



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

3 North Lowell Road, Windham, New Hampshire 03087
(603) 432-3806 / Fax (603) 432-7362
www.WindhamNH.gov

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Planning Board Minutes

March 2, 2022

7:00 pm at Community Development Meeting Room
3 North Lowell Road

Attendance:

- Chair, Derek Monson, Excused
- Vice Chair Joe Bradley, Excused
- Jennean Mason, Present
- Jacob Cross, Excused
- Matt Rounds, Present, seated at 7:02pm
- Alan Carpenter, Present
- Tom Earley (alternate), Present seated for Mr. Bradley
- Dave Curto, (alternate), Present, seated for Mr. Cross
- Heath Partington, Board of Selectmen ex Officio, Excused
- Bruce Breton, Board of Selectmen ex Officio (alternate), Present
- Alexander Mello- Planner, Director, Community Development
- Renee Mallett- Minute Taker

The meeting opened at 7:00pm with the pledge of allegiance and the introduction of members.

Mr. Rounds was seated at 7:02am

**Case 2022-04 – 13 – 15 Rockingham Road (Parcels 13-A-9 and 13-A-10);
Major Final Site Plan; Zone – Commercial District A and Rt. 28 Access Management
Overlay District**

Mr. Maynard representing this application to construct a commercial building as well as a restaurant with covered patio seating. Mr. Mello explained that Mr. Keach was recommending easements be created so if one of the parcels were to be sold in the future that access and other amenities be shared by both owners.

Mr. Maynard gave the history of the two parcels. He showed how a proposed underground drainage system would handle the drainage of both lots. Mr. Maynard said DoT had reviewed the plan and only had a concern about the entrance into the development, which he has already addressed by eliminating a parking space.

Mr. Maynard said the commercial building would feature an order ahead restaurant on the right side and a bank to the left. Both would be serviced by a one-way flow of traffic around the back of the building. He said parking was calculated as if the existing building, proposed restaurant and commercial

42 building shared the entirety of the parking lot. He said the existing building has two septic systems and that
43 would be another shared feature among the three buildings.

44 The application is asking for several waivers, including HISS soil maps, parking and driveway
45 setbacks, total number of parking spaces (150 required, 126 proposed), and the marking of 12 inch trees.
46 Mr. Rounds raised safety issues with the existing kennel and traffic flow. He asked if the road access around
47 the existing building could be made one way. Mr. Earley asked how construction would impact the existing
48 businesses. Mr. Maynard said temporary fencing would be put up.

49 Mr. Breton asked about an old well that was formerly on the site. Mr. Maynard showed where it
50 was located and said that the buildings would be serviced by municipal water. Mr. Curto said that part of
51 the Rail Trail was a snow mobile corridor and asked about access to the restaurant.

52 Mr. Carpenter asked what signage was planned. Mr. Maynard said it would be the same sign as at
53 the existing building. He was concerned about two drive through windows sharing one lane. Mr. Earley
54 agreed that it seemed like people would be pulling in and out of the queuing line for the two businesses.
55 Mr. Maynard said there was enough room for cars to do so. He said that Mr. Keach had said he thought it
56 could work as long as additional signage was used.

57 Mr. Carpenter cautioned the board that they were approving a building, and could end up with
58 different tenants than they were originally imagining. He said future use could be greater than expected.
59 Mr. Carpenter further asked why a patio was shown when the proposed restaurant was being described as
60 a call ahead and pick up establishment. Mr. Maynard said it would also have outdoor seating.

61 Mr. Carpenter asked what would happen if the tenant mix proved to need more parking than what
62 was proposed. Mr. Maynard said he needed a variance to add parking spaces. Mr. Breton said he thought
63 there should be a bike rack near the middle building so people from the rail trail had a safe place to access
64 the building. Mr. Carpenter suggested ways for rail trail users to access the other buildings in the
65 developments.

