



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

February 19, 2020
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 and subsequently tabled. The Applicant requests that the application be removed from the table and the Public Hearing opened.

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 Conditional Use Permits for a reduced driveway separation on Manchester Street and relocation of required interior parking lot landscaping.

Project Details:

Zoning: Highway Commercial (CH)

Minimum Lot Area: 40,000 sf

Existing Lot Area: 4.47 ac (194,763 sf) – 129 Manchester Street
6.63 ac (288,986 sf) – 137 Manchester Street
11.1 ac (483,749 sf) total (*after lots are merged, see note 1.2*)

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: 78%

Parking spaces required : 254, including 7 ADA

Parking spaces provided: 255, 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, latest revisions received January 16, 2020.
- 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 February 10, 2019.

2. Conditional Use Permit

- 2.1 The Applicant is requesting two Conditional Use Permits (CUP), as described below. The Applicant provided narratives, provided under Supplemental Information, describing how the criteria of applicable sections of the ordinance are met, including Section 28-9-4(b) (4) (ZO), which states the criteria for the Planning Board decision.
- 2.2 The Applicant is requesting a 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. Customers and employees will use the existing main entrance to Banks Chevrolet.

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 and be aligned with an existing on the south side of Manchester Street. A note should be added to the Site Plan stating this condition.

- 2.3 The Applicant also requests a CUP per Section 28-7-10(b) to allow the distance between a parking space and a landscaped area to exceed 120 ft for vehicular display in the Highway Commercial District. The applicant proposes to locate the required tree plantings to the perimeter of the display lot in order to improve efficiency for snow removal and maneuverability of the displayed vehicles.

Staff supports the CUP with conditions that the existing landscaping be brought into compliance (see Notes 3.1 and 3.2 below) and at least 2 parking lot islands be added to the parking aisles designated for customer parking. If the Planning Board approves the CUP as proposed, there will be ±6 acres of pavement associated with the vehicular display and customer parking area without any trees or islands. Per Section 18.02 of the Site Plan Regulations, parking lots shall include landscaping to reduce heat island effects resulting from large expanses of pavement. Staff recommends that landscaped islands be added at both ends of the proposed customer parking aisles (the two 18 space rows), and trees be planted in these islands to provide a small area of relief from the large expanse of pavement.

3. Site Layout and Landscaping Comments

- 3.1 A total 3 parking islands that were approved as part of the 2010 site plan application have been paved over. These parking lot islands are in the customer service area and delineate a separation between the customer parking drive aisle and display area. The islands are shown on the existing conditions plan provided with this application; however, they are not shown in any other plans, and a review of current aerial photographs indicates they are paved over. These islands should be restored and the trees required as part of the 2010 landscape plan be replaced to bring the site into compliance with prior approvals.
- 3.2 It appears that several of the trees required as part of the 2010 approval are missing, mostly those along Old Suncook Road. The site should be brought back into compliance with the previously approved landscape plan.
- 3.3 Add the western parking space stripe for the southwestern-most designated row of parking along Manchester Street. The count indicates 21 spaces; however, only 20 are striped. Please revise.
- 3.4 Given the location adjacent to vehicles on display, Staff recommends that the Landscape Architect consider a fruitless variety of ornamental trees instead of the crabapple for maintenance purposes.
- 3.5 On the Landscape Plan at the southwestern gated drive, one Gleditsia is shown in a parking space; please revise.

4. Recommendations

- 4.1 **Grant ADR approval** for the site plan as submitted.
- 4.2 **Grant the approval of the following Conditional Use Permits**
 - a) CUP 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 if the use of the site changes and the driveway use is more intensive, the driveway be relocated to meet the required separation.
 - b) CUP per Section 28-7-10(b) to allow the distance between a parking space and a landscaped area to exceed 120 ft for vehicular display in the Highway Commercial District, with the condition that the existing landscaping be brought into compliance, and 2 additional islands be added to the new parking area.
- 4.3 **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

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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: February 4, 2020
SUBJECT: Plan Review (3), 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 (rev. thru 1/16/2020).

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 July 3, 2019 and August 5, 2019. Comments from our previous memorandum that have not been addressed are included and noted in the comments below.

Site Plans

Existing Conditions Plan

1. 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)

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

Re: Review Comments (2019-41)
Banks Chevrolet, 129 & 137 Manchester Street
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2. The Book # for the City of Concord "Right-of-Way" Easement contains a typographical error and should be 3272.

Site Plan

3. Proposed ROW easement documents should be submitted to the City for review.
(Repeat Comment from July 3, 2019)
4. 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. ***(Repeat Comment from August 5, 2019)*** Refer also to the Grading and Drainage Plan.
5. The ROW line shown for the Banks lot (Lot 110E-2-3) should be shown based on the existing ROW easement. The easement area should not be shown as part of the lot.

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)

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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)