



CITY OF CONCORD
New Hampshire's Main Street™
Community Development Department
Planning Division

Staff Report for Planning Board

Meeting on March 18, 2025

**Project Summary – Major Site Plan, Architectural Design Review, and
Conditional Use Permit Applications**

Project: Banks Chevrolet Parking Lot Reconstruction (2025-134)
Property Owner: Daval Realty Associates LLC
Applicant: Wilcox and Barton
Property Address: Old Suncook Rd
Tax Map Lot: 782Z 8

Determination of Completeness:

On December 17, 2025, the Planning Board determine this application to be a development of regional impact, per RSA 36:55, and continued the determination of completeness to the date certain of January 21, 2026

On January 21, 2026 the Planning Board determined this application complete and set the public hearing to the date certain of February 18, 2026

On February 18, 2026, the Planning Board voted to continue the public hearing, at the applicants request, to the date certain of March 18, 2026.

As a development or regional impact, the Board has 95 days within which to consider and act on the application once the application is determined complete, per RSA 676:4(I)(c). The 95-day period shall commence on December 17, 2025, being the date, the Board determined regional impact, and end on **March 22, 2026**. If the applicant has not demonstrated compliance with the Site Plan Regulations by the end of the statutory timeline (**March 22, 2026**), the applicant may waive the requirement for Planning Board action within the 95-day time period and consent to an extension of the public hearing as may be mutually agreeable, or the Board may approve, approve conditionally, or deny the application based on the information provided at that time.

Project Description:

The applicant is seeking major site plan, architectural design review, and conditional use permit approvals to pave an existing gravel parking area which supports the Banks Chevrolet car dealership. The parking lot is located across the street from the primary use of the existing dealership and is used for employee parking and vehicle storage for the body shop. The site improvements include the paved parking area, lighting, landscaping, and stormwater management systems. The parcel has frontage along both Old Suncook Road and Airport Road and has five driveway locations along Old Suncook Road.

The site is in the Highway Commercial (CH) zoning district, Single-Family Residential (RS) zoning district, and Open Space Residential (RO) zoning district. The project includes a 40-foot zoning offset on the eastern and western side of the project area to allow the project to be governed by the Highway

Commercial (CH) zoning district per Article 28-2-3(e) of the Concord Zoning Ordinance. The project parcel has a total parcel area of 6.96 acres (303,240 SF). The eastern portion of the parcel is located within the Aquifer Protection District overlay zoning district (APD-5).

Compliance:

The following analysis of compliance with the Zoning Ordinance and Site Plan Regulations is based on an undated 4-page narrative and Conditional Use Permit Narrative, prepared by Wilcox and Barton; a 16-sheet plan set, dated November 19, 2025; and a stormwater management report, dated November 19, 2025, prepared by Wilcox and Barton.

1. Project Details and Zoning Ordinance Compliance:

Zoning District:	Open Space Residential (RO) District Highway Commercial (CH) District Single-Family Residential (RS) District
Existing Use:	Parking Lot
Proposed Use:	Parking Lot
Overlay Districts:	
Flood Hazard (FH) District	None
Shoreland Protection (SP) District	None
Historic (HI) District	None
Penacook Lake Watershed (WS) District	None
Aquifer Protection (AP) District	Yes
Wetland:	None
Wetland Buffer:	None

Zoning Code Item	Required	Proposed
Minimum Total Area	40,000 square feet	302,935 square feet (no change)
Minimum Buildable Land	20,000 square feet	Not provided
Minimum Lot Frontage	200 feet	1890 feet (no change)
Minimum Front Yard	Parking lot setbacks 10 feet	10 feet
Minimum Rear Yard	Parking lot setbacks 15 feet	15 feet
Minimum Side Yard	Parking lot setbacks 15 feet	15 feet
Maximum Lot Coverage	80%	37.5%
Maximum Building Height	45 feet	No proposed buildings

