



Stratham Planning Board Meeting Minutes
October 07, 2020
Municipal Center, Meeting Room A
10 Bunker Hill Avenue, Stratham, NH
Time: 7:00 PM

Members Present: Tom House, Member
Mike Houghton, Selectmen's Representative
Robert Roseen, Member
Pamela Hollasch, Alternate Member (voting)
Joe Anderson, Alternate Member (voting)

Members Absent: Colin Lavery, Member
David Canada, Member

Staff Present: Tavis Austin, Town Planner

1. Call to Order/Roll Call

Mr. House called the meeting to order at 7:00 PM and took roll call. He also announced that the conference line was active and available for those who chose not to attend in person; contact information is provided on the Planning Board agenda posted on the Town website. Mr. House asked Ms. Hollasch and Mr. Anderson to be voting members in the absence of Mr. Canada and Mr. Lavery.

2. Review/Approval of Meeting Minutes: September 16, 2020

Mr. Houghton made a motion to approve the September 16, 2020 meeting minutes and Mr. Anderson seconded the motion which passed with a unanimous vote.

3. Public Hearing:

- a. *Condominium Subdivision* for 169 Portsmouth Ave. LLC, at 169 Portsmouth Ave., Stratham NH 03885, Tax Map 17 Lot 45; a 2 lot condominium subdivision of existing duplex. Submitted by Joseph Coronati, Jones & Beach Engineers Inc., 85 Portsmouth Ave., Stratham NH 03885 for property owner Brad Richards, 98 Linden Street, Exeter, NH 03833.

Mr. House recused himself from the Board stating a conflict with the project and

38 appointed Mr. Roseen to conduct the meeting for this item.

39 Mr. Austin provided an overview of the project as submitted including the submitted
40 waiver request. He recommended to the Board the application was complete and the
41 Board proceed with the public hearing.

42 Mr. Roseen motioned to accept the application as complete. Mr. Anderson seconded the
43 motion which passed with a unanimous vote (4, 0, 0). Ms. Hollasch motioned to open the
44 public hearing. Mr. Anderson seconded the motion which passed with a unanimous vote
45 (4, 0, 0).

46 Joseph Coronati, Jones & Beach Engineers, representing the applicant, provided an
47 overview of the project and the submitted waiver. He noted the prior action of the Board
48 of Adjustment to permit a duplex on a lot with insufficient frontage and that the duplex
49 was currently under construction. He added that State Subdivision Approval was just
50 received but that the Condominium Subdivision, as applied for here, is still required.

51 Mr. Austin outlined draft conditions of approval based on the materials submitted.

52 Mr. Anderson motioned to accept and approve the waiver based upon the submitted
53 information and staff presentation. Ms. Hollasch seconded the motion which passed with
54 a unanimous vote (4, 0, 0). Motion carried.

55 Mr. Anderson motioned to approve the project as submitted with the Condition precedent
56 that the applicant shall coordinate with the Town Assessor to ensure accurate Map/Lot
57 numbers and addresses are indicated on the Plan, and the Condition Subsequent that the
58 submitted Condominium documents are updated to reflect the result of the condition
59 precedent. Ms. Hollasch seconded the motion which passed with a unanimous vote (4, 0,
60 0).

61 Mr. House returned to the Board at 7:20PM.

62 **4. Public Meeting:**

63 **a. Route 33 Legacy Highway Ad Hoc Committee**

64 Mr. Austin outlined those revisions made as a result of the Board's last review of the draft
65 corridor regulations. He also provided a draft outreach document for the Board to review.

66 Mr. Roseen questioned how the regulations might more clearly indicate the District *not*
67 being a 'historic district.' The Board members discussed.

68 Ms. Hollasch referred to the outreach flier suggesting it should be modified to reflect
69 creating options rather than adding regulations.

70 Mr. House discussed the order of the bulleted talking points and the inclusion of the word
71 historic as perhaps making Mr. Roseen's point.

72 **b. Gateway Zoning District Amendments**

73 Mr. Austin outlined those revisions made as a result of the Board’s last review of the draft
74 Gateway regulations. He also provided a draft outreach document for the Board to review.

75 Board members generally discussed adding the word sidewalk into 3.8.7 d.iii; Mr. Austin
76 stated intent to make the suggested change to the draft.

77 Discussion turned to the Use Table, now numbered 3.8.7; specifically the “*Other Uses Not*
78 *Listed*” row. Board agreed to remove this row from future drafts of the amendment as they
79 believed the uses expressly listed encompass those uses appropriate for the District.

80 Mr. Austin segued discussion to parallel changes to be proposed to the Town Center
81 District. Board discussed impacts and appropriateness of ‘Drive-throughs’ in Town
82 Center.

83 Mr. Austin was asked to make similar changes to Town Center District as proposed in
84 Gateway with an eye on scale of developments.

85 The Board discussed the draft Gateway outreach flier as presented as well as a draft article
86 content for the Stratham Magazine. Board determined ultimately to review the two
87 outreach fliers and magazine content as homework items they would then discuss as a
88 group at the October 21st meeting.

89 **c. MS4 Discussion and Update**

90 Mr. Austin and Mr. Roseen provided the Board with an update and status report on the
91 Town’s efforts to comply with the EPA MS4 permit. Mr. Austin spoke specifically to
92 likely annual CIP contribution beginning 2021 to assist the Town in meeting the needs of
93 the permit.

94 **d. Subdivision Regulations: Driveway Regulations**

95 Mr. Austin provided an overview of the draft Driveway Regulations and provided
96 members with those comments received to date from Mr. Canada.

97 Board members discussed Mr. Canada’s comments and potential changes to the drafted
98 language. It was ultimately decided the Board await Mr. Canada’s return to the Board so
99 they more appropriately understand his comments prior to making changes to the drafted
100 regulations.

101 **e. Site Lighting Discussion**

102 Mr. Austin outlined the materials sent to the Board with regard to site lighting as discussed
103 at the Board’s September 16th meeting. Board members discussed potential need to amend
104 existing regulations to be more in keeping with national changes and progress in dark-sky
105 compliance.

106 Mr. Austin suggested addition of requirement for “IDA’s Fixture Seal of Approval
107 Program.” Board generally agreed to the additional requirement and discussed process to
108 achieve it.

109 **5. Adjournment**

110 Mr. Anderson made a motion to adjourn the meeting at 9:35 PM. Mr. Roseen, seconded
111 the motion which passed with a unanimous vote (5, 0, 0).

112 Note(s):

113 1. Materials related to the above meeting are available for review at the Municipal
114 Center during normal business hours. For more information, contact the Stratham
115 Planning Office at 603-772-7391 ext. 147.

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