City of Concord Planning Board
March 18, 2026
Minutes

The regular monthly meeting of the Concord Planning Board was held on March 18, 2026, at 7:00 p.m., in City Council Chambers at 37 Green St, Concord.

Attendees: Dina Condodemetraky, David Fox, Matthew Hicks, Teresa Rosenberger (Ex-Officio for City Manager), Amanda Savage, Eaton Tarbell, Councilor Brent Todd, Paige Wilber and Chair Richard Woodfin

Absent: Mayor Byron Champlin and Alternate Frank Kenison

Staff: Tim Thompson – (Assistant Director of Community Development / Acting City Planner), Alec Bass (Assistant City Planner – Community Planning), Krista Tremblay (Administrative Technician III), and Peter Kohalmi (Associate City Engineer)

1. **Call to Order**
   Chair Woodfin called the meeting to order at 7:00 p.m.

2. **Roll Call**
   Acting Clerk of the Planning Board, Tim Thompson, noted that Assistant City Planner Alec Bass would be serving as the Clerk this evening. Mr. Bass did the roll call, noting that a quorum is present.

3. **Approval of Meeting Minutes**
   On a motion made by Member Hicks, seconded by Member Condodemetraky, the Planning Board voted 8-0-1 to approve the February 18, 2026, Planning Board meeting minutes, as written. Member Teresa Rosenberger abstained as she was not present at the meeting.

4. **Agenda Overview**
   On a motion made by Member Hicks, seconded by Member Fox, the Planning Board voted 9-0-0 to continue agenda items 9C to a date certain of April 15, 2026, at the request of the applicant.

   On a motion made by Member Hicks, seconded by Member Savage, the Planning Board voted 9-0-0 to continue agenda items 9E to a date certain of May 20, 2026, at the request of the applicant.

5. **Architectural Design Review by Consent**
   On a motion made by Member Savage, seconded by Member Condodemetraky, the Board voted 9-0-0 to approve agenda items 5A-5D as submitted, subject to the recommendations of the Architectural Design Review Committee.

5A. NEOPCO Signs, on behalf of Prickly Porcupine, Capital Plaza Concord, LLC, and Foxfire Property Management Inc, requests an architectural design review approval for a new 4.5-square-foot non-illuminated projecting blade sign (SP-0704-2026) to be installed on an existing sign bracket at 57 N main St in the Central Business Performance (CBP) District. (PL-ADR-2026-0153) (2026-004)

The Planning Board approved the application as submitted.

5B. Advantage Signs, on behalf of Nicholson Letourneau, PLLC, and 58 NSS Property, LLC, requests an architectural design review approval for a new 8.66-square-foot non-illuminated freestanding sign (SP-0706-2026) to replace an existing free-standing sign panel at 58 North State Street in the Civic Performance (CVP) District. (PL-ADR-2026-0156) (2026-008)

The Planning Board approved the application as submitted.

5C. Tyler Fish, on behalf of Concord Clothworks and Sheep Davis Flex, LLC, requests an architectural design review approval for a new 15-square-foot non-illuminated building wall sign (SP-0708-2026) at 248 Sheep Davis Rd Bldg 1 in the Gateway Performance (GWP) District. (PL-ADR-2026-0158) (2026-010)

The Planning Board approved the application as submitted with the condition that the sign shall be elongated to reduce the preponderance of white above and below the sign as presented while maintaining the same total area of the sign. The font may be adjusted larger as a result if they wish.

5D. Roy McCandless, on behalf of McCandless Law Firm and Roy S McCandless ESQ, PLLC, requests architectural design review approvals for a new 15-square-foot non-illuminated freestanding sign panel (SP-0722-2026) to replace an existing freestanding sign panel, and a new 1.25-square-foot non-illuminated projecting hanging sign (SP-0723-2026) to replace an existing hanging sign at 8 Court Street in the Civic Performance (CVP) District. (PL-ADR-2026-0155) (2026-007)

The Planning Board approved the application as submitted.

5E. Advantage Missy Vannest, on behalf of Magpie Collective and Harold E and Judith A Ekstrom, requests an architectural design review approval for a new 2-square-foot non-illuminated freestanding sign panel (SP-0726-2026) to be added to an existing freestanding sign at 15 Green St in the Civic Performance (CVP) District. (PL-ADR-2026-0160) (2026-012)

Member Condodemetraky pulled agenda item 5E from consent.

Member Condodemetraky stated she noticed it was recommended for approval by ADR as submitted. However, looking upon the rendering the image is not as clear as it could be and should not be a white sign darker sign.

Chair Woodfin noted they are only looking at the Magpie Collective portion of the sign at the bottom.

Member Condodemetraky has no problem with it.

On a motion made by Member Condodemetraky, seconded by Member Hicks, the Board voted 9-0-0 to approve the application as submitted.

6. Extension Requests by Consent

6A. Granite Engineering, LLC, on behalf of Bradcore Holdings, LLC, requests a one-year extension to meet the precedent conditions of approval for the project titled "Chappell Tractor Sales, LLC", conditionally approved by the Planning Board on March 19, 2025, located at Tax Map Lot 46Z Lot 38, and Tax Map 46Z Lot 39, addressed as 391 Loudon Road in the Gateway Performance (GWP) District. (2024-018) (PL-EXT-2026-0025)

On a motion made by Member Hicks, seconded by Member Savage, the Board voted 9-0-0 to **grant a one-year extension** to meet the precedent conditions of approval of a major site plan approval granted on March 19, 2025 to a date certain of March 19, 2027.

*****End of Consent Agenda*****

7. Design Review Applications

7A. Jake Duggan, on behalf of Yamas Greek Eatery and Laurie J Sanborn Revocable Trust, requests an architectural design review approval for a new 36-square-foot externally illuminated building wall sign (SP-0703-2026) to replace an existing awning sign at 25-27 South Main St in the Central Business Performance (CBP) District.

Chair Woodfin asked Member Savage about the sign and trim that was painted.

Member Savage stated this is not the photo that was seen in ADR. What was represented was the previous tenant and the conversation was around the stark contrast with the brick and the white background of the Yamas Greek Eatery. The request was to make it more like a cream beige color of the background. They did not see the color today and how the white trim would impact the recommendation.

Mr. Bass stated the ADR recommendation was based on the black trim and with the revisions to the elevations and the trim coloring. The applicant provided a picture of the trim with the cream background. Mr. Bass stated from what he understands the applicant would prefer the original white background to blend better with the blue and white trim.

Mr. Thompson noted the change to trim did not trigger a building permit this would not normally be subject to architectural design review. However, it was subject to architecture design review when Gibson's Bookstore occupied the place and received architectural design review approval at the time, and because of that, further modifications to the façade requires approval moving forward, resulting in the need for action by the Board.

Mr. Bass provided a brief history of this site, in 1998, this property received architectural design approval by this Board for when Gibson's Bookstore was the tenant, which included green paint and trim of the building. In 2015, the property received a new design review approval altering the signage and façade of the building for new tenancy with a black trim of the building. The tenancy of the building is again changing, and architectural design review is required for the applicants proposed signage. The sign application was reviewed by ADRC consisting of the proposed signage on the existing elevation of the building, resulting in the recommendation made by the committee. Since that time, the applicant has repainted the trim of the building and provided to the Board that revised elevation with a sign, complying to the ADRC's recommendations made earlier in the month. Staff would like the Board to review the both the elevation of the building and proposed signage for architectural design review approval. With the change to the elevation, Staff's understanding is that the applicant is requesting to be granted sign approval based on the original submission (white background on the sign). Staff recommends that the Board grant architectural design review approval as originally submitted, with the understanding that the approval also incorporates the blue and white

painting changes to the building.

John Chorlian (80 School St, Concord), Konstantinos Alexandropoulos (61 S Main St, Plymouth) and Alex Stoyle (56 Church St, Concord) presented the application.

Mr. Chorlian provided a hand out to the Board (see attachment at conclusion of these minutes). Mr. Chorlian stated he and Mr. Stoyle are friends in support of the owner of Yamas, Konstantinos Alexandropoulos. Mr. Chorlian showed photos of Yamas in Plymouth NH. Mr. Chorlian stated Mr. Alexandropoulos applied for the sign and was unaware he was not able to paint the exterior a certain color. Mr. Chorlian noted the applicant was not at ADR and understands the color scheme. Mr. Chorlian show why they want the white sign. Mr. Chorlian noted there are other businesses in Concord with color on the building adds to their brand. Mr. Chorlian noted it was not the paint color that brought the previous applicant to the Board it was the other façade changes.

