

TOWN OF AMHERST
Planning Board

August 18, 2021

APPROVED

In attendance: Arnie Rosenblatt, Dwight Brew, Bill Stoughton, Tracie Adams, Cynthia Dokmo (alternate, remote), Christy Houpis, and Tom Silvia (alternate).
Staff present: Nic Strong, Community Development Director; Natasha Kypfer, Town Planner; and Kristan Patenaude, Recording Secretary (remote).

Arnie Rosenblatt called the meeting to order at 7:01pm at the Town Hall and via Zoom concurrently. He explained that no one is required to wear a mask if vaccinated but may choose to do so. If someone is not masked s/he is representing that s/he is vaccinated. If unvaccinated, he is requesting people wear masks and stay socially distant. The Board is masked.

PUBLIC HEARING:

1. **CASE #: PZ14355-061021 - Unified Development LLC (Owner) & Promised Land Survey LLC (Applicant); 70 North Street, PIN #: 003-093-000 – Public Hearing/Subdivision Application – To depict the subdivision of Map 3 Lot 93 into two single-family residential lots and the construction of wetland crossings in the WWCD for Map 3 Lot 93-2. Zoned Residential/Rural. Continued from July 7, 2021.**
2. **CASE #: PZ14441-070121 - Unified Development LLC (Owner) & Promised Land Survey LLC (Applicant); 70 North Street, PIN #: 003-093-000 – Submission of Application/Public Hearing/Conditional Use Permit Application – To depict the subdivision of Map 3 Lot 93 into two single-family residential lots and the construction of wetland crossings in the WWCD for Map 3 Lot 93-2. Zoned Residential/Rural. Continued from July 7, 2021.**

Arnie Rosenblatt read and opened the case.

*Arnie Rosenblatt recused himself. Bill Stoughton sat as Chair.
Tom Silvia sat for Chris Yates.
Cynthia Dokmo sat for Tom Quinn.*

Bill Stoughton noted that this applicant has requested a continuance until September 15, 2021.

**Tracie Adams moved to continue this hearing to September 15, 2021, at 7pm, at Town Hall. Seconded by Dwight Brew.
Voting: Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia Dokmo (remote) - aye, Christy Houpis - aye, and Tom Silvia – aye; motion carried unanimously.**

Arnie Rosenblatt confirmed that this motion covered both cases.

Arnie Rosenblatt retook his seat as Chair.

OTHER BUSINESS:

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1. Discussion regarding plans for new school on Wilkins School site and RSA 674:54.

John Bowkett, 1 Windsor Drive, addressed the Board as a representative for the SAU Joint Facilities Advisory Committee (JFAC). He explained that the group is currently looking into modifying the existing Wilkins elementary school. The existing options try to keep the modifications to the building away from the wetlands, flood plain and setback lines. Maintaining some of the existing building should help to keep costs down for this project. The JFAC has chosen to move forward with Banwell Architects. Three construction managers for the project have been interviewed and one will be chosen next week.

John Bowkett discussed some of the potential plan options with the Board. Option A maintains some of the existing building and will bring the leach field out front to be pumped to a pumping station. Option B would be expensive and would cut into the existing hill on site. Option C shows a structure with classrooms around the outside of the building. These modifications will also look to increase the cafeteria size, in order to accommodate bringing in grades K and 5. He stated that the current population has grown to approximately 850-900 students in Wilkins School. The JFAC is hoping to present a plan for the school to the School Board to be placed on the 2022 warrant. There is no proposed pricing yet because the construction manager has not yet been chosen.

Arnie Rosenblatt thanked John Bowkett for this proposal.

John Bowkett noted that the School Board does not need to abide by the Town's regulations but will continue to keep the Town and Board informed on this project as a courtesy.

In response to a question from Tracie Adams, John Bowkett confirmed that the school currently houses approximately 850-900 students and that the new school will be able to house all existing students in grades K-5.

Bill Stoughton noted that, per RSA 674:54, the School Board is actually required to come back the Planning Board for this item. He asked if this project will be back before the Board, per RSA 674:54, with notice and for a public hearing. John Bowkett confirmed that as correct.

