



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

April 17, 2019

Project Summary – Minor Subdivision

Project: Penacook Landing – Minor Subdivision (2019-14 & 2019-15)
Property Owners: City of Concord
Address: 11-35 Canal Street
Map/Block/Lot: 543-P-18

Determination of Completeness:

Determine the application complete and open the public hearing.

Project Description:

The applicant is proposing to subdivide a 4.03 acre lot into a 1.18 acre lot to be retained by the City and a 2.74 acre lot to be retained by Caleb Developers and to create a two unit land condominium with associated limited common areas.

Project Details:

Existing Lot Area: 4.03 acres (175,676 square feet)
Zoning: OCP/CBP
Existing Use: Vacant
Lot Size Required: N/A
Lot Size Proposed (Sub.): **Lot 1:** 1.53 acres (45,405 square feet)
Lot 2: 2.50 acres (88,565 square feet)
Lot Frontage Required: 150'
Lot Frontage Provided: <200'
Building Setbacks Required: 15' front; 15' rear; 15' side
Building Setbacks Provided: 15' front; 75' rear; 15' side

1. General Comments

- 1.1 The following comments pertain to the 1 sheet plan set titled "Subdivision Plat of the City of Concord" prepared by Richard D. Bartlett & Associates, LLC, dated February 2019 and the 1 sheet plan set titled "Subdivision Plat of the City of Concord" prepared by Richard D. Bartlett & Associates, LLC, dated February 2019.
- 1.2 Engineering comments are contained in the memo dated March 8, 2019.
- 1.3 This application has been submitted in conjunction with a previously approved (October 18, 2017) site plan for a 2 building, 54 unit, workforce housing development.

2. Technical Review Comments (Subdivision)

- 2.1 On the Vicinity Map, identify Merrimack and Contoocook Rivers, in accordance with Section 12.05(2) of the Subdivision Regulations (SDR).
- 2.2 On the Location Map, amend the zoning district lines to show the CBP/RN district line along Community drive and correct the zoning district labels to the east of community drive to state OCP/RN.
- 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 (SDR).

3. Technical Review Comments (Condo)

- 3.1 On the Vicinity Map, identify Merrimack and Contoocook Rivers, in accordance with Section 12.05(2) of the Subdivision Regulations (SDR).
- 3.2 On the Location Map, provide the zoning district boundaries for the OCP, CBP, and RN districts, in accordance with Section 12.04(9) (SDR).
- 3.3 Amend note six to explain that the plan is relative to the condominium subdivision, not the lot subdivision.
- 3.4 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 (SDR).
- 3.5 On the plan, continue the zoning district boundaries along Canal Street, add the CBP/RN boundary along Community Drive, and label the boundaries appropriately.

4. Recommendations

- 4.1 **Grant Minor Subdivision approval** for the minor subdivision **and** the condominium 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 April 2019 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) Prior to the recording of the subdivisions the two buildings currently on site shall be demolished.
 - (6) The Applicant shall submit four checks for recording the plans at the Merrimack County Registry of Deeds (including two separate checks 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) of each plan for endorsement by the planning Board Chairman & Clerk and recording at the Registry of Deeds.

Prepared by: SCD

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David Cedarholm, PE
City Engineer

MEMORANDUM

TO: Sam Durfee, Senior Planner
FROM: Bryant A. Anderson, PE
DATE: March 8, 2019
SUBJECT: Plan Review, Proposed Subdivision, City of Concord, NH, 11-35 Canal Street;
Map 543P, Lot 18; (2019-14)

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

- *Subdivision Plat*, City of Concord, 11-35 Canal Street, Penacook, NH Map 0543P, Lot 18, prepared by Prepared by richard D. Bartlett & Associates, LLC, dated February, 2019.

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. Within the plan view, some of the notes and boundary data are obscured by line features such as contour lines, and are difficult to read.
2. Within the title block and the plan view of the westerly parcel, please change Lots 18 to Lot 18.
3. In addition, within the plan view, please also label the westerly parcel as Proposed Lot 1, and the easterly parcel as Proposed Lot 2. After speaking with the Assessing Department, the easterly parcel will be known as Map 543P, Lot 18.1. Please include this in the plan view along with Proposed Lot 2.
4. Within the plan view, please extend the Boscawen / Concord town line easterly across Crescent Street.
5. Within the Location Map, please extend the Boscawen / Concord town line westerly across the Contoocook River.

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

Re: Review Comments (2019-14x)
Subdivision, 11-35 Canal Street
Date: 3/8/2019

Post-Approval/Pre-Construction Items

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

1. The monumentation for the proposed lot lines will need to be set (prior to recording the plan).
2. A Demolition Permit will be required from the Code Administration Division for removal of the existing building(s).