**City of Rochester Planning Board**

Monday May 19, 2014

City Council Chambers

31 Wakefield Street, Rochester, NH 03867

*(These minutes were approved on June 2, 2014)*

*Members Present*

Nel Sylvain, *Chair*

Gregory Jeanson, *Secretary*

Tim Fontneau

Rick Healey

Robert Jaffin

Mark Sullivan

Dave Walker

*Members Absent*

Matthew Kozinski, excused

Fred Leonard, excused

*Alternate Members Present*

Charles Grassie

James Gray

Thomas Willis

Staff: James Campbell, Chief of Planning

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 Staff Planner conducted the roll call.

**III. Seating of Alternates**

Mr. Willis to vote for Mr. Kozinski.

Mr. Grassie to vote for vacant seat.

**IV. Communications from the Chair**

Mr. Sylvain announced he passed the three Alternate member’s names to the City Council for consideration of becoming a Regular Planning Board member. He informed the Alternate’s if they are interested they should fill out the Statement of Interest and return it to the City Clerk’s office.

Mr. Sylvain nominated Mr. Healey for Vice Chair, seconded by Mr. Walker.

The vote was taken unanimously in favor of Mr. Healey as Vice Chair.

**V. Opening Discussion/Comments** (up to 30 minutes)

## A. Public comment

Ray Varney, representing Ward 1 stated he received a call from the manager of Tara Estates because he had been denied a permit for a garage for a new mobile home that he had sold. Mr. Varney stated after speaking with James Grant, the Director of Building, Zoning, Licensing Services explained the new Chapter 42 has some conflicts with Chapter 43, which is the mobile home chapter.

Mr. Varney proposed revisions to Chapters 42 and 43 to include adding definition reference for Mobile Home Parks, revise definition of Manufactured Housing, revise Manufactured Housing Subdivision and Manufactured Housing Unit definitions, and add Manufactured Housing Subdivision and Mobile Home Park as permitted uses in the Agricultural zone.

The Board discussed the intent was to eliminate Chapter 43 and that all new Manufactured Housing subdivisions would only be permitted to have doublewide homes. Mr. Grassie said the Board didn’t want the existing parks put under the new regulations, and that’s why he believes Chapter 43 should stay. Mr. Campbell stated the original intention of the Board was not to have any new Mobile Home parks; however there could be doublewide homes in a subdivision on their own lots.

## B. Discussion of general planning issues

No one from the Board had any issues to discuss.

**VI. Green Infrastructure / Stormwater Regulation Rewrite: Introduction and Discussion**

Seth Creighton, Staff Planner stated they came before the Board several months ago because they had the opportunity to apply for the Green Infrastructure Grant to help Rochester rewrite the Stormwater Regulations in three spots, the Site Plan Regulations, Subdivision Regulations, and Chapter 50. We received letters of support from both the Planning Board and the City Council. Mr. Creighton stated they were ultimately one of the communities that were awarded the grant. They have now gone through the RFP process and have chosen a consultant firm which is GeoSyntec Consultants and VHB Engineers who will be reviewing and evaluating the Cities documents. The second step will be writing monthly reports and present the recommended updates to the Planning Board. They are hoping to get a couple volunteers from the Board for a subcommittee to work with City Staff.

Mr. Sylvain asked what the time frame would be. Mr. Creighton responded they anticipate the end of September.

Mr. Willis is concerned they get half way done with this and the EPA changes the general permit. Ms. Young stated she is aware of the concern, this is addressing the private development regulations, and it will not be changing the MS4 permit.

Bill Arcieri of VHB Engineering and Rob Roseen of GeoSyntec Consultants stated they have been in the Stormwater business for a long time and have worked with many different towns. They are looking to update Design Standards to be consistent with the NHDES Stormwater manual and redevelop design standards.

Mr. Roseen stated there are three approaches, the zoning only approach, the combination approach, and the regulations only approach. They will be going with the combination approach, which will create an overlay district, require compliance with minimum criteria for all development within the overlay district, and all stormwater standards contained in Site Plan review and Subdivision Regulations.

Mr. Jaffin and Mr. Willis volunteered to be part of the subcommittee that will work with City Staff.

An update is anticipated for the June workshop meeting.

**VII. Approval of Minutes**

*A motion was made by Mr. Walker and seconded by Mr. Jeanson to approve the May 5, 2014 meeting minutes. The motion carried unanimously.*

**VIII. Discussion on the Sign Ordinance**

The Board discussed the electric billboard signs. Mr. Walker stated he would like to restrict the colors

and brightness of the signs.

Mr. Fontneau stated there are different locations in the City that are less offensive than others for electric

signs.

Mr. Sylvain asked what would happen with the existing signs. Mr. Walker responded they would be

Grandfathered, however the Board can restrict the colors being used such as red and blue.

Mr. Campbell clarified there is a difference between animated signs and changeable signs. Mr. Healey

Stated he believed animated signs are a nuisance, especially when they are flashing.

Mr. Fontneau suggested using the International Code Council Sign Ordinance as a base because the

Board needs to move forward on the Sign Ordinance.

Mr. Sylvain said he would like James Grant, Director of Building, Zoning, Licensing Services involved.

IX. Review of CIP

The Board agreed they will review the CIP at the June 2nd meeting.

**X. Other Business**

Mr. Campbell reviewed the updated surety information with the Board. He stated there have been several attempts to contact the people at McDonald’s; however they haven’t returned the calls. Mr. Campbell said he will check the deed again.

The Board discussed taking the money the City is holding for Chapman Drive to fix the road versus giving the money over to the State as unclaimed money.

Mr. Sullivan brought the exactions for Fawns Mills and Seacoast Harley to the attention of the Board as they are passed the six year time limit on holding exactions.

Mr. Grassie questioned whether the City did work at the intersection of Cross Road and Betts Road. Mr. Campbell stated yes, and we are looking into reimbursing the City using the money from the exaction.

**XI. Adjournment**

*A motion was made by Mr.* Walker *and seconded by Mr. Willis to adjourn at 8:50 p.m. The motion carried unanimously.*

Respectfully submitted,

Crystal DeButts,

Planning Secretary