

1 **Official**

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3 **MINUTES**

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

6 **35 Main Street**

7 **Monday, March 4, 2024**

8 **6:00 PM**

9

10 **MEETING CALLED TO ORDER AT 6:00 PM**

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12 **PROOF OF POSTING**

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14 **PLEDGE OF ALLEGIANCE**

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16 **INTRODUCE MEMBERS OF THE BOARD**

17

18 **PRESENT:** Chris Stelmach (Chairman), Mike Somers (Vice-Chairman), Robert Duhaime,  
19 Sheena Gilbert, David Russel, and James Sullivan (Town Council Representative)

20

21 **ALTERNATES:** Denise Pichette Volk

22

23 **EXCUSED:** Paul Scarpetti

24

25 **NOT PRESENT:**

26

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

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29 **D. Pichette Volk will be a voting member at this meeting.**

30

31 **APPROVAL OF MINUTES 02/05/24**

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33 *R. Duhaime motioned to approve the minutes of the February 5, 2024 Planning Board meeting.*  
34 *Seconded by S. Gilbert. Motion carried with a vote of 7-0.*

35

36 *The discussion regarding the Southern New Hampshire Planning Commission Master Plan*  
37 *Update will be taken as the last agenda item.*

38

39 **APPOINTMENTS**

40 **1. Southern New Hampshire Planning**  
41 **Commission Master Plan Update – Discussion**

42

43 Zach Swick: Last Fall SNHPC contracted with the town to update the housing and  
44 transportation chapters. The first half looked at the statistics of the housing stock in Hooksett and  
45 the second half looked at affordability and fair share tables.

46

47 R. Duhaime: Growth is not in the master plan. I think the numbers we have now are not the  
48 numbers we may have ten years from now. We don't know projected numbers.

49  
50 Z. Swick: The fair share says what the town should accommodate for if there is demand. That  
51 would be about 70 units annually. There is a bunch of undeveloped land in Hooksett. The west is  
52 mostly not development and there are big stretches on the east side. There is not a section about  
53 future land use. Hooksett will experience development issues.

54  
55 S. Gilbert asked about the maps that were included and where they came from.

56  
57 Z. Swick: Anything in the old plan was updated.

58  
59 E. Robidoux: They came from the Village plan.

60  
61 Z. Swick: I did the town wide future maps.

62  
63 J. Sullivan: The old future maps should not be included.

64  
65 Z. Swick: I worked with the prior Town Planner (Nicholas) on the current map. All the maps I  
66 have done have been within the past six months.

67  
68 It was a board consensus to hold a workshop on March 26, 2024 at 6:00pm to discuss the master  
69 plan.

70  
71 J. Sullivan and S. Gilbert discussed some proposed changes. S. Gilbert requested points of  
72 clarity. M. Somers suggested that the Town Engineer's comments be added to the master plan  
73 and the board agreed.

74 **2. Peter Bartash, Port One Companies**  
75 Granite Woods Development – Discussion/Updates

76  
77 Peter Bartash reoriented the Board with the approved site and project.

78  
79 The weather has been beneficial and we have been able to continue work in both locations  
80 throughout the winter. With regard to the mitigation, we have mandatory impact fees which are  
81 due with the building permit and voluntary impact fees which are a combination of things we  
82 want to do and things we were asked to do. When you add up the value of all of the work we  
83 are making an investment of \$ 9.9 million into the community. To date we have contributed  
84 \$7.1 million of that as we work toward wrapping up those contributions and get into vertical  
85 construction. We are excited about the progress we have made to date. I have to give a lot of  
86 credit to town staff for coordinating what has proven to be a complicated effort between the  
87 Sewer Commission, the Hooksett Village Water Precinct, ourselves as a private entity, an  
88 engineering firm that is serving the town directly, but overseeing the work, and all of the  
89 contractors that are executing this work. As part of the mitigation, we were required to buy land  
90 and donate it for the purpose of permanent conservation and preservation. The largest is a  
91 nearly 400 acre parcel in Hooksett that we purchased and conveyed to NH Fish and Game and  
92 placed under permanent stewardship with Bear-Paw Regional Greenways in September of

