

**City of Concord Planning Board**  
**September 20, 2023**  
**Minutes**

The regular monthly meeting of the City Planning Board was held on September 20<sup>th</sup>, 2023, 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, Amanda Savage, David Fox, Jeff Santacruce, Matthew Hicks

Absent: Vice-Chairman Carol Foss, Councilor Byron Champlin, Teresa Rosenberger (Ex-Officio for City Manager), and Alternates Chiara Dolcino and Frank Kenison

Staff: Heather Shank (City Planner), Alec Bass (Senior Planner), Alicen Twardosky (Administrative Specialist II), and Peter Kohalmi (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, Matthew Hicks, Amanda Savage, Jeffrey Santacruce, Susanne Smith-Meyer, David Fox.

**3. Approval of Meeting Minutes**

On a motion made by Mr. Santacruce, seconded by Mr. Hicks, the Board voted unanimously to approve the August 16<sup>th</sup>, 2023 Planning Board Meeting minutes, as written. All in favor. Motion passed.

**4. Agenda Overview**

Chairman Woodfin informed the public that there would be no public testimony on 103 Old Loudon Road. They have been postponed to the October 18<sup>th</sup>, 2023 Public Hearing.

**5. Design Review Applications by Consent**

5A. NEOPCO Signs, on behalf of Gregory Sturgis, request ADR approval for a new 12 sf externally illuminated blade sign at 5 Pleasant Street Extension in the Central Business Performance (CBP) District.

The item was pulled from consent and heard as public hearing due to already being installed.

ADR recommended that there be no illumination on the sign. The Board thought there should not be internal illumination but that external should be allowed. Mr. Hicks stated that with it getting dark earlier, this makes sense. Ms. Shank suggested approval allowing external illumination so they wouldn't have to go back to ADR.

Chairman Woodfin made a motion to approve as submitted with additional approval for external illumination if desired by the Applicant and that the City Code Department follow up with the Applicant about installing the sign prior to Planning Board approval. Mr. Hicks seconded. All in favor.

5B. SAR Concord, on behalf of Curry Leaf, requests ADR approval for a new 20 square foot non-illuminated wall sign, a new 7 sf window sign and a new 10 sf non-illuminated hanging sign at 6 Pleasant Street in the Central Business Performance (CBP) District.

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Fox, this item was approved by consent as submitted.

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- 5C. Classic Signs Inc, on behalf of Evolution Realty, LLC, requests ADR approval for a new 80.25 sf internally illuminated wall sign and a new 39.25 sf internally illuminated wall sign at 10 Langdon Ave in the Opportunity Corridor Performance (OCP) District.

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Fox, this item was approved by consent as submitted.

- 5D. Spirit Halloween, requests ADR approval for a new 120 sf non-illuminated wall sign at 10 Loudon Road in the Gateway Performance (GWP) District.

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Fox, this item was approved by consent as submitted.

- 5E. Ethos Signco, on behalf of Indigo Blues, requests ADR approval for a new 9 square foot non-illuminated hanging sign at 70 North Main Street in the Central Business Performance (CBP) District.

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Fox, this item was approved by consent as submitted, with additional approval for the Applicant to make use of the existing external illumination present if desired.

- 5F. Victoria Poland, on behalf of Stephen Duprey, requests ADR approval for (6) window signs, including (4) new 2.5 sf signs, (1) new 12 sf sign, and (1) new 8.25 sf sign at 45 South Main Street in the Central Business Performance (CBP) District.

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Fox, this item was approved by consent subject to the Architectural Design Review condition that only three of the five corrugated signs are approved. Specifically, one sign each, reading “Call 224-0562 for pick up”, “Curbside pick up” and “we ship!”. The owner can place the three signs as they see fit at either entrance so long as they are above the door lintels as they currently are.

- 5G. Stephens-Marquis Assoc. Inc., on behalf of Mike Chiverton, requests ADR approval for construction of an exterior sign wall, trellis and shade system at 333 Loudon Road in the Gateway Performance (GWP) District. In conjunction with this application, NH Signs, Inc, on behalf of Nouria Energy, requests ADR approval for new internally illuminated panels in an existing pylon sign, and a new 21.2 sf internally illuminated wall sign.

