



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

January 16, 2019
Project Summary – Minor Site Plan

Project: Christ the King Parish – Site Plan (2019-06)
Property Owners: Roman Catholic Bishop of Manchester
Address: 72 South Main Street
Map/Block/Lot: 28-3-1

Determination of Completeness:

Determine the application complete and open the public hearing.

Project Description:

The applicant is proposing the addition of a front enclosure with new walkways and entrance. In the rear of the building, the applicant is proposing a new 200 square foot confessional and a 165 square foot roofed area.

Project Details:

Existing Lot Area:	2.33 acres (101,495 square feet)
Zoning:	Urban Transitional (UT)
Existing Use:	Church
Lot Size Required:	10,000 sf
Lot Size Proposed:	101,495 sf
Lot Frontage Required:	100'
Lot Frontage Provided:	TBD'
Lot Coverage Max:	75%
Lot Coverage Existing:	TBD
Lot Coverage Proposed:	TBD
Building Setbacks Required:	25' front; 25' rear; 15' side
Building Setbacks Provided:	15' front; 25' rear; 10' side

1. General Comments

- 1.1 The following comments pertain to the 6 sheet plan set titled "Christ the King Parish" prepared by Nobis Group, dated December 2018; and the 4 sheet landscape plan set, prepared by Warrenstreet Architects, dated December 19, 2018; and the 4 sheet architectural plan set, prepared by Warrenstreet Architects, dated December 19, 2018.
- 1.2 Please see the memo from Engineering Services dated January 7, 2018.

2. Existing Conditions Plan

- 2.1 The property lines for the site shall be labeled with bearings and dimensions, in accordance with Section 15.03(1) of the Site Plan Regulations (SPR).
- 2.2 Identify the site on the Location Plan, in accordance with Section 12.04(1) (SPR)
- 2.3 Provide a note on the plan stating “This plan will be recorded at the Merrimack County Registry of deeds and will be kept on file at the City of Concord Planning Division”, in accordance with Section 12.02(3) – Appendix B (SPR).
- 2.4 Provide tabulations for the gross area of the site in square feet and acres and existing impervious surface areas, in accordance with Section 15.03(23)(a & b) (SPR).
- 2.5 Provide a note on the plan stating that the property is served by municipal sewer and water service, in accordance with Section 12.02(3) – Appendix B (SPR).
- 2.6 Dimension the width of driveway for the parent lot, in accordance with Section 12.08(8) (SPR).
- 2.7 Label the lines of topography with their appropriate elevations, in accordance with Section 15.03(3) (SPR).

3. Technical Review Comments

- 3.1 Label the contours with their appropriate elevations, in accordance with Section 15.04(6) (SPR).
- 3.2 Provide tabulations for the gross area of the site in square feet and acreage, ground coverage of buildings and structures in square feet and percent, in accordance with Section 15.04(28)(a & c) (SPR).
- 3.3 Though a Landscape Plan is not required for a minor site plan, given that one is provided, staff recommends providing a planting list that includes native and non-invasive species.

4. Recommendations

- 4.1 **Grant Minor Subdivision approval** for the minor subdivision, subject to the following 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 above, to the satisfaction of the Planning Division.
 - (2) Address Review Comments from Bryant Anderson, P.E., dated January 7, 2018 to the satisfaction of the Engineering Division.
 - (3) 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.
 - (4) The Licensed Land Surveyor shall sign and seal final plans and mylars.
 - (5) Any waiver(s) granted must be noted on the final plat.
 - (6) 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.
 - (7) The Applicant shall deliver to Planning, one (1) plan set(s) and one (1) mylar(s) for endorsement by the Planning Board Chairman & Clerk and recording at the Registry of

Deeds.

Prepared by: SCD

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CITY OF CONCORD
New Hampshire's Main Street™
Community Development Department

David Cedarholm, PE
City Engineer

MEMORANDUM

TO: Sam Durfee, Senior Planner
FROM: Bryant A. Anderson, PE
DATE: January 7, 2019
SUBJECT: Plan Review, Christ the King Parish, 72 South Main Street, Concord, New Hampshire;
Map 28, Block 3, Lot 1; (2019-06)

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

- *Site Plans*, Christ the King Parish, 72 South Main Street, Concord, New Hampshire, prepared by the Nobis Group, dated December 2018.
- *Stormwater Calculations Letter*, from Nobis Engineering to Heather Shank (City Planner), dated December 19, 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.**

Site Plans

Cover Sheet

1. The Map, Block, and Lot number should be added to the Cover Sheet and the title block for the site plans.

General Notes and Legend

1. The following notes should be added to the plans:
 - a. All work shall be performed in accordance with the City of Concord's Construction Standards and Details (latest edition).
 - b. Upon completion of construction the contractor shall submit as-built drawings to the Engineering Services Division.

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

Existing Conditions Plan

2. Contour labels should be added to the plan.

Proposed Site Plan

3. Railings need to be provided along the accessible ramp in accordance with ADA requirements. All railing locations should be identified and a railing detail should be provided on the plans.

Grading and Drainage Plan

4. Existing contour labels should be added to the plan.
5. The proposed masonry wall on the north side of the main stairs and walkway area will require a building permit since its height exceeds 4 ft.
6. Safety railings/guards need to be provided along the walkway in locations where the vertical grade difference is 30 in. or more in accordance with Building Code. All railing/guard locations should be identified and a railing/guard detail should be provided on the plans.
7. The slope of the top portion of the connector walkway to the south of the main entry between the 237.9 spot elevation and the 293 contour exceeds the 5% max. criteria noted on the plan.

Construction Details

8. A detail(s) should be provided for the proposed walls along the walkway.
9. A detail should be provided for the proposed stairs and associated hand rails.
10. It is unclear if the reveal for the curb/edge restraint shown on the Brick Paver Detail is intended to be provided based on the information shown on the plans. If it is intended to be provided it should be reviewed to ensure it is not a trip hazard.

Landscaping Plan and Plant List

11. The plan was not included in the plan set but referenced on the Cover Sheet.

Post-Approval/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 \$5,000 (min. amount). (establish surety prior to pre-construction meeting)

Re: Review Comments (2019-06)
Christ the King, 72 South Main Street
Date: 1/7/2019

3. Retaining wall design drawings (stamped by a licensed structural engineer) should be submitted to Engineering 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.