City of Concord Planning Board
June 17, 2026
Minutes

The regular monthly meeting of the Concord Planning Board was held on June 17, 2026, at 7:00 p.m., in City Council Chambers at 37 Green St, Concord.

Attendees: Dina Condodemetraky, David Fox, Matthew Hicks, Alternate Leon LaFreniere, Amanda Savage, Eaton Tarbell, Councilor Brent Todd, Paige Wilber and Chair Richard Woodfin

Absent: Teresa Rosenberger (Ex-Officio for City Manager), and Alternate Frank Kenison

Staff: Tim Thompson – (Assistant Director of Community Development), Kellie Caron (City Planner), Alec Bass (Assistant City Planner – Community Planning), Krista Tremblay (Administrative Technician III), Kearsten O'Brien (Senior Planner), 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 7:00 p.m.

2. **Roll Call**
   The Acting Clerk of the Planning Board, Tim Thompson, did the roll call, noting that a quorum is present.

   Mr. Walsh introduced the new City Planner, Kellie Caron, to the Board and provided her background.

3. **Approval of Meeting Minutes**
   On a motion made by Member Condodemetraky, seconded by Councilor Todd, the Planning Board voted 6-0-2 to approve the May 20, 2026, Planning Board meeting minutes, as written. Member Fox and Member Savage recused.

4. **Agenda Overview**
   On a motion made by Member Savage, seconded by Member Hicks, the Planning Board voted 8-0-0 to continue agenda item 6A to continue to no date certain at the request of the applicant.

   On a motion made by Member Savage, seconded by Member Wilber, the Planning Board voted 8-0-0 to continue agenda item 7A to a date certain of July 15, 2026, at the request of the applicant.

   On a motion made by Member Savage, seconded by Councilor Todd, the Planning Board voted 8-0-0 to continue agenda item 7B to a date certain of July 15, 2026, at the request of the applicant.

   On a motion made by Member Savage, seconded by Member Fox, the Planning Board voted 8-0-0 to continue agenda item 7C to a date certain of July 15, 2026, at the request of the applicant.

   On a motion made by Member Savage, seconded by Councilor Todd, the Planning Board voted 8-0-0 to continue agenda item 7D to a date certain of July 15, 2026, at the request of the applicant.

On a motion made by Member Savage, seconded by Councilor Todd, the Planning Board voted 8-0-0 to continue agenda item 7E to continue to no date certain at the request of the applicant.

5. Architectural Design Review by Consent

On a motion made by Member Wilber, seconded by Member Condodemetraky the Board voted 8-0-0 to approve agenda items 5A-5E as submitted, subject to the recommendations of the Architectural Design Review Committee.

5A. Flynn Group Applebees, on behalf of MH Concord, LLC and Applebee's, requests architectural design review approvals for thirteen existing, non-permitted 24-square-foot externally illuminated awning signs (SP-0709-2026) (SP-0710-2026) (SP-0711-2026) (SP-0712-2026) (SP-0713-2026) (SP-0714-2026) (SP-0715-2026) (SP-0716-2026) (SP-0717-2026) (SP-0718-2026) (SP-0719-2026) (SP-0720-2026) (SP-0721-2026) at 260 Loudon Road in the Gateway Performance (GWP) District. (PL-ADR-2026-0157) (2026-009)

The Planning Board approved the application as submitted.

5B. Branwen's Sacred Cove, LLC, on behalf of Harold E & Judith A Ekstrom, requests architectural design review approval for a new 2-square-foot non-illuminated freestanding sign panel sign (SP-0772-2026) at 15 Green St in the Civic Performance (CVP) District. (PL-ADR-2026-0180) (2026-048)

The Planning Board approved the application as submitted with the following conditions: that the sign shall fit into the width dimensions of the white bar behind it; a gap shall remain between the bottom of sign and wooden rail; the lettering may be on one line; and, a suggestion that a brighter yellow/gold be used to increase readability on the dark background.

5C. Real 603 NH Home & Lifestyle Group, on behalf of Real 603 and Better Business Bureau of NH, requests architectural design review approvals for 2 new externally illuminated freestanding sign panels of 12-square-feet (SP-0774-2026) and 6-square-feet (SP-0775-2026), to replace existing sign panels on an existing frame at 48 Pleasant Street in the Civic Performance (CVP District) (PL-ADR-2026-0181) (2026-049)

The Planning Board approved the application as submitted with the suggestion that the external lights be replaced with a more updated direct light fixture(s), or small landscaping be installed beneath the sign.

5D. Green Bear Signs and Graphic, LLC, on behalf of Flomac Limited Partnership, and Back Nine, requests an architectural design review approval for a new 24-square-foot internally illuminated free standing tenant panel sign (SP-0770-2026), to be installed on an existing freestanding sign, at 8 Loudon Rd in the Gateway Performance (GWP) District. (PL-ADR-2026-0174) (2026-036)

The Planning Board approved the application as submitted with the condition that the white background be opaque when lighted at night leaving the letters and logo minimally outlined.

5E. Wilson & Wilson Architects, and NEOPCO Signs, on behalf of Spring Corner Condominium, and Nonna's Place, LLC, requests architectural review approvals for a 650-square-foot façade alteration for the construction of a loggia to the front of an existing restaurant along Pleasant Street and for a new 13.5-square-foot externally illuminated building wall sign (SP-0780-2026), which involves removal of the existing freestanding sign and relocating of the top portion for the sign to be mounted on the building, and to relocate the existing protruding blade sign from the building, onto one of the

proposed columns at Tax Map 7411Z Lot 100, addressed as 60 Pleasant Street, 62 Pleasant Street, and 2-10 N Spring St in the Civic Performance (CVP) District. (PL-ADR-2026-0173) (2026-033)

The Planning Board approved the application as submitted.

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

Public Hearings

6. Design Review Applications

6A. Brixmore Properties requests an amendment to previously granted architectural design review and site plan approval for revisions to the building façade and lighting plans for the addition of decorative building lighting at 80 Storrs Street in the Opportunity Corridor Performance (OCP) District. (2024-062) (PL-AMEND-2026-0023) (The applicant has requested to continue to no date certain.)

This agenda item was continued indefinitely in agenda item 4.

7. Site Plan, Subdivision and Conditional Use Permit Applications

7A. Eastern Development, on behalf of Ryan Taber, requests minor subdivision approval for a 2-unit condominium conversion at Tax Map 494 Lot 3, addressed as 3 Palm Street in the Neighborhood Residential (RN) District. (2026-026)(PL-MIS-2026-0049) (Applicant has requested to continue the determination of completeness to the date certain of July 15, 2026)

This agenda item was continued to a date certain of July 15, 2026 in agenda item 4.

7B. Wilcox & Barton Inc, on behalf of 3JB, LLC, requests major site plan approval, architectural design review approval, and certain waivers from the Site Plan Regulations for the construction of a new 2-story, 3,500-square-foot commercial addition with basement, and the conversion of existing structures into 5 residential units, and certain site improvements at Tax Map 7413Z Lot 9, addressed as 47-49 South State St. As part of the major site plan, the applicant also requests conditional use permit approval pursuant to Section 28-7-11(f) Driveway Separation Alternatives to allow an existing driveway to remain 174-feet from an intersection where 200-feet is required. (2026-040) (PL-SPR-2026-0060) (PL-CUP-2026-0111) (Applicant has requested a continuance to July 15, 2026)

This agenda item was continued to a date certain of July 15, 2026 in agenda item 4.

