

City of Concord Planning Board
February 16, 2022
Minutes

The regular monthly meeting of the City Planning Board was held on February 16, 2022, in City Council Chambers, in the Municipal Complex, at 37 Green Street, at 7:00 p.m.

Attendees: Chairman Richard Woodfin, Councilor Erle Pierce, Members Susanne Smith-Meyer, Teresa Rosenberger (Ex-Officio for City Manager), Matthew Hicks, Jeff Santacruce, David Fox, and Amanda Savage.

Absent: Vice-Chair Carol Foss, Alternate Chiara Dolcino, and Alternate Frank Kenison.

Staff: Heather Shank (City Planner), Beth Fenstermacher (Assistant City Planner), Sam Durfee (Senior Planner), Lisa Fellows-Weaver (Administrative Specialist) and Gary Lemay (Associate City Engineer).

1. Call to Order

Chairman Woodfin called the meeting to order at 7:00 p.m.

2. Roll Call

Chairman Richard Woodfin, Councilor Erle Pierce, Members Susanne Smith-Meyer, Teresa Rosenberger, Matthew Hicks, Jeff Santacruce, David Fox, and Amanda Savage.

3. Approval of Planning Board Meeting Minutes

January 19, 2022 Minutes

On a motion made by Mr. Fox, and seconded by Mr. Hicks, the Board voted unanimously to approve the January 19, 2022, Planning Board Meeting Minutes, as written.

4. Planning Board Chair Overview

Chairman Woodfin stated that the following items, 8F and 8G, have requested to be postponed to March 16, 2022.

8F. Richard D. Bartlett & Associates LLC, on behalf of HDC-192 Loudon Road LLC, requests Minor Subdivision approval for a lot line adjustment at 192-196 Loudon Road in the General Commercial (CG) District.

8G. Nobis Group, on behalf of HLF East, LLC, requests a Major Site Plan approval for the construction of new 22,800 sf structure and 1,250 sf structure for the purpose of a car dealership, and associated site improvements, and Conditional Use Permit for the addition of impervious surface area within the Aquifer Protection District, at 134 Manchester Street in the Highway Commercial (HC) District.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to postpone the Public Hearings to March 16, 2022.

5. Determination of Completeness

Chairman Woodfin stated that the following section will not be done as consent items. He explained that the Determination of Completeness (DOC) portion of the agenda is a procedural item for the Board to address; it is not a public hearing and no public testimony will occur at this time.

5A. Abbott Road, LLC, on behalf of Victor Engel, requests Major Subdivision Approval for a 16-lot subdivision for single family residences at 145 Abbott Road in the Medium Density Residential (RM) District.

Chairman Woodfin stated that Councilor Pierce requested that this item be pulled from consent.

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Councilor Pierce stated that he requested this item be pulled from consent due to the fact that there are many items that he has discussed with the neighborhood. He has questions relative to the site, wetlands, traffic, and whether there has been communications with neighbors from the developer. He will be asking these questions of the developer at the public hearing.

On a motion made by Mr. Hicks, and seconded by Mr. Fox, the Board voted unanimously to determine the application complete; determined that the project does not meet the criteria for a Development of Regional Impact (DRI), per RSA 36:55, and set the Public Hearing for March 16, 2022.

- 5B. Northpoint Engineering, on behalf of Paul O. Bofinger Family Trust of 2019, requests Major Subdivision approval for a 20-unit cluster subdivision for property off Shaker Road in the Medium Density Residential (RM) District.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to determine the application complete; determined that the project does not meet the criteria for a Development of Regional Impact (DRI), per RSA 36:55, and set the Public Hearing for March 16, 2022.

- 5C. Sevan Multisite Solutions, on behalf of Alan Johnson, requests Major Site Plan approval for construction of a car wash at 192-196 Loudon Road in the General Commercial (CG) District.

Chairman Woodfin stated that he will have questions for the developer regarding the layout. He added that he is not confident with the proposed layout, as submitted.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to determine the application complete; determined that the project does not meet the criteria for a Development of Regional Impact (DRI), per RSA 36:55, and set the Public Hearing for March 16, 2022.

