

**PUBLIC MEETING
TOWN OF HUDSON, NH
JULY 22, 2015**

The Town of Hudson Planning Board will hold a regularly scheduled meeting on Wednesday, July 22, 2015 at 7:00 p.m. in the "Buxton Community Development Conference Room" at Town Hall. The following items will be on the agenda:

- I. CALL TO ORDER BY CHAIRPERSON AT 7:00 P.M.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. SEATING OF ALTERNATES
- V. MINUTES OF PREVIOUS MEETING(S)
- VI. CASES REQUESTED FOR DEFERRAL
- VII. CORRESPONDENCE
- VIII. PERFORMANCE SURETIES
- IX. ZBA INPUT ONLY
- X. PUBLIC HEARINGS
- XI. OLD BUSINESS/PUBLIC HEARINGS
- XII. DESIGN REVIEW PHASE
- XIII. CONCEPTUAL REVIEW ONLY
- XIV. NEW BUSINESS/PUBLIC HEARINGS
- XV. OTHER BUSINESS
 - A. Review DRAFT COPY of the Revised Land Use Regulations, as prepared by the Planning Board's ad hoc Land Use Regulations Review Committee.
 - B. Status Report on the Cost Allocation Procedure (CAP) Fee Assessment Update.
- XVI. ADJOURNMENT

All plans and applications are available for review in the Planning Office. Comments may be submitted in writing until 10:00 a.m. on the Tuesday prior to the day of the meeting.

The public is invited to attend.

John M. Cashell
Town Planner

POSTED: Town Hall, Library, Post Office – 07-10-15

**PUBLIC MEETING
TOWN OF HUDSON, NH
JULY 22, 2015
(Addendum #1)**

In addition to items already scheduled and posted for review at the July 22, 2015 Planning Board Meeting, the following items are scheduled to be heard:

I. OLD BUSINESS/PUBLIC HEARINGS

A. Rapid Manufacturing
SP#05-15

Map 2015, Lot 002
32 Executive Drive

Purpose of Plan: Expand front office portion of building, construct parking spaces and installed 1-loading dock. Application Acceptance and Hearing.

All plans and applications are available for review in the Planning Office. Comments may be submitted in writing until 10:00 a.m. on the Tuesday prior to the day of the meeting.

The public is invited to attend.

John M. Cashell
Town Planner

POSTED: Town Hall, Library, Post Office – 07/10/15

Part II of the Pre-Hearing Review on the Proposed
Amendments to the Planning Board's Land Use
Regulations
Staff Report
July 22, 2015

This item is on this agenda, per action of the board at the June 24th; the purpose: to continue with the pre-hearing review of the Planning Board's Land Use Regulations, as prepared by the LURRC at the request of the Planning Board. For this meeting, the review will include the final 3 chapters of the Land Use Regulations, i.e., Chapters 275 – Site Plan Review, 289 Subdivision of Land and 290 Stormwater Management. In preparation for this meeting, please read said chapters, especially in regard to the proposed amendments, wherein, added language is shown in bold print and deleted language is shown strikethrough print. Also, "Words in all capital letters are those with special definitions as noted in Section 276-2..." of the proposed DRAFT copy of these reg's.

DRAFT MOTIONS:

I move to continue the pre-hearing review of the proposed amendments to the Planning Board's Land Use Regulations, date specific, to the August 26, 2015 Meeting.

Motion: _____ Second: _____ Carried/Failed: _____.

I move to schedule a public hearing on August 26, 2015, regarding the proposed amendments to the Planning Board's Land Use Regulations.

Motion: _____ Second: _____ Carried/Failed: _____.

Cost Allocation Procedure (CAP) Fee Assessment Update

Staff Report
July 22, 2015

This item was deferred from the June 24th Meeting, RE: the BOS voted to support implementation of the five highway improvement projects (minus the roundabout at Central St./Greeley St./Kimball Hill Rd. Intersection), as recommended to them by the Planning Board and the Highway Safety Committee, relative to the adoption of the new methodology for the collection and expenditure of Cost Allocation Procedure (CAP) Fees. As a result of the vote, the Planning Board can now move forward with the final phase to adopt the new methodology for the collection of said fees, which involves conducting a public hearing explain the new methodology and then moving to take final action to adopt same.

ATTACHMENT:

- Additional Information on this matter, stamped HANDOUT 6/24/2015, includes: (i) the Planning Board’s Notice of Decision , dated May 29, 2015, (ii) Conceptual Plans showing the 5 highway improvement projects, (iii) Kevin Burns’ memo, Chairman of the Highway Safety Committee (no date), (iv) Letter from Atty. Steve Buckley’s, dated Dec. 4, 2013, and (v) a DRAFT COPY of the VHB, Inc., study, entitled: Town of Hudson, New Hampshire Traffic Impact Fee System, dated Nov. 2013.

DRAFT MOTION:

I move for the Planning Board to schedule a public hearing on Wednesday, August 26, 2015, RE: For the Planning Board to consider adopting a new methodology for the collection and expenditure of Cost Allocation Procedure (CAP) Fees.

Motion: _____ Second: _____ Carried/Failed: _____.

NOTICE OF DECISION

May 29, 2015

Board of Selectmen
12 School Street
Hudson, NH 03051

On Wednesday, May 27, 2015, the Hudson Planning Board heard the following item under "Other Business":

- A. Status Report on the Cost Allocation Procedure (CAP) Fee Assessment Update.

Concerning the subject matter presented before the Planning Board, you are hereby notified of the following action:

The Planning Board voted to forward to the Board of Selectmen the attached 5 proposed highway improvement projects, as recommended by the Highway Safety Committee, relative to seeking the BOS's support for implementation, with implementation funding deriving, in part, from CAP Fees, which shall be combined with state, federal, local and private funding sources, as such funds become available.

As cited on each of the attached highway improvement projects, the titles for each project are as follows:

- 1) Kimball Hill Road/Route 111/ Greeley Street Intersection Improvements (Roundabout)
- 2) Lowell and Belknap Road Improvements
- 3) Route 111/Sullivan Road/Lawrence Road Signalized Intersection
- 4) Lowell Road Improvements From Executive Drive to Circumferential Hwy.
- 5) Route 102 & Old Derry Road Signalized Intersection

NOTE: Each project's cost estimate is inscribed on the upper right corner of each attached plan. Also, other documents attached, herewith, explain the need to adopt a set of traffic improvement projects, which, in

essence, involves the Planning Board adopting a new methodology for the collection of CAP Fees, as prescribed by VHB, Inc., the Town's Traffic Consultant, and as advised by Atty. Steve Buckley, former Town Counsel. Said documents include:

- 1) Letter to Kevin Burns, Chairman, Highway Safety Committee, dated March 15, 2015, RE: CAP Fee Update Assessment.
- 2) Letter from Atty. Steve Buckley, dated December 4, 2013, RE: Proposed Impact Fee Modification, VHB Report Dated November 13, 2013.
- 3) DRAFT Copy of VHB, Inc. Study, entitled: Town of Hudson, New Hampshire Traffic Impact Fee System.

For specific discussion relative to this decision, please consult the public minutes recorded during the above-cited Hearing.

