

REC'D CITY CLERK DEPT  
MAR 15 '24 AM 8:43

# NOTICE OF MEETING

In accordance with the requirements of NH RSA 91-A:2, II

**THE**  
**Planning & Economic Dev. Comm.**

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**WILL MEET ON**  
**March 19, 2024**

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**AT**  
**7:00 PM**

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**LOCATION**  
**City Hall, Aldermanic Chamber**

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The meeting may include a nonpublic session

THE LOCATION OF THIS NOTICE IS POSTED:      Date of Posting:

- City Hall Bulletin Board (Elm Street/Rear Entry)
  - Nashua Public Library Bulletin Board
  - OTHER: City Hall Bulletin board (front entry)
  - Website: NashuaNH.gov/agendacenter
- 3/15/2024**

**AFFIDAVIT OF POSTING**

I, Susan Bailey, the Legislative Affairs Assist, of the Legislative Office  
hereby certify that on this 15 day, of month 3, 2024, the attached Notice of Meeting was posted  
in the two places indicated on the notice, including an internet website, in accordance with the  
requirements of NH RSA 91-A2, II.

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

MARCH 19, 2024

7:00

Aldermanic Chamber

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ROLL CALL

PUBLIC COMMENT

DISCUSSION

- Sober homes

COMMUNICATIONS

From: Tm Cummings, Director of Administrative Services  
Re: Communication Relative to R-24-032 "Supporting Issuance for the Sale of the Elm Street Middle School Property"

PETITIONS

UNFINISHED BUSINESS

NEW BUSINESS – RESOLUTIONS

**R-24-032**

Endorsers: Mayor Jim Donchess  
Alderman-at-Large Michael B. O'Brien, Sr.  
Alderman-at-Large Gloria Timmons  
Alderman-at-Large Lori Wilshire

**SUPPORTING THE ISSUANCE OF A REQUEST FOR PROPOSALS RELATIVE TO THE SALE OF THE ELM STREET MIDDLE SCHOOL PROPERTY**

NEW BUSINESS – ORDINANCES

**O-24-003**

Endorsers: Alderman-at-Large Ben Clemons  
Alderman Tim Sennott  
Alderman Derek Thibeault  
Alderman Patricia Klee

**ESTABLISHING A FEE FOR PARKING SPACES UTILIZED FOR EXTENDED OUTDOOR DINING**

TABLED IN COMMITTEE

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

ADJOURNMENT



# THE CITY OF NASHUA

*Office of Administrative Services*

*"The Gate City"*

**TO:** President Lori Wilshire, President

**FROM:** Tim Cummings, Director of Administrative Services

**Cc:** Members of the Board of Aldermen

**Date:** March 07, 2024

**RE:** Communication Relative to R- 24- 32 "Supporting Issuance for the Sale of the Elm Street Middle School Property"

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**Introduction:**

R-24-32 filed concurrently with this communication seeks to obtain support for the issuance of a Request for Proposals ("RFP") for the disposition of approximately 8.87 acres of land improved with the Elm Street Middle School located on it known as 117 Elm Street.

I am writing to proactively communicate my office's wishes to pursue a disposition process and before we initiate said process I want to be sure the Board of Aldermen is well aware of this effort and to construct a framework, where all parties agree. The goal is to work through the various and miscellaneous details now to hopefully ward off an unwieldy or awkward process after a proposal is released and a selection made.

**Request:**

I am requesting this memo be approved and placed on file at the very least or referred to the appropriate subcommittee for further discussion.

**Background & Purpose:**

In 2019, the City of Nashua authorized three school building projects — the renovation of two existing middle schools and the construction of a new middle school. The decision rendered the current Elm Street Middle School building and site obsolete for educational purposes. To that end, the Elm Street Middle School along with the approximately 9 acres of land will be turned back over to the city's Administrative Services Division in the summer of 2024. The building's utilities cost approximately \$250,000 a year and being that it is a city owned asset does not generate any tax revenue for the city. Needless to state, 9 acres of land in the downtown area of the city provides for an enormous opportunity for the City of Nashua to achieve long-term strategic goals.

Recognizing this opportunity, a planning study was undertaken beginning in 2022 and finishing in the summer of 2023. This Planning Study highlights development options which put the building and land area back into productive use for the City of Nashua based on extensive community engagement (to learn more about the study please go to: [Elm-Street-Site-Planning-Study-Marvel 06-23-2023](#) to review the final study document).

