

**SOMERSWORTH SITE REVIEW TECHNICAL COMMITTEE
MINUTES OF MEETING
November 9, 2022**

MEMBERS PRESENT: Michelle Mears, Paul Robidas, Jeff Gallant, John Sunderland, George Kramlinger, Amber Hall – City Engineer
Excused Members: Mike Hoage, Michael Bobinsky
STAFF PRESENT: Dana Crossley, Planning Secretary

The meeting was called to order at 10:34 AM

1. **Approval of the minutes:** Robidas MOTION to approve the 10/12/2022 meeting minutes.
The MOTION is SECONDED by Sunderland.
The MOTION CARRIES 5-0-1 (Hall abstained)

2. **OLD BUSINESS**

- a. Any old business that may come before the Committee. – No old business.

3. **NEW BUSINESS**

- a. **Matt Beyer is seeking a minor site plan for personal service establishment for a property located at 424 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 56 Lot 1J, SITE#16-2022 PUBLIC HEARING**

Mears stated this site has a site plan approval from 1978 but the approval was restrictive to a 'hair cutting salon only' and is now moving forward with a change of use and seeking approval for a Personal Service Establishment – Esthetician.

Matt Beyer and **George Burke** were in attendance to represent the application.

Beyer explained their use would provide similar services to a hair salon but would primarily be esthetician service. The business is by appointment only which will control the traffic flow to the site and remain consistent with the prior use. They are seeking approval to allow them to use the property for this proposed business.

Mears opened the public hearing:

No public comment received.

Mears closed the public hearing.

Robidas stated he felt it was a cut and dry application since the use is remaining similar to what has operated at the site.

Kramlinger clarified a Certificate of Occupancy would be required. Suggested the applicant work with someone regarding review of the existing life safety aspects to ensure compliance and no hang ups at the time of CO request.

Mears inquired if the parking has been updated recently as the existing spaces are not clear. She stated she would like to see the site re-stripped and there be 1 ADA parking space for compliance. Stated the applicant will need to file for a new sign permit if they intend to install any new signs that will be a separate application. Inquired if there would be any new lighting installed.

Beyer stated no new lighting is being proposed.

Mears stated any new lighting that is installed would need to be compliant with the ordinance which requires it to be down lit and shielded.

Burke noted there would be limited retail that is associated with the use, inquired if there would be any issue with that.

Mears stated if it is accessory to the primary use then it would be permissible.

Gallant inquired about any planned renovations or alterations.

Beyer stated none.

Kramlinger noted there was a sketch included that shows the existing fire protection and will need that as part of the CO process.

Hall stated Water Distribution has no comment if there is no change to the existing utilities.

Beyer stated there would be no changes.

Hall stated there will need to be further discussion with the Public Works Director regarding the future connection to the public sewer. The sewer main is about 100' from this site and will need to be connected to in the future but this can be furthered discussed with the applicant.

Kramlinger stated the project does not rise to the requirement for a Fire Protection Engineer but recommends the applicant work with someone to ensure compliance.

MOTION: Robidas stated, I move that the request of Matt Beyer for a minor site plan approval for personal service establishment on a property located at 424 Route 108 be APPROVED WITH THE FOLLOWING CONDITIONS:

1. The parking lot shall be re-striped and include one (1) ADA compliant parking space;
2. Applicant will be required to apply for a sign permit for any new signage being installed;
3. All new site lighting shall be down lit and shielded;
4. Applicant shall work with the Public Works Director regarding connection to City Sewer; and
5. Applicant shall be compliant with applicable Fire and Life Safety Codes;

The MOTION is SECONDED by Gallant.

The MOTION CARRIES 6-0.

b. Favorite Development Group, LLC is seeking site plan amendment and conditional use permit approval for construction of new loading docks and pavement modifications for a property located at 20 Rescue Lane, in the Industrial (I) District, Assessor's Map 58 Lot 6G, SITE#17-2022 & CUP#15-2022

Brent Cole of Granite Engineering was in attendance to represent the application.

Cole reviewed the application request. Stated they are going to be fully utilizing the entire building on site and in order to do that will need to alter the building to have 4' loading docks for receiving and distribution. The grades on site will need to be re-worked to lower and allow for those loading docks. There is a lot of gravel on site that they will be looking to pave for truck access. Stated due to the re-grading of the site they will be required to get a conditional use permit. The stormwater on site will be brought up to current standards to treat the stormwater better.

Sunderland stated no comment.

Hall stated she had some detailed comments for revisions that she would provide for the memo to the applicant.

Kramlinger asked for more information on the interior change of use.

Cole stated there is a food processing component for the light industrial use, they are going from dry good storage to a processing area that will include floor drains.

Kramlinger inquired if there would be additional refrigeration.

Cole stated yes.

There was a brief discussion regarding the interior change of use.

Kramlinger stated the interior change of use will require a Fire Protection Engineer review to determine if there would be a need for additional or alterations to the hydrants, fire flow, etc.