Bill Stoughton stated that the Wilkins School is located adjacent to Beaver Brook and a number of wetlands. The Great Meadow and protected wetlands nearby are part of the largest wellhead protection district in Town. While the wetlands on this property itself are not considered to be significant to the water supply, he asked that the School be aware that this is a sensitive location in Town for wetland resources. He urged the School Board to be protective of the groundwater and surface water in this area. He asked that the School Board follow state regulations in terms of limiting the flow of water offsite, and cleaning up the water from nitrogen, phosphorus, and sediments before discharging into the ground. He also requested that the School Board look into low impact development practices on site, such as rain gardens and tree box filters. This project could show other developments in Town how to best protect the water in the area.

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Dwight Brew noted that this plan looks to add grades K and 5 into the Wilkins School. He stated that there are already traffic backups in this area twice a day, with the current school population, and asked if the School Board could make a serious effort not to worsen this condition. John Bowkett stated that there will be a traffic study needed as part of this project.

Victoria Parisi, 3 Church Street, member of the Amherst School Board and Vice Chair of the JFAC, stated that the chosen site and civil engineer will be meeting next week with the SAU Business Administrator and Nic Strong, Community Development Director.

2. Interview for Planning Board Alternate Candidate

The Board interviewed Mike Akillian as a potential Planning Board alternate.

In response to a question from Tracie Adams regarding how he would educate the public on the Planning Board and its processes, Mike Akillian stated that he would recommend periodic publications of the Board's work in various media sources. He noted that the Master Plan process is a great way to educate the public. He stated that he does not believe many in Town understand the broad scope of the Board. This could even be addressed during Board meetings, in discussing why a topic is being handled and how the Board is fulfilling its function. He stated that he believes if the history of the IIHO had been shared with the public it may have provided more context in making a decision.

The Board members thanked Mike Akillian for his willingness to volunteer.

Bill Stoughton moved to appoint Mike Akillian as an alternate to the Planning Board for a one-year term. Seconded by Christy Houpis.

Voting: Arnie Rosenblatt – aye, Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia Dokmo (remote) - aye, Christy Houpis - aye, and Tom Silvia – aye; motion carried unanimously.

3. REGIONAL IMPACT:

- a. **CASE #: PZ14588-080321 – Keith E. Healey Trustee (Owner) and Healey Tree Works, LLC (Applicant)** – 307 Route 101, PIN # 008-074-000 – Non-Residential Site Plan Application. To show the proposed site improvements in order to use the property as a residence and for the operation of a tree services, cordwood, and wood-chipping business. *Zoned Residential Rural.*

Arnie Rosenblatt read the application description.

Dwight Brew moved no regional impact. Seconded by Bill Stoughton.

Voting: Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia Dokmo (remote) - aye, Christy Houpis - aye, and Tom Silvia – aye; motion carried unanimously.

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129 b. **CASE #: PZ14589-080321 – EIP One Bon Terrain Drive, LLAC (Owners**
130 **& Applicants)** – 1 Bon Terrain Drive, PIN # 002-026-004 – Conditional Use
131 Permit Application. To depict proposed site improvements, including but not
132 limited to, a 30,000 square foot building addition, parking expansion,
133 secondary tractor trailer truck access lane and drainage infrastructure. *Zoned*
134 *Industrial*.

135 Arnie Rosenblatt read the application description.

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137 **Bill Stoughton moved this item does have regional impact with respect to Milford,**
138 **Nashua, and Hollis. Seconded by Christy Houpis.**

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140 **Discussion:**
141 **Tracie Adams questioned if Merrimack should be added to this list.**

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143 **Bill Stoughton moved to amend his motion to include Merrimack. Seconded by**
144 **Christy Houpis.**
145 **Voting: Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia**
146 **Dokmo (remote) - aye, Christy Houpis - aye, and Tom Silvia – aye; motion carried**
147 **unanimously.**

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149 c. **CASE #: PZ14590-080321 – EAM Amherst Holdings, LLC (Owners &**
150 **Applicants)** – 317 Route 101, PIN # 008-072-000 – Non-Residential Site Plan
151 Application. To depict proposed site improvements to utilize the subject
152 property for a proposed Agricultural Farming and Supply
153 Operation. *Zoned Residential Rural*.

154 Arnie Rosenblatt read the application description.

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156 **Dwight Brew moved no regional impact. Seconded by Bill Stoughton.**
157 **Voting: Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia**
158 **Dokmo (remote) - aye, Christy Houpis - aye, and Tom Silvia – aye; motion carried**
159 **unanimously.**

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161 d. **CASE #: PZ14591-080321 – Public Service Co of NH [DBA Eversource**
162 **Energy] and Tana Properties (Owners& Applicants)** – 2 Hertzka Drive &
163 Bon Terrain Drive, PIN # 002-023-000 & 002-026-003 – Non-Residential Site
164 Plan Application. To construct an electrical enclosure, a control house
165 expansion, substation yard expansion, and associated site improvements at the
166 existing Eversource Amherst Substation. *Zoned Industrial*.

