

Master Plan Implementation Committee

Meeting Minutes

Wednesday, January 26, 2014

Members present: Kevin Smith, John Vogl, Joe Green, Deb Paul, Ann Chiampa, Tim Siekmann, Mike Speltz, Ted Combes, Chris Davies

I. Call to Order

Meeting called to order at 7:00 pm by Chris Davies

II. Review Minutes from 1/29/14

Members reviewed the 1/29/14 minutes. M. Speltz suggested his name was incorrectly added to the 'members present' list and said it should be removed. J. Vogl will amend. A motion to approve the minutes as amended from January 29, 2014 made by J. Green. Second by T. Combes. One abstention from M. Speltz. Vote: 8-1-0.

III. Review and Discuss Implementation Table

J. Vogl introduced the recommendations score card. He reported that he had updated the table presented on 1/29 to include an "implementation status." For each recommendation, Vogl stated that he assigned a category appropriate to the level of activity due each recommendation. He stated the categories consist of three values for projects that are underway: 10% completion, 50% completion or 75% completion, and an indicator of 100% progress or no progress. Vogl stated that he had already populated the values based on his understanding of projects (for example, items that are potentially covered by the Zoning Audit are coded as underway at 10%) and that his goal was to review them with the Committee.

Town Manager Smith entered to room at 7:15

Members reviewed the implementation table and assigned status values line by line. The attachment contains the amended version, representative of Committee consensus.

J. Vogl said he would update the table and post online once ready.

Aside from code changes, M. Speltz said that he would like to see a tie between recommendations and the target goals and 5 principles identified in the Master Plan. The goal is to further quantify what has been done and to match actions with targets.

IV. Update on Zoning Audit

John Vogl gave an update on the zoning audit and how it will affect the items listed on the Implementation Table. He reported that the audit has kicked off and the contractors are now in the literature review phase while Town Staff is working to set up focus group meetings with various stakeholders. He reported that the contractors may be able to update this committee on their progress during the May meeting.

V. Future Meeting Dates

Members discussed upcoming meeting dates and decided to continue meeting monthly till further notice. Meetings will continue to be held on the 4th Wednesday of each month. All agreed that future meetings should be conducted in the Moose Hill Room where there is more space for the public to attend and participate. Next meeting will be April 23rd.

VI. Other Business

C. Davies asked K. Smith to discuss issues regarding the Town Center. K. Smith presented that he would like the Committee to review the Town Forest/Town Common and identify a plan for the appropriate uses of those properties. He said that the Council was looking for direction on how the areas should be best managed and that this group would be an appropriate venue for such a project. J. Vogl said that the whole of the Town Center should be reviewed as uses in the center drive demand for the Town Common and vice versa and that it would be especially informative to the Planning Board. He said that a way to handle this may be to collect input on one meeting and then for staff to synthesize the feedback into a small plan for review at the next meeting(s). M. Speltz said that with this action, the Committee is effectively choosing to make the Town Center their first focus area and that the Committee should also prioritize the Pettengill Road area.

VII. Adjourn

Motion to adjourn at 9:00 made by J. Green and second by C. Davies. Meeting adjourned at 9:00 pm.

Minutes prepared by Kirby Wade and John Vogl

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Scorecard:	Recc's Underway - 10%	Rec's Underway - 50%	Rec's Underway - 75%	Recc's Completed	Recc's Not Yet Considered
	61%	5%	2%	1%	30%

