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5 **Stratham Planning Board**
6 **Meeting Minutes**
7 **August 01, 2012**
8 **Municipal Center, Selectmen's Meeting Room**
9 **10 Bunker Hill Avenue**
10 **Time: 7:00 PM**
11

12
13 **Members Present:** Mike Houghton, Chairman
14 Bob Baskerville, Vice Chairman
15 Jeff Hyland, Secretary
16 Bruno Federico, Selectmen's Representative
17 Jameson Paine, Member
18 Tom House, Alternate
19 Mary Jane Werner, Alternate
20 Christopher Merrick, Alternate
21

22 **Members Absent:** Jeff Hyland, Secretary
23 Mary Jane Werner, Alternate
24

25 **Staff Present:** Lincoln Daley, Town Planner
26
27

28 **1. Call to Order/Roll Call.**

29 Mr. Houghton took roll call.
30

31 **2. Review/Approval of Meeting Minutes.**

32 a. July 18, 2012
33

34 Mr. Daley recommended that the Board table the minutes until the next meeting.
35

36 **3. Public Meeting(s).**

37 a. Workshop to discuss potential amendments to the Zoning Ordinance and Land Use
38 Regulation.
39

40 *Bob Baskerville arrived at 7:06pm*
41

42 Mr. Daley presented the Board with a matrix of zoning and regulatory amendments
43 discussed over the course of the past year. He began by discussing the Town Center
44 (TC) and Professional Residential Districts and provides a brief summary of the
45 previous actions taken by the Board. The Board had discussed expanding the TC area

1 and increasing the uses allowed in the Professional/Residential district (PRE). Mr.
2 Daley referred to a plan showing zoning districts. He reminded the members that they
3 previously identified the need for different uses in the General Commercial District
4 (GCM) and the Town Center. The PRE zone has always been seen as a transition zone
5 between these two zones.
6

7 The Board then discussed a number of potential options including expanding the uses
8 within the PRE District to include retail uses within the existing structures and limiting
9 the size of retail operations, possible larger frontage requirements, while maintaining
10 character of the neighborhood.
11

12 The Board then continued by discussing the concept of making the Gateway
13 Commercial Business District (GCBD) mandatory and replacing the GCM in its
14 entirety with the GCBD. Mr. Houghton and the Board agreed that the GCBD should be
15 made mandatory.
16

17 The topic then changed to using a form based code for the TC District. Mr. Houghton
18 felt it is an important point to pursue.
19

20 Mr. Daley then discussed the possible reduction of the dimensional setbacks from
21 Routes 108 and 33 to encourage and allow further development. Mr. Federico felt the
22 setback should be the same as the State Right of Way. Mr. Daley said that the Right of
23 Way does vary along the Routes 108 and 33 so coordination with the D.O.T. would be
24 necessary. Mr. Baskerville made the observation that they need to think about those
25 setbacks when improvements are done to the Routes 108 and 33 too.
26

27 The next item on the list of discussion was about home occupations. Mr. Daley
28 explained that the Zoning Board of Appeals (ZBA) felt there was ambiguity in the way
29 that the Ordinance calculates a total area for a home occupation when outside storage is
30 included. Mr. Daley said their preference would be to include the area of the outside
31 storage as part of the overall calculation.
32

33 The topic of discussion then turned to signage. Mr. Daley explained that the Economic
34 Development Committee (EDC) is looking to update the sign ordinance to address
35 signage along the commercial corridors of Routes 108 and 33. The Town previously
36 approved changes to the sign ordinance in 2011 involving the GCBD. However, the
37 intent of these regulations mainly addressed signage within the internal roadway
38 networks of the district and not the corridor itself.
39

40 Mr. Daley then briefly discussed potential changes to open space cluster subdivisions.
41 These included such areas as clarification of conditional use permits and application
42 procedures, lot size and frontage requirements, and the calculation of density bonuses
43 and open space percentages. Mr. Deschaine, Town Administrator, further suggested
44 that open space cluster subdivisions establish a buffer around the perimeter of the entire
45 parcel. Several board members felt that was a good idea.
46

1 Ms. Colleen Lake, resident, inquired whether the storage area issue addressed earlier
2 applies only to home businesses. Mr. Daley replied yes and explained it only pertains
3 to residential zones. Ms. Lake then asked if there was somewhere in the Ordinance that
4 addresses property owners who allow their properties to be in disarray. Mr. Houghton
5 said if not, there ought to be.
6

7 Mr. Daley turned the conversation to considering maximum slopes for buildable lots.
8 The Board wanted to discuss this in more detail at a later date. Mr. Daley then referred
9 to the possible inclusion/incorporation of driveway standards.
10

11 Mr. Deschaine took the opportunity to inform the Board that a new Highway Agent has
12 been appointed, Mr. Colin Lavery.
13

14 Mr. Daley returned to the list of items for further discussion. He mentioned that Mr.
15 Hyland sought to incorporate low impact design requirements into the subdivision
16 regulations. The Board agreed it was worthy of further discussion
17

