I. The Chairman called the meeting to order and introduced Planning Board Members and Planning Staff.

II. LIMITED PUBLIC HEARING:

(Continued Items)

1. CU2018-121
Property located at 67 Central Street (Tax Map 168, Lot 2), a conditional use permit application to allow two (2) dwelling units on the first floor in the CBD Zone. Fuss & O’Neill, Inc. for Christos Tsiaras.

SP2018-122
Property located at 67 Central Street (Tax Map 168, Lot 2), a site plan application for the change of use of approximately 10,500 SF from offices to seven (7) multi-family dwelling units in the CBD Zone. Fuss & O’Neill, Inc. for Christos Tsiaras.

IMP2018-120
Property located at 67 Central Street (Tax Map 168, Lot 02), an application to reduce the impact fees from a total of $23,359, with a $2,100 commercial credit applied, to $11,305 for the conversion of a 10,500 SF office building to seven (7) dwelling units in the CBD Zone. Fuss & O’Neill, Inc. for Christos Tsiaras.

Scott Cornett with Northpoint Construction Management appeared along with Jillian Shedd also of Northpoint Construction and advised that they were awaiting Rick Lundborn of Fuss & O’Neill to arrive.

Rick Lundborn of Fuss & O’Neill apologized for being late as he was caught up in traffic due
to an accident.

Mr. Lundborn said they were before the Board two weeks ago and the Planning Board was kind enough to put them on the agenda this evening for a limited public hearing to go back over the remodel and change of use for the Tsiaras Building at 67 Central Street.

With regard to adding some street trees, Mr. Lundborn said they are proposing two street trees. They worked with Mr. Golden and staff and came to an agreement on the species of tree.

With regard to removing some of the pavement in the rear of the building, Mr. Lundborn said they have removed an 8 foot wide strip of pavement, which allows them to have the ADA space and aisle and one more space be 20 feet, but be inset an additional 1-1/2 feet over the area of parking adjacent to the proposed dumpster but at the same time the aisle and the beginning of all the spaces stays aligned. They have gone to a 23-1/2 foot aisle and maintained the 20 foot depth on the handicap accessible space and aisle. They have made sure the aisle, even though ADA has changed their methodology, matches the City’s requirement and they have provided five foot spaces adjacent to the building so the cars are not right up tight to the building.

Mr. Lundborn said there are some symbols on the plan depicting the lighting locations in the rear. There are some LED wall packs, which are down shielded, that are being added to the rear of the building. They are updating the under canopy light that is on the rear façade canopy in that location as well.

The other thing they did in regard to the site plan is they rotated the dumpster realizing that space is at a premium. That allowed them to put a man door on the back side and extend the pad out a little bit to be kind of a way to get in there and not be trampling over green space. It also allowed them to orient the dumpster in a way that when they roll it out it is ready for the forks on the front of the trash truck to just pick it right up and then they can roll it back in and close the gate.

Going to the front of the building, they have the added street trees and then they are also showing the lights on the plan. There is a decorative light, another sconce adjacent to the front door and entry. There will be three replaced LED fixtures in the canopy on the front and then a mirroring of the decorative sconce and light adjacent to the door on the front. There is about a foot and a half strip of sidewalk that is on property and they would like to remove that and put in a planter that will have a raised concrete edge and then put in ornamental grasses in front of the column spaces. The same ornamental grasses, which grow 4-6 feet tall, will be planted in the opened up area in the back. That will allow snow to be stored there in the winter but it will create a visual barrier, if not a real barrier. It will just be reedy grasses in the spring and summer and it will bring a little bit of green to the rear of the building.
Mr. Lundborn referred to the renderings and said they are proposing to do some brick staining to break up the all red brick and create a little more of an effect where there it almost feels like there is a column on either side of the major window bays and the door. They are going to add a decorative sconce for more accent lighting on the walls, some sconce lighting on either side of the main entry and then again underneath the canopy, which they are re-facing with a wood feel and giving it some added accent with some turnbuckles that look to be holding it up. The wood would be translated down in to either side of the door to break up the all brick texture and then there will be some eyebrows that are put basically awning style with turnbuckles out over the main window banks that also will break things up. They are also adding a blade sign down the side closest to the law firm office. He pointed out the ornamental grasses that are being proposed in front of the column spaces, the street trees and evergreens that are out on the sidewalk. They are also going to propose a couple of little planters like wine cask style or barrel style shaped planters for annuals adjacent to the door.

