



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

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Design Review Subcommittee
11/26/12 Draft Minutes

Subcommittee Members in Attendance: Peter Griffin, Brenda Behling, Mike Martel (arrived at 11:15am), and Paul Gosselin

Subcommittee Members Excused: David Demers

Staff Present: Laura Scott, Community Development Director

The meeting was called to order at 11:05am. The purpose of the meeting was to review and comment on the Design Review application for 39 Roulston Road (13-C-400) Major Site Plan Application Case 2012-29.

The following were there to present the application to the Subcommittee: Phil Corbett, CMA Engineers; Liz Venus, Christopher William Architects; Joseph Leone, owner's representative

Overview of the meetings purpose and process was done by the Laura.

Phil presented an overview of the entire project

Mike arrived at 11:15am

Peter asked a question relative to parking and whether there should be a walking path through the rain garden to get to the building. Phil explained that the overflow parking on the far opposite side of the driveway would seldom be used. Also, the rain garden in the center of the driveway had a steep slope and would be wet some of the time so it was not conducive to create a walking path through it.

Paul asked if the access road and the overflow parking areas were to be maintained in the winter and if they would be regularly plowed. He also asked if the snow storage shown on the plans was adequate. Phil responded that the overflow parking and access road would be maintained if necessary in the winter months as the demand called for it. There was adequate areas to utilize on the site if additional snow storage was necessary.

Liz presented an overview of the building design. She stated that there are currently solar panels shown on the site design but that other green technologies may be

included at a later date. However, these would not impact the exterior building design elements.

Laura made a recommendation that the plans submitted to the Planning Board include color elevations for all sides of the building not just the front.

All HVAC units that are to be located outside of the building will be shielded from view per the regulations but the location of those have yet to be determined. There will be a generator on the site but the location has not been decided. There will be a fence around the generator and pad that matches the one around the dumpster to be added to the plan.

The building will contain green elements but will not be a Green or LEED certified building.

The landscaping plan was reviewed and it was noted that there is an item missing from the legend that Phil will update. The retaining wall was also removed from the design but some of the sheets still contain it, which will need to be revised.

The Subcommittee went through the Design Review Regulations and the applicants submittal on how they met the criteria.

The patios and walkways will either be stamped concrete or pavers. Once this is determined appropriate notes will be put on the plans.

The lighting sheet needs to be updated to show the lights on the buildings.

Peter asked about the removal of the stone wall for the driveway and the removal of brush along the road. Phil stated that there needed to be some stones removed in order to gain entry onto the site but that the stones would remain on the site and likely used in other areas to rebuild existing stone walls. The removal of trees and brush along the road is for sight distance and the applicant will be working with the Highway Department when doing that work. There has already been some invasive species removal on the site.

The Subcommittee did not have any issues or concerns with the applicant's submittal.

Paul made a motion to adjourn. Mike seconded the motion. 4-0 in favor. The meeting adjourned at 12:05pm

Submitted by Laura Scott, Community Development Director