



Heather Shank  
City Planner

# CITY OF CONCORD

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

## Planning Board

June 19, 2019

### Project Summary – Major Site Plan

Project: New Building Additions (2019-22)  
Property Owner: 125 NSS LLC  
Address: 125 North State Street  
Map/Block/Lot: 60/2/2

#### **Determination of Completeness:**

The 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. Reclassify the application as a Minor Site Plan.

#### **Project Description:**

The applicant is requesting Major Site Plan approval for a phased construction of additions to the existing building at 125 North State Street in the Neighborhood Residential (RN) District. The first addition consists of an 896 square foot, one-story conference room.

#### **Project Details:**

Zoning:	Neighborhood Residential (RN)
Existing Lot Area:	0.99 ac (43,124 sf)
Street Frontage Required:	80'
Existing Street Frontage:	380'
Existing Use:	Professional Offices
Proposed Use:	Professional Offices
Lot Coverage Max.:	50%
Lot Coverage Proposed:	34.7%
Building Setbacks Required:	15' front, 10' side, 25' rear
Building Setbacks Provided:	15' front, 10' side, rear N/A (corner lot)
Parking Spaces Required:	69 spaces (Including 3 ADA)
Parking Spaces Provided:	28 spaces (Including 2 ADA) <i>variance granted</i>

**1. General Comments**

- 1.1 The following comments pertain to the 9 sheet plan set titled “New Building Additions 125 NSS, LLC” prepared by Nobis Group dated March 20, 2019 and revised through June 7, 2019; and the 4 page plan set of landscape details prepared by Warrenstreet Architects dated April 11, 2019 and revised through May 13, 2019; and the 7 sheet plan set of architectural drawings prepared by ENS Associates dated March 20, 2019 and revised through April 12, 2019.
- 1.2 Comments from the Engineering Services Division are forthcoming.
- 1.3 At the March 6, 2019 meeting, the Zoning Board of Adjustment (ZBA) granted the following variances to the Zoning Ordinance (ZO):
- Article 28-2-4(j), to allow the addition of 6,874 SF +/- of office space, a 997 SF +/- conference room, 4,965 SF +/- of basement and storage areas (total new gross floor area = 12,836 SF +/-), and a 5 vehicle accessory parking structure;
  - Article 28-2-4(k), to permit an accessory parking structure (carriage house) where parking structures are not permitted as accessory to a principal non-residential use;
  - Article 28-4-1(h), to allow a maximum building height of 43 feet where a maximum height of 35 feet is allowed;
  - Article 28-7-2(e), to allow the provision of 28 parking spaces when 69 are required, (Total gross floor area = 20,663, Parking 1 space/300 SF of gross floor area = 68.87 (69) parking spaces)
- 1.4 The applicant appeared before the Architectural Design Review (ADR) Committee on April 30, 2019 and again on June 4, 2019. ADR recommended to approve the project as submitted with the recommendation that the colors on the addition be a lighter tone than the existing colors.

**2. Landscape Comments**

- 2.1 Staff requests that the Applicant re-consider the proposed Bradford Flowering Pear trees. Flowering Pear trees are weak wooded, are susceptible to ice storm damage, and have a tendency to split. The City has concerns that these trees pose a public safety issue. Additionally, this tree has invasive traits and is under consideration for listing under the official invasive species list.
- 2.2 No more than 25% of the trees proposed shall be classified as ornamental trees, and the balance of the required trees shall be deciduous shade trees in accordance with Section 27.07(4).
- 2.3 The minimum caliper size of deciduous trees shall be no less than 2½” to 3” at the time of planting, in accordance with Section 27.07(1) (SPR). This pertains to the red maple trees.

**3. Recommendations**

- 3.1 **Grant Architectural Design Review approval** for the construction of an 896sf addition to the existing building at 125 North State Street and associated site improvements with the recommendation that the colors on the addition be a lighter tone than the colors of the existing building.
- 3.2 **Grant Major Site Plan approval** for the proposed redevelopment, subject to the following precedent and subsequent conditions noted below:
- (a) Precedent Conditions – to be fulfilled within one (1) year and prior to issuance of any building permits, or the commencement of site construction, unless otherwise specified:
- (1) Address Landscape comments to the satisfaction of the Planning Division.

- (2) Address Review Comments from Bryant Anderson, P.E., to the satisfaction of the Engineering Division.
  - (3) The applicant shall bring the existing light fixture on the west side of the parking lot into compliance, remove the fixture, or obtain variance relief.
  - (4) 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\2019-22\_125\_NSS\_SPR\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:** June 17, 2019  
**SUBJECT:** Plan Review (2), Building and Site Improvements, 125 NSS, LLC, 125 North State Street;  
Map 2, Block 2, Lot 1; (2019-22)

---

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

- *Site Plans*, New Building Additions, 125 NSS, LLC, 125 North State Street, Concord, New Hampshire, prepared by the Nobis Group, dated March 20, 2019 (revised thru 6/7/19).

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.**

---

Note: Engineering has previously reviewed this project and has submitted comments to the Planning Division in memorandums dated April 8, 2019 and May 3, 2019. Comments from our previous memorandums that have not been addressed are included and noted in the comments below.

**Site Plans**

**Cover Sheet**

1. The Sheet Index does not match the sheets in the plan set.

**Grading and Drainage Plan**

2. The installation of the foundation drain will likely disturb a property bound. If so, the bound will need to be reset by a licensed land surveyor.
3. A detail should be provided for the proposed catch basin

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

Re: Review Comments (2019-22)  
125 NNS, LLC, 125 North State Street  
Date: 6/17/2019

### **General Comments**

4. A letter of authorization should be provided from the owner of Map 60, Block 2, Lot 1 stating that the proposed improvements on the abutting lot will be allowed.

### **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