



PLANNING DEPARTMENT

Town of Durham

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January 8, 2021

Ari B. Pollack
Gallagher, Callahan & Gartrell
214 N. Main Street
Concord, NH 03301

RE: Mill Plaza Redevelopment Site Plan and CUP Applications

Dear Attorney Pollack:

This is in reply to your letter today to the Durham Planning Board, in which you suggest a timeline for the Board's completion of its review of and action on Colonial Durham Associates' applications relating to the proposed redevelopment of Mill Plaza. The general timeline seems reasonable to me, provided that CDA submits all revised and additional documentation required by the Planning Board on a timely basis, and also provided that the Board is able to schedule additional meetings between now and April. (If such additional meetings are scheduled, the Mill Plaza applications may not be discussed on the specific dates that you listed in your letter.)

Your suggested timetable outlines topics of discussion for each meeting but does not reflect the need for revised and additional materials that CDA will need to submit, and staff will need to review, in order to give the Board the necessary information on which to make its decisions. As you know, each month my reports to the Board include an updated estimate of the timeline for the Planning Board's review and action. As of now, this is how I see that estimated timeline:

January 27 – Planning Board

- Finalize brick selection
- Reconsideration of prior votes to require peer reviews:
 - Traffic impacts (including reconsideration of requirement for model run)
 - Fiscal impacts
- Wetlands and College Brook:
 - Review Conservation Commission recommendations on WCOD/SPOD conditional use permits
 - Discuss specific commitments by CDA regarding implementation of College Brook buffer management / stream improvement plan
 - Discuss wetland and shoreland conditional use permit criteria

February 3 – CDA submits additional documentation

- Responses to Planning Board's questions from 1/27 meeting
- Proposed conditions of approval
- Property and Security Management Plan
- Construction Management Plan

February 24 (or special meeting) – Planning Board

- Presentation and review of independent peer reviews (if requested by the Board at 1/27 meeting)
 - Traffic
 - Fiscal Impact
 - College Brook Impacts and Restoration
- Conditional use permit criteria
- Review additional information required and timeline for submission

March 3 – CDA submits revised and additional documentation

- Complete revised plan set
- Signage plan – locations; types; dimensions; elevation drawings with colors & materials; illumination
- Final waiver requests
- Proposed guarantee amounts
 - Performance Guarantee(s) – site improvements, buffer work, Mill Road work
 - Maintenance Guarantee
 - Landscaping Guarantee

March 3-17 – Staff Reviews

- Consulting Planner review of all revised and new documentation
- Technical Review Committee review of revised plans
- DPW review of proposed amounts of performance and maintenance guarantees

March 24 (or special meeting) – Planning Board

- Presentation and review of complete revised plan set
- Close public hearing
- Review and act on waiver requests
- Findings and conditions of approval – site plan review
- Findings and conditions of approval – conditional use permits

April 28 (or special meeting) – Planning Board

- Final action

Obviously, I have not had an opportunity to discuss this timeline with the Planning Board members, nor to get their input on any additional information that they would require. However, I want to get my thoughts to you now so that you can review the the timeline and discuss it with the CDA development team in advance of the January 27 meeting.

Please do not hesitate to contact me if you have questions or would like to discuss this further.

Sincerely,



Rick Taintor
Consulting Planner

cc: Planning Board
Todd Selig, Town Administrator
Sean McCauley