93 2022. We also purchased roughly 6 acres of land as part of a larger parcel along the Merrimack  
94 River and put that in trust with Manchester Rowing Alliance for future donation to the town as  
95 permanent conservation land. There have been complications and challenges with access that  
96 are getting worked through. We expect that conveyance will happen this year.  
97

98 P. Bartash showed photos of and explained the completion of the building pad, future driveway,  
99 temporary water, eastern edge of the site, utility work done at Tri-Town arena, pump station,  
100 and the pump itself.  
101

102 The building itself and the proposed plan is a 500,000 sq. ft. single facility. We would like the  
103 board to consider giving us the administrative authority to potentially build this in smaller  
104 segments but that we ultimately arrive at the exact same plan that was approved over a slightly  
105 longer period of time. The infrastructure, nature of the operation, stormwater, traffic, and  
106 development would be maintained as approved. We would like the ability to build this in a  
107 203,000 sq. ft. phase and one or two additional phases that are more consistent with the leasing  
108 dynamics in the current market. The world has changed since we started this process in  
109 September, 2020. We may still proceed doing this all at once but would like the flexibility to  
110 phase it.  
111

112 P. Bartash showed a series of plans that describe how that would work.  
113

114 It is a matter of building the first 203,000 sq. ft. and anything associated with that that would be  
115 doing anyway. We would put in a temporary loop road behind the 203,000 sq. ft. building to  
116 connect both the parking and truck lane. That would allow us to tenant that specific building  
117 and continue to build the next and final pieces of the building as we go. It might be we end up  
118 building this in two phases. Nothing about the final plan is changing it is just the manner in  
119 which we build it may change as we move forward. From a construction schedule standpoint,  
120 we are targeting a start of May or June, 2024.  
121

122 C. Stelmach: Are they going to do any more site work before then?  
123

124 P. Bartash: Yes. The completion of the new access road.  
125

126 C. Stelmach: Are they going to open the guardrail?  
127

128 P. Bartash: Yes and the old road will be closed. The one time payments will not change. We  
129 will make those up front as planned.  
130

131 C. Stelmach: You said Cross Road was paved?  
132

133 P. Bartash: They will do that this summer.  
134

135 J. Sullivan: What would the requirements be for the phasing? There was a proposal of  
136 residential. Is that in your purview or your associates?  
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138 P. Bartash: There are no plans to do anything in that section. We need to focus on getting this  
139 project done first.

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D. Russel: How will the phasing work with parking and lighting. How will that be phased in?

P. Bartash: The parking, drainage, and lighting is by section. Everything is proportionate and consistent with the approvals on the plan. There is a shared drainage basin that is being installed that will improve the front two parcels that we don't own and will help with our runoff.

D. Russel: How long will that take to complete?

P. Bartash: The timeline is fluid based on the completion of the first phase. The initial time was 12 months to build and 12 months to lease. We are still in that ballpark.

R. Duhaime: You still have to get a CO so you would have to be up and running. The issue is the bond, payments, and timeline. I want a closed timeline. You have a bond on the site and if you finish the first section you would be looking for a reduction on that bond.

P. Bartash: In proportion to what has been completed.

R. Duhaime: In our agreement what part gets deferred to the town and what part to you?

P. Bartash: It wasn't by design. We achieved a successful structure together. The agreement was specific and also flexible as to how this was designed. The TIF agreement is a percentage of the reimbursement of incremental taxes paid above the current tax rate that is being generated by the existing property. The property would be reassessed and the taxes would be paid based on the assessed value. We would receive a 60% reimbursement of the incremental taxes we are paying at that time. There is no obligation from the town to pay a difference or make up a gap against what we would see from the entire tax payment if we built this in its entirety. Over time as we build this and our tax payments increase our reimbursement will increase. The agreement sets a meeting in the tenth year between the owner and the town to review the progress of the reimbursement against the town reimbursement that was established by the agreement. If there is any adjustment needed at that time it can be made. The infrastructure that has been completed has created a lot of opportunity in this area and the potential for other work to happen at the same time which could increase the commercial tax rate that is being charged against the building. There is the potential that the reimbursement happens on an accelerated curve over a longer period of time especially in the later years. If we get to the tenth year and the property is starting to reach a point where the tax reimbursement is nearing or has met the maximum reimbursement that was captured in the agreement that becomes the end of that reimbursement. We are comfortable knowing we are going to get less of a reimbursement with the phased approach because we are committed to building the whole thing. That bond will remain active until the work is completed.

