



**Stratham Planning Board Meeting Minutes
July 22, 2026, 7:00 pm
Stratham Municipal Center**

Members Present: Thomas House, Chair
John Kunowski, Vice Chair
Tedd Tramaloni, Ex-Officio Select Board Member
Jay Fraprie, Regular Member

Members Absent: Nate Allison, Alternate Member

Staff Present: Vanessa Price, Director of Building and Planning

Call to Order and Roll Call

Mr. House called the meeting to order at 6:59 pm and took roll call.

Review and Approval of Minutes

A. July 8, 2026, Planning Board meeting minutes

Mr. Kunowski made a motion to accept the Planning Board minutes from the Planning Board meeting of July 8, 2026, as written. Mr. Fraprie seconded the motion. All voted in favor, and the motion passed.

Public Meeting (New Business):

A. 89 & 91 Portsmouth Updated Plan

Ms. Price stated that the plan for a mixed-use project at 89/91 Portsmouth is a revision of the plan set that includes the fire protection measures to meet state fire code that were previously discussed last year and needed to be met prior to issuance of a building permit. The applicant's engineering team had made the corrections to the site plan but not the recorded plan. She explained that the plan set has satisfied the fire code with the fire department. Also, to note in discussion with legal counsel, this revised plan set before you dated June 5th, 2026, would depict the fire protection system, which must be approved and signed by the Planning Board and recorded in the registered deeds. The reason for that is due to these changes, and the plan was recorded in part of the notice of decision. Ms. Price also discussed that we have asked town council to review an agreement for an easement for the cistern, and at this time, I haven't got confirmation for or against from the applicant. She discussed that the Town is still in the process with the owner and their legal counsel to get their development agreement in place, along with their bond prior issue to building permits. She explained that the agreement goes through the Select Board. She noted to the Board that this was an update of the status.

Mr. House asked if this was an update reflecting the conditions of approval, and if all the conditions were met. Ms. Price responded that the developer agreement and the bond are still in process, but as far as the plan set, noting there wasn't a third-party engineer review, this was the current status. She also stated that the developer agreement should have a third-party review for the construction, and the owner is pushing back on that requirement. Mr. Tramaloni questioned the last statement. Ms. Price stated that it wasn't on the written notice of decision, but that is how the town operates. Mr. House replied Well said.

J.J. MacBride, from Emmanuel Engineering representing the owner, stated he was present to answer any

47 questions; however, he didn't know exactly the applicant's plans. He explained that the surveyor has been
48 working on updating the plan set pages VE1 and VE2 to match what's on the plan set and include the
49 cistern. He believes there is easement language that Ms. Price mentioned that he is waiting for. He believes
50 the Applicant is talking with his attorney, perhaps about the easement language. Mr. MacBride has not
51 been able to get that surveyed or to complete their plans for that to be ready for recording.

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53 Mr. Kunowski had a question about the cistern easement and the ownership. Ms. Price replied that in
54 discussion with fire protection for the site, legal counsel reviewed the cistern agreement. She explained it
55 is more of an access easement for emergency access for the fire department. It was similar to what was
56 drafted for the development at 217 Portsmouth Avenue.

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58 The Board asked if they need to motion for any information. Ms. Price replied no that this agenda item is
59 just an update. The owner is requesting a building permit, and it was a requirement to have the plans
60 updated to meet fire code.

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62 Mr. House asked Mr. MacBride if he had any additional questions.

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64 Mr. MacBride asked for clarification on what is needed to get the plans signed. Ms. Price replied that this
65 is back before the Board because it was due to the notice of decision precedent conditions and in the
66 previous meeting minutes [for this project] that the Board wanted to make sure that this was codified. She
67 explained that in talking with the Town's legal counsel, he stated that it should be presented back to the
68 Board in a public meeting session to provide the Board with an update that it meets fire code and that the
69 new plan should be recorded. There is a request for building permits to be issued, but the plans have not
70 been revised to show that easement.