6. Design Review Applications by Consent

Item 6E was pulled from the consent.

- 6A. Barlo Signs, on behalf of Interchange Development, requests ADR approval for the replacement of an internally illuminated monument sign at 1 Whitney Road in the Gateway Performance (GWP) District.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to approve the design as submitted, by consent, with the recommendation that the white sign panels have opaque backgrounds.

- 6B. Signtech, on behalf of Bradford Hill, requests ADR approval for the replacement of an internally illuminated freestanding sign and the installation of a new internally illuminated wall sign at 19 Triangle Park Drive in the Gateway Performance (GWP) District.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to approve the design as submitted, by consent, with the recommendation that the white sign panels have opaque backgrounds.

- 6C. Gregory Dragon, on behalf of Heather Dragon, requests ADR approval for the installation of one new non-illuminated projecting sign and two non-illuminated window signs at 62 North Main Street in the Central Business Performance (CBP) District.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to approve the design as submitted, by consent.

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- 6D. Sign-A-Rama, on behalf of Crimson Falcon LLC, requests ADR approval for the replacement of an internally-illuminated freestanding sign panel and an internally-illuminated wall sign at 108 Fisherville Road in the General Commercial (CG) District.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to approve the design as submitted, by consent.

- 6F. Philadelphia Sign, on behalf of TD Bank, requests ADR approval for the replacement of two internally-illuminated wall signs at 277 Sheep Davis Road in the Gateway Performance (GWP) District.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to approve the design as submitted, by consent.

Public Hearings

7. Design Review Applications

- 6E. Advantage Signs, on behalf of Greenblott & O'Rourke PLLC, requests ADR approval for the installation of one new non-illuminated wall sign at 49 North Main Street in the Central Business Performance (CBP) District.

Seth Greenblott represented the application.

Mr. Durfee have an overview of the application. He stated that the Architectural Design Review Committee (ADRC) was concerned with the location of the proposed sign and suggested pushing the sign to be off-center or suggested a blade sign projecting above the column; however, the landlord was not in favor of these options. The applicant is re-submitting the same design to the Board.

General discussion ensued as to what type of sign would be best and the best placement of the sign. Although the sign would be best in the center, the door and structure are off centered leaving something askew. It was noted that it appears that there was a sign in the same location previously. Mr. Greenblott stated that they may seek a variance to put the signage above the second floor in the future; however, this is the best option at this time.

Ms. Shank asked if the ADRC had seen revisions. Mr. Durfee replied no and stated that they did not want the sign in the archway.

Ms. Smith-Meyer suggested raising the sign up some so it is on the trim; the space would be smaller.

Ms. Shank stated that the location is currently horizontally aligned with the existing signage for the other tenants in that building.

On a motion made by Mr. Hicks, and seconded by Ms. Rosenberger, the Board voted unanimously to approve the design as submitted.

- 7A. Sousa Signs, on behalf of Convenient MD, requests ADR approval for the installation of a non-illuminated wall sign at 265-273 Loudon Road in the Gateway Performance (GWP) District

Mr. Durfee stated that the applicant requested that the application be pulled from consent.

Chairman Woodfin opened the public hearing.

No one was present to represent the application.

Chairman Woodfin asked if the sign was a temporary sign. Mr. Durfee explained that a temporary sign permit is only good for 45 days; this proposal would not meet the temporary permit terms. He

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also explained that ADR was not in favor of the reference to Convenient MD or the State logo, feeling that this was extraneous information.

Councilor Pierce stated that the applicant has worked hard to create a sign that is clear. Mr. Santacrucce commented that the information is relevant; that the reference to Convenient MD and the State of NH could give people confidence that it is not a random site.

Ms. Smith-Meyer suggested the business name at the bottom be switched to the top. Mr. Hicks suggested removing “Free” so it does not appear as an advertisement. Chairman Woodfin stated that the “Free” may be what pulls people in to get the vaccine. Ms. Shank added that it may be important information and valuable to have the “Free” noted; it is a public safety/public health issue.

