



---

## Technical Review Committee Meeting - SUMMARY

**To:** Planning Board  
**CC:** Brian McCarthy, Town Administrator; Alex Mello, Community Development Director; Julie Suech, Planning Technician;  
Applicants: Karl Dubay and Joseph Maynard  
**From:** Chris Sullivan, Assistant Community Development Director  
**Re:** TRC Meeting Agenda – August 3, 2022 @ 10:00 AM

1. **2022-21 – 1 Industrial Drive (Parcel 13-A-198); Major Preliminary Site Plan; Zone – Limited Industrial**

The Applicant, Karl Dubay of The Dubay Group Inc, and Owner AFS Reality, LLC (Al Sfeir), is seeking Major Preliminary Site Plan review to propose constructing a 12,000 s.f addition to the rear of an existing public charter school (Windham Academy).

**Deputy Chief Jim Saulnier, Windham FD:**

- Would there be a hydrant if the water line came through?
  - Not possible due to pressure issues
- Will need to work with the State Fire Marshall's office.

**Carol Pynn, HDC/HC:**

- Asked where the water was coming from?
  - Existing on-site well and maybe the Salem water line.
- Ask what is going to happen with the slope areas?
  - One of the areas would need to be cleaned up. The area is full of invasives.

**Chief Mike Caron Windham PD**

- Concerned about having the same traffic issues with the drop-off.
  - Coordination with abutters is ongoing and on the right track.
- Have a traffic mitigation plan.

**Alex Mello, Community Development:**

- Asked for a copy of the traffic mitigation plan to share with police and fire.
  - Will email a .pdf.

**Chris Sullivan, Community Development:**

- Requires a WPOD application.

2. **2022-22 – 10 Libbey Rd (Parcel 8-B-3000); Conceptual Site Plan; Zone – Commercial District A.**

The Applicant, Karl Dubay of The Dubay Group Inc, and the Owner, Rockingham Rd Realty Trust, Alain Sfeir, Trustee, is seeking Conceptual Site Plan review to propose as 70,000 sq. ft. self-storage facility with and a 400 sq ft building and outdoor storage.

**Deputy Chief Jim Saulnier, Windham FD:**

- Would expect a gate system that communicates with the FD and PD.
- Concerned about condition of Libbey Road and would like more information on its current condition.

**Carol Pynn, HDC/HC:**

- Inquired on if a house was situated on the property in the past.
  - Yes, previous owner demolished it. There may be a stone wall.

**Alex Mello, Community Development:**

- Per Town Counsel recommendation, the proposed use is not allowed. Will need a Variance.
- Suggested adding a landscape buffer to hide the RV storage area.

**Chief Mike Caron Windham PD**

- Libbey Rd is in poor condition and asked if there would be any improvements to it.
  - The property owner noted that the issue had gone to Town Meeting for a discontinuance, but required cooperation with an adjacent owner that has not worked out.
  - Applicant will look into squaring off the intersection and will have a traffic engineer look at it.

3. **2022-23 and 2022-24 – Land off Kendall Pond Road (Parcel 9-A-770 and 9-A-825); WWPD Special Permit; Zone – Rural and WWPD.**

The Applicant, Joe Maynard of Benchmark LLC, and Owner, Town of Windham and MLC Realty Partnership, is seeking a WWPD Special Permit for the following improvements:

- Lot improvements for a new home within the WWPD on lot 825
- Driveway to lot 825 as shown through Tax Map 9-A Lots 770 and 850A
- Wetland impacts for the proposed access driveway and rail trail
- WWPD impacts for the rail trail, driveway and new home with associated improvements.

**Deputy Chief Jim Saulnier, Windham FD:**

- Length and width of driveway?
  - 900 feet long and 12' wide with 20' cleared. Joe said making it wider would impact the WWPD to much.
- Square feet of house?
  - Approximately 2,400 gross square feet.

**Carol Pynn, HDC/HC:**

- No comment.

**Chief Mike Caron Windham PD**

- Distance of curb-cut to Shamrock Road
  - Approximately 166 feet.