2. General Comments:

- 2.1 Per Section 6.01(4) of the Site Plan Regulations, staff determined that the application conforms with the Zoning Ordinance as submitted, with the variances as outlined in Section 4 of this report.
- 2.2 Per Section 6.01(5) of the Site Plan Regulations, this project requires a conditional use permit approval for the redevelopment involving impervious area greater than 15% or 2,500 square feet on any lot within the Aquifer Protection (AP) District.
- 2.3 Per Section 12.01 *Research* of the Site Plan Regulations, applicants are responsible for familiarizing themselves with all city, state, and federal regulations relative to zoning, site plan design and approval, land sales, utilities, drainage, health, buildings, roads, and other pertinent

- data so that the applicants are aware of the obligations, standards expected, and documents to be submitted.
- 2.4 Per Section 25.01 *Nonmunicipal Utilities General Requirements* of the Site Plan Regulations, the applicant is responsible for all coordination with the utility companies to ensure that utilities are installed in accordance with the Board-approved plans. Staff recommends that the applicant coordinate with all nonmunicipal utilities providing services to the site to ensure the existing services are adequate. Any changes to the utilities after the Board’s conditional approval will require either administrative approval or an amendment to the conditional approval depending upon the changes proposed.
- 2.5 Per Section 15.03 *Existing Condition Plan*, where minimal changes are proposed to the site, the Clerk may allow the applicant to reduce the amount or extent of the information required from Section 15.03 to be shown on the existing conditions plan provided that the proposed extent and impacts of the proposed improvements to the site, and City at large, can be satisfactorily reviewed and sufficient information is provided on the plan for the Planning Board to act on the application. Accordingly, as the majority of the site remains unchanged, the Planning Board Clerk has determined to reduce the amount or extent required from Section 15.03 as noted below:
- a. Section 15.03(4) *Soils*, to not require the applicant to provide the identification and classification of the extent and type of soils using the USDA Natural Resources Conservation Service system on the existing conditions plat.
 - b. Section 15.03(23) *Tabulations*, to not provide on the existing conditions plan the following information: square feet of each existing building broken down by floor and use category; and, the buildable land area for nonresidential development.
- 2.6 Per Section 15.04 *Proposed Site Plan*, where minimal changes are proposed to the site, the Clerk may allow the applicant to reduce the amount or extent of the information to be required from Section 15.04 to be shown on the site plan provided that the proposed extent and impacts of the proposed use and improvements to be made to the site can be satisfactorily reviewed and sufficient information has been provided for the Planning Board to act on the application. Accordingly, and whereas the majority of the site remains unchanged, the Planning Board Clerk has determined to reduce the amount or extent required from Section 15.04 as noted below:
- a. Section 15.04(6) *Proposed Site Plan Topography*, to not require on the site plan the existing topographic conditions and all proposed changes to be shown. The applicant has provided a separate Grading and Drainage utility sheet as part of the plan set.
 - b. Section 15.04(15) *Landscaping*, to not require on the site plan the location of proposed landscaping on the site. The applicant has provided a separate landscaping plan as part of the plan set.
 - c. Section 15.04(28) *Tabulations*, to not provide on the site plan the following information: Ground coverage of buildings and structures in square feet, Total number of dwelling units, and total numbers of dwelling units by type and number of bedrooms, Dwelling unit density per useable acre, or where applicable, floor to area ratio, building occupancy or fixed seating if necessary for calculating required parking and percent, and the buildable land area for nonresidential development. These tabulations are not applicable to the proposed use.
- 2.7 Staff notes that the entire parcel is located within the Urban Growth Boundary. Section 21.02 *Sidewalks Required*, requires (in part) that sidewalks be provided “adjacent to the site along projects on city streets within the Urban Growth Boundary.” The applicant has requested a waiver outlined in section 5 of the staff report.

- 2.8 As a development of regional impact, the Central New Hampshire Regional Planning Commission reviewed the application and provided comments in a letter to the Planning Board, dated December 31, 2025. The Town of Pembroke’s Planning Board reviewed the application on January 14, 2026 and provided comments in a letter to the Planning Board dated January 14, 2026.
- 2.9 The Assessing Department, General Services Division and Fire Department had no general comments.
- 2.10 The Engineering Services Division’s general requirements are noted in the attached memo to Alec Bass from Paul Gildersleeve and Pete Kohalmi, dated March 13, 2026.
- 2.11 The applicant received a variance from Zoning Board which permits the applicant to not provide a four-foot-tall fence around the parking lot which is located within 50 feet of a residential district boundary. As such, the applicant shall remove the fence from the plat.