Mr. Thompson noted staff is not recommending one way or the other. The Board has the authority under the ordinance to make a final decision tonight.

Mr. Chorlian stated he understands they can do that and understands they can send it back to ADR.

Chair Woodfin asked if their preference is a white background on the sign and blue.

Mr. Chorlian stated basically that except the cream that ADR suggested and just change the background to white.

Chair Woodfin asked Member Savage if there are any thoughts from the ADR perspective.

Member Savage stated it was a different look than what they saw. At the time they were trying to not have such a stark contrast. Now, that it is a cohesive look, she will not speak for ADR, but it makes more sense to have the white background to have a more cohesive look with the white and blue trim. Member Savage would propose to have the white back ground in the original application. Member Savage noted it is hard to say what ADR would want if they were to see it.

Mr. Chorlian stated if the Board were to approve it with the cream background the world would not come to an end.

Chair Woodfin stated he does not think it needs to go back to ADR. Chair Woodfin stated he would like to make a motion that it get approved with the white background.

Mr. Thompson noted they do need to open a public hearing.

Chair Woodfin opened the public hearing.

Mr. Alexandropoulos stated when they put in for the sign permit he did not know he could not paint the trim.

There being no further public testimony, Chair Woodfin closed the public hearing.

On a motion made by Member Hicks, seconded by Member Condodemetraky, the Board voted 9-0-0 to approve the application as originally submitted, with the understanding that the approval also incorporates the blue and white painting changes to the building.

8. Public Hearings

8A. The City of Concord requests a public hearing in accordance with RSA 675:54 for the construction of an approximate 20,400 square foot skate park and associated site improvements at Tax Map 64Z Lot 2, addressed as 19 Loudon Road in the Institutional (IS) District. (2026-018) (PL-SPR-2026-0058)

Ms. Bass stated this project proposes to construct a new skate park in the southeastern corner of the Kiwanis Park property where the old fire training grounds used to be. The project includes a limited amount of on-site improvements and is part of a larger master plan planned for the Everett Arena and Kiwanis Park area. Per RSA 674:54, the Board will open a public hearing and provide non-binding comments to the applicant for consideration. As part of the Board's consideration, staff recommends the Board provide feedback on the conceptual master plan proposed for the Kiwanis Waterfront Park.

David Gill (14 Canterbury Rd, Concord) and Eric Gerade (PO BOX 845179, Boston, MA) presented the application. Mr. Gill stated a couple years ago the City Council gave funds for a master plan process, public input and design. They came out with a conceptual plan. The City Council then gave funds for final design and permitting. Mr. Gill stated they will not come in with the final design and permitting for the entire park because of the grant funding process. Mr. Gill noted they did receive a grant for the skate park that will be in the general area of the old fire training grounds.

Chair Woodfin noted there will be better visibility.

Mr. Gill stated there will be better visibility it will have lights.

Member Fox asked how they will accommodate the skate park and Concord Crew at the same time.

Mr. Gill stated Concord Crew has gone to all of the public meetings and helped design this to help put in to make sure it does not affect their operation. Mr. Gill noted right now Concord Crew has solar power for lights. Their goals if they get to the point with the master plan is to bring underground utilities to Concord Crew.

Councilor Todd asked about the proposed 345 parking spaces and how is it different from what is currently there now.

Mr. Gill stated he would probably say similar.

Member Condodemetraky asked if the Kwanis Fair will still come in.

Mr. Gill responded yes.

Member Condodemetraky asked if there will still be room enough room for the fair and parking.

Mr. Gill responded yes.

Member Hicks asked if Concord Crew leases the land on that property.

Mr. Gill responded yes.

Chair Woodfin asked if there is any member of the audience that has questions or concerns about this application, with none, closed the public hearing. Chair Woodfin stated the staff memo along with the comments from the Board would be considered the Board's non-binding feedback.

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

9A. Families in Transition, on behalf of Housing Benefits, Inc, requests approval for a conditional use permit application to not require a high level of ground floor transparency be provided for a building located in Bicentennial Square at Tax Map 7411Z Lot 7, addressed as 9 Odd Fellows Ave in the Central Business Performance (CBP) District. (2026-015) (PL-CUP-2026-0107)

Mr. Thompson stated Families in Transition approached the City in 2024 requesting Community Development Block Grant (CDBG) funds for a planning study. In 2025 those funds were awarded by the US Housing & Urban Development Department through the NH Community Development Finance Authority (CDFA). Families in Transition (FIT) completed their study and determined their two properties at 5 Market Lane and 9 Odd Fellows Ave could accommodate additional affordable residential units in space that is underutilized commercial space. The study indicated that four additional units were feasible in those two facilities. FIT then approached the City for additional CDBG funds in the amount of $500,000 which was approved by City Council back in November. A final decision has not yet been made by CDFA, but given Concord's success with CDBG he believes that project will be funded. As part of the scoring on that project FIT needs to make sure they are progressing through the local permitting process to demonstrate viability to CDFA. This project represents the first time an applicant is utilizing the conditional use permit process to allow for ground floor residential in the Central Business Performance District. This new ordinance language was adopted in 2025, and allows the Planning Board to consider whether or not first floor residential in the Central Business Performance District would be appropriate. Mr. Thompson noted given the location at Bicentennial Square staff has reviewed the conditional use permit application for this and conquers with the applicant's contention that it does meet the criteria and recommend the Planning Board grant the conditional use permit. Mr. Thompson noted that because there are no external changes at all to the site or new utilities, the project does not require site plan approval.

Chair Woodfin stated the project has been determined complete by staff.

On a motion made by Member Hicks, seconded by Councilor Todd, the Board voted 9-0-0 to determine the application complete, not a development of regional impact, per RSA 36:55, and open the public hearing.

Erika Dimond and Tyler Huff (122 Market St, Manchester) of Families in Transition presented the application.

Chair Woodfin asked if there are any questions from the Board or any member of the audience, with none, closed the public hearing.

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

On a motion made by Member Hicks, seconded by Member Condodemetraky, the Board voted 9-0-0 to **grant conditional use permit approval** from Section 28-5-48(a), *Conditional Use Permits Required Multifamily Dwellings* to allow for the residential units on the ground floor of a building within the Central Business Performance (CBP) District at 9 Odd Fellows Ave, as presented.

9B. Woodard & Curran, on behalf of Radius Recycling, Inc, and Prolerized New England Co, LLC, requests approval for a minor site plan application for the construction of new on-site stormwater treatment facilities and other certain site improvements at Tax Map 793Z Lot 9, addressed as 25 Sandquist St in the Opportunity Corridor Performance (OCP) and Open Space Residential (RO) Districts. (2025-151) (PL-SPM-2025-0027)

Mr. Bass stated this project proposes a stormwater facility upgrade proposed by the applicant for onsite stormwater and discharge to be compliant with state and federal regulations required by the EPA and NHDES. The project determined complete and a public hearing was held on January 21, 2026, at the time, staff recommended conditional approval, however the applicant requested to be continued to tonight to revised the plans to satisfy as many comments received by staff and the Board. During the January public hearing the Board and applicant discussed screening from the abutting residential uses to the south. The applicant is proposing a large concrete wall to replace the current makeshift "wall" of storage containers to improve this screening effort and proposes a chain link fence with privacy slats to be constructed around the stormwater facilities being installed. The Board appeared generally favorable of this, and the applicant has requested the appropriate waiver from the Site Plan Regulations to authorize such configuration. However, staff still recommends denial of this waiver, feeling that a solid and opaque fence would provide greater screening of the structure, tanks, pumps, and other associated treatment components that will be between the concrete wall and the abutting residential use. Staff is recommending conditional approval of the application.

Ross Tsantoulis (5 Dartmouth Dr # 302, Auburn) presented the application. Mr. Tsantoulis noted they do have a NHDES shoreland permit. Mr. Tsantoulis stated they will submit revised site plans to address comments from the state. Mr. Tsantoulis noted there are a few additional requirements that came out of the engineering review that they are working through. With respect to the screening while they understand they are replacing in height a new wall that will be an aesthetic upgrade. On the south side of that wall where the new storm water processing equipment they think any surface mounted six or eight tall fence it will not be visible from the adjacent residential use because of the existing vegetative buffer that is there now.

