

1 Sandown Planning Board
2 Minutes
3 June 2, 2015
4

5 **Date:** June 2, 2015

6 **Place:** Sandown Town Hall

7 **Members Present:** Ernie Brown - Chairman, Matt Russell -Vice Chairman, Doug
8 Martin, Steven Meisner, Erik Dykeman - Alternate

9 **Members Absent:**, Ed Mencis – Secretary, Lisa Butler – Alternate, Terry Treanor – Ex
10 Officio, Mark Traeger, Town Engineer - Steve Keach

11
12 **Opening:** Mr. Brown opened the meeting at 7:00 p.m.
13

14 **Review of the 5/19/15 Minutes**

15 **MOTION:** Mr. Russell made a motion to accept the 5/19/15 minutes as written. Mr.
16 Meisner seconded the motion. Members voted in favor. Mr. Dykeman abstained. The
17 motion passed.
18

19 **Correspondence**

20 *Supply Lines Newsletter*

21 Mr. Brown noted there was an article about Lake Waukegan in Meredith regarding a
22 grant that was given to replace high-risk septic systems. At the MS4 meeting, they
23 discussed addressing that issue in Sandown.
24

25 **Julie LaBranche from Rockingham Planning Commission**

26 Ms. LaBranche noted the project for Lake Waukegan did the mapping and prioritizing of
27 the area to identify and repair the septic systems they felt needed the most help. The grant
28 offset some of the costs of replacing the systems.
29

30 Ms. LaBranche noted at the last MS4 meeting to be held on June 18th, they would be
31 reviewing a checklist of what the town will be required to complete for the MS4 permit
32 for each year moving forward. She noted initially, a lot of it is mapping and data
33 gathering, then stormwater protection plans and restoration on sites that have high
34 pollutant loading on them.
35

36 Ms. LaBranche handed out a final draft of the in-home occupation ordinance with one
37 minor change. She will forward the digital copy to Ms. Cairns.
38

39 Ms. LaBranche noted she went through and made some suggested changes to the site
40 plan regulations as well.
41

42 She suggested having a draft of the in-home occupation ordinance on-line and ready to go
43 for people to review when they go to town vote.
44

45 Mr. Russell suggested sending it out to people to get some preliminary feedback,
46 including the building inspector. Mr. Martin thought both chiefs should be involved in
47 that review. Mr. Russell added the Selectmen, Mr. Genuardo and various people who are
48 involved in the town to the list. We could have a public meeting and no one will show up.
49 We should do some legwork first to get it to pass; let people know it's designed to help
50 them. Doing all this work would be moot if we can't get it to pass at town meeting.

51
52 Mr. Martin suggested sending it out to people for comment and see if there are any
53 glaring errors that the board has missed vs. getting blind-sided. It would allow the board
54 time to address anything. Mr. Russell added the public needs to know this wasn't
55 developed overnight. There will be people that won't like the changes, we just hope there
56 are more people that think it's a good idea.

57
58 Ms. LaBranche suggested posting it on the board's website. She could develop a
59 summary of the main points, but also include some of the decision making that went
60 behind the final draft. The board agreed that would be helpful.

61
62 Mr. Russell noted in the past, the opposition made their efforts before anything from the
63 board was done and as a result, bad information came out and squashed some things that
64 shouldn't have been squashed. The board spent a lot of time on this, and he feels it's a
65 good plan for the town. The board should put their best foot forward.

66
67 Ms. LaBranche added that statements like: it still needs to stay within the realm of an
68 in-home business; the impact of the neighborhood has to keep with what is already
69 occurring there; and the business can't impact a neighborhood negatively, should be in
70 the summary. She will put that together and send it over before the end of the month.

71
72 Ms. LaBranche confirmed the board wanted to apply for the PREP grant. The board
73 confirmed they were still in favor of that. They determined they would apply for aid to
74 adapt the stormwater management regulations.

75
76 Ms. LaBranche questioned if they had chosen a consultant, since that needed to be
77 indicated in the proposal. The board asked for recommendations, and noted they assumed
78 they would work with RPC on the project. Ms. LaBranche indicated RPC could help with
79 the work. Down the line you will need someone to help with inventory and GPS
80 mapping, which RPC could also help with. It might also require an engineer or surveyor.
81 You will need someone qualified to use culvert and infrastructure protocol. They will
82 need to inventory catch basins and other items. The board agreed Ms. LaBranche already
83 knows the town and feels working with RPC would be the logical way to go.

