



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

July 17, 2019
Project Summary – Minor Site Plan

Project: Baron's Major Brands Minor Site Plan Application (2019-27)
Property Owners: Baron's Major Brands c/o Brian Ellis
Address: 350 Loudon Road
Map/Block/Lot: 46/2/55

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 proposes to construct a 4,000 sf addition to an existing 6,000 sf retail/showroom facility with associated stormwater improvements at 350 Loudon Road in the Gateway Performance (GWP) District.

Project Details:

Zoning:	GWP (Gateway Performance District)
Existing Use:	Retail
Proposed Use:	Retail
Required Lot Size:	25,000 sf
Existing Lot Size:	87,120 sf (2.0 ac)
Frontage Required:	150'
Frontage Provided:	Loudon Road: >400' Walmart Driveway: >280'
Setbacks Required:	25' front; 25' rear; 25' side
Setbacks Provided:	25' front; N/A rear (corner lot); 25' side
Maximum Lot Coverage:	85%
Proposed Lot Coverage:	Not Provided

1. General Comments

- 1.1 The following comments pertain to a 9-sheet site plan set titled "Site Plans for Baron's Major Brands" prepared by Holden Engineering & Surveying, Inc., dated June 19, 2019, and a 1-sheet architectural elevation plan set titled "Baron's Major Brands Appliances" prepared by Northeast Design Group, P.A., dated June 14, 2019.
- 1.2 Please see the Engineering Division comments in a separate memo.
- 1.3 Architectural Design Review is required for site plans in Performance Districts. The application was heard by the Architectural Design Review Committee on July 2, 2019. The Committee recommended that the applicant be approved as submitted.

2. Technical Review Comments

- 2.1 The proposed addition comes within four feet of the wetland buffer. The wetland buffer shall be flagged prior to construction and should the buffer be impacted during construction, the applicant shall return to the Planning Board for a Conditional Use Permit for Disturbance to Wetland Buffer.
- 2.2 A NH Licensed Architect or NH Licensed Professional Engineer shall stamp the Architectural Elevations plan, in accordance with Section 12.03(4)
- 2.3 On the Location Plan, identify the GWP/RM zoning district boundary line that runs down Old Loudon Road, in accordance with Section 12.04(9) (SPR).
- 2.4 On the Site Plan, identify the size, material and location of the existing sewer and water mains and service connections, in accordance with Sections 15.04(13) & (17). The sizes of sewer mains have already been identified.
- 2.5 On the Existing Conditions Plan, dimension the existing curb cuts and the number of existing parking spaces, in accordance with Section 15.03(8) (SPR).
- 2.6 Provide plan references including, but not limited to the original site plan for the Baron's Major Brands store, and the subdivision of the subject parcel from the Wal-Mart lot, in accordance with Section 12.06(4) & (5) (SPR).
- 2.7 Provide tabulations for existing and proposed impervious surface coverage in square foot and percent, parking calculations for the expanded use, gross lot area in square feet, and ground coverage of buildings and parking area in square feet and percent, in accordance with Sections 15.03(23) and 15.04(28) (SPR).
- 2.8 A building permit will be required for the retaining wall.

3. Recommendations

- 3.1 **Grant ADR approval** for the construction of the 4,000 sf addition at 350 Loudon Road.
- 3.2 **Grant Minor Site Plan approval** for the proposed building addition and drainage improvements at 350 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, unless otherwise specified:
 - 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 Technical Review Comments, noted in Section 2 above, to the satisfaction of the Planning Division.
 - (2) Address Engineering Division comments in the memo from Bryant Anderson.
 - (3) The wetland buffer shall be flagged appropriately.
 - (4) A Professional Engineer shall sign and seal final plans.
 - (5) A New Hampshire Licensed Land Surveyor will sign and seal the Existing Conditions Plan.
 - (6) A NH Certified Wetlands Scientist shall sign and seal the Existing Conditions and Site Plans.
 - (7) Submit 3 sets of final plans to be signed by the Clerk and Chair of the Planning Board, prior to issuance of any permits or commencement of construction activities.
- b) **Subsequent Conditions** – to be fulfilled as specified:
- (1) Prior to commencement of construction activity, payment of any required 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 if requested by the City Engineer.

