



OLD VALUES – NEW HORIZONS

COMMUNITY DEVELOPMENT

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Planning Board Minutes

July 10, 2013

Board Members:

Kristi St. Laurent, Chairman – Present

Margaret Crisler, Vice Chair – Present

Pam Skinner, Member – Excused

Jonathan Sycamore, Member – Present

Sy Wrenn, Member – Present

Ross McLeod, Selectman – Excused

Kathleen DiFruscia, Selectman Alternate, Arrived 8:32 pm

Vanessa Nysten, Alternate Member – Present

Alan Carpenter, Alternate Member – Present

Jim Fricchione, Alternate Member – Present

Staff:

Laura Scott, Community Development Director

Cathy Pinette, Planning Board Minute Taker

Call to Order/Attendance/Pledge of Allegiance

Chair St. Laurent called the meeting to order at 7:02 pm, followed by the Pledge of Allegiance, member attendance and gave a brief synopsis of the agenda.

The Chair appointed Mr. Fricchione to sit for Ms. Skinner and Mr. Carpenter to sit for the vacant seat.

Design Review Regulations Proposed Amendments Workshop

- Ms. Scott provided the Board with a memo dated 7/3/13 with her comments on the proposed amendments for the Design Review Regulations.
- Mr. Wrenn stated the Village Center Subcommittee has gone through the Design Review Regulations and made some amendments and changes for suggestion to the Planning Board. They have reviewed Ms. Scott's memo dated 7/3.
- Ms. Scott's recommendation - Remove language proposing that these Regulations apply to Subdivision applications. Mr. Wrenn stated the VCS were okay with that recommendation.
- Ms. Scott's recommendation - Leave existing language "site plans" and not proposed language "development". Mr. Wrenn stated the VCS were okay with that recommendation.
- Section 300 – Mr. Wrenn stated they had simplified this language. Ms. Scott stated that she thought Attorney Campbell had recommended the suggested language in the original document. Mr. Wrenn would like to keep the proposed language.

- Section 500 – There was discussion regarding the language “Historic District in the Town Center”. Ms. Scott stated there is no other reference using this language in the document. The Board and staff discussed “Historic District” as opposed to “Historic District in the Town Center”. The Subcommittee would like the document to reflect the designs in our current historical districts in our Town Center. This section will say “Historic District within the Town center”.
- Section 501 (5th Objective) – Ms. Scott suggested leaving existing language as zoning requires buffers when non-residential uses abuts residential. Mr. Wrenn stated the reason it was changed is because of the uniqueness of the Village Center District and there could be a 0’ setback in the Village Center District. There still could be buffers if the Planning Board chooses. The Board decided the language proposed addresses the buffer in the Village Center District.
- Section 505.2.4 – “restaurants” is the correct word so “eating and drinking establishments” is not necessary.
- Section 701 - Removing “in the Town Center Historical District” as there is no such district. It should say “Historic District within the Town center”
- Mr. Wrenn stated in Sections 707.3.1, .2 and .23 that the Subcommittee would like the architect to decide about colors so they removed the recommended colors. The Board discussed the color recommendations in the Regulations and it was decided that the architect would provide his best color scheme to the Board and the Board would be able to decide if they were in line with the intent of the regulations.
- The Board had a brief discussion on Section 505.2.3 Building entrances and the proposed language stands. Chair St. Laurent explained the proposed language change in Section 709.

The Chair opened the workshop to the public at 7:50 pm

- Mr. Robert Reese, 2 Depot Rd. stated some requirements are being changed to “shall” and “should” and he requested the Board consider “will” or “would”.

The public portion was closed. At 7:52 pm.

- There was a brief discussion with the Board and Mr. Valentine about the colors and the architect coming to the Design Review meeting. Mr. Wrenn stated it could be the applicant coming to the meeting not necessarily the architect.
- Ms. Scott will make the changes per the Planning Board, send for legal review and post for an August 21st Public Hearing.

