CITY OF CONCORD PLANNING BOARD
November 20, 2013 MEETING

The regular monthly meeting of the City Planning Board was held on November 20, 2013, in City Council Chambers, in the Municipal Complex, at 37 Green Street, at 7:00 p.m.

Present at the meeting were Chair Drypolcher, Vice Chair Swope and Members Dolcino, Lavers, Foss, Hicks, Smith-Meyer and Kenison. Acting City Planner Henninger, Ms. Hebert and Ms. Murray of the City's Planning Division were also present. Alternate Member Dolcino was seated for Member Regan and Alternate Member Kenison was seated for a vacant position on the Board.

At 7:00 p.m., a quorum was present and the Chair called the meeting to order.

PUBLIC HEARINGS

Architectural Design Review Applications

1. Applications by the following for approval of signs at the following locations under the provisions of Section 28-9-4 (f), Architectural Design Review, of the City of Concord's Code of Ordinances:

The Vice Chair opened the public hearings for all the sign applications.

a. Application by the Bindery Redevelopment, LLC for modifications to two existing affixed signs for Gibson's at 45 South Main Street, within the Central Business Performance (CBP) District.

Mr. Michael Hermann, owner of Gibson's Bookstore, and Russ Aubertin from Advantage signs were present and spoke to the application. Ms. Smith-Meyer questioned the separation of kids from the main store and also felt it looks a bit disjointed with the different font and colors and the graphics are not consistent. The applicant stated that the left side of the store is the kids section and they wanted a sign that gave a better indication as to what was inside. The fonts are the same for the words "café" and" kids" but different colors were used to make the kids section more appealing and fun for kids.

Mr. Lavers noted that the signs reflected previous concerns of the Board with a lack of balance with the signs and the lack of identification for Gibson's on one of the signs. Mr. Lavers felt the signs addressed earlier concerns raised by the Board and found both signs to be attractive. Mr. Kenison indicated concurrence with this observation

There were no other comments or discussions.

Mr. Swope moved to grant Architectural Design Approval as submitted by the applicant and recommended by the Architectural Design Review Committee. Mr. Hicks seconded the motion. Motion carried unanimously.

b. Application by Boys & Girls Clubs of Greater Concord, requesting Design Review Approval for a new free-standing sign and two affixed signs at 55 Bradley Street, within the Urban Transitional (UT) District.

Mr. Henninger spoke to the application stating that Kimball Park will need to be included on the free-standing sign at the corner of Bradley Street and Penacook Street. This was a condition of the Planning Board's approval of the site plan for this project.

There were no other comments or discussions.

Ms. Smith-Meyer moved to grant Architectural Design Approval as recommended by the Architectural Design Review Committee for the two affixed signs, as submitted by the applicant, and to table the application for the free-standing monument sign to allow the applicant to revise this sign to refer to Kimball Park. Ms. Foss seconded the motion. Motion passed unanimously.

c. Application by CVS Pharmacy, requesting Design Review Approval for modifications to an existing free-standing sign, modifications to two affixed signs and one new affixed sign for the Minute Clinic in the CVS at 4 Hall Street, within the Gateway Performance (GWP) District.

Jason Perillo, Backbay Signs, was present and spoke to the application. The project will replace box window signs that currently read "1 Hour Photo" to read "Minute Clinic" and one new sign for the Minute Clinic.

There were no other comments or discussions.

Mr. Smith-Meyer moved to grant Architectural Design Approval for revisions to the existing free-standing sign, modifications to two affixed signs and one new affixed sign for the Minute Clinic as submitted by the applicant, and as recommended by the Architectural Design Review Committee. Ms. Dolcino seconded the motion. Motion passed unanimously.

d. Application by New Hampshire Federal Credit Union, requesting Design Review Approval for two new affixed signs at 47 North Main Street, within the Central Business Performance (CBP) District.

Jon Bellerose, NHFCU, was present to speak to the application. Mr. Henninger spoke to the application. He noted that the revised drawings will leave the columns white and reduce the proposed green color to just include the sign band above the storefront which improves the visibility of the sign and enhances the storefront's appearance on North Main Street.

There were no other comments or discussions.

Mr. Swope moved to grant Architectural Design Approval for the two new affixed (revised) signs as submitted by the applicant, and recommended by the Architectural Design Review Committee. Ms. Smith-Meyer seconded the motion. Motion carried unanimously.

e. Application by New Hampshire Federal Credit Union, requesting Design Review Approval for two replacement free-standing signs and two replacement affixed signs at 70 Airport Road, within the Industrial (IN) District.