R. Duhaime: I don't want you worrying about the rest of the property. I want you to focus on this part of the development. We were hoping we had a large end user built already. Are we going to see something else as part of the phasing plan as part of a date or timeline? Are you going to be giving something else to us or are you looking for permission tonight for the phasing?

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P. Bartash: I am looking for administrative approval to have the option to execute a phased approach. There are users that we have been speaking with that may want us to build the whole thing at one time. We don't want to wait any longer for those conversations to mature before we start the process of construction.

R. Duhaime: Is there clarification on the timeline?

P. Bartash: Even with the status of the existing approvals there is no timeline requirement to when we complete the 500,000 sq. ft. We have started the work and satisfied the baseline requirements. Us asking to phase this is not us asking for a delay or an endless runway. I don't have a specific timeline to start phase 2 because it doesn't change the outcome. It would only restrict our flexibility to make a better decision to move that forward.

R. Duhaime: When you have it exposed over a period of time things deteriorate. You are just talking about building the first portion with no foundation?

P. Bartash: Correct. The infrastructure for the sewer and water will be complete.

C. Stelmach: Is this one continuous building?

P. Bartash: Yes. Other than the underground water for infrastructure the foundations would be built with the phasing.

J. Sullivan: I would make a request to ask the Town Planner to come back with the exact wording in the plans.

E. Robidoux: The extent of the phasing for each section and the grading and utilities plan could be noted on the site plan itself so when the contractors are in the field know exactly where they are stopping. We can bring that to the board administratively as an appointment. That way the board has a plan in front of them that shows the limits of the phases if they choose to phase the project.

C. Stelmach: Will this be the same contractor throughout?

P. Bartash: Yes. Another option could be that the board decides if it would want to act on administrative approval of this concept and condition it on the submission of phased plans that are ultimately accepted by the town.

***J. Sullivan motioned to discuss all of the details for the request of a phased approach by Granite Woods Development at the next March 18, 2024 Planning Board meeting. Seconded by S. Gilbert. Motion carried unanimously with a vote of 7-0.***

**PUBLIC HEARING**

- 3. ANIL SANGRRULA**
  - 5 Dartmouth Street
  - Map 18 Lot 29-2

234 Waiver of Dimensional Requirements (Side Setback)

235

236 Pradip Sitaula: When the house was built there was a misunderstanding with the ramp. A few  
237 days before their move the property owners found out the ramp wasn't done. They had a  
238 discussion with some members in the town about how to resolve this. The Code Enforcement  
239 Officer gave permission to build a temporary ramp 25' from the front of the house. It is in place  
240 and we are getting the fire department to look at it. That structure is not convenient for the  
241 gentleman in the wheelchair that lives in the house. The ramp comes from the parking lot,  
242 straight, to the left, the left again, then to the front of the house. Cleaning the snow is  
243 inconvenient. They would like to have a ramp put in that goes easily around the house from the  
244 side of the house. That will lessen the length of the ramp and help to clean snow. If the ramp is  
245 built on the side of the house there is a 20' requirement from the house next door. Where the  
246 ramp ends there is a 4' discrepancy. The owner of the next building does not have any objection  
247 and said he would put that in writing. The current ramp also does not make the neighborhood  
248 look nice.

249

250 ***J. Sullivan motioned to accept jurisdiction of the waiver request before the Board for Anil***  
251 ***Sangrula, Map 18, Lot 79-2, 5 Dartmouth Street. Seconded by M. Somers. Motion carried***  
252 **unanimously with a vote of 7-0.**

253

254 The board viewed photos of the proposed ramp.

255

256 R. Duhaime: This house has not been there for very long. This is a brand new home that is not  
257 ADA accessible and we are trying to make it ADA accessible. There is a drive under garage with  
258 access from the garage. This was bought as a brand new home. If I was the neighbor I would  
259 wonder why they are in the setback. This us getting into design and solving problems. This not a  
260 house that lends itself with the elevations. This is not how this house was built.

