

PLANNING BOARD MINUTES
JULY 21, 1999

ROLL CALL:

David Dubay-Chairman-Excused
Bernie Rouillard-Vice Chairman-Present
Wayne Morris-Regular Member-Present
Russell Wilder-Regular Member-Excused
Annette Stoller-Regular Member-Present
Keith Goldstein-Alternate-Present
Walter Kolodziej-Alternate-Excused
Alan Carpenter-Alternate-Present
Margaret Crisler-Selectman-Present
Galen Stearns-Selectmen's Alternate-Present

Mr. Goldstein replaced Mr. Wilder and Mr. Carpenter replaced Mr. Dubay on the Board for the meeting.

ROAD BONDS:

The Board took action on the following road bonds:

Sherwood Road: Mr. Turner indicated Sherwood Road was almost complete and the bond amount was sufficient to complete the road. Mr. Goldstein motioned to release \$38,961.00 and retain \$23,236.00. Ms. Stoller seconded and passed 6-0.

Blossom Road: Mr. Turner reported the bond amount was sufficient to complete the work on the road. Ms. Stoller motioned to release \$77,402.00 and retain \$34,512.00. Mr. Morris seconded and passed 6-0.

Squire Armour Road: Mr. Turner indicated this was a new bond for the completion of a new road located off Range Road. Mrs. Crisler motioned to accept the new bond in the amount of \$249,960.00 and Mr. Morris seconded. Passed 6-0.

Osgood Street: Mr. Turner reported this was a new road located off Marblehead Road and the bond figure was sufficient to complete the road. Ms. Stoller motioned to accept the new bond for Osgood Street in the amount of \$362,676.00. Mr. Morris seconded and passed 6-0.

Nottingham Road: Mr. Turner reported the roadway was complete and this would be a maintenance bond to be held for one year. Mr. Morris motioned to accept the bond in the amount of \$9,250.00 for maintenance and Mr. Goldstein seconded. Passed 6-0.

Timberlane & Heritage Hill Road: Mr. Turner reported this was for the construction of the new road extending Heritage Hill Road. Ms. Stoller motioned to accept the new bond for Timberlane and Heritage Hill Roads in the amount of \$474,706.20. Mrs.

Crisler seconded and passed 6-0.

Castle Hill Road off Londonbridge Road: Mr. Turner reported this bond was for the off site improvements for the intersection at Castle Hill Road. Mr. Morris motioned to accept the off site improvements bond in the amount of \$62,556.00 and Mrs. Crisler seconded. Passed 6-0.

Glenwood Road: Mr. Turner indicated this was a maintenance bond to be held for one year. Mrs. Crisler motioned to release \$20,700.00 and retain \$8,460.00. Mr. Goldstein seconded and Passed 6-0.

Nottingham Road: Mr. Turner explained the road was constructed by three developers and the final coat was placed by one developer. This is a maintenance bond to be held for one year. Mr. Goldstein motioned to release \$8,650.00 and retain \$8,750.00. Mr. Carpenter seconded and passed 6-0.

Londonderry Road/Kendall Pond Road: Mr. Turner reported this bond was for the cleaning of the roadside ditches. Mr. Goldstein motioned to accept \$5,000.00 for the site work and Mrs. Crisler seconded. Passed 6-0.

MINUTES:

The minutes of July 7, 1999 were discussed by Ms. Stoller, specifically the third paragraph, page one, the motion was seconded by Mr. Stearns, page three, paragraph two, Star Vector Site Plan, "and required," and last paragraph, identifying Mrs. Betty Dunn as an abutter. Ms. Stoller researched the premise of obligation to provide information to the abutters if it is not available.

Mrs. Crisler excused herself, as she was not present on July 7th and Mr. Stearns replaced her on the Board.

Mr. Turner indicated the traffic report was required by the regulations in effect at the time of the public discussion, April 21, 1999 and the purpose of a complete application was to give the staff, members of the Board and the public adequate opportunity to review all information submitted. Ms. Stoller and Mr. Turner have reviewed the tape of the April 21st meeting. Mr. Turner did state the traffic report was requested and required, and both the engineer and the attorney for the applicant had listed the traffic report as part of the items to provide at final submission.

