

The Planning Board for the Town of Derry held a public meeting on Wednesday, May 18, 2016, at 7:00 p.m., at the Derry Municipal Center (3rd Floor Meeting Room) located at 14 Manning Street in Derry, New Hampshire.

Members present: David Granese, Chairman; John O'Connor, Vice Chairman; Michael Fairbanks, Secretary; Charles Foote, Town Council Liaison; Frank Bartkiewicz, Lori Davison, Jim MacEachern, Members; Elizabeth Carver (7:03 p.m.), Mark Connors, Alternates

Absent: Mirjam Ijtsma; Marc Flattes; Randy Chase

Also present: George Sioras, Planning Director; Elizabeth Robidoux, Planning Assistant; Mark L'Heureux, Engineering Coordinator; Capt. Scott Jackson, Derry Fire Department

Mr. Granese called the meeting to order at 7:00 p.m. The meeting began with a salute to the flag. Mr. Granese noted the emergency exits, the location of meeting materials, and introduced the Board members and staff.

Connors was seated for Ijtsma

Escrow

#16-17

Project Name: 6-8 Bowers Road, LLC Site Plan

Developer: 6-8 Bowers Road, LLC

Escrow Account: Same

Escrow Type: Letter of Credit

Parcel ID/Location: 02065, 6 Bowers Road

The request is to establish Letter of Credit Number 27363, in the amount of \$43,448.40, drawn on Enterprise Bank for the above noted project. The expiration date will be May 05, 2017.

Motion by Bartkiewicz, seconded by MacEachern to approve as presented. The motion passed with all in favor.

Minutes

The Board reviewed the minutes of the May 04, 2016 meeting.

Motion by MacEachern, seconded by Bartkiewicz to approve the minute of the May 04, 2016 as presented. The motion passed with Foote abstained.

Correspondence

Mr. Fairbanks advised the Board is in receipt of a notice from the Town of Merrimack advising the Merrimack ZBA will hold a public hearing on May 25, 2016 at 7:30 p.m. to review an application for a telecommunication tower proposed to be located off Turkey Hill Road in Merrimack. The Town of Derry has been noticed per RSA 676:7 and because the town is an abutter within 20 miles of the proposed site.

Ms. Carver was seated.

Other Business

Mr. Granese reminded the members to be aware of rules for emails and if there were any questions to speak with Mr. Sioras, Mrs. Robidoux, or him.

Public Hearing

To review the following proposed amendments to the Town of Derry Land Development Control Regulations: Relating to Driveway Requirements

To amend Article V, Design and Construction Standards, Section 170-26.A.16, relating to driveways. The purpose of the amendments is to have one location containing the requirements for new streets, access and driveways, creating a streamlined process for builders and developers as they prepare subdivision and site plans.

Capt. Scott Jackson presented. He advised the Fire Department was requesting changes with regard to driveway regulations. He believed the Board members all had a copy of the proposed changes. He made a presentation to the Board last month and has incorporated the changes suggested by the Board and Mr. L'Heureux to the proposed amendments. The regulations have to do with driveways that are under 150 feet in length and over 150 feet in length, based on width, as well as the vertical clearance.

Mr. O'Connor asked with regard to hammerheads on driveways over 150 feet in length. If for example, a driveway was proposed to be 300 feet in length, would Capt. Jackson review the driveway profile and make recommendations for the hammerhead based on the particular site, during TRC review? Capt. Jackson said he would look at the individual driveways during TRC review and make recommendations based on the individual site.

Mr. Fairbanks noted an additional purpose to the proposed changes. The intent was to also make specific changes to the requirements per the recommendation of the Fire Department.

Motion by MacEachern, seconded by Bartkiewicz to open the public hearing. The motion passed with all in favor and the floor was open to the public.

There was no public comment.

Motion by MacEachern, seconded by Bartkiewicz to close the public hearing. The motion passed with all in favor and review of the amendments returned to the Board.

Mr. L'Heureux stated he had no issues with the proposed changes.

