

1 **LONDONDERRY, NH PLANNING BOARD**  
2 **MINUTES OF THE MEETING OF AUGUST 7, 2013 AT THE MOOSE HILL**  
3 **COUNCIL CHAMBERS**  
4

5 Members Present: Art Rugg; Mary Soares; Chris Davies; Rick Brideau, CNHA, Ex-  
6 Officio; Scott Benson; Maria Newman, alternate member; Al Sypek, alternate  
7 member  
8

9 Also Present: Cynthia May, ASLA, Town Planner and Planning and Economic  
10 Development Department Manager; John R. Trottier, P.E., Assistant Director of  
11 Public Works and Engineering; and Jaye Trottier, Associate Planner  
12

13 A. Rugg called the meeting to order at 7 PM. He appointed M. Newman to vote for  
14 Lynn Wiles and A. Sypek to vote for Laura El-Azem.  
15

16 **Administrative Board Work**  
17

18 A. Approval of Minutes – July 10 and July 31, 2013  
19

20 **M. Soares made a motion to approve and sign the minutes from the**  
21 **July 10, 2013 meeting. R. Brideau seconded the motion.** No discussion.  
22 **Vote on the motion: 3-0-4.**  
23

24 (M. Soares, C. Davies, S. Benson, and M. Newman abstained as they were  
25 absent from the July 10, 2013 meeting).  
26

27 **M. Soares made a motion to approve and sign the minutes from the**  
28 **July 31, 2013 meeting. R. Brideau seconded the motion.** No discussion.  
29 **Vote on the motion: 6-0-1** (Note: S. Benson arrived late at the July 31,  
30 2013 meeting).  
31

32 (M. Newman abstained as she was absent from the July 31, 2013 meeting).  
33

34 Minutes for July 10 and July 31, 2013 were approved and will be signed by the  
35 Secretary.  
36

37 B. Regional Impact Determination – Londonderry Fish & Game Site Plan  
38 Amendment, Map 8 Lots 12 and 13, Zoned AR-I  
39

40 A. Sypek announced that he would recuse himself from participating in or  
41 voting on this matter and left the dais.  
42

43 Londonderry Fish & Game is proposing a site plan amendment on Map 8, Lots  
44 12 and 13 to construct outdoor shooting ranges, one 200 yards in length and  
45 the other 400 yards. C. May stated that staff recommends this project is a  
46 development of regional impact, as it meets some of the criteria expressed in  
47 the regional impact guidelines suggested by Southern NH Planning Commission  
48 (SNHPC). The two lots involved directly abut the municipal boundary between  
49 Londonderry and Litchfield. In addition, there is an expectation of noise

1 emissions related to the two proposed outdoor gun ranges. Should the  
2 Planning Board vote that this is a project of regional impact, Staff will send  
3 notification to the Town of Litchfield Planning Board and Southern NH Regional  
4 Planning Commission (SNHPC) that the design review application has been  
5 submitted. If and when a formal public hearing is scheduled, Staff will notify  
6 the Town of Litchfield and SNHPC by certified mail of the hearing time, date  
7 and location 14 days prior to the hearing.  
8

9 **M. Soares made a motion to accept Staff's recommendation that this**  
10 **project is determined to be of regional impact under RSA 36:56 and to**  
11 **direct Staff to send notification to the SNHPC and the Town of**  
12 **Litchfield as described in Staff's memorandum. R. Brideau seconded**  
13 **the motion. No discussion. Vote on the motion: 6-0-0.**  
14

15 A. Sypek returned to the dais after the above discussion was completed.  
16

17 C. Discussions with Town Staff  
18

- 19 • Stonyfield Yogurt – Discussion of a Request for Administrative Review  
20 of Four Additional Silos and an Equipment Enclosure Addition  
21

22 J.R. Trottier explained that Stonyfield Yogurt is seeking to add four  
23 additional silos and a 1,147 square foot equipment enclosure addition  
24 on the north end of the existing facility on Map 14 Lot 44-13 (see  
25 Attachments #1 and #2). No impervious surface would be added to  
26 what currently exists and Staff recommends that the change be handled  
27 administratively.  
28

29 A. Rugg asked for the size of the silos. J.R. Trottier replied that they  
30 are no larger than the silos currently on the site and do not encroach on  
31 the aeronautical easement related to the Boston-Manchester Regional  
32 Airport. M. Soares verified with J.R. Trottier that the number of parking  
33 spaces on the site currently exceeds what is required, therefore the  
34 removal of two spaces as noted on the site layout plan will not pose a  
35 compliance issue.  
36

37 A. Rugg asked for consensus from the Board. It was agreed  
38 unanimously that the matter could be handled administratively.  
39

- 40 • Falling Water Office Park, Phase I – Request for Temporary Waiver of  
41 the Site Plan Requirement for Placement of a Wearing Course of  
42 Pavement Prior to Issuance of a Certificate of Occupancy  
43

44 J.R. Trottier read into the record a letter from Steven Keach of the  
45 engineering firm Keach-Nordstrom Associates which explained the  
46 justification for the temporary waiver request for the site on Map 17 Lot  
47 5-6 (see Attachment #3). The principal tenant of the Phase I building,  
48 Highland Forwarding, will be leaving their Bedford location when their  
49 lease expires on August 31. This makes occupancy in the new  
50 Londonderry facility on or before August 29 necessary to avoid an

1 interruption in their business activities. Under the Town's site plan  
2 regulations, a certificate of occupancy cannot be issued until all building  
3 and site improvements are complete, one of those being the installation  
4 of the wearing course of hot bituminous pavement. The applicant is  
5 asking for a temporary waiver to Section 3.11 (b) to ensure the  
6 issuance of the certificate of occupancy on or before August 29 in the  
7 event weather interferes with the ability to install the wearing course.  
8 Installation would take place within not more than 30 days of  
9 occupancy. J.R. Trottier noted that Staff will still require: 1) proper  
10 financial guarantee being provided to, and meeting the approval of the  
11 Department of Public Works (DPW), to ensure installation of the  
12 wearing course; 2) completion of all other required improvements prior  
13 to issuance of the certificate of occupancy (except for landscaping as  
14 permitted by the regulations); and 3) the signing by the Applicant of an  
15 agreement with DPW that stipulates the wearing course be installed,  
16 and states that failure to complete the work as stipulated in Keach-  
17 Nordstrom Associates letter dated August 5, 2013 would result in the  
18 developer releasing to the Town the amount of the financial guarantee  
19 established so the Town can complete the work. Based on those  
20 conditions to be imposed, Staff supports the Board granting the  
21 temporary waiver.

22  
23 A. Rugg asked for input from the Board. M. Soares confirmed that the  
24 financial guarantee would be put in place to assure the work is  
25 completed.

26  
27 **M. Soares made a motion to approve a temporary waiver of**  
28 **Section 3.11 (b) of the site plan regulations as requested in the**  
29 **letter from Keach-Nordstrom Associates dated August 5, 2013.**  
30 **R. Brideau seconded the motion. No discussion. Vote on the**  
31 **motion, 7-0-0.**

32  
33 J.R. Trottier also requested on behalf of the applicant that a change in  
34 the location of the dumpster and its enclosure on the same site (see  
35 Attachment #4) be handled administratively by Staff. He said Staff  
36 supports the relocation request. A. Rugg asked for consensus from the  
37 Board. It was agreed unanimously that the matter could be handled  
38 administratively.

- 39  
40 • Capital Improvements Plan Committee Meeting

41  
42 R. Brideau stated that the Capital Improvements Plan (CIP) Committee  
43 will meet Monday, August 12, at 6 PM in the Moose Hill Council  
44 Chambers

- 45  
46 • Woodmont Commons

47  
48 A. Sypek asked that the process related to the Woodmont Commons  
49 Planned Unit Development (PUD) project be explained for the benefit of  
50 the viewing audience in light of recent comments about perceived

1 favoritism and the length of time involved with the public hearings. M.  
 2 Soares noted her experience with recent remarks claiming a lack of  
 3 transparency on the part of the Board. She replied that the Board has  
 4 consistently allowed public comment throughout the numerous hearings  
 5 and that Staff has ensured documents being reviewed by the Board  
 6 have been made available to the public. Regarding the amount of time  
 7 spent on the process, C. May explained that the initial submission was  
 8 lacking in a level of specificity needed for a project of this scope. The  
 9 Board instead required that the applicant provide more detail in order to  
 10 understand the various impacts to the town. In response, the  
 11 applicant's development team structured individual presentations in a  
 12 way that would most logically present the various analyses of those –  
 13 impacts. The volume of information being presented therefore requires  
 14 the amount of time that this has taken and continues to be spent on the  
 15 matter. The Development Agreement was submitted to the Town  
 16 Attorney today and adequate time will also be needed for both his  
 17 review as well as that of Staff to ensure a cohesive relationship with the  
 18 PUD Master Plan. The review by the Board and Staff of Woodmont  
 19 Commons submissions, she continued, is done in addition to all other  
 20 development projects pursuing approval by the Town. A. Rugg added  
 21 that Staff also spent the last year and a half facilitating the update to  
 22 the Town's Comprehensive Master Plan and were doing so with one less  
 23 position in the Planning and Economic Development department. M.  
 24 Newman noted the applicant's accommodation of the Board's request to  
 25 receive individual briefings a week in advance of the hearing dates to  
 26 allow for a thorough review by Board members and the time to prepare  
 27 any comments or questions they may have. Questions have continually  
 28 been asked by Board members, she stated, and modifications that have  
 29 been requested have been responded to by the development team.  
 30 Since the Planning Board functions as a quasi-judicial which must  
 31 observe State law, A. Rugg stated that Board members are required to  
 32 be impartial to any application.

