



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

June 21, 2017

Project Summary – Minor Subdivision

Project: S. Main Street Condominiums– Minor Subdivision Condominium (2017-23)
Property Owners: The Duprey Center, LLC
Address: 49 South Main Street
Map/Block/Lot: 34/4/4 & 34/5/1

Determination of Completeness:

Determine this application complete and open the public hearing

Project Description:

The applicant is requesting minor subdivision approval to convert commercial office building units into commercial condominiums.

Project Details:

Existing Lot Area: 0.37 acres
Zoning: Central Business Performance District (CBP)
Existing Use: Office/Retail

1. General Comments

- 1.1 The following comments pertain to the 7 Sheet Floor Plan Titled “Condominium Plans for 49 South Main Street Condominiums and 1 Site Plan Titled “The Condominium Site Plat.”
- 1.2 Section 17.05 of the Subdivision Regulations (SDR) requires that all conversions of existing buildings to condominium demonstrate certain provisions for water metering and water service. The applicant will need to provide evidence of these provisions to the satisfaction of the Planning Division.

2. Technical Review Comments

- 2.1 A professional licensed Engineer, Architect, or a professional licensed Surveyor must sign all condominium Floor Plans in accordance with NH RSA 356-B.

- 2.2 Add all granted zoning variances to the Site Plan in accordance with Section 12.02 (3) (SDR).
- 2.3 The Vicinity Plan should be depicted at a scale between 1"=1000' and 1" = 2000' in accordance with Section 12.05 (SDR).
- 2.4 The purpose of common areas should be added to all floor plans in accordance with Section 17.04(2) (SDR).

4. Recommendations

- 4.1 **Grant Minor Subdivision Plan approval** to convert commercial office building units into commercial condominiums.
 - (a) (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 2, above, to the satisfaction of the Planning Division.
 - (2) A Licensed Land Surveyor shall sign and seal final floor plans and mylars.
 - (3) The Certification statement on the Condominium Plans shall be signed by the Engineer of Record.
 - (4) The 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: JCS

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Edward L. Roberge
City Engineer

MEMORANDUM

TO: John Stoll, Senior Planner
FROM: Bryant A. Anderson, PE
DATE: June 7, 2017
SUBJECT: Plan Review, Condominium Plans, 49 South Main Street; Map 34, Block 4, Lot 4; (2017-23)

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

- *As-Built Site Plan*, The Duprey Center, 49 South Main Street, Concord, NH, prepared by Opechee Construction Corporation, dated November 14, 2011 (received on 5/19/2017)
- *Condominium Plans*, 49 South Main Street Condominiums, 49 South Main Street, Concord, NH, prepared by the H.L. Turner Group, Inc., dated May 15, 2017 (received on 5/19/2017)

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.**

General Comments

1. The Site Plan should be certified by a licensed land surveyor in accordance with RSA 356-B:20(I).
2. The Certification statement on the Condominium Plans should be signed by the Engineer of Record.

Engineering Services
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