3. Site Plan Regulations Compliance:

The submittal was found to be compliant with all other sections of the Site Plan Regulations, except as listed below, noting that the items below are missing as required for full compliance but are **not required to deem the application complete. determination of completeness.**

- 3.1 Sections 13.01(6) *State and Federal Permits*, 13.02(8) *State and Federal Permits*, 15.01(2), and 16.01(2) *Required Information* require that copies of permit applications to, and permits received from, state and federal agencies shall be submitted to the Planning Division. The Planning Division has received a copy of a letter requesting more information for the submitted Alteration of Terrain Permit from NHDES. Once the request has been addressed by the applicant shall provide a copy of the AOT permit to the Planning Division.
- 3.2 The Assessing Department, General Services and Fire Department had no compliance requirements.
- 3.3 The Engineering Services Division’s compliance requirements are noted in the attached memo to Alec Bass from Paul Gildersleeve and Pete Kohalmi, dated March 13, 2026.

4. Variances:

- 4.1 At the meeting held on February 4, 2026, the Zoning Board of Adjustment granted the following variance:
 - a. Section 28-7-10(a) Parking Area Landscape Standards, Parking Lot Perimeter Landscaping to not require a four (4) foot high solid fence, berm, or dense plantings as required when a parking lot is located within 50 feet of a residential district boundary.

5. Waivers:

- 5.1 The applicant requested the following waiver from the Site Plan Regulations:
 - a. Section 21.02 *Sidewalks Required*, to allow for a proposed sidewalk along the project frontage on Old Suncook Road and on Airport Rd from the northern frontage to 15-feet shy of the intersection of Airport Road and Old Suncook Road, but not require sidewalk along the remainder of the property frontage.

The applicant provided an analysis of the five waiver criteria listed in Section 36.08 of the Site Plan Regulations and criteria in RSA 674:44(III)(e). Staff reviewed the criteria and found the criteria to be satisfactorily addressed, for a partial waiver of the requirement. The property is

within the Urban Growth Boundary and a sidewalk along the parcel frontage is required per the City of Concord Site Plan Regulations. Staff notes that while this section of Old Suncook Road is not identified for sidewalk in the 2017 Pedestrian Master Plan, Airport Road is identified as a high priority for sidewalk. At this time new sidewalks on Airport Rd are currently under construction to connect from existing sidewalk on this side of street at 90 Airport Rd to 186 Airport Rd (4,050 feet +/-) as funds have been allocated in CIP 17. Additionally, CIP 36, budgeted for construction in Fiscal Year 2028 will provide sidewalks along Manchester Street, greatly improving the sidewalk network in the area of this project, and will elevate the need for providing and connecting sidewalk networks on Airport Road. In addition to the information provided above, construction of a sidewalk segment along the property frontage on Airport Road will support the intent of the 2017 Pedestrian Master Plan and significantly increase the likelihood of establishing a meaningful sidewalk connection to a larger “service area,” particularly in light of the work being completed on Airport Road and anticipated along Manchester Street. The applicant’s waiver asks that the waiver allow for sidewalk on Old Suncook along the area the project is taking place (proposing construction in this location) and on Airport Road (bust asks that this be allowed to be a payment in lieu of construction). Bearing this in mind, staff supports the partial waiver of this requirement, but only if the portion of sidewalk to be constructed is along the Airport Road frontage of the property and instead the sidewalk along Old Suncook Road either be waived entirely or made a payment in leu of construction, see item 9.2 below.

6. Conditional Use Permits:

- 6.1 The applicant requests approval for a conditional use permit pursuant to Section 28-3-6(d)(4), *Conditional Use Permits Required for Certain Uses in the AP District – Community Water Systems Protection Area* to allow for the redevelopment involving impervious area greater than fifteen (15) percent or two thousand five hundred (2,500) square feet on any lot.

