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City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

September 15, 2021

Project Summary – Major Subdivision

Project: 15 Integra Drive – Major Site Plan (2021-34)
Property Owners: Fifteen Integra Drive, LLC
Address: 15 Integra Drive
Map/Block/Lot: 783Z/9

Determination of Completeness:

This application was determined complete and noticed as a Development of Regional Impact per RSA 36:55 at the August 18, 2021 Planning Board meeting. Staff recommends opening the public hearing.

Project Description:

The Applicant is proposing a 356,000 square foot industrial building for manufacturing, warehouse, and office space and associated site improvements at 15 Integra Drive in the Industrial, Aquifer Protection Overlay, and Residential Open Space Districts. As part of this project, the Applicant is requesting an amendment to the mapped lines of future street for the extension of Integra Drive and Old Suncook Road. The Applicant is also requesting two Conditional Use Permits, one for the construction of impervious surfaces within the Aquifer Protection District and the other for a reduction in the number of required parking spaces.

Project Details:

Zoning:	Industrial (IN)
Existing Use:	Vacant
Proposed Use:	Industrial – Manufacturing, fabrication, and assembly
Lot Coverage Max:	85%
Lot Coverage Proposed:	29.89% (710,165 sf (16.3 ac))
Lot Area Required:	40,000 sf
Lot Area Provided:	2,375,596 sf (54.5 ac)
Lot Frontage Required:	80'
Lot Frontage Provided:	645'
Building Setbacks Required:	50' front, 30' rear, 25' side
Building Setbacks Provided:	83' front, 238' rear, 74' side
Parking Spaces Required:	470 Spaces (including 9 ADA)
Parking Spaces Provided:	400 Spaces (including 9 ADA) (<i>CUP Requested, see Section 4 below</i>)
Loading Spaces Required:	6 Spaces
Loading Spaces Provided:	21 Spaces

1. General Comments

- 1.1 The following comments pertain to the 35-sheet plan set titled “Integra Drive Facility” prepared by McCourt Engineering Associates, PLLC, dated July 20, 2021 and revised through August 27, 2021, 3-sheet landscape plan set, and 3-sheet architectural plan set prepared by Warrenstreet Architects, dated July 20, 2021 and July 19, 2021, respectively.
- 1.2 Please see the comments from the Engineering Division under a separate memo.
- 1.3 This application appeared before the Architectural Design Review Committee at the July 6th meeting and at the September 7, 2021 meeting. At the July meeting, the Committee gave the Applicant preliminary feedback on the building design. Overall, the Committee was supportive of the building design but did express a desire for additional shade trees within the parking lot.
- At the August 31, 2021 ADR meeting, the Committee voted to recommend approval of the building design, site layout and landscaping as submitted with the recommendations of using more meadow mix and less loam and seed, and addressing lighting conflicts with landscaping. As part of the motion the Committee also recommended approval of the rooftop solar array as submitted.
- 1.4 The Applicant is proposing to extend Integra Drive, a public street, approximately 627 feet from its current terminus. City Council will consider accepting the street following construction of the extension.
- 1.5 A traffic study prepared by Stephen G. Pernaw & Company, Inc. has been submitted. Comments are provided in the attached memo from VHB.
- 1.6 Staff’s recommendation for approval of this application is conditioned on the information provided by the applicant in the traffic study. In the traffic study, the Applicant has proposed a first shift time of 6:00 AM to 2:30 PM and a second shift time from 3:00 PM to 11:00 PM. These times avoid peak commuting periods. If the applicant opts to change these shift times, a new traffic study must be conducted and reviewed and approved by staff, given the impact of shift time changes on the function of the Integra Drive/Manchester Street/Airport Road intersection. If such a future traffic study shows that the intersection fails as a result of the applicant’s actions (or that of their successor), the Board may require the applicant (or their successor) to take steps to mitigate that failure that could include, but not be limited to, additional shift changes or the construction of off-site improvements.

