

Unofficial

**HOOKSETT PLANNING BOARD MEETING
HOOKSETT TOWN HALL CHAMBERS (Room 105)
35 Main Street
Monday, August 19, 2013**

MEETING CALLED TO ORDER AT 6:00 P.M.

PRESENT: David Rogers (Chair), Dick Marshall (Vice-Chair), Paul Scarpetti, Tom Prasol, Tom Walsh, Frank Kotowski and Donald Winterton (Town Council Rep.)

STAFF: Jo Ann Duffy (Town Planner), Carolyn Cronin (Assistant Planner), and Leo Lessard (Dept. of Public Works)

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES OF 08/05/13

D. Marshall moved to approve the minutes of the August 5, 2013 meeting as amended. Motion seconded by F. Kotowski. T. Prasol abstained as he was not present at the August 5, 2013 meeting. Motion carried unanimously.

WAIVER REQUESTS

➤ **PRINT NEW HAMPSHIRE / ANYTIME FITNESS (plan #13-22)**

1292 Hooksett Rd, Map 25, Lot 70

➤ **Waiver Request** – For 40 square foot wall sign where no more than 25 square feet is allowed, and for an additional 10 square foot sign where only one sign is permitted. Development Regulations (6/4/2012) Section I, 11.16 – Signs.

D. Rogers stepped down due to a conflict of interest.

D. Marshall: The 1st waiver you are requesting is for a 40 sq. ft. sign where 32 sq. ft. is permitted?

Jo Ann, on the 2nd one they are requesting a 25 sq. ft. sign where they are only using 10?

J. Duffy: They can have one sign with a maximum of 25 sq. ft. and he is asking for 2 signs. The sq. footage of the larger sign is 40 sq. ft. He needs two waivers, one for the size and one for the 2nd sign.

Jake Ottolini (Print New Hampshire): The 40 sq. foot sign would be over one entrance. Over the other entrance is a running man logo. We are looking to get signage on both doors.

D. Marshall: What is your reason for wanting the waiver?

Rhoda Sommer (Owner of Anytime Fitness): We have combined two spaces in the plaza to make a large frontage. The plaza is back from the road. The 25 sq. ft. sign is small over a large business which

gives the impression that we are a small gym. We have already heard that people think of us differently than we are due to a banner that we are using. The roof line is high and there is plenty of room for a decent sign. We would like to show that the entire space is Anytime Fitness and have it visible from the road. Renting two full spaces, each allowing 25 sq. ft. signs, we would like to be able to utilize all of the footage.

D. Marshall: I understand you are renting 2 full spaces but you are one business.

J. Duffy: Signs previously permitted include a 48 sq. ft. for Goodwill store. The indentation around the back of that sign is part of the building design. Even though that sign is larger, they have kept inside of that shape. The sign for the Tap House goes a little below the space but it meets requirements of 24 sq. ft. The sign for USA Subs fits inside of the area at 21.25 sq. ft. The sign for the dry cleaning store is 18 sq. ft. The Advanced Auto sign is 30+ sq. ft. and is larger but, looking at the facade, it fits within the area because that is one of the larger entrances. They received a waiver. The sign that is proposed does not fit in the shaded space, and the runner is half out of the shaded space. I realize the people in the plaza have complained that you can't see the signs from the road, but you wouldn't see it from the road anyway. Most of the signs in that plaza go together, with none being outrageously larger than another. There are two monument signs along the roadway, at each end of that property, that went up in the plaza for Anytime Fitness. One sign was permitted about a month ago. The other signs have a greenish background or they have an opaque background when lit at night. This sign is a white background and the entire sign lights up white at night which is against our regulation. I have sent the sign company two emails, so far, asking that they correct this situation and I have not gotten a response.

D. Marshall: In the past we have approved two waivers in the plaza, one for Advanced and one for Goodwill?

J. Duffy: Correct.

David Sommer (Owner of Anytime Fitness): Can I ask about the Sovereign Bank sign?

J. Duffy: We did grant a waiver for Sovereign.

J. Ottolini: I believe the landlord and the contractors are going to expand the space so that the Anytime Fitness sign matches up with the rest of the building.

F. Kotowski: Am I correct to think the signs more than likely conform with our current regulations for a single unit? Is this health club occupying two units?