Chair Woodfin noted there is a vegetative buffer there now however, it could be gone tomorrow. Chair Woodfin stated the Board needs to find the best solution all the way around. Chair Woodfin asked how high will the concrete wall going to be.

Mr. Tsantoulis stated approximately 16 feet.

Chair Woodfin stated he struggles with the value of the fence in general.

Mr. Thompson noted the more important screening is for the recycling from the adjacent residential property. The area that this project is impacting is the drainage area being created in between the wall. The letter of the regulations state you need to screen the project that you are doing.

Chair Woodfin noted there is a cost issue as well. There is a chain link fence with slats and if did not do the slats or a PVC fence that goes the whole length of the property.

Councilor Todd noticed in the photo there are a lot of pine trees there and this is the summer view when there is an extra buffer because the vegetation is in bloom. Councilor Todd noted in the winter that will clear out and there will be a clear view.

Member Tarbell asked if the concrete wall would become the fence.

Mr. Thompson stated the concrete wall is behind what is being constructed for this project.

Mr. Bass stated today the property has stacked storage container boxes to screen the homes from the use of the lot and they will enhance by building the concrete wall and in front of that wall is where the storm water components will go. That is where they are proposing to put a fence around.

Member Tarbell asked what is the purpose of the wall.

Mr. Tsantoulis noted the equipment used to pick up large debris on site generates a lot of noise. It serves as a visual screening buffer and a little bit of a sound buffer. It also provides protections if something were to fall it would be contained in that area.

Member Tarbell asked who much space is between the concrete wall and the fence.

Mr. Tsantoulis stated about 50 feet.

Member Tarbell asked how tall are the items in between the concrete wall and the fence.

Mr. Tsantoulis stated the largest item on the site is the 39-foot-tall water treatment storage tank. That will not be screened.

Member Hicks asked if there will be any sound that will be mitigated by a wall verses a fence.

Chair Woodfin stated you will have the wall anyways.

Mr. Tsantoulis stated the fence is for security.

Mr. Bass stated they would require a solid opaque fence at least on the southern side.

Chair Woodfin asked if there is any member of the audience that would like to speak on this application, and with none, closed the public hearing.

Chair Woodfin stated the findings of fact include the information provided in the 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 stated to the Board there are two choices to deny the waiver (Section 26.05 Residential Uses in Mixed Use or Non-residential Zones, to not require a solid and opaque fence to provide screening and instead allow the use of an 8-foot chain link fence with privacy screening to be used) as recommended by staff or they grant the waiver and let the applicant do the eight-foot chain link fence with privacy slats.

Mr. Thompson stated if the Board wants to deny the waiver then a finding that it is not meeting the spirit or intent of the statue of the regulations can be used for justification. If the Board wants to grant the waiver they an unnecessary hardship specific to the site could be justification.

On a motion made by Chair Woodfin, seconded by Member Hicks, the Board voted 9-0-0 to **grant the waiver requests below from the listed sections of the Site Plan Regulations,** using the criteria of RSA 674:44(III)(e) and Section 36.08 of the Site Plan Regulations, based that given the specific circumstances there would be an undue burden on the applicant.

a. Section 26.05 *Residential Uses in Mixed Use or Non-residential Zones,* to not require a solid and opaque fence to provide screening and instead allow the use of an 8-foot chain link fence with privacy screening to be used

On a motion made by Member Fox, seconded by Member Condodemetraky the Board voted 9-0-0 to **grant minor site plan approval** for the construction of a new stormwater treatment system and other associated site improvements at Tax Map 793Z Lot 9, addressed as 25 Sandquist Street, as submitted, and subject to the following precedent and subsequent conditions:

(a) Precedent Conditions – Per Section 7.08(9) *Expiration of Approval,* approved site plans shall meet all precedent conditions and obtain the signature of the Chair and Clerk of the Planning Board within one year of the date of the Planning Board meeting where conditional final approval was granted; otherwise said plans shall be null and void.

1. Unless a specific variance, waiver, or conditional use permit is granted stating otherwise, revise the plan sheet/set to fully comply with the Site Plan Regulations, Zoning Ordinance, and Construction Standards and Details, including but not limited to the following:
    a. Per Section 12.03(1) the signature and seal of a licensed land surveyor shall be added to the existing conditions plan.
    b. Per Section 12.03(5) the signature and seal of the wetland scientist who made the delineation shall be added to the existing conditions plan and site plan.
    c. Per Section 12.06(1) *Certificate of Ownership* a certificate of ownership note shall be added to the site plan and existing conditions plan.

d. Per Section 12.07 *Wetland Delineations* the NH Certified Wetland Scientist shall sign and seal the existing conditions and site plan and a note shall be added to both sheets adding the date of the delineation.
e. Per Section 13.02(8) *State and Federal Permits* the applicant shall provide to the Planning Division copies of all approved State or Federal permits required for the project.

2. Revise the plan set for compliance with the Site Plan Regulations and Construction Standards and Details as noted in the attached 8-page memo to Alec Bass from Paul Gildersleeve and Pete Kohalmi, dated February 26, 2026
3. The plan shall list all approvals, variances, waivers, or conditional use permits, with the section numbers, description, and date of approval. Unless otherwise noted, the plan shall comply with the regulatory requirements in any instances where waivers have been denied by the Planning Board.
4. Upon notification from the Planning Division that the plan set complies with Planning Board conditions, the Zoning Ordinance, Site Plan Regulations, and Construction Standards and Details, the applicant shall deliver to the Planning Division two full-size plan sets, including civil, landscaping, and lighting plans and architectural elevations, for endorsement by the Planning Board Chair and Clerk.

(b) Subsequent Conditions – to be fulfilled as specified:

1. The applicant is responsible for compliance with the City's municipal code, Site Plan Regulations, and Construction Standards and Details, unless a variance, waiver, or conditional use permit is granted.
2. Copies of all required state and federal permits shall be submitted to the Planning Division prior to the issuance of building permits or commencement of demolition or construction. (Sections 13.01(6), 13.02(8), 23.08, and 24.09)
3. No building permit shall be issued until the site plan has been approved by the Planning Board and the pre-construction conditions of approval have been satisfactorily addressed as determined by the Clerk of the Planning Board. No certificate of occupancy shall be issued until all site and building improvements have been completed to the satisfaction of the Clerk of the Planning Board according to the approved plans and conditions of Planning Board approval. (Section 11.09(6))
4. The applicant, successors, and assigns shall be responsible for the regular maintenance of all plantings and other landscape features. Plant materials shall be maintained alive, healthy, and free from pests and disease. Tree stakes and guys shall be removed after the first growing season. (Section 27.07(8))
5. Existing invasive species shall be removed. All trash, construction material, and debris shall be removed. Dead and dying trees which present a potential hazard to existing and proposed structures shall be removed. (Section 27.07(10))
6. The site shall be graded and cleared in accordance with the Construction Standards and Details and Section 27.08 of the Site Plan Regulations.
7. Erosion control measures shall be installed and maintained in accordance with Section 27.09 of the Site Plan Regulations, the State of New Hampshire Department of Environmental Services, and the Construction Standards and Details. Sedimentation and erosion control measures shall be installed prior to the start of construction, and shall be monitored and maintained during construction, and removed after final site stabilization as required by Section 27.09(4) Monitoring and Maintenance.

8. Temporary sediment and erosion control devices shall not be removed until permanent stabilization is established for the entire site. All temporary erosion and sediment control measures shall be removed after the completion of construction. (Section 27.09(5))
9. A site stabilization guarantee shall be provided to ensure that sites are properly stabilized. The City Engineer may call said financial guarantee, and stabilize a disturbed site, if upon notice, the applicant has not stabilized or restored the site. (Section 27.11)
10. If there is a conflict between regulations, rules, statutes, provisions or law, or the approved plan set, whichever provisions are the more restrictive or impose higher standards shall control, unless a specific waiver from the provision has been granted by the Planning Board. (Sections 36.04 and 36.05)
11. No site construction, or change of use of land, shall occur in violation of the Site Plan Regulations and the Zoning Ordinance. No building permits shall be issued prior to satisfactory completion of pre-construction conditions of Planning Board approval. The Clerk shall not approve any certificate of occupancy unless the site is found to comply with the approved site plan and the conditions of Planning Board approval. (Sections 36.15 and 36.24)
12. Temporary certificates of occupancy are only issued under certain circumstances and only for the items outlined in Section 36.18, only in winter conditions to defer certain weather-dependent items to spring.
13. It shall be the duty of the Clerk to enforce the regulations and to bring any violations or lack of compliance herewith to the attention of the City Solicitor. (Section 36.19)
14. Prior to the issuance of a certificate of occupancy, digital as-built drawings shall be provided conforming to the Engineering Services Division's as-built checklist. (Sections 12.09, 13.02(11), and 36.25)

9C. Orr & Reno, on behalf of Arts Alley LLC, requests approval for a conditional use permit, pursuant to Section 28-6-9(b)(2), for wall signs to be placed above the sills of the first story windows and more than 25-feet above grade, on the building addressed as 22 South Main St in the Central Business Performance (CBP) District. (2025-133) (PL-CUP-2025-0104)

Continued to a date certain of April 15, 2026 at the request of the applicant as noted in item 4 above.