2. Mapped Line of Future Street Amendment

- 2.1 The Applicant has requested to amend the mapped lines of future streets for the extension of Integra Drive and Old Suncook Road. The exact location and layout of this amendment is still under discussion and this will be addressed as a condition of approval. The amendment itself will appear before the Board at a later date.

3. Waiver

- 3.1 The Applicant has requested a waiver from Section 21.02 of the Site Plan Regulations (SPR) to not construct a sidewalk along the frontage of the property. The Applicant states that the constructed portion of Integra Drive is currently classified as a Local Street, which does not require sidewalks under this section; however, the Master Plan classifies future extensions, such as the 327-foot extension proposed as part of this project as Collector Roadway. Currently, there are no sidewalks on Integra Drive, nor on Manchester Street; therefore, any sidewalk required as part of this project would not connect to an existing sidewalk network. The Applicant will be providing adequate area along the perimeter street-side edge of the property for a future sidewalk.

Staff notes that there are discrepancies in the Master Plan regarding the classification of Integra Drive and recognizes that Integra Drive currently functions as a Local Street. Given this and the fact

that adequate space is being provided in the event a future sidewalk needs to be constructed, **Staff supports the waiver.**

4. Conditional Use Permits

- 4.1 The Applicant has requested a Conditional Use Permit per Article 28-3-6(d)(4) *CUP Required for Certain Uses in the Aquifer Protection District*. The Applicant is requesting this CUP because approximately 701,765 sf (16.3 ac) of impervious surfaces is proposed to be constructed within the limits of the Aquifer Protection District. In the attached CUP narrative, the Applicant provides a response to all the Performance Standards outlined in Article 28-3-6(d)(1)

The Applicant appeared before the City Conservation Commission on September 8, 2021. The Commission recommended approval of the CUP on the condition that sumps be added to the catch basins, provided Engineering Services is in agreement.

The Town of Pembroke and the Central New Hampshire Regional Planning Commission were notified of this project given it is within the Aquifer Protection District and therefore constitutes a Development of Regional Impact. Pembroke's Planning Board considered the project at their August 24, 2021 meeting and offer comments in the attached memo. The Central New Hampshire Regional Planning Commission supports this CUP and has provided comments in the attached memo.

Given the Regional Planning Commission and the Town of Pembroke support this CUP, **Staff supports this CUP** with the condition the application provide secondary containment measures for on-site transformers to protect the aquifer from and potential spills, per Pembroke's review comments in the attached memo.

- 4.2 The Applicant has requested a Conditional Use Permit Per Article 28-7-11(b) *Construction of Fewer Parking Spaces* of the Zoning Ordinance to construct 400 parking spaces where 470 are required. The Applicant has provided the attached narrative describing how the criteria of the applicable section of the Ordinance are met, including Section 28-9-4(b)(4), which states the criteria for the Planning Board decision.

The Applicant states that the largest aggregate shift is projected to be of 400 employees and recognizes the intent of the City and Concord Area Transit to one day for provide a bus route along Manchester Street. The Applicant adds that the CUP will reduce costs associated with paving, curbing, catch basins, piping, landscaping, and plowing/snow storage. Staff notes that there is adequate area on site to construct the additional spaces if needed in the future and the site drainage will be design as such to easily accommodate any future parking expansion. **Staff supports the CUP** given it will result in a reduction in the amount impervious surface proposed on site, with the condition that the Applicant submit revised plans that reflect the CUP scenario. The Conservation Commission also expressed support for this CUP at the September 8, 2021 meeting.

5. Technical Review Comments

- 5.1 Once the location and layout of the amendment to the mapped line of future streets for Integra Drive and Old Suncook Road are determined, provide to City Staff for review, a draft deed of easement granting to the City future right-of-way for the planned extension of Integra Drive and Old Suncook Road through this property, in accordance with Section 13.02(1) (SPR).
- 5.2 Once the location and layout of the amendment to the mapped line of future streets for Integra Drive and Old Suncook Road are determined, provide a plan showing the extents of easements for the proposed Integra Drive extension to be constructed and the mapped line of future streets for Old Suncook Road and Integra Drive extensions and associated drainage area.
- 5.3 On the Overview Plan, the table of zoning requirement and note 6 are on top of each other. Please correct this. Also, amend note 21 to include the CUP for the reduction in parking spaces and update

note 15 to reflect the parking calculations with the CUP.