7C. Wilcox & Barton Inc, on behalf of Two Wheeler Holdings, LLC, requests major site plan and architectural design review approvals for the conversion of an existing 30,310-square-foot building along with a 2,470-square-foot addition for a car dealership, 70,270-square-feet of additional pavement for driveways, parking, and vehicle storage, and other associated site improvements at Tax Map 782Z Lot 44, addressed as 110 Manchester Street in the Highway Commercial (CH) and Office Park Performance (OFP) Districts. (2026-044) (PL-SPR-2026-0061) (Continued to July 15, 2026 at the request of the applicant)

This agenda item was continued to a date certain of July 15, 2026 in agenda item 4.

7D. Northpoint Engineering, LLC, on behalf of Granite Municipal Manufacturing & Sales, LLC, requests major site plan and architectural design review approvals for the construction of 3 new 31,200-square-foot gross area, 4-story buildings for mixed flex industrial and self-storage use, a new 2,040-square-foot gross area, 2-story building office and caretaker apartment building, and associated site improvements at Tax Map 40Z Lot 6, addressed as 52 Locke Road in the Industrial (IN) and Open Space Residential (RO) Districts. As part of the major site plan application, the applicant also requests conditional use permit approval pursuant to Section 28-4-3(d) Conditional Use Permits Required for Certain Disturbance of Wetland Buffers to allow for the previous 54,781-square-feet of temporary wetland buffer impact for tree clearing and 2,936-square-feet of permanent wetland buffer impact for grading associated with the proposed stormwater management system. (2026-045)(PL-SPR-2026-0062) (PL-CUP-2026-0114) (Continued to July 15, 2026 at the request of the applicant)

This agenda item was continued to a date certain of July 15, 2026 in agenda item 4.

7E. JMPNH Properties LLC and WarrenStreet Architects, on behalf of Steven Osborne, requests minor site plan approval for the conversion of an existing duplex use to a 4-unit multifamily at Tax Map 631Z Lot 9, addressed as 5 Ormond Street in the High Density Residential (RH) and General Commercial (CG) Districts. (2026-050)(PL-SPM-2026-0029) (Continued to no date certain, at the request of the applicant)

This agenda item was continued indefinitely in agenda item 4.

7F. Northpoint Engineering, LLC, on behalf of ZV Investments, LLC, requests minor subdivision approval for a 2-lot subdivision at Tax Map 631Z Lot 19, addressed as 5 Thomas Street in the High Density Residential (RH) District. As part of the subdivision application, the applicant also requests two conditional use permit approvals pursuant to Section 28-7-11(f) Driveway Separation Alternatives, to allow multiple driveways with 166.35-feet of frontage where 250-feet would be required, and Section 28-7-11(g) Driveway Width Reduction, to allow a 22-foot wide, two-way driveway where 24 feet is required. (2026-042) (PL-MIS-2026-0053) (PL-CUP-2026-0112) (PL-CUP-2026-0113) (PL-CUP-2026-0118) (PL-CUP-2026-0119)

On a motion made by Member Hicks, seconded by Councilor Todd, the Board voted 8-0-0 to determine the application complete, not a development of regional impact, per RSA 36:55, and open the public hearing.

Mr. Thompson stated this application calls for subdividing a new lot for a single-family residential use, while the existing 3-unit building remains on the parent parcel. The applicant received multiple variances to allow for various nonconformities to continue on the lot with the 3-unit building, and per newly adopted zoning language also seeks conditional use permits to allow other non-conformities to continue (driveway separation, driveway width, perimeter buffer, and private yards). The site was previously conditionally approved for further multi-family use in 2023, and per the recommended conditions of approval that application will be withdrawn and a license to use a portion of the Thomas Street right-of-way for parking will be rescinded as well. Another benefit to the application is the removal of the 6-bay garage (that encroaches on the property to the north) and a nearly 60’ wide driveway, significantly improving access management along this stretch of Thomas Street. Staff is

recommending the Board determine the application complete, not of regional impact, and following the public hearing recommend granting conditional approval per the staff memo.

Jeff Lewis (119 Storrs St, Concord) and Dan Martin (5 Thomas St, Concord) presented the application. Mr. Lewis stated several years ago they were at Planning Board to expand the existing 3-unit multi-family. The project was not started due to increasing site costs. Mr. Lewis noted Mr. Martin is looking to let the approval lapse instead subdivide the property to create a buildable lot for a single family. The existing six bay detached garage on the lot that is non-conforming and is in the setback along with the wide driveway on Thomas Street will be removed. There are no changes proposed to the existing multi-family. There are some conditional use permits for the existing non-conformities of the existing three-family building. The Zoning Board granted six variances for the non-conformities for setbacks and driveway widths. The applicant is requesting Conditional Use Permits for driveway width reduction, multiple driveways, and buffer requirements. The applicant is also requesting waivers for underground utilities because the existing lot already has overhead utilities. The other waiver pertains to usable area for the area inside the setbacks which requires 60% of the total lot area (6000 square feet and they have roughly 5700).

Chair Woodfin asked about the driveway cuts and the Planning Board has been consistent with denying the additional driveway cuts. Chair Woodfin asked if it is a cost issue to not rip up the driveway.

Mr. Thompson stated the secondary driveway closest to the hammer head was subject to a variance that was granted by the Zoning Board to allow it to remain in that configuration as a one-way with less than 14 feet.

Mr. Bass stated staff spent time quite a bit of time working with their team. There are certain site constraints and the subdivision plan is trying to entertain five parking spaces when the subdivision regulations only require three.

Mr. Lewis showed where the people are parking now and will want to continue to park.

Mr. Bass noted the applicant requested those two waivers of usable area and staff recommend the Board grant that waiver for the reduction of the required usable area. Mr. Bass stated staff recommendation on the underground utilities is to partially grant that waiver and support for the three family. However, they want the new lot to abide by the underground utilities.

Mr. Lewis stated this is a subdivision and Planning Board gets to weigh in on but they disagree with staff and ask the waiver to be granted.

Mr. Walsh stated the staff report talks about between Thomas Street is scheduled to be paved this construction season and any cuts in the newly paved roadway would be subject to enhanced damage fees. He suggested the applicant coordinate with the City on utility connections before it is paved.

After receiving no public testimony, 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 Member Tarbell, seconded by Member Fox, the Board voted 8-0-0 to **grant the conditional use permit** from Section 28-7-11(f) *Driveway Separation Alternatives* to allow a reduction in the required frontage for two driveways from 250-feet to 166.35-feet with the following condition:

a. Prior to final approval, the accompanying minor subdivision 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 Tarbell, seconded by Councilor Todd, the Board voted 8-0-0 to **grant the conditional use permit** from Section 28-7-11(g) *Driveway Width Reduction* for a reduction in the minimum width of driveways, not less than 18-feet, where the total traffic will be less than 35 trip ends on a weekday, where normally 24-feet is required with the following condition:

a. Prior to final approval, the accompanying minor subdivision 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 Hicks, seconded by Member Condodemetraky, the Board voted 8-0-0 to **grant the conditional use permit** from Section 28-4-5(d)(5) *Perimeter Buffer Required* for a reduction from the required 75-feet perimeter buffer and instead allow the existing 3-unit multifamily to remain in its current condition with the following condition:

a. Prior to final approval, the accompanying minor subdivision 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 Condodemetraky, seconded by Member Tarbell, the Board voted 8-0-0 to **grant the conditional use permit** from Section 28-4-5(d)(4) *Private Yards Required* to not require private yards for each dwelling unit for the existing 3-unit multifamily use and instead allow it to remain in its current condition with the following condition:

a. Prior to final approval, the accompanying minor subdivision 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 Hicks, seconded by Member Savage, the Board voted 8-0-0 to **grant the waiver** requests below from the listed sections of the Subdivision Regulations, based on the evidence provided showing that the criteria of RSA 674:36(II)(n)(2) and Section 35.08 of the Subdivision Regulations are met:

a. Section 19.05(4) *Useable Area* – to allow a new single-family lot to have 5,780-square-feet of useable area where 6,000-square-feet is required;

On a motion made by Member Tarbell, seconded by Member Condodemetraky, the Board voted 8-0-0 to **grant the waiver** requests below from the listed sections of the Subdivision Regulations, based

on the evidence provided showing that the criteria of RSA 674:36(II)(n)(2) and Section 35.08 of the Subdivision Regulations are met:

a. Section 26.02(1) *Underground Utilities*, to allow the both the new lot and the existing 3-family structure to continue to be serviced by overhead utilities.

