



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

August 21, 2019
Project Summary – Major Site Plan

Project: Banks Chevrolet Vehicle Storage Area (2019-41)
Property Owners: Sanel Realty Company, Inc.
Address: 129 Manchester Street
Map/Block/Lot: Map 110D, Block 1, Lot 10

Determination of Completeness:

The Application was determined complete at the July 17, 2019, Planning Board meeting.

Project Description:

The applicant is proposing to demolish an existing building and construct 164,500 sf of paved outdoor vehicle storage and associated site and drainage improvements at 129 Manchester Street in the Highway Commercial (CH) District. The proposed improvements will result in a 29,357 sf (6%) decrease in impervious cover. The applicant is also requesting a Conditional Use Permit for a reduced driveway separation on Manchester Street.

Project Details:

Zoning:	Highway Commercial (CH)
Minimum Lot Area:	40,000 sf
Existing Lot Area:	4.47 ac (194,763 sf) – 129 Manchester Street <u>6.63 ac (288,986 sf) – 137 Manchester Street</u> 11.1 ac (483,749 sf) total (<i>after lots are merged, see note 1.2</i>)
Street Frontage Required:	200'
Street Frontage Provided:	553' on Manchester Street (129 Manchester St) 553' on Old Suncook Road (129 Manchester St)
Existing Use:	Retail
Proposed Use:	Outdoor automobile storage for auto dealership
Lot Coverage Max.:	80%
Lot Coverage Proposed:	77%
Parking spaces required :	254, including 7 ADA
Parking spaces provided:	254, including 7 ADA

1. General Comments

- 1.1 The following comments pertain to the 12 sheet site plan set titled “Banks Expanded Vehicle Storage, 129 & 137 Manchester Street, Concord, NH” prepared by Wilcox & Barton Inc., dated June 19, 2019, revisions received July 29, 2019.
- 1.2 The Applicant has a Purchase & Sales Agreement to purchase the property to construct additional automobile storage associated with their dealership at 137 Manchester Street. Prior to final approval, the parcel ownership shall be transferred and the lots merged.
- 1.3 Architectural Design Review (ADR) is required for the Major Site Plan application. The Applicant went before the ADR Committee at their August 6, 2019 meeting. The Committee voted to recommend approval of the site plan as submitted.
- 1.4 See comments from the Engineering Division in a separate memo from Bryant Anderson, dated August 5, 2019.

2. Conditional Use Permit

- 2.1 The Applicant is requesting a Conditional Use Permit (CUP) per Section 28-7-11(f) Driveway Separation Alternatives to construct a driveway on Manchester Street 125 feet from the adjacent driveway where 200 feet separation is required. The proposed driveway is aligned with the vehicle storage drive aisle and the driveway onto Old Suncook Road to provide for efficient layout in the storage area. The Applicant indicates that the driveway will be gated and only used for maintenance and by emergency vehicles. Additional information is included in the narrative under Supplemental Information. Customers and employees will use the existing main entrance to Banks Chevrolet.
- 2.2 Staff supports the CUP application with the condition that if the use of the site changes, and the driveway use is more intensive, that the driveway be relocated to meet the required separation. Further, the Engineering Division requests that the driveway be aligned with an existing on the south side of Manchester Street.

3. Site and Landscape Comments

- 3.1 Per Section 28-5-19 (ZO), the outdoor display area for the sale or motor vehicles shall comply with the parking lot design standards for landscaping. Application shall revise the site and landscape plan to comply with the requirements for interior parking lot landscape and the number of trees required for the proposed vehicle display area.
- 3.2 Per Section 15.04(n), provide the calculations for interior parking lot landscape required in sf and percentage. In addition, per Section 15.04(o), provide the calculations for total number of trees required. (*Repeat comment. Include calculations for vehicle display area*)

4. Technical Review Comments

- 4.1 Per Section 12.03(1) (SPR), the Existing Conditions Plan shall be signed and sealed by a NH Licensed Land Surveyor (*Repeat comment. Include with final submission*).
- 4.2 The Parking Requirements table indicates 16 Service Entry spaces, 12 Recon Spaces, and 6 Exterior Delivery Spaces. These spaces are not indicated on the plan set. If these spaces will not be striped, please show 9’x19’ rectangles to show the location and to demonstrate that these parking spaces meet dimensional requirements.
- 4.3 On Sheet C1.2, the “proposed parking” call-out text overlaps the parking count for the 4 spaces on the west side of the building, please revise.

4.4 Update the sheet set revision date for subsequent submissions.

5. Recommendations

5.1 **Grant ADR approval** for the site plan as submitted.

