



OLD VALUES - NEW HORIZONS
PLANNING AND DEVELOPMENT

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Planning Board Minutes
March 2, 2011
Approved

Roll Call:

Phil LoChiatto, Chairman – Present	Bruce Breton, Selectman Member – Present
Rick Okerman, Vice-Chairman – Present	Sy Wrenn, Alternate – Excused
Pamela Skinner, Member – Present	Lee Maloney, Alternate – Excused
Ruth Ellen Post, Member – Excused	Louis Hersch, Alternate – Excused
Kristi St. Laurent, Member – Present	Ross McLeod, Selectman Alternate - Excused
Bruce Richardson, Member – Present	

Staff:

Laura Scott, Community Development Director – Present
Patricia Kovolyan, Administrative Assistant – Present

Call to Order / Attendance / Pledge of Allegiance

The Chairman opened the meeting at 7:04 PM followed by the Pledge of Allegiance.

Ms. Scott recognized that this was Mr. LoChiatto's and Mr. Okerman's last Planning Board meeting. They were both presented with a book in appreciation of their years of service to the Planning Board and the Town of Windham.

Chairman LoChiatto mentioned the amazing difference in the Planning Board since Ms. Scott came on board.

Public Hearing

Case #2010-47 Subdivision and Lot Line Adjustment Application

A Subdivision and Lot Line Adjustment Application has been submitted for Lot 25-C-100, 25-C-105 and 25-C-110 in Windham and Lot 9-147-1 in Pelham on Moeckel Road which is located in the Residential A District and in the Aquifer protection District. The applicant, Peter Zohdi of Edward N. Herbert Associates, on behalf of the owners, Moeckel Irrevocable Trust, Lesley & Barbara Bell and Bruce & Susan Moeckel is proposing to do two lot line adjustments.

1. Adjust the lot line between lots 25-C-110 & 25-C-100 by adding 43,364 square feet from Lot 25-C-100 to Lot 25-C-110.
2. Adjust the lot line between lots 25-C-105 and 25-C-100 by adding 60,536 square feet from Lot 25-C-100 to Lot 25-C-105.
3. The remainder of Lot 25-C-100 will be subdivided into a total of three single family residential lots.

Mr. Okerman read the application into the record.

This application has been deemed a Development of Regional Impact and has been noticed as such because it crosses the line into Pelham. This application will also be reviewed in Pelham. The outstanding items are listed at the bottom of page one of Ms Scott's February 24, 2011 memo. Item number five has been taken care of, Mr. Norman provided the addresses and that information has been given to Mr. Peter Zohdi of Herbert Associates. The Fire Department issue has been addressed; there is a cistern across the street that meets NFPA requirements. Items one through four are outstanding.

Mr. Breton motioned and Mr. Okerman seconded the motion to accept Case 2010-47 for Public Hearing. Motion passed 6-0.

Mr. Zohdi explained that there are two existing lots. A portion of the 10 + ½ acre lot is in Pelham. Mr. Zohdi showed on the displayed plan that two of the driveways of the three lot subdivision will be in Pelham. Mr. Zohdi advised the Board that after applying to NHDES Subsurface he received the approval today. Mr. Zohdi applied to Shoreland at the same time.

Chairman LoChiatto opened the hearing to the public. Hearing no public comment, he closed the public hearing.

Mr. Richardson motioned and Mr. Breton seconded the motion to approve the application with the following conditions

- 1. Title Box**
 - a. Clarify that this is a subdivision and lot line adjustment plan**
 - b. Title should be listed in the signature box.**
 - c. Clarify that Lot 9-147-1 is a Pelham Lot #.**
- 2. NHDES Subdivision Approval is pending**
- 3. Note #7 should list WWPD and Floodplain.**
- 4. Add a note listing the amount of the School and Public Safety Impact Fees to be paid for the new lots.**
- 5. Add addresses for Lots 25-C-100, 25C-101 and 25-C-102 to the plans.**

Motion passed 6-0.

