



Heather Shank  
City Planner

# CITY OF CONCORD

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

## Planning Board

June 19, 2019

### **Project Summary – Minor Subdivision**

Project: Adams – Minor Subdivision (2019-34)  
Property Owners: Matthew and Kara Adams  
Address: 131 Oak Hill Road  
Map/Block/Lot: 22-Z-20

### **Determination of Completeness:**

Determine the application complete and open the public hearing. As part of the motion, indicate that the project does not meet the criteria for a Development of Regional Impact (DRI), per RSA 36:55.

### **Project Description:**

The applicant is proposing to subdivide a 55.04 acre lot into 3 lots with Lot 1 consisting of 2.13 acres, Lot 2 consisting of 2.0 acres and a remaining parcel consisting of 51.27 acres in the RO (Residential Open Space) District.

### **Project Details:**

Existing Lot Area: 55.04 ac (2,413,423 sf)  
Zoning: Residential Open Space (RO)  
Existing Use: Single Family Residence  
Lot Size Required: 2.0 ac  
Lot Size Proposed: **Lot 1:** 2.13 ac (92,830 sf)  
**Lot 2:** 2.0 ac (87,206 sf)  
**Lot 3:** 51.27 ac (2,233,387 sf)  
Lot Frontage Required: 200'  
Lot Frontage Provided: **Lot 1:** 334'  
**Lot 2:** 258'  
**Lot 3:** 203'  
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 plan set titled "Subdivision Plat prepared for Matthew & Kara Adams" prepared by Richard D. Bartlett & Associates, LLC, dated May 7, 2019.
- 1.2 Please see the comments from the Engineering Division under a separate memo.

**2. Waivers**

2.1 The applicant has requested waivers from the following sections of the Subdivision Regulations:

- Section 12.03(5) Wetlands
- Section 23.03(6) Soils
- Section 12.07 Wetland Delineation
- Section 12.08(3) Topography
- Section 12.08(4) Soils
- Section 12.08(5) Natural Features

**Staff supports these waivers** due to the fact that this information is provided on the plat in area of the proposed subdivision and new buildings. The request is to not have to provide this information for on the remaining 45+ acre lot as no development is proposed for that area at this time.

**3. Technical Review Comments**

- 3.1 A NH Certified Wetland Scientist shall stamp the plat, in accordance with Section 12.03(5) of the Subdivision Regulations (SDR)
- 3.2 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).
- 3.3 Dimension the width of driveway for Lot 1, the proposed driveway for Lot 2, and the existing driveways for 130 and 135 Oak Hill Road, in accordance with Section 12.08(8) (SDR).
- 3.4 Provide bearings for the proposed 25 foot driveway easement across Lot 1, in accordance with Section 15.03(18) (SDR).
- 3.5 Show grading improvements to allow a driveway with a slope of no greater than 10% to connect the proposed driveway for the proposed house on the remainder lot.

**4. Recommendations**

4.1 **Grant the following waivers to form the Subdivision Regulations**, utilizing the criteria from RSA 674:36(II)(N)(2): Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations:

- Section 12.03(5) Wetlands
- Section 23.03(6) Soils
- Section 12.07 Wetland Delineation
- Section 12.08(3) Topography
- Section 12.08(4) Soils
- Section 12.08(5) Natural Features

4.2 **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., to the satisfaction of the Engineering Division.
- (3) 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(s), the applicant shall comply with said submission requirement(s).
- (4) 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.
- (5) The Licensed Land Surveyor shall sign and seal final plans and mylars.
- (6) A NH Certified Wetland Scientist shall sign and seal the final plans and mylars.
- (7) 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.
- (8) 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.
- (9) Prior to the issuance of any building permits, the 50' wetland buffer shall be marked with discs available at the Planning Division

Prepared by: SCD

*S:\Plan\Development Review\Project Files\2019\2019-34\_Adams\_MIS\Reports and 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:** June 10, 2019  
**SUBJECT:** Plan Review, Matthew and Kara Adams, 131 Oak Hill Road;  
Map 22Z, Lot 20; (2019-34)

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

- *Subdivision Plan*, Matthew & Kara Adams, , Map 22Z, Lot 20, 131 Oak Hill Road, Concord, NH, prepared by Richard D. Bartlett & Associates, LLC, dated May 7, 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.**

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**General Comments**

1. Within the plan view, the abutting lot labeled as Map 22Z Lot 94, owned by Second Johnson Revocable Trust, should be Map 28Z Lot 94.
2. Within the plan view, some of the text, such as bearings and distances, is partially obscured by contour lines and other line types, and may not be suitable to the Merrimack County Registry of Deeds.
3. The proposed driveway easement across a portion of Lot 1 should contain bearings and distances. In addition a copy of the driveway easement should be submitted to the City for review.
4. Please change "Remaining Lot" to Lot 3.
5. Lot 1 has an existing address of 131 Oak Hill Road. Please add this info to the plan view within the lot.

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

Re: Review Comments (2019-34)  
Adams Subdivision, 131 Oak Hill Road  
Date: 6/10/2019

6. Lot 2 will have an address of 123 Oak Hill Road. Lot 3 will have an address of 129 Oak Hill Road. Please add this info to the plan view within the lots.
7. The 75 ft. protective well radii should be labeled on the plan. In addition, the well radius for Lot 1 should be shown.
8. A note should be added to the plan stating the all utilities shall be installed and/or relocated underground in accordance with Section 26.02(1) of the Subdivision Regulations; or a waiver should be requested.
9. It is unclear if the existing barn and associated access drive will be retained or removed as part of the subdivision.
10. The layout for the proposed driveway for the Remaining Lot should be shown on the plan and grading/profiles should be provided for both of the proposed driveways.

### **State/Federal Permits**

The project will require the following state and/or federal permit(s) associated with the site design:

- NHDES Subdivision Approval

A copy of the permit(s) should be submitted to the City once they are issued.

### **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).