

City of Rochester Planning Board
Monday March 7, 2022
City Hall Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on April 4, 2022)

Members Present

Mark Collopy, *Chair*
Robert May, *Vice Chair*
Peter Bruckner
Keith Fitts
Paul Giuliano
Don Hamann
Mark Sullivan
Dave Walker

Members Absent

Ashley Desrochers, *excused*
A.Terese Dwyer, *excused*

Alternate Members Present

James Hayden
Matthew Richardson
Michael McQuade

Staff: Ashley Greene, *Administrative Assistant II*
Shanna B. Saunders, *Planning Director*

(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.)

I. Call to Order

Mark Collopy called the meeting to order at 7:00 p.m.

Mr. Collopy introduced the new Planning Board Members, Regular Member Dave Walker, and alternate members James Hayden, Matthew Richardson, and Michael McQuade.

II. Roll Call

The recording secretary, Ashley Greene, called roll call.

III. Seating of Alternates

Mr. Collopy asked James Hayden to vote for Terry Dwyer.

IV. Communications from the Chair

None at this time.

V. Approval of minutes for February 7, 2022

Mr. Walker made a motion to approve the minutes from February 7, 2022. The motion was seconded by Don Hamann. The motion carried by a unanimous voice vote.

VI. Opening Discussion/Comments (up to 30 minutes)

A. Public comment

Mr. Collopy opened the floor for any general planning public comments. None seen, brought it back to the board.

B. Discussion of general planning issues

None at this time.

VII. Continued Applications:

A. Groen Construction, 29 Wadleigh Road (by Jones & Beach Engineers, Inc.) Site plan and conditional use permit to construct a 52-unit 17,455 s.f. apartment building. Case# 137 – 35-1 – HC -21 **Public Hearing ACCEPTANCE/FINAL ACTION***

Shanna Saunders stated that the applicant emailed late in the afternoon requesting to continue the application due to the application being incomplete. Ms. Saunders read the email from the applicant.

Robert May asked if the reasoning for the continuance was related to a third party report on the stormwater management requesting changes. Ms. Saunders stated yes, that the applicant would like to make those changes before proceeding with the board.

Mr. Walker made a motion to continue the application to April 4, 2022 meeting. The motion was seconded by Mr. Hamann. The motion carried by a unanimous voice vote.

VIII. New Applications:

A. **Victoria Perez, Ko-Go, LLC, 0 Farmington Road** (by Norway Plains Associates, Inc.) Site plan for a proposed electric vehicle charging facility. Case# 208 – 16 – GRD – 22 **Public Hearing ACCEPTANCE/FINAL ACTION***

Scott Lawler, from Norway Plains Associates, presented on behalf of Victoria Perez, Ko-Go, LLC. Mr. Lawler stated the applicant is looking for site plan approval for a six stall Electric Vehicle Charging facility. The charging stations will be located at the front of the property under a canopy. There will be four additional parking spaces in the rear of the lot. Mr. Lawler stated there will be no office on site, and no employees on site. Employees will make routine visits to the site for maintenance. Mr. Lawler stated this charging station is for any electric vehicle and not designated for a certain type of vehicle. Mr. Lawler stated the charging station can be found via an app by electric car users. Mr. Lawler discussed the facility being open 24 hours a day and will have cameras within the site. A small infiltration basin with a sediment forebay will be located at the back of the property, and the stormwater from the impervious surfaces will be collected, discharged into the system, recharge the groundwater within a spillway that discharges that larger storm events and flows towards the wetlands at the end of the property. Mr. Lawler stated there will be two pole mounted light fixtures that will be solar capable, and recessed lights inside the canopy which will meet the City lighting requirements. Mr. Lawler discussed the landscaping plan. Mr. Lawler stated there is no building being erected on the site, therefore there is no need for city water or sewer hookup. Mr. Lawler stated there will be small trash receptacles on the site and will be emptied by the owners when they come to the site.

Mr. Collopy opened the floor for a public hearing. None seen, brought it back to the board.

Ms. Saunders discussed the excitement of the project for the City of Rochester. Ms. Saunders discussed the Variance that was required and granted for the project. Ms. Saunders stated the applicant needs to apply for a Stormwater Permit through the Department of Public Works. Ms. Saunders stated that once the site is up and running the Police Department needs contact information incase security camera footage needs to be obtained. Ms. Saunders stated that staff recommends approval.

Mr. Walker made a motion to accept the application as complete. Mr. Fitts seconded the motion. The motion carried by a unanimous voice vote.

Paul Giuliano asked about the property located behind this site owned by Mr. Jones and if he has been heard from. Mr. Lawler discussed that neither him nor the applicant has heard from him, but he was notified via a certified letter and his deed stated that his driveway could be relocated on the parcel as long as it was tied back in by the time it got to the property line. Mr. Lawler stated that he can't imagine that Mr. Jones would have any issues as we are adding a paved 20-24 foot wide access onto Route 11 and currently it is just an 8-10 foot gravel access.