33  
 34 C. May stated that the PUD Master Plan was received from the applicant  
 35 today and in addition to being distributed to Board members this  
 36 evening, would be posted on the Town website on August 8. A copy will  
 37 also be available in the Planning and Economic Development  
 38 Department as well as the Library.

39  
 40 A. Rugg stated that the continued public hearing for the Woodmont  
 41 Commons PUD Master Plan will be held August 14, 2013 at 7 PM.

42  
 43 **Public Hearings**

- 44  
 45 A. Lorden Commons LLC (Applicant and Owner), Map 16 Lot 38 - Public Hearing  
 46 for formal review of a subdivision plan amendment to replace the required fire  
 47 protection services (sprinkler systems) with a fire cistern for the previously  
 48 approved Phase I of a Conservation Subdivision on 17 Old Derry Road, Zoned  
 49 AR-I [Continued on July 10, 2013 to August 7, 2013].  
 50

1 C. May stated that a note included in the Phase I of the Lorden Commons  
2 Conservation Subdivision Plan that was signed in January of 2012 indicated the  
3 installation of sprinkler systems in each dwelling. This was done by the  
4 applicant in anticipation of impending State legislation which ultimately did not  
5 become law. Lorden Commons, LLC subsequently determined that the cost to  
6 install a single system would be in the range of \$5,000 to \$7,000, therefore the  
7 applicant has requested this amendment to remove the note from the plan and  
8 allow the use of the fire cistern instead. Paul Kerrigan of Lorden Commons,  
9 LLC noted that homeowners will be given the choice between use of the cistern  
10 or installation of a sprinkler system (which will require well capacity that can  
11 adequately supply the system). When this was presented to the Board at the  
12 July 10 meeting, the Board requested additional information from the applicant  
13 (see below) and continued the public hearing to this date. C. May noted for  
14 the record that all the conditions associated with the January, 2013 approval of  
15 Phase I remain in place and that this amendment is strictly limited to the  
16 requested change in the fire suppression system. She reviewed the requests  
17 made by the Board at the July 10 hearing:  
18

- 19 1. That the applicant prepare and submit an operations and maintenance  
20 manual, intended to be the responsibility of the homeowner's association  
21 for the life of the cistern. A "Cistern Operation and Maintenance Manual"  
22 was submitted, and is currently under review by the Fire Department  
23 and the Town's 3<sup>rd</sup> party review consultant (see Attachment #5 for  
24 comments from the Fire Department and the Town's 3<sup>rd</sup> party review  
25 consultant);
- 26 2. That the applicant further explore extending water from the intersection  
27 of Auburn Road/Old Derry Road for a hydrant that could service Phase I.  
28 The applicant had performed their due diligence during the original  
29 subdivision design process and learned that there were too many  
30 hurdles to bringing water to the site in a cost effective manner (see  
31 Attachment #6, a memo from Jones and Beach Engineering, dated  
32 August 1, 2013.) In addition to the cost constraints, the applicant has  
33 determined that this part of Londonderry is outside the service areas of  
34 both the Manchester Water Works District and the Town of Derry Water  
35 District. The Town's Fire Marshall has confirmed that a cistern is an  
36 approved method for fire suppression in areas outside public water  
37 supply districts.
- 38 3. That the applicant provide a document to be found satisfactory to the  
39 Board, Staff and the Town Attorney that would absolve the Town of all  
40 responsibility for the cistern. The applicant submitted a revised  
41 "Declaration of Covenants, Conditions and Restrictions for Lorden  
42 Commons Subdivision." This was reviewed by the Town's Attorney, who  
43 was not satisfied that the document addressed the Planning Board's  
44 concerns about responsibility in the event that the Homeowner's  
45 Association is no longer solvent. The Town's Attorney suggested that the  
46 applicant post a bond or other performance surety for the maintenance,  
47 repair and replacement of the cisterns, and that the Declaration include  
48 additional guarantees that the Town will not have any responsibilities  
49 associated with the fire cisterns for this subdivision.

1  
2 Staff therefore recommended to the Board that compliance with above items  
3 #1 and #3 be made conditions of approval by the Board prior to plan signature  
4 in addition to those conditions already recommended by Staff at the July 10,  
5 2013 hearing. Jonathan Ring of Jones & Beach Engineers, Inc. stated that the  
6 applicant is in agreement with all conditions expressed by Staff. Board  
7 members agreed that in lieu of continuing the public hearing again in order to  
8 review a final draft of the document absolving the Town of responsibility for the  
9 cistern, a condition could be placed on an approval that the document be found  
10 satisfactory by Staff and the Town Attorney. A discussion ensued about  
11 security of the cistern system, with Fire Marshall Brian Johnson stating that  
12 KNOX caps are an acceptable method of securing fire suppression systems in  
13 Londonderry and can restrict their use to the Fire Department. The Board  
14 discussed adding the condition of installing KNOX caps to avoid vandalism or  
15 misuse of the cistern system.

16  
17 A. Rugg asked for additional staff input.

18  
19 J.R. Trottier summarized comments from the Planning/DPW/Stantec memo.

20  
21 A. Rugg asked for public input.

22  
23 Ann Chiampa, 28 Wedgewood Drive, asked if fire alarm systems are required  
24 to be hard wired. B. Johnson stated that smoke detectors have to be hard  
25 wired, but are not required to be connected to the Fire Department.

26  
27 There was no further public comment.

28  
29 **A. Rugg entertained a motion to conditionally approve the amended**  
30 **subdivision plan for Lorden Commons LLC (Applicant and Owner), Map**  
31 **16 Lot 38, to replace the required fire protection services (sprinkler**  
32 **systems) with a fire cistern for the previously approved Phase I of a**  
33 **Conservation Subdivision on 17 Old Derry Road, Zoned AR-I with the**  
34 **following conditions, including a condition of requiring KNOX caps to**  
35 **ensure security protection of the cistern and all of the instrumentation**  
36 **required to maintain that cistern:**

37  
38 "Applicant", herein, refers to the property owner, business owner, or  
39 organization submitting this application and to his/its agents, successors, and  
40 assigns.

41  
42 **PRECEDENT CONDITIONS**

43  
44 All of the precedent conditions below must be met by the applicant, at the  
45 expense of the applicant, prior to certification of the plans by the Planning  
46 Board. Certification of the plans is required prior to commencement of any site  
47 work, any construction on the site or issuance of a building permit.

- 48  
49 1. The Applicant shall address the following comments regarding the "Cistern  
50 Operation and Maintenance Manual" submitted by the Applicant:

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- The O&M Manual shall clearly define who is responsible for Operation & Maintenance of the fire cisterns.
- The O&M Manual typically does not include installation and inspection information relative to construction.
- The O&M Manual shall include the name and manufacturer of all components with websites, telephone numbers, etc. The component information shall include:
  1. Paint system
  2. Suction Nozzle
  3. Fill Nozzle
  4. Cistern tank
  5. Hold –down components
  6. Hatch
  7. Lock
- In the Fire Cistern Inspection section Part 1, B. –
  1. Backfill shall have full time monitoring.
  2. There shall be a piping inspection prior to a finish inspection.
  3. The Applicant shall comply with the attached inspection schedule.
- In the Fire Cistern Inspection section Part 2, B -
  1. The pump test shall be approximately 14 minutes at 1500 gpm, pumping the cistern tank to 1/3 of the volume.
- In the Fire Cistern Maintenance section the following shall be added after Item F:
  - G. Copies of all inspection reports shall be provided to the Fire Department on an annual basis.
  - H. Annually ½ gallon of 2% chlorine (standard bleach) shall be added to the full cistern to prevent algae growth.
  - I. The Cistern level shall be monitored every 3 months each year with any unaccounted for water loss reported to the Fire Department.
  - J. All trees, brush or bushes shall be removed to 15’ around the perimeter of the 35,000 gallon tank.
  - K. A pump test shall be performed every 3 to 5 years, and tested in accordance with Part 2, B.1. The Cistern shall be refilled immediately after completion of testing.
  - L. The Cistern shall be refilled within 48 hours of use in all instances other than testing.
- The Applicant shall arrange a meeting with the Fire Department and Town to discuss and provide a suitable Cistern Operation and Maintenance Manual acceptable to the Fire Department. In addition, the project documents such as project declarations, covenants, etc. shall be updated as necessary acceptable to the Town.

