



TOWN OF
NEWMARKET
NEW HAMPSHIRE

PLANNING BOARD

April 11, 2023 at 7:00 PM

DRAFT MEETING MINUTES

Members Present: Val Shelton (Vice-Chair), Scott Blackstone (Town Council Ex officio), Jeff Goldknopf, Bart McDonough (Director of Planning & Community Development), Patrick Reynolds, Timothy Rossignol, and Michal Zahorik (alternate)

Member Absent: Eric Botterman (Chair) and Jane Ford.

Vice-Chair **Val Shelton** opened the meeting at 7:00 PM. [time on DCAT 3:25]
The Vice-Chair appointed **Michal Zahorick** as a voting member this evening.

The voting members this evening will be **Valerie Shelton, Scott Blackstone, Jeff Goldknopf, Patrick Reynolds, Timothy Rossignol** and **Michal Zahorik**.

1. Pledge of Allegiance

2. Public Comments

The Vice-Chair opened public comment at 7:01 PM. No one from the audience wished to speak during public comments. The Vice-Chair closed comments at 7:02 PM.

3. Acceptance of Minutes

[time on DCAT 4:00]

a. March 21, 2023

Action

Motion: **Patrick Reynolds** moved the acceptance and approval of the draft minutes of March 21, 2023 be moved to the next meeting on May 9, 2023,

Second: **Jeff Goldknopf**

Discussion: none

Vote: **Approved Unanimously 6-0-0**

4. Regular Business

Read by Vice-Chair

[time on DCAT 4:40]

a. **Notice is hereby given that the Planning Board shall have a public meeting to**

1 review a request filed by applicant Eric Dewitt to extend a site plan approval
2 deadline by one-year. The site plan was originally approved on December 13,
3 2018, to construct a 2,920 square foot mixed-use building with associated
4 improvements located on real property with an address of 81 Exeter Road, Tax
5 Map U3, Lot 137 within the B1 zoning district.

6 Mr. Eric Dewitt came forward and was asked by the Vice-Chair to briefly describe the
7 history of the project and any extension which has been granted previously. He
8 described the project for 81 Exeter Road. When it was approved, he had a business
9 partner and that partner has withdrawn. Mr. Dewitt is currently seeking another entity to
10 partner with him to get the project completed. **Bart** was asked to read the requirements
11 for this property which would trigger commencement of the site plan approval. Mr.
12 Dewitt was granted an extension of one year in 2021 and is here tonight to request a
13 one year extension. The only work being done on the property currently is landscaping
14 and the property is vacant. The members discussed a longer extension of two years
15 given the fact that he is seeking a business partner in the current economic
16 environment. Mr. Dewitt agreed that two years would be better and he plans to continue
17 to work on the approved landscaping plan while seeking a financial partner.

18 **Action**

19 **Motion:** Patrick Reynolds moved that Mr. Eric Dewitt be granted a two year
20 extension for the site plan approval to construct a 2,920 square foot mixed-use building
21 with associated improvements located on real property with an address of 81 Exeter
22 Road, Tax Map U3, Lot 137 within the B1 zoning district.

23 **Second:** Tim Rossignol

24 **Discussion:** none

25 **Vote:** Approved Unanimously 6-0-0

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28 Read by Vice-Chair [time on DCAT 14:44-1:11:17]

29 b. Pursuant to §24-1 Zoning ordinance amendment procedures and Appendix B –
30 Site Plans of the Municipal Code of the Town of Newmarket, New Hampshire,
31 notice is hereby given that the Planning Board shall set a public hearing for
32 proposed language to amend §32-161 Historic overlay district and §3.21
33 Architectural/aesthetic review of the Municipal Town Code of Newmarket, New
34 Hampshire, that seeks to add architectural design requirements within the
35 historic overlay district, or take any other action relative thereto.

36 **Bart** reviewed the purpose of this proposed zoning ordinance amendment procedure as
37 it relates to the Historic Overlay District. Currently, there are no triggers which would
38 cause an individual to come before the PB for review. All they would have to do is pull a
39 building permit. The idea is to have owners/developers come before the PB for site plan
40 review.

