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**MEMORANDUM**

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**To:** Planning Board  
**From:** Juliet T.H. Walker, Planning Director *JTW*  
Jillian Harris, Planner 1  
**Subject:** Additional Staff Recommendations for the April 23, 2020 Planning Board Meeting  
**Date:** 04/21/20

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**I. CITY COUNCIL REFERRALS**

**A. Market Street Property Purchase from NH Department of Transportation**

Description

The Department of Public Works staff have been working with the New Hampshire Department of Transportation (NHDOT) to procure a 7,834 sq. ft parcel of land on Market Street (see attached map) from the State of NH to improve stormwater maintenance associated with a pond bounded by Market Street, Maplewood Avenue, McGee Drive and the Heritage Hill Condominiums. Purchase of this land is necessary to improve access to drainage structures that control the water level in this pond. The need for added control of this pond was identified during the stormwater design of the on-going Maplewood Avenue Reconstruction Project. The State has valued the parcel at \$1,100 which would be paid for as part of the Maplewood Avenue project cost.

At the April 6, 2020 City Council meeting, the Council voted to refer this procurement of land to the Planning Board for a recommendation.

**Planning Department Recommendation**

*Vote to recommend that the City Council approve the procurement of the 7,834 sq. ft. parcel of land on Market Street by the City from NHDOT.*

**B. Request for Report Back Regarding Impact Fees**

Description

At the March 16, 2020 City Council meeting, the Council voted to request that the City Manager, Legal Department, Fees Committee and Planning Board review and report back regarding suggested development impact fees proposed by Councilor Kennedy and any other feedback related to impact fees.

Councilor Kennedy has proposed the following for consideration in this review:

For projects over two units the following impact fees would apply:

- 1-Bedroom or 1,000 sq. ft. or less \$25,000/unit
- 2-Bedrooms or 1,500 sq. ft. or less \$50,000/unit

- 3-Bedrooms or 2,000 sq. ft. or less \$75,000/unit
- 4-Bedrooms or 2,500 sq. ft. or less \$100,000/unit
- 5-Bedrooms or 3,000 sq. ft. or less \$125,000/unit

**Planning Department Recommendation**

*Vote to request that the Planning and Legal department staff prepare a report back to the Planning Board on the legal process for establishing impact fees and any additional studies that would be required in order to incorporate them into the City's local land use regulations.*