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## Technical Review Committee Summary

**To:** Planning Board  
**CC:** David Sullivan, Town Administrator; Alex Mello, Community Development Director  
Applicants: Karl Dubay, The Dubay Group;  
**From:** Chris Sullivan, Assistant Director/Planner  
**Re:** TRC Meeting – February 3, 2022 @ 10:00 AM

**Case 2022-02 – 1 & 7 Indian Rock Road (Parcels 11-A-450 & 11-A-500); Major Final Site Plan; Final Subdivision, and WWPD Special Permit; Zone – Village Center District**

*The applicant, Karl Dubay of the Dubay Group, Inc., and property owner, Village Center Properties LLC, Chris McCarthy, Mgr, are seeking a Major Final Site Plan, Final Subdivision, and Wetland and Watershed Protection District (WWPD) Special Permit for a proposed development that includes 8 single-family detached dwellings, two commercial buildings of 5,400 gross square feet and 29,570 gross square feet, and associated site improvements.*

**Deputy Chief Jim Saulnier, Windham FD:** Individual 13d fire suppressions for the single family residences are acceptable. Will work with the fire protection engineer through building permit review on the fire suppression system for the commercial buildings.

**Alex Mello, Community Development:** Outlined the review schedule which includes TRC on 2/3/22, ConCom on 2/10/22, DRC on 2/9/22, a pending KNA memo, initial PB meeting on 2/16/22. Illustrate the proposed traffic signal improvements. Pay attention to the design of the backs of the buildings.

**Chief Gerry Lewis, Windham PD:** The SAU and PD are looking at addressing congestion at drop-off and pick-ups at the nearby Windham Center School. The Applicant's traffic engineer should coordinate with the SAU on what is being planned and also the State regarding turn phases and signal timing.

**Carol Pynn, HD/HC:** Coordinate striping on Rt. 111. There are bottle necks on Rt. 111 specifically at Rt. 111 and N. Lowell Rd. (The Applicant's traffic engineer indicated that NH DOT is going to kick off a new Rt. 111 corridor study at some point this year.)

**Steve Keach, Town Engineer, Keach Nordstrom Associates:** Concur with the general premise that the proposed commercial development will be geared toward the local population. Does not expect much added volume to town, but more turning movements at this particular intersection. Volume added to the intersection not necessarily the entire corridor. The proposed interconnection option for future adjacent development is proper corridor management.

**Chris Sullivan, Community Development:**

1. No purpose of plan included in the plan set.
2. Underground chambers not shown on plan.
3. Walkway should be looked at along Rt. 111 to connect sites.
4. There are numerous strike throughs on the plan set where you cannot read numbers.
5. What is the size of the wetland behind the houses and the WWPD along shoulder?

6. Where is the electric being placed on houses and commercial buildings, is it overhead or underground?
7. Need to make legend larger.
8. There is both force main and sewer symbols used on your utility plan.
9. On site plan C the leech field is missing.
10. Pump house not labeled and what size it is?
11. Only one dumpster area for a restaurant and a multi tenet building?
12. Leftover Symbol on page 7 and on page 14 (Z)?
13. On the landscape plans there are little black dots all over the sheet I know some are signs what about the rest?
14. There is also a water line symbol shown in two places on the commercial landscape plan.
15. The light post should be shown on the lighting plan and trees should be moved back, they could be a conflict with the lights.
16. Labels are not shown where the different lights are.
17. What light is being used, a box fixture or Eveolve light? Whatever should be the shown on the plan.
18. Darken the hood on the nyloplast detail it is hard to make out.
19. The walkway by the commercial building, there is a dip down that does not look right.
20. Add to the Chairman's signature Block "**Town of Windham Planning Board Approval**"
21. Are there steps in the walkway by the restaurant? The concrete and granite should be shown in a detail.
22. Label WWPD area on page 6.
23. Could there be some evergreen flowering shrubs added?
24. Any other evergreen tree you could use in replacement of white pine?
25. Looking at the restaurant elevation, where is the HVAC equipment going?
26. The arbor is not shown on the plan that is in the elevation for the restaurant.
27. On Page 8, there are two 50' buffer symbols one should be removed.
28. the arrow showing old route 111 should be labeled on sheet 13 and removed from the landscape plan on page 9.
29. Add the number of spaces per section.
30. Remove leech fields from landscape plans.
31. Add a seed lawn detail to the landscape sheet and the type of seed or hydroseed that is proposed.
32. Add a perennial planting detail.
33. Where is the sloped granite curb being installed?
34. The property lines should be a different line type and thicker.
35. Missing things on the legend
  - a. Wetlands
  - b. Brick pavers
  - c. Concrete paving pattern
  - d. Fence
  - e. Stone walls
  - f. Redi Rock Walls
  - g. Which contours on new and existing
  - h. Light bases