



Stratham Planning Board Meeting Minutes
October 15, 2025
Stratham Municipal Center
Time: 6:00 pm

Members Present: Thomas House, Chair (arrived 6:24 pm)
David Canada, Vice Chair
Mike Houghton, Select Board's Representative
Chris Zaremba, Regular Member (arrived 6:25 pm)
John Kunowski, Regular Member
Nate Allison, Alternate Member (arrived 6:24 pm)

Members Absent: None

Staff Present: Vanessa Price, Director of Planning and Building; Jeff Denton, Stratham Fire Chief; and Matt Newton, Stratham Fire Inspector

1. Call to Order and Roll Call

Mr. Canada called the meeting to order at 6:11 pm and took the roll call.

2. Approval of Minutes

A. October 1, 2025, Planning Board meeting minutes

Mr. Kunowski made a motion to approve the meeting minutes from October 1, 2025. Mr. Houghton seconded the motion. All voted in favor, and the motion passed.

3. Public Meeting:

A. Planning Board Work Session

1. Discussion on Road Design

Ms. Price explained that the Fire Chief and Fire Inspector are here at the request of the Planning Board to discuss Stratham's road design requirements and how they relate to public safety. Ms. Price turned the discussion over to Chief Denton.

Chief Denton gave a presentation to the Board on issues they have encountered with respect to recent projects and how fire and life safety are not being adequately addressed. He introduced Matt Newton, the Fire Inspector, who described issues they have with communicating with applicants on the requirements of the State Fire Code. Chief Denton explained the complexity of State Fire Code interpretation.

Mr. Canada noted that Mr. House arrived at 6:24 pm, and he turned the chair of the meeting over to Mr. House.

Staff and the Board discussed the creation of a Technical Review Committee that would be available during regular working hours for the purpose of having a coordinated Town Department review of applications with an applicant. Staff and Board agreed there is value in a TRC. Staff

stated further discussion will be held during the proposed zoning amendments later in the meeting.

4. Public Hearing:

- A. Eric Salovitch of Northam Survey, LLC (Applicant) for Towne Family Revocable Trust (Owner) requests a minor subdivision application with waivers for the creation of two condominium lots from the existing structure with no changes to the land area located at 6 Fifield Lane (Tax Map 6, Lot 127), in the Residential/Agricultural Zoning District.

Ms. Price stated that nothing has changed since the Preliminary Consultation. There are two waivers from checklist items that the Board must approve prior to determining if the application is complete. The proposed HOA documents have not been submitted. She stated there were no comments from the fire chief, police chief, DPW, or Code Enforcement for this project.

Eric Salovitch of Northam Survey described that waivers are requested from HISS mapping and test pits. The Board agreed to grant a waiver from HISS mapping because the structure exists and there is no new construction.

Mr. Houghton made a motion to approve a waiver for Tax Map 6, Lot 27, to not require HISS mapping as per the November 20, 2024, Subdivision Regulation 2.3.2.d. Mr. Zaremba seconded the motion. All voted in favor, and the motion passed.

Mr. Salovitch described the waiver from test pits. The waiver was submitted due to scheduling. The subdivision requires approval from the State, and they submitted the waiver, hoping to be granted a conditional approval from the Planning Board. The test pits were dug this morning and witnessed by Mike Cuomo of the Rockingham County Conservation District. The results were favorable, and there is an existing leach field. They did not make the submittal deadline to provide test pits to the Planning Board, but the waiver is part of the application. He also submitted the condominium documents to Ms. Price today. The Board reviewed the test pit information submitted at the meeting and determined that a waiver is not required.

Mr. Canada made a motion to withdraw the waiver from the November 20, 2024, Subdivision Regulations Section 2.3.2.e, test pits. Mr. Houghton seconded the motion. All voted in favor, and the motion passed.

Mr. Houghton made a motion to accept the application as complete. Mr. Zaremba seconded the motion. All voted in favor, and the motion passed.