Signed: _____

John M. Cashell
Town Planner

Date: _____

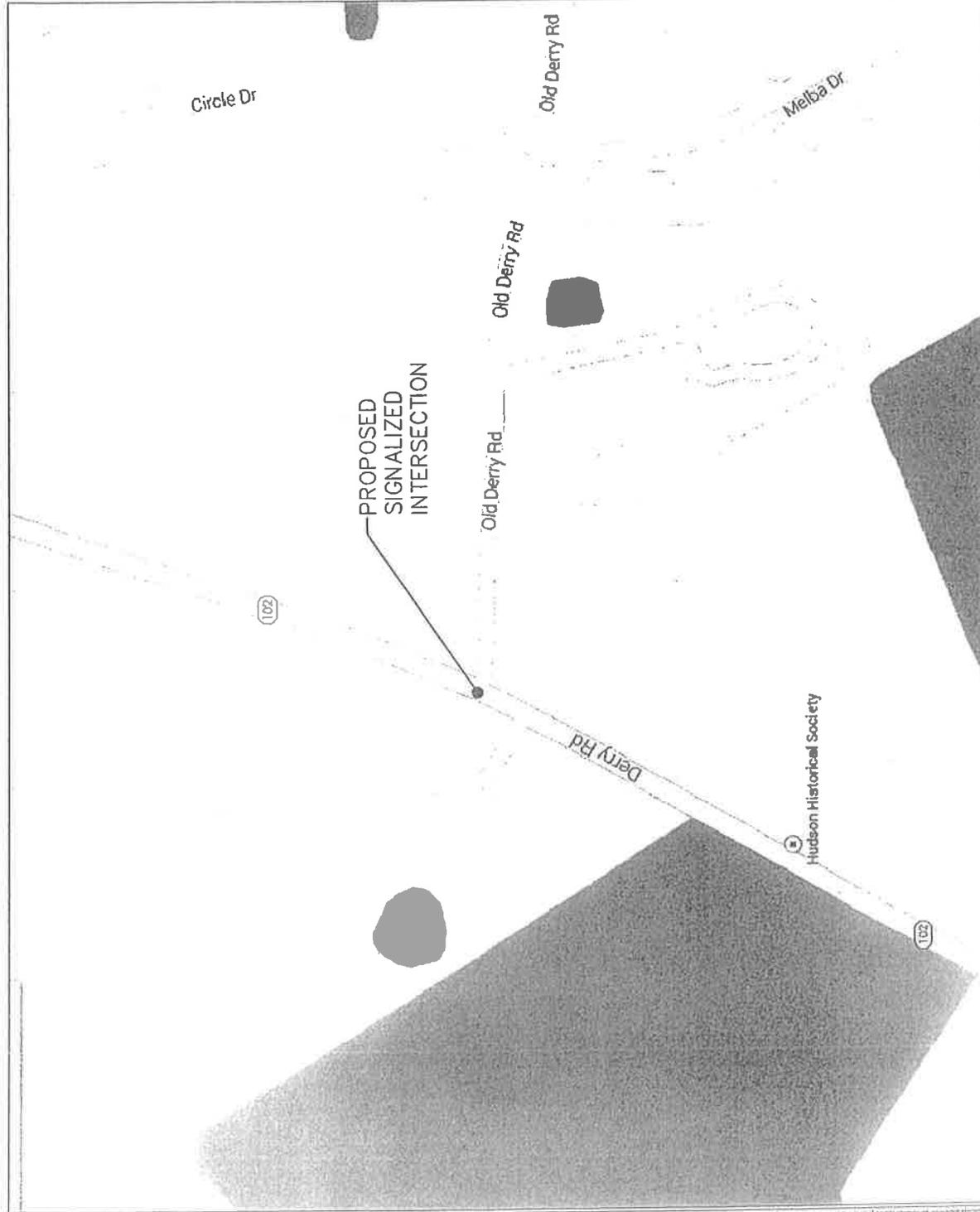
5-29-15

PROJECT SUMMARY:
 THE PROJECT CONSISTS OF SIGNALIZED INTERSECTION.
 PROJECT ESTIMATE: \$0.5 MILLION

INDEX SHEET
 NUMBER
 5



DRAWN BY: ETD CHECKED BY: ETD DATE: 2015
 NOT TO SCALE



**TOWN OF HUDSON
 NEW HAMPSHIRE**
 ROUTE 102 & OLD DERRY ROAD SIGNALIZED INTERSECTION

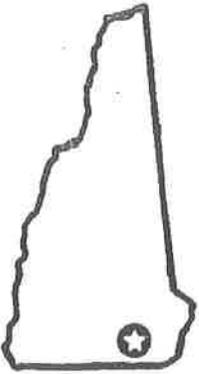
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TOWN OF HUDSON
 1000 WASHINGTON STREET
 HUDSON, NH 03051

TOWN OF HUDSON
PLANNING BOARD

" 1 "



12 School Street

Hudson, New Hampshire 03051
March 18, 2015

603/886-6005



Kevin Burns, Chairman
Highway Safety Committee
Town of Hudson
Town Hall
12 School Street
Hudson, NH 03051

RE: CAP Fee Update Assessment

Kevin:

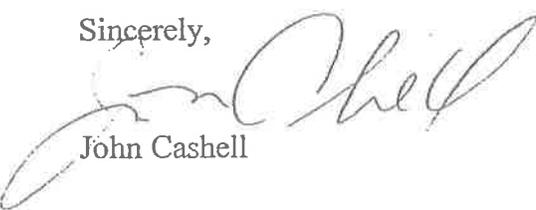
The reason for this correspondence is to request placement on the Highway Safety Committee's April Meeting Agenda (or another meeting you feel will be more appropriate), relative to the following action taken by the Planning Board, which concerns developing a list of road improvement projects, as they relate to the future expenditure of collected CAP Fees:

Mr. Della-Monica moved for the Planning Board to request the Highway Safety Committee to review both the Town Counsel letter, dated December 4, 2013, re: the Proposed Impact Fee Modifications and the VHB Report entitled: (DRAFT) Town of Hudson, New Hampshire Traffic Impact Fee System, dated November, 2013 (both documents attached herewith), and then devise a list of roadway improvement projects throughout Hudson and exclusive to capacity enhancement—and, further, for the Highway Safety Committee to provide said list to the Planning Board for review. Carried unanimously.

Note: upon favorable review of the subject list of improvement projects, the Planning Board shall forward its findings on the same to the Board of Selectmen, relative to receiving their support to implement the projects.

Upon your confirmation of the best meeting date for me to attend, I will forward all materials/documents associated with this request.

Sincerely,


John Cashell

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December 4, 2013

VIA EMAIL & US MAIL

John Cashell, Town Planner
Town of Hudson
12 School Street
Hudson, NH 03051

RE: Proposed Impact Fee Modification - VHB Report Dated November, 2013

Dear John:

At your request, I have reviewed the *Town of Hudson, New Hampshire Traffic Impact Fee System Report* prepared by VHB - Vanasse Hangen Brustlin, Inc. dated November, 2013 (hereinafter "Report"). I have reviewed the Report with an eye towards determining whether the proposed method for calculating and expending impact fees for road improvements is consistent with the Impact Fee statute, NH RSA 674:21(V). First I want to make some general observations on the methodology employed by VHB and Mr. Kennedy and then point out any concerns I have with regards to compliance with the requirements of the Impact Fee statute.

As set forth in section 3 of the Report, the starting point for the calculation of the new impact fee formula is based upon a publication issued by the Institute of Transportation Engineers entitled *Trip Generation (8th Edition)*. As indicated on page 6 of the Report, there will be occasions where Town staff will have to calculate individual impact fees for uses not listed in the table found on page 10 and this will require that the Town to have an in-house a copy of the *Trip Generation (8th Edition)*.

Concerning fee calculation methodology, I have a few observations. It is not clear how it was determined that the estimated cost to construct a mile of two lane roads is \$1.5 million. It would also be helpful to know why it was determined to use Level of Service E (8,800 vpd). It would be suggested that a footnote or appendix be added describing how the cost calculation was arrived at and the derivation of the term Level of Service E. In that regard, a more complete explanation of the assigned 35 % credit for state and federal grants would also be appropriate. Other than these amplifications, the fee calculation methodology does reasonably establish a traffic impact fee that will be a proportional share of municipal capital improvement costs which is reasonably related to the capital needs created by development, as required by NH RSA 674:21 (V) (a).

In order to ensure that that collected traffic impact fee does provide a benefit to the development that has paid that fee, VHB proposes dividing the Town into two zones and allocates fees collected from uses in each zone to spent on road improvement projects in the respective zones. This is necessary because the Impact Fee Statute requires that the development project that pays

John Cashell,
December 4, 2013
Page -2-

the impact fee benefit from the capital improvement financed by the fee. To that extent, I disagree with the suggestion put forth by the Planning Board that the Town have only one fee collection and allocation zone. I would recommend the two zone approach proposed by VHB.

The biggest challenge the Town will have to address is ensure that collected traffic impact fees are spent on projects that expand the capacity of the road network to handle traffic. In addition the Town must comply with the statutory command that impact fees cannot be spent to upgrade existing facilities and infrastructures the need for which is not created by new development. Separating out what projects are needed to be carried out to improve the Town's road network that is driven by new development in Town as opposed to pre-existing infrastructure deficiencies will be a major challenge. This is going to require the Planning Board to be much more aggressively involved in developing a detailed capital improvement plan for roads that more particularly identifies where specific road projects should receive improvements that are driven by development as opposed to road improvements that are driven by pre-existing deficiencies. I would envision that a very detailed road improvement plan for the Town would have to be developed and that the projects that are selected to be funded by Impact Fees would come from that list of road improvement projects that expand capacity as opposed to fixing existing deficiencies.

The other challenge that will face the Planning Board is how to differentiate between direct off-site improvements which are made immediately necessary for a particular project as opposed to off-site improvements which may have become necessary regardless of the project that was installed. For so called "front door" off-site improvements, both a traffic impact fee and the cost of the "front door" improvement could be imposed on the developer. However, where the off-site improvement was necessary regardless of the development, a reduced traffic impact fee or credit will be necessary.

