

1 **Official**

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3 **MINUTES**

4 **HOOKSETT PLANNING BOARD WORKSHOP**
5 **HOOKSETT TOWN HALL CHAMBERS (Room 105)**

6 **35 Main Street**

7 **Monday, September 25, 2023**

8 **6:00 PM**

9

10 **MEETING CALLED TO ORDER AT 6:05 P.M.**

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12 **PLEDGE OF ALLEGIANCE**

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14 **PROOF OF POSTING**

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16 **NOMINATIONS & APPOINTMENTS**

17

18 None

19

20 **INTRODUCE MEMBERS OF THE BOARD**

21

22 **PRESENT: Mike Somers (Vice-Chairman), Sheena Gilbert, Paul Scarpetti, and James Sullivan**
23 **(Town Council Representative)**

24

25 **ALTERNATES: Denise Pichette Volk**

26

27 **EXCUSED: Chris Stelmach (Chairman), D. Winterton, Robert Duhaime (Alternate) and David**
28 **Russel (Alternate)**

29

30 **NOT PRESENT:**

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32 **STAFF: Elizabeth Robidoux (Town Planner)**

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34 D. Pichette Volk will be a voting member this evening.

35

36 **WORKSHOP**

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38 **1. ZONING AMENDMENT SUBCOMITTEE**

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40 Discussion ensued regarding flood maps being updated. E. Robidoux stated the maps have to be ap-
41 proved by another agency before they are given to us for approval. It has been suggested that defini-
42 tions need to be added. J. Sullivan inquired as to how the base flood evaluation is calculated. E. Robi-
43 doux stated this is being updated federally. M. Somers also stated he would like to know what the base
44 flood is. J. Sullivan made a suggestion that at the next meeting if the board still doesn't have the infor-
45 mation a public hearing should be scheduled and if the board doesn't have the information based on

46 this outcome the board could vote to not have it placed on the ballot. E. Robidoux will bring a recom-
47 mendation for dates at the next meeting under other business.

48
49 J. Sullivan mentioned a zoning request brought to the board for 53 Martins Ferry Road. It is currently
50 zoned as MUD4 and the owners would like the zoning changed to MDR in order to have the zoning
51 consistent with the other homes in the neighborhood and, considering its historic significance, help pro-
52 tect the home from future demolition. He asked to see what the other houses in the area are zoned and
53 stated he would encourage that change. It was a board consensus that a motion will be made on this
54 item at the next scheduled board meeting to move this item to the public hearing.

55
56 P. Scarpetti stated that he would like to make a proposal that the zoning ordinance and development
57 regulations should state that frontage on homes should be contiguous. M. Somers gave an example of a
58 home that has a 15' right of way that got the owner back to where he was going to build his house,
59 however, on other side there was 150' of frontage.

60
61 S. Gilbert mentioned a possible amendment to the development regulations regarding the inconsistency
62 with the language around the regulations of the width of driveways. S. Gilbert stated she should would
63 like to see consistency along with the consideration of cost.

64
65 J. Sullivan asked members of the Planning Board if they are comfortable keeping College Park Drive
66 MUD1 instead of MUD2. Board discussion ensued on the draft master plan idea of development to that
67 area, the wetlands in that area, and space. S. Gilbert spoke about a presentation that was done on a po-
68 tential walkable shop-able town center with commercial and residential, if allowed. She also stated that
69 if this area was changed from commercial it would be difficult to bring back. P. Scarpetti mentioned
70 that mixed use could be looked at. E. Robidoux cautioned board on proposing an amendment on some-
71 thing that is still going through the legal process and stated the official written opinion has not been is-
72 sued yet.

73
74 S. Gilbert stated that the board should be looking at what MUD means at all stages. M. Somers read
75 what is allowed in MUD1. E. Robidoux mentioned that if you have a mixed use zone and you don't
76 specify a percentage or when a CO will be issued there is the potential for them to come in with an ap-
77 proved plan and put in the residential and not the commercial.

78
79 M. Somers mentioned that when Dominos was built the board gave them a waiver for retail space be-
80 hind Dominos and that development should be underway. He stated that it has been close to a year and
81 they have not done anything, therefore, the question needs to be asked of when they are planning to
82 build. E. Robidoux advised the board that escrow should be tied to that.

83
84 S. Gilbert asked who the members of the Zoning Amendment Sub-Committee are and discussion en-
85 sued on moving forward with those meetings.

86
87 P. Scarpetti left the meeting at 6:43 pm.

88 89 **2. RULES OF PROCEDURE**

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91 J. Sullivan questioned the allowed number of alternates allowed on the planning board.

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93 Discussion ensued regarding the order of business for hearings, recusal, and site walk procedures. The
94 Town of Durham’s procedures were used as an example. Also discussed was the difference between a
95 public hearing and a public meeting.

96
97 M. Somers mentioned the language regarding the chairman calling the meetings. It was agreed the lan-
98 guage should read “The Chair calls and presides over all meetings.” D. Pichette Volk mentioned that
99 the language should be amended to read that if both the chairman and vice-chairman are not present a
100 quorum can determine who would chair that meeting.

101
102 Derry’s Code of Conduct was referenced regarding language about conduct during a board meeting.

103 104 **3. MASTER PLAN**

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106 Discussion ensued regarding plans to move forward with and target dates for the master plan.

107 108 **ADJOURNMENT**

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110 S. Gilbert *motioned to adjourn at 7:41 pm. Seconded by J. Sullivan. **Motion carried unanimously***
111 **with a vote of 4-0.**

112
113 **The next regularly scheduled meeting of the Planning Board will be held October 2, 2023 at 6:00**
114 **pm.**

115
116 **Respectfully submitted by,**

117
118 **/s/ AnnMarie Scott**

119
120 **AnnMarie Scott**
121 **Recording Clerk**