



**Stratham Planning Board  
AGENDA  
June 22, 2022  
Stratham Municipal Center  
Hutton Room  
Time: 7:00 PM**

The public may also access this meeting at the date and time above using this conference call information. Please dial **1-800-764-1559** and input **4438** when prompted for a user pin/code. Please follow the Chair's instructions delivered at the meeting in order to register comments during the public meeting.

*If at any time during the meeting you have difficulty hearing the proceedings, please e-mail [mconnors@strathamnh.gov](mailto:mconnors@strathamnh.gov).*

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

**2. Approval of Minutes:**

- a. June 1, 2022 Minutes

**3. Public Meeting:**

- a. Update on Route 33 Heritage District Advisory Committee, and potential scheduling of public hearing for, Route 33 Heritage District application fees
- b. Stratham Open Space Plan
- c. Discussion of potential source water protection and stormwater (MS4) mitigation measures
- d. Master Plan Implementation
  - Open Space/Conservation Goals
- e. Miscellaneous Community Planning Issues

**4. Adjournment**

Full text of the agenda and related information can be found on file with the Stratham Planning Department and posted on the Town website at <https://www.strathamnh.gov/planning-board>. All interested persons may be heard. Persons needing special accommodations and/or those interested in viewing the application materials should contact the Stratham Planning Department at (603) 772-7391 ext. 180.



**Stratham Planning Board Meeting Minutes**  
**June 1, 2022**  
**Stratham Municipal Center**  
**Time: 7:00 pm**

**Members Present:** Tom House, Chair  
David Canada, Vice Chair  
Michael Houghton, Select Board Representative  
Pamela Hollasch, Regular Member  
Chris Zreamba, Regular Member  
John Kunowski, Alternate Member

**Members Absent:**

**Staff Present:** Mark Connors, Town Planner

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

Mr. House called the meeting to order and took roll call. There was a full board in session.

**2. Approval of Minutes**

**a. May 18, 2022**

The approval of minutes from May 18, 2022. The approval of the March 16<sup>th</sup> meeting minutes which were moved to discuss in June should have read June 22<sup>nd</sup>, 2022. Mr. House made a motion to approve the draft minutes as amended. Ms. Hollasch seconded the motion.

Scheduling of the Planning Board for the summer

Mr. Connors said that the next meeting would be June 22<sup>nd</sup>, 2022 and the following meeting will be July 13<sup>th</sup>, 2022.

**3. Public Meeting:**

**a. Discussion regarding potential implementation of source water protection strategies**

Mr. Connors noted that at the Board's previous meeting Jennifer Rowland, Land Use Program Manager at the Rockingham Planning Commission, returned to the Board to continue the discussion initiated in April where the Board discussed different methods the Town could

41 undertake to improve source water quality. Mr. Connors explained that Ms. Rowland's focus has  
42 been on Aquifer Protection Ordinance. Ms. Rowland is proposing that the Town expand that  
43 ordinance to include wellhead protection areas. Mr. Connors explained that this would vastly  
44 expand the area that would be covered by the requirements of this Ordinance. Currently about  
45 25% of the Town is under the aquifer protection district and this proposal would expand it to  
46 about 60 to 65 percent of the land area in Stratham. Mr. Connors continued that this would  
47 include all of the Town's commercial districts; the Town Center, the Gateway District and the  
48 Industrial Park. Mr. Connors indicated that he was a little apprehensive to proceed in that  
49 direction because it so vastly expands the reach of the Aquifer Protection Ordinance. He added  
50 that for many property owners, it is not intuitive that they are within an aquifer protection district  
51 or wellhead protection area, and it would be confusing if the district only applies to part of your  
52 property. He explained the only way to know whether different parts of your property would fall  
53 within these zones would be to have a property survey completed, which would be expensive for  
54 single family property owners. Mr. Connors indicated his recommendation would be to pursue  
55 townwide improvements that may not go as far the RPC proposes, but there would be clarity that  
56 they apply to all new developments. He mentioned there were other options as listed in the  
57 report. Mr. Connors stated that currently the Town requires new site plans or subdivisions to  
58 install storm water management, but once installed these systems are not maintained very well  
59 maintained and therefore tend to function less well over time and lose the ability to properly treat  
60 storm water.

61  
62 Mr. Connors mentioned 23 Portsmouth Avenue, the site of the new medical office building. One  
63 of their conditions of approval is that they have to file an inspection report with the Town every  
64 year, stating that the stormwater facilities are functioning and in good working order. Mr.  
65 Connors suggested that this could be something added to the regulations, stating that with every  
66 new site plan you have to meet certain criteria. Mr. House asked how that would work for  
67 homeowners in a subdivision. Mr. Connors responded that the HOA would have to file the  
68 report. Mr. House asked what the report would consist of. Mr. Connors stated that it would need  
69 to state that the underground facilities or drainage facilities were maintained and functioning in  
70 accordance with the Operations & Maintenance Plan. Mr. House commented that there is an  
71 assumption that there will always be a homeowners association, but that's not always the case.  
72 Mr. Connors agreed. Mr. Connors said that for a single family property you could probably  
73 waive the requirements but it is important for larger subdivisions. Mr. House asked if Treat Farm  
74 (which has 22 units) has a Home Owners Association. Mr. Connors replied yes, at some point  
75 they will because it is an open space subdivision and the HOA is responsible to maintain the  
76 open space. Mr. House asked if it would it be on each individual homeowner? Mr. Connors  
77 replied no, that they would probably be asked to form an association for the purpose of filing this  
78 report. It was noted that there would be a lot of legal work involved to create these instruments.  
79 Mr. Canada said if it was for one purpose for the HOA to maintain that one thing and not have to  
80 oversee anything else. Mr. House mentioned that he would not like to put the burden on the HOA  
81 for each individual property owner. Mr. Connors mentioned that you could structure it so that it  
82 only applied to larger projects, so that for a 3 lot subdivision for example the Board could have  
83 the option waive it but for larger subdivisions, you would require it.

85 Mr. Canada said he would be absolutely opposed to what Ms. Rowlands proposed, explaining  
86 that it is a land taking that's uncompensated and unrestricted. Mr. Houghton asked if there was a  
87 way something could be connected to a percentage of impervious surface? Mr. Connors  
88 responded absolutely. Mr. Houghton went on to say that in essence that's what you're trying to  
89 deal with and that's why cluster subdivisions end up forming HOAs because they need storm  
90 water runoff basins. He went on to explain different mitigation measures in cluster subdivisions.  
91 Mr. Houghton mentioned that it tends to come up more when you are in smaller parcels and  
92 maybe there's a play here to certain amounts of impervious surface required that certain amounts  
93 of storm water runoff and management be put in place and maintained through the HOA.  
94 Ms. Hollasch mentioned that this appeared to be covered in 13.4b where it states that within this  
95 district no more than 20% of the land area may be impervious to ground water but it may exceed  
96 20% provided these standards are met and then that's the new green and that would be that storm  
97 water drainage plan on page 7. You are kind of defining that 20%. Mr. Connors said that 20% is  
98 reasonable for single-family residential but it would be low for commercial. Mr. Canada said he  
99 would be in support of such an approach in regard to tying the requirements directly to the  
100 percent of land area that is impervious. Mr. Kunowski asked if that could do that across the  
101 whole town or just in the current aquifer protection zone? Mr. Connors mentioned that .. are  
102 required for residential or commercial, but there is a big loop hole if it's under 40,000 sq. ft. then  
103 the Board can waive the applicant having to do a storm water report. Mr. Zaremba asked if  
104 historically we have waived some and Mr. Connors replied that since he has been with the Town  
105 there have been some residential waivers, but he would be in support of reducing that since it  
106 creates a lot of disturbance. Mr. Connors said that Mr. Houghton's point that you could base it on  
107 the amount of percentage of the lot that's being disturbed so if it's less than 20% you could  
108 RAISE IT. Ms. Hollasch said she thought it made more sense to base it on the percentage of the  
109 lot being disturbed versus the sq. footage for the building.

