



# Town of Londonderry, New Hampshire

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Planning & Economic Development Department  
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Planning – Zoning – Economic Development – Conservation

## **MEMORANDUM**

**TO:** Planning Board

**FROM:** Kellie Caron, Deputy Town Manager / Director of Economic Development

**DATE:** April 1, 2026

**RE:** Non-binding review and discussion in accordance with RSA 674:54 for a governmental land use associated with the SAU #25 Office Addition and Parking Expansion, 268C Mammoth Road, Map 009, Lot 045, Zoned AR-1. Town of Londonderry / SAU #25 (Owner/Applicant).

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### **Project Overview**

The applicant, the Town of Londonderry in coordination with SAU #25, is proposing an addition to the existing Town Hall complex to accommodate school administrative offices, along with associated site improvements including parking expansion and expansion of the police impound area.

The project is proposed in phases and includes:

- Construction of a new building for SAU #25 administrative functions
- Expansion of the existing parking area (approximately 70 additional spaces)
- Expansion of the existing police impound yard (approximately 5,500 square feet)
- Associated grading, drainage, and utility improvements

The parking expansion will extend into a forested area, resulting in clearing of approximately one acre of tree cover.

**Completeness:** Not applicable

**Governmental Use:** The applicant is before the Planning Board under RSA 674:54, which exempts governmental uses from local land use regulations.

- Under this statute:
  - The Planning Board may review and comment on the proposal
  - The review is **non-binding**

- The Board may conduct a public hearing and provide written comments regarding consistency with local regulations

*Conservation Overlay District (Courtesy Review)*

A portion of the proposed improvements is located within the Conservation Overlay District (COD), specifically within the 50-foot buffer to wetlands.

- Wetlands have been delineated and evaluated through a functional assessment
- Proposed impacts include:
  - Approximately 5,416 sf of permanent wetland fill
  - Approximately 916 sf of temporary impacts
  - Approximately 19,826 sf of disturbance within the 50-foot buffer

The applicant has indicated that the layout has been designed to minimize impacts and avoid more functionally significant wetland areas where practicable.

The project is subject to NH DES Wetlands Bureau review, with additional review by NH Fish & Game and federal agencies.

**Recommendation**

It is recommended that the Planning Board provide input on:

- Overall site layout and parking design
- Impacts and mitigation related to the Conservation Overlay District
- Phasing and functionality of the site improvements
- Coordination with existing municipal uses on site

**Board Action Required**

No formal action is required.

The Planning Board may provide **non-binding comments** in accordance with RSA 674:54.