- 1 2. It is unclear if the proper sight distance in the A driveway profile for lot 38-  
2 28 is provided in compliance with Exhibit D2 and Section 3.09.F.2 of the  
3 Subdivision Regulations. The Applicant shall provide a dimension between  
4 the sight line and proposed grade in the driveway sight distance profile A at  
5 station -0+42.8 for clarity.  
6
- 7 3. The Owner shall discuss and address project surety for maintenance of the  
8 cistern by the Home Owner's Association. In addition, the Owner shall  
9 coordinate with the Town to address the cistern construction inspection,  
10 construction administration, and surety for construction.  
11
- 12 4. The Owner's signature shall be provided on the final plans.  
13
- 14 5. The Applicant shall provide a document to be found satisfactory to Staff and  
15 the Town Attorney that would absolve the Town of all responsibility for the  
16 cistern. The revised "Declaration of Covenants, Conditions and Restrictions  
17 for Lorden Commons Subdivision" shall address the Planning Board's  
18 concerns about responsibility in the event that the Homeowner's Association  
19 is no longer solvent. The Declarant shall post a bond or other performance  
20 surety until such time that the Homeowner's Association takes over and  
21 replaces the Declarant's bond with their own surety. The "Declaration of  
22 Covenants, Conditions and Restrictions for Lorden Commons Subdivision"  
23 (Declaration) shall include a guarantee that the Homeowner's Association is  
24 solely responsible for the maintenance, repair and replacement of the fire  
25 cisterns, and that the performance surety for the fire cisterns shall be  
26 maintained in place. There shall also be language stating that in the event  
27 the Homeowner's Association becomes insolvent, ceases to function, or  
28 permits the surety to lapse, that individual homeowners will be billed by the  
29 Town on a pro rata basis, if the Homeowner's Association fails to make any  
30 necessary payments to the Town for maintenance, repairs or replacement  
31 of the cisterns, or to replace any performance surety utilized. The  
32 Declaration shall also include a provision, that in the event the Town is  
33 required to take any action against the Homeowner's Association or an  
34 individual homeowner for failure of payment, that the Town shall be entitled  
35 to recover Attorney fees and costs.  
36
- 37 6. The Applicant shall install KNOX caps to provide security protection of the  
38 cistern.  
39
- 40 7. The Applicant shall provide a digital (electronic) copy of the appropriate  
41 plans to the Town at the time of signature by the Board in accordance with  
42 Section 2.05.n of the regulations.  
43
- 44 8. Outside consultant's fees shall be paid within 30 days of conditional plan  
45 approval.  
46
- 47 9. The applicant shall provide a check for \$25 (made payable to the  
48 *Rockingham County Registry of Deeds*) to pay for the LCHIP tax that  
49 became effective on recording of all plans and documents at the registry on  
50 July 1, 2008.



1  
2 10. The applicant shall note all general and subsequent conditions on the plans  
3 **(must be on a sheet to be recorded, or a separate document to be**  
4 **recorded with the subdivision plans)**, per the new requirements of RSA  
5 676:3.

6  
7 11. Financial guaranty if necessary.

8  
9 12. Final engineering review

10  
11 **PLEASE NOTE -** Once these precedent conditions are met and the plans are  
12 certified the approval is considered final. If these conditions are not met within  
13 **two years** to the day of the meeting at which the Planning Board grants  
14 conditional approval the board's approval will be considered to have lapsed  
15 and re-submission of the application will be required. See RSA 674:39 on  
16 vesting.

17  
18 **GENERAL AND SUBSEQUENT CONDITIONS**

19  
20 All of the conditions below are attached to this approval.

- 21  
22 1. **No construction or site work for the amended subdivision plan may**  
23 **be undertaken until the pre-construction meeting with Town staff**  
24 **has taken place, filing of an NPDES-EPA Permit and the site**  
25 **restoration financial guaranty is in place with the Town.** Contact the  
26 Department of Public Works to arrange for this meeting.  
27  
28 2. The project must be built and executed exactly as specified in the approved  
29 application package unless modifications are approved by the Planning  
30 Division & Department of Public Works, or if staff deems applicable, the  
31 Planning Board.  
32  
33 3. All of the documentation submitted in the application package by the  
34 applicant and any requirements imposed by other agencies are part of this  
35 approval unless otherwise updated, revised, clarified in some manner, or  
36 superseded in full or in part. In the case of conflicting information between  
37 documents, the most recent documentation and this notice herein shall  
38 generally be determining.  
39  
40 4. All required School, Library, Recreation, Traffic, Police, and Fire impact fees  
41 must be paid prior to the issuance of a Certificate of Occupancy for  
42 development of each new lot.  
43  
44 5. It is the responsibility of the applicant to obtain all other local, state, and  
45 federal permits, licenses, and approvals which may be required as part of  
46 this project (that were not received prior to certification of the plans).  
47 Contact the Building Division at extension 115 regarding building permits.  
48

49 **R. Brideau so moved. S. Benson seconded the motion.** No discussion.  
50 **Vote on the motion: 5-0-2** with M. Soares and A. Sypek in opposition.

1  
2 The amended subdivision plan was conditionally approved.

- 3  
4 B. Ms. Darlene's Early Learning Center and Childcare (Applicant), Darlene and  
5 James Cordaro (Owners), Map 6 Lot 47-1 – Review of a proposed sign at 10  
6 Kendall Pond Road, Zoned AR-I.

7  
8 A. Rugg reported as Chair of the Heritage Commission that the applicant  
9 presented the sign in question (see Attachment #7) to the Commission in July.  
10 While there was a concern about the brightness of the image as presented,  
11 that was due to the use of a computer to reproduce the image. The  
12 Commission voted in favor of recommending approval of the sign. C. May  
13 explained that when the applicant went before the Zoning Board of Adjustment  
14 seeking a variance to allow a larger size sign than what is allowed for a non-  
15 residential sign in a residential zone, the Zoning Board was in favor of granting  
16 the variance, but requested that the applicant seek the input of the Heritage  
17 Commission on the design before officially approving the variance. Since the  
18 Heritage Commission can only recommend approval, Staff instructed the  
19 applicant to seek final approval from the Planning Board in order to fulfill the  
20 Zoning Board's request for an approval of the sign's design.

21  
22 A. Rugg asked for Board input.

23  
24 M. Newman verified with Staff that the sign will not be illuminated, either  
25 internally or externally. M. Soares confirmed with the applicant that the wall  
26 where the sign is to be placed will be repainted since the lettering used by the  
27 previous occupant can currently still be seen.

28  
29 A. Rugg asked for public input. There was none.

30  
31 **M. Soares made a motion to approve the sign as presented. S. Benson**  
32 **seconded the motion. No discussion. Vote on the motion, 7-0-0.**

33  
34 **New Plans**

35  
36 No new plans were submitted.

37  
38 **Other Business**

- 39  
40 A. SNHPC Presentation - ReadySetGo! Certified Sites in Southern New Hampshire  
41 Program

42  
43 A. Rugg introduced David Preece, Executive Director and Jack Munn, Chief  
44 Planner of the Southern New Hampshire Planning Commission (SNHPC). D.  
45 Preece described the 'ReadySetGo! Certified Sites Program' as an innovative  
46 economic development tool which is sponsored by SNHPC, in partnership with  
47 Public Service of NH (PSNH), FairPoint Communications, Centrix Bank, NH  
48 Commercial Investment Board of Realtors, the Greater Manchester Chamber of  
49 Commerce, and the NH Department of Resources and Economic Development  
50 (DRED).

1  
2 One of the goals of SNHPC's 2005 Regional Comprehensive Plan is economic  
3 development within the region. In 2009/2010, SNHPC adopted its first regional  
4 economic development plan and strategy, designed to offer vision to towns, as  
5 well as a framework for economic development planning processes. An  
6 industry study of the region focused on the types of economic opportunities  
7 available in each of the communities in the region. A database of all available  
8 lands and buildings that could support the target industries was then created  
9 and a certified sites program was developed. This catalogue of "shovel ready"  
10 sites would aid developers in locating land best suited for their projects and  
11 time tables.