Mr. Salovitch described changes from the Preliminary Consultation. They addressed comments on the site plan that they received from Ms. Price on October 7, which include adding a 75-foot protective well radius, adding a signature block to all pages, adding waivers granted to the plan, and adding the NHDES subdivision approval number to the plan.

Mr. Canada asked if the well radius can extend onto an abutting property.

Mr. Salovitch replied that it is an existing well installed in the 1970s. You can, as part of a subdivision have overlapping well radiuses where typically a nitrate easement would be required for each lot. Realistically, there is nothing preventing the abutter from constructing a septic system within the radius because there is no easement in place. However, this is a typical situation for existing, older lots of record.

Mr. Canada asked if this was a new well, would it need an easement.

Mr. Salovitch replied Yes.

Mr. House commented that for the final mylar recording, the driveway should be added.

Mr. Zaremba asked if this is allowed while being only one acre because it is pre-existing and that information is available in the Town's records. Ms. Price replied yes, and she spoke with the assessor who confirmed it was built as a two-family residential home and has operated as such.

Mr. Kunowski asked if there were any comments from abutters. Ms. Price replied no.

Mr. Allison asked if the two parking spaces outside the garage currently exist. Mr. Salovitch replied yes, and the basement exists. Mr. Allison commented that it looks difficult to get into the parking space behind the garage. Mr. Salovitch had a similar concern but explained the limited common areas for each unit and how they will work.

Mr. Zaremba made a motion to open the hearing to the public. Mr. Kunowski seconded the motion. All voted in favor and the motion passed. No members of the public spoke.

Mr. Zaremba made a motion to close the hearing to the public. Mr. Kunowski seconded the motion. All voted in favor and the motion passed.

Ms. Price described changes to the draft Notice of Decision that she discussed with the project team.

Mr. Kunowski made a motion that the Planning Board conditionally approve, subject to the conditions stated in a draft Notice of Decision dated October 15, 2025, as revised, the minor subdivision application with waivers for the creation of two condominium lots from the existing structure. The location is 65 Fifield Lane (Tax Map 6, Lot 127), in the Residential/Agricultural Zoning District. This is subject to the "Condominium Site Plan for Towne Family Revocable Trust of Tax Map 6 Lot 127, 6 Fifield Lane, Stratham NH, County of Rockingham" prepared by Northam Survey and dated October 10, 2025. Mr. Canada seconded the motion. All voted in favor, and the motion passed.

B. Adoption of Subdivision Regulations: Wetland signage

Ms. Price explained changes from the sign details based on Board comments at the last meeting. The Board agreed with the final changes.

Mr. Zaremba made a motion to open the hearing to the public. Mr. Canada seconded the motion. All voted in favor and the motion passed. No members of the public were present.

Mr. Zaremba made a motion to close the hearing to the public. Mr. Canada seconded the motion. All voted in favor and the motion passed.

Mr. Houghton made a motion to approve the amendments to the Subdivision regulations. Mr. Zaremba seconded the motion. All voted in favor, and the motion passed.

5. Public Meeting

A. Proposed 2026 Zoning Amendments.

Ms. Price presented her staff memo on proposed zoning amendments to the Residential Open Space Cluster Subdivision including edits to the objectives, permitted uses, adding procedures, changes to lot sizes and setbacks, removing density bonuses, and specifying the requirement for a homeowner's association. The Board provided comments that Ms. Price will incorporate into the amendments.

Ms. Price initiated a discussion on establishing impact fees. Mr. Canada and Mr. Zaremba are not in favor. Mr. Houghton considered it could be thoughtfully added.

Ms. Price asked if the Board would like another working session before the first public hearing for zoning amendments.

The Board would like to move to a public hearing on November 5th and place it first on the agenda.

6. Adjournment

Mr. Houghton made a motion to adjourn at 9:30 pm. Mr. Zaremba seconded the motion. All voted in favor, and the motion passed.

Respectfully submitted by Susan Connors