

**City of Concord Planning Board  
May 17, 2016**

**Project Summary Sheet  
Minor Subdivision – Lot Line Adjustment**

Project: **Lot Line Adjustment of NH Federal Credit Union & George Kapos (2016-39)**  
Property Owners: **NH Federal Credit Union & George Kapos**  
Address: **70 & 76 Airport Road**  
Map/Block/Lot: **110A/2/6 & 110A/2/2**

**DETERMINATION OF COMPLETENESS:**

Determine this application complete and open the public hearing.

**PROJECT DESCRIPTION:**

The applicant is requesting a minor subdivision to adjust the lot line between the credit union at 70 Airport Road (Lot 6) and the single story commercial building at 76 Airport Road (Lot 2). The driveway for Lot 2 is currently encroaching onto Lot 6. The lot line adjustment proposes to add 227 sf of land to Lot 2, thereby removing the encroachment from Lot 6.

**PROJECT DETAILS:**

Zoning:	(IN) Industrial	
Existing Uses:	office, commercial	
Lot Area Required:	40,000 sf	
Lot Area Proposed:	<b>Lot 6:</b> 173,734 sf	<b>Lot 2:</b> 22,651 sf
Lot Frontage Required:	200'	
Lot Frontage Proposed:	<b>Lot 6:</b> 608.64'	<b>Lot 2:</b> 50.41'
Setbacks Required:	50' front, 30' rear, 25' side	
Setbacks Provided:	<b>Lot 6:</b> 50' front, 30' rear, 25' side	<b>Lot 2:</b> ~15' front, 30' rear, ~3' side

**1. GENERAL COMMENTS**

- 1.1 The following comments pertain to the single sheet plan titled "Subdivision Plat of the lands of New Hampshire Federal Credit Union and George Kapos" dated April 2016.
- 1.2 Lot 2 is existing non-conforming with regard to lot area, frontage, and setbacks. The lot line adjustment slightly reduces all non-conformities.

## 2. WAIVERS

- 2.1 The applicant is requesting waivers from the following sections of the Subdivision Regulations:
- 12.03(5), 12.07, & 15.01(3) requiring the delineation of wetlands by a Certified Wetland Scientist;
  - 12.03(6) & 12.08(4) requiring soil mapping;
  - 12.08(3) & 15.03(4) requiring existing topography;
  - 12.08(10) & 15.03(11) requiring the location of municipal utilities;
  - 12.08(11) & 15.03(15) requiring the location of non-municipal utilities;
  - 12.08(23)(d) and 15.03(3) requiring usable and buildable area calculations respectively;
  - 12.09 NH State Plane coordinate system.

Since the properties are already developed and no new construction is proposed, Staff supports all waiver requests, with the exception of Section 12.09 to not provide horizontal datum based on the NH State Plane Coordinate system. This information is needed to update the City's GIS system with proposed changes.

## 3. TECHNICAL REVIEW COMMENTS

- 3.1 Indicate the existing and proposed square footage of Lot 2 on the plat.
- 3.2 Indicate the property lines for abutting properties.
- 3.3 Note and describe all waivers granted by the Planning Board. For any waivers not granted, the plan shall be modified to be brought into compliance. If necessary, additional Planning Board approval shall be required to review and approve the modifications.

## 4. RECOMMENDATION

- 4.1 **Grant the following waivers** from the Subdivision Regulations based on the fact that the site is already developed, and no new construction is proposed, utilizing the criteria of RSA 674:36, II (n) (2), which states that specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations.
- 12.03(5), 12.07, & 15.01(3) requiring the delineation of wetlands by a Certified Wetland Scientist;
  - 12.03(6) & 12.08(4) requiring soil mapping;
  - 12.08(3) & 15.03(4) requiring existing topography;
  - 12.08(10) & 15.03(11) requiring the location of municipal utilities;
  - 12.08(11) & 15.03(15) requiring the location of non-municipal utilities;
  - 12.08(23)(d) and 15.03(3) requiring usable and buildable area calculations respectively;
- 4.3. **Grant Minor Subdivision approval** for a lot line adjustment at 70 & 76 Airport Road, subject to the following precedent and subsequent conditions:

- (a) **Precedent Conditions** – to be fulfilled within one year and prior to endorsement of the final plan by the Planning Board Chairman and Clerk, unless otherwise specified:
- (1) Address Technical Review Comments, noted in Section 3 above to the satisfaction of the Planning Division.
  - (2) Prior to the final plat being signed by the Planning Board Chair and Clerk, digital information shall be provided to the City Engineer for incorporation into the City of Concord Geographic Information System (GIS) and tax maps. The information shall be submitted in accordance with Section 12.09 of the Subdivision Regulations.
  - (3) The Licensed Land Surveyor and Certified Wetland Scientist shall sign and seal final plans and mylars.
  - (4) Applicant shall submit two checks for recording the plan at the Merrimack County Registry of Deeds (including a separate check in the amount of \$25.00 for the LCHIP fee). Both checks are to be made payable to the Merrimack County Registry of Deeds.
  - (5) The Applicant shall deliver to Planning, one plan set and mylar(s) for endorsement by the Planning Board Chairman & Clerk and recording at the Registry of Deeds.

Prepared by: HRS

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