With regard to the windows on the sides of the building, Mr. Lundborn said they are proposing to put a lintel and sill out of probably a composite material that mimics the wood on the front and the block wall will be painted a grayish color to match up with the law firm.

Mr. Lundborn advised the mechanical units will actually be smaller than the ones that are there now, which are well in from the edge of the building, and they will be placed in roughly the same location. As such, it really won’t be necessary to screen those because they are so far in that they will not be seen from the street. The only people that will end up seeing them will likely be the folks in the hotel that is being across Litchfield Lane and they would see them regardless if there was screening put up around it or not because this building is much shorter.

Chairman Harrington said they did a really nice job in just a couple weeks addressing the concerns of the Board. He appreciated their effort in taking into account what is trying to be accomplished in the overlay district. He thought they did a really nice job of incorporating some architectural elements that make it a much nicer project than what they saw a couple weeks ago.

With regard to the landscaped area, Chairman Harrington said he was concerned about cars possibly going too far and parking over it or driving over it. He asked if curbing was being proposed there or something to protect that landscaped area. Mr. Lundborn said there wasn’t and the reason being that they will still be storing snow in that area in the winter. He said they will have to cut those grasses down in the fall and they are hearty enough to withstand having some snow piled on it. Curbing or a wheel stop would end up getting pushed by the plows. The grasses are four feet tall when they are fully grown and no one will be pulling through there. Ms. Shedd believed there were wheel stops on the law firm’s side.
Alderman Levasseur said he contacted DPW about the trees on Central Street to find out if the City could pay for it. He received a response from Kevin Sheppard, Director of DPW, saying “We do have our green streets program, which is for residential properties. This would be considered commercial based on the number of units. Either way, I believe the sidewalk is too narrow to add tree wells and still allow our sidewalk tractor through for plowing snow. We prefer to have a minimum of six feet and I believe the sidewalk is eight feet wide. Also, this site is under site plan review by the Planning Board perhaps something for their discussion. I did check the site plan for the proposed hotel next property to this building and there are no proposed trees on the sidewalk as part of that project.” The Alderman asked if they measured the sidewalks. Mr. Lundborn said they did and actually there are street trees proposed on the hotel site. They have matched the space between the tree wells and the next impediment, the face of the building or the little curb box, and it is the same. When they did the street trees on Lake Avenue for the hotel project, for which he was the engineer on record for that as well, he thought they were asked to keep five feet because it is also an over wide sidewalk like this one. Alderman Levasseur asked if it was wider than eight feet there. Mr. Lundborn believed on Lake Avenue it might be a little bit, but they put in 3x5’s and the tree boxes are mimicking the ones on Lake Avenue that they are proposing; they are three foot wide by five foot and they are doing the same on this project. His understanding was they only needed five feet to get past, but this won’t be mounded up, they will be able to go by under the tree. Now that they flipped the building, Alderman Levasseur asked if they will still have trees going on the Central Street side. Mr. Lundborn said the hotel will have trees on the Lake Avenue side and they used the same tree box shape and size on this side and they have the same spacing to the property line. As such, the distance from the property line to the tree box is the same here as it was on Lake Avenue and he thought they would be fine.

Mr. Long asked if there would be irrigation for the landscaping. Ms. Shedd said it will be irrigated. Mr. Long asked about the water supply. Mr. Lundborn said they were proposing to put drip irrigation in the strip of plantings in front of the building.

Ms. Trisciani said this was a much more inviting plan and she thought they would have an easier time renting and getting the type of tenants they want in this space with these changes. She was still concerned about the well windows in the basement apartments. She said on the ground level plan they showed a window in the storage area but she did not believe there was one on the rendering. Ms. Shedd said there would be a window in the storage area.

Mr. Hebert said on the original drawing there was a structure on the roof, which was a square block with an antenna attached to it, which looked like a chimney. He asked if that would be coming down. Mr. Lundborn said they were proposing to take the chimney down, which is why the chimney is not shown on the renderings.

Mr. Hebert asked how the furnaces would be vented. Ms. Lundborn said they would use a wall vent. They are similar to the old drawings, but they will be at each level now. Mr.
Hebert confirmed with Mr. Lundborn that they would match the color of the block wall.