Mears stated the applicant should provide additional information for the follow up SRTC meeting regarding interior use.

Gallant inquired what the existing use is now.

Cole listed the various uses that have been at this site.

Robidas stated this is a great business in the community but do need to have an understanding to what the overall use is.

Sunderland inquired how much traffic would be added to the site.

Mears noted that Rescue Lane is not in great condition, inquired if there is a HOA for maintenance where it is shared with other properties.

Hall inquired if there would be any changes to the water usage.

Mears stated she would like to see directional signage added to the site, the landscaping for the site looks good but a couple of the plant types may need to be reconsidered, grading within the wetlands will require native replanting.

Cole stated they use a water tolerant species for the plantings in wetlands.

Mears inquired if there is a dumpster on site.

Cole stated yes, it was moved from the original location to the rear of the building.

Mears stated that would need to be screened. Stated this project will require third party review of the drainage and will provide that information once a contract is received from Horsley Witten.

Kramlinger stated the Fire Department will need an orientation on emergency shut downs for this facility and a list of hazards.

Mears reviewed the next steps and future meeting dates.

- c. **W. T. Porter Realty Investments, INC is seeking a lot line adjustment and 9-lot subdivision for properties located at 271 & 289 High Street in the Residential Duplex (2) District, Assessor's Map 15 Lots 13 and 16A, SUB#08-2022**

Joseph Coronati of Jones and Beach and **Mike Garrepy** were in attendance to represent the application.

Coronati reviewed the proposed lot line adjustment and subdivision. He stated 289 High Street has an existing single-family dwelling on the lot and there is an agreement to purchase the rear portion of the lot to increase the lot size of 271 High Street. Stated 271 High Street received subdivision approval in 2006 which was later revoked. Stated they are seeking approval for a similar layout subdivision but to have duplexes. Included a yield plan and open space conservation subdivision plan. The open space surrounds all of the lots to allow for each lot to have access and lots stay out of the wetlands. Reviewed the proposed roadway and cul-de-sac along with underground utilities (water, sewer and electric). The lots will be developed with duplexes and goal is to sell them each separately as 'condex'. Noted the detention pond is located within the open space, which is 9 acres of open space. Stated they would be looking for the road to become a City accepted street in the future. Needed clarification if a conditional use permit would be required for this development.

Mears stated a CUP would not be required as long as the structures are not within the 150' buffer, a note should be added to the plan that anything within that buffer would require a CUP.

Robidas stated he was on the Planning Board when this was originally approved. Inquired if there should be a traffic review for the project, knows that traffic, specifically the crest of the hill, was a concern during the original review. Noted this plan does look like a better project than the original development, but concern would be traffic.

Sunderland stated he feels that portion of High Street is already overburdened.

Coronati noted the site distance analysis is in the plan that shows they can provide 400' of site distance.

There was a brief discussion regarding third party traffic review.

Sunderland stated his concern would be the traffic for High Street, it is a very congested area and should be reviewed.

Hall stated the Water Division provided a comment that they may have a water stub already. Noted the applicant is showing individual shut offs but the Water Ordinance requires 1 connection per lot and a waiver may be required to allow 2. Stated she would provide contact information for follow up discussion regarding the number of connections allowed. Stated applications with the water/sewer for utilities would be required. Inquired if it is intended for the HOA to maintain the detention pond.

Coronati stated they have assumed the City is not looking to maintain it.

Hall stated that would likely be correct, and would like to clarify if the easement areas would be maintained by the HOA.

Garrepy stated it would be the HOA for maintenance and an access easement for the City.

Hall inquired the intention for the pump station located within the cul-de-sac.

Coronati stated anticipate to have the City accept unless the design for it would be required to be drastically different.

Hall stated the applicant can reach out to the WWTF operator for information on City standard for pump stations. Stated if the road is intended to become a City street there will be a naming process that requires City Council approval of the name and would need to be done prior to the issuance of any building permits.

Gallant stated no comment.

Kramlinger stated he saw one hydrant at the end of the cul-de-sac and inquired if there are any others being proposed.

Coronati stated no, there is an existing one on High Street.

Kramlinger stated he would like to see another added to the west side of the street entrance to High Street. Inquired if cars are intended to park on the street.

Coronati stated it has been designed for cars to primarily be parked on the lots.

Kramlinger stated the concern is that when there is snow and if cars park on the cul-de-sac a fire truck would not be able to get around the cul-de-sac. Noted he has concern for street trees as well that may limit fire truck access.

Mears clarified there would be shared driveways.

Coronati stated yes one curb cut per lot with garages constructed next to each other.

There was a brief discussion regarding the condo intent and legal documents related to that.

Robidas left the meeting at 11:38AM.

Mears noted that curb cuts are being shown.

Coronati stated they have shown them as approximate curb cuts.

