

1 **LONDONDERRY, NH PLANNING BOARD**
2 **MINUTES OF THE MEETING OF September 12, 2012 AT THE MOOSE HILL**
3 **COUNCIL CHAMBERS**
4

5 Members Present: Art Rugg; Mary Soares; Lynn Wiles; Tom Freda, Ex-Officio; Rick
6 Brideau, CNHA, Ex-Officio; John Laferriere, Ex-Officio; Dana Coons; Leitha Reilly,
7 alternate member; Maria Newman, alternate member
8

9 Also Present: Town Councilor Joe Green
10

11 Also Present: André Garron, AICP; Cynthia May, ASLA; Janusz Czyzowski, P.E.;
12 John Trottier, P.E.; Libby Canuel, Building Division Secretary
13

14 A. Rugg called the meeting to order at 7 PM. He appointed L. Reilly to vote for
15 Chris Davies and M. Newman to vote for Laura El-Azem.
16

17 **Public Hearings**
18

19 A. Master Plan Policy Maker Briefing – Presentation by Town Planning and Urban
20 Design Collaborative (TPUDC) of the Interim Draft of the 2012 Master Plan for
21 discussion with the Planning Board and Town Council.
22

23 Master Plan Steering Committee (MPSC) Chair L. Reilly explained that consultant
24 Town Planning and Urban Design Collaborative (TPUDC) will present the interim
25 draft of the Comprehensive Master Plan update to the town policymakers, i.e.
26 Planning Board and Town Council members. She described the first draft
27 submitted in late July as very well received and not only visually pleasing, but
28 very readable due to such tools as infographics that make a significant amount
29 of information and interpretation very accessible. Resulting feedback (including
30 362 comments) from both the MPSC and members of the public were provided
31 to TPUDC who have since incorporated the majority of those into the interim
32 draft. L. Reilly and C. May noted the draft is available on the Town website and
33 the MPSC's Facebook page, and in hard copy for review at the Library and in the
34 Planning Department. Due to the number of comments and the compressed
35 schedule TPUDC has been following, C. May cautioned that not every one of the
36 362 comments has been addressed to date. TPUDC was advised to focus first
37 on those issues and comments of a larger scale and to address the more minor
38 items later on. C. May then introduced Principle Brian Wright, Planner Matt
39 Noonkester, and code and zoning expert Bill Wright of TPUDC.
40

41 [T. Freda arrived at 7:16]
42

43 M. Noonkester began the presentation by clarifying that being half way through
44 the process, this presentation is not the last opportunity to make comments.
45 The document is still a work in progress, although TPUDC is planning on an
46 adoption date of December 5 (see page 2 of Attachment #1). Of the 352
47 comments received from staff, 71 have yet to be addressed, but only because
48 they are small in nature (typographical errors, etc). A "common vision"
49 statement was created in May after the last of the initial outreach efforts was

1 completed (i.e. Planapalooza; page 5). TPUDC used this vision as a guide when
2 reflecting comments and concepts back to residents along with resulting
3 recommendations simply because the vision represents what residents conveyed
4 were the desired qualities of Londonderry. The vision statement also spawned
5 the six guiding principles (page 6) that are intended to remain fixed in future
6 updates because striving for them preserves the qualities of the common vision.
7 Commentary received by TPUDC that would alter any aspect of those principles
8 was answered with the caveat explaining what impact those comments would
9 cause. Using Londonderry's basic suburban development pattern as a base,
10 TPUDC overlaid the results of town initiatives like the Open Space Task Force
11 and then structured "Place-Based Centers" around that (page 7). These
12 centers, which focus on activities and redevelopment, account for only about
13 15% of the total land in town. No changes were proposed for existing
14 residential areas. Implementation of the plan was addressed for the first time in
15 this second draft. General targets are stated that apply to all the individual
16 goals (e.g. having a balanced Town budget, setting a goal for job creation with a
17 \$75,000 minimum annual income; see page 9), and a detailed matrix acts as a
18 blueprint to achieve 78 specific recommendations (page 10). These range from
19 Town-wide recommendations that policy makers must organize, to Town-led
20 initiatives that the Town has only partial control over but for which they can
21 advocate. Identifying specific capital projects as well as more detail oriented
22 plans and studies are also included in the matrix. Lastly, recommendations are
23 offered for the proposed focus areas if the Town chooses to pursue them.
24

25 B. Wright remarked that unlike other communities TPUDC has worked with,
26 Londonderry residents who contributed their opinions and ideas to the process
27 seemed to be split down the middle regarding the town's future; one half would
28 like to keep Londonderry just as it is, while the other half has various aspirations
29 and objectives regarding growth. As explained by M. Noonkester, the document
30 reflects this dichotomy and preserves the existing residential aspects while
31 providing illustrations and ideas that represent the choices and preferences of
32 those who want to guide development in particular ways in specific areas of
33 town. Londonderry can be set apart from other towns in the region and become
34 more economically competitive by promoting these various expectations and
35 needs and providing tools to achieve them. The future visions also present
36 housing opportunities for those who currently cannot afford to stay in or move
37 to town (e.g. seniors, young graduates, those who work in town but live
38 elsewhere). The tool kit provided in the document offers concepts that residents
39 can choose from to achieve specific goals. Infographics display the data and
40 associated analysis of existing economic and demographic conditions in a way
41 that is easy to grasp, making the document accessible to all. The Town's and
42 TPUDC's GIS systems then create various scenarios to illustrate what changes
43 will produce what results. Artist renderings offer innovative concepts, many
44 largely unknown in this region of the country, for the areas where residents
45 expressed an interest in development or transformation. Not only do the growth
46 areas provide alternatives, they provide multiple possibilities to meet a variety
47 of thoughts and needs expressed by residents. The Conservation and Growth
48 map acts as a land use map and breaks out where growth is either restricted,
49 intended, or to be controlled. A detailed implementation matrix at the end of
50 the document outlines the tasks required to accomplish any or all of the

1 concepts in the plan, and states when they need to be done, by whom, and at
2 what estimated cost.

