

PLANNING BOARD MINUTES

July 26, 2006

ROLL CALL:

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| Phil LoChiatto, Chairman – Excused | Ruth-Ellen Post, Vice Chairman – Present |
| Nancy Prendergast, Secretary – Excused | Walter Kolodziej, Regular Member – Excused |
| Ross McLeod, Regular Member – Present | Pam Skinner, Regular Member – Present |
| Neelima Gogumalla, Alternate – Present | Rick Okerman, Alternate – Present |
| Margaret Crisler, Selectmen Member – Present | Alan Carpenter, Selectmen Alternate – Excused |

STAFF:

Al Turner, Director of Planning and Development – Present
Rebecca Hebert, Town Planner – Present

Ms. Post opened the meeting at 7:30 pm.

MINUTES:

- Ms. Skinner motioned to approve the July 19 minutes. Mr. McLeod seconded. Passed 6-0. *Mr. Kolodziej joined the Board.*

CORRESPONDENCE:

- Letter from Herbert Associates regarding Castle Reach and the relocated pedestrian easement on lots 7-A-696, 697, 698, 703 and 791. Discussion: Relocate trail away from the homes along Ironwood Road. The plan needs to be signed by Mr. Mesiti and Mr. Nickerson. The trail crosses through Castle Reach open space. The plan also includes 50' slope easements that were originally approved but not recorded. No new lot lines, plan does not need a public hearing, plan was reviewed by Trails Committee and Conservation Commission. Both groups endorse the relocation but we do not have written comments. Why does the trail not go straight through Mr. Smith's property? Mr. Mesiti does not have control over that lot. The change does not need a public hearing. Is there a letter from Trails Committee? Need something in writing from Trails. Conservation Commission has not reviewed the final plan yet. Staff walked the trail with Conservation Commission and Trails to flag the new location. Mr. Turner distributed photos of the trail. Trails Committee could endorse the plan. Just an advisory committee not necessary to sign the plan. Get a letter from Trails prior to recording. Mr. McLeod motioned to approve the slope easement and relocated pedestrian easement as shown on plan dated July 2006, appropriating the slope easement because it was on the original plan and the trail easement because it would be more in keeping with the original intent of the easement. Discussion: Mr. Turner will approach Mr. Smith about relocating the trail on his property. Mrs. Crisler seconded. Passed 6-0-1. Mr. Kolodziej opposed;
- Letter from Sam Nassar regarding slope easements;
- OEP Fall Planning and Zoning Conference flyer;
- Municipal Law Lecture Series flyer;
- Letter regarding the removal of the cul-de-sac and restoration of Hancock Road. Staff with look into this;
- Letter to the owners of 137 Rockingham Road regarding the discontinuance of Bissell Camp Road. Discussion: Road has been cleaned up and area is natural, road is overgrown. Petition to discontinue the road. Board of Selectmen is asking for the Planning Board's opinion. Mr. McLeod motioned to advise the Selectmen that the Planning Board supports the discontinuance of the portion of Bissell Camp Road as defined in the warrant. Mr. Kolodziej seconded. Discussion: Mr. Kolodziej does not see what relevance this has on the process. Selectmen were asked to inquire. Proper for the Board to provide and answer. Passed 5-1-1. Mr. Kolodziej opposed. Mrs. Crisler abstained.
- Memo from David Sullivan regarding a request for a building permit on a class VI road, 11 Rocky Ridge Road. Discussion: Planning Board put a condition on the lot that it not be converted to a year-round use. Agreement to work with 11 and 14 Rocky Ridge Road to plan construction parking and staging areas. The Board may not have approved the lot line relocation if it was going to be for year-

round use. No comments because the plan has already been approved. RSA requires Planning Board comments. Mr. McLeod motioned that although the Selectmen have already made their decision, the Planning Board has concerns that Rocky Ridge Road be maintained for safe through passage / travel way. Mr. Okerman seconded. Passed 6-0-1. Mrs. Crisler abstained.

- Letter to DOT from Al Turner regarding roundabouts;
- Letter from Benchmark Engineering regarding 11 Rocky Ridge Road condition on that lot that it is for seasonal use only, needs Planning Board approval to convert to year-round use. Discussion: Schedule a public hearing to remove conditions;
- Letter from Herbert Associates to reconsider driveway name from Waldron Road to Brewster Road;
- Town and City booklet;
- Easement plan from Pennichuck Waterworks;
- Letter from Sam Nassar regarding High Pointe East subdivision requesting to show a tape of previous Planning Board workshop discussions. Discussion: Draft a response letter that the Board would not like to view the video tape.

NEW/OLD BUSINESS:

- Discussion of a Village Development outside of Charlottesville include a shopping mall with mixed use, very popular, similar to Easton Complex (outside of Columbus, Ohio);
- Change September meeting dates. Mr. McLeod motioned to move the 6th to the 13th and the 20th to the 27th, no meetings on the 6th and 20th. Mr. Okerman seconded. Passed 7-0.
- Ms. Gogumalla's term as alternate is up in two weeks and would like to renew term. Mr. McLeod motioned to reappoint Ms. Gogumalla to a term of three years as an alternate. Mrs. Crisler seconded. Passed 6-0-1;
- Mr. Griffis do not renew his alternate position. Mr. Turner will send a letter to thank him for his service.
- NH voted #1 place to live;
- Send a letter to Ms. Tuck requesting a estimate of the Town's current population.

BIG BOX ZONING:

Discussion: Concerned about big box if they will draw traffic from neighboring towns. Magnets for traffic will be detrimental to Windham. Windham is attractive for this type of development because of access to state highways.

- What is a big box?
- 65,000 sq ft maximum size for retail sales. Should the Town look into a size cap?;
- Growth moratorium on a retail development, to study issue, allowed and used by some communities. Moratoriums must hold up in court. The Town would have to be lacking resources to handle the new development;
- Review site plan regulations as to how they address big boxes;
- What would justify a moratorium, need to justify an impact on Town services, Town must solve the problem that creates the moratorium;
- Belfast, Maine has a temporary moratorium on large retail stores;
- What are concerns – drainage, traffic, impervious surface, out-of-town traffic;
- Contact Belfast, Maine;
- Review site plan guidelines and compare with Village Center and determine if this provides the Board with the appropriate guidelines to review new retail development. Reschedule for August 9 and also review performance standards in the zoning ordinance. Send out a reminder. Performance standards.

IMPACT FEES:

- Mr. Tuner gave update. RFP is being prepared for Impact Fee for the fire department and also asking for a price for the police department;
- Proposals would come in before Town meeting;

- October – consultant would be required to attend 2 Planning Board meetings;
- Planning Board to hold a public hearing;
- Will check with Attorney Campbell about whether or not this would need to go to Town meeting;
- Send comments to staff;
- \$4000 from Planning Department and \$5000 from RPC;
- RPC will also fund a \$5000 impact fee for the Town roads. Developers would no longer be required to do front door improvements. Take more time to collect money to do the road repairs;
- Planning Board will review the proposals during a workshop and may be involved in the interview process;
- Historic District Commission is meeting on August 9 at 4:00 pm to discuss the Common Man relocation of older house with the DOT. State is going to relocate one historical house and the Common Man is relocating the other house.

Mr. Okerman motioned to adjourn. Mr. McLeod seconded. Passed 6-0. *Mr. Kolodziej left the Board.*
Meeting adjourned at 10:05 pm.

These minutes are in draft form and have not yet been reviewed and approved
Respectfully submitted, Nancy Charland