

City of Rochester Planning Board
Monday March 19, 2018
City Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on April 2,2018)

Members Present

Nel Sylvain, *Chair*
Dave Walker, *Vice Chair*
Matthew Kozinski, *Secretary*
Mark Collopy
Tim Fontneau – arrived at 7:03pm
Kyle Starkweather
Mark Sullivan

Members Absent

Terry Dwyer, excused
Robert May, excused

Alternate Members Present

Joyce Bruckner
James Gray – arrived at 7:02pm
Donald Hamann

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

Ms. Bruckner voted in place of Ms. Dwyer and Mr. Hamann voted in place of Mr. May.

IV. Communications from the Chair

There were no communications from the Chair.

V. Opening Discussion/Comments

A. Public Comment

There was no one from the public present 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. Kozinski to approve the March 5, 2018 meeting minutes. The motion carried unanimously.

VII. Discussion on impact fees

Mr. Campbell reminded the Board that Mr. Fontneau brought up the topic at the February workshop meeting and wanted to discuss it further.

Mr. Walker asked if there is an ordinance on the books today that could be implemented. Mr. Campbell said yes there is an impact fee ordinance. Mr. Walker said the Board has been talking about it for years and believes it is time to get the tables and methodologies in place and ready if the City Council wishes to implement it.

Mr. Campbell said they will be bringing back the Consultant that worked on this back in 2007 to do the updates and will bring the draft back to the Board for discussion.

Mr. Sullivan asked if the report and tables from 2007 made it through the Planning Board and to the City Council. Mr. Campbell said it was the direction from the Council at the time was not to impose impact fees for Municipal water and sewer but to use the fee schedule that we have.

There was a brief discussion on which towns have impact fees.

Mr. Fontneau suggested getting this done right away before the housing market crashes again. Mr. Sylvain asked if having impact fees will hinder commercial growth. Mr. Campbell said developers are use to having them and as long as they aren't too high it shouldn't be a problem.

VIII. Discussion on proposed zoning amendments:

A. Table of Uses to allow Manufactured Housing Parks

Mr. Campbell explained this was introduced at the City Council meeting and after it passed the first reading they sent it on the Planning Board for recommendation on whether or not to adopt the amendment. Mr. Fontneau asked that Mr. Campbell review why this is coming before them; asking if it's because they no longer permit manufactured housing parks. Mr. Campbell said the rewrite of the Zoning Ordinance that was approved by the City Council in 2014 removed manufactured housing parks as a permitted use. He added they are permitted still on individual lots within a subdivision in agricultural zone.

Mr. Walker asked if setbacks and density would also have to be looked at as well. Mr. Gray said very few spots within the agricultural zone have city water and sewer so the State's permit for septic design would dictate the density.

There was a brief discussion regarding density. Mr. Walker said he would like all density questions situated before moving forward.

Mr. Fontneau asked for a map from the Department of Public Works showing all the water and sewer lines.

Mr. Starkweather asked why people think this would be beneficial to the City. Mr. Sylvain asked Councilor Torr to address the Board as he is the one requesting the amendment.

Councilor Torr said Mr. Fontneau called him at home when the issue first came up in 2014. He said it went to the Codes and Ordinances Committee in 2015 and no one knows what happened but it was taken out.

Councilor Torr went on to say if someone builds a mobile home park today the City wants it to be a City accepted street and you cannot rent the lot to a home. He said he's been in the business for 52 years and is familiar with all the HUD rules and regulations.

The Board asked that this be put on the April workshop meeting to discuss further.

B. Amend the Zoning Map for the Downtown Commercial District and the Special Downtown District and amend the Table of Uses for the Downtown Commercial District

Mr. Campbell said this is similar to the discussion on manufactured home parks; this came down from the City Council.

He said they are proposing to extend the Special Downtown district to an area that is currently zoned Neighborhood Mixed Use. Mr. Walker questioned the Table of Uses. Mr. Campbell explained they are proposing to remove gas stations and service stations as permitted uses. There was some discussion of the three existing gas stations within that zone currently. Mr. Gray suggested leaving them in but permitted by Conditional Use Permit. Mr. Fontneau said those are not uses you want to allow when trying to revitalize a downtown.

The Board discussed grandfathering for the three existing gas stations and two service stations within the Downtown Commercial District.

The Board went on to discuss expanding the Downtown Commercial District. Mr. Fontneau had questions about what the density could mean for some of the lots. He said it makes sense to allow more units in the downtown area but isn't sure it would work everywhere.

Mr. Collopy asked where the project at Strafford Square stands. Mr. Walker said it will be starting shortly.

A motion was made by Mr. Walker and seconded by Mr. Starkweather to recommend amending the Zoning Map for the Downtown Commercial District and the Special Downtown District and amend the Table of Uses for the Downtown Commercial District. The motion carried. Mr. Fontneau opposed.

IX. Review of January and February 2018 surety and inspections

Mr. Campbell explained that we are waiting on getting the new bond for the Village at Clark Brook. He said a letter was sent on March 12th for the project at 66 Rochester Hill Road as their letter of credit will expire at the end of the month and we are waiting for the bank to issue a continuation bond for BD & B Pitchfork Holdings Lucas Lane project.

X. Other Business

Mr. Sylvain announced that Mr. Collopy had been appointed to a regular member and welcomed Donald Hamann to the Board as an alternate member.

XI. Adjournment

A motion was made by Mr. Walker and seconded by Mr. Starkweather to adjourn at 8:00 p.m. The motion carried unanimously.

Respectfully submitted,

Crystal Galloway,
Planning Secretary