

**LONDONDERRY, NH PLANNING BOARD**  
**MINUTES OF THE MEETING OF NOVEMBER 30, 2016 AT THE MOOSE HILL**  
**COUNCIL CHAMBERS**

**I. Call to Order**

Members Present: Art Rugg, Chair; Mary Wing Soares, Vice Chair; Scott Benson, member; Rick Brideau, CNHA, Ex-Officio; Giovanni Verani, Ex-Officio; Jim Butler, Town Council Ex-Officio; Leitha Reilly, member; Ann Chiampa (alternate member)

Also Present:

Colleen Mailloux, Town Planner; John R. Trottier, P.E., Assistant Director of Public Works and Engineering; Laura Gandia, Associate Planner

Chairman Rugg called the meeting to order at 7:00 PM, explained the exit and emergency procedures, and began with the Pledge of Allegiance. He appointed A. Chiampa to vote for C. Davies.

**II. ADMINISTRATIVE BOARD WORK:** N/A

**III. NEW PLANS:**

A. Application acceptance and Public Hearing for a formal review of site plan for a proposed Planned Unit Development (PUD), Phase 1 - buildouts of Woodmont Commons, Subarea WC-1, WC-1-GL, and WC-2, 34 Nashua Road (Map 010 Lot 052), 5 Garden Lane (Map 010 Lot 54-1) and 15 Pillsbury Road (Map 010 Lot 41) , Pillsbury Realty Development (Applicant) and Demoulas Supermarkets, Inc. (Owner), Robert D. & Stephen R. Lievens (Owner), and Pillsbury Realty Development, LLC (Owner) – CONTINUED FROM 11/9/2016 MEETING

Chairman Rugg read the case into the record, and noted that the application was continued from November 9, 2016. He commented that this was the first site plan for the PUD, a historic occasion. He stated that the Board will proceed for completeness.

J. Trottier stated that there were 24 outstanding checklist items, and explained that if the Board grants waivers to these 24 items for acceptance purposes only, then Staff would recommend that the application be accepted as complete (with those checklist items being part of the conditions for approval).

**M. Soares made a motion to waive the twenty four (24) checklist items for acceptance purposes only as outlined in Staff's recommendation memorandum dated November 30, 2016.**

**R. Brideau seconded the motion.**

**The motion was granted, 8-0-0. The Chair voted in the affirmative.**

**M. Soares made a motion to accept the application as complete.**

**R. Brideau seconded the motion.**

**The motion was granted, 8-0-0. The Chair voted in the affirmative.**

**Chairman Rugg stated that this starts the 65 day timeframe for the Board to render a decision.**

Ari Pollack, Esq., Gallagher, Callahan & Gartrell, P.C., 214 North Main Street, Concord, NH 03301, and Jeff Kevan of TF Moran, 48 Constitution Drive, Bedford, NH 03110 presented for the applicant and the master developer of the project, Pillsbury Development, LLC. He introduced Michael Kettenbach, principal of Pillsbury Realty, LLC, and traffic consultants, Kevin Dandrade and Sam Gregorio of TEC, 65 Glenn Street, Lawrence, MA. He also mentioned the Shook Kelly design firm that made significant contributions to the building program and the architectural/streetscape proposals. He reviewed the project background and the history of the Master Plan and Planned Unit Development noting the live, work, play aspect of the project. He stated that Woodmont was officially launched last year with the Market Basket redevelopment project which set the stage for what is to come. He noted that the next phase, the downtown, is comprised of subareas WC-1 and WC-2 as defined in the PUD Master Plan. He stated that the downtown area will be constructed over a period of 5 years as part of a phasing plan. He explained that the architectural choices for Phase 1 will follow a pallet of preferences which were reviewed with the Heritage Commission, and noted the buffer perimeters were reviewed with Conservation Commission.

J. Kevan reviewed the existing conditions and the initial phase which includes a 900-1000 feet main street to the center circle, 174,600 SF of retail space, 119,000 SF of office space, a brew pub with approximately 10,000 SF of production/brewing space, 286 residential dwelling units, a 135 room hotel, all with an intent to create a walkable development with a center common consisting of approximately ½ acre of common green area. He stated the roads are kept fairly narrow to promote low travel speeds of 20 MPH down main street.

He described the 4 acre pond which will receive most of the run-off. He stated the intent is to use the pond as a feature with a 7/10 of a mile walkway for passive recreational use. He added that the development is kept out of the wooded area and is maintaining the existing wooded buffer.

He then focused on the improvements to the connector road, Michels Way, which extends from the Route 102 intersection to Pillsbury Road. He described the two travel lanes in each direction, the bike lanes on each side of the road, and the sidewalk on the Market Basket side. He noted that the first entrance to Market Basket entrance will be signalized. He then described the road traveling north as it transitions to a boulevard with single way of travel in each direction with a bike

lane, parallel parking, and sidewalks on both sides with the hopes of reducing speeds and keeping it pedestrian friendly. He explained that this section has two small roundabouts making them pedestrian friendly. He noted the size is wide enough to accommodate fire vehicles and trucks. He further described the remainder of the road connecting with Pillsbury Road with no parallel parking but a bike lane on each side of the road.

He reviewed the connection between the high pressure water system at Market Basket to the low pressure water system by Gilcrest Road with a 12 inch water main connecting to Gilcrest providing adequate water pressure until the water tower is built (in about 2-3 years). He stated that this will provide adequate water pressure for the initial phase of the project.

He then described the phasing of the project. He stated the initial phase will consist of preparation of the detention pond and drainage system noting the intent to build the road from Market Basket to the second roundabout with two lanes up to Pillsbury Road. The applicant would like construction to start first for the brew pub with a timeline of spring of 2017 to spring 2018. He noted that the sewer would be brought up from Garden Lane. The sewer coming from Garden Lane down to Route 102 up to Gilcrest and across will replace an existing 10 inch line with a 15 inch line set up for the whole development. The construction of the water tower would be late 2018-2019 timeframe. He stated they would provide funding to Pennichuck but Pennichuck would be responsible for the design and build of the tower. He explained that there would be some construction falling within the existing capacity of the 102 intersection (had 30,000 SF of reduced retail). For spring 2018, he noted off-site improvements, design and review with NH DOT, and improvements on Route 102 intersection. From 2018-2021, he explained is where you would see the build out of the interior main street pieces of the project as tenants come aboard. He noted that this will be coordinated with staff to ensure that there is adequate parking and utilities. He explained that the parking calculations are derived from the Urban Land Use Institute (ULI) mixed development calculations. He stated that total number of required spaces is 1,703 and they are providing 1,718 spaces. He explained that these spaces will be provided by means of two parking decks each with 180 spaces and the same number under the deck as well as bicycle parking on the street and parking in the back for residents and employees.

He reviewed the shared open space 14 acre requirements for the three areas and noted that they are providing 18.9 acres which includes the area around Duck Pond. He also noted that the three acre conservation green space requirement and commented that they are already providing 2.6 acres.

He reminded the Board that the project received Conservation Commission support, and they appeared before the Heritage Commission for architectural and lighting input. He noted that a chloride management plan was filed which would document maintenance plans and amounts of chloride being used as well as employee and equipment training measures. He also noted that the Alteration of Terrain permit was submitted.

Attorney Pollack commented on the two PUD modification requests noting that the request does not change the overall tolerance of what is allowed keeping the bottom line the same. He added that a fiscal impact study update concluding with a positive fiscal impact to the Town. Town Planner Mailloux noted that the assisted living facility is not part of the Phase 1 Site Plan but a future phase.