167 Arnie Rosenblatt read the application description.

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**Christy Houpis moved no regional impact. Seconded by Bill Stoughton.
Voting: Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia
Dokmo (remote) - aye, Christy Houpis - aye, and Tom Silvia – aye; motion carried
unanimously.**

4. Master Plan Update

Arnie Rosenblatt stated that this is a report to the Planning Board only, and thus he is not planning to take questions or discussion from the public.

Nic Strong stated that the Master Plan Steering Committee began its work in the Spring 2020. It originally started with eight members, but Tom Quinn had to step down due to a possible quorum issue with Planning Board members. The Committee meets once a month and contains representatives from the town, schools, and public. The members are Tracie Adams, Chris Yates, Dwight Brew, Jared Hardner, Tom Gauthier, Will Ludt, Joe Ilsley, and Tim Kachmar. The Committee put out a community survey in December 2020 to get input from both Amherst residents and businesses. The survey closed on January 18, 2021. The Committee received 1,815 responses to the survey, and 2,327 inputs to the open response question sections. The Committee then decided to hire a consultant to help continue the Master Plan process and chose Resilience Planning & Design in February 2021. An RFP was also put out to complete a build out analysis for the Town, and NRPC was selected in June 2021.

Nic Strong stated that the Master Plan Steering Committee and Resilience are currently collecting data for the Existing Conditions Profiles. There is also a website being hosted by Resilience where the public can go for more information. These profiles will be put on the site once completed. There are public forums planned for the fall. The intention is for the Master Plan, once completed, to be a document that can be used by all in Town, which will include an interactive story map and an online presence. The process should be completed by Summer 2022, with a couple of public hearings toward the end.

Bill Stoughton asked how the Planning Board is going to move from Existing Conditions Profiles and a public input survey to a build out analysis that will inform the Board of how best to move forward into the future.

Nic Strong explained that the Existing Conditions Profiles and survey give snapshots of where the Town is now. Once this data is processed, themes will be generated. Visioning will take place during the public forums that will show the overarching themes of interest to the community and which direction to move forward in.

Bill Stoughton asked if the consultant was going to come up with different options for moving forward and the associated tradeoffs. Nic Strong stated that there will be two build out scenarios that will also give tradeoffs. Dwight Brew explained that the build out scenarios and associated tradeoffs, along with the public visioning, will give the Planning Board an idea of how zoning can be influenced to achieve this.

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Bill Stoughton asked how a Planning Board member can be more involved in the process, without creating a quorum issue in the Committee. Dwight Brew suggested that Planning Board members could send questions or comments to Nic Strong, for inclusion at the next Committee meeting. Nic Strong noted that there is also a section on the Resilience website for this project that allow for questions and comments to be entered.

Bill Stoughton stated that he does not believe these are the best ways to interact in the process. He suggested there be checkpoints in the Master Plan process for the Planning Board to hear the direction in which things are heading. He is suggesting this because he believes the Board needs to have more responsibility in the process.

Dwight Brew explained that the Committee meetings are recorded and can be watched back by Board members. He also noted that the second Planning Board meeting of the month, if held as a work session, could be used for updates on this item.

Arnie Rosenblatt asked Dwight Brew and Nic Strong to discuss how to determine milestone points and share them with the Board at future times.

Arnie Rosenblatt stated that Planning Board work on applications often bleeds into these work session. He agreed with having certain checkpoints for the Board to have discussion on the Master Plan process.

Christy Houpis noted that he would also like to be more involved with communicating to the public about the Master Plan process.

5. Discussion re: new Amherst representative to Nashua Regional Planning Commission

Dwight Brew explained that Amherst currently has two representatives on the NRPC. The Town can have up to three, due to its size. Arnie Rosenblatt suggested posting an advertisement for this position on the Town website, to close in 30 days. The Board agreed.

6. Discussion re: potential Zoning and Regulation Amendments

Bill Stoughton stated that he has been taking notes on this topic over the past year. He created a spreadsheet with suggestions for potential amendments to the Zoning Ordinance and regulations. Bill Stoughton noted that some of the proposed amendments may be informed by the work currently taking place on the Master Plan update and some of the proposed amendments may help the Master Plan Steering Committee know where to focus their efforts. He stated that the Board can discuss when these topics should be addressed and who should take the lead on them. He also asked if the Board had any additions to the list, and any particular amendments they thought should be priorities to get to the ballot for 2022.

