

Town of Randolph

Planning Board Minutes

January 7, 2021

Due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Members Present: John Scarinza, Tim Mather, Robert Ross, John Turner, Kevin Rousseau

Members Excused: None

Public Present: Tara Bamford, Matt Benjamin

Call to order: The meeting was called to order at 7:03 pm by John Scarinza.

Public Hearing

John Scarinza opened the public hearing at 7:03 pm on the proposed amendments to the Site Plan Regulations. Tara Bamford began a review of the changes, which included some language in Authority and Scope as to when site plan reviews are required, and uses that are exempt. Matt Benjamin asked about uses that are exempt under federal and state law and John Scarinza advised that a federal use would be exempt from the review, but that usually public agencies notify the town as a courtesy. Bamford advised the definitions have been re-ordered, and the procedures updated. There is a new section in Notice of Action with a list of items to include in the approval, which should be recorded at the Registry of Deeds with the final plan. Matt Benjamin noted that in File and Submission, the words abutters and public were removed from section C(1). Bamford advised that these groups are listed in the RSA that is referenced, so listing them twice was not necessary. These are also listed in section F(1). Bamford advised a section was also added with a list of those who should be notified when a project would have a regional impact. The amount of the fee was removed from the regulations, as this can be changed without a public hearing, and can be fluid. A new section was added for Minor Site Plan Review, which encourages consistency and offers an abbreviated process to include more without burdening people. Matt Benjamin asked about changes to the storm water standards and was advised it now follows the NH Stormwater Manual, which are the best practices and provide a standard that contractors are familiar with. Bamford advised that vibration was added to Environmental Impact, and more was added concerning signs. Some items were removed from the Site Plan Regulations that are included in Zoning. The Site Plan Regulations encourage shared parking and pervious surfaces, and include new and stronger lighting standards. Bamford noted that these are minimum standards and the Board could decide to be more stringent and also require off-site improvements. The application section was re-organized and the performance bond section was cleaned up to make is clear who is responsible for what. A section was added for Inspection Costs and the Waiver Requirements were updated. Bamford noted that there were a couple typographical errors that she noticed while reviewing again. Bamford also noted that on page 18, section 1D, it should read 5 days before filing, not submission; and on page 27, section G, wording in the telecommunications section which should say "may be needed to complete its planned wireless coverage in Randolph". Matt Benjamin asked about setbacks and John Scarinza advised they are covered in the Land Use Ordinance and follow state law. Tara Bamford advised it is covered in Section 5.06 of the Land Use Ordinance and since it is part of Zoning applies to everything, not just businesses.

John Scarinza closed the Public Hearing at 7:43 pm.

Regular Meeting

John Turner make a motion to approve the changes to the Site Plan Regulations, including correcting any typographical errors and fixing the wording in the Application and Telecommunications sections. The motion was seconded by Tim Mather.

Matt Benjamin stated that he did not feel the Board should vote on the changes, as he did not think the public was given enough notice. John Scarinza and others pointed out that the public hearing was noticed in the newspaper, at the town hall, on the website, and in The Blizzard. John Scarinza noted that the town is updating the website and he will stress to the Select Board that this is important to complete.

The Board voted unanimously by roll call vote to approve the changes to the Site Plan Regulations. Turner – aye, Mather – aye, Ross- aye, Scarinza – aye

Tara Bamford advised that she will get the updated Regulations to John Scarinza for the Board to sign. The updated Site Plan Regulations will become effective when it has been signed by a majority of the Board.

Tara Bamford advised that the next project for the Board is to update the Subdivision Regulations, which can begin in April, after the Town Meeting.

Nomination

On a motion by John Turner, seconded by Robert Ross, the Board voted unanimously by roll call vote to approve the nomination of Kevin Rousseau as a member of the Planning Board. Mather- aye, Ross – aye, Turner – aye, Scarinza – aye

John Scarinza advised Rousseau that he will need to be sworn in by the Town Clerk. Tara Bamford advised under the Governor's orders, this can be done remotely.

Approve Minutes of December 3, 2020

On a motion by Robert Ross, seconded by John Turner, the Board voted unanimously to approve the minutes of December 3, 2020 as submitted. Mather – aye, Ross – aye, Rousseau – aye, Turner – aye, Scarinza – aye

Adjournment

On a motion by Robert Ross, seconded by John Turner, the Board voted unanimously by roll call vote to adjourn the meeting at 7:54 pm. Mather – yes, Ross – yes, Scarinza – yes, Turner – yes

Respectfully submitted,

Shelli Fortin
January 8, 2021