

City of Rochester Planning Board
Monday, June 5, 2023
City Hall Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on June 19, 2023)

Members Present

Mark Collopy, *Chair*
Alan Dews
Matthew Richardson
Dave Walker
Michael McQuade
Peter Bruckner
Don Hamann
James Hayden

Members Absent

Robert May, *Vice Chair, excused*
Keith Fitts, excused

Alternate Members Present

Alexander de Geofroy
Rick Healey
Michael McQuade

Staff: Shanna B. Saunders, *Director of Planning & Development*
Ryan O'Connor, *Senior Planner*

(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. They may be copied for a fee.)

I. Call to Order

Chair, Mark Collopy called the meeting to order at 6:30 p.m.

II. Roll Call

Senior Planner, Ryan O'Connor conducted roll call.

III. Seating of Alternates

Mr. Collopy asked Michael McQuade to vote in place of Robert May and Rick Healey to vote in place of Keith Fitts.

IV. Communications from the Chair

Mr. Collopy stated that there are no communications to be passed from the Chair.

V. Approval of Minutes for

A. May 15, 2023

A motion was made by Mr. Walker to approve May 15, 2023, meeting minutes and seconded by Mr. Dews. The motion carried unanimously.

VI. Opening Discussion/Comments

A. Public Comment

There were no comments from the public to discuss.

B. Discussion of general planning issues

There were no general planning issues to discuss.

VII. Old Gonic Road Sidewalk Discussion

Mrs. Saunders gave a brief overview of the 19 Old Gonic Rd. development that was approved by the Planning Board in March 2023. The developer has submitted plans for sidewalks on Old Gonic Rd. per the condition of approval and Mrs. Saunders asked the board to review the plans and give their input. Mrs. Saunders stated that Planning staff felt that the developer should come before the Planning Board for a more formal hearing regarding the addition of sidewalks to plans.

Mr. O'Connor gave an overview of the sidewalk design presented by the developer. Mr. O'Connor stated that the plans call for widening of Old Gonic Road from State Street to Brock Street. Mr. O'Connor stated that three-quarters of the sidewalk is planned to be at-grade with the road and have pavement striping or other safety features to separate pedestrians from vehicle travel. Mr. O'Connor stated that the last quarter of the sidewalk, closest to Brock Street would be curbed to separate the sidewalk from the road. Mr. O'Connor stated that the developer is proposing a 4-foot-wide sidewalk, rather than the 5-foot required in the regulations. Mr. O'Connor stated that the developer would need a waiver from Planning Board for the 4-foot-wide sidewalk.

Mr. Walker asked if abutters to the plan would lose any property. Mr. O'Connor stated that the plan does not exceed the current right-of-way.

Mr. Walker asked if a 5-foot-wide sidewalk could be done without further encroachment on abutters' properties. Mr. O'Connor responded that the existing pavement is not wide enough.

Mr. Walker asked about the road being extended on the opposite side of the sidewalk to allow for more space. Mr. O'Connor responded that the idea would have to be investigated because slopes would be a considerable concern.

Mr. Walker stated that he does not feel that a rumble strip would be best, due to concerns with plowing snow. Mr. O'Connor stated that the Department of Public Works also stated their concerns with the rumble strip placement. Mr. Walker stated that he recommends striping paint for separation instead of a rumble strip.

Mr. Dews asked what the cost different was for running the sidewalk all the way to State Street and adding drainage. Mr. O'Connor stated that the estimated cost is unknown, but that it would create a closed drainage system and that cost would increase considerably.

Mr. Walker asked for additional details about drainage.. O'Connor stated that the water is currently able to sheet-flow off the street and if curbs were installed throughout, then catch basins would also need to be installed. Mr. O'Connor responded that it is not known if culverts could be placed.

Mr. McQuade asked how many residential units are proposed in the project. Mrs. Saunders responded that the plans called for 170 units.

Mr. McQuade asked if the developer was anticipating a high volume of foot traffic. Mrs. Saunders responded that the developer is putting in sidewalks on Emerson Road connecting to Brock Street. It was anticipated that a majority of traffic would be in that direction, however at the Planning Board meeting, it was stated as a concern that residents would walk to the convenient store and the original plans did not have any accommodations for pedestrians on Old Gonic Road. Mrs. Saunders stated that the installation of sidewalks on Old Gonic were a recommendation by the Planning Board. Mr. McQuade stated that he felt pedestrians would take the shortest path and create a path through the woods to the gas station.