- 5.4 On the Grading and Drainage Plan (Sheet 8) extend the guard rail on the south-southwest area if the site to provide proper protection of slopes greater than 3:1 per the AASHTO Roadside Design Guide under the City Construction Standards.
- 5.5 The Applicant will need to submit an OE/AAA form to FAA for the solar facility on the roof.
- 5.6 On the Existing Conditions Plan, delineate the current location of the mapped line of future street for the extension of Integra Drive, in accordance with Section 15.04(9) (SPR).
- 5.7 On Sheet 5, identify the material of the 18' emergency access way and confirm that it can support the weight of emergency vehicles and that a fire truck can make the turn onto into this area.
- 5.8 On the Planting Schedule (sheet LA102), several of the quantity numbers in the table are incorrect. Correct these to reflect the number of plantings on the Landscape Plan (LA101).
- 5.9 Given the proposed roof top solar array, and in light of the City's adopted energy goals, Staff recommends the Applicant consider installing multiple electric vehicle charging stations in the parking lot.

6. Recommendations

- 6.1 **Grant ADR approval** for the building design, site layout, landscaping, and rooftop solar array as submitted with the recommendations of using more meadow mix and less loam and seed, and addressing lighting conflicts with landscaping.
- 6.2 **Grant the waiver** to Section 21.02 *Sidewalks Required* of the Site Plan Regulations given there are discrepancies in the classification of Integra Drive in the Master Plan and the fact that adequate space is being provided in the event a future sidewalk needs to be constructed, 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.
- 6.3 **Grant the following Conditional Use Permits:**
 - (a) Article 28-3-6(d)(4) *CUP Required for Certain Uses in the Aquifer Protection District*, to permit the expansion of impervious area within the Aquifer Protection District, with the conditions that the Applicant install sumps in the catch basins and provide secondary containment measures for on-site transformers to protect the aquifer from and potential spills, given the Regional Planning Commission is supportive of the CUP, as is the Town of Pembroke.
 - (b) Article 28-7-11(b) *Construction of Fewer Parking Spaces*, to allow the construction of 400 parking spaces where 470 spaces would otherwise be required, given this will reduce the amount of impervious area proposed within the Aquifer Protection District and the Applicant has demonstrated that there is adequate space to build the deferred 75 spaces should they be needed in the future. The Applicant will need to submit revised plans that fully reflect the CUP scenario.
- 6.4 **Grant Major Site Plan approval** for the proposed 356,000 square foot industrial building for manufacturing, warehouse, and office space and associated site improvements at 15 Integra Drive in the Industrial, Aquifer Protection Overlay, and Residential Open Space Districts, 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 and comments from VHB in the Traffic Peer Review memo dated September 8, 2021 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) and/or CUP(s) granted are to be noted and fully described on the plan including date granted and applicable Section and Article number(s) of the Site Plan Regulations and Zoning Ordinance. Should the Board vote to deny the Waiver(s), the Applicant shall comply with said submission requirement(s).
 - (3) Should the CUP per Article 28-7-11(b) be granted, plans that show the reduction in parking and associated impacts on grading, drainage, and landscaping must be submitted.
 - (4) The mapped lines of future streets for Integra Drive and Old Suncook Road South shall be amended to a layout that is acceptable to the City and the owner of 110 Manchester Street.
 - (5) Final plans shall be signed and sealed by the NH Registered Land Surveyor, Landscape Architect, and Professional Engineer.
 - (6) 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.
 - (4) Should the applicant change shift times from what was proposed and included for review in the original traffic study, the applicant (or their successor) shall be required to submit a new traffic study to the City to ensure that the Integra Drive/Manchester Street/Airport Road intersection does not fail as a result of that change. Should the traffic study demonstrate that the intersection fails due to the applicant's actions, the Planning Board shall retain the right to require the applicant to make changes to mitigate the impact on the intersection which could include, but not be limited to, additional shift changes or the construction of off-site improvements.

