



Heather Shank  
City Planner

# CITY OF CONCORD

*New Hampshire's Main Street™*  
**Community Development Department**

## Planning Board

February 15, 2017  
Project Summary – Major Site Plan

Project: NH Distributers – Major Site Plan Application (2017-03)  
Property Owners: NH Distributers Associates  
Address: 65 Regional Drive  
Map/Block/Lot: 111/G1/32

### **Determination of Completeness:**

Determine this application complete and set the public hearing for the March 15<sup>th</sup> Planning Board meeting.

### **Project Description:**

The applicant is requesting Major Site Plan approval for the construction and renovation of two building additions totaling 64,100 sf, additional parking, new access and circulation, and related site improvements at 65 Regional Drive in the Industrial (IN) District.

### **Project Details:**

Existing Lot Area:	15.54 acres
Zoning:	Industrial (IN)
Existing Use:	Warehouse/distribution center
Frontage Required:	1,050 ft (for 3 driveways)
Frontage Provided:	1,063 ft
Lot Coverage Permitted:	85%
Lot Coverage Proposed:	65%
Setbacks Required:	50' front, 25' side, 30' rear
Setbacks Provided:	50' front, 25' side, 30' rear
Parking spaces required:	117 spaces, including 5 HC spaces
Parking spaces provided:	125 spaces, including 5 HC spaces

**1. General Comments**

- 1.1 The following comments pertain to the 12 sheet site plan set titled “NH Distributers Expansion”, dated January 2017.
- 1.2 Architectural Design Review (ADR) is required for Major Site Plan applications. The Applicant will be scheduled to attend the March 14<sup>th</sup> ADR meeting.
- 1.3 Please see engineering comments in the memo from the Engineering Division, dated February, 7<sup>th</sup>, 2017.
- 1.4 According to a note on the plan, and past agreements with New Hampshire Fish and Game (NHFG), the applicant is required to coordinate with the agency regarding future development of the site. The applicant should provide a letter or other documentation of communications with NHFG regarding the current proposal.

**2. General Comments**

- 2.1 Article 28-7-10, Parking Area Landscaping Standards, subsection (a) of the Zoning Ordinance requires a five foot perimeter landscape area around parking lots. Subsection (d) of that same Article requires that trees, shrubs, and ground covers be provided in that area, and that trees be no less than 50 feet apart. Please revise plans to provide the required shrubs for all existing and proposed parking areas.
- 2.2 Provide an Erosion Control Plan in accordance with Section 27.09 of the Site Plan Regulations and/or add required information to the Demolition Plan. Provide details for tree protection fencing and other erosion and sediment control measures as necessary, and indicate their locations on the E/S Plan.
- 2.3 Provide a Trip Generation report including information regarding number of employees, trucks, and changes of use, if any.

**Technical Review Comments**

- 3.1 Clarify the location on the plan of the 20-foot Unitil easement as noted in the Easements of Record on the Existing Conditions Plan.
- 3.2 Clarify the location on the plan of the NHFG buffer and development area as noted in the Easements of Record on the Existing Conditions Plan.
- 3.3 Provide tabulations for buildable area, natural features, including steep slopes and wetlands, if any, and square feet of existing and proposed impervious surface area, including a breakdown of building and parking/loading areas.
- 3.4 Confirm that no additional lighting is proposed, including building mounted lighting or parking lot lighting. Otherwise, please provide a Lighting Plan for review.
- 3.5 Include installation of tree protection fencing for trees to remain in the Construction Sequence and indicate tree protection fencing for trees to remain on the Grading and Drainage Plan.
- 3.6 The plan indicates several Ash trees to remain. Staff recommends replacing these with other

species due to concerns regarding Emerald Ash Borer. Further, according to the plans, one of these will be adversely impacted due to grading and may need to be replaced in any case.

- 3.7 Please correct typos and/or printing errors on the Landscape Plan. In addition, Please correct inconsistencies between the numbers of plants indicated on the plan and the quantity indicated on the Plant List. For instance, the plan indicates three Crabapple, though these were not found.
- 3.8 Please submit an electronic copy of the architectural elevations.

Prepared by: HRS

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**CITY OF CONCORD**  
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Edward L. Roberge  
*City Engineer*

**MEMORANDUM**

**TO:** Heather Shank, City Planner  
**FROM:** Bryant A. Anderson, PE  
**DATE:** February 7, 2017  
**SUBJECT:** Plan review for NH Distributors Expansion, 65 Regional Drive; Map 111G, Block 1, Lot 32; (2017-03)

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

- *Site Plans*, NH Distributors Expansion, 65 Regional Drive, Concord, New Hampshire, prepared by Nobis Engineering, dated January 2017 (received on 1/19/2017)
- *Proposed Addition Plan & Elevations*, NH Distributors, Inc., 65 Regional Drive, Concord, NH, prepared by The H.L. Turner Group, Inc., dated January 19, 2017 (received on 1/19/2017)
- *Stormwater Management Plan*, New Hampshire Distributors Expansion, New Hampshire Distributors, Inc., 65 Regional Drive, Concord, New Hampshire 03301, prepared by Nobis Engineering, Inc., dated January 18, 2017 (received on 1/19/2017)

As a supplement to any comments offered by the Planning Division, we offer the following design related comments. **With subsequent submissions, the applicant should provide a response letter that acknowledges/addresses each of these comments.**

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**Site Plans**

**Existing Conditions Plan**

1. No wetland boundaries are depicted on the plan. As such, a note should be added stating when and who evaluated the site for wetlands; and that there are no wetlands on site or within 50 ft of the proposed improvements.