The Planning study highlights a few community goals. One of which is to achieve greater tax revenue from the development of the 9 acres of land. Another is to provide housing in the form of “mid-rise” development and through this engagement a higher level of housing affordability should be achieved, going further than what our city’s inclusionary housing ordinance calls for in that a sentiment expressed is seeing a portion of the housing units to be set aside at 50% to 60% of Area Median Income (“AMI”) as opposed to at 80% of AMI.

**Discussion on Guiding Principles:**

We are at a point where the disposition process should begin. To date there has been numerous discussions and presentations provided to the Board of Aldermen as well as to the neighborhood and the community at large. The idea of redeveloping the approximate 9 acres of land is not a new idea, but how it is redeveloped is still a bit murky. A direction needs to be provided relative to some outstanding items to help make for a clearer and more accurate RFP. Obtaining this guidance now will help advance this initiative appropriately and for the community to achieve its desired outcome (please see the enclosed select slides that illustrates these points).

***Guiding Principles***

To that end, I will write the RFP seeking proposals that will seek:

1. To preserve the Keefe Auditorium allowing for development on a portion of the land and
2. For proposals that call for razing the entire structure (i.e. both the Keefe Auditorium and the entire school building) to allow for redevelopment on the entire 9 acres of the land.

My objective will be to write an RFP that solicits proposals that allows for the working group to evaluate a wide array of concepts. The RFP will be grounded by the planning study as an overachieving directive to help inform concepts, but will not be binding.

Proposal shall include the following minimum details:

1. Conceptual master plan with uses and dimensions delineated
2. Proposed architectural style and landscaping
3. Discussion of the land arrangement with the city (and other owners), such as land lease, outright purchase, or other agreement; along with all other material business terms
4. Description of public improvements along with both onsite and off-site mitigation

**Participation:**

The office of Administrative Services will take a lead in crafting a draft RFP to meet the intent of the R-24-32. Upon briefing the Board of Aldermen on the project’s progress and obtaining Board of Aldermen’s input a small working group will be formulated. I will be requesting that the President appoint two or three members of the Board of Aldermen to join two or three members of the senior staff of the administration to finish crafting the RFP. Additionally, this working group will help steer the project and ultimately make the recommendations to the Board of Aldermen when appropriate.

At that point in time, upon the approval of the Board of Aldermen, the City of Nashua will enter into an exclusive negotiation agreement with a developer or development team to create a program and scheme that is desirous of the community and meeting the objectives outlined in the resolution/RFP.

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**Timeline:**

Administrative Services will see to release an RFP in Q2 2024 with the anticipation of entering into an exclusive negotiation agreement with a developer or development team by the end of Q3 2024. The timeline for the RFP is envisioned as follows:

1. Release the RFP to the public in May
2. Obtain the vote of Board of Education that the Elm Street Middle School property is no longer needed for public school purposes and that care and control of the property is transferred to the City.
2. Review Proposals in July and develop a shortlist of proposals
3. Short list with presentations/interviews to the working group, which will result in a recommendation to be forwarded on to the Board of Aldermen in the fall of 2024.
4. The Board of Aldermen would then be requested to award and enter into an exclusive negotiation agreement in fall of 2024. The negotiation agreement will establish a timeline for milestones in land approvals and financing, once milestones are met a disposition of land for its redevelopment can be executed.

