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CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

June 20, 2018

Project Summary – Minor Subdivision Plan

Project: 2 Pillsbury Street, LLC– Minor Subdivision Condominium (2017-22)
Property Owners: 2 Pillsbury Street, LLC
Address: 2 Pillsbury Street
Map/Block/Lot: 23/5/ 3, 6 & 23/6/ 1, 6

Determination of Completeness:

This application was determined complete on December 20, 2017.

Project Description:

Foxfire Property Management, Inc, on behalf of 2 Pillsbury Street LLC, requesting an amendment to a previously approved minor subdivision at 2 Pillsbury Street in the Institutional (IS) District.

Project Details:

Existing Lot Area: 5 acres
Zoning: Institutional District (IS)
Existing Use: Office/Retail

1. General Comments

- 1.1 The square footage for Unit 5B has been corrected to show the suite as 4,126 square feet with an additional 902 square feet of allocable common area.
- 1.2 Engineering Services does not have any comments on the revised condo plans.

2. Waiver Request

- 2.1 The Board granted a waiver from Section 12.08 (SDR), on December 20, 2017, to not provide an Existing Conditions Plan, based on the fact that no changes are proposed to the building or site.

3. Recommendations

- 3.1 **Grant Minor Subdivision Plan approval** to indicate a total of 4,126 sf for Unit 5B of property at 2 Pillsbury Street, subject to the precedent conditions noted below:

- (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) A Licensed Land Surveyor shall sign and seal final plans and mylars to certify that the plans meet the requirements of RSA 356-B.
 - (2) The Certification statement on the plan shall be signed by the Engineer of Record.
 - (3) The applicant shall deliver to the Fire Department proposed floor plans depicting accurate exit locations shown to scale, prior to recording of the plans at the Merrimack County Registry of Deeds.
 - (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.
 - (5) 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.
 - (6) 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: SCD

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