Mr. Hebert said originally they mentioned that they were going to feed this building through an underground service off the transformer for the hotel and which they know the hotel could be a year down the road. He asked how that will happen. Mr. Lundborn hoped it wouldn’t be a year down the road because they are starting to wrap it up. They are coming back before the Board the beginning of February to discuss a lot line revision and they have just been through some pretty unfortunately arduous negotiations with Eversource as to how they are going to work with the client. They are getting ready and DPW has given permission to set the two new riser poles they need to set on Chestnut Street adjacent to the SNHU Arena and then they are going to go underground through the conduits they already have and go down Litchfield Lane and then they have to pull, because they didn’t want to do anymore underground beyond what they needed so they are going to go back up two riser poles and then continue to feed the existing line. When all those conduits are put in back and forth from the transformer to the riser poles, the hotel will feed into this parking lot and actually to the Nixon Law Firm, which is reflected on the plans for the hotel coming up. They want to start putting foundations in in March so that will get done relatively quickly. By the time these guys are finished that electrical will be re-routed.

Mr. Hebert asked if they were providing underground service to the building for the future for those utilities. Mr. Lundborn said the underground would be provided as part of the hotel project for power. Mr. Hebert asked about telephone and cable. Mr. Lundborn did not believe they were running those, but that was something he could talk to the hotel contractors about before they come before the Board in February.

Mr. Hebert said there are no electrical rooms on the interior of the building for the building itself. He asked if they would be putting meter stacks on the outside of the building. Mr. Lundborn said there is an electrical room on the lower level to the rear of the building but if meter stacks are required to be on the exterior of the building they have talked to a couple different electricians and some have said it would be and some have said it won’t. He said they will locate them where they are required to. Mr. Hebert said that meant looking at the building they would be on the right hand corner toward the handicap spot. Mr. Lundborn said technically that five foot strip is not part of the handicap spot, but it would be located on the far right side.

Chairman Harrington turned the hearing over to the public. No one came forward either in favor of or in opposition to this application and the Chairman brought the hearing back to the Board.

Ms. Trisciani said there was a waiver request. Mr. Lundborn said there was a pretty sizable impact fee for dwelling units in the downtown. There is also an impact fee for dwelling units that are townhouses that is much lower. In the past they have requested relief from that impact fee in the mill buildings, which are also subject to this impact fee. Ms. Trisciani asked how they arrived at going from $23,359 to $11,305. Mr. Lundborn said they utilized the
townhouse impact fee equation instead of the downtown impact fee calculation. They felt that was a happy medium when considering that this is a renovation of an existing structure, not a brand new project. It is in keeping with what the Board has already allowed over in the mills on Commercial Street for relief and it is actually for a much smaller use and user.

Alderman Levasseur advised he was in agreement with their request for a reduction of the impact fee as presented.

Mr. Curry asked for clarification on the difference on the impact fees. Chairman Harrington explained that it was a difference in unit sizes. Mr. Lundborn explained that the impact fees in the mills are also the downtown impact fees and the last time that they did a retrofit of units in one of the mill buildings it was argued by the applicant that the units were not elaborate high end units that were going to generate all this demand for services and things. In comparison there is a townhouse impact fee that is roughly half of the impact fee for the CBD. When they did this impact fee waiver they understood there would not be a no impact fee so they used the same logic they did when they worked at 540 Commercial Street on some units that got the same waiver.

Ms. Levandowski said the impact fee for a multifamily unit is the same across the City and the district does not imply the cost, it is the unit size. She believed the biggest difference here, which is what Mr. Lundborn was alluding to in the Millyard, were one bedroom or studio apartments and these are two bedroom units. There is a big difference when it comes to a studio and a one bedroom and a two bedroom.

Ms. Levandowski said the service fee she believed the applicant was alluding to was the central business district service tax, was actually a tax through the Tax Collector for extra trash pickup, sidewalk cleaning, Christmas decorations, etc.

Chairman Harrington closed this public hearing and it will be taken up at the next business meeting.

Mr. Lundborn asked if a decision could be rendered this evening. It was the consensus of the Board to deliberate this application this evening.

III. BUSINESS MEETING:

(Current Items)

1. **S2018-119**
   Property located at 554 Huse Road (Tax Map 853, Lot 22), a subdivision application to
Chairman Harrington advised there was a staff recommendation and the Board took a moment to review that information.