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Fox, this item was approved by consent as submitted.

- 5H. Stephens-Marquis Assoc. Inc, on behalf of Mike Chiverton, requests ADR approval for construction of an exterior sign wall, trellis and shade system at 24 Loudon Road located in the Gateway Performance (GWP) District. In conjunction with this application, NH Signs, Inc, on behalf of Nouria Energy, requests ADR approval for a new 233 sf internally illuminated panel in an existing pylon sign.

On a motion made by Ms. Smith-Meyer, and seconded by Mr. Fox, this item was approved by consent as submitted.

**Public Hearings**

**6. Design Review Applications**

- 6A. Victoria Poland, on behalf of Stephen Duprey, requests ADR approval to install a Concord Coach Exhibit onto the sidewalk in front of 45 South Main Street. (2023-127)

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A staff update was provided by Ms. Shank. She shared that the ADR Committee was generally in support and that the Applicant agreed with ADR recommendations.

Chairman Woodfin opened the public hearing. Victoria Poland and Steve Duprey presented the application. Mr. Duprey stated they were ok with ADR comments except for the recommendation for an internal roof drain. They investigated that and were advised that it would lead to freezing water. They prefer to keep the roof scupper. Councilor Pierce confirmed that the roof drain would not dump water out onto the sidewalk like a fountain. Mr. Duprey stated that it would sheet down the front of the glass.

Mr. Duprey pointed out that the installation would be contingent on getting the projecting sign approved for Gibson's Bookstore. They are worried that the display will block visibility of their bookstore sign. Mr. Duprey has looked at other possible locations if this one doesn't work out, for instance Eagle Square.

Ms. Smith-Meyer is concerned with the amount of space and how much is going on in this area with a sidewalk in that same location. She feels this is out of place there. Chairman Woodfin inquired how much further back the Coach can be placed away from the street. The front of the display is so close to the curb that it makes it hard to walk around without it being dangerous. Mr. Duprey would like to move the display back a little further also but thought it would encroach on the required "pedestrian clear zone". Ms. Shank showed that there are a few feet it could be moved back and stay out of the pedestrian clear zone according to the plan provided.

Mr. Santacruce questioned the necessity of the bollards. Mr. Bass noted that bollards on all four corners was a suggestion from the maintenance department. Ms. Shank noted that bollards should be placed as close to the street as possible if the goal is to provide protection for kids or others who might be walking around the display.

Mr. Santacruce suggested that vision impairment accommodations be considered for the signage.

Staff has asked for additional information about utility location and placement. Once the utility layout is established and the design of the box is complete, Mr. Duprey will work with the City on placement of the structure. Mr. Duprey will also consider rotating the display 90 degrees as suggested by the Board. Before the license can be finalized, the design needs to be approved.

Chairman Woodfin agrees with other ADR recommendations regarding the darker color as they match the frames of the windows in the buildings behind.

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

Chairman Woodfin determined the findings of fact to be the applicant's submission materials, staff report, and testimony provided during the public hearing.

On a motion by Councilor Pierce, seconded by Mr. Hicks, the Board voted to **grant conditional ADR approval** for the Concord Coach in front of 45 South Main Street, subject to the following conditions noted below:

- a) Precedent Conditions to be fulfilled within one year and prior to issuance of a building permit and endorsement of the final plan by the Planning Board Chairman and Clerk, unless otherwise specified:
  - (1) Address Planning comments to the satisfaction of Planning Division with the expectations that the scupper be removed.
  - (2) Address Engineering Comments to the satisfaction of the Engineering Division.

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- (3) Necessary licensing through City Council shall be in place and fully executed.
- (4) Darker colors are used for the framing.
- (5) Final placement and orientation of enclosures to be subject to staff approval.