Kevin Dandrade presented to the Board as one of the transportation engineers for the project. He stated numerous traffic studies were conducted as part of the Master Plan, and there is a wealth of analysis regarding the traffic components for the site. He informed the Board that there was a draft report last spring which was formalized in mid-July, and sent to NH DOT. He noted that the study is sound and was reviewed by multiple parties including Town Staff and its 3<sup>rd</sup> party engineer. He stated that there was updated data in September, and there was not a single comment from NH DOT Bureau of Traffic. He stated that there are different levels of conservatism that were integrated in the study. He focused on the mitigation scheme which consists of major elements such as the through connection from Route 102 to Pillsbury Road focusing on the capacity at both ends, the adjacent intersections and appropriate sight lines at the intersections particularly Pillsbury Road, improvements at Pillsbury and Gilcreast with an all stop with an extra lane, and the addition of an extra left turn lane at the end of Michels Way onto Route 102 going eastbound requiring widening Route 102 in part and tying in with the Exit 4 improvements by NH DOT. He referenced the conference call with NH DOT and Town Staff which occurred on November 30<sup>th</sup>. He stated that he is still trying to confirm with NH DOT the actual mitigation plan. He stated NH DOT confirmed the elements of the study but there is still some back and forth taking place. J. Trottier stated that the concern is the backup of traffic on Michels Way.

K. Dandrade addressed the intersection of Gilcreast Road and Route 102, and the proposal for a double left on Route 102 for turns onto Gilcreast Road (there is presently only a single lane for that turn). He noted widening on Gilcreast up to Londonderry Commons where it will merge into one lane, and on Gilcreast Road, the addition of an extra lane of travel south bound which will fit into the Town's right-of-way. He noted that there will be some reapportionment of the lanes allowing for better traffic flow. He stated that they are not widening south of Route 102 on Gilcreast. M. Soares confirmed that there will be a left, right and a center straight travel lane heading south off of Gilcreast. He stated no access will be restricted to any of the abutters. He commented on the St. Mary's complex and the concern about entering and exiting that complex. He stated that these intersections will require monitoring upon completion of the phases to review in anticipation of successive phasing.

Chairman Rugg asked about the intersection of Londonderry Commons and Michels Way. K. Dandrade stated that once the connector road is complete which will provide access off of Pillsbury Road, the traffic from Londonderry Commons will decrease. He contended that there will be no benefit to the public to access the site that way. He described the improvements at Gilcreast and Pillsbury with the all way stop, expanding the north bound approach to add an exclusive right turn lane, and from the west, and separating a right and left turn as well as the possibility of an all way stop at Pillsbury and Hardy. J. Trottier asked about

timeframes. K. Dandrade stated that they are at the cusp of receiving NH DOT endorsement, and he is anticipating a 9-10 months process for improvements on Garden Lane, Gilcreast Road and Route 102 for spring of 2018. He noted the connectivity road will have a final design provided to Town Staff, and that the public would see earth work this spring.

Chairman Rugg then asked the Board for questions. A. Chiampa asked for the location of the water tower. J. Kevan stated there is a parcel of land on the north side of Pillsbury near the cemetery that Pennichuck already owns but he is not sure where the access to the property will be, and reiterated that the height and design of the tower are under the control of Pennichuck. A. Chiampa stated that the Pennichuck property currently has access from Gordon Drive. A. Pollack summarized his discussions noting that Pennichuck is proposing the tower for need in the area, accelerating its timeframe for the Woodmont project, and asking Woodmont for a contribution. A. Chiampa asked for an update on the property ownership dispute with the State of New Hampshire for the land immediately north of the park and ride facility where the assisted living facility was to be located, and A. Pollack stated that it is not resolved and they are still working on it. She asked about the park and ride driveway connection, and A. Pollack stated that they have talked to the State but the mitigation package does not rely on that connection. He noted it will be added to the conversation with the design phase. She asked what happens to the bike lanes at the rotary. J. Kevan stated that the bike lanes transition into the traffic lanes as you enter the roundabouts. He noted that the speeds are low enough for the bikes to merge into the traffic. He noted various studies that do not recommend keeping bike lanes in the roundabouts. He explained that a better approach is to transition and merge them into traffic. A. Chiampa expressed concerns about the existing shared driveway at 22 Pillsbury Road and how it will be affected by Michels Way. J. Kevan stated that the access point was positioned to maximize sight distance, and he said he will take a closer look at that driveway for that property. A. Pollack stated they did remove a curb cut in response to previous Planning Board comments. J. Trottier noted that they will look at Chet Hall's driveway. She asked about the garage access associated with building 2.03 which faces Michels Way noting the seven garages with parallel parking in front and head in parking behind it. J. Kevan stated that the buildings were changed to be single loaded, and no garages will be underneath. He added that there are some text changes that need to be updated. She asked about handicap accessible street side parking. J. Kevan pointed out the location of the handicap parking spaces but noted there were none identified as part of the parallel parking. She suggested adding handicap parking near building 4.07. She also referenced the calculation discrepancy with building 4.07 and the summary of uses table. She also asked about buildings 1a, 1b, and 1c and noted another building size calculation discrepancy. J. Kevan stated he would review those calculations. She requested that he verify all calculation for conformance with the summary of uses and the PUD. She asked about active shared open space. J. Kevan stated it is anticipated that there will be an athletic field behind building 9. She asked about access to the building by delivery trucks. J. Kevan stated that they will utilize the street system. He noted that some of the streets were widened for that purpose and he anticipates that deliveries will occur off hours. She also asked for the address for the official Woodmont Commons website. M. Kettenbach stated that the address

is woodmontvillage.com and reiterated there is no Facebook page for the development.

Member M. Soares asked about sidewalks. J. Kevan stated there is a sidewalk along Michels Way on the pond side and it switches sides near Market Basket and there are sidewalks on both sides of the road. She asked about sidewalks from KinderCare, and J. Kevan stated that there were no sidewalks proposed on Garden Lane. She asked if the sidewalks were impervious, and J. Kevan stated most likely yes noting that the soil does not lend itself to porous materials. G. Verani asked about the traffic improvements for subsequent phases. J. Kevan stated that there will be other studies as the phases develop. A. Pollack stated there will be additional studies with a monitoring program in place to address the need for any modifications or adjustments. He explained that each application will be another opportunity to address traffic concerns. He summarized the approach as building a book and adding a chapter each time. L. Reilly recommended making the Duck Swamp area more of a recreational area. A. Pollack referenced the Master Plan which classifies Duck Pond as its own subareas with its own uses. He said he has a similar vision for that area. S. Benson asked about the left turning lanes on Route 102 to Gilcreast Road. K. Dandrade explained that there will be two lanes turning onto Gilcreast which will require some remarking and updates to traffic signals and equipment. Further discussions ensued between the Board and the applicant regarding a sidewalk near KinderCare. M. Kettenbach stated that it would not be a problem to add one. J. Butler asked about striping and signage on Gilcreast Road to prevent blocking access into St. Mary's complex. J. Kevan stated that those types of improvements are within the Town's purview.

J. Trottier reviewed the applicant's waiver requests as outlined in the Staff Recommendation memo (see attached). He noted that the Staff does not recommend the approval of one of the waiver requests relating Section 3.07.g.3 to allow drainage pipes with less than 3' of cover.

Town Planner Mailloux reviewed the Conditional Use Permit request as outlined in the Staff Recommendation memo.

Chairman Rugg then asked for public input.