On a motion made by Chair Woodfin, seconded by Councilor Todd, the Board voted 8-0-0 to **grant minor subdivision** approval for the two-lot subdivision at 5 Thomas Street, subject to the following precedent and subsequent conditions:

(a) Precedent Conditions – to be fulfilled within one year and prior to signature of the subdivision plat by the Chair and Clerk of the Planning Board, unless otherwise specified.

1. Revise the subdivision plat as follows:
    a. Per Section 12.04 *Location Plan* (8), the map, block lot numbers shall be added to the location plan for all abutters and the property to be subdivided.
    b. Per Section 12.04 *Location Plan* (9), the zoning district designations and boundaries shall be added to the location plan.
    c. Per Section 12.08(10) *Municipal Utilities*, the size and type of the existing water service shall be added to the plat.
    d. Per Section 12.08(11) *Non-municipal Utilities*, the location, type, and size of the gas service shall be added to the plat.
    e. Per Section 12.08(13) *Flood Hazard*, Note 5 on the plat shall be revised to include a statement as to whether or not the property is located within the City's Flood Hazard (FH) Overlay District.
    f. Per Section 12.08(23) *Tabulations* (c), the impervious surface coverage in square feet and percent shall be added to the plats dimension table.
    g. Per Section 12.08(24) *Zoning*, the Zoning District Boundary lines, including labels, shall be added to the plat.
    h. Per Section 15.02(9) Proposed Use, Note 4 on the plat shall be revised to include a statement of the proposed type of residential use (single-family, duplex, multi-family, townhouse), for both lots proposed.
    i. Per Section 15.03(1) *Abutting Property*, the property address of #2 Thomas Street shall be added to Tax Map 631Z Lot 18, which is the abutting property across the street.
    j. Per Section 15.03(2) *Dimensions*, the dimension and bearings for all existing and new property lines to be created need to be shown on the plat. Specifically, the existing property lines appear to provide this information, but bearings and dimensions for new property lines appear to have only been provided for the new property line separating the lots and bearings and dimensions need to be provided for the change lots lines that run north and south.
    k. Per Section 15.03(9) *Access and Driveways*, a proposed approximate driveway for lot 1 shall be provided on the plat to demonstrate the lot can support a driveway which complies with and maintains the required 40-feet of driveway separation required Section 28-7-8(b) *Separation of Driveways In Residential Districts* of the Zoning Ordinance.
    l. Per Section 15.03(18) *Conditions of Approval*, the conditions of approval which remain to be fulfilled after the recording of the plat shall be noted on the plat. This condition can be satisfied by listing the subsequent conditions of approval

on the plat, or adding a note stating "The development is subject to all subsequent conditions of Planning Board approval granted on **INSERT DATE HERE** for application 2026-042."

m. Per Section 19.05 *General Design Standards for Lots* (4) *Useable Lot Area Rectangle,* the required useable lot area shall be added to the dimensional table on the plat. The proposed Lot 1 does not appear to meet the required useable area, and the subdivision shall be modified accordingly for compliance.

2. Revise the plat for compliance with the Subdivision Regulations and Construction Standards and Details as noted in the attached 2-page memo to Alec Bass from Paul Gildersleeve and Pete Kohalmi, dated May 5, 2026.
3. The plat shall list, describe, and date all approvals, variances, waivers, and conditional use permits received. The application shall also be revised to conform with any denials made by the Board.
4. Prior to final approval, all existing non-compliant site features proposed for removal shall receive any applicable permits and shall be removed from the property. Including the existing 6-bay garage, existing pavement at the new property line, and the two sheds.
5. Prior to final approval, the current conditionally approved major site plan application for this property shall be withdrawn and the associated license agreement between the City of Concord and ZV Investments LLC for the use of the triangle shaped parcel known as Tax Map 631Z Lot 1 shall be terminated.
6. 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).
7. Per Section 19.04, a New Hampshire licensed land surveyor shall place permanent reference monuments in the subdivision, as required by the Subdivision Regulations and as approved by the City Engineer.
8. Per Section 15.02(12), the applicant shall ensure that the subdivision plat to be recorded complies with the current standards of the Merrimack County Registry of Deeds, including materials, font size, plan size, margins, and plat layout.
9. Upon notification from the Planning Division that the project complies with the precedent conditions, Zoning Ordinance, and Subdivision Regulations, deliver to the Planning Division for signature one full size plan and one mylar of the subdivision plat that contains the signature and seal of the appropriate licensed professionals as required by Section 9.08(7) of the Subdivision Regulations.

(b) Subsequent Conditions

1. Per Section 13.02(13), at the time of recording, the applicant shall provide the recording fees required by the Merrimack County Registry of Deeds for all plans and documents to be recorded.
2. 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

3. 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.

7G. Hoyle Tanner & Associates, Inc, on behalf of 52 Fisherville Road, LLC, requests minor subdivision approval for a 2-lot subdivision, and certain waivers, at Tax Map 303Z Lot 1, addressed as 52 Fisherville Road in the Urban Transitional (UT) District. (2026-052) (PL-MIS-2026-0054)

Mr. Thompson stated this application calls for a fairly straightforward 2-lot subdivision located on Fisherville Road, Elijah and Margorie Streets. A manufactured housing unit was previously removed from the property and the lot is currently vacant. Staff notes that in order to promote better access management along the Fisherville Road corridor, the existing driveway on Fisherville should be removed and the curb cut eliminated, with the 2 lots being accessed with new driveways on Elijah St. Staff is recommending the Board determine the application complete, not of regional impact, and following the public hearing recommend granting conditional approval per the staff memo.

On a motion made by Member Hicks, seconded by Member Savage, the Board voted 8-0-0 to determine the application complete, not a development of regional impact, per RSA 36:55, and open the public hearing.

Tim Bernier (150 Dow St, Manchester) presented the application. Mr. Bernier stated this property had a mobile home on it with access from Fisherville Road. The mobile home was removed and the applicant wants to subdivide the lot. A variance for lot size was granted by the ZBA, and they are requesting a waiver for the usable lot area rectangle.

Member Hicks asked about driveway coming off Elijah Street.

Mr. Bernier stated one of the conditions is to place curbing and reconstruct the sidewalk along Fisherville Road so the previous driveway will be removed.

Member Savage asked about the lot changing the curb cut and how the house will be placed.

Mr. Bass noted driveways can be placed and conform to the regulations.