12  
13 J. Munn explained that the intent of this Certified Sites Program is to attract  
14 industrial based businesses and the higher paying positions associated with  
15 them since they were found to be lacking in the region. Certified sites are  
16 placed on national and New England oriented commercial databases used by  
17 national site selectors to find those shovel-ready properties. By providing the  
18 necessary tools through amendments to individual municipal site plan  
19 regulations, local Planning Boards can pre-certify properties through their site  
20 plan review process. A model of the necessary modifications to the Town site  
21 plan regulations was provided to the Board (see Attachment #8), which  
22 identifies the components and processes of the program, where it would be  
23 allowed within the community, and the State statutes authorizing towns to  
24 proceed with it. While site plan approvals expire in Londonderry after a year if  
25 no significant progress has taken place on a site, a key feature of this program  
26 would allow for a five year span, giving the owner more time to market the  
27 site. Additionally, Londonderry would have the option to allow an applicant to  
28 demonstrate this "active and substantial development or building" allowed  
29 under RSA 674:39 through their investment of at least \$25,000 in engineering,  
30 legal, architectural, and other soft costs associated with the project. A certified  
31 site must be: greater than one acre in size; zoned for industrial, office, mixed-  
32 use or some combination thereof; and have a boundary survey, asking price or  
33 rental rate established. Three levels comprise the applicant-driven process,  
34 the first being a conceptual, non-binding presentation to the Board. With a  
35 favorable endorsement from the Board, the applicant would then have to  
36 obtain formal approval from the Town, and finally verify in writing that utilities  
37 are available to the property. J. Munn encouraged Board members to visit  
38 [www.readysetgonh.com](http://www.readysetgonh.com) as well as the websites of U.S. Certified Sites, the New  
39 England Commercial Database Exchange, DRED, PSNH, and Access Greater  
40 Manchester to learn more about the program and other available sites.

41  
42 A. Rugg entertained Board input. C. Davies verified that the \$25,000 in soft  
43 costs are the responsibility of the applicant, not the Town. J. Munn replied that  
44 they are the costs already typically spent by an applicant pursuing site plan  
45 approval. Those expenditures would count towards the active and substantial  
46 development needed to preserve site plan approval for five years and  
47 grandfather it from any changes that take place during that time in the zoning  
48 ordinance or other Town regulations. Developers would also be charged an  
49 application fee by SNHPC to prepare a module for marketing purposes, which  
50 would include all approvals and potential restrictions from the Town. The

1 program would not result in any cost to the Town, unless the Town chose to  
2 develop one of its own properties using the program. A. Sypek confirmed that  
3 if adopted by the Town, the tool is merely an option for a developer, not a  
4 requirement.

5  
6 A. Rugg entertained public comment.

7  
8 Ann Chiampa, 28 Wedgewood Drive, verified that the program would present  
9 no cost to residents. She also received clarification on the application process  
10 to SNHPC following approval of a site plan by the Planning Board and the  
11 Chair's signing the application form. J. Munn provided her with some of the  
12 aforementioned website information. She also confirmed that the site plan  
13 process at the Town level, including abutter input and relationship to the  
14 Town's Master Plan, would not change as a result of this program.

15  
16 A. Rugg said the Board would take the information under advisement and  
17 revisit the issue in the future. J. Munn offered to relay examples of site plan  
18 regulation modifications from towns such as Goffstown and Windham who have  
19 adopted the program.

20  
21 B. Londonderry Comprehensive Master Plan

22  
23 M. Soares noted that bound copies of the Master Plan have been produced.  
24 She asked Staff about the cost of copies for the public. C. May said that cost  
25 has yet to be determined. An electronic copy is available on the Town website.

26  
27 **Adjournment:**

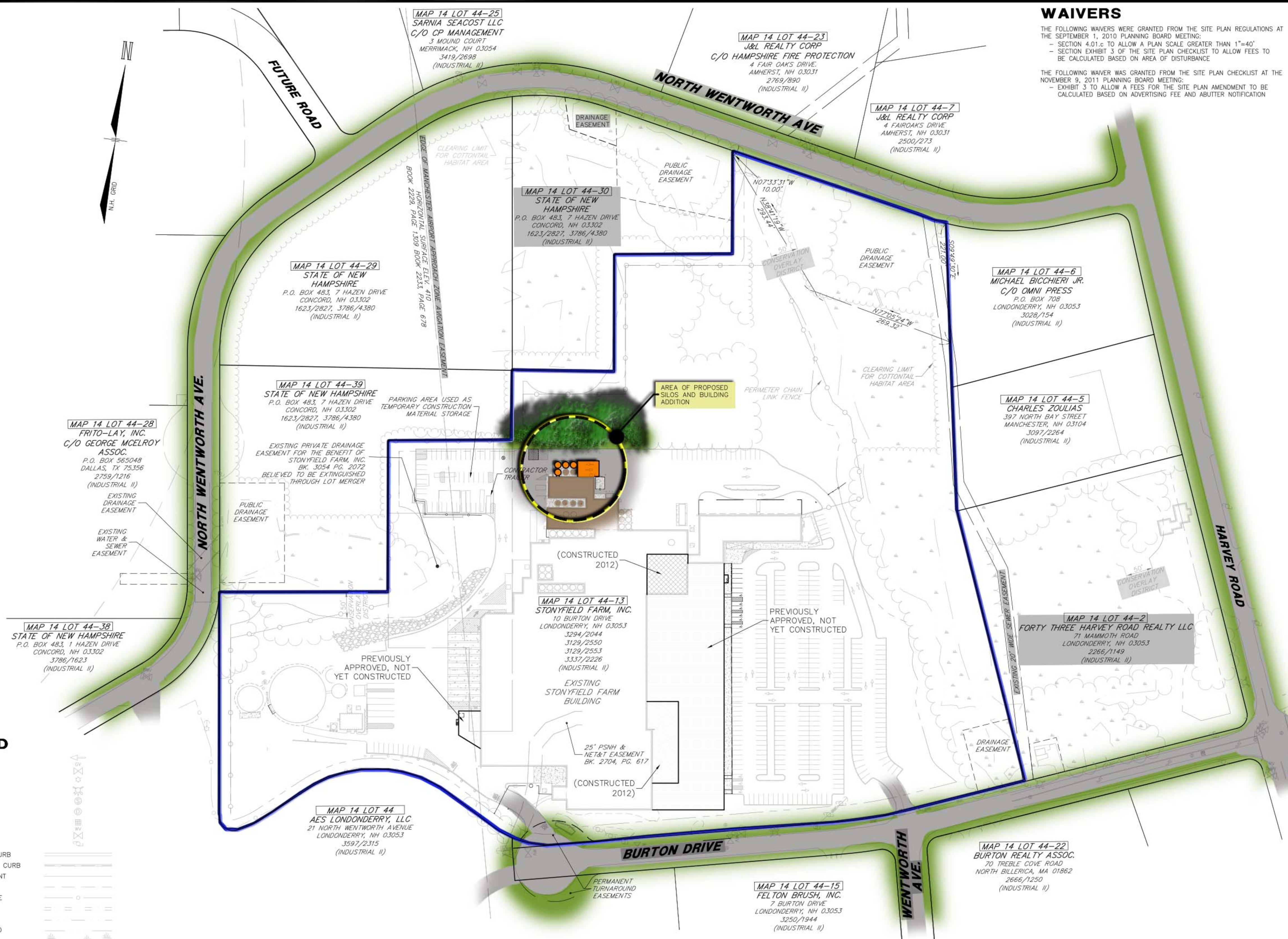
28  
29 **M. Soares made a motion to adjourn the meeting. R. Brideau seconded the**  
30 **motion. Vote on the motion: 7-0-0.**

31  
32 The meeting adjourned at 8:24 PM.

