A picture containing text, sign, dark

Description automatically generated

PLANNING BOARD

February 14, 2023 at 7:00 PM

**APPROVED MEETING MINUTES**

**Members Present:** Eric Botterman (Chair) via zoom, Scott Blackstone (Town Council Ex officio), Jane Ford, Jeff Goldknopf, Bart McDonough (Director of Planning & Community Development), Patrick Reynolds, and Michal Zahorik (alternate) **Member Absent**: Val Shelton (Vice-Chair) and Timothy Rossignol

Chair **Eric Botterman** opened the meeting at 7:00PM. [time on DCAT 2:44]

**Agenda Item #1 Pledge of Allegiance**   
  
**Agenda Item #2 Roll Call of Members**The Chair appointed **Michal Zahorik** serve as a voting member this evening. The six voting members this evening will be **Eric Botterman, Scott Blackstone, Jane Ford,**

**Jeff Goldknopf, Patrick Reynolds,** and **Michal Zahorik.**  
 **Agenda Item #3 Review & Approval of Minutes** [time on DCAT4:24]   
a. November 8, 2022  
**Motion: Patrick Reynolds** moved to approve the draft minutes of Nov. 8, 2022.  
**Second: Jeff Goldknopf  
Discussion:** none **Vote: Approved Unanimously by Roll Call 6-0-0**b. December 13, 2022   
**Motion: Patrick Reynolds** moved to approve the draft minutes of Dec. 13, 2022. **Second: Jane Ford  
Discussion:** none **Vote: Approved 4-0-2 (Jeff Goldknopf** and **Michal Zahorik** abstained)c. January 10, 2023  
**Motion: Patrick Reynolds** moved to approve the draft minutes of Jan. 10, 2023. **Second: Jane Ford  
Discussion:** none **Vote: Approved Unanimously by Roll Call 6-0-0  
  
Agenda Item # 4 Public Comments**The Chair asked if anyone was present in the audience this evening for public comment. **Bart** confirmed that no members of the public were present.   
 **Agenda Item #5 Regular Business**Read by Chair: [time on DCAT 8:52]  
a. **Pursuant RSA 674:35 and 676:4I(d) and Appendix B – Site Plan of the Municipal Code of the Town of Newmarket, New Hampshire, there will be a continuation of a public hearing for an application for Major Site Plan Review, requested by SCG Management Corp/Second Bennett Way Limited Partnership, for property located at 4 Bennett Way, Tax Map U4, Lot 4-11, within the B1 Zoning District. The proposed application seeks approval to develop the east-side of the parcel with a 2- story, 12-unit building with associated parking and amenities.   
  
Bart** reported that the applicant and the Town have been working together to solve drainage issues associated with a pipe leading toward Terrace Drive and other areas. The lot is contributing to water puddling concerns. A drain snake was used today to no avail. The Town and the applicant will continue working on a redesign to solve the issue and the applicant asks for a continuation to the next PB meeting in March.  
 **Motion: Jane Ford** moved to continue the public hearing for an application forMajor Site Plan Review, requested by SCG Management Corp/Second Bennett Way Limited Partnership, for property located at 4 Bennett Way, Tax Map U4, Lot 4-11, within the B1 Zoning District to the next Planning Board Meeting on March 21, 2023. **Second: Patrick Reynolds  
Discussion:** none **Vote: Approved 5-0-1 (Jeff Goldknopf** abstained) **\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***Read by Chair: [time on DCAT 12:40]  
b. **Pursuant to RSA 674:39-a, and Appendix A –Subdivisions of the Municipal Code of the Town of Newmarket, New Hampshire, the Planning Board shall hear a request for a Notice of Merger from Walter Cheney, Jr. of Cheney Management Corporation who seeks approval to finalize the voluntary merger between 50-56 Exeter Road, Tax Maps (U3-11 and U4 -15) within the M2A Zoning District.  
  
Bart** described the project and the applicant request to the members. The PB previously approved the project and one condition of approval was that the applicant complete a voluntary lot merger. No public hearing is required.  
  
**Motion: Patrick Reynolds** moved to give the Chair the authority to approve the lot merger.  
**Second: Jane Ford**  
**Discussion:** none **Vote: Approved 5-0-1 (Jeff Goldknopf** abstained) **\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***Read by Chair: [time on DCAT 15:54]  
 c. **Pursuant to §24-1 Zoning ordinance amendment procedures, of the Municipal Code of the Town of Newmarket, New Hampshire, the Planning Board shall review draft language proposed by the Newmarket Town Council to amend §32-161 Historic overlay district of the Municipal Town Code of Newmarket, New Hampshire, that seeks to add architectural design requirements within the historic overlay district, or take any other action relative thereto.   
  
