

City of Rochester Planning Board
Monday September 16, 2019
City Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on October 7, 2019)

Members Present

Nel Sylvain, *Chair*
Robert May, *Vice Chair*
Matthew Kozinski, *Secretary*
Mark Collopy
Terry Dwyer
Tim Fontneau
Donald Hamann
Mark Sullivan
David Walker

Members Absent

Joyce Bruckner, absent

Alternate Members Present

James Gray
Daniel Rines

Staff: James B. Campbell, *Director of Planning & Development*
Crystal Galloway, *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

No alternates were needed.

IV. Communications from the Chair

There were no communications from the Chair.

V. Opening Discussion/Comments

A. Public Comment

There was no one present from the public to speak.

B. Discussion of general planning issues

There were no issues to be discussed.

VI. Approval of minutes

A motion was made by Mr. Walker and seconded by Mr. Hamann to approve the September 9, 2019 meeting minutes. The motion carried unanimously.

VII. New Applications

A. Index Packaging, Inc., 91 Innovation Drive

Christopher Berry of Berry Surveying & Engineering presented the site plan to construct a 130,000 square foot facility and an 85,000 square foot warehouse for Index Packaging. He explained the location and the needs of the proposed facility.

Mr. Berry said the City approached them to design a municipal roadway in order to gain access to future parcels of the business park.

Mr. Berry went on to explain the large wetland at the bottom of the sight which has a perennial stream which will require a 100 foot buffer that has been built into the plan. He further explained the wetlands on the site and how they will handle drainage.

Mr. Berry next explained parking for the site, saying it will be similar to the parking lots at the Ridge.

Mr. Sylvain opened the public hearing.

Nick Kanelos of 67 Sullivan Farm Drive said his property abuts this parcel and is present to find out if there will be any impacts to his property.

There was no one further from the public to speak; Mr. Sylvain brought the discussion back to the Board.

Mr. Campbell reminded the Board the applicant is seeking a site plan, subdivision, and conditional use permit approval. He said Staff is currently still reviewing the conditional use permit application.

Mr. Campbell went on to say they are requesting two waivers, one for embankment slopes, and one for underground utilities; which Staff supports both. He also said Staff recommends continuing the application.

Mr. Fontneau asked if the lighting needs for the site will be dark sky compliant. He also asked what type of noise will be coming from the site.

Mr. Berry explained the lighting plan briefly and went on to say he will get a decibel reading but is not under the impression that it will be a noisy operation.

Mr. Fontneau asked if there will be security such as a fence like Safran has. Mr. Berry explained the applicant doesn't have any at the current facility and went on to say Safran is different because of the projects they work on.

Mr. Walker asked about the waiver request for underground utilities. Mr. Berry explained the request is for the municipal roadway because Eversource would prefer overhead utilities for the roadway because of the expansion to the transmission system. He went on to say the utilities on their site will be underground.

Ms. Dwyer asked what the hours of operation will be as she is concerned with the beeping of trucks backing up. Mr. Berry said the trucks come and go at all times of the day and night and explained that the trucks will be backing up in the front of the building which will buffer the sound for the residential properties that abut the site. Mr. May asked how many employees they will have. Mr. Berry said currently there around 100 employees but will be expandable to about 250 employees in the future.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to accept the application as complete. The motion carried unanimously.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to grant the waiver request for Subdivision Regulations Section 6.2.1.4 – Embankment slopes shall not exceed 3:1. The motion carried unanimously.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to grant the waiver request for Site Plan Regulations Section 15.D.1 for underground utilities. The motion carried unanimously.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to continue the application to the October 7, 2019 meeting. The motion carried unanimously.

B. Thomas & Diane Aubert, 828 Portland Street

Mr. Berry explained the conceptual plan for a 54-lot subdivision which would be an extension of Carol Court that is currently under construction. He said they are working on finalizing soils data and have been discussing whether or not to have an access point onto Highland Street, adding he would like to get the Boards feelings. Mr. Berry said they have city water and sewer available to the site and they will be looking at relocating the crosswalk to the school.

The Board discussed whether or not there should be access to Highland Street from the proposed development.

Mr. Fontneau said he would prefer not to have the cut thru to Highland Street because is not residential, it's a state highway with higher speeds.

Mr. Collopy said the Board needs to think about the daily commuter, saying Highland Street is a direct way to get to Route 16 and Maine.

Mr. Collopy asked if there is a proposed playground/park within the development for families.

Mr. May asked if there will be sidewalks. Mr. Berry said there is a raised sidewalk currently on Carol Court and that will be extended throughout the proposed development.

Mr. Campbell asked how many new lots will there be in phase I. Mr. Berry said there could be as much as 9 or 10 lots. Mr. Campbell asked if there will be an amendment application coming for the previously approved Carol Court. Mr. Berry said there will be a lot line revision and an extension of the approved subdivision.

Mr. Walker said he would like to hear from the Fire Department whether or not access to Highland Street is needed.

Mr. Berry said they will be conducting traffic analysis.

VIII. Continued Applications

A. Glenn David's Integrity Auto, Inc., 415 North Main Street

A motion was made by Mr. Walker and seconded by Mr. Hamann to continue the application to the October 7, 2019 meeting as requested by the applicant. The motion carried unanimously.

B. Donald & Bonnie Toy, 418 Old Dover Road

A motion was made by Mr. Walker and seconded by Mr. Hamann to continue the application to the October 7, 2019 meeting as requested by the applicant. The motion carried unanimously.

IX. Review of August Surety and Inspections

The Board reviewed the list of inspections completed for the month of August by the Department of Public Works.

Mr. Campbell explained that Staff is currently working to get updated surety for the expired bonds and letters of credit. He also told the Board there will not be any further permits or Certificates of Occupancy until the bonds have been updated.

X. Other Business

There was no other business to discuss.

XI. Adjournment

A motion was made by Mr. Walker and seconded by Mr. Hamann to adjourn at 8:11 p.m. The motion carried unanimously.

Respectfully submitted,

Crystal Galloway,
Planning Secretary