

City of Rochester Planning Board
Monday, September 18, 2023
City Hall Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on October 2, 2023)

Members Present

Mark Collopy, *Chair*
Alan Dews
Matthew Richardson
Dave Walker
Peter Bruckner
Don Hamann
Keith Fitts

Members Absent

Michael McQuade, *excused*
Robert May, *Vice Chair, excused*
James Hayden, *excused*
Rick Healey, *excused*

Alternate Members Present

Alexander de Geofroy

Staff: Shanna B. Saunders, *Director of Planning & Development*

(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. They may be copied for a fee.)

I. Call to Order

Chair, Mark Collopy, called the meeting to order at 6:30 p.m.

II. Roll Call

Planning Department Director, Shanna B. Saunders, conducted roll call.

III. Seating of Alternates

There was no seating of alternate members.

IV. Communications from the Chair

Mr. Collopy stated that there were no communications from the Chair.

V. Opening Discussion/Comments

A. Public Comment

There were no comments from the public to discuss.

B. Discussion of general planning issues

There were no general planning issues to discuss.

VI. Continued Applications

A. [Sig Sauer, 7 Amarosa Drive](#) (by Allen & Major Assoc./Brian Jones) Phase II Site plan to add multiple building additions, update utility connections, enhance stormwater design & treatment, and tie into the municipal sewer system for the existing Sig Sauer facility **Public Hearing / FINAL DECISION***

Mr. Brian Jones, Allen & Major Associates, gave an overview of the project. Mr. Jones stated that this proposed project is for Phase II of the Sig Sauer facility. Mr. Jones presented visual representations of the proposed plans. Mr. Jones reviewed the proposed utility upgrades of the facility. Mr. Jones reviewed stormwater and drainage plans of the proposed project. Mr. Jones stated that there are no building expansions proposed in Phase II and that only site work is proposed in Phase II. Mr. Jones briefly explained changes in Phase II with regards to the construction of Building 128. Mr. Jones reviewed the proposed lighting plans for the facility. Mr. Jones stated that a Conditional Use Permit has been requested. Mr. Jones explained that the applicant would like to extend the concrete pad behind building 125, however the proposed new concrete pad is within 100 feet of the wetland buffer and requires a Conditional Use Permit. Mr. Jones reviewed the criteria for the Conditional Use Permit.

Ms. Saunders stated that the criteria being reviewed are incorrect they are the wetlands criteria and that the correct criteria will be required as a Condition of Approval.

Mr. Collopy opened the Public Hearing for the proposed project.

Ms. Katherine Lloyd, 8 Cross Road, stated that she is an abutter to the Sig Sauer Facility. Ms. Lloyd stated her concerns of the Sig Sauer facility and asked that her concerns be considered before finalizing. Ms. Lloyd asked for further clarification on the type of fencing that will be installed and the location. Ms. Lloyd asked how privacy would be provided for the abutters to the property. Ms. Lloyd stated her concerns for the plans of the fence and its materials. Ms. Lloyd stated that the fence is partially located in the buffer zone. Ms. Lloyd stated her concerns about noise coming from the facility and the "Green Monster" that makes the most noise. Ms. Lloyd stated her concerns and recommendations regarding Sig Sauer purchasing abutting properties and asked that buffers be considered for the abutters. Ms. Lloyd stated that her yard is accumulating trash from the facility and asked for a remedy of the trash coming into her yard. Ms. Lloyd thanked the Planning Board for their time and consideration.

Mr. George Holmes, 4 Cross Road, stated that he abuts Sig Sauers property. Mr. Holmes gave a brief history of the property and reviewed the requirements for a buffer zone for the various property owners. Mr. Holmes stated that C-102 and L-101 of the Sig Sauer plans calls for "clear and grub" of the buffer zone and stated his concerns for the removal of the buffer zone. Mr. Holmes stated that on plan page C-102D there is a "snow dump" that is to the rear of his property line and stated his

concerns regarding the location of the snow accumulation abutting his home and affects caused to his irrigation well. Mr. Holmes stated his concerns for the wetlands regarding the salt accumulation in Winter.