110  
111 Ms. Hollasch asked about the existing standards. Mr. Connors clarified that the ordinance the  
112 Board is currently looking at was just the Aquifer Protection Ordinance not the town wide storm  
113 water protection ordinance. Ms. Hollasch asked what the current aquifer guidelines are if it is  
114 more than 20% impervious. The comment was made that storm water is singled out in this  
115 aquifer protection district there must be a storm water requirement for any large development in  
116 the town, or that was covered in some other documentation? Mr. Connors noted that there are  
117 townwide requirements for stormwater mitigation but this discussion is focused on the Aquifer  
118 Protection District as the RPC recommended we make significant changes there. From the  
119 discussion however, it sounds like the Board would be more in favor at looking at stormwater  
120 requirements townwide and tying them to the percentage of impervious coverage on a lot.

121  
122 Mr. Connors asked if there was general agreement from the Board that they would not like to go  
123 the route of expanding the Aquifer Protection District to include the wellhead protection areas.  
124 There was agreement among the Board to keep the existing Aquifer District area but to update  
125 the language so the regulations are more stringent. Ms. Hollasch asked what the changes in the  
126 language will change for Stratham's water from the current aquifer and will any language affect  
127 positive change? Mr. Connors proposed increasing regulations a bit since the town does have  
128 water quality issues, and these issues should be addressed, but Mr. Connors did not want to go as  
129 far as was proposed. Ms. Hollasch asked if the storm water language exists in the different

130 regulation and if it applies to any new construction and additions. Mr. Connors affirmed this. Mr.  
131 Zaremba asked if the Board does not expand the Aquifer Protection District is the board still  
132 looking to change the actual ordinance for the actual aquifer protection district? Mr. House said  
133 it needs to be looked at again since it has been a while since it has been looked at and particularly  
134 if it is going to be made more restrictive. Mr. Connors said it is probably due for an update since  
135 this section of the ordinance is roughly 22 years old. Mr; Houghton said stormwater mitigation  
136 needs to be tightened up to ensure it is being treated and not contaminating source or drinking  
137 water. Mr. Houghton advocated that increasing regulations townwide makes sense. Mr.  
138 Kunowski asked if it goes before the town in March? Mr. Connors responded that it depends  
139 upon what is decided upon; if the aquifer district is changed that is part of the Zoning Ordinance  
140 which the Town would need to vote on. However changes to the Site Plan/Subdivision  
141 Regulations could be handled through the public hearing process.  
142

143 **b. Update on and discussion of Invest New Hampshire Housing Grant Program**

144 Mr. Connors gave an update on the InvestNH grant program initiated by Governor Sununu  
145 mentioned using federal ARPA funds. The Governor proposed to put \$100 million toward  
146 housing. This was approved in early May, but the funding has not opened yet. A document was  
147 handed out detailing how the grant funds will be applied, including the different grant funding  
148 opportunities available. Mr. Connors described the different categories of funding available,  
149 including grants for projects that increase workforce housing (available to both developers and  
150 municipalities), planning grants, and demolition grants to support demolitions necessary to build  
151 new housing.  
152

153 Mr. House asked if there was a timeframe to use this money? Mr. Connors replied that  
154 applications open June 20<sup>th</sup>. The Board discussed the Stoneybrook Lane and former Technical  
155 College projects and if they might be projects that could be supported through the program. Mr.  
156 Connors said that if the projects included workforce housing and were moving toward approval  
157 and necessary permits, they might be eligible.  
158

159 The Board discussed on how the money would need to be spent. Mr. Connors said he wasn't  
160 aware of any requirements associated with how a municipality spends the grant funds.  
161

162 **a. Miscellaneous Community Planning Issues**

163 Mr. Connors gave an update that he is trying to organize the first Route 33 Heritage Advisory  
164 Committee meeting so they can the Town can begin accepting applications for the new zoning  
165 district that was approved in March.  
166

167 Mr. Connors gave an update on the Aberdeen West appeal. He mentioned that it is going to court  
168 on June 22, 2022 and the town has to file a brief which is due on June 10<sup>th</sup>. Mr. Connors is  
169 working with the Town attorneys to get that prepared.  
170  
171

172 **4. Adjournment:**  
173

174 Mr. Houghton made a motion to move into a non-public session to discuss a legal matter at 7:59 pm.  
175 The motion was seconded.

176  
177 A motion was made to go back into public. Ms. Hollasch seconded the motion. Mr. House made a  
178 motion to adjourn the meeting at 8:04 pm. The motion was seconded by Mr. Zaremba. All voted in  
179 favor and the meeting was adjourned.  
180

DRAFT



# TOWN OF STRATHAM

*Incorporated 1716*

10 Bunker Hill Avenue · Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

Code Enforcement/Building Inspections/Planning 603-772-7391

Fax (All Offices) 603-775-0517

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**TO:** Planning Board Members  
**FROM:** Mark Connors, Town Planner  
**FOR:** June 22, 2022  
**RE:** **Route 33 Heritage Advisory Committee & Application Fees**

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The newly formed Route 33 Heritage Advisory Committee held their first meeting on June 16, 2022 and approved its own Rules of Procedure and Application form. The Advisory Committee decided to set its monthly meeting date as the first Wednesday of the month at 5:30 pm. Although meetings may be cancelled if there are no new applications. The Advisory Committee discussed and recommended that the Planning Board adopt the following fee structure of the District:

**APPLICATION FEES:**

Existing Residential/Agricultural Application: <i>No commercial uses or additional housing units proposed.</i>	\$50.00
New Residential Application: housing unit <i>Where additional housing unit(s) is/are proposed.</i>	\$100.00* + \$75.00* per new
Minor Commercial/Mixed Use Application: <i>Adaptive re-use projects, architectural and/or exterior modifications or additions/new construction in which no more than 1,500 square-feet of additional interior space is proposed.</i>	\$100.00*
Major Commercial/Mixed Use Application: <i>In which more than 1,500 square-feet of additional interior space is proposed.</i>	\$200.00*

*\*-Site Plan and/or Conditional Use Permit application fees may also apply.*

The fees were structured to be the lowest for more minor residential applications and higher for larger projects where Town reviews and administration would be more extensive. Since the Planning Board is the regulatory body for the Heritage District, the Planning Board must approve the fee structure as part of a public hearing. The Planning Board should discuss if these fees are acceptable or if changes are desired. Once the Board reaches agreement on the fees, Staff would recommend the Board set a public hearing to approve the fee structure.



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Tel. 603-772-7391 Fax. (603) 775-0517

E-mail. [planning@strathamnh.gov](mailto:planning@strathamnh.gov)

Date Received

| Fee:

## ROUTE 33 HERITAGE DISTRICT APPLICATION

Applications which require Site Plan Approval and/or Conditional Use Permit Approval must include completed Site Plan and/or Conditional Use Permit applications.

PRIMARY PROJECT CONTACT: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_ MAP & LOT: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

OWNER(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**ENGINEER and/or ARCHITECT INFORMATION (if applicable):**

ENGINEER: \_\_\_\_\_ FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

ARCHITECT: \_\_\_\_\_ FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

DESCRIPTION OF PROPOSED PROJECT: \_\_\_\_\_

EXISTING INTERIOR SQUARE-FOOTAGE: \_\_\_\_\_ PROPOSED ADDITIONAL AREA: \_\_\_\_\_

*By signing this application, you are agreeing to all rules and regulations of the Town of Stratham, and are agreeing to allow agents of the Town of Stratham to conduct inspections, during normal business hours, of your property, to ensure compliance with all Stratham Zoning and Site Review regulations while your application is under consideration and during construction phases.*

APPLICANT'S SIGNATURE: \_\_\_\_\_

**OWNER'S DECLARATION (if third party professional will represent owner):**

I/We (property owner) \_\_\_\_\_ of the land located at \_\_\_\_\_,

Stratham, NH do hereby authorize (name) \_\_\_\_\_ of (firm) \_\_\_\_\_

to serve as my agent before the Stratham Route 33 Heritage Advisory Committee and Stratham Planning Board.