With no further comments from staff, members of the Board, or public, Chair Woodfin closed the public hearing.

On a motion made by Mr. Santacrucce, and seconded by Councilor Pierce, the Board voted unanimously to approve the design with the condition that the blue band and associated text be moved to the top of the sign.

8. Site Plan, Subdivision and Conditional Use Permit Applications

- 8A. TFMoran on behalf of ZJBV Properties LLC, requesting a one year extension to meet the conditions of the Major Site Plan approval for the proposed multi-family residential development at 70 Pembroke Road in the Opportunity Corridor Performance (OCP) District.

Ms. Fenstermacher gave an overview of the project. She explained that the applicant is requesting a one-year extension to allow additional time to work through their approval conditions as some redesign work was required. She added that they have been working with staff all along. She noted new plans are forthcoming.

Nicolas Golon of TF Moran represented the applicant.

Chairman Woodfin opened the public hearing. With no comments from staff, members of the Board, or public, Chair Woodfin closed the public hearing.

On a motion made by Mr. Fox, and seconded by Mr. Hicks, the Board voted unanimously to grant a one-year extension to meet the conditions of the Major Site Plan approval for the mixed-use development at 70 Pembroke Road. As part of this action, the Board indicated that all conditions of the original approval shall remain in full force and effect. Precedent conditions from the original conditional approval shall be met by March 17, 2023.

- 8B. Northpoint Engineering, on behalf of Barbara Mariano LLC, 146 Manchester St. LLC, Mark P. & Michelle A. Lefebvre, Trustees requests Minor Subdivision approval for a lot line adjustment at 10& 12 Integra Drive and 146 Manchester Street in the Highway Commercial (HC) and Industrial (IN) Districts.

On a motion made by Councilor Pierce, and seconded by Mr. Fox, the Board voted unanimously to determine the application complete and that the application does not meet the criteria for a Development of Regional Impact, and open the public hearing.

Ms. Fenstermacher gave an overview of the project explaining that the application is for a lot line adjustment. She noted that there are encroachments across the lots, and this is the first step to addressing the Code violations. The applicant will be requesting variances in order to move forward with an expansion of the dealership on to 10 Integra Drive. There are no waivers requested.

Jeff Lewis of Northpoint Engineering is representing the application.

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Mr. Lewis provided an overview of the proposal reviewing the existing lots and the proposed changes. Overall, property lines are moving; lots meet all requirements. He stated that there will be a lot merger forthcoming with the current Subaru lot to increase the lot for vehicle storage; all dealerships need space. The dealerships expanding on to current 10 Integra Dr. will return for site plan approvals.

Mr. Santacruce mentioned the current non-permitted uses of 10 Integra Drive, and asked what happens in the meantime. Ms. Fenstermacher stated that they are working with the Code Department and are in the process of legitimizing the encroachment. Code is not doing any enforcement at this time as the property Owners are agreeable with recommendations and are currently working with City Staff through the Planning Board and Zoning Board process.

With no further comments from staff, members of the Board, or public, Chair Woodfin closed the public hearing.

On a motion by Ms. Smith-Meyer, and seconded by Councilor Pierce, the Board voted unanimously to **grant Minor Subdivision approval**, subject to the following precedent conditions to be fulfilled within one year and prior to endorsement of the final plan by the Planning Board Chairman and Clerk, unless otherwise specified:

1. Address Technical Review comments to the satisfaction of Planning Division and Engineering Services Division staff.
2. The monumentation for the proposed lot lines shall be set prior to recording.
3. The final plat shall be signed and sealed by the NH Licensed Land Surveyor.
4. Prior to the final plat being signed by the Planning Board Chair and Clerk, digital information shall be provided to the City Engineer for incorporation into the City of Concord Geographic Information System (GIS) and tax maps. The information shall be submitted in accordance with Section 12.09 of the Subdivision Regulations.
5. The Applicant shall submit two checks for recording the plan at the Merrimack County Registry of Deeds (including a separate check in the amount of \$25.00 for the LCHIP fee). Both checks are to be made payable to the Merrimack County Registry of Deeds.
6. Upon confirmation from staff that the review comments have been addressed, The Applicant shall deliver to Planning two (2) plan set(s) and one (1) mylar(s) for endorsement by the Planning Board Chairman & Clerk and recording at the Registry of Deeds.
7. Applicant shall prepare deeds for the transfer of the property, and submit for recording at the same time as the plat.