Prepared by: SCD

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CITY OF CONCORD
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Community Development Department

David Cedarholm, PE
City Engineer

MEMORANDUM

TO: Sam Durfee, Senior Planner
FROM: Gary Lemay P.E., Associate Engineer
DATE: September 7, 2021
SUBJECT: Pitco/Major Site Plan – Engineering Plan Review, 15 Integra Drive;
Map 783Z, Lot 9; Project 2021-034

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

- *Non-Residential Site Plan*, Integra Drive Facility, prepared by McCourt Engineering Associates, dated July 20, 2021, revised August 27, 2021
- Stormwater Management Report, 15 Integra Drive, prepared by McCourt Engineering Associates, PLLC, dated July 2021
- Response to Site Plan comments, prepared by McCourt Engineering Associates, PLLC, dated August 27, 2021
- Traffic Study Responses, prepared by Stephen G. Pernaw & Company, Inc., dated August 27, 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 or addresses each of these comments and discusses any additional changes to the plans. Updated or new comments based on revised plans are included in **bold**; addressed past comments have been grayed out.

Due to the unique nature and size of the proposed development and the timeline for responses, the Applicant has proposed to address most comments not requiring waivers or other specific board actions as a post-approval condition, but prior to final plan approval. Engineering is agreeable to this approach, and has noted as such for each comment proposed to be addressed at a later date.

Site Plan

1. Engineering would prefer the eastern driveway is aligned squarely to Integra Drive, per SPR 19.11. SPR 18.10 allows a driveway radius of over 25 feet for industrial uses where pedestrian safety would not be adversely impacted. Engineering would support a larger

driveway radius as needed to minimize lane encroachment on Integra Drive.

Engineering would also recommend the driveway radii are symmetric in the event Integra Drive is extended one day, or if a large truck (or emergency vehicle) uses the parking lot or turnaround and then needs to enter the facility from the west. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**

2. The Site Plan sheets should clearly designate the location of the accepted portion of Integra Drive, and the proposed location of Integra Drive. Notes should be added to the plan to designate the status. **Comment addressed.**
3. The flush sidewalk in front of the handicap spaces may need wheel stops to prevent vehicles from pulling too far forward, onto the sidewalk. **Comment addressed.**
4. Engineering has reconsidered their previous guidance on the taper where Integra Drive is being narrowed from 40 feet wide, and would prefer the taper to be at least 30:1. This may help avoid a conflict with the curbing and water gate valve serving 14 Integra Drive. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**
5. Applicant should consider a tipdown on the far eastern portion of the sidewalk where it terminates into the parking lot. **Comment addressed.**
6. Per SPR 18.07, there shall be room to maneuver out of dead-end parking bays; please add a short turnaround (typically 10-12 feet deep) to provide back-out access for the parking bay in front of the accessory office. **Comment addressed.**
7. Employees from the northeast corner of the parking lot will have to walk a minimum of 600 feet (direct path, not accounting for movements around parked vehicles and other obstructions) from the parking space to the front door of the facility; was any consideration given to adding a sidewalk or central access aisle to get to the building? **Comment addressed.**
8. The parking space in the northwest corner of the parking lot is only 8.5 feet wide; please revise or designate as a compact parking space. **Comment addressed.**
9. The map and lot designations should be updated to reflect the format the City uses. For instance, on the cover sheet in the title block, Tax Map 783, Block Z, Lot 9 should be Tax Map 783Z, Lot 9. Within the Location Plan on the cover sheet, Tax Map 77, Block Z, Lot 11 should be Tax Map 77Z, Lot 11. These need to be corrected for each parcel in the plan set, and on every sheet within the plan set. This comment also pertains to the existing conditions plan prepared by Promised Land Survey, LLC. **Comment addressed.**
10. Engineering has some concern about conflicting traffic movements where the western driveway splits into the office versus general parking area. Please consider the use of a

stop or other control signs or markings to slow traffic in this area. **Comment addressed.**

