

City of Rochester Planning Board
Monday January 8, 2018
City Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on February 5, 2018)

Members Present

Nel Sylvain, *Chair*
Dave Walker, *Vice Chair*
Matthew Kozinski, *Secretary*
A. Terese Dwyer
Tim Fontneau
Robert May
Mark Sullivan

Members Absent

Kyle Starkweather, absent

Alternate Members Present

Joyce Bruckner
Mark Collopy
James Gray, arrived at 9:58pm

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

The Planning Secretary conducted the roll call.

III. Seating of Alternates

Mr. Collopy voted in place of the vacant position and Ms. Bruckner voted in place of Mr. Starkweather.

IV. Communications from the Chair

Mr. Sylvain welcomed Mark Collopy as a new alternate member. He also reminded everyone if they are not going to be able to attend a meeting to let the Planning Department know no later than 5:00pm the night of the meeting.

V. Approval of Minutes

A motion was made by Mr. Walker and seconded by Mr. Kozinski to approve the December 4, 2017 and the December 9, 2017 site walk meeting minutes. The motion carried unanimously.

VI. New Applications:

A. City of Rochester, 140 Wakefield Street

Tom Zajac of Hayner-Swanson, Inc. presented the plans for two additions to the R.W. Creteau Technology Center. He said they will be starting construction this summer and will be complete in the fall of 2019 and in the process of they will be losing approximately 46 parking spaces.

Mr. Campbell reminded the Board this is a government facility and they are exempt from site plan review but they are here as a courtesy and formality. He went on to say the Board has 30 days to get any comments to the applicant.

There was a very brief discussion regarding losing parking spaces. Mr. Sylvain told the applicant they will get any comments to them within 30 days.

B. Brock Properties, LLC, 4 Ten Rod Road

Scott Lawler of Norway Plains Associates presented the site plan to construct an outdoor storage rack system on their vacant property. He said they are also proposing to install a chain link fence around the perimeter. Mr. Lawler said the additional pavement will be for deliveries and the site will have some small infiltration systems.

Mr. Sylvain opened the public hearing. No one from the public was present to speak; he brought the discussion back to the Board.

Mr. Campbell said staff recommends accepting the application as complete and approval with the conditions as stated.

Mr. May asked if there would be vehicle access from Ten Rod Road. Mr. Lawler said there would not be access.

Mr. Walker asked if the building will be within the setback of the old building to the property line. Mr. Lawler said the construction will be under the overhang of the existing building and does not foresee it protruding out.

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

A motion was made by Mr. Walker and seconded by Mr. May to approve the application. The motion carried unanimously.

C. Rochester Housing Authority, 165 Charles Street

Mr. Lawler said the building and land for this project were donated to the Rochester Housing Authority and went on to explain the site plan. He said there is an existing split level building with parking in the rear and is currently accessed by a one way flow of traffic.

He said they are proposing to cut off the second entrance because of the close proximity to the intersection on Charles Street and Columbus Avenue but they will have an eight foot wide grass emergency egress as requested by City Staff. Mr. Lawler explained they have reconfigured the driveway to make it a two lane and will be installing a stockade fence along the side to provide a buffer for abutting property. He went on to explain the current drainage system is outdated so they will be going through it to make the updates.

Mr. Sylvain opened the public hearing.

Dave Carignan of 19 Wilson Street spoke about his concern regarding the emergency egress, lighting, and possible drainage issues.

Gary Kincaid of 17 Wilson Street spoke about his concerns that this will be transitional housing and what it will do to his property value. He also asked that a fence be put up between the properties.

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

Stacy Price of The Rochester Housing Authority said the proposal is for eight permanent housing units for the chronically homeless, not transitional housing.

Ms. Dwyer asked how many people could live in a unit. Ms. Price said two; however the units will be very small.

Mr. Walker asked if they are proposing a fence at the rear of the lot to provide a buffer for Wilson Street. Mr. Lawler said not at this time but Ms. Price was giving the okay to add one. Mr. Sylvain told the applicant to consult with Planning Staff regarding the type of fence. He also said he would like no parking signs added to the curb on Charles Street.

Mr. Fontneau asked what the purpose of the second egress is. Mr. Campbell said it was brought up by fire and police at the TRG meeting. There was some discussion about the need for a second egress and access to Collins Sports Center.

Mr. Sylvain asked that the applicant use shrubs to block access to the Collins Sports Center parking lot.

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

A motion was made by Mr. Fontneau and seconded by Ms. Dwyer to approve the application with amendments to remove the grass egress, add a fence along the back, add no parking sign along the curb on Charles Street, and add shrubs as a buffer to the abutting parking lot. The motion carried; Mr. May opposed.

