

**LONDONDERRY, NH PLANNING BOARD
MINUTES OF THE MEETING OF AUGUST 9, 2023,
AT THE MOOSE HILL COUNCIL CHAMBERS**

I. CALL TO ORDER

Members Present: Art Rugg, Chair; Al Sypek, Vice Chair; Jake Butler, Secretary; Lynn Wiles, Assistant Secretary; Ann Chiampa, member; Jason Knights, alternate member; Roger Fillio, alternate member; Tony DeFrancesco, alternate member

Also Present: Kellie Caron, Assistant Town Manager/Director of Economic Development

Chairman Rugg called the meeting to order at 7:00 p.m., explained the exit and emergency procedures, and began with the Pledge of Allegiance. He appointed J. Knights to vote for J. Penta this evening.

ADMINISTRATIVE BOARD WORK

A. APPROVAL OF MINUTES:

Approval of the draft minutes for July 5, 2023.

Member A. Sypek made a motion to approve the minutes of July 5, 2023, as presented.

J. Butler seconded the motion.

The motion was granted, 6-0-0. The Chair voted in the affirmative.

Approval of the draft minutes for July 12, 2023.

Member A. Sypek made a motion to approve the minutes of July 12, 2023, as presented.

J. Butler seconded the motion.

The motion was granted, 5-0-1, with A. Sypek abstaining. The Chair voted in the affirmative.

B. REGIONAL IMPACT DETERMINATIONS:

There were no regional impact determinations.

C. DISCUSSION WITH TOWN STAFF:

K. Caron informed the Board there were three lot merger applications for the Chair to sign:

1. 7 and 13a Constance Drive.
2. 20 and 22 Young Road, which is part of the recently approved Winni Estates subdivision.
3. 29 and 31 Hemlock.

Member A. Sypek made a motion to allow the Chair to sign three lot-line merger applications.

J. Butler seconded the motion.

The motion was granted, 6-0-0. The Chair voted in the affirmative.

K. Caron informed the Board zoning amendments are coming forward this fall:

1. Updating the building code to 2018.
2. Route 102 and 28 Overlay Districts: The document is ready for review and a work session can be scheduled in late September/October. She will send out this document with amendments and additional information to the Board within the next week.

K. Caron informed the Board the applicants for the conceptual discussions this evening have requested the order be switched. The Board agreed to this change.

II. Old Business

- A. Public hearing on application for formal review of a lot line adjustment and consolidation plan to adjust the lot line of Map 28 Lot 29-2 and consolidate with Map 17 Lot 2 and Map 28 Lot 31-6. 52 Grenier Field Road, Map 28 Lot 29-2 and 104 Grenier Field Road, Map 17, Lot 2, Zoned Industrial II (Ind-II), Londonderry Holdings, LLC and Woodhaven Limited Partnership (owners) and Ken Solinsky (applicant). **Continued from July 12, 2023.**

Chairman Rugg said the applicant has requested a continuance to September 13, 2023.

Member A. Sypek made a motion to grant the request for a continuance of the public hearing on application for formal review of a lot line adjustment and consolidation plan to adjust

97 **the lot line of Map 28 Lot 29-2 and consolidate with Map 17 Lot**
98 **2 and Map 28 Lot 31-6. 52 Grenier Field Road, Map 28 Lot 29-2**
99 **and 104 Grenier Field Road, Map 17, Lot 2, Zoned Industrial II**
100 **(Ind-II), Londonderry Holdings, LLC and Woodhaven Limited**
101 **Partnership (owners) and Ken Solinsky (applicant).**

102
103 **J. Knights seconded the motion.**

104
105 **The motion was granted, 6-0-0. The Chair voted in the**
106 **affirmative.**
107

108 This public hearing has been continued to September 13, 2023, at 7:00 p.m. This is
109 the only public notice of this hearing.

110
111 **III. New/Conceptual Plans**
112

- 113 B. Conceptual discussion for a site plan to construct a parking lot for the
114 purpose of employee parking and associated site improvements. 4 Nashua
115 Road, Map 10 Lot 121, zoned Commercial II (C-II), Windham Realty LLC
116 (owner) and Bill and Steven DeLuca (applicants).
117

118 Matt Routhier of TFMoran and Steven DeLuca, Auto Auction of New England,
119 appeared before the Board to discuss a proposed parking lot. They intend to
120 request zoning relief due to the zone line between the commercial and residential
121 zone.
122

123 Chairman Rugg asked for Staff comment.
124

125 K. Caron noted there is a potential for zoning relief, which will need to be
126 determined through the zoning administrator. There is a question regarding the
127 existing use and proposed use of the building as to what is conforming and not
128 conforming. There is a shared access from one lot to another, but the lots are
129 under the same owner.
130

131 K. Caron shared J. Trottier's comments. Driveway permits will need to be updated
132 and a drainage plan will be needed. The percentage of lot coverage will need to be
133 considered. The Town of Derry will need to weigh in on this approval.
134

135 Chairman Rugg asked for Board comment.
136

137 The Board questioned the need for two curb cuts on West Broadway, the direction
138 of traffic accessing the lot and leaving the lot, and the reason for this project. Mr.
139 DeLuca explained it will provide additional offsite parking for Auto Auction
140 employees. The Board expressed support for this project.
141

142 Chairman Rugg stressed the need to work with abutters and neighbors as well as
143 the Town staff.
144

C. Conceptual discussion for a site plan and subdivision to construct a 30,000+/- square foot office building and associated site improvements. Michels Way (Map 10 Lot 41, Zoned AR-1 & Woodmont Planned Unit Development (PUD)), Pillsbury Realty Development, LLC (Owner) and Nickerson Designs, LLC (Applicant).

Chris Nickerson of Nickerson Designs and Bob Duval of TFMoran appeared before the Board to discuss construction of an office building. C. Nickerson noted the Board previously approved construction of the first building in Woodmont Commons, which opened in May 2023. He said the feedback has been positive and credited the Board for their foresight in approving this project. He pointed out the street parking is perceived as a benefit by the employees of the building tenants and the community. He said they have received feedback that the walkability of the community is also viewed as a benefit. The proposed site was previously developed, with no abutters or ecological impact. The current plan incorporates suggestions from the Conservation Commission and the Heritage Commission. The intended tenants are medical offices.

Chairman Rugg asked for Staff comment.

K. Caron complimented the applicant on incorporating the comments received from the Town into the current design.

Chairman Rugg asked for Board comment.

The Board discussed the lifespan of the brick applied to the outside of the building and questioned the removal of parking spots. They expressed their approval of the aesthetics of the current building. It was noted that the waste management trucks block the exit when backing up to the current building.

C. Nickerson explained the Heritage Commission suggested removing parking spots to improve the aesthetics of the building and three spots were eliminated. A. Chiampa suggested adding more handicapped parking spaces near the door. B. Duval noted the plan includes more parking than zoning requires, due to the tenants' concern regarding adequate parking. The Board suggested installing a crosswalk to access the shared parking lot across the street.

C. Nickerson thanked the Board for their comments and compliments regarding the existing building.

IV. Other

Chairman Rugg reminded the Board of the meeting on October 11, 2023, at 5:30 p.m. with the Town attorney.

V. Adjournment

Member A. Sypek made a motion to adjourn the meeting at approximately 7:49 p.m. Seconded by J. Knights.

The motion was granted, 6-0-0.

The meeting adjourned at approximately 7:49 p.m.

These minutes were prepared by Beth Haggeli.

Respectfully submitted,

Name: Jake Butler

Title: Secretary

These minutes were accepted and approved on _____ by a motion made by _____ and seconded by _____.