Ms. Saunders reviewed the Lot Merger Application from Sig Sauer and explained the merging conditions for the BFA, or Business Finance Authority, once the agreement expires in 2031. Ms. Saunders stated that the Phase II Application is being reviewed with the knowledge that the Site Plan is taking place on multiple lots that are not currently merged but will be in the future.

Ms. Saunders explained the 100-foot buffer between Industrial Zoning and Residential Zoning. Ms. Saunders stated that none of the area within that buffer is being touched except for the loading zone area. Ms. Saunders explained that the loading zone area is not being extended or expanded, but that the concrete space is being widened.

Ms. Saunders stated that the criteria for the correct Conditional Use Permit can be found in Chapter 275-21.3 and are called base criteria. Ms. Saunders briefly reviewed the criteria listed and stated that the City recommends approval of the Conditional Use Permit, with the correct criteria being submitted as a condition of approval. .

Ms. Saunders reviewed the Staff Recommendation and listed Conditions of Approval. Ms. Saunders explained the current fence and changes that are to be made to the fence per contractor requirements. Ms. Saunders recommended a condition that vegetation that is removed be replaced once work is complete. Ms. Saunders explained that the Phase II Site Plan is happening at the same time of proposed roadway improvements to Milton Road and stated that the City of Rochester is planning the roadway upgrades, not the applicant. Ms. Saunders stated that the third-party stormwater review has been received and reviewed by the Planning Department and the applicant. Ms. Saunders reviewed the basic conditions for the application and stated that staff recommend acceptance of the application as complete and that the application be approved by the Planning Board.

A motion was made by Mr. Walker to accept the application as complete and seconded by Mr. Hamann. The motion carried unanimously.

Ms. Saunders explained that a vote is required for the Conditional Use Permit and another vote for the approval of the application.

Mr. Dews stated that he felt the "clear and grub" listed on plan page C-101D was too close to the abutter. Mr. Jones stated that the clearing can be moved, and that the vegetation can be managed as it is now.

Mr. Dews asked where the pond would be moved to. Mr. Jones stated that, after further review, the pond can be scaled down in size or moved to another location.

Mr. Dews verified that the vegetation does not have to be disturbed. Mr. Jones stated that the vegetation does not have to be disturbed and if there were any disturbances, the vegetation would be replaced.

Mr. Jones stated that the fence proposed is an 8-foot chain-link fence with barbed-wire as required by the Department of Defense standards. Mr. Jones explained that the fence is currently planned to run parallel with the property line at 10 feet inward and that changes can be made to the fence location if needed. Mr. Jones also stated that the applicant is flexible with regards to providing screening. Mr. Jones stated that there is a recently installed privacy fence along 4 Cross Street, Mr. Holmes property.

Mr. Jones stated that he was unsure of what the “green monster” making the clicking noise was or where it was located and introduced Robert Terrazzano of Sig Sauer to explain.

Mr. Terrazzano stated that the clicking noise is coming from the dust collector for the facility. Mr. Terrazzano explained the purpose of the dust collector and stated that it turns on periodically. Mr. Terrazzano stated that there is a third-party recorder that will be coming to the facility this week to review the noise from the outside machines as requested by Paul Toussaint, the City of Rochester’s Code Enforcement Officer.

Mr. Terrazzano stated that they would be willing to do whatever is necessary to make sure the noise is complying.

Mr. Jones stated that the concern of trash would be talked about with employees and with the facility’s maintenance department. Mr. Terrazzano stated that clean-ups have been set up in the past when trash has blown over and they would continue to be scheduled. Mr. Terrazzano stated that he would give his contact information to abutters so that they had a contact for concerns.