Jon Bellerose, NHFCU, was present to speak to the application. Mr. Henninger spoke to the application. He noted that the background will be the same as on North Main Street.

There were no other comments or discussions.

Mr. Swope moved to grant Architectural Design Approval for two replacement free-standing signs and two replacement affixed signs as submitted by the applicant, and recommended by the Architectural Design Review Committee. Ms. Dolcino seconded the motion. Motion carried unanimously.

f. Application by Siam Orchid – Thai Bistro, requesting Design Review Approval for a new affixed sign and a relocated awning and signage at 12 North Main Street, within the Central Business Performance (CBP) District.

Mr. Henninger spoke to the application. The applicant's agent noted the relocated awning on Kennedy Lane will have the updated address. Ms. Smith-Meyer commented that proposed affixed sign on North Main Street to be attractive.

There were no other comments or discussions.

Mr. Swope moved to grant Architectural Design Approval for a new affixed sign and a relocated awning with signage, as submitted by the applicant, and recommended by the Architectural Design Review Committee. Ms. Smith-Meyer seconded the motion. Motion carried unanimously.

g. Application by Upton and Hatfield LLP, requesting Design Review Approval for window replacement at 10 Centre St, within the Civic Performance (CVP) District. (2013-57)

Mr. Jim Raymond, Upton and Hatfield, was present. They are amending their conditionally approved request to replace five windows with a request to replace a total of 13 windows with grids between the glass panels. The plan is to replace five on the first floor this year and the remaining eight on the second floor next year. Mr. Raymond noted that all the windows to be modified would be on the 1980's addition and not on the historic front section.

Mr. Smith-Meyer moved to grant Architectural Design Approval to replace the 13 windows on the 1980's addition with grids between the glass panels as requested by the applicant and recommended by the Architectural Design Review Committee. Ms. Dolcino seconded the motion. Motion passed unanimously.

Subdivision Applications

2. Application by Concord Christian Academy and Capital City Realty, LLC, for property located at 37 Regional Drive and 70 Pembroke Road, requesting Minor Subdivision approval to establish a

long term lease for parking and recreational use on 4.78 acres of property owned by Capital City Realty for use by the Concord Christian Academy. (2013-58)

a. Determination of Completeness
b. Public Hearing
c. Deliberations and Action on the Application

Mr. Henninger recommended that the application be determined complete and the public hearing opened.

Mr. Hicks moved to determine the application complete. Mr. Lavers seconded the motion. Motion passed unanimously.

The Chair opened the public hearing.

Mr. Joseph Wichert, LLS, presented the application to the board. The purpose of this subdivision is to create a 4.7818 lease parcel on property owned by Capital City Realty to allow Concord Christian Academy to maintain an existing parking lot and to construct a multi-purpose athletic field with track and bleacher seating.

The Chair asked if members of the public had any comments or questions on the application.

Mr. John Casano, Concord resident, asked if this project would increase any parking. The reply was that at this time no increase is anticipated although there may be an increase at a later date which would require local and state permits. A letter was also received from John Meisenburg, a resident at 66 Pembroke Road.

There being no further comments from the members of the public, the Chair closed the public hearing.

Mr. Swope moved to grant a Waiver Sections 15.03(4). 15.03(10), 15.03(11), 15.03(12) and 15.03(13) and 15.03(15) of the City of Concord Subdivision Regulations to not show existing topography, utilities and details of existing site improvements on the final subdivision plat because complete surveys of these properties are on file. Mr. Lavers seconded the motion. Motion passed unanimously.

Mr. Swope moved to approve the minor subdivision application recommended by staff subject to the following conditions:

1. Prior to the final plat being signed by the Planning Board Chair and Clerk, the applicant shall revise the plat drawings to address the minor corrections and omissions noted by City staff.

2. Prior to the final plat being signed by the Planning Board Chair and Clerk, digital information shall be provided to the City Engineer for incorporation into the City of Concord Geographic Information System (GIS) and tax maps. The information shall be submitted in accordance with Section 12.09 of the Subdivision Regulations.

Mr. Lavers seconded the motion. Motion carried unanimously.

3. Application by Richard & Catherine Croak and Russell Matthews, for property located 154 and 156 Mountain Road to allow for the conveyance of 1,597 square feet (0.04 acres) of property from Russell Matthews to Richard & Catherine Croak. (2013-62)

a. Determination of Completeness
b. Public Hearing
c. Deliberations and Action on the Application

Ms. Hebert recommended that the application be determined complete and the public hearing opened.