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**APPLICATION FEES:**

Existing Residential/Agricultural Application: <i>No commercial uses or additional housing units proposed.</i>	\$50.00
New Residential Application: <i>Where additional housing unit(s) is/are proposed.</i>	\$100.00* + \$75.00* per new housing unit
Minor Commercial/Mixed Use Application: <i>Adaptive re-use projects, architectural and/or exterior modifications or additions/new construction in which no more than 1,500 square-feet of additional interior space is proposed.</i>	\$100.00*
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**TO:** Planning Board Members  
**FROM:** Mark Connors, Town Planner  
**FOR:** June 22, 2022  
**RE:** **Stratham Open Space Plan**

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The Town has budgeted funds in the Capital Improvement Program to launch the Town's Open Space and Connectivity Plan this year. Approximately \$45,000 are budgeted for this year and the next to support this effort, which emerged as a key recommendation of the Stratham 2019 Master Plan Update. On June 16, 2022, the Town hosted a lunchtime session with representatives from various Town boards and committees to provide an introduction to Open Space Planning, including examples from other communities, and to gather input into what areas would be most important for this planning effort in Stratham to address.

The Town has invested significantly in open space protection, conservation, and acquisition particularly over the last 25 years and today approximately 24 percent of Stratham's land area is protected in some form in perpetuity.

Staff will present an abbreviated version of the presentation to the Planning Board and take the Board's input on what areas are most critical for the plan to focus on.



# An Introduction to an Open Space Plan

June 16, 2022

# Today's format

- LUNCH!
- Welcome – *David Moore, Town Administrator*
- Open Space Planning in Stratham – Mark Connors, Town Planner
- Nuts and Bolts of an Open Space Plan/Examples from other communities – *Steve Whitman, Resilience Planning & Design*
- Survey Input – Mark Connors, Town Planner
- Group Discussion/Your Comments!

# Capital Improvement Program/Investments

- Open Space, Parklands, & Connectivity Plan, 2022-27 CIP
- Approximately \$45,000 allocated
- Between 2009 and 2019, Land Conservation Fund funded in CIP from \$15,000 to \$35,000
- Beginning in 2017, Heritage Preservation Fund funded to \$50,000 (slated to sunset in 2023)
- \$5,000,000 Bond approved for Land Conservation in 2002
- Funding commitments to bicycle/pedestrian improvements

# 2019 Master Plan

- Expand trail network/Trails Master Plan
- Stratham Hill Park Master Plan
- Inventory/Publicize Open Space lands/recreation facilities
- Guidelines/Priorities for acquiring new open space lands
- Management plans for individual open space areas
- Preserve remaining historic structures, barns, homesteads
- Continue use of conservation/agriculture easements – ag easements should allow for diverse agricultural uses

# Growth of Stratham

- 1790 Population: 882
- 1920 Population: 542
- 1950 Population: 759
- 1960 Population: 1,033
- 1970 Population: 1,512
- 1980 Population: 2,507
- 1990 Population: 4,955
- 2000 Population: 6,355
- 2010 Population: 7,255
- 2022 Population: 7,669



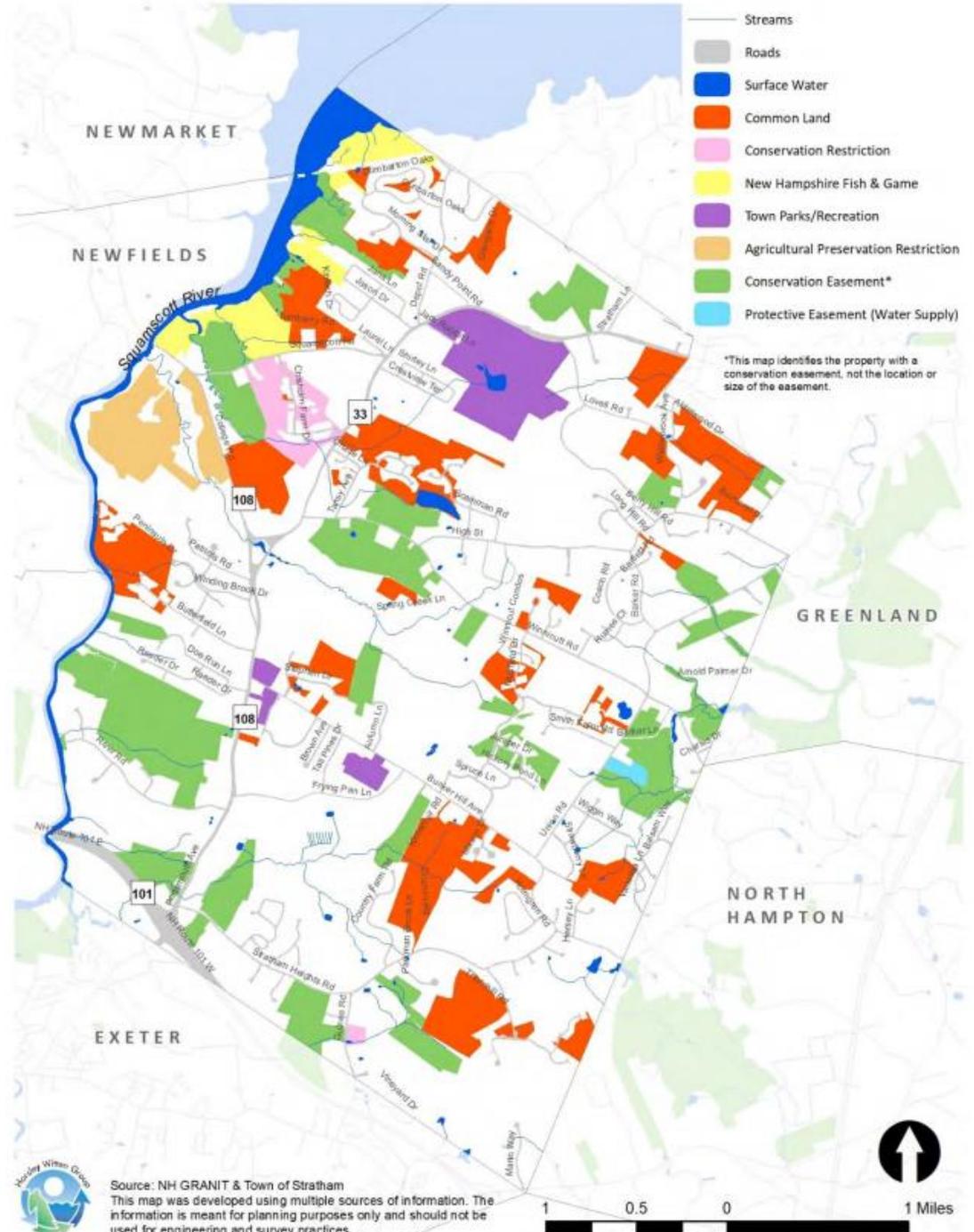
# Protected Open Space - Stratham

- Land Protected Under Conservation/Agricultural Easements:
  - 1,729.6 acres
- Land Owned by NH Fish & Game Department:
  - 115.1 acres
- Land Owned by Town of Stratham:
  - 486 acres
  
- Total: 2,330.7 acres
- Total Town Acreage: 9,664.7 acres
- Approximate Share of Stratham Land: **24%**