After receiving no public testimony, 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 Member Tarbell, seconded by Member Wilber, the Board voted 8-0-0 to **grant the waiver** requests below from the listed sections of the Subdivision Regulations, based on the evidence provided showing that the criteria of RSA 674:36(II)(n) and Section 35.08 of the Subdivision Regulations are met:

a. Section 19.05(4) *Useable Lot Area Rectangle*

On a motion made by Member Wilber, seconded by Councilor Todd, the Board voted 8-0-0 to **grant minor subdivision approval for the two-lot subdivision at 52 Fisherville Road, subject to the following precedent and subsequent conditions:**

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

1. Revise the subdivision plat as follows:
    a. Per Section 12.08(10) Municipal Utilities, the size and type of the existing water and sewer service shall be added to the subdivision plans.
    b. Per Section 15.02(9) Proposed Use, Plan Note 1 on sheets 1 and 2 of the plan set shall be revised to include a statement of the proposed type of residential use (single-family, duplex, multi-family, townhouse).
    c. Per Section 15.03(18) Conditions of Approval, the conditions of approval which remain to be fulfilled after the recording of the plat shall be noted on the plat. This condition can be satisfied by listing the subsequent conditions of approval on the plat, or adding a note stating "The development is subject to all subsequent conditions of Planning Board approval granted on *INSERT DATE HERE* for application 2026-052."
    d. Per Section 19.05(10) *Access for Single Family or Duplex Lots*, the plan shall be revised to show and/or note the discontinuance and closing of the existing curb cut on Fisherville Road.
2. Revise the plat for compliance with the Subdivision Regulations and Construction Standards and Details as noted in the attached 2-page memo to Alec Bass from Paul Gildersleeve and Pete Kohalmi, dated June 9, 2026
3. Per Section 19.05(10) *Access for Single Family or Duplex Lots*, prior to final approval, the applicant shall obtain the necessary permits from the City Engineering Division and discontinue/close in the existing curb cut on Fisherville Road.
4. The plat shall list, describe, and date all approvals, variances, waivers, and conditional use permits received. The application shall also be revised to conform with any denials made by the Board.
5. 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).
6. Per Section 19.04, a New Hampshire licensed land surveyor shall place permanent reference monuments in the subdivision, as required by the Subdivision Regulations and as approved by the City Engineer.
7. Per Section 15.02(12), the applicant shall ensure that the subdivision plat to be recorded complies with the current standards of the Merrimack County Registry of Deeds, including materials, font size, plan size, margins, and plat layout.
8. Upon notification from the Planning Division that the project complies with the precedent conditions, Zoning Ordinance, and Subdivision Regulations, deliver to the Planning Division for signature one full size plan and one mylar of the subdivision plat that

contains the signature and seal of the appropriate licensed professionals as required by Section 9.08(7) of the Subdivision Regulations.

(b) Subsequent Conditions

1. Per Section 13.02(13), at the time of recording, the applicant shall provide the recording fees required by the Merrimack County Registry of Deeds for all plans and documents to be recorded.
2. 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
3. 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.
4. Per Section 26.02(1) Underground Utilities, all utility facilities including, but not limited to, gas, steam, electric power, telephone, telecommunication, and CATV cables, shall be located underground throughout the subdivision. Whenever existing utility facilities are located above ground on the property proposed for subdivision, the above ground utilities shall be removed and placed underground.

7H. Hoyle Tanner & Associates, Inc, Johns Trust, and Alan B Johns Trust, requests minor subdivision approval for a 2-lot subdivision, and certain waivers, at Tax Map 1413P Lot 28, addressed as 23 Coral St in the Urban Commercial (UC) District. (2026-053) (PL-MIS-2026-0055)

Member Tarbell recused due to the property owner being one of his clients.

Chair Woodfin appointed Alternate Member LaFreniere as a voting member in the place of Member Tarbell.

Mr. Thompson stated this application calls for a 2-lot subdivision, creating individual parcels for the 2 single family homes that have been sharing the same lot since being constructed in 1890. The Zoning Board recently granted variances to allow the subdivision and the various non-conformities that result to be permitted. An access easement will be necessary for the shared driveway that will be partially located on each lot. Staff is recommending the Board determine the application complete, not of regional impact, and following the public hearing recommend granting conditional approval per the staff memo.

On a motion made by Alternate Member LaFreniere, seconded by Member Wilber, the Board voted 8-0-0 to determine the application complete, not a development of regional impact, per RSA 36:55, and open the public hearing.

Tim Bernier (150 Dow St, Manchester) and Alan Johns (14 John's Lane, Concord) presented the application. Mr. Bernier stated there are two houses on one lot since 1890. It has been a rental property and they now want to owner occupy. The houses have all their owner services. They only share a driveway ace as they have their own parking area. There is a driveway. They did receive a

variance for lot size and setbacks. They are asking for waivers for utilities because everything it already existing.

After receiving no public testimony, 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 Councilor Todd, seconded by Member Savage, the Board voted 8-0-0 to **grant the waiver** requests below from the listed sections of the Subdivision Regulations, based on the evidence provided showing that the criteria of RSA 674:36(II)(n)(2) and Section 35.08 of the Subdivision Regulations are met:

a. Section 12.08(10) *Municipal Utilities*
b. Section 19.04(2) *Monumentation*
c. Section 19.05(4) *Useable Lot Area Rectangle*

On a motion made by Councilor Todd, seconded by Member Hicks, the Board voted 8-0-0 to **grant minor subdivision** approval for the two-lot subdivision of Tax Map Lot 1413P 28, 19-23 Coral St, 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 subdivision plat as follows:
      a. Per Section 12.04(8), the applicant shall provide the tax assessor's map, block and lot number for abutters and properties to be subdivided on the plat.
      b. Per Section 12.08(7) and 15.03(1) the applicant shall provide the exterior dimensions of the existing buildings on the plat.
      c. Per Section 12.08(22) and Section 15.03(9) the applicant shall indicate the driveway for the abutting parcel of 20 Coral Street on the plat.
      d. Per Section 12.08(23)(b) the applicant shall provide the square footage of each existing building broken down by floor and use category on the plat.
      e. Per Section 15.02(6) the missing error of closure shall be added to the final plat.
      f. Per Section 15.02(7) as directed by the Assessing Department, the plat should be revised to indicate that 19 Coral St shall have a Tax-Block Lot number of 1413P 28 and 23 Coral St shall have a Tax-Block Lot number of 1413P 28-1.
      g. Per Section 15.03(18), the conditions of approval which remain to be fulfilled after the recording of the plat shall be noted on the plat. This condition can be satisfied by listing the subsequent conditions of approval on the plat, or adding a note stating "The development is subject to all subsequent conditions of Planning Board approval granted on *INSERT DATE HERE* for application 2026-053."
   2. The applicant shall revise the plat for compliance with the Subdivision Regulations and Construction Standards and Details as noted in the attached 2-page memo to Kearsten O'Brien from Paul Gildersleeve and Pete Kohalmi, dated June 9, 2026

3. Per Section 13.02 (9), an easement or an agreement to convey an easement for the existing overhead utility crossing 19 Coral St for 23 Coral shall be provided prior to final approval for review by the Clerk of the Planning Board and City Solicitor and shall be recorded concurrently with the subdivision plat.
4. The applicant shall remove Note 11 from the plan notes, as this note appears to reference a different project not subject to this application.
5. The plat shall list, describe, and date all approvals, variances, waivers, and conditional use permits received. The application shall also be revised to conform with any denials made by the Board.
6. 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).
7. Per Section 19.04, a New Hampshire licensed land surveyor shall place permanent reference monuments in the subdivision, as required by the Subdivision Regulations and as approved by the City Engineer.
8. Per Section 15.02(12), the applicant shall ensure that the subdivision plat to be recorded complies with the current standards of the Merrimack County Registry of Deeds, including materials, font size, plan size, margins, and plat layout.
9. Upon notification from the Planning Division that the project complies with the precedent conditions, Zoning Ordinance, and Subdivision Regulations, deliver to the Planning Division for signature one full size plan and one mylar of the subdivision plat that contains the signature and seal of the appropriate licensed professionals as required by Section 9.08(7) of the Subdivision Regulations.