D. J & L Terra Holdings, Inc., 685 Salmon Falls Road

Christian Smith of Beals Associates presented the plan for a 33-Lot subdivision. He explained they originally came before the Board last spring with a proposal of a 40-Lot subdivision. Mr. Smith went on to explain the current proposed layout and drainage and said they have proposed three small bio retention ponds at the front of the parcel and said there will be 48 acres going into a conservation easement. Mr. Smith also said there is a traffic evaluation underway but is not ready at this time.

Mr. Sylvain opened the public hearing.

Edward Cote of 706 Salmon Falls Road spoke about his concern with the drainage on the parcel and being too many proposed homes within the development.

Kathy Baker of 749 Salmon Falls Road shared her concern about the tax base, walking trails, and the landscape of Salmon Falls Road.

Jake Collins of 90 Whitehall Road spoke about the 168 acre parcel he owns that abuts this property and said the land should be preserved for future generations.

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

Mr. Campbell said staff recommends accepting the application as complete but continuing to a future meeting.

Mr. Sylvain said he believes there are still too many lots for that area. Mr. Fontneau agreed; adding the size of the lots is not keeping with the rest of the lots on the road. He suggested reducing the number of lots and working around stone walls.

The Board went on to discuss the traffic on Salmon Falls Road. Mr. Walker said where the proposed development is in a very dangerous section of the road especially with Tara Estates right there. Mr. May suggested having a third party review of the drainage and traffic study done.

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

A motion was made by Mr. Walker and seconded by Mr. Kozinski to continue the application to the February 26, 2018 meeting. The motion carried unanimously.

Mr. Sylvain called a recess at 8:46pm

Mr. Sylvain called the meeting back to order at 8:54pm

VII. Other Business – Discussion and recommendation to City Council on Zoning Ordinance Amendments

A. Request to Extinguish City Easement on 24 Stonewall Drive

Mr. Campbell explained there is a lot off from Stonewall Drive that has a 50' right-of-way down the middle to connect to the Greatwoods subdivision. He said staff would like to keep an 18' connection right-of-way that would go along the perimeter of the parcel instead of through the middle.

The Board discussed the need for having any right-of-way that connects the two subdivisions and whether or not people use it.

A motion was made by Mr. Sylvain and seconded by Mr. Walker to remove the 50' right-of-way. The motion carried; Mr. May opposed.

B. Increase density in Downtown Commercial District

Mr. Campbell explained the request from the Economic Development Committee to amend the density in the downtown commercial district from 5,000 sq. ft. to 500 sq. ft.

Mr. Campbell said there is a couple interested developers that are looking at some buildings downtown and would like to renovate them but the density won't allow them to. He said for instance the Kelly building currently has two apartments because with today's standards that's the most you could get is two apartments.

The Board discussed the number of apartment units allowed in one building and parking issues.

Karen Pollard, Economic Development Manager said they can evaluate parking on a case by case basis and possibly down the road look at adding a parking structure.

Mr. Sullivan said the Board has talked about a downtown plan for years and it never gets done. He said now they want the Board to commit to a number without having any information; and suggested the Board look at all proposals for downtown until they can make a determination.

Mr. Fontneau suggested getting a list together of the vacant buildings and the size lots they're on and how many units they could potentially create.

Jim Grant, Director of Building, Zoning & Licensing Services said occupant load for a merchant or office is one per hundred square feet and in residential it's one per every two hundred square feet. He said when looking at the numbers the problem is already there but isn't there.

Mr. Sylvain asked that some charts be put together for the Board to look at and discuss at their annual retreat before making a decision.

C. Amend zoning map to change from R2 to NMU along portion of Wakefield Street

Mr. Sylvain explained this request has been before the Zoning Board of Adjustment twice and before the City Council. He said this is a home across the street from the high school that has one business in it already and now they want to add a second business however it is not allowed so they are seeking a zoning change from residential-2 to neighborhood mixed use.

Mr. Sullivan clarified you can only have one home occupation per house. Mr. Campbell said that's correct, the existing home occupation is a home occupation II and the other would be a home occupation III which the ZBA denied.

The Board discussed their concerns about changing that area from residential to commercial because of the high school.

Mr. Fontneau said he didn't feel comfortable rezoning all the properties that would be affected just so one property can have a second home occupation.

A motion was made by Mr. Sylvain and seconded by Ms. Dwyer to recommend the City Council make no changes to the zoning. The motion carried unanimously.

D. Discussion on Planning Board Representative to help complete water use restrictions

Mr. Campbell explained he and a staff member from the water department are part of a small committee along with Strafford Regional Planning Commission. He said they would like a member of the Board and City Council to join as well. Mr. May volunteered to join the committee.

E. Other

Mr. Sylvain said he was contacted by a resident of the Kelmar subdivision. He said the developer has not been plowing again this year and is not answering or returning calls. Mr. Sylvain asked that staff look into what can be done.

VIII. Adjournment

A motion was made by Mr. Walker and seconded by Mr. Fontneau to adjourn at 10:02 p.m. The motion carried unanimously.

Respectfully submitted,

Crystal Galloway,
Planning Secretary