**Enclosure:**

Select slides from Planning Study

*SELECT SLIDES FOR DISCUSSION PURPOSES*

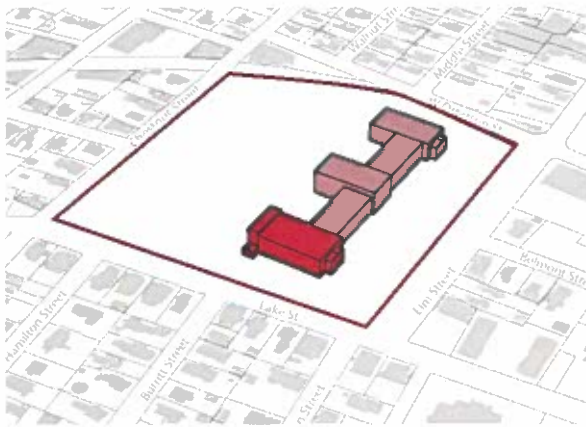
**Elm Street Planning Study**

June 23, 2023

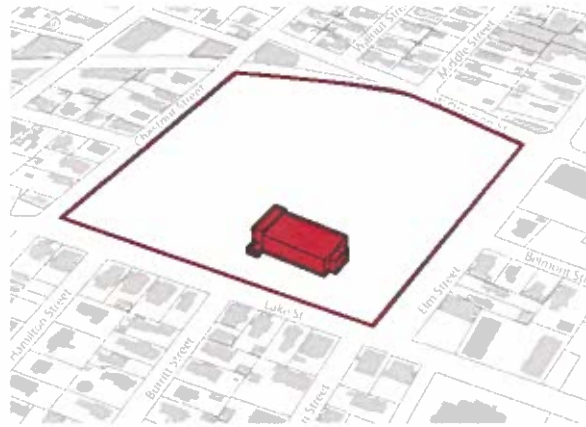


## DEVELOPMENT STRATEGIES THREE APPROACHES

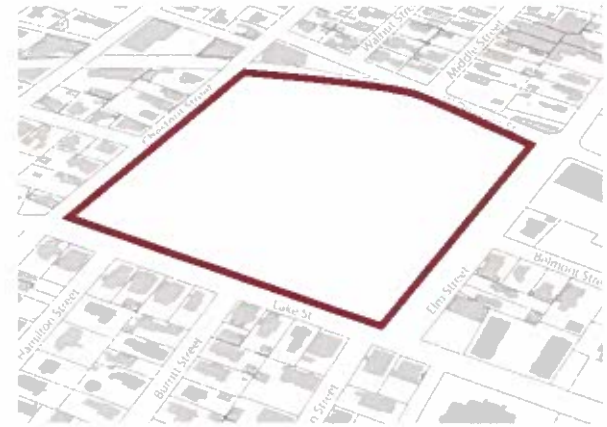
Based on the existing conditions analysis, community and stakeholder engagement, and the design goals developed in coordination with the City of Nashua, the Marvel team studied three development scenarios for the Elm Street School site.



1 MAINTAIN THE KEEFFE AND HISTORIC PORTION OF SCHOOL



2 MAINTAIN THE KEEFFE ONLY



3 ALL NEW DEVELOPMENT

## MULTIPLE COMPONENTS



The 8.87 acre project site includes the historic Elm Street School volume, the Keefe Auditorium, and more recent additions to the school. The modular classrooms on the southwestern portion of the site will be removed.



Historic Keefe Auditorium at the south end of the site



Historic Elm Street School Building

# IMAGINE NASHUA TOP GOALS\*



## Land Use and Development

### Top Goal: Redevelopment Opportunity

Promote redevelopment that is mixed-use, multimodal, and sustainable in targeted areas with access to transit, infrastructure and amenities.



## Housing

### Top Goal: Housing Accessibility

Create a greater mix of housing types that are accessible to Nashua residents at all life stages, household compositions, physical abilities, and socioeconomic levels as identified in the 2020 City Housing Study.



## Mobility and Transit

### Top Goal: Equitable and Connected Transportation Networks

Ensure access to a range of transportation options that meet the current and future mobility needs of residents, workers, and visitors of all ages, incomes and abilities.

### Top Goal: Carbon-free Transportation and Building Design

Advance carbon-free transportation and building design to reduce greenhouse gas emissions.



## Economic Development

### Top Goal: Economic Mobility and Access to Opportunity

Ensure Nashua workers have access to opportunities in the city and regionally through workforce training, career development, and quality education.

### Top Goal: Local Businesses

Promote and support local businesses that reflect the unique character of Nashua, and foster opportunities for cultural tourism in the city by encouraging the creation of new small businesses in areas with improved walkability and sufficient customer base density.



## Open Space and Natural Resources

### Top Goal: Parks and Natural Areas

Recognize parks and natural areas as vital elements of Nashua's green network: Enhance access to and better connect Nashua's existing open space network for citizens of all ages, abilities, and incomes.

### Top Goal: Mitigation of Climate Change Impacts

Mitigate the impacts of climate change on the community and encourage public health.