Mr. Jones reviewed concerns by Mr. Holmes. Mr. Jones stated that the clearing and grubbing will be moved, as well as the snow dump area will be relocated.

Mr. Jones explained the applicant’s approaches to stormwater and drainage and how the water would be filtered to protect the wetlands.

Mr. Terrazzano stated that the 8-foot chain-link with barbed wire fence requirement is through the Department of Defense, but that the privacy fence is planned to be maintained parallel to the chain link.

Mr. Walker stated his familiarity with DoD fence requirements and asked for clarification on the space between the chain-link and privacy fence. Mr. Jones stated that the fence is partially flexible in the plans and can be changed however necessary. Mr. Terrazzano stated that if the fence is changed so that the privacy fence is on the residential side, the precedent condition would have to be eliminated and changed. Mr. Walker stated that the fences cannot be too close and that there must be space between for security purposes. Mr. Jones stated that he is not sure of the space between fences at this time. Ms. Saunders stated that a condition can be created to work with the applicant regarding plan changes for the fences.

Mr. Walker asked that any plan changes be made available for abutters to review.

Ms. Saunders stated that a condition of approval is for any vegetation that is disturbed by the installation of the fence is to be replaced.

Mr. Dews stated that the current plan calls for a fence through the vegetation and asked if changes could be made to lessen vegetation disturbance. Mr. Jones stated that changes can be made and explained the currently plan of the fence location.

Mr. Bruce Blazon, representative of the design firm used for Sig Sauer, explained the requirements of the fence per DoD regulations and stated that the fence on the property will require specific distances between fences for security purposes. Mr. Walker stated that distance from trees will also have to be considered from the fence to prevent anyone from climbing trees to jump over the fence.

Mr. Richardson asked if the Planning Board could ask for the fence to continue the remainder of the 40 feet to the end of the abutter’s property line. Ms. Saunders answered yes and stated that the applicant has stated that they were willing to do that.

Mr. Dews asked if the sewer work is part of Phase II or Phase I. Mr. Jones stated that what is currently being done for sewer work is part of Phase I, but that Phase II calls for additional upgrades.

Ms. Lloyd asked if she would see the barbed wire fence from her home and stated her concerns for the visual aspect of the chain-link barbed-wire fence.

Mr. Holmes stated that if the newly proposed fence was installed inside of the current stockage fence that he would be in support of that location. Mr. Holmes stated that he is in support of the buffer zone being maintained.

Ms. Saunders reviewed the Plan Modification amendments that have been made in the Planning Board discussions.

Mr. Collopy stated his support in the mitigation of abutters' view of the 8-foot chain-link and barbed wire fence.

A motion was made by Mr. Walker to approve the Conditional Use Permit and seconded by Mr. Hamann. The motion carried unanimously.

A motion was made by Mr. Walker to approve the application with all conditions as stated and seconded by Mr. Hamann.

Mr. Dews asked if a requirement can be added for Green Pro Certification in order to reduce some of the salt during the Winter. Ms. Saunders stated that the requirement can be added.

Mr. de Geofroy asked for clarification of the new location of the proposed snow dump against the abutting property. Mr. Jones stated that the snow storage area will be changed to a different location.

Mr. Bruckner asked if new plans will be submitted with the plan modifications. Ms. Saunders stated that, yes, new plans will be submitted showing the modifications and will be reviewed by the Planning Department and Department of Public Works.

The motion carried unanimously.

VII. Other Business

A. Planning Update

Ms. Saunders stated that the Planning Department is still in need of a Senior Planner and asked the Planning Board to spread the word.

B. Other

There was no other business to be discussed.

VIII. Adjournment

A motion was made by Mr. Walker and seconded by Mr. Hamann to adjourn the meeting at 7:29pm. The motion carried unanimously.

Respectfully submitted,

Jaclyn Millard,
Administrative Assistant II

and

Shanna B. Saunders,
Director of Planning & Development

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