Mr. Swope moved to determine the application complete. Ms. Foss seconded the motion. Motion passed unanimously.

The Chair opened the public hearing.

Mark Sargent, Richard D. Bartlett, was present to speak to the application. The purpose of this subdivision is to adjust a lot line between the Croak property at 156 Mountain Road and the Matthews property at 154 Mountain Road, to annex 1,597 sq. ft. of land from the Matthews property to the Croak property. Both parcels contain single family residences and the lot line adjustment is to accommodate an existing garage that encroaches on the common side lot line. There is no new construction proposed as part of this application.

There being no response from the members of the public, the Chair closed the public hearing.

Mr. Swope moved to grant a Waiver to Sections 12.08(3), 12.08(4), 12.08(5) and 12.08(23) of the City of Concord Subdivision Regulations, to not provide the wetlands, soils, topography, existing features, wetland buffers and tabulations of the areas of wetlands, impervious surface and steep slopes. Ms. Smith-Meyer seconded the motion. Motion passed unanimously.

Mr. Swope moved to grant a Waiver to Sections 15.03(3), 15.03(4) and 15.03(6) of the City of Concord Subdivision Regulations, to not include the following information on the final plat: tabulations of the lot area and buildable lot area in square feet, topography and the natural features on the property. Ms. Smith-Meyer seconded the motion. Motion passed unanimously.

Mr. Swope moved to approve the minor subdivision application recommended by staff subject to the following conditions:

1. Prior to the final plat being signed by the Planning Board Chair and Clerk, the applicant shall revise the plat drawings to address the minor corrections and omissions noted by City staff.

Mr. Lavers seconded the motion. Motion carried unanimously.

4. Application by Thomas H. Cheney, for property located at 189, 197, and 207 Fisherville Road to consolidate three existing lots and create lots of 1.83 acres and 3.06 acres for future commercial development. (2013-59)

a. Determination of Completeness
b. Public Hearing
b. Deliberations and Action on the Application

Mr. Henninger recommended that the application be determined complete and the public hearing opened.

Mr. Hicks moved to determine the application complete. Mr. Lavers seconded the motion. Motion passed unanimously.

The Chair opened the public hearing.

Mr. Scott Holeman, Zaremba Group, was present to present the revised plans to the Board. The purpose of this subdivision is to combine three existing residential lots to create a 1.83 acre lot for Dollar General and a lot for future commercial development of 3.06 acres. The property is located along the west side of Fisherville Road immediately south of the CC Tomatoes restaurant. The applicant has submitted a request to waive Section 25.02 of the Subdivision Regulations which requires sewer service to be extended to the center of the furthest lot, a distance of approximately 610 feet. The applicant has advised that the developer of both parcels will be required to connect to sewer service when that property is developed. Nancy Nylan, Concord resident, spoke to the Board. She asked why the city would not pay for the sewer extension. She stated that if the city is not allowing for commercial properties in that area then it should be zoned residential. Laura Aibel, City of Concord Associate Engineer, addressed the Board. She stated that in previous situations the City has requested a financial guarantee for the entire extension and once a section is completed that portion of the guarantee would be released.

There being no further response from the members of the public, the Chair closed the public hearing.

After much discussion on the waiver, Ms. Foss made a motion to deny the application for a waiver to Section 25.02 of the City of Concord Subdivision Regulations, to not require at the time of recordation of the plat that the sewer line be extended to the midpoint of the southernmost lot of 3.06 acres along Fisherville Road. Mr. Swope seconded the motion. Motion passed unanimously.

Mr. Lavers moved to approve the minor subdivision application recommended by staff subject to the following conditions:

1. Prior to the final plat being signed by the Planning Board Chair and Clerk, the applicant shall revise the plat drawings to address the minor corrections and omissions noted by City staff.

2. Prior to the final plat being signed by the Planning Board Chair and Clerk, the following easement documents, in a form acceptable to the City Solicitor and suitable for recording in the Merrimack County Registry of Deeds, will be provided to the Planning Division:
   a) Proposed Access Easement for common private drive.
   b) Easements for Interconnected parking lots between this property and parcel 201P-3 to the north and parcel 201P-72 to the south.