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Bill Stoughton stated that the first item in the cleanup section is in regard to removing outdated IIHO references and repealing IIHO Regulations. Nic Strong already presented to the Board on this item for ballot vote in 2021, but it was not reviewed by Town Counsel in time to be placed on the warrant. He suggested the process be restarted and did not think this was controversial.

Arnie Rosenblatt suggested that the Board review the cleanup item section as a whole rather than go through line by line.

The Board agreed that all of the items listed in the cleanup section should be addressed and moved forward for Board and Town Counsel review for the March 2022 ballot. Nic Strong agreed to be the lead for these items.

In response to a question from Tom Silvia regarding a concern with placing too many items on the ballot at one time, Bill Stoughton explained that it will probably be difficult to complete many more items than these cleanup ones to be ready to place on the ballot in 2022.

Under the housing policy section, Bill Stoughton explained that the Elderly Housing section of the ordinance lacks guidance on what the Town wants. This section was more robust when the IIHO was in place. It still exists but is not clear. He suggested that the Board look at the section and decide if/how it wants to incentivize this kind of housing. As this may be informed by the Master Plan, it may be best to wait on this item. The Board agreed.

Bill Stoughton stated that the next item is regarding expanding on the definition of “rural character” (PRD Section 4.17). He noted that the Board has had a couple of applicants come before it where there has been concern by Board members that the rural character of the Town is not being preserved. This is also one of the key goals of the regulations. He asked if the Board thinks it can/should expand on the definition to make it more defensible. He gave an example from a recent hearing, in which Board member’s noted that more space and trees between houses seems to preserve rural character.

Arnie Rosenblatt stated that he believes this definition could also be informed by the Master Plan. He has an issue with defining something that may be changed as other modifications to the regulations are made. He stated a concern that he believes changes to or altered definitions of certain items in the ordinance may be used by developers to exploit development in Town more intensely. This could also then be used as a legal argument against the Town. He stated this is especially true now that there is a court designed in principle and practice to support developers and limit local control, while scrutinizing ordinances such as this one. He stated that the IIHO may originally have been intended as worthwhile, but was also, he believes, exploited by developers. He cautioned the Board to recognize potential ramifications of too closely defining this term.

Christy Houpis suggested that, instead of a close definition of rural character, the Board could create a list of examples to be considered as a sort of guideline. This may work not to pin down the Board to a single definition while also giving some guidelines to follow.

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Bill Stoughton agreed that factors defining rural character could be listed. He also agreed with Arnie Rosenblatt that each one should be examined as to how it may make the situation better or worse.

Dwight Brew stated that the Master Plan survey results were clear that rural character is important to the Town. He would like to see a high-level, comprehensive list because he believes the Town could be in just as much trouble without having any sort of definition or examples.

In response to a question from Bill Stoughton about whether or not this should be addressed in for the ballot in 2022, Dwight Brew stated that the Board could always have this amendment ready for the ballot and decide to put it on or wait. He thought it was important and unlikely to be changed by the Master Plan update.

Tracie Adams stated that the community survey spoke volumes about what people want in Town and she believes the Board need to be sensitive to that. Bill Stoughton stated that the ordinance could be beefed up in this area over the next year. Tracie Adams said that would give the Board something more substantial to use.

Bill Stoughton explained that the next item deals with language in the PRD ordinance that encourages clustering of units. He noted that developers have been using this language and coming in with plans that show many frontage lots with reduced road frontage. He stated that it is unclear if this is what is meant by clustering.

Tracie Adams stated that developers seem to be taking advantage of the definition, but this is also adding traffic to the roadways. She does not believe this is as the ordinance envisioned.

Arnie Rosenblatt stated that he believes the language of the ordinance is such that, if the Board does not like the clustering in a proposal, it can say so.

Bill Stoughton stated that he believes, without making this definition clearer, a court could say that the Board was unreasonable in turning down an application that proposed a design that the Board did not consider clustering because it created many frontage lots with reduced road frontage.

Arnie Rosenblatt stated that he wants the ordinances to have flexibility. He agreed to looking into this item further but stated that he is skittish for the same reasons as the last item.

