

**Raymond Conservation Commission  
Meeting Agenda**

May 22, 2024

7:00 PM

Media Center

Call to order

Public Input - 3 min./person, 15 min. total

**Agenda Items**

- 01-Sargent Dr. Dredge and Fill and Cons Subdivision -Review
- 02-Mardon Dredge and Fill and Subdivision - Review
- 03-Jewett Warehouse - Conservation Language - Follow up
- 04-Land Road Dredge and Fill and Cons Subdivision - Update
- 05-Dearborn signs

**Finance**

- 06-Conservation Fund Statement (if available)

**Approval of Minutes**

07-May 8, 2024

09-May 17, 2024

**Correspondence**

- 10-DES - Sargent Drive (2)
- 11-CC to PB Letter - Gemini Valve
- 12-CC to BOS Letter UNH Research Project

**Other items that may come before the board**

**Future Items/Events**

- May 24th - Lane Road Site Walk 5:00
- June 12th - CC Meeting - Lane Road follow up
- June 26th - CC Meeting – Work session - GRANIT updates
- July 10th - CC Meeting

Adjournment (no later than 9:00)

The public is encouraged and welcome to attend. Comments may also be submitted to [conscomchair@raymondnh.gov](mailto:conscomchair@raymondnh.gov)

Supporting documents may be found at the Town of Raymond Website: [Conservation Commission supporting documents](#)



The State of New Hampshire  
**Department of Environmental Services**



Robert R. Scott, Commissioner

April 24, 2024

YAWNO PROPERTIES LLC  
427 AMHERST STREET 2ND FLOOR SUITE 1  
NASHUA NH 03063

**Re: Administrative Completeness Notice – Standard Dredge and Fill Wetlands Permit Application (RSA 482-A)**  
**NHDES File Number: 2024-01081**  
**Subject Property: Sargent Road, Raymond, Tax Map/Block/Lot(s): 20/no block/58**

Dear Applicant:

On April 23, 2024, the New Hampshire Department of Environmental Services (NHDES) Wetlands Bureau received the above-referenced Standard Dredge and Fill Wetlands Permit Application (Application). On April 24, 2024, NHDES determined the Application was administratively complete in accordance with RSA 482-A:3, XIV.

The Application has been added to the technical review queue for compliance review. This application shall be reviewed in accordance with the timeframes established under RSA 482-A:3, XIV. The language of RSA 482-A:3, XIV has been provided on the reverse of this document for your reference. The status of the application is available at <https://www4.des.state.nh.us/lrmonestop/>.

Please note that with the 2022 U.S. Army Corps of Engineers NH General Permit, additional mitigation may be required under the Clean Water Act. If your project has 5,000 square feet or greater of non-tidal wetlands impacts, impacts to tidal wetlands, stream work greater than 200 linear feet or proposes discharge of dredge or fill material within a vernal pool depression, please contact the USACE at 1-978-318-8832, 1-978-318-8295, or by email at [cenae-r-nh@usace.army.mil](mailto:cenae-r-nh@usace.army.mil) to see if additional mitigation may be required from the USACE.

Please note this letter is **not** a permit or authorization to begin work. If you have any questions, please contact the Wetlands Bureau at (603) 271-2147.

Sincerely,

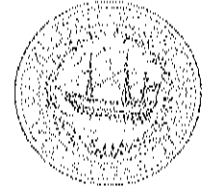
Melissa F. Rusinski  
Program Assistant I, Wetlands Bureau  
Land Resources Management, Water Division

Copied: **GOVE ENVIRONMENTAL SERVICES INC BRENDEN WALDEN** Agent

- (A) Approve the application, in whole or in part, and issue a permit; or
  - (B) Deny the application and issue written findings in support of the denial.
- (3) If the department does not issue either a permit or a written denial within the 14-day period, the applicant shall be deemed to have a permit by default and may proceed with the project as presented in the application. The authorization provided by this subparagraph shall not relieve the applicant of complying with all requirements applicable to the project, including but not limited to requirements established in or under this chapter, RSA 485-A relating to water quality, and federal requirements.
- (4) Upon receipt of a written request from an applicant, the department shall issue written confirmation that the applicant has a permit by default pursuant to subparagraph (b)(3), which authorizes the applicant to proceed with the project as presented in the application and requires the work to comply with all requirements applicable to the project, including but not limited to requirements established in or under this chapter, and RSA 485-A relating to water quality, and federal requirements.
- (c) If extraordinary circumstances prevent the department from conducting its normal function, time frames prescribed by this paragraph shall be suspended until such condition has ended, as determined by the commissioner.
- (d) The time limits prescribed by this paragraph shall not apply to an application filed after the applicant has already undertaken some or all of the work covered by the application, or where the applicant has been adjudicated after final appeal, or otherwise does not contest, the department's designation as a chronic non-complier in accordance with rules adopted pursuant to this chapter.
- (e) Any request for an amendment to an application or permit shall be submitted to the department on the appropriate amendment form. Any request for a significant amendment to a pending application or an existing permit which changes the footprint of the permitted fill or dredge area shall be deemed a new application subject to the provisions of RSA 482-A:3, I and the time limits prescribed by this paragraph. "Significant amendment" means an amendment which changes the proposed or previously approved acreage of the permitted fill or dredge area by 20 percent or more, includes a prime wetland, or elevates the project's impact classification. This meaning of "significant amendment" shall not apply to an application amendment that is in response to a request from the department.
- (f) The department may extend the time for rendering a decision under subparagraphs (a)(3)(D) and (a)(4)(D), without the applicant's agreement, on an application from an applicant who, within the 5 years preceding the application, has been determined, after the exhaustion of available appellate remedies, to have failed to comply with this chapter or any rule adopted or permit or approval issued under this chapter, or to have misrepresented any material fact made in connection with any activity regulated or prohibited by this chapter, pursuant to an action initiated under RSA 482-A:13, RSA 482-A:14, or RSA 482-A:14-b. The length of such an extension shall be no longer than reasonably necessary to complete the review of the application, but shall not exceed 20 days unless the applicant agrees to a longer extension. The department shall notify the applicant of the length of the extension.
- (g) The department may suspend review of an application for a proposed project on a property with respect to which the department has commenced an enforcement action against the applicant for any violation of this chapter, RSA 483-B, RSA 485-A:17, or RSA 485-A:29-44, or of any rule adopted or permit or approval issued pursuant to this chapter, RSA 483-B, RSA 485-A:17, or RSA 485-A:29-44. Any such suspension shall expire upon conclusion of the enforcement action and completion of any remedial actions the department may require to address the violation; provided, however, that the department may resume its review of the application sooner if doing so will facilitate resolution of the violation. The department shall resume its review of the application at the point the review was suspended, except that the department may extend any of the time limits under this paragraph and its rules up to a total of 30 days for all such extensions. For purposes of this subparagraph, "enforcement action" means an action under RSA 482-A:13, RSA 482-A:14, RSA 482-A:14-b, RSA 483-B:18, RSA 485-A:22, RSA 485-A:42, or RSA 485-A:43.



The State of New Hampshire  
**Department of Environmental Services**



Robert R. Scott, Commissioner

April 24, 2024

RAYMOND MUNICIPAL CLERK/CONSERVATION COMMISSION  
4 EPPING ST  
CONSERVATION COMMISSION  
RAYMOND NH 03077

**Re: Received Standard Dredge and Fill Wetlands Permit Application (RSA 482-A)**  
**NHDES File Number: 2024-01081**  
**Subject Property: Sargent Road, Raymond, Tax Map/Block/Lot(s): 20/no block/58**

Dear Sir or Madam:

On April 23, 2024, the New Hampshire Department of Environmental Services (NHDES) Wetlands Bureau received the above-referenced Standard Dredge and Fill Wetlands Permit Application (Application). On April 24, 2024, NHDES determined the Application was administratively complete in accordance with RSA 482-A:3, XIV. *Please note this letter is not a permit or authorization to begin work.*

Pursuant to RSA 482-A:11, III, if notification by a local conservation commission, local river management advisory committee, or the New Hampshire Rivers Council pursuant to this paragraph is not received by the department within 14 days (**May 6, 2024**) following the date the notice is filed with the municipal clerk, the department shall not suspend its normal action, but shall proceed as if no notification has been made. Please include the NHDES file number on the written notification.

Please provide a copy of this letter to all local level departments, boards, and commissions. Pursuant to current state laws and regulations, NHDES is not authorized to consider local zoning and regulatory issues pertaining to a project. These issues must be addressed at the local level.

If you have any questions, please contact the Wetlands Bureau at (603) 271-2147.

Sincerely,

Melissa F. Rusinski  
Application Receipt Center, Wetlands Bureau  
Land Resources Management, Water Division

[www.des.nh.gov](http://www.des.nh.gov)

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095  
NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588  
TDD Access: Relay NH 1 (800) 735-2964

# TITLE L

## WATER MANAGEMENT AND PROTECTION

### CHAPTER 482-A

### FILL AND DREDGE IN WETLANDS

#### Section 482-A:11

##### **482-A:11 Administrative Provisions. –**

I. The commissioner shall adopt reasonable rules, pursuant to the rulemaking provisions of RSA 541-A, to implement the purposes of this chapter.