Range Road/ Rt. 111/Rt111A Configuration Workshop

- Mr. Carpenter gave a presentation on the current proposal for the Range Road/ Rt. 111/Rt111A interchange and his thoughts. He stated there would be existing businesses that would be affected if the light at Range Rd/Rt 111 was removed and new businesses would also be impacted. However, Traffic flow would be an issue with multiple lights in a short distance. He suggests a right in/right out at the new Rt. 111/ Rt. 111A intersection. He detailed his proposal on the map on the wall. He also suggested not building the new Rt 111A the full length proposed and having it come out at Edgewood or next to Nault's Honda instead of by The Common Man. He also suggested another possibility would be building a service road behind the golf course land to tie into Delahunty Drive.
- The Board discussed Mr. Carpenter's suggestions including the service road, the relocation of Rt 111a, the land owners in the area and the affect on the businesses.
- Ms. Nysten said that she lives on Edgewood Rd. which is part of a residential, lakeside neighborhood. She is concerned about moving the new Rt. 111A closer to these homes and the traffic implications to the residential neighborhoods in the area.
- Mr. Carpenter said that the drive/road would be better situated closer to Rt. 111 and across from the proposed service road not Edgewood Rd.
- Ms. Scott stated that DOT is not a developer and it would be unlikely they would put a service road in for the Town and future businesses. A better option would be for the Town to do that as a TIF District and use the tax increment gained to from new businesses to pay off the bond.

The Chair opened the workshop to the public at 8:20 pm.

- Mr. Al Letizio, 5 Woodview Rd, addressed the Board. Mr. Letizio stated as a member of the BOS, they would be meeting with DOT on the 22nd. He gave Mr. Carpenter credit for his concept and the Planning Board for their input. He stated the Town needs to have lots of ideas to solve this issue. He lives in the area and does have some concerns about the residential part of the area and explained reasons for 111A being moved away from residential neighborhoods. He talked about looking at the big picture for this area.
- Ms. Bob Coole, Morrison Rd, asked the Board to clarify which Range Rd (old or new) Mr. Carpenter was speaking about. Mr. Carpenter showed Mr. Coole on the map.
- Mr. Letizio stated he has done some research on roundabouts and spoken to some people. Mr. Bob Woodland of Woodland Design is putting together a report showing the warrant to keep the traffic light and also has done a report on roundabouts.

Ms. DiFruscia arrived at 8:32 pm.

- The Board discussed roundabouts with Mr. Wrenn stating the Wall Street Group had done a study for roundabouts a few years ago.
- Mr. Karl Dubay of the Dubay Group commended the Board for thinking outside the box and stated it was exciting to see the Boards come together on this issue. He suggests the Boards work together and he is in favor of keeping the traffic light.
- Mr. Arthur Klemm, 25 Emerson Rd stated he attended his first Rt. 111 meeting in 1986. It is wonderful that the Town is coming together to address this. He stated Mr. Dubay and his clients and he have been working on this for 3 years. He would like to work with the Town on this area.
- Max Puyanik of ConvientMD stated it was good that the BOS and Planning Board are reaching out to businesses and residents on this issue. He will be happy to share how his business would be affected.

The public portion was closed at 8:55 pm.

- Mr. Carpenter clarified his four points while pointing out the routes on the map: 1) Leave the light at the intersection of Rt. 111 and Range Rd. while the Town considers planning issues. 2) The Town in conjunction with the DOT to study the feasibility of a roundabout in Range Rd. / Route 111 areas. 3) If the roundabout is not feasible, consider redesigning the new shorter Rt. 111A to cut over to Range Rd. or leave the new Rt. 111A as is and create a new road to cut over to Range Road closer to the intersection of Rt 111. 4) Connect that road to a new internal access drive for the golf course property to Delahunty Dr.
- Ms. Crisler stated that she likes the traffic to move away from the residential area, the road to line up with the golf course access road, would like to recommend to the BOS that the light stay in place for the time being, a roundabout study be conducted and that they look at Mr. Carpenter's suggestions. It was suggested that maybe SNHPC could help with this. The Board would like the light to stay in place while the Town considers planning issues for this area.
- Ms. Scott will draft a letter to the BOS stating the Planning Board recommends keeping a light at the intersection of 111 and Range Rd, study the feasibility, design and cost of a roundabout in that area if a roundabout is not feasible, consider the possibility of shorting the new Rt. 111A or leaving the new Rt. 111A as is and add a cut through road, and lastly consider the possibility of creating an access road from Range Rd to the back side of the driving range to Delahunty Drive.