J. Ottolini: Yes, we have two units and two entrances.

F. Kotowski: If that is the case, does Goodwill, that has a much larger sign, occupy 1 or 2 units?

J. Duffy: They occupy several units and the units are referred to by letters. Goodwill is A, but when the plaza was established some of the units were smaller and some were larger. They knew Goodwill was going there so it is a larger unit.

F. Kotowski: Am I correct in thinking that our regulations require that each unit, regardless of size, has a sign of a certain size?

J. Duffy: The regulation states that in a building with more than two tenants each first floor tenant with a separate entrance shall be permitted to have one building sign.

F. Kotowski: It is by tenant not by sq. ft. of the building?

J. Duffy: Correct.

T. Walsh: The two units we are looking at are the ones directly to the right of Advanced?

J. Duffy: Correct.

T. Walsh: Advanced has 62.3 sq. ft. which we granted a waiver for? We have also granted waivers for Goodwill and Sovereign on each end? The waiver they are looking for is 40 sq. ft.? The 2nd door to the right is for the second?

J. Duffy: Yes.

D. Winterton: Are either of the units currently occupied?

R. Sommer: No. We are ready to build now.

D. Winterton: So there will be one entrance to go in and one to come out?

R. Sommer: One is a double door guest entrance and one is a single door member entrance that can be opened by a key fob 24 hours a day through a locked security system.

D. Winterton: Where will that be signed for the public?

R. Sommer: On the member door it will say member entrance and on the guest door it will say guest entrance. The guest entrance would have the staffed hours.

J. Duffy: They are brand new units and nothing has been in there since the building was built.

T. Prasol: What is the size of the banner that you currently have up?

D. Sommer: 32 sq. ft.

R. Sommer: We are borrowing a space in the plaza and that is temporary.

T. Prasol: That is my confusion.

T. Walsh: Did I hear you say that the Anytime Fitness larger sign will still be in the confines of the dark gray area?

R. Sommer: Yes. The contractors reworked the facade to make it one long piece.

D. Winterton: It would seem to be fair that if there were two separate businesses, there would be 50 sq. ft. of signage. What is your total request for signage if you add up all the signs?

R. Sommer: 50 sq. ft. With Advanced Auto next to us, if we put a 25 sq. ft. sign above the member door we are dwarfed. We are not looking to put a sign as big as theirs up, but one that can be seen.

J. Ottolini: Our goal is to communicate that it is one business, two entrances.

D. Marshall: I assume that staff is asking that one of the conditions for the waiver is that the monument signs need to be changed?

J. Ottolini: That is on the sign company. We will address that immediately following this meeting and get that fixed. We physically came in and said we were going to take care of that.

J. Duffy: I have not spoken to you, but I did send two emails to the email address that you left in the file over the last few weeks and have not received a response.

R. Sommer: I got a phone call last night that our sign on the street was so dim that you could not see it. I called my sign company and asked why there was no lighting. It might be white but it is less bright than the other signs.

D. Marshall: Nevertheless, you are going to have to change it to meet regulations and it should brighten it up if it is done right.

J. Ottolini: We plan on doing that.

T. Walsh moved to grant a waiver for a 40 sq. ft. wall sign where no more than 25 sq. ft. is allowed. Seconded by D. Marshall. Motion carried unanimously.

F. Kotowski moved to grant a waiver for an additional 10 sq. ft. sign where only one sign is permitted under Development Regulations (6/4/2012) Section I, 11.16 – Signs. Seconded by T. Walsh. Motion carried unanimously.

D. Rogers rejoined the meeting.

- **JEREMY DOMINICK / KARMA TATTOO (plan #13-21)**
1338 Hooksett Rd, Map 25, Lot 9
 - **Waiver Request** – From Other Ordinances (06/12) requirement for full site plan for proposed tattoo studio. Ordinance #OO-19, Section 2-1, B.

D. Rogers: This is a waiver request for a full site plan?

J. Dominick: Yes. Part of the tattoo ordinance for Hooksett is that it requires a site plan. There is a site plan on file that is old but there are not going to be any major changes to what is already existing.

