

**TOWN OF FARMINGTON  
PLANNING BOARD MEETING  
Tuesday, June 11, 2013  
356 Main Street, Farmington, NH**

**Board Members Present:** Paul Parker, Charles Doke, David Kestner, Glen Demers

**Selectmen's Representative:** Charlie King

**Board Members Absent/Excused:** Cindy Snowdon, Joshua Carlsen, Martin Laferte

**Town Staff Present:** Director of Planning and Community Development Kathy Menici,  
Department Secretary Bette Anne Gallagher

**Public Present:**

At 6:05 pm Chairman Parker called the meeting to order.

The Chairman said this was a special meeting to discuss with Jack Mettee the process for the Community Planning Grant.

Jack Mettee said he would like to go through the scope of the work entailed with this project and get some direction from the Board members.

The grant funds will be used to hire a consultant who will analyze existing land uses, development opportunities/constraints, and determine locations that provide suitable development/redevelopment opportunities along Route 11. The consultant will then propose specific location(s) for high density commercial/industrial development nodes along Route 11. Upon approval of specific location(s) by the Planning Board, the consultant will then prepare the language necessary for a proposed zoning amendment.

Mr. Mettee distributed a handout detailing the work to be accomplished that had some changes from the original submission. Planner Menici said that it was more concise than what had been in the original application submitted to NH Housing.

Mr. Mettee said in addition to himself there are three others who will be working with the Town on this project including Roger Hawk and a woman from Neatlines. He said that unfortunately Michelle Craig will not be part of the team because she was offered a position in Boston and had accepted it. He explained that he has been speaking with Ashlee Iber to take Michelle's place. She has considerable experience, is recommended by Michelle Craig and in Mr. Mettee's opinion she'll work out fine.

He suggested he go through the scope of the project and then take the Board's questions.

The first task would be to analyze the existing conditions of the Route 11 corridor such as the intersection of Routes 11 and 153, Tappan Street and Central Street. Once they are mapped out with text the Board will decide where to focus and the regulations can then be adjusted to target high density. Mr. Mettee asked what the Board saw as potential nodes.

David Kestner said he thought the ERG (Energy Resource Group) area would be the best large tract area. Planner Menici pointed out that the goal would be to develop high density nodes with a link to downtown. Charlie King pointed out that bringing infrastructure to the ERG area would be costly and the primary development area should be targeted and then the Town can move on to the ERG area. David Kestner said he felt the location closer to

Rochester would be better for attracting business and that there were bigger parcels there. He added that the Route 153 corridor had challenges such as the river, the old railroad bed, topography and the Collins Aikman site. He also questioned how small parcel owners could be convinced that nodal development would benefit them. Charlie King said that the improvements already completed at the intersection of Routes 11 and 153 would be a help.

Mr. Mettee said the analysis would take into consideration existing uses, natural resource constraints, proximity of utilities and access issues in addition to mapping and then the Board could pick the site or sites most suitable. It was suggested that Mr. Mettee speak with Superintendent Sprague regarding the percentage of usage that is available.

Mr. Mettee said the second task is to revise land use regulations to encourage development including zoning regulations for the Route 11 corridor. Site plan regulations should be reviewed and any changes necessary to ensure consistency between the purpose of the zone and the Master Plan proposed. He said the Planner, Code Enforcement Officer and stake holders will be consulted for how well the current zoning regulations work or don't work as well as suggestions.

The Chairman suggested that the Downtown Committee be consulted as well. Planner Menici pointed out that this part is more technical in nature but it wouldn't hurt. Mr. Mettee said including the committee will work in well with community outreach.

Charles Doke said the goal during this process is to bring the Town into a position where it is ready to deal with a developer instead of waiting until interest is expressed. In his opinion, moving forward is the only way the Town will survive and will save the Town money in the long run.

Planner Menici mentioned that there is still a portion of Safe Routes to School to be completed and she has been holding off to see how the areas chosen could tie in to that program.

Mr. Mettee said this project will take a fair amount of time and suggested establishing an advisory committee. The Planner agreed and reminded the Board that they have a number of things on their plate and no one wants the Board members to burn out. Composition of the committee was discussed and suggestions were made to include one or two Planning Board members, an Economic Development Committee member, one or two property owners from downtown and Route 11. It was agreed that the focus was not just land use and public policy but also to get "stakeholders" to buy in.

