

PROPOSED AMENDMENTS TO THE SITE PLAN REGULATIONS

City Planning Board
City of Concord, N.H.
October 16, 2019

- I. Amend the Site Plan Regulations by adding a new *Section 14.A, Special Provisions for Comprehensive Development Plans* as indicated below:

14.A.01 Establishment: A CDP is required in accordance with Article 28-9-4 (a) (4) of the Zoning Ordinance where residential uses are proposed in the Gateway Performance (GWP) or Opportunity Corridor Performance (OCP) Districts.

14.A.02 Application Procedure: An application for CDP shall conform to the procedures set forth in Section 14, Application Requirements for Preliminary Conceptual Consultation Phase and Design Review Phase, except that approval is granted by the Planning Board and the applicant is bound by all statements and submissions made as part of the application.

14.A.03 Submittal Requirements: The following information is required at a minimum for each CDP application:

(1) All items set forth in Section 12, General Requirements for All Drawings and Section 13.01, All Applications. In Section 13.01 (8), the Impact Studies which shall be required are those that, as determined by the Clerk of the Board, will generate new information which will assist the Board in consideration of the application;

(2) **Project Statement:** A statement describing the proposed phasing of the subdivision including the time frame, percentage of total residential and non-residential uses, and the improvements and facilities, included in each stage;

(3) **Site Analysis:** Site analysis shall contain all of the following information:

(a) **Natural Features:** The following information both on and adjacent to the site to be subdivided:

- i. Identification of wetlands and wetland buffers;
- ii. Vegetation survey showing fields, swamplands, wetlands, grasses, shrubs, and trees (deciduous and evergreen);

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- iii. **Rock outcrops, ledges, surface water, streams, seasonal or permanent water bodies or water courses, including any known flood elevations as well as identification of high water marks;**
 - iv. **Important views of and from the site;**
 - v. **Orientation to the sun, and direction of prevailing winds;**
 - vi. **Contour lines at a minimum of two (2) foot intervals and (10) foot contour intervals;**
 - vii. **Slopes in excess of fifteen percent (15%) and in excess of twenty-five percent (25%);**
 - viii. **Identification of bluffs and buffers to bluffs;**
 - ix. **Identification and classification of the extent and types of soils using the USDA Soil Conservation Service System;**
 - x. **Wellhead protection areas;**
 - xi. **Wetland buffers; and**
 - xii. **Shoreland Protection Overlay District boundaries and natural vegetative and woodland buffers.**
- (b) ***Man-made Features:*** The following items, both on and adjacent to the site to be subdivided, are required to be shown at minimum, but are not exclusive:
- i. **Location of utilities, including any specific rights-of-way and approximate size of sanitary sewers, water mains, storm sewers, including surface and subsurface drainage systems, and non-municipal utilities including overhead transmission lines;**
 - ii. **Identification of municipal special district boundaries;**
 - iii. **Location and purpose or use of buildings and structures;**
 - iv. **Location of walls, fences, and wells;**
 - v. **Public streets and highways and mapped future streets as defined on the Official Map;**
 - vi. **Railroad tracks and rights-of-way and airport approach zones;**
 - vii. **Driveways, curb cuts, and parking lots;**
 - viii. **Any historic structures or sites listed or eligible for the National or State Registers of Historic Places and any historic markers;**
 - ix. **Any cemeteries, stone walls or foundations, or known archeological sites; and**
 - x. **Public and private recreation areas, parks and open space.**
- (c) **Proposed highways or other major public improvements planned by public authorities for future construction on, or in proximity, to the site;**