Bob McCloud, Steve Berry and Jack Szemplinski addressed the Board as members of the condominium complex of Londonderry Commons Association, the owners of Commons Drive. B. McCloud, President of the association, stated they are excited for the project but are concerned about the use of the property as a cut through to access the site, and the increased traffic. He stated they hired their own traffic engineer, Stephen G. Pernaw, Pernaw & Co., Concord, New Hampshire, who produced a different result than what was presented and that result was that during peak hours, the traffic on his property will increase. He is hoping to work with the applicant to reduce that traffic. He stated that he met with the properties managers of Londonderry Commons who had similar concerns. He noted that he reached out to the Town in 2012 and wanted his concerns noted on the record. Chairman Rugg noted that this issue should be worked out with Woodmont and Town Staff, and there are various options such as posting, amended site plan, etc. that could be utilized.

Jack Szemplinski, an abutter of Benchmark Engineer, One F Commons Drive, addressed the Board. He stated that he is very concerned about Gilcreast and Garden Lane access, traffic, and he pointed out that the significant increase in traffic since the Market Basket Redevelopment project. He also noted concerns in exiting the property onto Route 102. He stated that he would like to work together with the developer.

Attorney Pollack stated he would like to work together with the abutters as well and is willing to have conversations with any abutter. Chairman Rugg recommended that this happen. J. Trottier commented on the que length that will affect access to the property. J. Trottier stated that he will continue to work with Jack Szemplinski and others.

Mike Speltz, 18 Sugarplum Lane, addressed the Board. He stated that when you go south on Gilcreast between 5-6:00 p.m., the cars are backed up, and felt that the additional turn lanes will not alleviate the problem. He felt that the new residents from the development will also be using Gilcreast Road, and nothing that he heard would adequately address the problem. He also noted that he cannot make a left turn coming out of Sugarplum onto Gilcreast. He expressed difficulty in delineating the subareas, and how they comport with the requirements of the Master Plan, and concerns over blanks in some of the notes on page 25 pertaining to total area of site, total area of impervious surface, number of acres of undisturbed areas, storm water coefficient, etc.

He also asked about the required open space requirements where only a half acres is listed and a whole acre is required. J. Kevan stated that he is showing what is provided at this stage, and noted that they already met the requirement for shared open space. J. Kevan explained that he has to meet other requirements in future subareas that will be designated at that time. A. Pollack stated that if the requirements are not met, then that would be a basis for denying the application. A. Pollack also referenced the tracking sheets that are filed with the Town.

Chairman Rugg noted that Staff has been extremely busy with this project. J. Trottier addressed the stormwater management issues and noted that the new Alteration of Terrain regulations require that a 100 year storm be checked while the Town requires a 50 year storm mitigation. J. Kevan stated that he ran a 100 year mitigation, and noted how the four acre pond works with the mitigation. M. Speltz referenced the complete streets concept as referred to in the Master Plan, and encouraged the Board to find a safe way across Route 102 with the hopes of making Route 102 a complete street. M. Speltz also liked the idea of keeping the bike lanes separate when entering the roundabouts. He also noted the prime agricultural soil of the site, and hoped that the applicant would dedicate some of the land to community gardens. He had no further comments.

There was no other public input. M. Soares discussed improvements to Pillsbury Road. M. Kettenbach discussed possible alternatives to the road construction in that area with the possibility of another round about. The Board noted the no left turn sign on Sugarplum. A. Chiampa asked about the Pillsbury and Hardy intersection. A. Pollack stated that each successive improvement needs to be

studied, and right now all he can do is speculate noting nothing is off the table. The board discussed the possibility of one intersection with a four way type of scenario in the Pillsbury/Gilcrest area.

Chairman Rugg asked Town Staff for input. C. Mailloux reviewed the two PUD modification request as outlined in the Staff Memo Recommendation memo dated November 30, 2016. She noted that there is a significant amount of accounting, tracking, and monitoring to ensure that all uses, density and open space are consistently tracked, and these modification requests will assist with those processes.

**M. Soares made a motion to approve the Applicant's request for waivers 1, 3 and 4 to the Site Plan Regulations as outlined in Staff's recommendation memorandum dated November 30, 2016.**

**R. Brideau seconded the motion.**

**The motion was granted, 8-0-0. The Chair voted in the affirmative.**

**M. Soares made a motion to deny the Applicant's request for the above waiver 2 to the Site Plan Regulations as outlined in Staff's recommendation memorandum dated November 30, 2016.**

**R. Brideau seconded the motion.**

**The motion was granted, 8-0-0. The Chair voted in the affirmative. The applicant's request for a waiver to Section 3.07.g.3 was denied.**

**M. Soares made a motion to approve the Applicant's request for a Conditional Use Permit as outlined in Staff's recommendation memorandum dated November 30, 2016.**

**R. Brideau seconded the motion.**

**The motion was granted, 8-0-0. The Chair voted in the affirmative.**

**M. Soares made a Motion to approve the Applicant's request for two (2) modifications to the PUD Master Plan as outlined in Staff's recommendation memorandum dated November 30, 2016.**



**R. Brideau seconded the motion.**

**The motion was granted, 8-0-0. The Chair voted in the affirmative.**

Before the motion for conditional approval, J. Trottier noted that there are extensive engineering comments, and highlighted some of the conditions which Staff recommended as conditions for approval as follows:

- The Applicant shall satisfactorily address all 24 checklist items as noted in the Staff Recommendation memorandum dated November 30, 2016.
- The Applicant shall address all appropriate items from the Planning & Economic Development Department/Department of Public Works & Engineering/Tighe & Bond review memo dated November 30, 2016.
- The Applicant shall address all appropriate items from the Tighe & Bond traffic review comment letters.
- NHDOT approval of the traffic analysis and plans for off-site improvements on all state jurisdiction roadways is required.
- A detailed phasing plan for all on and off-site improvements shall be submitted and approved by the Planning Board. The phasing plan must include, at a minimum:
  - Narrative description detailing the order of proposed on-site and off-site improvements.
  - Overall phasing layout sheet with construction phasing identified.
  - For any on-site improvements proposed prior to construction of off-site mitigation, the phasing plan must demonstrate that sufficient capacity (traffic, utility, etc) exists to accommodate the improvement.
  - Sufficient detail for Staff to determine appropriate site restoration guarantees for each construction phase.
  - Conditions for the issuance of building permits and certificates of occupancy, including identification of required on and off-site improvements to be completed.
- Third-party review of the fiscal impact analysis shall be completed and submitted for review and approved by the Planning Board.

- All required permits and approvals shall be obtained and noted on the plan.
- The Chloride Management Plan shall be finalized to the satisfaction of Staff.

**M. Soares made a motion to grant conditional approval of the Woodmont Commons Planned Unit Development Site Plan – Phase 1, Map 10 Lots 52, 54-1 and 21, Pillsbury Realty Development, LLC, Demoulas Supermarkets, Inc. and Robert D. & Stephen R. Lievens (Owners), Pillsbury Realty Development, LLC (Applicant), in accordance with plans prepared by TF Moran, Inc., dated July 15, 2016, last revised November 7, 2016, with the precedent conditions to be fulfilled within 120 days of the approval and prior to plan signature and general and subsequent conditions of approval to be fulfilled as noted in the Staff Recommendation Memorandum, dated November 30, 2016**

**R. Brideau seconded the motion.**

**The motion was granted, 8-0-0. The Chair voted in the affirmative.**

"Applicant", herein, refers to the property owner, business owner, or organization submitting this application and to his/its agents, successors, and assigns.

### **PRECEDENT CONDITIONS**

All of the precedent conditions below must be met by the Applicant, at the expense of the Applicant, prior to certification of the plans by the Planning Board. Certification of the plans is required prior to commencement of any site work, any construction on the site or issuance of a building permit.