II. Decisions of the department or council under this chapter shall be consistent with the purposes of this chapter as set forth in RSA 482-A:1. Before granting a permit under this chapter, the department may require reasonable proof of ownership by a private landowner-applicant. If a permit is granted, the decision of the department may contain reasonable conditions designed to protect the public good. No permit to dredge or fill shall be granted if it shall infringe on the property rights or unreasonably affect the value or enjoyment of property of abutting owners.

III. (a) Upon written notification to the department by a municipal conservation commission, a local river management advisory committee, or the New Hampshire Rivers Council that it intends to investigate any notice received by it pursuant to RSA 482-A:3, the department shall not make its decision on the application that is the subject of the notice until it has received and acknowledged receipt of a written report from such commission, local river management advisory committee, or the council, or until 40 days from the date of filing with the municipal clerk of such notice, whichever occurs earlier, subject to an extension of up to 40 days, as permitted by the commissioner, for good cause shown. In connection with any local investigation, a conservation commission may hold a public informational meeting or a public hearing, the record of which shall be made a part of the record of the department. Where the commissioner grants an extension, the time limits prescribed by RSA 482-A:3, XIV(b) shall be suspended for up to 40 days as agreed to by the applicant and the department. If a conservation commission, a local river management advisory committee, or the New Hampshire Rivers Council makes a recommendation to the department in its report, the department shall specifically consider such recommendation and shall make written findings with respect to each issue raised in such report which is contrary to the decision of the department. If notification by a local conservation commission, local river management advisory committee, or the New Hampshire Rivers Council pursuant to this paragraph is not received by the department within 14 days following the date the notice is filed with the municipal clerk, the department shall not suspend its normal action, but shall proceed as if no notification has been made.

(b) Relative to any expedited permit under paragraph VI, the provisions of subparagraph (a) shall be modified as follows:

(1) The 40-day suspended action limit is reduced to 21 days; and

(2) The notification by a municipal conservation commission of intended investigation shall be assumed unless the application filed under RSA 482-A:3 was signed by the conservation commission, or, if one has not been established in the municipality, by the local governing body, in which case the provisions of subparagraph (a) shall not apply.

IV. (a) The department shall not grant a permit with respect to any project to be undertaken in an area mapped, designated, and filed as a prime wetland pursuant to RSA 482-A:15, or within 100 feet of any prime wetland where a 100 foot buffer was required at the time of designation, unless the department first notifies the local governing body, the planning board, if any, and the conservation commission, if any, in the

municipality within which the wetlands lie, either in whole or in part, of its decision. Any such permit shall not be issued unless the department is able, specifically, to find clear and convincing evidence on the basis of all information considered by the department, and after a public hearing, if a public hearing is deemed necessary under RSA 482-A:8, that the proposed project, either alone or in conjunction with other human activity, will not result in the significant net loss of any of the values set forth in RSA 482-A:1. This paragraph shall not be construed so as to relieve the department of its statutory obligations under this chapter to protect wetlands not so mapped and designated.

(b)(1) A property owner may request from the department a waiver from subparagraph (a), under rules adopted by the department, to perform forest management work and related activities in the forested portion of a prime wetland or its 100-foot buffer, where such buffer was required at the time of designation, that do not qualify under the notification of forest management or timber harvest activities having minimum wetlands impact process. The request for the waiver shall include, but not be limited to:

(A) A sketch of the property depicting the best approximate location of each prime wetland and its 100-foot buffer, where such buffer was required at the time of designation, in which work is proposed and the location of proposed work, including access roads;

(B) A written description of the work to be performed and a copy of the notice of intent to cut, if applicable; and

(C) A list of the prime wetland values as identified by the municipality in designating each prime wetland under RSA 482-A:15.

(2) A waiver shall be issued only when the department is able to determine there will be no significant net loss of wetland values as identified in subparagraph (b)(1)(C) and RSA 482-A:1. If the department determines that the proposed work may cause a significant net loss of wetland values, the department may require the submittal of additional information. The department may place conditions on the waiver that it deems necessary to protect the prime wetland resource and shall set the term of the permit.

(3) At the time that the waiver request is submitted to the department, the applicant shall also submit a copy of the waiver request and all supporting documentation, via certified mail, to the local governing body, the planning board, if any, and the conservation commission, if any, of the municipalities in which any prime wetlands associated with the application are located. Where a prime wetland associated with the application extends into an abutting property, the property owner requesting the waiver shall provide notice to the owner of that abutting property. A waiver shall not be issued by the department prior to 14 days from its receipt of the waiver request. A municipal conservation commission may request an extension on such waiver issuance, not to exceed 14 days.

(4) The department shall adopt rules under RSA 541-A relative to:

(A) The process and criteria for considering and granting waiver requests made pursuant to RSA 482-A:11, IV(b)(1), including:

(i) Methods for determining whether a proposed forest management project may result in a significant net loss of wetland values.

(ii) Conditions that may be placed on a waiver when deemed necessary to protect the prime wetland resource.

(iii) Criteria for granting extensions of waiver issuances pursuant to RSA 482-A:11, IV(b)(3).

(iv) Specified criteria for identifying abutters and subsequent notification.

(B) Filing fees for waiver applications.

(c) A property owner may request a waiver from the department, under rules adopted by the department under RSA 541-A, from the provisions of this chapter to perform work not addressed under subparagraph (b) within a portion of any 100-foot buffer of a prime wetland on his or her property as provided in subparagraph (a). At the time of the waiver request, the property owner shall notify, by certified mail, the local governing body, the planning board, if any, and the conservation commission, if any, of the municipalities in which the waiver is being sought that a waiver is being sought from the department. Where a buffer associated with the application extends into an abutting property, the property owner requesting the waiver shall provide notice to the owner of that abutting property.

(d) Department of transportation impacts associated with maintenance projects within the limits of existing rights of way and/or permanent easements shall not be subject to the hearing requirements, nor to provide

mitigation, provided the project otherwise adheres to the requirements of RSA 482-A:11, IV(a). The issuance of permits for such projects shall not require prior notification of the conservation commission or local governing body.

V. Notwithstanding any rules adopted by the commissioner defining minor projects, a series of minor projects undertaken by a single developer or several developers over a period of 5 years or less may, when considered in the aggregate, amount to a major project in the opinion of the department; all such related projects shall be subject to a public hearing as provided in RSA 482-A:8. A series of minor projects shall be considered in the aggregate if they abut or if they are a part of an overall scheme of development or are otherwise consistent parts of an eventual whole.

VI. The commissioner shall adopt rules pursuant to RSA 541-A establishing an expedited application and permitting process for certain minimum impact projects. The provisions of RSA 482-A:3, I and paragraph III of this section shall apply.

VI-a. The commissioner shall adopt rules pursuant to RSA 541-A establishing a permit by notification process for certain minimum impact projects. The provisions of RSA 482-A:3, I(a) and (c) shall apply.

VII. The commissioner shall adopt rules, pursuant to RSA 541-A, identifying those activities within the jurisdiction of RSA 482-A that may be conducted without obtaining a permit and those that may be conducted without a permit if the project is registered with the department, consistent with the provisions of this chapter.

VIII. The commissioner shall adopt rules pursuant to RSA 541-A relative to the waiver of existing standards provided for in RSA 482-A:26, III(b). Such rules shall list the specific criteria to be used by the commissioner in determining whether a waiver will be granted.

IX. The commissioner shall adopt rules, pursuant to RSA 541-A, relative to the circumstances under which the commissioner may grant a waiver of rules adopted pursuant to this chapter. Such rules shall list the specific criteria to be used by the commissioner in determining whether a waiver will be granted.

X. The department shall have the authority to grant permits, in accordance with the rules adopted under RSA 482-A:11, VI for expedited application and permitting, for any projects funded through the Emergency Watershed Protection Program of the Natural Resources Conservation Service, United States Department of Agriculture, when such projects are necessary to safeguard lives and property from floods and the products of erosion when a natural disaster is causing or has caused a sudden impairment of the watershed.

XI. The commissioner shall adopt rules pursuant to RSA 541-A, establishing registration forms, the registration renewal process, and the display of registration numbers; and the registration process for the installation of seasonal docking structures and the repair or replacement of legally existing docking structures pursuant to RSA 482-A:3, IV-a.

**Source.** 1989, 339:1. 1991, 20:6; 28:1. 1993, 30:1. 1996, 296:47. 2002, 272:17, 18. 2004, 116:5. 2007, 211:1; 278:1. 2008, 363:3. 2009, 185:2. 2012, 235:1, 3, eff. Aug. 17, 2012. 2015, 236:5, 6, eff. Sept. 11, 2015. 2018, 279:4, eff. Jan. 1, 2019. 2020, 37:82, eff. Jan. 1, 2021. 2023, 79:102, eff. July 1, 2023.