261

262 P. Sitaula: The gentleman moved from Claremont to here. He was not aware of the issues. We  
263 are open to any suggestion on how to resolve this. I even talked about putting in an automatic  
264 chair to enter the space. In the future maybe widen the stair area inside the house. The space is  
265 small.

266

267 C. Stelmach: Are two cars going to be parking in the garage? Could they build an elevator  
268 system in the garage?

269

270 P. Sitaula: His design doesn't support that and he is not willing to do that.

271

272 J. Sullivan discussed the setup he has in his home to accommodate his wheelchair and stated that  
273 the ramp needs to be ADA compliant.

274

275 E. Robidoux: The current set up has temporary town approval. Now they are here to get a  
276 permanent ramp. This is before the Planning Board because it is in the PZ. If it was any other  
277 zone it would be before the ZBA. When making accommodating conditions the town is supposed  
278 to approve it with a condition that is to be removed it they move.

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280 M. Somers: The builder told you they would have a ramp set up for you?

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P. Sitaula: They said they had a permit but did not.

E. Robidoux: He applied for one and pulled it. It was part of his building permit application for the home.

R. Duhaime: Could there be some landscape screen and a condition the ramp be removed if they sell the house.

S. Gilbert: I would like to see something definitive from the abutter saying they don't mind this.

R. Duhaime: They have room to build this in the buffer.

Board discussion ensued.

**Open Public Hearing**  
**Open Public Comment**

Jerome Flaherty (Abutter, 7 Dartmouth Street): We were notified they were going to ask for a reduction for the buffer between us and them. We want to ensure they want to put the ramp on the right side if you are looking at the house.

E. Robidoux: The builder owns the blue house that would be encroached upon.

J. Flaherty: I want to make sure that anything additional does not come in and encroach on our land. This is more of the same that we have been dealing with.

Molly Mokrzecki (Abutter, 7 Dartmouth Street): The people that bought the house from JR knew that handicapped people with wheelchairs would be living there. There are step by step YouTube videos showing how the house was being built and what was being done. They were living in Claremont with the people that are in wheelchairs and the ramp should have been done when the house was built. Why would you sign on a house knowing you had someone in a wheelchair that was going to live there?

Bhawani Sangrula: We are home care providers. We did not have any idea we were not getting the permit for the ramp. He said we needed to come to the office. We found out that day we needed to build a ramp. Since the first day we talked to the builder he was going to build the ramp. That was costly for us.

P. Sitaula: I asked where the permission was for this. They said it was all set because the builder said they had the permit. This seems to be miscommunication between them and the builder. I stopped the construction of the ramp because they did not have the permit so built the temporary structure.

B. Sangrula: We did not know.

P. Sitaula: They found out at the last minute.

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329 J. Sullivan: The house that is on the right hand side is 3 Dartmouth. If the encroachment was going  
330 to impact 7 Dartmouth Street I would be leery of doing this. I would want documentation from 3  
331 Dartmouth Street and if that neighbor is agreeable to this I would be okay with it.

332  
333 J. Flaherty: It is unfortunate they are in this situation. We have had similar challenges. We were  
334 supposed to get 50' of buffer and a mistake was made so our use is down to 25'. There were  
335 supposed to be buffers and evergreens put in and that hasn't been done.

336  
337 R. Duhaime: The design of the ramp should be in front of our code enforcement officer. I think  
338 this could be built in the back of the property.

339  
340 J. Flaherty: The safest place with the least rise is to put it in the back of the house. It is best for the  
341 individual in the wheelchair and future owners. The builder has two 30' piles of dirt. I don't know  
342 how they are going to get rid of that. I don't know if the home on the right has been closed on yet.  
343 It could still be owned by the builder.

