



Heather Shank  
City Planner

# CITY OF CONCORD

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

## Planning Board

October 21, 2020  
Project Summary – Major Site Plan

Project Name: Above All Collision Center (2020-28)  
Owner: Whittemore Holdings, Inc.  
Address: 45 Chenell Drive  
Map/Block/Lot: 111-G/1/55

### **Determination of Completeness:**

This application was determined complete, and not a DRI, at the September 16, 2020 Planning Board meeting. Staff recommends opening the public hearing.

### **Project Description:**

The applicant is requesting Major Site Plan approval for the expansion of a previously constructed parking lot for vehicle storage, the construction of a storage yard, a second driveway, and associated site improvements drainage improvements.

### **Project Details:**

Zoning:	(IN) Industrial
Existing Use:	Gravel parking lot
Proposed Use:	Expanded Gravel parking lot and new storage yard
Lot Coverage Max:	85%
Existing Coverage:	40.1%
Lot Coverage Proposed:	52.6%
Lot Area Required:	40,000 sf
Lot Area Provided:	283,702 sf (6.51 ac)
Building Setbacks Required:	50' front, 30' rear, 25' side
Building Setbacks Provided:	50' front, 30' rear, 25' side

### **1. General Comments**

- 1.1 The following comments pertain to the 5 sheet plan set titled "Site Redevelopment Plans, 45 Chenell Drive" prepared Rokeh Consulting, LLC, dated August 3, 2020 and a 1 sheet landscape plan prepared by Terrain planning & Design LLC. Dated August 6, 2020.
- 1.2 Comments from the Engineering Services Division are provided in the attached memo.
- 1.3 The applicant appeared before the Architectural Design Review Committee on October 6, 2020 and the Committee recommended to approve the design as submitted.

### **2. Technical Review Comments**

- 2.1 On the Existing Conditions plan, the Vicinity Map in the top right corner does not identify the lot. This may be removed as a vicinity map is provided on the cover sheet.
- 2.2 On the Site and Grading Plan, the 344 and 346 contour lines in the expanded storage yard do not tie into the proposed infiltration pond at the northwestern corner of the site. Revise to show how these contour lines will be regraded to connect with the proposed infiltration pond.
- 2.3 The Site Plan shows trees in the middle of the proposed driveway, the proposed storage yard, and the expanded storage yard. If these are intended to be removed, please label them as such.
- 2.4 Dimension the existing driveway width on both the Existing Conditions plan and the Proposed Site and Grading Plan, in accordance with Section 15.04(11) of the Site Plan Regulations (SPR).
- 2.5 Provide the distance between the new driveway curb cut and the driveway of the adjacent lot to the west. 150 feet is required between driveways non-residential driveways on Chenell Drive, a local road.
- 2.6 Parking is not permitted within 5 feet of a property line. A line is depicted along the western property line. It appears to be a 5 foot setback line, but it is not labeled. Label this line and dimension the distance between the limits of the storage yard and the property line.

### 3. Landscape Plan Comments

- 3.1 Provide tree count calculations, in accordance with Section 15.04(28)(o) (SPR).
- 3.2 No one species may account for more than 25% of the total tree count, in accordance with Section 27.07(4) (SPR). As a total of 36 trees are proposed, a single species shall have no more than 9 trees proposed.

### 4. Recommendations

- 4.1 **Grant ADR approval** for the expansion of a previously constructed parking lot for vehicle storage, the construction of a storage yard, a second driveway, and associated site improvements drainage improvements.
- 4.2 **Grant Major Site Plan approval** for the expansion of a previously constructed parking lot for vehicle storage, the construction of a storage yard, a second driveway, and associated site improvements drainage improvements at 45 Chenell Drive, 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 all Review comments to the satisfaction of the Planning and Engineering Divisions. For all subsequent submissions, applicant shall provide a response memo addressing/acknowledging all comments.
    - (2) Final plans shall be signed and sealed by the NH Licensed Land Surveyor, Landscape Architect, and Professional Engineer.
    - (3) 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 issuance of the final 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.

Prepared by: SCD

*S:\Plan\Development Review\Project Files\2019\2019-04\_Above\_All\_Collision\_SPM\Reports & Letters*



**CITY OF CONCORD**  
*New Hampshire's Main Street™*  
**Community Development Department**

David Cedarholm, PE  
City Engineer

**MEMORANDUM**

**TO:** Heather Shank, City Planner  
**FROM:** Todd M. Welch, PE  
**DATE:** September 9, 2020  
**SUBJECT:** Plan Review, Site Redevelopment Plans;  
Map 11, Block G1, Lot 55; (2020-28)

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

- *Plan*, Site Redevelopment Plans, prepared by Rokeh Consulting, LLC, dated August 3, 2020 (received on August 24, 2020)
- *Drainage Report*, prepared by Rokeh Consulting, LLC dated July 6, 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. See attached comments from VHB dated September 1, 2020. Those comments shall be addressed in addition to the comments below.

**Drainage Report**

2. It is likely amended soils will be required due to known high infiltration rates in the area. Test pit infiltration rates shall be provided to the City. Soils shall be amended as per NHDES regulation Env Wq 1507.02(b) if the infiltration rate exceeds 10in/hr.

**Post-Approval/Pre-Construction Items**

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

3. Prior to the construction of any future site improvements the applicant/owner should consult the Planning Division to determine if Site Plan Approval will be required.

