

TOWN OF BEDFORD
June 27, 2022
PLANNING BOARD
Action Sheet

The following is a summary of the Planning Board actions and is not inclusive of all discussion. The official minutes shall be posted as soon as they are available on the Town of Bedford website.

BCTV Meeting Room – 7 P.M. - 10 Meetinghouse Road

Members present: Priscilla Malcolm (Acting Chair), Hal Newberry, Matt Sullivan, Charlie Fairman, Steve Clough, Matt Nichols, John Nelson (Alternate), Chris Swiniarski (Alternate), Phil Greazzo (Town Council Alternate)

Members Absent: John Quintal (Alternate)

Staff present: Becky Hebert (Planning Director) & Jillian Harris (Assistant Planning Director)

I. Call to Order and Roll Call:

Acting Chair Malcolm called the meeting to order at 7:00 p.m. John Quintal was absent. Acting Chair Malcolm elected to take the agenda out of order and moved Item IV – Concept Proposals and Other Business – Election of Officers 2022-2023 to the first order of business.

IV. Concept Proposals and Other Business:

1. Election of Officers 2022-2023

On a motion made by Hal Newberry and seconded by Steve Clough, the Planning Board approved the nomination for Charlie Fairman as Chair of the Planning Board for the 2022-2023 term. Matt Sullivan voted in the negative.

On a motion made by Priscilla Malcolm and seconded by Matt Sullivan, the Planning Board approved the nomination for Hal Newberry as Vice Chair of the Planning Board for the 2022-2023 term.

On a motion made by Hal Newberry and seconded by Priscilla Malcolm, the Planning Board approved the nomination for Matt Nichols as Secretary of the Planning Board for the 2022-2023 term.

II. Old Business & Continued Hearings: None

III. New Business:

1. **Dartmouth-Hitchcock Clinic (Applicant & Owner)** – Request for Site Plan Approval for a 49,092 SF medical office building, located at Ridgewood Road and Kilton Road, Lot 12-8-4, Zoned PZ.

At the request of the applicant, this application is postponed to the August 15, 2022 meeting. This announcement will serve as notice to the public that the meeting date has changed.

2. **Robert Gendron (Owner & Applicant)** – Request for approval of a time extension to meet conditions of approval for a phased subdivision to create two new lots at 99 McAllister Road, Lot 2-12, Zoned R&A.

The application was presented by Robert Gendron

On a motion made by Hal Newberry and seconded by Priscilla Malcolm, the Planning Board voted to grant a third one year time extension to the Planning Board approval to subdivide 99 McAllister Road, Lot 2-12, Zoned R&A, into two residential lots, creating the new Lot 2-12-7, in accordance with the plans by Sandford Surveying & Engineering, last revised March 21, 2019, with the following conditions to be fulfilled within one year and prior to plan signature:

1. All conditions of the April 8, 2019 subdivision approval shall remain in effect.
 2. The applicant shall obtain approval of a Stormwater Management and Land Disturbance Permit for the subdivision from the Department of Public Works.
3. **The Roman Catholic Bishop of Manchester, a corporation sole, dba St. Joseph Cathedral Parish, Manchester (Applicants & Owners)** – Request for Subdivision Approval for 2 lots, located at Old Bedford Road and Davies Street, Lot 10-53.

The application was presented by Jeffrey Merritt, Granite Engineering and Joseph Wichert, Joseph M. Wichert, LLS

Public Comment was received by:

- Raymond Ninness, 8 Davies Street
- Autumn Smith, 6 Davies Street
- Lindsay Conole, 417 Boynton Street
- Scott Klose, 4 Servant Street
- Pam Dyrkus, 23 Glenwood Ave, Manchester, NH
- Catherine Klose, 4 Servant Street
- Cindy Coutu, 33 Curtis Lane
- Mary Prescott-Ninness, 8 Davies Street
- Nancy Hardy, 377 Boynton Street

- Mike Reed, Roman Catholic Bishop Diocese, St. Joseph Cemetery

On a motion made by Matt Sullivan and seconded by Priscilla Malcolm, the Planning Board voted 5-2 to grant the waivers from the Bedford Land Development Controls Regulations, from Sections 218.1.5, 218.1.11, 218.1.13, 231.2, 231.3.1 & 231.5. Steve Clough and Phil Greazzo voted in the negative.

On a motion made by Matt Sullivan and seconded by Hal Newberry, the Planning Board voted unanimously to grant final approval of the subdivision of Lot 10-53, to create one new residential lot, in accordance with the plan prepared by Joseph M. Wichert, LLS, Inc. with a revision date of June 6, 2022, with the following precedent conditions to be fulfilled within one year and prior to plan signature, and the remaining conditions of approval to be fulfilled as noted:

1. The Planning Director and the Department of Public Works Director shall determine that the applicant has addressed all technical review comments to the Town's satisfaction.
2. If the waivers are granted by the Planning Board, they should be noted on the plan.
3. All outstanding engineering review fees shall be paid to the Planning Department.
4. A letter shall be submitted to the Planning Department by a Licensed Land Surveyor, certifying that all boundary monumentation has been set as noted on the approved plan, or in lieu of a letter, the final subdivision plan to be recorded may be submitted noting that the bounds have been set.
5. All requisite easement documents shall be reviewed and approved by the Planning Department and submitted to be recorded simultaneously with the subdivision plan.
6. All recording fees shall be submitted to the Planning Department at the time of recording.
7. A note shall be added to the plan stating that any future development on lot 10-53-1 will require additional improvements to Davies Street to bring the roadway to a minimum 24-foot pavement of width and to improve the road to Town of Bedford Construction Standards, or as approved by the Public Works Director.
8. The Applicant shall provide a performance guarantee in an amount and form acceptable to the Director of Public Works, for the completion of all proposed roadway and infrastructure construction in accordance with the provisions of Section 240 of the Land Development Control Regulations, including the proposed improvements to Davies Street. A cost estimate shall be prepared by the Town's engineering consultant and approved by the Director of Public Works. In addition to all of the public improvements, the guarantee shall include the cost to set all boundary monumentation, including right of way monumentation and individual lot monumentation.
9. Prior to commencement of work, the Applicant shall provide a check for road inspection fees and testing analysis in an amount to be determined by the Director of Public Works.

