

City of Concord Planning Board
September 18, 2024
Minutes

The regular monthly meeting of the City Planning Board was held on September 18, 2024, at 7:00 p.m., in City Council Chambers at 37 Green St, Concord.

Attendees: Dina Condodemetraky, David Fox, Matthew Hicks, Vice-Chair Erle Pierce, Teresa Rosenberger (Ex-Officio for City Manager), Jeff Santacruce, Amanda Savage, Councilor Brent Todd, and Chair Richard Woodfin

Absent: Mayor Byron Champlin, Alternate Chiara Dolcino, and Alternate Frank Kenison

Staff: AnneMarie Skinner (City Planner), Alec Bass (Assistant City Planner – Community Planning), Krista Tremblay (Administrative Specialist II), Peter Kohalmi (Associate City Engineer), and Matt Walsh (Deputy City Manager – Community Development)

1. Call to Order

Chair Woodfin called the meeting to order at 7:02 p.m.

2. Roll Call

The Clerk, AnneMarie Skinner, did the roll call, noting that a quorum is present.

3. Approval of Meeting Minutes

Member Fox moved, seconded by Member Condodemetraky, to approve the August 21, 2024, Planning Board meeting minutes, as written. The motion passed. Vice-Chair Pierce and Member Santacruce abstained as they were not present at the meeting.

4. Agenda Overview

Chair Woodfin provided an agenda overview noting that items 7a, 7b, 9c, and 9d were all requested by the applicants to be continued to a date certain of October 16, 2024, agenda item 9a was requested by the applicant to be continued to a date certain of November 20, 2024, and item 9b was withdrawn by the applicant.

Vice-Chair Pierce moved, seconded by Member Hicks to continue agenda item 7a, 7b, 9c, and 9d to a date certain of October 16, 2024, at the request of the applicant. All in favor. The motion passed unanimously.

Vice-Chair Pierce moved, seconded by Member Condodemetraky to continue agenda item 9a to a date certain of November 20, 2024, at the request of the applicant. All in favor. The motion passed unanimously.

5. Design Review Applications by Consent

On a motion made by Member Savage, seconded by Vice-Chair Pierce, the Board voted unanimously to approve agenda items 5a-5k as submitted, subject to the recommendations of the Architectural Design Review Committee. All in favor. The motion passed unanimously.

5a. Advantage Signs, on behalf of Sheep Davis Limited Partnership and Concord Area Trust for Community Housing (CATCH), requests architectural design review approval (PL-ADR-2024-0032).

City of Concord Planning Board
September 18, 2024
Minutes

as part of a major site plan (2022-24), for a new 32-square-foot non-illuminated freestanding sign (SP-0303-2024) at 303 Sheep Davis Road in the Gateway Performance (GWP) District. (2024-049)

- 5b. Advantage Signs, on behalf of The Bare Collective and B.N. Miller Properties, LLC, requests architectural design review approval (PL-ADR-2024-0034) for a new 4-square-foot non-illuminated wall sign (SP-0322-2024) and a new 3.45-square-foot non-illuminated window sign (SP-0323-2024) at 6 Hills Avenue in the Central Business Performance (CBP) District. (2024-051)
- 5c. NEOPCO Signs, on behalf of Cornerstone Realty Holdings, LLC, requests architectural design review approval (PL-ADR-2024-0033) for a new 34.17-square-foot internally illuminated freestanding pylon sign (SP-0319-2024) at 119 Old Turnpike Road in the Industrial (IN) District. (2024-050)
- 5d. NEOPCO Signs, on behalf of Bangor Savings, requests architectural design review approval for a new 6.4-square-foot non-illuminated blade sign (SP-0320-2024) at 82 North Main Street in the Central Business Performance (CBP) District.
- 5e. NEOPCO Signs, on behalf of Go Native and NADACA LLC, requests architectural design review approval for a new 8.4-square-foot non-illuminated blade sign (SP-0324-2024), and a new 13.3-square-foot non-illuminated window sign (SP-0325-2024) at 23 North Main Street in the Central Business Performance (CBP) District.
- 5f. Signarama of Concord, on behalf of Granite Edvance Corporation, requests architectural design review approval (PL-ADR-2024-0039) for a new 36-square-foot externally illuminated freestanding sign (SP-0290-2024), and a new 29-square-foot externally illuminated freestanding sign (SP-0291-2024) at 3 Barrell Court in the Office Park Performance (OFP) District. (2024-056)
- 5g. Total Image Solutions, on behalf of 125 Loudon LLC, requests architectural design review approval (PL-ADR-2024-0038) for a new 99.1-square-foot internally illuminated pylon panel sign (SP-0326-2024), a new 12.32-square-foot internally illuminated canopy sign (SP-0327-2024), and a new 38.83-square-foot internally illuminated canopy sign (SP-0328-2024) at 125 Loudon Road in the General Commercial (GC) District. (2024-055)
- 5h. Charter Foods North, LLC, on behalf of Sarnia Properties, requests architectural design review approval (PL-ADR-2024-0040) for a new 23.56-square-foot internally illuminated tenant pylon panel sign (SP-0321-2024) and three new internally illuminated wall signs of 9.76-square-feet (SP-0310-2024), 8.76-square-feet (SP-0312-2024), and 7.32-square-feet (SP-313-2024) at 321 Loudon Road in the Gateway Performance (GWP) District. (2024-057)
- 5i. Abbigail Rollins on behalf of Witchlight Oracle Apothecary LLC and Moksha Investments LLC, requests architectural design review approval (PL-ADR-2024-0041) for two new 2-square-foot non-illuminated window signs (SP-0315-2024 and SP-0316-2024), and a new 0.785-square-foot non-illuminated door sign (SP-0317-2024) at 21 Warren Street in the Central Business Performance (CBP) District. (2024-063)
- 5j. Ian Vongphayboun, on behalf of Asian Thai Kitchen and Spring Corner Condominium, requests architectural design review approval (PL-ADR-2024-0036) for an existing non-permitted 18-square-

