

City of Rochester Planning Board
Monday December 16, 2019
City Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on January 6, 2020)

Members Present

Robert May, *Vice Chair*
A. Terese Dwyer, *Secretary*
Mark Collopy
Donald Hamann
Mark Sullivan
Dave Walker

Members Absent

Nel Sylvain, excused
Tim Fontneau, excused

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

The secretary conducted the roll call.

III. Seating of Alternates

Mr. Rines voted in place of Mr. Fontneau.

IV. Communications from the Chair

The Vice Chair reminded everyone to speak up during the meeting so everyone is able to hear.

V. Transportation Master Plan Public Hearing

Mr. Campbell presented an overview of what the consultants and steering committee has been working on. He said they are looking to have a vibrant and walkable downtown; they recommend adopting "complete streets"; widening the shoulders and re-striping to allow for bicycle traffic; improve the bus stops around the city; and look at converting from one-way traffic flow to two-way traffic flow in the downtown.

Mr. Campbell said the committee also looked at problem intersection around the city including Tebbetts and Old Dover Road, Route 202 and Estes Road, Route 125 (Columbus Avenue) and South Main Street/Knight Street, and continue to advocate for improvements along Route 202 and Route 11 with NHDOT.

Mr. May opened the public hearing.

Rochester resident Christopher Berry told the Board he believes wayfinding signs would benefit the city greatly.

Mr. Walker said they are in the budget and the City Council will be discussing signs soon.

Michael Clauss of Meaderboro Road asked if there are any plans for the City to install charging stations for electric cars.

Mr. Campbell said there are no plans at this time.

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

Mr. Collopy expressed his concern with traffic on Route 11 (Farmington Road). He said he understands NHDOT has jurisdiction but this is a big problem and asked if there was any discussion. Mr. May said as a member of the steering committee, there was a lot of discussion on a proposal to upgrade Two Rod Road which is currently a class VI road to help alleviate the traffic.

Ms. Dwyer spoke about future work to the railroads and asked if the City owns the tracks. Mr. Campbell said the City would have to work with the owner of the railroads to get any improvements done.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to close the public hearing. The motion carried unanimously.

Mr. May told the Board the City Council had a briefing but did not formally endorse the Master Plan.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to adopt the Transportation Master Plan. The motion carried unanimously.

VI. 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.

VII. Consent Agenda

A. Thomas & Diane Aubert, 828 Portland Street & 18 Carole Court – Lot line revision

A motion was made by Mr. Walker and seconded by Ms. Dwyer to approve the consent agenda. The motion carried unanimously.

VIII. New Applications

A. R & J 90 North Main, LLC, 90 North Main Street

Richard Pilla of Paramount Partners said after the initial approval in May his clients decided the building wasn't large enough to accommodate their needs and they are now seeking approval for an amendment to allow an increase of 800 square feet.

Mr. Pilla told the Board they have met with the Historic District Commission and they have approved the architectural renderings.

Jason Hill of TF Moran presented the site plan. He explained the details for the rehab and addition of the building and said the layout and circulation of the parking lot is the same that was approved in May.

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

Ms. Dwyer asked if more parking spaces would be required due to the additional square footage. Mr. Hill explained there are no requirements for parking because they are in the downtown commercial zone. Mr. Collopy said he believes there should be at least two handicap spaces where there is only one proposed. Mr. Hill said he can add an additional space.

Mr. Campbell said Staff recommends the Board approve the Conditional Use Permit, accept the application as complete, and approve the amendment.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to close the public hearing. The motion carried unanimously.

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 Mr. Hamann to approve the Conditional Use Permit. The motion carried unanimously.

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

B. NB & C for Eco-Site/T-Mobile, 144 Meaderboro Road

Bob Gashlin of NB & C presented the site plan to construct a cell phone tower. He said the Zoning Board granted a Special Exception and they are now before the Board for site plan approval.

Mr. Gashlin explained the access into the site from Meaderboro Road. He said they are requesting a waiver for stormwater, which staff supports. He said they are also seeking a Conditional Use Permit because they encroach the wetland buffer in a couple places.

Mr. Gashlin went on to go over the notes from the TRG meeting. He said there is a note about the proposed transformer and an abutting property. He said Eversource will be taking over once the site is done and so the utility plan is being done for them. Mr. Gashlin told the Board Eversource went to the location and approached the property owners who in turn okayed the location of the transformers. He went on to explain the transformer is roughly 95 feet from the abutting residence and there is a significant amount of trees to screen the transformer.

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

Mr. Campbell told the Board the Conservation Commission conducted a site walk and supports the Conditional Use Permit. He went on to say Staff supports the waiver request and recommends the Board find the application complete and approve the site plan.