## Arts and Culture

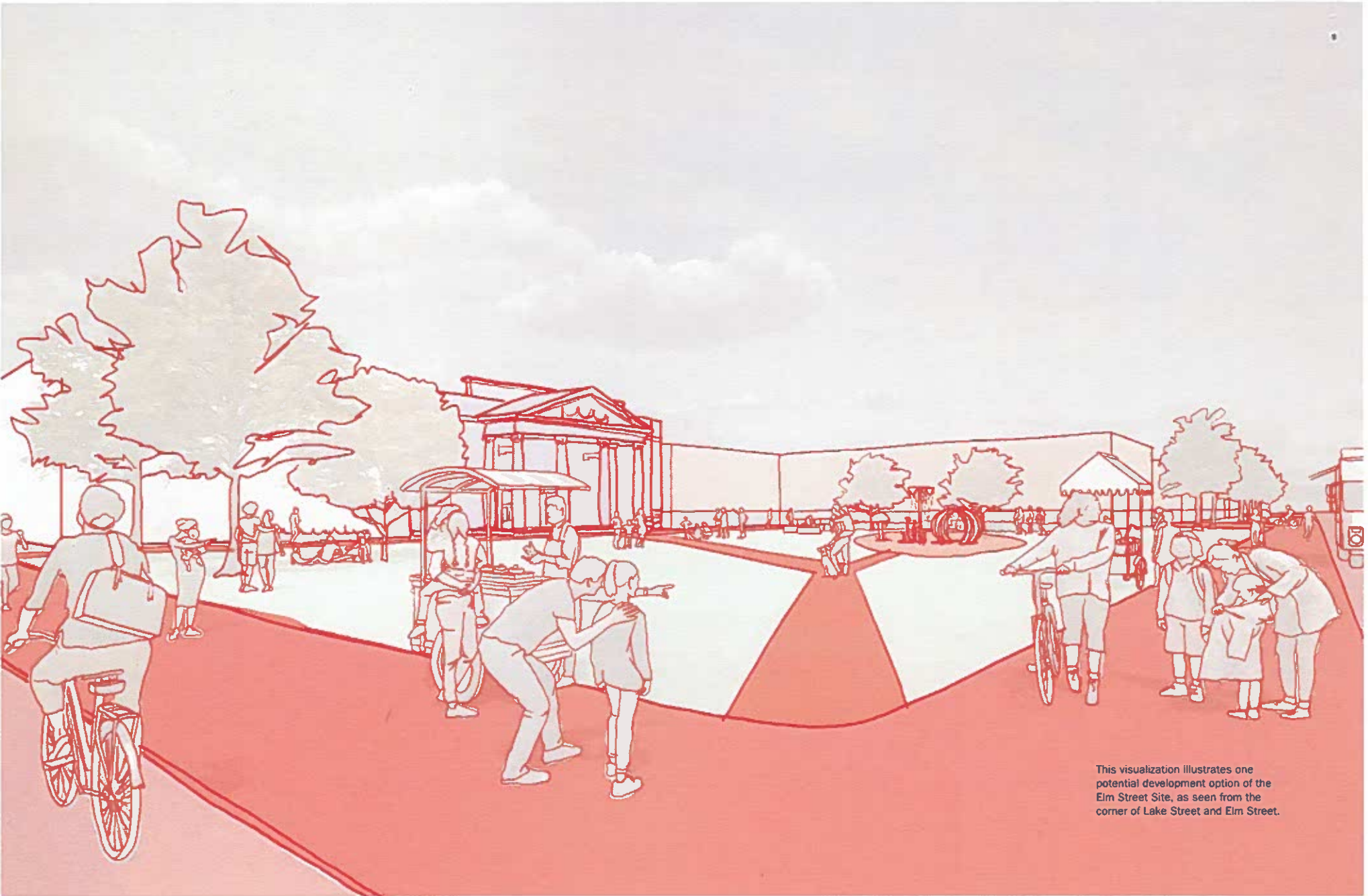
### Top Goal: Diversity

Celebrate and integrate the diversity of cultures, religions, languages within our communities and support this diversity in city policies and programs.

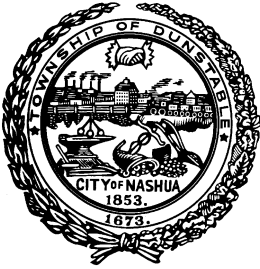
### Top Goal: Arts and Culture

Prioritize arts and culture as an important aspect of inclusive economic development and strengthening placemaking in the community.

\*This graphic is from the Imagine Nashua Comprehensive Master Plan dated October 12th, 2021 and produced by the Consultant Team comprised of Utile, Ninigret Partners, Brown Richardson + Rowe, Horsley Witten Group, and Toole Design Group in collaboration with The City of Nashua. Our team used these goals as a stepping stone for design intent and goals for the Elm Street School site's development.



This visualization illustrates one potential development option of the Elm Street Site, as seen from the corner of Lake Street and Elm Street.



