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City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

January 17, 2017
Project Summary – Major Site Plan

Project: Whitaker Place Building Expansion (2017-51)
Property Owners: Penacook Assisted Living Facility, Inc
Address: 30 Borough Road
Map/Block/Lot: Tax Map 192P, Lot 89

Determination of Completeness:

This application was determined complete at the December 20, 2017 Planning Board meeting.

Project Description:

The applicant is proposing to construct a 6,600 sf addition to the existing assisted living facility at 30 Borough Road in the Medium Density Residential (RM) and General Commercial (CG) Districts. The proposal includes additional landscaping, driveway realignment, new site lighting, and stormwater controls.

Project Details:

Zoning: Medium Density Residential (RM) , and General Commercial (CG)*

**The proposed development is entirely within the RM District*

Existing Lot Area: 8.7 acres (379,140 sf)

Street Frontage Required: 100'

Existing Street Frontage: 821.24'

Existing Use: Assisted Living Facility

Proposed Use: Assisted Living Facility

Lot Coverage Max.: 40%

Lot Coverage Proposed: 25%

Existing Units: 54

Maximum Density: 103 (14 units/acre of buildable land)

Proposed Units (total): 72

Building Setbacks Required: 25' front, 25' side, 15' rear

Building Setbacks Provided: 25' front, 25' side, 15' rear

Parking spaces required 72 spaces (1 per unit)

Parking spaces provided 59 spaces, including 9 HC spaces*

**Applicant is requesting a Conditional Use Permit for the reduced parking*

Surrounding Land Use: Retail/Commercial to the east, Residential to north, south, west

1. General Comments

- 1.1 The following comments pertain to the 16 sheet site plan set titled “Whitaker Place Building Expansion, 30 Borough Road, Penacook, New Hampshire”, dated November 10, 2017, revised January 3, 2017, and 1 sheet set titled “Elevations”, dated November 15, 2017, plot date January 8, 2018, prepared by The H.L. Turner Group, Inc.
- 1.2 The Applicant went before the Architectural Design Review (ADR) Committee at the January 9, 2018, ADR meeting. The Committee voted to recommend approval of the application as submitted.
- 1.3 Please see engineering comments in the memo dated January 8, 2018, from Bryant Anderson, Engineering Division.
- 1.4 At the December 6, 2017, the Applicant received a variance from the Zoning Board of Adjustment to Article 28-4-5(d)3 of the Zoning Ordinance (ZO) to allow for a building width of 350’ where a maximum of 160’ is allowed.
- 1.5 On Sheet C2.0, under the Conditional Use Permit note (upper left corner), revised number of proposed spaces to 59.

2. Conditional Use Permit

- 2.1 The Applicant is requesting a Conditional Use Permit per Article 28-7-11(b) of the ZO to allow for the construction of 59 parking spaces where 72 spaces are required.
- 2.2 The Applicant asserts that the majority of the residents do not have personal vehicles, and Whitaker Place provides shuttle bus transportation for its residents. Therefore, the parking need is less than the number of spaces required by the ordinance. The Applicant has shown that the additional 13 spaces can be constructed, if determined necessary in the future. Staff supports the CUP request.

3. Recommendations

- 3.1 **Grant ADR approval** for the proposed site plan and building elevations as submitted.
- 3.2 **Grant the Conditional Use Permit** per Article 28-7-11(b) of the ZO to allow for the construction of 59 parking spaces where 72 spaces are required.
- 3.3 **Grant Major Site Plan** approval for the proposed commercial development, subject to the following precedent and subsequent conditions noted below:
 - (a) Precedent Conditions – to be fulfilled within one (1) year and prior to sign off by the Clerk and Chair of the Planning Board and issuance of any building permits, or the commencement of site construction, unless otherwise specified:
 - (1) Address Engineering review comments to the satisfaction of the Engineering Division.

- (2) 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 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 five (5) copies of the signed plan set shall be provided by the applicant at the pre-construction meeting.
 - (3) Prior to a Certificate of Occupancy or final construction sign-off, 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.
 - (4) Prior to the issuance of a Certificate of Occupancy or final construction sign-off, 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.

Prepared by: BAF

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MEMORANDUM

TO: Beth Fenstermacher, Assistant City Planner
FROM: Bryant A. Anderson, PE
DATE: January 8, 2018
SUBJECT: Plan Review (2), Whitaker Place Expansion, 30 Borough Road;
Map 192P, Lot 89; (2017-51)

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

- *Site Plans*, Whitaker Place Building Expansion, 30 Borough Road, Penacook, New Hampshire, prepared by The H.L. Turner Group, Inc., dated November 10, 2017, revised thru 1/3/2018. (received on 1/4/2018)
- *Comment Response Letter*, Mark McLeod (H.L. Turner) to Beth Fenstermacher (Planning), dated January 3, 2018.

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

Note: Engineering has previously reviewed this project and has submitted comments to the Planning Division in a memorandum dated December 11, 2017. Comments from our previous memorandum that have not been addressed are included and noted in the comments below.

Site Plans

Site Plan

1. The "No Parking" handicap parking signage for the access aisles should be relocated to the back of the sidewalk so they do not interfere with the accessible route.

Utility Plan

2. A sewer profile should be included with the plan set.
3. A cleanout should be specified along the sewer line between the building and SMH 2 because it exceeds 100 ft in accordance with City Construction Standards.

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

Utility Details

4. The Typical Waterline Trench Detail should be revised to specify sand bedding instead of crushed stone bedding in accordance with City Construction Standards.
5. Note 10 on the Manhole Detail should be revised to specify no exterior coating in accordance with City Construction Standards.
6. The threaded top cap should be revised on the Typical Sewer Clean Out Detail to specify a gripper plug in accordance with the City's Cleanouts on Service Laterals Detail.

State/Federal Permits

The project will require the following state and/or federal permit(s) associated with the site design:

- EPA Construction General Permit – Notice of Intent
- NHDES Sewer Connection 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 cash deposit) for site stabilization. The surety amount for this project has been set at \$6,000 based on a 1.5 ac disturbance area. (establish surety prior to pre-construction meeting)
3. Advanced deposit for site construction inspection fees (initial deposit amount determined by Engineering 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)