- 8C. Brady Sullivan Properties, LLC, on behalf of the State of New Hampshire DOT, requests Minor Subdivision approval for a two-lot subdivision at 11 Stickney Avenue, and Comprehensive Development Plan approval, which is a requirement for subdivisions in the Opportunity Corridor Performance (OCP) District.

Ms. Shank recommend the Board address the Comprehensive Development Plan first as it is a requirement for the subdivision. It was noted by Councilor Pierce that the application was noticed as a Minor Subdivision application and should have been a Major Subdivision application as the proposal is actually a four lot subdivision, not two lots. Mr. Durfee added that the applicant has submitted the difference in the fees.

Mr. Durfee explained that the applicant has submitted a waiver, requesting the Board to hold the public hearing at the same time as the determination of completeness. He continued with an

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overview of the project stating that the property is owned by the State of NH, the old NHDOT highway buildings. There are some historic preservation issues that the applicant is currently working through. They intend to maintain all the existing buildings.

Tom Zajac of Hayner/Swanson Inc. represented the application along with Daniel Muller of Cronin Bisson & Zalinsky, and Chris Lewis and Arthur Sullivan from Brady Sullivan Properties.

Mr. Zajac presented the proposal to subdivide the parcel into four lots and gave an overview of the plan and layout. He stated that the parcel is owned by the State of NH and explained the layout of the property showing lot sizes, older Stickney Ave. photos and the existing Stickney Ave. He explained that the site was used for NHDOT vehicle maintenance. It is now being leased. He stated the roads are actually two separate roads and are not maintained by the City; it is presumed to be a Class VI public road.

Mr. Zajac explained the Comprehensive Development Plan and the proposed redevelopment of the site into 80 dwelling units. He stated they will be introducing a lot of green space into the property. He noted the cross access easements for use for residents and a shared access drive along with the park and ride. There will be a patio area. He noted that this plan is conceptual and may change. A partial two-story building is proposed along Stickney Ave.; the back building is only one story. Eight multi-family dwelling units are proposed. The entire site will be residential.

Mr. Santacruce referenced the three driveways into the park and ride and suggested they look to connect the front parking lot and eliminate curb cuts.

Mr. Santacruce asked if there will be trail connections proposed through the area. Mr. Durfee replied that there have been discussions relative to the Merrimack River Greenway Trail connection through the lot to the rail trail and discussions will continue. Mr. Santacruce replied that he appreciates there are discussions being held.

Ms. Savage asked about the pathways and connections to buildings and sidewalks. Mr. Zajac stated that these are unique buildings with many entrances and doors. He explained that the doors may only service one unit or could access 10-12. They do want to provide pedestrian connectivity and sidewalks throughout the site; it is a unique site and not a cookie cutter project.

Chairman Woodfin opened the public hearing. With no additional comments from staff, members of the Board, or public, Chair Woodfin closed the public hearing.

On a motion made by Mr. Fox, and seconded by Mr. Hicks, the Board voted unanimously to **approve the Comprehensive Development Plan** associated with the 4-lot major subdivision, depicting the redevelopment of 11 Stickney Ave for the purpose of multi-family housing.

On a motion made by Ms. Savage, and seconded by Mr. Hicks, the Board voted unanimously to **accept as complete the Minor Subdivision application** for the 4-lot subdivision at 11 Stickney Ave, and determined the application to not constitute a development of regional impact.