- (d) **Planned private improvements on, or in proximity to, the site including any previously approved subdivision;**
 - (e) **Any other significant man-made or natural features which have relevance to development of the site; and**
 - (f) **Photographs of site showing existing features and conditions. Notes shall be made of camera locations, direction, view, and key numbers.**
- (4) ***Proposed Site Layout:*** A proposed site layout shall show:
- (a) **The approximate location, width, and lengths of proposed streets;**
 - (b) **The approximate location and distribution of proposed lots, buildings, and structures;**
 - (c) **Tabulations of the gross land area, buildable land area, number of lots, range of lot sizes, required open space, number of dwelling units, residential density, approximate square footage of non-residential uses, and approximate lot coverage of buildings and impervious surfaces;**
 - (d) **The approximate location and area of all parcels of open space land proposed to be set aside for park or playground use or other public use or for the use of property owners in the proposed subdivision; and**
 - (e) **Any proposed impacts to wetlands and bluffs and buffers to bluffs and wetlands.**
- (2) ***Site Utility Layout:*** A site utility layout shall show the following:
- (a) **The location of existing sanitary sewers and or on-site septic systems, water mains and/or potable wells, and existing utility poles;**
 - (b) **Existing utility rights-of-way;**
 - (c) **Existing drainage facilities and the approximate layout of all proposed storm drainage facilities, including detention and retention ponds and drainage swales;**
 - (d) **Preliminary proposals for connection with existing water supply and sanitary sewage systems or alternative means of providing water supply and sanitary waste treatment and disposal; and**

- (e) **Existing non-municipal utilities on or adjacent to the site and the approximate layout of non-municipal utilities proposed.**
- (3) **Management:** A description of the proposed ownership and management organization or association shall be provided, indicating the structure, powers and duties of such organization, and its responsibilities for the maintenance of common facilities.
- (4) **Additional Information:** The Planning Board may require additional information in support of the application prior to rendering a decision on the CDP.

14.A.04 Phasing: For those applications where phasing is proposed, the CDP need not contain as detailed a layout of proposed buildings, driveways and parking, utilities, and drainage facilities for later phases than is required for the first phase. Later phases may consist of a plan showing the location, land area, use, and proposed square footage by type of use. The plans submitted for future phases shall indicate a proposed location for common facilities and for access and utility services. The plan shall demonstrate that future phases can be provided with appropriate access, parking, utility services, and drainage facilities.

14.A.05 Standards for Review: The Planning Board shall utilize the following standards in its review and consideration of an application for a CDP.

- (1) **Zoning:** The application shall conform to the provisions of the Zoning Ordinance including, but not limited to, Performance District standards, permitted uses, minimum setbacks, maximum lot coverage, requirements for buffers, access, parking, and loading requirements, and Supplemental Standards as may be applicable to the uses proposed;
- (2) **Site Plan Regulations:** The application shall conform to the requirements and standards contained within these regulations and, where applicable, those requirements and standards established within the City of Concord Subdivision Regulations;
- (3) **Facilities:** The Board shall determine that adequate provisions have been made for the following common facilities for each of the phases, proposed lots, leasehold, units, or other sub-area:
 - (a) Access and circulation;
 - (b) Parking and loading facilities;
 - (c) Public and private utility services; and
 - (d) Drainage facilities.

- (e) ***Easements and Covenants:*** The Board shall determine if adequate legal documents in the form of easements and/or condominium documents have been provided, which ensure in perpetuity that common facilities, access, utilities, drainage, parking, and loading spaces are available to support the proposed uses proposed within each phase of the CDP.

14.A.06 Issuance of a Decision: Pursuant to Article 28-9-4 (e) (5) of the City of Concord Zoning Ordinance, the Planning Board shall approve, approve with conditions, or disapprove an application for a CDP. Within 72 hours after a vote on a CDP, the Clerk of the Board shall issue a written record of the decision. All subsequent subdivision and site plan approvals shall be in accordance with the approved CDP.

14.A.07 Amendments: The application and review process for amendments to a CDP shall adhere to the same process and requirements, as set forth herein for a new application.

- VII. These amendments to the Site Plan Regulations shall take effect upon adoption by the Planning Board after a duly noticed public hearing and upon the subsequent certification of the adopted amendment to the City Clerk in accordance with RSA 675:6 III.

Adopted:

Certified to the City Clerk: