



Heather Shank  
City Planner

# CITY OF CONCORD

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

## Planning Board

May 17, 2017

### Project Summary – Major Site Plan

Project: Concord Orthopaedics – Major Site Plan Application (2017-09)  
Property Owners: GJC Associates  
Address: 264 Pleasant Street  
Map/Block/Lot: 95/3/1; 95/3/3; 96/1/10

#### **Determination of Completeness:**

This application was declared complete at the April 19, 2017 Planning Board meeting.

#### **Project Description:**

The applicant is requesting Major Site Plan approval for the construction of 23,466 sf of additional parking area, new access and circulation, and related site improvements at 264 Pleasant St in the Institutional (IS) and Residential Open Space (RO) Districts.

The applicant is proposing filling and dredging of existing wetlands, and work within the existing 50-foot wetland buffer. Disturbance of wetland buffers requires a Conditional Use Permit per Article 28-4-3(d).

The applicant is in the process of purchasing land from the Unitarian Church to complete the expansion. There was a previously approved lot line adjustment approved in conjunction with a voluntary lot merger, which they will complete once the sale is finalized.

#### **Project Details:**

Existing Lot Area:	5.5887 acres	
Zoning:	Institutional District (IS)	Residential Open Space (RO)
Existing Use:	Medical Office	
Frontage Required:	150 ft (IS)	200 ft (RO)
Frontage Provided:	277.51 ft	
Lot Coverage Permitted:	75% (IS)	10% (RO)
Lot Coverage Proposed:	66.9% (IS)	9.7% (RO)
	60.5% Total	
Setbacks Required:	30' front, 25' side, 30' rear (IS)	50' front, side, 50' rear (RO)
Setbacks Provided:	30' front, 14.6' side (existing), 30' rear	

Parking spaces required: 222 spaces, including 7 HC spaces  
Parking spaces provided: 231 spaces, including 8 HC spaces, and 47 Compact Spaces (20.3%)

## 1. General Comments

- 1.1 The following comments pertain to the 12 sheet site plan set titled “Concord Orthopaedics”, dated March 15, 2017.
- 1.2 Architectural Design Review (ADR) is required for Major Site Plan applications. The Applicant attended the May 9, 2017 ADR meeting and the committee made the following recommendations:
  - (a) When the Langley Parkway expansion takes place and the driveway is redesigned the applicant should give special consideration to pedestrian access to the site.
  - (b) The ornamental trees proposed on the landscape plan should be replaced with shade trees.
- 1.3 Please see engineering comments in the memo from the Engineering Division, dated April 11, 2017.
- 1.4 The applicant has submitted a “Future Concept Plan.” In the event that the expansion of Langley Parkway occurs and the intersection is signalized, the applicants will be required to reconfigure their parking to accommodate the new access. Engineered plans will need to be submitted at that time.
- 1.5 This project will require an NHDES Wetlands Dredge & Fill Permit. The applicant has applied for this NHDES Permit concurrently with their Conditional Use Permit (CUP) application. Granting of the CUP will be conditioned upon receipt of the Wetlands Permit from NHDES.
- 1.6 The applicant is proposing to mitigate the wetland impacts through a conservation easement proposed at 297 Pleasant Street. NHDES required that the Conservation Commission submit a letter acknowledging that they would accept the easement as a condition of approving the permit for the wetland disturbance. The Conservation Commission has agreed to write the letter with the conditions that a right of public access be included in the conservation easement, and that a public access easement be included from Pleasant Street. The Conservation Commission will be reviewing the easement language at their May 10<sup>th</sup>, 2017 meeting. In the event that the easement does not occur the applicant will have to pay into the Aquatic Resource Mitigation Fund in order to mitigate their wetland impacts.
- 1.7 The installation of additional bike racks as a component of this parking lot expansion is recommended in accordance with Section 30.03 (SPR).

## 2. Conditional Use Permit

- 2.1 A Conditional Use Permit (CUP) is required for disturbance of the wetland buffer per Section 28-4-3(d) of the Zoning Ordinance (ZO). The Conservation Commission reviewed the proposal at their April 12, 2017 meeting and had no objections to the CUP. **Staff recommends approval of the CUP.**
- 2.2 The applicant has submitted a CUP narrative demonstrating that the criteria of Section 28-4-3(d)

(ZO) are met.

