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5 **Stratham Planning Board**
6 **Meeting Minutes**
7 **November 19, 2014**
8 **Municipal Center, Selectmen's Meeting Room**
9 **10 Bunker Hill Avenue**
10 **Time: 7:00 PM**
11

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13 **Members Present:** Mike Houghton, Chairman
14 Tom House, Member
15 Nancy Ober, Alternate
16

17 **Members Absent:** Bob Baskerville, Vice Chairman
18 Jameson Paine, Member
19 Bruno Federico, Selectmen's Representative
20 Christopher Merrick, Alternate
21

22 **Staff Present:** Lincoln Daley, Town Planner
23

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

25 The Chairman took roll call and asked Ms. Ober to be a full voting member for the meeting.
26 Ms. Ober agreed.

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

- 28 a. October 15, 2014
29 b. November 5, 2014

30 It was decided to defer the approval of the minutes to the next scheduled meeting, due to the
31 lack of members.

32 **3. Public Hearing(s).**

- 33 a. **Rollins Hill Development, LLC. P.O. Box 432, Stratham, NH for the property**
34 **located at 20 Rollins Farm Drive, Stratham, NH, Tax Map 3 Lot 24, Tax Map 3 Lot**
35 **7, and Town of North Hampton, NH Tax Map 15 Lot 24.** Subdivision Application to
36 construct a 48 lot, over 55 Retirement Planned Community Development. *Continuance*
37 *request to December 3, 2014.*

38 The Chairman explained that the applicant had requested a continuance until December
39 3, 2014.

40 Mr. House made a motion to continue the application for Rollins Hill Development, LLC
41 until December 3, 2014. Motion seconded by Ms. Ober. Motion carried unanimously.

1 **4. Public Meeting(s).**

2 a. **Planning Board Workshop – Draft Zoning and Land Use Regulation Amendments.**

3 Mr. Daley said he would summarize the intent of each zoning amendment for tonight’s
4 purposes and then work out a schedule to discuss these articles.

5 Mr. Daley said there would be 8 proposed zoning amendments and started with Section
6 2.1.6 and Table of Uses Section 3.6. He explained that the Town was approached by the
7 Energy Commission to host a farmers’ market on the Scamman Farm. Over the course
8 of trying to organize this farmers’ market, the Town realized that the zoning ordinance
9 was somewhat dated when trying to define a farmers’ market, agritourism, and/or a farm
10 stand. The State statutes were revised about a year ago to incorporate those 3 elements
11 as part of farming and agricultural uses. The zoning amendment looks at not only
12 quantifying the definition for those 3 uses, but how the Town looks to permit and regulate
13 them; what types of saleable items should be allowed at a farmers’ market or how far
14 should a farm stand be set back from the road

15 The Town would like to encourage these kind of uses in Stratham and Mr. Daley referred
16 to Mr. Scamman’s corn maze as an example of successful agritourism

17 The next amendment relates to Section 20 – Sanitary Protection and Septic Ordinance
18 which represents the discussions and workshops the Planning Board has had over the
19 past year.

20 Amendment C involves Section 5.6. Retirement Planning Community which is to clarify
21 language requiring that the development follow Section 20 to avoid any ambiguity in the
22 future.

23 The next amendment is to Section 17 Board of Adjustment; this is to clean up the
24 language as the statutes were changed involving the duration for variances and special
25 exceptions prior to the adoption of the most recent changes. Previously a variance or
26 special exception would become null and void after a year; this has been changed to 2
27 years.

28 Amendment E relates to Section 18 Floodplain Management District; FEMA are in the
29 process of finalizing their revised flood insurance maps, and as such, as part of the
30 amendment process DES looked at the various communities of New Hampshire and their
31 regulations to make sure they are in compliance. As a result, they provided a host of
32 amendments to the Zoning Ordinance. If the Town chose not to adopt these changes,
33 Stratham would not be part of the FEMA program. Mr. Deschaine added that would
34 mean that people couldn’t get floor insurance also. Mr. House asked how residents would
35 get to know about this. Mr. Daley said they would have to provide some kind of
36 education tool. Mr. Deschaine suggested making technical changes to the Floodplain
37 Management ordinance to include wording to reflect that in order for the Town to
38 continue in the FEMA program, they have to comply with Section 18. Mr. Daley added
39 that the changes will increase the area of flooding to about 13 acres, which is one of the
40 largest increases in the seacoast area.

41 Mr. Daley addressed the next amendment for Section 3.8 Gateway Commercial Business
42 District and sub section 3.8.6 Review and Permitting Process. He added this will apply
43 to the Town Center too. This tries to tackle the issue when there is a small increase on

1 an existing structure/use. Currently the Town require that an applicant go before the
2 ZBA for a special exception to allow a change to occur. This amendment would look to
3 identify a certain percentage of building increase or increase of use on existing structures
4 that would not require them to get a conditional use permit. This would hopefully
5 streamline the approval process.

6 The final amendment also involves the Gateway Commercial Business District and
7 attempts to tackle the issue involving agricultural uses that involves structures. When
8 Mr. Scamman's application for his barn came before the Board it didn't directly identify
9 that as a use or a building that would qualify for the Gateway standards. This amendment
10 would look at accessory buildings and include agricultural accessory uses under that
11 qualifier for being exempt from the Gateway standards. Mr. Deschaine asked if this
12 would apply to any agricultural use or existing agricultural use. Mr. Daley replied
13 existing agricultural uses.