1. The Applicant shall satisfactorily address all 24 checklist items as noted in the Staff Recommendation memorandum dated November 30, 2016.
2. The Applicant shall address all appropriate items from the Planning & Economic Development Department/Department of Public Works & Engineering/Tighe & Bond review memo dated November 30, 2016.

3. The Applicant shall address all appropriate items from the Tighe & Bond traffic review comment letters.
4. The plans shall be revised so that a minimum of 3' of cover is provided over all drainage pipes.
5. NHDOT approval of the traffic analysis and plans for off-site improvements on all state jurisdiction roadways is required.
6. A detailed phasing plan for all on and off-site improvements shall be submitted and approved by the Planning Board. The phasing plan must include, at a minimum:
  - Narrative description detailing the order of proposed on-site and off-site improvements.
  - Overall phasing layout sheet with construction phasing identified.
  - For any on-site improvements proposed prior to construction of off-site mitigation, the phasing plan must demonstrate that sufficient capacity (traffic, utility, etc) exists to accommodate the improvement.
  - Sufficient detail for Staff to determine appropriate site restoration guarantees for each construction phase.
  - Conditions for the issuance of building permits and certificates of occupancy, including identification of required on and off-site improvements to be completed.
7. Architectural elevations shall be provided for each building demonstrating compliance with the PUD Master Plan architectural standards.
8. Third-party review of the fiscal impact analysis shall be completed and submitted for review and approved by the Planning Board.
9. All required permits and approvals shall be obtained and noted on the plan.
10. Proposed street names and addresses shall be submitted for approval by the Town and shall be identified on the plan.
11. The Applicant shall submit a request to the Town Council to re-name the existing segment of Garden Lane from the Route 102 intersection to Michels Way.
12. The Chloride Management Plan shall be finalized to the satisfaction of Staff.

13. The Applicant shall note all waivers and modifications granted on the plan.
14. The Applicant shall note approved Conditional Use Permit on the plan.
15. The Applicant shall provide a digital copy of the complete final plan to the Town prior to plan signature by the Planning Board in accordance with Section 2.05.n of the Subdivision Regulations.
16. The Applicant shall note all general and subsequent conditions on the plans.
17. Third-party review fees shall be paid within 30 days of conditional site plan approval.
18. Financial guarantees be provided to the satisfaction of the Department of Public Works and Engineering.
19. Final engineering review.

**PLEASE NOTE –** If these conditions are not met within two (2) years of the meeting at which the Planning Board grants approval, the Board's approval will be considered to have lapsed and re-submission of the application will be required. See RSA 674:39 on vesting.

### **GENERAL AND SUBSEQUENT CONDITIONS**

All of the conditions below are attached to this approval.

1. **No construction or site work for the subdivision may be undertaken until a pre-construction meeting with Town staff has taken place, filing of an NPDES – EPA Permit (if required), and posting of the site-restoration financial guaranty with the Town.** Contact the Department of Public Works to arrange the pre-construction meeting.
2. The project must be built and executed as specified in the approved application package unless modifications are approved by the Planning Department & Department of Public Works, or, if Staff deems applicable, the Planning Board.
3. All of the documentation submitted in the application package by the applicant and any requirements imposed by other agencies are part of this approval unless otherwise updated, revised, clarified in some

manner, or superseded in full or in part. In the case of conflicting information between documents, the most recent documentation and this notice herein shall generally be determining.

4. Fire department access roads shall be provided at the start of the project and maintained throughout construction. Fire department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather driving surface.
5. All site improvements and off-site improvements shall be completed in accordance with the phasing plan approved by the Planning Board.
6. Prior to issuance of a certificate of occupancy, all site improvements and off-site improvements shall be completed in accordance with the phasing plan approved by the Planning Board.
7. Future monitoring shall be conducted at the Garden Lane, Michels Way, and Londonderry Commons intersection to determine the actual operations of the unsignalized intersection with the improvements implemented and the accuracy of the redistribution assumptions along Garden Lane. Depending on the results of the monitoring study, if deemed necessary by the Planning Board, additional improvement measures may need to be implemented to improve intersection operations and safety.
8. Future monitoring shall be conducted at the Pillsbury Road and Gilcreast Road intersection to determine the actual operations of the unsignalized intersection with the improvements implemented and whether additional interim measures, if deemed necessary by the Planning Board, should be implemented to improve intersection operations and safety.
9. It is the responsibility of the applicant to obtain all other local, state, and federal permits, licenses, and approvals which may be required as part of this project (that were not received prior to certification of the plans). Contact the Building Division at extension 115 regarding building permits.
10. Site improvements must be completed in accordance with the approved phasing plan prior to the issuance of a certificate of occupancy. In accordance with Section 6.01.d of the Site Plan Regulations, in circumstances that prevent landscaping to be completed (due to weather conditions or other unique circumstance), the Building Division may issue a certificate of occupancy prior to the completion of landscaping improvements, if agreed upon by the

Planning Division & Public Works Department, when a financial guaranty (see forms available from the Public Works Department) and agreement to complete improvements are placed with the Town. The landscaping shall be completed within 6 months from the issuance of the certificate of occupancy, or the Town shall utilize the financial guaranty to contract out the work to complete the improvements as stipulated in the agreement to complete landscaping improvements. **No other improvements shall be permitted to use a financial guaranty for their completion for purposes of receiving a certificate of occupancy.**

11. As built site plans must to be submitted to the Public Works Department prior to the release of the applicant's financial guaranty.

Chairman Rugg noted that there are numerous conditions to be approved and that the applicant will be back as the project develops. He reiterated the plan for continuous monitoring on traffic issues. A. Pollack thanked the Board.

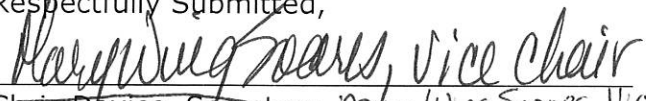
**M. Soares made a motion to adjourn the meeting at approximately 8:55 p.m. Seconded by R. Brideau.**

**Motion was granted, 8-0-0. The Chair voted in the affirmative.**

The meeting adjourned at approximately 8:55 PM.

These minutes were prepared by Associate Planner Laura Gandia.

Respectfully Submitted,

  
~~Chris Davies, Secretary~~ Mary Wing Soares, Vice Chair

These minutes were accepted and approved on December 14, 2016 by a motion made by M. Soares and seconded by R. Brideau.

## STAFF RECOMMENDATION

**To:** Planning Board  
**From:** Colleen P. Mailloux, AICP, Town Planner  
John R. Trottier, PE, Assist. Dir. Of DPW

**Date:** November 30, 2016

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**Application:** Application Acceptance and Public Hearing for formal review of a site plan for a proposed Planned Unit Development (PUD), Woodmont Commons Phase 1, Subarea WC-1-GL, WC-1 and WC-2, 34 Nashua Road, 5 Garden Lane and 15 Pillsbury Road; Map 10, Lot 52, Map 10 Lot 54-1 and Map 10 Lot 41; Pillsbury Realty Development (Applicant); Pillsbury Realty Development, LLC, Demoulas Supermarkets, Inc. and Robert D. & Stephen R. Lievens (Owners).