Charlie King said it was sometimes hard to get volunteers and added that the advisory committee should not include those with a personal agenda because it was important to get this moving and avoid being derailed. The Planner said that the consultant and staff will keep the project moving forward. Everyone agreed that getting participation would be a challenge.

Planner Menici said that initially \$2,000 was budgeted for outreach, but that has been reworked and with the Town's cash match and staff time the budgeted amount is now \$5,000.

Mr. Mettee emphasized that the advisory committee will entail a good amount of work and will report to the Planning Board who will make the final decisions. He said the committee should have broad interests and be thoughtfully selected to achieve that.

It was discussed that speaking with owners one on one would be a good idea as well as exposure from Foster's and/or The Rochester Times. Jack Mettee suggested asking the business/landowners for a commitment to 6 to 12 meetings with associated work for the committee.

Mr. Mettee said that in Hampton the advisory committee was made up of about 8 members including individuals from Unital, the planning board, board of selectmen and business owners. He said it is vital that there is a

committed group that does not allow the process to lag and that the job is not difficult but there are lots of little decisions to be made. Mr. Mettee also said that if the individuals that make up this group represent larger audiences they become invested. The advisory committee is outside of the outreach effort and participates in interviews and group discussions. Any changes to the zoning ordinance would be the Planning Board's responsibility but the advisory committee would provide any input obtained through their work to the Board.

Charles Doke said he would be willing to be part of the advisory committee and would still be able to remain on the Planning Board. Charlie King said he would also volunteer unless another member stepped forward. The Planner said he could be considered the Selectmen's representative.

Planner Menici said the Board should first make a decision about the concept of the advisory committee. Charles Doke said that Farmington residents can be suspicious of losing their rights or being "hoodwinked" when what is being suggested is an attempt to improve the Town. David Kestner felt the work would end up back with the Board. The Chairman said he was in favor of the advisory committee and that the Board should be optimistic about the process.

The Planner said she had some individuals in mind to contact and the Board members were asked to submit the names of possible contacts to her so she and Mr. Mettee could develop an outline for the Board to review on July 16<sup>th</sup>.

Mr. Mettee said that the purpose of outreach is to engage the greatest number of individuals and stakeholders as possible. The change in outreach coordinator was briefly discussed. Mr. Mettee said adding this new member to his team was an important choice. Planner Menici said that due to her abilities and reputation the recommendation from Michelle Craig lent a lot of weight to the choice of the new coordinator. She asked that Mr. Mettee make arrangements for the Board to meet her.

Mr. Mettee said input from the Board regarding people and groups to approach as part of the outreach effort would be most helpful. The Planner said it would be important to find a way to engage those who usually don't participate. She suggested drawing in the schools since they may have a lot to contribute.

Mr. Mettee said he could develop a matrix and it could include who the individual/group is, who they represent and contact information. This could be used as the start of an email blast. Mr. Mettee suggested groups such as social, church, or Town related.

Some initial suggestions included: Cathy King, Mary Barron, women's groups, bowling leagues, gardening club, Seneca Machine, and the Farmington Democrats.

Mr. Mettee suggested setting up a new page on the Town's website. Charlie King said the Town Hall booth at Hayday which will be during the third week of August could be used for information, etc. Both a handout and a questionnaire were suggested. Mr. Mettee said this project involves some complex policy making and it is important to be careful about how education is handled. He said TIF can be explained to the Economic Development Committee and then they will become advocates.

Mr. Mettee said that TIF should provide incentive for business to come or reinvest for expansion and not for example for road repairs that would be done anyway. Planner Menici said money obtained through 79E can be used to supplement grant money.

The Board thanked Mr. Mettee for his information.

Chairman Parker said the CIP Committee would like the Board to reappoint their representatives for another year. Currently he and Charles Doke are on that committee.

***Charlie King motioned to reappoint Paul Parker and Charles Doke to CIP; 2<sup>nd</sup> Glen Demers.***

Discussion: Charles Doke said he would like to concentrate on the Advisory Committee and declined reappointment to CIP. Paul Parker said he would accept reappointment.

***Motion amended to reappoint Paul Parker to CIP; 2<sup>nd</sup> Glen Demers. Motion carried with all in favor.***

***At 7:15 pm Glen Demers motioned to adjourn the meeting; 2<sup>nd</sup> Charlie King. Motion carried with all in favor.***

Respectfully submitted,  
Bette Anne Gallagher, Department Secretary

---

Chairman, Paul Parker