18 Mr. Daley then discussed adding/providing a detailed design specification for trails
19 within Town. The Board supported this modification.
20

21 The next item on the list was stormwater and wastewater treatment facilities including
22 additional guidance on LID standards and NHDES practices. Mr. Baskerville said he
23 feels this a topic that should be discussed at a late date. He commented that the ZBA
24 has made decisions concerning septic issues that the Planning Board hasn't always been
25 in favor of and wondered if the septic guidelines should be moved from the zoning
26 guidelines to the subdivision guidelines. Mr. Deschaine explained the rationale for the
27 location of the septic regulations in the Zoning Ordinance.
28

29 Mr. Daley and the Board then discussed a possible new section under 4.6. establishing a
30 minimum lot size for open space cluster lots. Mr. Deschaine explained the various
31 problems that could be associated with specifying a minimum lot size.
32

33 Mr. Houghton asked if anybody had anything else they would like to add to the list for
34 future discussion. Mr. House asked about potentially amending porkchop lot provision
35 within the Subdivision Regulations. Mr. Paine asked if the current regulations allow
36 for private ways. Mr. Daley said the Board may want to consider this. Mr. Houghton
37 suggested adding it to the list. Everybody agreed that abutters should be given access
38 to private ways
39

40
41 b. 2013 – 2018 Capital Improvements Plan.
42

43 Mr. Daley shared a document found by Mr. Deschaine giving a good summarization of
44 the CIP process. He suggested scheduling dates for meetings with department heads if
45 necessary. Mr. Deschaine referred to the document saying it would be good to update
46 the entire process, taking it back to square one. The Board should first become familiar

1 with the process this year and then look at changing the document for next year's CIP
2 process. Mr. Daley then explained the roles and process of the Planning Board for the
3 CIP. Mr. Deschaine suggested holding a workshop which should include Department
4 Heads also. Mr. Daley asked if it was possible to hold the workshop on September 15,
5 2012.
6

7 **4. Miscellaneous.**

8 a. Report of Officers/Committees.
9

10 Mr. Daley updated members on the Town Center Committee. The Committee has put
11 forth a design for signage in the Town Center District. The purpose of that signage is
12 to demarcate the boundaries of the district but to provide a visual introduction to the
13 district also. Mr. Daley described the signage and its location. Mr. Paine then
14 explained about the placement of directional signs. The D.O.T. has standard signs they
15 use. Mr. Paine said they have a draft application in place which Mr. Daley will finalize
16 and then it will go before the Board of Selectmen. Mr. Deschaine asked if the signs
17 would refer to the Town Center or Town Center District. Mr. Paine said currently they
18 refer to Town Center District.
19

20 Mr. Paine asked when the Plan New Hampshire team was going to present their
21 findings from the charrette held last year. Mr. Daley said he hoped to have them before
22 the Board on the 15th. Mr. Paine also informed everybody that the Town Center
23 Committee agreed to try and petition the State to lower the roadway speed within the
24 Town Center. Mr. Deschaine said the last time the Town tried to do that was
25 approximately 8 years ago.
26

27 Mr. Houghton gave a quick update from the Economic Development Committee
28 (EDC); the EDC has been trying to put some focus on how to identify sign sizes, their
29 distances from the road and the sign ordinance in general. Mr. Houghton said the EDC
30 are doing some work on the Town's website to promote themselves and their role.
31

32 Mr. Daley referred to the newsletter he compiled and sent out to businesses in the
33 Town. He said he had received a complaint from one business, as they felt unhappy
34 that they had been excluded. Mr. Daley said he was going to incorporate them into the
35 next newsletter as they had a valid point.
36

37 Mr. Deschaine related to the water and sewer issues. He said that a report on the RPC's
38 efforts on the Exeter/Stratham progress should be available shortly. There will be a
39 community forum scheduled for August 21, 2012 in Stratham to discuss the draft and
40 provide public input before it is finalized. Mr. Deschaine said that the findings seem to
41 be in favor of a collaborative approach. Mr. Daley said he would send a reminder out
42 to all the Boards and Committees to try and attend this forum especially as there have
43 been positive findings.
44

45 b. Member Comments.
46

1 Mr. Merrick asked what the purpose of making amendments and updates to the rules
2 and regulations was. Mr. Houghton said it would bring specificity, clarity, openness
3 and fairness to the process.

4
5 Mr. Paine said the Exeter/Squamscott River Advisory Committee are looking at a
6 possible walking tour of a salt marsh in the fall on the Exeter side and that the Town of
7 Barrington approached the group to see if they were interested in assisting with the
8 basin plans along the entire fresh water and tidal wave stretch.

9

10 c. Other.

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12 **5. Adjournment.**

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14 Mr. Federico made a motion to adjourn the meeting at 9:05pm. Mr. Baskerville seconded
15 the motion. Motion passed unanimously.

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