

**December 7, 2021  
Planning Board**

**Present were: Regular Members:** Chair Lori Langlois, Tom McCue, Dan Whittet and Theodore Bosen; **Ex-Officio member:** Lise Barrette; **Alternate Member:** Henry Noel

**Excused were: Regular members:** Suzanne Wasileski, Anthony Valliere, and Brian Valerino; **Ex-Officio member:** Lucie Remillard; **Alternate Members:** Jennifer Lazzaro, Karen Collins and Amy George.

**Others Present:** Pamela Laflamme, Community Development Director; Michel Salek, Building Inspector.

Chair Langlois appointed Alternate Member Henry Noel as a voting member.

**Public Comments**

None

**Approval of November 2021 minutes**

Mr. McCue made a motion to approve the minutes of the November 2021 meeting. Mr. Whittet seconded the motion. All in favor, the motion carried.

**Capital Improvement Program – Presentation and Vote**

Ms. Laflamme explained that she did not have a completed presentation of the Capital Improvement Plan yet. She outlined the responsibilities of the Planning Board required by State Law. The Planning Board has the first opportunity to accept and review the Plan, then recommend it to the City Council. Ms. Laflamme discussed the makeup of the Plan which is divided up by departments with a summary sheet outlining the details of each project. This plan will in turn help the City Council with the budgeting process.

**Discussion – Proposed Zoning Changes – setbacks/minimum lot size/manufactured housing; signage/Rural Residential permitted uses**

Ms. Laflamme shared that decisions made by the Planning Board concerning the lot sizes, setbacks and signage will be brought to the City Council next week. The discussion concerning manufactured housing will continue as soon as Ms. Laflamme is able to review a sample ordinance and come up with new wording for our ordinance.

Ms. Laflamme shared an issue that has come up within the Rural Residential Zone permitted uses concerning Group Child Care. A Home Based Child Care Facility only allows for 6 children or less and Group A and Group B Child Care Facilities can have up to 12 young children. The Rural Residential Zone currently allows for Home Based Child Care Facilities but not Group Child Care Facilities Class A or B. The Residential Single Family allows for Home Based Child Care. Residential Two Family allows for Home Based and Group Class B permitted by Special Exception. Residential General allows for Home Based, Group Class B, and Group Class A by Special Exception. Business General allows for Group

Class A and B. Industrial Business allows for Group Class A and B by Special Exception. Jericho Gateway allows for Group Child Care Class A and B.

Ms. Laflamme explained that there was a question as to whether we would allow a Group Child Care Facility Class A or B in the Rural Residential Zone. She shared the list of all the current permitted uses for the Rural Residential Zone. Ms. Laflamme is asking the Planning Board if they would consider adding the Group Class A and B on the list of permitted uses of the Rural Residential Zone.

There was some discussion and it was confirmed that a site plan review would still be needed for any new facility, and if we included a need for a Special Exception it would involve the Zoning Board. A site plan review would include reviewing traffic congestion and patterns.

Mr. McCue made a motion to recommend to the City Council to add Group Child Care Facility Class A and B to the Rural Residential Zone. Mr. Whittet seconded it. All in favor, the motion carried.

### **Other**

None

### **Project Updates/Planner Comments**

Ms. Laflamme shared a summary of what took place at the last Master Plan Meeting. There was a Draft Vision with six elements which were discussed in detail. The format of the plan was discussed and it was decided that a Thematic Style would be used which would make it shorter with graphics and easier to read. There is also a Community Engagement Findings document which includes all the data collected from all the various meetings, discussions, and surveys.

Ms. Laflamme shared that all the pieces are in place for the Riverwalk BID to be put out as soon as she receives the ok from NH Department of Transportation. She hopes to have the BID out by January.

Mr. Salek asked about the status of the Greenhouse Project because he hasn't received any building applications yet. Ms. Laflamme says they have started doing site work but they haven't started building yet because they are waiting for materials. They have obtained an Air Permit from the NH Department of Environmental Services and there also has been a Revised Alteration of Terrain Permit obtained.

Mr. Salek asked about the Brown School project. Ms. Laflamme says they are bringing the Resolution for the sale to council soon. There was a city construction bond that was used for new windows which is being reviewed by the City's bond counsel. She also made the Planning Board aware of the new State law taking effect on January 1<sup>st</sup> that requires a community with a vacant school property to give an existing Charter School the first right of refusal for its use. There is an existing Charter School in Lancaster but its unknown at this time if they are interested in the building. New England Family Housing is aware of

this and they are moving quickly with obtaining an Environmental Engineer, their budget and grant funding.

Ms. Langlois asked about the situation along Jericho Road and the video that was posted on social media with blasting. Ms. Laflamme explained that there was some blasting with talk of it being the site of a new outdoor amphitheater, but this was done more for publicity and to generate excitement around the property. The blasting was at a permitted excavation area where the owners already have their permits for excavation.

Mr. McCue asked about the status of the 121 Main Street building. Ms. Laflamme said that the purchase and sale agreement has been worked on and is currently in the buyer's attorney's hands to be finalized.

#### **Public Comments**

None

#### **Member Comments**

None

#### **Adjournment**

There being no further business to come before the board, Mr. Whittet made a motion to adjourn, seconded by Mr. McCue. All in favor, the motion carried.

The meeting ended at 7:10pm.

Respectfully submitted,

Lise Barrette

\* Note: These minutes are unofficial until they have been accepted by the Planning Board by motion.