With these observation in mind, I would recommend the adoption of the new traffic impact fee system prepared by Martin Kennedy and VHB. This would be accomplished by the Planning Board adopting the Report pursuant to §337-74.4 of the Hudson Zoning Ordinance. It is recommend that the Board conduct a public hearing on adopting the Report similar to the type of public hearing and the public notice required for the adoption of an amendment to the Subdivision or Site Plan Regulations.

Very truly yours,
HASE HODES, P.A.

By: Stephen C. Buckley, Esquire

cc: Vincent Russo, Chairman, Hudson Planning Board
Stephen Malizia, Town Administrator
Patrick Colburn, P.E., Town Engineer

“ 3 ”

Final Report

*Town of Hudson,
New Hampshire
Traffic Impact Fee System*

DRAFT

Prepared for

Town of Hudson, New Hampshire

Prepared by

 *Vanasse Hangen Brustlin, Inc.*

Kilton Road
Six Bedford Farms, Suite 607
Bedford, NH 03110
(603) 644-0888

November, 2013

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DRAFT

1

Introduction

Vanasse Hangen Brustlin, Inc. (VHB) has been retained by the Town of Hudson to develop a new town-wide traffic impact fee system. The Town currently has in place a traffic impact fee system, developed by VHB back in the mid 1980's. The previous system, which is known as the Cost Allocation Procedure, was based on the concept that public providers such as the Town of Hudson are responsible for addressing or fixing existing roadway deficiencies while future users of the transportation system are responsible for their proportionate share of the cost of providing sufficient roadway capacity to accommodate future growth. The procedure was updated in 1994 and again in 2004.

Through discussions with the Planning Board, it was determined that rather than updating and/or expanding the existing procedure, a new easier to apply more generalized town-wide system would be developed.

This report describes the new procedure and provides an easy-to-use table with fees for a range of typical development types. In addition, the procedure provides a fee per vehicle trip that can be applied to proposed land uses that do not easily fit into any of the specific identified land use categories. The Town is also being provided the impact fee table electronically on an Excel spreadsheet. The spreadsheet is designed to allow the fee structure to be adjusted annually for inflation. The impact fee table and accompanying zonal map are provided at the end of the report.

2

Background

The term impact fee generally refers to a municipality's ability to exact a fee from a developer as a means of offsetting the development's impact on the municipality. The Town of Hudson has been assessing off-site traffic impact fees to private development projects since the mid 1980's.

As part of the original Lowell Road Corridor Study, which was prepared by VHB in 1984, VHB developed a traffic impact fee system known as the "Cost Allocation Procedure" or "CAP". Subsequent corridor studies for NH 111 and NH 102 in the late 1980's resulted in the CAP being expanded to include all three major corridors within the Town. The fee systems were subsequently updated in 1994 and again in 2004.

The basis of the procedure was that public providers such as the Town of Hudson are responsible for addressing or fixing existing roadway deficiencies while future users of the transportation system are responsible for their proportionate share of the cost of providing sufficient roadway capacity to accommodate future growth.

Although the CAP system has served the Town well all these many years, there are other methods available that provide some features that better meet the Town's current needs. In particular, the Town desires a procedure that can be applied town-wide while continuing to be easy-to-use, provide fees that are predictable, and can be adjusted annually for inflation. The notion of predictability is important because a predictable fee schedule provides a potential developer a good estimate of the fee early-on in the development process. This allows developers to better estimate their total project costs, avoiding any last minute surprises.

There is an alternative impact fee procedure that like the CAP system meets the "rational nexus" test, but in addition does provide the ease of use, town-wide application, inflation adjustment, and predictability that the Town desires. This alternative procedure is currently used by other New Hampshire municipalities including the City of Concord, the Town of Hooksett, and the Town of Salem.

As compared to the cost allocation procedure, the alternative procedure is a more general method that does not require a well-defined future roadway improvement program. The alternative procedure uses average construction costs rather than the cost of specific roadway improvements, daily trips rather than peak hour trips, and average trip lengths rather than site-specific trip assignment.

The alternative procedure considers the cost to provide a roadway system that can accommodate new vehicle-trips independent of the existing capacity of the roadway. The procedure multiplies the average expected vehicle-miles (number of trips times the average trip length) for a particular use times the cost of constructing a mile of new 2-lane roadway (one lane per direction). The key point is that the alternative procedure is not directly based on the capacity of the roadway, but rather the use of the roadway system.

Given that this new procedure is not directly linked to a specific roadway improvement plan, it will be particularly important that the Town regularly identifies and updates a planned program for roadway projects. This can be done through the Town's Capital Improvement Plan or some other means. However, over time, the Town will need to be able to demonstrate that the collected funds are being expended on projects that add capacity to the roadway network and thereby accommodates future growth.

The new procedure is described in more detail in the following section.

DRAFT

3

Impact Fee Procedure

As described in the previous section, rather than updating and/or expanding the existing corridor based traffic impact fee method, the Town of Hudson plans to adopt an alternative town-wide traffic impact fee procedure. This new procedure, like the previous CAP system, provides the Town a means to equitably share the cost of constructing roadway improvements. The basis of the procedure, much like the previous procedure, is that public providers such as the Town of Hudson, are responsible for addressing or fixing existing roadway deficiencies while future users of the transportation system are responsible for their proportionate share of the cost to accommodate future growth. The future users are charged a user or impact fee through the private developer.

The new impact fee procedure has been designed to meet the "rational nexus" test, which is the underpinning of fairness in allocating impact fees. To meet the rational nexus test, the level of user or impact fee must be determined in proportion to the impact of the user on the roadway improvement or in proportion to the benefit that the user derives from the improvement. An impact fee system that fails to demonstrate this direct link of proportional impact or benefit could be subject to legal challenge.



Procedure Development

The application of the procedure is very simple as the fees for various uses are provided in table form. Users of the table will not need to step through the calculations described in this section. However, it is beneficial that users of the table have a general understanding of how the fees are calculated. This section describes how the fees are calculated. The traffic impact fee, using the new procedure, for any given land use is determined as follows:

- Estimate the total daily vehicle-trips generated by the particular use. The trip estimates are based on the Institute of Transportation Engineers' publication Trip Generation (8th Edition).



- The total daily vehicle-trips are divided by two. This is done to avoid double counting. Otherwise a person's trip from home to work would be counted as two trips when it's actually only one.
- Apply an adjustment factor to the total one-way vehicle-trips to establish the number of new one-way vehicle trips. The trips generated by certain land uses such as retail are not all new trips as a portion of the trips are drawn from the existing traffic stream.
- Multiply the number of new trips by the average trip length to obtain vehicle lane miles. Two trip length categories were applied. An average length of 3 miles was applied to land use categories that would have a reasonable expectation of the trips traveling beyond the Town boundaries. A shorter 2-mile length was applied to uses that tend to draw more local trips.
- Multiply the vehicle lane miles for each category by the estimated cost (\$1.5 million) to construct a mile of 2-lane (one lane per direction) roadway and divide by the daily carrying volume of a lane per direction at Level of Service E (8,800 vpd).
- A 35 percent credit is applied to account for any state and federal grants funding traffic improvements and any prospective or retrospective debt service payments.
- Finally, all fees are presented in terms of easy to apply variables such as; per unit for residential and per square foot for all other uses. Note that the fees for the truck-loads, the gas station, and the hotel land use categories are on a per service bay, per pump, and per room basis, respectively.

A traffic impact fee can also be calculated for proposed uses that are not specifically included in the table. This is done by estimating the number of new daily vehicle trips for the particular use and multiplying that number by \$166. The ITE's publication Trip Generation should be used to determine vehicle trip estimates. Note that estimating vehicle-trips for non-specified or unique uses should be determined by a qualified traffic engineer.

Having established the impact fee, the Traffic Impact Fee Zone map is used to determine which zone the development site is located. The Town needs to maintain separate accounts for each zone to ensure that fees that are collected within a particular zone are expended within the same zone. Maintaining separate accounts provides the direct link between the fee and the benefit derived by the user, which is necessary to meet the rational nexus test. In the event that any part of a proposed development is located on the border of two zones, the collected fee should be distributed evenly to the two separate zone accounts.



Using the Procedure

The application of the impact fee is straightforward. To determine the Traffic Impact Fee for specific development project, simply identify the appropriate land use from

the Traffic Impact Fee Table, which is provided at the end of the report. Town staff should have a copy of Trip Generation, 8th edition by the Institute of Transportation Engineers, which will be helpful in selecting appropriate categories and provides more specific detail on trip generation data and sample size. Having selected the land use, obtain the fee per square foot, per unit, or other variable. Multiply the rate found in the table by the square footage of the development, or in the case of residential, multiply by the number of units.