9D. Wilcox & Barton, Inc, on behalf of Daval Realty Associates LLC, and Banks Chevrolet, requests approval for a major site plan application and a conditional use permit for certain uses in the Aquifer Protection District for the construction of a parking lot and other site improvements at Tax Map 782Z Lot 8, addressed as 234 Airport Road in the Highway Commercial (CH), Single-Family Residential (RS), and Open Space Residential (RO) Districts. (2025-134) (PL-SPR-2025-0052)(PL-CUP-2025-0105)

Mr. Bass stated on December 17, 2025 the Board determined this project a development of regional impact, on January 21, 2026 the Board determined this application complete. On February 4, 2026, the Zoning Board of Adjustment granted a variance to not require the parking lot perimeter screening or landscaping. As part of this application, the Board will consider a conditional use permit for redevelopment of impervious surfaces within an aquifer protection and Architectural Design Review. The applicant has requested a waiver to not require sidewalk on Old Suncook Road outside of what is proposed in the project area, and to not require the first 15 feet of sidewalk from the intersection of Airport Rd with Old Suncook Road. Staff's understanding is that the applicant hopes to construct a

section of sidewalk along their proposed project area on Old Suncook Road and requesting the Board allow the applicant to provide a fee in lieu instead of constructing the sidewalk on Airport Road. Staff supports the waiver; however, we strongly recommend the Board require the applicant to construct the sidewalk on Airport Road, and provide for any required right-of-way necessary to construct the sidewalk. The 2017 Pedestrian Master Plan identifies Airport Road as a high priority sidewalk, whereas Old Suncook Road is not considered in the pedestrian master plan at all.

Mr. Thompson noted staff would not be opposed to not to require a payment in lieu for the sidewalk on the Old Suncook portion if they construct the sidewalk on Airport Rd. Mr. Thompson noted Airport Rd is the priority for the City.

Erin Lambert (2 Home Ave, Concord) presented the application. Ms. Lambert stated Old Suncook Road runs parallel with Manchester St which extends to Airport Rd. The project proposes reconstructing an existing parking lot that is currently gravel owned by Banks Chevrolet on the Old Suncook Road portion of the site. They are proposing to add curb along the project frontage and sidewalk along that frontage. It will have 158 parking spaces, landscape islands, site lighting and shade trees. It is an overall reduction in impervious area. They are on the edge of the aquafer protection zone on the east. They are requesting a conditional use permit because they are rebuilding more than 2,500 square feet of pavement within the aquifer protection zone. They are bisected by a couple of zoning boundaries. To the north at the City property for the Sanel Fields is the RO District. A portion of the property on Airport Rd is in the Single-Family Residential District. The applicant obtained the necessary variance from the Zoning Board to not be required to install a fence along the portion of the property that they are share with the ball field in the enhanced buffer to block headlights. They are still providing a fence along a small portion of it. Ms. Lambert stated this parking lot is intended for Banks Chevrolet employees only.

Chair Woodfin asked if people will still be able to park there after hours or weekends and about other site conditions.

Ms. Lambert stated people will able to use the parking lot. She noted there will be 27 shade trees. The corner of the development does border 222 Airport Rd and there will be 68 feet of four-foot-high white vinyl fence. Ms. Lambert noted there will be drainage control. There will be an underground infiltration system with a series of catch basins.

Ms. Lambert addressed the waiver request, and stated one of the reasons they asking for payment in lieu for installing the sidewalk on Airport Rd at this time is right the current project that is underway takes the sidewalk to 186 Airport Rd. There are a number of mature trees that would need to come down. The edge of payment with the overhead wires and the water line in that corner. They did discuss with staff on how to address on the northern end and they left a grass panel. There is not enough room to do with the existing right of way. They feel it would be best for them to pay in and have be a part of a comprehensive design. There will be a gap on each end. It does not make sense to take down the trees

Member Savage asked about snow storage.

Ms. Lambert noted it is on the landscape plan and they will tuck it in between the trees. If they need to they will haul it away.

Member Condodemetraky asked what will impact the aquifer.

Ms. Lambert stated within the aquifer protection district they are taking the gravel and making it pavement.

Chair Woodfin opened the public hearing.

Madeline White (227 Airport Rd, Concord) and Jennifer White (227 Airport Rd, Concord) are abutters. Madeline White noted there is a lot of traffic and those coming out of Old Suncook Rd and concerns about speed and noise from the traffic. Madeline White is not for having them add more to the lot. Madeline White noted the bushes do not cover a lot and the tall lights come through.

Chair Woodfin asked if lights primarily is the issue. Madeline White stated yes and traffic and the noise.

Jennifer White stated she is unclear on the map if the parking will be across from their home. She expressed concern with the potential of a sidewalk on Airport Rd and with the trees coming out.

Mr. Thompson stated nothing is changing for Airport Road portion of the property. The proposed project area is approximately 600-700 feet down Old Suncook Rd.

Member Savage added they are adding trees.

Councilor Todd stated he heard the complaints about speeding and that is not something that this body can address however, they do have a traffic operations committee. It is as simple as using the "see click fix" app and put in a request to say would it be possible to have more enforcement or have a temporary speed indicator.

Jake Curtin (237 Airport Rd, Concord) stated he is at parcel three next to Ms. White. Mr. Curtin stated he came for same concerns. Mr. Curtin asked about the sidewalk extension.

Mr. Bass stated Manchester St will be reconstructed in fiscal year 2028. It will add sidewalks on both sides of the road and other improvements throughout. Airport Rd they will complete the sidewalk to that point and it will end about 1000 feet shy of this property. Right now, there is an ongoing CIP for sidewalk improvements and that will be a gap for a period of time.

Chair Woodfin asked for his thoughts on the sidewalk. Chair Woodfin noted the issue before the Board to make them build the sidewalk.

Mr. Thompson noted by regulation they are to build along the entirety of the frontage along the entire property and they are asking for relief for portions of it.

Mr. Curtain asked if that is in connection to the parking lot job and that is how that was opened up.

Mr. Thompson stated because they are in front of the Planning Board for a site plan the regulations requires a public sidewalk along the entirety of the parcel frontage, because the property is located in the urban growth boundary. The applicant is asking for relief from that requirement with the condition they make a payment in lieu of construction to the City for not construction the portion along Airport Road. Mr. Thompson stated the reason why the City typically advocates for actual construction is because the payment in lieu the City gets today will not go as far when the construction takes place in the future. Rather than Banks paying for the segment of sidewalk now for the construction the City tax payers will ending up funding that through the capital improvement project that happens in the future. Staff is attempting to ensure the dollars we get go the furthest.

Member Fox asked if the waiver is not granted and they make them put the sidewalk in now is there any chance it has to be taken out to accommodate what they do not know will happen in two years.

Mr. Thompson stated they would work in conjunction with the design engineer to make it compliant with the design the city has for the remainder of the improvements.

Member Rosenberger asked if someone pays a sidewalk in lieu does that go into a CD or money market.

Mr. Thompson stated it typically is deposited into an interest-bearing escrow account.

Ms. Lambert stated the site plan complies with the city dark sky ordinance. All of the lights are down cast and they are the same lights that Banks has on their property. They will be on timers. The parking lot is already there. It is not a part of an expansion.

Chair Woodfin closed the public hearing.

Chair Woodfin stated the findings of fact include the information provided in the 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 stated he is inclined to not do the sidewalk on Airport Rd and asked for feedback from the Board.

Councilor Todd stated the City just undertook sidewalk improvements on Airport Rd and asked if engineering has any comments.

Mr. Kohalmi stated he does not work on capital improvement projects and does not have any details.