## 6.8. Conservation Development:

6.8.1. PURPOSE: In conformance with the authority provided by State Statute (NH [RSA 674:21](#)), the purposes of Conservation Development, among others, are as follows:

- 6.8.1.1. To maintain rural character, preserve farmland, forest and rural views, and conserve open land, including those areas containing unique and sensitive natural features such as woodlands, steep slopes, streams, floodplains, and wetlands, by setting them aside in perpetuity from development;
- 6.8.1.2. To provide greater design flexibility and efficiency in the siting of services and infrastructure and reduce the amount of roads, sidewalks, and stormwater management structures that must be constructed and maintained.
- 6.8.1.3. To reduce erosion and sedimentation by the retention of existing vegetation and the minimization of the alteration of and/or development on steep slopes;
- 6.8.1.4. To provide for a diversity of lot sizes, building siting opportunities, and housing choices for single family detached homes to accommodate a variety of age and income groups, and residential preferences, so that the community's population diversity may be maintained;
- 6.8.1.5. To create neighborhoods with direct visual access to open land, with amenities in the form of neighborhood open space and with a strong neighborhood identity;
- 6.8.1.6. To provide for the conservation and maintenance of open land within the Town to achieve the above mentioned goals and for active or passive recreational use by residents;
- 6.8.1.7. To create a contiguous network of open spaces or "greenways" by linking the common open spaces within a conservation subdivision with open space on adjoining lands wherever possible;
- 6.8.1.8. To provide multiple options for landowners in order to minimize impacts on environmental resources (sensitive lands such as wetlands, floodplain, and steep slopes) and disturbance of natural or cultural features (such as mature woodlands, hedgerows and tree lines, critical wildlife habitats, historic buildings, and fieldstone walls);
- 6.8.1.9. To provide standards reflecting the varying circumstances and interests of individual landowners and the individual characteristics of their properties; and
- 6.8.1.10. To conserve scenic views and elements of the Town's character, and to minimize perceived density, by minimizing views of new development from existing roads.

## 6.8.2. DEFINITIONS

- 6.8.2.1. CONSERVATION SUBDIVISION: A subdivision of land consisting of protected open space and single-family detached homes located on unconventional lots that would not otherwise be permitted by the minimum lot size, frontage and yard requirements of this



Ordinance. Private roads built to Town standards are permitted in a Conservation Subdivision, but a Homeowner’s Association must be established to maintain the roads.

6.8.2.2. YIELD CALCULATION: An analysis showing the maximum number of single-family lots that will be permitted within a Conservation Development, as determined by the underlying zoning as outlined in [Article 15](#) (03/2010).

6.8.3. MINIMUM SIZE AND SETBACK REQUIREMENTS

6.8.3.1. The minimum area required for a Conservation Subdivision shall be ten (10) acres. A side and rear dense vegetative buffer of at least twenty feet (20’) must exist or be created at all side and rear exterior boundaries of the original parcel. This buffer must screen visibility by at least seventy-five percent (75%) to a minimum height of six feet (6’) above finished grade.

6.8.3.2. When any Conservation Subdivision abuts another lot which was not developed as part of a conservation subdivision, then any proposed structure within the conservation subdivision shall be no closer than fifty (50) feet from the lot line of the abutting non-conservation subdivision lot.

6.8.3.3. Buildings within the Conservation Subdivision must conform to [Section 2.7](#). Furthermore, a minimum building separation of thirty-five (35) feet and a minimum side and rear setback of thirty-five (35) feet must be provided for all structures in a Conservation Development. In cases described in [Section 6.8.3.2](#), side or rear setbacks for any proposed structure shall be fifty 50 feet.

6.8.4. ALLOWED ZONES: Conservation developments are allowed in Zones A or B of the Raymond Zoning Map.

6.8.5. REVIEW CRITERIA: In general, the proposed development shall be consistent with the general purpose and goals and objectives of the Master Plan and this Zoning Ordinance. Approval for Conservation Development will be granted only after the Planning Board has rendered a “Finding of Fact” that all of the following criteria have been adequately addressed, including the purpose statements outlined in [Section 6.8.1](#).

6.8.5.1. A conservation plan shall be developed and submitted for review, which identifies the natural, environmental, historical and view shed areas to be protected. Such plan shall include irreplaceable natural and historic features located in the tract, such as, but not limited to, stream beds, stone walls, agricultural areas, significant stands of trees, individual trees of 36” in size or greater, rock outcroppings and other areas which may be considered sensitive.

6.8.5.2. DEVELOPMENT PLAN: A development plan shall be developed and shall include:

6.8.5.2.1. Individual lots, buildings, streets, and parking areas shall be designed and situated to minimize alteration of the natural site features to be preserved;

- 6.8.5.2.2. The usability of conservation open space intended for recreation or public use shall be shown to be suitable for such proposed use;
  - 6.8.5.2.3. Conservation open space intended for recreation or public uses shall be easily accessible to pedestrians;
  - 6.8.5.2.4. Areas to be dedicated to conservation easements or deed restrictions which will restrict ability to make improvements;
  - 6.8.5.2.5. Diversity and originality in lot layout and individual building design shall be encouraged to achieve the best possible relationship between development and the land;
  - 6.8.5.2.6. Individual lots, buildings, and single-family homes shall be arranged and situated to relate to surrounding properties, to take advantage of natural viewscales and to not obstruct the views of other units, and to lessen the land area devoted to motor vehicle access;
  - 6.8.5.2.7. Individual lots, buildings, units, and parking areas shall be situated to avoid the adverse effects of shadows, noise, and traffic on the residents of the site;
  - 6.8.5.2.8. All plans shall adhere to the Town of Raymond's Subdivision Regulations.
  - 6.8.5.2.9. (03/2018) All Conservation Subdivision applications shall be submitted to the Conservation Commission concurrent with submission to the Raymond Planning Board to allow for timely input from the Conservation Commission to the Raymond Planning Board.
- 6.8.6. OPEN SPACE REQUIREMENTS: At a minimum, the open space set aside and preserved in the conservation development must be equivalent to fifty percent (50%) of the total parcel. A portion of the open space may be dedicated to recreation and other uses occasioned by the development and public.
- 6.8.6.1. Depending on the size and design of the development, it may be necessary that a common open space, permanently reserved and maintained as a landscaped park or recreational space, be provided to serve the homeowners within the development. The area, configuration, and location of such open spaces shall be subject to review and approval by the Planning Board.
  - 6.8.6.2. At least 75% of the designated open space should be contiguous with no portion less than one hundred (100) feet in any dimension.
  - 6.8.6.3. If conservation open space is not dedicated to public use, it shall be protected by legal arrangements, satisfactory to the Planning Board, sufficient to ensure its maintenance and preservation for whatever purpose it is intended. Covenants or other legal arrangements shall specify ownership of the conservation open space; method of maintenance; responsibility for membership and compulsory assessment provision; guarantees that any association formed to own and maintain conservation open space will not be dissolved without the consent of the Planning Board; and any specifications deemed necessary by the Planning Board.

- 6.8.6.4. The open space, recreational or common land shall be retained and managed by the developer until it is transferred to a Homeowners' Association, the Town, a conservation trust or other suitable public or private organization, which will ensure its retention and maintenance as open space by means of deed restrictions or conservation easement.

#### 6.8.7. ASSOCIATION RESPONSIBILITIES

- 6.8.7.1. When applicable, the applicant shall establish a private organization commonly referred to as a Homeowners' or Property Owners' Association whose responsibilities will be to assess the homeowners a reasonable fee for general maintenance and upkeep of any roads the Planning Board may deem to be private, common land, community sewerage and water systems, open space, and recreational amenities. If for any reason, the developer or any subsequent organization fails to adequately maintain the utilities and open space as indicated on the subdivision plan and in the Performance Agreement, the Board of Selectmen, after a duly noticed hearing, may assume such responsibility and assess the homeowners and property owners the cost of such maintenance.

#### 6.8.8. ZONING EXCEPTIONS

- 6.8.8.1. Acceptance by the Planning Board of a subdivision plan under this section shall relieve the applicant from restrictions dealing with minimum lot sizes and road frontage requirements as may be set forth in the Raymond Zoning Ordinance. Such relief to allow innovative layout and for protection and conservation of the site shall not conflict with the purpose and intent of the Raymond Master Plan or any health or safety codes within the Town. Applicants shall not be relieved of the following requirements:
- 6.8.8.2. BUILDING CONFORMANCE: Buildings must conform to the requirements set forth in [Section 2.7](#).
- 6.8.8.3. BUFFER: A side and rear dense vegetative buffer of at least twenty feet (20') must exist or be created at all boundaries abutting other properties. This buffer must screen visibility by at least seventy-five percent (75%) to a minimum height of six feet (6') above finished grade.

### 6.9. Home Occupations (03/2015)

- 6.9.1. Home Occupations meeting all of the following requirements are exempt from Site Plan Review:
  - 6.9.1.1. The Home Occupation is conducted entirely within the residential dwelling or an accessory building thereto, but not both, and shall comprise no more than 25% or 400 square feet of the gross floor area of that structure, whichever is less.
  - 6.9.1.2. The Home Occupation shall be conducted solely by the family residing in the dwelling with no more than two (2) employees not residing at the dwelling allowed.
  - 6.9.1.3. No materials or equipment associated with the Home Occupation shall be stored outside of the structure housing the Home Occupation.

