

**Windham Village District Zoning Sub-Committee  
Meeting Minutes  
Monday August 6, 2012**

**Present:**

Glenn Greenwood  
Chris Nickerson  
Kristi St. Laurent  
Bev Donovan  
Chris McCarthy  
Tracey Partington  
Karl Dubay  
Nancy Kopec  
Sy Wrenn

Meeting Opened: 5:05

- 1) Review and Approve 7/9/2012 Meeting Minutes**
  - a. Minutes approved 6-0-2
- 2) Discussion & Review of Proposed VCD Boundaries & Attendant Map**
  - a. Discussion tabled to next meeting to continue discussion of existing and proposed uses within VCD
- 3) Continuation of discussion on existing and proposed permitted uses in the VCD**
  - a. Glynn Greenwood summarized some of the findings from the previous meeting including
    - i. Addition of recreational or community based uses
    - ii. Removing 10,000 SF limit on retail uses
    - iii. Addition of bed & breakfast uses
    - iv. Addition of health club/center uses
  - b. Glynn Greenwood provided a handout describing some of the uses currently permitted within the VCD as well as some descriptions and language for proposed uses
  - c. Discussion continued regarding the 10,000 SF limit on retail shops
    - i. Glynn Greenwood offered that via his research regarding retail establishments as follows:
      1. 10,000 SF limit was exceptional restrictive for all but the smallest micro-business
      2. "Big Box" stores generally range from 20,000 SF – 220,000 SF
      3. APA & similar planning guidelines generally recommend 20,000 SF – 40,000 SF retail establishments as being encouraged for village districts and offered that the following national/specialty retailers often fall into this footprint
        - a. Fresh Market

- b. Trader Joes
    - c. Barnes & Noble's
    - d. Etc.
  - 4. Typical department stores (Target, Best Buy, Etc.) are not generally interested in space less than 60,000 SF
  - ii. Sy Wrenn offered that to put it in context, presently there is no restriction for multi-tenant buildings that could conceivably have many 10,000 SF retail shops
  - iii. Chris McCarthy suggested looking at a 25,000 SF per store limit to allow greater flexibility and options for varying retailers
  - iv. Sy Wrenn offered that in most retail developments there is an anchor, or larger establishment that then feeds traffic and business to smaller retailers
- d. Discussion continued regarding the look/feel of larger buildings within the VCD
  - i. Kristi St. Laurent offered that the recently adopted design regulations do not include the VCD, but could if so desired
  - ii. Discussion continued regarding the proximity of larger establishment to the town hall/center
  - iii. Glynn Greenwood said that he would provide some examples of 15, 20, & 25 thousand SF footprints for the committee's review
- e. The committee further reviewed the handout provided by Glynn Greenwood and made the following suggestions
  - i. Allow offices (any type) and remove the wording "professional"
  - ii. Allow eating & drinking establishments for take out or sit down
    - 1. Prohibit drive thrus for this use
  - iii. Allow Medical Clinics
  - iv. Allow Banks with drive thrus
    - 1. Discussion followed with the committee coming to the consensus that a bank without a drive thru was not viable for the end user
  - v. Allow "Civic Assembly Facilities"
  - vi. Allow Child & Adult Day Care
  - vii. Allow Nursing Homes & Assisted Living
  - viii. Allow Bed & Breakfast with 12 Room Limit
  - ix. Allow townhouse or apartment style residential units for ownership or lease with 24 unit or 48 bedroom maximum per building
  - x. Allow Personal Services
  - xi. Allow playground/amusement facilities
  - xii. Allow fitness centers
  - xiii. Add separate section for excluded uses that may fall under the auspice of one of the above-mentioned uses

#### **4) New Business**

- a. Next meeting discussions:
  - i. District Boundary Map

- ii. Glynn Greenwood to bring someone from NHDES to discuss community water systems
  - b. Review of Union Leader article regarding village districts with quotes from VCD committee members
  - c. Next meeting: 8/20/2012
- 5) **Adjournment**
  - a. Meeting adjourned 6:50