



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

January 16, 2019
Project Summary – Major Site Plan

Project: Neurointernational Healthcare Major Site Plan (2019-03)
Property Owners: Calvert Ridge 6, LLC
Address: 52 Loop Road
Map/Block/Lot: 100/ 1/ 4

Determination of Completeness:

Determine this application complete and open the public hearing, subject to granting the Applicant's Waiver Request to Section 11.05 of the Site Plan Regulations (SPR), to hold the Public Hearing at the same meeting as the Determination of Completeness.

The Major Site Plan review is triggered by the increase of rooming units to greater than five (5) rooming units. With the exception of parking space striping on existing pavement and trenching for a new water line, no site disturbance is required or proposed. The Applicant is requesting to hold the public hearing at the same meeting to avoid delay of opening the facility for which there is a critical and immediate need. Using the criteria of RSA 674:44 III(e)(1) as guidance, staff believes that a waiver would not be contrary to the spirit and intent of the regulations and the application requirements can be reviewed in a single meeting. In anticipation of the Planning Board's review of this request, the Legal Notice mailed to abutters on January 3, 2019, indicates that the project will be open for a Public Hearing at the January 16, 2019, meeting. Staff recommends that the Board grant the waiver request and open the public hearing.

Project Description:

The applicant is requesting Major Site Plan approval for the conversion of a single family residence to a Residential Social Services facility with eight (8) rooming units at 52 Loop Road in the Residential Open Space (RO) District.

Project Details:

Zoning:	Residential Open Space (RO) District
Existing Lot Area:	5.38 ac (234,477 SF)
Existing Use:	Single Family Residence
Proposed Use:	Residential Social Service facility (See note 1.3 below)
Required parking spaces	4 spaces, including 1 accessible space
Parking spaces provided	4 spaces, including 1 accessible space
Maximum Lot Coverage	10%
Proposed Lot Coverage	6.3%

Building Setbacks Required	50' front, 50' rear, 40' side
Building Setbacks Provided	50' front, 50' rear, 40' side

1. General Comments

- 1.1 The following comments pertain to the 1 sheet site plan set titled "Proposed Site Plan, Neurointernational, 52 Loop Road, Concord, New Hampshire", prepared by Nobis Group, dated December 2018.
- 1.2 The Architectural Design Review (ADR) committee reviewed the application at their meeting on January 2, 2019. The Committee noted that the stockade fence should be optional because it creates too much of a visual blockade and suggested that the applicant only install a fence if abutters request it at the public hearing. The Committee suggested if screening is required a wooden post and rail fence with vegetation would be more appropriate. The Committee recommended approval of the site plan as submitted.
- 1.3 The Applicant is proposing to convert the single family residence into a facility providing daily residential board and care along with living support and assistance for up to eight (8) individuals with intellectual and/or developmental disabilities. The Zoning Administrator classifies this use as Residential Social Service facility, which is not a permitted use in the RO District. However, the Applicant is providing State mandated services to people with disabilities as an agent of the State in accordance with RSA 674:54, Governmental Land Uses; therefore, they are eligible for the State exemption from local land use regulations to establish a Residential Social Service facility where such use is not allowed. While exempt from the use, the Applicant is required to comply with building and zoning codes.
- 1.4 Please see Engineering comments in a memo from Bryant Anderson, Engineering Division.
- 1.5 The Applicant recently requested that the Fire Department allow for occupancy for 1 primary resident and 3 client residents, which would not trigger the requirement to upgrade the sprinkler and water line. The Applicant shall upgrade the sprinkler and water line prior to full occupancy.
- 1.6 The applicant is requesting the following waivers from the Site Plan Regulations (SPR) based on the limited site improvements required. With the exception of trenching for water line installation, no site disturbance is required or proposed. See the attached Waiver Petition in the supplemental information packet.
 - Section 12.03(1) and 15.03 (SPR) requiring that a NH Licensed Land Surveyor prepare, sign and seal the existing conditions plan. The Applicant has provided the Existing Conditions Plan that was prepared and signed by Richard D. Bartlett and Associates for minor subdivision in 2004. Existing conditions and boundary information have not changed and the information provided is sufficient to review the Major Site Plan Application. Staff supports the waiver request.
 - Section 12.03(5) and 12.07 to not have a Certified Wetland Scientist sign and seal the plan. The wetland delineation is provided on the 2004 existing conditions plan. Wetlands are located at the rear of the property, and no site work is proposed; therefore, supports this waiver request.
 - Section 16.02(12) to not submit a Grading & Drainage Plan. No site work is proposed; therefore, supports this waiver request.

