



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

January 19, 2022

Project Summary – Conditional Use Permit

Project: 14 Walnut Street Conditional Use Permit (2022-03)
Owner: Arthur H. Morse
Address: 27 Merrimack Street
Map/Block/Lot: 0543/P25

Determination of Completeness:

Determine this application complete and open the public hearing. As part of the motion, indicate that the project does not meet the criteria for a Development of Regional Impact (DRI), per RSA 36:55.

Project Description:

The applicant is requesting a Conditional Use Permit (CUP) in accordance with Article 28-7-8(b) to allow for a driveway separation of 30 ft where 40 ft is required at 14 Walnut Street in the Neighborhood Residential (RN) District.

1. General Comments

- 1.1 The applicant is proposing to construct a 12-foot-wide driveway on a lot that currently does not have a driveway. The driveway is proposed to be located 60 feet from the intersection with Canal Street, and 30 feet from the driveway serving the adjacent lot. Per Section 28-7-8(b) of the Zoning Ordinance (ZO), a separation of 40 ft to adjacent driveways is required.
- 1.2 The narrative provided by the applicant describes that the criteria of the applicable sections of the ordinance are met, including Section 28-9-4(b) (4) (ZO), which states the criteria for the Planning Board decision.

2. Staff Review Comments

- 2.1 A Driveway Permit and Encumbrance Permit will need to be obtained from the Engineering Services Division prior to construction.

3. Recommendations

- 3.1 **Grant Conditional Use Permit approval** in accordance with Section 28-7-8(b) of the Zoning Ordinance to allow for 30 ft driveway separation at 14 Walnut Street where 40 ft is required.

Prepared by: SCD

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David Cedarholm, PE
City Engineer

MEMORANDUM

TO: Sam Durfee, Senior Planner
FROM: Gary Lemay P.E., Associate Engineer
DATE: January 10, 2022
SUBJECT: 14 Walnut Street Driveway CUP – Engineering Plan Review;
Map 0542P, Lot 25; Project 2022-003

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

- Conditional Use Permit Application and Narrative, prepared by Arthur Morse, dated December 14, 2021

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.

General Comments

1. Engineering determined that vacant lot that is addressed as 14 Walnut Street is able to have a driveway permit issued with no Conditional Use Permit, but Engineering's opinion is that supporting the Conditional Use Permit will provide a safer access (by placing the driveway farther away from a highly skewed intersection) than if the typical 40-foot minimum driveway separation requirement was met.
2. The Zoning Ordinance requires a separation of 30 feet from street intersections and 40 feet from adjacent driveways. This can be met, but that would place the driveway very close to a sharp turn where Walnut meets Canal Street. Given the proximity of the lot and angle of the intersection between Canal Street and Walnut Street, Engineering felt it would be safer to locate the proposed new driveway farther from the intersection.
3. Engineering encouraged the Applicant to apply for a Conditional Use Permit to reduce the separation between the proposed driveway and the driveway at 20 Walnut Street.

Re: Review Comments (2022-003)
Driveway Separation CUP, 14 Walnut Street
Date: 1/10/2022

4. Engineering supports the granting of this Conditional Use Permit.

Post-Approval/Pre-Construction Items

The following items will need to occur prior to the start of construction (unless otherwise noted):

1. The following permit(s) will need to be obtained from the Engineering Services Division:
 - a. Driveway Permit
 - b. Excavation Permit (for work within the ROW)
 - c. Utility Connection Permits (sewer and water services; storm drain connections)
2. Water and Sewer Investment Fees will need to be paid as part of the utility connection permit process.

Re: Review Comments (202X-xx) Appendix A: Summary of Supplemental Design Comments (embedded into PDF)
Project, Location
Date: MM/DD/YYYY

(insert a formatted table of comments from Bluebeam here – share in excel with the Applicant so they can type in directly)

#	PDF Page	Sheet Number	Sheet Name	Engineering Comment	Applicant Response
1					
2					