



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

February 17, 2021
Project Summary – Major Site Plan

Project Name: 310 Loudon Road (2020-38)
Owner: CP Concord LLC
Address: 310 Loudon Road
Map/Block/Lot: 46Z/57

Determination of Completeness:

The application was determined complete at the January 20, 2021 Planning Board meeting. Staff recommends to open the public hearing.

Project Description:

The applicant is proposing a 2,200 sf restaurant with drive-through service and site improvements.

Project Details:

Zoning:	Gateway Performance (WP)
Existing Use:	Retail and vacant land
Proposed Use:	Retail and Restaurant with Drive-through
Lot Coverage Max:	85%
Existing Coverage:	70%
Lot Coverage Proposed:	80%
Lot Area Required:	N/A
Lot Area Provided:	234,030 sf (5.4 ac)
Lot Frontage Required:	300'
Lot Frontage Provided:	531'
Building Setbacks Required:	25' front, 25' rear, 25' side
Building Setbacks Provided:	200' front, 185' rear, 152' side

1. General Comments

- 1.1 The following comments pertain to the 20-sheet plan set titled "CP Concord Condominium" prepared BL Companies, dated October 21, 2020 and revised through December 23, 2020.
- 1.2 Comments from the Engineering Services Division are provided in the attached memo.
- 1.3 The application appeared before the Architectural Design Review Committee (ADRC) on February 2, 2021. The Committee recommended approval of the site layout, landscaping and building design with the recommendation that a more durable material than EIFS be used on the lower portion of the building next to the drive-through lane.

2. Waivers

- 2.1 The applicant has requested a waiver from Section 18.08 of the Site Plan Regulations (SPR) to not provide a by-pass lane for the inside stacking lane of the drive-through. The applicant states that the once the stacking lanes merge, a by-pass lane is provided.

Staff supports this waiver due to site constraints that make providing a full by-pass lane challenging, the applicant has been able to accommodate the required stacking spaces by using two lanes, and the applicant states that based on queuing at other locations, it is expected that the queue will not fill both stacking lanes.

3. Technical Review Comments

- 3.1 A New Hampshire Licensed Landscape Architect shall stamp and sign the Landscape Plans, in accordance with Section 12.03(3).
- 3.2 The restaurant does not have adequate access to the sidewalk along Loudon Road. The only access is a short section of sidewalk that terminates into a parking space, and it is not clear whether this is an accessible route. A sidewalk along the driveway from Loudon Road should be provided to the entrance, or the applicant should otherwise demonstrate how a safe and accessible route from Loudon Road will be provided. Article 28-7-9(b) *Access from Streets and Sidewalks* of the Zoning Ordinance requires safe access from adjacent streets and sidewalks through the parking area to the principal use.

4. Recommendations

- 4.1 **Grant the waiver** to Section 18.08 of the Site Plan Regulations to not provide a by-pass lane for the inside stacking lane of the drive-through utilizing the criteria from RSA 674:36(II)(N)(2): Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations given that a by-pass lane is provided after the stacking lanes merge and based on other locations, it is expected that any queuing would not fill both stacking lanes.
- 4.2 **Grant ADR approval** for the building design, landscaping, and site layout subject to the ADRC's recommendation that a more durable material than EIFS be used for the lowest part of the building around the drive-through lane.
- 4.3 **Grant Major Site Plan** approval for the proposed restaurant with drive-through service and associated site improvements at 310 Loudon Road in the Gateway Performance (GWP) District, 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) Waiver(s) granted are to be noted and fully described on the plan including date granted and applicable Section number(s) of the Site Plan Regulations. Should the Board vote to deny the waiver(s), the applicant shall comply with said submission requirement(s).
 - (3) Final plans shall be signed and sealed by the NH Registered Land Surveyor, Landscape Architect, and Professional Engineer.

- (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 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

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

David Cedarholm, PE
City Engineer

MEMORANDUM

TO: Sam Durfee, Senior Planner
FROM: Todd Welch, Civil Engineer Project Manager
CC: Gary Lemay, Associate Engineer
David Cedarholm, City Engineer
DATE: February 9, 2021
SUBJECT: Major Site Plan Review, CP Concord Condominium, 310 Loudon Rd;
Map 46Z, Lot 57; (2020-38)

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

- *Plan*, Land Development Plans for the Proposed Development, CP Concord Condominium 310 Loudon Rd Concord, NH, prepared by BL Companies, dated October 21, 2020 (received on October 21, 2020), and revised on November 17, 2020, December 23, 2020, January 25 2021.
- *Stormwater Management Report*, Proposed Development, CP Concord Condominium 310 Loudon Rd Concord, NH, prepared by BL Companies, dated October 19, 2020, and revised on November 17, 2020, December 23, 2020, and January 26, 2021. Significant revisions are expected but were not available as of February 9, 2021.