Number	Focus Area	Action	Timeframe (Completion date)	Budget Allowance	Lead Party	Other Partners	Funding Source	Regulatory Items supported by Zoning Audit	Private Sector Contribution?	Low-Hanging Fruit?	"Big Ticket Items"	Studies	Implementation status
1.01	Town-Wide Recommendations	Include new rules and standards that prohibit development in the 500-yr floodplain.	Near Term (2016)	See Budget Allowance	Planning Board	Community Development Department	N/A	✓					Underway - 10%
1.02	Town-Wide Recommendations	Include tree preservation and buffer standards for protecting mature tree stands throughout the study area.	Near Term (2016)	See Budget Allowance	Planning Board	Open Space Task Force, Community Development Department	N/A	✓					Underway - 10%
1.03	Town-Wide Recommendations	Include new rules and standards that incorporates open space as a meaningful component of new development. Open space could be used for tree preservation, stormwater retention, recreation, animal habitat protection, or preserving scenic views.	Near Term (2016)	See Budget Allowance	Planning Board	Conservation Commission, Open Space Task Force, Community Development Department	N/A	✓					Underway - 10%
1.04	Town-Wide Recommendations	Include new rules and standards that reduces the amount of impervious surface for a development. This is a very cost-effective and environmentally-sensitive method for reducing stormwater runoff.	Near Term (2016)	See Budget Allowance	Planning Board	Community Development Department, Public Works Department	N/A	✓					Underway - 10%
1.06	Town-Wide Recommendations	Adopt a form-based code for the study area that consolidates, simplifies, and updates zoning and subdivision language to implement the vision and supporting recommendations from the comprehensive master plan.	Near Term (2016)	\$200,000 - \$250,000	Planning Board	Planning Board, Zoning Board, Zoning Board of Adjustment, Community Development	General Fund	✓			✓		Underway - 10%
1.07	Town-Wide Recommendations	Provide incentives for preserving historic buildings in the study area, which take advantage of the uniqueness of these sites and buildings for creating cool spaces.	Near Term (2016)	In-House Resources (Policy) / \$10,000	Town Council	Heritage/Historic District Commission, Community Development Department	General Fund, Grant	✓					Underway - 10%
1.08	Town-Wide Recommendations	Permit accessory dwelling units in growth sectors (G1 - G4) depicted on the Conservation & Growth Map. These units encourage greater housing choice for young adults, new families, and elderly residents in the study area.	Concurrent Action (2013)	In-House Resources	Planning Board	Housing Task Force, Community Development Department	N/A	✓					Underway - 10%
1.09	Town-Wide Recommendations	Include new standards in a form-based code that promotes neighborhood diversity and greater housing choice to meet the needs of young adults, new families, and elderly residents.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Housing Task Force, Community Development Department	N/A	✓					Underway - 10%
1.11	Town-Wide Recommendations	Include street connectivity standards in a form-based code that require every street be connected to another street in a new development, unless otherwise deemed not feasible because of topographic or environmental concerns.	Concurrent Action (2013)	See Budget Allowance for Form-Based Code	Planning Board	Traffic Safety Committee, Community Development Department, Public Works Department	N/A	✓					Underway - 10%
1.12	Town-Wide Recommendations	Include new rules and standards in a form-based code that addresses specific use, density, and design elements to reinforce safe and efficient transit service between major activity centers.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Cooperative Alliance for Regional Transportation, Community Development Department	N/A	✓					Underway - 10%
1.14	Town-Wide Recommendations	Implement rules and requirements in a form-based code to build a comprehensive network of sidewalks, paths, and passage ways that make walking more convenient and enjoyable.	-2016	Allowance for Form-Based Code	Board	Community Development Department		✓					Underway - 10%