- Completeness: There are twenty four (24) outstanding checklist items. If the Board grants the waivers, Staff recommends the Application be accepted as complete.
- Checklist Waivers: The following checklist items are outstanding:
  1. Checklist Item II.11. Applicant should provide a Response Letter to DRC Review;
  2. Checklist Item III.5. A certification block should be provided for all technical professionals as required;
  3. Checklist Item IV.1.n. The Applicant should provide a complete list of required permits/approvals;
  4. Checklist Item IV.1.o. The Applicant should provide a complete list of required Planning Board waivers;
  5. Checklist Item IV.2. A vicinity plan should be provided at a scale of 1"=2,500';
  6. Checklist Item V.9. A Locus map should be provided at a scale of 1"=2,500';
  7. Checklist Item V.11. The wetland delineation criteria should be provided on all Existing Conditions Plans;
  8. Checklist Item V.13. The Owner(s) should sign all plans;
  9. Checklist Item VI.1.s.1., VI.1.s.2., VI.1.s.3. The existing drainage pipes, structures and swales should be labeled as required;
  10. Checklist Item VI.1.t.1. The location of minimum pipe cover should be shown and labeled on the plans for each proposed drainage pipe;
  11. Checklist Item VI.1.t.2.ii., VI.1.t.2.iii. The type and size of each proposed drainage structure should be noted;
  12. Checklist Item VI.1.u. Erosion control measures should be shown;

13. Checklist Item VI.1.w. The Applicant should provide the note about the Conservation Overlay District;
14. Checklist Item VI.2.a.1.iii. The length and slope of all existing sewer lines should be provided;
15. Checklist Item VI.2.a.2.ii., VI.2.a.2.iii. The type and size of each existing sewer structure should be labeled;
16. Checklist Item VI.2.b.1.v. The location of minimum pipe cover should be shown and labeled for each proposed sewer pipe;
17. Checklist Item VI.2.b.3.ii, VI.2.b.3.iii. The type and size of each proposed sewer structure should be labeled;
18. Checklist Item VI.2.c.1. The existing water pipes should be labeled;
19. Checklist Item VI.2.d. The proposed water system structures should be shown and labeled on the plans;
20. Checklist Item VI.2.e. The existing gas lines should be shown and labeled;
21. Checklist Item VI.2.f. The proposed gas structures should be shown and labeled;
22. Checklist Item X.1. A detail for the typical roadway section should be provided in addition to the parking lot section that is shown on the plans;
23. Checklist Item XI.2.d., XI.2.e. A summary table should be provided for each pipe and swale;
24. Checklist Item XI.2.m. The Stormwater Management Report should be stamped by a Professional Engineer.

Staff **supports** granting the waivers for acceptance purposes only and the submission of the above checklist items are noted as conditions of approval.

**Board Action Required: Motion to waive the twenty four (24) checklist items for acceptance purposes only as outlined in Staff's recommendation memorandum dated November 30, 2016.**

**Board Action Required: Motion to Accept the Application as Complete.**



- Waivers: The Applicant has requested the following waivers to the Site Plan Regulations:
  1. The Applicant has requested a waiver from Section 2.04.b. to provide an Application Fee based on the Phase 1 development area rather than the total site area. Staff **supports** granting the waiver because the Applicant submitted a fee based on the current development area and it is consistent with past Board practice of allowing a reduced fee based on the area of disturbance for projects located on large parcels.
  2. The Applicant has requested a waiver from Section 3.07.g.3 to allow drainage pipes with less than 3' of cover. Staff does **not support** granting the waiver because it is unclear from the plans which locations on the site do not meet the required cover and without additional information from the Applicant, Staff is unable to recommend approval of the waiver at this time.
  3. The Applicant has requested a waiver from Section 4.01c to allow a plan scale greater than 1"=40' for the Existing Conditions and Stormwater Management plans. Staff **supports** granting this waiver as the plans are legible at the scale presented.
  4. The Applicant has requested a waiver from Section 4.12.c.13 to not provide SCS soils. Staff **supports** granting this waiver as the applicant has provided site specific soils instead.

**Board Action Required: Motion to approve the Applicant's request for the above waivers 1, 3 and 4 to the Site Plan Regulations as outlined in Staff's recommendation memorandum dated November 30, 2016.**

**Motion to deny the Applicant's request for the above waiver 2 to the Site Plan Regulations as outlined in Staff's recommendation memorandum dated November 30, 2016 (see precedent condition #3).**

- Conditional Use Permit: The Applicant has requested one (1) Conditional Use Permit:
  1. The Applicant has requested a Conditional Use Permit to allow a permitted use in the Conservation Overlay District. The stormwater management pond adjacent to Duck Swamp has 37,340 SF of impact within the 100' buffer of Duck Swamp. The location and design of the stormwater management pond is driven by the alignment of the existing Market Basket plaza, and the layout of the Michels Way which is aligned to intersect with Pillsbury Road at a location that provides clear sight distance. The Conservation Commission, at its meeting on September 26, 2016, recommended approval of the Conditional Use Permit as presented. Staff **supports** granting the Conditional Use Permit as the Applicant

has demonstrated that the application meets the criteria outlined in Section 2.6.3 of the Zoning Ordinance and Section 2.1.4 of the Woodmont Commons PUD Master Plan.

**Board Action Required: Motion to approve the Applicant's request for a Conditional Use Permit as outlined in Staff's recommendation memorandum dated November 30, 2016.**

- **PUD Modification Request:** Under Section 2.5.2 of the PUD Master Plan, the Planning Board may approve a minor modification and amendment to the PUD Master Plan for good cause shown and consistency with the spirit and intent of the PUD Master Plan and the Londonderry Zoning Ordinance. The Applicant has requested the two (2) minor modifications:
  1. Modify Section 2.2.3 of the PUD Master Plan to reflect the actual amount of "Existing Commercial" in subarea WC-1-GL. The PUD Master Plan estimated the pre-existing square footage of improvements within WC-1-GL to be 225,000 SF. The actual amount of pre-existing square footage was 217,276 SF. The Applicant is requesting that the difference (7,724 SF) be reallocated to "New Commercial" for a new commercial total of 57,276 SF. The overall development within WC-1-GL is not modified and will remain capped at 275,000 SF.
  2. Modify Section 2.2.3 of the PUD Master Plan to allow reallocation of overall commercial density within the WC-1-GL subarea to reallocate 9,026 SF from existing commercial uses to new commercial uses to accommodate the proposed building 7.01 on the Phase 1 Site Plan. This will leave 18,915 SF of existing commercial density reserved for future development of four (4) pad sites along Michels Way. The overall development within the WC-1-GL is not modified and will remain capped at 275,000 SF.

Staff ***supports*** granting the modifications requested as they are consistent with the spirit and intent of the PUD Master Plan, do not alter the overall density of the subarea, and improve the accuracy of the density tracking forms for the PUD.

**Board Action Required: Motion to approve the Applicant's request for two (2) modifications to the PUD Master Plan as outlined in Staff's recommendation memorandum dated November 30, 2016.**

- Recommendation: Based on the information available to date, Staff recommends that the Planning Board **CONDITIONALLY APPROVE** this application with the Notice of Decision to read substantially as follows:

***Board Action Required:*** Motion to grant conditional approval of the Woodmont Commons Planned Unit Development Site Plan – Phase 1, Map 10 Lots 52, 54-1 and 21, Pillsbury Realty Development, LLC, Demoulas Supermarkets, Inc. and Robert D. & Stephen R. Lievens (Owners), Pillsbury Realty Development, LLC (Applicant), in accordance with plans prepared by TF Moran, Inc., dated July 15, 2016, last revised November 7, 2016, with the precedent conditions to be fulfilled within 120 days of the approval and prior to plan signature and general and subsequent conditions of approval to be fulfilled as noted in the Staff Recommendation Memorandum, dated November 30, 2016

“Applicant”, herein, refers to the property owner, business owner, or organization submitting this application and to his/its agents, successors, and assigns.

#### **PRECEDENT CONDITIONS**

All of the precedent conditions below must be met by the Applicant, at the expense of the Applicant, prior to certification of the plans by the Planning Board. Certification of the plans is required prior to commencement of any site work, any construction on the site or issuance of a building permit.