3
4 Following the presentation, A. Rugg asked for questions and/or comments from
5 the Board and Council members. He summarized the effect the Master Plan and
6 its implementation will have on guiding and controlling the inevitable growth of
7 the town. J. Green acknowledged the thorough work done by TPUDC in
8 synthesizing all of the input received from the public and addressing the
9 concerns of both the MPSC and the various town Boards and Commissions. The
10 implementation portion of the document, he continued, is the most important
11 because it gives more specific direction to the Council, Boards, and
12 Commissions. M. Newman added that the implementation matrix provides not
13 only a timeline but accountability by assigning different tasks to different
14 departments, Boards, Commissions, etc. J. Laferriere asked how the
15 implementation matrix can cite the year 2012 as a goal when the plan is not
16 scheduled for adoption before December. M. Noonkester explained that "2012"
17 was used to create a sense of urgency to keep the plan at the forefront of the
18 community and its leaders. As more feedback is given to TPUDC, the
19 implementation matrix will continue to be shaped, not only in terms of horizons
20 but in better balancing the needs of the plan with the cost feasibility. Ideally,
21 the Master Plan should influence the Capital Improvements Plan (CIP) which in
22 turn drives the annual budget. L. Reilly added that an implementation
23 committee should be formed once the plan is in place to oversee, manage, and
24 execute the matrix items. If the Town chooses to adopt form based zoning (see
25 below), B. Wright noted that doing so will aid in completing matrix tasks with
26 less time and effort.

27
28 T. Freda asked B. Wright if TPUDC reviewed the last Master Plan, particularly to
29 see if any of its goals were achieved. While they did not track each individual
30 goal, B. Wright said his team noted those things addressed in 2004 that were
31 not reiterated by residents during this update process in order to determine
32 whether they are still relevant. A. Rugg answered T. Freda's question by saying
33 that not every goal of the 2004 plan was achieved, although some major points
34 were accomplished. He added that views surrounding jobs and housing have
35 changed significantly since 2004 and M. Soares noted that the economic
36 challenges presented since the last update made it impossible to fulfill all of the
37 goals. B. Wright explained that because this update is based on primary
38 principles of successful habitation rather than a simple array of desires, it will be
39 useful well after the typical 10 year planning range of most master plans. This
40 will make the next revision a much simpler task where objectives can be more
41 readily reassessed and revised for the next update. The overall dynamic
42 presentation of the document, he said, is intended to make the plan accessible
43 both initially as well as over time. M. Noonkester referred to the "Community
44 Report Card" at the end of the document that is designed to keep policy makers
45 and residents mindful of ongoing execution and achievements. M. Soares
46 suggested adding to the report card at least an estimate of what each year's
47 goals will cost the town. Regarding cost, J. Green advised against perceiving
48 the plan as something cost prohibitive because not only is a master plan
49 executed progressively, this plan in particular offers ways to offset the costs of
50 suggested improvements.

1
2 L. Wiles asked how the development of the Woodmont Commons project fits into
3 this update, including the scenario where it is never built. M. Noonkester replied
4 that the plan includes the recommendation to make that area a specific kind of
5 growth sector based on its proximity and geography, although TPUDC
6 purposefully did not follow specific proposals associated with the development so
7 as not to be overly influenced by it in either direction. B. Wright explained that
8 particular issues raised by Woodmont Commons (e.g. development scale on
9 borders matching existing adjacent development) helped shape some small
10 scale matters in the document, it was decided to leave out the actual plan since
11 its future in Londonderry is unclear at this point. It could be included later on,
12 he noted, if it does come to fruition. L. Wiles also asked what models were used
13 to predict various demographics such as an aging populations and salary levels.
14 M. Noonkester explained that TPUDC always provides a full build out analysis,
15 regardless of how long it is expected to occur or what the population is
16 anticipated to be. Recommended locations for infrastructure will then influence
17 where development occurs and at what stage. That being said, TPUDC's
18 economic development expert indicated that the town population could reach
19 32,000 by the year 2020, with a median age not as high as surrounding areas
20 because of such factors as the airport and good schools.

21
22 J. Laferriere asked how the turnout seen during this process compares to those
23 of comparable towns with which TPUDC has worked. B. Wright said that TPUDC
24 has been pleased with the turnout and that it has increased as the process has
25 progressed. While it is typically expected that only a small percentage of a
26 given population will participate in a master plan process, TPUDC has been
27 impressed by Londonderry, given the fact they cautioned a low turnout could
28 result from the high activity level common amongst residents. M. Noonkester
29 added that charrette driven master plan processes such as Londonderry's tend
30 to be the most useful. Of those he was participated in, Londonderry stands out
31 to him as one of the most successful. L. Reilly remarked that her three goals for
32 the plan have been realized, namely to garner input from a large number
33 residents of residents with varying viewpoints, to produce an accessible
34 document that will be used continuously, and to best articulate concerns and
35 ambitions with the aid of a consultant's expertise and experience. The
36 consensus of the Board and staff was that the draft is very impressive and
37 should prove very helpful for Londonderry's future.

38
39 A. Rugg asked for comments from other MPSC members present (Bob Saur, Lisa
40 Whittemore, Martin Srugis, and Mike Speltz). B. Saur suggested how to best
41 view the Master Plan to those who are wary it will alter the unique qualities of
42 the town they so enjoy. First, the document provides possibilities, including
43 innovative tools not familiar to New England that will help manage aspects of
44 development that the Town can control when development pressures and
45 economic factors threaten Londonderry's special character. Rather than viewing
46 the plan's concepts as the threat, the reader should view it as an inventory of
47 options that can instigate useful discussion when the Town is faced with
48 development or presented with opportunities. Instead of risking further impacts
49 to various focus areas whose special features have already been eroded by
50 development (the town center, North Londonderry, Route 102, etc.), the plan

1 can help not only protect those places, but help restore lost qualities. It can
2 also offer ideas for areas whose potential has not been realized (e.g. the LAFA
3 fields). When the time comes to consider specific possibilities laid out in the
4 plan, then residents can examine and debate the individual pieces they either
5 favor or dislike so that the idea conform to Londonderry. M. Speltz encouraged
6 people to review the "Conservation Growth Map" as it will be an important factor
7 in how the town is influenced by the plan.
8

9 L. Whittemore asked B. Wright to explain to those present exactly what "form
10 based code" is. Londonderry's current style of used base zoning, he explained,
11 is reactive to those things that challenge it and is only visionary to the extent
12 that it seeks to separate uses from one another. Form based code (i.e.
13 "zoning") is instead proactive, using the basis of a commonly desired character
14 to illustrate what needs to be preserved when the ordinance is challenged. Bill
15 Wright described the goals of form based zoning as seeking to create a place
16 where "people want to be" and ensuring the borders of the public realm interact
17 appropriately with those of the private realm. It can be just as black and white
18 as traditional use based zoning and can incorporate existing requirements (e.g.
19 1 acre residential lots), but it seeks to create the aesthetic vision first so that
20 development must conform to it, as opposed to reacting to the development of
21 an area whose character has not been defined. TPUDC has designed the Master
22 Plan so that if Londonderry chooses to pursue the change to form based zoning,
23 the plan can be implemented all the same. The process would involve taking
24 existing zones and converting them to equivalent character zones, i.e.
25 categories with standards that will create desired qualities and standards.
26 Changing to a new philosophy of zoning will bring the opportunity to residents to
27 have a voice in development of a new ordinance, something few can do in a
28 population that has largely arrived well after zoning was adopted. The visual
29 orientation and accessible form provided by form based zoning will better allow
30 residents to participate in its development and the transformation could
31 conceivably occur within a year, however the pace is entirely up to the town.
32