Mr. O'Connor followed up on Mr. Fairbanks' statement and confirmed that wording should be added to the motion to clarify the intent. The Board did not want to give the impression that all they did was consolidate the regulations.

Motion by MacEachern, seconded by Fairbanks to approve the proposed changes to the Land Development Control Regulations, Article V, Design and Construction Standards, Section 170.26, Streets, subsection A.1.a, and to renumber the section accordingly. The purpose of the amendments is to have one location containing requirements for new streets, access, and driveways, creating a streamlined process for builders and developers as they prepare subdivision and site plans. Additionally, the purpose of the amendment is to also add sections to the regulations per the Fire Department recommendations for driveways of certain lengths. The approved changes will be effective immediately. Discussion followed.

Mr. Connors had a question with regard to hammerheads or turnaround. Where the regulations are very specific on the distance and length of driveways, would each individual hammerhead be reviewed? Do they need to add specifics on hammerhead construction? Capt. Jackson said there needs to be an accessible space to turn the apparatus around and he would review individually based on each driveway or access road.

Connors, MacEachern, Foote, O'Connor, Davison, Bartkiewicz, Fairbanks and Granese voted in favor and the motion passed.

WORKSHOP – Complete Streets Pilot Program Application

Mr. Granese advised the purpose of the workshop is for further discussion of an application to Southern New Hampshire Planning Commission (SNHPC) for a complete streets pilot project.

Mr. Sioras noted Terri Pastori, Chair of the Economic Development Committee was present this evening to participate in the workshop.

Mr. Granese advised the Board is in receipt of a memo from Michael Fowler, Director of Public Works, dated May 18, 2016, a copy of which is part of the file. In summary, on May 4, 2016, SNHPC provided a Complete Streets presentation to the Planning Board seeking to find three communities to enter into a pilot program. The Complete Streets Program has been adopted as a policy in several communities across the US and Canada. The program includes guidance to encourage walking and biking along existing and newly constructed streets in an effort to promote better health while reducing vehicular traffic. It also cites potential for economic benefits. The existing road network in Derry is comprised of 165 miles of streets and 19 miles of sidewalks maintained by the Derry Department of Public Works. 75% of Derry's road network has an average daily traffic volume of fewer than 5,000 vehicles per day. Many of the rural connector roads have limited rights of way such as Walnut Hill and English Range Road. The urban road network (East/West Broadway, Birch Street, Crystal Avenue) already features several aspects of Complete Streets. For example, the streets have dedicated sidewalks on both sides of the road. The downtown area has also received some pedestrian enhancements such as curb extensions built during the streetscape improvements in 2000.

The existing curb width on East Broadway in front of Cumberland Farms is 53 feet. There are two travel lanes, plus a left turn lane for a total of 33 feet in width. Each lane is 11 feet wide. There are two parallel parking lanes (one on each side) that are 9 feet wide. Adding this 18 feet to the travel and turn lanes makes the road 51 feet wide. DPW does not recommend participation in the Complete Streets Pilot Program for the reasons cited (in the memo). The existing road network and associated physical constraints would be a deterrent to engaging in the program. However, the Planning Board is urged to incorporate individual concepts and ideas where appropriate in recognition of Derry's specific circumstances. As an alternative, the Department urges the Board to continue with promoting investments in related transportation initiatives which may achieve the same goal. The connection of the Derry Rail Trail to Londonderry will serve as a catalyst to business activity and overall quality of life. DPW will also widen shoulders where feasible during capital improvement project construction or road resurfacing. This occurred on Rockingham Road during the 2014/2015 sewer and water main installation project.

Mr. Granese said he did not feel a project of this type would work in the downtown. The roadway is not wide enough. There are already curbs and bump outs. He looked at Elm Street in Manchester which has parking and bump outs. Elm Street is very wide. He has seen the pedestrian lights on Granite Street in Manchester and in St. Petersburg, Florida. He would suggest flashing pedestrian poles at the un-signalized crosswalks such as at the Library, Sabatino's, and Halligans for pedestrian safety. This would allow people in vehicles to see the pedestrians at these locations. He has observed people who do not stop for pedestrians on the crosswalks. He understands there is a need for something that enhances pedestrian safety.