1. The Applicant shall satisfactorily address all 24 checklist items as noted in the Staff Recommendation memorandum dated November 30, 2016.
2. The Applicant shall address all appropriate items from the Planning & Economic Development Department/Department of Public Works & Engineering/Tighe & Bond review memo dated November 30, 2016.
3. The Applicant shall address all appropriate items from the Tighe & Bond traffic review comment letters.
4. The plans shall be revised so that a minimum of 3’ of cover is provided over all drainage pipes.
5. NHDOT approval of the traffic analysis and plans for off-site improvements on all state jurisdiction roadways is required.
6. A detailed phasing plan for all on and off-site improvements shall be submitted and approved by the Planning Board. The phasing plan must include, at a minimum:

- Narrative description detailing the order of proposed on-site and off-site improvements.
  - Overall phasing layout sheet with construction phasing identified.
  - For any on-site improvements proposed prior to construction of off-site mitigation, the phasing plan must demonstrate that sufficient capacity (traffic, utility, etc) exists to accommodate the improvement.
  - Sufficient detail for Staff to determine appropriate site restoration guarantees for each construction phase.
  - Conditions for the issuance of building permits and certificates of occupancy, including identification of required on and off-site improvements to be completed.
7. Architectural elevations shall be provided for each building demonstrating compliance with the PUD Master Plan architectural standards.
  8. Third-party review of the fiscal impact analysis shall be completed and submitted for review and approved by the Planning Board.
  9. All required permits and approvals shall be obtained and noted on the plan.
  10. Proposed street names and addresses shall be submitted for approval by the Town and shall be identified on the plan.
  11. The Applicant shall submit a request to the Town Council to re-name the existing segment of Garden Lane from the Route 102 intersection to Michels Way.
  12. The Chloride Management Plan shall be finalized to the satisfaction of Staff.
  13. The Applicant shall note all waivers and modifications granted on the plan.
  14. The Applicant shall note approved Conditional Use Permit on the plan.
  15. The Applicant shall provide a digital copy of the complete final plan to the Town prior to plan signature by the Planning Board in accordance with Section 2.05.n of the Subdivision Regulations.
  16. The Applicant shall note all general and subsequent conditions on the plans.
  17. Third-party review fees shall be paid within 30 days of conditional site plan approval.
  18. Financial guarantees be provided to the satisfaction of the Department of Public Works and Engineering.
  19. Final engineering review.

**PLEASE NOTE** – If these conditions are not met within two (2) years of the meeting at which the Planning Board grants approval, the Board’s approval will be considered to have lapsed and re-submission of the application will be required. See RSA 674:39 on vesting.

### **GENERAL AND SUBSEQUENT CONDITIONS**

All of the conditions below are attached to this approval.

1. **No construction or site work for the subdivision may be undertaken until a pre-construction meeting with Town staff has taken place, filing of an NPDES – EPA Permit (if required), and posting of the site-restoration financial guaranty with the Town.** Contact the Department of Public Works to arrange the pre-construction meeting.
2. The project must be built and executed as specified in the approved application package unless modifications are approved by the Planning Department & Department of Public Works, or, if Staff deems applicable, the Planning Board.
3. All of the documentation submitted in the application package by the applicant and any requirements imposed by other agencies are part of this approval unless otherwise updated, revised, clarified in some manner, or superseded in full or in part. In the case of conflicting information between documents, the most recent documentation and this notice herein shall generally be determining.
4. Fire department access roads shall be provided at the start of the project and maintained throughout construction. Fire department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather driving surface.
5. All site improvements and off-site improvements shall be completed in accordance with the phasing plan approved by the Planning Board.
6. Prior to issuance of a certificate of occupancy, all site improvements and off-site improvements shall be completed in accordance with the phasing plan approved by the Planning Board.
7. Future monitoring shall be conducted at the Garden Lane, Michels Way, and Londonderry Commons intersection to determine the actual operations of the unsignalized intersection with the improvements implemented and the accuracy of the redistribution assumptions along Garden Lane. Depending on the results of the monitoring study, if deemed necessary by the Planning Board, additional improvement measures may need to be implemented to improve intersection operations and safety.
8. Future monitoring shall be conducted at the Pillsbury Road and Gilcreast Road intersection to determine the actual operations of the unsignalized intersection with the improvements implemented and whether additional interim measures, if deemed

necessary by the Planning Board, should be implemented to improve intersection operations and safety.

9. It is the responsibility of the applicant to obtain all other local, state, and federal permits, licenses, and approvals which may be required as part of this project (that were not received prior to certification of the plans). Contact the Building Division at extension 115 regarding building permits.
10. Site improvements must be completed in accordance with the approved phasing plan prior to the issuance of a certificate of occupancy. In accordance with Section 6.01.d of the Site Plan Regulations, in circumstances that prevent landscaping to be completed (due to weather conditions or other unique circumstance), the Building Division may issue a certificate of occupancy prior to the completion of landscaping improvements, if agreed upon by the Planning Division & Public Works Department, when a financial guaranty (see forms available from the Public Works Department) and agreement to complete improvements are placed with the Town. The landscaping shall be completed within 6 months from the issuance of the certificate of occupancy, or the Town shall utilize the financial guaranty to contract out the work to complete the improvements as stipulated in the agreement to complete landscaping improvements. **No other improvements shall be permitted to use a financial guaranty for their completion for purposes of receiving a certificate of occupancy.**
11. As built site plans must to be submitted to the Public Works Department prior to the release of the applicant's financial guaranty.

## MEMORANDUM

To: Planning Board

Date: November 30, 2016

From: Planning and Economic Development  
Department of Public Works & Engineering  
Tighe & Bond, Inc.

Re: Map #: 10 Lot #: 41, 52 & 54-1  
Woodmont Commons PUD  
Formal Site Plan Application  
Garden Lane & Pillsbury Road

Owners: Pillsbury Realty Development, LLC  
Demoulas Supermarkets, Inc.  
Robert D. & Stephen R. Lievens

Applicant: Pillsbury Realty Development, LLC

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TFMoran, Inc. submitted plans and supporting information for the above-referenced project. The DRC and the Town's engineering consultant, Tighe & Bond, Inc. reviewed the submitted plans and information, and review comments were forwarded to the Applicant's engineer. The Applicant submitted revised plans and information and we offer the following comments:

### **Checklist Items:**

1. Checklist Item II.11. Applicant should provide a Response Letter to DRC Review;
2. Checklist Item III.5. A certification block should be provided for all technical professionals as required;
3. Checklist Item IV.1.n. The Applicant should provide a complete list of required permits/approvals;
4. Checklist Item IV.1.o. The Applicant should provide a complete list of required Planning Board waivers;
5. Checklist Item IV.2. A vicinity plan should be provided at a scale of 1"=2,500';
6. Checklist Item V.9. A Locus map should be provided at a scale of 1"=2,500';
7. Checklist Item V.11. The wetland delineation criteria should be provided on all Existing Conditions Plans;
8. Checklist Item V.13. The Owner(s) should sign all plans;
9. Checklist Item VI.1.s.1., VI.1.s.2., VI.1.s.3. The existing drainage pipes, structures and swales should be labeled as required;
10. Checklist Item VI.1.t.1. The location of minimum pipe cover should be shown and labeled on the plans for each proposed drainage pipe;
11. Checklist Item VI.1.t.2.ii., VI.1.t.2.iii. The type and size of each proposed drainage structure should be noted;