Bill Stoughton stated that the next item deals with language in the PRD ordinance regarding allowing for "somewhat greater density." He stated that he believes a baseline is needed for each application in order to determine this. There used to be a formula used, but this is not mentioned in the ordinance. He asked how the Board will determine the baseline.

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Bill Stoughton explained that the next item deals with the PRD's purpose. Apparently, previous Town Counsel Bill Drescher wanted this item updated to reflect clarifying that the Planning Board's determination on density for PRDs is guided by the objectives set forth in the Purpose section. Bill Stoughton suggested that this could be worked on at the same time as the rural character issue.

Bill Stoughton stated that the next item deals with workforce housing. He asked if the Board believes this type of housing is being properly incentivized. He noted that this item should probably wait until the Master Plan is complete. He stated that he is a fan of affordable housing and believes that the community needs to create this in order to attract new families and so-called blue-collar workers into Town. He has issues with the current statute and what is technically considered to be "affordable." He is unsure if the Town is encouraging this type of housing in the right way and noted that he considers workforce housing beneficial for the Town as a whole.

Arnie Rosenblatt stated that this item should wait until the Master Plan is complete.

Bill Stoughton stated that the next four items are considered Environmental items. He has spoken with Amherst Conservation Commission Chair, Rob Clemens, who agreed to be the lead on these items. The Board agreed to that.

Bill Stoughton stated that the next item deals with the current Sign Ordinance (3.4). Particularly with reference to political signage, he and Dwight Brew noticed that the Town's ordinance is different from the State ordinance. Bill Stoughton noted that the Sign Ordinance is also inconsistent with a recent Supreme Court decision. He believes the whole Sign Ordinance needs a rewrite to make it consistent and to avoid regulating categories of signs based on their content. He offered to take the lead on this item.

Dwight Brew stated that the next item deals with the Cell Tower Ordinance (3.16). He explained that pre-5G, cell towers were large and intended to cover multi square mile areas. Post-5G, these towers transmit shorter distances and so more of them are needed. The federal regulations make it so that towns have a hard time getting in the way of the placement of cell towers, and thus some have been placed within sidewalks in other communities. He stated that he would like this ordinance to include language that would require these towers to be put onto existing poles or to collocate the necessary equipment. He will take the lead on this item.

Bill Stoughton explained that the next couple of items deal with corner lots. He stated that regulations currently allow for corner lots to add the frontage from both roads in order to satisfy the frontage requirement. He is unclear if the regulations are meant to read this way or instead should specify that the lot needs to have the proper amount of frontage along both roads. The Board was in agreement that the latter seems more correct. Bill Stoughton stated that he would work on both this item and the next dealing with corner lot setbacks, with the intention of getting them ready to place on the next ballot.

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Bill Stoughton stated that the next item deals with enforcement. He is concerned that there are a number of ordinances that have requirements but there is little follow-up on these once it leaves the Board because the Town does not have the resources available to handle enforcement. He suggested that the Board look into the land use requirements and determine what kind of enforcement power there is in the Town. He gave the example of the Board of Selectmen recently voting on the annual dog license warrant. This has great enforcement, as the statute directs the Town to take the owner's dog, if not licensed, at the owner's expense and also impose a fine. In contrast, the Planning Board has stormwater treatment requirements that it imposes on applicants but does not then have language to enforce this.

Arnie Rosenblatt stated that enforcement takes funding. He asked how this is intended to be funded.

Christy Houpis mentioned that the Board also sometimes puts enforcement back on the applicant by asking for these items to be written into deeds.

Bill Stoughton suggested that the Town could enforce civil penalties for not complying with certain items, or the Town could create a funding mechanism so that those who disobey fund the enforcement. He stated that he will start researching what is possible as a first step.

Nic Strong stated that there are statutes in place for fines/penalties that the Town can enforce. Generally, if a violation occurs, the Code Enforcement Officer finds out, looks into it, and goes through the proper procedure. The Planning Board can also revoke a plan if it does not match the approval given.

Nic Strong stated that the next item is for nonconforming uses and setbacks. She explained that this section does not mention nonconforming lots and should reference the statute to be consistent with State language. She will work on this item for the Board to review.

Nic Strong explained that the next item deals with impact fees. She suggested that the Board consider setting up impact fee regulations to explain how the process works in detail.

Bill Stoughton explained that there are a number of regulation items listed that are not on the same timeline as the ordinance items. He would like to keep these on this list and update them as possible but focus efforts on the ordinance items that need to go before the voters.

