

Planning Board Minutes of March 5, 2003

ROLL CALL:

Ross McLeod, Chairman – Present Wayne Morris, Vice Chairman – Present

Lee Maloney, Secretary – Present Roger Hohenberger, Selectmen Member – Present

Walter Kolodziej, Regular Member – Excused Lisa Linowes, Regular Member – Present

Russ Wilder, Regular Member – Present Roy Dennehy, Alternate – Present

Nancy Prendergast, Alternate – Present Alan Carpenter, Selectmen Alternate – Excused

Mr. McLeod opened the meeting at 7:30 pm. Mr. Dennehy replaced Mr. Kolodziej.

BONDS:

Kiddie Academy, \$30,000 bond acceptance. Mr. Hohenberger motioned to accept. Mr. Wilder seconded. Passed 7-0.

CORRESPONDENCE:

Letter to Craig Francisco, Bedford Design, regarding not releasing the bonds for Castle Reach;

Letter from Benchmark Engineering regarding Spruce Pond;

Letter from Sam Nassar regarding Windham's official policy on road widths. Mr. Nassar discussed applicants rights, the Town's position on road widths, and fire lanes. It was noted that McIntosh Hollow Subdivision is in court and cannot be discussed;

Letter from Attorney Campbell regarding Nikitas vs. Town of Windham;

Memo regarding the 10th Annual Spring Planning Conference;

Letter to Whispering Winds from Al Turner regarding the van;

Nomination papers for Citizen Planner;

Superior Court notice of quiet title;

Two Notices of Voluntary Merger from Rex Norman, Assessor: 1) Windham Presbyterian Church. Discussion ensued regarding road numbers. Mr. Hohenberger made a motion to approve the merger and request the Assessor to release number 5 North Lowell Road so the town can use it and the Church use number 7 North Lowell

Road. Ms. Maloney seconded. Passed 7-0; 2) 23 Seavey Road, 8-A-56 & 54. Discussion ensued regarding restrictions. Mr. Wilder made a motion to approve the voluntary merger. Mr. Hohenberger seconded. Passed 7-0;

Letter from the Eagle-Tribune regarding advertising.

OLD BUSINESS:

Mr. Turner discussed an Appeal of Administrative Decision with the Board and requested a letter of support from the Planning Board. Mr. McLeod read the Conservation Commission letter. Discussion ensued regarding Planning Board reaction to WWPD, Mr. Thorndike attend the ZBA meeting, Conservation Commission intent, methodology has been the same for 20 years, wording changed to make it clearer, and this will be a workshop topic for next week.

NEW BUSINESS:

The Board discussed e-mails erroneously from Ms. Linowes.

Windham is hosting the bikeway feasibility study on April 1 in the Town Hall at 7:00 pm.

Topics for next week's workshop will be catch basins cleaning, and subdivision and site plan requirement changes.

Mr. McLeod discussed voting on March 11, amendments, and to call Board members if residents have questions about the amendments. Mr. McLeod went over the many achievements of Mr. Russ Wilder, and presented a plaque to him in thanks for his voluntary service to the Town. Mr. Wilder thanked the Board. Mrs. Crisler, Selectmen Chair, thanked Mr. Wilder for his service.

PUBLIC HEARING:

Spruce Pond Subdivision Road Construction (3-B-375, 600, 650, 800, 890, 900, 1200, 1300) – Public Discussion

off Rockingham Road

Ms. Linowes recused herself and Ms. Prendergast replaced her. Mr. Jack Szemplinski, Benchmark Engineering, discussed the road configuration including access points, connection to Derry, and asked for direction from the Board. Mr. McLeod read the department comments. The Board discussed the phases, entrance to Route 28, road connection, traffic to Morrison Road, phasing, connection to Derry, location of Route 28 access, and Libby Road. Mr. Joe Maynard, Benchmark Engineering, discussed location and site distance. Public comment began with Ms. Lisa Linowes asked about emergency access, and the connection does not help the fire department. Mr. Turner will ask the fire department to put their comments in writing. Discussion continued regarding phasing, lots, wetlands,

Anderson Subdivision, open space, connect to Derry, Hopkins Road connection, topo and soils needed, crossover the tracks, and road width.

Delpozzo Subdivision – 2 lots (7-A-1100) – Public Hearing

108 North Lowell Road

Ms. Linowes joined the Board and Ms. Prendergast stepped down. Mr. Warren reviewed the application including location, acreage, zoning, WWPD, and shared driveway. The staff recommends that the plan is ready for acceptance as there is sufficient information and conforms to the requirements. Mr. Wilder motioned to accept for public hearing. Mr. Hohenberger seconded. Passed 7-0.

Mr. Warren continued regarding the outstanding issues which include delineation of the wetlands, and preserving the historic barn and silo foundation. He also reviewed staff recommendations as per the staff report.

