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3 **LONDONDERRY, NH PLANNING BOARD**
4 **MINUTES OF THE MEETING OF AUGUST 9, 2023,**
5 **AT THE MOOSE HILL COUNCIL CHAMBERS**
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7 **I. CALL TO ORDER**
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9 **Members Present:** Art Rugg, Chair; Al Sypek, Vice Chair; Jake Butler, Secretary;
10 Lynn Wiles, Assistant Secretary; Ann Chiampa, member; Jason Knights, alternate
11 member; Roger Fillio, alternate member; Tony DeFrancesco, alternate member
12

13 **Also Present:** Kellie Caron, Assistant Town Manager/Director of Economic
14 Development
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16 Chairman Rugg called the meeting to order at 7:00 p.m., explained the exit and
17 emergency procedures, and began with the Pledge of Allegiance. He appointed J.
18 Knights to vote for J. Penta this evening.
19

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21 **ADMINISTRATIVE BOARD WORK**
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23 A. APPROVAL OF MINUTES:
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25 Approval of the draft minutes for July 5, 2023.
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27 **Member A. Sypek made a motion to approve the minutes of July 5,**
28 **2023, as presented.**
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30 **J. Butler seconded the motion.**
31

32 **The motion was granted, 6-0-0. The Chair voted in the affirmative.**
33

34 Approval of the draft minutes for July 12, 2023.
35

36 **Member A. Sypek made a motion to approve the minutes of July 12,**
37 **2023, as presented.**
38

39 **J. Butler seconded the motion.**
40

41 **The motion was granted, 5-0-1, with A. Sypek abstaining. The Chair**
42 **voted in the affirmative.**
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44 B. REGIONAL IMPACT DETERMINATIONS:
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46 There were no regional impact determinations.
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48 C. DISCUSSION WITH TOWN STAFF:

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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**

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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.

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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

145 C. Conceptual discussion for a site plan and subdivision to construct a
146 30,000+/- square foot office building and associated site improvements.
147 Michels Way (Map 10 Lot 41, Zoned AR-1 & Woodmont Planned Unit
148 Development (PUD)), Pillsbury Realty Development, LLC (Owner) and
149 Nickerson Designs, LLC (Applicant).

150
151 Chris Nickerson of Nickerson Designs and Bob Duval of TFMoran appeared before
152 the Board to discuss construction of an office building. C. Nickerson noted the Board
153 previously approved construction of the first building in Woodmont Commons,
154 which opened in May 2023. He said the feedback has been positive and credited the
155 Board for their foresight in approving this project. He pointed out the street parking
156 is perceived as a benefit by the employees of the building tenants and the
157 community. He said they have received feedback that the walkability of the
158 community is also viewed as a benefit. The proposed site was previously developed,
159 with no abutters or ecological impact. The current plan incorporates suggestions
160 from the Conservation Commission and the Heritage Commission. The intended
161 tenants are medical offices.

162
163 Chairman Rugg asked for Staff comment.

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

167
168 Chairman Rugg asked for Board comment.

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

174
175 C. Nickerson explained the Heritage Commission suggested removing parking spots
176 to improve the aesthetics of the building and three spots were eliminated. A.
177 Chiampa suggested adding more handicapped parking spaces near the door. B.
178 Duval noted the plan includes more parking than zoning requires, due to the
179 tenants' concern regarding adequate parking. The Board suggested installing a
180 crosswalk to access the shared parking lot across the street.

181
182 C. Nickerson thanked the Board for their comments and compliments regarding the
183 existing building.

184
185 **IV. Other**

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

189
190 **V. Adjournment**

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

194
195 **The motion was granted, 6-0-0.**

196
197 **The meeting adjourned at approximately 7:49 p.m.**

198
199 These minutes were prepared by Beth Haggeli.

200
201 Respectfully submitted,

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203 _____

204
205 Name: Jake Butler

206 Title: Secretary

207
208 These minutes were accepted and approved on _____ by a motion made by
209 _____ and seconded by _____.