33  
34 These minutes prepared by Associate Planner Jaye Trottier

35  
36 Respectfully Submitted,

37  
38  
39  
40 Lynn Wiles, Secretary



**WAIVERS**

THE FOLLOWING WAIVERS WERE GRANTED FROM THE SITE PLAN REGULATIONS AT THE SEPTEMBER 1, 2010 PLANNING BOARD MEETING:  
 - SECTION 4.01.c TO ALLOW A PLAN SCALE GREATER THAN 1"=40'  
 - SECTION EXHIBIT 3 OF THE SITE PLAN CHECKLIST TO ALLOW FEES TO BE CALCULATED BASED ON AREA OF DISTURBANCE

THE FOLLOWING WAIVER WAS GRANTED FROM THE SITE PLAN CHECKLIST AT THE NOVEMBER 9, 2011 PLANNING BOARD MEETING:  
 - EXHIBIT 3 TO ALLOW A FEES FOR THE SITE PLAN AMENDMENT TO BE CALCULATED BASED ON ADVERTISING FEE AND BUTTER NOTIFICATION

**NOTES**

- OWNER OF RECORD OF MAP 14 LOT 44-13: STONYFIELD FARM, INC., 10 BURTON DRIVE, LONDONDERRY, NEW HAMPSHIRE 03053. DEED REFERENCES ARE BK. 3384 PG. 2044, BK. 3129 PG. 2550, BK. 3337 PG. 2226, BK. 4462 PG. 46 AND BK. 4930 PG. 2534. AREA OF LOT 44-13 = 1,188,352 S.F.± OR 27.281 ACRES±.
- THE PURPOSE OF THIS PLAN IS TO SHOW FOUR PROPOSED SILOS AND AN 1,147 S.F. BUILDING ADDITION TO BE LOCATED AT THE NORTH END OF THE EXISTING FACILITY.
  - EXISTING BUILDING USES:
    - OFFICE: 22,657 S.F. (INCLUDING 3,750 S.F. MEZZANINE & 262 S.F. CONST. TRAILER)
    - 27,510 S.F.
    - MANUFACTURING: 130,173 S.F. (INCLUDING 1,400 S.F. MEZZANINE & 3,520 S.F. BASEMENT)
    - WAREHOUSE: 130,173 S.F. (INCLUDING 1,400 S.F. MEZZANINE & 3,520 S.F. BASEMENT)
    - CAFETERIA/LOCKER ROOMS & MECHANICAL: 13,858 S.F.
    - VISITORS CENTER: 240 S.F. (SILO - TO BE REMOVED IN PHASE 2)
    - TOTAL: 194,438 S.F.
  - PREVIOUSLY APPROVED OFFICE ADDITION: (NOT YET CONSTRUCTED)
    - OFFICE: 10,740 S.F.
    - LOCKER ROOMS & MECHANICAL: 5,370 S.F.
    - VISITORS CENTER: 3,000 S.F. (TAKEN FROM EXISTING OFFICE SPACE)
  - PREVIOUSLY PROPOSED/APPROVED BUILDING ADDITION USES:
    - PHASE 1
      - WAREHOUSE: 10,199 S.F. (MAINTENANCE), (CONSTRUCTED 2012)
    - PHASE 2
      - MANUFACTURING: 26,841 S.F. (PACKAGING), (NOT YET CONSTRUCTED)
      - WAREHOUSE: 27,340 S.F. (BATTERY CHARGING & PACKAGING), (NOT YET CONSTRUCTED)
  - PREVIOUSLY PROPOSED/APPROVED BUILDING USE ALTERATION: (CONSTRUCTED 2012)
    - PHASE 1
      - MANUFACTURING: 5,693 S.F. (FORMERLY OFFICE SPACE)
  - PREVIOUSLY PROPOSED/APPROVED BUILDING USES WITH ADDITIONS:
    - OFFICE: 24,704 S.F. (INCLUDING 3,750 S.F. MEZZANINE)
    - MANUFACTURING: 60,044 S.F.
    - WAREHOUSE: 167,712 S.F. (INCLUDING 1,400 S.F. MEZZANINE & 3,520 S.F. BASEMENT)
    - CAFETERIA/LOCKER ROOMS & MECHANICAL: 19,228 S.F.
    - VISITOR'S CENTER: 3,000 S.F.
    - TOTAL: 274,688 S.F.
  - NEW PROPOSED BUILDING ADDITION (ADJACENT TO PROPOSED SILOS): 1,147 S.F.
- CURRENT ZONING IS INDUSTRIAL II (I-II)
 

	REQUIRED	PROVIDED
MIN. LOT SIZE:	1 ACRE	27,281 AC.
MIN. LOT FRONTAGE:	150'	460'
MIN. BUILDING SETBACKS:	FRONT 30'	50'
	SIDE 20'	85'
	REAR 20'	166'
MAX. BUILDING HEIGHT:	50'	43'
BUILDING COVERAGE:	N/A	17%
GREEN AREA:	N/A	49%
- PARKING:
  - EXISTING: 406 SPACES (INCLUDING 9 ACCESSIBLE) AND 16 TRUCK SPACES
  - REQUIRED:
    - OFFICE: 24,434 S.F. x 4.5 SP./1,000 S.F. = 110 SPACES
    - MANUFACTURING: 61,461 S.F. x 1 SP./600 S.F. = 102 SPACES
    - WAREHOUSE: 167,712 S.F. x 1 SP./1,200 S.F. = 140 SPACES
    - CAF./LOCKER/MECH: NO PARKING REQUIRED
    - VISITOR'S CENTER: NO PARKING - BUS TOURS
  - PROPOSED: 404 SPACES (INCLUDING 9 ACCESSIBLE) AND 11 TRUCK SPACES
- THE SITE IS SERVICED BY THE FOLLOWING UTILITIES:
  - SANITARY SEWER: LONDONDERRY SEWER DEPARTMENT
  - PRIVATE STORM DRAINAGE: PRIVATE
  - WATER: MANCHESTER WATER WORKS
  - GAS: NATIONAL GRID
  - ELECTRIC: PSNH
  - TELEPHONE: FAIRPOINT COMMUNICATIONS
- SITE WORK SHALL BE CONSTRUCTED FROM A COMPLETE SET OF PLANS, NOT ALL FEATURES ARE DETAILED ON EVERY PLAN, THE ENGINEER IS TO BE NOTIFIED OF ANY CONFLICT WITHIN THIS PLAN SET.
- ALL WORK IS TO CONFORM TO TOWN OF LONDONDERRY, DEPARTMENT OF PUBLIC WORKS AND ENGINEERING.
- ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL CONFORM TO THE TOWN OF LONDONDERRY SITE PLAN REGULATIONS AND THE LATEST EDITION OF THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION'S STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
- IF, DURING CONSTRUCTION, IT BECOMES APPARENT THAT DEFICIENCIES EXIST IN THE APPROVED DESIGN DRAWINGS, THE OWNER SHALL BE REQUIRED TO CORRECT THE DEFICIENCIES TO MEET THE REQUIREMENTS OF THE REGULATIONS AT NO EXPENSE TO THE TOWN.
- IF, DURING CONSTRUCTION, IT BECOMES APPARENT THAT ADDITIONAL EROSION CONTROL MEASURES ARE REQUIRED TO STOP ANY EROSION ON THE CONSTRUCTION SITE DUE TO ACTUAL SITE CONDITIONS, THE OWNER SHALL BE REQUIRED TO INSTALL NECESSARY EROSION PROTECTION AT NO COST TO THE TOWN.
- IN ACCORDANCE WITH SECTION 6.01 OF THE LONDONDERRY SITE PLAN REGULATIONS AND RSA 676:13, ALL IMPROVEMENTS SPECIFIED ON THESE SITE PLANS SHALL BE CONSTRUCTED, COMPLETED, INSPECTED AND APPROVED BY THE TOWN OF LONDONDERRY PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY.
- ALL SHEETS SHALL BE ON FILE AT THE TOWN OF LONDONDERRY PLANNING DEPARTMENT.

**LEGEND**

- TRAFFIC ARROW
- GAS GATE
- LIGHT POLE
- HYDRANT
- SEWER MANHOLE
- DRAIN MANHOLE
- CATCH BASIN
- WATER GATE
- UTILITY POLE
- BIT. CONCRETE CURB
- VERTICAL GRANITE CURB
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- CHAIN LINK FENCE
- DITCH
- EDGE OF WATER
- EDGE OF WETLAND
- TREELINE
- GUARD RAIL
- RETAINING WALL
- RIP-RAP
- CHAIN LINK FENCE
- LIMIT OF COTTONTAIL HABITAT

**BENCHMARKS**

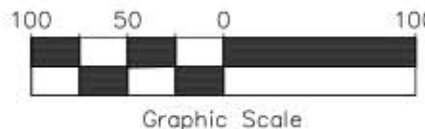
- TBM 103: MAG NAIL FOUND ON THE NORTH SIDE OF NORTH WENTWORTH DRIVE, ELEVATION 308.50
- TBM 116: MAG NAIL SET IN THE PARKING LOT OF STONYFIELD FARM, ELEVATION 336.89
- TBM 133: LOG SPIKE ON EAST SIDE OF EASTERLY ENTRANCE, ELEVATION 337.82
- TBM 134: LOG SPIKE ON EAST SIDE OF DRIVE, 130 FEET SOUTHEASTERLY OF SOUTHEAST OFFICE BUILDING CORNER, ELEVATION 337.82
- TBM 150: LOG SPIKE SET NEAR THE EAST PROPERTY LINE OF LOT 44-39, ELEVATION 315.05
- TBM 423: MAG NAIL SET IN PAVEMENT ON THE NORTH SIDE OF BURTON DRIVE NEAR THE INTERSECTION OF BURTON AND WENTWORTH DRIVES, ELEVATION 337.16
- TBM 431: LOG SPIKE SET NEAR THE EAST PROPERTY LINE OF LOT 44-31, ELEVATION 313.14



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This plan is not effective unless signed by a duly authorized officer of Thomas F. Moran, Inc.