2.9. **Wetlands:** All development that requires Planning Board approval or re-approval, as determined by the Code Official, shall be subject to the following:

2.9.1 In recognition that the majority of drinking water supply sources come from groundwater; and further, that wetlands provide the chief source of groundwater recharge, all development shall result in no net loss of area or function of wetlands. This must be achieved within the same watershed of the proposed development area. In order of preference, no net loss shall be achieved utilizing the following approaches with input for the Raymond Conservation Commission:

2.9.1.1 Achieve no net loss within the boundaries of the proposed development area and within the Town of Raymond boundaries;

2.9.1.2 Achieve no net loss within Town of Raymond boundaries and within a five (5) miles radius of the development area;

2.9.1.3 In cases where neither option [2.9.1.1](#) nor option [2.9.1.2](#) can be reasonably achieved, as determined by the Planning Board based upon the applicant's application and testimony and the input of the Raymond Conservation Commission, no net loss shall be achieved within a five (5) mile radius of the same watershed as the proposed development area.

2.9.1.4 Applicants to the Planning Board shall be required to work within the framework of techniques, latest technology and best management practices available in the Town of Raymond and the State of New Hampshire to further the objective of achieving no net loss of wetlands.

## 2.10. Campers

2.10.1. Campers may be stored, unoccupied, at the owner's premises or permanent domicile in any zone in the Town of Raymond for any period of time.

2.10.2. Campers or tents may be occupied for camping in all zones of the Town of Raymond for up to (90) ninety days of the year, providing proper sanitary facilities are available as determined by the Health Officer.

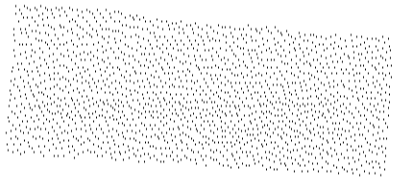
2.10.3. Campers shall not be occupied as a permanent dwelling at any time in the Town of Raymond. (03/1971)

2.11. **Petroleum Tanks:** All petroleum tanks in Raymond shall conform to regulations issued by the New Hampshire Department of Environmental Services (DES, currently regulation [WS411](#)) and tanks not covered by [WS411](#) shall be installed and maintained in accordance with the applicable NFPA Codes.

2.12. **Temporary Buildings:** Temporary buildings of any type that are normally used as offices and storage facilities at construction sites will be permitted on the site upon which the construction work is being accomplished for the duration of the construction.



CITIZENS BANK  
 900 ELM STREET  
 MANCHESTER, NH 03101



STATEMENT PERIOD  
 FROM THROUGH  
 04-01-24 04-30-24

PAGE 6 OF 29

TOWN OF RAYMOND  
 CONCENTRATION ACCOUNT  
 4 EPPING ST  
 RAYMOND NH 03077-2529

COMBINED STATEMENT OF RELATED ESCROW MASTER AND SUB ACCOUNTS

SUB ACCOUNT DETAIL INFORMATION

NAME: TOWN OF RAYMOND  
 SUB-ACCOUNT NUMBER: 10-8200294385  
 INTEREST PAID THIS PERIOD: 675.92 INTEREST PAID THIS YEAR: 2,583.93  
 CURRENT BALANCE: 404,900.74 FED TAX WITHHELD THIS PERIOD: .00  
 AVERAGE RATE THIS PERIOD 2.04% FED TAX WITHHELD THIS YEAR: .00

EFF-DT	PROC-DT	DESCRIPTION CHK/DEP NO	CONFIRM#	DESCRIPTION CREDITS	DEBITS	BALANCE
03-31	03-31	BEGINNING BALANCE				404,224.82
04-30	04-30	INTEREST PAYMENT		675.92		404,900.74
04-30	04-30	ENDING BALANCE				404,900.74

603088 672



Raymond Conservation Commission Minutes

May 8, 2024

7:00PM

Media Center

1 Meeting called to order by Jan Kent, Chair, 7:00PM  
2 Members Present:  
3 Jan Kent, Chair  
4 Mike Unger, Vice Chair  
5 Kathy McDonald, Secretary  
6 Warren Gibby, Member  
7 Therese Thompson (Lamprey River Advisory Committee), Public  
8 Eric Poulin, Public  
9 Douglas Nye, Public

10

11 **Agenda Items**

12 1. Election of Officers: Warren motioned to keep the slate we have. Kathy seconded. Everyone agreed  
13 and the motion passed.

14

15 2. 149 Lane Road Subdivision, Map 19, Lots 3 & 5: Eric Poulin from Jones and Beach, and property owner  
16 Douglas Nye, presented their generalized plan as a conservation subdivision with four buildable lots on  
17 one driveway with buffers, which will have to go through Lot 4, the power line ROW. It would have one  
18 wetland crossing of 2,875sqft of dredge and fill to cross. Eric said the owner is interested in making a  
19 land swap with the town, looking to swap both Tax Map 19, Lot 2 and Tax Map 31, Lot 65, for their Lot 5.  
20 They have not gone before the planning board at this time. Jan reminded Eric that he will have to  
21 address Raymond's Zoning Ordinance 2.9: Wetlands: no-net loss of area or function of wetland values.  
22 Kathy made a motion to have Jan write a letter to DES requesting more time to review, Mike seconded,  
23 all were in favor.

24

25 3. Chadwick Property Update: The town needs to update the town tax map, which is only done once a  
26 year, to include changes to the Chadwick Property. Kathy will send out abutter letters to the Chadwick  
27 abutters, regarding conservation abutter guidelines.

28

29 4. Jewett Warehouse: The conservation language update- Jan will send it to the other members for  
30 further review.

31

32 5. Finance: Not available.

33

34 6. Approval of Minutes: Some corrections were made to the minutes of the April 24, 2024 meeting. Jan  
35 motioned to fix them as amended, seconded by Warren, all in favor.

36

37 7. Water Monitoring Project: A letter from Adam Wymore, PhD research assistant professor at UNH,  
38 looking for permission to install a probe for measuring surface water chemistry on the Lamprey River. Jan  
39 sent him the form, we would be interested in the results, Kathy motioned, Warren seconded, all in favor.

40

41 8. NH Granite Conservation Land Update: The deadline is June 14, 2024 for comments, we hope to have  
42 a workshop before then so we can provide comments.

43

Raymond Conservation Commission Minutes

May 8, 2024

7:00PM

Media Center

44 9. Email from a resident on allowed uses: Raymond resident asked what activities are the allowed on  
45 various town forest land. There are allowed uses signs on some of the trails.

46

47 10. Intent to Cut: Reviewed two intent to cut properties, Map 46, Lot 4 and Map 35, Lot 1

48

49 12. NHDES Letter Gemini Valve: Kathy motions and Mike seconded to send a letter to the Planning Board  
50 with our comments. Kathy, Mike, Jan voted all in favor, Warren abstained.

51

52 13. Project Plan Updated: Mike has the signs for Dearborn.

53

54 11. Sargent Drive NHDES Letter- Intervention: Letter from Tricia Bridgeo respectfully requests questions  
55 or concerns regarding wetland permits and AOT permits be presented to the Board of Selectmen.

56

57 Other Items: Terese Thompson showed the committee how to access information on the DES mapping  
58 website.

59

60 Future Items: Site Walk Sargent Drive May 17, 2024

61 149 Lane Road Site Walk May 24, 2024

62

63 Mike motioned to adjourn the meeting, seconded by Warren at 8:44pm.

64

65 Minutes by: Kathy McDonald, Secretary



# RAYMOND CONSERVATION COMMISSION

4 EPPING STREET, RAYMOND, NEW HAMPSHIRE 03077  
(603) 895-7017

May 19, 2024

TO: Raymond Planning Board

RE: Gemini Valve – 2024-003

The Conservation Commission reviewed the above plan on April 24, 2024, and the letters from Lamprey River Advisory Committee (LRAC) dated April 17, 2024. The letters were in reference to the NHDES Shoreland Permit Application 2024-00816 and NHDES Alteration of Terrain Application 20240311-053.

The Conservation Commission agrees with LRAC comments to NHDES, especially #4.

4. We note that the proposed stormwater infiltration pond is located entirely in the 100-year flood plain. In the event of a 100-year flood, the proposed storm management system will be underwater, not treating stormwater in any way, and could be rendered ineffective even after the flood recedes. Even under dry conditions, the bottom of the infiltration pond is at most 6" above the elevation of the river bank, so infiltration will not be robust. As designed, it appears the drainage apron will be just feet from the river.

The Conservation Commission requests that the applicant reconsider the shape of the infiltration pond to be longer and narrower in order to be farther away the the Lamprey River shoreline, and or locate the stormwater management under the driveway or be buried.

