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City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

June 19, 2019

Project Summary – Minor Subdivision

Project: Goodwill and Concord Four LLC Lot Line Adjustment (2019-32)
Property Owner: Goodwill Industries of Northern New England and Concord Four LLC
Address: 204 and 208 Loudon Road
Map/Block/Lot: 603Z/60 and 614Z/1

Determination of Completeness:

Determine this 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 applicants are proposing to annex 21,000 sf (0.4821) acres from the Goodwill Industries property at 204 Loudon Road (Lot 603Z/60) to the Concord Four LLC (Town Fair Tire) property at 208 Loudon Road (Lot 614Z/1) in the General Commercial (CG) District.

Project Details:

Zoning:	General Commercial (CG) District	
Existing Use:	Lot 603Z/60: Retail	Lot 614Z/1: Retail
Lot Area Existing:	Lot 60: 144,972 sf (3.3281 ac)	Lot 1: 30,463 sf (0.6993 ac)
Lot Area Proposed:	Lot 60: 123,972 sf (2.846 ac)	Lot 1: 51,463 sf (1.1814 ac)
Lot Frontage Required:	150'	
Lot Frontage Proposed:	Lot 60: 216.60'	Lot 1: 130' (<i>existing non-conforming</i>)

1. General Comments

- 1.1 The following comments pertain to the 1 sheet plan set titled "Lot Line Adjustment Plan, Goodwill Industries & Concord Four LLC, 204 & 208 Loudon Road, Concord, NH" prepared by TFMoran, dated April 26, 2019, revised June 5, 2019.
- 1.2 Please see the attached Engineering comments in a memo from Bryant Anderson.
- 1.3 The applicant has requested the following waivers to the Subdivision Regulations (SDR) based on the nature of the application as a lot line adjustment (LLA). The parcels are developed with existing buildings, and the purpose of the LLA is to facilitate a future expansion for Town Fair Tire. For the purposes of the LLA, the waivers will properly carry out and not be contrary to the

spirit and intent of the regulations. The information will be included on future Site Plan application for the expansion. Requiring these features will not enhance this application nor vary the provisions of the Zoning Ordinance or Master Plan. Staff supports the following waiver requests, with the understanding that this information will be provided in the future Site Plan application.

- 12.08(3) & 15.03(4) Topography, to not provide topography.
- 12.08(4) Soils, to not provide soils information.
- 12.08(2) Existing Vegetation, to not show existing vegetation
- 12.08(10), 15.03(11)&(13) Municipal Utilities to not show existing water and sewer locations.
- 15.03(15) Other Utilities to not show other existing non-municipal utilities servicing the site
- 12.08(8) Parking, Loading, and Access, to not show all of the existing parking layout on the Goodwill property
- 12.08(18) Lighting, to not show existing lighting

- 1.4 The Applicant is responsible for insuring that all plans to be recorded are in compliance with the current standards of the Merrimack County Registry of Deeds.

2. Technical Review Comments

- 2.1 Provide dimensions for the building setbacks, per Section 15.03(8) (SDR).
- 2.2 Provide the Zoning District boundary line, per Sections 12.08(24) and 15.03(7).
- 2.3 Provide a Location Plan in accordance with Section 12.04.
- 2.4 Note 10 is incomplete, please provide the missing information.
- 2.5 The existing 21' section of the southeastern lot line for Lot 614Z/1 shall be shown and labelled as "to be eliminated."

3. Recommendations

- 3.1 Staff recommends that the Board **grant the following requests for waivers from the Subdivision Regulations**, based on the nature of the application as a lot line adjustment for existing lots already built upon, and the information will be provided on a future Site Plan application for a proposed expansion, 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:

- 12.08(3) & 15.03(4) Topography, to not provide topography.
- 12.08(4) Soils, to not provide soils information.
- 12.08(2) Existing Vegetation, to not show existing vegetation
- 12.08(10), 15.03(11)&(13) Municipal Utilities to not show existing water and sewer locations.
- 15.03(15) Other Utilities to not show other existing non-municipal utilities servicing the site
- 12.08(8) Parking, Loading, and Access, to not show all of the existing parking layout on the

Goodwill property

- 12.08(18) Lighting, to not show existing lighting

3.2 **Grant Minor Subdivision approval** for the lot line adjustment at 204 and 208 Loudon Road, subject to the following precedent conditions to be fulfilled within one year and prior to endorsement of the final plan by the Planning Board Chairman and Clerk and recording of the plan, unless otherwise specified:

1. Address Engineering Review Comments to the satisfaction of the Engineering Division.
2. Address Technical Review Comments to the satisfaction of the Planning Division.
3. Waivers 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 Waivers, applicant shall comply with said submission requirement(s).
4. 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. Monumentation for new lot lines shall be set.
6. The Licensed Land Surveyor shall sign and seal final plans and mylars.
7. The Applicant shall deliver to Planning, two plan sets and one (1) mylar(s) for endorsement by the Planning Board Chairman & Clerk and recording at the Registry of Deeds.
8. 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.

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: June 10, 2019
SUBJECT: Plan Review, Lot Line Adjustment, 204 & 208 Loudon Road;
Map 603Z, Lot 60 and Map 314Z, Lot 1; (2019-32)

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

- *Lot Line Adjustment Plan*, Goodwill Industries & Concord Four, 204 & 208 Loudon road, Concord, NH, LLC, prepared by TFM, dated April 26, 2019 (revised thru 6/3/19)
- *Waiver Request Letter*, Town Fair Tire & Goodwill Industries, 204 & 208 Loudon Road, Concord, NH, Nicholas Golon (TFM) to Beth Fenstermacher (Planning).

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 7' wide ROW easements along Loudon Road (Book 3547, Page 1160 and Book 3073, Page 371) are part of the public highway right-of-way easement. These easements should not be shown as part of the lots, nor should the areas of the easements be included as part of the lot areas for either 603Z-60 or 614Z-1. In addition, the setback lines should be shown relative to the easement line. Please adjust the plan accordingly.
2. Please adjust Note 5 to read as [630Z-60] indicates tax map and lot number.
3. Note 10 appears to be incomplete.
4. The applicant has requested the following waivers from the Subdivision Regulations to remove the requirement to show certain information on the plan:
 - a. Section 12.08(3) – Topography

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

Re: Review Comments (2019-32)
Lot Line Adjustment, 204 & 208 Loudon Road
Date: 6/10/2019

- b. Section 12.08(8) – Parking, Loading, and Access
- c. Section 12.08(10) – Municipal Utilities
- d. Section 12.08(18) – Lighting
- e. Section 12.08(20) – Existing Vegetation
- f. Section 15.03(4) – Topography
- g. Section 15.03(11) – Municipal Sewer
- h. Section 15.03(13) – Municipal Water Supply

Engineering takes no exception to these requests.

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).