



1 **Planning Board Design Review Subcommittee**

2 **Meeting Minutes - Approved**

3 **Friday, May 26, 2023, @ 9:00 AM**

4 Community Development Meeting Room

5 3 North Lowell Road, Windham, NH

6
7 Present: Peter Griffin, Renee Mallett, David Blundell, and Alex Tokanel (alt.)

8 Excused: Brenda Behling, Aaron Maynard, and Corey Porter (alt.)

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10 **1. Call to Order - 9:22 AM**

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12 **2. Renee Mallett nominated Peter Griffin as Chair. Mr. Blundell seconded. The motion passed with**
13 **the following roll-call vote:**

- 14 • Renee Mallett, aye
- 15 • David Blundell, aye
- 16 • Peter Griffin, abstained
- 17 • Alex Tokanel, aye

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19 **3. Approval of Minutes:**

- 20 • April 27, 2022 – Ms. Mallett made a motion to approve. Ms. Tokanel seconded. The motion
- 21 passed unanimously.
- 22 • June 29, 2022 – Mr. Blundell made a motion to approve. Ms. Mallett seconded. The motion
- 23 passed unanimously.
- 24 • November 15, 2022 – Ms. Tokanel made a motion to approve. Ms. Mallett seconded. The
- 25 motion passed unanimously.
- 26 • January 4, 2023 – Ms. Mallett made a motion to approve. Ms. Tokanel seconded. The
- 27 motion passed unanimously.

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29 **4. [Case 2023-10](#) – 11 Indian Rock Road (Parcel 11-A-520 and 11-A-545); Zone – Village Center and**
30 **WWPD; Preliminary Site Plan and Design Review Subdivision**

31 The Applicant, Karl Dubay of the Dubay Group, Inc., and Owner, Beylin Development, LLC, is seeking
32 review for a Preliminary Site Plan and Design Review Subdivision to perform a lot line adjustment
33 and construct 45 townhouse units with a clubhouse and supporting infrastructure.

34 Per Section 708.2.2 of the Site Plan Regulations, the [Design Review Regulations](#) are applicable.

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36 Ms. Tokanel noted the west coast style of the proposed architecture. The Committee generally likes
37 the design.

38 Ms. Mallett noted that people driving by from Rt. 111 will see the rear, which appears to lack the
39 nice architectural features on the front façades that are visible from within the development. The
40 design seems to be more plain facing Rt. 111 and abutting properties.

41 David Blundell agreed that there is not enough variation of materials in the rear facing Rt. 111.

42 Ms. Tokanel thinks the design needs to be more refined with more details in the rear.

43 Ms. Mallett suggested more materials from the front be carried onto the rear.
44 Mr. Blundell inquired on snow storage locations, stormwater design, curbing (granite required), and
45 encouraged porous paving with proper maintenance.
46 Ms. Mallett believes the location of drainage areas could impact design and may recommend
47 shielding their view.
48 Chair Griffin requested that a more historically contextual street name be considered.
49 Ms. Mallett thinks that 3D views to estimate scale and retaining walls would be helpful.
50 Ms. Tokanel and Ms. Mallett both think that the walking paths should connect to the club house.
51 The Committee requests to see the plan with a presentation from the Applicant prior to final site
52 plan submittal.

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54 **5. Adjournment - 10:07am**

55
56 Respectfully submitted,
57 Alexander Mello, AICP
58 Director – Community Development Department