**7. Site Plan, Subdivision and Conditional Use Permit Applications**

- 7A. Victoria Poland, on behalf of Stephen Duprey, requests ADR approval for a Conditional Use Permit for 2 signs proposed above the top row of windows, or on the wall at a height in excess of 25 feet, including a new 41.8 sf internally illuminated wall sign and a new 69.02 sf internally illuminated wall sign at 70 Constitution Ave in the Opportunity Corridor Performance (OCP) District. In conjunction with this application, the applicant is requesting ADR approval for a 12 sf internally illuminated monument sign. (2023-117)

This application was determined complete. A staff update was provided by Ms. Shank. Two signs needed a CUP because of their height. The third is simply being refaced. Chairman Woodfin opened the public hearing. Victoria Poland presented the application.

Ms. Poland explained they are desiring to repaint the letter-based signs to black and gray to match the surrounding. Mr. Santacruce clarified whether that the whole façade is changing paint color.

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

Chairman Woodfin determined the findings of fact to be the information provided in staff reports, the applicant's submission materials, and testimony provided during the public hearing.

On a motion by Mr. Hicks, seconded by Mr. Santacruce, the Board voted to **grant ADR approval** for the signs as submitted. All were in favor. The motion passed unanimously.

On a motion by Mr. Santacruce, seconded by Councilor Pierce, the Board voted to **grant the Conditional Use Permit** approval in accordance with Section 28-6-9(b)(2) of the Zoning Ordinance to allow for signage to be placed between rows of windows at a height of over 25 feet above grade at 70 Constitution Ave, subject to the condition that if the construction authorized by the Conditional Use Permit does not commence within a two-year period from the date of the decision of the Planning Board, the CUP shall be deemed to have expired.

All were in favor. The motion passed unanimously.

- 7B. Warren Street Architects, on behalf of Delta Dental, requests ADR approval for an amendment to the originally approved Major Site Plan, specifically with regard to building and landscape lighting at 1 Delta Drive in the Institutional (IS) District. (2023-130)

On a motion by Councilor Pierce, seconded by Ms. Smith-Meyer, the Board voted to **continue the public hearing** to the regularly scheduled October 18, 2023 Planning Board meeting at the request of the Applicant. All were in favor. The motion passed unanimously.

- 7C. Warren Street Architects, on behalf of Concord Coalition to End Homelessness, requests an ADR amendment to their previously approved Major Site Plan for architectural changes to the existing buildings at 120 Pleasant Street in the Institutional (IS) District. (2022-33)

A staff update was provided by Ms. Shank. The ADR Committee noted that the circumstances were unfortunate as to how this was coming to be but agree with the Applicant's request, since the house was never going to be what it was.

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Chairman Woodfin opened the public hearing. Scott Donovan from Warrenstreet Architects and Karen Jantzen with the Concord Coalition to End Homelessness presented the application.

Mr. Donovan shared renderings reflecting their request. At the June 21, 2023 Planning Board meeting, the Applicant was required to replace two chimneys and a cupola, which were unintentionally removed during demolition, and replace everything as it appeared originally. The applicant is now requesting that they be permitted to remove the chimneys and the cupola, and provide windows reduced in size to meet standard sizes that are available. The Applicant proposed architectural features to be added to make the window appear similar to the original condition, including trim, casings in the windows, and molding across the top of the window where the lintel was previously.

The building itself will be in entire white siding and vinyl. The window color will replicate the colors as presented that evening to the Board on a handout. There will be no details on the carriage house windows.

Councilor Pierce visited the site today and noted some openings still existed for the chimneys and cupola. He clarified that the Developer's current proposal was to not replace the chimneys and cupola. Ms. Jantzen explained that the cupola was riddled with lead and the chimneys had a lot of asbestos.

Ms. Jantzen also stated that the faux chimneys and cupola will cause long term maintenance concerns due to leaking. CCEH would prefer to put the funds needed to construct the chimneys and cupola into providing higher quality materials and features inside the building. Chairman Woodfin reiterated the Board's stance that the building being brought back as much as possible for the esthetics of the neighborhood.

Ms. Smith-Meyer felt that removal of the porch was the worst aspect of the project. She recommended that the porch be put back. Ms. Savage noted that approval for this was already given at the June 21, 2023 meeting and was not in question at this time.