33 Resident Ann Chiampa expressed her concern that it appears what is being
34 presented is what will occur, particularly since the implementation matrix
35 provides the guidelines to arrive at the proposed changes. A. Rugg reminded
36 her that the document is still a work in progress, that input is still being solicited
37 from both the MPSC and the public, and that final decisions about the document
38 and its timeline will come only when there is consensus.
39

40 A. Rugg noted that comments can still be emailed to A. Garron. The next MPSC
41 meeting will take place on September 26 (which is open to the public), and the
42 final public outreach meeting is scheduled for October 24.
43

44 [M. Soares left the meeting at 9:07].
45

- 46 B. Planning Board Workshop to review the 2012 (FY 2014 – 2019) Capital
47 Improvement Plan (CIP).
48

49 C. May stated that of the 16 projects submitted for the FY 2014-2019 Capital
50 Improvement Plan (CIP), 15 have moved forward as a result of the CIP

1 Committee's decisions. Priority 2 proposals (a step below those labeled as
2 "urgent"), include a new School Department SAU office, district wide school
3 renovations, an upgrade to Pettengill Road from the Community Development
4 Department, and three projects from Public Works & Engineering; roadway
5 rehab/construction, improvements to the Highway Garage, and replacement of
6 the Plaza 28 sewer pump station. Projects designated as Priority 3 come from
7 Senior Affairs for an expansion of the Senior Center, from the Fire Department
8 for Central Station renovations, from the Conservation Commission for Open
9 Space protection, from Community Development for a GIS update and
10 maintenance program, from the School District for an auditorium, and from
11 Public Works for the recycling drop off center, the south Londonderry sewer
12 phase II, and a partial replacement of the Mammoth Road sewer. The first four
13 priority 3 projects are presented below. The only priority 4 proposal is for the
14 north Mammoth Road sewer extension (see Attachment #2).

- 15
16 • Discussion with Kimberly Bean - Renovations to and expansion of the
17 Senior Center

18
19 Senior Affairs Coordinator K. Bean explained that the senior population in
20 Londonderry continues to grow, as is evidenced by the fact that average
21 number of daily visitors to the center has risen from 20 in 2003 to 45
22 presently. The Senior Center is located within the Mayflower Grange in
23 North Londonderry which was not designed to be a center. One large
24 area is used as a computer room/meeting room/outreach
25 area/library/health clinic area. Yoga classes have been moved to the
26 YMCA. An undersized kitchen is used to provide an average of 224
27 Rockingham Nutrition Meals per month. Bathroom facilities are
28 inadequate, were poorly constructed, and are in disrepair. L. Wiles
29 suggested doing piecemeal renovations instead of one overall job. K.
30 Bean said that option was discussed in the past, but was tempered by the
31 idea that it could also cause more work in the end. A. Rugg asked how
32 much of an expansion of bathroom facilities are needed. K. Bean did not
33 have a definite number, but noted that several stalls could be used in the
34 ladies restroom since the female population is greater amongst seniors.
35 School District Business Administrator Peter Curro suggested hiring an
36 architect or engineer to assess what is needed, generate a budget to fulfill
37 the renovations, and then create priorities for the individual jobs. T.
38 Freda agreed, saying it could be more effective to create an expendable
39 maintenance trust to accomplish the work in phases, rather than risk the
40 current proposal not being included at all in the budget because of the
41 higher overall cost. L. Reilly suggested looking for other opportunities
42 both within the community and outside where individuals and/or
43 businesses would be willing to take on more responsibility for the town's
44 older residents.

- 45
46 • Discussion with Chief Kevin MacCaffrie – Fire Department

47
48 Fire Chief Kevin MacCaffrie explained that renovations and expansion are
49 required for the Central Fire Station which was built in the early 1970's.
50 An addition would be located on the north side of the station and would

1 include a kitchen and a day room. Sleeping quarters could then be
2 moved to the first floor of the station, a larger training room would be
3 created, and facilities currently at outstations would be made part of
4 Central Station. Storage and a physical fitness area in one of the current
5 bays would be moved out to allow the bay to function as it was originally
6 designed. New vehicles are designed to be larger than the bays allow.
7 Mechanicals are 30 years old, including the generator that failed in the
8 past year. The main lobby and dispatch areas lack sufficient room and no
9 climate control exists for the communications equipment. The command
10 staff office, which should not be open to the public, is currently accessible
11 to all on the first floor and would be moved to the second floor if the
12 renovations take place. The showers and sleeping areas are not well
13 coordinated and the kitchen/dining area/day room is inefficient. The
14 stairs to the second floor do not meet code and are not ADA compliant.
15 Storage is limited, as is office space which is shared for several duties.
16 The roof is over 20 years old and has been patched numerous times and
17 the chimney needs to be partially rebuilt. The building is serviceable,
18 repairs can continue to be made, but the cost of renovations has steadily
19 increased. T. Freda asked if the proposed communications room would
20 have the capacity to expand and Chief MacCaffrie said it is designed to do
21 so. D. Coons stated his preference to see increased long term operational
22 costs (e.g. utilities) included in the overall CIP request. Chief MacCaffrie
23 said utilities could double because of the proposed additional square
24 footage, although energy efficient steps can be taken to mitigate that. He
25 noted that the CIP process, however does not take long term costs into
26 account. L. Wiles suggested breaking the work into phases so as to make
27 it more likely that the lower cost would be included in the budget. Chief
28 MacCaffrie explained that out of the \$1.6 million being requested, \$1.4
29 million of it would go to the first phase under that scenario. Keeping the
30 overall cost at the \$1.6 million also creates a better chance of obtaining a
31 bond as a funding source. L. Reilly asked if there were safety issues
32 present now that could pose a liability and Chief MacCaffrie said that there
33 were some. M. Newman expressed her support for the project and the
34 needs it would fulfill. J. Laferriere asked if some of the training and office
35 needs could be transferred to other stations but Chief MacCaffrie
36 explained that the other stations do not have the proper facilities to
37 accommodate office and training needs. J. Laferriere also asked if short
38 term items could be accomplished first. Chief MacCaffrie said less
39 expensive tasks such as the roof could be. A. Rugg said the project could
40 conceivably be moved up a year in the plan, but that it would ultimately
41 be up to the Town Council whether to include it in the budget.