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1.15	Town-Wide Recommendations	Streamline the development review process (where necessary) to promote business recruitment and economic development in the study area. Remove unnecessary hurdles for attracting new or expanding business, including rules and requirements that make the development review process unfair, unclear, or cumbersome.	Concurrent Action (2013)	In-House Resources	Planning Board	Community Development Department	N/A	✓					Underway - 10%
1.18	Town-Wide Recommendations	Provide incentives in a form-based code for development that includes high-quality architecture and place-making principles, which together reinforce the town's history and sense of place. Actively market the quality of development and Londonderry brand for recruiting new businesses and industries to the study area. ¹	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓		✓			Underway - 10%
2.01	Town-Led Initiatives	Embrace Light Imprint development principles for managing the impact of new growth on the natural environment, especially for minimizing the amount of impervious surface associated with new development.	Concurrent Action (2013)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department, Public Works Department	N/A	✓					Underway - 10%
2.04	Town-Led Initiatives	Locate open space required in a form-based code to complement green elements depicted on the Green Print Initiative Map.	Near Term (2016)	See Budget Allowance for Form-Based Code	Conservation Commission	Conservation Commission, Open Space Task Force, Community Development Department	N/A	✓		✓			Underway - 10%
2.06	Town-Led Initiatives	Continue resistance to widening entire street segments in the study area; focusing instead on maintaining the grid street system to diffuse traffic, a complete streets policy to encourage other modes of travel, and building more walkable, mixed-use activity centers that capture trips before they reach the major street network.	Concurrent Action (2013)	N/A	Planning Board	Planning Board, Traffic Safety Committee, Community Development Department, Public Works Department	N/A	✓					Underway - 10%
2.07	Town-Led Initiatives	Make the town a more walkable community, focused on a hierarchy of new mixed-use, walkable activity centers and a complete street system that supports multi-modal travel behavior.	Concurrent Action (2013)	N/A	Planning Board	Community Development Department	N/A	✓					Underway - 10%
3.12	Specific Capital Projects	Coordinate with local utility providers to identify opportunities to bury existing utility lines, and require buried utilities in new development (especially new activity centers) to minimize the risk of outages in the community. ²	Long-Term (2018)	\$100,000 - \$300,000 (Annual Town Contribution)	Planning Board	Community Development Department,	General Fund, Program Revenues, Utility Service Provider	✓	✓		✓		Underway - 10%
4.01	Focus Area: Pettengill Road	Include new rules and standards in a form-based code for minimum lot size, list of permitted uses, site design standards, and building design elements to be consistent with a strategy developed for recruiting target industries to the village.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓					Underway - 10%
4.02	Focus Area: Pettengill Road	Include new rules and standards in a form-based code to implement village-wide design guidelines for all lots and buildings.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Planning Board, Economic Development Task Force, Community Development Department	N/A	✓					Underway - 10%
4.03	Focus Area: Pettengill Road	Include typical street section requirements in a form-based code to promote more walkable streets in the industrial village; emphasizing key principles from a new complete street design policy recommended for the town.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department, Public Works Department	N/A	✓					Underway - 10%

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4.04	Focus Area: Pettengill Road	Expand the type of uses allowed in a form-based code for this area to support services recommended for the industrial village; extending activities in the village area beyond normal work hours.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓					Underway - 10%
4.05	Focus Area: Pettengill Road	Include new rules and standards in a form-based code to allow recreation facilities as a permitted use.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Conservation Commission, Open Space Task Force, Community Development Department	N/A	✓					Underway - 10%
4.07	Focus Area: Pettengill Road	Include new rules and standards in a form-based code that increase minimum green space requirements and allow agriculture as a permitted use.	Near Term (2016)	See Budget Allowance for Form-Based Code	Community Development Department	Conservation Commission, Open Space Task Force, Community Development Department	N/A	✓					Underway - 10%
5.04	Focus Area: Town Center Rec Village	Include provisions in a form-based code to allow the type and scale of neighborhood development recommended in this location.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓					Underway - 10%
5.05	Focus Area: Town Center Rec Village	Include new rules and standards in a form-based code to allow assisted living facility and nursing home as permitted uses.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓					Underway - 10%
6.01	Focus Area: Town Center	Support provisions in a form-based code to allow the unique design proposed for the church site.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓	✓				Underway - 10%
6.02	Focus Area: Town Center	Complete a formal study of the town commons area to refine recommendations for making it a formal destination in the community, and develop zoning regulations to ensure proper execution of the vision.	Near Term (2016)	\$35,000 - \$60,000	Town Council	Community Development Department	General Fund	✓		✓	✓	✓	Underway - 10%
6.04	Focus Area: Town Center	Determine whether this area should become permanent open space, and secure funding for its purchase if deemed appropriate. Alternatively, develop provisions in a form-based code to allow this type and scale of neighborhood development contemplated in this location.	Near Term (2016)	See Budget Allowance for Form-Based Code	Londonderry Conservation Commission	Community Development Department	N/A	✓		✓			Underway - 10%
7.01	Focus Area: North Village Artisan District	Use provisions in a form-based code to allow expansion of the street network in a grid format.	Near Term (2016)	See Budget Allowance for Form-Based Code	Community Development Department	Public Works Department	N/A	✓					Underway - 10%
7.02	Focus Area: North Village Artisan District	Include provisions in a form-based code to allow retrofit of existing mill buildings for mixed use development.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Heritage/Historic District Commission, Community Development Department	N/A	✓					Underway - 10%
8.01	Focus Area: South Village Suburban Retrofit	Include new rules and standards in a form-based code to reduce minimum front yard setback requirements along the Nashua Road Corridor.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓					Underway - 10%
8.02	Focus Area: South Village Suburban Retrofit	Include new rules and standards in a form-based code to allow urban character development.	Near Term (2016)	See Budget Allowance for Form-Based Code	Planning Board	Community Development Department	N/A	✓					Underway - 10%
8.03	Focus Area: South Village Suburban Retrofit	Promote redevelopment of the existing apartment complex through policy incentives. Reach out to the property owner to gauge interest for moving forward with the redevelopment project.	Near Term (2016)	In-House Resources	Planning Board	Community Development Department, Private Developer	N/A	✓	✓				Underway - 10%
9.01	Specific Plans and Studies	Study the feasibility of implementing a transfer of development rights program to protect scenic view sheds and natural areas in town.	Near Term (2016)	In-House Resources	Town Council	Community Development Department	N/A	✓				✓	Underway - 10%