Mr. Santacruce stated that the windows look a lot smaller than stated. Mr. Donovan said the proposed window openings are about four inches smaller in width and height. Ms. Jantzen noted that code requirements, safety concerns, and energy efficiency were considered in choosing the windows.

**Public Comment:**

Mr. Fred Hagedorn stated that the window sizes have reduced by at least six inches, maybe even eight. He attended the zoning board meeting and voiced concern of multiple section eight housing units on this one block. He would like to see a plan on how section eight housing is being dispersed in the City. He was encouraged at the outset of the project that the look and feel of the building would be maintained. He does not feel that has been honored. Given the proposal that we have, it will no longer fit into that character of that neighborhood, which is a gateway to that neighborhood. The Concord Coalition has chosen to have this building and it should have to meet the requirements structurally and esthetically of the neighborhood. The Board placed these same expectations and he feels they are now permitting a "pass" on their errors. He understands the porch not being replaced but the windows should be bigger, standard or not, it is the character of the house. He feels the contractors should have to replace the faux chimneys out of their pocket because it was their mistake. The cupola was agreed to be replaced at the June meeting. He feels exceptions are being made and shouldn't be. It is affecting the value of his home and others on his street. He asked that the Board stick with the June decisions or at least consider his requests and meet in the middle.

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Chairman Woodfin reminded Mr. Hagedorn that if it was torn down and this proposal was brought before the Board, it would have been easily approved.

Chairman Woodfin noted that public comment was also received by ten residents who signed a petition gathered by resident Mr. Makris.

Councilor Pierce compared the current situation to the preservation of the Abbott House several years ago. He feels the Board should hold these Applicants to the same standard. Mr. Hicks cautioned against the image it would give if the developers do not compromise on the design to accommodate the neighbors' expectations. Ms. Jantzen stated that the project is government funded. The resources and finances are limited. They are trying to complete the project within the timeframe allotted before they lose funding.

Several Board members asked why the contractor was not held accountable for replacing the features. The applicant noted that they were held accountable, mediation and financial settlements occurred.

Mr. Fox felt that this project was approved based on an expectation that was not met. He feels that the original plan should be honored. He recognizes the legitimacy of the time constraint but does not dismiss the issues at hand.

Chairman Woodfin confirmed with Mr. Donovan that he is confident that the size and dimensions of the proposed windows are no more than 4 inches less in height and width from the existing condition.

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

Chairman Woodfin determined the findings of fact to be the applicant's submission materials and testimony provided during the public hearing.

Councilor Pierce made a motion that faux or real chimneys from the roofline up be rebuilt and a cupola be replaced. Mr. Hicks seconded this. Councilor Pierce then amended his motion, seconded by Mr. Hicks, to include that the windows be replaced as close to the standard of the original size, with no more than a four-inch reduction in width and height.

The motion passed with a 5/2 vote. Ms. Smith-Meyer and Mr. Fox opposed.

7D. Morrill Mill Pond, LLC, requests an ADR amendment to their previously approved Major Site Plan to allow revisions to the elevations for the proposed restaurant at 8-10 Whitney Road in the Industrial (IN) District. (2022-54)

Chairman Woodfin opened the public hearing. Laurie and Dave Rauseo presented the application.

Starbucks asked to consider a new color pallet for the façade. The structure design and layout will not change. The sign is not being considered in this application. With no additional comments from Staff, members of the Board, or public, Chairman Woodfin closed the public hearing.

Chairman Woodfin determined the findings of fact to be the staff reports, submission materials, and testimony provided during the public hearing.

On a motion by Mr. Hicks, seconded by Mr. Santacruce, the Board voted to **grant ADR approval** to the revised submission subject to all conditions as indicated in the January 20th, 2023 decision letter. All were in favor. The motion passed unanimously.

7E. Wilcox & Barton, Inc, on behalf of First Church Holdings, LLC, requests Major Site Plan approval for the conversion of a church into 30 residential units and related site improvements, and two

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Conditional Use Permits (CUP) to allow shared parking spaces and construction of fewer spaces than is otherwise required at 177 N. Main Street in the Urban Commercial (CU) District. (2023-122)

This application was determined complete at the August Planning Board meeting.

