

**LONDONDERRY, NH PLANNING BOARD
MINUTES OF THE MEETING OF SEPTEMBER 6, 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; Jeff Penta, member; Giovanni Verani, Ex-Officio; Ted Combes, Town Council Ex-Officio; Bruce Hallowell, Ex-Officio; Roger Fillio, alternate member; Tony DeFrancesco, alternate member

Also Present: Kellie Caron, Assistant Town Manager/Director of Economic Development; John Trottier, P.E. Director Of Engineering & Environmental Services

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.

ADMINISTRATIVE BOARD WORK

A. APPROVAL OF MINUTES:

Approval of the draft minutes for August 2, 2023.

Member A. Sypek made a motion to approve the minutes of August 2, 2023, as presented.

J. Butler seconded the motion.

The motion was granted, 5-0-4, with abstentions by A. Chiampa, T. DeFrancesco, A. Sypek, and B. Hallowell. The Chair voted in the affirmative.

Approval of the draft minutes for August 9, 2023.

Member A. Sypek made a motion to approve the minutes of August 9, 2023, as presented.

J. Butler seconded the motion.

The motion was granted, 5-0-4, with abstentions by T. Combes, B. Hallowell, J. Penta, and G. Verani. The Chair voted in the affirmative.

B. REGIONAL IMPACT DETERMINATIONS:

K. Caron informed the Board that she had four projects for their consideration:

97
98 G. Verani returned to the Board.
99

100 J. Trottier reported that the Building Department has been approached by
101 the owner of 4 Old Nashua Road (Map 3, Lot 131). The current owner would
102 like to continue a lease with a new tenant, who needs additional space,
103 particularly outdoor storage. There was a site plan approved in 2008 for
104 improvements that were never completed by the former owner. The site
105 remains out of compliance.
106

107 The current owner was advised that any deviation from the 2008 plan will
108 require that a new site plan approval be conducted. The goal is to ensure the
109 site is in compliance before any new tenants occupy the space. The Board
110 agreed the requirements of the 2008 plan can be fulfilled and Staff can work
111 with the owner on the improvements to the site.
112

113 **II. Old Business**

114

115 The Board noted the members with terms ending at the end of December
116 2023. K. Caron said that K. Hildonen has this information and any questions
117 should be directed to her.
118

119 The Southern New Hampshire Planning Commission has three alternate
120 positions. L. Wiles will not be reapplying for his position, so anyone
121 interested should contact K. Hildonen.
122

123 **III. New Plans**

124

- 125 A. Public hearing on a waiver request to Section 6.01(c) of the Londonderry Site
126 Plan Regulations to allow the issuance of a certificate of occupancy prior to
127 the completion of all site improvements. 50 Woodmont Ave, Map 10 Lot 41-1
128 Zoned AR-1, Woodmont Commons Planned Unit Development, The Baldwin
129 Senior Living (applicant & owner).
130

131 Chairman Rugg asked for Staff comment.
132

133 J. Trottier said this project was conditionally approved by the Board in October
134 2019. He expects a certificate of occupancy (CO) will be requested in October 2023.
135

136 The applicant is requesting a waiver from Section 6.01(c) to allow a CO to be issued
137 prior to the placement of the pavement wearing course on the site. The applicant
138 will be required to provide a financial guarantee for the installation of the pavement
139 wearing course and the permanent pavement markings, which should be completed
140 by July 2024. The Staff supports the waiver request due to the construction
141 scheduling.
142

143 The applicant is also proposing a phasing plan, if the waiver request is granted,
144 allowing for occupancy of each building as it is completed, as well as the site work

Member A. Sypek made a motion that the Planning Board recommend these changes to the Town Council for their consideration.

J. Penta seconded the motion.

The motion was granted, 8-0-1, with T. Combes abstaining. The Chair voted in the affirmative.

IV. Other Business

Chairman Rugg reminded the Board the CIP workshop is scheduled for next week. There will be a public hearing on the CIP on October 4th. On October 11th, there is a non-meeting at 5:30 p.m. with Town Counsel.

V. Adjournment

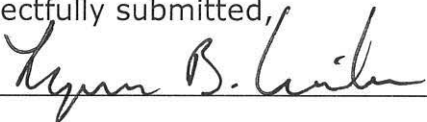
Member J. Butler made a motion to adjourn the meeting at approximately 7:40 p.m. Seconded by A. Sypek.

The motion was granted, 9-0-0.

The meeting adjourned at approximately 7:40 p.m.

These minutes were prepared by Beth Hanggeli.

Respectfully submitted,



Name: Jake Butler LYNN WILES

Title: Secretary ASST. SECRETARY

These minutes were accepted and approved on 11/1/23 by a motion made by AI and seconded by LYNN.