Mr. McLeod read department comments and a letter from Schauer Environmental. Mr. Bob Hatch, SFC Engineering, discussed the wetlands, and it is not a vernal pool. Discussion ensued regarding getting the vernal pool information in writing, septic setbacks, well radius, and waivers. No public comment. Discussion continued regarding the joint driveway, driveway location, two driveways, driveway length, driveway width, fire lane, and NFPA. Discussion continued regarding site walk, wetland channel, driveway/private road name, house numbering, and easement documents.

Mr. Hohenberger motioned to approved the 2-lot subdivision with the following conditions: 1) Setting or bonding of the bounds; 2) The applicant place a covenant on the new lot 1100 requiring that the Gilbert Alexander House foundations be retained and left undisturbed. A note be added to the plan referring to this covenant; 3) Add note to the plan to read “Stonewalls will be either retained in place, relocated, or stockpiled for future use.”; 4) Amend the “Approval is granted ...” clause on sheets 1-3 to properly refer to the subdivision regulations of the Town of Windham; 5) Put in writing on the plan the 5,000 sq ft area shown on lot number 7-A-1100 is not a vernal pool and if it is it requires setback; 6) Document for the driveway easement pertaining to the maintenance agreement; and 7) Work with staff and fire department to reduce driveway width if possible. Mr. Wilder seconded. Discussion ensued regarding a site walk. Passed 7-0.

St. Matthews Parish Center Expansion (13-A-300) – Public Discussion

2 Searles Road

Mr. Hohenberger recused himself. Mr. Turner discussed the expansion is a second floor to the parish center, parking issues, and snow load on the building was a problem earlier in the year. Discussion ensued regarding the variance for parking in the WWPD, and parking requirements. Mr. Tom Case questioned the building style. Mr. George Fredette, SFC Engineering Partnership, discussed no significant increase in footprint, no on-site infrastructure improvements, adequate parking, leaching field based on highest use, vertical

improvement, and widening Searles Road to accommodate parking. Discussion ensued regarding not tearing down the existing building, second floor, landscaping, second floor access is elevator and staircase, architectural design, and the look to blend with the Church. Mr. Paul Morin, proposed contractor, discussed the windows, and architecture. Discussion continued regarding siding, drainage, parking, Searles Road width, walkway, Rt.111 construction, dead end Searles Road, and hall use. Mr. Bruce Breton, 20 Searles Road, discussed parking on Searles Road. Discussion continued regarding parking, and parking calculations.

The Board discussed sending the plan out to the Highway Safety Committee (Searles Road), police department, fire department, Conservation Commission, Historic District Commission, and Highway Agent. Discussion continued regarding architecture blend with the environment, clarification of dead end Searles road, Route 111 configuration, church consensus on architecture, windows, and it looks like a condo. Discussion continued regarding Searles Road parking, parking enforcement, granite curbing, and waivers.

Ms. Maloney motioned to waive the bylaws and hear new business after 10:30 pm. Ms. Linowes seconded. Passed 7-0.

Windham Animal Hospital Addition (8-B-4400) – Public Discussion

176 Rockingham Road

Mr. Warren explained the addition including current building size, addition size, and variance for front yard setback. Mr. Wes Aspinwall, Herbert Associates, discussed the addition including ownership, existing parking with minor changes, cramped space, not increasing employees or traffic, and more comfortable for staff and clients. Board discussion ensued with lighting, pavement changes, and entrances. Dr. Tim Butterfield, owner, explained the entrances, walkway, building 26 years old, parking needs, and usage. Discussion continued regarding the sign, walkway, open space calculations required, shed, parking, second floor, design review, road across the street, setbacks, slopes, and down-lit lighting. No public comment.

The Board discussed sending the plan out to Highway Safety Committee, police department, fire department, Conservation Commission, Historic District Commission, Highway Agent, and Dave Poulson for storm water management.

CLASS VI AND PRIVATE ROADS:

The Board continued their discussion from the previous meeting regarding the new process for building permits for Class VI and private roads. Discussion ensued regarding site walks, who goes through the procedure, fire department comments, drainage, blocked roads, Selectmen meeting Monday evening to discuss the process, staff make an assessment and report back to the Board, off-site parking for construction, and year-round homes.

Public comment began with Mr. Dennis Tremblay, Turtle Rock Road, discussed Turtle Rock Road and his property. Discussion ensued regarding the motivation behind the new RSA, process, release, water supply, and septic. Seek input from the fire and police departments

to ensure safe passage even in the presence of construction vehicles, condition of the road, forward pictures to the Board of Selectmen from Planning and Development and/or the applicant. Discussion continued regarding where heard on the agenda, utility upgrades, timing, and health codes.

Mr. Wilder motioned to adjourn. Mr. Hohenberger seconded. Passed 7-0. Adjourned 12:05 am.

These minutes are in draft form and have not been submitted for approval.

Respectfully submitted, Nancy Charland