Mr. Rouillard asked those in favor of amending the minutes, first page, paragraph two by adding Mr. Stearns, 6-0; Those in favor of amending the minutes by removing the words "and required," the consensus was to leave the statement in the minutes; Those in favor of striking the words, "an abutter" page three, last paragraph, 6-0. Mr. Stearns motioned to accept the minutes as amended and Mr. Morris seconded. Passed 6-0

GRIFFIN PARK SITE PLAN (22-R-900) - DISCUSSION

111 Range Road

Mr. Turner presented the revised plans for the location of the conduits. The plan depicted a new lighting plan for the area of the basketball courts and the tennis courts. The landscaping plan addressed the buffer with aborvites and Mr. Turner suggested the Committee work with the staff on the revisions to the landscaping plan. The buffer revisions could be handled with a note placed on the plan.

Mr. Morris questioned whether the walkways would be lit when the fields were not in use. Mr. Rick Hancock, Chairman of the Griffin Park Committee, explained it was an operational question and would be handled by the Recreation Committee. The lighting would provide security on the walkways.

Mr. Stearns motioned to accept the design conduit layout for Griffin Park, authorize the Chairman to sign the plan and the Committee work with the staff for the buffer and the Committee come back to the Board with a lighting plan. Mr. Carpenter questioned the location of the poles for the soccer fields. Mr. Hancock reviewed the plan showing seven poles for the soccer field, which would be adequate. Mr. Goldstein seconded the motion. Passed 6-0.

Mrs. Crisler returned to the Board.

GEORGE & MOECKEL SUBDIVISION (20-E-250 & 20-E-255) -PUBLIC DISCUSSION

42 & 52 Lowell Road

Mr. Turner presented the conceptual plan for a 14 lot subdivision by extending Bear Hill Road. The extension would stop short of Westchester Road. There is a parcel between and two (2) town owned parcels abut the Bear Hill Road extension.

The Board questioned the ownership of the large parcel to the left of the subdivision and the type of cul-de-sac. Mr. Peter Zohdi, of Edward N. Herbert Assocs., Inc., reviewed the history of Bear Hill Road. This development would end in a temporary cul-de-sac with long range plans for a possible connection to Westchester Road. Although the parcel between these two roads is for sale, Mr. Zohdi could not promise a connection at this time. Mrs. Crisler questioned the crossing of the brook and Mr. Zohdi suggested a site walk with the Board. The brook crossing would not be as extensive as the crossing of Collins Brook.

Mr. Turner recommended a road stub to the town owned land, the Gage Lands, and either a deeded right of way or the option to buy a right of way from the parcel between Westchester Road and Bear Hill Road.

Ms. Stoller questioned the total length of Bear Hill Road. The total length will be 5,700 feet. Mrs. Crisler suggested a written agreement with the owner of the land between Westchester

and Bear Hill Roads. Mr. Turner suggested the pursuit of an easement granted to the Town and Mr. Zohdi could work on that agreement. The easement would not be a subdivision just an encumbrance on the property. Mr. Turner suggested the access to the Gage Lands be an off site improvement i.e., a serviceable dirt road built ending in a parking area or a turnaround.

Mr. Rouillard suggested a note to the Conservation Commission on the proposal of connection to the Gage Lands with a dirt roadway. Discussion followed on the drainage and the recent flooding on Lowell Road. Mr. Turner explained the flooding was caused when the roadway was lower than the embankment of the pond and has since been corrected. Mr. Zohdi will submit full drainage reports to the Board and staff, considering both this development and future development of the area.

Ms. Stoller suggested a traffic report on the additional 14 house lots. The width of Bear Hill Road was discussed with the first phase being 26 feet and the new phase to be 28 feet. Mr. Turner reminded the Board the Town would hire the traffic consultant and the applicant would pay.

Mr. Rouillard requested the Road Agent, Fire and Police Departments address the extended temporary cul-de-sac and the Conservation Commission address the access to the Gage Lands.