Mr. Thompson stated this is challenging stretch given the improvements that are there. He noted he cannot speak as to whether they will have the same issues they had on the other portions of Airport Rd. There might be different challenges on this stretch of the road. Mr. Thompson stated his opinion that the sidewalk construction is much better spent on Airport Rd given the proximity with the improvements coming to Manchester St.

Chair Woodfin reopened the public hearing and asked Ms. Lambert to testify.

Ms. Lambert the applicant is willing to provide a conceptual design for the Airport Road portion of the sidewalk so that an estimated cost could be determined.

Chair Woodfin closed the public hearing.

On a motion made by Member Rosenberger, seconded by Member Hicks, the Board voted 9-0-0 to **grant the waiver requests below** from the listed sections of the Site Plan Regulations, using the criteria of RSA 674:44(III)(e) and Section 36.08 of the Site Plan Regulations:

a. Section 21.02 *Sidewalks Required,* to allow for a proposed sidewalk along the project frontage on Old Suncook Road and on Airport Rd from the northern frontage to 15-feet shy of the intersection of Airport Road and Old Suncook Road, but not require sidewalk along the remainder of the property frontage with the following conditions:
    1. This waiver does not preclude the applicant from the regulatory requirements to construct required sidewalk for any future development subject to site plan review.
    2. The applicant shall provide a fee-in-lieu of constructing the sidewalk required on Airport Road, which shall include a 20% escalation to the estimate to account for inflation. The applicant shall prepare, for purposes of determining the fee in lieu, a conceptual design, subject to review and approval by the Clerk of the Planning Board and City Engineer.
    3. If necessary, as determined by the City Engineer and Planning Board Clerk, the applicant shall provide to the City any easements or dedication of right-of-way that may be required for the sidewalk along Airport Road. Easement documents and plans shall be prepared and subject to review in accordance with Section 13.02 *Documentation Required Prior to Issuance of a Certificate of Approval* of the Site Plan Regulations.

On a motion made by Chair Woodfin, seconded by Member Savage, the Board voted 8-1-0 (Condodemetraky opposed) to **grant architectural design review approval** for the construction of a parking lot and other site improvements at Tax Map 782Z Lot 8, addressed as 234 Airport Road in the Highway Commercial as submitted with the following condition:

a. Prior to final approval, the accompanying major site plan application shall receive final approval, and the architectural design review approval shall share the same final approval date for the purposes of establishing the date of decision by the Planning Board.

On a motion made by Member Savage, seconded by Councilor Todd, the Board voted 9-0-0 to **grant the conditional use permit** from Section 28-3-6(d)(4), *Conditional Use Permits Required for Certain Uses in the AP District – Community Water Systems Protection Area* to allow for the redevelopment involving impervious area greater than fifteen (15) percent or two thousand five hundred (2,500) square feet on any lot with the following condition:

a. Prior to final approval, the accompanying major site plan application shall receive final approval, and the conditional use permit approval shall share the same final approval date for the purposes of establishing the date of decision by the Planning Board.

On a motion made by Member Fox, seconded by Member Hicks, the Board voted 9-0-0 to **grant major site plan approval for the construction of a parking lot and other site improvements at Tax Map 782Z Lot 8, addressed as 234 Airport Road in the Highway Commercial, as submitted, and subject to the following precedent and subsequent conditions:**

(a) Precedent Conditions – Per Section 7.08(9) *Expiration of Approval,* approved site plans shall meet all precedent conditions and obtain the signature of the Chair and Clerk of the Planning Board within one year of the date of the Planning Board meeting where conditional final approval was granted; otherwise said plans shall be null and void.

1. Unless a specific variance, waiver, or conditional use permit is granted stating otherwise, revise the plan sheet/set to fully comply with the Site Plan Regulations, Zoning Ordinance, and Construction Standards and Details, including but not limited to the following:
    a. The applicant shall remove the proposed fence depicted from the plat in the areas approved to be without per their February 4, 2026 variance from the Zoning Board of Adjustment.
    b. Per Section 13.02(8) *State and Federal Permits,* the applicant shall provide the approved copy of any required state or federal permits to the City Planning Staff.
2. Revise the plan set for compliance with the Site Plan Regulations and Construction Standards and Details as noted in the attached memo to Kearsten O'Brien from Paul Gildersleeve and Pete Kohalmi, dated March 13, 2026.
3. List all approved variances, waivers, and conditional use permits, with section numbers, descriptions, and date of approval on the cover sheet or site plan sheet. Unless otherwise noted, the plan set shall comply with any waivers denied by the Planning Board.
4. Upon notification from the Planning Division that the plan set complies with Planning Board conditions, the Zoning Ordinance, Site Plan Regulations, and Construction Standards and Details, the applicant shall deliver to the Planning Division two full-size plan sets, including civil, landscaping, lighting, and architectural plans for endorsement by the Planning Board Chair and Clerk.

(b) Subsequent Conditions – to be fulfilled as specified:

1. Unless otherwise permitted by Site Plan Regulation or New Hampshire State Statute, the site plan approval shall expire should the use or construction so authorized not be active and substantially developed, as defined by the Site Plan Regulations, within 3-years of final approval.
2. No building permit shall be issued or the start of construction commenced until the site plan has been approved by the Planning Board and the pre-construction conditions of approval have been satisfactorily addressed as determined by the Clerk of the Planning Board. No certificate of occupancy shall be issued until all site and building improvements have been completed to the satisfaction of the Clerk of the Planning Board according to the approved plans and conditions of Planning Board approval. (Section 11.09(6))
3. The applicant, successors, and assigns shall be responsible for the regular maintenance of all plantings and other landscape features. Plant materials shall be maintained alive, healthy, and free from pests and disease. Tree stakes and guys shall be removed after the first growing season. (Section 27.07(8))

4. Temporary sediment and erosion control devices shall not be removed until permanent stabilization is established for the entire site. All temporary erosion and sediment control measures shall be removed after the completion of construction. (Section 27.09(5))
5. A site stabilization guarantee shall be provided to ensure that sites are properly stabilized. The City Engineer may call said financial guarantee, and stabilize a disturbed site, if upon notice, the applicant has not stabilized or restored the site. (Section 27.11)
6. The Clerk shall inspect the exterior appearance of sites to determine if the exterior of a building, site, and signage are in conformity with the architectural design review approval granted by the Planning Board. No certificate of occupancy may be issued prior to a determination by the Clerk that the site is consistent with the Board's approval. (Section 33.08)
7. If there is a conflict between regulations, rules, statutes, provisions or law, or the approved plan set, whichever provisions are the more restrictive or impose higher standards shall control, unless a specific waiver from the provision has been granted by the Planning Board. (Sections 36.04 and 36.05)
8. No site construction, or change of use of land, shall occur in violation of the Site Plan Regulations and the Zoning Ordinance. No building permits shall be issued prior to satisfactory completion of pre-construction conditions of Planning Board approval. The Clerk shall not approve any certificate of occupancy unless the site is found to comply with the approved site plan and the conditions of Planning Board approval. (Sections 36.15 and 36.24)
9. It shall be the duty of the Clerk to enforce the regulations and to bring any violations or lack of compliance herewith to the attention of the City Solicitor. (Section 36.19)
10. At the completion of construction or prior to the issuance of a certificate of occupancy, digital as-built drawings shall be provided conforming to the Engineering Services Division's as-built checklist. (Sections 12.09, 13.02(11), and 36.25)
11. Where a public facility, public utility, or public improvement is to be constructed, a financial guarantee shall be provided. (Sections 13.02(5) and 36.26)

9E. TFMoran Inc, on behalf of 94 Manchester St, LLC, requests approval for a major site plan application for a new 116 room, 4-story hotel building, with a footprint of 14,768-square-feet and associated site improvements at Tax Map 781Z Lots 12, 12-1, 12-2 and 12-3, addressed as 94-98 Manchester Street in the Highway Commercial (HC) and Office Park Performance (OCP) Districts. (2026-005)(PL-SPR-2026-0057)

Continued to a date certain of May 20, 2026 at the request of the applicant as noted in item 4 above.

