

**City of Rochester
Planning Board**

Monday August 15, 2011 at 7:00 p.m. "Workshop Meeting"

City Council Chambers

31 Wakefield Street, Rochester, NH 03867

(These minutes were approved on September 12, 2011)

Members Present

Nel Sylvain, *Chair*

Rick Healey

Gloria Laroche

John Meader

Derek Peters

Dave Walker, Councilor

Alternate Members Present

James Gray

Members Absent

Tim Fontneau, *Vice Chair* (excused)

Tom Abbott (excused)

Steven Martineau (excused)

Staff: Michael Behrendt, Chief Planner

Marcia J. Gasses, 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 Planning Secretary conducted the roll call.

Mr. Gray to sit for Mr. Fontneau

Communication from the Chair

None

Opening Discussions/Comments

A. Public Comment

None

B. Discussion of General Planning Issues
None

Approval of minutes for August 1, 2011 meeting

A motion was made by Mr. Walker and seconded by Mr. Healey to approve the August 1, 2011 meeting minutes. The motion carried unanimously.

Continued Applications:

A. Mary T. Fowler Revocable Trust, 1088 Salmon Falls Road. 4-lot subdivision (by Norway Plains Associates). Case # 241-10-A-11

Mr. Behrendt directed the board to the e-mail from Art Nickless of Norway Plains Associates which had been placed on their desks. The applicant requested review as a preliminary application at the September 12, 2011 meeting. The preliminary application fee had been paid.

Mr. Sylvain postponed review of the application until September 12, 2011.

B. St Michael's Church, 64 Pine Street. (by Berry Surveying and Engineering) Site Plan for conversion of residence to a church and associated parking and improvements. Case # 121-139-R2-11

Chris Berry, representing the applicant, explained that he had nothing new to show the board. He had met with the TRG and had modified the notes on the plans as requested.

Mr. Behrendt recommended approval as stated in the staff recommendations.

A motion was made by Mr. Gray to approve the application.

Mr. Sylvain asked Mr. Berry if he had spoken with the abutter regarding screening.

Mr. Berry stated yes. The side abutter wanted a fence. He had not recently spoken with the abutter to the rear but the plan is to install vegetation along the property line.

The motion made by Mr. Gray to approve the application was then seconded by Mr. Peters. The motion carried unanimously.

Request for extension of surety, Misty Lane, 10 lot subdivision located off Ridgewood Drive (Dave Fisher, Developer). Approved by Planning Board on September 10, 2011. Case # 251-173-R1-01

Dave Fisher, the builder of Misty Lane, Explained that he had sold 8 of the 10 lots and had lot #9 under agreement. He was looking forward to completing the project and turning the road over to the City.

Mr. Fisher stated that Holy Rosary Credit Union would not renew the letter of credit due to new laws which had gone into effect. He is looking at different options for financing finishing the project and surety.

Mr. Fisher stated he had obtained an estimate to finish the road and gravel shoulders.

Mr. Behrendt recommended approval. Peter Nourse, City engineer requested the surety be raised to \$31, 501.80 which includes 10% contingency. Mr. Fisher was looking for an extension to November of 2011.

Mr. Behrendt explained to Mr. Fisher that there were four different ways to provide for surety and advised him to contact this Planning office to discuss his options.

A discussion ensued regarding the process for having the road accepted as a City street. Mr. Fisher was told he would be working with the DPW to meet the necessary conditions.

Mr. Ortmann stated there are cut-off dates that would need to be met to have the road accepted and he would work with Mr. Fisher.

Mr. Gray recommended that Mr. Fisher request a date father into the future to reduce the chance he would need to come back before the board.

A motion was made by Mr. Sylvain and seconded by Mr. Peters to extended the surety to August 15, 2012 with the condition the surety amount be raised to \$31,501.80. The motion carried unanimously.

Discussion with members of the E911 Committee about policies and procedures for numbering and naming streets

Kenn Ortmann, Director of Planning and Development
Fire Chief Norm Sanborn, E911 Committee Chair
Dennis Schafer, IT and E911 Committee Cartographer

Kenn Ortmann gave a short history of E-911 in Rochester.

Chief Sanborn discussed the importance of consistency in what the E911 Committee does. The Chief also told of some real life situations that emphasized the importance of the issue.

Chief Sanborn explained when dealing with two streets with the same name, the Committee consistently renamed the street with the least number of houses on it. With long streets it is important to have successive numbering.

The committee is currently working with one or two mobile home parks to bring them into compliance.

Chief Sanborn explained that the situation with Gear Road occurred because there were not numbers available. The state guidelines recommend that the drive be named.

Chief Sanborn gave the example of an Old Milton Road resident who had suffered a heart attack and the first responders could not locate the residence which was situated off the main road on a shared driveway. There was a delay in reaching the resident who later passed away. Although he was not sure if the delay led to the gentleman's death the drive was later renamed Paul's Way after the man.

There was also an incident which occurred when an ambulance had difficulty locating a victim on Crown Point Road. He stated that fortunately there were no repercussions in that incident.

Dennis Schafer explained that within the City there are approximately four named drives with two homes on them and one drive with one house. Tom Mullin, the City Assessor assigns the map and lot numbers.

In the case on Gear road all the street numbers were used. The existing home is 300 feet back from the road and he expected the new home to be at least that far.

Mr. Walker stated if there were any A's or B's being used the committee should continue on with the process and eliminate all of them.

Mr. Ortmann explained that the committee has prioritized the work it needed to get done and has worked with major and long streets first. The committee works to balance safety and inconvenience.

Mr. Shafer stated that the committee notifies; FedEx, UPS, utilities, cable, and the Post Office. They try to make the change effective 45 days out.

Chief Sanborn stated that when there is not a mailbox that the homeowner is required to place a post with reflective numbers on it at the end of the drive.

Mr. Sylvain stated that there is a representative from fire present at the TRG to make the applicant aware of the requirements.

Discussion of draft overhaul of Site Plan Regulations (development standards only)

Mr. Sylvain postponed the review of the Site Plan Regulations to September 12, 2011, where there were three members of the board absent. In addition to the section on landscaping Mr. Sylvain asked the board to be prepared to review sections 5, 6 & 7.

Other Business

None

A motion was made by Mr. Walker and seconded by Mr. Gray to adjourn at 7:51 p.m. The motion carried unanimously.

Respectfully submitted,

Marcia J. Gasses
Planning Secretary