It is important to recognize that town planning staff will be responsible for making key decisions such as choosing the appropriate land use and recognizing unique development projects where the non-specific use rate should be applied. The non-specific use rate is presented in terms of dollars per new total daily trips.

It is also important to understand that the traffic impact fee covers the cost of upgrading the Town's transportation infrastructure, which is needed to accommodate future growth. It does not cover the cost of a proposed development's specific off-site needs such as an "front-door" improvements. Therefore, in addition to the assignment of the traffic impact fee, the Planning Board can require an applicant to put in place any specific off-site improvements that would be needed solely as a result of the proposed development. However, in the event that the Planning Board requires an applicant to put in place some type of off-site improvement that would have been needed regardless of the proposed development, the Planning Board would need to provide the applicant an appropriate credit towards the impact fee.

Construction Cost Adjustment

Because the construction cost estimates that were developed for use in the Traffic Impact Fee procedure are in present day dollars, the procedure has been designed to allow the fee structure to be adjusted annually for inflation. Engineering News Record (ENR) has been tracking a construction cost index (CCI) since 1921 and publishes the index. The Traffic Impact Fee Matrix is being provided to the Town on an Excel spreadsheet that is designed to be adjusted annually by simply inputting the current year CCI.

Town Impact Fee Ordinance

The Town of Hudson has an Impact Fee Ordinance in place that allows the town to collect impact fees for capital facilities. As described under the ordinance (334-74.1 through 334-74.12), the ordinance is enacted pursuant to RSA 674:21 as an innovative land use control. The current ordinance allows the collection of impact fees for public roadways on a town-wide basis determined by a fee schedule prepared in accordance with a methodology adopted by the Planning Board. The ordinance requires separate fee accounts be maintained and requires that if the fee has not been encumbered or legally bound to be spent for the purpose for which it was collected



within a period of six years from the date of complete payment, the fee must be refunded.

The new procedure is consistent with current ordinance as written and therefore should not require modifications to the ordinance. However, the town's attorney should review the document to confirm that no modification to the ordinance is needed.

Land Use Categories

The impact fee procedure provides common land use categories and provides a fee per vehicle trip that can be applied to proposed land uses that do not easily fit into any of the specific land use categories.

The traffic zone map and the traffic impact fee table are provided at the end of this section. The following provides a brief description of each of the land use categories that are included in the table.

Residential Uses

Single-Family - Single-Family detached housing includes all single-family detached homes on an individual lot.

Apartment - Apartments are rental dwelling units that are located within the same building with at least three other dwelling units (four unit minimum). Both high-rise and low-rise apartments are included in this land use.

Condominium/Townhouse - Residential condominiums/townhouses are defined as single-family ownership units that have at least one other single-family owned unit within the same building structure. Both condominiums and townhouses are included in this land use.

Mobile Home Park - Mobile home parks generally consist of trailers that are sited and installed on permanent foundations and typically have community facilities such as recreation rooms, laundry facilities, and swimming pools. Many mobile home parks restrict occupancy to adults.

Senior Housing - Senior adult housing generally includes independent living developments that are age-restricted. These communities, which often house active but retired adults, would be expected to generate fewer vehicle trips than non-age restricted developments.



Non-Residential Uses:

General Office - A general office building houses multiple tenants; it is a location where affairs of businesses, commercial or industrial organizations, or professional persons or firms are conducted. An office building may contain a mixture of tenants.

Medical-Dental Office - A medical-dental office building is a facility that provides diagnoses and outpatient care on a routine basis but is unable to provide prolonged in-house medical and surgical care.

General Light Industrial - Light industrial facilities usually employ fewer than 500 persons and have an emphasis on activities other than manufacturing. Typical light industrial activities include printing plants, material testing laboratories, assemblers of data processing equipment, and power stations. Most light industrial facilities are freestanding and devoted to a single use.

Warehousing - Warehouses are primarily devoted to the storage of materials; they may also include office and maintenance areas.

Hospital - A hospital is an institution where medical or surgical care and overnight accommodations are provided to non-ambulatory and ambulatory patients.

Health Club - Health/Business Clubs are generally privately owned facilities that focus on individual fitness or training. Typically, they provide exercise classes, weightlifting, fitness and gymnastic equipment, locker rooms, and small snack bars.

Day Care Center - A day care center is a facility where care for pre-school age children is provided, normally during the daytime hours. Day care facilities generally include classrooms, office, eating areas and playgrounds.

Shopping Center - A shopping center is an integrated group of commercial establishments that is planned, developed, owned, and managed as a unit. A shopping center's composition is related to its market area in terms of size, location, and type of store. A retail center also provides on-site parking facilities sufficient to serve its own parking demands.

Supermarket - Supermarkets are typically freestanding retail stores selling a complete assortment of food, food preparation and wrapping materials, household cleaning and servicing items. Supermarkets may also contain facilities such as money machines, photo centers, pharmacies, and video rental areas.

Quality Restaurant - Quality restaurants usually have turnover rates of an hour or longer. Generally, quality restaurants do not serve breakfast, many do not serve lunch, but all serve dinner. Reservations are often required at these restaurants and they are typically not chains.

High Turnover Restaurant - High turnover restaurants usually have turnover rates of an hour or less. This type of restaurant is usually moderately priced and frequently belongs to a restaurant chain. Generally these establishments serve lunch and dinner; they may also be open for breakfast and are sometimes open 24 hours a day. Some of these restaurants may also contain a bar area for serving food and alcoholic drinks.

Fast Food Restaurant - Fast food restaurants are characterized by a large carryout clientele, sit down and drive-thru operations, long hours of service, and high turnover rates.

Pharmacy - Pharmacies are retail facilities that primarily sell prescription and non-prescription drugs. These facilities may also sell cosmetics, toiletries, medications, stationary, personal care products, limited food products and general merchandise. Pharmacies in this category contain drive-through windows.

Bank - Banks generally provide their customers the ability to conduct financial business or transactions through either walk-in or drive-thru service.

Coffee/Donut Shop - Coffee/Donut Shops generally provide both walk-in and drive-through service. Freshly brewed coffee and other coffee-related accessories such as donuts, bagels, muffins, etc. are sold.

Quick Lube - A quick lubrication vehicle shop is a business where the primary activity is to perform oil change services for vehicles. Other ancillary services provided may include preventative maintenance, such as fluid and filter changes.

Gasoline Station/Convenience Store - Gasoline station/convenience store facilities primarily function as a business for fueling motor vehicles with the convenience store serving as a secondary and complementary function. The common convenience items sold include newspapers, coffee or other beverages, and snack items.

Hotel - Hotels are places of lodging that provide sleeping accommodations and supporting facilities such as restaurants, cocktail lounges, meeting and/or banquet rooms.