344  
345 J. Sullivan: The Town Planner confirms that the concessions that were made on No. 7 have been  
346 done.

347  
348 M. Somers: How did they get the CO for the house if all of the conditions have not been met?

349  
350 R. Duhaime: The side setbacks would be within 8' from the side property line. How will this be  
351 designed, what is it made of, what will it look like, and will it be safe?

352  
353 John Lycars (142 Hackett Hill Road): What is the distance between the two houses?

354  
355 R. Duhaime: It is supposed to be 30' minimum.

356  
357 J. Lycars: I feel for both parties. God bless these people for helping someone out. If we were  
358 talking about an injured Vet we would not be having this discussion. If the abutter is Mr. and Mrs.  
359 X they could sell tomorrow and the new abutter may not want it.

360  
361 S. Gilbert: It would be grandfathered.

362  
363 J. Lycars: If they say yes they have no option to battle it.

364  
365 S. Gilbert: The people that move in can't ask them to remove the ramp.

366  
367 J. Lycars: I think this needs to be a professionally designed ramp. They will determine the best  
368 and safest way to do this. Regarding money I would go to the builder first and then a resource like  
369 Kiwanis. These houses are tight but still have 8'. I think as a neighbor I would say thank goodness  
370 I am not in the wheelchair. I think this should be approved.

371  
372 **Close public comment**

373 **Close public hearing**  
374



375 ***R. Duhaime motioned to continue the waiver request before the Board for Anil Sangrulla,***  
376 ***Map 18, Lot 79-2, 5 Dartmouth Street and request a design plan of at least a rough draft of the***  
377 ***ramp that includes the elevations of where the ramp will start, where it will end, and if it can***  
378 ***fit on the site.***

379  
380 E. Robidoux: The request is for the setback distance. If it was before the ZBA it would be  
381 regarding a hardship. We would not be asking for plans for the house. This is only for the  
382 distance. Any building plan that is put before Code Enforcement will have to meet the building  
383 code. They haven't submitted the plan because they are asking for the relief first.

384  
385 R. Duhaime: I just want a rough framing design. I would like to see if there are alternatives as  
386 this will be a permanent structure.

387  
388 M. Somers: This is about the variance. The building of this defers to the Code Enforcement  
389 Officer.

390  
391 ***M. Somers motioned to grant a waiver from the Town of Hooksett Zoning Ordinance, Article***  
392 ***10-A, Section F (1) (b) Performance Zone Dimensional Standards and Article 5-A (URD),***  
393 ***Section E, Yards Required to allow a side yard setback of 8 feet where 15 feet is required for***  
394 ***Anil Sangrulla, Map 18, Lot 79-2, 5 Dartmouth Street with the following conditions: 1) The***  
395 ***Planning Board receives something in writing from the abutter at 3 Dartmouth Street; and 2)***  
396 ***In the event the home is sold and the ramp is no longer needed it will be removed. Seconded by***  
397 ***S. Gilbert.***

398  
399 S. Gilbert: I would suggest the homeowners look into non-profits for potential assistance for the  
400 ramp.

401  
402 M. Somers: The concern I heard was that the amount of space needed to put the ramp in the  
403 backyard would make it inordinately challenging.

404  
405 ***R. Duhaime opposed. Motion carries with a vote of 6-1.***

406  
407 **OTHER BUSINESS**

408 **1. TOWN PLANNER UPDATES**

409  
410 E. Robidoux: You have copies of the commercial and residential building permit list from  
411 January as well as copies of the occupancy reviews from December and January. The Board will  
412 get a copy of those monthly. Also included is a description of staff's internal decision making  
413 process. There will be a listening session and public input on the Rt. 3A intersection projects on  
414 the March 21 at 6:00pm at Cawley Middle School.

415  
416 **ADJOURNMENT**

417  
418 ***S. Gilbert motioned to adjourn at 8:37 pm. Seconded by D. Russel. Motion carried***  
419 ***unanimously with a vote of 7-0.***

420  
421 **Respectfully submitted by,**

422

423 /s/ **AnnMarie Scott**

424

425 **AnnMarie Scott**

426 **Recording Clerk**