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1.05	Town-Wide Recommendations	Fund a purchase of development rights program that allows landowners the opportunity to voluntarily sell their development rights on a parcel for permanent conservation.	Near Term (2016)	\$100,000 -\$200,000 (Annual, Demand Driven)	Town Council	Conservation Commission, Open Space Task Force, Community Development Department	General Fund		✓		✓		Not Yet Considered
1.1	Town-Wide Recommendations	Evaluate the feasibility of building a graduated care facility within an activity center, and actively seek a development partner for expediting its construction. Remove unnecessary hurdles in the zoning and subdivision ordinances for construction. ¹	Near Term (2016)	In-House Resources	Town Council	Elder Affairs, Community Development Department	N/A	✓	✓		✓		Underway - 10%
1.13	Town-Wide Recommendations	Connectivity standards should not be limited to automobiles.	Near Term	See Budget	Planning	Traffic Safety Committee,		✓					Underway - 10%
1.16	Town-Wide Recommendations	Invest in agri-tourism activities at the community level as another tool for economic development. Provide a budget and the staff necessary to let it thrive, supporting a farmers market, general marketing and communication activities, etc. ¹	Near Term (2016)	\$15,000 (Annual)	Town Council	Community Development Department	General Fund	✓	✓				Underway - 10%
1.17	Town-Wide Recommendations	Partner with the New Hampshire Cooperative Extension Service to provide resources for individuals, businesses, schools, and family farms interested in growing food for local consumption.	Near Term (2016)	In-House Resources	Community Development Department	Open Space Task Force, Conservation Commission	N/A		✓	✓			Not Yet Considered
2.02	Town-Led Initiatives	Advocate for a town-wide stormwater management strategy that spans the boundaries of individual parcels to collect and store stormwater in local lakes, ponds, streams, and swales for groundwater infiltration.	Near Term (2016)	In-House Resources	Planning Board	Community Development Department, Public Works Department	N/A	✓				✓	Underway - 10%
2.03	Town-Led Initiatives	Resume annual monitoring of the town's surface and groundwaters, following the protocol set up by the Environmental Baseline Study Committee in 2001.	Near Term (2016)	\$50,000 -\$100,000 (Annual)	Environmental Baseline Study Committee	Community Development Department	General Fund				✓		Not Yet Considered
2.05	Town-Led Initiatives	Launch an education campaign and outreach program to let residents know about the benefits of vegetated areas for protecting surface waters.	Near Term (2016)	\$5,000 - \$15,000 (Annual)	Community Development Department	Open Space Task Force, Community Development Department	N/A			✓			Underway - 10%
2.08	Town-Led Initiatives	Lead a town-wide initiative to encourage 'active living' in the study area, including plans and policies that promote more walkable development and programs that increase the frequency and level of daily physical activity for students, families, employees, and seniors.	Near Term (2016)	In-House Resources	Community Development Department	Open Space Task Force, Elder Affairs, Londonderry Recreation Committee	N/A	✓		✓			Underway - 10%
2.09	Town-Led Initiatives	Participate in the Derry-Londonderry Chamber of Commerce, the Greater Manchester Chamber of Commerce, Metro Center, and other legislative or business organizations that promote economic development initiatives in Londonderry.	Concurrent Action (2013)	\$5,000 - \$15,000 (Annual)	Community Development Department	Town Manager, Economic Development Task Force	General Fund			✓			Complete
2.1	Town-Led Initiatives	Create a business liaison position within Town government responsible for helping new and existing businesses navigate the planning and approval process. Priority for this position should be on making it easier to open and run a business in Londonderry. Weekly office hours for drop-in questions and general education material to help businesses navigate the bureaucratic process should be maintained to support the initiative.	Concurrent Action (2013)	\$5,000 - \$15,000 (Annual)	Town Manager	Community Development Department	General Fund			✓			Underway - 75%