On a motion made by Chairman Woodfin, and seconded by Mr. Hicks, the Board voted unanimously to **grant the waiver** to Section 10.06 *Determination of Completeness* in order to hold the public hearing at the same meeting as the determination of completeness, utilizing the criteria from RSA 674:36(II)(N)(2): Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations.

Mr. Santacruce referenced the site plan and asked about the access and parking within the easement. Mr. Zajac explained the intent will be to share access. They will do meets and bounds or a descriptive easement to continue the shared use.

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On a motion made by Chairman Woodfin, and seconded by Mr. Fox, the Board voted unanimously to **grant Major Subdivision approval** for the 4-lot subdivision at 11 Stickney Ave in the Opportunity Corridor Performance (OCP) District subject to the following conditions:

- (1) Address staff review comments, noted in the Planning and Engineering review memos, to the satisfaction of the Planning and Engineering Services Divisions.
- (2) Address Engineering Comments to the satisfaction of the Engineering Division.
- (3) Prior to the final plat being signed by the Planning Board Chair and Clerk, digital information shall be provided to the City Engineer for incorporation into the City of Concord Geographic Information System (GIS) and tax maps. The information shall be submitted in accordance with Section 12.09 of the Subdivision Regulations.
- (4) The Licensed Land Surveyor shall sign and seal final plans and mylars.
- (5) The Applicant shall submit two checks for recording the plan at the Merrimack County Registry of Deeds (including a separate check in the amount of \$25.00 for the LCHIP fee). Both checks are to be made payable to the Merrimack County Registry of Deeds.
- (6) The Applicant shall deliver to Planning one (1) plan set(s) and one (1) mylar(s) for endorsement by the planning Board Chairman & Clerk and recording at the Registry of Deeds.
- (7) Revise "Access Easement C" so that it does not overlap, or conflict in any other way with the parking spaces in the State Park & Ride lot.

8D. Wilcox & Barton, Inc, on behalf of SPCA of Concord-Merrimack County, request Major Site Plan approval for construction of a new 2,515 sf structure and associated site improvements for the purpose of a commercial kennel at 93-95 Silk Farm Road in the Open Space Residential (RO) District.

Mr. Durfee gave a brief overview of the proposed project for a new structure and site improvements. He added that all Planning and Engineering comments have been addressed by the applicant.

Erin Lambert of Wilcox and Barton represented the application.

Chairman Woodfin opened the public hearing.

Ms. Lambert explained the proposal is to build a new 2,500 square foot, single-story building. The SPCA recently purchased a parcel on Clinton Street and a merger has been completed of all four lots creating one 5.5 acre parcel. She explained that there was limited access right of way coming off of Clinton Street. The driveway is outside of that and no changes were required. She provided a plan presenting a one-way circular driveway. The building will consist of two offices and a multi-purpose room. The facility will also host summer camps. The one way driveway allows for parent drop offs when these camps are open. There are 21 parking spaces, well, septic, and a patio space off the multipurpose room. She noted a small driveway to assist with access for catering services. In addition, two variances were obtained and they are still below the 10% maximum lot coverage.

Ms. Lambert provided an overview of the storm water bio retention system will control and treat all of the runoff from the parking area. The patio is impervious. The patio will be landscaped and the owner has requested all low maintenance plantings; no mulch, rock garden with a drip edge, which blends into the rock garden.

Ms. Lambert stated that a sign package will be submitted later. A pedestal sign will be proposed in the future. With regard to lighting, the site will have minimal lighting. They plan to light the parking lot and few lights will be added to the building; all downcast lighting.

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Ms. Lambert explained that the site grades drop off significantly. They are proposing an eight foot wide sidewalk.

Elevations were reviewed.

Ms. Rosenberger asked if the camps are for people or for animals. Ms. Lambert replied the camps are for people. The site is a commercial kennel. She added that this is an extension to continue the use, for which the ZBA granted a variance.