- 42
- 43 • Discussion with Mike Speltz – Conservation Commission
- 44

45 Conservation Commissioner Mike Speltz presented the concept of a level
46 effort of funding for open space protection. The Town has been spending
47 approximately \$900,000 per year to protect open space by paying off the
48 principle and interest on five bonds that were floated between 2002 to
49 2006. If that level of funding is kept steady through \$3 million over six
50 years, additional bonds can be floated without increasing the \$900,000

1 amount spent on principle and interest This would continue the
2 protection of open space through the year 2026. He noted the approach
3 is in the spirit of the CIP, adding that the CIP Committee concurred the
4 approach would be more effective than funding the Open Space Plan
5 through a \$1 million bond every other year. The overall goal is to
6 preserve, either permanently or temporarily, 12,000 acres or 44% of the
7 land in town. Roughly 8,200 of that those acres have been conserved
8 thus far. The Conservation Commission will continue to work to find
9 funding through other sources (e.g. grants) and to protect land through
10 other means (e.g. land donated as mitigation for development). T. Freda
11 noted that open space protection is also funded through the Land Use
12 Change Tax. M. Speltz replied that this CIP proposal takes that into
13 account and assumes that the Conservation Commission would receive
14 100% of that tax, which is no longer the case. In addition, that tax has
15 not provided any significant funding in recent years. He also noted that
16 the \$600,000 annual cost presented in the draft CIP plan accounts
17 \$100,000 of grant funding; the Commission traditionally receives 20% of
18 what is spent through grants.

- 19
- 20 • Discussion with P. Curro – District wide school renovations
- 21

22 P. Curro noted that the \$4 million for district wide renovations was moved
23 up last year to the proposed funding year of 2014 because of the ability to
24 take advantage of the low bond interest rates of 2.2 to 2.3%. The
25 School Board will be entertaining the idea of purchasing a \$3 to \$4 million
26 bond for the 2013 School District budget, assuming that the bond rates
27 remain at that level.

- 28
- 29 • Discussion with André Garron - GIS
- 30

31 A. Garron stated that the GIS request was the result of a lengthy
32 discussion that resulted in the project being considered by the CIP
33 Committee as a capital project. This item was previously treated as a
34 capital reserve item and A. Garron suggested it continue to be treated as
35 such. S. Hickey added that a request would be made to the Town Council
36 to fund GIS through a separate warrant article.

37

38 A. Rugg expressed his opposition to purchasing bonds to fund highway
39 improvements as it would put the Town further into debt. Town Engineer Janusz
40 Czychowski clarified that it is no longer done through bonding but instead through
41 a trust fund. In that event, A. Rugg asked that the identification of bonding as a
42 source of funding be removed from the document.

43

44 A. Rugg said the public hearing for the CIP plan will take place on October 10,
45 after which the Planning Board will adopt the plan. The final outcomes are
46 determined by the School Board and Town Council.

- 47
- 48 C. Evans Family Limited Partnership (Owner), Map 16 Lot 9 – Conceptual
49 discussion of a proposed subdivision on Wilson Road, Zoned AR-1. **(Continued**
50 **from the February 8, 2012 Planning Board meeting.)**

1
2 Property owner Charlie Evans was joined by surveyor Don Duval to revisit
3 discussions for this conceptual subdivision. C. Evans stated that when this was
4 originally discussed in February, concerns were raised about the width of the
5 road and increased traffic. A site walk performed with J. Trottier showed the
6 possibility of cutting trees along the road to make room for snow storage. C.
7 Evans pointed out that eight building permits were issued for new homes in the
8 last 12 to 14 years and were done so *prior* to making the portion of the road
9 north of Lance Avenue one-way which has resolved some of the traffic and
10 safety issues. Because of this as and the fact that required sight distances can
11 be met, C. Evans asked why more improvements would be needed for his
12 proposed subdivision.

13
14 A. Rugg asked for staff input.

15
16 A. Garron said that the Board had directed staff, including the Police, Fire,
17 School, and Public Works departments to meet over these issues, which they did
18 in May and August of this year. Concerns expressed by all included the fact that
19 an existing dilemma with traffic accidents would be exacerbated under the
20 proposal. A. Garron explained that several accidents have occurred on that road
21 the since the 1980's, including School bus accidents. This eventually led to the
22 short term solution of the one way portion until such time as the road could be
23 brought up to the Town standard of 24 feet wide. J. Trottier conveyed that the
24 current width of 19 feet on Wilson Road can be narrowed to approximately 14
25 feet during the winter because of a lack of snow storage. Typical traffic counts
26 for residential areas average 10 trips per day for a single family home, including
27 one PM peak hour trip. With 29 lots on the two way portion of the road, 290
28 trips are already being made, with 29 PM peak hour trips. The eight lot
29 subdivision would add 80 daily trips and 8 PM peak hour trips. On the 2,039
30 linear feet of Wilson Road between Lance Avenue and Old Derry Road, the
31 recommendation of staff is that the road be brought up to Town standards. A.
32 Garron clarified that of the 29 homes mentioned, only four of were permitted
33 between 2000 and 2010.

34
35 A. Rugg asked for input from the Board.

36
37 J. Laferriere asked if the developer could be asked to build the subdivision south
38 of Lance Ave. A. Garron said that issues pertaining to drainage exist south of
39 Lance Ave and J. Trottier noted that three of the eight proposed lots already
40 have driveways on the two way section. D. Duval added that those lots would
41 meet the required sight distance regulations. M. Newman remarked that after
42 visiting the site, her recommendation would be to have access for all lots south
43 of Lance Avenue. L. Reilly agreed and asked what portion of the road the four
44 homes permitted between 2000 and 2010 were located, since the issue of
45 fairness in developing vacant land had been brought up at the last conceptual
46 hearing. A. Garron replied that in 2004, a 3-lot subdivision was built south of
47 Lance Ave with another home added on that portion in 2009. J. Czyzowski
48 pointed out that an owner of vacant property can still build a home there, but
49 that an entire subdivision would necessitate the upgrade as recommended. He
50 described the condition of Wilson road as one of the worst in town, particularly