The Conservation Commission was not able to provide these comments to NHDES prior to the approval, as the Shoreland Application was approved on April 25, 2024

Thank You,

Raymond Conservation Commission

[ConsComChair@raymond-nh.gov](mailto:ConsComChair@raymond-nh.gov)

Enc: LRAC Letters (2)  
NHDES Shoreland Approval Letter



# Lamprey River Advisory Committee



c/o 71 Allen Farm Road  
Northwood, NH 03261  
[www.lampreyriver.org](http://www.lampreyriver.org)

*Protecting the Lamprey, Little, North, North Branch, Pawtuckaway, and Piscassic rivers  
that connect our fourteen communities*

Barrington, Brentwood, Candia, Deerfield, Durham, Epping, Exeter, Fremont,  
Lee, Newfields, Newmarket, Northwood, Nottingham, Raymond

April 17, 2024

Mr. Michael Schlosser  
NHDES  
PO Box 95  
Concord, NH 03302-0095

Re: Gemini Valve, 2 Otter Court  
Raymond, NH  
File Number: 20240311-053

Dear Mr. Schlosser:

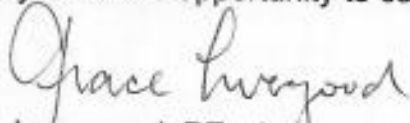
The above-referenced project is within the quarter mile corridor of the Lamprey River and is, therefore, subject to review by the Lamprey River Advisory Committee (LRAC) in accordance with NHRSA 483. Upon final review, we offer the following comments:

1. Materials reviewed were alteration of terrain application, signed and dated February 24, 2024, engineering plans dated February 15, 2024, Natural Heritage Bureau Report dated December 12, 2023, and other supporting materials.
2. The applicant desires to expand existing buildings and parking on site, along with drainage improvements. The site has extensive frontage on the Lamprey River and lies within the 100-year floodplain. Total impervious cover will be 147,407 square feet. Slopes on site direct stormwater to the Lamprey River.
3. The Natural Heritage Bureau Report indicates that Blanding's turtles and black racers have been reported in proximity to the site. In addition, bridle shiners have been reported in the waters upstream and downstream of the site. We will defer to NH Fish and Game recommendations for these three rare species.
4. We note that the proposed stormwater infiltration pond is located entirely in the 100-year flood plain and that it is also within the protected shoreland. A shoreland permit is required and we have reviewed that separately. In the event

of a 100-year flood, the proposed storm management system will be underwater and could be rendered inoperable even after flood waters recede. We respectfully request that a professional engineer render an independent review of this system and its functionality. We question the purpose of this detention pond, especially when the natural riparian buffer will be removed to construct this pond.

5. The plan should include a scaled profile of the drainage system for this site.
6. There are no details for the septic system and leachfield.
7. We note that the inspection and maintenance manual includes a worksheet for de-icing. Given the proximity of the site to the Lamprey River, we strongly recommend that Green Sno-Pro certification be required for snow removal contractors to minimize the amount of salt applied to the parking lot.
8. The Walmart Distribution Center is located immediately to the northeast of the Gemini Valve property. The amount of already-massive impervious area in the floodplain in this area will grow larger with the addition of new buildings and parking lot proposed in this permit application. The Raymond Master Plan identifies flooding along the Lamprey River as a serious concern for the town. Additional development and impervious surface in and just outside the floodplain in Raymond does not serve the needs of the Lamprey River or the Town of Raymond. We recommend that this alteration of terrain permit as designed not be granted.

Thank you for the opportunity to comment on this project.



Grace Levergood, PE, chair

CC: Tracie Sales, NHDES  
Raymond Planning Board, DL.Raymondpb@gmail.com  
Raymond Conservation Commission, consomchair@raymondnh.gov  
Peter Madsen, project engineer, pmadsen@keachnordstrom.com

# Lamprey River Advisory Committee



c/o 71 Allen Farm Road  
Northwood, NH 03261  
[www.lampreyriver.org](http://www.lampreyriver.org)

*Protecting the Lamprey, Little, North, North Branch, Pawtuckaway, and Piscassic rivers  
that connect our fourteen communities*

Barrington, Brentwood, Candia, Deerfield, Durham, Epping, Exeter, Fremont,  
Lee, Newfields, Newmarket, Northwood, Nottingham, Raymond

April 17, 2024

Mr. Calvin Diessner  
NHDES  
PO Box 95  
Concord, NH 03302-0095

Re: Gemini Valve, 2 Otter Court  
Raymond, NH  
File Number: 2024-00816

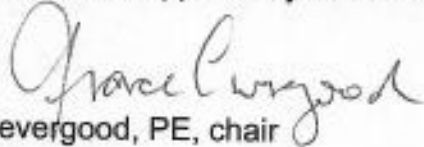
Dear Mr. Diessner:

The above-referenced project is within the quarter mile corridor of the Lamprey River and is, therefore, subject to review by the Lamprey River Advisory Committee (LRAC) in accordance with NHRSA 483. Upon final review, we offer the following comments:

1. Materials reviewed were shoreland application, signed and dated March 20, 2024, engineering plans dated March 26, 2024, Natural Heritage Bureau Report dated December 12, 2023, and other supporting materials.
2. The applicant desires to expand existing buildings and parking on site, along with drainage improvements. This project also requires an alteration of terrain permit. The site has extensive frontage on the Lamprey River and lies within the 100-year floodplain. Total impervious cover will be 147,407 square feet, with no impervious cover in the protected shoreland. Slopes on site direct stormwater to the Lamprey River. Total impacts to the protected shoreland are 52,752 sf, mostly in the form of stormwater infrastructure.
3. The Natural Heritage Bureau Report indicates that Blanding's turtles and black racers have been reported in proximity to the site. In addition, bridle shiners have been reported in the waters upstream and downstream of the site. We will defer to NH Fish and Game recommendations for these three rare species.

4. We note that the proposed stormwater infiltration pond is located entirely in the 100-year flood plain. In the event of a 100-year flood, the proposed storm management system will be underwater, not treating stormwater in any way, and could be rendered ineffective even after the flood recedes. Even under dry conditions, the bottom of the infiltration pond is at most 6" above the elevation of the river bank, so infiltration will not be robust. As designed, it appears the drainage apron will be just feet from the river.
  
5. The Walmart Distribution Center is located immediately to the northeast of the Gemini Valve property. The amount of already-massive impervious area in the floodplain in this area will grow larger with the addition of new buildings and parking lot proposed in the Alteration of Terrain Permit application. While this project does not add more impervious surface to the floodplain, it does further erode the land's ability to reduce flood risk and impacts. The Raymond Master Plan identifies flooding along the Lamprey River as a serious concern for the town. Additional development and impervious surface in and just outside the floodplain in Raymond do not serve the needs of the Lamprey River or the Town of Raymond. We recommend that this shoreland development permit not be issued.

Thank you for the opportunity to comment on this project.



Grace Levergood, PE, chair

CC: Tracie Sales, NHDES  
Raymond Planning Board, DL.Raymondpb@gmail.com  
Raymond Conservation Commission, consomchair@raymondnh.gov  
Paul Chisholm, project engineer, chisholm@keachnordstrom.com



The State of New Hampshire  
**Department of Environmental Services**



Robert R. Scott, Commissioner

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**SHORELAND IMPACT PERMIT 2024-00816**

**NOTE CONDITIONS**

**PERMITTEE:** PARKER & HARPER COMPANIES INC  
2 OTTER CT  
RAYMOND NH 03077

**PROJECT LOCATION:** 2 OTTER CT, RAYMOND  
Tax Map/Block/Lot(s): 28/no block/4-3

**WATERBODY:** LAMPREY RIVER

**APPROVAL DATE:** APRIL 25, 2024      **EXPIRATION DATE:** APRIL 25, 2029

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Shoreland Permit Application 2024-00816 has been found to meet or exceed the requirements of RSA 483-B as required per RSA 483-B:6, II. The New Hampshire Department of Environmental Services (NHDES) hereby issues this Shoreland Impact Permit with conditions pursuant to RSA 483-B:6, II.

**PERMIT DESCRIPTION:**

Impact 52,752 square feet of protected shoreland in order to develop the site to accommodate two proposed building additions, two new parking lots a new septic system, and the associated stormwater management provisions.

**Impervious Surface Percentage Approved:** .09%

**Natural Woodland Area Required per RSA 483-B:9, V, (b):** 22,750 square feet.

**THE FOLLOWING PROJECT-SPECIFIC CONDITIONS HAVE BEEN APPLIED TO THE PERMIT PURSUANT TO ENV-WQ 1406.15(c):**

1. All work shall be in accordance with plans by Keach-Nordstrom Associates, Inc. dated March 26, 2004 and received by the New Hampshire Department of Environmental Services (NHDES) on March 28, 2024 pursuant to Env-Wq 1406.15(f).
2. Within three days of final grading or temporary suspension of work in an area that is in or adjacent to wetlands or surface waters, all exposed soil areas shall be stabilized by seeding and mulching during the growing season, or if not within the growing season, by mulching with tack or netting and pinning on slopes steeper than 3:1 as required pursuant to RSA 483-B:9, V(d) Erosion and Siltation, (1).
3. This permit shall not preclude NHDES from taking any enforcement or revocation action as authorized pursuant to 483-B:5, I, if NHDES later determines that any of the structures depicted as "existing" on the plans submitted by the applicant were not previously permitted or grandfathered.

