



Heather Shank  
City Planner

# CITY OF CONCORD

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

## Planning Board

June 16, 2021

### Project Summary – Minor Subdivision

**Project:**

103 Old Loudon Road – Minor Subdivision (2021-23)

Property Owners: Mark F. & Christine D. Bogacz

Address: 103 Old Loudon Road

Map/Block/Lot: 46Z-33 & 46Z-36

### **Determination of Completeness:**

Determine the 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 proposing a lot line adjustment to annex 10.28 acres from lot 33 to 36.

### **Project Details:**

Existing Lot Area: 12.99 ac (565,746 sf)

Zoning: Medium Density Residential (RM)  
Gateway Performance (GWP)

Existing Use: Single Family Residence

Existing Lot Size: **Lot 33:** 12.99 ac (565,746 sf)

Proposed Lot Size: **Lot 36:** 12.87 ac (560,415 sf)

Lot Size Required: 40,000 sf

Lot Size Proposed: **Lot 33:** 2.71 ac (118,082 sf)  
**Lot 36:** 23.50 ac (1,023,338 sf)

Lot Frontage Required: 200'

Lot Frontage Provided: **Lot 33:** 363' *Old Loudon Road*  
**Lot 36:** 500'+ *Break O Day Drive*

Building Setbacks Required: 25' front; 25' rear; 15' side

Building Setbacks Provided: 25' front; 25' rear; 15' side

### **1. General Comments**

1.1 The following comments pertain to the 4-sheet plan set titled "Lot Line Adjustment & Consolidation Plan" prepared by Fieldstone Land Consultants, PLLC, dated May 24, 2021.

1.2 Please see the comments from the Engineering Division under a separate memo.

**2. Technical Review Comments**

- 2.1 Provide a bearing and dimension for the lot line of Lot 36 east of the lot line to be eliminated and to the west of the deflection beginning the Break O Day Drive frontage.
- 2.2 Label the Concord/Pembroke boundary along the Soucook River on the Vicinity Plan on Sheet 1 and the Exhibits, in accordance with Section 12.05 of the Subdivision Regulations (SDR).
- 2.3 Correct the Suncook River on the Vicinity Plan on Sheet 1 and the Exhibits to the Soucook River.
- 2.4 Delineate the 50' wetland setback for all wetlands on site, in accordance with Article 28-4-3(a)(2) of the Zoning Ordinance.

**3. Recommendations**

- 3.1 **Grant Minor Subdivision approval** for the lot line adjustment at 103 Old Loudon Road, subject to the following conditions to be fulfilled within one year and prior to endorsement of the final plan by the Planning Board Chairman and Clerk, unless otherwise specified:
  - (1) Address Technical Review Comments, noted above, to the satisfaction of the Planning Division.
  - (2) Address Engineering Comments to the satisfaction of the Engineering Division.
  - (3) Prior to the final plat being signed by the Planning Board Chair and Clerk, 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 12.09 of the Subdivision Regulations.
  - (4) The Licensed Land Surveyor shall sign and seal final plans and mylars.
  - (5) A NH Certified Wetland Scientist shall sign and seal the final plans and mylars.
  - (6) The Applicant shall submit two checks for recording the plan at the Merrimack County Registry of Deeds (including a separate check in the amount of \$25.00 for the LCHIP fee). Both checks are to be made payable to the Merrimack County Registry of Deeds.
  - (7) The Applicant shall deliver to Planning one (1) plan set(s) and one (1) mylar(s) for endorsement by the planning Board Chairman & Clerk and recording at the Registry of Deeds.
  - (8) Prior to the issuance of any building permits, the 50' wetland buffer shall be marked with discs available at the Planning Division

Prepared by: SCD

*S:\Plan\Development Review\Project Files\2021\2021-23\_103\_Old\_Loudon\_MIS\Reports & Letters*



**CITY OF CONCORD**  
*New Hampshire's Main Street™*  
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David Cedarholm, PE  
City Engineer

**MEMORANDUM**

**TO:** Sam Durfee, Senior Planner  
**FROM:** Gary Lemay P.E., Associate Engineer  
**DATE:** 6/8/2021  
**SUBJECT:** Minor Subdivision Plan Review, Bogacz Subdivision, 103 Old Loudon Road;  
Map 46Z, Lot 33 and 36; (2021-023)

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

- *Lot Line Adjustment and Consolidation Plan*, prepared by Fieldstone Land Consultants PLLC, dated 5/17/2021 (received on 5/18/2021)

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 or addresses each of these comments and discusses any additional changes to the plans.**

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**General Comments**

1. Sheet 1:
  - a. Within Note 1, the lot number designations for Big Step, LLC should be Tax Map 46Z, Lot 36 and Map 46Z, Lot 37.
  - b. Note 6 indicates that the boundary information shown was developed entirely from the reference plans cited hereon and is not the result of a boundary survey by this office, however, the surveyor's certificate states that the plan is the result of an actual field survey made on the ground. Please clarify. If the plan is not the result of a boundary survey, how can the surveyor set two new boundary markers on the proposed lot line?
  - c. Many boundary monuments are indicated on the plan as "found." Are they shown as "found" based on a field investigation? Or are they shown as "found" because they were shown as "found" on reference plan number 1?
  - d. Within the plan view for Existing 46Z-33, there is a note that states 546.70' frontage. Is this supposed to include the distance of 183.82' along the northerly line

of parcel 46Z-35? If so, Engineering believes that statement to be incorrect. The distance of 183.82' along the northerly line of parcel 46Z-35 is not frontage on a city accepted street. That line is along the centerline of the discontinued portion of Old Loudon Road and is not considered frontage. Therefore, existing lot 46Z-33 only has 362.88' feet of frontage, the same as Remainder 46Z-33.

- e. Within the plan view for Parcel-A, the note states "to be...added to Parcel 4A-7-36." The lot should be 46Z-36.
- f. Within the plan view, the abutting lot 46-Z-70 should be 46Z-70.

2. Sheet 2:

- a. Within the plan view for Parcel-A, the note states ... to be added to Parcel 4A-7-36. The lot should be 46Z-36. This needs to be corrected on both sheets.
- b. Within the plan view, the bearing and distance along the common property line between 46Z-36 and 46Z-35 is not labeled. It scales approximately 229'.
- c. Within the plan view for Existing 46Z-36, there is a note that states 957.79' frontage. Revised 46Z-36 has the same distance after adding Parcel-A and 46Z-37. Please clarify. As stated above, the common boundary line between 46Z-36 and 46Z-35 is not frontage on a city accepted street. Also, within the plan view just above the bearing of S 27-51-33 E along the former lot line, there is a stand alone note (957.79' FRONTAGE).
- d. Within the plan view for Parcel-A, the note states "to be...added to Parcel 4A-7-36." The lot should be 46Z-36.

3. Section 23.11 (Existing Watercourses) of the Subdivision Regulations suggests that a drainage and/or stormwater easement shall be provided and confirm to the lines of the watercourse (first order stream) passing through the property. There is no City drainage system involved in these properties or segment of watercourse, therefore Engineering would support a waiver of this regulation.

**State/Federal Permits**

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

- NHDES Subdivision Approval (for creating a lot at 103 Old Loudon Road < 5 acres)

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 monumentation for the proposed lot lines shall be set prior to recording the plan.