3. Prior to the final plat being signed by the Planning Board Chair and Clerk, digital information shall be provided to the City Engineer for incorporation into the City of Concord Geographic Information System (GIS) and tax maps. The information shall be submitted in accordance with Section 12.09 of the Subdivision Regulations.

4. The three existing driveways along the Fisherville Road frontage shall be closed, and vertical granite curbing and sidewalk shall be constructed across the driveway openings, prior to issuance of a Certificate of Occupancy for any development within the subdivision.

5. Prior to the final plat being signed by the Planning Board Chair and Clerk, the applicant will provide to the City Solicitor a financial guarantee, in an amount approved by the City Engineer and in a form acceptable to the city solicitor, for all public improvements including the extension of municipal sewer to the mid-point of southernmost 3.06 acre lot in Fisherville Road. .

5. No certificate of occupancy for any building or use shall be issued until all public improvements have been completed to the satisfaction of the City Engineer. The applicant may construct the municipal sewer extension in Fisherville Road in two phases with the first phase to serve the 1.83 acre lot to the north, and obtain a certificate of occupancy for any use on that lot. The applicant may elect to not construct the municipal sewer line extension to serve the second lot provided a sufficient financial guarantee is retained to allow the completion of said extension to the mid-point of the 3.06 acre lot along Fisherville Road. This condition does not obligate the City of Concord to extend this municipal sewer line. No certificate of occupancy for any proposed use on the 3.06 acre southern lot shall be issued unless the municipal sewer line has been extended to the mid-point of this lot along Fisherville Road.

6. The three existing driveways along the Fisherville Road frontage shall be closed, and vertical granite curbing and sidewalk shall be constructed across the driveway openings, prior to issuance of a Certificate of Occupancy for any development within the subdivision.

Ms. Dolcino seconded the motion. Motion passed unanimously.

5. Application by Gregory P. & Lisa A. Marceau, for property located at 55 Noyes Street to subdivide the property to create a lot for the existing home consisting of 16,030 square feet and to create a new lot of 12,538 square feet for a future single family residence. (2013-63)

a. Determination of Completeness
b. Public Hearing
c. Deliberations and Action on the Application

Ms. Hebert recommended that the application be determined complete and the public hearing opened.

Mr. Hicks moved to determine the application complete. Mr. Lavers seconded the motion. Motion passed unanimously.

The Chair opened the public hearing.

Gregory Marceau presented the application to the Board. The subdivision will divide one existing 28,568 square feet lot which contains an existing residence, to create one new residential lot of 12,538 square feet. The property is located at the corner of Noyes Street, Cypress Street and Cornell Street. A waiver to Section 19.05(4) of the Subdivision Regulations which requires a useable area rectangle of 5,000 square feet with a minimum dimension of 60 feet for new residential lots within the RS District. The purpose of the useable area rectangle is to ensure that new residential lots are configured in a way that reasonably supports a house, garage, yard and driveway is requested. Mr. Marceau noted that the total useable area exceeded the minimum and that all the property was flat with no wetlands, slopes or other restrictions on use and the proposed waivers would be in keeping with the spirit and intent of the regulations.

A waiver to Section 25.02 of the Subdivision Regulations to not extend the municipal sewer along Cypress Street to the middle of the frontage on proposed lot #3-1 is requested. The municipal sewer line in Cypress terminates approximate 140 feet from the side lot line and there are no other properties on the street that would benefit from the extension. The applicant is proposing to construct the sewer service through a private utility easement on lot #3 connecting with the existing sewer line on Noyes Street is also requested.

Mr. Swope moved to grant a Waiver to Section 19.05(4) of the Subdivision Regulations which requires a useable area rectangle of 5,000 square feet with a minimum dimension of 60 feet for new residential lots within the RS District. Ms. Foss seconded the motion. Motion passed unanimously.

Mr. Swope moved to grant a Waiver to Sections 25.02 of the Subdivision Regulations to not extend the municipal sewer along Cypress Street to the middle of the frontage on proposed lot #3-1. Ms. Foss seconded the motion. Motion passed unanimously.

Mr. Swope moved to approve the minor subdivision application recommended by staff subject to the following conditions:

1. Prior to the final plat being signed by the Planning Board Chair and Clerk, the applicant shall revise the plat drawings to address the minor corrections and omissions noted by City staff.