Mrs. Saunders stated that there are two ways to move forward with this plan; the applicant can return to the Planning Board for a public hearing, plan amendment and any requested waivers, or the developer can present the plans and waiver in the Final Plan Approval and open a public hearing at that time.

Mr. Walker recommended reviewing the proposed plan all at once at the Final Plan Approval.

Mr. Hayden stated his concern for pedestrians on the sidewalk and supports Mr. Walker's idea of increasing the road width by expanding the road on the opposite side of the proposed sidewalk.

Mr. Walker asked for clarification on the direction of traffic on the roads. Mr. O'Connor confirmed that the flow of traffic will be two-way to State Street and then become a one-way - out after State Street.

Mr. Dews asked if the developer paint lines for pedestrian walkway on the road, who would be responsible for maintaining the striping and at what cost. Mr. O'Connor stated that the Department of Public Works would maintain the striping. Mr. Dews stated his concerns with maintenance of potential striping of roads.

Mr. Collopy stated his concerns with the installation of a sidewalks and stated that he felt that striping the road would be more conducive to the visual aesthetic of the neighborhood.

VIII. Extension Application

A. [Myhre Family Revocable Trust, 15 Piper Lane](#) (by Norway Plains/Joel Runnals) 5-Lot Subdivision. Case# 250 – 28 – A – 23

A motion was made by Mr. Walker to approve a six-month extension of the application and seconded by Mr. Hamann. The motion carried unanimously.

IX. Zoning and Site Plan Amendments

A. Amendment to Site Plan Regulations, Section 4 - Required Improvements and Agreements and Subdivision Regulations, Section 6.7 – Surety, Inspections, As-Built Plans, Maintenance, and Retainage. Proposed changes include the requirement for an As-Built application and updates to submittal materials associated with As-Built plans. Specific Language of the proposed amendment is available at the Rochester Planning Department. **Public Hearing.**

Mrs. Saunders gave a brief overview of the Zoning and Site Plan Amendments. Mr. Saunders stated that, at the last Planning Board meeting, the that the members spoke about the new As-Built application form and the checklist of required items and in this meeting the members will vote on amending the final documents for the Zoning and Site Plan Regulations.

Mrs. Saunders stated that the intent of the presentation is to tie the forms into the Planning Board Site Plan and Subdivision regulations.

Mrs. Saunders stated that the first set of regulation changes is the Site Plan Regulations. These relation changes will affect commercial and multi-family projects. Mrs. Saunders stated that the only change includes adding the As-built Checklist into the regulations. Mrs. Saunders stated that the checklist includes what pieces of information need to be added to the asbuilt plan. In addition, changes as to how many paper documents and electronic copies are required for submittal of As-built plans. Mrs. Saunders also stated that the PTAP (Pollution prevention database) certification and the plans being stamped by the surveyor were added in the checklist.

Mrs. Saunders reviewed the subdivision regulations changes. Mrs. Saunders stated that this regulation will affect any applications regarding division of land. Mrs. Saunders stated that the changes are the same for Subdivision regulations as the Site Plan Regulation changes.

A motion was made by Mr. Walker to accept the changes to the Site Plan Regulations and seconded by Mr. Hamann. The motion carried unanimously.

A motion was made by Mr. Walker to accept the changes to the Subdivision Regulations and seconded by Mr. Hamann. The motion carried unanimously.

Mr. Hayden recommended a grammatical change in the wording for the requirement of the surveyor stamp. Mrs. Saunders stated that the wording would be changed to and/or regarding who can stamp plans.

X. Release of Surety

A. Half Peak Holdings, LLC Surety Release (100%) in the amount of \$195,723.47 plus interest for Site Plan to construct Phase II of Ledgeview located at Oak Street and Hansonville Road, Map 251 Lot 121

A motion was made by Mr. Walker to release the remaining surety in the amount of \$195,723.47 plus interest and seconded by Mr. Hamann. The motion carried unanimously.

XI. Other Business

A. Planning Update

Mrs. Saunders stated that the Cultural and Historical Master Plan Walk on 5/17/2023 was a huge success.

Mrs. Saunders stated that a walk for the Natural Resources Master plan is planned for July 17, 2023, from 5:00pm to 7:00pm.

B. Other

There was no other business to discuss.

XII. Adjournment

A motion was made by Mr. Walker and seconded by Mr. Hamann to adjourn the meeting at 6:58pm. The motion carried unanimously.

Respectfully submitted,

Jaclyn Millard,
Administrative Assistant II

and

Shanna B. Saunders,
Director of Planning & Development