

City of Concord Planning Board
December 21, 2022
Minutes

The regular monthly meeting of the City Planning Board was held on November 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 Jeff Santacruce, Matthew Hicks, Amanda Savage, David Fox, and Susanne Smith-Meyer

Absent: Vice-Chair Carol Foss, *Councilor Byron Champlin, Teresa Rosenberger (Ex-Officio for City Manager), Alternate Chiara Dolcino, Alternate Frank Kenison*

Staff: Heather Shank (City Planner), Beth Fenstermacher (Assistant City Planner), and José Lovell (Associate City Engineer).

1. Call to Order

Chair Woodfin called the meeting to order at 7 p.m.

2. Roll Call

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

3. Approval of Planning Board Meeting Minutes

November 16, 2022 Minutes

On a motion made by Mr. Santacruce, and seconded by Mr. Fox, the Board voted unanimously to approve the November 16, 2022, Planning Board Meeting Minutes, as written.

4. Agenda Overview

Chair Woodfin announced that all items on the agenda would be heard at this meeting.

5. Determination of Completeness

- 5A. Hayner/Swanson, LLC, on behalf of Brady Sullivan Properties LLC, requests Major Site Plan and Conditional Use Permit (CUP) approval for conversion of existing buildings into an 80-unit multifamily complex at 11 Stickney Ave in the Opportunity Corridor Performance (OCP) District. (2022-78)

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to determine the application complete, not a Development of Regional Impact, and set the public hearing for the January 18, 2023 Planning Board meeting.

6. Design Review Applications by Consent

Ms. Smith-Meyer requested that Item 6E be pulled from the consent agenda.

- 6A. SAR Concord, on behalf of Viren Bhagat, requests ADR approval for installation of a 48 sf internally illuminated wall sign at 3 Broadway in the Neighborhood Commercial (CN) District.

- 6B. SAR Concord, on behalf of Ralph Berry, requests ADR approval for replacement of a 9 sf non-illuminated freestanding sign and an 8 sf non-illuminated wall sign at 35 S. Main Street in the Central Business Performance (CBP) District.

- 6C. Barlo Signs, on behalf of Metro Mattress Corp., requests ADR approval for replacement of a 31.09 sf internally illuminated panel in a freestanding sign, and a new 40 sf internally illuminated wall sign at 310 Loudon Road in the Gateway Performance (GWP) District.

City of Concord Planning Board
December 21, 2022
Minutes

- 6D. Darcie Roy, on behalf of Daniel Kersey, requests ADR approval for replacement of two 29.5 sf wall signs consisting of internally illuminated channel letters and replacement of awnings at 297 Loudon Road in the Gateway Performance (GWP) District.

On a motion made by Councilor Pierce, and seconded by Mr. Fox, the Board voted unanimously by consent to approve applications 6A through 6D as submitted per the ADR recommendation.

Public Hearings

Design Review Application

- 6E. Tom Wilson, on behalf of Remi Hinxhia, requests ADR approval for construction of a balcony at 58 Pleasant Street in the Civic Performance (CVP) District.

Ms. Smith-Meyer explained that she removed this item from the consent agenda to get clarification on the proposal. Chair Woodfin opened the public hearing. The applicant was not present. Chair Woodfin closed the public hearing. On a motion made by Mr. Santacruce, seconded by Mr. Fox, the Board voted to continue this application to the January 18, 2023 Planning Board meeting, and request that the Applicant provide more details, including the egress location.

7. Site Plan, Subdivision and Conditional Use Permit Applications

- 7A. Matthew and Bronwyn Barnett request a Conditional Use Permit (CUP) to allow a second driveway where there is otherwise insufficient frontage for a second driveway at 22 Harvard Street in the Single Family Residential (RS) District.

Chair Woodfin opened the public hearing. The applicant was not present. Members had questions on the purpose and need for the additional driveway.

On a motion made by Chair Woodfin, and seconded by Mr. Hicks, the Board voted unanimously to continue the public hearing to the January 18, 2023 Planning Board meeting, and requested that the applicant be present to answer questions.