84
85 **MOTION:** Mr. Martin made a motion to move forward with Rockingham Planning
86 Commission as the consultant on the project for the PREP grant application. Mr. Russell
87 seconded the motion. All members voted in favor. The motion passed.

88

89 Business Zoning

90 Ms. LaBranche put together a sheet to help guide the discussion. She indicated a lot with
91 larger setbacks and frontage requirements, as an example to show the Board what size lot
92 they might need to consider. She brought a map indicating 121A, the parcels and the
93 business zone. She thought it would be helpful for the board to see what lots remain
94 undeveloped and how many small parcels there are along 121A.

95
96 Ms. LaBranche noted they could discuss ways to buffer new commercial or non-
97 residential uses with screening, vegetation or fencing. They could identify a minimum lot
98 size suitable for establishing commercial scale businesses—possibly three acres.
99 Anything smaller might be challenging if it was surrounded by residential properties.
100 They could also identify prohibited uses that the board wouldn't want to see next to
101 residential; look at revising the business district zoning requirements; traffic
102 considerations, especially where properties might intersect with smaller roads; and
103 parking standards and how that would work.

104
105 Ms. LaBranche noted they would only be able to touch the surface of what they need to
106 discuss. They've talked in the past about what the current development pattern looks like;
107 for the most part there are some businesses sprinkled along 121A, but there aren't any
108 major commercial areas along that road. She noted Fremont does do mixed use and when
109 she drove through, she found it a bit chaotic the way it was placed. The Seacoast does
110 village centers and keeps the commercial properties very isolated. She suggested the
111 board drive through some towns and see what they like and what they don't like and
112 think about what they would want their town to look like.

113
114 Mr. Russell noted he gets the impression that some towns try and move residential out of
115 large commercial areas so they can bring in larger commercial businesses. Ms.
116 LaBranche noted they are very much in support of mixed uses and don't want to
117 eliminate the opportunity for those areas to be developed as residences, so it is a
118 conscious choice to keep it zoned both commercial and residential. A lot of the
119 commercial development has been there for a long time.

120
121 Mr. Brown questioned if Ms. LaBranche was suggesting a three-acre minimum. Ms.
122 LaBranche noted there has to be some limitations to automatically adjust the scale of the
123 business. The board could come up with a prohibited list of businesses (e.g.; heavy
124 industrial), or could put in safe-guards that would allow for enough safe usage and
125 buffering between residential properties so that some uses wouldn't be able to meet the
126 requirements if they were too large.

127
128 Ms. LaBranche suggested a traffic safety study along 121A could be helpful. RPC did
129 one for the town a long time ago and it helped identify certain problem intersections.

130
131 Mr. Russell noted there was a traffic study done when someone considered converting the
132 old police station site into a gas station and it was determined there wasn't enough traffic
133 in that one location. He doesn't know if that study was made public. It was done maybe
134 five or six years ago.

135

136 Ms. LaBranche noted this study would generate a traffic model based on potential
137 commercial development. They could do a study based on which parcels might be
138 converted into commercial and could forecast future road usage. Would traffic increase,
139 change, etc? A forecasting model would show where levels of service and safety
140 concerns might arise. It could give the board answers for decades down the road.

141

142 Mr. Martin noted a traffic feasibility study could be done in the \$2,000-3,000 range
143 depending on how many questions you ask. It's not an unusual thing for boards to require
144 when considering a commercial property.

145

146 Mr. Martin added the other part of the project is expanding our land base with
147 commercial property that wouldn't have any impact on the school system. What can we
148 look at to bring tax revenue in without having impact on the school system. Are we
149 limited or are there parts of town where we could do this?

150

151 Members looked at the tax map to see if there were larger parcels of land to determine if
152 there were any that could be developed commercially. Ms. LaBranche suggested looking
153 at parcels of land in the center of town and allowing mixed use which could increase the
154 density.

155

156 Mr. Meisner noted if we were looking for a village type center, there are very few
157 properties that might be able to accommodate that; putting a business on the bottom floor
158 and residential upstairs. He added there isn't really anything to stop them from doing that
159 currently.