Mr. Campbell said someone came into the office regarding an existing cell tower on Dry Hill Road that wasn't on the map that T-Mobile has entered into a contract with. He asked that the tower location be added to the area map.

Michael Clauss of 142 Meaderboro Road said he is unaware of the Dry Hill Road tower and said it would have been nice to know during the Zoning Board meeting.

Mr. Campbell said T-Mobile hadn't been contracted with that tower yet.

A motion was made by Mr. Walker and seconded by Ms. Dwyer to close the public hearing. The motion carried unanimously.

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

A motion was made by Mr. Walker and seconded by Mr. Hamann to approve the Conditional Use Permit. The motion carried unanimously.

A motion was made by Mr. Walker and seconded by Mr. Hamann to approve the waiver request. The motion carried. Ms. Dwyer opposed.

A motion was made by Mr. Walker and seconded by Mr. Hamann to approve the site plan. The motion carried. Ms. Dwyer and Mr. Rines opposed.

IX. Continued Applications

A. Real Estate Advisors, Inc., 24 Jeremiah Lane

Christopher Berry of Berry Surveying and Engineering presented the revised amendment plan and explained the density that was originally proposed in the field has been moved to the rear of the parcel. He went on to explain the phasing plan has been modified also and is requesting that be approved.

Mr. May opened the public hearing.

Paul Martin of Brenda Lane said three of the proposed cost saving measures should not be granted by the Board. The first one being eliminating granite curbing from the road to allow for open drainage, the second is replacing the vegetation in the raingardens with grass, and the third item is replacing raingardens six and seven with detention ponds.

James Benton of 579 Portland Street questioned why one of the inner streets is not depicted on some of the plans but is on others. He asked if the crossing for the right-of-way will be depicted. Mr. Benton went on to ask what the changes are to the phasing plan.

Al Benton of 585 Portland Street said he question Staff about Montisero Drive not being shown on the plan. He said he is concerned if it's a public road or a private road. Mr. Benton said the Board should require it be shown what the proposed trail will look like and when it will be developed.

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

Mr. Berry addressed the concerns and questions of the abutters.

Mr. Campbell said the Board needs to discuss whether or not to amend the two year time table for active and substantial complete. He said Staff supports the change in the time table.

The Board discussed allowing an extension for the project to be active and substantial complete.

A motion was made by Mr. Walker and seconded by Mr. Hamann to close the public hearing. The motion carried unanimously.

A motion was made by Mr. Walker and seconded by Mr. Hamann to approve the amendment as presented with an additional two year time table for "active and substantial complete". The motion carried. Ms. Dwyer opposed.

X. Approval of Minutes

A motion was made by Mr. Walker and seconded by Mr. Hamann to approve the November 18, 2019 meeting minutes. The motion carried unanimously.

XI. Recommendation on the Downtown Zoning Amendment for First Floor Apartments

Mr. Campbell explained the Board had sent recommendations for changes to the City Council several months ago. He said the changes were to allow the first 50 feet of the ground floor to be commercial space. Mr. Campbell said there were some questions raised at the Council so the Mayor put together an ad-hoc committee which talked about several changes.

Mr. May said he was part of the Mayors ad-hoc committee and believes the proposed changes are a good thing and will help redevelopment of downtown get going.

A motion was made by Mr. Sullivan and seconded by Mr. Walker to recommend to the City Council adoption of the 2019 changes of 700 square feet. The motion carried unanimously.

XII. Review of November 2019 Surety and Inspections

Mr. Campbell briefly went over the inspections completed by the Department of Public Works and the Planning Department.

Mr. Campbell explained we are working with the developer for Highfield Commons to get a renewal letter from the bank for the soon to expire bond.

XIII. Other Business

A. Surety release request for Indian Ridge Townhomes, 66 Rochester Hill Road

Mr. Campbell explained everything has been completed and the as-built has been received and reviewed by Planning and Public Works. Staff recommends releasing the surety in full.

A motion was made by Mr. Walker and seconded by Mr. Collopy to approve the surety release in the full amount of the Letter of Credit. The motion carried unanimously.

B. Surety release request for Norway Plains Road (Miller Farm) Subdivision

Mr. Campbell told the Board there are two bonds, one for off-site and one for on-site. He said all work has been complete, Staff has reviewed the as-builts and is recommending full surety release.

A motion was made by Mr. Walker and seconded by Mr. Collopy to release both the on-site and off-site surety bonds. The motion carried unanimously.

C. Other

There was no other business to discuss.

XIV. Adjournment

A motion was made by Mr. Walker and seconded by Ms. Dwyer to adjourn at 9:00 p.m. The motion carried unanimously.

Respectfully submitted,

Crystal Galloway,
Planning Secretary