Note: All "plans” and “documents” referred to in these answers are available for public inspection Monday through Friday, 8:30 a.m. to 5:00 p.m. The public is strongly encouraged to examine records personally to ensure accuracy and thoroughness of the information being sought. However, an appointment is generally not necessary in order to receive assistance from staff once at Town Hall.

Q. Where can I get a copy of my plot plan?
   A. Plot plans of individual properties can be found in the Building Division (depending upon the year the residence was built). Septic plans and well locations are on file there as well.

Records related to entire subdivisions and site plans are located in the Planning & Economic Development Department.

Property owners can also view their lot with a variety of other information (including aerial photography) on the Map Tools webpage

Plans or lot records contained in the Departments files are available to the public at the cost of reproduction.

Q. What Zoning District is my lot in?
   A. Londonderry is made up of many different zoning districts. These districts are displayed on the Town’s Zoning Map.

An additional way to determine a parcel’s zoning is to use the Map Tools webpage. You can search for a parcel by Owner’s name, Parcel ID, or property address. Once you have found your parcel, select the “Zoning Districts” option from the “Select a Ready Map” dropdown menu at the top right and allow the page to reload. Click on the legend tab to view the symbol descriptions.

Q. What are the Zoning Requirements for my parcel?
   A. Requirements for each zoning district are different, both in terms of what uses are allowed, as well as setback and other dimensional requirements. Permitted Uses can be found in the “Use Table” under Section 2.2 of the Zoning Ordinance. Dimensional requirements are located in Section 2.3 of the Zoning Ordinance.

Q. Can I subdivide my parcel?
   A. Generally speaking, it is difficult to determine if a residential lot can be subdivided without utilizing the services of a land surveyor or engineering firm. Londonderry applies what is known as “soils based lot sizing” for parcels where municipal sewer is not available. The majority of lots in town require a High Intensity Soils Survey to determine what lot size will be required, however the very minimum
for a single family dwelling is one acre. Lot size is also determined by the number of bedrooms proposed for a residence. (For specifics, see Section 2.3 of the Town Zoning Ordinance).

In addition to the minimum lot size requirements, each new lot is required to have 150 to 200 feet of frontage (depending on the type of residence being proposed) on a public roadway.

A list of surveyors and engineers that regularly do business in Londonderry and are familiar with Town ordinances and regulations is available in the Planning and Economic Development Department. Any subdivision proposed is subject to Planning Board approval, in accordance with the Town’s Subdivision Regulations.

Q. Where can I find out the location of wells, water lines, sewer lines, & septic systems?

A. Water Lines: There are three service providers for the Town;
Pennichuck Water Works - 603-882-5191
Manchester Water Works - 603-624-6495
Town of Derry, Water Dept. - 603-432-6147

Sewer Lines:
As-built plans are available in the Department of Public Works.

Proposed sewer lines (as part of development projects currently under review), are available in the Planning & Economic Development Department.

Wells & Septic Systems:
Depending upon the age of the residence, proposed septic system and well locations can be found on septic plans which are available in the Building Division. Any "as-built" plans would be located there as well.

Q. Where can I get a copy of the Town maps (zoning, streets, etc)?

A variety of useful maps are available in the GIS portion of the Town Website. Hard copies can be obtained through the GIS Division of the Planning and Economic Development Department.

Q. Where can I find flood maps?

A. Flood maps are available for review in the Planning and Economic Development Department, and are also available on the FEMA Map Service Center website. After entering an address, follow the directions to create a FIRMette to create a printable letter size version of your area of interest.

Q. Where can I get information about applying for a site or subdivision plan?

A. Most answers are located on the Land Use Regulations page of the website. The subdivision process is outlined in Section 2 of the
Subdivision Regulations while the site plan process is found under Section 2 of the Site Plan Regulations. You are also welcome to contact the Planning and Economic Development with questions.

