

City of Rochester Minor Site Review Committee

January 24, 2024

Annex Building Conference Room

33 Wakefield Street, Rochester NH 03867

(These minutes were approved on February 28, 2024)

Members Present

Richard Carr, *DPW*

Shanna B. Saunders, *Planning Dept*

Jenn Marsh, *Economic Development*

Peter Bruckner, *Planning Board*

Adam Hughes, *Fire Dept*

Applicants

Phillip Tewell

Members Absent

Jim Grant, *Building & Licensing*

Gary Boudreau, *Police Dept*

I. Call to Order

Ms. Saunders called the meeting to order at 2:04 p.m.

II. Approval of Minutes from December 27, 2023

Ms. Marsh made a motion to approve the minutes from December 27, 2023 and was seconded by Mr. Hughes. The motion carried unanimously.

IV. New Applications:

- A. Cozy Harbor, LLC/Marc Smith, 168 North Main Street** Site Plan to convert office building into 5 apartments. Case# 121 – 226 – DC – 23

Ms. Saunders explained that this application was on the agenda solely to open a Public Hearing for abutters. Ms. Saunders opened the Public Hearing and noted that no abutters were present to comment. Ms. Saunders closed the Public Hearing and stated that no additional actions were required.

- B. Phillip Tewell, 540 Portland Street** Home Occupation to operate Firearms sales and gunsmithing shop. Case# 111 – 51 – R1 – 24

Mr. Phillip Tewell explained his proposed Home Occupation to the Committee. Mr. Tewell stated that the proposed business will be located out of his residential home and that customers will be visiting by appointment only to pick up and drop off orders and

firearms for repair. Mr. Tewel stated that his business will be mostly based off of the internet and will not include loading or firing. Mr. Tewell stated that there will be locks and alarms to secure his business and that there will be signage.

Mr. Bruckner had questions about retail in a Home occupation. S. Saunders stated that retail must meet requirements under City's Ordinance.

Ms. Saunders reviewed the site and signage requirements per the Zoning Ordinance including that retail must be by appointment only, the floor area of the use can be no larger than 500 sf, and that a sign is allowed but must be unlit and no larger than 4 x 4.

Mr. Hughes stated that the residence would be considered mixed use occupancy of one family dwelling and mercantile; gun smithing is incidental use to the class c mercantile occupancy. And stated that per NFPA 101 Ed. 2018, (Rated Separation T6.1.14.4.1, Classification of Class C Mercantile Chapter 36, Classification of One Family Dwelling: Chapter 24) the residence needs fire separation from the business. The workshop and storage is proposed to be in the basement which is open joists.

S. Saunders reviewed what she heard as possible conditions including 1) retail must be by appointment only, 2) the floor area of the use can be no larger than 500 sf, 3) a sign is allowed but must be unlit and no larger than 4 x 4, and 4) 2hr rating separation is required from a one- and two-family dwelling and a mercantile occupancy.

A motion was made by Mr. Bruckner to approve with 4 conditions as stated and was seconded by Ms. Marsh. The motion carried unanimously.

V. Adjournment

A motion was made by Mr. Carr to adjourn the meeting and was seconded by Mr. Hughes. The motion carried unanimously.

Respectfully submitted,

Jaclyn Millard
Administrative Assistant II, Planning & Development Department