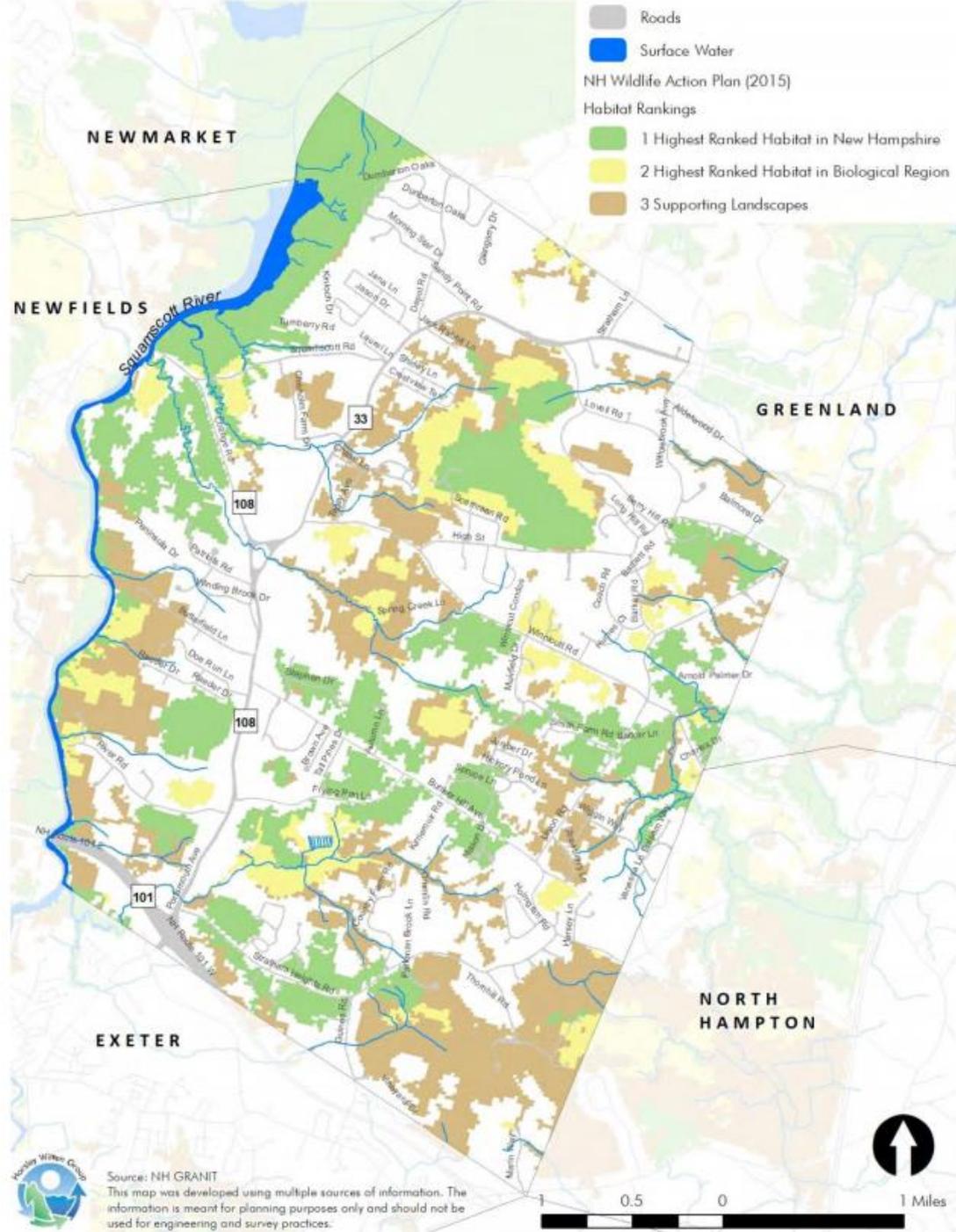
# Agricultural Land- Stratham



- Approximately 1,980 acres of Agricultural land (high estimate)
- Approximately 1,080 acres of Protected Agricultural land
- 3,490 acres of Agricultural land in 1953
- Loss of agricultural land but less pronounced than many other NH communities



Source: NH GRANIT & Town of Stratham  
 This map was developed using multiple sources of information. The information is meant for planning purposes only and should not be used for engineering and survey practices.

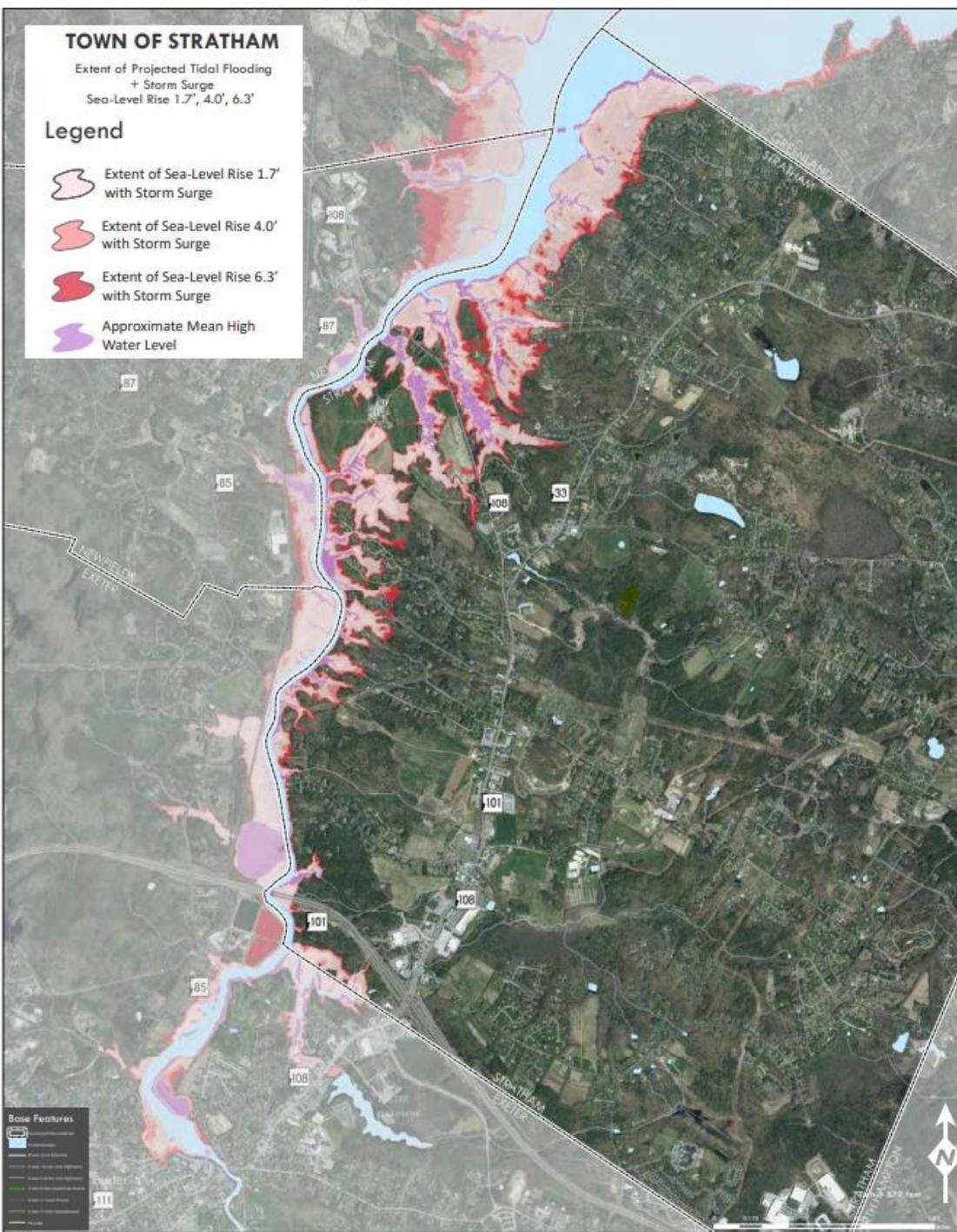


# TOWN OF STRATHAM

Extent of Projected Tidal Flooding  
+ Storm Surge  
Sea-Level Rise 1.7', 4.0', 6.3'

## Legend

- Extent of Sea-Level Rise 1.7' with Storm Surge
- Extent of Sea-Level Rise 4.0' with Storm Surge
- Extent of Sea-Level Rise 6.3' with Storm Surge
- Approximate Mean High Water Level



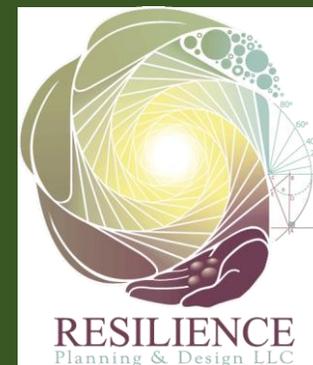
### Base Features

- Water
- Wetlands
- Open Space
- Residential
- Commercial
- Industrial
- Public Works
- Other