Mr. O'Connor concurred and stated the smarter streets program was co-sponsored by himself and Senator Birdsell. It was to be a mandated program but they wanted to make sure towns could make use of enabled legislation and do things as they can without being mandated to do it. Mr. Fowler points out areas where it would be impossible to incorporate the complete streets principles. Mr. O'Connor has been pushing the issue of amber pedestrian lights. There is more activity at the Opera House; Mr. Fowler has brought in a specialist and is looking at this as is the

Highway Safety Committee. UNH uses them and has been using them successfully for seven years; the lights are still operational. He felt the crosswalk near Halligan's was the worst with regard to safety.

Mr. Connors said he travels daily past an intersection with the high intensity pedestrian beacons and they are very effective. He felt the town should invest in some. There are also some at the rail trail crossing on Route 125 in Epping. They do make traffic stop. His research into Complete Streets led to some questions. If the town adopts a complete street policy, is there a set guideline from the State the town would need to follow? Or, does the town adopt its own policy with some flexibility? He would like to see more done with sidewalks, especially in areas where children walk outside of the downtown. He does not want to hamstring DPW by adopting rigid guidelines, but if there is flexibility to add these in where the town can connect them as developments come in, he felt that would be beneficial.

Mrs. Robidoux said part of what the Advisory Committee is doing is developing the guidelines. By the end of September, the Committee should have some guidelines or a model ordinance that would be available to the towns as part of the on line Toolkit. Mr. Connors asked if that will be set for New Hampshire. Mrs. Robidoux said they would be guidelines similar to those developed for model subdivision regulations. Each individual town develops its own based on the individual characteristics and what goes on in each town, based on the guidelines.

Mr. MacEachern said he would like to do something with complete streets. He believed SNHPC would develop a set of guidelines that the town could take and fit what is right for the Town of Derry. He respects what the DPW has done to date. Works needs to be done at the crosswalks but there are other areas in town other than the downtown where complete streets could be implemented, for example along Crystal Avenue or at the rotary. It is important to look at opportunities that are out there, even if it is just educational opportunities. For example, there might be something the town could do from the rotary to West Running Brook School. Many children walk along that route. Mr. Fowler is correct in his memo with reference to Broadway. The town is more than Broadway. He would like a complete streets pilot program to look at Crystal Avenue to Manchester Road at Hannaford. There is no bike lane there that connects to the north. What can the town do near West Running Brook School? If once it is looked at, it does not make sense to do anything that is okay.

Mr. Fairbanks said he would have liked to have had Mr. Fowler present to discuss his memo. He agrees with Mr. MacEachern that they need to look outside of the downtown. He suggested applying for an education/outreach program where the town identifies troubled areas of town and then SNHCP suggests what the town can do. Mr. MacEachern suggested possibly connecting the walking and biking trails in town. He has not yet heard how the town can interconnect those. Do we use signs or education? It would make the community walkable. There are trails behind Parkland that go to West Running Brook and then to a farm on East Derry Road. People should know where these trails are. As the Economic Development Committee discusses updates and links on the town website, maybe there could be a link to identify what is there for connected trails.

Mr. L'Heureux said he did have several conversations with Mr. Fowler discussing the points that were to be made in the memo. They did discuss areas outside of the compact zone. In the more rural areas of town, the roads are not centered and the right-of-ways are hilly, winding and have physical challenges. They tried to identify projects that would enhance pedestrian access. He agrees there should be focus on the pedestrian beacons in the downtown, as well as extension of the bike path when they can do that. The bike path project struggles with funding and timing delays related to dam studies or other state permits. DPW extends the right-of-way width when they can. Sidewalks are a very expensive endeavor and involve repositioning of the roadway, and surveys to make sure they are not taking property. The last extension was along Tsienneto Road for a few thousand feet. The cost was upward of \$150,000.00. DPW does look at things like that and would like to create more connectivity. They thought as a department they had been doing a lot toward these principles in the last few years. The concern with adding striping to the roadways is the reduced lane width. They don't want to fit too much into the roadway. The Board has just increased the driveway widths to 14 feet to allow for fire apparatus to move safely. DPW does not want to sacrifice safety on the roadway to accommodate bikes and pedestrians.