REV.	DATE	DESCRIPTION	DR	CK

TAX MAP 14 LOT 44-13  
**OVERALL SITE PLAN**  
**STONYFIELD FARM, INC.**  
**SILO & BUILDING ADDITION**  
 OWNED BY & PREPARED FOR  
**STONYFIELD FARM, INC.**  
 10 BURTON DRIVE  
 LONDONDERRY, NH 03053

**SCALE: 1"=100'** **JULY 30, 2013**

Civil Engineers  
 Structural Engineers  
 Traffic Engineers  
 Land Surveyors  
 Landscape Architects

**TFM**

48 Constitution Drive  
 Bedford, NH 03110  
 Phone (603) 472-4488  
 Fax (603) 472-9747  
 www.tfmoran.com

16632.64 DR MSK FB 1844, 1978, 2001  
 CK CRR CADFILE 16632-64 Site SHEET 1 OF 2



**NOTES**

- OWNER OF RECORD OF MAP 14 LOT 44-13: STONYFIELD FARM, INC., 10 BURTON DRIVE, LONDONDERRY, NEW HAMPSHIRE 03053. DEED REFERENCES ARE BK. 3294 PG. 2044, BK. 3129 PG. 2550, BK. 3129 PG. 2553, BK. 3337 PG. 2226, BK. 4462 PG. 46 AND BK. 4930 PG. 2534. AREA OF LOT 44-13 = 1,188,352 S.F. ± OR 27.281 ACRES ±
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      - MANUFACTURING: 27,510 S.F.
      - WAREHOUSE: 130,173 S.F. (INCLUDING 1,400 S.F. MEZZANINE & 3,520 S.F. BASEMENT)
      - CAFETERIA/LOCKER ROOMS & MECHANICAL: 13,858 S.F.
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MAX. BUILDING HEIGHT:	FRONT	43'
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	REAR	49%
GREEN AREA:	N/A	N/A
  - PARKING:
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    - REQUIRED:
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      - MANUFACTURING: 61,461 S.F. x 1 SP./600 S.F. = 102 SPACES
      - WAREHOUSE: 167,712 S.F. x 1 SP./1,200 S.F. = 140 SPACES
      - CAF/LOCKER/MECH: NO PARKING REQUIRED
      - VISITOR'S CENTER: NO PARKING - BUS TOURS
      - OFFICE: 352 SPACES
    - PROPOSED: 404 SPACES (INCLUDING 9 ACCESSIBLE) AND 11 TRUCK SPACES
  - ALL DIMENSIONS ARE TO THE FACE OF CURB UNLESS NOTED OTHERWISE.
  - WRITTEN DIMENSIONS HAVE PRECEDENCE OVER SCALED DIMENSIONS. THE CONTRACTOR SHALL USE CAUTION WHEN SCALING REPRODUCED PLANS. IN CASE OF CONFLICT BETWEEN THIS PLAN SET AND ANY OTHER DRAWING AND/OR SPECIFICATION, THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY FOR CLARIFICATIONS.

- LEGEND**
- STONE BOUND
  - IRON ROD/PIPE
  - SIGN
  - TRAFFIC ARROW
  - GAS GATE
  - LIGHT POLE
  - HYDRANT
  - SEWER MANHOLE
  - DRAIN MANHOLE
  - CATCH BASIN
  - WATER GATE
  - UTILITY POLE
  - BIT. CONCRETE CURB
  - VERTICAL GRANITE CURB
  - EDGE OF PAVEMENT
  - EDGE OF GRAVEL
  - CHAIN LINK FENCE
  - DITCH
  - EDGE OF WATER
  - EDGE OF WETLAND
  - TREELINE
  - TREES
  - OVERHEAD UTILITIES
  - GUARD RAIL
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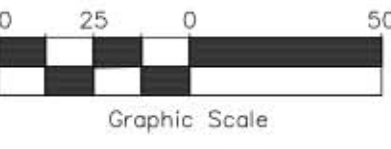
**BENCHMARKS**

TBM 103:	MAG NAIL FOUND ON THE NORTH SIDE OF NORTH WENTWORTH DRIVE, ELEVATION 308.50
TBM 116:	MAG NAIL SET IN THE PARKING LOT OF STONYFIELD FARM, ELEVATION 336.89
TBM 133:	LOG SPIKE ON EAST SIDE OF EASTERLY ENTRANCE, ELEVATION 337.82
TBM 134:	LOG SPIKE ON EAST SIDE OF DRIVE, 130 FEET SOUTHEASTERLY OF SOUTHEAST OFFICE BUILDING CORNER, ELEVATION 337.82
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This plan is not effective unless signed by a duly authorized officer of Thomas F. Moran, Inc.



REV.	DATE	DESCRIPTION	DR	CK

TAX MAP 14 LOT 44-13  
**SITE LAYOUT PLAN**  
**STONYFIELD FARM, INC.**  
**SILO & BUILDING ADDITION**  
 OWNED BY & PREPARED FOR  
**STONYFIELD FARM, INC.**  
 10 BURTON DRIVE  
 LONDONDERRY, NH 03053

**SCALE: 1"=50'** **JULY 30, 2013**

	Civil Engineers Structural Engineers Traffic Engineers Land Surveyors Landscape Architects	48 Constitution Drive Bedford, NH 03110 Phone (603) 472-4488 Fax (603) 472-9747 www.tfmoran.com
	16632.64 DR MSK FB 1844, 1978, 2001 CK CRR CADFILE 16632-64 Site	SHEET 2 OF 2



August 05, 2013

Mr. Arthur Rugg, Chairman  
Londonderry Planning Board  
268B Mammoth Road  
Londonderry, New Hampshire 03053

Subject: **Falling Water Office Park – Phase I**  
**6A Kitty Hawk Landing (Map 17 – Lot 5-6) Londonderry, New Hampshire**  
**Waiver Request – Site Plan Regulations – Section 3.11(b)**  
KNA Project No. 07-0222-3

Dear Mr. Rugg:

As you may be aware, construction of Phase I of the Falling Water Office Park is rapidly nearing completion. As of the current date, the majority of all proposed/required Phase I building and site improvements are complete and in place with the balance of work required prior to issuance of a certificate of occupancy scheduled to occur prior to the end of this month. Given the extent of activity currently on-going at the subject site, one of the final site construction items will be the installation of the wearing course of hot bituminous pavement required pursuant to the requirements of Section 3.11(b) of the Site Plan Regulations. As is preferred for a properly scheduled project of this size and complexity, the wearing course of pavement is to be installed at the completion of all other significant work in order to eliminate potential damage to the same by other construction activities. While it appears the construction schedule that the Sullivan Construction/Severino Trucking team has in place will enable the wearing course of pavement to be installed prior to the intended date of building occupancy, on behalf of our client, we are requesting a waiver of the requirements of Section 3.11(b) of the Site Plan Regulations as an “insurance policy” in the unlikely event rain and/or the need for uninterrupted site access for the benefit of other tradesmen combine to frustrate Severino Trucking’s ability to enjoy exclusive site access for the period of time needed to install the wearing course and properly stripe the resulting surface prior to the owner’s rapidly approaching August 29<sup>th</sup> deadline for issuance of a certificate of occupancy (the building’s principal tenant, Highland Forwarding, lease at their current facility in Bedford expires on August 31<sup>st</sup>, making occupancy of their new Londonderry facility on or before August 29<sup>th</sup> essential if an interruption in business is to be avoided). The action presently requested may be correctly viewed as a “temporary” waiver in that in the unlikely event the owner were to ultimately rely on the same in order to facilitate issuance of a certificate of occupancy, it would be the intent of the project team to cause the final course of pavement to be laid within not more than 30 days of building occupancy.