Mears stated they have reached out to HW for third party review of the drainage and will be including review of how the road is constructed and traffic. Would like to see some trip generation information. Inquired if there would be any State permits required.

Coronati stated only for the sewer connection permit.

Mears stated grading for each individual lot will need to be provided prior to building permits. Asked for more information regarding the grade at the intersection of High Street.

Coronati stated they followed along with the prior approval and reviewed the grade for the intersection.

Mears inquired the length of the cul-de-sac.

Coronati stated 758 around cul-de-sac and explained they typically have a raised center island.

Mears stated the landscaping and lighting would typically be required to be under the maintenance of the HOA. Will need a few additional notes added to the plan regarding the open space. Asked about the plan for mailboxes and suggested the applicant work with the Post Master on their requirements.

Kramlinger stated regarding the elevation change for the access point to the property will need information to confirm fire apparatus would not bottom out for departure or approach.

Coronati stated it was not close to a situation that would have that happen.

Kramlinger stated he would like to see the building plans stamped by a FPE.

Mears reviewed the next steps and meeting dates.

- d. Summit Land Development, LLC is seeking site plan and condo-subdivision approval to allow a Day Care Facility for a lot located on Terrascape Parkway in the Commercial/Industrial (CI) District, Assessor's Map 44 Lot 24, SITE#18-2022 & SUB#09-2022**

Steve Haight and Doug LaRosa of Civil Works NE, and **Chad Kageleiry** of Summit Land Development, LLC were in attendance to represent the application.

Haight stated the proposed lot will be at the end of the cul-de-sac of Terrascape Parkway. This structure is proposed to have a sprinkler system installed. There will be two curb cuts into the condo-lot area, the first is a one way access point and second is two way access. Site it designed to consider the existing site landscaping, will have granite curb at the entrances and bit-curb elsewhere on site. There is a stormwater infiltration system designed for the overall Terrascape Parkway site and this is designed to drain that way lot goes back to a zero baseline. Noted they can provide fire truck turn access information.

Kageleiry reviewed the architecture of the building and how it ties in with the surrounding buildings.

Haight stated the utilities will all be stubbed at the front of the lot and noted the size of the water lines.

Hall stated this is a private water main, the contractor will need to complete all taps and connections. Noted the plan indicates both a 1" and 2" line. Inquired if the applicant could show 1' site contours since it is a very flat site. Inquired if there could be a cross walk added to the internal parking lot to allow access from the parking spaces that are closest to the drop of queue. Stated she will have some additional minor notes included in the staff memo for the applicant to address.

Sunderland stated no comments.

Kramlinger stated he would be looking to see the turning radius. Inquired if the hydrant location is current.

Haight stated yes.

Kramlinger noted that this project will require an FPE for final building plans.

There was a brief discussion regarding curbing on site.

Kageleiry explained the concrete sidewalk curb and that even with good granite curb there is a seam that results in damage over time.

Gallant asked where snow storage is intended to be.

Haight stated the locations along the edges of the parking lot.

Mears requested a traffic memo to be submitted.

LaRosa stated one was included in the submittal.

Mears noted a conditional use permit may be required with the pond being referenced on the plan.

Haight stated this an old fire pond.

Mears requested that be labeled as such if that is the case for clarification since, the Riparian and Wetland Buffer District does not apply to no longer active fire ponds and farm ponds as defined in this Ordinance. Requested updated easement and condo documents, a full boundary survey for the overall lot, to show directional arrows in the parking lot especially for drop off area. Stated there will need to be landscape waivers and add normal lighting notes. Inquired if there is a COAST bus stop close by.

Haight stated near the entrance yes.

Mears requested the dumpster location be shown on the plan. Stated the project will be required to be reviewed by HW and have sent out for a contract will follow up when that is received. Reviewed the next steps for the applicant.

- e. **Continental Buffet & Bar Inc is seeking a minor field modification to allow an outdoor dining area for a property located at 509 High Street, in the Residential/Commercial (RC) District, Assessor's Map 40 Lot 47**

Mears stated the applicant is seeking to establish an outdoor dining area, per the Site Plan Regulations it can be approved after SRTC review as a minor field modification. Inquired if the Board members had any conditions of approval they felt would be appropriate.

There was a brief discussion of the location of the proposed outdoor dining area.

Sunderland stated he would like to see some sort of barrier from the parking lot traffic and the customers.

Hall stated ADA access will still need to be complied with.

Kramlinger suggested the applicant provide a safety plan showing how they will protect the restaurant diners.

There were no overall objections to the approval, Board agreed upon conditions to require the applicant to provide a safety plan and ensure ADA compliance is maintained.

4. Any other new business that may come before the Committee.

MOTION: Kramlinger MOTION to ADJOURN at 12:21 PM

The MOTION is SECONDED by Gallant

The MOTION CARRIES 5-0.

Respectively submitted:

Dana Crossley,
Planning Secretary Site Review Technical Committee