Prepared by: SCD

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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: July 1, 2019
SUBJECT: Plan Review, Building Addition, Baron's Major Brands, 350 Loudon Road;
Map 46Z, Lot 55; (2019-27)

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

- *Site Plans*, Baron's Major Brands, 350 Loudon Road, Map 46, Block Z, Lot 55, prepared by Holden Engineering & Surveying, Inc., dated June 19, 2019.
- *Stormwater Management Report and Hydrology & Hydraulics Analysis*, Baron's Major Brad Appliances, 350 Loudon Road, Concord, New Hampshire, prepared by Holden Engineering & Surveying, dated June 19, 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.**

Site Plans

Cover Sheet

1. The parcel is known as Map 46Z, Lot 55, not Map 46, Block Z, Lot 55. This correction to the Map & Lot will need to be corrected on the cover sheet in the Abutter Information and the Location Map, and on all subsequent sheets within the plan set.
2. The Municipal Contacts should be updated as follows, the Code Administrator is now David Hall, the Community Development Director's name is Carlos Baia, the City Engineer is now David Cedarholm, the Building Inspector is now Dario Carrara, and the Senior Planner is Sam Durfee.
3. The Last Revised dates should be added to the Index of Sheets.
4. The plans should be stamped and signed by the design engineer.

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

General Notes and Legend

5. A note should be added to the plans indicating the horizontal and vertical datums that were used for the plans set.
6. The following notes should be added to the plans:
 - a. All work shall be performed in accordance with the City of Concord's Construction Standards and Details (latest edition).
 - b. The contractor shall set up a preconstruction meeting with the Engineering Services Division to discuss construction requirements, site inspections, associated fees, schedules, etc.
7. General Note 15 does not appear to apply to this project and does not appear to reference the correct disturbance area criteria.

Existing Conditions

8. The plans should be stamped and signed by the surveyor and wetland scientist.
9. Notes should be added to the plan that state when and how the survey was conducted, horizontal and vertical datums, plan references, survey accuracy, and other pertinent information relative to the information shown.
10. A drain line crosses the property near the existing infiltration basin. Additional information should be provided relative to if there is an associated easement for the drain line.

Site Plan

11. The treeline symbols appear to be reversed.
12. The note reference in the future dumpster pad callout needs to be updated.
13. A turning movement plans should be provided demonstrating how the loading space is accessed. In addition it appears that loading operations will block parking spaces (refer to Section 20.03 of the Site Plan Regulations).
14. The proposed parking spaces will limit access to the future dumpster pad shown on the plan.

Grading and Drainage Plan

15. The expanded infiltration basin is located within 10 ft of an existing drain line that crosses the property. The applicant should provide information on if there is an existing easement for this line and that the proposed grading is allow within the easement area (if applicable).
16. The modular block retaining wall will require a Building Permit because it is greater than 4 ft high.

17. Stone outlet protection should be provided at HW 100.
18. It appears that wetland buffer impacts may be required for the construction of the addition.
19. An emergency overflow spillway should be provided for the infiltration basin.

Stormwater Management Report

20. The berm height for the infiltration basin should be raised 6 inches to provide one foot of freeboard for the 50 year storm event.

State/Federal Permits

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

- FAA Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) – Notice of Proposed Construction or Alteration (Form FAA 7460-1)

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 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. Performance surety (bond, letter of credit, or cash deposit) for site stabilization. The surety amount for this project has been set at \$5,000 (min. amount) based on the proposed disturbance area. (establish surety prior to pre-construction meeting)
3. Advanced deposit for site construction inspection fees (initial deposit amount determined by Engineering based on the project schedule and estimated services, final inspection fee to be adjusted based on actual services rendered). A project schedule should be submitted a min. of two weeks prior to the pre-construction meeting for use in establishing the deposit amount. (submit deposit a min. of three days prior to pre-construction meeting)
4. Retaining wall design drawings (stamped by a licensed structural engineer) should be submitted to Engineering for proposed retaining walls that are greater than 4 feet high. In addition, walls greater than 48 inches require a Building Permit from the Code Administration Office.