Mr. Arthur Rugg, Chairman  
August 05, 2013

On behalf of Falling Water, LLC and Highland Forwarding, Inc. we thank you in advance for your thoughtful consideration of this request. In the event you should have any questions regarding this matter, please contact the writer directly at your earliest convenience.

Sincerely:

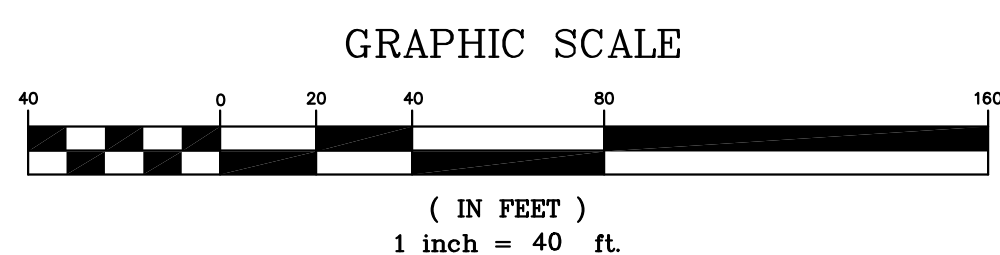
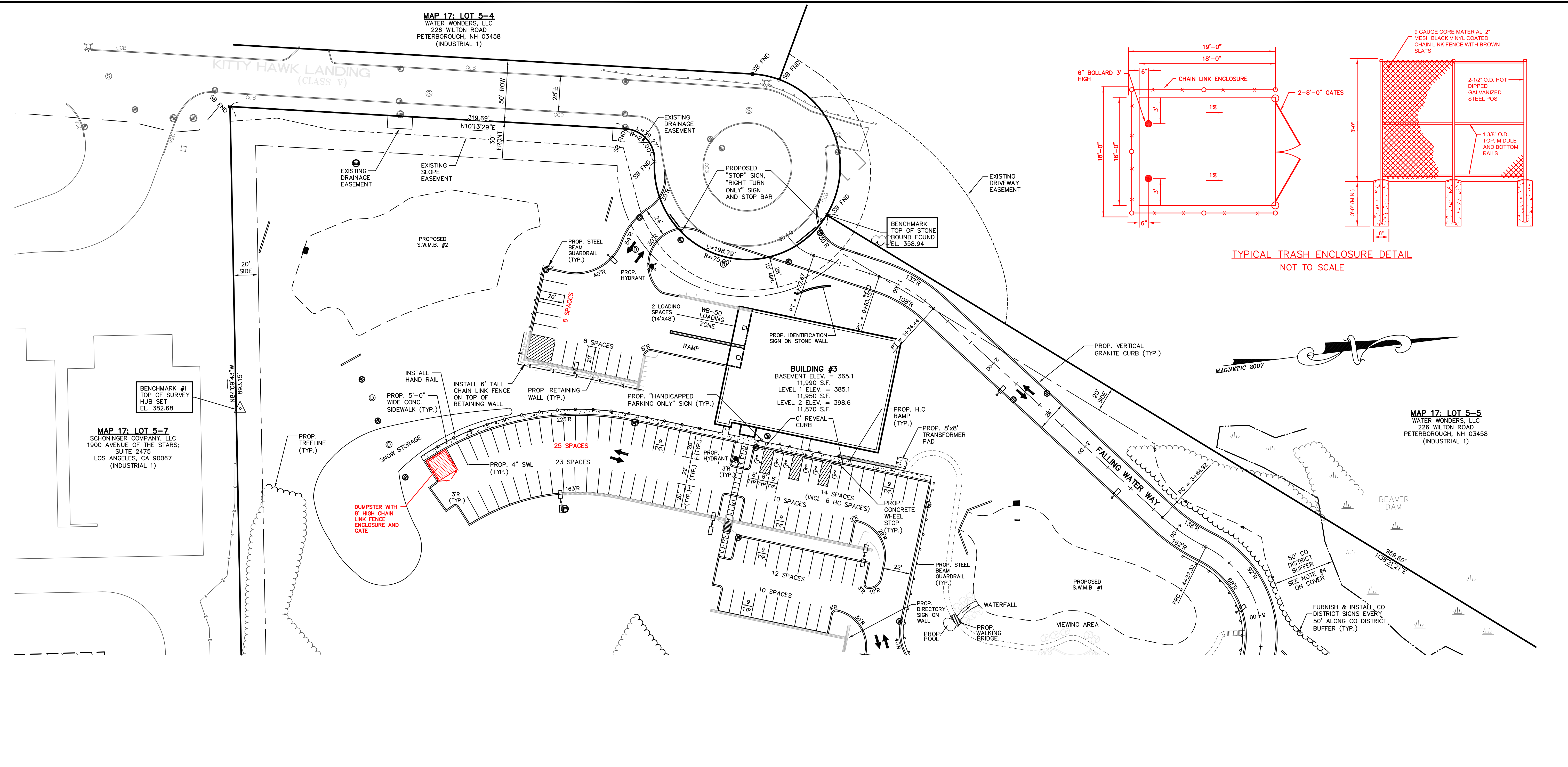


Steven B. Keach, P.E.

President

Keach-Nordstrom Associates, Inc.





**CSK#5 SITE PLAN**  
**PHASE 1 ALTERNATE**  
**FALLING WATER OFFICE PARK**  
 MAP 17; LOT 5-6  
 KITTY HAWK LANDING  
 LONDONDERRY, NEW HAMPSHIRE

OWNER/APPLICANT:

FALLING WATER, LLC  
 c/o HIGHLAND FORWARDING  
 35 CONSTITUTION DRIVE  
 BEDFORD, NH 03110

PROJ. NO: 07-0222-3

DATE: AUGUST 2, 2013

SCALE: 1" = 40'

SHEET NO. 1 OF 1



Civil Engineering Land Planning Landscape Architecture  
 10 Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 627-2881

NO.	DATE	DESCRIPTION	BY
1	3-31-08	REV. PER DRC & STANTEC COMMENTS	GAC
2	5-19-08	REV. PER STANTEC SECOND REVIEW	GAC
3	6-19-08	REV. PER CONDITIONS OF APPROVAL	GAC
4	7-10-08	APPROVAL SET	GAC
5	7-14-08	PHASE 1 SET	GAC
6	1-20-09	PHASE 1 ALTERNATE SET	GAC
7	8-02-13	CSK#5 - REVISED DUMPSTER LOCATION	SBK

**MEMORANDUM**

To: Planning Board

Date: August 7, 2013

From: Planning and Economic Development Dept.  
Department of Public Works & Engineering  
Londonderry Fire Department  
Stantec Consulting Services, Inc.

Re: Tax 16 Lot 38  
Subdivision Plan  
Lorden Commons - Phase 1  
Old Derry Road  
Owner: Lorden Commons, LLC

---

This project amendment was continued from the July 10, 2013 Planning Board meeting. The project was approved and signed by the Planning Board on January 28, 2013. The Applicant has submitted revised plans and supporting information to change a condition noted on the approved plans and we offer the following comments:

**Design Review Items:**

1. The Applicant has provided a "Cistern Operation and Maintenance Manual" with the latest submission. We offer the following comments:
  - The O&M Manual should clearly define who is responsible for Operation & Maintenance of the fire cisterns.
  - The O&M Manual typically does not include installation and inspection information relative to construction.
  - The O&M Manual must include the name and manufacturer of all components with websites, telephone numbers, etc. The component information should include:
    1. Paint system
    2. Suction Nozzle
    3. Fill Nozzle
    4. Cistern tank
    5. Hold –down components
    6. Hatch
    7. Lock
  - In the Fire Cistern Inspection section Part 1, B. –
    1. Backfill should have full time monitoring
    2. There should be a piping inspection prior to a finish inspection
    3. See recommended inspection schedule (see attached copy).
  - In the Fire Cistern Inspection section Part 2, B -
    1. The pump test should be approximately 14 minutes at 1500 gpm, pumping the cistern tank to 1/3 of the volume.
  - In the Fire Cistern Maintenance section please add the following :
    - G. Copies of all inspection reports shall be provided to the Fire Department on an annual basis.
    - H. Annually ½ gallon of 2% chlorine (standard bleach) should be added to the full cistern to prevent algae growth.
    - I. The Cistern level should be monitored every 3 months each year with any unaccounted for water loss reported to the Fire Department.