The applicant addressed the required criteria for Section 28-9-4(b) *Conditional Use Permits* for the principal use as follows:

- A. The use is specifically authorized in this ordinance as a conditional use;

Review: The applicant states: “Article 28-3-6(d)(4), *Conditional Use Permits Required for Certain Uses in the Aquifer Protection District – Community Water Systems Protection Area (APD-5)*, allows for any use that renders the impervious area greater than fifteen (15) percent or two thousand five hundred (2,500) square feet on any lot through a Conditional Use Permit.” **Staff concurs with the applicant’s statement.**

- B. If completed as proposed by the applicant, the development in its proposed location will comply with the requirements of this article, and with the specific conditions of standards established in this ordinance for the particular use;

Review: The applicant states: “The proposed redevelopment shall meet all requirements for the Aquifer Protection District overlay zoning district and adheres to the Conditional Use Permit request delineated in this Article. The proposed project decreases the overall impervious cover of the site and maintains the existing use of the property to support the abutting Banks Chevrolet Dealership.” **Staff notes that the development proposed by this application is to rebuild the existing parking lot associated with Banks Chevrolet. The use is compliant with the requirements of the Zoning Ordinance, provided the conditional use permit approval is granted.**

- C. The use will not materially endanger the public health or safety;

Review: The applicant states: “The proposed project decreases the overall impervious cover of the site and maintains the existing use of the property to support the abutting Banks Chevrolet Dealership. The proposed driveway locations maintain existing connectivity but include new vertical granite curbing and standard driveway widths to enhance public health and safety. The open connection to Old Suncook Road is proposed to be removed to allow for clear access points.” **Staff is unaware of any public health or safety dangers by the proposed redevelopment of the parking lot.**

- D. The use will be compatible with the neighborhood and with adjoining or abutting uses in the area in which it is to be located;

Review: The applicant states: “Parking lots are a permitted accessory use in the RO, RS, and CH zoning districts. Currently, the use of the existing parcel is for employee parking and vehicle storage for body shop accessory to a principal retail use, the Banks Chevrolet dealership. The existing gravel employee parking lot is proposed to be paved; decreases overall site impervious cover; increases landscaping on site; and maintains the accessory use supportive of the abutting dealership parcel.” **Staff notes that the use of the site has been a consistent use since 2000 per the City’s Aerial Photos and is compatible with the neighborhood and its surrounding uses.**

- E. The use will not have an adverse effect on highway or pedestrian safety;

Review: The applicant states: “The proposed project decreases the overall impervious cover of the site and maintains the existing use of the property to support the abutting Banks Chevrolet Dealership. The proposed driveway locations maintain existing connectivity but include vertical granite curbing and standard driveway widths to enhance highway and pedestrian safety. The open connection to Old Suncook Road is proposed to be removed to allow for clear access points. Additionally, one subsurface infiltration gallery is proposed to collect the stormwater runoff from the proposed parking lot area to the maximum extent feasible, which will decrease stormwater runoff directed to the closed drainage network at Old Suncook Road. The infiltration gallery contains an isolator row for on-going maintenance which will preserve the life of the BMP. The gravel lot currently contains 3 drywells which are difficult to maintain and overtime they have lost their infiltration capacity.” **Staff is unaware of any adverse impacts to highway and pedestrian safety that will occur as the result of the proposed use.**

- F. The use will not have an adverse effect on the natural, environmental, and historic resources of the City;

Review: The applicant states: “The proposed redevelopment maintains the existing use of the parcel supporting the Banks Chevrolet Dealership while decreasing the overall site impervious cover. Landscaping is proposed for the redeveloped parking lot area, which includes landscaped islands and perimeter landscaping. The proposed stormwater management will collect and treat the stormwater runoff from the redeveloped area to the maximum extent feasible, which decreases the runoff to the municipal drainage system at Old Suncook Road and enhances the water quality via groundwater recharge.” **Staff is unaware of any natural, environmental, or historic resources of the City upon which the proposed for the redevelopment of the parking lot.**

- G. The use will be adequately serviced by necessary public utilities and by community facilities and services of a sufficient capacity to ensure the proper operation of the proposed use, and

will not necessitate excessive public expenditures to provide facilities and services with sufficient additional capacity.