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

1. Per Section 13.02(13), at the time of recording, the applicant shall provide the recording fees required by the Merrimack County Registry of Deeds for all plans and documents to be recorded.
2. 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
3. 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.
4. Per Section 26.02(1) Underground Utilities, all utility facilities including, but not limited to, gas, steam, electric power, telephone, telecommunication, and CATV cables, shall be located underground throughout the subdivision. Whenever existing utility facilities are located above ground on the property proposed for subdivision, the above ground utilities shall be removed and placed underground.

Member Tarbell returned as a voting member, Mr. LaFreniere returned to alternates status.

7I. Northpoint Engineering, LLC, and Mark Ciborowski, on behalf of Phenix Livery, LLC, requests conditional use permit approval to allow a driveway to be located about 108-feet from an intersection where normally 200-feet is required, pursuant to Section 28-7-8 of the Zoning Ordinance, and certain waivers from the Site Plan Regulations at Tax Map 6443Z Lot 25, addressed as 117 Storrs St in the Central Business Performance (CBP) District. (2026-054) (PL-CUP-2026-0116)

Mr. Thompson stated this application requests a Conditional Use Permit to allow the proposed driveway to be located approximately 108-feet south of the intersection of Dubois Avenue and Storrs Street where 200-feet is required. Concord Craft Brewing has traditionally utilized a loading space located on the adjacent parcel to the north, owned by Low and Dubois Realty, LLC, for their deliveries associated with the craft beer brewing operation that has been operating since 2015. In recent months, the abutting property owner, following failed negotiations to maintain the existing delivery/loading usage of the property, prohibited the use of the loading space, leaving Concord Craft without a direct means of accepting deliveries to the building. Directly in front (to the east) of the building at 117 Storrs Street is a parcel of land owned by the City of Concord. Concord Craft, through the property owner Phenix Livery, LLC, has an existing license agreement to utilize a portion of the City property for use as an outdoor patio that is used by patrons during the warmer months of the year (this license dates back to 2020). The property owner approached the City recently, requesting modification to the existing license agreement to allow for a loading area and driveway access on Storrs Street to facilitate deliveries to Concord Craft. The proposed loading space will be a 14' long driveway (measured from back of the sidewalk to face of building) and does not meet typical dimensional standards for loading spaces (1,000 square feet of area). As such, when loading occurs, there will be impacts to the Storrs Street sidewalk. Given these issues, the amended license agreement includes provisions which 1) place specific limits on time of day deliveries are permitted, and 2) advise the licensee of potential ordinance violations for blocking the sidewalk during loading activities. Because the proposed driveway access point is located too close to the intersection of Storrs Street and Dubois Ave to the north, Phenix Livery, LLC is required to obtain the necessary CUP for the driveway separation requirement prior to final endorsement of the amended license agreement. Because of the protections built into the license agreement, Staff is recommending the Board determine the application complete, not of regional impact, and following the public hearing recommend granting the CUP per the staff memo.

On a motion made by Councilor Todd, seconded by Member Condodemetraky, the Board voted 8-0-0 to determine the application complete, not a development of regional impact, per RSA 36:55, and open the public hearing.

Ari Pollack (214 N Main St, Concord) and Jeff Lewis (119 Storrs St, Concord) presented the application. Mr. Pollack stated they want to use the existing patio area for the dual purpose of off-hours deliveries to the brewery. The garage loading dock on the north side of the building has always required traversing the private property of another party and that permission has not been extended. Mr. Pollack stated they approached City with the issue, and City Council was sympathetic to maintaining a popular business and authorized staff to enter into a license agreement. Mr. Pollack noted there are provisions in the agreement that allows the City to revoke if it was decided it was not working well.

Chair Woodfin stated anything that happens on the public sidewalk is a safety concern for those in a wheelchair. Chair Woodfin asked what size truck will be parking.

Mr. Pollack stated it is a box truck. Mr. Pollack noted this is the best available solution. The City license agreement allows them to say this is not working. Mr. Pollack noted it is one truck in an out once a day to load and unload within an hour during the morning time frame. They will use the smallest truck available. There is a sidewalk on the other side of the street.

Chair Woodfin asked if they are going to jump the curb on the sidewalk.

Mr. Pollack responded that is correct.

Chair Woodfin asked if there is a way to pull from across the street in the common area.

Mr. Pollack stated they thought that option was worse and this will get the truck out of traffic.

Councilor Todd asked how is this going to work and what time will the truck deliver in the morning.

Mr. Pollack stated the truck will be there between 7 a.m. until 10 a.m. for about an hour once a day. It backs in and unloads.

Councilor Todd asked what is plan for the parking spaces in the front and are they going to block off those parking spaces. If so, have they given thought to the loss of revenue to the city.

Mr. Pollack stated they will feed the meter and throw a cone out to block a space.

Mr. Lewis stated one parking space will be affected.

Councilor Todd asked if the plan is to disassemble the patio every day for the delivery.

Mr. Pollack noted the barrel will get rolled away, the chain will roll out of the way and the truck will come up.

There being no public testimony 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 Member Fox, seconded by Member Wilber, the Board voted 8-0-0 to **grant conditional use permit** approval to allow the proposed driveway to be located approximately 108-feet south of the intersection of Dubois Avenue and Storrs Street where 200-feet is required at Tax Map 6443Z / 11 & 25 addressed as 117 Storrs Street, based on the evidence provided showing that the criteria of Section 28-9-4(b) have been met, with the following precedent and subsequent conditions:

(a) **Precedent Conditions –** to be fulfilled within two years and prior to signature of the conditional use permit plat by the Chair and Clerk of the Planning Board, unless otherwise specified.

1. Revise the conditional use permit plat as follows:
    a. The applicant shall provide the Planning Board Approval Block on the driveway plan.
2. The license agreement between Phenix Livery, LLC and the City shall be fully executed prior to final approval of the Conditional Use Permit.
3. Upon notification from the Planning Division that the project complies with the precedent conditions, Zoning Ordinance, and Site Plan Regulations, deliver to the Planning Division for signature one full-size or 11x17 conditional use permit plan set.

(b) Subsequent Conditions

1. The applicant is responsible for compliance with the municipal code, Site Plan Regulations, and Construction Standards and Details, including obtaining necessary variances, waivers, and conditional use permits.

7J. Fuss & O'Neill, on behalf of Liberty Woods LLC, requests minor subdivision and conditional use permit approval for a 3-lot subdivision, impacts to wetland buffers pursuant to Section 28-4-3(d) of the Zoning Ordinance, and certain waivers from the Subdivision Regulations at Tax Map 711Z Lot 6, addressed as 48 Currier Road in the Open Space Residential (RO) District. (2026-055) (PL-MIS-2026-0056) (PL-CUP-2026-0117)

Mr. Thompson stated this application requests a 3-lot subdivision, creating parcels for the 2 new single-family homes and the third lot containing an under construction single-family residence. In addition to the subdivision itself, there is a CUP requested for impacts to wetland buffers, as the lots are constrained by a variety of wetlands and requisite buffers. These impacts were supported by the Conservation Commission with the condition that he wetland buffers are properly delineated to the property line on both lots and wetland buffer signs posted along the buffers to the rear of the property. Staff is recommending the Board determine the application complete, not of regional impact, and following the public hearing recommend granting conditional approval per the staff memo.