9F. Nobis Group, on behalf of NHSCOT, requests an amendment to a previously approved major site plan for certain waivers and to modify the conditions of approval at Tax Map 32Z Lot 59, addressed as 210 Bog Road in the Open Space Residential (RO) District. (2025-015) (PL-AMEND-2026-0022)

Mr. Bass stated on April 16, 2025 this application received conditional approval by the Board, and received final approval on September 30, 2025. Staff's understanding is that through extensive collaboration with abutters that the Applicant is requesting an amendment to their approved site plan application to revise the landscaping proposed within certain areas of the required landscape buffer. Through coordination with staff, it was determined that this effort would require the applicant to request a waiver from section 18.17 of the Site Plan Regulations and to amend a condition of

approval, and the staff report was prepared accordingly. Under further recent reconsideration, and whereas the site plan has previously satisfied all precedent conditions and received final approval. Staff recommends a streamlined solution, whereas essentially all the applicant is proposing to do is amend their previously approved landscaping plan. Staff would recommend, provided that the applicant is willing, that they rescind their request for a waiver, and the Board consider the amendment simply as a revision to the revised landscape plan with no action to be taken on the waiver or amending previously satisfied conditions of approval. Staff does have revised recommendations for this approach. Staff notes that on the conditionally approved plan, it was noted that the existing 1-story health center building was to remain on the site. Throughout the conditional approval process, and prior to the final approval, the egress road was shifted and the existing 1-story health center building had been modified to be removed. The Heritage Commission and the applicant have engaged in a discussion regarding possible alternatives instead of demolition of the structure, including relocation. Staff calls attention to the callout included as part of this amendment application on Sheet LA101 where the applicant is seeking to call attention to this change and memorialize it with this approval. Staff has recommended language as part of the amendment approval, that if this building is to be relocated on site, it is to be shown on the plan prior to final endorsement by the Chair and Clerk of the Planning Board.

Jonathan Halle (4 Crescent St Unit 2, Concord), Terri Wiltse (210 Bog Rd, Concord) and John Arnold (45 S Main St, Concord) presented the application.

Mr. Arnold noted the landscape plan presented with the proposed plantings would be unlikely to survive given the location and wildlife. They have a new landscaping plan that will provide a buffer.

Chair Woodfin asked the applicant to walk through the changes.

Mr. Halle stated the original landscape plan dealt with a 400 foot stretch where the pinch of this property comes together. There is an issue of biodiversity in the ordinance. They cannot have more than 25% of the same plant. The majority of the plants the city requires is candy to the wildlife. They are trying to plant a plant that will be a visual screen and give buffer for acoustics.

Chair Woodfin asked if there are any comments from the Board, staff, with none opened to audience.

Leon LeFrenier (141 River Rd, Concord) stated he was approached this winter with the proposed planting schedule. Mr. LeFrenier is in support of the proposal.

Edward Smith (145 River Rd, Concord) is in support of the movement.

Chair Woodfin closed the public hearing.

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

Ms. Bass noted based on the adopted findings of fact staff would recommend the Board grant approval for the major site plan amendment to modify the approved landscaping plan within certain required buffers for the conversion of the site at 210 Bog Rd NHSCOT subject to the following precedent and subsequent conditions. Mr. Bass recommended to modify precedent condition a1 to strike the last sentence. Mr. Bass suggested to reopen the hearing for the applicant, if they chose, to rescind the waiver request.

Chair Woodfin reopened the public hearing and asked the applicant to formally rescind the waiver request if they agree.

Mr. Arnold stated they rescind the waiver request as they are no longer necessary.

Chair Woodfin closed the public hearing.

On a motion made by Chair Woodfin, seconded by Member Condodemetraky, the Board voted 9-0-0 to **grant approval for the major site plan amendment** to modify the approved landscaping plan, specifically the landscaping within certain required buffers, for the conversion of the site at 210 Bog Road to NHSCOT headquarters subject to the following precedent and subsequent conditions:

(a) **Precedent Conditions** - to be fulfilled within one year and prior to signature of the final plat by the Planning Board Chair and Clerk, unless otherwise specified:

1. Within the complete plan set, the cover sheet and site plan notes shall be revised to list all approvals, variances, waivers, and conditional use permits with the section numbers and description, and date of approval.
2. Should the applicant proceed with relocation of the health center building elsewhere on the site in lieu of the currently proposed demolition, the new location of the building shall be indicated on the final plans prior to endorsement by the Chair and Planning Board Clerk.
3. Upon notification from the Planning Division that the plan set and amendment complies with Planning Board conditions, the Zoning Ordinance, Site Plan Regulations, and Concord Construction Standards and Details, the applicant shall deliver to the Planning Division two new full-size plan sets, which include the amended landscaping sheets for endorsement by the Planning Board Chair and Clerk. **Both the cover sheet and the site plan sheet shall contain the signature block.** The plan sets shall contain the signature and seal of the appropriate licensed professionals as outlined in the Site Plan Regulations, unless applicable waivers have been received.

(b) **Subsequent Conditions** – to be fulfilled as specified

1. The application is subject to all previous remaining conditions of approval from the April 25, 2025 Planning Board decision.

9G. Richard D. Bartlett & Associates, LLC, a division of Nobis Group, on behalf of Seth Hipple, requests approval for a minor subdivision application for a 2-unit condominium conversion at Tax Map 7414Z Lot 127, addressed as 45 Concord Street, in the Downtown Residential (RD) District. (2026-016) (PL-MIS-2026-0048)

Ms. Bass stated on August 20, 2025 this property received conditional approval for a two-lot subdivision and it is now returning as a separate subdivision application to convert into a condominium form of ownership. Mr. Bass noted the two-lot subdivision would be withdrawn prior to final approval of the condominium.

On a motion made by Member Hicks, seconded by Member Condodemetraky the Board voted 9-0-0 to determine the application complete, not a development of regional impact, per RSA 36:55, and open the public hearing.

Mark Sargent (18 Chenell Dr, Concord) presented the application. Mr. Sargent stated 45 Concord St and 1 Beaver St there are two single family homes. There is a single water line. There is a single sanitary sewer line that serves both buildings. The proposal is to create a two-unit condominium. Each unit will have its own parking area. There will be limited common area. The condominium will pay the water bill and maintain the water line. The sanitary sewer is required to have a six-inch service for two buildings. They asked that not be a condition of approval. Ms. Sargent asked to not change the pipe until it fails.

Chair Woodfin asked about the plan set and about parking if there is access on Beaver St.

Mr. Sargent stated there is no access on Beaver Street.

Chair Woodfin asked about the green hatch and what does it indicate.

Mr. Sargent stated it is a paved walkway.

Mr. Bass stated he may recommend if the Board would allow the condominium association to take ownership of the water and sanitary sewer service. The Board could grant a waiver from section 25.03 construction standards to not require a separate sanitary service for each unit as would be required by section 4.03 b15 of the construction standards.

Chair Woodfin asked if there are member(s) of audience that have any questions or comments on this application.

Paulette Hipple stated she is in favor of this proposal.

Chair Woodfin closed the public hearing.

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

On a motion made by Chair Woodfin, seconded by Member Tarbell, the Board voted 9-0-0 to **grant the waiver requests below from the listed sections of the** Subdivision Regulations, using the criteria of RSA 674:36(II)(n)(2) and Section 35.08 of the Subdivision Regulations:

a. Section 17.01(2) *Special Provisions for condominium subdivisions Floor Plans,* to not provide floor plans required by this section;
b. Section 17.03 *Floor Plans,* to not provide floor plans required by this section.
c. Section 25.03(1) Construction Standards, to not require a separate sanitary service for each unit as would typically required by Section 4.03.B.15 of the Construction Standards

On a motion made by Member Hicks, seconded by Member Savage, the Board voted 9-0-0 to **grant minor subdivision approval** for a minor condominium subdivision for the conversion of an existing single-family dwelling units at 45 Concord St and 1 Beaver St, as submitted, **subject to the following precedent and subsequent conditions**:

(a) **Precedent Conditions –** to be fulfilled within one year and prior to signature of the final plat by the Planning Board Chair and Clerk, unless otherwise specified:
1. For compliance with the Subdivision Regulations, revise the plat as follows:
    a. Per Section 12.02 the name and address of the owner and applicant shall be provided in the title block.
    b. Per Section 12.08(23)(d) the usable land area calculations for residential development and net land area calculations for non-residential development shall be added to the plat.
    c. Section 12.02(4) *Conditions of Planning Board Approval* and Section 15.03(17) *Conditions of Approval* a note shall be added to the condominium site plan that states: "The development is subject to all subsequent conditions of Planning Board approval granted on March 18,2026 for application 2026-016."
    d. Per Section 17.05 *Acceptable Water Metering and Water Service*, the applicant shall revise both the plat and condominium declaration to clearly address how the application will be accounting for the unit's water metering and water service in a manner compliant with the Subdivision Regulations. Additionally, prior to final approval of the condominium the applicant shall demonstrate the units comply with the chosen provision.
    e. Per Section 17.06 *Condominium Declaration and By-Laws*, the section in the condominium declaration regarding Common Elements shall be clarified, both generally and specifically for utility systems serving more than one unit. Prior to final approval, the condominium declaration and by-laws shall be reviewed and approved by the City Clerk and City Solicitor.
    f. Prior to final approval, the applicant shall pay and resolve any outstanding tax balances on the property.
    g. Per Section 17.04(3) the applicant shall revise the plat and condominium declaration to provide for appropriate means of managing the sanitary sewer service connection, to the satisfaction of the City Engineer and City Clerk.
    h. Per Section 17.04(4) the applicant shall confirm the location, size, and material of the sanitary sewer services. If the service is determined to be substandard by the City Engineer, it shall be upgraded accordingly for compliance with the City of Concord Construction Standards.
    i. On the listed notes on the plat, the typo shall be corrected after note 12 from "3" to "13".