- J. All trees, brush or bushes must be removed to 15' around the perimeter of the 35,000 gallon tank.
  - K. A pump test should be performed every 3 to 5 years, and tested in accordance with Part 2, B.1. The Cistern shall be refilled immediately after completion of testing.
  - L. The Cistern shall be refilled within 48 hours of use in all instances other than testing.
- We recommend the Applicant arrange a meeting with the Fire Department and Town to discuss and provide a suitable Cistern Operation and Maintenance Manual acceptable to the Fire Department. In addition, the project documents such as project declarations, covenants, etc. should be updated as necessary acceptable to the Town.
2. It is unclear if the proper sight distance in the A driveway profile for lot 38-28 is provided in compliance with Exhibit D2 and Section 3.09.F.2 of the Subdivision Regulations. Please provide a dimension between the sight line and proposed grade in the driveway sight distance profile A at station -0+42.8 for clarity.
  3. It is recommended the Owner discuss and address project surety for maintenance of the cistern by the Home Owner's Association. In addition, please coordinate with the Town to address the cistern construction inspection, construction administration, and surety for construction.
  4. It is recommended the Owner's signature be provided on the final plans.

**Board Informational Items:**

1. The Applicant has submitted draft easement deeds and updates to the project declarations that are currently under review by the Town.

# JONES & BEACH ENGINEERS, INC.

85 Portsmouth Avenue  
Post Office Box 219  
Stratham, NH 03885  
Telephone: (603) 772-4746  
Fax: (603) 772-0227

Post Office Box 484  
Alton, NH 03809  
Email: [jbe@jonesandbeach.com](mailto:jbe@jonesandbeach.com)  
<http://www.jonesandbeach.com>

August 1, 2013

Londonderry Community Development Department  
Attn. Ms. Cynthia May, Town Planner/ASLA  
268B Mammoth Road  
Londonderry, NH 03053

**RE: Lorden Commons Subdivision, Phase 1  
Fire Protection Services  
Design Review Response Letter 2  
17 Old Derry Road, Londonderry, NH  
JBE Project No. 10070**

Dear Cynthia,

We are in receipt of your email dated July 25<sup>th</sup>, and an email from Jaye Trottier, Associate Planner, dated July 29, 2013. We offer the following responses to the issues raised:

1. The Planning Board asked about the feasibility of connecting fire protection to the existing water line by extending from Auburn Road during the meeting of July 10, 2013. As we indicated during that meeting, connection to Manchester Water Works was explored in May and June of 2010. We learned that extension of the waterline is not feasible because of inadequate water pressure to service all of the house lots, and to provide suitable fire protection via hydrants. Unfortunately, much of the project is above elevation 370, the threshold for adequate pressure at this location. Conditions at Manchester Water Works remain unchanged as of this date, per Guy Chabot, Water Distribution Administrator at MWW.
2. Fire Marshal Brian Johnson has received a copy of the submitted "Fire Cistern Operation and Maintenance Manual" on July 24<sup>th</sup>. We await a letter from him with any comments. We would respectfully suggest that his review and approval of the Manual could be an administrative condition of approval from the Planning Board. Obviously, he needs adequate time to review and be comfortable with each item in the Manual. He has also received a copy of the revised Cistern plan addressing his comments made to us on July 23. We will be happy to revise the Manual to provide any additional specificity that Marshal Johnson requires as a condition of approval. The proposed cistern meets fire protection requirements of NFPA for this subdivision.
3. Legal Documents could also respectfully be made a condition of approval from the Planning Board to be revised as necessary by the applicant to meet Town Attorney approval. Satisfactory Home Owner Association (HOA) Documents was a condition for the original Subdivision approval. Our first draft will be amended to provide additional language to allow the Town to take over the Cistern and to bill the

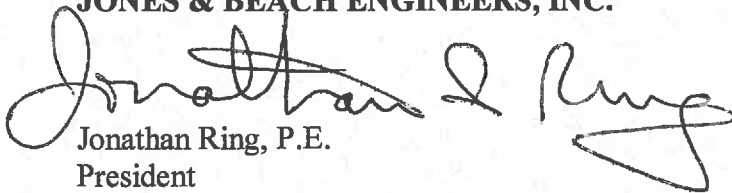
homeowners if the HOA does not maintain the cistern. I am not an attorney, and I trust that the Attorney for Lorden Commons, LLC, and the Town Attorney can resolve this issue. We agree that a guarantee of some sort should be provided, yet the final solution may not be realized by the date of the August 7 Board Meeting.

We respectfully request that this application be heard at the Public Meeting of the Planning Board on August 7 for the following:

- A. Application acceptance as complete.
- B. Review and discussion.
- C. Possible approval of the application with such Conditions as the Board may see to place.

Please let us know if you have any question about this matter. Thank you very much for your time.

Very truly yours,  
**JONES & BEACH ENGINEERS, INC.**



Jonathan Ring, P.E.  
President

JSR/enm

- cc. Brian Johnson, Londonderry Fire Marshal (Letter via email)  
André Garron, AICP, Director Planning & Economic Development (Letter via email)  
John Trottier, PE, Londonderry DPW & Engineering Department (Letter via email)  
Michael Leach, Stantec Consulting Services, Inc. (Letter via email)  
Jonathan Bourque, Stantec Consulting Services, Inc. (Letter via email)  
Eric Chinburg, Lorden Commons, LLC (Letter via email)  
Paul Kerrigan, Lorden Commons, LLC (Letter via email)  
Brad Jones, Jones & Beach Engineers, Inc. (Letter via email)



8"  
5'-0"

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 DATE 05 16 13

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DESIGNER	CFC
ACCT. REP	GRANT MICHAEL
REVISION	NOTES BY
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DESIGN APPROVED  
 BY ..... DATE / / 13

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**INSTALLATION NOTES**

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**PRODUCTION NOTES**

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**SPECIAL ORDER**

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Please Note: it is the customers responsibility to provide primary electrical service! (including ground wiring ) directly from panel box, to within six feet of sign(s). Installation to comply with N.E.C.600

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Proposed Site Plan Regulations Amendment  
Certified Site Program  
Town of Londonderry

Proposed DRAFT Amendment, dated January, 2013  
(Section II – Site Plan Application Procedure and Approval Process)  
(Final Article/Section to be determined)

Comment [111]: Possible placement within site plan regulations

Southern New Hampshire Certified Site Program

I. Purpose

The Town of Londonderry hereby agrees to participate in the Southern New Hampshire Certified Site Program. This program provides an opportunity for property owner(s) and/or eligible applicant(s) to obtain Certified Site recognition of specific eligible site(s) and/or building(s) as so designated within the Town of Londonderry.

There are three levels of site certification under this program: Level I; Level II and Level III. All applications seeking site certification under this program must be endorsed by the Planning Board before submittal to the Southern New Hampshire Planning Commission (SNHPC) for final certification. Once certified, essential data and information about the site(s) and/or building(s) shall be posted by the SNHPC on active economic development websites and real estate databases designed to enhance the marketing and visibility of the site to national and international site selectors, real estate organizations and professionals, and companies and businesses seeking sites and buildings to utilize and/or develop.

II. Applicability

Sites and/or buildings eligible for certification under the Southern New Hampshire Certified Site Program shall be open to eligible existing and/or proposed industrial, office and mixed-used developments on parcels of land greater than one acre in size within the following zoning districts: Commercial (C-I, C-II, C-III, C-IV), Mixed Use Commercial (MUC), Industrial (IND-I, IND-II), Gateway Business District (GB), and Planned Unit Development (PUD) within the Town of Londonderry.

Comment [112]: Possible Zoning Districts

Sites and/or buildings seeking Level I certification under the Certified Site Program must complete either a non-binding "Concept Plan Review" (per RSA 676:4 II a) or a "Design Review" (per 676:4 II b) in accordance with the Planning Board's regulations.

Sites and/or buildings seeking Level II certification under the Certified Site Program must obtain either "Site Plan approval" (per RSA 674:43/44) or "Master Plan approval" (per RSA 674:21) in accordance with the regulations of the Town of Londonderry.

Sites and/or buildings seeking Level III certification under the Certified Site Program shall provide evidence to the Planning Board from applicable public utilities that the site and/or building is served by or has the availability to be directly connected to public water and/or

sewer; telephone; electric, broadband fiber optics; or natural gas services at the parcel boundaries.

All site plans or master plans approved by the Planning Board under the Certified Site Program shall be valid for a period of five years from the date of Planning Board approval.

The term “active and substantial development or building” under RSA 674:39 for all site plans or master plans approved by the Planning Board under the Certified Site Program may include:

- a. Planning Board receipt of written evidence that the applicant has invested \$25,000 or more in engineering, architectural, construction and other approval soft costs associated with the plan;
- b. Continued participation in and listing of the site/building in the SNHPC Certified Site Program; and/or
- c. Annual written report and presentation to the Planning Board of the efforts made, status, prospects and schedule for marketing, sale, development and construction of the Certified Site.