1 since it was built without a base or drainage. Without sufficient funds to
2 reconstruct it, the only change made other than the one-way portion has been
3 to add pavement to allow adequate snow plowing. Improvements would still be
4 needed for the portion south of Lance Ave if a subdivision is approved because
5 of the lack of drainage. L. Wiles asked how the decision is made to rebuild a
6 road. The amount of traffic and the road's current condition, J. Czyzowski
7 relied, typically lead to that decision. A ranking exists, but plans are hard to
8 make since it is not known year to year how much money will be approved in
9 the budget for repairs and rebuilding. D. Coons asked what the definition of
10 "temporary" is for the portion north of Lance, considering it was made one-way
11 in 2006. He then remarked that a pattern appears to be developing where the
12 Town is restricting developers from using their land by requiring a subdivision
13 include the applicant rebuilding the road. Impact fees, he said, can be collected
14 to make certain upgrades made necessary by the development, but rebuilding of
15 Town roads is the Town's responsibility. T. Freda agreed it is unreasonable to
16 expect property owner to assume the entire cost. He confirmed with J.
17 Czyzowski that staff is amenable to the C. Evans only having the rebuild the
18 portion of road north of Lance Ave. C. Evans said he is not offering to do that
19 and reiterated that his offer to cut the trees should keep the road at a sufficient
20 19 foot width during the winter. He stated that he did not think any accidents
21 have taken place since 2006 on the one-way portion. Douglas Jones, 55 Wilson
22 Road (north of Lance Ave), said cars travel in the wrong direction there on a
23 weekly basis and that accidents still occur. However, he did not feel it was C.
24 Evans' responsibility to rebuild the road and that his proposed tree cutting would
25 present an improvement. Other developments in the area (e.g. Mill Pond Road)
26 have added traffic to Wilson road, he said, without any improvements being
27 made. As the Town has waited over the years to make repairs, the cost to do so
28 has only increased and will continue to do so. C. Evans pointed out that some of
29 the wrong way traffic could be avoided by placing better signage at the
30 intersection with Old Derry Road. The current sign can be missed if a large
31 vehicle is taking a right onto Old Derry Road. J. Czyzowski said the current sign
32 could be moved to make it more visible. A. Rugg asked staff if the tree cutting
33 and keeping that section one-way would suffice. J. Trottier replied that the
34 improvements proposed by C. Evans would still not meet the standard for a one-
35 way street because the serpentine nature of the road will have to be altered. A.
36 Garron said staff will work with the applicant if the Board chooses to make
37 upgrades that do not meet Town standards, but cautioned that doing so could
38 create liability on the part of the Town if the remaining deficiencies lead to a
39 safety issue. J. Laferriere suggested the owner concentrate on developing the
40 portion of the subdivision with access south of Lance Ave and in the meantime,
41 staff can determine what the cost of improvements would be to the one-way
42 portion. J. Trottier clarified that cost is determined by an applicant's
43 engineering plans when a development is proposed. The consensus of the Board
44 was for staff to work with the applicant to pursue development on the portion of
45 Wilson Road between Lance Ave and Auburn Road.

- 46
47 D. Ms. Darlene's Childcare and Nursery – 10 Kendall Pond Road, Map 6 Lot 47-1,
48 Conceptual discussion regarding site distance issues associated with a proposed
49 change of use from a religious facility (Jehovah's Witnesses Kingdom Hall) to a
50 childcare facility.

1
2 Darlene Cordaro stated that the survey done of the site indicated the current
3 driveway is the best point for access. Two accidents have occurred there in the
4 last five years according to the Police Department, who regard the area as a
5 relatively safe one. In comparison, the existing paper access on the lot to
6 Mammoth Road would be less desirable as nine accidents have occurred there in
7 the same time span.

8
9 A. Rugg asked for staff input.

10
11 J. Trottier said that the required 365 feet of sight distance cannot be met by the
12 applicant's current proposal which features 220 in the easterly direction and 240
13 feet in the westerly direction. The issue is compounded by the fact that the
14 engineer seems to have misunderstood the method by which the Public Works
15 and Engineering calculates sight distance. Under that method, J. Trottier has
16 computed the current sight distance at approximately 100 feet. Staff's
17 recommendation to the applicant was to either modify the road to create the
18 proper sight distance (which would involve obtaining easements from abutters),
19 or access Mammoth Road in a way that meets sight distance requirements. D.
20 Coons said he would be willing to grant a sight distance waiver since those
21 conditions have existed prior to the building of the Church as well as Boulder
22 Drive opposite it. He suggested, however, that the applicant still pursue
23 measures to increase safety in that location. L. Wiles concurred about a waiver,
24 stating his preference not to create an access from Mammoth Road. L. Reilly
25 asked if the sight distance issue was triggered by an anticipated increase in
26 traffic resulting from the new use. J. Trottier replied the sight distance
27 requirement is prompted by the change of use itself under the Town's
28 regulations. He added that he would not support a waiver request for safety
29 reasons. L. Reilly acknowledged that although a specific safety issue is not
30 driving the need for sufficient sight distance in this case, the regulation itself is
31 based on general safety standards. A traffic study has not been done yet, but J.
32 Trottier said he would assume a day care would be an increase in traffic
33 compared to a church. D. Cordaro said that the hours would be 7 AM to 6 PM,
34 with drop-offs occurring at varying times. L. Reilly and M. Newman said that
35 based on the fact that the conditions already exist, they would support a waiver
36 request. R. Brideau disagreed, stating that a church produces mostly weekend
37 traffic, whereas a daycare would add rush hour traffic five days a week. C. May
38 added that the traffic for the Kingdom Hall was atypical for a church use because
39 it included daily visits to the site, both in the morning and at night. J. Laferriere
40 asked how many children attend the day care. D. Cordaro said there are
41 currently 20 attendees but that the maximum allowed is 80. He then stated he
42 would be in favor of a waiver. Seeing that the majority of the Board would be in
43 favor of waiving the sight distance requirement, A. Rugg suggested the applicant
44 continue to work with staff based on that guidance.

45
46 **Administrative Board Work**

47
48 A. Discussions with Town Staff

- 49
50
 - Aquifer Protection Plan

1
2 A. Garron stated that staff continues to work on a draft of an aquifer
3 protection ordinance and have obtained a template from the State
4 Department of Environmental Services to use as a guide. Mapping
5 created by the Open Space Task Force that identified areas of natural
6 resources that contribute to drinking water quality and quantity will be
7 used as well. Because of the importance of protection of drinking water
8 as identified in the Master Plan update survey, the goal is to be as
9 thorough as possible before going to a public hearing. Staff expects to
10 present a draft to the Board next month.

11
12 • Developer's Handbook

13
14 C. May stated that the site plan/subdivision approval processes have been
15 documented for this handbook in the form of a flow chart. Amendments
16 may need to take place, however, depending on any changes made by
17 the Board regarding 3rd party reviews (see below). Staff hoped to have a
18 draft before the Board on October 10, but other priorities may prevent
19 that from happening.