- 7B. TF Moran, on behalf of Unutil, requests two Conditional Use Permits (CUPs) for disturbance of wetland buffers and disturbance of the Shoreland Protection District to allow improvements in the utility right of way along the 36 and 38 lines, which cross the Institutional (IS), Industrial (IN), and Open Space Residential (RO) Districts.

On a motion made by Councilor Pierce, seconded by Mr. Santacruce, the Board voted unanimously to determine the application complete, and not a development of regional impact.

Chair Woodfin opened the public hearing. Nick Golan from TFMoran and Nathan Sherwood from Unutil represented the application.

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

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Hicks, the Board voted unanimously to grant the following Conditional Use Permit approvals in the existing utility rights of way for Line 36, located between 85 Second St & off Locke Road, and Line 38 Utility ROW, located between Fort Eddy Road & Hazen Drive, subject to the precedent conditions noted below:

- CUP in accordance with Article 28-4-3(d) to allow for disturbance of wetland buffers; and,
- CUP in accordance with Article 28-3-3(f) to allow for temporary and permanent disturbance within the Shoreland Protection District Buffer for the replacement of utility poles and overhead wires.

**City of Concord Planning Board
December 21, 2022
Minutes**

(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 the commencement of site construction, unless otherwise specified:

(1) Address Staff review comments to the satisfaction of the Planning and Engineering Divisions.

(2) Submit two (2) copies of fully revised plans for sign off by the Clerk and Chair of the Planning Board.

- 7C. Wilcox & Barton, on behalf of the Friendly Kitchen, requests an amendment to previously approved Major Site Plan and Conditional Use Permit application for a building addition and modification of the number of parking spaces to be construction at 2 S. Commercial Street in the Opportunity Corridor Performance (OCP) District. (2022-79).

On a motion made by Councilor Pierce, seconded by Mr. Hicks, the Board voted unanimously to determine the application complete, and not a development of regional impact.

Chair Woodfin opened the public hearing. Cindy Theriault from Wilcox & Barton and Valerie Guy from the Friendly Kitchen presented the application.

Ms. Shank clarified that they are only proposing the building addition, and not proposing to construct any additional parking, which is why they are required to amend the CUP. With no additional comments from staff, members of the Board, or public, Chair Woodfin closed the public hearing.

On a motion made by Ms. Savage, and seconded by Mr. Santacruce, the Board voted unanimously to grant ADR approval for the 775 sf building addition.

On a motion made by Ms. Savage, and seconded by Mr. Santacruce, the Board voted unanimously to grant the amendment to the Conditional Use Permit approval to allow 53 parking spaces not be constructed where construction of 76 are required.

On a motion made by Ms. Savage, and seconded by Mr. Santacruce, the Board voted unanimously to grant an amendment to the Minor Site Plan for a 775 sf addition to the building, subject to all conditions of the original approval, as well as the following:

(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) Address all Planning and Engineering review comments to the satisfaction of the Planning and Engineering Divisions.

(b) Subsequent Conditions – to be fulfilled as specified:

(1) Prior to a 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.

(2) Prior to the issuance of a Certificate of Occupancy or final construction sign-off, 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 12.08 of the Site Plan Review Regulations and all information shall be converted to a vertical datum of NAVD 88.

City of Concord Planning Board
December 21, 2022
Minutes

- 7D. Wilcox and Barton, on behalf of South Congregational Church, requests Major Site Plan approval for conversion of an office use to 8 multifamily units at 6 S. State Street in the Civic Performance (CIV) District. (2022-77).

On a motion made by Councilor Pierce and seconded by Mr. Hicks, the Board unanimously voted to grant a waiver to Section 6.01(3) of the Site Plan Regulations (SPR), to hold the Public Hearing at the same meeting as the Determination of Completeness.

On a motion made by Councilor Pierce, seconded by Mr. Hicks, the Board voted unanimously to determine the application complete, and not a development of regional impact, and to open the public hearing.

Chair Woodfin opened the public hearing.

Ms. Shank explained that staff is in support of the applicant piggy backing off the South Congregational Church water line, this is not typical, but there is a 5-yr moratorium on South State Street, which prohibits cutting into the street. Staff supports this with the requirement that they provide an easement or other legal document, and bond to reroute the water line once the 5-year moratorium is lifted.