Mr. MacEachern stated no one is advocating for unsafe roads. He would like the opportunity to have outside help in some areas. He does not believe the town needs to do a pop-up or to develop policy or design standards. However, the opportunity to do education and outreach to bring the things the town is already doing to the forefront is something the Board should look at. Mr. MacEachern felt the town could market some of what the town has done. It does not hurt to apply. If Derry picks the project maybe the Board should think outside the box. How do we better connect what we have? The town has many pedestrian opportunities in town but do people know where they are and how to get there safely? How does the town promote that?

Mr. Granese asked if the Bike Trail was on the town website. Mr. Connors said the Rail Trail Alliance has an interactive Google map showing the Derry Rail Trail. There is a nice, full, loop through the Town of Derry. Mr. Connors asked if there was anything in place so that when a new building comes before the Planning Board the Board can request sidewalks. Is there a reason we don't do that? Mr. L'Heureux said the sidewalk requirement is in the regulations and the town can request the construction of sidewalks as an offsite improvement if it makes sense for that project. Mr. Connors felt that even if the town was adding 100 feet of sidewalk that leads to nowhere in areas near the rail trail, it might be able to be connected later. Mr. MacEachern noted the town does that where it can. Mr. Connors stated the DPW staff is good; he does not want to adopt anything that might hamstring DPW by designing something that does not work. If the town develops a policy, does that become a requirement? Mr. Granese explained it would depend upon if it was put into the LDCR. If it is in the LDCR, it is a requirement.

Terri Pastori, Derry Economic Development Committee, thanked the Board for inviting her to attend this evening. She hopes this is the start of a level of collaboration and cooperation between the Board and the Committee. With regard to Complete Streets, her thought is that the town could obtain feedback on to ways to improve sidewalks and foot traffic and could then pick out the things from that information the town can implement. The town does not want to adopt

policies that will hamstring the DPW, which does not have the funds to execute some of the ideas. The trend is moving toward trails and walkability. Derry has many gems and it is a matter of connecting the dots.

With more foot traffic in the downtown, Ms. Pastori sees the need for the pedestrian beacons. People are concerned and would like to improve safety. People don't drive as slow as they should. If possible, the Board should see what it can get for free information and then use it for Derry's improvement.

Ms. Carver asked for clarification with regard to what Mr. L'Heureux had discussed. She thought he said when the roads are narrowed it make them less safe. She noted near Halligan's the road is wider and that encourages people to speed up. Perhaps if the town added diagonal parking near Halligan's it would narrow the road in that area and people would slow down. She asked if there was any reason the town would not apply for the pilot program. There is no cost to apply.

Mr. L'Heureux clarified his earlier statement about widening. The concern is that if the town wanted to build a bike path by striping along West Broadway, it would reduce the travel lane width even further for cars to pass each other. That would be trying to create space with lines without physically widening the road. The road width needs to be kept the same for safety and not try to put people to the side of the road. There is no room. The town cannot physically make this road any wider than it is. With regard to crosswalks, he agrees that the roadway should be narrow at those locations to slow traffic; that is why bump outs are constructed.

DPW does not want to advocate for joining the program now. They would rather see what is done in other towns. DPW has time constraints with regard to the projects they can work on. They advocate for many of the things SNHPC talks about, but at the same time are trying to manage their time and make sure they can take care of their responsibilities.

Mr. Granese asked Mrs. Robidoux if the town applies and is granted a program, does the town have to act on it. Mrs. Robidoux said if the town applies, and Derry is selected as a pilot community, we would be given the tools to do the project, not necessarily the resources. If it were an education/outreach project, SNHPC would help with the studies the town would need to pull the information together and maybe design a fact sheet the town could use. She was not sure that the Advisory Committee was fully certain at this point what the end product will look like.