20
21 • 3rd party review RFP

22
23 C. May said four proposals were received and accepted as complete for
24 the Request for Proposals for 3rd party review. Copies are being
25 distributed to the RFP subcommittee who will meet on September 24 to
26 evaluate and rank them, after which they will report to the Planning Board
27 on October 3, and likely interview all four firms in October.

28
29 **Other Business**

30
31 There was no other business.

32
33 **Adjournment:**

34
35 **L. Reilly made a motion to adjourn the meeting. D. Coons seconded the**
36 **motion. Vote on the motion: 8-0-0.**

37
38 The meeting adjourned at 11:30 PM.

39
40 These minutes prepared by Planning & Economic Development Secretary Jaye
41 Trottier, and Building Division Secretary Libby Canuel.

42
43
44
45 Respectfully Submitted,

46
47
48
49 Lynn Wiles, Secretary



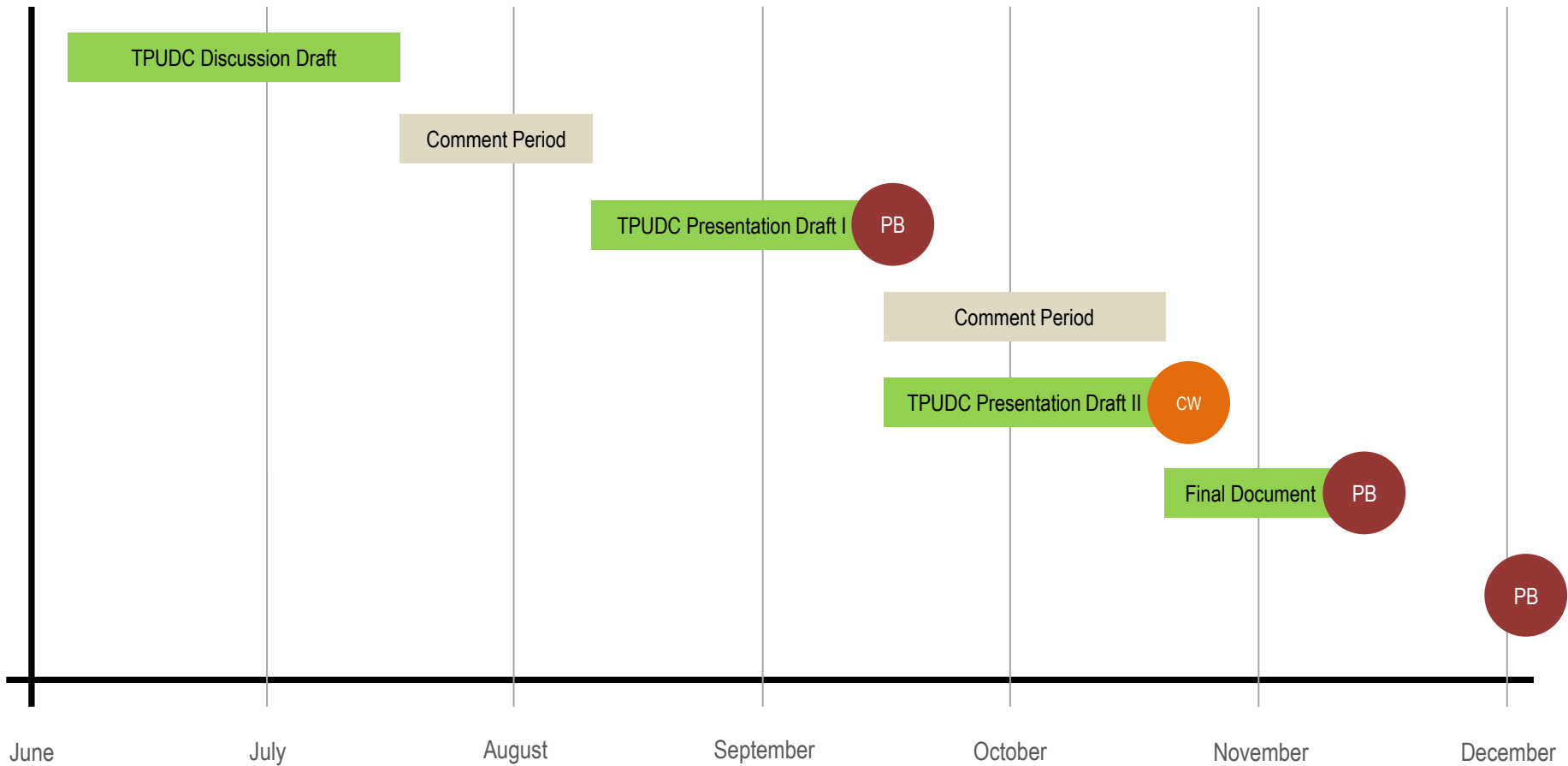
COMPREHENSIVE MASTER PLAN



LONDONDERRY, NH

Policy-Maker Briefing No. 1

September 12, 2012

DOCUMENT REVIEW SCHEDULE



 = Policy-Maker Briefing  = Citizen Workshop

LOOKING AT THE NUMBERS...

10

Steering Committee Meetings

500

Telephone Surveys

5

Day Planapalooza Event

2,000

Twitter Followers

12

Stakeholder Interviews

130 Facebook Likes

Student Workshop

8

Theme Group Meetings

150

Citizens at Two Workshops

LOOKING AT THE NUMBERS...

352

Total Comments on Discussion Draft

71

Comments Yet to be Resolved

A COMMON VISION:

Londonderry is a close-knit, vibrant community, set in a landscape of protected forests and farms, that provides its residents, families and businesses with efficient services, inviting public spaces, a top-tier school system, and diverse options for housing, recreation, and transportation.

These qualities attract knowledge-oriented businesses drawn to Londonderry's educated work force, access to commercial transport, and superior quality of life.