Ms. Levandowski advised that during the public hearing there was talk about a utility easement from Valentine Drive for the sewer extension. There were also talks about having the water come from Valentine Drive through that easement. Since the public hearing there have been discussions with Water Works. Since there is water available in Huse Road, Manchester Water Works will require the connection for the lot fronting on Huse Road to connect to the water in Huse Road. As such, the utility easement will only be for the sewer line, not the water. That will not affect any of the conditions.

Chairman Harrington advised that alternate Robb Curry would vote this evening.

*Alderman Levasseur made a motion to approve S2018-119 per staff recommendation, which was seconded by Mr. Hebert. (Motion Carried)*

**CONDITIONS OF APPROVAL:**

1. Conditional approval of this plan shall be valid for one year, during which time all conditions precedent to final approval shall be completed and plans shall be submitted for final approval;

2. The applicant shall obtain sign-off from all City reviewing agencies, including the Planning Department, prior to submitting plans for final approval;

3. All new boundary monuments are to be set prior to submitting plans for final approval;

4. New lot numbers shall be secured from the Assessor and shown on the plan prior to final approval;

5. The existing sheds, arbor and decorative well house that will now be separated from Lot 22 shall be removed, or a variance secured from the Zoning Board, prior to signing and recording the plan;

6. An excavation permit from the Manchester Department of Public Works is required for all work within the public right-of-way. All work shall conform to the City of Manchester Standard Specifications

7. Easement documents allowing the City access to private improvements, such as sanitary sewer and storm drains located outside the public right-of-way, shall be submitted for
review to the Department of Public Works and the Planning and Community Development Department prior to final approval and shall be recorded concurrently with the subdivision plan;

8. The school impact fee of $4,589 per single-family dwelling unit shall be submitted prior to the issuance of a certificate of occupancy;

9. The fire impact fee of $571 per single-family dwelling unit shall be submitted prior to the issuance of a certificate of occupancy;

10. All material changes to the approved plan, including changes to signage, shall be reviewed and approved by the Planning Board at a public hearing;

11. The plan shall contain a note stating, “No certificate of occupancy shall be authorized until all required improvements have been completed, unless addressed by the provision of a financial guarantee, pursuant to the requirements of Subsection 4.14 of the Manchester Subdivision and Site Plan Review Regulations.”

12. The plan shall contain a note stating, “All conditions subsequent to approval shall be completed within two years of final approval.”

13. All conditions subsequent to final approval shall be noted on the recorded plan, or the notice of decision shall be recorded simultaneously with the plan, pursuant to RSA 676:3.

14. Prior to final approval, the applicant shall provide to the Highway Department a digital file in AutoCAD, .dwg format with boundary lines and horizontal and vertical features based on N.H. State Plane Coordinate System (NAD83/92-NGVD 88)

15. To submit plans for final approval, the applicant shall submit one set of mylars for recording, one complete set of mylars to remain on file with the Planning Department, and four complete paper sets

16. Should any condition precedent or subsequent to this approval not be met in the time periods provided for in Subsection 4.13 of the Manchester Subdivision and Site Plan Review Regulations, the Planning Board shall hold a hearing to revoke this approval, pursuant to RSA 676:4-a; and

17. The applicant shall provide the Planning Department with the recorded plan number within 30 days of final approval.

2. **PDSP2018-087**
   Property located at 1124 South Mammoth Road (Tax Map 797, Lots 3A, 4 & 9), a site-plan / planned development application for a 162-unit, townhouse style, planned residential development. The development includes approximately 3,850 LF of new private roadway servicing 30 residential buildings, as well as a proposed clubhouse in the R-SM Zoning
District. *Northpoint Engineering for the Timbers, LLC.*

Chairman Harrington advised there was a staff recommendation and the Board took a moment to review that information.

Chairman Harrington advised there was a waiver request for cul-de-sac length as well as driveway widening.

*Mr. Leclerc made a motion to waive Sections 5.2(e), 10.08(d) and 10.08(d) per the Ordinance, which was seconded by Vice Chairman O’Donoghue. (Motion Carried)*

Because this is a planned development, the Chairman advised the Board has to make sure it meets the requirements of that. He said staff laid it out in the recommendation and he thought the applicant did a very good job showing that as well and certainly their plans indicate what is meant by the rule.