Erin Lambert of Wilcox & Barton, and Greg Lessard, Director at the Concord Coalition to End Homelessness presented the application. Mr. Lessard provided information on the proposed use, Ms. Lambert walked through the proposed site changes. She explained the existing non-conformities, which the Zoning Administrator determined could stay.

Mr. Mike Vermette, owner of 2 Wall Street, provided public testimony. A letter was circulated to the Board prior to the meeting. He asked for clarification on the management, expressed concern with the speed of which the application was moving and how neighbors were not notified in a timely manner, expressed need for a gathering space, expressed concern with safety of pedestrians and nearby property owners based on past disturbances with the previous use as a resource center.

After further explanation from Mr. Lessard, Members agreed that the proposed use is very different from the previous use as a resource center, and are not concerned with the proposed residential use.

Mr. Santacruce suggested that the applicant meet with Mr. Vermette to discuss the possibility of a fence along their shared property line.

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 Councilor Pierce, the Board voted unanimously to grant ADR approval for the Major Site Plan where no changes to the site or existing structure are proposed.

On a motion made by Mr. Santacruce, and seconded by Mr. Hicks, the Board voted unanimously to grant the following Waiver requests using the criteria of RSA 674:44 III(e)(1) as guidance, staff believes that strict conformity would pose an unnecessary hardship to the applicant and waiver would not be contrary to the spirit and intent of the regulations:

- Section 16.02(12)(b) Drainage Study to not provide a drainage study. Staff supports this request due to the limited disturbance proposed on the site.
- Section 16.02(15) Landscape Plan to not provide a landscape plan. Staff supports this request since no change in the amount of impervious surface or configuration of parking area is proposed.

City of Concord Planning Board
December 21, 2022
Minutes

- Section 16.03 Architectural Elevations to not provide architectural elevations. Staff supports this request since no exterior renovations to the existing building are proposed.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to grant Major Site Plan approval for the conversion of office space to (8) residential units at 6 South State Street subject to the following precedent and subsequent conditions:

(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) Provide documentation of an agreement with South Congregational Church stating that permission is granted to connect to water through their property temporarily until the end of the moratorium on South State Street, whereby a new water line shall be relocated to connect to the main through South State Street.

(2) Provide documentation of an agreement with the City that the water line will connect through the South Congregational Church property at 27 Pleasant Street temporarily until the end of the moratorium whereby a new water line shall be connected to the main through South State Street.

(3) Provide a financial surety, approved by the City Engineer, to cover the cost of connecting the water line through South State Street once the 5-year moratorium on disturbance of the street is concluded.

(4) Any waiver(s) granted are to be noted and fully described on the plan including date granted and applicable Section number(s) of the Site Plan Regulations. Should the Board vote to deny the waiver request(s), applicant shall comply with said submission requirement(s).

(5) Address Planning and Engineering Review comments to the satisfaction of the Planning and Engineering Divisions.

(6) Submit three (3) copies of fully revised plans for sign off by the Clerk and Chair of the Planning Board.

(b) Subsequent Conditions – to be fulfilled as specified:

(1) Prior to commencement of construction activity, coordinate with the City Engineer on items required for pre-construction.

7E. Greenberg Farrow, on behalf of Milano Real Estate, requests Minor Site Plan and Architectural Design Review approval for construction of a 7,800 sf building for a new restaurant and associated site work at 317 Loudon Road in the Gateway Performance (GWP) District.

On a motion made by Councilor Pierce, seconded by Mr. Fox, the Board voted unanimously to determine the application complete, and not a development of regional impact, and to open the public hearing.

Jillian Konarski of Greenberg Farrow and Rick D’Amante of Milano RE presented the application. Ms. Smith-Meyer recommended more substantial trees besides crabapples.

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

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to grant Architectural Design Review approval for the proposed building, with the condition that

**City of Concord Planning Board
December 21, 2022
Minutes**

the Applicant remove all uplight / side light roof wash luminaires and provide an appropriate energy efficient and targeted flag lighting system for the flags alone, utilizing options that respect the City regulations protecting the night sky against unnecessary uplighting and glare.

