



Stratham Planning Board Meeting Minutes

July 15, 2020

Virtual Meeting/Conference Call

Time: 7:00 PM

Members Present: Mike Houghton, Selectmen's Representative
Tom House, Member
Robert Roseen, Member
Pamela Hollasch, Alternate Member

Members Absent: David Canada, Member
Colin Lavery, Member

Staff Present: Tavis Austin, Town Planner

1. Call to Order/Roll Call

Mr. House welcomed everyone to the Town of Stratham Planning Board meeting for July 15, 2020. He said before they get started he is required to notify everyone that do to the State of Emergency declared by the Governor as a result of the Covid-19 Pandemic in accordance with the Governor's Emergency Order number 12 pursuant to Executive Order 2020-04 the public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously. This meeting is authorized pursuant to the Emergency Order however, in accordance with the Emergency Order, he is confirming that all members of the Planning Board have the ability to communicate contemporaneously during this meeting through this platform and the public has access to listen and participate if necessary in this meeting. The public can dial in with the number 1-800 764-1559 with an access code of 4438. Meeting materials are available through the town website and can be found by clicking on the agenda links under each section. The agenda includes information for accessing the meeting including Tavis Austin's number to call if there is a problem, 603-772-7391 extension 147 and he will be able to help someone get on. Mr. House asked everyone to silence their phones and announce if anyone else is present with each participant.

Mr. Austin took roll call. Mr. House stated he was present and by himself, Mr. Houghton stated he was present and by himself, Ms. Hollasch stated she was present and by herself and Mr. Roseen stated he was present and by himself. Mr. House asked Ms. Hollasch to be a voting member.

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

40 a. June 03, 2020

41 b. Mr. Roseen made a motion to approve the June 03, 2020 meeting minutes and Ms.
42 Hollasch seconded the motion. Mr. Austin took roll call; Houghton, Aye; House,
43 Aye; Roseen, Aye; Hollasch, Aye.

44 **3. Public Meeting:**

45 a. **Minor Site Plan Amendment.** *60 Portsmouth Ave. (Porsche)* Tax Map 9 Lot
46 14 Owned by ICL Autos, requests minor site plan amendment for addition of
47 an enclosed dumpster. Submitted by Wayne Morrill, Jones & Beach
48 Engineers.

49 Mr. Austin provided an overview of the submitted materials and the request of the
50 applicant—to install an enclosed dumpster as a minor revision to the approved Site
51 Plan for Porsche/20 Portsmouth Ave.

52 Wayne Morrill, of Jones & Beach Engineers, provided some additional details on the
53 proposed dumpster and enclosure.

54 Mr. House asked if the screened enclosure would be on all four sides of the dumpster
55 with a gate. Mr. Morrill affirmed it would be. Mr. House suggested the detail
56 provided to the Town clearly depict a four (4) sided enclosure as described in the
57 application.

58 Mr. Austin suggested the Board require conditions such that an updated site plan be
59 submitted to the Building Department to include this proposed addition of a dumpster
60 and that the as-builts, when prepared, also include the dumpster and enclosure.

61 Mr. House questioned the dimensions of the dumpster pad. Mr. Morrill clarified the
62 dimensions and noted the changes to be submitted with the plan revisions discussed
63 by Mr. Austin.

64 Mr. House asked if the members had any comments. Mr. Houghton stated he saw
65 this as a minor change with no need for formal review or revision to the approved site
66 plan. Members House, Roseen and Hollasch consented.

67 Mr. Houghton motioned to determine that the request was not a substantial change
68 warranting formal site plan revision and to approve the request provided the applicant
69 submit an updated site plan to the Building Department to include this proposed
70 addition of a dumpster and that the as-builts, when prepared, also include the
71 dumpster and enclosure. Ms. Hollasch seconded the motion. There was no further
72 discussion on the motion. Mr. House called for a roll vote. Mr. Austin took roll call:
73 Houghton, Aye; House, Aye; Roseen, Aye; Hollasch, Aye. Motion carried.

74 b. Board Member Discussion

75 Mr. Austin referred the Board to a July 14, 2020 email of discussion topics submitted
76 by Mr. Roseen which included 1) discussion of third party inspections/sign-off for
77 site plan compliance, 2) question related to Town implementation of stormwater
78 management, and 3) update on NH Rivers Council grant project potential within
79 Stratham.

Mr. Austin updated the Board on their ability to require third party inspections as conditions of approval during site plan or subdivision reviews. Board discussed need to include this a standard practice.

Mr. Austin addressed municipal stormwater projects and the related processes. Board discussed need to encourage Town projects to comply with regulations that the public projects are expected meet. Mr. Austin suggested concept of treating Town projects like preliminary consultations which would allow the Board to make recommendations and suggestions. Board members generally consented to such a process.

Mr. Roseen discussed his involvement with the NH Rivers Council and some project options that could existing within Stratham; noting construction timeframe of 2021. The Board appreciated the discussion and encouraged Mr. Roseen to proceed, perhaps under the same type of framework previously discussed for Town projects this evening.

Mr. Austin brought up option to consider moving to one Board meeting a month for projects and hearings, perhaps summer months when application rate typically slows, while reserving one regular meeting date for Board workshops. Bard discussed potential workshop topics: MS4, zoning amendments, Gateway next steps, and others. Board to discuss this further during August 2020 meetings.

Ms. Hollasch asked what the process was for Alternate Board Members to become Regular Members of the Board. Mr. Austin outlined the process. Board discussed importance of all members being present at all meetings. Mr. House stated specifically that all opinions and points of view are critical to Board action. Mr. Houghton echoed Mr. House's comment and that attendance is critical for both what the public expects and the Board expects of its members; he noted further that all Town Boards need to be better at 'policing' their members, expectations of members, and attendance.

R. Roseen commended Town staff on the coordination and operation of Town Meeting. He noted perhaps it's time for change from Traditional Town Meeting. Mr. Houghton thanked Mr. Roseen for his comments and suggested a growing need to look holistically at the process to achieve goals of the Community and the services provided by the Town.

4. Adjournment

Ms. Hollasch made a motion to adjourn the meeting at 8:34 PM and Mr. Roseen, seconded it. Mr. Austin took roll call; Houghton, Aye; House, Aye; Roseen, Aye; Hollasch, Aye.

Note(s):

1. Materials related to the above meeting are available for review at the Municipal Center during normal business hours. For more information, contact the Stratham Planning Office at 603-772-7391.

2. The Planning Board reserves the right to take items out of order and to discuss and/or vote on items that are not listed on the agenda.