11. Engineering recommends an independent sidewalk or multi-use path connection to the roadway for bike and pedestrian access, per SPR 30.03. **Comment addressed.**
12. Please review if the guardrail to the west of the facility should be extended, as it should cover all areas with a slope greater than 3:1. Additionally, a platform should be provided behind the guardrail per NHDOT and City standards. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**

Grading and Drainage Plan

13. The top of curb and bottom of curb appear to be the same elevation along the sidewalk at the eastern edge of the parking lot. Please confirm this is the design intent. **Comment addressed.**
14. Please confirm the driveway entrances are consistent with City of Concord Construction Standards major commercial drive detail (D-8). The level platform off of the roadway should be sloped upward at 2% to maintain the gutter line of Integra Drive. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**
15. Please add spot elevations along the Integra Drive hammerhead to confirm positive drainage. This response may be deferred until after the road is realigned. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**
16. City specifications do not allow HDPE pipe in the City ROW; please revise to show reinforced concrete pipe (Class IV) for drainage. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**
17. The Applicant may want to consider reorienting the inlets to the detention pond at the southern end of the site to prevent bypassing the sediment forebay; it appears the water may short-circuit or miss the sediment forebay as it is currently aligned. **Comment addressed.**
18. Please confirm the material and stability of the sediment forebay; given the outlet elevation at HW-S1 and HW-S2, Engineering has concerns about erosion at the toe of the riprap outlets. **Comment addressed.**
19. The proposed drainage easement does not appear to match the extent of grading along the swale; Engineering would like to discuss the ability to maintain the swale in the future if needed with the Applicant. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**

Utility Plan

20. Please provide P.E. stamped backup information on the sizing calculations for the proposed grease trap for consistency with the City of Concord specifications, which require a minimum hydraulic detention time of 36 hours and a minimum tank size of 1,000 gallons. The calculations should include the average daily flow used to confirm the 36-hour minimum detention time. The dimensions and layout of the proposed trap shall also be consistent with the relevant City of Concord detail. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**
21. The Applicant should work with Engineering to review the layout and orientation of the proposed grease trap to confirm it will meet City of Concord specifications, including a two-way cleanout downstream of the trap's outlet. The trap's outlet typically would be on the opposite side of the trap from the inlet. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this approach.**
22. City of Concord construction standards do not allow 3" water services; either 2" copper services or 4" ductile iron services are typically used in these instances. Please revise accordingly. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
23. Engineering would like to have a further discussion with the Applicant on maintenance responsibilities for the Integra Drive treatment swale and the proposed outlet into the Applicant's stormwater pond to clarify maintenance and liability responsibilities. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
24. Please provide additional detail on access to the ponds' outlet structures; it's not clear how these will be maintained or accessed after the site is constructed. **Comment addressed.**

Roadway Plan and Profile

25. Please add MUTCD-compliant roadway-ending signage to the plan, compliant with MUTCD section 2B.67 and 2C.66. Advance warning markers should be added just after the final curb cut on Integra Drive, since the roadway is terminating along a curve in the roadway. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
26. Please reduce the proposed sewer extension slope to 0.0065. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
27. Please add hydrants along the proposed extension of Integra Drive, with the following guidelines:

- a. Per existing hydrant spacing on Integra Drive, hydrants should be spaced approximately 400 feet apart. The closest hydrant is currently near the driveway for 12 Integra Drive. Please add hydrants to the plan accordingly.
 - b. The water line should also terminate with a hydrant. Please work with Engineering on the specific layout and a detail for the termination hydrant. Key elements of the layout/detail, beyond standard City specifications should include: a) a 12 x 12 x 8 tee used to offset the hydrant from the water line by approximately 15 feet, located approximately 4 feet behind the front of the hammerhead curbing; b) a gate valve approximately 30 feet back from the tee; c) a short (~5 foot) capped and rodded stub at the end of the tee (with a thrust block as backup restraint); d) a separate valve for the hydrant feed; and e) two bollards on either side corner of the hydrant facing the hammerhead.
 - c. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
28. The proposed snow storage areas are very close to the Integra Drive treatment and infiltration swale, and may block functioning of the swale if snow is accidentally pushed into the swale; how will the Applicant ensure that snow storage doesn't extend into and block the swale area? **Applicant agrees to address this comment as a post-approval condition with a 10-ft-wide platform; Engineering supports this action.**
29. Engineering would prefer to have the new Integra Drive extension designed with a larger 300-foot turning radius to match the other curves on the roadway. Engineering recommends the Applicant work staff after conditional approval to redesign the roadway layout. Other Engineering comments in this document regarding the affected segment of Integra Drive do not need to be addressed until this layout is changed accordingly; Engineering will work with the applicant to address these prior to final plan approval. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
30. Please add a note to this specific plan stating "All work shall be performed in accordance with the City of Concord's Construction Standards and Details (latest edition), and City standards shall take precedence in case of any details or plans in conflict." **Comment addressed.**
31. Please confirm that there is at least 150 feet between curve tangents in the revised ROW extent, per table 21-2 in the subdivision regulations. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**

Construction Details

32. Please confirm that, per City of Concord Standards 5-03-B-5, 10" valves and larger shall be supported with blocking. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
33. Please replace the oil/grit separator detail on sheet 32 with the City of Concord grease interceptor detail (SS-8), or revise the current detail to match all components of the City of Concord detail (e.g., central baffle, two-way cleanouts, etc.). We have seen a manhole installed downstream of grease traps in lieu of a two-way cleanout at times as well. **Comment addressed.**
34. The bituminous sidewalk detail width should be updated to reflect a width of 5 feet exclusive of the curbing. **Comment addressed.**
35. Please note that City Construction Standards (Section 5.02.C) require all water pipe to be zinc coated, and fittings to be epoxy coated or zinc coated. Refer to City Construction Standards for more specifics. **Comment addressed.**
36. The applicable standard/typical detail for Integra Drive should be for an arterial/collector street. **Comment addressed. Engineering acknowledges that the sand sub-base will likely be unnecessary after reviewing field conditions.**

Turning Motion Plan

37. The firetruck turning plan appears to show encroachment over two of the parking lot islands, curbing on the western driveway, as well as several parking spaces; please address. **Comment addressed.**
38. Please add a turning motion plan showing a fire truck using the mountable entrance to the east of the parking bay in front of the accessory office. **Comment addressed.**
39. The turning motion plan showing a WB-67 turning onto Integra Drive appears to encroach into the oncoming lane; please confirm this movement and adjust if needed. **Comment addressed.**
40. Please confirm there is enough room in the back of the building for trucks to back into the loading spaces when the adjacent bays are occupied. **Comment addressed.**
41. Please consider separate plans or a different color for entering versus exiting the facility; it's difficult to distinguish. **Comment addressed.**
42. Please review the motions into Integra Drive; they appear to be encroaching into the oncoming lane. **Comment addressed.**

Stormwater Management/Drainage Report

43. Please provide the latest version of the .hdp HydroCAD files for backup in Engineering's electronic files. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**

Traffic Study

44. The traffic study is being reviewed by the City's traffic consultant; comments will be provided for the September 2021 Planning Board meeting.
- a. **The traffic study response notes that McCourt Engineering will provide a response to VHB comment 21, which asks about sight distances at the driveway(s). Engineering understands this will be addressed as a post-approval condition, and supports this action.**