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2.11	Town-Led Initiatives	Form an action committee to work with state and regional leaders on new incentives, legislation, education opportunities, or town initiatives that will attract (and grow) businesses and industries to Londonderry. Key partners for the action committee will include the New Hampshire Department of Resources & Economic Development, Regional Economic Development Center of New Hampshire, and Southern New Hampshire Planning Commission, among others.	Concurrent Action (2013)	In-House Resources	Town Manager	Economic Development Task Force, Community Development Department	N/A		✓				Underway - 50%
2.12	Town-Led Initiatives	Town officials should support 'buy local' and 'support small business' campaigns in the study area, building a reputation for a community that values and partners with local businesses.	Concurrent Action (2013)	In-House Resources	Economic Development Task Force	Community Development Department	N/A			✓			Not Yet Considered
2.13	Town-Led Initiatives	Become the hub of sustainable development in Southern New Hampshire, promoting green town principles and technologies that will attract niche industries to the area. ³	Near Term (2016)	In-House Resources	Economic Development Task Force	Planning Board, Community Development Department	N/A	✓	✓				Not Yet Considered
2.14	Town-Led Initiatives	Coordinate with local water and sewer utility providers to ensure adequate capacity is reserved for the magnitude and timing of future growth anticipated in the comprehensive master plan.	Concurrent Action (2013)	In-House Resources	Public Works Department	Derry Water Works Department, Manchester Water Works Department, Penichuck Water Service Company	N/A				✓		Not Yet Considered
2.15	Town-Led Initiatives	Coordinate with the Londonderry School District on the timing and location of new development influenced by the comprehensive master plan and zoning ordinance, and strengthen their ties to the District's strategic plan and capital investment plan.	Concurrent Action (2013)	In-House Resources	Town Council	Londonderry School District, Community Development Department	N/A						Underway - 50%
3.01	Specific Capital Projects	Build or improve pedestrian facilities identified in the recommended pedestrian facilities map. ³	Concurrent Action (2013)	\$50,000 - \$100,000 (Annual)	Londonderry Trailways	Open Space Task Force, Community Development Department, Public Works Department	General Fund, New Hampshire DOT	✓			✓		Underway - 10%
3.02	Specific Capital Projects	Build or improve bicycle facilities identified in the recommended bicycle facilities map; including bicycle routes on local streets and off-street, shared-use trails. Way-finding signage and pavement markings should be used throughout the proposed system to clearly designate bicycle routes and reinforce the presence of bicyclists in the travel realm. ³	Concurrent Action (2013)	\$50,000 - \$100,000 (Annual)	Londonderry Trailways	Open Space Task Force, Community Development Department, Public Works Department	General Fund, New Hampshire DOT	✓		✓	✓		Underway - 10%
3.03	Specific Capital Projects	Install a new emergency traffic signal at Fire Station One on Grenier Field Road.	Near Term (2016)	\$125,000 - \$200,000	Public Works Department	Southern New Hampshire RPC, Public Works Department	General Fund, New Hampshire DOT				✓		Not Yet Considered
3.04	Specific Capital Projects	Improve the intersection of Pillsbury Road and Gilcrest Road. In the short-term, reconfigure the off-set intersection for stop control with signs placed to stop traffic on Gilcrest Road (southbound at both locations) and Pillsbury Road (eastbound and westbound). ⁴	Long-Term (2020)	\$10,000 - \$15,000	Public Works Department	New Hampshire DOT, Southern New Hampshire RPC	General Fund, Development Impact Fees			✓	✓		Not Yet Considered
3.05	Specific Capital Projects	Improve the intersection of Pillsbury Road and Gilcrest Road. In the long-term, construct two single-lane roundabouts that work together to ease congestion in the area. The southern roundabout should include a right-turn bypass lane from Gilcrest Road (northbound) to Pillsbury Road (eastbound). ⁴	Long-Term (2020)	\$500,000 - \$700,000	Public Works Department	New Hampshire DOT, Southern New Hampshire RPC	General Fund, Development Impact Fees		✓		✓		Not Yet Considered