Review: The applicant states: “The proposed redevelopment requires an electric service for site lighting, fiber optic connection for security cameras, and a water service for irrigation. All 3 utilities will be installed across Old Suncook Road from the dealership through a proposed utility easement. The proposed subsurface infiltration gallery fully infiltrates the influent runoff within the footprint of the system and does not include any overflow outlet. As a result, stormwater runoff is decreased in post-development conditions from the site to the municipal drainage system in comparison to pre-development conditions. The redevelopment is not anticipated to necessitate additional expenditure from the city.” **Staff recommends the Board find that this criterion is satisfied by the applicant’s proposal.**

7. Architectural Design Review:

- 7.1 The applicant appeared before the Architectural Design Review committee on February 3, 2026. The application was reviewed for conformity with the Architectural Design Guidelines; harmony and compatibility with existing architectural character of the site, district, or location; integration into site design of significant natural features on site and abutting properties; and the integration of landscaping, parking, and site features into the overall design of the project.

The Architectural Design Review Committee recommended that the Planning Board grant Architectural Design Review approval as submitted.

8. Conservation Commission:

- 8.1 The application does not need to be heard before the Conservation Commission.

9. Recommendation:

- 9.1 Staff recommends that the Planning Board **adopt the findings of fact**, which include: information provided in staff reports; the applicant’s submission materials; testimony provided during the public hearing; and, other documents or materials provided in the public hearing.

Based on the adopted findings of fact, staff recommends that the Planning Board make the motions outlined below:

- 9.2 Partially grant the **waiver request below** from the listed sections of the Site Plan Regulations, based on evidence provided showing that the criteria of RSA 674:44(III)(e) and Section 36.08 of the Site Plan Regulations are met:
- a. Section 21.02 *Sidewalks Required*, to allow for a proposed sidewalk along the project frontage on Old Suncook Road and on Airport Rd from the northern frontage to 15-foot shy of the intersection of Airport Road and Old Suncook Road, but not require sidewalk along the remainder of the property frontage with the following conditions:
 1. This waiver does not preclude the applicant from having to construct required sidewalk for any future development.
 2. The applicant shall construct the sidewalk along the Airport Road frontage.
 3. If the Planning Board does not eliminate the requirement for construction of a sidewalk along the Old Suncook portion of the project, a payment in lieu of construction of this portion shall be made in an amount meeting the approval of the City Engineer and Planning Board Clerk.
 4. The final layout and design of the sidewalk on Airport Road shall be reviewed and approved by the City Engineer and Planning Board Clerk.