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



## Memorandum

To: Mr. David Cedarholm, PE  
City Engineer  
Engineering Services Division  
City Hall  
41 Green Street  
Concord, NH 03301

Date: September 1, 2020

Concord File No.: 2020-28

VHB Project #: 52430.14

Map/Block/Lot: 111G/1/55

From: Mark J. Verostick, PE  
Senior Project Engineer

Re: Technical Review  
Site Plan Redevelopment  
45 Chenell Drive  
Concord, New Hampshire

As requested, VHB has conducted a technical review of plans and information submitted for proposed site improvements associated with an existing commercial building located at 45 Chenell Drive. VHB reviewed the following information associated with this project:

- Site Redevelopment Plans, 45 Chenell Drive, Tax Parcel 111G/Block 1/Lot 55, Concord, New Hampshire, prepared by Rokeh Consulting, LLC, dated August 3, 2020.
- Drainage Report, Map 11 Block G1, Lot 55, 45 Chenell Drive, prepared by Rokeh Consulting, LLC. Dated July 6, 2020.

The following sections contain VHB's comments relative to the information reviewed:

### PLANS

#### Existing Conditions Asbuilt Plan (Sheet 2)

1. The existing drain lines within Chenell Drive should be shown on the drawings, including direction of flow, per City of Concord Site Plan Regulations (CSPR), Section 15.03. Particularly where stormwater pond #2 discharges to the street drainage system to confirm direction of flow and discharge.
2. The Certifications should be signed on the final plan.

#### Proposed Site and Grading Plan (Sheet 3)

3. It should be clarified if the proposed storage yard to the southwest of the existing building is intended to be paved or gravel. The Site Work Driveways section of the Concord Construction Standards requires driveways to be paved.
4. The proposed contours within the proposed storage yard to the southwest of the existing building should be shown. There is a 343.0 spot grade at the corner of the building and 346.2 spot grades near the existing door and concrete pad.

5. There is an existing gas service meter at the southwest corner of the building that should be provided with vehicle protection given the addition of the new access driveway.
6. An elevation should be provided for the proposed infiltration pond rip-rap overflow channel.
7. For informational/ clarification purposes note 5 should be updated per the current zoning requirements. The maximum allowed lot coverage is 85% and the maximum allowed structure height is 45 feet.

Erosion Control Notes (Sheet 4)

8. Details should be provided for the proposed infiltration pond, outlet control structure and the driveway connection to Chenell Drive conforming with the Concord Construction Standards and Details.
9. VHB recommends showing the location of the temporary stabilized construction entrance on the plan view for clarity.
10. The sheet title should be updated to agree with the Cover Sheet.

Landscape Plan (Sheet 6)

11. The proposed limits of tree clearing should be shown on the plans per CSPR Section 15.04 (15).

**DRAINAGE REPORT**

12. The existing and proposed stormwater ponds are modeled as infiltration ponds however the existing conditions plan indicates that water was ponded and frozen within existing stormwater pond #2. It should be confirmed that the pond is infiltrating as intended in the stormwater calculations.
13. The rates shown in the Drainage area 3 peak flow table do not agree with the HydroCad calculations. The runoff rates should be based on the primary outflow from Pond 2 which will discharge to the street drainage system. There appear to be very minor increases (<0.2 CFS) for all design storms in the discharge flow rates to the street drainage system. These increases should be reviewed with the Engineering Services Division to confirm there will be no impact to the street drainage system.
14. Test pit information should be included to confirm there is a minimum of 4-feet of separation between the bottom of the proposed infiltration pond and the groundwater elevation per CSPR Section 22.07 (2).
15. Pre-treatment in accordance with CSPR Section 22.07 (4) should be provided for the proposed infiltration ponds, particularly if the tributary runoff area includes gravel parking/ storage areas, to prevent sediment from adversely affecting the performance of the ponds.
16. Although temporary construction erosion control inspection and maintenance notes are included on Sheet 5 of the plan set, a long-term maintenance and operation plan should be prepared for the stormwater management system per CSPR Section 22.05. The drainage report does reference a previous drainage report for the site development dated May 6, 2019. VHB does not have a copy of this report, however if the original drainage

report/ site development included a long-term stormwater maintenance and operation plan, it should be amended to include the additional stormwater measures in the current proposal. Copies of the maintenance records should be made available to the City.

## STATE PERMITS

It does not appear that the project will require any state permits associated with the proposed work. If any state permits are determined to be necessary, copies of the permits should be submitted to the Planning Department.

## CONSTRUCTION

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

- The applicant should set up a preconstruction meeting with the Engineering Services Division to discuss construction requirements, site inspections, associated fees, schedules, etc.
- The following permits will need to be obtained from the Engineering Services Division:
  - Driveway Permit
  - Encumbrance Permit (for work that will encumber the ROW, public sidewalks, etc.)
  - Excavation Permit (for work within the ROW)
- 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)
- Performance surety (bond, letter of credit, or cash deposit) for site stabilization.
- Performance surety (bond, letter of credit, or cash deposit) for work within the right-of-way. An engineer's cost estimate, based on the current NHDOT weighted average unit prices, should be submitted a min. of two weeks prior to the pre-construction meeting.
- 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).
- Shop drawings/submittals should be submitted to Engineering for the proposed drainage improvements and for the proposed improvements within the ROW.

Please feel free to contact me if you have any questions regarding the above comments.

Ref: 52430.14  
September 1, 2020  
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cc: Martha Drukker, Associate Engineer – City of Concord  
Todd Welch, Engineering Project Manager – City of Concord  
Heather Shank, City Planner – City of Concord  
Beth Fenstermacher, Assistant City Planner – City of Concord