Traffic Impact Fee Table

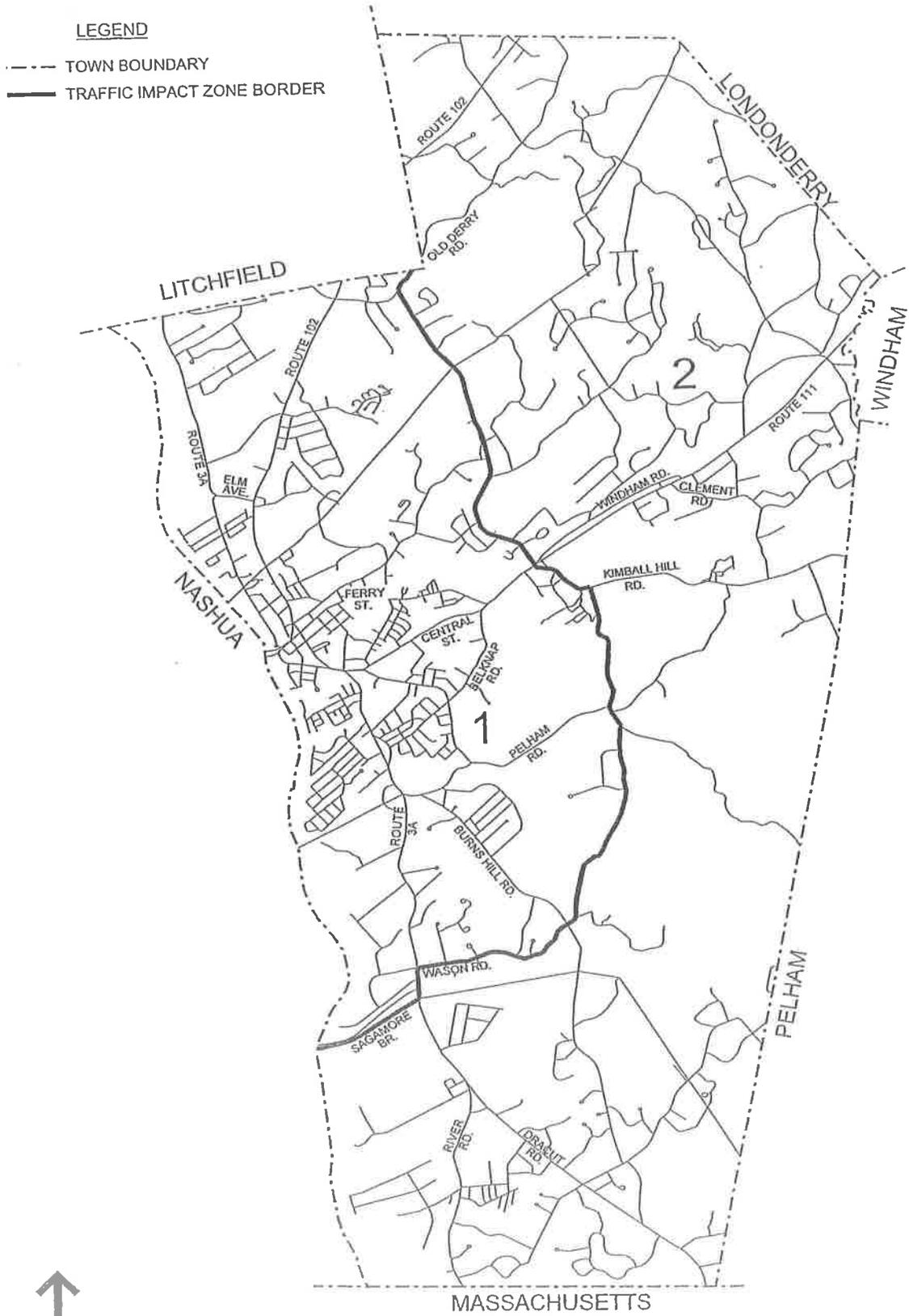
The Traffic Impact Fee table is provided below. The Traffic Impact Fee Zone Map (Figure 1) is provided on the following page.

Traffic Impact Fees (2013)

Land Uses	Impact Fee
Residential Uses	
- Single Family	\$1,590 per unit
- Apartment	\$1,105 per unit
- Condominium/Townhouse	\$966 per unit
- Mobile Home Park	\$829 per unit
- Senior Housing	\$617 per unit
Non-Residential Uses	
- General Office	\$1.83 per s.f.
- Medical-Dental Office Building	\$3.90 per s.f.
- General Light Industrial	\$1.16 per s.f.
- Warehousing	\$0.59 per s.f.
- Hospital	\$2.74 per s.f.
- Health Club	\$1.92 per s.f.
- Day Care Center	\$1.76 per s.f.
- Shopping Center	\$2.85 per s.f.
- Supermarket	\$3.96 per s.f.
- Quality Restaurant	\$5.98 per s.f.
- High Turnover Restaurant	\$4.93 per s.f.
- Fast Food Restaurant	\$16.49 per s.f.
- Pharmacy	\$3.91 per s.f.
- Bank	\$4.10 per s.f.
- Coffee/Donut Shop	\$13.60 per s.f.
- Quick Lube	\$886.36 per bay
- Gas Station with Convenience Store	\$2,705.29 per pump
- Hotel	\$1,482.44 per room

For unique land use categories that are not found in the table, the impact fee can be determined by multiplying the number of new daily trips generated by the new use by \$166.

- LEGEND**
- TOWN BOUNDARY
 - TRAFFIC IMPACT ZONE BORDER



Traffic Impact Fee Zones
Hudson, New Hampshire

Figure 1

New Town-Wide Traffic Impact Fee System

Martin F. Kennedy, P.E.
Vanasse Hangen Brustlin, Inc.
Bedford, New Hampshire

Tonight's Presentation

- Review the procedure and how to apply it
- Compare fees to your previous procedure
- Compare fees to other NH towns

New Procedure

- Town-wide, as compared to the previous corridor based system
- Meets the proportionality test by multiplying the amount of travel generated for a particular land use by cost to provide the roadway

Procedure Steps

1. Estimate daily trips (ITE Trip Generation)
2. Divide trips by 2
3. Adjust to account for new trips
4. Multiply by trip length (vehicle miles traveled)
5. Multiply VMT cost to construct mile of roadway
6. Divide by the carrying volume
7. Apply 35% reduction factor

Traffic Impact Fees (2013)

Land Uses	Impact Fee
Residential Uses	
- Single Family	\$1,590 per unit
- Apartment	\$1,105 per unit
- Condominium/Townhouse	\$966 per unit
- Mobile Home/Park	\$829 per unit
- Senior Housing	\$617 per unit
Non-Residential Uses	
- General Office	\$1.83 per s.f.
- Medical-Dental Office Building	\$3.90 per s.f.
- General Light Industrial	\$1.16 per s.f.
- Warehousing	\$0.59 per s.f.
- Hospital	\$2.74 per s.f.
- Health Club	\$1.92 per s.f.
- Day Care Center	\$1.76 per s.f.
- Shopping Center	\$2.85 per s.f.
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- Quick Lube	\$886.36 per bay
- Gas Station with Convenience Store	\$2,705.29 per pump
- Hotel	\$1,482.44 per room

Impact Fee Table

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Construction Cost Index History - As of
November 2013

View all Historical Indices >

Text size: **A** **A**

HOW ENR BUILDS THE INDEX: 200 hours of common labor at the 20-city average of common labor rates, plus 25 cwt of standard structural steel shapes at the mill price prior to 1996 and the fabricated 20-city price from 1996, plus 1.128 tons of portland cement at the 20-city price, plus 1,088 board ft of 2 x 4 lumber at the 20-city price.

ENR'S CONSTRUCTION COST INDEX HISTORY (1908-2013)

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG.
2013	9437	9453	9456	9484	9516	9542	9552	9545	9552	9689	9666		
2012	9176	9198	9268	9273	9290	9291	9324	9351	9341	9376	9398	9412	9308
2011	8938	8998	9011	9027	9035	9053	9080	9088	9116	9147	9173	9172	9070
2010	8660	8672	8671	8677	8761	8805	8844	8837	8836	8921	8951	8952	8799
2009	8549	8533	8534	8528	8574	8578	8566	8564	8586	8596	8592	8641	8570
2008	8090	8094	8109	8112	8141	8185	8293	8362	8557	8623	8602	8551	8310
2007	7880	7880	7856	7855	7942	7939	7959	8007	8050	8045	8092	8099	7966
2006	7660	7689	7692	7695	7691	7700	7721	7722	7763	7883	7911	7888	7751
2005	7297	7298	7309	7355	7398	7415	7422	7479	7540	7563	7630	7647	7446
2004	6825	6862	6957	7017	7065	7109	7126	7188	7298	7314	7312	7308	7115
2003	6581	6640	6627	6635	6642	6694	6695	6733	6741	6771	6794	6782	6694
2002	6462	6462	6502	6480	6512	6532	6605	6592	6589	6579	6576	6563	6538
2001	6281	6272	6279	6286	6288	6318	6404	6389	6391	6397	6410	6390	6343
2000	6130	6160	6202	6201	6233	6238	6225	6233	6224	6259	6265	6283	6221

Annual Inflation Adjustment

Unique Land Use Categories

Multiply the number of new
daily vehicle trips by \$166.



Vanasse Hangen Brustlin, Inc.

