

City of Rochester Planning Board
Monday February 25, 2013
City Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on March 4, 2013)

Members Present

Tim Fontneau
James Gray
Rick Healey
Matthew Kozinski
Dave Walker
Gregory Jeanson, Secretary
Derek Peters, Vice Chair
Nel Sylvain, Chair

Members Absent

Mark Sullivan, excused

Alternate Members Present

Robert Jaffin

Staff: James Campbell, Chief Planner
Crystal DeButts, Planning Secretary

(These are the legal minutes of the meeting and are in the format of an overview of the meeting. A recording of the meeting will be on file in the City clerk's office for reference purposes. It may be copied for a fee.)

Mr. Sylvain called the meeting to order at 7:00 p.m.

The Planning Secretary conducted the roll call.

Seating of Alternates

No alternates were needed

IV. Communications from the Chair

A. Mr. Sylvain reminded the board about the joint meeting between the City Council and Planning Board to discuss chapter 42 on Tuesday, February 26, 2013.

V. Opening Discussion/Comment

A. Public Comment

None

B. Discussion of general planning issues

Mr. Peters stated after the rezoning is finished he would like to start working on cleaning up the surety issues.

VI. Approval of minutes

A. February 4, 2013 – Regular Meeting

A motion was made by Mr. Walker and seconded by Mr. Peters to approve the February 4, 2013 minutes. Motion carries unanimously.

VII. Continued Applications / Extensions

A. McG Commercial Plaza

Mr. Nickless stated he is representing McGroen Builders on this project and they have made several changes to the site plan since the last time they were before the board. He stated they have moved the building further back from Washington Street to allow for more attractive landscaping in front of the building, they eliminated some parking spaces, and they have made the parking lot loop around the entire building.

Mr. Nickless stated they will be going to the Zoning Board of Adjustment for three variances in March. He also stated they have not addressed the Brock Street entrance yet, they are waiting to get with the City Engineer and DOT.

Mr. Nickless stated he and his client are looking for comments and input from the board on this project.

Mr. Sylvain asked what the drop off would be from the retaining wall.

Mr. Nickless stated between 6 and 8 feet. He also stated guardrails would be in place.

Mr. Walker stated he still has an issue with the Brock Street entrance.

Mr. Peters stated if there was anything less than a right turn only onto Brock Street he would not vote for it. He stated he has received numerous calls regarding that proposed entrance.

Mr. Peters also stated he thought the overall concept was very good.

Mr. Sylvain stated he agreed.

There was discussion between the board and Mr. Nickless regarding when he and his client would be ready to come back to the Planning Board.

VIII. Discussion of surety increase

Gretchen Young, City Engineer discussed the two projects that they have issues with.

The first one being Norway Plains. She stated right now the City is holding \$200,000 and she is proposing to raise it by \$35,000 to finish phase I of the site work, with the stipulation that no work can begin on phases II and III until phase I is completed.

Mr. Fontneau questioned if the project was originally proposed as a phase project.

Ms. Young responded that she had read through the correspondence and she doesn't believe it was.

Mr. Sylvain and Mr. Fontneau both agreed they believe the project should come back before the board because it was not approved for phases.

Mr. Sylvain questioned the original amount of surety and the release of \$300,000 in 2010. He stated that wouldn't leave the city with enough money to complete the job.

Ms. Young stated that is correct.

Mr. Sylvain stated the board would like to speak with the project to make sure things will be cleared up.

Ms. Young stated the second project she is looking at is Trinity Circle. She stated there is a lot of curbing that is being heaved out of place, the drainage wasn't installed properly, and the pump station hasn't been being maintained.

Ms. Young stated she would like to raise their surety by \$30,000.

Mr. Peters suggested an inspection fee also so Public Works can do monthly inspections.

Mr. Sylvain questioned what a release of \$46,000 in 2011 was for.

Ms. Young stated the paper work doesn't specify.

Mr. Gray stated \$30,000 is what the 10% allowed increase would get. He questioned how much would actually be needed to complete the job if the City had to take over.

Mr. Peters asked how many building permits are left on this project.

Ms. Young stated they have tried unsuccessfully to get a hold of the owner, and now the City Manager is involved.

Mr. Sylvain asked Mr. Campbell to speak with the City Attorney regarding drafting a letter to the Building Safety/Code Enforcement Department stating all permits and Certificate of Occupation's shall stop until this matter is all cleared up.

IX. Chapter 42 Rezoning – Discussion only

Mr. Sylvain stated the board still needs to look at the sign ordinance, however he still believes its still possible to get the final draft to the City Council by April.

Mr. Fontneau stated some adjustments need to be made to the schedule.

Mr. Sylvain stated the Planning Board will hold more public input sessions, but not a public hearing.

Mr. Sylvain asked Mr. Campbell what changes he has made to the ordinance.

Mr. Campbell explained some of the changes and how he indicates them. He stated there are some definitions that need to be looked at still.

Mr. Sylvain asked Mr. Campbell to make the changes and then present them to the board.

Mr. Campbell moved on to look at the tables of uses and dimensions. He stated some of the terminology needs to be clarified.

The board agrees some of the terms need to be looked at.

Mr. Walker asked about the mobile home parks. He stated the board had been discussing the setbacks and density.

Mr. Walker and Mr. Sylvain stated the board was trying to come up with a ratio for the septic design.

Mr. Campbell requested the board review the table of dimensional uses.

Mr. Fontneau stated in Neighborhood Mixed Use there are setbacks for residential, but not for commercial.

Mr. Campbell clarified the setbacks cover all uses.

Mr. Sylvain stated suggested the board read through the draft ordinance and at the March 4th meeting they will go over any questions.

X. Other Business

None

XI. Adjournment

A motion was made by Mr. Walker and seconded by Mr. Healey to adjourn at 8:20pm. The motion carried unanimously.

Respectfully submitted,

Crystal DeButts,
Planning Secretary