As a supplement to any comments offered by the Planning Division, Engineering offers the following design related comments. **With subsequent submissions, the applicant shall provide a response letter that acknowledges/addresses each of these comments.**

General Comments

1. Final plans shall include a professional engineering certification that is signed. **(Repeat Comment from December 8, 2020 Memorandum).**
2. The detention pond at the southern boundary of the site is delineated into the neighboring City of Concord property. Please provide evidence that the pond is permitted to be on City property or regrade the detention pond to avoid City property.

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

Re: Review Comments (2020-38)
Land Development Plans For The Proposed Development,
CP Concord Condominiums, 310 Loudon Rd
Date: 2/9/2021

General Notes (Sheet GN-1)

1. Note 1 states plans are for permitting only and not for construction. This isn't accurate and needs to be removed.
2. Notes 28 and 29 requires pavement markings to be yellow. City regulations require markings to be white.
3. Note 35. The site stabilization bonds shall be issued to the City.
4. Note 72. Adding underdrains after planning board approval requires reapproval through planning. Any proposed underdrains must be shown on the current plans.
5. Note 76. The City of Concord Construction Standards must be referenced not the project specification manual.
6. Note 86. Concrete encasement is not an accepted practice to address unavoidable sewer and water conflicts. Sewer pipe material must be changed to pressure pipe material.
7. Notes 106-111. Materials must comply with the City of Concord Construction Standards.
8. The monolithic concrete curb and sidewalk detail, note #2 refers to CTDOT aggregate base course material; please revise the detail to City of Concord specifications.

Overall Site Plan (OSP-1)

1. Please consider revisiting the curbing layout at the exit-only lane adjacent to the loading zone to discourage cars or trucks from entering the wrong way.

Site Plan (Sheet SP-1)

2. Bicycle accommodations shall be provided in accordance with Chapter 4 Section 30.03 of the City of Concord Site Plan Regulations. **(Repeat Comment from December 8, 2020 Memorandum). A bike rack detail needs to be included in the plans, and the leader callouts should include a bike rack in addition to a concrete pad for one.**
3. Please note which (typ.) items refer to which details later in the plan set (e.g., not clear where monolithic concrete curbing will be used versus asphalt curbing). Granite curbing shall be used as per Site Plan Regulations 18.01 and 18.19.

Grading and Drainage Plan (Sheet GD-1)

1. As per discussions with B.L. Companies on February 4, 2021 substantial changes are expected. As of February 9, 2021 revised documents had not been received. Further review will be required by Engineering after the February 2021 planning board meeting.
2. As per Site Plan Regulation 18.08 stacking spaces shall not block pedestrian circulation to the main entrances to any building.

Site Utilities Plan (SU-1)

1. There are no cleanouts shown after the grease trap as required per City of Concord Construction Standards. **(Repeat Comment from December 8, 2020 Memorandum). Plan does not show cleanouts as per City Detail. Two cleanouts are required just after tank.**

Drainage Report

1. As per discussions with B.L. Companies on February 4, 2021 substantial changes are expected. As of February 9, 2021 revised documents had not been received. Further review will be required by Engineering after the February 2021 planning board meeting.

State/Federal Permits

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

- NHDES Registration and Notification for Storm Water Infiltration to Groundwater – may be applicable depending on stormwater management updates

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. The following permit(s) will need to be obtained from the Engineering Services Division:
 - a. Driveway Permit

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City Hall • 41 Green Street • Concord, NH 03301 • (603) 225-8520
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- b. Utility Connection Permits for sewer, water, and drain (if tying to the City system).
- 3. Performance surety (letter of credit, or cash deposit) for site stabilization. The surety amount for this project has been set at \$5,000 based on a 1 ac disturbance area.
- 4. 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 and itemized cost estimate should be submitted a minimum of two weeks prior to scheduling the pre-construction meeting for use in establishing the deposit amount. The deposit shall be submitted at least a week prior to the pre-construction meeting. Please contact Engineering for a spreadsheet to estimate the initial fee deposit (this is only an estimate as the fee will be based on actual time spent by Engineering inspectors for this project). Water and Sewer Investment Fees will need to be paid (as part of the utility connection permit process).
- 5. Shop drawings/submittals should be submitted to Engineering.
- 6. Prior to the construction of any site improvements not approved by the Planning Board the applicant/owner shall consult the Planning Division to determine if Site Plan Approval will be required.
- 7. Water and Sewer Investment Fees will need to be paid as part of the utility connection permit process.
- 8. Upon completion of construction the contractor shall submit as-built drawings to the Engineering Services Division.