- 2.3 The applicants are merging lots 95/3/1 and 95/3/3 together and will conduct a lot line adjustment in the area of the buffer disturbance.

### **3. Landscape Plan**

- 3.1 The Landscape Plan indicates smaller ornamental trees: Chionanthus Virginicus, and Maackia Amurensis to satisfy the parking lot shade tree requirement. To satisfy the intent of the Site Plan Regulations, Staff recommends that these be replaced with larger shade trees species that will function to provide shade coverage for the parking lot. These species are high maintenance and not salt tolerant.
- 3.2 Replace the spirea japonica and acer ginnala 'flame' species with native varieties, as both are potentially invasive. As such, they are not appropriate in this location.
- 3.3 The landscape plan must be signed and sealed by a New Hampshire Licensed Landscape Architect in accordance with Section 16.15 of the Site Plan Regulations (SPR).

### **4.1 Technical Review Comments**

- 4.1 Add a note to the plan indicating that in the event that the Langley Parkway extension occurs, and the signalized intersection with Concord Hospital is installed, that the applicant shall coordinate with the City to realign their access drive and submit engineered drawings in accordance with the Future Concept Plan included as part of the applicant's submission.
- 4.2 Indicate the 50-foot wetland buffer on all plans, as well as calculations for the area of buffer to be disturbed.
- 4.3 Provide calculations for the area of existing wetlands, as well as the area of proposed disturbance to wetlands.
- 4.4 Indicate the location on all plans of any existing or proposed easements in accordance with Section 12.6 (SPR).
- 4.5 Zoning District designations and boundaries must be added to the location area plan in accordance with Section 12.04(9) (SPR).
- 4.6 Building setback lines, location of solid waste disposal facilities in accordance with Section 15.03(17) (SPR) and soil classification must be shown on the existing conditions plan in accordance with Section 15.03(4) (SPR).
- 4.7 A New Hampshire Certified Wetland Scientist must sign and seal the existing conditions and site plans in accordance with Section 12.03(5) (SPR).
- 4.8 Building setback lines for existing buildings, dimensions of existing buildings should be shown on the site plan. Required Conditional use permit for wetland buffer disturbance must be added to General Notes 10 in accordance with Article 28-4-3(d) (ZO).

- 4.9 Indicate the location of the silt fence on the Erosion Control Plan in accordance with Section 16.13 (SPR).
- 4.10 The Lighting Plan must include a footcandle spread to demonstrate that the levels at the property line in accordance with Section 29.06 (SPR).
- 4.11 Provide details and specifications for proposed lighting fixtures in accordance with Section 16.02(16) (SPR).
- 4.12 Include the location of all proposed bicycle parking on the final plans in accordance with Section 30.03 (SPR).

## 5. RECOMMENDATIONS

### 5.1 **Grant Conditional Use Permit** pursuant to Section 28-4-3(d) of the Zoning Ordinance (ZO) to allow disturbance of the wetland buffer **with the following condition(s)**:

(a) A right of public access will be included in the conservation easement, and that a public access easement will be included from Pleasant Street. In the event that the easement does not occur the applicant will be required to pay into the Aquatic Resource Mitigation Fund in order to mitigate their wetland impacts.

(b) The applicant will demonstrate proof of their receipt of a Wetlands Dredge and Fill Permit from New Hampshire DES prior to the issuance of a certificate of occupancy.

### 5.2 **Grant Architectural Design Review Approval** for the site design, landscaping, and related site improvements.

### 5.3 **Grant Major Site Plan Approval** for the construction of 23,466 sf of additional parking area, new access and circulation, and related site improvements including landscaping and lighting at 264 Pleasant St subject to the precedent and subsequent conditions noted below:

(a) Precedent Conditions – to be fulfilled within one (1) year and prior to issuance of any building permits, or the commencement of site construction, unless otherwise specified:

(1) Address all items under Comments 3 & 4 to the satisfaction of the Planning Division

(2) Address all Engineering comments in the memo dated April 11, 2017 and any subsequent revisions to the satisfaction of the Engineering Division

(3) Submit three (3) copies of fully revised plans for sign off by the Clerk and Chair of the Planning Board.

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

(1) Prior to the commencement of construction activity, payment of inspection fees in an amount approved by the City Engineer shall be made.

