

**SOMERSWORTH PLANNING BOARD
MINUTES OF MEETING
FEBRUARY 21, 2018**

MEMBERS PRESENT: Ron LeHoullier, Chair, Harold Guptill, Vice Chair, Bob Belmore, City Manager, Dave Witham, City Council Representative, Aaron Fournier, Jeremy Rhodes, Chris Horton, Jameson Small, Jason Barry, Alternate and Mark Fearis, Alternate.

MEMBERS ABSENT: Paul Robidas.

STAFF PRESENT: Shanna B. Saunders, Director of Planning and Community Development and Tracy Gora, Planning Secretary.

The meeting was called to order at 6:30 pm.

LeHoullier appointed Fearis as a voting member for tonight's meeting.

1) APPROVAL OF MINUTES

Motion: Horton moved to accept the minutes of the CIP meeting of November 8, 2017.

Seconded by Rhodes. Motion carried with an 8-0-1 vote with Guptill abstained.

Motion: Small moved to accept the minutes of the meeting of November 15, 2017.

Seconded by Fearis. Motion carried with an 8-0-1 vote with Guptill abstained.

2) COMMITTEE REPORTS

ZBA Report

See attached report.

Witham stated that in February the ZBA granted a variance for auto repair and sales on Green Street. Stated that he has asked the City Manager to research the decision because he feels the ordinance has been violated by the ZBA.

City Council Report

Witham reviewed the attached report and stated that the City was awarded the CMAQ grant from the State of New Hampshire to upload the signal controls on High Street. Stated that it will modernize the control mechanisms and functionally link everything. Stated that it will improve traffic flow. Stated that at last night's Council meeting they extend a contract with Wright-Pierce Engineers for improvements at the Wastewater Treatment Plant. Stated that the upgrades will improve plant capacity and aged infrastructure and make it more energy efficient.

Site Review Technical Committee Report

See attached report.

Small stated that he would like more information on those meetings.

Saunders stated that she and Robidas are on that Committee and that there are minutes of all the meetings.

Minor Field Modification Report

See attached report.

Strafford Regional Planning Commission Update

Weekly emails were sent to Board members.

Vision 2020 Committee Report

Saunders stated that they recently met and that they are finalizing the matrix of action items from the Master Plan. Stated that they have been tracking the completion of those items and want to do a presentation to Council and maybe the Planning Board. Stated that they are considering what comes next, which may be a Master Plan rewrite. Stated that she will keep everyone posted.

3) OLD BUSINESS

A) Discussion on site plan application review fees.

Motion: Witham moved that the Board review New Business first.

Seconded by Belmore. Motion carried unanimously.

B) Any other old business that may come before the Board.

None.

4) NEW BUSINESS

A) Somedowntown, LLC and the VFW are seeking minor subdivision approval for a lot line adjustment on properties located at 59-65 and 43 High Street, in the Business (B) District, Assessor's Map 11, Lots 63A and 64, SUB #01-2017.

Saunders stated that the applicant is requesting two waivers: one for not showing the entirety of the lot on the plans and the other for not showing the boundaries of the overlay district on the plans.

Paul Dobberstein with Ambit Engineering, Inc. represented the applicants and addressed the Board. Stated that the two properties are located on High Street across from City Hall. Stated that they were doing the boundary survey and noted encroachments with the porch on the side of the building that goes up to the apartments. Stated that they are just looking to clean that up.

Public hearing closed 6:41 pm.

Fearis asked about the waiver requests.

Saunders stated that the waiver motions are on the memo but that one is so they don't have to show the entirety of one of the lots on the plans. Stated that one of the lots is large so they just want to show the section related to the lot line adjustment. Stated that the other waiver is to not show the Historic Overlay District on the plans. Read the waiver requests

Witham stated that he assumes that this will be recorded at the Registry of Deeds.

Dobberstein replied that it will and that the deed will be amended also.

Motion: Witham moved that the request of Sometown, LLC and the VFW for a waiver from Section 6.B.6 of the Subdivision Regulations be **APPROVED**.

Seconded by Guptill. Motion carried unanimously.

Motion: Witham moved that the request of Sometown, LLC and the VFW for a waiver from Section 6.B.12 of the Subdivision Regulations be **APPROVED**.

Seconded by Guptill. Motion carried unanimously.

Motion: Witham moved that the request of Sometown, LLC and the VFW for a lot line adjustment be **APPROVED**.

Seconded by Guptill. Motion carried unanimously.

- B) The City of Dover and CPJ Trust are seeking minor subdivision approval for a lot line adjustment on properties located at Willand Pond, Willand Drive and Route 108, in the Commercial Industrial (CI) District, Assessor's Maps 41, 43 & 64, Lots 09, 01 & 01, SUB #02-2017.

Saunders stated that the applicant is requesting a waiver from the application fees.

