

City of Rochester Planning Board
Monday July 16, 2012
City Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on August 6, 2012)

Members Present

Tim Fontneau, *Vice Chair*
James Gray
Rick Healey
Derek Peters
Mark Sullivan
Dave Walker, Councilor

Members Absent

Nel Sylvain, *Chair, excused*
Gloria Larochelle, excused
Gregory Jeanson, excused
Stephen Martineau, excused

Alternate Members Present

Robert Jaffin
Matthew Kozinski

Staff: Ken Ortman, Director of Planning & Community Development
James Campbell, Chief Planner
Marcia J. Gasses, Planning Secretary
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. Fontneau called the meeting to order at 7:00 p.m. The Planning Secretary conducted the roll call.

Seating of Alternates

Mr. Jaffin to sit for Mr. Sylvain
Mr. Kozinski to sit for Mr. Martineau

Communications from the Chair

None

Opening Discussion/Comment

A. Public Comment

None

B. Discussion of general planning issues

None

Approval of minutes

A. July 2, 2012 – Regular Meeting

A motion was made by Mr. Gray and seconded by Mr. Healey to approve July 2, 2012 meeting minutes. The motion carried unanimously.

Mr. Fontneau welcomed Crystal DeButts, Planning Secretary

VII. Chamberlain Investment Properties, Anderson Lane Subdivision (by Jones and Beach Engineers)

Discussion on remaining issues regarding surety and project completion

Case # 118-51 & 119-100-A-04

A motion was made by Mr. Gray and seconded by Mr. Walker to add to the August 6th agenda an item to pull surety and notify Mr. Jones and Mr. Pierce he has the right to be represented. The motion carried unanimously.

VIII. Review of Surety and Inspection Information

A. Surety

Mr. Peters stated Severino is coming up for inspection in September.

Mr. Peters asked for an update on progress for the next meeting.

B. Inspections

Mr. Ortman explained he is not aware of any inspections that have occurred through Public Works other than Channing's Lane.

Mr. Ortman explained to the board that Mr. French and Company has been hired by the city to complete inspections until a new person is hired through Public Works.

Mr. Walker concerned that presently no one is doing the inspections.

IX. Other Business

A. Hourly inspection rate change

Mr. Ortman is asking for a change in the amount from \$75 to \$115 an hour while having to contract out for inspections.

A motion was made by Mr. Walker and seconded by Mr. Gray to change the rate from \$75 an hour to \$115 an hour. Motion carried.

A general discussion on length of time concerning hourly rate change ensued.

Mr. Fontneau states his concerns about the budget due to the higher hourly rate.

Mr. Ortman stated he can only give a guesstimate upfront but can ask for more to complete inspections.

A motion was made by Mr. Walker and seconded by Mr. Gray to modify the previous motion to be \$75 for internal and \$115 for external. Motion carried unanimously.

B. Clarification of site plan review driveway slope maximum

Mr. Ortman states that on page 62 the maximum slope is 8% but on page 75 provision the maximum slope is 12%.

Mr. Gray suggests checking with the Department of Public Works.

Mr. Ortman states the Department of Public Works was expecting 8%

C. Other Business

Mr. Walker is asking about fines for projects that started without permits.

Mr. Ortman stated there are no updates yet.

Mr. Fontneau would like the board to look at the fines.

Mr. Walker would like an update on the issue for the next meeting.

Mr. Fontneau stated he would like clarity.

D. Discussion regarding July 30th meeting

Discussion ensues on how to maximize Mr. Nickless' time and how the process is going to work to start the map review.

Mr. Fontneau believes Art Nickless is aware on how this will take place.

Mr. Gray stated he thought the board would get the software up and running for a run through.

Mr. Ortman stated that Mr. Nickless has the software.

Mr. Walker suggests a fresh map and work from the inside out, starting with downtown and working outward.

Mr. Gray asked what a fresh map is.

Mr. Walker explained it's a map with just lots. Also thinks the first meeting with Mr. Nickless should be to get the framework set up.

Mr. Ortman asks if public input should be taken at the July 30th meeting.

Adjournment

A motion was made by Mr. Walker and seconded by Mr. Peters to adjourn at 8:07 p.m. The motion carried unanimously.

Respectfully submitted,

Crystal DeButts,
Planning Secretary