D. Rogers: Most recently there was a second hand shop and before that a bank that moved across the street?

J. Dominick: Correct.

D. Rogers: You are not doing anything externally to the building?

J. Dominick: No. Nothing externally.

D. Rogers: What about the interior?

J. Dominick: The interior is pretty open right now. We will have to put up two tattoo rooms and according to the ordinance we will have to plumb in two sinks, but it would basically be four walls. Nothing structural or weight bearing. They would be 6 or 8 ft. cubical walls.

J. Duffy: He has to comply with the tattoo ordinance which falls under “Other Ordinances” and he would have to go through the building department before he gets his CO to make sure that other things are complied with. He will have to pull a sign permit when he decides what his signage will be.

J. Dominick: I understand that is something completely separate?

D. Rogers: Correct. You need to get your waiver first.

T. Walsh: I never noticed any parking issues. Are there any?

J. Duffy: There is a lot of parking available.

D. Marshall moved to grant a waiver request from Other Ordinances (06/12) requirement for full site plan for proposed tattoo studio under Ordinance #OO-19, Section 2-1, B. Seconded by T. Prasol. Motion carried unanimously.

- **SNHU DEPOT RD PARKING LOT & EAST PARKING LOT (plan #13-24)**
Depot Rd, Map 30, Lot 1 & North River Rd, Map 33, Lot 67
 - **Waiver Request** – Development Regulations (6/4/2012) Section I, 18.04 – Surety Amount.

Jeff Kevan (TF Moran): This is a request for a waiver to reduce the surety amount from a 30% dollar figure to an amount that would cover erosion control and stabilization of the entire area if for some reason the project ended, for both parking lots that have been approved. One at the end of Depot Road and the other on the east side of North River Rd. Currently the surety amount on the large parking lot is \$650,000. If it were to cover just loaming, seeding and erosion control it would be in the range of \$150,000 - \$200,000. That amount is a little bit more manageable. Currently, the school has about \$650,000 of surety that the town has for the dormitory they just got the occupancy for and around \$180,000 for the library.

D. Rogers: That is based on the 30%?

J. Kevan: Yes. What we would be doing is using the \$650,000 that is there for the dormitory and breaking it up for the two parking lots. We will go to Council for that.

L. Lessard: The last time we were here I came up with these numbers and, as I presented to you, the \$650,000 for the surety amount for the 30% is what we are trying to change because we would never go in and do that work. For the East Side Parking lot and in the future as other jobs come in, I would pick the areas where I feel it is right for surety amount. I would like the Board to see if we can do it that way.

D. Marshall: If we go along with this, are you going to work with Jo Ann on coming back to us with the amendments so that we can change the wording and we have consistency?

L. Lessard: Yes, that is what we want to do.

F. Kotowski: Leo, do you feel the \$200,000 that he suggested will cover anything that we might have to worry about?

L. Lessard: I came up with \$146,970.

F. Kotowski: Thank you.

D. Rogers: That was only the first one. The second one was \$28,550?

L. Lessard: Yes.

D. Rogers: Are you comfortable with both of those figures and the respective areas that are covered?

L. Lessard: Yes. The surety amount would be more than this if it was a town road job because the road would be owned by the town.

D. Rogers: Based on my understanding at the last meeting, it would be on a case by case basis.

L. Lessard: Yes. Everything is different. We could have a \$50,000 job come in where the bond would be \$5,000. Every breakdown will be indicated, highlighted, gone over with Jo Ann, and then presented to the Board if that is your wish.

D. Winterton: Our vote then goes to the Town Council?

L. Lessard: If it is ok'd when he goes to Town Council to release the money, we will take that because it is a cash bond.

D. Winterton: So it is about the release of the money when it goes to Town Council?

L. Lessard: Yes. When it gets to Council it is about the release because Council can only release the bonds.

D. Rogers: For tonight's purposes it is a waiver from the 30%. That is step 1. Step 2 is the Council and then essentially to reallocate the money that is there and make sure there are adequate funds.

D. Marshall: So essentially when you change the development regulations you have the wording say that each case will be handled on a case by case basis with a recommendation coming from the Public Works Director as to the amount of surety and approved by the Planning Board.