*Alderman Levasseur made a motion that this meets the requirement of a planned development, which was seconded by Vice Chairman O’Donoghue. (Motion Carried)*

With regard to parking, Chairman Harrington said the applicant wanted to have more parking spaces and there was dialogue concerning that and it was staff’s recommendation that they work it out administratively to come up with a ratio that everybody feels comfortable with. It was the consensus of the Board that they were comfortable with the staff handling the parking.

With regard to recommendation #11, Mr. Hebert asked how many single bedroom units there will be. The Chairman advised there were no single bedroom units.

*Chairman Harrington made a motion to approve PDSP2018-087 per staff recommendation, which was seconded by Alderman Levasseur. (Motion Carried)*

**CONDITIONS OF APPROVAL:**

1. Final approval from all reviewing agencies, including the Planning staff, prior to submitting the plans for signature;

2. Planning staff shall work with the applicant and his engineer to reduce the number of parking spaces to a ratio closer to 2.5:1 rather than the 3:1 currently shown on the plans;

3. The applicant shall supply a set of plans approved by Manchester to the Town of Londonderry for their administrative approval;

4. Per the requirements of the Manchester Conservation Commission, wetland placards be placed around the perimeter of all wetlands;
5. The architectural elevations, as represented to the Planning Board at the public hearings, are to be included with the final plan sets submitted for signature;

6. Any proposed signage shall be reviewed by staff prior to the issuance of a sign permit;

7. Receipt of the NHDES Wastewater Connection Permit, Alteration of Terrain Permit, and Wetland Dredge and Fill Permit prior to submitting the plans for signature;

8. New addresses for the townhouses shall be secured and shown on the plan prior to submitting the plans for signature;

9. Per the recommendation of the applicant’s traffic engineer, a stop line shall be added to the plan set at the site exit. Additionally, a “Stop Ahead” warning sign shall be added to Corning Road prior to the South Mammoth Road intersection;

10. The addition of an owner’s statement added to the site plan cover sheet and signed by the owner. Such language shall be as follows: “It is hereby agreed that, as the owner of the property, I will construct the project as approved and as shown on the enclosed set of plans. Further, I agree to maintain the site improvements for the duration of the use”;

11. The submission of Public Impact Fees prior to the issuance of a Certificate of Occupancy for each new dwelling unit. The school impact fee shall be $1,104 per townhouse (attached) unit for a total of $178,848 and the fire impact fee shall be $511 per townhouse (attached) unit for a total of $82,782;

12. Prior to the issuance of the first Certificate of Occupancy, staff will work with the licensed engineer to provide a written certification that the project is being constructed in compliance with the approved site plan exhibits, and is satisfactory for building occupancy. Prior to the issuance of the last Certificate of Occupancy, a written certification from the licensed engineer shall be provided to staff stating that the project has been completed in conformance with the approved plans, including the underground drainage structures and infiltration system. A note regarding this condition shall be added to the site plan set;

13. Approval shall be valid for a period of one year from the date of action by the Planning Board, within which time period a building permit must be secured, otherwise this approval shall lapse; and

14. A Certificate of Occupancy for the last building shall not be authorized until all site improvements have been completed, unless addressed by meeting the requirements of Section 6.4(J) of the site plan regulations.

3. **SP2018-123**
Property located at 2500 River Road (Tax Map 557, Lot 7), a site plan application to demolish four dormitories and construct approximately 93 parking spaces in the C-1 Zone. T.F. Moran, Inc. for Southern New Hampshire University.

The Chairman advised there was a staff recommendation and the Board took a moment to review that information.

Mr. Belanger advised there was one waiver request.

Mr. Long made a motion to approve the waiver request to submit plans that were 24x36 inches, rather than 22x34 inches, which was seconded by Ms. Sanuth.

Vice Chairman O’Donoghue asked what the staff’s opinion was regarding the waiver request. Mr. Belanger advised that staff stores plans in the files. The plans of larger size do not fit in the files so they have some site plans that are stored in flat files, but there isn’t unlimited storage. Mr. Long confirmed with Mr. Belanger staff could fit these plans in the flat files. As such, Mr. Long maintained his motion to approve the waiver.

Mr. Hebert did not see a problem with drawings 22x34 versus 24x36 to meet this requirement. He was not opposed to the waiver, but the change in scale is just a “push of a button”.