Comparison to Previous Fees

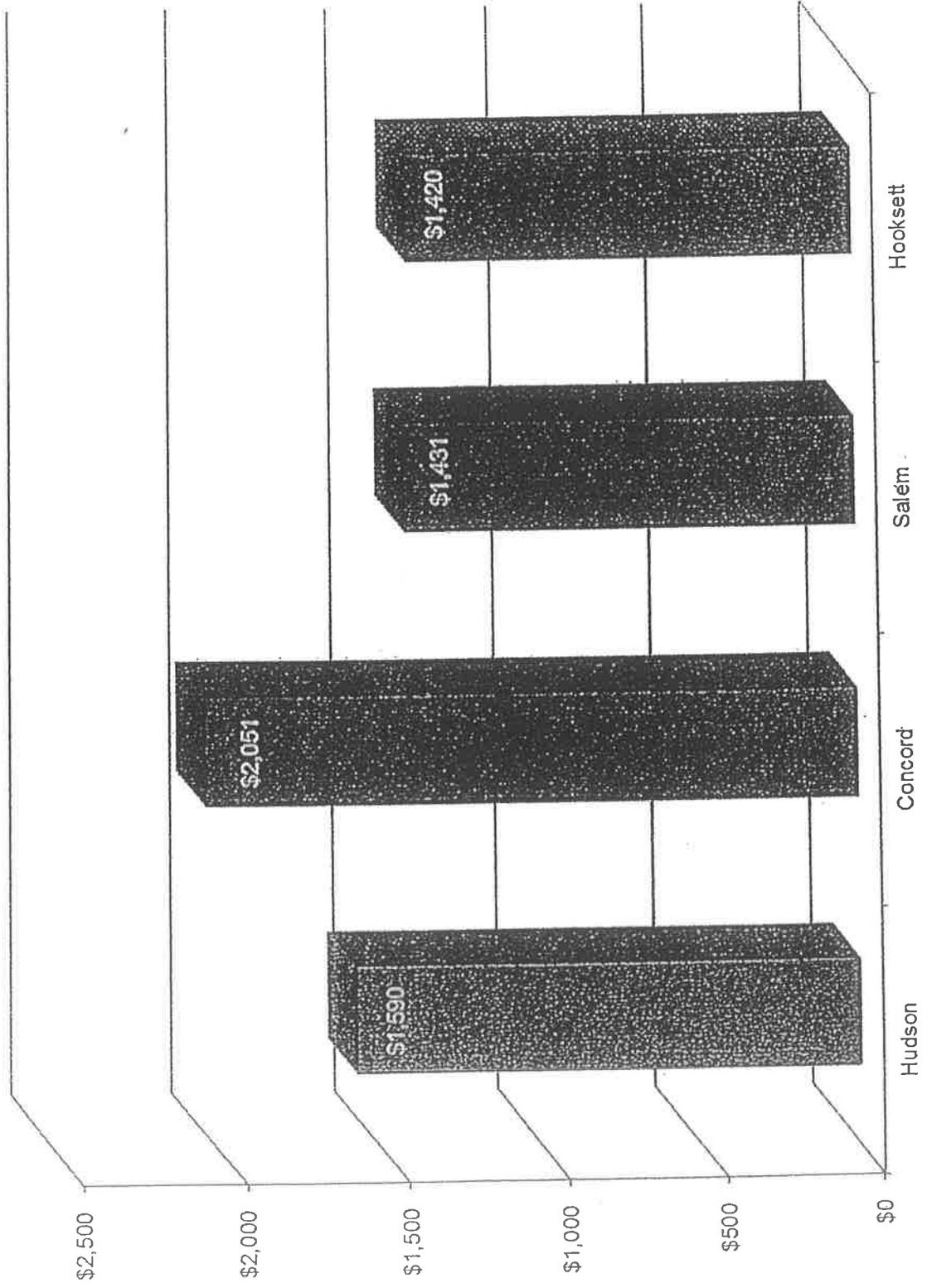
Land Use	New Fees	Previous Fees
Single Family	\$1,590/unit	\$675 - \$1,515/unit
Apartment	\$1,105/unit	\$414 - \$930/unit
Condo/Townhouse	\$966/unit	\$347 - \$780/unit
Mobile Home Park	\$829/unit	---
Senior Housing	\$617/unit	\$192 - \$390/unit
General Office	\$1.83/sf	\$0.94 - \$2.97/sf
Medical/Dental Office	\$3.90/sf	\$2.20 - \$5.19/sf
General Light Industrial	\$1.16/sf	\$0.48 - \$1.52/sf
Warehousing	\$0.59/sf	\$0.23 - \$0.73/sf
Hospital	\$2.74/sf	\$0.58 - \$1.83/sf
Health Club	\$1.92/sf	---

Comparison to Previous Fees

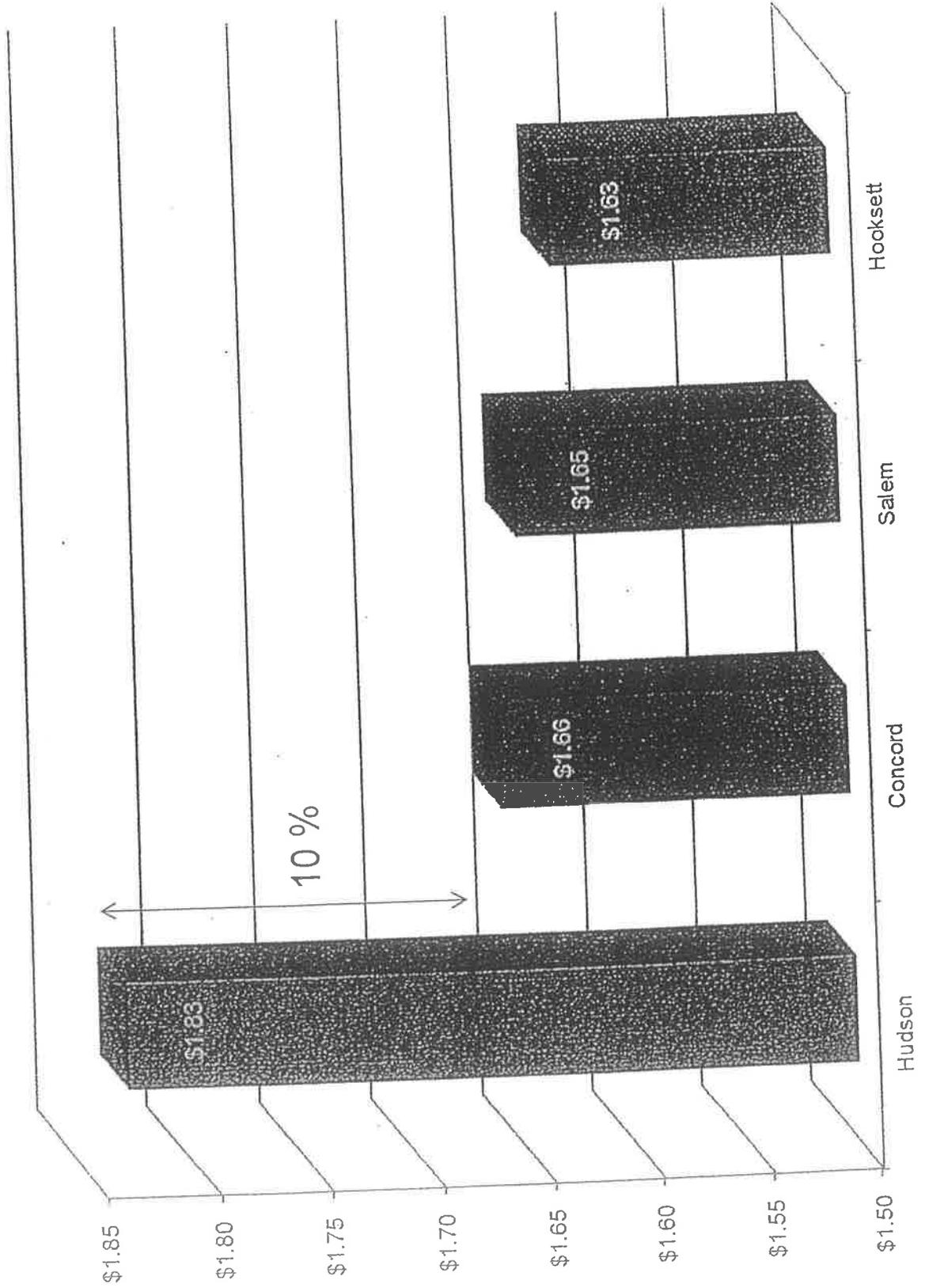
Land Use	New Fees	Previous Fees
Day Care Center	\$1.76/sf	\$1.96 - \$4.60/sf
Shopping Center	\$2.85/sf	\$1.92 - \$4.58/sf
Supermarket	\$3.96/sf	\$3.10 - \$7.29/sf
Quality Restaurant	\$5.98/sf	---
High Turnover Restaurant	\$4.93/sf	\$3.25 - \$7.61/sf
Fast Food Restaurant	\$16.49/sf	\$5.15 - \$12.07/sf
Pharmacy	\$3.91/sf	\$2.56 - \$6.01/sf
Bank	\$4.10/sf	---
Coffee/Donut Shop	\$13.60/sf	---
Quick Lube	\$886.36/bay	\$1.54 - \$3.62/sf
Gas Station w/Convenience	\$2705.29/pump	---
Hotel	\$1,482.44/room	---

