

Meeting Minutes for
Work Meeting
January 2, 2024
RO, JS, KM, BH, KG

PLANNING BOARD
RINDGE, NEW HAMPSHIRE
January 2, 2024

DATE: January 2, 2024 **TYPE:** Work Meeting **APPROVED:** 2/6/2024

TIME 7:00 pm

CALL TO ORDER: 7:00 pm

ROLL CALL MEMBERS: Roberta Oeser, Bob Hamilton, Kim McCummings, Julie Sementa,

ROLL CALL ALTERNATES: Kelen Geiger

ABSENT: Rob Chamberlain, Joel Aho, Katelyn Smith

EX OFFICIO: Bob Hamilton

PLANNING DIRECTOR: None

APPOINTMENT OF ALTERNATES: Kelen Geiger for Katelyn Smith

OTHERS PRESENT: Karl Pruter arrived at 7:20PM

Call to order and Pledge of Allegiance

Roll call by Chairperson

Announcements and Communications

Roberta announced that the POOR raffle will be starting up on January 6th. The group that will be helping with this is the Jaffrey-Rindge Education Foundation.

Bob Hamilton announced that our former Police Chief, Frank Morrill, has passed away.

Approval of Minutes:

1. December 5, 2023

MOTION: Julie Sementa moved to approve the minutes as written. Kim McCummings seconded the motion. **Vote: 5-0-0**

Old Business/Continued Public Hearings

1. Discussion: Map 2 Lot 46-1-1 Falling Leaf Lane PURD

Chairman Roberta Oeser said that this project is being sold and the new owner has asked to post “other than a bond” which hasn’t been done in a long time. The approval for this application clearly requested a bond although our Subdivision Regulations read as follows:

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“SECTION IX – PERFORMANCE BONDS

1. The Board may require the subdivide to file with the Board an Engineer's estimate of costs of streets, public improvements, drainage structures, and other utilities or improvements, together with maps, plans and supporting data.
 - A. A surety bond issued by a surety company authorized to do business in the State of New Hampshire to be filed with the Board of Selectmen in form and amount satisfactory to the Board.
 - B. Cash, certified or bank checks, savings bank book properly endorsed to the town, or letter of credit in an amount to be determined by the Board of Selectmen and to be deposited with it.”

Roberta said that she will handle these items in the office by amending the Notice of Decision originally dated September 5, 2023, condition #9.

Members discussed the wording of the motion.

MOTION: Roberta moved to amend the Notice of Decision originally dated September 5, 2023, Condition 9, for the construction of the road by adding “*The applicant shall provide construction assurance per “Section IX Performance Bonds” of the Subdivision Regulations*” Bob Hamilton seconded the motion.

Vote: 5-0-0

Chairman Roberta Oeser said that another condition of approval that is outstanding are the HOA (Homeowner’s Association) documents which the new owner thought was completed. It is being worked on.

New Business

Public Hearings for Zoning Amendments that will go to Warrant in 2024

1. To amend the Rindge Sign Ordinance by combining the Business Light Industry requirements with other commercial districts.
2. To amend the Rindge Sign Ordinance by providing a chart for sign sizes.

Chairman Roberta Oeser opened the public hearing at 7:18PM. Presently, there is no one from the public attending.

Chairman Roberta Oeser asked if Board members had any comments. Bob Hamilton asked about the use of the word “monument” in the chart. Roberta said this is mentioned under “Free Standing”, number 21 of the definitions in the Sign Ordinance. Roberta said that the Definitions section of the Sign Ordinance need a lot of work in the future.

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Free-Standing Sign: A self-supporting sign not attached to any building, wall or fence but separate and affixed in or upon the ground. Included are pole signs, pylon signs, monolith, **monument** and masonry wall-type signs. This does not include portable or mobile trailer type signs.

The Board discussed this and decided to change the word “monument” to “Free Standing” on the chart.