**Proposed Site Plan**

1. A sidewalk/accessible route should be provided between the sidewalk in the road and the accessible building entrance in accordance with ADA requirements and Section 21.03 of the Site Plan Regulations.

*Engineering Services*  
City Hall • 41 Green Street • Concord, NH 03301 • (603) 225-8520  
*engineering@concordnh.gov*

2. The term "Project Classification" in the Required Parking Spaces calculations should be replaced with "Warehousing, Wholesale Storage, and Distribution Facility" to clarify the type of use used to determine the parking ratio.
3. Snow storage areas should be shown on the plan in accordance with Section 18.21 of the Site Plan Regulations.

### **Grading and Drainage Plan**

1. Proposed CB 325 at the existing driveway to be removed conflicts with the existing water line.
2. Existing spot grades should be added for Regional Drive in the vicinity of proposed CB 325.
3. It appears that there is less than 4-ft of cover over portions of the sewer lines into and out of SMH 3137. If insulation was not installed when the lines were constructed, insulation should be installed during the construction of the parking lot.
4. Based on the existing contours, it appears that the grades in the area of the proposed accessible parking spaces will exceed ADA's 2 percent maximum requirement. In addition, existing spot grades should be provided to confirm that the existing accessible parking spaces and accessible route to the building entrance meet ADA requirements. If these existing elements do not meet ADA requirements they should be modified in accordance with ADA standards.
5. A spot grade(s) should be provided along the eastern corner of the proposed access drive.
6. The proposed 15+/- percent sidewalk slope that leads to the eastern entrance of the Phase I addition should be reduced to 8 percent in accordance with Section 21.05 (3) of the Site Plan Regulations. In addition, the designer should confirm with the architect if any of the new building entrances/exits need to meet accessibility requirements.
7. Infiltration Area 4, at the eastern side of the site, should be labeled on the plan.
8. The following note should be added the plan: The contractor shall obtain a Utility Connection Permit from the Engineering Services Division for the proposed storm drain connection.

### **Construction Details**

1. The grass strip should be removed from the Bituminous Sidewalk Detail so that it matches the existing condition along Regional Drive. In addition, the pavement thickness should be increased to 3 in in accordance with City standards.
2. A 7 in curb reveal should be specified on the Vertical Granite Curb and Bituminous Sidewalk Details for work within the ROW. The details should note that a 7 in reveal is typical but the reveal should match that of the existing curb.

3. A Slope Granite Curb Transition Detail should be provided and the transition piece should be called out on the plans.
4. A Sawcut Requirements Detail and a Trench Restoration Detail should be added to the plans based on the City's Construction Standards and Details.

### **Landscaping Plan**

1. Several plantings are located over or immediately adjacent to the existing sewer service. The planting layout should be revised to prevent conflicts with the sewer line.

### **Stormwater Management Plan**

1. The Summary of Results Table should include the 100 year design storm (peak flow rates) and the 10 year design storm (volume) in accordance with Section 22.07 (3) of the Site Plan Regulations.
2. The locations of the test pits should be shown on the Proposed Drainage Area Plan.
3. The text size should be increased on the routing diagrams so that it is easier to read. The labels for several of the nodes are not legible.
4. Under the proposed conditions, the water surface elevation for the 25 year storm exceeds the rim elevation at CB A.
5. It appears that the exfiltration rate for the proposed infiltration swale (INF4) is based on the underlying sands and not the loam that will be installed over them.
6. Pretreatment should be provided for the runoff from the pavement areas adjacent to the proposed infiltration swale (INF4) in accordance with Section 22.07 (4) of the Site Plan Regulations.

### **General Comments**

1. Information should be provided on the number of additional employees and additional truck trips that will result as part of the proposed building additions.
2. Documentation should be provided stating that the proposed improvements are allowed within the existing PSNH electric easement.
3. Lighting information was not provided for the proposed parking areas and driveways. The applicant should confirm that no new lighting is proposed or a lighting plan should be included in the plan set in accordance with Section 16.02 (16), Section 18.18, and Section 29 of the Site Plan Regulations.

### **State/Federal Permits**

The project will require the following state and/or federal permits associated with the site design:

- EPA Construction General Permit – Notice of Intent
- FAA Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) – Notice of Proposed Construction or Alteration (Form FAA 7460-1)
- NHDES Alteration of Terrain Permit

### **Construction**

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

1. The applicant should set up a preconstruction meeting with the Engineering Services Division to discuss construction requirements, site inspections, associated fees, schedules, etc.
2. The following permits will need to be obtained from the Engineering Services Division:
  - a. Driveway Permit
  - b. Utility Connection Permit (proposed storm drain connection)
  - c. Excavation Permit (for work within the ROW)
3. Advanced deposit for site construction inspection fees (initial deposit amount determined by the Engineering Services Division based on estimated services, inspection fee amount to be adjusted based on actual services rendered)
4. Performance Surety (bond, letter of credit, or check) for site stabilization and work within the right-of-way.