On a motion made by Member Condodemetraky, seconded by Member Wilber, the Board voted 8-0-0 to determine the application complete, not a development of regional impact, per RSA 36:55, and open the public hearing.

Brian Pratt (50 Commercial St #2S, Manchester) presented the application. This is a three-lot subdivision proposed at 48 Currier Road. It is a 14.7-acre parcel with a house that is just about complete. The applicant wants to divide it into three parcels a 2.8 acre, a 3.4 acre and 8.5-acre parcel. This zone requires a two acre minimum. The topography has some grade change. There is a wetland in the front and throughout the site. The two proposed homes are in the middle of the lots and sit above the road. The driveways go up to 10% grade. There is a vernal pool in the center. They are asking for wetland buffer impacts. They are proposing an infiltration basin for storm water on the easterly lot. That area had well drained soils. There is a conditional use permit for allowance of the grading, storm water and access. They wanted to protect the wetlands in the back. There is a wetland impact they received a permit from DES. They did apply and receive permits from the state for DOT as Currier Road is a state road. They have submitted a subdivision permit with DES and awaiting comments. There will be some buffer restoration and they will install placards to show the location.

They did meet with the Conservation Commission and they did support the application with the conditions they supply the wetland buffer placards along the back of both of the lots to prevent any potential impacts. They requested a waiver for storm water separation to ground water as four feet is required. Due to the sloping it is hard to make that work with two feet of grade change. On the upslope side they have 1.5 feet of separation. On the down slope side, they have 3.5 feet. The four feet is because of salt and sand. The water will be cleaner as this is for residential and not commercial. There is a storm water waiver to decrease peak flows for storm events for a 10-year, 25 year and 50-year event. Mr. Pratt stated this design does reduce the storms and there is a slight increase in volume for a 10-year storm from 0.743 to 0.754 cubic feet per second (CFS). They tried all they could to decrease and it is tricky when you change an outlook structure. They felt the peak flows were the most important. In order to balance the wetland impacts and peak flows they are asking for a waiver for a reduction in that volume.

Member Tarbell asked about the volume increase.

Mr. Pratt stated the peak flows are the most important. They compare how much flow water is off site before the development occurs and after the development occurs. The rules say you do not want to increase the peak flow if there is 10 CFS of run off in the post development and it needs to be less than that. The volume is tricky because it gets spread out over time. The amount of flow that hits at a certain time but because the pond retains water that trickles out. Over time the volume of water is a little higher than the volume in the pre-development.

Kodey Converse (70 Reserve Place, Concord) and Michael Thomas Harrison (38 Currier Rd, Concord) testified.

Mr. Converse read from a letter (attached to these minutes).

Mr. Harrison handed out photos (attached to these minutes).

Councilor Todd asked Mr. Harrison to reflect on what happened during the Mother's Day Flood.

Mr. Harrison stated the flood was devastating and it came off the hill onto their property about six feet from his bulkhead. Mr. Harrison noted there was three days where they had eight inches of rain.

Mr. Pratt noted the proposed homes will be 11 feet lower with a 10% Grade. They will protect the wetland buffers with placards to show the location. They have designed the septic system and they will build what is designed here. The storm water will decrease in the peak flows. Everything goes into a culvert in between the homes. Mr. Pratt noted there are turtle fliers be provided to the contractors and they will add to the plan set.

Councilor Todd noted the abutters would appreciate some outreach and conversations and would encourage to see if they have any issues during the construction process.

Chair Woodfin closed the public hearing.

Alternate LaFreniere asked about the waiver.

Mr. Kohalmi stated his support of the waiver due to the careful design proposed by the applicant's design team.

Following discussion, the Board determined that a subsequent condition of approval would be added to ensure the design intent is executed with the construction on the proposed lots.

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 Fox, the Board voted 8-0-0 to **grant the waiver** requests below from the listed sections of the Subdivision Regulations, based on the evidence provided showing that the criteria of RSA 674:36(II)(n) and Section 35.08 of the Subdivision Regulations are met:

a. Section 23.08(2) *Stormwater Recharge*

On a motion made by Member Wilber, seconded by Member Condodemetraky, the Board voted 8-0-0 to **grant the waiver** requests below from the listed sections of the Subdivision Regulations, based on the evidence provided showing that the criteria of RSA 674:36(II)(n) and Section 35.08 of the Subdivision Regulations are met:

a. Section 23.08(3) *Offsite Flows*

On a motion made by Member Tarbell, seconded by Member Fox, the Board voted 8-0-0 to **grant conditional use permit** approval pursuant to Section 28-4-3(d) *Conditional Use Permits Required for Certain Disturbance of Wetland Buffers* of the Zoning Ordinance as submitted for the restoration and disturbance of wetland buffers in conjunction with the development of three single-family homes at Tax Map 711Z Lot 6, addressed as 48 Currier Road, as submitted and subject to the conditions recommended by the Conservation Commission.

On a motion made by Member Condodemetraky, seconded by Member Wilber, the Board voted 8-0-0 to **grant minor subdivision** approval for the three-lot subdivision at 48 Currier Road, subject to the following precedent and subsequent conditions:

(a) **Precedent Conditions –** to be fulfilled within one year and prior to signature of the subdivision plat by the Chair and Clerk of the Planning Board, unless otherwise specified.
   1. Revise the subdivision plat as follows:
      a. Per Section 12.02(1) *Title Block* (a), the title of the plan needs to be added to title blocks throughout the plan set. Specifically, the title of the plan when looking at the cover sheet appears to be "48 Currier Road Subdivision," but that is not included in any of the title blocks throughout the plan set.
      b. Per Section 12.02(2) *Scale*, the scale provided on the Expedited Minimum Impact Overview Plan (1" = 80') does not appear to match the scale of the plan, or the scale bar provided and shall be corrected.
      c. Per Section 12.03(3) *Planning Board Approval Block*, the Planning Board approval block shall also be added to the cover sheet of the subdivision plan set.

Additionally, the Planning Board approval block and sheet index shall be removed from Sheet 1 of 7 *Subdivision Overview Plan.*

d. Per Section 12.06(5) *Other Plans*, a note shall be added to the subdivision plat sheets intended for recording that reference the complete 19-sheet subdivision plan set available on file with the City of Concord Planning Division.
e. Per Section 12.08(13) *Flood Hazard*, the FEMA note on the recordable plat shall be revised, or a new note added, to state whether or not the property is located in the City's Flood Hazard Overlay (FH) District.
f. Per Section 12.08(23) *Tabulations* (e), the tabulation tables shall be revised to include lot frontage for all three lots included as part of the subdivision.
g. Per Section 15.02(9) *Proposed Use*, a note shall be added on the recordable plats to include a statement of the proposed type of residential use (single-family, duplex, multi-family, townhouse).
h. Per Section 15.03(3) *Tabulations*, the area of contiguous buildable land shall be noted for each lot and shown on the final plat drawing to be recorded.
i. Per Section 15.03(18) *Conditions of Approval*, the conditions of approval which remain to be fulfilled after the recording of the plat shall be noted on the final plat to be recorded. This condition can be satisfied by listing the subsequent conditions of approval on the plat, or adding a note stating "The development is subject to all subsequent conditions of Planning Board approval granted on **INSERT DATE HERE** for application 2026-055."
j. Per Section 13.02(10) *State and Federal Permits*, prior to final approval copies of all approved required State and Federal permits shall be submitted to the Planning Division.
k. Per Section 24.05 *Design Standards for Non-municipal Water Supply*, the easements for the 75-foot wellhead protection radii shall be prepared by the applicant and then reviewed subject to approval to the Clerk of the Planning Board, City Engineer, and City Solicitor. Once determined satisfactory by City Staff said easements shall be recorded along with the subdivision plat at the Merrimack County Registry of Deeds.