2. The plat shall list all approved variances, waivers, and conditional use permits with the section numbers and description, and date of approval.
3. Revise the plan set for compliance with the Site Plan Regulations and Construction Standards and Details as noted in the attached memo to Kearsten O'Brien from Paul Gildersleeve and Pete Kohalmi, dated March 9, 2026.
4. Prior to the recording of the plat and as required by Section 12.09 Electronic Submission of the Subdivision Regulations, digital information from the plat shall be provided to the City Engineer for incorporation into the City of Concord Geographic Information (GIS) and tax maps. The digital information shall be submitted in a format and media conforming to standards promulgated by the City Engineer. The layers listed in Section 12.09(1) through (8) shall be submitted referencing New Hampshire State Plane Grid Coordinates and shall be based on National American Vertical Datum 1988 (NAVD 88).
5. Per Section 13.02(13) Recording Fees, the applicant is responsible for submittal of required recording fees.
6. Per Section 4.02, no land shall be subdivided or portions of a lot transferred within the corporate limits of the City, until a subdivision plat for said land has been prepared in accordance with the regulations, approved by the Board, endorsed by the Chair and Clerk of the Planning Board, and filed at the Merrimack County Registry of Deeds.
7. Per Section 15.02(12) Registry Requirements, the applicant is responsible for ensuring that the plat to be recorded complies with the current standards of the Merrimack County Registry of Deeds.
8. The applicant shall formally withdraw (in writing and addressed to the Planning Board Clerk) the conventional subdivision application prior to final approval and endorsement of the condominium conversion plans by the Chair and Planning Board Clerk.
9. Upon notification from the Planning Division that the final plat complies with Planning Board conditions, the Zoning Ordinance, and Subdivision Regulations, the applicant shall deliver to the Planning Division one mylar, one full-size plan set, and one 11x17 plan set for endorsement by the Planning Board Chair and Clerk and subsequent recording of the mylar at the Merrimack County Registry of Deeds. Per Section 15.02(1) Licensed Land Surveyor, the final plat drawings shall contain the signature and stamp of the New Hampshire licensed land surveyor who prepared the plat.

(b) **Subsequent Conditions** – to be fulfilled as specified:

1. This approval notwithstanding, the applicant is responsible for full knowledge of, and compliance with, the municipal code, Subdivision Regulations, and Concord Construction Standards and Details for the project, unless a variance, waiver, or conditional use permit is granted.
2. Per Section 4.03 of the Subdivision Regulations, no building permit or certificate of occupancy shall be issued for any parcel or plat of land which was created by subdivision after the effective date of, and which is not in conformity with, the provisions of the Subdivision Regulations.

3. Per Section 17.06 *Condominium Declaration and By-Laws*, the approved condominium documents shall be considered part of the official approval and shall not be altered to be inconsistent with the recorded plat, without further review and approval by the Board of a revised subdivision application.
4. Upon any failure or repair which results in the requirement for substantial reconstruction or replacement of the existing single sanitary service serving both units, a separate individual sanitary sewer service shall be required to be provided for each unit.

10. Other Items
None.

11. Other Business
Any other business which may legally come before the Board.

12. Adjournment

Adjournment
On a motion made by Member Fox, seconded by Councilor Todd, the Board voted 9-0-0 to adjourn the meeting at 9:47 p.m.

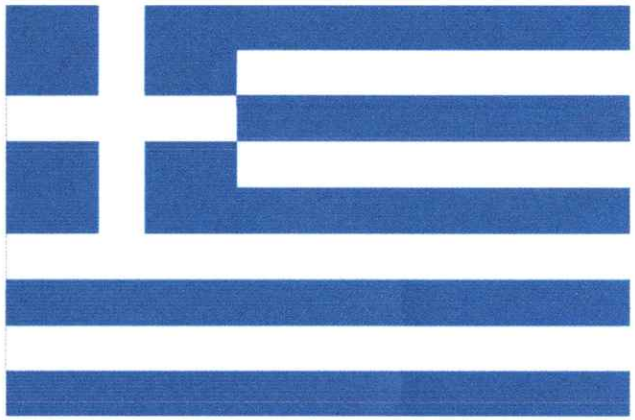
The next regular meeting is Wednesday, March 15, 2026, at 7:00 p.m.

TRUE RECORD ATTEST:
Krista Tremblay
Krista Tremblay
Administrative Technician III