(Motion Carried) (Opposed: O’Donoghue, Harrington, Trisciani)

Mr. Long made a motion to approve SP2018-123 per staff recommendation, which was seconded by Alderman Levasseur. (Motion Carried)

CONDITIONS OF APPROVAL:

1. Conditional approval of this plan shall be valid for one year, during which time all conditions precedent to final approval shall be completed and plans shall be submitted for final approval;

2. The applicant shall address all comments provided by City reviewing agencies, including the Planning staff, prior to submitting plans for final approval;

3. The applicant shall obtain all necessary State and Federal approvals, as applicable, prior to final approval;

4. The plan shall note the locations of snow storage for the proposed parking areas;

5. The plan shall contain the following statement signed by the owner, “It is hereby agreed that, as the owner of the property, I will construct the project as approved and as shown on the enclosed set of plans. Further, I agree to maintain the site improvements for the
duration of the use;”

6. The plan shall contain a note stating, “No certificate of occupancy shall be authorized until all required improvements have been completed, unless addressed by the provision of a financial guarantee, pursuant to the requirements of Section 4.14 of the Manchester Subdivision and Site Plan Review Regulations.”

7. The plan shall contain a note stating, “All conditions subsequent to approval shall be completed within two years of final approval.”

8. All material changes to the approved plan, including changes to signage, shall be reviewed and approved by the Planning Board at a public hearing;

9. To submit plans for final approval, the applicant shall submit seven paper plan sets to the Planning and Community Development Department;

10. Prior to a Certificate of Occupancy, a signed and sealed letter from a NH licensed professional engineer shall be submitted to the planning staff certifying that the site improvements have been constructed in accordance with the approved plans;

11. Should any condition precedent or subsequent to this approval not be met in the time periods provided for in Section 4.13 of the Manchester Subdivision and Site Plan Review Regulations, the Planning Board shall hold a hearing to revoke this approval, pursuant to RSA 676:4-a; and

12. An excavation permit from the Manchester Department of Public Works is required for all work within the public right-of-way. All work shall conform to the City of Manchester Standard Specifications.

4. **CU2018-121**
   Property located at 67 Central Street (Tax Map 168, Lot 2), a conditional use permit application to allow two (2) dwelling units on the first floor in the CBD Zone. *Fuss & O’Neill, Inc. for Christos Tsiaras.*

   **SP2018-122**
   Property located at 67 Central Street (Tax Map 168, Lot 2), a site plan application for the change of use of approximately 10,500 SF from offices to seven (7) multi-family dwelling units in the CBD Zone. *Fuss & O’Neill, Inc. for Christos Tsiaras.*

   **IMP2018-120**
   Property located at 67 Central Street (Tax Map 168, Lot 02), an application to reduce the
impact fees from a total of $23,359, with a $2,100 commercial credit applied, to $11,305 for the conversion of a 10,500 SF office building to seven (7) dwelling units in the CBD Zone. *Fuss & O’Neill, Inc. for Christos Tsiaras.*

Mr. Golden requested that the Board take action on the conditional use permit first followed by the impact fee due to the fact that the site plan normally has conditions on impact fees so they need to know whether that is approved or not. It changes the math for the impact fee based on the applicant’s reasoning within the application versus the proposal of being for the seven units are two bedroom versus studios or micro units.

**Alderman Levasseur made a motion to approve CU2019-121 to allow two dwelling units on the first floor in the CBD zone, which was seconded by Vice Chairman O’Donoghue. (Motion Carried)**

**Mr. Long made a motion to approve IMP2018-120 for a reduction in the impact fee $23,359 to $11,305, which was seconded by Alderman Levasseur.**

Ms. Trisciani said four of those units are two-bedroom apartments so she would be okay with a combination of maybe reducing the three one-bedroom apartments but she was not on board with reducing all of them.

Vice Chairman O’Donoghue said he was opposed to a reduction in the impact fee because this application meets the current criteria as adopted by the Aldermen.

**(Motion Failed) (Opposed: Harrington, O’Donoghue, Trisciani, Sanuth, Curry)**

Alderman Levasseur advised the Aldermen may have approved a set determination for the amount of money for impact fees, etc. but the jurisdiction over that sits with this Board strictly. He advised he abstained from that vote on the Board of Aldermen from that.

Mr. Long asked for clarification regarding what Ms. Trisciani was thinking of. The Chairman said the motion did not pass to reduce the impact fees; however, the applicant is more than welcome to reapply maybe with a different formula or a different way of doing it. He said there was discussion both from Ms. Trisciani and others that did not buy the argument that these units were comparable to what is being built with these micro units in the Millyard where this Board ended up granting some relief to those people because the impact to the schools wouldn’t be as much.