5. If necessary, as determined by the City Engineer and Planning Board Clerk, the applicant shall provide to the City any easements or right-of-way that may be required for the sidewalk along Airport Road. Easement documents and plans shall be prepared and subject to review in accordance with Section 13.02 *Documentation Required Prior to Issuance of a Certificate of Approval* of the Site Plan Regulations.
- 9.3 **Grant the conditional use permit** for Section 28-3-6(d)(4), *Conditional Use Permits Required for Certain Uses in the AP District – Community Water Systems Protection Area* to allow for the redevelopment involving impervious area greater than fifteen (15) percent or two thousand five hundred (2,500) square feet on any lot with the following condition:
- a. Prior to final approval, the accompanying major site plan application shall receive final approval, and the conditional use permit approval shall share the same final approval date for the purposes of establishing the date of decision by the Planning Board
- 9.4 **Grant architectural design review approval** for the construction of a parking lot and other site improvements at Tax Map 782Z Lot 8, addressed as 234 Airport Road in the Highway Commercial as submitted with the following condition:
- a. Prior to final approval, the accompanying major site plan application shall receive final approval, and the architectural design review approval shall share the same final approval date for the purposes of establishing the date of decision by the Planning Board
- 9.5 **Grant major site plan approval** for the construction of a parking lot and other site improvements at Tax Map 782Z Lot 8, addressed as 234 Airport Road in the Highway Commercial, as submitted, and subject to the following precedent and subsequent conditions:
- (a) **Precedent Conditions** – Per Section 7.08(9) *Expiration of Approval*, approved site plans shall meet all precedent conditions and obtain the signature of the Chair and Clerk of the Planning Board within one year of the date of the Planning Board meeting where conditional final approval was granted; otherwise said plans shall be null and void.
 1. Unless a specific variance, waiver, or conditional use permit is granted stating otherwise, revise the plan sheet/set to fully comply with the Site Plan Regulations, Zoning Ordinance, and Construction Standards and Details, including but not limited to the following:
 - a. The applicant shall remove the proposed fence depicted from the plat in the areas approved to be without per their February 4, 2026 variance from the Zoning Board of Adjustment.
 - b. Per Section 13.02(8) *State and Federal Permits*, the applicant shall provide the approved copy of any required state or federal permits to the City Planning Staff.
 2. Revise the plan set for compliance with the Site Plan Regulations and Construction Standards and Details as noted in the attached memo to Kearsten O’Brien from Paul Gildersleeve and Pete Kohalmi, dated March 13, 2026.
 3. List all approved variances, waivers, and conditional use permits, with section numbers, descriptions, and date of approval on the cover sheet or site plan sheet. Unless otherwise noted, the plan set shall comply with any waivers denied by the Planning Board.
 4. Upon notification from the Planning Division that the plan set complies with Planning Board conditions, the Zoning Ordinance, Site Plan Regulations, and Construction Standards and Details, the applicant shall deliver to the Planning Division two full-size plan sets, including civil, landscaping, lighting, and architectural plans for endorsement by the Planning Board Chair and Clerk.

(b) Subsequent Conditions – to be fulfilled as specified.

1. Unless otherwise permitted by Site Plan Regulation or New Hampshire State Statute, the site plan approval shall expire should the use or construction so authorized not be active and substantially developed, as defined by the Site Plan Regulations, within 3-years of final approval.
2. No building permit shall be issued or the start of construction commenced until the site plan has been approved by the Planning Board and the pre-construction conditions of approval have been satisfactorily addressed as determined by the Clerk of the Planning Board. No certificate of occupancy shall be issued until all site and building improvements have been completed to the satisfaction of the Clerk of the Planning Board according to the approved plans and conditions of Planning Board approval. (Section 11.09(6))
3. The applicant, successors, and assigns shall be responsible for the regular maintenance of all plantings and other landscape features. Plant materials shall be maintained alive, healthy, and free from pests and disease. Tree stakes and guys shall be removed after the first growing season. (Section 27.07(8))
4. Temporary sediment and erosion control devices shall not be removed until permanent stabilization is established for the entire site. All temporary erosion and sediment control measures shall be removed after the completion of construction. (Section 27.09(5))
5. A site stabilization guarantee shall be provided to ensure that sites are properly stabilized. The City Engineer may call said financial guarantee, and stabilize a disturbed site, if upon notice, the applicant has not stabilized or restored the site. (Section 27.11)
6. The Clerk shall inspect the exterior appearance of sites to determine if the exterior of a building, site, and signage are in conformity with the architectural design review approval granted by the Planning Board. No certificate of occupancy may be issued prior to a determination by the Clerk that the site is consistent with the Board's approval. (Section 33.08)
7. If there is a conflict between regulations, rules, statutes, provisions or law, or the approved plan set, whichever provisions are the more restrictive or impose higher standards shall control, unless a specific waiver from the provision has been granted by the Planning Board. (Sections 36.04 and 36.05)
8. No site construction, or change of use of land, shall occur in violation of the Site Plan Regulations and the Zoning Ordinance. No building permits shall be issued prior to satisfactory completion of pre-construction conditions of Planning Board approval. The Clerk shall not approve any certificate of occupancy unless the site is found to comply with the approved site plan and the conditions of Planning Board approval. (Sections 36.15 and 36.24)
9. It shall be the duty of the Clerk to enforce the regulations and to bring any violations or lack of compliance herewith to the attention of the City Solicitor. (Section 36.19)
10. At the completion of construction or prior to the issuance of a certificate of occupancy, digital as-built drawings shall be provided conforming to the Engineering Services Division's as-built checklist. (Sections 12.09, 13.02(11), and 36.25)
11. Where a public facility, public utility, or public improvement is to be constructed, a financial guarantee shall be provided. (Sections 13.02(5) and 36.26)