L. Lessard: Yes, if that is what the Planning Board wants.

D. Marshall: It would be easier than you trying to identify the actual items that will be considered.

L. Lessard: It is going to be a case by case basis. The Board may say we should add an item in, so we would add it in.

D. Marshall: As long as, within the regulations, there is the process that says you make the determination and then come to Planning Board for approval.

P. Scarpetti: It would be a lot different public vs. private.

J. Duffy: The current process is, once the Planning Board approves the plan, it goes over to Leo's department where they work with Stantec. Stantec comes up with an estimate of the total project amount for the site work and then he figures 30% of the overall cost, which is what we normally would collect. Every item is listed out separately. Each time we will still get that same list, but Leo can go through that. That happens right before the pre-construction meeting. We would know at that time, but

we may have to bring it back here if you want the Planning Board to approve each one which may hold things up a little bit.

L. Lessard: Stantec could have the information by final approval. We could do final approval and surety at the same time.

F. Kotowski: I believe this is consistent with the town and this Board's desire to make it more welcoming for businesses and others to develop in this town. I think if we are fair with people and we don't charge them exorbitant amounts, it is in our best interest and of the town to work with people and do it as reasonably as we can.

D. Winterton moved to grant a waiver of the Depot Road parking lot surety bond amount to the Department of Public Works recommendation of \$28,550. T. Walsh seconded. Motion carried unanimously.

D. Marshall moved to grant a waiver of the East Side Drive, North River Road surety bond amount. T. Walsh seconded. Motion carried unanimously.

OTHER BUSINESS

SIGN REGULATION SUB-COMMITTEE

J. Duffy: At your last meeting you agreed to begin the formation of a sign committee. People who have volunteered are: Tom Walsh, Leo Lessard, Carolyn Cronin, Dick Marshall, and myself. There is also the possibility of some members of the Economic Development Committee: Matt Mercier, Dave Scarpetti, Mark Sanborn, and Leslie Boswak. Our next step is to figure out when to schedule the first meeting.

D. Marshall: You, Leo and myself can meet in the daytime but I'm not sure about the others.

T. Walsh: Night time would be best for myself and probably most. I don't think this is going to be a long duration committee. If we all have the time to go through these things with our own recommendations it should only take a couple of meetings.

D. Marshall: With most committees, especially when you get into a larger one, it might be better to give the committee a target date to shoot at. There are parts of the sign ordinance that no one is going to want to change but there are some things that we need to address. If Jo Ann, Leo and myself can get together during the day and prepare something in outline form, and then call a committee meeting, it would save time and possibly be 3 meetings from there.

T. Walsh: If you could post the day time meeting, there is a good chance myself or others could attend.

D. Marshall: We will get together right after this meeting and set a date.

APPROVAL OF STANTEC INVOICES

D. Marshall: Does end balance mean they are done?

J. Duffy: That means what is currently in there, not that they are done.

D. Rogers: What is going to happen with Webster Woods, since that is in the negative? Is Webster Woods replenishing that? How is that being addressed?

J. Duffy: Stantec is always a month or so behind. Once they start to run down but not completely out, we request additional monies. That has probably already been replenished. It just shows it is currently in the negative.

D. Marshall made a motion to approve the Stantec invoices. D. Winterton seconded. Motion carried unanimously.

CHANGE OF USE

J. Duffy: We had a meeting recently and we had three applications. The first one was for 1900 Hooksett Road. That is the last house in Hooksett on Hooksett Rd. on the left hand side next to the red building that was being used as a consignment center. The owner wants to continue to live there but change a portion of it to a second hand store. He was advised that he needs to go before the Planning Board for a site plan. He was questioning if he could still live there. I am trying to sort out that answer for him. The property is currently up for sale. He may be searching to see what is available to him. The second is Trevcom Asset Management which is behind Supreme Pizza. It is currently a detail shop and it was approved a few months ago to switch owners from Northeast Detail to Trevcom. They were using this as a place to fix cars but they had a Candia address and they wanted to change their wholesale car sales address to this site. There won't be any cars sold or displayed for sale from this site. They just want to use that address. The third was for a company that wants to go into the Granite Hill Shops. They sell equipment for Disk Golf and that was approved.

ADJOURNMENT

The meeting was adjourned at 6:49 pm.

Respectfully submitted by,

**AnnMarie White
Recording Clerk**