City of Concord Planning Board
September 18, 2024
Minutes

foot non-illuminated awning sign (SP-0305-2024) and an existing non-permitted 6-square-foot non-illuminated wall sign at 62 Pleasant Street in the Civic Performance (CVP) District. (2024-053)

- 5k. Brian Balise of PCA, on behalf of Sierra and DSM MB II LLC, requests architectural design review approval (PL-ADR-2024-0035) for exterior building alterations at 10 Loudon Road in the Gateway Performance (GWP) District. (2024-052)

6. Extension Applications by Consent

- 6a. TFMoran, Victoria Poland of Foxfire Property Management, Inc., on behalf of Bindery Redevelopment, LLC, requests approval for a one-year extension of the architectural design review approval to install a Concord Coach Exhibit onto the sidewalk in front of 45 South Main Street in the Central Business Performance (CBP) District. (2023-127)

Member Hicks made a motion to approve a one-year extension of the architectural design review approval to install a Concord Coach Exhibit onto the sidewalk in front of 45 South Main Street. Vice-Chair Pierce seconded. All in favor. The motion passed unanimously.

7. Determination of Completeness Items by Consent

- 7a. TFMoran, Inc., on behalf of Interchange Development, LLC, requests approvals for a major site plan, architectural design review, and certain waivers from the Site Plan Regulations for a full-service restaurant with an outdoor seating area, an attached retail space, and associated site improvements at 10-12 Merchants Wy in the Gateway Performance (GWP) District. (2024-047) This application has been continued to a date certain of October 16, 2024, at the request of the applicant.

Vice-Chair Pierce moved, seconded by Member Hicks, to continue agenda item 7a to a date certain of October 16, 2024, at the request of the applicant. All in favor. The motion passed unanimously.

- 7b. Wilcox & Barton, on behalf of The Arts Alley, LLC and 20 South Main Street, LLC, requests approvals for a major condominium subdivision and certain waivers from the Subdivision Regulations for a four-unit condominium subdivision, with two units in the Arts Alley building, one unit as the proposed diner car building, and the fourth unit being the renovated carriage house to be known as Duke's, at 20 S Main St, 20 1/2 S Main St, and 22 S Main St in the Central Business Performance (CBP) District. (2024-060)

Vice-Chair Pierce moved, seconded by Member Hicks, to continue agenda item 7b to a date certain of October 16, 2024, at the request of the applicant. All in favor. The motion passed unanimously.

- 7c. Granite Engineering, LLC, on behalf of Pitco Frialator, LLC, requests approvals for an amendment to a major site plan approval for certain waivers from the Site Plan Regulations, a conditional use permit for a use in the Aquifer Protection District Community Water Systems Protection Area, and a conditional use permit for the construction of fewer parking spaces for a 356,224-square-foot industrial building and associated site improvements at 15 Integra Dr in the Office Park Performance (OFP) District, Industrial (IN) District, and Open Space Residential (RO) District. (2021-34)

Chair Woodfin stated staff has advised that the application be determined complete and a development of regional impact per New Hampshire RSA 36:55 and Section 11.06(3) of the Site Plan Regulations.