Nic Strong stated that the next item is the Subdivision Regulations. There is some clean-up needed, such as to add further clarity regarding completed applications; review the list of items required for a completed application; add language regarding major and minor applications; consider requiring design review; waivers; timing of submissions and meetings; delete reference to IIHO; add severability, revocation, fees & costs, certificates of occupancy, phasing, off-site improvements, regional impact, signing the plan and issuing building permits, impact fees, active and substantial, special flood hazard areas, etc.; update all application forms and checklists and

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have them approved by the Planning Board; etc. She noted that this list is similar for the Site Plan Review Regulations.

Nic Strong explained that there are also some Development Regulations that appear to be the first steps in combining the subdivision and site plan regulations. She suggested that this section can be done away with if the necessary items are included in both the site plan and subdivision regulations, which is her recommendation.

Nic Strong stated that there are some items under the Road and Utility Regulations that need to be updated, including review for accuracy and housekeeping items; update driveway regulations in concert with DPW; ask DPW and town engineer to review against current industry standards; and review for consistency with stormwater regulations.

In response to a question from Arnie Rosenblatt, Nic Strong stated that she can work on drafting these items for Planning Board review and adoption over time at public hearings. Bill Stoughton noted that the Board could have public hearings once or twice a year to review and possibly adopt regulation changes. The Board agreed on this process.

Bill Stoughton stated that the items the Board will work on for review for possible inclusion on the next ballot are all of the clean-up items, rural character factors, PRD purpose, PRD baseline density definition, and corner lot items.

Arnie Rosenblatt stated that he has concerns with the PRD baseline density definition, as he believes this is a judgement call. He is worried about the Board being boxed into a tight definition that could be used against it.

In response to a question from Arnie Rosenblatt, Bill Stoughton stated that, in the past, he believes the baseline was calculated as the acreage of land minus wetlands and steep slopes, divided by the zoning requirements. This does not take into account frontage, septic areas, etc.

Arnie Rosenblatt stated that he would like the language to allow the Board to use its judgement on this item. Dwight Brew stated that he believes the baseline number should be tied to something in reality.

Christy Houpis stated that he believes the rural character definition, the PRD density discussion, and the PRD purpose should all be discussed in the near term.

Bill Stoughton stated that he missed one item, regarding PRD density. He questioned if the Board wants to look at capping the definition of "somewhat greater density" as part of these applications. He noted that, had the IIHO continued to be used, voters seemed to agree that this should be capped at a maximum of 35%.

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Dwight Brew stated that he is uncomfortable with the fact that developers have started to use the “up to ‘x’” number as just ‘x.’ He is concerned that putting a cap on the density will allow developers to use that cap number as the maximum and not an up-to number.

Bill Stoughton stated that he believes Arnie Rosenblatt has that same concern.

Cynthia Dokmo stated that she would like to see Bill Stoughton draft something on this item. She stated that she does believe a cap is necessary and that it needs to be clear that this cap is not a guarantee, the applicant can get less than that amount. She stated that the language now seems vague.

The Board agreed for Bill Stoughton to lead on this item.

7. Minutes: August 4, 2021

Christy Houpis moved to approve the meeting minutes of August 4, 2021, as amended [Line 296-297: change “Residential district” to “Wetland and Watershed Conservation District;” Line 433: change “smaller” to “larger;” Line 649: to read “She noted that she had previously heard the applicant state this will have a public water supply but is happy there will at least be a community water supply.”] Dwight Brew seconded.

Voting: Voting: Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia Dokmo (remote) - abstain, Christy Houpis - aye, and Tom Silvia – aye; 5-0-1; motion carried.

8. Any other business

Christy Houpis stated that he has been attending CIP meetings. He believes the recommendations of the group will be brought before the Board at the end of September or early October.

Dwight Brew noted that the Board of Selectmen is required to revisit the impact fee schedule annually. It will do so once the CIP is completed and presented.

Arnie Rosenblatt noted that the next Planning Board meeting will be held on September 8, 2021, at 7pm at the Souhegan High school.

Tracie Adams moved to adjourn the meeting at 8:45pm. Christy Houpis seconded. Voting: Voting: Dwight Brew - aye, Bill Stoughton - aye, Tracie Adams - aye, Cynthia Dokmo (remote) - aye, Christy Houpis - aye, and Tom Silvia – aye; motion carried unanimously.

Respectfully submitted,
Kristan Patenaude

Minutes approved as amended: September 8, 2021