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3.06	Specific Capital Projects	Improve the intersection of Sanborn Road and Rockingham Road. Reconfigure the intersection for a turbine treatment (i.e., a modified roundabout design). ⁴	Long-Term (2020)	\$250,000 - \$500,000	New Hampshire DOT	Southern New Hampshire RPC, Public Works Department	New Hampshire DOT				✓		Not Yet Considered
3.07	Specific Capital Projects	Improve the intersection of Grenier Field Road and Mammoth Road. Add eastbound right and westbound left turn lanes at the signalized intersection on Grenier Field Road to improve intersection performance. ⁴	Long-Term (2020)	\$75,000 - \$100,000	New Hampshire DOT	Southern New Hampshire RPC, Public Works Department	New Hampshire DOT				✓		Not Yet Considered
3.08	Specific Capital Projects	Improve the intersection of Harvey Road and Grenier Field Road. Construct a double-lane roundabout at the Webster Road and Grenier Field intersection, and convert Harvey Road to two-way traffic between Webster Road and Grenier Field Road. Webster Road should be widened to four lanes between Harvey and Grenier Field Roads to support proposed turning movements.	Long-Term (2020)	\$2.0 - \$3.0M	New Hampshire DOT	Southern New Hampshire RPC, Public Works Department	New Hampshire DOT				✓		Not Yet Considered
3.09	Specific Capital Projects	Expand the Town's sewer collection and interceptor system to keep pace with growth, with priority given to serving new and emerging activity centers. ³	Near Term (2016)	Total estimated project cost: \$3M to \$20M	Public Works Department	Manchester Wastewater Department, Derry Wastewater Department	Program Revenues	✓			✓		Underway - 10%
3.1	Specific Capital Projects	Invest in local police service to keep pace with growth. New police sub-stations, equipment and personal should be focused where development is most concentrated. ⁴	Long-Term (2018)	\$10,000 - \$20,000 (Annual, Demand-Driven)	Town Council	Police Department	General Fund, Program Revenues			✓	✓		Underway - 10%
3.11	Specific Capital Projects	Invest in fire protection and emergency medical services to keep pace with growth. New fire stations, equipment, or personnel should be focused where development is most concentrated. ⁴	Long-Term (2018)	\$10,000 - \$20,000 (Annual, Demand-Driven)	Town Council	Fire Department	General Fund, Program Revenues			✓	✓		Underway - 10%
4.06	Focus Area: Pettengill Road	Continue fundraising campaign to build the rail-trail, beginning work soon on a preliminary engineering study. Explore opportunities to partner with the development community to expedite construction of the segment proposed through the industrial village. ³	Near Term (2016)	Total estimated project cost: \$1.5M - \$2.0M (outside funding sources are being sought)	Londonderry Trailways	Community Development Department, Public Works Department	General Fund, Grant Opportunities, Donations	✓	✓		✓		Underway - 10%
5.01	Focus Area: Town Center Rec Village	Update the Auditorium Study Committee report completed in 2006 to reaffirm if the conclusions and recommendations are still valid for 2012.	Concurrent Action (2013)	In-House Resources	Town Manager	Auditorium Study Committee (Reconvened)	N/A					✓	Not Yet Considered
5.02	Focus Area: Town Center Rec Village	Evaluate the feasibility of building a field house and community pool at this location; start the process to secure funding for these improvements.	Near Term (2016)	\$100,000 - \$200,000	Recreation Department	Londonderry Recreation Committee	General Fund		✓		✓	✓	Not Yet Considered
5.03	Focus Area: Town Center Rec Village	Evaluate the feasibility for reorganizing the ball fields in this location and start the process to secure funding for these improvements.	Near Term (2016)	\$100,000 - \$200,000	Recreation Department	Londonderry Recreation Committee	General Fund		✓		✓	✓	Not Yet Considered
5.06	Focus Area: Town Center Rec Village	Sponsor and administer a community garden program for town residents, with fee-simple purchase or lease agreements for agriculture uses, loan garden tools or donate seed and supplies, and connect growers with a local farmers market. ³	Near Term (2016)	\$5,000 - \$15,000	Town Manager	Londonderry Recreation Committee, Recreation Department, Community Development Department	General Fund	✓	✓	✓			Underway - 10%
6.03	Focus Area: Town Center	Evaluate the feasibility of a skating pond in the town forest, and start pre-planning for extension of trails leading to the pond.	Near Term (2016)	In-House Resources	Recreation Department	Londonderry Recreation Committee, Londonderry Trailways	N/A			✓			Not Yet Considered
6.05	Focus Area: Town Center	Move forward with funding recommended improvements for the new town commons area proposed in the comprehensive master plan.	Long-Term (2020)	\$250,000 - \$450,000	Town Council	Community Development Department	General Fund				✓		Not Yet Considered

