



**Stratham Planning Board Meeting Minutes**  
**December 16, 2020**  
**Municipal Center, Meeting Room A**  
**10 Bunker Hill Avenue, Stratham, NH**  
Time: 7:00 PM

Members Present: David Canada, Vice Chair  
Pamela Hollasch, Alternate Member  
Joe Anderson, Alternate Member  
Mike Houghton, Selectmen's Representative (by telephone)  
Robert Roseen, Member (by telephone)

Members Absent: Thomas House, Member

Staff Present: Carol Ogilvie, Interim Town Planner  
David Moore, Town Administrator

Other: Rebecca Mitchell  
Alex Dardinski

**1. Call to Order/Roll Call**

Vice-Chair Canada called the meeting to order at 7:00 PM and introduced Board Members and Staff. He then appointed Ms. Hollasch and Mr. Anderson to sit as voting members.

**2. Review/Approval of Meeting Minutes: December 2, 2020**

Mr. Canada called for a motion on the minutes of December 2, 2020. Motion by Rob Roseen/seconded by Joe Anderson, approved with all in favor.

**3. Workshop:**

**a. Gateway Commercial Business District**

Mr. Canada opened the workshop and asked if any Board member had any comments on the draft. Ms. Ogilvie explained to the Board what had changed since the previous version, and pointed out the issues she felt still needing to be resolved by the Board.

One of those issues had been addressed by Mr. Scamman at the last meeting, and by Nate Merrill, Becky Mitchell and Alex Dardinski in comments emailed to Ms. Ogilvie earlier. The issue has to

do with how to address agricultural uses. In the existing ordinance, agriculture is permitted by right in the Outer Zone and by Conditional Use Permit (CUP) in the Central Zone; the revision to this ordinance removes the Outer Zone, leaving agriculture allowed no longer by right but by CUP. Related to this is an additional provision that requires any agricultural structure greater than 400 square feet to need a CUP. The Board discussed this at length, with input being provided by Ms. Mitchell, who was present for the hearing. The Board concluded that agriculture should be permitted by right, and that the CUP requirement for agricultural structures over 400 square feet should be removed.

The Board also discussed whether this proposal was ready to go to ballot, given some of the inconsistencies that have been identified, and the need to respond to comments received on a number of the site and building design standards. Ultimately, the Board agreed that even if it isn't perfect, the changes go a long way to correct problems they have been dealing with for quite a while, and they should move forward to public hearing.

#### **b. Town Center District**

Mr. Canada then opened the workshop for the Town Center District amendment. Ms. Ogilvie noted that this draft had not changed appreciably since the previous version; the procedure section for a CUP had been replaced and, as with the Gateway district, staff had spent some time reviewing for inconsistent provisions and clarification.

#### **c. Rt. 33 Legacy Highway District**

Mr. Canada opened the workshop for the Legacy Highway District. As Ms. Mitchell was present, Mr. Canada asked if she would like to speak to the issues she raised in her email. In sum, she feels that the Legacy Highway provisions too closely mirror the Gateway, and yet the purposes and character of the two districts are quite distinct. Mr. Moore noted that he sees Ms. Mitchell's point, and it is clear that the ordinance needs some work in some sections, for example the parking standards.

Again, the Board discussed whether to move forward with this proposal given the current status of the draft. Mr. Moore stated that his goal was to be as helpful to the Board as possible, and he felt there was no harm done in having a public hearing because it is an opportunity to get more information. Further, he informed the Board that staff was developing a 220-household mailing list to inform the residents of this district about the work being done. The Board discussed the pros and cons of having a public hearing (too many inconsistencies, too many provisions that don't belong vs. not committing to putting it on the ballot, but holding the hearing in order to get feedback and not losing momentum for a proposal that has a solid core).

Mr. Moore stated that he and Ms. Ogilvie would be prepared to revise the draft to the extent possible prior to the deadline for posting the notice for public hearing on January 6, 2021. It would likely need additional work, but he feels that something can be done for an initial hearing.

Mr. Canada then called on Mr. Dardinski, who had two issues with the Legacy Highway proposal he wanted to discuss. One had to do with the maximum height of accessory structures being only 1 ½ stories; he feels that is too small to be useful, especially if the footprint is small.

He also questioned the proposed addition of drive-throughs in the district. The Board reviewed the Table of Uses and concluded that this was apparently a mistake, and that it should be changed to CUP.

Finally, Mr. Moore raised the question of why the Town Park was inside the boundary of the District. The Board agreed that it did not make sense, and that David could follow up on getting the boundary line changed.

#### **d. Table of Uses 3.6**

Table 3.6 was revised to include permitted uses for the new Legacy Highway District. While reviewing those, the Board also noted a few other items that should be corrected to be consistent with the provisions spelled out in the Gateway and Town Center districts; they are as follows:

- Change “C. Outdoor/Recreational Uses” and “D. Agricultural/Forestry Uses” in the Gateway from CUP to Permitted.
- Change “F. Commercial Uses, #12 Drive-through Services” from Not Permitted in the Town Center District to CUP, and from CUP to Not Permitted in the Legacy Highway District.
- Add a new #12 for Light Manufacturing Facility to “G. Industrial Uses” and allow it by right in the Industrial District and by CUP in the Town Center, Gateway, Legacy, and Special Commercial Districts.

#### **e. Section 4.3 (d)**

Ms. Ogilvie explained that she had found reference to this change in an earlier agenda, and there is a note from Tavis seeming to suggest that this provision is a holdover from a previous zoning change and should be deleted. Mr. Moore stated that he and Ms. Ogilvie would do some research and see what they could learn.

### **4. Other**

#### **a. Building Ordinance Amendment**

Ms. Ogilvie explained that this is on the Board’s agenda because if they agree to it, it must go to public hearing and then to the ballot. Mr. Moore explained that the two amendments are (1) to simply correct a statutory reference; and (2) to remove the Town from the position of needing to pay for any third-party reviews. The Board agreed to include this in the public hearing, but they request that the Code Enforcement Officer be present in order to answer any questions.

#### **b. Capital Improvements Program**

Mr. Moore stated that it is his intent to get the annual CIP to the Board as soon as possible, so that if there are issues relative to items in the CIP that relate to Planning Board responsibilities, e.g., the Master Plan, he will be able to respond. He pointed out that – not surprisingly, there are very few increases and no new services are being added this year. Mr. Canada asked if Mr. Moore was looking for a vote, to which Mr. Moore replied that yes, he would like to be able to have the Planning Board’s approval to take back to the Select Board.

109 On a motion by David Canada/seconded by Joe Anderson, the Board voted that the CIP as  
110 presented is consistent with the Master Plan, approved with all in favor.

111 **5. Adjournment**

112 Mr. Canada made a motion to adjourn at 9:20 P.M., seconded by Mr. Anderson, with all in  
113 favor.

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115 Note(s):

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

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