Mr. Collopy asked if the applicant still needs to get approval from NHDOT for the driveway. Mr. Lawler stated that an application has been submitted to the NHDOT, and they are currently awaiting a response.

Peter Bruckner suggested considering solar panels on top of the canopy as it appears to be designed to hold solar panels. Mr. Bruckner asked if this is a future possibility. Mr. Lawler stated that the applicant may consider solar in the future.

Mr. May requested a background on electric vehicles and charging stations, since the last time they had a charging station come to the board it was for Tesla's only. Mr. May asked if the charging station being proposed can charge all vehicles because the client is different or because every electric vehicle can now charge at any station? Victoria Perez, owner of Ko-Go, LLC, discussed the charging capabilities of all electric vehicles. Ms. Perez stated that all electric vehicles besides Tesla are able to charge on Level 3 charging station, and Tesla's are able to charge on Level 2 charging station. Ms. Perez stated that there is ability for anyone to charge at their station, and they also have adapters for Tesla's to be able to charge on the Level 3. Mr. May asked if their company would provide adapters. Ms. Perez stated the owner of the vehicle would need to provide their own to charge on their Level 3 chargers. Lloyd Gifford discussed the adapters and Tesla's plan for an adapter by the end of the year.

Mr. Fitts discussed his ownership of a Tesla and that he is in full support of this project. Mr. Fitts asked if there was a way to get more than 6 chargers for the vehicles that are not Tesla, as there is a Tesla charging station within Rochester. Ms. Perez stated that the future plans could include four additional charging stations in the extra parking spots already located on the site plan. Ms. Perez stated there is also room to expand on the property down the line.

Mr. Giuliano discussed his support for the charging station, but requested that they be a good neighbor to Mr. Jones. Ms. Perez stated that they are trying to be very considerate to all the neighbors, especially when it comes to the lighting and making sure it isn't shining into any windows at night. Mr. Giuliano asked if we need to post a sign for private property to Mr. Jones' driveway. Ms. Saunders stated that it would be up to the property owner to post a sign.

Mr. Collopy asked if there was any proposed signage and what it will be. Mr. Lawler stated that a sign package has not been submitted to the Building and Licensing office, but it will be nicely done.

Mr. Walker asked if the sign proposal is going to be a condition of approval. Ms. Saunders stated that it is not currently a condition of approval but a sign needs a permit and that is listed on the notice of decision.

Mr. Collopy asked if there were any discussions.

Mr. Walker made a motion to approve the application with the conditions as specified. Mr. Bruckner seconded the motion. The motion carried by a unanimous voice vote.

B. Michael Hagan, Hagan's Motor Pool, Inc., 152 Farmington Road (by Norway Plains Associates, Inc.) Site plan for a 3,300 square foot addition off an existing office and service building. Case# 208 – 6-1 – GRD – 22 **Public Hearing ACCEPTANCE/FINAL ACTION***

Scott Lawler, from Norway Plains Associates, presented the proposed site plan on behalf of Hagan's Motor Pool, Inc. Mr. Lawler stated the applicant is currently seeking site plan approval and condition use permit for a 3,300 square foot addition off an existing 2,300 square foot office and service building. The lot shares a driveway with Motor City, and also shares a septic system which is located on the adjoining lot. The addition will add an additional 6 service bay areas and will

increase the employees from four to seven or eight. Mr. Lawler stated they will tie into the Municipal water main and abandon the well. Mr. Lawler discussed the parking waiver the applicant is seeking, the site will have a total of 26 parking spaces, 8 of which will be inside the building in the service area. Majority of the parking will be for service bays, four spots per bay. Mr. Lawler stated that because most of the business is set up with appointments, the owner can control the number of customers arriving and leaving. Mr. Lawler stated that due to an increase in 137 square feet of impervious area, a small infiltration basin that will be constructed at the north end of the proposed building. Poll lights and building mounted lights are proposed and meet the City standards for lighting. Depicting street trees and landscaping around the business sign to dress it up. A conditional use permits to allow for an expansion of a site that is greater than 20% impervious coverage within the aquifer protection overlay district and a conditional use permit to allow the storage of bulk motor oils. Owner is looking to capture more of the waste oil, store it, and be able to use it as heating oil. The building façade will be redone, with all new siding. NHDOT driveway permit is required for expansion of use, which has been submitted, and currently awaiting approval.

Mr. Collopy opened the floor for public hearing. None seen, brought it back to the board.

Ms. Saunders went over the staff review. No stormwater permit is needed as it is under the 5,000 square feet. Ms. Saunders stated staff is requesting more information for the spill prevention plan. Staff is recommending approval of Conditional Use Permits and the parking waiver. Ms. Saunders stated staff recommends approval of the application as complete and to approve the proposed project.