Bart** has located the document which identifies all of the historical buildings in Newmarket, but he will need to create a drop-box for members to access the very large file. He plans to have materials ready to discuss at the next meeting in March. No action is necessary this evening.  
 **\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*  
Agenda Item #6 New/Old Business**[time on DCAT 18:15] ***Chairman’s Report:*** The Chair had nothing to report this evening.  
***Committee Reports****:*   
***Energy and Environment Advisory Committee*:** **Patrick Reynolds** reported that they have not met since the last PB meeting. They are, however, preparing a working draft of suggestions for an “Energy Plan” for the Town’s Master Plan. They expect to have a draft ready for submission to and consideration by the Planning Board in March.  
***Town Council:*** **Scott Blackstone** reported that $164,000 was approved at the TC meeting for a site evaluation of all Town facilities. They also approved the expenditure from the CIP for the long-planned renovation of the Fire Department much to the excitement of the Fire Chief! The Town Council meeting will have a presentation by Henry Herndon from the Community Power Coalition about the progress to date in Newmarket.  
***Conservation Commission:*****Jeff Goldknopf** reported that the ‘Arts in the Park’ dates for this summer held annually in Schanda Park was approved at the last meeting. These concerts are held on Tuesday evenings from 6:00-8:00 PM and are very well attended. The Recreation Department deserves all the credit for this program! The ConCom is still looking at improvements to the property at Sliding Rock. **Bart**  gave an update on the ‘Connect to Protect’ program. Hesubmitted a Technical Assistance Request and the Town was approved to participate. The team representing Newmarket includes Ellen Snyder, Tom Jones, and **Bart.** The goal of ‘Connect to Protect’ is to present workshops and opportunities tailored for assistance to municipal boards and conservation organizations. This first meeting was a brainstorming session to help work toward preserving lands in the Town and, in particular, connect with other groups to learn and benefit from their efforts. It was a very fruitful first meeting.

*Connect to Protect Technical Assistance Request*

*Submitted by Planning Director* ***Bart McDonough***

*The Town of Newmarket is in the nascent stages of planning a municipal and regional wide effort to consolidate, expand, and interconnect conservation easements. This initiative, currently called, “Connectivity for Nature and People”, has two primary goals designed not to be mutually exclusive: (1) to preserve critical natural resources and the lands they reside on, and (2) to create regional terrestrial and aquatic trail networks for recreation purposes. The Town of Newmarket is seeking guidance and technical*

*assistance from the Connect to Protect Program to create a management plan of its conservation easements and fee own lands; identify properties that would bridge the gap between the Town’s conservation easements and fee own lands, creating an interconnected conservation network within and beyond the Town’s boundaries; and the identification of resources and strategies to assist in creating a coalition with an assigned charge to create a regional trail network. The Town of Newmarket is of the opinion that an increase in investments into such a recreation trail network will yield a higher user base thereof, thereby, theoretically, increasing the community’s willingness to allocate more funding towards future land preservation and conservation efforts.*Additional information on the program may be found at : [New Hampshire Coastal Watershed Conservation Plan - Connect to Protect (connect-protect.org)](https://connect-protect.org/)   
***Planner’s Report:*****Bart** and Lyndsay Butler just completed a program to help them build support around future stormwater management/flooding funding efforts. Eric and Val participated in one of the interviews about past flooding events including the Mother’s Day Flood, May 13, 2006. Eric was particularly concerned with population changes where residents forget or just don’t have knowledge of the events. The Town is starting to connect to the people in various ways. The first of many “Newmarket on the Streets” programs has been filmed and is available on DCAT. The video features **Bart** and Lyndsay interviewing folks on the streets and in stores downtown about their memories of the flood in May 2006 and how they feel about supporting a greater dialog about looking toward the future for programs to make Newmarket a more resilient community. Take a look at: [Newmarket NH Video on Demand (telvue.com)](https://videoplayer.telvue.com/player/XSekkdEeRsk0JHQVHAvKJVka7_5VjxKP/media/780397?autostart=true&showtabssearch=true) . **Bart** also reported that the Town Council will have the first reading of the proposed amendments to **§32-5 *Nonconformities;* §32-9 *Special use permits*; §32-11 *Definitions*; §*32-*155 *Wetland protection overlay district* and §32-234 *Accessory apartments* of the Municipal Town Code of Newmarket, New Hampshire, that seeks to expand the use of accessory dwelling units, or take any other action relative thereto** at their next meeting on February 15, 2023. One change was made by the Town Attorney. Short-term rental is codified by the State as 30 days so the document was changed from 90 to 30 days.   
***Riverfront Advisory Committee:*****Bart** reported on the meeting held on February 13 with representatives from the Strafford Regional Planning Commission and the UNH Coastal Resiliency Program. It was a very productive brainstorming session on how to become more competitive in seeking grant funding to help guide the Town on how best to restore and maintain the health of our coastal ecosystems, and to anticipate adaptation and mitigation strategies needed to address new challenges as they emerge. He is looking forward to working with them in the future to help with grant writing. **Bart** hopes to hear from InvestNH very soon about the grant proposal for a design charrette. The charrette has been moved to the fall. **Patrick** asked for an update on the recent oil spill into the Lamprey River below the dam. NHDES has taken over the investigation and clean-up funds are available through the State. The Town Special Announcement is attached as an Addendum. **Patrick** asked a question about underground oil tanks and **Bart** will report back to the PB at the next meeting.  
  
**Agenda Item #6 Adjourn** [time on DCAT 32:15]  
 **Motion: Jane** **Ford** moved to adjourn the meeting at 7:29 PM. **Second: Patrick Reynolds  
Discussion:** none **Vote: Approved Unanimously** 6**-0-0** Respectfully submitted,

Sue Frick

Recording Secretary

**DCAT:  
https://videoplayer.telvue.com/player/XSekkdEeRsk0JHQVHAvKJVka7\_5VjxKP/videos**

**Addendum:**