Comparison to Other Communities

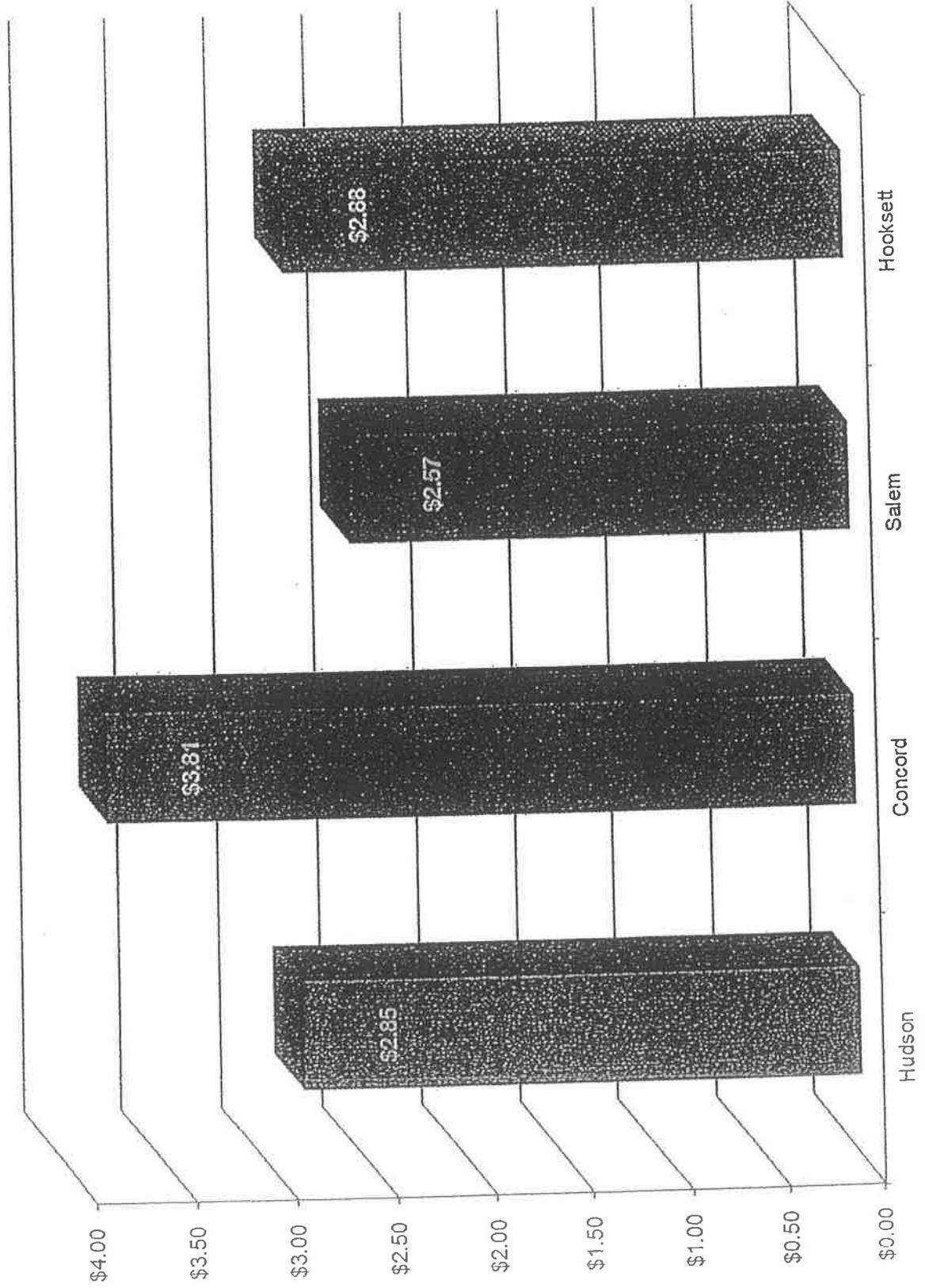
Single Family Housing



Office Building

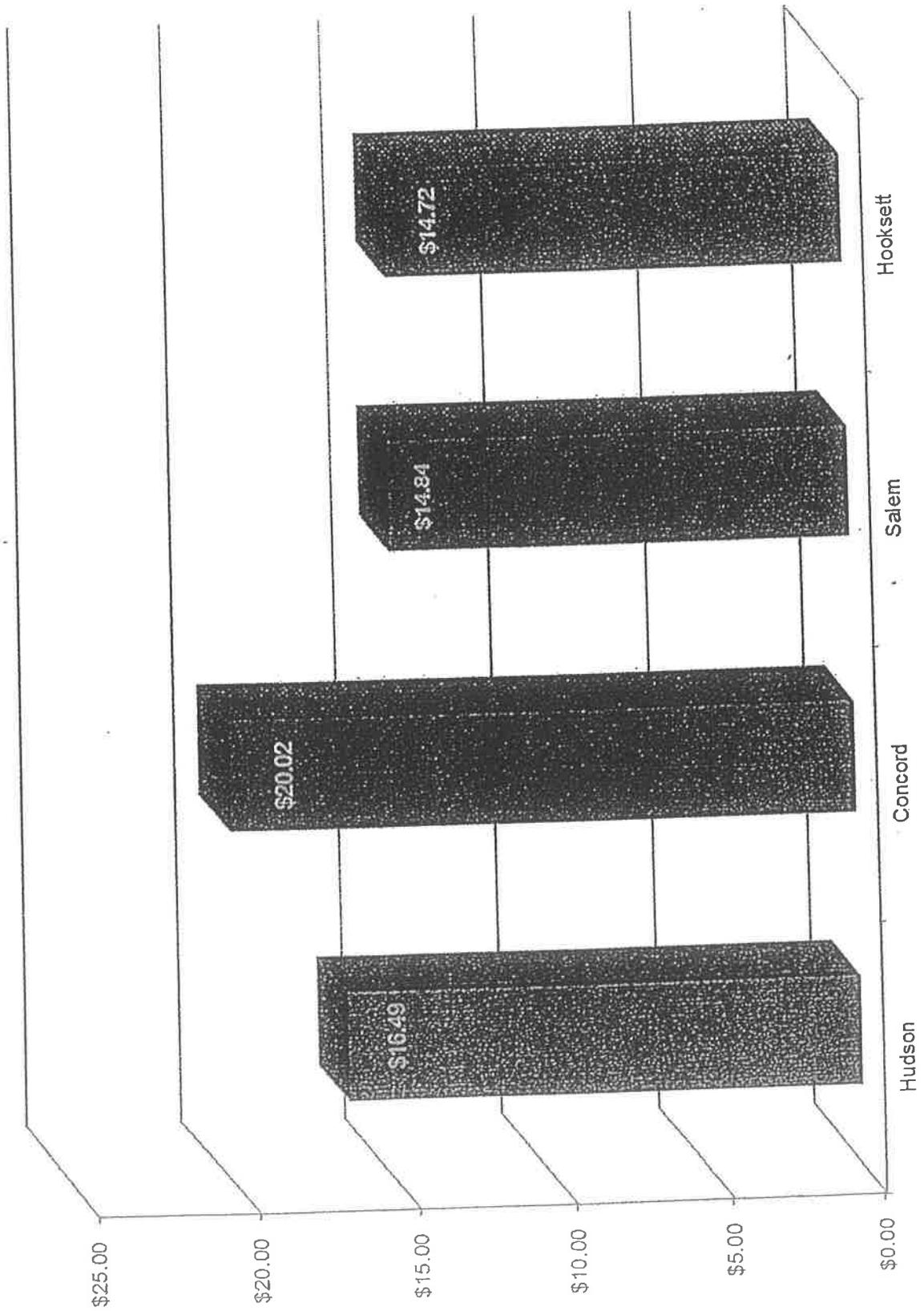


Shopping Center



Vanasse Hangen Brustlin, Inc.