General Comments

45. A separate easement plan should be prepared in conjunction with the Site Plan that clearly designates the location of the accepted portion of Integra Drive and the proposed location of Integra Drive. In addition, a public highway right-of-way easement deed should be included with the easement plan. Both the easement plan and the easement deed should be prepared in a manner to be recorded at the Merrimack County Registry of Deeds. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
46. Please note that, where applicable, City of Concord Construction Standards require NHDOT Type-F "Bicycle Safe" frames and grates are required when roadway slopes exceed 3%. These may or may not be needed in some areas; please confirm. **Comment addressed; there are no grades greater than 3% at this time.**
47. The Applicant should be aware that only North American castings (sewer, storm) and valve boxes are allowed. **Comment addressed.**
48. The proposed hammerhead and turnaround easements shown on the Site Plan sheets should include bearings and distances, and should be included on the separate easement plan. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
49. Engineering would recommend that the future extension of the mapped line of a future street, which is labeled on some of the plans as "future right of way," should also be shown on the easement plan as dedicated to the City. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
50. There appear to be three monitoring wells near the existing hammerhead turnaround; one of them will be incorporated into the City ROW upon dedication of the new Integra Drive ROW. What is the nature and purpose of these wells? Is there a possibility to relocate or decommission the well that will be in the City ROW? **Comment investigated and underway; Engineering will work with the Applicant to address this as the wells are listed by NHDES as belonging to the City of Concord.**

51. Engineering understands that City details only call for a 5-foot-wide easement buffer around the temporary hammerhead; would the Applicant consider providing a wider buffer (~15 feet) around the temporary hammerhead easement to account for snow storage? **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
52. Please be aware that the City will require a copy of the Applicant's form FAA/OEAAA 7460 for the proposed solar panels on the roof. **Applicant agrees to address this comment as a post-approval condition; Engineering supports this action.**
53. Engineering encourages, but does not require, the following wildlife-friendly erosion control practices are incorporated into the plan set:
- a. Use temporary erosion and sediment control products that either do not contain netting, or that contain netting manufactured from 100% biodegradable non-plastic materials such as jute, sisal, or coir fiber. Degradable, photodegradable, UV-degradable, oxo-degradable, or oxo-biodegradable plastic netting (including polypropylene, nylon, polyethylene, and polyester) are not equivalent alternatives. Netting used in these products should have a loose-weave wildlife-safe design with movable joints between the horizontal and vertical twines, allowing the twines to move independently and thus reducing the potential for wildlife entanglement.
 - b. Avoid the use of silt fences reinforced with metal or plastic mesh or if possible recommend the use of erosion control berms.
 - c. When no longer required, temporary erosion and sediment control products should be removed promptly from the project site.
 - d. Use nonwoven coir fabric when a surface fabric treatment is required for erosion control and stabilization, such as 100% biodegradable coconut fiber mat or equal as reviewed and approved by the project design engineer.
 - e. Use woven coir fabric when site conditions warrant. The outer layer of woven coir fabric should be a high strength, continuously woven mat (i.e., without seams) and made of 100% coconut fiber.
54. Please add the following notes to the plan set, if not already incorporated:
- a. All work shall be performed in accordance with the City of Concord's Construction Standards and Details (latest edition), and City standards shall take precedence in case of any details or plans in conflict.
 - b. All utilities shall be installed underground in accordance with Section 25.02(1) of the Site Plan Regulations.

- c. Per Site Plan Regulation 12.09, upon completion of construction the contractor shall submit as-built drawings to the Engineering Services Division prior to issuance of a Certificate of Occupancy.
- d. The contractor shall set up a preconstruction meeting with the Engineering Services Division to discuss construction requirements, site inspections, associated fees, schedules, etc.
- e. The contractor shall obtain an Excavation Permit from the Engineering Services Division for work within the ROW.
- f. The contractor shall obtain Utility Connection Permits from the Engineering Services Division for the proposed water service, sewer service, and storm drain connection(s). Individual permits will be required for each connection.
- g. The contractor shall obtain a Driveway Permit from the Engineering Services Division for each of the proposed driveways.
- h. A Temporary Traffic Control Plan (TTCP) will be required for all work in and adjacent to the City ROW that will require lane closures. The TTCP shall be submitted to the ESD for review and approval a minimum of two weeks prior to the construction activities that require the lane closure(s).