160

161 Ms. LaBranche suggested they could do a survey and see what businesses or services
162 they think they need in town.

163

164 Mr. Meisner suggested a barber shop or hair salon, small diner. He added the cost to
165 change or expand what is there might be too much; the traffic count is so small.

166

167 Mr. Brown suggested just office space for a dentist, doctor, lawyer or accountant, space
168 where they can have more customers vs. being in their home.

169

170 Mr. Meisner noted in the business district, you might be able to have a larger sign to
171 accommodate multiple businesses in town.

172

173 Mr. Martin noted smaller industrial space is what is needed in the area. The cost of
174 putting up the buildings has escalated dramatically, and rents have stayed the same. It's
175 hard to invest a lot of money in a property without great return.

176

177 Mr. Martin noted he added a property listing to the board's packets. The property is
178 located on 121A and is next to A&Gs Towing. It has great potential for commercial use.
179 The board should look at properties like that which could be assembled as a potential

180 business district. He questioned if a developer came in with a proposal to do so, would
181 the board be able to work with them?

182

183 Mr. Meisner didn't feel they could because of zoning restrictions, they would have to go
184 to ZBA first. The board couldn't just change the district, it would have to go to a town
185 vote. Ms. LaBranche added that would be considered spot zoning, which is illegal. You
186 need substantial land area to rezone. You can't just pick 5 acres of land and make it
187 commercial.

188

189 Mr. Meisner thought they could loosen up the list of permitted uses to make it easier for
190 the properties in the business zone to do something in the future. There are only one or
191 two lots besides the one that the town owns that are undeveloped so there isn't much
192 opportunity for growth. There are a lot of wetlands in the business zone as well as
193 abutting conservation property. Members discussed various lots.

194

195 Ms. LaBranche suggested they could craft more flexible regulations and make them more
196 performance based; bring in amenities you want in exchange for more dense
197 development. If you want that area to succeed, it makes most sense to do it there, since it
198 is your town center. She added they could have someone come in and do a maximization
199 study—take off all development and see what potential exists. Is there enough mass of
200 land to make the town center what you want? If you continue to develop the way you are,
201 the town center will never be what you want it to be. What businesses do you want to see
202 in town?

203

204 Mr. Martin noted Zorvino's has been a great success in town. He could see businesses
205 come into town to service that business like a bed and breakfast.

206

207 Mr. Russell suggested a small restaurant or bar like what is in Hampstead; something
208 unique to pull residents from other towns.

209

210 Mr. Dykeman suggested a small brewery noting friends come up from Massachusetts to
211 do brewery tours in New Hampshire.

212

213 Ms. LaBranche will create a new map of the central business district, taking out all
214 undevelopable land to see what remains.

215

216 **Other Business**

217 The board received an invitation to the RPC Annual Meeting. Mr. Martin registered but
218 wasn't sure if he paid for the event or if the town paid.

219

220 **MOTION:** Mr. Russell made a motion to pay for any members attending the RPC
221 Annual Meeting at Zorvino's out of the education line item. Mr. Meisner seconded the
222 meeting. All members voted in favor. Mr. Martin abstained. The motion passed.

223

224

225 **Summer Hours**

226 Members agreed to go to one meeting a month for the summer—the third Tuesday of the
227 month for July and August.

228

229 **Impact Fees**

230 Mr. Brown and Mr. Mencis attended the school board meeting to discuss the information
231 they need to conduct the impact fee study. The town is going to have to request it in
232 writing. The school policy has changed in terms of what they would release. The town
233 would need to draft a letter asking for specific information and the school will send it to
234 the parents. The parents needed to approve the information being released.

235

236 Mr. Brown noted the town could potentially gather that information ourselves, but the
237 school has that information already so it doesn't make sense to have to do that.

238

239 Mr. Dykeman thought schools were required by law to report that information to the
240 state. Mr. Russell suggested they request that their Selectmen's liaison bring that up at the
241 next Selectmen's meeting and see if the Selectmen could request that information from
242 the state.

243

244 **MOTION:** Mr. Russell made a motion to adjourn. Mr. Martin seconded the motion. All
245 members voted unanimously in favor. The motion passed. MEETING ADJOURNED at
246 9:15 p.m.

247

248 Respectfully Submitted,

249



250

Andrea Cairns