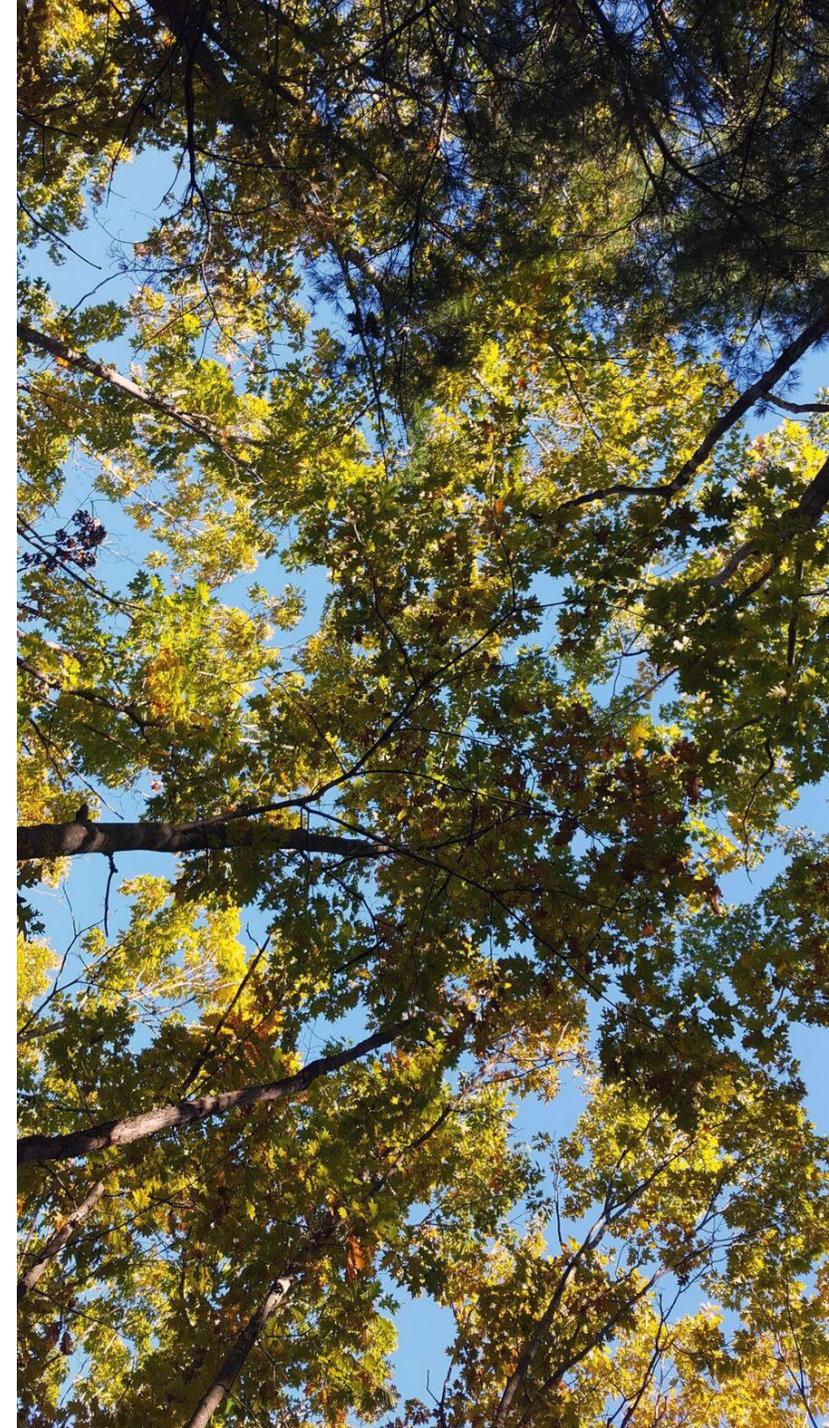
**Stratham, NH**

# **OPEN SPACE PLANNING**



# OUTLINE

- Introductions
- Open Space Planning
- Related Project Experience
- Questions

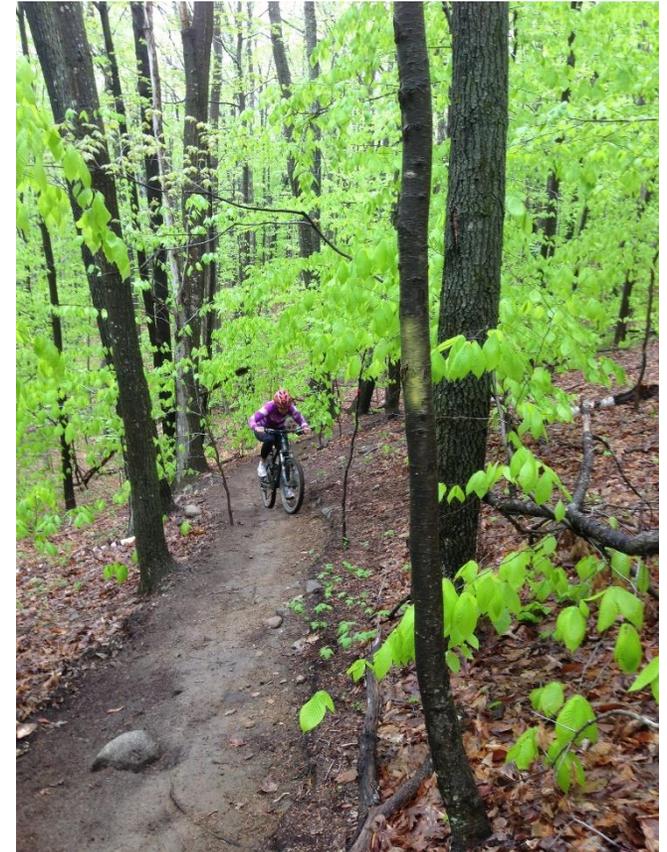
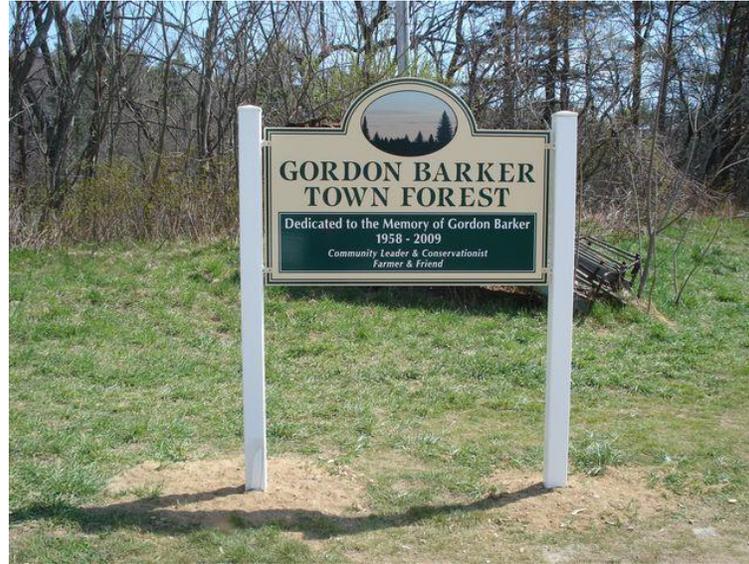
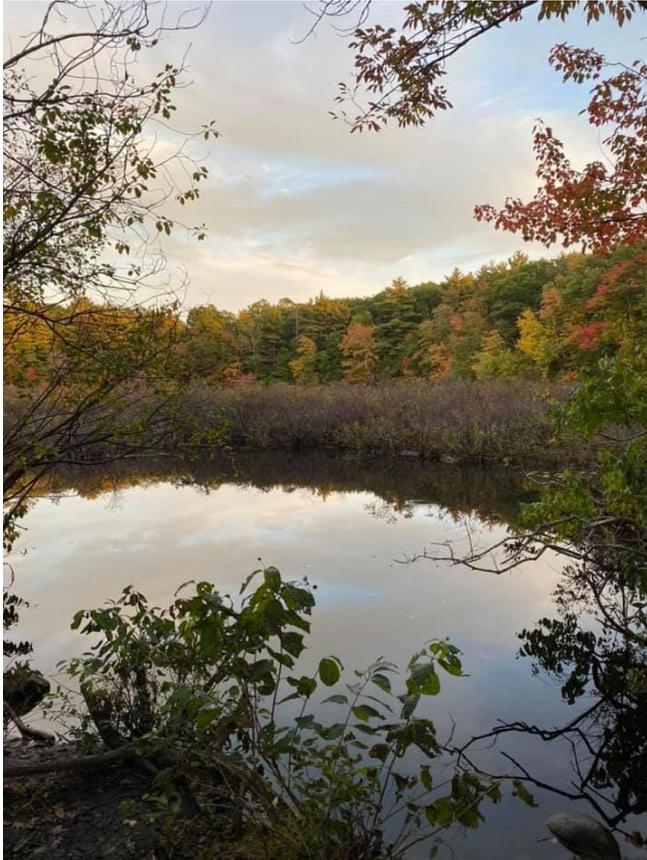