14 Mr. Deschaine asked if Mr. Daley had given any thought to as whether any of these
15 proposed amendments trigger any notification requirements that the Statute now requires.
16 Mr. Daley said there were some changes adopted recently; whenever there is a change to
17 the zoning ordinance that involves a land use change or the expansion of a zone; if it
18 affects less than 100 people, then all those people affected by that change have to be
19 notified. Mr. Daley said that in this case, that might apply to the Town Center. Mr.
20 Deschaine suggested that during the public hearing Mr. Daley should have a report which
21 is on the record to the Planning Board stating each amendment, and why it does or does
22 not qualify for the enhanced notification. That way if there was ever a challenge later
23 on, there is a record that the Board considered and concurred with the notification
24 process.

25 Mr. Houghton asked what the time line was for the amendments. Mr. Daley said the first
26 public hearing needs to be held in January 2015. The amendments will be ready for the
27 December 3, 2014 meeting so there will be time for the Board to review and discuss them
28 and be ready for the January public hearing. Mr. Deschaine suggested December 17 for
29 the first public hearing if the Board felt comfortable with that.

30 Mr. Houghton asked what was going to be on the December 3 agenda. Mr. Daley said
31 the Rollins Hill application, but he will talk to the applicant so the discussion lasts not
32 more than an hour so there is enough time to discuss the zoning amendments.

33

34 **5. Miscellaneous.**

35 a. Report of Officers/Committees.

36 i. Economic Development Committee

37

38 Mr. Daley said the 79-e tax credit program is up and running. There have been some
39 questions from residents living in the TC and PRE zones. Unfortunately there have
40 been 2 people who own properties in these zones who have done renovations prior to
41 the adoption of this program so they had to be turned down.

42

1 Mr. Daley talked next about the Econ Revitalization zone; the former community
2 college site along with the industrial zoning district have been identified as the 2
3 zones for this. Applications have been submitted to the State. The final step is
4 holding a public hearing with the Board of Selectmen to agree to send the application
5 to the State for adoption. Feedback from the State has been very positive.
6

7 The EDC is sponsoring a workshop to help better understand how to improve
8 communication to the businesses in Stratham.
9

10 Mr. Houghton added that they need to start thinking about water and sewer coming
11 to the Gateway corridor and the potential it will bring to businesses. The Board needs
12 to start thinking what they want that to look like and which businesses to they want
13 to reach out to and how to do that.
14

15 ii. Town Center Revitalization Committee
16

17 Mr. Daley said the TCRC are going to purchase 20 trees and hire a landscape
18 company to install and decorate them in time for the tree lighting ceremony on
19 December 7, 2014. In addition the Board approved the continuation of the banner
20 program. Winter based banners are going to be purchased to add to the holiday spirit
21 and highlight the businesses in the area.
22

23 b. Member Comments.

24 There were no member comments.

25 c. Other.

26 Mr. Daley shared that at Monday's Board of Selectmen (B.O.S.) meeting, a group of
27 residents discussed the formation of a committee to address housing in Stratham. This
28 came after the charrette that was held to discuss work force housing in Stratham. One
29 resident had emailed the B.O.S. stating that she was worried about the impact of work
30 force housing in Town, and the charrette was a demonstration of something which could
31 have a negative impact upon the Town of Stratham. She requested the Board look at
32 forming a committee to look at the housing stock and assess whether or not the Town
33 should encourage work force housing as a policy and also a land use policy for the
34 Planning Board and ZBA to consider. The result of the discussion was that the Board of
35 Selectmen understood the comments and felt the Planning Board was the most
36 appropriate body to tackle these issues. Mr. Daley suggested this should be incorporated
37 as part of the overall Master Plan process which the Town is undergoing right now.

38 Mr. Deschaine made the Board aware that this resident has a Facebook page about the
39 work force housing issue and had summed the BOS meeting up from her perspective
40 which was one of disappointment as she and others wanted action that goes beyond the
41 Master Plan redraft. If she does approach the Planning Board, she may be advocating
42 for actions that are outside that process.

43 Mr. Houghton said he felt the Town had a responsibility to promote a dialogue about this
44 issue. Mr. Daley said there is an interest to re-examine housing and housing stock policy

1 in Stratham, but he recalls a discussion 4 or so years ago about the Town taking legal
2 action to fight the work force housing mandate enforced by the State, and the Board
3 decided against the idea. He doesn't mind if the Planning Board revisit this, but the 2009
4 Master Plan rewrite of that section strongly encouraged work force housing which has
5 been a very consistent theme for a long time. Mr. Deschaine added that the B.O.S. had
6 pointed out that the Town has a finite amount of staff resources to form ad hoc
7 committees.

8 Mr. Houghton sought clarification as to whether or not the Planning Board has to form a
9 subcommittee. Mr. Deschaine replied that it is left to the determination of the Planning
10 Board as a statutory authority, if it's doing the Master Plan revision and the Board feels
11 the necessity of a subcommittee when addressing the housing chapter, it is within its
12 realm to do so.

13 Mr. Daley asked the Board if they wanted to update the housing chapter of the Master
14 Plan; it was last reviewed in 2009/2010. Mr. House felt they shouldn't make a decision
15 right now.

16 Mr. Daley gave an update on the Transportation Enhancement grant; he said they are
17 working with the D.O.T. along with the consultants to add 900 linear feet of sidewalk,
18 decorative ornamental lights and trees and a bike lane along the eastern portion of Route
19 33. The Town is now almost at the point of submitting the final design for the D.O.T. It
20 has to be finalized by December of this year for acceptance and approval and then put
21 out to bid in January 2015 to start in early April 2015. He would like to present the final
22 design to the Planning Board for their input. Mr. Deschaine suggested they could also
23 attend the next Town Committee meeting on December 3 at 6:00 pm to see the
24 presentation.

25 **6. Adjournment.**

26 Mr. House made a motion to adjourn the meeting at 7:58 pm. Motion seconded by Ms. Ober.
27 Motion carried unanimously.