Ms. Crisler motion to have staff draft a letter to the Board of Selectmen to include the following: Keep the traffic light, study the feasibility of a roundabout in that area, and Mr. Carpenter's suggestions be considered as he presented, seconded by Mr. Sycamore. Motion passed 6 – 0 – 1 with Ms. DiFruscia abstaining.

Mr. Sycamore left the meeting at 9:10 pm.

The Board took a recess at 9:10 pm and was back in session at 9:30 pm.

Ms. Nysten was appointed to sit for Mr. Sycamore.

Financial Guarantees

- Settlers Ridge
- Fieldstone Woods

- Ms. Scott stated these are to be postponed until a meeting in August.

Appointments

Planning Board WEDC Representative

Ms. Crisler motioned to appoint Mr. Wrenn to represent the Planning Board on the WEDC, seconded by Ms. Nysten. Motion passed 7 – 0.

WEDC Town Meeting Subcommittees

- Ms. Scott stated at the June 5th Board meeting the Board had created 3 new subcommittees. Members of the WEDC would like to be appointed to the Aquifer Protection Subcommittee and the Neighborhood Business District Subcommittee. The Board discussed these subcommittees and how many members each should have. They also discussed if they wanted to appoint a member of the WEDC or if they would like input from them as members of the public only.

Ms. Crisler motioned to have Mr. Wrenn and Ms. Nysten comprise the entire Neighborhood Business District Subcommittee, seconded by Ms. Nysten. Motion passed 6 – 0 – 1 with Mr. Wrenn abstaining.

- Ms. Scott stated that SNHPC is providing the Town with assistance on the Aquifer Protection Ordinance. SNHPC staff will be collecting information from DES, and seeing what other communities are doing; they will participate in 4 subcommittee meetings and also 1 Planning Board presentation.

Ms. Crisler motioned to appoint Wayne Morris and Jim Finn from Conservation and Jim Colburn from the WEDC to be on the Aquifer Protection Subcommittee with her, seconded by Mr. Carpenter. Motion passed 7 – 0.

Vacant Planning Board Position

Mr. Wrenn motioned to appoint Ms. Nysten to the vacant Planning Board seat, seconded by Ms. DiFruscia. Motion passed 6 – 0 – 1 with Ms. Nysten abstaining.

Meeting Minutes – Review and Approve

June 5, 2013 Public – postponed to a later date

June 12, 2013 Site Walk and Meeting

Ms. DiFruscia motioned to approve the site walk minutes as written of June 12, 2013, seconded by Ms. Crisler. Motion passed 6 – 0 – 1 with Mr. Fricchione abstaining.

June 19, 2013– postponed to a later date

Liaison Reports

CIP

- Mr. Carpenter stated they have met and scheduled the future meetings and elected Chair, Vice Chair and Secretary positions.

Southern NH Planning Commission

- Ms. Scott stated the next meeting is on July 23rd and they are hearing a presentation on the Northern Pass.

WEDC

- Mr. Wrenn stated Paul Gosselin is the new Chairman, they have several new members and the next meeting is July 12th.

June Staff Report – in the Board’s packet

Member Binder Updates

Subdivision Regulations (Tab #8)

Planning Board Applications (Tab #10)

Old/New Business

- Ms. Scott provided the Board with a copy of the court decision from the 21st Century case that resulted from code enforcement and a ZBA decision. The ZBA will not be appealing. The Community Development Office will not be appealing. Staff is working with Planning Board members on the Sign Ordinance for Town Meeting.
- The Board and staff discussed the proposed new sign for the High School, which will be coming before the Board on July 31st.

July 10, 2013 Approved Planning Board Minutes

- Ms. Crisler asked Ms. Scott why the July 17th hearing notice was in the Eagle Tribune and not the Windham Independent. Ms. Scott stated it was not submitted in time but it will be in the Windham Independent with a note that it was in the Eagle Tribune.
- Ms. Scott gave the Board an overview of the upcoming meetings for the rest of July.

Ms. DiFruscia left the meeting at 10:05 pm.

- Chair St. Laurent stated there is a workshop on Managing Stormwater in Your Community on July 22nd in Somersworth, NH if anyone would like to attend.

Adjournment

Ms. Crisler motioned to adjourn, seconded by Mr. Carpenter. Motion passed 6 – 0.

Meeting adjourned at 10:15 pm.

These minutes were approved 8/7/13 and respectfully submitted by Cathy Pinette,
Planning Board Minute Taker