CITY OF CONCORD
New Hampshire's Main Street™
Community Development Department

Michael S. Bezanson, PE
City Engineer

MEMORANDUM

TO: Kearsten O'Brien, Senior Planner
FROM: Paul Gildersleeve, PE, Project Manager and Pete Kohalmi, PE, Associate Engineer
DATE: March 13, 2026
SUBJECT: Banks Chevrolet Parking Lot Reconstruction - Major Site Plan – Engineering Review
234 Airport Road; Map 782Z, Lot 8; City Project 2025-134

The Engineering Services Division (Engineering) has received the following items for review:

- Banks Chevrolet Parking Lot Reconstruction Plans by Wilcox & Barton, Inc., dated February 17, 2026
- Response to comments by Wilcox & Barton, Inc., dated February 17, 2026
- Supplemental Conditional Use Permit Letter by Wilcox & Barton, Inc., received February 17, 2026
- Waiver Request by Wilcox & Barton, Inc., dated February 17, 2026
- Stormwater Management Plan by Wilcox & Barton, Inc., dated February 17, 2026

As a supplement to any comments offered by the Planning Division, Engineering offers the following design related comments. With subsequent submissions, the applicant shall provide a response letter that acknowledges or addresses each of these comments and discusses any additional changes to the plans.

- 1. Condition Use Permit (CUP)- Article 28-3-6(d)(4) for Certain Uses in the AP District- Community Water Systems Protection Area**
 - a. Comment addressed.

2. Stormwater Management Report

- a. **Comment not addressed.** *Include in Section 2.9 the pre- and post-development flows for the 100-year storm, pursuant to City of Concord Site Plan Regulations (CSPR) 22.07(1). Please address this comment. The 100-year full summary was not included. Please include the pre- and post-development, full calculation summary for the 2-, 25-, and 100-year events.*

3. General Information

- a. Comment addressed.
- b. Comment addressed.

4. Existing Conditions Plan

- a. **Comment not addressed.** *Label the existing storm structures on site using City of Concord GIS numbering system. The Engineering Division can provide this information on request. Please contact Amy Ouellette, City of Concord GIS Analyst, at 603-230-3624 or aoeullette@concordnh.gov for this information. While the existing structures were renumbered, the proposed structure N-CB-7 on Old Suncook Road still needs to be renumbered. Please renumber it 22908 on Sheet C1.3.*
- b. Comment addressed.
- c. Comment addressed.

5. Notes and Legend (Sheet C0.2)

- a. Comment addressed.

6. Site Plan (Sheet C1.2)

- a. Comment addressed.
- b. **Comment not fully addressed.** *Place sidewalk along Old Suncook Road, pursuant to CSPR 21.02. Please address per Planning Division comments. Please provide a sidewalk detail abiding by City of Concord Construction Standards and Details (CCSD) Section 3(2)(D). A waiver is requested for providing sidewalk along the full frontage of Old Suncook Road. Engineering does not support this waiver. A sidewalk design along the full frontage of Old Suncook Rd and Airport Rd should be shown on the plans. Engineering would*

however, support a fee-in-lieu of the sidewalk along Old Suncook Rd which may serve the City's sidewalk program better. The fee shall be based on current construction costs for full build-out per the City's sidewalk specifications.

- c. Comment addressed.
- d. Comment addressed.

7. Grading, Drainage & Utility Plan (Sheet C1.3)

- a. Comment addressed.
- b. Comment addressed.
- c. Comment addressed.
- d. **New Comment.** Under Plan Notes (5), revise 3.0 feet of cover to 4.0 feet, pursuant to CCSD Section 6(3)(F).
- e. **New Comment.** Shift CB N-CB-7 west approximately 5' to the other side of the curb return to move it further away from the handicap ramp landing to avoid flooding the landing.