	<u>Free Standing or road sign</u>	<u>Wall signs includes all signs</u>	<u>Wall sign bldg. over 100' from road</u>	<u>Free Standing directory signs</u>	<u>Free Standing signs off premises</u>
US Route 202 frontage C/BLI/GC	50 square feet	Max *150 square feet of total sign size	Max** 150 square feet	8 sq. ft. per business max 64 sq. ft.	Same but require CUP and landowners permission
NH Route 119 frontage C/GE/GC	32 square feet	Max *75 sq. ft. total	Max ** 75 sq. ft. total	8 sq. ft. per business max 64 sq. ft.	Same but require CUP and landowners permission
Entrance/second entrance from side road C/GE/GC/BLI	24 square feet	24 square feet		8 sq. ft. per business max 64 sq. ft.	Same but require CUP and landowners permission

Chairman Roberta Oeser closed the public hearing at 7:35PM

Chairman Roberta Oeser addressed the following two warrant articles and asked for a motion from the Board.

Are you in favor of the adoption of Amendment number 7 to the Town of Rindge Zoning Ordinance as proposed by the Planning Board and generally described as follows:

To amend the Rindge Sign Ordinance, Article VI, C 5 by deleting sections in Article VI, C 5a-d and adding the following chart relative to allowed sign sizes with included notations:

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Are you in favor of the adoption of Amendment number 8 to the Town of Rindge Zoning Ordinance as proposed by the Planning Board and generally described as follows:

To amend the Rindge Sign Ordinance by amending Article VI, C by deleting “Commercial Uses in” from the title to read COMMERCIAL DISTRICT, GATEWAY DISTRICTS AND THE BUSINESS/LIGHT INDUSTRIAL DISTRICT and deleting Article VI, D in its entirety.

Chairman Roberta Oeser closed the public hearing at 7:35PM

MOTION: Bob Hamilton moved to post Amendments 7 and 8 to the Town Warrant on March 12, 2024. Julie Sementa seconded the motion. **Vote: 4-0-1** Kelen abstained.

Planning Office Report

1. Status of cases in office

Chairman Roberta Oeser said that the Navian project (Map 4 Lot 23) is finally moving forward and Roberta said she is just waiting for documents to meet the conditions of approval and go to the Registry of Deeds. Karl Pruter asked if all the wetlands issues had been addressed. Roberta said the wetland issue was with the access road which has been addressed. Roberta said all the documents have been supplied and they are waiting for signatures.

Chairman Roberta Oeser said she has been in contact with CHA (Clough Harbour Associates) for third party / engineering reviews. She has a proposal which she has not yet opened for the Map 2 Lot 46-1-1 project.

Chairman Roberta Oeser said she has not heard back from Chad at Fieldstone. Chad was supposed to meet with Mike the next week to provide the amount of the bond and escrow for Map 6 Lot 73 Kings Way project.

Chairman Roberta Oeser said that two new projects have come in and the Board needs to review those. One is a two lot (minor) subdivision on Perry Road (Map 7 Lot 87-3 and the other is for a Minor Site Plan for an additional building at Class Act Auto out on Lisa Drive (Map 6 Lot 49-A-4-3).

Chairman Roberta Oeser said she needs two volunteers to review these for completeness and if they comply with regulations. Three people would be good. Kim volunteered to help. This needs to be done before January 16th.

2. **Non-Public Session pursuant to RSA 91-A:3IIb 7:46PM**

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MOTION: Bob Hamilton moved to go to Non Public Session pursuant to RSA 91-A 3IIb for Hiring/personnel. Julie Sementa seconded the motion. Roll Call Vote: Roberta: AYE; Julie: AYE; Kim: AYE; Bob: AYE; Kelen: AYE.

NON PUBLIC SESSION

Discussed Applications for Planning Director. No decisions were made.

Return to Public Session at 8:30 PM

Adjourned 8:32 pm

Respectfully submitted,
Planning office staff