## RESOLUTION

### SUPPORTING THE ISSUANCE OF A REQUEST FOR PROPOSALS RELATIVE TO THE SALE OF THE ELM STREET MIDDLE SCHOOL PROPERTY

### *CITY OF NASHUA*

*In the Year Two Thousand and Twenty-Four*

**WHEREAS**, after the end of the current school year, the Elm Street Middle School will no longer be used as a middle school;

**WHEREAS**, during the summer of 2024, it is expected that the School Department will no longer need the Elm Street Middle School property for School Department purposes;

**WHEREAS**, the City anticipates a vote by the Board of Education in the summer of 2024, pursuant to New Hampshire RSA 199:4, II, that that the Elm Street Middle School is no longer needed for public school purposes, and to transfer the care and control of the property to the City;

**WHEREAS**, the Elm Street Middle School is located at 117 Elm Street and identified as map and parcel 98-43 constituting approximately 8.87 acres;

**WHEREAS**, the City does not intend to utilize the property and, once the care and control of the property has been transferred to the City, the property should be disposed of by the City;

**WHEREAS**, the City undertook an extensive planning study over the last year to better understand the community needs and desires;

**WHEREAS**, through this study the City learned that a multifamily housing development with a portion of it being set aside as affordable is most advantageous;

**WHEREAS**, selling by public auction or sealed bid is not in the best interest of the community; and

**WHEREAS**, a request for proposals for development of the property that will enhance and compliment that area of the City is recommended.

**RESOLUTION**

**R-24-032**

***NOW, THEREFORE, BE IT RESOLVED*** by the Board of Aldermen of the City of Nashua that disposal of the Elm Street Middle School property by a method other than sealed bid or public auction is in the public interest, and a request for proposals to dispose of the property should proceed.

***FURTHER RESOLVED*** by the Board of Aldermen of the City of Nashua that conveyance of the property shall require further approval by the Board of Aldermen.

**LEGISLATIVE YEAR 2024**

**RESOLUTION:**

**R-24-032**

**PURPOSE:**

**Supporting the issuance of a request for proposals relative to the sale of the Elm Street Middle School property**

**ENDORSERS:**

**Mayor Jim Donchess**

**COMMITTEE  
ASSIGNMENT:**

**Planning and Economic Development Committee**

**FISCAL NOTE:**

**Fiscal impact to be determined.**

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**ANALYSIS**

This legislation supports the issuance of a request for proposals for the sale of the Elm Street Middle School property. It is anticipated that the Board of Education will confirm that the Elm Street Middle School is no longer needed for public school purposes after the end of the current school year and will transfer the care and custody of the property to the City pursuant to New Hampshire RSA 199:4, II. This legislation confirms the board's position that the property should be disposed of by the City, and supports the City's issuance of a request for proposals to start that process. Conveyance of the property will require further approval of the Board of Aldermen.

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**Approved as to form:**

**Office of Corporation Counsel**

**By:**

*Dorothy Clarke*

**Date:**

*7 March 2024*



## ORDINANCE

### ESTABLISHING A FEE FOR PARKING SPACES UTILIZED FOR EXTENDED OUTDOOR DINING

### *CITY OF NASHUA*

*In the Year Two Thousand and Twenty-Four*

*The City of Nashua ordains* that Part II “General Legislation”, Chapter 320 “Vehicles and Traffic”, Article XI “Parking Meters”, Section 320-47 “Parking meter and reserved space fees; permits; meter bags”, subsection F of the Nashua Revised Ordinances, as amended, be hereby further amended by adding the following new underlined language and deleting the struck through language:

**“§ 320-47. Parking meter and reserved space fees; permits; meter bags.**

...

- F. There shall be a \$500 fee for each on-street parking space which is eliminated due to an approved extended outdoor dining permit. The fee will not apply to on-street parking spaces that are used for the tapering of traffic barriers. The total fee due shall be payable at the time of the submittal of an Extended Outdoor Dining Worksheet. The fee for each space covers one extended outdoor dining season. This section shall be in effect for the ~~2023-2024~~ outdoor dining season, May 1, ~~2023-2024~~ through October 15, ~~2023-2024~~.”

During 2024, this section supersedes any inconsistent ordinances or parts of ordinances.

This ordinance shall become effective upon passage.

**LEGISLATIVE YEAR 2024**

**ORDINANCE:** O-24-003

**PURPOSE:** Establishing a fee for parking spaces utilized for extended outdoor dining

**ENDORSERS:** Alderman-at-Large Ben Clemons

**COMMITTEE ASSIGNMENT:** Committee on Infrastructure

**FISCAL NOTE:** Annual General Fund Revenue from these fees is estimated to be \$10,000.

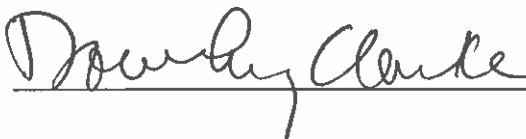
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**ANALYSIS**

This legislation extends, for another year, the \$500 fee for each on-street parking space that is eliminated due to extended outdoor dining use. Extended outdoor dining was established by Amended O-22-008, which was passed by the Board of Aldermen on March 22, 2022.

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**Approved as to form:** Office of Corporation Counsel

By: 

Date: 7 February 2024