Fast Food Restaurant



New Town-Wide Traffic Impact Fee System

Martin F. Kennedy, P.E.
Vanasse Hangen Brustlin, Inc.
Bedford, New Hampshire

Impact Fee Formula

$$\text{Fee} = \frac{(T/2 \times L) \times (C)}{V} - (\text{Reduction})$$

T = New Daily Trips

L = Trip Length

C = Cost per Lane Mile

V = Daily Volume per Lane Mile

Reduction = Credit for Revenue From Other Sources

Example – Single Family House

$$\text{Fee} = \frac{(T/2 \times L) \times (C)}{V} - (\text{Credits})$$

V

$$\text{Fee} = \frac{(9.57/2 \times 3) \times (\$1.5 \text{ M})}{8,800} - (\$856.41)$$

8,800

$$\text{Fee} = \$1,590/\text{unit}$$



Traffic Impact Fees (2013)

Land Uses	Impact Fee
Residential Uses	
- Single Family	\$1,590 per unit
- Apartment	\$1,105 per unit
- Condominium/Townhouse	\$966 per unit
- Mobile Home Park	\$829 per unit
- Senior Housing	\$617 per unit
Non-Residential Uses	
- General Office	\$1.83 per s.f.
- Medical-Dental Office Building	\$3.90 per s.f.
- General Light Industrial	\$1.16 per s.f.
- Warehousing	\$0.59 per s.f.
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- Quick Lube	\$886.36 per bay
- Gas Station with Convenience Store	\$2,705.29 per pump
- Hotel	\$1,482.44 per room

Impact Fee Table

Rapid Manufacturing – 32 Executive Drive

STAFF REPORT
22 July 2015

SITE: 32 Executive Drive -- Map 2015, Lot 002 -- SP#05-15

ZONING: Industrial (I)

PURPOSE OF PLAN: Expand front office portion of building (3,540 sf), construct parking spaces and installed 1-loading dock. Application Acceptance and Hearing.

PLAN UNDER REVIEW ENTITLED: Amended Site Plan Rapid Manufacturing 32 Executive Drive, Hudson, NH, Map 215/Lot 002, prepared by Maynard & Paquette Engineering Associates, LLC, dated: 20 May 2015 (no revision date), consisting of Sheet 1 of 1 and Notes 1 – 21 (said plans attached hereto).

ATTACHMENTS: N/A

ATTACHMENTS INCLUDED IN THE JULY 8, 2015 MEETING PACKETS:

- 1) Site Plan Application, Checklist, building elevation and locus photo, date stamped 1 JUN15 – “A”.
- 2) 2008 (Most Recent) Development Agreement for 32 Executive Drive – HCRD Doc#9022849, Bk. 8084, Pg. 1741 – “B”.
- 3) CLD’s (Most Recent) Comments Report, for this property, dated 5 NOV 2008 “C”.
- 4) Comments/Memos from Road Agent, Kevin Burns, HFD Deputy Fire Chief, John O’Brien, Asst. Assessor, Jim Michaud, former Zoning Admin., Kevin Desmond, and HPD – “D”.
- 5) 2008 (Most Recent) Notice of Approval for Subject Property – “E”.
- 6) CAP Fee Worksheet – “F”.
- 7) 2008 HCRD Recorded Site-Plan-of-Record – HCRD #36404 – “G”.

WAIVERS APPROVED IN 2008:

- | | | |
|-------------------|---|---------------------|
| 1. HTC 275-8B(11) | - | HISS Mapping |
| 2. HTC 275-9(B) | - | Traffic Study |
| 3. HTC 275-9(C) | - | Noise Study |
| 4. HTC 275-9(D) | - | Fiscal Impact Study |

STAFF COMMENTS/OUTSTANDING ISSUES:

The initial public hearing for this Site Plan application was conducted on July 8, 2015, and continued, pending resolution of the following items:

- 1) The need for the requested waivers to be voted on. Please note that below there are only 3 requested waivers listed (i.e., HTC 275-9(B) - Traffic Study, HTC 275-9(C) - Noise Study and HTC 275-9(D)- Fiscal Impact Study). This is because HISS Mapping is no longer a required submission item. **STATUS:** DRAFT MOTIONS for each of the 3 requested waivers are included below in the DRAFT MOTIONS section of the staff report.

- 2) The board requested that the Project Eng., Richard Maynard, revise the submitted Amended Site Plan by deleting the 6,100 sf addition along the north side of the existing building. Note: even though the submitted Amended Site Plan cited that this addition would not be built, the board requested the applicant to delete it from the Plan. STATUS: said addition has been deleted from the Plan; please note, the Project Eng. Did not include a revision date on the newly submitted Plan; he asked staff to communicate this omission to the board in this staff report, and that he will absolutely include it for Plan endorsement, if the Plan is, in fact, approved Wednesday evening.

*No other issues were outstanding from the July 8th meeting.

RECOMMENDATION:

- (i) Open and conduct the public hearing;
- (ii) Allow the applicant to present the project and address the above-cited outstanding issues from the July 8, 2015 meeting.
- (iii) Hear any pro/con public input, and if there are no objections raised, move to approve the Amended Site Plan Application, per the below DRAFT MOTIONS.

APPLICATION TRACKING:

- 06/01/2015 - Amended Site Plan Review Application submitted.
- 07/08/2015 - Application Accepted and Hearing deferred, date specific, to the 07/22/2015 Meeting.

DRAFT MOTIONS:

I move to defer further review of the Rapid Mfg. Amended Site Plan Application, date specific, to the August 12, 2015 Planning Board Meeting.

Motion by: _____ Second: _____ Carried/Failed: _____.

REQUESTED WAIVERS:

- 1. HTC 275-9(B) - Traffic Study
 - 2. HTC 275-9(C) - Noise Study
 - 3. HTC 275-9(D) - Fiscal Impact Study
- 3) HTC 275-9(B) - Traffic Study

I move to grant the requested waiver HTC 275-9B - Traffic Study - because the proposed office space addition and loading dock, and associated number of vehicle trips regarding same, will not adversely impact existing traffic conditions within the subject locus, and as such, the granting of this waiver is not contrary to the spirit and intent of the Site Plan Review regulations.

Motion by: _____ Second: _____ Carried/Failed: _____.

2) HTC 275-9C – Noise Study

I move to grant the requested waiver: HTC 275-9C - Noise Study - because such a study is unnecessary, taking into consideration that the noise associated with the proposed industrial use will not exceed the previous use of this site, nor that of similar abutting industrial/commercial uses, and as such, the granting of this waiver is not contrary to the spirit and intent of the Site Plan Review regulations.

Motion by: _____ Second: _____ Carried/Failed: _____

3) HTC 275-9D – Fiscal Impact Study

I move to grant the requested waiver: HTC 275-9D - Fiscal Impact Study - because in addition to the submitted plans and submitted application documents, said study is unnecessary in order to evaluate the fiscal impact of this development, and as such, the granting of this waiver is not contrary to the spirit and intent of the Site Plan Review regulations.

Motion by: _____ Second: _____ Carried/Failed: _____

MOTION to APPROVE:

I move to grant approval for the Site Plan entitled: Amended Site Plan Rapid Manufacturing, 32 Executive Drive, Hudson, NH, Map 215/Lot 002, prepared by Maynard & Paquette Engineering Associates, LLC, dated: 20 May 2015 (no revision date), consisting of Sheet 1 of 1 and Notes 1 – 21, in accordance with the following terms and conditions:

- 1) All stipulations of approval shall be incorporated into the Development Agreement, which shall be recorded at the HCRD, together with the Amended Site Plan-of-Record (hereinafter referred to as the Plan).
- 2) Prior to the Planning Board endorsement of the Plan, the Development Agreement, together with any applicable easement deeds shall be favorably reviewed and recommended on by Town Counsel.
- 3) All improvements shown on the Plan, including Notes 1- 21, shall be completed in their entirety and at the expense of the Applicant or his assigns.
- 4) After the issuance of foundation permit for the structure and prior to the issuance of framing permit, the applicant shall submit to the Hudson Community Development Department a foundation "As- Built" plan on a transparency and to the same scale as the approved site plan. The foundation "As-Built" plan shall include all structural dimensions and lot line setback measurements to the foundation and be stamped by a licensed land surveyor. Any discrepancy between the approved site plan and foundation "As-Built" plan shall be documented by the applicant and be part of the foundation "As-Built" submission.

- 5) Prior to the issuance of a final certificate of occupancy, a L.L.S. certified "As Built" site plan shall be provided to the Town of Hudson Community Development Department, confirming that the site conforms with the Planning Board approved Plan.
- 6) This approval shall be subject to final engineering review.
- 7) This Amended Site Plan, together with the subject Development Agreement, shall supersede the previously recorded 2008 approved Site Plan (HCRD Plan #36404), as well as its associated Development Agreement (HCRD Bk. 8084 Pg. 1741).
- 8) A CAP Fee in the amount of \$7,469.40 shall be paid prior to the issuance of a Certificate of Occupancy for the addition.

Motion by: _____ Second: _____ Carried/Failed: _____

Note: All pertinent terms and conditions of approval not listed in the above-cited DRAFT MOTION are included in the Plan Notes 1 – 20 of the Master Site Plan, Sheet 1 of 1.