(2) A pre-construction meeting shall be required prior to the start of any construction activities onsite. The applicant shall pick up one (1) set of signed plans at the Planning Office to make copies for the pre-construction meeting. A total of (7) copies of the signed plan set shall be provided by the applicant at the pre-construction meeting.

(3) Prior to the issuance of the Certificate of Occupancy, 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 12.08 of the Site Plan Review Regulations and all information shall be converted to a vertical datum of NAVD 88.

(4) Prior to the issuance of a Certificate of Occupancy, as-built drawings shall be provided to the City Engineer in accordance with Section 12.09 of the Site Plan Regulations. The as-built drawings shall be surveyed on NH State Plane coordinates and NAVD 88 Datum.

Prepared by: JCS



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**Community Development Department**

Edward L. Roberge  
*City Engineer*

**MEMORANDUM**

**TO:** John Stoll, Senior Planner  
**FROM:** Bryant A. Anderson, PE  
**DATE:** April 11, 2017  
**SUBJECT:** Plan Review, Concord Orthopaedics Parking Expansion, 264 Pleasant Street;  
MBL 95/3/1, 95/3/3, & 96/1/10; (2017-09)

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

- *Site Improvement Plans*, Concord Orthopaedics, 264 Pleasant Street (Map/Block/Lot 95/3/1, 95/3/3, & 96/1/10), Concord, New Hampshire, prepared by Northpoint Engineering, LLC, dated March 15, 2017; (received on 3/15/2017)
- *Stormwater Management Report*, Concord Orthopaedics, Map-Block-Lot 95/3/1, 95/3/3, & 96/1/10, 264 Pleasant Street, Concord, New Hampshire, prepared by Northpoint Engineering, LLC, dated March 15, 2017; (received on 3/15/2017)

As a supplement to any comments offered by the Planning Division, the ESD offers 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. The plan should be signed and sealed by the Wetland Scientist that delineated the wetland boundaries in accordance with Section 12.03(5) of the Site Plan Regulations.
2. Soils information should be provided on the plan in accordance with Section 15.03(4) of the Site Plan Regulations.

**Removals Plan**

1. The riprap at the end of the exiting stone swale downstream of CB 3 (prop) is not shown as being removed.

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*engineering@concordnh.gov*

## **Site Plan**

1. The proposed additional water line easement, discussed as part of the recent subdivision application for this site, should be shown on the plans.
2. The existing dumpster pad and loading areas should be labeled on the plan.
3. Signage should be provided for the compact parking spaces in accordance with Section 18.05 of the Site Plan Regulations.
4. Curbing or guardrail should be provided along the northern edge of the proposed parking area in accordance with Section 18.19 of the Site Plan Regulations and Article 28-7-7(i) of the Zoning Ordinance.
5. Snow storage areas should be shown on the plans in accordance with Section 18.21 of the Site Plan Regulations.
6. The proposed curb radii should be labeled on the plan.
7. Dimensions should be added to the plan between the edge of the proposed parking area and the property lines.
8. A dimension should be provided for the length of the compact parking spaces along the northern lot line. It appears that they may be longer than 15 ft.
9. The following note should be added to the plan: "Upon completion of construction the contractor shall submit as-built drawings to the Engineering Services Division."
10. The setback lines should be based on the edge of the Langley Parkway access easement and not the property line.

## **Grading & Drainage Plan**

1. The proposed treeline along the north side of the new parking area is shown on the abutting lot.
2. It appears that the proposed utility manhole and conduits shown on the abutting lot will require an easement.

## **Landscape Plan**

1. The following potential conflicts were noted between the proposed tree plantings and the underground utilities:
  - a. It appears that two of the White Fringetrees in the large parking lot landscape island will conflict with the proposed 4" utility conduits.
  - b. The Robin Hill Serviceberry located upstream of HW 3 is located over the proposed drain line.
  - c. Two trees are planted over the drain line between CB 3 and HW 4.

- d. Two trees are located over the proposed underground infiltration system.

