

**TOWN OF BEDFORD**  
**November 22, 2021**  
**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:** Mac McMahan (Chair), Bill Duschatko (Vice Chairman / Town Council), Charlie Fairman, Hal Newberry, Matt Sullivan, John Nelson (Alternate), Matt Nichols (Alternate), John Quintal (Alternate)

**Members Absent:** Priscilla Malcolm (Secretary), Steve Clough, Kelleigh Murphy (Town Council Alternate)

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

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**I. Call to Order and Roll Call:**

Chair McMahan called the meeting to order at 7:00 p.m. Priscilla Malcolm, Steve Clough, and Town Council Alternate, Kelleigh Murphy were absent.

**II. Old Business & Continued Hearings:**

- 1. ER Bedford, LLC c/o Encore Retail, LLC (Applicant & Owner) - Request for Site Plan Approval for a mixed-use development at the Market and Main site, with 24,178 SF existing and 174,000 SF of additional development, including retail, restaurant, office and hotel uses, located at 125 South River Road, Lots 12-33, 12-33-1 & 12-33-2, Zoned PZ.**

*Applicant was represented by: Bob Duval, TFMoran, Tom Burns, TFMoran, Ted Chryssicas, Newmark and Andy Enright, Stack and Co.*

*No Public comment was received.*

**On a motion made by Charlie Fairman and seconded by John Quintal, the Planning Board voted to grant final Site Plan approval for the development of Market and Main, ER Bedford, LLC (Owner), 125 South River Road, Lot 12-33, 12-33-1 & 12-33-2, Zoned PZ as shown on plans by T.F. Moran last revised November 17, 2021, 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. Any waivers granted by the Planning Board shall be noted on the plans as approved.
2. Any outstanding engineering review fees shall be paid to the Public Works Department.
3. A lot merger application shall be approved by the Planning Board to combine the parcels as shown on the plan.
4. The NHDES Alteration of Terrain and Sewer Discharge Permits shall be updated as determined necessary by the NHDES and permit numbers noted on the plan.
5. The Planning Director and the Public Works Director shall determine that the applicant has addressed all outstanding technical review comments to the Town's satisfaction.
6. A performance guarantee in an amount approved by the Town for onsite maintenance of erosion and sedimentation controls shall be placed on file.
7. Arrangements will be made with the Planning Department regarding payment and coordination of third party inspections.
8. The Planning Director shall review and approve the color of the stamped concrete parking lot and crosswalks.
9. The landscape plan shall be revised to the satisfaction of the Planning Director to address the following: inclusion of additional shade trees in the parking lot and rear landscape strip along I-293, addition of structural soil to ensure the success of the tree plantings, replacement of dead or diseased street trees along Upjohn Street, and approval of landscape materials including benches, planters, paving material.
10. The applicant shall return to the Planning Board within 60 days for final review of the traffic impacts and final approval of the traffic study and off-site improvement plan, together with any associated amendments to the Site Plan that may be needed to address and mitigate traffic concerns.
11. The plans shall be revised to the satisfaction of the Public Works Department to accommodate access for the maintenance of the existing sewer line with a cleaning/jet truck.
12. A parking management plan shall be provided, to the satisfaction of Public Works Director and Planning Director.
13. A crosswalk shall be added to the plans, connecting the sidewalk at the southeastern corner of the Friendly Toast building to sidewalk in front of building C2.
14. The Applicant shall provide documentation that NHDOT has approved the proposed offsite improvements and approved the driveway permit.