66
67 **Mr. Breton made a motion to approve the seven requested waivers, for 603.2.4.12,**
68 **604.1.703.1.2, 703.1.4, 703.2., 702.2.3, 705.1, 702.5.1, as presented. Mr. Rounds seconded the motion. 6-**
69 **0, the motion passed.**
70

71 **Mr. Earley made motion to approve Case 2022-04, as presented. Mr. Rounds seconded the**
72 **motion. Mr. Carpenter suggested the motion be amended to include these additional conditions of**
73 **approval: that all items in the Keach-Nordstrom Memo of 2-23 be met, cross easement for the two**
74 **parcels be approved by town council, DoT driveway permit for Rt. 28 be issued, that the shared drive**
75 **through be single window (i.e bank and call ahead/pick up, not order on site), that an agreement be**
76 **reached with the Salem water department before any construction begin, that one way traffic**
77 **circumnavigating clock-wise around the existing building be required, and that the second story of the**
78 **middle building have pedestrian access to the main development and that a bike rack be placed. Mr.**
79 **Earley agreed to the suggested amendments and Mr. Rounds said his second still stood. 6-0, the motion**
80 **passed.**
81

82 **Case 2022-05 – 39 Roulston Road (Parcel 13-C-400); Major Final Site Plan**
83 **and WWPDP Special Permit; Zone – Professional, Business, and Technology and**
84 **WWPD**

85 Mr. Karl Dubay representing this application to put a second addition onto the Windham Woods
86 school, with associated parking.
87

88 **Mr. Rounds made a motion to open Case 2022-05. Ms. Mason seconded the motion. 6-0, the**
89 **motion passed.**

90
91 Mr. Dubay reviewed the comments made by the DRC and TRC. He said he has addressed all but two
92 of the comments on the Keach-Nordstrom memo associated with this application. The two exceptions
93 involve moving one of two stone pillars that are located on the site. Mr. Dubay said Mr. Keach had
94 proposed that the new and existing parking lots be marked one way but the applicant was asking to not do
95 that as they felt the current traffic flow worked well.

96 Mr. Dubay reviewed the parking calculations and how he did not feel they accurately reflected the
97 needs of the school. He is looking for a waiver of 26 parking spaces. Mr. Breton asked the board why so
98 many parking spaces were required. The applicant, Ryan DeJoy of 6 Christie Road, addressed the board. He
99 clarified that the school was not looking to expand, per se, but rather was looking to create additional
100 classrooms in order to create smaller learning spaces.

101 Ms. Mason asked for more information on the drainage. Mr. Dubay showed how drainage would
102 flow from the site to catch basins before being moved to the edge of the parking. Mr. Carpenter asked if
103 drainage swales could be put in the WWPD per the ordinance. Mr. Mello said it was an allowed use per
104 601.3.4. Mr. Carpenter asked for confirmation that the fire department did not have issue with access to
105 the site.

106
107 **Mr. Carpenter opened and closed the session to public comment.**

108
109 **Mr. Rounds made a motion to approve the WWPD special permit conditional on site plan**
110 **approval. Mr. Breton seconded the motion. 6-0, the motion passed.**

111
112 Mr. Rounds made a motion to approve Case 2022-05 as presented. Mr. Earley seconded the
113 motion. Mr. Rounds withdrew his motion.

114
115 **Mr. Breton motioned to approve the requested waivers to 603.2.4, 703.2.4 and 705.2.3 as**
116 **presented. Mr. Rounds seconded the motion. 6-0, the motion passed.**

117
118 **Mr. Rounds made a motion to approve Case 2022-05. Mr. Breton seconded the motion. Mr. Curto**
119 **asked for a copy of the updated plan set. Mr. Rounds amended his motion to include that all items but #7**
120 **on the Keach-Nordstrom memo associated with this application being met to staff's satisfaction was a**
121 **condition of approval. Mr. Breton said his second still stood. 4-2, with Mr. Carpenter and Ms. Mason**
122 **opposed as they felt they had not been given an updated plan set in time to make an educated vote on**
123 **the case.**

124 125 126 **New/Old Business**

127
128 Mr. Mello said silt was going into Flat Rock Brook from a previously approved Midtrail Crossing
129 Development construction. He said the property owner was working with code enforcement to take care of
130 the issue. Mr. Curto asked if staff would be returning to the site and accessing a part of the property they
131 had not looked at during their initial visit. Mr. Mello said they would be monitoring the entire site.

132
133 Mr. Carpenter confirmed that the board would be meeting with Mr. Hoenberger on impact fees
134 during the second meeting in April. Mr. Mello said the Greater Salem Chamber of Commerce was hosting
135 an economic event at Castleton March 10th.

136
137 **Mr. Curto made a motion to adjourn the meeting 8:48pm. Mr. Breton seconded the motion. The**
138 **motion passed, 6-0.**
139