8. Erosion Control Plan (Sheet C1.4)

- a. Comment addressed.
- b. Comment addressed.
- c. Comment addressed.
- d. Comment addressed.

9. Drainage Profile (sheet C-2.1)

- a. Comment addressed.
- b. **New comment.** Please revise the proposed-grade profile on Profile N-SD-East-2. This appears to be a drafting error.
- c. **New comment.** Several pipes on Sheet C2.1 appear shallower than 4'. Please show insulation over these pipes (or add a note) abiding by CCSD Section 6(3)(F).

10. Construction Details (Sheet C5.1)

- a. Comment addressed.
- b. Comment addressed.
- c. Comment addressed.
- d. Comment addressed.
- e. Comment addressed.

11. Construction Details (Sheet C5.4)

- a. Comment addressed.
- b. Comment addressed.

12. Landscape Plan (Sheet L-01)

- a. Comment addressed.

13. New comment. Waiver request from CSPR 21.02

- a. The applicant would like a waiver from CSPR 21.02 in order to place sidewalk only in front of the proposed development and not along the full frontage with Old Suncook Road. The requirements of CSPR 36.08 were addressed. Engineering does not support this waiver. A sidewalk or fee-in-lieu of along the full frontage of Old Suncook Rd and Airport Rd should be presented per the regulations.

State/Federal Permits

The project will require the following state and/or federal permit(s) associated with the site design:

NHDES Infiltration to Groundwater

NHDES Alteration of Terrain

EPA NOI to Construct

Per Site Plan Regulation 13.02 (8) and/or Subdivision Regulation 13.02 (10), a copy of the State and Federal permit(s) shall be submitted to the City prior to final approval.

Post-Approval/Pre-Construction Requirements

The following items are required prior to the start of construction:

1. Per Site Plan Regulation 27.11, establish a financial guarantee (letter of credit, or cash deposit) for site stabilization.
2. The following permit(s) will need to be obtained from the Engineering Services Division:
 - Driveway Permit, Excavation-Drainage
 - Other permits deemed necessary by the City Engineer

Please note that all Engineering permits must now be applied for online using the City's new Citizen Self Service (CSS) Permit Portal, which can be found here:

<http://concordnh.gov/1915/Engineering-Permits-Fees>

3. Per Site Plan Regulation 36.24, the Applicant is responsible for paying engineering permit inspection fees to ensure work is consistent with City standards and the Approved Plans.

Prior to scheduling the pre-construction meeting, the Applicant should apply for the required Engineering permits listed above and provide an estimate of the anticipated number of inspections for review by Engineering. The Applicant shall provide a project schedule when applying for the required permits.

The permit fees shall be paid prior to scheduling the pre-construction meeting.

4. Establish a performance surety (bond, letter of credit, or cash deposit) for work within the Right-of-Way and proposed public improvements or common private improvements per Subdivision Regulation 10.09, prior to subdivision plat signature 13.02 (7) and 30.01. An engineer's cost estimate, prepared by the Applicant and based on the current NHDOT weighted average unit prices, shall be submitted a minimum of two weeks prior to scheduling the pre-construction meeting.
5. When above requirements have been met, request to set up a pre-construction meeting with the Engineering Services Division to discuss construction requirements, site inspections, associated fees, schedules, etc. Engineering permits will not be authorized (unless explicitly stated otherwise) until final revised plans have been submitted and approved to the satisfaction of Planning and Engineering.

Construction Requirements

1. Shop drawings/submittals shall be submitted to Engineering for the proposed water, sewer, drainage improvements as applicable.

2. Per Site Plan Regulation 12.09, prior to issuance of a Certificate of Occupancy (CO), the contractor shall submit digital as-built drawings that are to the satisfaction of Engineering and conforming to the Engineering as-built checklist. A copy of the as-built drawing requirements is available on the Engineering Services Division section of the City of Concord website.