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6.06	Focus Area: Town Center	Work with the New Hampshire Department of Transportation to implement improvements for Mammoth Road that emphasize complete street design principals; program funding for these improvements as a catalyst for redevelopment in the town commons.	Long-Term (2020)	\$150,000 - \$250,000	Town Council	Public Works Department	New Hampshire DOT				✓		Not Yet Considered
7.03	Focus Area: North Village Artisan District	Continue fundraising campaign to build the rail-trail, beginning work soon on a preliminary engineering study.	Near Term (2016)	\$35,000 - \$85,000	Londonderry Trailways	Community Development Department, Public Works Department	General Fund, Grant Opportunities, Donations		✓		✓	✓	Underway - 50%
7.04	Focus Area: North Village Artisan District	Coordinate with the New Hampshire Department of Transportation to program recommended improvements at the intersection of Rockingham Road and Sanborn Road.	Long-Term (2020)	\$150,000 - \$250,000	Public Works Department	New Hampshire DOT	New Hampshire DOT				✓		Not Yet Considered
7.05	Focus Area: North Village Artisan District	Program improvements to North Londonderry Elementary School in the School District's Capital Improvements Program.	Long-Term (2020)	N/A	Londonderry School District	Town Council, Community Development Department	N/A				✓		Underway - 50%
8.04	Focus Area: South Village Suburban Retrofit	Undertake a corridor study for Route 102 to make the street more walkable and ready for future fixed-route bus service.	Near Term (2016)	\$50,000 - \$100,000	Planning Board	Community Development Department, Public Works Department	N/A				✓	✓	Not Yet Considered
8.05	Focus Area: South Village Suburban Retrofit	Make improvements to the town park on Route 102 to activate this quadrant of the activity center.	Long-Term (2020)	\$100,000 - \$300,000	Recreation Department	Recreation Committee, Community Development Department	General Fund				✓		Not Yet Considered
9.02	Specific Plans and Studies	Update the 1990 Water Resources Management Plan to evaluate the potential for a town-wide stormwater management strategy and identify next steps for moving forward.	Near Term (2016)	\$50,000 - \$150,000	Town Council	Community Development Department, Public Works Department	General Fund				✓	✓	Not Yet Considered
9.03	Specific Plans and Studies	Work with the New Hampshire Department of Transportation and Southern New Hampshire Regional Planning Commission to include the extension of Pettengill Road, between Industrial Drive and Raymond Wiczorek Drive, in their adopted plans and work programs.	Concurrent Action (2013)	In-House Resources	Town Council	New Hampshire DOT, Southern New Hampshire RPC	N/A					✓	Underway - 10%
9.04	Specific Plans and Studies	Develop a comprehensive bicycle and pedestrian plan to facilitate the implementation of a safe and accessible system of trails in accordance with the recommendations of the master plan. The Town should work with Londonderry Trailways to look for alternative funding sources as matching contributions to state or federal grants. ¹	Near Term (2016)	\$35,000 - \$65,000	Town Council, Londonderry Trailways	Open Space Task Force, Community Development Department, Public Works Department	General Fund	✓			✓	✓	Underway - 10%
9.05	Specific Plans and Studies	Complete a transit circulator feasibility study to confirm when demand for such a service would be high, and establish appropriate service parameters and cost estimates for implementing the preferred system.	Long-Term (2020)	\$20,000 - \$35,000	Community Development Department	Cooperative Alliance for Regional Transportation	General Fund				✓	✓	Not Yet Considered
9.06	Specific Plans and Studies	Stay committed to the www.thriveinlondonderry.com website as a one-stop resource for advertising sites, statistics, and quality-of-life in Londonderry important to recruiting new businesses or industries to the area.	Concurrent Action (2013)	In-House Resources	Community Development Department	Economic Development Task Force	N/A			✓		✓	Underway - 75%