City of Concord Planning Board
September 18, 2024
Minutes

Vice-Chair Pierce made a motion to determine the application to be complete, a development of regional impact per New Hampshire RSA 36:55 and Section 11.06(3) of the Site Plan Regulations, and set the public hearing for October 16, 2024. Member Hicks seconded. All in favor. The motion passed unanimously.

Public Hearings

8. Amendments

- 8a. Tom Zajac and Hayner/Swanson, Inc., on behalf of Stickney Avenue, LLC, request approval for an amendment to a major site plan approval to move precedent condition 2 to subsequent conditions as a new subsequent condition 6. The site is addressed as 5-13 Stickney Ave in the Opportunity Corridor Performance (OCP) District. (2022-78)

Ms. Skinner provided a staff update noting that the amendment pertained to videoing and lining the drain pipes prior to issuance of the building permits as a precedent condition. After much discussion, emails, and a meeting on the site, an agreement has been reached whereby a no-go zone of 10 feet on either side of the pipes will be maintained until the pipes are lined. This will allow for issuance of the building permits prior to the lining taking place. Once the lining is complete, the no-go zone will be released. The easement document and easement plan will be recorded at the Merrimack County Registry of Deeds tomorrow. The applicant did not withdraw the application and the Planning Board continued last month's public hearing to this month, so the public hearing will need to be opened and closed. Ms. Skinner stated that staff recommends a denial of the application.

Chair Woodfin opened the public hearing. No one was present to provide comments, so Chair Woodfin closed the public hearing.

Chair Woodfin stated the findings of fact include information provided in staff reports; the applicant's submission materials; testimony provided during the public hearing; and/or, other documents or materials provided in the public hearing.

Chair Woodfin made a motion to deny the amendment request to move precedent condition 2 from precedent conditions to subsequent conditions. Vice-Chair Pierce seconded. All in favor. The motion passed unanimously.

9. Site Plan, Subdivision, and Conditional Use Permit Applications

- 9a. Granite Engineering, LLC and Brenton Cole, on behalf of Bradcore Holdings, LLC, request approvals for a major site plan application and architectural design review for an 8,250-square foot building addition and accompanying circulation and parking improvements, and conditional use permit applications for disturbance to a wetland buffer and an alternative parking arrangement for the construction of fewer parking spaces than what is required. Also requested are waivers from the Site Plan Regulations. The site is addressed as 391 Loudon Rd, operating as Chappell Tractor Sales, LLC, in the Gateway Performance (GWP) District. (2024-018) This application has been continued to a date certain of November 20, 2024, at the request of the applicant.

Vice-Chair Pierce moved, seconded by Member Condodemetraky, to continue this application to a date certain of November 20, 2024, at the request of the applicant. All in favor. The motion passed unanimously.

**City of Concord Planning Board
September 18, 2024
Minutes**

- 9b. Benjamin Normandeau and Smokestack Realty, LLC request approval for a conditional use permit for use of an existing space as a restaurant at 254 N State St, Unit H, in the Institutional (IS) District and the Open Space Residential (RO) District. (2024-061)

The application was withdrawn by the applicant.

- 9c. Nobis Group, on behalf of SARP Realty, LLC, requests approvals for a minor site plan application and certain waivers from the Site Plan Regulations for a 2,598-square-foot addition to the south side of the existing Red Blazer restaurant building at 72 Manchester St in the Highway Commercial (CH) District. (2024-059)

Vice-Chair Pierce moved, seconded by Member Hicks, to continue this item to a date certain of October 16, 2024, at the request of the applicant. All in favor. The motion passed unanimously.

- 9d. Nobis Group, on behalf of Brixmor Capitol SC, LLC, requests approvals for a minor site plan application, architectural design review, and certain waivers from the Site Plan Regulations for a 2,850-square-foot addition to the existing commercial building at 80 Storrs St in the Opportunity Corridor Performance (OCP) District. (2024-062)

Vice-Chair Pierce moved, seconded by Member Hicks, to continue agenda item 9d to a date certain of October 16, 2024, at the request of the applicant. All in favor. The motion passed unanimously.

10. Other Business

- 10a. Any other business which may legally come before the Board.

Adjournment

Member Santacruce moved, seconded by Mr. Fox, to adjourn the meeting at 7:15 p.m. All in favor. The motion passed unanimously.

The next regular meeting is Wednesday, October 16, 2024, at 7:00 p.m.

TRUE RECORD ATTEST:

Krista Tremblay

Krista Tremblay

Administrative Specialist II