41 **Discussing §1.05 Applicability.** A (6) was added to the ordinance drafted by **Bart** and
42 amended by the members to read: **(6) Any reconstruction, expansion, or exterior**
43 **alterations to a structure located within the Historic Overlay District, excluding**
44 **accessory structures with a maximum floor area of 120 square feet (exterior**
45 **dimension) or less, with no dimension being greater than 15 feet, or less than eight**
46 **feet; and a maximum structure height of 15 feet.**

Discussing §3.21 Architectural and Esthetic Review. New introductory language was edited by Bart to read: It is also important to avoid economic hardship and impose unreasonable standards on existing building owners who wish to make modifications to their structures. **The purpose of this section is to strike a balance between architectural designs that complement the town’s historical heritage and the economic viability of redevelopment. Accordingly,** this regulation applies only to structures located along Route 108 **and the Historical Overlay District.**

The Vice-Chair took a straw poll to see how members felt as to whether the whole Historic Overlay District be included in this new requirement or just the buildings on the NH State Register of Historic Places [Programs, New Hampshire State Register of Historic Places, New Hampshire Division of Historical Resources \(nh.gov\)](#) . The members polled 4-2 in favor of the entire HOD be included in the proposed new language.

Bart will revise the ordinance language after members had a good discussion about what happens to current buildings within HOD. **Bart** discussed how using 50% of the assessed value of the property would trigger an appearance before the PB. **Jeff** would like to see clearly define reconstruction vs. redevelopment. **Bart** will research these terms and define minor change vs. major change and what would trigger a building permit. The Board is going to discuss the goal of protecting the downtown area by possibly creating a Downtown Historical Overlay District.

Discussion will continue at the next meeting.

Read by the Vice-Chair [time on DCAT 1:11:18]

c. **Pursuant to §32-238 Impact fees of the Municipal Code of the Town of Newmarket, New Hampshire, notice is hereby given that the Planning Board shall set a public hearing to amend the impact fee schedule to remove the payment requirement of water and sewer impact fees for new development, or take any other action relative thereto.**

Action

Motion: Patrick Reynolds made a motion to move this to a public hearing at the next Planning Board meeting on May 9, 2023.

Second: Tim Rossignol

Discussion: none

Vote: Approved Unanimously 6-0-0

5. New/Old Business [time on DCAT 1:12:07]

Chair’s Report: The Chair did not submit a report this evening.

Committee Reports:

Energy and Environment Advisory Committee: Patrick reported that the EEAC will hold their second hearing on the Community Power Aggregate Plan tomorrow (April 12). All are encouraged to attend (especially if they have questions) or watch on DCAT. Patrick

1 reviewed how the CPAC plan works for all citizens of Newmarket.
2 Conservation Commission: **Jeff** had no report this evening. The ConCom meets 4/13.
3 Town Council: **Scott** reported that the Town water supply and sewer system have been
4 tested for PFAS ([What Are PFAS Chemicals and Why Are They Dangerous? | National](https://www.center4research.org/)
5 [Center for Health Research \(center4research.org\)](https://www.center4research.org/)) and nothing was found. The bridge
6 over the Piscassic River on Ash Swamp Road will undergo repairs. The TC approved
7 several 15 minute parking spots on Central Street to allow people to run quick errands
8 downtown.

9 Capital Improvement Program (CIP): **Bart** reported that the CIP has resumed meetings
10 again and has begun reviewing changes to the forms and procedures.

11 Planner's Report: **Bart** reported that he is working on the RFP for the new zoning
12 initiative to hire a consultant. The RFP will go out by the end of the month and a
13 consultant should be hired by June.

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15 **7. Adjournment** [time on DCAT 1:20:15]

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| | <u>Action</u> |
| <u>Motion:</u> | Tim Rossignol moved to adjourn the meeting at 8:20 PM. |
| <u>Second:</u> | Patrick Reynolds |
| <u>Discussion:</u> | none |
| <u>Vote:</u> | Approved Unanimously 6-0-0 |

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24 Respectfully submitted,
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26 Sue Frick
27 Recording Secretary
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29

30 **DCAT:**
31 https://videoplayer.telvue.com/player/XSekkdEeRsk0JHQVHAvKJVka7_5VjxKP/videos