Dean Peschel from Dover represented the applicants and addressed the Board. Stated that the City of Dover has gotten approval from the NHDES to use two wells on this property. Stated that to get that approval from the State, they have to protect a 400 foot radius around the well head. Stated that Dover needs to secure the property first to protect it. Showed how the land is going to be exchanged on the plans.

Public hearing closed 6:51 pm.

Witham stated that he is concerned with the CPJ Trust property and the limited development opportunities. Stated that it is the largest undeveloped tract of land left in Somersworth. Confirmed that there is still development potential with that property.

Peschel stated that it is a win/win for the City of Dover and for Somersworth.

Rhodes stated that sheet S1 shows five wells and asked for clarification on which ones will be used and what the status is of the other ones.

Peschel showed on the plans and stated that the other wells are monitoring wells.

Rhodes asked if the City of Dover intends to put the land in protection.

Peschel stated that they are not doing anything formal but they won't let anything happen there.

Witham stated that he is familiar with flooding issues in the past and stated that if this well helps maintain levels then it is a benefit for both communities.

Motion: Rhodes moved that the request of the City of Dover and CPJ Trust for a waiver from Section 8.H.1 of the Subdivision Regulations regarding application fees be **APPROVED**.

Seconded by Horton. Motion carried unanimously.

Motion: Rhodes moved that the request of the City of Dover and the CPJ Trust for a lot line adjustment be **APPROVED**.

Seconded by Horton. Motion carried unanimously.

- C) City of Somersworth Zoning Ordinance amendment-add new section setting definitions and criteria for Accessory Dwelling Units, titled Accessory Dwelling Unit (Copies of the proposed amendment available in the Department of Development Services).

Saunders stated that this is an ordinance that the Board has been working on for a while. Stated that they are required to have a public hearing. Stated that the next step is to vote to send it to Council, where they have the ultimate vote.

Public hearing opened 6:59 pm.

Public hearing closed 6:59 pm.

Witham stated that they have looked at this many times and that they may just need to see how it plays out and amendments can be made if needed in the future.

Belmore stated that State law allows Accessory Dwelling Units (ADUs). Asked Saunders to prepare a summary to present to the Council if it gets voted that way.

Motion: Guptill moved that the Planning Board send the proposed Zoning Ordinance amendment to add new section setting definitions and criteria for Accessory Dwelling Units, titled Accessory Dwelling Unit to the City Council with a recommendation for approval.

Seconded by Fearis. Motion carried unanimously.

- D) Any other new business that may come before the Board.

None.

The Board went back to Old Business.

Saunders stated that she doesn't currently have an update but that she will have something for the next meeting.

5) WORKSHOP BUSINESS

- A) Any workshop business that may come before the Board.

None.

6) COMMUNICATION AND MISCELLANEOUS

Motion: Witham moved to allow public comment.

Seconded by Guptill. Motion carried unanimously.

Richard Brooks of 18 Linden Street and member of the Somersworth HDC and ZBA addressed the Board and stated that he is here as a resident tonight. Stated that he is concerned with projects that have to go before multiple boards before getting a final approval. Stated that the HDC had workshops last summer and questioned the order that a project goes before multiple boards. Suggested that the Planning Board work with the HDC on projects, for

example, the old Somersworth hotel. Stated that the two boards should work together on that. Stated that some topics, like building appearance, are covered by both boards. Stated that there is growing interest in Somersworth and that he thinks it would be best if boards work together. Stated that he is not sure of the best way to do that but he would like consideration. Suggested maybe having joint meetings or having HDC members attend Planning Board meetings.

Small stated that he thinks this is a good point and that for the hotel, it was just a conceptual review. Stated that he doesn't see why other boards can't attend Planning Board meetings.

Witham talked about the Conservation Commission as an example and stated that there are times when the Planning Board gets suggested conditions of approval from them that become part of the approval. Stated that conditions of approval from other boards can get woven into the Planning Board's decision. Stated that maybe the issue is just the order of doing things.

Rhodes stated that he agrees with Witham and that having a set order of how an application moves along would be valuable.

Saunders stated that she recommends that projects go to other boards before going to the Planning Board but that ultimately the applicant can choose.

Witham stated that there is a "committee reports" section of the Planning Board agenda and that maybe HDC should be added to that. Stated that it would just be a way to help communicate.


Belmore stated that he is skeptical on having joint meetings because each board has a separate role. Stated that the Conservation Commission sends recommendations to the Planning Board and it gets incorporated into the decision. Stated that sometimes there is an overlay with roles but there are separate tracks.

Motion: Belmore moved to adjourn the meeting.

Seconded by Horton. Motion carried unanimously.

Meeting adjourned at 7:14 pm.

Respectfully submitted:



Tracy Gora, Planning Secretary
Somersworth Planning Board