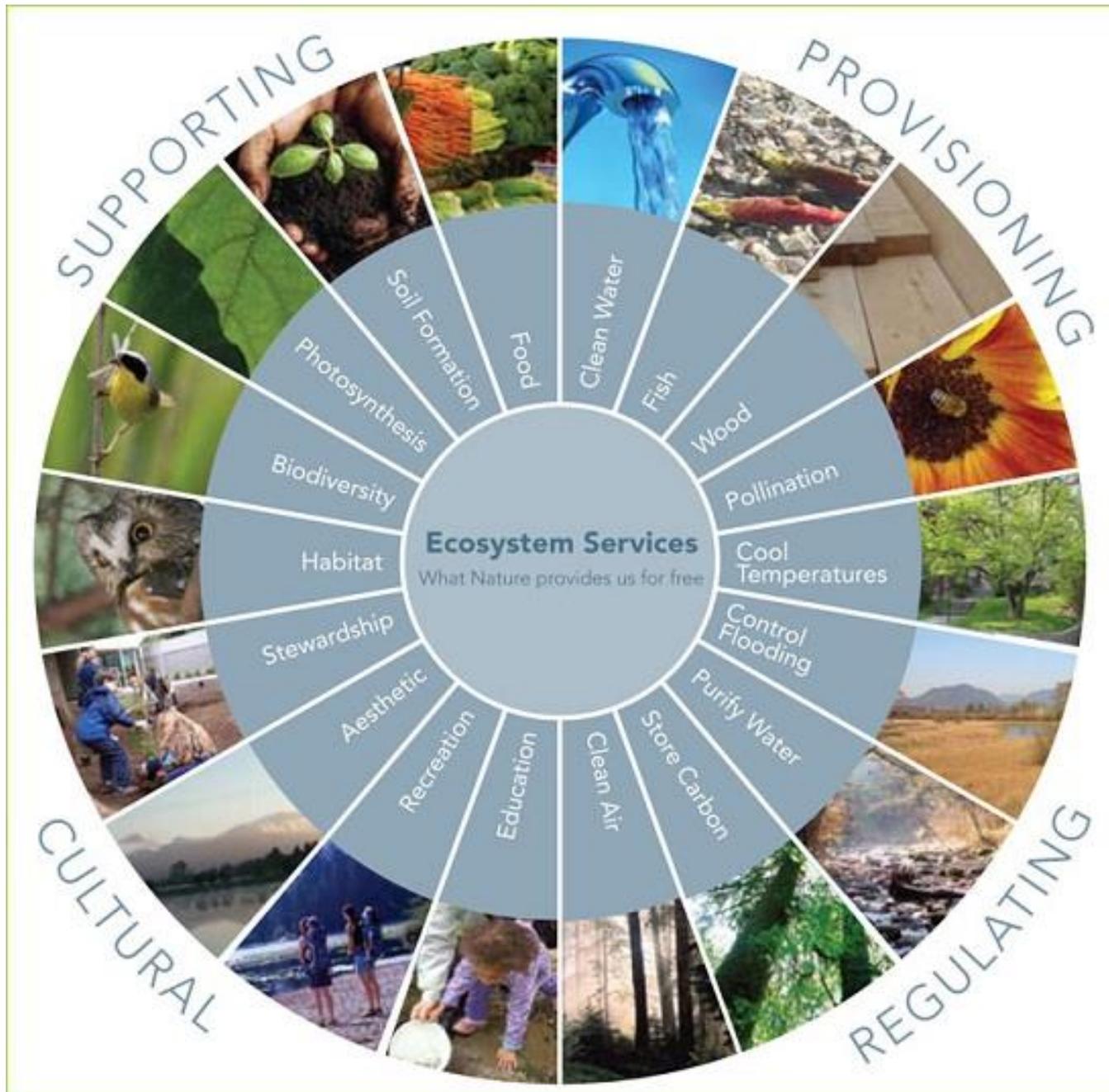
# Resilience Planning & Design



# OPEN SPACE PLANNING

## A NETWORK OF **GREEN INFRASTRUCTURE...**



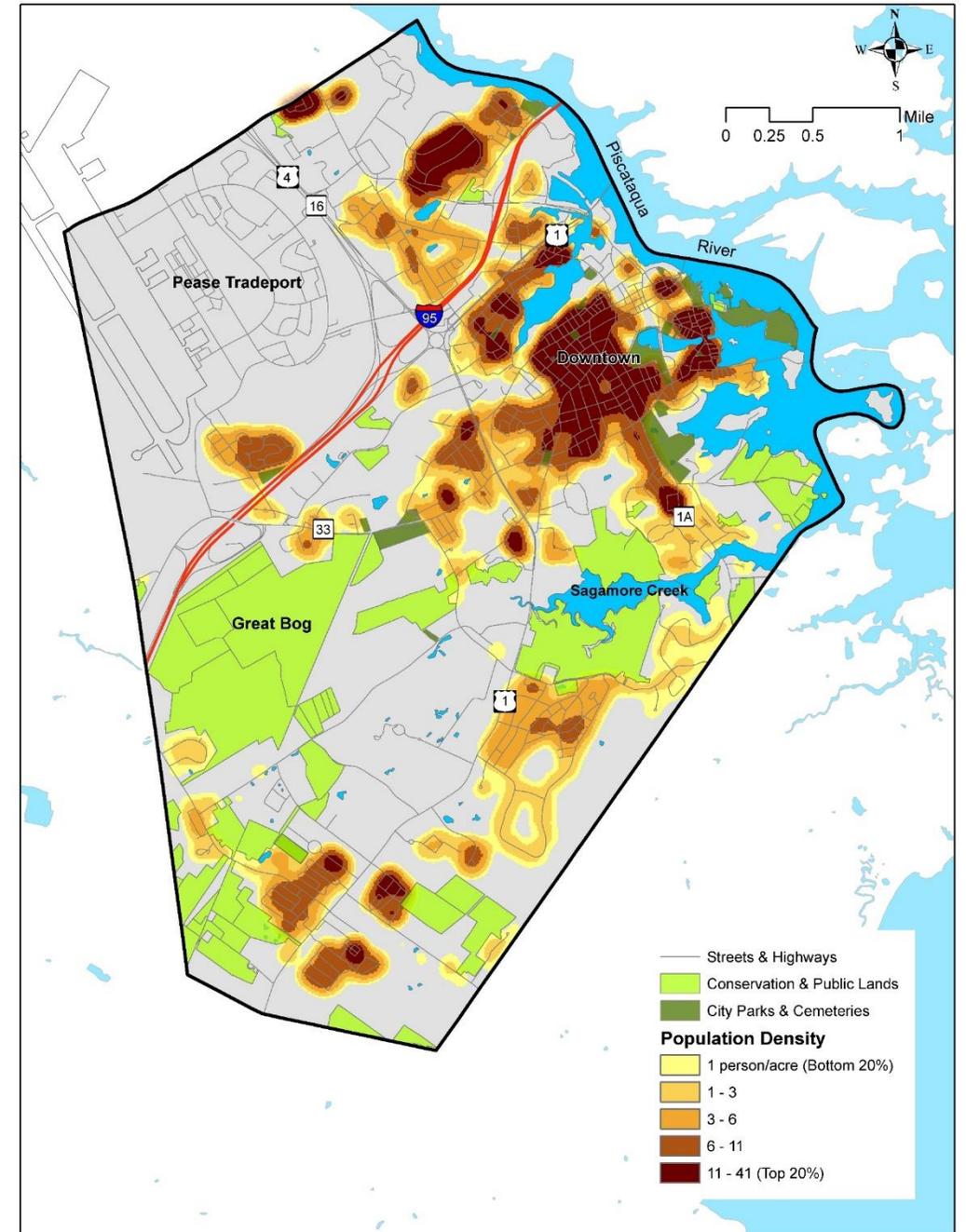


This Living Infrastructure Provides a range of Benefits...