Subdivision Regulations

A public hearing is to be held in accordance with NH RSA 675:6 (Method of Adoption), to adopt amendments to the existing Subdivision Regulations as allowed under NH RSA 674:35 (Power to Regulate Subdivision). The amendments include design standards for streets, driveway design and construction standards, design & construction standards for drainage and stormwater management facilities and administrative changes.

Mr. Okerman read the notice into the record.

Ms. Scott advised the Board that Mr. Steve Keach of Keach Nordstrom will be attending the meeting to answer any question the Board or the Public may have regarding changes made to stormwater or road standards. These changes were done over many workshops with the Board last summer and fall. In October 2010 the Board finalized the changes but ran out of time to hold the hearing due to Town Meeting.

The memo in the Board packet outlined all the changed from the October meeting with KNA, as well as some minor formatting and administrative process changes suggested by Ms. Scott.

In addition to the material provided in the Board packet, Ms. Scott revisited the document and had additional edits for the Board to consider that would streamline the process and codify the current Planning Board processes, procedures, and Department administrative functions. These proposed edits were listed in her March 2, 2011 memo, which was provided to the Board.

Chairman LoChiatto suggested that the Board should go through the changes listed in the March 2, 2011 memo and see if there are any questions. The Board felt that there was ample time spent on the KNA proposed changes prior to Town Meeting that the Board did nto have to review those again unless there were specific questions. The Board members agreed.

Ms. Scott presented the proposed changes in her March 2nd memo to the Board and explained each one of them:

Abutter should reference NH RSA definition.

Section 403.1, End of sentence should reference Section 402.

Section 403.3, Language will be copied to Section 402.

Section 404.5 & 404.6 The new process is more streamlined. Applications now go thru TRC, Keach Nordstrom, etc. before coming in front of the Planning Board. Ms. Scott will re-write the language as a one-step process, per the Planning Baords suggestion.

Section 503, Delete last sentence.

Section 506.3 & 506.4, delete all reference to exactions and rewrite sentence to note off site improvements.

Top of Page, Delete sentence that starts with "Shredded and ground up..."

Section 601, Change "Preliminary" to "Final".

Section 601.3, Delete Reference to section 701.2.3.

Section 601.17, Reference correct NFPA (1142)

Section 601.18, Rewrite sentence to reference TRC process and not individual Departments or Commissions.

Section 704.1.2, Delete Language after "... Planning Board with the guidance of the Community Development Department staff..." Delete the rest of the sentence.

Section 704.1.3, Delete this Section.

Section 902.3.1, Delete the last sentence.

Section 902.3.2, Delete this Section.

Section 903.6, Delete ...”of \$10.00 per linear foot of roadway centerline.” And Replace it with “at an amount established by the Planning Board Agent.”

The Planning Board felt these changes were in keeping with how the Board currently operates and felt these changes were needed.

Chair LoChiatto opened the hearing to the public

Mr. Tom Case discussed with the Board and made recommendations regarding the Subdivision Regulations. Mr. Case suggested that 700 feet would be better than 600 feet as stated in Section 602.2.5.2. Chairman LoChiatto recommended 750 feet. Mr. Steven Keach of Keach Nordstrom said he would agree to change the number from 600 to 750 but it also needed to be changed in Section 604.2. The Board agreed to change the measurement from 600 to **750 feet**.

The Board decided to change Section 602.1.6 to state ...”existing or **proposed** street names...”.

Mr. Case asked other clarification questions about the proposed language, which Mr. Keach answered.

Mr. Breton motioned and Mr. Richardson seconded the motion to adopt the subdivision regulations as amended. Motion passed 6-0.

Approval of Minutes

Mr. Richardson motioned and Mr. Breton seconded the motion to approve the February 16, 2011 minutes as written. Motion passed 5-0-1. Ms. St. Laurent abstained.

Community Development Director’s Report

No comments or questions regarding the report.

Adjournment

Mr. Okerman motioned and Ms. Skinner seconded the motion to adjourn. Motion passed 6-0.

These minutes are in draft form and are respectfully submitted for approval by Patricia Kovolyan.