SOME OF THE BIG IDEAS:



Stay Forever Green



Transportation Choice & Walkability



Unique Activity Centers



Enhance Municipal Advantage

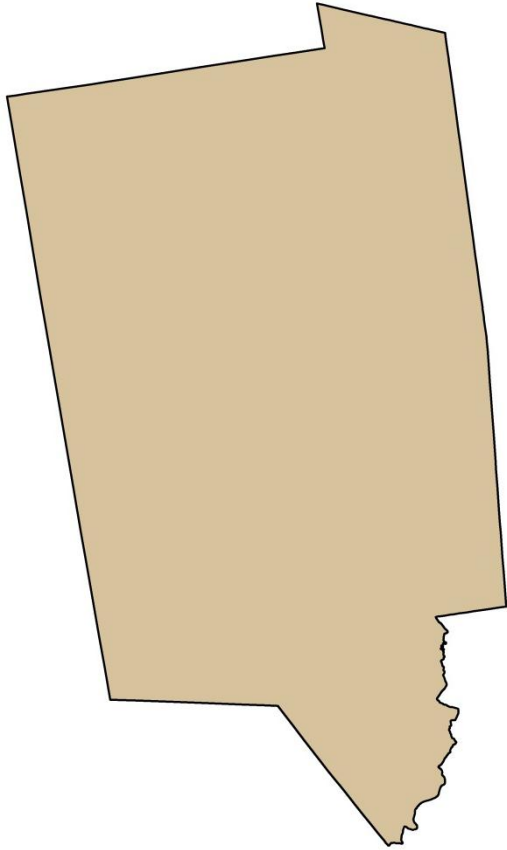


Housing Choice & Diversity

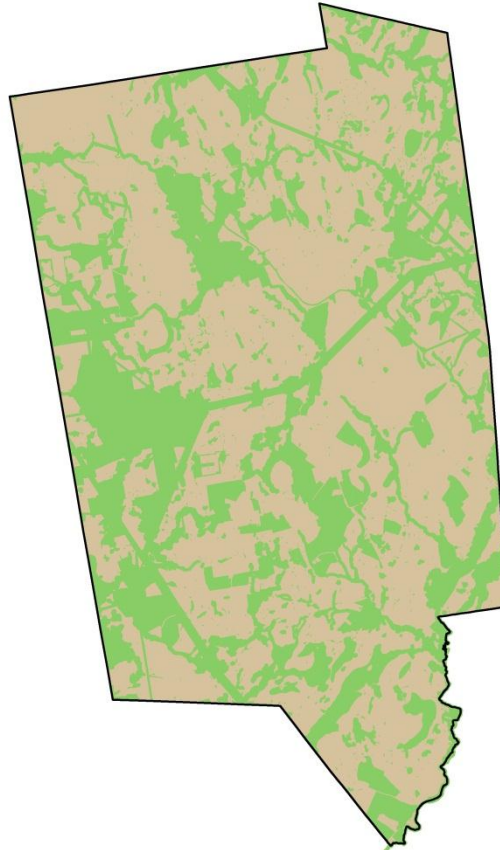


Excel in Education & Town Services

BUILDING A FOUNDATION



Suburban
Development Patterns



Open Space Initiative



Place-Based Centers

EYES TOWARD IMPLEMENTATION

*In the end, the value of
recommendations from the plan
lies in using them.*

IMPLEMENTATION STRATEGY:

Setting Targets:

- Balanced Budget
- Economic Development
- Jobs-Housing Balance
- Land Conservation
- Police Protection
- Fire Protection

IMPLEMENTATION STRATEGY:

Plan Implementation Matrix:

- Town-Wide Recommendations (15)
- Town-Led Initiatives (13)
- Specific Capital Projects (12)
- Focus Area Recommendations (31)
- Specific Plans & Studies (7)

Listing & Discussion of Projects by Priority

Priority 1

No Projects

Priority 2

School Department

□ **New SAU Office - \$100,000 (A&E), \$2,900,000 (Construction)**

Project Description: This project is to build a new SAU District Office. The existing building is severely over capacity. Indoor air quality is measured daily. Readings on a good day are poor. The Current SAU office has under gone many band aid fixes to accommodate new personnel. Storage area located in the old town hall has been eliminated, all storage is now located under the high school. With the increasing population at LEEP, the DW training room may soon be eliminated. Finally, with the construction of the new Police and Town Hall, parking is may be difficult.

Funding Source: BD

Proposed Funding Year: FY 2016 for A&E, FY 2017 for Construction

Priority 2

School District

□ **District Wide Renovations - \$100,000 (A&E), \$3,000,000 (Construction)**

Project Description: This project is to address the many large maintenance issues facing the School District. Over the past several years, the School District has successfully funded its maintenance needs and plans through its Maintenance Trust Fund. The fund has received annual appropriations around \$500,000. However, it is feared the needs of the district, plus increased costs in materials especially in petroleum based products is out pacing the allocation appropriations This bonding project would address the major concerns and the larger cost items such as paving, roofing, boiler replacement etc.

Funding Source: BD

Proposed Funding Year: FY 2014

Community Development Department

Priority 2

□ **Pettengill Road Upgrade - \$12,348,000**

Project Description: This project will fund preliminary design plans and construction of the upgrade to Pettengill Road, a Class VI roadway that once upgraded will provide access to the industrial land south of Manchester Airport and connect with the NHDOT Airport Access Road. Improvement of the roadway to a class V limited access highway will open up the land to development which will help increase Londonderry industrial tax base. This approximately 800 acres of land has the potential for being developed into 3.6 million square feet of commercial and industrial development. This area is one of the key focus areas of the Master Plan, and a significant future contributor to the town's tax base. In May 2003, the Town conducted a design charrette that created a vision for the development of this area. With the airport access road schedule to be completed by 2011/12, now is Londonderry's opportunity to connect onto this project an open up a significant economic opportunity for the community.

Funding Source: TIF/GR

Proposed Funding Year: FY 2014

Priority 2

Public Works & Engineering - Highway Division

□ **Roadway Rehab/Reconstruction Program - (\$1,000,000 Annually)**

Project Description: Implementation of a roadway rehabilitation and reconstruction program for the Town's roadway infrastructure.

Funding Source: BD/GF/GR

Proposed Funding Year: FY 2014, 2015, 2016, 2017, 2018, 2019

Priority 2

Public Works & Engineering - Highway Division

□ **Highway Garage Improvements - \$260,000 Phase III**

Project Description: Improvements to the existing Highway Garage facility -

Phase III - Construct a 24' X 80' addition along the existing building to house a foreman's office, lunch room and bathroom facility. (Estimate \$260,000)

Funding Source: Expendable Maintenance Trust Fund

Recommended Funding Year: FY 2014

Priority 2

Public Works & Engineering - Sewer Division

□ **Plaza 28 Sewer Pump Station Replacement - \$3,150,000**

Project Description: Replacement of the existing sewer pump station at Plaza 28, enhancing service area to capture a mix of commercial and industrial land uses consistent with the Town's Sewer Facility Plan by the Town in 2005.

Funding Source: AF/BD

Proposed Funding Year: FY 2015

Priority 3**Fire Department**

- **Central Station Renovations - \$1,650,000**

Project Description: Renovations to Central Fire Station: Adding 2 bays, enlarged training room and new Communications room, enlarging kitchen and dayroom, renovating offices and living space on second floor. New fitness room, Replacing roof and mechanicals, as well as adding sprinklers and emergency generator.