- Section 16.02(13) to not submit an Erosion Control Plan. No site work is proposed; therefore, supports this waiver request.
- Section 16.02(15) and 22.03 to not submit a Landscape Plan. No site work is proposed and the parking requirements do not trigger landscaping under Section 28-7-10; therefore, supports this waiver request.

2. Technical Review Comments

- 2.1 Per Section 12.04 and 12.05 (SPR), provide Location and Vicinity Plans that meet the requirements of those sections.
- 2.2 Per Section 12.06 (SPR), add a note to the plan providing current owner information, including the book and page number for the deed.
- 2.3 Per Section 16.02(8) SPR, add a note to the plan providing a description of the proposed use as Residential Social Service facility for up to eight (8) individuals.
- 2.4 Add a note to the plan indicating that the upgrade the sprinkler system shall be completed to the satisfaction of the Concord Fire Department prior to full occupancy.

3. Recommendations

- 3.1 **Grant ADR approval** for the proposed site plan as submitted.
- 3.2 **Grant the following waivers** using the criteria of RSA 674:44 III(e)(1) as guidance, indicating that strict conformity would pose an unnecessary hardship to the applicant and waivers would not be contrary to the spirit and intent of the regulations, and the site plan can be satisfactorily reviewed with the information provided.
 - Section 12.03(1) to utilize a previous existing conditions plan to meet the requirements and not have a NH Licensed Land surveyor sign and seal the existing conditions plan
 - Section 12.03(5) and 12.07 to utilize a previous existing conditions plan to meet the requirements not have a Certified Wetland Scientist sign and seal the plan
 - Section 16.02(12) to not submit a Grading & Drainage Plan
 - Section 16.02(13) to not submit an Erosion Control Plan
 - Section 16.02(15) and 22.03 to not submit a Landscape Plan
- 3.3 **Grant Major Site Plan** approval for the proposed conversion of a single family residence to a Residential Social Service facility for up to 8 individuals at 52 Loop Road, subject to the following 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) Any waiver(s) granted are to be noted and fully described on the plan including date granted and applicable Section number(s) of the Site Plan Regulations. Should the Board vote to deny the waiver request(s), applicant shall comply with said submission requirement(s).
 - (2) Address Technical Review comments noted in Section 2 above.
 - (3) Address Engineering review comments to the satisfaction of the Engineering Division.
 - (4) Submit three (3) copies of fully revised plans for sign off by the Clerk and Chair of the Planning Board.

Prepared by: BAF

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

David Cedarholm, PE
City Engineer

MEMORANDUM

TO: Beth Fenstermacher, Assistant City Planner
FROM: Bryant A. Anderson, PE
DATE: January 7, 2019
SUBJECT: Plan Review, Neurointernational, 52 Loop Road;
Map 100, Block 1, Lot 4; (2019-03)

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

- *Proposed Site Plan*, Neurointernational, 52 Loop Road, Concord, New Hampshire, prepared by the Nobis Group, dated December 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.**

General Comments

1. The proposed water valves should be shown on the plan view in addition to the detail.
2. The proposed 6" water service should be shown connecting to the main at a right angle based on how it will actually be constructed.
3. The callout to remove the existing ¾" water service to the corporation stop should be revised to specify that the service be cut and crimped at the ROW line and disconnected at the main.
4. The project will require an Excavation Permit from the Engineering Services Division for the proposed water service within the ROW. The applicant should be aware that permits are not issued between November 15th and April 15th due to winter conditions.

Post-Approval/Pre-Construction Items

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

1. The following permit(s) will need to be obtained from the Engineering Services Division:

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

Re: Review Comments (2019-03)
Neurointernational, 52 Loop Road
Date: 1/7/2019

- a. Excavation Permit (for work within the ROW)
- b. Utility Connection Permits (water service)
2. Advanced deposit for inspection of water service constuction (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).
3. Water and Sewer Investment Fees will need to be paid (as part of the utility connection permit process).