**THE FOLLOWING STANDARD PROJECT CONDITIONS SHALL BE MET PURSUANT TO ENV-WQ 1406.20:**

1. Erosion and siltation control measures shall be installed prior to the start of work, be maintained throughout the project, and remain in place until all disturbed surfaces are stabilized.
2. Erosion and siltation controls shall be appropriate to the size and nature of the project and to the physical characteristics of the site, including slope, soil type, vegetative cover, and proximity to wetlands or surface waters.

[www.des.nh.gov](http://www.des.nh.gov)

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095

NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588

TDD Access: Relay NH 1 (800) 735-2964

3. No person undertaking any activity in the protected shoreland shall cause or contribute to, or allow the activity to cause or contribute to, any violations of the surface water quality standards established in Env-Wq 1700, and the requirements in Env-Wq 1404.01(a) and(b).
4. Any fill used shall be clean sand, gravel, rock, or other suitable material.
5. For any project where mechanized equipment will be used, orange construction fence shall be installed prior to the start of work at the limits of the temporary impact area as shown on the approved plans; be maintained throughout the project; and remain in place until all mechanized equipment has been removed from the site.

**ANY INDIVIDUAL CONDUCTING WORK UNDER THIS PERMIT IS ADVISED OF THE FOLLOWING:**

1. During construction, a copy of this permit should be posted on site in a prominent location visible to inspecting personnel.
2. This permit does not convey a property right, nor authorize any injury to property of others, nor invasion of rights of others.
3. Pursuant to Env-Wq 1406.21, transfer of this permit to a new owner requires notification to, and approval of, NHDES.
4. This project has been screened for potential impact to **known** occurrences of protected species and exemplary natural communities in the immediate area. Since many areas have never been surveyed, or only cursory surveys have been performed, unidentified sensitive species or communities may be present. This permit does not absolve the permittee from due diligence in regard to state, local or federal laws regarding such communities or species. This permit does not authorize in any way the take of threatened or endangered species, as defined by RSA 212-A:2, or of any protected species or exemplary natural communities, as defined in RSA 217-A:3.

APPROVED:



Craig W. Day  
Shoreland/Shoreline Specialist, Shoreland Program  
Wetlands Bureau, Land Resources Management  
Water Division

**THIS PERMIT IS NOT VALID UNTIL SIGNED BY THE PARTIES BELOW (Env-Wq 1406.21(c))**

\_\_\_\_\_  
PERMITTEE SIGNATURE (required)

\_\_\_\_\_  
PRINCIPAL CONTRACTOR SIGNATURE (required, if any)



# RAYMOND CONSERVATION COMMISSION

4 EPPING STREET, RAYMOND, NEW HAMPSHIRE 03077  
(603) 895-7017

May 19, 2024

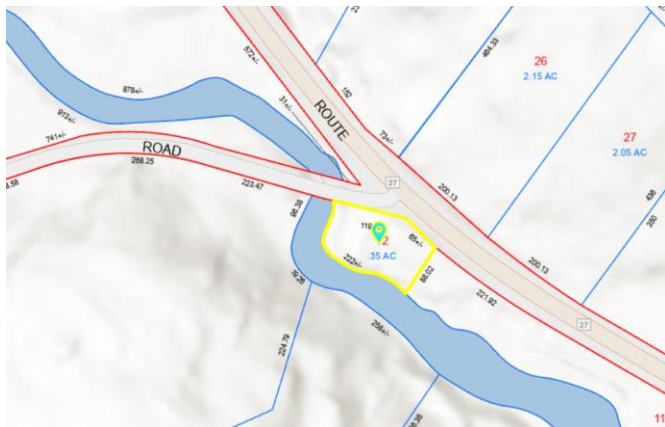
To: Raymond Board of Selectmen & Town Manager

From: Raymond Conservation Commission

Re: Tax Map 27, Lot 12 – Town-owned Property on Lamprey River

The Conservation Commission reviewed a request dated April 25, 2024, from Adam Wymore, a Research Assistant Professor at UNH, Department of Natural Resource and the Environment. The request is to install a probe to measure surface water chemistry and water quality on town-owned property, where the existing USGS monitoring instrumentation is located at the intersection of Langford Road and Route 27. The probe installation is part of a research project.

The Conservation Commission has no concerns with the town granting the request and recommends that the town request a copy of the project results.



Thank you,

Raymond Conservation Commission  
[ConsComChair@raymond-nh.gov](mailto:ConsComChair@raymond-nh.gov)

Enc: Letter from Adam Wymore dated April 25, 2024  
Town of Raymond Application for use of public lands





Dear Jan Kent,

April 25, 2024

I hope this letter finds you well. My name is Adam Wymore, and I am a Research Assistant Professor at the University of New Hampshire in the Department of Natural Resource and the Environment. I am reaching out to request your permission to install a probe for measuring surface water chemistry and other water quality parameters with high temporal resolution in the Lamprey River, located at coordinates (43.04278, -71.20219) in the Town of Raymond. The proposed location for the probe will be co-located with an existing USGS instrumentation installed at this site. Specifically, this site is at the Griffin Bridge at the intersection of Langford Rd and route 107. I am also in communication with colleagues at the USGS who manage this site.

This probe installation is part of a research project titled "Integrating catchment expansion-contraction dynamics into cross-continental hydro-biogeochemical predictions." The objective of this project is to understand the dynamics of hydrological expansion and contraction in headwater catchments across a wide range of hydroclimatic conditions in the US, and to analyze their impact on the export of water, carbon, nutrients, and sediments.

The probe will be installed in the stream following one of two configurations (see Picture 1, left), defined depending on the conditions of the river. Alongside the probe, we will require the installation of a solar panel. This panel will be fixed to one of the trees at the site using adjustable ties, which will be periodically readjusted to prevent damage to the tree. A battery will be placed in a plastic container next to the tree, alongside the solar panel. Additionally, we will install a control box on the tree using a rope, which will serve as a power source and a configuration unit for the probe (Picture 1, right). Please note that at the proposed site in Raymond that much of this infrastructure will be underwater (photos reflect deployment at a small headwater site and are used for visual purposes). We will also leave contact information with our instrumentation and the site will be checked at least every two weeks.



**Picture 1. Left: Alternatives for probe installation in the stream. Right: Cable, battery container and box attached to the tree.**

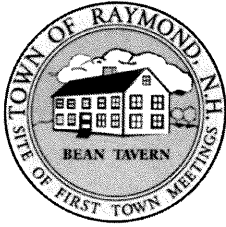


Your cooperation and permission for this installation would be greatly appreciated. Thank you for your consideration. Please feel free to reach out with questions ([adam.wymore@unh.edu](mailto:adam.wymore@unh.edu)) and very happy to set up a time to talk in more detail.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Wymore". The signature is fluid and cursive, with a large initial "A" and a stylized "W".

Adam Wymore, PhD  
Research Assistant Professor  
University of New Hampshire



**Please Note:**

Requests must be received 30 days in advance of use (whenever possible). Requests may need approval from the Emergency Management Working Group and/or Technical Review Committee before final approval from the Board of Selectmen.

## Application for Use of Public Lands Town of Raymond, NH

Date of Application: \_\_\_\_\_ Date Received (office use only): \_\_\_\_\_

Organization Requesting Use: \_\_\_\_\_

Responsible Person's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_

Email Address: \_\_\_\_\_

Public Land to be used: \_\_\_\_\_  
\_\_\_\_\_

Public Roads to be used: (if applicable): \_\_\_\_\_  
\_\_\_\_\_

➤ Attach maps with routes marked to show plan for any event on public roads. *(Attach extra sheets to this form, if applicable)*

Are you requesting any public road closures: YES / NO   list roads: \_\_\_\_\_  
\_\_\_\_\_

Detailed Description of use: \_\_\_\_\_  
\_\_\_\_\_

Description of Raymond Community Impact: \_\_\_\_\_  
\_\_\_\_\_

Date(s) of proposed use: \_\_\_\_\_

Starting Time: \_\_\_\_\_ Ending Time: \_\_\_\_\_  
*(make sure to include set-up and clean-up time)*

Will an inclement weather date be needed? If yes, what is the proposed date: \_\_\_\_\_  
Maximum (estimated) number of people attending event: \_\_\_\_\_

YES  NO Will sound amplifiers / PA systems / air horns be used? If yes, describe use: \_\_\_\_\_

YES  NO Will the applicant be generating revenue of any kind for the event? If yes, describe: \_\_\_\_\_

YES  NO Will there be fundraising, solicitation, or fees charged while on town property? If yes, describe: \_\_\_\_\_

YES  NO Will food / beverages\* / merchandise be sold? If so, describe: \_\_\_\_\_

*\*Youth sports field rentals - applicants may not run concessions unless approved by the youth sports organizations.*

YES  NO Will portable bathrooms be needed? if so, number of units: \_\_\_\_\_

YES  NO Will the event require field preparation / painting / lining? If so, describe: \_\_\_\_\_

YES  NO Will you require access to electricity? If Yes, describe need: \_\_\_\_\_

YES  NO All trash generated from the event must be removed – Carry In – Carry Out. Or a dumpster may be rented for the event. Will a dumpster rental be necessary? If yes, what is the amount of waste anticipated? \_\_\_\_\_

YES  NO Will police protection / traffic control / parking management be necessary? If yes, you will need to contact the Raymond Police Department (895-4747) to schedule.