Ms. Shank provided a staff update. Staff has not received revised renderings other than a revised site plan pertaining to the CUP request for parking. ADR would like the Applicant to come back to show their proposals graphically and reevaluate some of their proposals. They recommended approval subject to the applicant returning.

Chairman Woodfin opened the public hearing. Erin Lambert and John Chorlian presented the application.

The project involves four lots. The main building is on two lots; there are also parking lots on two separate lots. The project involves internal renovations except for a couple external changes to improve natural light for the residents. Windows will become doors in a few locations and private patios are provided for residents. The building will otherwise remain as is.

Impervious areas will be slightly reduced. A central stair on N. Main Street will be changed to a deck in portions for outdoor gathering areas for residents. The steps will be preserved underneath.

They are requesting two CUP approval: one to allow (34) offsite parking spots, and one to defer construction of seven spaces the north to allow more greenspace.

Ms. Lambert asked the Board that they not be required to widen the Washington Street sidewalk to allow access for the City's sidewalk plow, since it will decrease their greenspace along the street. The applicant will be maintaining the sidewalk in winter. They note that there are still two more poles down the street that would still prohibit plowing even if they completed this improvement. Councilor Pierce asked if this was a route that children would take to walk to school. The applicant did not know but didn't think so. Councilor Pierce asked if Unutil could be asked to move the poles if they are not in the right place. Mr. Chorlian will ask.

The applicant also asked to not be required to install a retaining wall adjacent to the sidewalk to accommodate a future City project. It would be difficult to accomplish and would be a significant cost. They do not feel that there is sufficient design of the future project to inform them how to construct a retaining wall.

Finally, the applicant asked not to be required to signalized the driveway to the north. The property to the north has no access other than this driveway, and secondary access is provided through an easement for the Islamic Society. Even with the seven parking spaces there today, there would be less traffic than there is now. With the parking spots being removed, this driveway would not be used by this development.

Mr. Santacruce clarified that the ADA access is currently only on the Washington Street side of the building. He asked that the parking spots be moved to be closest to the entrance.

Mr. Santacruce stated that though there are poles down the road, the applicant should consider an easement to allow future modifications of the sidewalk width. He is also concerned that there are so many non-standard sized parking spaces. The spaces are too small and should be corrected.

Ms. Smith-Meyer noted Staff's request for more shade trees on the West side of the parking lot. She also noted that with all the same species planted together, you risk losing all of them if a disease or insect damages one. The applicant stated that they do plan to add a couple trees to the west side of the parking area.

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Mr. Chorlian stated that they will build deck areas over the existing granite stairs, which will still allow entry into the building. The patios and elevated decks will be functional. The applicants will revise the renderings to be clearer and more readable. The doors will be storefront style. Chairman Woodfin clarified that there is no de-sanctification needed for the change of use. The five windows on the south side of the annex building will be revised as recommended by ADR.

Mr. Santacruce clarified that the ADA requirement of 48 inches is being adhered to where the poles impact the sidewalk. Mr. Chorlian confirmed that it is 50 inches. He asked Ms. Lambert to reconsider the design of the sidewalk ramp where there is currently a pole located.

Mr. Chorlian confirmed the metal fence is being proposed all along the south elevation behind the sidewalk.

Public Comment:

Nick Holmes, representing Rollins Court, is in favor of this design and development.

Mr. Santacruce voiced concern that the applicant maintaining the sidewalk could put the City at risk. He asked if they need Council approval to maintain the sidewalk. Ms. Shank stated that it is her belief that City Council would never want to prohibit residents shoveling sidewalks in front of their property.

Ms. Shank asked the Board to weigh in on the recommendation for a signal at the north driveway. Mr. Kohalmi noted that something needs to be done but they were ok with better signage being provided.

Chairman Woodfin agreed that it was a big demand. Mr. Santacruce feels that this needs to be looked into further before burdening the applicants with making the improvement. He notes that a stop sign is allowed in these instances per traffic standards.