Q. What is the difference between the Planning Board and Planning and Economic Development Department?

A. The Planning Board is a 9 member board comprised of Londonderry citizen volunteers who are appointed by the Town Council that meets the first and second Wednesdays of the month. The Board is charged with specific duties and responsibilities, including long range planning (Master Plan); review of subdivision plans and site plans; holding public hearings; forwarding recommendations on proposed zoning changes; and development of the Capital Improvements Program (CIP).

The Planning & Economic Development Department consists of 4 professional staff members: The Planning & Economic Development Director, the Town Planner, the GIS Manager/Planner, and the Administrative Assistant. The Planning & Economic Development Department provides technical and administrative support to other Town Departments as well as the Planning Board, Town Council, Economic Development Committee, Londonderry Housing and Redevelopment Authority, Capital Improvements Program Committee, Heritage Commission, Zoning Board of Adjustment and other related groups. The Planning & Economic Development Department is also responsible for coordinating the subdivision and site plan review process.

Q. When is the next Planning Board meeting and/or submission deadline?

A. The Planning Board meets the first and second Wednesday of every month. Agendas are posted on the Town website, in local newspapers (Londonderry Times & Derry News), and at Town Hall. Meeting dates and submission deadlines can be found on the Planning and Economic Development page of the Town website. The first Planning Board meeting of every month is dedicated to application acceptance review and public hearings on new plans and the second meeting to continued subdivision and site plans, public hearings on ordinance/regulation amendments or rezoning, conceptual discussions, and workshops.

Q. Can anyone attend the Planning Board meetings?

A. Yes. Meetings are always open to the public and people are encouraged to ask questions or comment on agenda items or other Planning related topics.

Q. Where can I find the Planning Board agendas?

A. Planning Board agendas can be found on both the Planning Board and Meetings Calendar pages of the Town Website.
Q. Where can I find the Planning Board meeting minutes?

A. After meeting minutes are approved & signed by the Planning Board, they are posted on the website. Draft minutes are also available there five business days following a Planning Board meeting. Minutes prior to 2006 can be obtained from the Planning and Economic Development Department.

Q. What is a Master Plan?

A. “In the simplest terms, a master plan is a planning document that serves to guide the overall character, physical form, growth, and development of a community. It describes how, why, where, and when to build or rebuild a city or town. It provides guidance to local officials when they are making decisions on budgets, ordinances, capital improvements, zoning and subdivision matters, and other growth-related issues.

“A master plan also provides an opportunity for community leaders to look ahead, establish new visions and directions, set goals, and map out plans for the future. Properly done, a master plan should describe where, how, and at what pace a community desires to develop physically, economically, and socially. In short, a master plan functions much like a roadmap or a blueprint; it is a guide to the future” ["Preparing a Master Plan for Your Community," a resource document from The NH Office of Energy and Planning].

You can find information regarding the last two Comprehensive Master Plan Updates here: 2004 2012.

Q. What maps are available on-line?

A. The Geographic Information System (GIS) page contains pdf versions of the most current and popular town maps. These include town roads, tax map, zoning, recreation and conservation lands maps. Each file can be opened and viewed, saved or printed using Adobe Acrobat.

In addition, the Town maintains an Internet Map System (IMS) called Londonderry Map Tools where residents can view the vast suite of mapped information about Londonderry including parcel boundaries and ownership, aerial photographs, topography and land characteristics, among other things.

Q. Can I print these at home?

A. See the “print” option on the Map Tools page.

Q. Are there wetlands on my property?

A. Wetland areas, as determined by an aerial survey conducted in April, 2003 are displayed on the full size tax maps or as a layer in Londonderry Map Tools. Both maps represent approximate conditions.
Local land use regulations require a site specific survey to make an official determination.

Q. What should I do if I get an abutter notice?

A. An abutter notice is a letter informing you of development activity proposed for an adjacent parcel. It will describe the activity and dates for public hearings. Should you choose to attend the public hearing, you will be given an opportunity to speak or ask questions about the project.