### **Lighting Plan**

1. The lighting plan should include light levels in footcandles in accordance with Section 16.02 of the Site Plan Regulations.
2. A lighting summary table should be provided demonstrating that the proposed lighting meets the requirements of Article 28-7-7 (j) of the Zoning Ordinance.
3. The plan should note the fixture type, manufacturer, and include a cut sheet of the proposed lights in addition to the product number in the Luminaire Schedule.
4. Any of the existing parking lot lights that will have overlapping areas with the proposed lights should be included in the photometrics calculations.
5. Although the photometric contours are not labeled, it appears that the lighting levels will exceed 0.2 fc in areas along the property line.
6. It appears that additional lighting may be required for the center of the new parking area so that the light levels will meet the required 4:1 uniformity ratio.

### **Erosion Control Plan**

1. Erosion control measures should be provided to protect the pond outlet during construction.

### **Construction Details**

1. The concrete invert on the Typical Drain Manhole Detail should be revised to specify a brick shelf in accordance with City construction standards.
2. The bedding and blanket materials on the Storm Drainage Trench Detail should be revised based on the City's Storm Drain Trench Detail.

### **Stormwater Management Report**

1. The ESD has the following comments on the design of the underground infiltration system:
  - a. NRCS soil data lists the soils under the system as Chatfield-Montauk-Hollis complex. Ksat values are not listed for this soil complex in SSSNNE Special Publication No. 5 and the minimum values for each individual soil range from 0.6 in/hr to 20 in/hr. Additional information should be provided to verify the 3 in/hr rate used in the calculations.
  - b. The system will be located over existing wetlands with portions of the bottom at or below the existing ground elevation and portions that will require several feet of fill. Typically, groundwater is located at or near the surface for wetland areas. As such, portions of the system would not meet the 4 ft minimum separation to groundwater required by Section 22.07(c) of the Site Plan Regulations.

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- c. The fill material under the system should be specified to ensure that the hydraulic conductivity of the fill will be equal to or faster than the assumptions used in the calculations.
  - d. The ESD questions if the soils under the system are suitable for infiltration based on the existing wetlands. If they cannot support infiltration, discharge from the system would travel through the fill and then along the interface of the existing ground towards the proposed slope. The designer should review this condition and if there is a potential for breakout at the toe of the slope.
2. The detention basin berm elevation to the east of DMH 6317 appears to be between 374 and 375. The water surface elevation (w.s.e.) of the basin increases from 373.7 to 374.1 during a 25 year storm event in the proposed conditions. Additional spot grades for the berm should be provided to determine if the runoff will overtop the berm. The ESD recommends that a minimum of 6 in vertical separation be provided between the w.s.e. and the top of the berm; and between the rim of the overflow grate and the top of the berm.
  3. Based on the calculations the water surface elevation at HW 1 (388.8) will bypass the headwall. Based on the proposed contours it appears that this could cause runoff to flow over the corner of Lot 95/3/4A.
  4. A Maintenance and Operation Plan should be provided for the stormwater management system in accordance with Section 22.05 of the Site Plan Regulations.

### **General Comments**

1. As part of the anticipated improvements to Langley Parkway and the Concord Hospital, the existing driveway for the site will need to be relocated to the north to align with a new signalized intersection. As such, the Future Phase Site Plan showing the associated improvements to the project site that was previously submitted to the City should be included in the Site Plan set.
2. An access agreement and/or easement will be required for the proposed cross connection between Lots 95/3/1 and 96/1/9. A copy of the easement should be provided to the City.

### **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
- NHDES Dredge and Fill Permit

A copy of the permits should be submitted to the City once they are issued.

### **Pre-Construction Items**

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

1. The applicant/contractor shall set up a pre-construction meeting with the Engineering Services Division to discuss construction requirements, site inspections, associated fees, schedules, etc.
2. Performance surety (bond, letter of credit, or check) for site stabilization. (establish prior to preconstruction meeting)
3. Advanced deposit for site construction inspection fees (initial deposit amount determined by the ESD based on the project schedule and estimated services, final inspection fee to be adjusted based on actual services rendered). A project schedule should be submitted a min. of two weeks prior to the pre-construction meeting for use in establishing the deposit amount. (submit deposit a min. of three days prior to pre-construction meeting)
4. Retaining wall design drawings (stamped by a licensed structural engineer) should be submitted to the ESD for proposed retaining walls that are greater than 4 feet high. In addition, walls greater than 48 inches require a Building Permit from the Code Administration Office.
5. Shop drawings/submittals should be submitted to the ESD for the proposed drainage improvements.