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72 Mr. Tramaloni stated that the Board does not have a set of plans in front of them that show the easement.
73 Ms. Price replied that on sheet C4 it shows the entire site plan of what they intend to do. She explained
74 that counsel said that it should be on the easement site plan because that was what was recorded and sheet
75 C4 was not the recorded plan. Mr. Tramaloni stated that sheets V1 and V2 were recorded, and it doesn't
76 show the easement or updates. Mr. Fraprie asked if it was fair enough to say it is approved given that those
77 two plans are updated to reflect what's on C4. Ms. Price replied that would meet the conditions.

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79 Mr. House asked if this was required to be opened to the public. Ms. Price answered no, but it is up to the
80 Board's discretion.

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82 **Mr. Kunowski made a motion to open the hearing for public comments. Mr. Tramaloni seconded**
83 **the motion. All voted in favor, and the motion passed.**

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85 Jamison Payne, 101 Tidewater Farm Road, Stratham asked if the Applicant is concerned with the exact
86 placement of the cisterns, is there an opportunity to get an as-built plan used as an easement plan that
87 could then be put exactly where the cistern is built. If the cistern is going to move, but the easement is on
88 a plan now, and the Applicant wants to move five or 10 feet to one side; is there an opportunity to still get
89 an easement but have the as-built plan recorded once the development has progressed

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91 Mr. House addressed Mr. MacBride that sheets VE1 and VE2 are still being looked at by the surveyor.
92 Mr. MacBride stated that the survey they are working on has the cisterns on there, the pull-off for the fire
93 truck, but it does not have easement information on there.

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95 **Mr. Kunowski made a motion to close the hearing for public comments. Mr. Tramaloni seconded**
96 **the motion. All voted in favor, and the motion passed.**

97 Mr. MacBride asked, once the plans are updated, what are the next steps. Ms. Price answered that the
98 cistern should be shown on the record plan to match sheet C4, and then the Board can sign off on the

plans.

B. Bond Release Chipotle

Mr. House introduced the bond release for Chipotle.

Ms. Price gave an update on the project. The certificate of occupancy was issued in February 2020. She explained she is cleaning up old bonds, and the bond release was not considered before the Board due to the sidewalk construction and the sidewalk agreement with NHDOT. The engineer of record has requested release for the funds, which is a Performance Guarantee in the amount of \$134,250.00 issued by Platte River Insurance Company, Policy Number 41414258 dated June 16, 2020, for the construction of Chipotle Restaurant and associated sidewalk. She is seeking a recommendation for the Planning Board to the Select Board to release the Performance Guarantee in full.

Mr. Kunowski made a motion that the Planning Board recommend to the Select Board the release of the Performance Guarantee in the amount of \$134,250.00 issued by Platte River Insurance Company, Policy Number 41414258 dated June 16, 2020, for the construction of Chipotle Restaurant and associated sidewalk. Mr. Fraprie seconded the motion. All voted in favor, and the motion passed.

C. Potential new Planning Board member

Mr. House introduced a potential member to the Planning Board, Jameson Payne. Mr. Payne introduced himself to the Board and gave his background information. The Board was hoping the Select Board could consider the member candidate at their next meeting on August 3, 2026.

Mr. Kunowski made a motion to move the application for consideration to the Select Board. Mr. Tramaloni seconded the motion. All voted in favor, and the motion passed.

Mr. Payne thanked the Board and left the meeting room.

Mr. Kunowski made a motion to adjourn at 7:29 p.m. for a discussion with legal counsel. Mr. Fraprie seconded the motion. All voted in favor, and the motion passed.

No one from the public was in the room.

Mr. Tramaloni made a motion to open the public meeting at 8:17 p.m. Mr. Kunowski seconded the motion. All voted in favor, and the motion passed.

D. Discussion on Zoning Amendments

Ms. Price introduced the potential 2027 amendments to the Zoning Ordinance. There was a brief discussion from the Board on the following topics for revision: Section 3.7 Flexible Mixed Use; 3.10 Route 33 Legacy Highway Heritage District; Section 11, regarding the Conditional Use Permit criteria; adding definitions for the Table of Uses, particularly for the uses by CUP for Section 3.7; and further clarifying recreational vehicles and campers. The Board decided to review the topics and discuss them at the next meeting on August 5, 2026.

9. Adjourn

Mr. Kunowski made a motion to adjourn at 8:49 pm. Mr. Fraprie seconded the motion. All voted in favor, and the motion passed.

Respectfully submitted by Vanessa Price