Mr. Belanger clarified that there was a motion put on the table to approve that did not pass, but there was no resolution on that application.

**Vice Chairman O’Donoghue made a motion to deny IMP2018-120, which was seconded by Ms. Trisciani. (Motion Carried) (Opposed: Long, Levasseur, Hebert, Leclerc)**
With regard to the site plan, Mr. Long asked if there were recommendations.

Mr. Golden said should the Board be satisfied that the proposed site plan complies with the policies and purposes of the Subdivision and Site Plan recommendations, the staff suggests that the Board address the applicant’s waiver request for Site Plan regulations Appendix C(2) items C, E, F & G; structures and uses, landscape plan, signing and lighting and utilities. Staff then recommends that the site plan approval be subject to the following administrative conditions.

**CONDITIONS OF APPROVAL:**

1. Conditional approval of this plan shall be valid for one year, during which time all conditions precedent to final approval shall be completed and plans shall be submitted for final approval;

2. The applicant shall reconstruct the sidewalk across the frontage of the lot with necessary permits, and to the specifications of Highway Department standards including the (2) street trees with tree grates or equivalent;

3. The representations of the Arena Overlay Design Review submission shall be included in the plan set;

4. The applicant shall obtain sign-off from all City reviewing agencies, including the Planning staff and Fire Prevention, prior to submitting plans for final approval;

5. The plan shall contain the following statement signed by the owner or developer: “It is hereby agreed that, as the owner of the property, I will construct the project as approved and as shown on the enclosed set of plans. Further, I agree to maintain the site improvements for the duration of the use;”

6. The plan shall contain a note stating, “No certificate of occupancy for the residential units shall be authorized until all required improvements have been completed, unless addressed by the provision of a financial guarantee, pursuant to the requirements of Subsection 4.14 of the Manchester Subdivision and Site Plan Review Regulations”;

7. The plan shall contain a note stating that excess snow shall be removed from the site so parking spaces and drive aisles are not compromised;
8. The plan shall contain a note stating, “All conditions subsequent to approval shall be completed within two years of final approval”;

9. All material changes to the approved plan shall be reviewed and approved by the Planning Board at a subsequent hearing;

10. To submit plans for final approval, the applicant shall submit seven paper plan sets to the Planning and Community Development Department; and

11. Should any condition precedent or subsequent to this approval not be met in the time periods provided for in Subsection 4.13 of the Manchester Subdivision and Site Plan Review Regulations, the Planning Board shall hold a hearing to revoke this approval, pursuant to RSA 676:4-a.

**Impact Fees**

1. Prior to a CO, a school impact fee of $3,125/unit shall be paid for the 7 residential units. Additionally, a fire impact fee shall be paid for the residential use. The following fee schedule is required, and reflects commercial credits applied:

   Fire Impact Fee: $ 872 (after the commercial credit of $2,712)
   School Impact Fee: $ 21,875
   Total Due: $ 22,747

   *Mr. Long made a motion to approve SP2018-122 per staff recommendation, which was seconded by Alderman Levasseur. (Motion Carried)*

   *(Tabled Item)*

5. **SP-01-2018**
   Property located at 55 Edward J. Roy Drive (Tax Map 645, Lot 34B), a site-plan application to construct a retail, motor-fuel outlet with eight fuel dispensers / 16 fuel pumps and a 6,500 SF building housing two fast food restaurants and a convenience store with onsite parking, loading, landscaping, and lighting in the B-1 Zone. *MHF Design Consultants, Inc. and Z-1 Express for Victory Distributors, Inc.*

   Remain on table.

6. **Review of new applications for Regional Impact and comment by the Manchester Conservation Commission.**
The staff has received and reviewed the applications listed below and the Planning Board should determine if any of the applications are likely to have impacts beyond the boundaries of Manchester, requiring regional review pursuant to RSA 36:54, 55, 56 & 57 or warrant comment by the Manchester Conservation Commission.

