

DRAFT MINUTES- Development Review Board
Wednesday, April 10, 2024 – 6:30 pm (SITE VISIT – 5:45 PM – 809 Rockingham Road)

DRB Members: Chair Patrick Moyna, Vice-Chair Kath Martin, Travis Kemp, Thaddeus Guild
Development Staff Present: Ryan Gumbart (Land Use Admin)
Public Present: Joe DiBernardo, Donald Taylor, Erika Young, Richard Marcill, Michael Behn, Tena Mowrey
Suzanne Nigro (online), David Frothingham(online)

AGENDA

Call to Order: Meeting of the DRB was called to order by Moyna at 6:46 p.m.

1. Agenda Review- No changes to the agenda were made.
2. Public Comment (items not on the agenda)- No comments were received.
3. Approval of Minutes: March 13, 2024- Guild said **24.0131 should state ‘determined any use other than single family dwelling requires a minimum 2 acres.’** *Guild moved to approve the minutes of 03/13/24 as amended, Martin seconded, and motion carried.*
4. Public Hearing: Application 23.1221.Rug - 10 Acorn Street- Subdivision Review- Boundary Line Adjustment
 - a. **Continued from March 13, 2024**

Joe DiBernardo updated the Board on the ROW, the review included the variance application from Ruggiero. There is no ROW to the antenna site and there is no ROW to the abutting property. DiBernardo gave a recap of existing lots, the adjustments were to make the lots squarer and more usable. The variance was for Parcel 51 which would be decreased to 2.75 acres with the caboose structure located in the AF district requiring a minimum of 20 acres. The lot is in both the RR1 and AF zoning districts, but Moyna said the lot should conform to most restrictive. No changes to the application were made, just added tv cable site, and the variance. *Guild moved to close Ruggiero Hearing, Kemp seconded, motion carried.*
5. Public Hearing: Application 24.0122.Gin - 22 School Street – Conditional Use Review- Change of Use to Multiple Family Dwelling
 - a. **Requested hearing move to May 8, 2024** - *Guild moved to continue the hearing until the next meeting on May 8, 2024, at 6:30 p.m. seconded by Kemp, motion carried.*
6. Public Hearing: Application 24.0314.Ni – 45 Rockingham Street – Design Review – New Projecting Sign

Gumbart explained the reason why this needed a review before the DRB, because the sign will be in the Downtown District, and it is made of polyethylene. Nigro said they used the old ‘Good Buy Store’ sign for a model and changed the height to 40” to allow 15 feet between bottom of sign and the sidewalk. Martin confirmed that the new sign would hang 10” lower than previous sign. Moyna said the size is allowable. Reviewing the bylaw for signs in the Downtown Review District: a sign should be constructed of wood and metal; constructed for durability and should match the character. Nigro said it was made of high-density polyethylene, the material used in State Parks. Sign lettering was lasered, and there was no lighting. *Martin moved to close the hearing 24.0314.Ni – 45 Rockingham Street, seconded by Guild, and motion carried.*

7. **Public Hearing:** Application 24.0321.Rex – 809 Rockingham Road – Conditional Use and Site Plan Review - New Construction of a Convenience Store with Fuel Service

Gumbart said this application was a change of use with the convenience store and fuel with additional restaurant without lounge. The existing structure is non-conforming and distance from the front setback and new building will be a greater distance. Presented maps of the structure with a drive-through Dunkin Donuts to share the building with Sandri Sunoco. The fuel Island will remain in the same location but will be upgraded. Landscape plan with 6 ft. shrubs to screen from highway. The new building will be 4,025 square feet compared to current building and have 25 parking spaces. Current hours are 5 am-10 pm which may increase depending on season, and pumps are 24 hours. Martin asked about visibility from pole lights, based on desired cast of the light, none of the lights will hit the highway. Canopy lights are different, they are recessed and brighter. Martin mentioned the zoning requirements of the district, development should prevent light pollution, and add appropriate curb cuts, landscaping. She was concerned that permitting this could be encouraging strip development.

Young explained Sandri wants to beautify their stations. They were building to suit the neighborhood and referred to the design that could be a house. She said customers want easily accessed parking, clean bathrooms and to feel safe. The current store is dilapidated, and this design would reflect the Sandri image. Frothingham said much of the lot was undevelopable, so the trees will remain. Martin was concerned about the required 100 ft. setback. Frothingham said the rules allow the DRB to approve a non-conforming structure moved, expanded, updated without a variance. The 100 ft. requirement is mitigated by the on-ramp on the interstate, and the rear setback is met. He said this is more conforming. Guild asked about traffic flow on the curb cuts. They are both two-ways, and around the building is one-way. Lighting for exit signs in parking lot; entrance and exit. The signage is another application. The well is drilled and certified, and septic was approved but not installed. Act 250 through this process, this hearing was Step One. Moyna asked about the timeline. Project expected to start in July with 10–12-week construction period. Frothingham said the stormwater drainage follows the same pattern toward the highway into a drainage ditch. Front parking and next to building would be collected in a ditch with a sand filter. Roof top is directed to a dry well, in the drive through at the end of the building. Will maintain on site hydrology.

Signs are considered under site plan review for location, but dimensions and number of signs will be on a different application. *Moyna moved to close the hearing 24.0321.Rex – 809 Rockingham Road seconded by Guild, and motion carried.*

8. Rules of Procedure – Final copy at next meeting
9. Other Business - No other business
10. Adjournment - Guild moved to adjourn and enter deliberative session, seconded by Martin at 8:20 pm, motion carried.

Next Board Meeting- Wednesday, May 8, 2024, at 6:30 p.m.

Attest: _____ Recording Clerk Betsy M. Thurston _____
Betsy Thurston, Recording Clerk