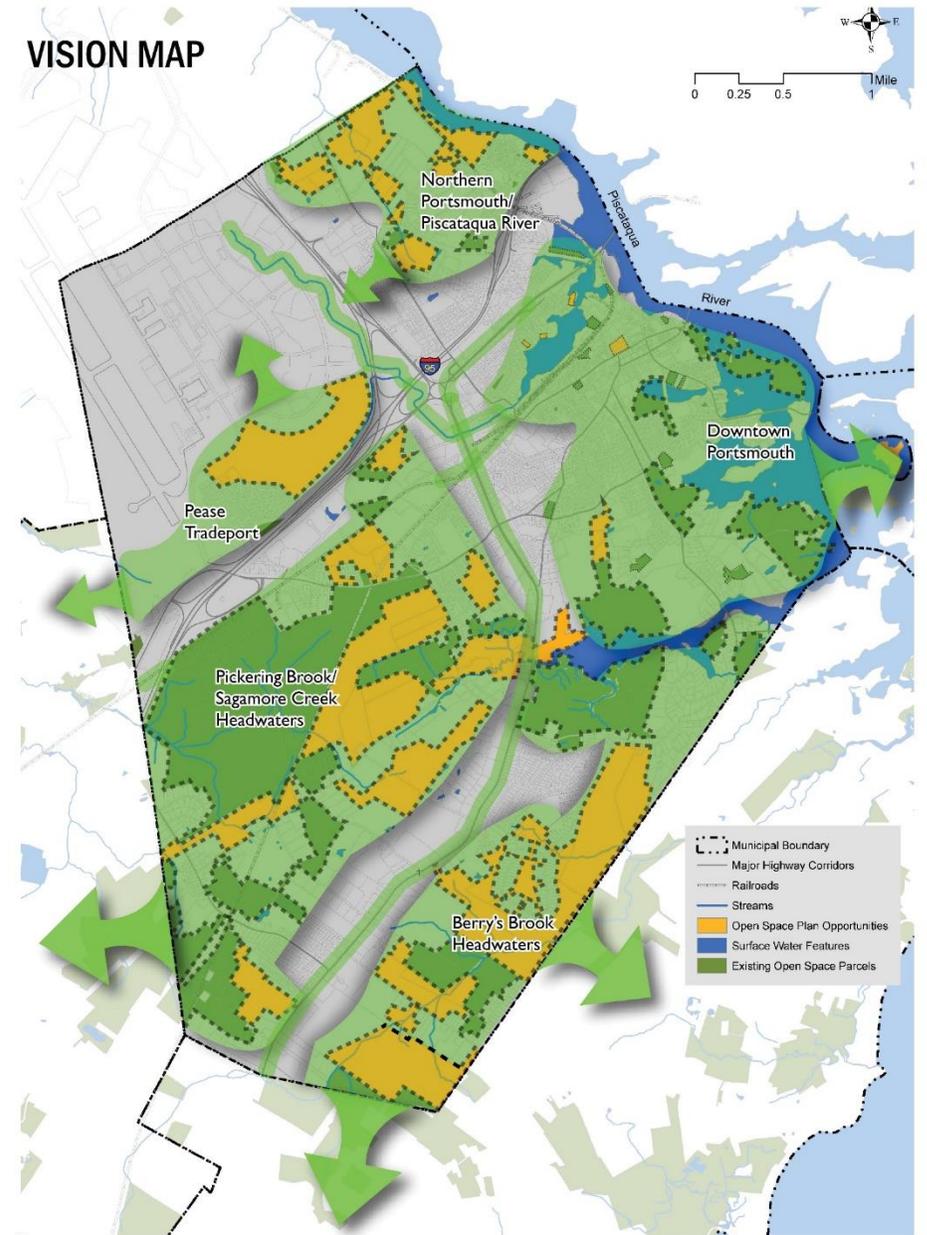
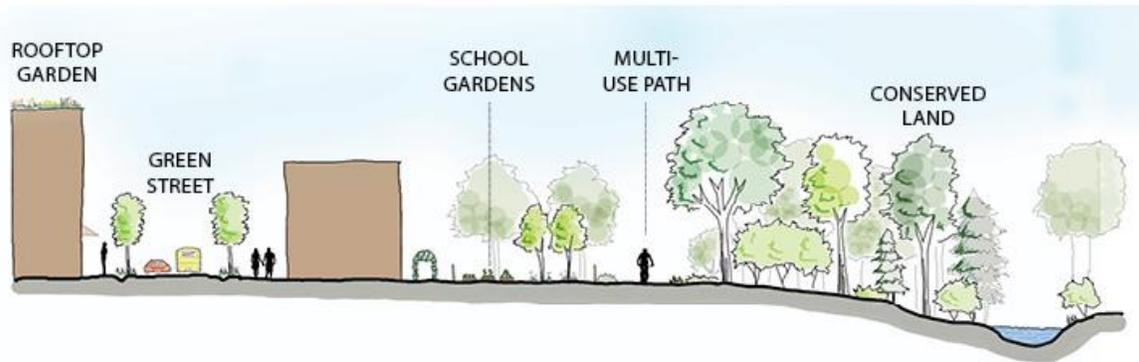
# ELEMENTS OF AN OPEN SPACE PLAN

- Inventory
- Analysis
- Outreach and Engagement
- Action Planning
- Documentation

# PORTSMOUTH, NH OPEN SPACE PLAN



# PORTSMOUTH, NH OPEN SPACE PLAN



# BURLINGTON, VT

## OPEN SPACE PLAN



# BURLINGTON, VT OPEN SPACE PLAN



## NATURE-BASED CLIMATE SOLUTIONS

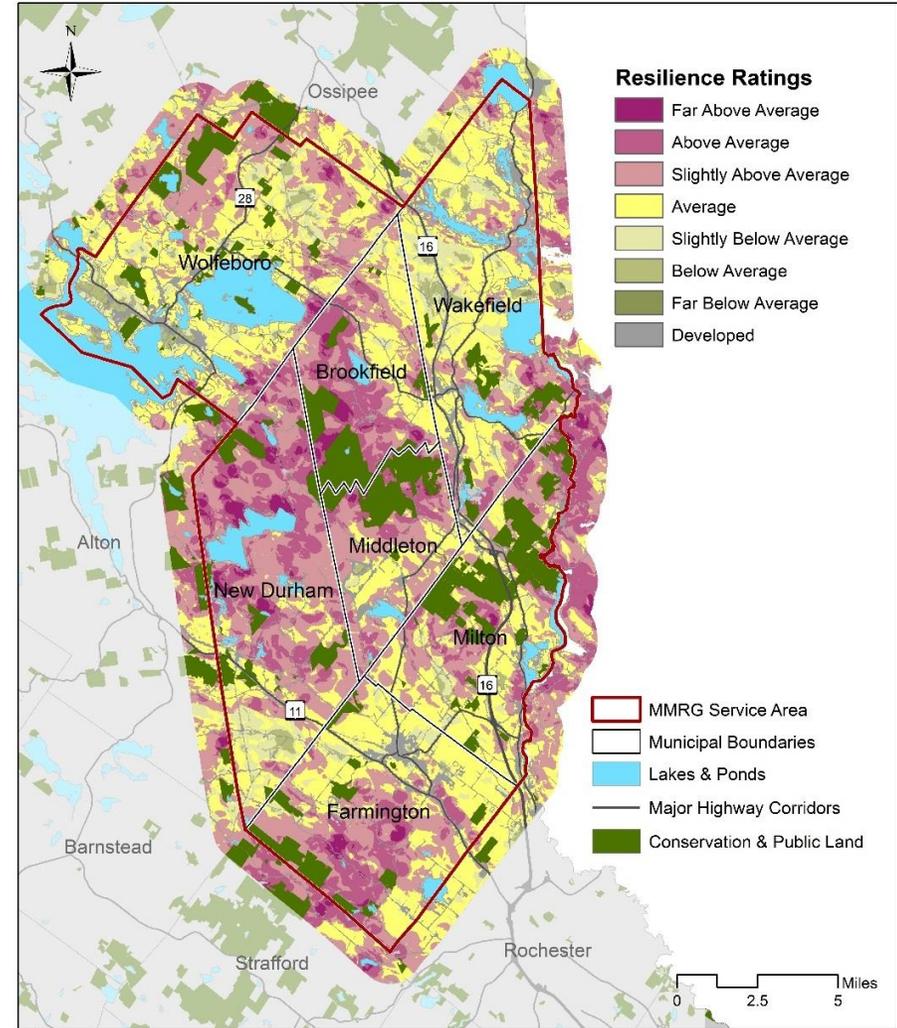
An Addendum to the Burlington Open Space Protection Plan