YES  NO Are there any special provisions / requests that are not addressed? \_\_\_\_\_

➤ **Proof of Insurance must be provided for all organizations/vendors/businesses prior to event and on file with the Town Office (if not a Town sponsored event)**

➤ Please deliver to the Town of Raymond, 4 Epping Street, Raymond NH

- Please note: If you are planning on using the Recreational Rails to Trails for your event, make sure you contact DRED (*Department of Resources and Economic Development*) at 271-2665 to get a permit.

*If applicable, you will be asked to meet with the Technical Review Committee and/or Emergency Mgt. Working Group for final approval at a minimum of 14 days prior to event. The organization may be asked to appear before the Board of Selectmen when the request is posted to the meeting agenda. The Town Manager's Assistant will see you on the Friday before the meeting.*

**Disclosure:** Raymond Board of Selectmen have the discretion to waive or reduce fees if the event is deemed to directly benefit the residents of Raymond.

Emergency Mgt. Working Group Approval

Technical Review Committee Approval

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

<b>Office Use Only</b>	
<b>Total Fees:</b> _____	
<b>Paid: CASH / Check #</b> _____	
<b>Date:</b> _____	
<b>Total Fines:</b> _____	
<b>Paid: CASH / Check #</b> _____	
<b>Date:</b> _____	

**Board of Selectmen Approval**

\_\_\_\_\_  
*Chairperson*

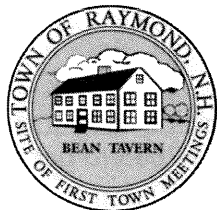
\_\_\_\_\_  
*Vice Chair*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_



## Town of Raymond, New Hampshire Fee Schedule for Facilities/Events

Location/Event	Non-Profit Organizations		For-Profit Organizations	
	Hour	Game Block	Hour	Game Block
Town Common	\$50		\$200	
Riverside Park	\$50		\$200	
- Disc Golf Course (Tournament)	\$6 per player		\$10 per player	
<b>Cammett Rec Area</b>	<b>Hour</b>	<b>Game Block</b>	<b>Hour</b>	<b>Game Block</b>
- CRA Baseball 1	\$25	\$50	\$50	\$100
- CRA Baseball 2	\$25	\$50	\$50	\$100
- CRA Baseball 3	\$25	\$50	\$50	\$100
- CRA Soccer U14	\$75	\$125	\$125	\$225
- CRA Soccer U12	\$50	\$75	\$75	\$125
- CRA Soccer U10	\$40	\$50	\$75	\$100
<b>107 Fields</b>	<b>Hour</b>	<b>Game Block</b>	<b>Hour</b>	<b>Game Block</b>
- 107 Football Field	\$75	\$150	\$125	\$250
- 107 Babe Ruth Field	\$75	\$125	\$125	\$225
- 107 Softball 1	\$25	\$50	\$50	\$100
- 107 Softball 2	\$25	\$50	\$50	\$100
- 107 T-ball Field	\$25	\$50	\$50	\$100
Torrent Hall	\$25 (2-hours)		\$50 (2-hours)	
Road Race Permit	\$100		\$250	

- Fees are list per hour and by a one game block unless noted.
- Painting / Lining Fees per field (\$50 discount for additional fields on same date)
- Football Field \$250
- Soccer/Lacrosse/Field Hockey \$150
- Baseball/Softball \$100

***Set-up / Clean-up / Maintenance charge is \$50 per employee per hour. To be billed following the event. Any organization who does not make payment will be prohibited from future use.***

There may be additional costs associated with Port-a-Johns, Dumpster Use/Waste Disposal, Electrical Use, and Road Closures/Police Details based on the type of event. These will be charged on an actual cost for each activity if required.

**Disclosure:** Raymond Board of Selectmen have the discretion to waive or reduce fees if the event is deemed to directly benefit the residents of Raymond.

## Facility Use Guidelines

The Town of Raymond reserves the right to implement policies, rules and regulations for the use of Town facilities in order to promote the overall safety of patrons, as well as to safeguard and protect these parks & facilities. The Town of Raymond reserves the right to suspend usage and scheduling privileges if any applicant/organization fails to comply with Town policies, and site-specific rules and regulations, and all legal requirements.

- The applicant/organization will be held responsible for all actions, behavior and conduct of all patrons, guests, and members associated with the event.
- In addition, the applicant/organization will be responsible for any property damages incurred directly as the result of use and agree to reimburse the Town of Raymond for any loss or damage to property.
- Full payment must be received at least one week (7 days) prior to the scheduled use of the facility.
- Youth leagues are not authorized to reallocate any unused and previously scheduled field/facility times to another league or organization.

Additionally, all RSA & Town Ordinances apply (see Town of Raymond website for additional information).

## Requirements from applicants

- Facility Request Form must be completely filled out.
- Current liability insurance naming the Town of Raymond as certificate holder and as an additional insured on the policy.
- Payment of all fees (Cash or Check only)
- Police Detail (if necessary) must be scheduled through the Raymond Police Department 895-4747. *Detail to be paid by organization renting/hosting the location/event*
- Parks Employee may need to be scheduled over the weekend for field prep and/or maintenance. *The Employee to be paid by organization renting/hosting the location/event.*
- All trash generated from the event must be removed – Carry In – Carry Out. Or a dumpster may be rented for the event. *Trash barrels may be scheduled for use and emptied by the organization renting/hosting the location/event.*

## The following items are prohibited:

- No field prep or maintenance of fields. All work on fields to be done by Parks employees or Raymond Youth League Administrators.
- No alcoholic beverages on any town property at any time.
- No smoking inside any buildings, on the town common, at Riverside Park or at any ball fields
- All vehicles must be parked in legal parking spaces. Absolutely no vehicles on field areas.

## **Priorities for usage**

- 1 Town of Raymond Events
- 2 Raymond Youth Sports Associations  
Raymond School District
- 3 Raymond Organizations [Scouts/Rotary/etc] / Churches / Etc...
- 4 Non-Resident Youth Sports / Businesses / Private Camps /

## **Facility Reservation Process**

- Application completed minimum of 30 days prior to event.
- Application turned in to Town of Raymond or Raymond Recreation.
- Based on need gather additional info and / or invite applicant to meeting.
- Large events and/or road closures will need Emergency Management Working Group and may need selectmen approval.
- Following the application review, the applicant will be notified of approval or disapproval and any additional conditions.

Property	Item	Comments	Assigned	Status
Sargent Dr	Onway Lake Conservation Subdivision	Wetland permit filed on 4/22/24, intervention letter sent to DES on 4/28/24, comments due 5/31/24. Site Walk scheduled for 5/17 - 5:00, Presentation by applicant 5/22. Review AOT permit. TBD Actions: Send comments to DES, Planning Board -SP, No net loss, and Conserv Subdivision comments when appropriate. 5/16/17-Planning Board Mtg - application continued, PB next meeting is 7/11/24. 5/17/24-Site walk conducted with Brenden Walden-Wetland Scientist.	All	IP
Marden Woods	296 Unit multifamily	5/16/24-PB Meeting-application denied. 5/17/24-Dredge and Fill application submitted.	All	IP
Lane Road	Lane Road Conservation Subdivision	5/8/24-Wetland permit to be filed during week. Send Intervention letter after permit submitted. Site walk scheduled for 5/24/24 5:00 pm, applicant to be back before the board on 6/12. No net loss mitigation missing from 5/8 presentation from applicant. Gather data on conservation value of proposed swap property, and data on town-owned property included in proposal. 5/16/24 - Met with Planning Board, rescheduled.	All	IP
Route 27 WH	Jewett Warehouse	5/8/24 - Latest version of Conserv language received. 5/10/24- document sent to members. Add to 5/22/24 agenda for final Draft review.	All	IP
Gemini Valve	Gemini Valve expansion	4/17/24-LRAC comments made. Reviewed at /24 CC mtg, 4/25/24-DES approved Shoreland permit. CC to send letter to Planning Board. 5/19/24 - Letter sent to PB with letter attachments. Next PB meeting is 6/6/24	All	IP
Autumn Trails	Contractor Warehouse-Rte 27	Waiting for LRAC comments when Shoreland Permit is submitted. Waiting for final plan updates to re-review and possible add'l comments to PB	All	IP
Granit updates	NHACC email	5/10/24-Jan sent email to B.Richter and told her we can't look at it until the end of June and may need July to pull together the data. 6/26 worksession scheduled. Contact is: psteckler@neconservation.com. Look at tax map updates at the same time. 5/10/24-psteckler replied that the delay is ok.	All	IP
Cassier	Replace items on Kiosk and plastic cover with lock to eliminate removal of items	New map in larger format, property owned/managed sign and endangered species sign. These were on the kiosk but removed. Melissa to contact Rue @ Bear-Paw for vendor sugg. Voss signs is who Bear-Paw uses. Kiosk is 42" High, and 44 " Long. 3/22/23 - Mike suggested we reach out to the school to print enlarged maps and building frames for the kiosk. 5/10/23-Mike will check with the school if a larger map could be printed on the plotter. 89 He did find out that 11" by 17" prints can be laminated. 8/9/23-Kathy to follow up with Staples for enhancement options for map. 1/10/24-Will review maps a future meeting. 4/24/24-Kathy had sign made at Staples and gave it to Jan. Jan to get plastic to cover it and install it.	Jan/Kathy	IP