Comprehensive Master Plan Recommendations-
 Items covered by Zoning Audit (ongoing)
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Number	Focus Area	Action	Timeframe (Completion date)	Budget Allowance	Lead Party	Other Partners	Funding Source	Regulatory Items supported by Zoning Audit	Private Sector Contribution?	Low-Hanging Fruit?	"Big Ticket Items"	Studies	Implementation Status
9.07	Specific Plans and Studies	Update the 2008 Community Economic Development Plan to reflect key economic drivers in the new economy (i.e., post 2008 Recession) and the development types, patterns, and intensities recommended in the comprehensive master plan. Key topics for the plan update should include: regional cooperative partnerships, growing existing business, education and training opportunities, and maximizing community assets for economic development.	Near Term (2016)	\$50,000 - \$80,000	Community Development Department	Town Manager, Economic Development Task Force	General Fund				✓	✓	Not Yet Considered
9.08	Specific Plans and Studies	Review the Londonderry Hazard Mitigation Plan on an annual basis and update the document every three to five years. ³	Near Term (2016)	\$15,000 - \$25,000	Community Development Department	Town Council	General Fund	✓			✓	✓	Underway - 10%
9.09	Specific Plans and Studies	Update the Londonderry Wastewater Facilities Plan based on the development types, patterns, and intensities recommended in the comprehensive master plan.	Near Term (2016)	\$85,000 - \$125,000	Public Works Department	Manchester Wastewater Department, Derry Wastewater Department	Program Revenues				✓	✓	Not Yet Considered

Footnotes:

1. Recommendation contains multiple parts which may be addressed by the Town in differing time periods and/or projects
2. Implementation of this recommendation may require private sector support.
3. Implementation of this recommendation may take the form of incentives included in future iterations of the Town's land use regulations
4. Implementation of this recommendation may be concurrent with development projects in the vicinity as off-site improvements