

TOWN OF PELHAM HIGHWAY SAFETY COMMITTEE
MEETING MINUTES
October 30, 2023

The meeting was held in the Community Room at the Police Department, 14 Village Green, Pelham, NH 03076.

In attendance were the following members of the committee: Police Chief Anne Perriello, Acting Fire Chief John Ignatowicz, and Highway Director James Hoffman. Planning Director Jennifer Beauregard and Planning Assistant/Secretary of the Committee Kerry Karalekas were not in attendance. Also in attendance were Philip Scanzani, property owner of 1 Victoria Circle, and Pelham Assessing Assistant Susan Snide.

The meeting was called to order at 10:32 am.

1 VICTORIA CIRCLE – MAP 35 LOT 6-41

The Planning Department approved an attached Accessory Dwelling Unit (ADU) with a separate driveway leading to it. Mr. Scanzani preferred to number the ADU as #1 Victoria Circle and the main portion of the home as #3 Victoria Circle rather than 1 A&B Victoria Circle. Mr. Scanzani stated that all the duplexes on Victoria Circle are numbered separately and do not contain letters to differentiate the separate dwellings. Ms. Snide stated that she was in favor of keeping the house number consistent with what is already on the street.

Facts of the existing structure: Two separate driveways exist – one on each side of the residence. There are two front entrances, both of which are used to enter the primary residence. The ADU and the main residence are connected.

Discussion: Chief Perriello was in favor of keeping the numbers on the road consistent with the duplexes on the street, herefore supported numbering the new dwelling, "#1" and "#3.". Chief Perriello would have favored following the Address and Standard 911 Guidance but believed that consistency on the road would assist in an emergency response situation. Highway Director Hoffman agreed with Chief Perriello. Acting Chief Ignatowicz opposes the numbering of the ADU and main house, citing the consistency with following the Address and Standard 911 Guidance. He recommended that it be "1a" and "1b."

VOTE: (2-1-0) The vote was in favor of recommending that the ADU and main residence be numbered. Chief Perriello and Highway Director Hoffman voted in the affirmative. Acting Chief Ignatowicz opposed numbering the houses as #1 and #3 Victoria Circle.

RE-ADDRESSING OF 9 COLLINS WAY

Ms. Snide asked for the Committee's opinion of re-addressing 9 Collins Way. 9 Collins Way has an existing, occupied detached Accessory Dwelling Unit. Ms. Snide stated that the owner did not want to change their address and was only willing to change it to "9" and "9a" if mandated. The lot has one driveway for both the ADU and the primary residence.

The Committee recommended following the States Address and Standard 911 Guidance. They also recommended that Ms. Snide speak to the Town Administrator for guidance on the Town's stance concerning establishing consistency with the ADUs, specifically with detached accessory dwelling units, accessory dwelling units with no direct access to the main dwelling, and accessory dwelling units that have separate driveways from the main residence. These were discussed as points of concern that may cause opposition to the use of the guidelines set through the Address and Standard 911 Guidance.

The meeting adjourned at 11:25 am.

Respectfully submitted,
Kerry Karalekas