2. The applicant shall pay or resolve all outstanding taxes on the property to the satisfaction of the City Assessing Department prior to final approval.
3. Driveway grade shall meet the fire code requirements outlined in Chapter 18 Section 2.3.5.6.2. GRADE, subject to review and approval from the City Fire Marshall.
4. Revise the plat for compliance with the Subdivision Regulations and Construction Standards and Details as noted in the attached 6-page memo to Alec Bass from Paul Gildersleeve and Pete Kohalmi, dated June 9, 2026
5. The plat shall list, describe, and date all approvals, variances, waivers, and conditional use permits received. The application shall also be revised to conform with any denials made by the Board.
6. 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).

7. Per Section 19.04, a New Hampshire licensed land surveyor shall place permanent reference monuments in the subdivision, as required by the Subdivision Regulations and as approved by the City Engineer.
8. Per Section 15.02(12), the applicant shall ensure that the subdivision plat to be recorded complies with the current standards of the Merrimack County Registry of Deeds, including materials, font size, plan size, margins, and plat layout.
9. Upon notification from the Planning Division that the project complies with the precedent conditions, Zoning Ordinance, and Subdivision Regulations, deliver to the Planning Division for signature one full size plan and one mylar of the subdivision plat that contains the signature and seal of the appropriate licensed professionals as required by Section 9.08(7) of the Subdivision Regulations.
10. The State of New Hampshire Blanding Turtle flyer be added to the subdivision plan set to be on file with the City of Concord Planning Division.

(b) Subsequent Conditions

1. Per Section 13.02(13), at the time of recording, the applicant shall provide the recording fees required by the Merrimack County Registry of Deeds for all plans and documents to be recorded.
2. Prior to a certificate of occupancy for the existing single-family home at Tax Map 711Z Lot 6, all after the fact buffer impact restoration shall be completed as shown on sheet CE-102 *After The Fact Buffer Impact Plan.*
3. Prior to a certificate of occupancy for the existing single-family home at Tax Map 711Z Lot 6, wetland buffer tags shall be placed in areas previously disturbed for the construction of the home. These tags can be purchased at the City of Concord Planning Division, and after placement shall be inspected and approved by the City Planning Division.
4. Per Section 28.07 *Wetland Buffer Marking*, no building permit shall be issued until the wetland buffers are clearly and permanently marked before, during and after construction where disturbance is likely, as determined, and inspected by the City Planning Division.
5. 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.
6. 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.
7. Per Section 26.02(1) *Underground Utilities*, all utility facilities including, but not limited to, gas, steam, electric power, telephone, telecommunication, and CATV cables, shall be located underground throughout the subdivision. Whenever existing utility facilities are located above ground on the property proposed for subdivision, the above ground utilities shall be removed and placed underground.
8. Prior to the issuance of any building permit, in addition to a site plan required for the building permit, a grading and drainage plan, prepared by a NH Licensed Professional Engineer shall also be submitted with the building permit to clearly demonstrate

compliance with limits of impact approved as part of the accompanying conditional use permit for wetland buffer impact limits approved as part of subdivision approval.

9. Prior to the certificate of occupancy for lot 6-1 or 6-2, the professional engineer who prepared the grading and drainage plan with the associated building permit shall conduct a compliance check of the property and submit their findings in writing to the Planning Division that the site has been graded and constructed per the designed grading plan.

8. Other Business

8A. Planning Board Review / Feedback - 2050 Master Plan Update

Mr. Walsh gave an overview of the Master Plan report attached to the Planning Board agenda Mr. Walsh stated there will be a kick off meeting with the consultant team and have two dates for the Board to accept for attendance. The dates are July 21st or July 28th.

The Board decided on July 21st at 6 p.m.

Mr. Walsh noted this will be a public meeting.

The Board provided feed back and will have further discussion to determine if they wish to have a steering committee to assist with the master plan.

8B. Any other business which may legally come before the Board.

9. Adjournment

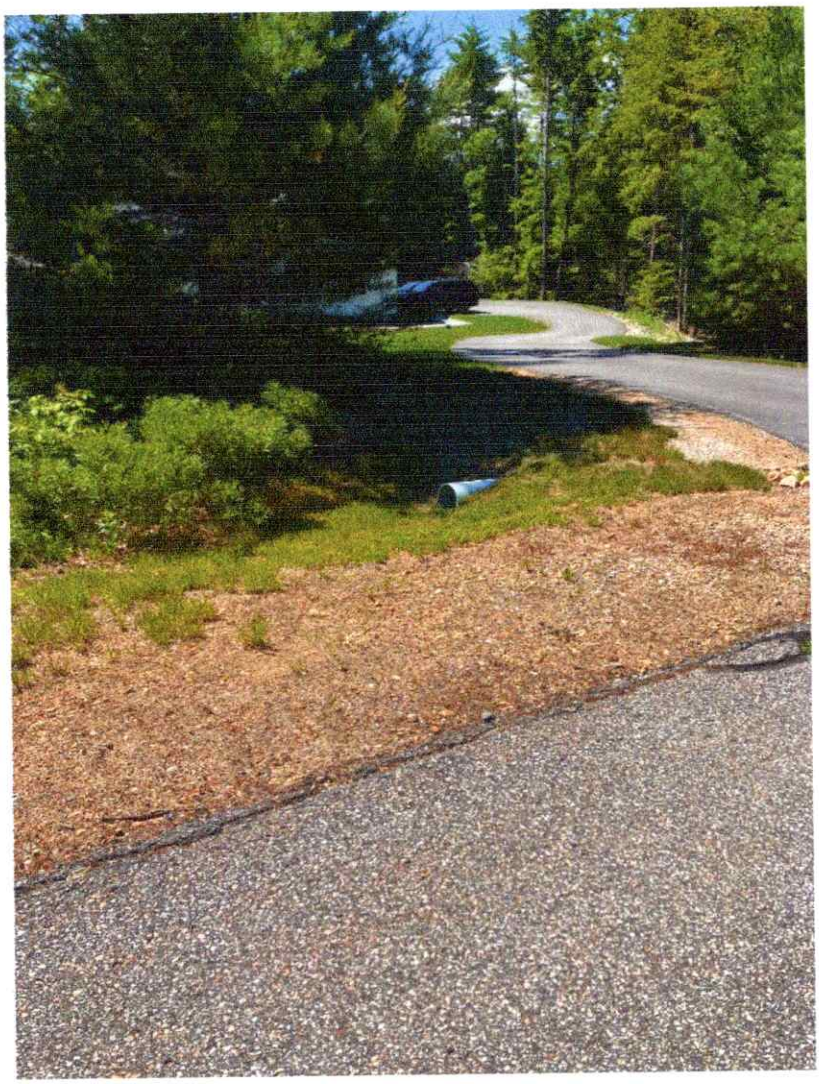
Adjournment

On a motion made by Councilor Todd, seconded by Member Fox the Board voted 8-0-0 to adjourn the meeting at 9:45 p.m.