Mr. Sioras had a follow up comment with regard to what had been said by Ms. von Aulock. The education and outreach pilot program was described as having selected communities that have already implemented Complete Streets come to the town and discuss their experience and what they perceived to be the benefits and challenges of implementing complete streets in a community.

Mr. MacEachern said based on what he is hearing it does not appear that the town has a major design standard to create, nor does the Board seem to want to do a pop-up demonstration, or

create a policy. The deadline for the application is not until after the middle of June. He suggests holding another workshop. In between this meeting and the next, the Board members can come up with a few ideas for education and outreach that can be shared and discussed at the next meeting. People seem happy with what the town has in place, but he does not see why the town would not take advantage of free help. On the low end of the pilot program, the town might have some other communities come in and share their programs. On the higher end, the town might be able to find out how it can take better advantage of the bike/walk opportunities in town and how we can better map those. The Derry Rail Trail should be on our town website. It may be as simple as adding links to the site.

Mr. Fairbanks said he would like to apply for education and outreach. What is the process and what would the town get at the end? He acknowledged DPW resources are stretched thin. Mr. Sioras said going by the handout provided by Ms. von Aulock, they are still working through their process. The town can apply. Ms. von Aulock may invite other towns to come speak to the Planning Board and describe their challenges, what worked and what did not work. Mr. Fairbanks said he would like to see where the trouble spots are in town. He asked if Mr. Sioras could speak with Ms. von Aulock, relay what the Board said this evening and see what she says.

Mr. Granese asked if the Highway Safety Committee should be involved in this process or just DPW. Mr. L'Heureux asked who completes the application; that needs to be clarified. Is it the town administration or the Planning Board? Mr. Granese thought the Planning Board would come up with the project and planning staff could complete the application. He does feel that the Board should obtain input from the Fire Chief, Police Chief, and Highway Safety. Mr. MacEachern felt that would be dependent upon the project. Mr. Granese said there are streets in town other than those in the downtown and the Board should have input from other departments, Boards and Committees. The Board is discussing streets over which it does not have purview. Mr. L'Heureux reminded the Board that any change in existing public parking requires action by the Town Council. Mr. Granese asked Mr. Sioras to extend an invitation to the Highway Safety Committee.

Mr. O'Connor explained the complete streets objective is to remove vehicles from business areas to enhance safety. He thought the Board should fill out the application with SNHPC. There are many disconnects on how people define complete streets. It is to remove vehicles to allow for more intermodal transportation. Bike lanes on Route 102 would mean parking spaces would need to be eliminated because of the width of the street. That is what Mr. Fowler meant by the dynamics. The legislators are working on a study that runs parallel to SNHPC's efforts. He felt the town should move slowly on this. He would like the message from the state and SNHPC to be uniform. Any legislation should be enabling, not mandatory, so that there are no land takings to make sure a community complies. He stressed everyone needs to be on the same page.

Mr. Granese noted for the public, the Planning Board is not taking away public or private land.

Mr. Fairbanks felt the Rail Trail was part of the complete street effort. Mr. O'Connor agreed. Mr. Connors asked if SNHPC and the state were duplicating efforts. Should the Board wait until the state is done with its process and issues its direction with regard to complete streets? Mr.

O'Connor added the legislature was surprised that NHDOT funded the project as the legislature had not finished its work. Anything done by SNHPC would be a proposal and not mandatory on the part of the town.

The Board elected to hold another workshop on June 1, 2016. It was noted that Randy Chase is also on the Highway Safety Committee and would be present at that meeting.

Mr. Sioras said he read through the application and it appears that the town would not suggest a project on the application, only that they would like to participate.

There was no further business before the Board.

Motion by Fairbanks, seconded by Bartkiewicz to adjourn. The motion passed with all in favor and the meeting stood adjourned at 7:56 p.m.

Approved by: _____
Chairman/Vice Chairman

Secretary

Approval date: _____