



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

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Planning Board Minutes

January 23, 2013

Board Members:

Margaret Crisler, Chairman – Present
Ruth-Ellen Post, Vice Chairman– Excused
Pam Skinner, Member – Present
Kristi St. Laurent, Member – Present
Jonathan Sycamore, Member – Excused
Lee Maloney, Alternate Member – Excused

Carolyn Webber, Member – Excused
Ross McLeod, Selectman Alternate – Excused
Kathleen DiFruscia, Selectman, Present
Sy Wrenn, Alternate Member – Present
Vanessa Nysten, Alternate Member – Present

Staff:

Laura Scott, Community Development Director
Cathy Pinette, Planning Board Minute Taker

Call to Order/Attendance/Pledge of Allegiance

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

Conceptual Site Plan – Fisette Small Engine, LLC @ 54A Haverhill Road (11-A-150L1)

- Ms. Scott stated this is a conceptual major site plan application for nonbinding discussion with the Planning Board. The Board was provided a memo from Mr. Karl Dubay outlining Mr. Scott Fisette's plans for his property.
- Mr. Dubay addressed the Board. He stated Highway Safety is in support of this plan and getting access onto Ledge Road. The applicant would like feedback from the Board. Mr. Dubay and Mr. Fisette explained their plans to the Board.
- The Board's concerns were as follows:
- Landscaping improvements, the new driveway, current parking, loading dock, storm water management, lighting, maintaining tree buffer, elevations and hours of operation. Mr. Dubay addressed each concern.
- The Board stated this was an excellent project and they were glad the applicant was doing this.

Site Plan Regulation Workshop

- Ms. Scott stated this was the last of the workshops on the Site Plan Regulations. She stated the next workshop will have all the regulations together in one document.

Section 400 Definitions

- Ms. Scott discussed what was done with this Section. The Board discussed minor edits, numbering issues, added language, new definitions, and deletion of some language.

Section 600 Site Plan Application and Review Process

- Ms. Scott discussed what was done with this Section. The Board discussed major errors, minor edits, numbering issues, added language, floorplan design, language moved to other sections and deletion of some language.

Section 708 Design Review Guidelines

- Ms. Scott discussed what was done with this Section. The Board discussed minor edits, numbering issues, added language, historic structures, and deletion of some language.

Section 709 Village Center District

- Ms. Scott explained this section and the Board made no changes.

Section 1100 Active and Substantial Construction

- Ms. Scott explained this section and the Board made no changes.

Section 1200 Revocation of Site Plan

- Ms. Scott explained this section and the Board made no changes.
- Ms. Scott stated there would be two documents for the next meeting. One with track changes and one without. The document will not include track changes for the public hearing. She has two questions she has asked Attorney Campbell about but has not heard back from him yet. The Board discussed that the documents were hard to follow as presented to them without knowing where everything was moved to and without notes on the side of the cross outs. Ms. Scott stated it was very time consuming to do that and it will be much clearer when the whole package is together. She stated Mr. Keach did not do track changes. The Board would like Ms. Scott to make notes on the side next to where she has crossed out sections so they know where it went in the document. Ms. Scott said that she will try.

Subcommittee Meeting Minutes – Review and Approve

September 6, 2012 (Multi-Zone Subcommittee)

January 23, 2013 Approved Planning Board Minutes

Mr. Wrenn motioned to approve the Multi-Zone Subcommittee minutes of September 6, 2012 as amended, seconded by Ms. Nysten. Motion passed 2 – 0.

Meeting Minutes – Review and Approve

November 28, 2012

Ms. Skinner motioned to approve the November 28, 2012 minutes with Ms. Nysten's changes, seconded by Ms. DiFruscia. Motion passed 6 – 0.

December 12, 2012

Mr. Wrenn motioned to approve the December 12, 2012, draft #2, minutes with Ms. Nysten's changes, seconded by Ms. St. Laurent. Motion passed 3 – 0 – 3 with Ms. Skinner, Chair Crisler, and Ms. DiFruscia abstaining.

December 19, 2012

Ms. DiFruscia motioned to approve the December 19, 2012 minutes with Ms. St. Laurent's and Ms. Nysten's changes, seconded by Ms. Skinner. Motion passed 5 – 0 – 1 Chair Crisler abstaining.

Old/New Business

- Ms. Scott briefed the board on upcoming meeting agendas.

Adjournment

Ms. DiFruscia motioned to adjourn, seconded by Mr. Wrenn. Motion passed 6 – 0.

Meeting adjourned at 9:55 PM.

These minutes were approved 3/20/12 and respectfully submitted by Cathy Pinette, Planning Board Minute Taker.