

**SOMERSWORTH SITE REVIEW TECHNICAL COMMITTEE
MEETING MINUTES
October 4, 2023**

MEMBERS PRESENT: George Kramlinger, John Sunderland, Jeff Gallant and Michael Bobinsky

EXCUSED MEMBERS: Michelle Mears, Paul Robidas, Mike Hoage

STAFF PRESENT: Dana Crossley, Planning Technician
Anna Stockman, Planning Secretary

The meeting was called to order at 10:05am.

- 1) Approval of Minutes: Bobinsky MOVED to approve the minutes from the September 13th meeting.
The MOTION is SECONDED by Sunderland.
The MOTION CARRIED 4-0-0.

2) **OLD BUSINESS**

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

1) **NEW BUSINESS**

- a. **Cort Mendez is seeking minor site plan approval to allow a veterinary hospital use (urgent/primary care facility for dogs and cats) on a property located at 10 Andrews Road in the Residential/Commercial (R/C) District, Assessor's Map 42 Lot 33, SITE#16-2023, ZBA#14-2023. PUBLIC HEARING**

Crossley opened the public hearing.

No comments received.

Crossley closed the public hearing.

Cort Mendez, owner of the PetWellClinic franchise, was in attendance to represent the application. He stated the business is comparable to an urgent care for dogs and cats. He said the business would accept walk-ins only and primarily handle standard vaccines, upset stomachs, and ear infections, and not conduct any surgeries. He noted the business would require minimal parking, with a projected staff of three and expected hours of operation of 11am-7:00pm, Monday-Friday.

Crossley stated the use is subject to a special exception and that the approval of the project is subject to receiving a special exception from the Zoning Board of Adjustment at their meeting on the evening of October 4th. She asked for clarification on the amount of square feet the applicant would utilize in the space.

Mendez confirmed the business would utilize 2,000 SF of the 6,000 square-foot building. He said the space is located on the opposite end of where Aroma Joes is located.

Sunderland stated he does not have any comments for the applicant.

Kramlinger noted the change of use from auto retail to a veterinarian clinic. He said his concern is life safety and fire protection. He said the applicant will be required to have their building plans reviewed by a Fire

Protection Engineer (FPE) certified and licensed in the State of New Hampshire prior to the issuance of their CO to ensure egress and fire protection are within code.

Mendez stated he will coordinate the review of the Fire Protection Engineer with his landlord.

Crossley stated the review of the FPE certified and licensed in the State of New Hampshire and requirement of stamped building plans will be listed as a condition of approval.

Gallant asked whether the business's services will be limited to dogs and cats. He further asked if the business will provide any grooming services.

Mendez confirmed the business will only serve dogs and cats and there will be a licensed veterinarian on staff. He said the business will offer nail clipping but no grooming.

Crossley asked whether there will be any overnight boarding. She noted a condition of approval the Director of Planning and Community Development had indicated that overnight boarding will not be permitted unless additional approvals are sought by the applicant.

Bobinsky asked whether there will be any hazardous chemicals used by the business that could be discharged into the sanitary sewer system.

Mendez responded they will use only basic cleaning supplies provided by Cintas.

Bobinsky proposed two conditions of approval, the first being that the applicant complete the City's Wastewater Survey and the second being the completion of the Water and Sewer Use Application. He said this information will ensure the business will not create any adverse impacts on the City's wastewater system.

Bobinsky asked whether the site's existing dumpsters, as indicated on the site plan, are of adequate size to meet their business needs.

Mendez stated the business is projected to generate minimal waste, with an average of one trash bag per day.

Crossley asked the applicant about their parking needs and whether the business receives any truck deliveries.

Mendez responded the business will have a staff of three. He said the most the business has encountered at their Manchester location is a queue of six patients, however, on average, the business occupies five-to-six parking spots at any one time. He said the business receives one-to-two deliveries per week by UPS and FedEx.

Crossley asked about their anticipated hours of operation and whether the applicant plans to add any additional lighting to the exterior of the building.

Mendez stated the business will be open from 11am-7:00pm Monday through Friday, with the possibility of weekend hours on Saturdays from 11am-5pm. He said there is no plan to add additional lighting to the exterior.

Crossley stated the applicant will need to request for a suite number change through the City Engineer. She said that should be completed prior to the building permit process.

Bobinsky asked whether the applicant plans to utilize additional square footage in the building's existing vacant space.

Mendez stated they do not plan to utilize the additional space beyond the 2,000 SF as the business only needs a maximum of 600 SF for their operations.

Crossley provided an overview of the six conditions of approval as discussed by Committee members. She stated that minor site plan approval will be contingent upon the ZBA's vote on the special exception request, there will be no overnight boarding unless additional approvals are sought, the applicant must coordinate with the City Engineer to establish a unit number, building plans must be reviewed and stamped by a Fire Protection Engineer certified and licensed in the State of New Hampshire, and a Wastewater Survey must be completed, in addition to a Water and Sewer Use Application.