The Board filled out the conceptual form for a guideline to the applicant. Mrs. Crisler motioned to have the applicant:

1. Grant a fifty foot right of way to the Gage Lands;
2. Drainage review by Rockingham County Conservation District;
3. Applicant to work with the owner of parcel 307 to extend Bear Hill Road to Westchester Road and a deeded right of way;
4. Comments by the Fire, Police, Conservation Commission, Heritage District Commission, Transfer Station, Road Agent;
5. Update the traffic study for Bear Hill, Heritage Hill, and Lowell Roads.

Mr. Carpenter seconded and passed 6-0.

WINDHAM POST OFFICE SITE PLAN (16-D-300) - PUBLIC DISCUSSION

Indian Rock Road

Mr. Turner reviewed the proposed post office site of 6,500 square feet with 80 parking spaces. The site is opposite the Village Green and would utilize the existing traffic lights. The site would allow access to the adjacent Devaney property and the Town property. If the Town decides on a roadway to access property for elderly housing some of the parking would have to be relocated and it would require the taking of some of the Devaney property. Mr. Turner recommended an easement with the applicant to access the Town parcel.

Mr. Rouillard suggested the NHDOT change the light sequence to allow for left turns into the site. Mr. Morris indicated he has spoken with Sean Devaney concerning the access to the Town parcel for disclosure purposes. Mr. Rouillard questioned the direction of the drainage and Mr. Turner indicated the applicant proposes a detention area with a ditch in the front and heading towards Church Street. The plans are in the conceptual phase at this time with various designs being worked on concurrently. Mrs. Crisler questioned the amount of impervious surface and Mr. Turner stated the zoning requires 30% open space.

Dan Parish, representing the developer of the site, explained the site development and the parking area would be designed so it could be relocated in case of future development. The site will be designed with auto drops and mail shoots.

Mr. Turner complimented the applicant for trying to accommodate the Town by designing the site for the future roadway through the site and still having a workable site. Mr. Carpenter questioned the structure in the rear fenced in area. This is an equipment pad. Mrs. Crisler reminded the applicant this site would include a design review, as per the Windham Site Plan Regulations. Ms. Stoller requested the height of the flagpole and Mr. Rouillard indicated a lighting plan would be required.

Discussion followed on the exit and entrance to the site and Mr. Turner recommended a traffic study be done and future development of the access road be addressed. Mr. Morris requested the radius be adequate to accommodate the trailers turning into the site. Mr. Turner recommended the Board consider an easement granted to the Town for a future road connector, as this is an optimum area, with a traffic light, to access the rear parcels. Mr. Stearns suggested the NHDOT consider a merge lane on Route 111 due to the trailers turning into and exiting the site.

Ms. Stoller motioned to require the following items for final application:

6. Comments by the Fire, Police, Conservation Commission, Heritage Commission, Transfer Station and Road Agent;
7. Traffic study with future roadway addressed;
8. Drainage study by the Rockingham County Conservation District;
9. Lighting plan to minimize light pollution;
10. Easement to town for future roadway;
11. Dedicated right turn, merge lane on easterly side of Route 111, left hand turn lane into the site.

Mr. Carpenter seconded and passed 6-0.

SMITH SUBDIVISION (3-A-1 & 7-A-2000) - PUBLIC DISCUSSION

Morrison Road

Mr. Turner reviewed the proposed 15 lot subdivision which would extend Morrison Road with a temporary cul-de-sac and a right of way to the Castle Reach area. This would be an

open space development and would require both subdivision and site plan approval.

Mr. Rouillard questioned the proposed road width and suggested making the width compatible with Morrison Road. Mr. Turner discussed the need for curbing and agreed with more access points the traffic would be distributed and the width could be more compatible with Morrison Road. The right of way would also give another trail access to Mitchell Pond. Mr. Rouillard expressed concern with keeping the character of Morrison Road, a scenic road, and suggested country drainage be studied for the area. Mr. Rouillard recommended a wildlife study and Mr. Peter Zohdi reported Mr. James Gove, of Gove Environmental, is presently working on the study.

