



**PLANNING & DEVELOPMENT DEPARTMENT**  
**City Hall Annex**  
**33 Wakefield Street,**  
**Rochester, New Hampshire 03867-1917**  
**(603) 335-1338 - Fax (603) 330-0023**  
**Web Site: [www.rochesternh.net](http://www.rochesternh.net)**

Planning Board  
Conservation Commission  
Historic District Commission  
Arts and Culture Commission

**Board Members**

Nel Sylvain, *Chair*  
Mark Collopy, *Vice Chair*  
Peter Bruckner  
A. Terese Dwyer  
Tim Fontneau  
Robert May  
Daniel Rines  
Mark Sullivan  
Dave Walker  
Paul Giuliano, *Alternate*  
Donald Hamann, *Alternate*  
Lance Whitehill, *Alternate*

**AGENDA**  
**CITY OF ROCHESTER PLANNING BOARD**  
**Monday, October 5, 2020 at 7:00 p.m. (Regular Meeting)**  
City Council Chambers/Virtual Teams  
31 Wakefield Street, Rochester, NH

Good Evening, as Chairperson of the Planning Board I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

**a.) Providing public access to the meeting by telephone:** At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting. The public can call-in to the below number using the conference code. Some meetings will allow live public input, however you must have pre-registered online, otherwise, the meeting will be set to allow the public to "listen-in" only, and there will be no public comment taken during the meeting. Public Input Registration (**Please note: In order to notify the meeting host that you would like to speak, press 5\* to be recognized and unmuted**)

**Phone number: 857-444-0744**  
**Conference Code: 843095**

**b.) Public Access Troubleshooting:** If any member of the public has difficulty accessing the meeting by phone, please email [crystal.galloway@rochesternh.net](mailto:crystal.galloway@rochesternh.net) or call 603-335-1338.

**c.) Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the Planning Board (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:

- **Mail:** Planning Department / Public Input, 33 Wakefield Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **email** [crystal.galloway@rochesternh.net](mailto:crystal.galloway@rochesternh.net) (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-335-1338 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

**d.) Roll Call:** Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

*(Over)*

Let's start the meeting by taking a Roll Call attendance. When each member states their name, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. Additionally, Planning Board members are required to state their name each time they wish to speak.

*\*see notes at end*

---

**I. Call to Order**

**II. Roll Call**

**III. Seating of Alternates**

**IV. Communications from the Chair**

**V. Approval of minutes for September 21, 2020**

**VI. Consent Agenda:**

**A. [Prep Partners Group, LLC, 0 Innovation Drive](#)** (by Norway Plains Assoc.) Request for an extension to meet the precedent conditions for an approved site plan to construct a 150,000 s.f. warehouse and distribution facility. Case# 255 – 21 – I – 20 **EXTENSION**

**B. [EIP Communications I, LLC, 133 Blackwater Road](#)** (by Brian Grossman) Request for an extension to meet the precedent conditions for an approved site plan to construct a wireless communication tower. Case# 257 – 24 – A – 20 **EXTENSION**

**VII. New Applications:**

**A. [Dance Dynamics, LLC, 167 Autumn Street](#)** (by Jaime Hebert) Conditional Use Permit to allow a dance studio. Case # 103 – 107 – NMU – 20 **Public Hearing ACCEPTANCE/FINAL ACTION\***

**B. [Hope on Haven Hill, Inc., 326 Rochester Hill Road](#)** (by Norway Plains Assoc.) Site plan to construct a 24' x 36' building that will be utilized as a multi-purpose space for staff and patrons of Hope on Haven Hill. Case # 255 – 23 – A – 20 **Public Hearing ACCEPTANCE/FINAL ACTION\***

**C. [Pella Windows and Doors of New England, 109 Airport Drive](#)** (by Norway Plains Assoc.) Site plan and conditional use permit to construct a 24,000 s.f. distribution and executive office building. Case # 243 – 36&37 – I – 20 **Public Hearing ACCEPTANCE/FINAL ACTION\***

**VIII. Suggested Zoning Amendment – Murals**

**IX. Other Business**

**X. Adjournment**

**\*Please note the following:**

Public hearings. The public is invited to attend all meetings of the Planning Board. *The public is welcome to speak at all public hearings.* For other items the public may speak at the discretion of the chair/board.

Postponements. For any items marked as postponements the Planning Board will determine at the beginning of the meeting whether to postpone the item and to which date. Interested citizens are advised to attend at the beginning of the meeting to learn the details of any proposed postponement or to contact the Planning Department for more information.

Proposed actions. Proposed actions are shown in bold caps (on final agendas). The board may or may not take these actions and may take other actions not stated.

Consent agenda. Applications placed on the Consent Agenda are assumed to be straightforward and non-controversial and are approved in one total package with one vote. Applications will be removed from the Consent Agenda for individual review at the request of any board member (or, for public hearings, at the request of any citizen).

Other information. a) Files on the applications and items, above, including the full text of any proposed ordinances, regulations, or other initiatives are available for inspection in the Planning Office, from 8:30 a.m. to 4:30 p.m., Monday through Friday; b) If you are looking at this agenda on the City's website, you can click on any underlined projects and other items to access additional information; c) This agenda, these applications, and other items are subject to errors, omissions, and changes prior to final action; d) Some agendas are marked as "Preliminary Agenda". These are subject to change. The final agenda will be prepared on the Wednesday evening prior to the meeting and will be posted on the City's website; e) Contact the Planning Department if you have questions or comments about these or any related matters or if you have a disability requiring special provisions.