Site Plan MOTION: Bobinsky MOVED that the request of Cort Mendez for minor site plan approval to allow a veterinary hospital use (urgent/primary care facility for dogs and cats) be APPROVED WITH THE FOLLOWING CONDITIONS:

1. This shall be contingent upon approval of the Special Exception Request by the Zoning Board;
2. There shall be no overnight boarding of animals unless additional approvals are received to allow a commercial kennel
3. The unit will require a new address assignment, applicant shall coordinate with the City Engineer prior to the issuance of building permits to establish the unit number.
4. Building Plans shall bear the stamp of a Certified Fire Protection Engineer licensed in New Hampshire to certify compliance with all egress, emergency lighting, smoke, heat, and CO detection systems, fire alarm monitoring and reporting systems, fire suppression systems, and any other fire protection or related life safety systems required by National and/or NH Code.
5. The applicant shall apply for a new Water and Sewer Connection Permit prior to the issuance of a building permit. The applicant will be required to pay standard water and sewer connection fees assessed on new properties connecting to the water and sewer system. Water fees will be based on the size of water meter needed and the sewer connection fees will be based on estimate of water used and equivalent number of bedrooms.
6. The applicant shall file a Wastewater Survey as required by the Public Works Director prior to the issuance of a Certificate of Occupancy.

The MOTION was SECONDED by Kramlinger.
The MOTION CARRIED 4-0-0.

- b. **Hawkins Family Revocable Trust is seeking a conditional use permit for commercial/residential use on a property located at 5 Main Street in the Business (B) with Form Based Codes Overlay District, Assessor's Map 11 Lot 210, CUP#05-2023.**

Francis X. Bruton of Bruton & Berube, PLLC was in attendance to represent the application. He stated the property owner, Matthew Hawkins unfortunately could not attend due to an unforeseen scheduling conflict. He noted that due to the property's location within the Form-Based Code Overlay, residential uses are only permitted on the second floor, so the property owner is seeking a Conditional Use Permit to allow for residential use on the first floor. He said the intent is to provide two one-bedroom ADA-accessible residential units on the first floor. He said the property owner's goal is to construct an indoor playland for kids and a breakfast/lunch eatery in the remainder of the space. He noted the breakfast/lunch eatery will not be a restaurant so as to not compete with the restaurants across the street.

Sunderland asked where the apartments would be located on the first floor.

Bruton referenced the plan and stated the units will be accessible by one door located on Main Street.

Crossley noted a tree that was recently removed from the property.

Bobinsky stated the tree was decaying and an arborist had confirmed that prior to its removal. He noted from a liability perspective, it made sense to remove it from the property.

Crossley stated the building would contain six units in total. She noted the proposal will need to go through the Site Plan Review process. She said that because the building would contain over three units, a sprinkler system would need to be installed as well. She asked whether there are plans to reface the building and if there is any new outdoor lighting that will be proposed.

Bruton responded no, the brick exterior will remain the same and they would not add additional exterior lighting.

Crossley asked whether access to the upstairs units will be located in the rear of the building. She noted it would be helpful to the Planning Board to see the projected floor plan layout and a delineation of residential versus commercial space.

Gallant stated the property owner had indicated the upstairs units will be accessed in the rear and front of the building by a staircase. He said he will do a walkthrough with the property owner soon.

Bobinsky stated the property owner will need to complete a Water and Sewer Use Application. He asked for clarification on the nature of the play space.

Bruton stated the space will be comparable to an indoor jungle gym for kids.

Gallant asked about plans for handicap parking at the site.

Bruton stated that would be a good question to raise in the Building Inspector's next meeting with the property owner.

Crossley pointed out there are two handicap spaces available in front of the building. She noted the property is located in the parking overlay; thus, the property owner would not be required to provide parking.

Bruton stated there are ten parking spaces located onsite, so it is possible the property owner may dedicate a portion of those spaces to handicap parking. He stated he will follow up on that item.

Kramlinger offered a condition of approval that if the former transmission antenna is not part of site plan development, it will need to be removed from the building. He noted it could pose as a safety issue. He stated the building will require a hard look and stamped building plans by a Fire Protection Engineer for life safety and fire code protection considerations, given the planned eatery, children's play area, and the residential units. He stated the building may trigger the need for sprinklers based on the proposed number of units.

Crossley asked whether the property owner plans to re-install windows to the building's frontage on Main Street.

Gallant stated the property owner has indicated the existing vermiculite on the building's frontage will undergo remediation and glass frames will be re-installed. He stated for consideration, this may be an opportunity for the property owner to install a separate entrance on the first floor towards the rear of the building.

Crossley stated the proposal will go on the October 18th Planning Board agenda. In the meantime, a memo of SRTC comments will be provided to the applicant and Planning Board members.

Bobinsky stated a reminder that whenever parking spaces on the public roadside are occupied during construction, the property owner will need to file for an Obstruction Permit. He noted that Public Works plans to make modifications to their process of installing barricades and signage for projects that obstruct the public right-of-way.

Crossley asked whether six units is over or within trash pickup parameters.

Bobinsky stated that buildings of seven units or less would receive trash pickup. He said he would check on whether that threshold is applicable only to residential or combined uses as well.

Bruton thanked the Committee for their input.

MOTION: Kramlinger made a MOTION to ADJOURN.

The MOTION was SECONDED by Sunderland.

The MOTION CARRIED 4-0-0.

The meeting was adjourned at 10:46am.

Respectfully submitted,

Anna Stockman
Planning Secretary