Mr. Mike Petersen, an abutter, gave a brief history of the closing of old Morrison Road and expressed concern with the new roadway damaging a large oak in front of his property, the impact on the streams in the area and the impact on the marsh. The development would not reactivate the discontinued roadway. Mr. Zohdi will send a crew to locate the tree in question and try to relocate the roadway away from the tree.

Discussion followed on a list of items to be included for final application and country drainage versus catch basins and culverts. Due to the length of Morrison Road the Fire and Police Departments comments should address the length of the roadway.

Mrs. Crisler motioned to require the following items for submittal with final application:

12. Comments from Police, Fire, Conservation Commission, Heritage Commission, Transfer Station, and Road Agent, comments specific to road length;
13. Wildlife study to show coordination with the Castle Reach Subdivision and the Mitchell Pond area;
14. Drainage study by RCCD;
15. Wetland study;
16. Preserve the red oak on Mr. Petersen's property including the root system;
17. Show existing trails on the plan;
18. Road width to be compatible with Morrison Road;
19. Explore country drainage;
20. Extension to be consistent with character of Morrison Road, which is designated a scenic road.

Mr. Morris seconded and passed 6-0.

FIRE STATION SITE PLAN (16-L-100) - PUBLIC HEARING

Fellows Road

Mr. Turner recommended acceptance of the plan for public hearing. Mrs. Crisler motioned to accept this plan for consideration and Mr. Carpenter seconded. Passed 6-0.

Mr. Turner reviewed the plans depicting the overview of the Fellows Road area and the Fire

Station location. The site will have three (3) driveways with a radius larger to accommodate the fire apparatus. The center driveway will be for public use and the top driveway will be for truck use and access to the garage which houses accessory equipment. The building will be two-storied with crew quarters on the second floor and the first floor will be a work area. The plans included landscaping, drainage, and lighting. The sign details depicted a ground sign almost identical to the Police Station sign. The lighting proposed will be the same as existing lighting on Fellows Road.

Mr. Rouillard read the comments from the Police Department, the Heritage Commission and the Conservation Commission. The Conservation Commission questioned the need for 43 parking spaces. MHF Design Consultants, Inc. has submitted a traffic report.

Chief Steve Fructman explained the need for 43 parking spaces as the Fire Department currently has 35 employees and during training sessions all would attend plus some outside personnel.

The Road Agent requested the top driveway be flattened out in the rear area for the plowing of snow. The front of the building will require snow blowers or hand shovels to remove snow.

Mark Gross, of MHF, reviewed the drainage design with the use of treatment swales and level spreaders as required by the state. A drainage report was submitted with the plans. Mrs. Crisler discussed the lighting and light pollution. The lighting will be above the doors and there would be less light pollution, as the site is further back from Route 111 than the Police Station and there is more vegetation in the area. Discussion followed on the wall pack lighting to be installed on the building. Mr. Rouillard suggested the lighting be worked out during the building process. Mr. Morris suggested silt fence and haybales be used in the area of the brook during construction. Mrs. Crisler suggested the planting of evergreens to buffer the site.

Mrs. Crisler motioned to approve the Windham Fire Station site plan, with any further details of the lighting to be worked out with town staff and the installation of silt fences and haybales in the W.W.P.D. area. Mr. Carpenter seconded and passed 6-0.

CORRESPONDENCE:

The Board received the following communications:

- State Planning News
- Memorandum received from the Windham Heritage Commission concerning comments on the Star Vector Site Plan, i.e. historic significance.
- Potential sale of lot 17-J-100B (Rocky Ridge ROW), Mr. Turner will review the property with Mr. Thorndike and report to the Board at the next meeting.
- Letter received from town counsel, Atty. Campbell, regarding the review of the covenants for the H & B Homes subdivision.

- Letter of resignation received from Board member, C. Jack Gattinella. The Board expressed their regrets and requested the conveyance of regrets and thanks to Mr. Gattinella. Ms. Stoller motioned to have Mr. Turner send a letter to Mr. Gattinella and Mr. Morris seconded. Passed 6-0.

Meeting adjourned 11:15 P.M.

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