15. A letter from Manchester Water Works stating that they will be able to serve this project shall be submitted to the Planning Department.
16. The Public Works Director and Planning Director shall review and approve a traffic control plan to demonstrate how access will be maintained to the Goffe Mill Plaza, Carrabbas and the existing properties off of Upjohn Street during all phases of construction.
17. The Applicant shall apply for all necessary sign waivers associated with the project under a separate application with the Planning Board.
18. The Land Disturbance and Storm water Management Permit shall be approved by the Department of Public Works.
19. The Applicant shall submit a snow removal plan for the site which shall be reviewed and approved by the Public Works Director and Planning Director.
20. A construction phasing plan shall be reviewed and approved by the Planning Director.
21. Prior to a building permit being issued, the Applicant shall provide retaining wall design drawings (stamped by a licensed structural engineer) to the Town for proposed retaining walls 4 feet high or greater.
22. Prior to commencing any work in the public right-of-way, a financial guarantee in an amount approved by the Director of Public Works for all public improvements shall be placed on file.
23. Prior to any construction occurring, a pre-construction conference will be held with the Planning, Fire, Building, and Public Works departments.
24. Prior to a building permit being issued for any of the proposed buildings, the exterior building elevation drawings shall be reviewed and approved by the Planning Board as a separate architectural design review application.
25. Prior to each building permit being issued, a sewer permit shall be obtained.
26. Prior to the issuance of a certificate of occupancy for each building, the sewer accessibility fee shall be paid.
27. Prior to the issuance of a certificate of occupancy for any building, all site improvements in each construction phase shall be completed, or as approved by the Planning Director.

### III. New Business:

1. **Wire Belt Company of America (Applicant) & Colby Court Owner, LLC (Owner)** – Request for Site Plan Amendment Approval for renovations and site improvements associated with a new tenant for the previously approved light industrial manufacturing facility, located at 17 Colby Court, Lot 11-25-1, Zoned PZ.

*Applicant was represented by: Jason Lopez, Keach-Nordstrom Associates, David Greer, Wirebelt Company, Dennis Myers, Architect and Tom Sullivan, Sullivan Construction*

*Public Comment was received from:*

- *Paula Noel, 88 Geneva Street, Manchester*

**On a motion made by Charlie Fairman and seconded by Bill Duschatko, the Planning Board voted to grant the waiver from the Bedford Zoning Ordinance, for the Table of Performance Zone Sign Standards, Table 6, to allow a 36 square foot sign where 32 square feet is required.**

**On a motion made by Charlie Fairman and seconded by Matt Sullivan, the Planning Board voted to grant final approval of the site plan amendment for renovations and site improvements associated with a new tenant for the previously approved light industrial manufacturing facility, in accordance with the site plan by Keach-Nordstrom Associates, last revised October 27, 2021, 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. The Applicant shall submit any outstanding engineering review fees.
3. A Stormwater and Land Disturbance Management Permit shall be approved by DPW, including provisions for inspection and maintenance record keeping and the use of Green Snow Pro contractors for snow plowing.
4. Prior to plan signature, the September 13, 2021 Site Plan Approval for the Change of Use, to convert the existing retail building (formerly Walmart) to a light industrial manufacturing facility, shall be finalized and signed by the Planning Board.
5. Prior to the issuance of a building permit, the applicant shall address requirements for Manchester Water Works water service and industrial discharge requirements for DPW.

6. Prior to the issuance of a building permit, the Building Dept. shall review and approve the Engineers Report for the proposed solar array on the roof.
7. Prior to the issuance of a building permit, the Fire Dept. shall review and approve the design for solar installation.
8. Prior to the issuance of a building permit, the fire alarm design shall be reviewed and approved by the Fire Dept.
9. Prior to the issuance of a certificate of occupancy for the building, the Applicant shall pay the sewer accessibility fee, as applicable.
10. Prior to the issuance of a certificate of occupancy for the building, all site improvements depicted on the plan shall be completed.

**IV. Concept Proposals and Other Business: None**

**V. Approval of Minutes of Previous Meetings:**

**The November 8, 2021 Planning Board Meeting Minutes were tabled to the December 6, 2021 Meeting.**

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

**VII. Reports of Committees:** None.

**VIII. Adjournment:**

The meeting was adjourned at 8:47 p.m.