



Heather Shank  
City Planner

# CITY OF CONCORD

*New Hampshire's Main Street™*  
**Community Development Department**

## Planning Board

May 15, 2019

### **Project Summary – Minor Site Plan**

Project Name: Above All Collision Center (2019-04)  
Owner: Whittemore Holdings, Inc.  
Address: 121 Chenell Drive  
Map/Block/Lot: 111-G/1/55

### **Determination of Completeness:**

This application was determined complete at the April 17, 2019 meeting. Determine that the project does not meet the criteria for a Development of Regional Impact (DRI), per RSA 36:55.

### **Project Description:**

The applicant is requesting Major Site Plan approval for a previously constructed 15,300 sf, parking lot for vehicle storage and proposed security and drainage improvements.

### **Project Details:**

Zoning:	(IN) Industrial
Existing Use:	Gravel parking lot
Proposed Use:	Gravel parking lot with fence and gate
Lot Coverage Max:	85%
Existing Coverage:	34.7%
Lot Coverage Proposed:	40.1%
Lot Area Required:	40,000 sf
Lot Area Provided:	283,702 sf (6.51 ac)
Building Setbacks Required:	50' front, 30' rear, 25' side
Building Setbacks Provided:	50' front, 30' rear, 25' side

### **1. General Comments**

- 1.1 The following comments pertain to the 5 sheet plan set titled "Site Redevelopment Plans, 45 Chenell Drive" prepared Rokeh Consulting, LLC, dated December 18, 2018 and revised through March 25, 2019, and a 1 sheet landscape plan prepared by Terrain planning & Design LLC. Dated April 17, 2019.
- 1.2 The parking lot was constructed in the fall of 2018 without prior site plan approval.
- 1.3 Comments from the Engineering Services Division are provided in the memo dated April 5, 2019
- 1.4 The application appeared before the Architectural Design Review Committee on April 2, 2019. The committee requested that the applicant provide details for the proposed fencing and gate and



drainage improvements for staff review. The committee also observed that the plan lacks the required landscaping and recommended that the applicant should work with staff to ensure compliance with the regulations. The applicant has since submitted a new landscape plan that addresses several of these issues. Staff has additional comments on the landscape plan, noted below.

## **2. Technical Review Comments**

- 2.1 Provide the scale of the vicinity map on the cover page in accordance with Section 12.05 of the Site Plan Regulations (SPR)
- 2.2 Provide a scale on the Site and Grading Plan, in accordance with Section 16.02(3) (SPR).
- 2.3 The applicant shall demonstrate that the stormwater runoff from the new parking lot will be channeled to the drainage basin at the south-eastern corner of the lot, will not flow onto the abutter's property and that the drainage basin can handle the additional runoff from 2, 10, 25, and 100 year storms, in accordance with Section 22.07(1) (SPR).

## **3. Landscape Plan Comments**

- 3.1 No one species may account for more than 25% of the total tree count, in accordance with Section 27.07(4) (SPR). As a total of 21 trees are proposed, a single species shall have no more than 5 trees proposed.
- 3.2 Staff recommends locating two pin oaks at the southern end of the parking lot next to the gate where two Japanese lilac trees are proposed in order to better shade the parking lot.

## **4. Recommendations**

- 4.1 **Grant Major Site Plan** approval for the previously constructed parking lot at 45 Chenell Drive and associated site improvements 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 Technical Review and Landscape comments to the satisfaction of the Planning Division.
    - (2) Address Engineering review comments to the satisfaction of the Engineering Division.
    - (3) 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: SCD

*S:\Plan\Development Review\Project Files\2019\2019-04\_Above\_All\_Collision\_SPM\Reports & Letters*





**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:** April 5, 2019  
**SUBJECT:** Plan Review, Parking Lot Expansion, Whittemore Holdings, 45 Chenell Drive;  
Map 111G, Block 1, Lot 55; (2019-04)

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

- *Site Redevelopment Plans*, 45 Chenell Drive, Tax Parcel 111/G 1/55, Concord, Merrimack County, New Hampshire, prepared by Rokeh Consulting, LLC, dated December 18, 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.**

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**Site Plans**

**Cover Sheet**

1. The reference to the Tax Parcel in the Title Block should be revised to Map 111G, Block 1, Lot 55. This comment applies to all sheets.

**Existing Conditions Plan**

2. Additional topographic information is needed to define the existing swale between the proposed parking lot and the existing drainage basin.

**Proposed Site and Grading Plan**

3. The existing dumpster and clothing station is located in the area called out as an existing swale. Based on a site visit, it does appear that there is an established swale in this area. Therefore it is unclear how runoff from the proposed swale will be conveyed.

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



Re: Review Comments (2019-04)  
Whittemore Holdings, 45 Chenell Drive  
Date: 4/5/2019

4. Additional topographic information should be provided between the existing northeast curb break and the abutting property to the east. It appears that runoff from the parking lot may sheet flow towards the abutting lot and not towards the existing drainage basin.
5. A Typical Section Detail should be provided for the gravel parking lot.
6. A detail should be provided for the proposed security fence.

#### **General Comments**

7. A Maintenance and Operation Plan should be provided for the storm drainage system in accordance with Section 22.05 of the Site Plan Regulations.
8. Information should be provided that the proposed improvements meet the storm water standards listed in Section 22.08 of the Site Plan Regulations.

#### **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. The following permit(s) will need to be obtained from the Engineering Services Division:
  - a. Driveway Permit