



Stratham Planning Board Meeting Minutes

March 19, 2025

Stratham Municipal Center

Time: 7:00 pm

Members Present: Thomas House, Chair
David Canada, Vice Chair
Mike Houghton, Select Board's Representative
Chris Zaremba, Regular Member
John Kunowski, Regular Member
Nate Allison, Alternate Member

Members Absent: None

Staff Present: Susan Connors, Planning Project Assistant
Carol Ogilvie, Interim Town Planner (virtually)

1. Call to Order

Mr. House called the meeting to order at 7:00 pm and took roll call.

2. Approval of Minutes

a. March 5, 2025

Mr. Zaremba made a motion to approve the March 5, 2025 meeting minutes. Mr. Kunowski seconded the motion. All voted in favor and the motion passed.

3. Public Meeting (New Business):

a. Drew Goddard, Copley Properties LLC, Site Plan Approval at 89 and 91 Portsmouth Avenue (Tax Map 13, Lots 22 and 23).

- Extension request for precedent conditions.
- Conditional approval terms.

Ms. Connors stated that the application was approved by the Planning Board on August 21, 2024 and precedent conditions were required to be met by December 19, 2024. On December 18, 2024, Mr. Goddard requested, and the Planning Board granted a 90-day extension which expires today.

Mr. Goddard presented an update on his project and requested additional time to comply with the remaining precedent conditions.

Mr. Canada made a motion to grant a 60-day extension for the delivery of requirements one through nine on the Notice of Decision. Mr. Kunowski seconded the motion. All voted in favor and the motion passed.

Mr. Goddard requested that Condition #7 that requires he obtain approval from the Select Board for a private road name be removed as a condition of approval.

Mr. Houghton recused himself from the discussion. Mr. House appointed Mr. Allison as a voting member for the meeting in place of Mr. Houghton at 7:55 pm.

Mr. Goddard stated his opinion that the road is a driveway and does not need a name. Ms. Connors stated that the 911 Division of the NH Department of Safety recommended that the road be named.

Mr. Kunowski made a motion that the Notice of Decision of August 27th remain intact including Condition Number 7. Mr. Allison seconded the motion. The motion passed 4 to 1.

Mr. Goddard explained that he proposed to include fire sprinklers in all commercial buildings at the 89-91 Portsmouth Avenue project, but that the fire chief requested sprinklers in the residential units as well. Mr. Goddard stated he is not required to do so by building code and does not agree that the fire chief should be allowed to require them in the residential units. Mr. Houghton cited Section 5.11 of the Site Plan Regulations and suggested that Mr. Goddard submit a formal waiver request and that the Planning Board should not discuss the matter until the waiver is submitted. Mr. Canada stated that he thinks there is a state law that prohibits municipalities from requiring fire suppression in duplexes. Mr. Goddard said he would look into that.

b. Scheduling Site Walk for 80 Winnicutt subdivision

Mr. Goddard and the Planning Board Members set up a site walk for April 1, 2025 at 5:00 pm for the 80 Winnicutt Subdivision.

c. Roles and responsibilities of the Planning Board

Ms. Ogilvie presented a staff memo she prepared explaining the functions of the Planning Board including with the Master Plan, the Capital Improvements Plan, Subdivision Regulations, Site Plan Regulations, Earth Excavation Regulations, Driveway Regulations, Zoning, and application reviews.

d. Workshop session for Site Plan Regulation and Subdivision Regulation amendments.

Ms. Ogilvie presented proposed amendments to the site plan and subdivision regulations to clarify preliminary consultations vs. design reviews. The Board agreed to require preliminary consultations for all site plan and subdivision applications. Planning staff will review sections 1 through 4 of the site plan regulations for potential amendments and try to bring red-lined edits to the next meeting.

5. Adjournment

Mr. Zaremba made a motion to adjourn at 9:28 pm. Mr. Kunowski seconded the motion. All voted in favor and the motion passed.