2. Prior to the final plat being signed by the Planning Board Chair and Clerk, the following easement documents, in a form acceptable to the City Solicitor and suitable for recording in the Merrimack County Registry of Deeds, will be provided to the Planning Division.
   a) Agreement to Convey a Utility Easement from the owners of Lot #3 for the benefit of Lot #3-1, as shown on the Subdivision Plan
3. Traffic, recreation and school impact fees shall be assessed for any construction on the new vacant lot contained within this approved subdivision. The impact fees and procedures shall be those in effect at the time of the issuance of a building permit as set forth in the City of Concord Code of Ordinances, Title IV, Subdivision Code: Chapter 29.2, Public Capital Facilities Impact Fee Ordinance. The specific fees assessed are those contained in Section 29.2.1-1 Assessment and Collection; subsection (b) Computation of the Amount of Impact Fees; Table 1, School Facilities Impact Fee per variable unit; and Table 2, Recreational Facilities Impact Fee per Variable Unit; and Table 3, Transportation Facilities Impact Fee per Variable Unit.
   a. School Facilities – Single Family Residence.
   b. Recreational Facilities – Single Family Residence.
   c. Transportation Facilities – Single Family Residence.

4. Prior to the final plat being signed by the Planning Board Chair and Clerk, digital information shall be provided to the City Engineer for incorporation into the City of Concord Geographic Information System (GIS) and tax maps. The information shall be submitted in accordance with Section 12.09 of the Subdivision Regulations.

Ms. Foss seconded the motion. Motion carried unanimously.

Site Plan Review

6. Application by Thomas Cheney and Zaremba Program Development, LLC for a proposed 9,278 square foot Dollar General retail store, and the construction of parking and loading areas, site lighting, landscaping, drainage, utility and signage improvements at 197-207 Fisherville Road. *(2013-60)*

The Chair opened the public hearing.

Mr. Scott Holeman, Zaremba Group, was present to present the revised plans to the Board. He advised the Board that several adjustments to the original plans were made as recommended by the ADRC.

A traffic study has been submitted for this project. As part of this traffic study the applicant was asked to address the functionality of the proposed common drive at full development of both lots. The City's Traffic Engineer has reviewed the report and supports the conclusion that the proposed entrance as designed will support the development of both parcels.

The Chair asked if members of the public had any comments or questions on the application. Kathy Bush, Penacook Village Association President, spoke to the application. She commented that a grocery store is still needed in Penacook and stated that there are already two

dollar stores in Penacook. She thanked Mr. Cheney for his efforts to revamp Penacook and appreciates the façade of the new building. There being no further testimony from the public, the Chair closed the public hearing.

The Board questioned the width of the parking lot at the truck turnaround. The applicant's agent replied that the turn radius is set by a computer program and he was willing to look at reducing it.

Mr. Lavers moved to grant Major Site Plan Approval and Design Review Approval as requested by the applicant with the following conditions:

1. Prior to the issuance of a certificate of approval by the Planning Board Chair (and issuance of any building permits for construction activity on the site), approvals of construction drawings and specifications for all public and private improvements shall be obtained from the Engineering and Planning Divisions.

2. Prior to the issuance of a certificate of approval by the Planning Board Chair (and issuance of any building permits for construction activity on the site), the applicant will provide to the City Solicitor a financial guarantee for all public improvements on and off site and a guarantee for the site stabilization in an amount approved by the City Engineer, and in a form acceptable to the City Solicitor.

3. A pre-construction meeting shall be required prior to the start any construction activities onsite. Prior to the pre-construction meeting seven copies of the final approved site plan shall be provided to the Planning Division for endorsement by the City Engineer as "approved for construction."

4. No construction activity may commence prior to the payment of inspection fees in an amount approved by the City Engineer.

5. No certificate of occupancy for any building or use shall be issued until all public and private improvements have been substantially completed to the satisfaction of the City Engineer and City Planner.

6. Traffic impact fees shall be assessed for any non-residential construction contained within the limits of the approved site plan. The impact fees and procedures shall be those in effect at the time of the issuance of a building permit as set forth in the City of Concord Code of Ordinances, Title IV, Subdivision Code: Chapter 29.2, Public Capital Facilities Impact Fee Ordinance. The specific fees assessed are those contained in Section 29.2.1-1 Assessment and Collection; subsection (b) Computation of the Amount of Impact Fees; Table 3, Transportation Facilities Impact Fee per Variable Unit. Please see attached worksheet.
   a. Transportation Facilities - Retail (5,001 SF to 100,000 SF)

7) Prior to the issuance of a certificate of approval by the Planning Board Chair and the issuance of any building permits for construction activity on the site, the access aisle

for the loading area shall be reduced to the minimum necessary to provide for truck turning movement to the satisfaction of the City Engineer and City Planner.