Cassier	Culvert entrance by pond needs repair	Will require a wetland permit and a wetland scientist to look at. Hold for ARM discussion.	Mike	Hold
Cassier	Boundary markers	Work with Bear-Paw. 5/23/22-no target date yet. Flint Hill is priority for boundary markers. Jan has had discussions with Dennis G. 1/11/23- Bear-Paw monitoring report suggested boundary markers be installed by private properties. 1/31/24-Will discuss with Dennis Garham from Bear-Paw.	Jan	TBD
Cassier	Dumping	Bear-Paw monitoring report noted abutter dumping on conservation land. Need a site walk to evaluate. Reach out to Dennis and schedule a walk. 8/9/23-Jan to reach out to new contact at Bear-Paw. 1/10/24-May need boundary markers to verify. Discuss with Dennis Garnham at Bear-Paw	Jan	TBD
Dearborn	Finish new map	This was started and needs to be finished with Bear-Paw. Hold until for new Bear-Paw staff. 1/10/24-Review all maps at a future meeting. 4/24/24-Kathy will contact Rockingham Planning Commission and ask if they can assist us	Kathy/Jan	IP
Dearborn	Fix kiosk and add new map and other info	Kiosk had a tree land on it. Can it be fixed or should it be replaced with remaining kiosk. Tricia to look for a resource to assist. 5/11-There is a bird nest in the kiosk so this is on hold until birds are fledged. 4/12/23 - Jan to follow up with Tricia. 8/9/23 - Warren will look at the problem and present any ideas. 1/10/24-Warren will fix kiosk.	Warren	IP
Dearborn	Drainage issue at the end of Jama Drive	CC to do site walk. 5/9-Rue Teel from Bear-Paw recommended how to address issue. Need to schedule the work. 5/11/22-Jan, Kathy and Tricia looked at the issue and suggested a solution. Jan to reach out to abutter. Letters were sent to abutters notifying them of future work. 4/12/23-Jan to follow up with Tricia. 8/9/23-Warren will look at this to get familiar with the issue. 1/31/24-Bear-Paw sent some information to assist with a solution. Jan will discuss with Dennis Garnham from Bear-Paw	Jan	
Dearborn	Dumping	Residents dumping material on conservation land and part of the wall has been removed. Need a site walk to evaluate issue. Schedule site walk in April. 4/12/23-Kathy and Kris to conduct site walk and file a report with the code enforcement officer for follow up. 5/18/2023-Site walk conducted by Kathy, Kris and Dennis Garnham. Photos taken. 8/9/23 - Kathy drafted a letter and sent it to Bear-Paw for review and feedback. Kathy will follow up with Bear-Paw. 1/31/24 - Kathy will send abutter letters. 4/24-Kathy sent out the abutter letters. Need to follow up with a site walk to see if materials have been removed. If not determine next steps.	Kathy	IP

Dearborn	Big Tree Program- New Chestnut Oak	7/24/23-Notified of a larger Chestnut Oak than the one already identified. Need a site walk to locate the tree and move the Big Tree Sign. GPS is N 43.03650 W71.2269. 3/13/24- Cannot find photo of sign, Kathy and Jan to do site walk. 4/15/24- Jan and Kathy located the new Chestnut Oak using the GPS location. They took the sign from the previous location as it was on the ground. The wood it was mounted on was waterlogged. Need to go back to the previous location and cut the wire that is around the tree and also determine the best way to display the new sign. 4/24/24-Jan to give Kathy a post and Kathy and Warren will assemble a sign.	Kathy/Warren	IP
Dearborn	West Trail sign is missing	The West Trail sign that was on the rail trail is missing and other signs need to be adjusted due to tree growth.	Jan	TBD
Dearborn	Illegal Trail	8/16/23-Notified by Bear-Paw that the illegal trail is being used and the Trail Closed sign is missing. 8/23/23-Mike U. will contact a couple of vendors to see if they made the sign as Bear-Paw made the signs previously, however, due to staffing changes they do not have the info. 4/24/24-Mike has ordered the signs.	Mike	IP
Flint Hill	Conservation boundary markers	Follow up with Bear-Paw on conservation boundary medallions. Rue Teel is leaving Bear-Paw so may need to wait for new staff. 1/31/24-Discuss with Dennis Garnham from Bear-Paw		Hold
Flint Hill	Install kiosk and put map etc on kiosk	Need location for the kiosk. At the end of Sherburne drive was tried but the hole filled up with water. Schedule site walk for April. 4/12/23-Site walk scheduled for 4/23. 8/9/23-Kathy and Jan to view and mark site. Jan to then contact Brad Reed for hole digging. 1/31/24-Jan to follow up when ground is not frozen.	Jan	IP
Flint Hill	Clean up firepit	Trash, bottles, metal, etc. Dennis will clean up. 4/2/22- Melissa and Jan visited site. Rocks around ring removed, most trash removed, charcoal remains in ring. There is still quite a bit of micro trash(glass pieces, etc.) Evaluate during site walk in April. 4/12/23- Site walk scheduled for 4/23. 8/9/23- Ask Mike L. what he has observed. 8/23/23-It was observed that this is active and has trash during the sign install.	CC mbrs	TBD
Chadwick	Trails and Boundaries	Site walk to check boundaries. 4/12/23 - site walk date TBD. Walk Chadwick and look at trails, boundaries and access via Flint Hill. 3/13/24-Reviewed monitoring report. Agreed to site walk, 4/20 or 4/21. 4/24/24 - Site walk to follow boundaries done on 4/21/24. Walked 3/4 of boundary. Did not do southern boundary. Need a follow up site walk to walk interior. Tentative 5/25 or 5/26/24. Monitor tax map update for easement boundary addition. 5/8/24-Follow up walk postponed due to development projects.	All	Site Walk
Other	Finish town property site walks	to be scheduled. 4/12/23 - Jan to compile list of remaining properties.	Jan	Site Walk

Other	ARM Project List	In progress. 3/30-Invite David Fredrickson to next meeting in May 6/6-Jan met with David Fredrickson and provided a high-level explanation of the ARM Fund. Jan to follow up with David in the fall for a date to come to a CC meeting. 1/11/23- Mike to reach out to contact at DES and schedule an education session with the board. 4/12/23 - DES will be conducting a Webinar. Mike will monitor for date. 8/9/23-Mike reached out to DES contact and is working on a possible meeting with representative for September.	Mike	TBD
Training	Plan reading	The next plan we receive. One training session was held and another one will be held at a future meeting in 2023	Mike	IP
Other	Turtle crossing signs	4/25/22-located prior documentation, discuss with David Fredrickson at mtg. 6/6-Jan met with David Fredrickson and he agreed that DPW can install the signs on Ham Road. Review past materials on 2/22/23		TBD
Zoning	Conservation Subdivisions	Work with Planning Board. 5/11/22-Jan sent subdivision link to members	CC mbrs	TBD
Zoning	No Net Loss	Work with Planning Board. Schedule for late March CC meeting. Schedule for May or June agenda	CC mbrs	IP
Zoning	Zone G	Meet with Building Inspector/Planning Department to review procedure by March 8th. 4/12/23-schedule meeting with Paul	Jan/Kathy	IP
Other	High-Value Conservation Lands	Research and options. Write recommendation on Shattagee/Lane Road to BOS	Jan	
Education	Town Property Educational walks			TBD
Education	Include description of trails on Website and maps	Leverage educational walks to create descriptions		TBD
Education	Town Newsletter	On-going	All	IP
Colonial Dr	Recommendations to BOS	5/26/22-Jan informed town manager of tire dump. 5/27/22-P.Hammond: It does not appear to be active, at least not from this year. Could you more define where this tire location is in reference to the property lines?	Jan	Site Walk TBD
LRES	Eco-Center Signs	2/8/23-Asked by LRES about replacing worn/damaged signs. Jan emailed MJ back with cost of last sign of \$652, and the vendor name. Also informed her that the CC wanted to do a sitewalk. 4/12/23-Kathy and Kris will conduct site walk to evaluate damage. 3/27/24-Jan and Kathy to visit site.	Kathy/Jan	Site Walk
Website	Changes to CC site	Add allowed uses for properties. Add Chadwick survey	Jan	
Other	Review and make recommendations on changes to Special Permit			TBD