Ms. Smith-Meyer asked about the buffer and a barrier for headlights. Ms. Lambert stated that they are proposing to plant more trees within the parking lot. Ms. Smith-Meyer suggested planting two more trees along the driveway in lieu of planting shrubs along the driveway; it would be better by the parking lot for orientation purposes. Ms. Shank stated that a five foot landscaped area is a requirement. Mr. Durfee stated that a landscape buffer is required for a parking lot with over 10 spaces.

Mr. Santacruce noted the ADA parking spaces; 8 ft parking area and 8 ft hatched area with the federal requirement still at 16 ft, not 11.5. Mr. Lemay stated that engineering supports either option.

Ms. Savage asked if there was a need for crosswalks, signs, etc., for safe connections between the SPCA buildings across Silk Farm Rd. Ms. Lambert stated that there has been no discussion thus far. She will ask the owner and relay back to Staff. Mr. Santacruce reviewed the sidewalk requirements. A cross walk to the facility was suggested. Ms. Shank stated that mid-block crossings have not been recommended for safety purposes.

With no further comments from staff, members of the Board, or public, Chair Woodfin closed the public hearing.

On a motion by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to **grant ADR approval.**

On a motion by Councilor Pierce, and seconded by Ms. Smith-Meyer, the Board voted unanimously to **grant Major Site Plan approval** for the construction of a 2,515 sf structure, new parking lot, and associated site improvements at 93-95 Silk Farm Road in the Open Space Residential (RO) District subject to the following precedent and subsequent conditions noted below:

- (a) Precedent Conditions – to be fulfilled within one (1) year and prior to sign off by the Clerk and Chair of the Planning Board and issuance of any building permits, or the commencement of site construction, unless otherwise specified:
 - (1) Final plans shall be signed and sealed by the NH Registered Land Surveyor, Landscape Architect, and Professional Engineer.
 - (2) Submit three (3) copies of fully revised plans for sign off by the Clerk and Chair of the Planning Board.
 - (3) Add Do Not Enter signs to the exit site drive.
 - (4) Provide additional landscaping around the parking lot. The plantings should primarily be deciduous shade trees.
- (b) Subsequent Conditions – to be fulfilled as specified:
 - (1) Prior to commencement of construction activity, payment of inspection fees in an amount approved by the City Engineer shall be made.

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- (2) A pre-construction meeting shall be required prior to the start of any construction activities onsite. The Applicant shall pick up one (1) set of signed plans at the Planning Office to make copies for the pre-construction meeting. A total of five (5) copies of the signed plan set shall be provided by the Applicant at the pre-construction meeting.
- (3) Prior to issuance of the final Certificate of Occupancy or final construction sign-off, as-built drawings shall be provided to the City Engineer in accordance with Section 12.09 of the Site Plan Regulations. The as-built drawings shall be surveyed on NH State Plane coordinates and NAVD 88 Datum.

8E. TF Moran, on behalf of Interchange Development, requests Major Site Plan approval for new construction of a new structure for 1,500 sf of restaurant, 2,750 sf of retail, 2,500 sf for a credit union, and two drive through lanes with associated site improvements at 4-8 Merchants Way in the Gateway Performance (GWP) District

Laurie and David Rauseo represented the application.

Chairman Woodfin opened the public hearing for the Comprehensive Development Plan (CDP).

Ms. Fenstermacher provided an update of the project. She explained that the Applicant is seeking approval for an amendment to the approved September 2021 CDP due to a change in the building for identified tenants as well as a revision to the location of the proposed drive-thru. She noted that the applicant recently submitted another revision to the CDP to address revisions not related to the Major Site Plan application, which staff has not reviewed yet. She asked if the Board would like to discuss the CDP amendment submitted as part of the Major Site Plan application for the Jersey Mike's/bank building, or review the latest revision which shows changes to the buildings and circulation to the south of the subject Site Plan application. The Board agreed to review the latest revision.

The two CDP's were reviewed and discussions were held noting the changes that have occurred and what will be revised. Ms. Fenstermacher noted that the amended CDP for the Jersey Mike's/bank building is more vehicular oriented, with a drive-through located between the building and Merchants Way, and there are 2 additional parking rows between the new building and the proposed building to the east, and pedestrian crossings are unsafe and not direct.

