during the workshop meetings and have open discussions regarding if a survey is needed, or can the Board as a whole work on it.

Mr. Leonard stated he believes the Master Plan should reflect the changes made to Chapter 42.

IX. Adjournment

A motion was made by Mr. Walker and seconded by Mr. Willis to adjourn at 7:50 p.m. The motion carried unanimously.

Respectfully submitted,

Crystal DeButts,
Planning Secretary