1. **S2019-001**
   Properties located at 200 Joseph Street Ext. (Tax Map 861, Lot 12) and 220 Joseph Street Ext. (Tax Map 862, Lot 1), a subdivision application for a lot line adjustment of the former paper street between 200 and 220 Joseph Street Ext., in the R-1A Zone. *Joseph M. Wichert, LLS for Minnie M. Chung Living Trust and Deborah A. Hubbard.*

2. **S2019-003**
   Property located at 60 Revere Avenue (Tax Map 358, Lot 17), a subdivision application for the creation of three new buildable lots of 7,501 SF, 7,504 SF and 6,333 SF, in the R1-B Zone. *Norris Viviers for the Heirs of Martin F. & Bertha I. Milne.*

3. **SP2019-003**
   Property located at 55 West North Street (Tax Map 165, Lots 13 & 14), a site plan application for a proposed 40 vehicle surface parking lot in the R-3 Zone. *Keach-Nordstrom Associates, Inc. for Ole Blue Eyes-Manchester, LLC.*

   **CU2019-003**
   Property located at 55 West North Street (Tax Map 165, Lots 13 & 14), a conditional use application to allow a surface parking lot as a principle use in an R-3, Urban Multifamily Zoning District. *Keach-Nordstrom Associates, Inc. for Ole Blue Eyes-Manchester, LLC.*

4. **PDSP2019-001**
   Property located at 955 Auburn Street (Tax Map 380, Lot 6A:6C), a site plan application to amend a previously approved site plan (SP-23-2018), to expand the existing emergency department by approximately 20,100 SF in the C-2 Zone. *CLD, Fuss & O’Neil for Elliot Hospital.*

   **CU2018-004**
   Property located at 955 Auburn Street (Tax Map 380, Lot 6A:6C), a conditional use application to reduce the required on-site parking from 1,125 to 1,089 in the C-2 Zone. *CLD, Fuss & O’Neil for Elliot Hospital.*

5. **SP2019-001**
   Property located at 100 Hitchcock Way (Tax Map 645, Lot 35), a site-plan application to add approximately 91,640 SF to an existing 121,447 SF medical center and add 444 parking spaces, with associated site improvements, in the C-2 Zone and Lake Massabesic
6. **CU2019-001**
   Property located at 630 Harvard Street (Tax Map 355, Lot 22), a conditional use application to allow the use of a 13,535 SF fitness center in a portion of the building, in the R-3 Zone. *Joseph M. Wichert, LLS for Doughboys, LLC.*

**CU2019-002**
Property located at 630 Harvard Street (Tax Map 355, Lot 22), a conditional use application to reduce the required onsite parking from 68 to 45 in the R-3 Zone. *Joseph M. Wichert, LLS for Doughboys, LLC.*

7. **CU2019-005**
   Property located at 468 S. Main Street (Tax Map 334, Lot 1), a conditional use application to allow alcoholic beverages in association with a restaurant establishment of up to 5,000 SF in the B-1 Zone. *Patcharamon (Pat) Jansipsee.*

_Ms. Trisciani made a motion that the following applications do not have regional impact: S2019-001, S2019-003, SP2019-001, CU2019-003, SP2019-003, SP2019-004, CU2018-004, PDSP2019-001, CU2019-002, CU2019-001 and CU2019-005. SP2019-001 requires comment from the Manchester Conservation Commission. The motion was seconded by Mr. Hebert. (Motion Carried)_

**IV. ADMINISTRATIVE MATTERS:**

1. Review and approval of the Planning Board Minutes of December 6, 2018 and December 20, 2018.

   Mr. Leclerc reviewed the Minutes of December 6th and December 20th and pointed out minor corrections to be made.

   _Mr. Leclerc made a motion to approve the Minutes of December 6, 2018 with one minor change, which was seconded by Ms. Sanuth. (Motion Carried)_

   _Mr. Leclerc made a motion to approve the Minutes of December 20, 2018 with amendment, which was seconded by Mr. Long. (Motion Carried)_

2. Any other business items from the Planning Staff or Board Members.
Chairman Harrington thanked Mr. Golden for a job well done in putting together the conditions of approval for 67 Central Street.

**Mr. Hebert made a motion to adjourn, which was seconded by Ms. Sanuth. (Motion Carried)**

ATTEST: _____________________________________________________

Michael Harrington, Chairman
Manchester Planning Board

APPROVED BY THE PLANNING BOARD:  March 7, 2019  

☒ With Amendment
☐ Without Amendment

The above minutes are a summary of the meeting and are not intended to be verbatim.
Audiotapes are available in the Planning and Community Development office for a limited time.

*Transcription by Lori Moone, Planning & Community Development*