Ms. Shank clarified that it was the Board's purview to evaluate failing intersections that are impacted due to a project and determine if improvements to mitigate are warranted. A traffic evaluation was done by the applicant that indicated minimal impact. Exiting traffic minimally negatively impacts the intersection, entering had no impact.

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

Chairman Woodfin determined the findings of fact to be the staff reports, submission materials, and testimony provided during the public hearing.

On a motion by Ms. Smith-Meyer, seconded by Mr. Fox, the Board voted to **grant Architectural Design Review Approval** subject to the condition that the Applicant return to ADR to address review comments and present additional graphics.

All in favor. Motion passed unanimously.

On a motion by Ms. Smith-Meyer, seconded by Mr. Hicks, the Board voted to **grant the following Conditional Use Permits (CUP):**

- Per Section 28-7-11(a) (ZO) to allow off-site parking.
- Per Section 28-7-11(b) (ZO) to allow construction of fewer parking spaces than are required

All were in favor; the motion passed unanimously.

On a motion by Ms. Smith-Meyer, seconded by Councilor Pierce, the Board voted to **grant Major Site Plan approval** for the conversion of a church into a multifamily building to accommodate 30

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residential units and associated parking and site improvements, 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 review comments to the satisfaction of the Planning Division and Engineering Services Division with the exception of comments pertaining to traffic signalization and sidewalk improvements.
- (2) Provide signage improvements as determined in discussion with Engineering Staff.
- (3) Provide sidewalk improvements as determined by the Board.
- (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, 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.
- (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.
- (6) Traffic and recreation impact fees shall be assessed for any residential construction contained within the limits of the approved site plan. The impact fees and procedures shall be those in effect at the time of the issuance of a building permit as set forth in the City of Concord Code of Ordinances, Title IV, Subdivision Code: Chapter 29.2, Public Capital Facilities Impact Fee Ordinance. The specific fees assessed are those contained in Section 29.2.1-1 Assessment and Collection; subsection (b) Computation of the Amount of Impact Fees; Table 2, Recreational Facilities Impact Fee per Variable Unit; and Table 3, Transportation Facilities Impact Fee per Variable Unit.

All were in favor. The motion passed. Mr. Santacruz was opposed.

**Other Business**

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- 8A. T.F. Bernier, Inc. on behalf of Kevin Porter, requests Minor Subdivision approval for a 2-lot subdivision at 35 Reserve Place in the Open Space Residential (RO) Districts (2023-119). The applicant has requested to postpone to the October 18, 2023 Planning Board meeting.

Mr. Hicks motioned, seconded by Councilor Pierce to postpone until the October 18<sup>th</sup>, 2023. All were in favor. The motion passed.

- 8B. Eckman Engineering, on behalf of Continental Paving, requests a Conditional Use Permit (CUP) for disturbance of a wetland buffer at 320 Sheep Davis Road in the Gateway Performance (GWP) District. (2023-125) The Applicant has requested to be continued to the October 18, 2023 Planning Board meeting.

Mr. Hicks motioned, seconded by Councilor Pierce to postpone until the October 18<sup>th</sup>, 2023. All were in favor. The motion passed.

- 8C. Nobis Group, on behalf of Dakota Partners, requests two Major Subdivision approvals to create a land unit condominium and a building condominium for a new multifamily development totaling 98 units at 103 Old Loudon Road in the Medium Density (RM) District. The Applicant has requested to be postponed to the October 18, 2023 Planning Board meeting. (2023-124)

Mr. Hicks motioned, seconded by Councilor Pierce to postpone until the October 18<sup>th</sup>, 2023. All were in favor. The motion passed.

- 8D. Any other business which may legally come before the Board.

**Adjournment**

At the request of Chairman Woodfin, Councilor Pierce made a motion, seconded by Mr. Fox, to adjourn the meeting. All in favor. The motion passed unanimously at 10:14 PM.

The next regular monthly meeting is Wednesday, October 18<sup>th</sup>, 2023 at 7:00 p.m.

TRUE RECORD ATTEST:

Alicen Twardosky  
Interim Administrative Specialist II