10. Prior to commencement of work, a performance guarantee in an amount approved by the Town for onsite maintenance of erosion and sedimentation controls shall be placed on file.
11. Prior to any construction occurring on the site, the applicant shall schedule a pre-construction meeting with the Planning Department and the Department of Public Works.
12. Prior to any construction occurring on the site, the applicant shall provide a certificate of insurance in accordance with Section 240.4 of the Land Development Control Regulations.
13. Prior to any construction occurring within the public right-of-way, the applicant shall apply for a street opening permit from the Public Works Department.
14. Prior to any inspections of dwellings being performed, the road must meet NFPA 241 Section 7.5.5 access roadways. The road shall have an all-weather surface (compacted road subgrade) capable of supporting firefighting apparatus. Prior to issuance of any certificate of occupancy, the entire road must have base coat applied and be approved by the Director of Public Works.
15. Prior to a certificate of occupancy being issued for each lot, a letter shall be submitted to the Planning Department by a licensed land surveyor certifying that all boundary monumentation has been set as noted on the plan.
16. Prior to release of the performance guarantee for the Davies Street extension, as-built plans stamped by a licensed land surveyor shall be provided in accordance with Section 245 of the Land Development Control Regulations.
17. Prior to the acceptance of the street, the applicant shall provide a warranty deed for the road right-of-way in a form acceptable to the Planning Director and Public Works Director.
18. Prior to the issuance of a certificate of occupancy for a house on Lot 10-53-1, the School and Recreation Impact fees shall be paid.

4. Jack Carnevale (Applicant) and Carnevale Spa Associates, LLC (Owner) – Request for Condominium Subdivision Approval for 9 condominium land units, located at Olde Bedford Way, Lot 13-40-2, Zoned R&A and CO.

The application was presented by Tom Burns, TFMoran and Jack Carnevale.

Public Comment was received by:

- Eldon Munson, Bowman Place of Bedford, 24 Old Bedford Road
- Paul Harrington, Board of Trustees, Bowman Place, 24 Old Bedford Road

On a motion made by Hal Newberry and seconded by Steve Clough, the Planning Board voted to grant final approval of the condominium subdivision for 9 condominium land units, located at Olde Bedford Way, Lot 13-40-2, owned by Carnevale Spa Associates, LLC, as shown on plans by TFMoran, Inc., last revised May 9, 2022, with the following conditions to be fulfilled within one year and prior to plan signature:

1. The Planning Director and Public Works Director shall determine that the Applicant has addressed all technical review comments to the Town's satisfaction.
2. All recording fees shall be submitted to the Planning Department at the time of recording.
3. Condominium documents shall be submitted to Planning staff for review and approval, prior to plan signatures.

5. Linda Degler (Applicant) and 379 S. River Rd Owners Group c/o Rusty Talbot (Owner) – Request for Site Plan Approval for a change of use from an Event Center to a Commercial Recreation Center and Event Center, located at 379 South River Road, Lot 35-3, Zoned PZ.

The application was presented by Tom Burns, TFMoran and Linda Degler, applicant

On a motion made by Matt Sullivan and seconded by Hal Newberry, the Planning Board voted to grant the waiver from the Bedford Land Development Controls Regulations, from Section 322.2.1 for 92 parking spaces where 94 are required.

On a motion made by Matt Sullivan and seconded by Hal Newberry, the Planning Board voted to grant final approval of the site plan for a change of use from an event center to a commercial recreation center and event center, in accordance with the site plan by TFMoran, Inc., last revised June 6, 2022, with the following conditions to be fulfilled within one year and prior to plan signature, and the remaining conditions of approval to be fulfilled as noted:

1. The Director of Public Works and the Planning Director shall determine that the applicant has addressed all remaining technical review comments to the Town's satisfaction.
2. Notes 4 & 9 shall be updated and/or combined for hours of operation consistency.
3. Prior to building permit issuance, building plans shall be reviewed and approved by the Fire Dept.
4. Future signage proposed shall be reviewed by the Planning Dept. for compliance with applicable sign regulation standards.
5. Plan notes shall be updated for a maximum occupancy of 250 for any event or any event plus discovery program use as previously approved for the site.

IV. Concept Proposals and Other Business:

1. Committee Assignments

On a motion made by Hal Newberry and seconded by Matt Nichols, the Planning Board recommended re-appointment of Bill Jean and Danielle Evansic to the Southern New Hampshire Planning Commission.

On a motion made by Matt Nichols and seconded by Matt Sullivan, the Planning Board voted to approve the nomination of Steve Clough as the Conservation Commission and Historic District Commission liaison and John Nelson as the TIF Advisory Committee liaison.

V. Approval of Minutes of Previous Meetings:

On a motion made by Priscilla Malcolm and seconded by Hal Newberry, the Planning Board voted to approve the minutes of the March 28, 2022 meeting, the April 18, 2022 meeting and the May 23, 2022 Workshop, as presented.

VI. Communications to the Board: *Discussion only.*

VII. Reports of Committees: *Discussion only.*

VIII. Adjournment:

The meeting was adjourned at 8:56 p.m.