On a motion made by Councilor Pierce, and seconded by Mr. Fox, the Board voted unanimously to grant Minor Site Plan approval for the site improvements at 52 Loop Road, 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) Address Planning and Engineering Review comments to the satisfaction of the Planning and Engineering Divisions.

(2) Submit three (3) copies of fully revised plans for sign off by the Clerk and Chair of the Planning Board.

(b) Subsequent Conditions – to be fulfilled as specified:

(1) Prior to commencement of construction activity, coordinate with the City Engineer on items required for pre-construction.

7F. Wilcox & Barton Inc., on behalf of Arts Alley, LLC, C/O Foxfire Property management Inc, requests Major Site Plan approval for construction of a five-story mixed-use building consisting of a first-floor restaurant and office and/or event space on the remaining floors at 20-20.5 South Main Street in the Central Business Performance (CBP) District.

Chair Woodfin opened the public hearing. Steve Duprey presented the application along with Adam Morrill and Jim Loft from Procon, and Erin Lambert from Wilcox & Barton.

Ms. Smith-Meyer recommended that the landscape architect consider trees with more verticality, no crabapples. Mr. Santacruce requested that bike racks be added, and that the applicant consider a partial green roof to help with stormwater. He also asked the applicant to look at the grease trap capacity and water line for the proposed container kitchen. There was discussion about the building materials and color options.

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

On a motion made by Councilor Pierce, and seconded by Mr. Fox, the Board voted unanimously to grant Architectural Design Review approval for the plan as presented at the Planning Board meeting, with the understanding that the Applicant will further study and refine some design details as recommended by the ADR Committee, and return to ADR and the Board prior to construction.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to grant the Conditional Use Permit (CUP) in accordance with Section 28-5-48(g)(2) of the Zoning Ordinance for relief from the requirement in the Central Business Performance District to build to the front lot line, to allow for the construction of a private terrace to be used for outdoor dining.

On a motion made by Councilor Pierce, and seconded by Mr. Hicks, the Board voted unanimously to grant the following waivers to the Site Plan Regulations:

- Sections 29.04 Building and Façade Lighting and 29.07 Nuisance and Glare to allow for lighting to illuminate onto the abutting alley way to provide safe pedestrian passage through the alley way to the proposed rear entrance and patio area, per RSA 674:44-III(e)(2) specific circumstances relative to the site plan, or conditions of the land in such

**City of Concord Planning Board
December 21, 2022
Minutes**

site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations, with the condition that the lighting proposed for the site comply with the City regulations protecting the night sky against unnecessary uplighting and glare.

- Section 21.05(2) to allow for a 4 ft wide sidewalk on the south side of the building where 5 ft is required, using RSA 674:44III(e)(2).
- Section 22.08(3), Off-site Flows, to allow for the proposed redevelopment's volume of offsite discharge to be slightly increased from the pre-development conditions for the 10-year storm event, per RSA 674:44-III(e)(1), strict conformity would pose an unnecessary hardship to the applicant and the will properly carry out the spirit and intent of the regulations.

On a motion made by Mr. Hicks, and seconded by Councilor Pierce, the Board voted unanimously to grant Major Site Plan approval for the construction of a new five-story building, along with two outdoor patio areas, at 20 – 20½ South Main Street, 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) Address all review comments to the satisfaction of the Planning Division and Engineering Services Division, including working with staff to investigate green roof.
- (2) Conditional Use Permit(s) granted are to be noted and fully described on the plan including date granted and applicable Section number(s) of the Zoning Ordinance. Should the Board vote to deny the Conditional Use Permit(s), applicant shall comply with said submission requirement(s).
- (3) Waiver(s) granted are to be noted and fully described on the plan including date granted and applicable Section number(s) of the Site Plan Regulations. Should the Board vote to deny the waiver(s), applicant shall comply with said submission requirement(s).
- (4) Final plans shall be signed and sealed by the NH Registered Land Surveyor, Landscape Architect, and Professional Engineer.
- (5) Submit three (3) copies of final plans for sign off by the Clerk and Chair of the Planning Board.