February 2022

# MOOSE MOUNTAINS REGIONAL GREENWAYS



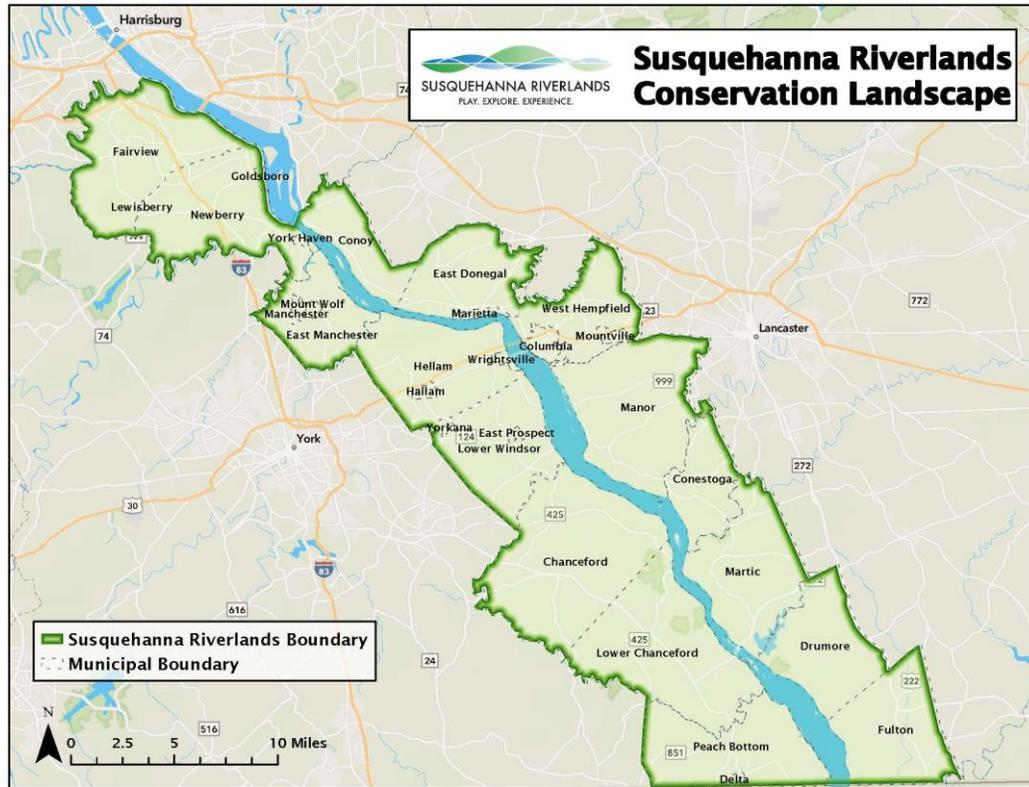
# MOOSE MOUNTAINS REGIONAL GREENWAYS



Climate Change Resilience

# CONSERVATION LANDSCAPES

## PENNSYLVANIA

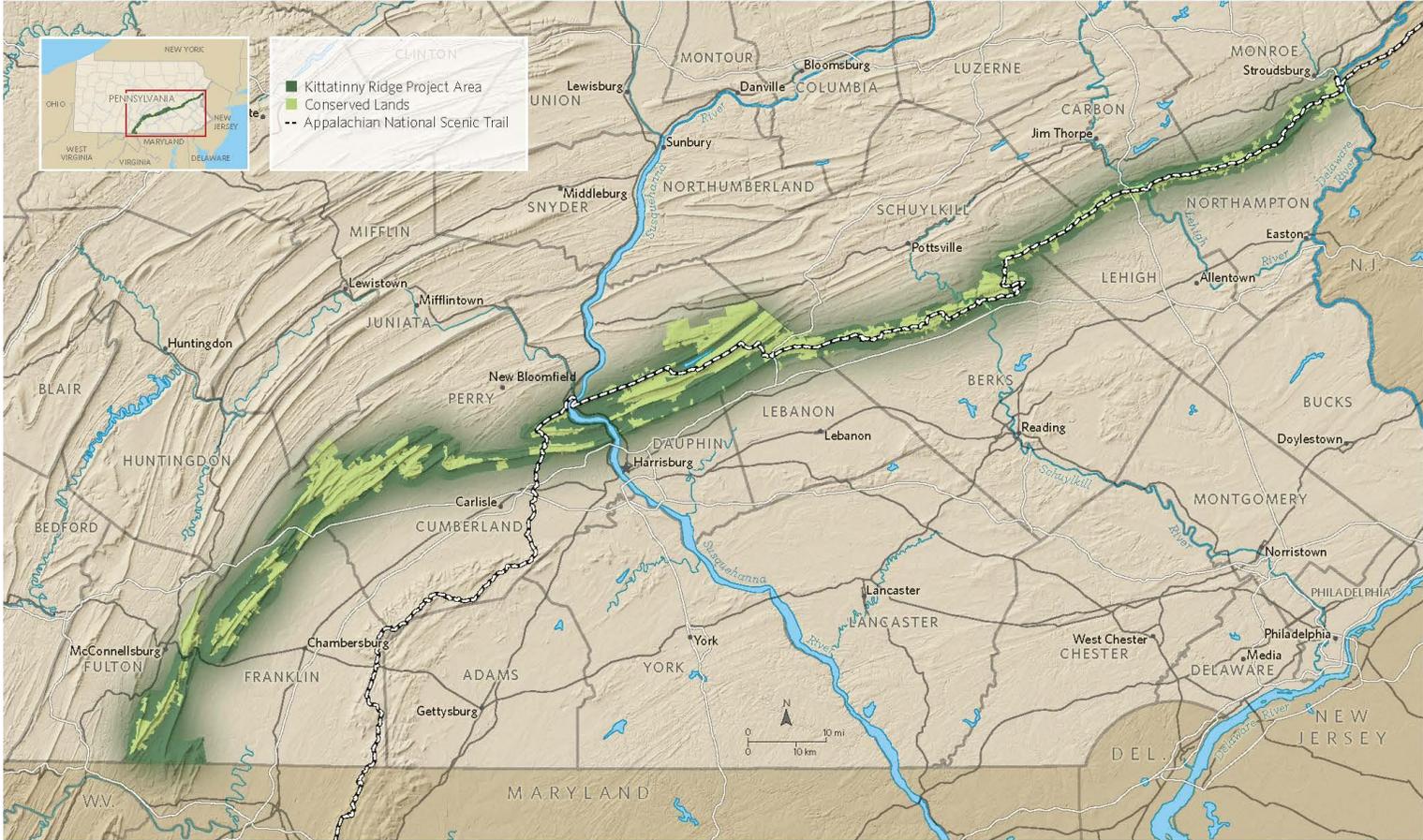


### Integrated Land Management: All Identified Partners



# CONSERVATION LANDSCAPES

## PENNSYLVANIA



This brochure was financed in part by a grant from the Environmental Stewardship Fund under the administration of the Pennsylvania Department of Conservation and Natural Resources, Bureau of Recreation and Conservation.

QUESTIONS?



**RESILIENCE**  
Planning & Design LLC

# What are we doing well?

- Good inventory of Open Space
- Stratham Hill Park management
- Town prioritized land conservation
- Large investment in Open Space 20 years ago
- Town has done 'remarkably well' in preserving undeveloped parcels

# Challenges

- Communication – sharing open space inventory with residents
- Townspeople don't know rules for accessing protected lands
- Lack of big push by Town/CC to obtain more conservation funds/matching dollars
- Lack of communication with property owners
- Landowners see preservation toward more profitability lense

# Role of Land Use Planning/Regulations

- Need to revisit 2-acre lot minimum, makes town less affordable
- Additional source water protection regulations
- Need public water and sewer to focus development where it should be
- Balance could be improved

# Open Space Plan should focus on...

- Focus on agricultural lands currently not protected
- Focus on environmental and farmland protection
- Management plan that clarifies Town responsibilities and Commission/staff roles
- Advertizing Open Space offerings and levels of public access