Ms. Rauseo stated that they do not have the AoT approval yet; therefore, the latest CDP is subject to changes. She stated that the proposed restaurant and liquor store are the same as previously approved; Market Basket and HomeGoods have not changed and are under construction. The latest CDP revises the retail buildings along Interchange Drive because the identified tenant has proposed a 23,000 square foot building attached to a larger retail. The proposal allows them to maintain a pedestrian access from Whitney Road. They will realign the sidewalk to address pedestrian connectivity. The changes are market driven as well as grading issues and soil conditions. She spoke to the drive-thru changes for the bank, which has a requirement of only five cars for stacking. This change allows for overflow into the parking lot rather than onto Merchants Way. She further described the pedestrian traffic patterns.

Mr. Santacruce stated that it appears they will lose pedestrian connectivity. He added that there is a safety issue at the Jersey Mike's/bank building; it will not be a safe crosswalk. Regarding the proposed revision to the buildings on Interchange Drive, he asked if the traffic study has been reviewed to address the increase in total square footage; it may not be consistent with the original traffic study as there could be more traffic through the roundabout. He mentioned the Convenient MD driveway relative to fire access. Ms. Rauseo stated that they will work on the access and

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gress. She added that adding a gate to the exit only drive at Convenient MD could be an option. She stated that there are also three ways to access Market Basket through the site.

Chairman Woodfin expressed concern with the visibility of the back of the buildings along Interchange Drive, would they face the parking at the Jersey Mike's/bank, or Interchange Drive? Ms. Rauseo replied that the backs will face Interchange Drive, and will have loading docks but will be screened. It was also noted that the industrial portion of property will not be utilizing the main entrance into the property.

Ms. Shank stated that the CDP was adopted by the City, and she is concerned with the design changes and how with each iteration, the design does not improve and moves further away from the original intent. She stated that the relationships of the pedestrian connectivity appear to be lost and disconnected with each change for the buildings; the pieces do not fit together now. She added that there is now more parking between buildings. Discussion ensued relative to Market Basket's requests for changes, and whether they have the right to dictate where buildings are located. Ms. Rauseo stated that they feel they have met the CDP purposes.

Ms. Fenstermacher stated that the Board's options are to address the CDP amendment associated with the Jersey Mike's and the financial institution building, or address the revised CDP amendment not included in the Board's packet. The applicant would like to have the public hearing for the Major Site Plan on March 16, 2022. She added that the applicant's latest revision to the CDP amendment has not yet been reviewed by Staff.

Ms. Fenstermacher stated that the Board does not need to approve the CDP amendment tonight. The Board can choose to continue the CDP public hearing to March 16, 2022, and determine whether they are comfortable with the amendment to determine the Major Site Plan application complete, and set the public hearing for March 16, 2022.

Mr. Santacruce stated that the revised plan is missing components of connectivity and he is concerned with that as well as for safety.

On motion made by Mr. Santacruce, and seconded by Mr. Fox, the Board voted unanimously to continue the discussion on the Comprehensive Development Plan to March 16, 2022.

On motion made by Councilor Pierce, and seconded by Ms. Rosenberger, the Board voted unanimously to determine the Major Site Plan application complete and that the project meets the criteria for a Development of Regional Impact, per RSA 36:55, and set the public hearing for March 16, 2022.

Other Business

9. Update on Zoning Code - Phases 1 & 2

Ms. Shank provided the Board with an update on the draft of the zoning code update. She stated that Phase 1 will be submitted to legal next week for review before making the draft publicly available. Phase 2 charettes will be scheduled to begin in late March.

Adjournment

At the request of Chairman Woodfin, Mr. Santacruce made a motion to adjourn, seconded by Mr. Fox. The motion passed unanimously at 9:14 PM.

A TRUE RECORD ATTEST:

Lisa Fellows-Weaver,
Administrative Specialist