12. Checklist Item VI.1.u. Erosion control measures should be shown;
13. Checklist Item VI.1.w. The Applicant should provide the note about the Conservation Overlay District;
14. Checklist Item VI.2.a.1.iii. The length and slope of all existing sewer lines should be provided;
15. Checklist Item VI.2.a.2.ii., VI.2.a.2.iii. The type and size of each existing sewer structure should be labeled;
16. Checklist Item VI.2.b.1.v. The location of minimum pipe cover should be shown and labeled for each proposed sewer pipe;
17. Checklist Item VI.2.b.3.ii, VI.2.b.3.iii. The type and size of each proposed sewer structure should be labeled;
18. Checklist Item VI.2.c.1. The existing water pipes should be labeled;
19. Checklist Item VI.2.d. The proposed water system structures should be shown and labeled on the plans;
20. Checklist Item VI.2.e. The existing gas lines should be shown and labeled;
21. Checklist Item VI.2.f. The proposed gas structures should be shown and labeled;
22. Checklist Item X.1. A detail for the typical roadway section should be provided in addition to the parking lot section that is shown on the plans;
23. Checklist Item XI.2.d., XI.2.e. A summary table should be provided for each pipe and swale;
24. Checklist Item XI.2.m. The Stormwater Management Report should be stamped by a Professional Engineer.

**Design Review Items:**

1. The Applicant has submitted a **Waiver Request** from Section 2.04.b.4. of the Site Plan Regulations to not provide an Application Fee based on total site area and instead provide an Application Fee based on the development area;
2. The Applicant has submitted a **Waiver Request** from Section 3.07.g.3. to allow drainage pipes with less than 3' of cover;



3. The Applicant has submitted a **Waiver Request** from Section 3.07 to allow pipes to have a slope less than 1%;

It appears that this waiver request is not necessary since there is no requirement specifically for pipe slopes. The only requirement is that pipes must flow between 2 and 10 feet per second. A drainage summary table should be provided to confirm that the pipes have been designed accordingly.

4. The Applicant has submitted a **Waiver Request** from Section 4.01.c. of the Site Plan Regulations to allow a plan scale greater than 1"=40' for the Existing Conditions and Stormwater Management plans. The Applicant is proposing scales of 1"=100' and 1"=50';
5. The Applicant has submitted a **Waiver Request** from Section 4.12.c.13. to not provide SCS soils and instead provide site specific soil data;
6. The Applicant should ensure that all plans, reports and forms are stamped, signed and/or certified by all parties as required;
7. The Applicant should coordinate all off-site work with the Town of Londonderry Public Works Department;
8. The Applicant should provide Sight Distance Plans for all intersections within the PUD and for any intersections between Town roads and PUD roads;
9. The Applicant should provide truck turning plans for Londonderry fire trucks, garbage trucks and delivery trucks;
10. The Applicant should address the following comments relative to the P.U.D. Conformance Plans, Sheets C1.1 to C1.4:
  - a. The Street Types should match the Street Assembly names in Section 2.3.3 of the Woodmont Commons Planned Unit Development Master Plan. Specifically, a distinction should be made about whether the boulevards are "Entrance Boulevards" or "Commercial Boulevards";
11. The Applicant should address the following comments relative to the Site Layout Plans, Sheets C1.5 to C1.8:
  - a. The Applicant should clarify the curb lines on Road C. It appears the existing curb lines and proposed curb lines are both shown;
  - b. A stop bar and sign should be provided at the exit from the garage in Block 3 to Road C;

- c. It appears there is a loading zone or porte-cochere in the parking lot behind Building 6.02b. Signage should be provided to clarify the use of the area;
  - d. A double yellow line should be provided on the road to the west of Building 6.01;
  - e. All roads should be labeled. Specifically, the road that runs north/south between Blocks 3 & 5 and Blocks 4 & 6;
  - f. The transformer that is shown to the south of Building 9.02 should be moved out of the sidewalk or the sidewalk should be revised;
  - g. The double yellow lines on the Block 9 perimeter road should extend around the corners;
  - h. A stop sign should be added at the east of Building 9.04 at the eastern intersection of Road B and the Block 9 perimeter;
  - i. Signage shown should be labeled;
  - j. The Applicant should show tip-down ramps at ADA accessible spaces;
  - k. The number of proposed Bicycle parking spaces should be noted as part of Note 5;
  - l. It appears the dumpsters in Block 2 will be difficult for a garbage truck to access. The Applicant should consider relocating the dumpsters;
  - m. The Applicant should show snow storage areas.
12. The Applicant should address the following comments relative to the Grading & Drainage Plans, Sheets C2.1 to C2.5:
- a. The Applicant should remove the drainage that is to be removed from the plans. It is confusing to see a headwall in the middle of the roundabout;
  - b. Curb radii should not be shown on these plans;
  - c. The rim and invert labels at each structure in Blocks 2, 3, 4 and 5 are confusing. Since a drainage table is also provided, the Applicant should not show these labels;
  - d. Since a majority of the new development appears to be draining to the proposed pond to the west of Michel's Way, the pond should be shown on the development plans;
  - e. Sheet C2.5 shows trees in the middle of the road to the north of Building 7.01. This should be revised;

- f. A detail should be provided for the retaining wall that is called out on Sheet C2.5;
- g. The headwall at the outlet to the sediment forebay of Wet Pond #2 should be aligned with the pipes;
- h. A flared end section or headwall should be provided at the outlet from Wet Pond #2;
- i. The dimensions of all rip-rap aprons should be provided;
- j. The rip-rap apron at the outlet of Wet Pond #2 should be revised. As shown, it outlets at the top of a 1.5:1 slope and the direction of flow is across the slope. According to the "Outlet Apron" detail on Sheet C6.3, the apron should be constructed with no slope. Additionally, the Applicant should consider adding a level spreader;
- k. A 400 contour has been mislabeled as 398. The contour is located at the southeast of the site at the proposed retaining wall;
- l. Proposed contours in Michel's Way should be labeled and should match the contours shown in the Michel's Way Plans;
- m. Inverts and a detail should be provided for the water quality unit upstream of Wet Pond #3;
- n. CB 401 and CB 402 are not shown in any of the drainage tables. The Applicant should label the rims and inverts of these structures;
- o. A rip-rap apron should be provided at the outlet to Wet Pond #3;
- p. Multiple symbols are used for the catch basins. This should be revised for clarity;
- q. The door locations for all buildings should be shown;
- r. Additional spot grades are needed around the ADA accessible spaces to ensure accessible routes meet ADA regulations;
- s. Grading should be shown on sidewalks, traffic islands and between buildings;
- t. Drain manholes shown on the plans should match the symbol shown in the legend;
- u. The Applicant should consider adding catch basins upstream of all intersections;
- v. Roof drains should be shown;

- w. The Applicant should consider grading Road C with a crown;
  - x. The existing drainage system that is to be removed should not be shown for clarity as it is confusing;
  - y. A high point should be called out between buildings 3.01b and 3.01c;
  - z. A catch basin should be added at the low point between buildings 3.01a and 3.01b;
  - aa. A high point should be called out in front of building 3.01a;
  - bb. The 393.8 spot grades called out in front of building 3.01b should be revised (394.3?);
  - cc. A high point should be called out to the south of building 4.02;
  - dd. High points should be called out on both sides of the street in front of buildings 4.01a and 4.01b;
  - ee. The grading between buildings 4.01b and 4.05a should be revised to a 2% minimum slope;
  - ff. A high point should be called out between buildings 4.05a and 4.05b;
  - gg. The grading in the intersection between the parking lot for buildings 4.01 through 4.05 and the parking lot for buildings 4.06 through 4.09 should be clarified. It appears there should be a 392 contour and an additional spot grade should be added at the high point;
  - hh. The contours on the ramp to the parking deck in block B-4 should be labeled;
  - ii. The contour labels on the ramp to the parking deck in Detail 2 should not be shown if there are no contours shown;
  - jj. The grading and drainage system should be shown in the northwest corner of block B-9.
13. The Applicant should address the following comments relative to the Utilities Plans, Sheets C3.1 to C3.2:
- a. The Applicant should ensure all sewer/water crossings meet the requirements of NHDES. Specifically, crossings should be made as close to 90° as possible to ensure the water and sewer lines maintain a 10' spacing for as long as possible;
14. The Applicant should address the following comments relative to the Sewer Plan and Profiles, Sheets C3.3 to C3.6:

- a. The pipe slopes are given in % and ft/ft. The slope units should be clarified;
  - b. The Applicant should revise the sewer manhole inverts to have a 0.10' drop through the manholes.
  - c. The water line shown crossing the sewer line near SMH109 does not have adequate cover and should be revised.
  - d. The Applicant should supply up-lift calculations showing that the sewer structures will not "float" due to the depth of the structures (many greater than 10 feet) and the relative groundwater table.
15. The Applicant should address the following comments relative to the Stormwater Management Plan, Sheet C5.0:
- a. The grading shown should match the rest of the plan set and the Michel's Way plans;
  - b. Proposed drainage pipes should be shown.
16. The Applicant should address the following comments relative to the Details, Sheets C6.1 to C6.12:
- a. The table provided as part of the "Outlet Apron" detail should be updated;
  - b. A detail should be provided for the existing pond that is to be regraded at the corner of Garden Lane and Michel's way. An outlet structure detail should also be provided. All outlets from this pond should be modeled;
  - c. The Applicant should revise the "Outlet Structure" details for all three wet ponds to match the plans, the HydroCAD model and Town Standards;
  - d. The "Landscape Specifications" and "Landscape Maintenance" note blocks should be revised to be readable;
  - e. It appears there are extraneous details provided or certain important site features are not shown on the plans (i.e. the underground propane tanks, force main, pump station, grease trap, etc.). This should be clarified.
17. The Applicant should address the following comments relative to the Stormwater Management Report:
- a. It appears there is a larger area of "Woods, Good, HSG B" in the post than in the pre. This should be revised so there is no more woods in the post than the pre;

- b. In the pre-development and post-development analyses, there are several nodes that have the Tc values as direct entry and are more than the 5 minute minimum Tc. For example, nodes 9S and 23S have direct entry Tc values of 60 minutes and node 12S in the pre-development analysis has a direct entry Tc value of 300 minutes. These nodes should be revised or backup information should be provided to justify such a long Tc;
  - c. There are many subcatchment areas that have a calculated Tc value using the "Woods" groundcover, but there is no "Woods" groundcover used in the area calculations. For example, in the pre-development analysis, node 10S has 14,215 sf of "Paved Parking" area and 2,245 sf of "Grass Cover, Good" area. The Tc calculation uses 30' of sheet flow over "Woods: Light Underbrush" and also adds 10 minutes of direct entry time. These nodes should be revised in both the pre-development and post-development analyses such that the groundcover used to calculate the Tc values match the groundcovers used to calculate the areas;
  - d. In both the pre-development and post-development analyses, there are several catchbasin/manhole nodes that have a secondary outlet of a broad-crested weir. This secondary outlet should be eliminated from the analyses as it is unrealistic and may skew the outflow results;
  - e. There are several nodes that have long Tc values that, based on engineering judgement, are too long. For example, node 8S is 8,170 sf with a weighted average CN of 90, yet the Tc value is 39.9 minutes with a flow length of 197'. Such nodes should either be revised or backup information should be provided to justify these Tc values;
  - f. The outlets modeled do not match what is detailed on the plans. The model should be revised to use a Town Standard outlet structure;
18. The Applicant should address the following comments relative to the Water Line Extension Plans:
- a. The cover over the water line should be labeled;
  - b. Hydrant locations should be coordinated with the Fire Department;
  - c. Details should be coordinated with Town standards and Pennichuck Water.
19. The Applicant should address the following comments relative to the Plans of Proposed Roadway Improvements:
- a. The Applicant should address the following comments relative to the Cover Sheet:

- i. The Design Speed shown in the Design Data table should be coordinated with the Town. It appears this should be designed as an Entrance Boulevard even though a portion uses the Commercial Boulevard section. Alternatively, there should be two different design criteria for the two different road sections;
- b. The Applicant should address the following comments relative to the Index of Sheets and General Notes:
  - i. The Applicant should add the Town standard notes from Checklist Items IV.1.q., IV.1.r., IV.1.s., IV.1.t. and IV.1.u. to the General Notes;
- c. The Applicant should address the following comments relative to the Miscellaneous Details:
  - i. The Applicant should coordinate all details with Town standards;
  - ii. The "Outlet Structure at Wet Pond" detail does not match the outlet structure shown in the development plans or modeled in HydroCAD;
  - iii. A detail should be provided for the box culvert that separates the north and south ponds;
  - iv. The Applicant should consider revising the "Truck Apron" detail to a more structurally substantial section;
- d. The Applicant should address the following comments relative to the Curbing & Pavement Layout Plans:
  - i. Horizontal geometry should be provided for the centerline alignment, specifically, the centerline radii;
  - ii. All curb radii should be labeled;
- e. The Applicant should address the following comments relative to the General Plans:
  - i. Sheet 25 shows an existing tree line through the road. The Applicant should clarify the extent of tree clearing;
- f. The Applicant should address the following comments relative to the Profiles:
  - i. The drop through the sewer manholes should be revised to be 0.10';

- ii. The Applicant should verify the roadway design speed as noted in comment 18.a.i. above. The K-values for the curves meet AASHTO specifications for 25 mph design speeds but not 35 mph;
  - iii. The Applicant should provide uplift calculations for the sewer manholes;
  - iv. The drainage system should be shown on the profiles;
- g. The Applicant should address the following comments relative to the Drainage Plans:
- i. The existing drainage pipes are labeled as "XX" HDPEP?". This should be clarified and the pipes should be labeled with the appropriate material;
  - ii. The Applicant should provide contour labels on the existing contours as necessary;
  - iii. The pipes and structure should be labeled;
  - iv. The outlet from the proposed pond ends with two separate headwalls that are on top of each other. The design intent should be clarified;
  - v. Adequately sized rip-rap aprons should be provided at the outlets to the sediment forebays;
  - vi. For clarity, the existing drainage system to be removed should not be shown;
- h. The Applicant should address the following comments relative to the Utility Plans:
- i. The Applicant should label the stub at the Pillsbury Road end of the proposed sewer line;
- i. The Applicant should address the following comments relative to the Signage and Pavement Marking Plans:
- i. The signage and pavement markings should be shown and labeled on all sheets;
- j. The Applicant should address the following comments relative to the Traffic Sign Summary:
- i. Note 1 refers to the 2010 NHDOT Standard Specifications for Road and Bridge Construction. This manual was revised in 2016. As such, the note should be revised to reference the correct manual;



- k. The Applicant should address the following comments relative to the Erosion Control Plans:
  - i. The Applicant should show the erosion control measures on the Erosion Control Plans;
20. The Applicant should include a phasing plan in the plan set;
21. The Applicant should verify the DRC Review comments for the project have been adequately addressed by providing written confirmation from each department as applicable;
22. Outstanding traffic comments from a separate memo dated November 4, 2016 should be addressed.

**Board Action Items:**

1. The Applicant is requesting Five (5) Waivers to the Site Plan Regulations as noted in their letters dated October 13, 2016. The Board will need to consider each waiver under this application.