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
- FAA Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) – Notice of Proposed Construction or Alteration (Form FAA 7460-1)
- NHDES Alteration of Terrain Permit
- NHDES Sewer Connection Permit

A copy of the permit(s) shall be submitted to the City once they are issued, and prior to the preconstruction meeting unless otherwise noted.

Post-Approval/Pre-Construction Items

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

1. Prior to engineering sign-off on the building permit, the applicant/contractor shall:
 - a. Set up a pre-construction meeting with the Engineering Services Division to discuss construction requirements, site inspections, associated fees, schedules, etc. Any Engineering permits will not be authorized (unless explicitly stated otherwise) until final revised plans have been submitted and approved to the satisfaction of Planning and Engineering.

- b. Provide PE-stamped backup information on the sizing of the proposed grease trap for consistency with the City of Concord specifications, which require a minimum hydraulic detention time of 36 hours and a minimum tank size of 1,000 gallons. Information provided shall include size of the proposed grease trap and anticipated daily average flow (gpd) to the grease trap.
 - c. Provide a document from a fire protection engineer, on their letterhead, certifying that the new proposed water service line is adequately sized and designed for the proposed site conditions, including addressing whether domestic water is also tapped off of the same line.
2. The monumentation for the proposed lot lines and ROW bounds shall be set after construction of the Integra Drive extension and prior to the Certificate of Occupancy.
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)
 - c. Utility Connection Permits (sewer and water services; storm drain connections)
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. TTCP must be submitted to Engineering for review and approval a minimum of two weeks prior to the pre-construction meeting.
5. Establish a financial guarantee (letter of credit, or cash deposit) for site stabilization, per Site Plan Regulation 27.11. The surety amount for this project has been set at \$179,000 based on a 23-acre disturbance area. The surety shall be established prior to scheduling the pre-construction meeting.
6. Establish a performance surety (bond, letter of credit, or cash deposit) for work within the right-of-way and proposed public improvements per Subdivision Regulation 10.09. An engineer's cost estimate, prepared by the Applicant and based on the current NHDOT weighted average unit prices, shall be submitted a minimum of two weeks prior to scheduling the pre-construction meeting. The surety shall be established at least one week prior to the pre-construction meeting.
7. The Applicant is responsible for paying engineering inspection fees to ensure work is consistent with City standards and the approved plan set. An advanced deposit must be established for all anticipated site construction inspection fees.
 - a. The deposit amount is determined by Engineering based on the project schedule and estimated services; actual inspection fees are based on actual services rendered (i.e., hourly billing rate).

- b. Prior to scheduling the pre-construction meeting, a template estimating the initial fee deposit (available upon request to engineering) shall be filled out by the Applicant for review by Engineering, as well as a project schedule and itemized cost estimate for use in establishing the deposit amount.
 - c. The deposit shall be submitted at least a week prior to the pre-construction meeting.
 - d. 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).
- 8. Water and Sewer Investment Fees will need to be paid (as part of the utility connection permit process).
 - 9. Retaining wall design drawings (stamped by a licensed structural engineer) shall be submitted to Engineering for proposed retaining walls that are greater than 4 feet high. In addition, walls greater than 48 inches require a Building Permit from the Code Administration Office.
 - 10. Shop drawings/submittals shall be submitted to Engineering for the proposed water, sewer, and drainage improvements, and for the proposed improvements within the ROW.
 - 11. Prior to the construction of any future site improvements the applicant/owner shall consult the Planning Division to determine if Site Plan Approval will be required.
 - 12. Per Site Plan Regulation 12.09, prior to issuance of a Certificate of Occupancy (CO), the contractor shall submit digital as-built drawings that are to the satisfaction of Engineering and conforming to the Engineering as-built checklist. A copy of the as-built drawing requirements are available on the Engineering website.