Funding Source: BD

Proposed Funding Year: FY 2015 (A&E), FY 2016 (Construction)

Priority 3**Community Development Department**

- **GIS Update & Maintenance Program - \$160,000**

Project Description: Establish a capital reserve fund to provide for continued maintenance of the Town's Geographic Information System (GIS) by programming money for the purchase of new aerial photography, photogrammetric mapping and Pictometry products. This will allow for comprehensive updates to geospatial information at 2 and 5-year intervals, with immediate application to the quality of services provided by GIS to town departments and the general public.

Funding Source: CRF

Proposed Funding Year: FY 2014-2019 (\$32,000 annually)

Priority 3**Conservation Commission**

- **Open Space Protection - \$3,000,000**

Project Description: This project implements the 2004 Master Plan objective and the stated preference of the 2012 Master Plan opinion survey to protect additional open space. The funds requested will be used to maintain the natural services and benefits provided by open spaces identified in the 2011 Open Space Plan. The land proposed for protection will enhance water quality and quantity, provide flood storage, protect habitat, enhance recreation potential by linking open lands, promote agriculture, protect historic structures, preserve scenic views, and preserve blocks of natural landscape. Several landowners within the town's "Green Infrastructure" have offered land or easements to the town, and this funding will supplement funds on hand to secure these and other lands.

Several areas of town do not have convenient access to open land. This project will aid in achieving the goal of open access land within a 10 minute walk from their home. When existing blocks of open space are expanded, the benefits are multiplied, because the addition both improves the existing protected lands and adds value on its own. Since nearly all the land proposed for protection under the Open Space Plan is zoned residential, and since residential land use is tax negative overall, over the long term, additional open space will slow the growing demand for town services. By enhancing the livability of the town, a network of connected and distributed open space will attract business owners wishing to live and do business in such a town. Several federal, state and foundation grant programs are available to assist in open space protection; nearly all require secure, previously authorized match funding. Open space is crucial to water quality and quantity and to flood control.

Funding Source: BD/GR

Proposed Funding Year: FY 2014-2017 & 2019 (\$600,000 Annually)

Priority 3**Public Works & Engineering - Recovery Way Drop off Center Improvements**

- **Recycling Drop of Center - \$125,000**

Project Description: Paving of the of existing drop off center Recovery Way.

Funding Source: General Fund

Proposed Funding Year: FY 2014

Priority 3**Public Works & Engineering - Environmental Division**

- **South Londonderry Sewer Phase II - \$2,535,750**

Project Description: Construction of the South Londonderry Phase II sewer project, expanding service area to capture a mix of commercial and residential land uses, consistent with the Town's Sewer Facility Plan adopted by the Town in 2005.

Funding Source: BD/Private Developer Contribution

Proposed Funding Year: FY 2016

Priority 3**Public Works & Engineering - Environmental Division**

- **Mammoth Road Sewer Replacement (portion) - \$385,875**

Project Description: Replacement of a section of sewer infrastructure in the Mammoth Road near the intersection of Mammoth and Sanborn Road, consistent with the Town's Sewer Facility Plan adopted by the Town in 2005, and the conditionally approved multi-family development plans on Sanborn Road.

Funding Source: BD/AF/Private Developer Contribution

Proposed Funding Year: FY 2016

Priority 3**Senior Affairs**

- **Senior Center Expansion- \$600,000**

Project Description: The current Senior Center is in need of expansion and improvement. The proposal includes enlarging and renovating the current Senior Center, located at 535 Mammoth Road. The following improvements and additions have been identified: the addition of a multipurpose health/outreach room, 2 adjoining small meeting rooms (for arts, games, meetings, other programs), storage, and office space as well as expanded/renovated kitchen, bathrooms and parking.

Funding Source: GF

Proposed Funding Year: FY 2019

Priority 3**School District**

- **Auditorium - \$500,000(A&E), \$1,000,000 (Site Preparation), \$15,000,000 (Construction)**

Project Description: Construction of a new auditorium for the needs of the District's music, performing arts programs. Planned seating capacity is under 1,000. When available, the building will be open to other community programs and organizations.

Funding Source: BD

Proposed Funding Year: FY 2018 (A&E) FY 2019 (Construction)

Priority 4**Public Works & Engineering - Sewer Division**

- **Mammoth Road (North) Sewer Extension - \$749,700**

Project Description: Extension of sewer infrastructure in the Mammoth Road area of the "North Village", consistent with the Town's Sewer Facility Plan adopted by the Town in 2005.

Funding Source: BD/AF

Proposed Funding Year: FY 2016

**Note
Regarding
Previously
Appropriated
Exit 4A
Project**

**Capital
Reserve
Project
Summaries**

The bond for Exit 4A has been approved by a prior Town Meeting, so to that extent, it is an approved project and is not included in the CIP. However, the project’s debt service has not yet impacted the community. In order to provide a complete estimation of the fiscal impact of capital projects, 4A has been indicated in the Financing Plan and Net Tax Impact Analysis spreadsheets of this CIP (green highlighted section). Currently, there is \$4.5M in un-issued debt authorization. The Town Manager’s estimation at this point and that these bonds will be sold as a twenty year note in FY20XX, with Principal & Interest payments beginning in FY20XX.

Public Works & Engineering - Highway Division

- ❑ **Capital Reserve Program for Highway Trucks & Equipment - See Spreadsheets for Proposed Expenditures**

Project Description: Ongoing Capital Reserve expenditure for replacement of highway trucks and equipment on a ten and seven-year cycle.

Funding Source: CRF/Lease

Fire Department

- ❑ **Capital Reserve Program for Fire Equipment/Trucks - See Spreadsheets for Proposed Expenditures**

Project Description: Ongoing Capital Reserve expenditure to replace the fleet, as changes in growth have made the 20-year replacement plan obsolete. Town Council added a new Fire Tanker in 2018 to the vehicle stock.

Funding Source: CRF/Lease

Fire Department

- ❑ **Capital Reserve Program for Ambulance - See Spreadsheets for Proposed Expenditures**

Project Description: Ongoing Capital Reserve expenditure to replace the fleet, as changes in growth have made the 20-year replacement plan obsolete.

Funding Source: CRF/Lease

Legend for Funding Source	
AF - Access Fee	CRF - Capital Reserve Fund
BD - Bond	IF - Impact Fee
GF - General Fund	GR - Grant
TIF - Tax Increment Financing	TF—Trust Fund

Spreadsheet Legend (Following Pages)

Past Years of CIP
Budget Year of CIP
Program Years of CIP