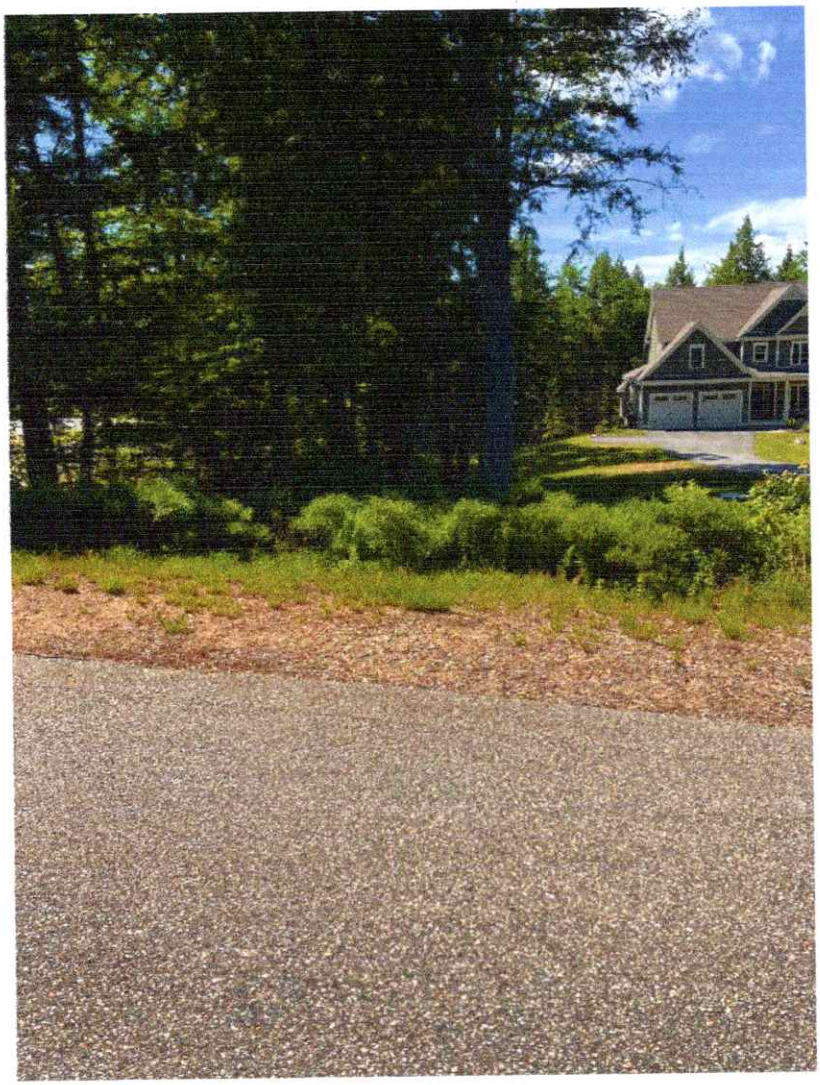
The next regular meeting is Wednesday, July 15, 2026, at 7:00 p.m.

TRUE RECORD ATTEST:
Krista Tremblay
Krista Tremblay
Administrative Technician III

Culvert Pipe



64 Reserve PL
Concord NH
10:37 Am
6/17/2026



58 Reserve PL
Concord NH
10:37AM
6/17/2026

Oral Testimony

To: Concord Planning Board
Re: Application 2026-055, 3-lot minor subdivision & wetland-buffer conditional use permit, 48 Currier Road (Tax Map 711Z Lot 6)
From: Kodey Converse, 70 Reserve Place, neighbor / party of interest
Date: June 17, 2026

Good evening. My name is Kodey Converse, and I live at 70 Reserve Place, near the Currier Road property.

I am not against development. Land is a resource, and it's meant to be used. I just recently built a house with my uncle, who is a developer himself, and I believe that more homes in our community are a good thing.

I'm here today to ask that the Board attach reasonable conditions of approval to this application to protect the wetlands that surround these new building sites.

Today, the applicant represents to the Board that this conditional use permit is all that is needed for reasonable use of the land. Because our regulations require all wetland buffer impact needed for the land's use to be indicated during this subdivision process, no further impact is needed. The application depicts building envelopes, a potential septic plan, driveway and grading, all without disturbing the wetland buffers to the rear and side of the lots. And I ask that the Board discuss the implication of this: that approval depends on the finding that these lots would be reasonably usable, and that further buffer impacts should not be considered an option. In the event that the septic plan cannot be positioned as depicted, or if the lot changes hands before being developed, the owner cannot impact the buffers further because they want a larger home or a bigger back yard.

I believe that usually these things should go without saying. But there are three facts in front of the Board tonight that change that: (a) that a significant, unapproved impact to the wetland buffer has already happened; (b) that these lots are constrained on all sides, with the depicted building envelopes being within feet of the setbacks, septic footprint, and wetland buffers; and (c) that the function of the wetlands, with their significant vernal pool directly behind these building sites, rests on the durability of the buffer protections. Given those, I believe the Board should take additional steps to ensure any decision tonight is clear and durable. Let me take each fact in turn.

On that first point: on the lot now being built, the house was sited outside the buffer, about twenty feet clear of it, and yet just constructing it disturbed 2,738 square feet of buffer through clearing and grading. That's the after-the-fact restoration in front of you tonight. I'm not raising it as a fault. A home placed outside the buffer, by a careful builder, still ended up disturbing a significant part of it. It demonstrates how tight, sloped sites behave once work begins, and it's exactly why these new lots are the place to make sure the protection on paper holds on the ground.

On the second point, how confined these lots are: I've attached to my written testimony a highlighting of a page out of the applicant's plans, showing the steep slopes and the wetland buffers laid over the lots. It illustrates how little is left to build on once you account for both, and that the one direction with any room left is toward the wetland.

And on that third point: why this particular buffer is worth the extra steps, which I develop further in my written testimony. The vernal pool, about 3,797 square feet, is the kind of seasonal water that frogs, salamanders, and turtles depend on to breed, because it holds no fish to eat their eggs. The upland buffer is what protects it. And the fifty feet is a minimum, not a generous margin. Anything lost off that line comes straight out of the protection the ordinance provides. On top of that, the State has flagged this very land for the endangered Blanding's turtle, on a verified record nearby. The plans do carry turtle protections as required by the State's permit, but they are aimed at the direct wetland impact, not the buffers.

I have three proposals for the Board's consideration. First, that the wetland buffers remaining on these lots be recorded as a permanent no-cut, no-disturbance area, both to give better notice of the protection these buffers provide, and to memorialize any decision tonight that, if this conditional use permit is approved, the lots are reasonably usable.

Second, that the wetland buffer markers recommended by the staff and Conservation Commission be placed by a licensed surveyor at the time of corner pin setting, to help ensure clearing and site work stay out of the protective buffer.

And lastly, that building permits for the lots shall include a grading and erosion-control plan, to provide the Planning Department with enough detail to ensure the grading, with the finalized septic and building plans, fits outside the buffers.

I've done a lot of research and done my best to draft these three as actual conditions, attached to my written testimony, but please consider that language a starting point,

because I'm not very experienced with writing these conditions and would appreciate any additions or modifications the Board or staff offers.

I believe it is the intent of the ordinance that protects these wetlands to keep them protected, and given we are discussing approval of reasonable use today, I believe in memorializing a finding that the lots should not be considered again for further wetland buffer relief.

My hope is that, given how difficult these sites appear to be to develop, and that even a careful builder on this site has already disturbed a significant area of wetland buffer, we protect the wetland to the full extent possible. I am not against development; I believe it is important that we take advantage of the resources we have here in our community. I hope that these measures will help ensure we protect the function of the environment around us. I'm glad to answer any questions, whether it is to clarify what I'm proposing, why I feel it's important, or anything else I've described in my testimony. Thank you very much for your time and consideration.