YAMAS

greek eatery

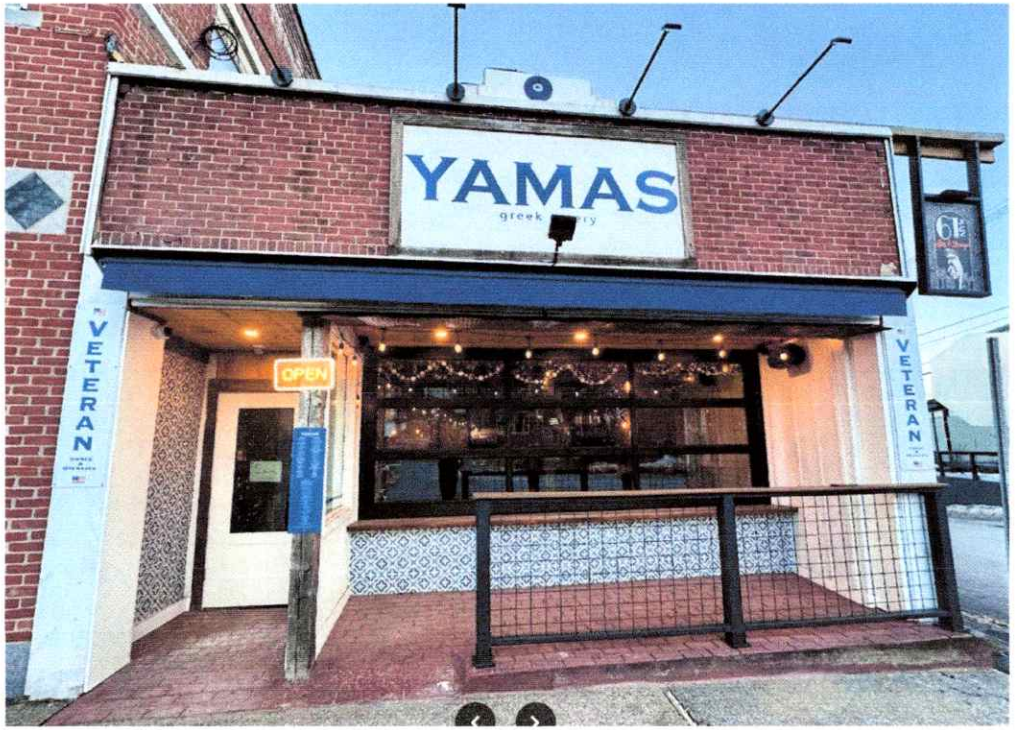
CONCORD PLANNING BOARD
MARCH 18, 2026



WALLLA WALLA, WA

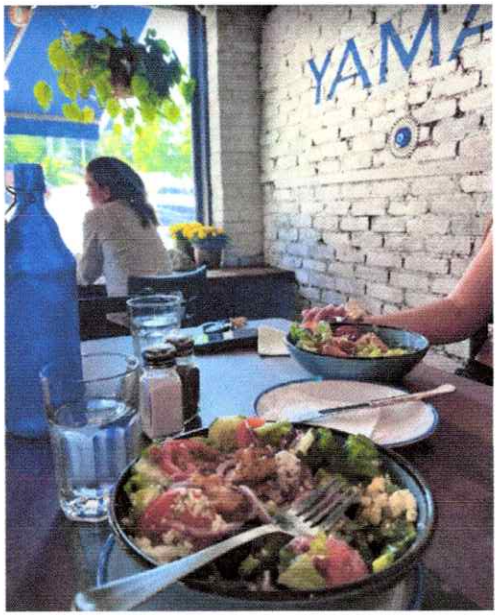


PLYMOUTH, NH

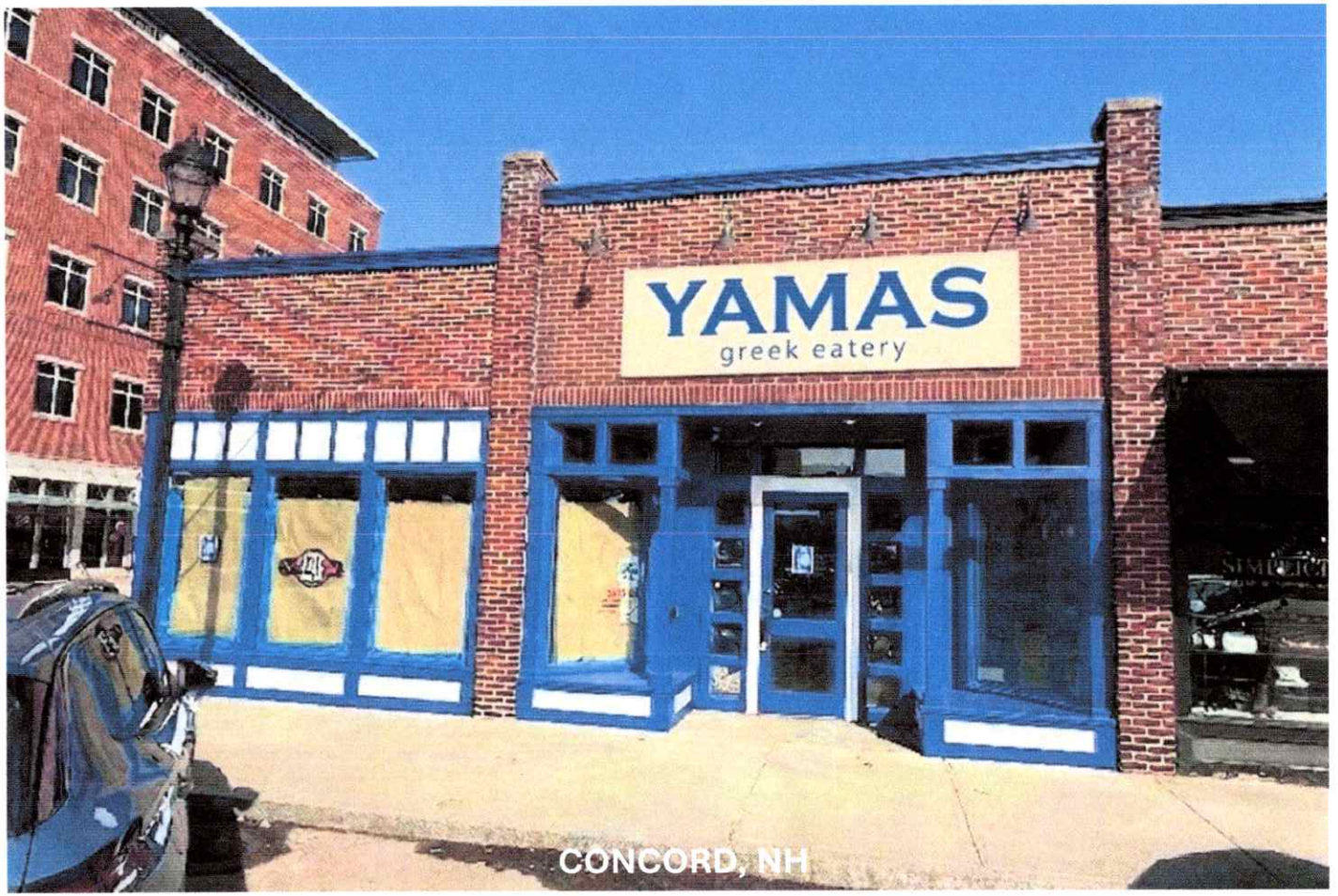


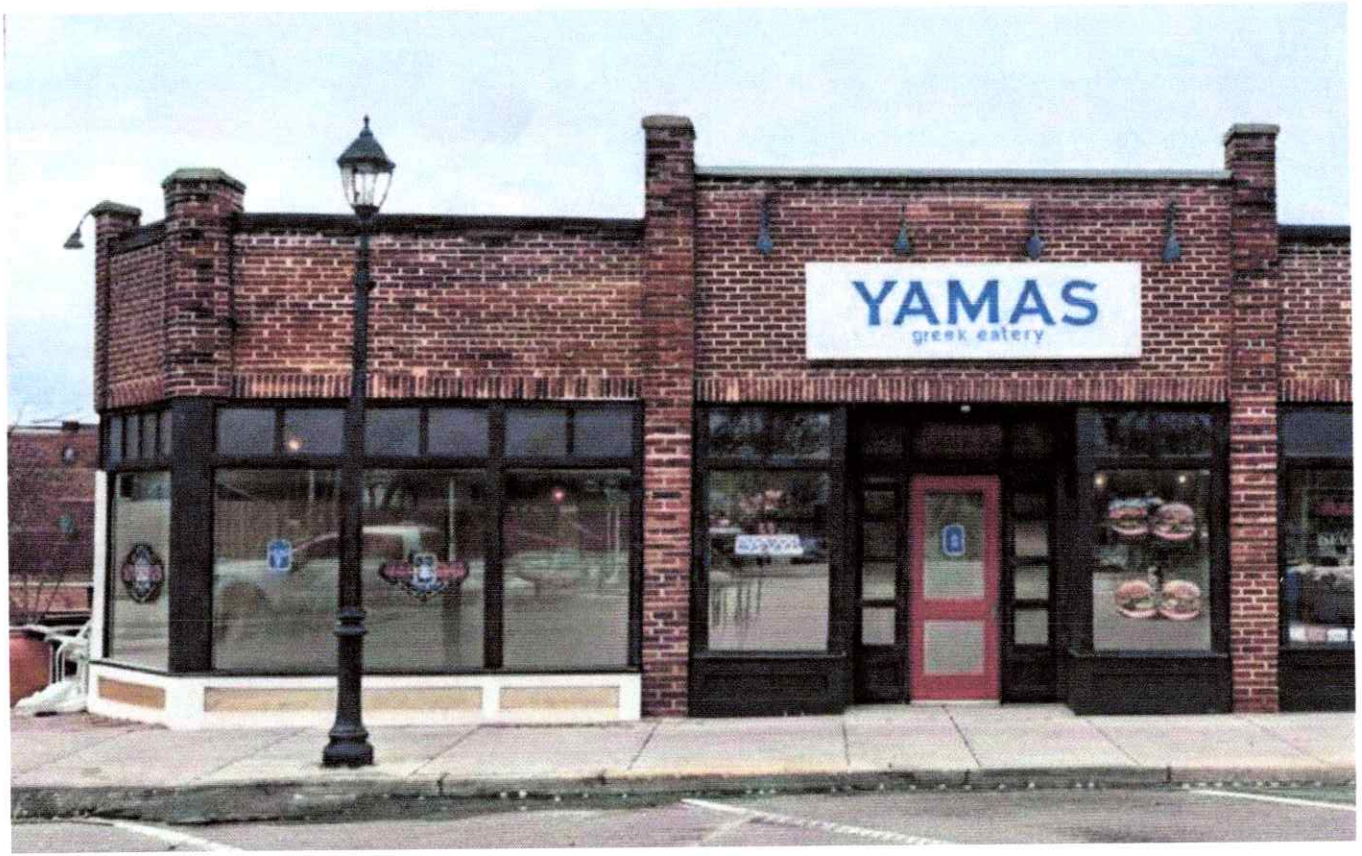
PLYMOUTH, NH








YAMAS
greek eatery
CONCORD, NH


YAMAS
greek eatery


The Friendly Toast


Teatotaller
R U
CURIOUS?