



Heather Shank
City Planner

CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

Planning Board

November 17, 2021

Project Summary – Minor Subdivision

Project: Patrick J. Lafave & Kelly A. Mulroy Minor Subdivision (2021-46)
Property Owners: Patrick J. Lafave & Kelly A. Mulroy
Address: 569 Mountain Road
Map/Block/Lot: 03Z/ 1

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 to subdivide two new single-family residential lots (1.06 ac and 0.92 ac) from an existing 6.3 ac single family lot at 569 Mountain Road in the Medium Density Residential (RM) District.

Project Details:

Zoning:	Medium Density Residential (RM) District (without sewer)
Existing Use:	Single-family residential
Proposed Use:	Single-family residential
Lot Area Required:	40,000 sf
Existing Lot Size:	274,285 sf (6.3 ac)
Lot Area Proposed:	Lot 1: 188,095 sf (4.32 ac) Lot 1-1: 40,011 sf (0.92 ac) Lot 1-2: 46,179 sf (1.06 ac)
Lot Frontage Required:	200'
Lot Frontage Proposed:	Lot 1: 263.9' Lot 1-1: 200' Lot 1-2: 236'
Building Setbacks Required:	25' front, 25' rear, 15' side
Building Setbacks Proposed:	25' front, 25' rear, 15' side

1. General Comments

- 1.1 The following comments pertain to a 1-sheet subdivision plat prepared for Patrick J. Lafave & Kelly A Mulroy, 569 Mountain Road, Concord, New Hampshire, prepared by Richard D. Bartlett & Associates, LLC, dated October 2021.
- 1.2 Please see comments from the Engineering Services Division in a memo from Gary Lemay.
- 1.3 The Applicant is responsible for insuring that all plans to be recorded are in compliance with the current standards of the Merrimack County Registry of Deeds.

2. Technical Review Comments

- 2.1 Label the 15' setback on proposed Lot 2.
- 2.2 Revise spelling of "wetland" within the 50' wetland buffer label on proposed Lot 2.
- 2.3 Note 8 indicates that a portion of the site is within a flood hazard zone. Per Section 12.08(13) of the Subdivision Regulations (SDR), the location of the boundary line of the Flood Hazard District if it transects the property shall be shown.
- 2.4 Per Section 12.08(3) and 15.03(4) (SDR), topography shall be shown for the entire parcel. Applicant shall either show topography at the southernmost and western portions of the site, or request a waiver.
- 2.5 Per Section 12.08(15), the boundary of the Shoreland Protection Overlay District shall be shown and labelled.
- 2.6 Per Section 12.08(23), include the useable area calculation shown.
- 2.7 Per Section 15.03(12) and 19.05(14), the plat shall include soil data and test result sufficient to submit an application for NHDES Subdivision Approval, including test pit data and locations.
- 2.8 Per Sections 12.08(22) and 15.03(1), include the abutting building location and property address for the lot adjacent to the south.
- 2.9 The final plat shall be updated to include the addresses as assigned by the City Surveyor.

3. Recommendations

- 3.1 **Grant Minor Subdivision approval** for the 3-lot subdivision at 569 Mountain Road, subject to the following precedent and subsequent conditions noted below:
 - (a) Precedent 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 to the satisfaction of Planning Division and Engineering Services Division staff.
 - 2) The monumentation for the proposed lot lines shall be set prior to recording.
 - 3) Wetland buffers shall be clearly and permanently marked with City of Concord Wetland Buffer disks (available through the Planning Division) in accordance with Section 28.07 (SDR) prior to recording.

- 4) Applicant shall provide copy of subdivision approval form NHDES.
 - 5) The final plat shall be signed and sealed by the NH Licensed Land Surveyor and NH Certified Wetland Scientist.
 - 6) 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.
 - 7) 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.
 - 8) Upon confirmation from staff that the review comments have been addressed, The Applicant shall deliver to Planning two (2) plan set(s) and one (1) mylar(s) for endorsement by the Planning Board Chairman & Clerk and recording at the Registry of Deeds.
- (b) Subsequent Conditions, to be fulfilled prior to the issuance of any building permit for the new lots:
- (1) Traffic and Recreation fees shall be assessed for each new dwelling unit in the subdivision. The impact fees and procedures shall be those in effect at the time of the issuance of a building permit as set forth in the City of Concord Code of Ordinances, Title IV, Subdivision Code: Chapter 29.2, Public Capital Facilities Impact Fee Ordinance. The specific fees assessed are those contained in Section 29.2.1-1 Assessment and Collection; subsection (b) Computation of the Amount of Impact Fees; Table 2, Recreational Facilities Impact Fee per Variable Unit; and Table 3, Transportation Facilities Impact Fee per Variable Unit.
 - a. Recreational Facilities – Single Family Residence (per dwelling unit)
 - b. Transportation Facilities – Single Family Residence (per dwelling unit)

Prepared by: BAF

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CITY OF CONCORD
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David Cedarholm, PE
City Engineer

MEMORANDUM

TO: Beth Fenstermacher, Assistant City Planner
FROM: Gary Lemay P.E., Associate Engineer
DATE: November 9, 2021
SUBJECT: Lafave and Mulroy Minor Subdivision – Engineering Plan Review, 569 Mountain Road; Map 03Z, Lot 1; Project 2021-046

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

- *Subdivision Plat*, prepared by Richard D. Bartlett & Associates, LLC., dated October 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.

Subdivision Plans

1. This section of Mountain Road is a State maintained road. Please provide a copy of the NHDOT driveway permit prior to final plan approval.
2. All of the map and lot numbers need to be revised. This includes the map numbers in the Location Plan. All of the map numbers start with a 0:
 - a. Map 3Z should be Map 03Z;
 - b. Map 7Z should be Map 07Z;
 - c. Map 62Z should be Map 062Z.
3. The abutting lot known as Map 07Z/32 is now owned by Bult One Family Trust.
4. Proposed Lot 1 will have an address of 563 Mountain Road. Please add this information to each lot within the plan view.
5. Proposed Lot 2 will have an address of 557 Mountain Road. Please add this information to each lot within the plan view.

6. Please confirm, as part of the NHDOT driveway permit process, if a culvert will be needed underneath the proposed driveways. Please add these to the plan if required.
7. Please confirm the wetland boundaries on the plan have the sign and seal of the wetland scientist, per SPR 12.07.
8. 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 passing through the property. Given that there is no City drainage system involved in these properties, Engineering would support a waiver of this requirement if the applicant communicates with NHDOT and confirms they have adequate drainage and access easements for the culverts crossing Mountain Road that outlet onto the proposed subdivided property. Please provide a copy of any correspondence with NHDOT to the City.
9. Subdivision Regulation 19.05 (10) requires each lot to have a safe and independent access to a public street. Please provide an individual plan, profile, and sight distance profile for each proposed lot driveway to confirm each lot complies with Section 19.05 (10) and 20.09 of the Subdivision Regulations.
10. The City of Concord considers Mountain Road a minor collector roadway. Please add the following note to the plans: Per Subdivision Regulations section 19.05(11), driveways shall be designed and arranged so vehicles shall not be required to back into traffic onto an arterial or collector street.

State/Federal Permits

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

- NHDES Subdivision Approval
- NHDES Septic Approval
- NHDOT Driveway Permit

Per Site Plan Regulation 13.02 (8) and/or Subdivision Regulation 13.02 (10), a copy of the State and Federal permit(s) shall be submitted to the City prior to final approval.

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