5.2 **Grant approval of the Conditional Use Permits per Section 28-7-11(f)**, utilizing the criteria from Section 28-9-4(b) (ZO) to allow for a driveway separation of 125 feet where 200 feet is required with the condition that the driveway be aligned with an existing driveway on the south side of Manchester Street, and if the use of the site changes and the driveway use is more intensive, that the driveway be relocated to meet the required separation.

5.3 **Grant Major Site Plan** approval for the proposed development of an outdoor vehicle storage area and related site improvements at 129 Manchester Street, 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 Planning Review comments to the satisfaction of the Planning Division.
- (2) Address Engineering review comments to the satisfaction of the Engineering Division.
- (3) Condition Use Permit(s) granted are to be noted and fully described on the plan including date granted and applicable Section number(s) of the Zoning Ordinance and Site Plan Regulations. Should the Board vote to deny the Conditional Use Permit(s), applicant shall comply with said submission requirement(s).
- (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: BAF

S:\Plan\Development Review\Project Files\2019\2019-41_Banks_Chevrolet_SPR\Report_Banks_SPR.docx



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: August 5, 2019
SUBJECT: Plan Review (2), Expanded Vehicle Storage, Banks Chevrolet, 129 & 137 Manchester Street;
Map 110D, Block 1, Lot 10; (2019-41)

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

- *Site Plans*, Banks Expanded Vehicle Storage, 129 & 137 Manchester Street, prepared by Wilcox & Barton, Inc., Dated June 19, 2019 (no revision date).
- *Alteration of Terrain Application and Stormwater Management Plan*, Banks Chevrolet, 129 Old Turnpike Road, Concord, NH, prepared by Wilcox & Barton, Inc., dated June 19, 2019.
- *Application for Conditional Use Permit*, Driveway Separation.
- *Response to Comments Letter*, Erin Lambert (Wilcox & Barton, Inc.) to the City of Concord Planning Board, dated July 29, 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.**

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

Site Plans

Cover Sheet

1. A revision date should be added to the plan set.

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

Existing Conditions Plan

2. Within the plan view, the map and lot and owner's name includes a deed reference of Book 3272 Page 1489. This is not the deed reference for the ownership of the parcel by Daval Realty, it is the right-of-way easement deed reference for the City of Concord.
(Repeat Comment from July 3, 2019)
3. The plan indicates a "Future Right-of-Way Taking by the City of Concord (6' Wide)." A public right-of-way easement deed was conveyed to the City on 9/16/11 by Book 3272, Page 1489. The easement is also shown on MCRD Plan Number 19813. Please add this info to the plan. In addition, the plan should be revised to indicate that the easement deed and the easement plan have created a new right-of-way line of Loudon Road along 110E-2-3. Therefore, the right-of-way line will actually jog in at the common corner of 110D-1-10 and 110E-2-3, and the southerly, old, right of way line should be removed.
(Repeat Comment from July 3, 2019)

Site Plan

4. Proposed ROW easement documents should be submitted to the City for review.
(Repeat Comment from July 3, 2019)
5. It is our understanding that the applicant would like a CUP to allow reduced separations between the existing driveways to the west and the proposed driveways. If the driveways are for emergency access only and gated then Engineering does not take exception to this request. However, if the drives will be used for general access in the future they should be relocated to provide the required separation. In either case, the driveway should be located across from one of the existing driveways on the south side of Manchester Street. ***(Repeat Comment from July 3, 2019)***
6. The proposed granite curbing along Old Suncook Road should not be cut at the CB grates as specified on the plans. The CB grates should be adjusted if necessary to be flush with the face of the curb.

State/Federal Permits

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

- EPA Construction General Permit – Notice of Intent
- NHDES Alteration of Terrain Permit
- NHDES Registration and Notification for Storm Water Infiltration to Groundwater

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. A Demolition Permit will be required from the Code Administration Division for removal of the existing building(s).
3. The following permit(s) will need to be obtained from the Engineering Services Division:
 - a. Driveway Permit
 - b. Excavation Permit (for work within the ROW)
4. The contractor shall submit a Temporary Traffic Control Plan (TTCP) for all work in and adjacent to the City ROW that will require lane closures or occur adjacent to the edge of road. (submit to Engineering for review and approval a minimum of two weeks prior to the pre-construction meeting)
5. Performance surety (bond, letter of credit, or cash deposit) for site stabilization. The surety amount for this project has been set at \$18,000 based on a 4.5 ac disturbance area. (establish surety prior to pre-construction meeting)
6. 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)