Mr. Walker made a motion to accept the application as complete. Mr. Fitts seconded the motion. The motion carried by a unanimous voice vote.

Mr. Walker asked where the septic tank will be going in. Mr. Lawler stated the septic tank is currently in place on the adjoining property.

Mr. Bruckner asked about the architectural design and if there are supposed to be more garage doors visible on the drawing. Mr. Lawler stated that the service area, or bays, are inside the building within the one new garage door. Mr. Lawler stated that there will be 3 overhead doors in total upon project completion.

Mr. Giuliano asked what the set back is on the new building. Mr. Lawler stated that there are no set backs in the Granite Ridge District Zone.

Mr. May discussed his concern with the project being in the aquifer protection overlay district and the motor oils that could be spilled. Mr. May questioned the spill prevention plan. Ms. Saunders stated that Department of Public Works is not too concerned. Ms. Saunders stated that the spill prevention plan is in place in case of spillage and what needs to be done if it happens. Mr. May stated that he supports the reusing of the motor oil.

Mr. Sullivan asked about a compliance detail for inspections in the aquifer protection zone. Ms. Saunders stated that per the ordinance there should be a yearly inspection and it can be added into the notice of decision.

Mr. Hayden asked about the drip edge along the retaining wall on the southern corner and if there were any test pits completed. Mr. Lawler discussed test pits being completed not directly in the

back but in the front and it came back with well-draining soils. The drip edge is more of a conveyance, and it is captured down into the infiltration system.

Mr. Hayden asked if the pipe could be added to the final plans.

Mr. Walker made a motion to approve the parking waiver and the two conditional use permits. Mr. Hamann seconded the motion. The motion carried by a unanimous voice vote.

Mr. Walker made a motion to approve the application with the inspections and pipe added to the final plan. Mr. Bruckner seconded the motion. The motion carried by a unanimous voice vote.

IX. Release of Surety:

A. Citizens Bank, 10 No Main Street in the amount of \$3,847.00 (plus interest), Map 121 Lot 17

Ms. Saunders discussed the release of surety in the amount of \$3,847.00 plus interest for Citizens Bank. Ms. Saunders stated the property has been functioning fine for a couple years now.

Mr. Walker made a motion to release the surety in the amount of \$3,847.00 plus interest for Citizens Bank. Mr. Hamann seconded the motion. The motion carried by a unanimous voice vote.

B. Intec Automation in the amount of \$65,052.46, Map 221 Lot 1

Ms. Saunders discussed the release of surety for Intec Automation in the amount of \$65,052.46.

Mr. Walker made a motion to release the surety for Intec Automation in the amount of \$65,052.46. Mr. Hamann seconded the motion. The motion carried by a unanimous voice vote.

X. Review of October, November, December 2021 and January 2022 surety and inspections

Ms. Saunders discussed the inspection reports and that the Department of Public Works has hired a new employee that will be taking over most of the inspections, Alan Dews.

Ms. Saunders discussed the surety and there will be surety releases coming up as some finished projects have submitted Asbuilts.

Mr. Walker questioned the performance guarantees that have overdue dates. Ms. Saunders stated that some have been renewed, and there are a couple that will be requesting release. Ms. Saunders stated that she will investigate Pella and The Ridge performance guarantees.

XI. Other Business

A. Discussion on changing the meeting time

Mr. Collopy discussed most boards and commission have moved up their meeting times. Mr. Collopy opened of the discussion for time inputs, and stated he is open for 6:30 p.m. for a start time.

Mr. Giuliano discussed employees not having to wait around, and possibly making it easier for the public and presenters.

Mr. May agreed with Mr. Giuliano.

Mr. Collopy discussed his stance on employees are being paid to be at the meetings and the board should make the ultimate decision as they signed on thinking the meeting was at 7 p.m.

Majority of the board agreed the 6:30 p.m. may be more beneficial for the bigger projects coming down the line.

Mr. Collopy declared moving forward meetings will be at 6:30 p.m.

B. Planning Update

Ms. Saunders discussed upcoming Planning Workshop Meetings and the need for attendance for those meetings.

Mr. Collopy discussed one of the topics at the Workshop meeting will be affordable housing and mobile home parks.

Mr. Hamann asked where the City and the staff stand on House Bill 1177. Ms. Saunders stated that she does not believe the City has taken a position on the House Bill, therefore staff has not taken a position. Ms. Saunders discussed the House Bill 1177 and what it is about and if it should be brought to the board for discussion and possibly go to Council for recommendation.

C. Other

None.

XII. Adjournment

Mr. Walker made a motion to adjourn the meeting at 8:00 p.m. Mr. Fitts seconded the motion. The motion carried by a unanimous voice vote.

Respectfully submitted,

Ashley Greene
Administrative Assistant II

and

Shanna B. Saunders
Director of Planning & Development