Ms. Foss seconded the motion. Motion carried unanimously.

7. Application by Concord 93 Limited Partnership for a free-standing ATM in an existing parking lot at 55 Fort Eddy Road for Bank of America, requesting Major Site Plan Approval and Design Review Approval, for a new 37± square foot retail bank building with affixed signage and modifications to the existing parking, curbing, lighting, and landscaping. (2013-48)

a. Design Review Discussion with Board
b. Public Testimony
c. Determination of Completeness

Mr. Henninger spoke to the application explaining that this is not technically a public hearing and no binding comments will result. Mr. Henninger advised the application was complete for the Design Review Phase. Mr. Swope made a motion determine the Design Review Application complete and to open the discussion. Ms. Dolcino seconded the motion and the motion passed unanimously.

The applicant's agents were present. Modifications to the pavement, curbing, landscaping, signage and lighting include the following:

- Eliminate two existing parking spaces and add one handicapped parking space.
- The removal of four existing trees.
- The installation of five new pole mounted lights in the existing parking lot.
- The addition of four affixed signs for Bank of America on each side of the building.

The Board had the following comments on the proposed site plan.

1. The Board found the proposed removal of existing trees proposed by the applicant to be inappropriate. The Board noted that the landscaping at the shopping center was non-conforming and expressed their opinion that additional landscaping should be installed and the existing trees be preserved. The suggestion made of replacing the existing trees somewhere on site was not deemed appropriate since the removal was proposed at the main entrance to the center. The Board also noted that the property owner has done a commendable job of maintaining the landscaping in this shopping center. It was suggested that the ATM could be relocated to avoid tree removal.

2. The Board noted that the proposed lighting by the applicant did not take in account the existing parking lot lighting and the street lights along Fort Eddy Road. The Board noted that the area was highly visible and well lit. The additional lighting proposed would not be in conformity with the City's Zoning Ordinance. The Board did not find the height of the proposed lights to be appropriate and suggested lights of a pedestrian scale.

3. The Board noted the property is located in the FH – Flood Hazard Overlay Zoning District. The minimum required Finished Floor Elevation is 237.50' while the proposed building is at an elevation of approximately 235'. The Finished Floor Elevations will need to be raised to the 237.50' elevation or the building will need to be flood proofed. The Board noted the

applicant has the opportunity to request a variance from the Zoning Board of Adjustment for this structure.

4. The Board supported the recommendations of the Architectural Design Review Committee and noted that the committee recommended that only two of the four signs proposed be installed on the east and west facades.

5. The Board noted that graphics showing the existing conditions at the site and appearance of the facility after construction, including both the day and night views, had not been submitted to support this application.

The Board acknowledged that the applicant's agent advised them of the "Bank of America Standards" that the client required compliance with and noted the City has adopted standards which it must enforce as well. The Board also suggested that another location may be possible without the adverse impacts on site landscaping.

The Board closed the public meeting completing the Design Review Phase of the application.

REGULAR MEETING

8. Minutes of the October 16, 2013, Planning Board meeting

Mr. Hicks moved to accept the minutes of the October 16, 2013 Planning Board Meeting as written. Mr. Lavers seconded. Motion carried unanimously.

9. City Council Referral – Release of an existing right-of-way easement for the extension of a future road on tax parcel 122-2-28 as requested by Public Service Company of New Hampshire

Mr. Henninger advised that the Board had previously recommended the discontinuance of this future right-of-way for and extension of Farmwood Road. This item was tabled at City Council and returned back to the Planning Board and Legal Department. . Mr. Henninger noted that the council had two issues with the release. First, the City had no adopted process for this type of request and the Council wanted to know if the there was any value associated with this easement.

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

Ms. Hebert reported that the Penacook Village Zoning Study will hold a meeting the Saturday. The consultant has met with a group of senior citizens and Ms. Hebert met with a group of high school students to get their opinions.

INFORMATION

11. Minutes of the November 12, 2013, Architectural Design Review Committee meeting.

12. **Next regular monthly meeting of the Planning Board will be on Wednesday, December 18, 2013.**

There was no further business to come before the Planning Board and the Vice Chair adjourned the meeting at 9:55 pm.

A TRUE RECORD ATTEST:

Stephen Henninger
Acting City Planner