



Heather Shank  
City Planner

# CITY OF CONCORD

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

## Planning Board

September 16, 2020

### **Project Summary – Conditional Use Permit**

Project: Foulds Conditional Use Permit (2020-26)  
Owner: Michael Foulds  
Address: 60 West Parish Road  
Map/Block/Lot: 101/ 2/ 4

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

Determine this 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 is requesting a Conditional Use Permit (CUP) in accordance with Article 28-7-8(b) to allow for an additional driveway curb cut on a lot with approximately 168 ft of frontage where a second driveway curb cut is only allow for lots with at least 250 ft of frontage.

#### **1. General Comments**

- 1.1 The applicant is proposing to create a U-shaped driveway by extending the current 12' wide drive across the front of the house to a second curb cut 52' away from the existing curb cut on West Parish Road. The next curb cut would be approximately 80' away from the driveway of the adjacent property which is compliant with Section 28-7-8(b) of the Zoning Ordinance.
- 1.2 Staff has reviewed the application and the CUP narrative submitted by the applicant. Staff notes that criteria 28-9-4(b)(4)(c) for approval of a CUP pertains to safety. One of the goals of the Site Plan regulations with regard to access management is to limit curb cuts to improve bike and pedestrian safety and improve traffic control. While Engineering staff notes that site lines are adequate in this location for a curb cut, and the current situation requiring backing into traffic is not a safe scenario, Planning staff notes that the property owner could provide a hammerhead turnaround in front of the house where paving is already proposed. A second driveway is not needed to resolve the issue of backing into the street.

The Board should determine whether the addition of a second driveway outweighs other goals of the regulations to limit multiple driveway access points with regard to the CUP criteria for safety.

- 1.3 A Driveway Permit and Encumbrance Permit will need to be obtained from the Engineering Services Division prior to construction.

**2. Recommendations**

- 2.1 **Vote whether or not to grant the CUP** in accordance with Section 28-7-8(b) of the Zoning Ordinance to allow for a second driveway and associated curb cut at 60 West Parish Road where 250 ft of frontage is required but 168 ft of frontage is provided.

Prepared by: SCD

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David Cedarholm, PE  
City Engineer

**MEMORANDUM**

**TO:** Heather Shank, City Planner  
**FROM:** Todd M. Welch, PE  
**DATE:** September 9, 2020  
**SUBJECT:** Conditional Use Permit Review, Michael Foulds, 60 West Parish Rd;  
Map 38, Block z, Lot 2; (2020-26)

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

- *Photos, CUP, CUP 2, CUP 3, prepared by Michael Foulds, received on May 27, 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.**

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**General Comments**

1. Engineering does not support the installation of an additional curb cut. Mr Foulds should consider installation of a hammer head. A hammer head would provide additional parking and a place to turn vehicles around.

If the additional curb cut is permitted the new driveway design would need to be reviewed by engineering prior to construction to assess its impact on the adjacent drainage swale.

**Post-Approval/Pre-Construction Items (Pending Planning Board Decision)**

The following items will need to occur prior to the start of construction (unless otherwise noted).

The following permit(s) will need to be obtained from the Engineering Services Division:

- a. Driveway Permit

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

Re: Review Comments (2020-26)

Project, Location

Date: 9/9/2020

- b. Encumbrance Permit (for work that will encumber the ROW, public sidewalks, and/or metered parking spaces)
- c. Excavation Permit (for work within the ROW)