(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.
- (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.
- (3) The amount and form of financial guarantee shall be proposed by the Applicant and approved by the Clerk of the Board and City Engineer. The guarantee shall be provided prior to the issuance of the Certificate of Occupancy.
- (4) Prior to issuance of the final Certificate of Occupancy or final construction sign-off, asbuilt drawings shall be provided to the City Engineer in accordance with Section 12.09

City of Concord Planning Board
December 21, 2022
Minutes

of the Site Plan Regulations. The as-built drawings shall be surveyed on NH State Plane coordinates and NAVD 88 Datum.

(5) The Applicant or their successors shall be responsible for the regular maintenance of all plantings and other landscape features. Plant materials shall be maintained alive, healthy and free from pests and disease.

- 7G. Wilcox & Barton, LLC, on behalf of the Boys & Girls Club, requests Major Site Plan approval for construction of a new structure to be used as a community center, and Conditional Use Permit (CUP) approval to allow for access drives to be less than 125 feet from the intersection of a local road at 76 Community Drive in the Neighborhood Residential (RN) District.

Chair Woodfin and Councilor Pierce recused themselves and left the room. Mr. Hicks took over as Chair.

Mr. Hicks opened the public hearing. Chris Emond from Boys & Girls Club, John Turner from Team Engineering, Romy Maurer from Terrain Planning & Design, and Erin Lambert from Wilcox & Barton presented the application.

Mr. Santacruce asked for clarification on the snow storage, and indicated that all sidewalks on site should be 5 ft in width. Ms. Smith-Meyer recommended that they maximize shade trees in the parking areas and delineate what is grass vs. mulch.

Ms. Shank questioned the sidewalks not extending the entire length of the frontage on High Street and Community Drive. Staff will discuss with the applicant after the meeting.

Board members did not have any issue with the architecture of the building, especially since the community meetings already occurred and the design was acceptable.

With no additional comments from staff, members of the Board, or public, Mr. Hicks closed the public hearing.

On a motion made by Mr. Santacruce, and seconded by Mr. Fox, the Board voted unanimously to grant Architectural Design Review for the proposed building design as submitted.

On a motion made by Mr. Santacruce, and seconded by Ms. Savage, the Board voted unanimously to grant the Conditional Use Permit (CUP) in accordance with Article 28-7-11(f) Alternative Parking Arrangements – Driveway Separation Alternatives (Zoning Ordinance) to allow for the entrance and exit drives to be located less than 125 ft from the intersection of a local road (Dolphin Street).

On a motion made by Mr. Fox, and seconded by Ms. Savage the Board voted unanimously to grant Major Site Plan approval for the construction of a new single-story building for use as a community and day care center at 76 Community Drive, 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) Address all review comments to the satisfaction of the Planning Division and Engineering Services Division.

(2) Conditional Use Permit(s) granted are to be noted and fully described on the plan including date granted and applicable Section number(s) of the Zoning Ordinance. Should the Board vote to deny the Conditional Use Permit(s), applicant shall comply with said submission requirement(s).

**City of Concord Planning Board
December 21, 2022
Minutes**

- (3) Final plans shall be signed and sealed by the NH Registered Land Surveyor, Landscape Architect, and Professional Engineer.
- (4) Submit three (3) copies of final plans for sign off by the Clerk and Chair of the Planning Board.
- (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.
- (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.
- (3) The amount and form of financial guarantee shall be proposed by the Applicant and approved by the Clerk of the Board and City Engineer. The guarantee shall be provided prior to the issuance of the Certificate of Occupancy.
- (4) Prior to issuance of the final Certificate of Occupancy or final construction sign-off, asbuilt 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.
- (5) The Applicant or their successors shall be responsible for the regular maintenance of all plantings and other landscape features. Plant materials shall be maintained alive, healthy and free from pests and disease.

Chair Woodfin and Councilor Pierce returned to the meeting.

- 7H. Wilcox & Barton Inc., on behalf of Morrill Mill Pond LLC, requesting Major Site Plan approval for structures of approximately 2200 sf and 2300 sf for the purpose of a restaurant with drive through and retail space, and Conditional Use Permit approval for the disturbance of wetland buffers at 10 Whitney Road in the Industrial (IN) District.

Chair Woodfin opened the public hearing. Cindy Theriault from Wilcox & Barton, and David and Laurie Rauseo from Morrill Mill Pond LLC presented the application.

The Applicant presented a revised site layout plan to address staff review comments. Ms. Fenstermacher indicated that staff did not have an opportunity to review the plan. Members had several questions about the circulation. Ms. Rauseo indicated that it was inconvenient for cars in the 90-degree parking spaces to go around the drive-thru bypass lane instead of going right through the parking lot. She stated that the bulk of the traffic is drive-thru, approximately 90%. The applicant will check the 40-foot tractor trailer turning movements. Members questioned the snow storage, with concern that the snow will be dumped in the bioretention basins, or pushed over the wall. Ms. Rauseo indicated that there is room elsewhere on the site. Applicant will add this to the plan. Mr. Santacruce requested that they add bike racks, and suggested talking to CAT about adding a bus stop across from the site.

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

On a motion made by Mr. Santacruce, and seconded by Ms. Smith-Meyer, the Board voted unanimously to continue the public hearing to the January 18, 2022 Planning Board meeting to allow the applicant time to prepare a revised site plan set for staff to review.

**City of Concord Planning Board
December 21, 2022
Minutes**

- 7I. Andy Sanborn, on behalf of Big Step, LLC, requests Comprehensive Development Plan approval for a phased development to construct a charitable gaming hall, hotel, restaurant, and parking structure at 7 Break O' Day Drive in the Gateway Performance (GWP) District. (2022-59).

Councilor Pierce recused himself from the meeting and left the room.

Chair Woodfin opened the public hearing.

Ms. Shank stated that Staff has let the applicant know that the current configuration creates significant safety risks and is unacceptable. Staff also made several suggestions to the applicant, including providing a second access point connecting to Loudon Road through an easement or other collaboration with the neighbor to the west or Chappelle Tractor. The Applicant submitted a revised plan on the day of the meeting, but staff did not have the opportunity to review the plan prior to the meeting; therefore, staff did not recommend approval at this meeting.

Nick Golan from TFMoran, and Andy Sanborn presented the application and answered circulation questions from the Board. He will provide a copy of correspondence from NHDOT Commissioner.

Mr. Bruce Currie, resident on Josiah Bartlett Road, raised concerns about increased traffic flow in the area, and more generally about the use as this is a gateway to the City from the East, does not convey the best image for the City, and questioned whether we need another gaming facility in the State.

Chair Woodfin closed the public hearing.

The Board took no action, noting that the applicant will return for a public hearing to the January 18, 2022 Planning Board meeting.

Other Business

8. Annual Impact Fee Review

Ms. Shank presented the Impact Fee report, indicating that staff does not recommend increasing the impact fee at this time. There was discussion about whether to increase by a smaller percentage instead of no increase, and whether to continue with the impact fees at all.

On a motion by Chair Woodfin, seconded by Mr. Hicks, the Board voted on a vote of 6/1 to recommend that City Council not increase the impact fees, with Mr. Santacruce voting no.

9. Request for support for the City of Concord's Congestion Mitigation & Air Quality (CMAQ) Program) application for the construction of Capital Improvement Project (CIP) #31, Broadway/West Street Intersection Improvements, also known as "McKee Square."

Ms. Shank presented the request for the Planning Board to provide a letter of support for the grant application.

On a motion made by Mr. Hicks, seconded by Mr. Santacruce, the Board unanimously voted to support the application and authorize Chair Woodfin to sign the letter.

Adjournment

At the request of Chairman Woodfin, Ms. Savage made a motion to adjourn, seconded by Mr. Fox. The motion passed unanimously at 10:47 PM.

Information

Info 1 Architectural Design Review Minutes - December 6th, 2022A

Next regular monthly meeting is Wednesday, January 18, 2022

**City of Concord Planning Board
December 21, 2022
Minutes**

TRUE RECORD ATTEST:

Beth Fenstermacher, PLA, LEED AP
Assistant City Planner