

SOMERSWORTH SITE REVIEW TECHNICAL COMMITTEE
Minor Site Plan
MINUTES OF MEETING
October 14, 2020

MEMBERS PRESENT: Michelle Mears, Michael Bobinsky, George Kramlinger, and Tim McLin
Excused Members: Tim Metivier, Scott McGlynn and Paul Robidas
STAFF PRESENT: Bob Belmore, City Manager & Dana Crossley Planning Secretary

The meeting was called to order at 2:00 pm.

Belmore stated due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Committee is authorized to meet electronically. Although this is a public meeting, the public is encouraged not to attend and instead to leave comments or concerns at the following phone number # 1-603-841-2936, or by emailing planning@somersworth.com or by sending written comment to the Planning Board/SRTC, either through the drive up window or by postal mail to 1 Government Way, Somersworth NH 03878. The public can access the meeting and listen live by telephone.

Roll call attendance was taken, **Bobinsky** and **Mears** were in attendance in City Hall Council Chambers. **Kramlinger** and **McLin** were attendance remotely. City Manager Bob Belmore was also in attendance remotely. Secretary Crossley was also in attendance in Chambers.

1) **Approval of the minutes:** No minutes for approval.

2) **OLD BUSINESS**

A) **Humberto Adrade of Green Rock Investments is seeking minor site plan approval to expand a driveway into a parking lot on a multi-family site for a property located at 14 Mt. Vernon St. in the Historic Moderate Density (HMD) District, Assessor's Map 10 Lot 139, SITE#08-2020 PUBLIC HEARING**

MOTION: Bobinsky stated I move to remove the application of Humberto Adrade of Green Rock Investments for minor site plan from the table for review and discussion.

The MOTION is SECONDED by Kramlinger.

The MOTION CARRIES by a 4-0 roll call vote

Mears stated there was no applicant present to represent the application. She stated the applicant reached out earlier in the week to request a continuance of their application to the November meeting. She noted they have expressed they are still seeking to contract an engineer to complete the requested plan.

Mears closed the public hearing.

MOTION: Bobinsky stated, I MOVE to TABLE the application of Humberto Adrade of Green Rock Investments is seeking minor site plan approval to expand a driveway into a parking lot on a multi-family site to the **November 12, 2020** at 2PM SRTC Minor Site Plan meeting for the following reasons:

1. To allow the applicant time to secure and work with an engineer to produce the plans requested at the August 12, 2020 meeting;

The MOTION is SECONDED by Kramlinger

The MOTION CARRIES by a 4-0 roll call vote.

B) Any old business that may come before the Committee. – No other old business.

3) **NEW BUSINESS**

A) **Forget Management LLC, is seeking a minor site plan approval for parking lot alterations for a property located at 370 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 58 Lot 03, SITE#10-2020 PUBLIC HEARING**

Scott Lawler of Norway Plains Associates was in attendance remotely to represent the application.

Mears opened the public hearing.

Lawler stated Somersworth Hyundai is looking to expand the asphalt paving by 108' x 18' in the rear of the existing parking lot. He stated it has been designed in accordance with the previously approved site plan for this parcel. He stated the stormwater from the new asphalt and sections of existing pavement will direct towards the south corner of the parking lot. He stated they are able to incorporate the additional stormwater into the existing system. He stated they are requesting less than 2,000 sf. of bituminous pavement and the stormwater management system will collect run off. He stated this expansion will allow for additional storage of vehicles that are currently parked on gravel. He stated this area of car storage is typically 2-3 cars deep.

Mears stated no public comments were received via mail, email or phone.

Bobinsky asked for more information on the current infiltration basin. He asked how they determined it can accommodate the increase of impervious surface. He stated he would like to know about the current condition and maintenance level.

Lawler stated the existing infiltration system is in good working order based on his observations. He stated it is a gravel lined basin and the stormwater is directed towards the southern end of the lot due to topography. He explained the flow of the infiltration system. He stated based on his observations and the good soil conditions at this location the system is working well.

There was a brief discussion on the clarification of the location of the property.

McLin stated he had no comment.

Kramlinger stated he had no comment.

Mears stated there are a few plan revisions that are required. She stated the lot number needs to be added to the site plan title, a general note of the square footage of the pavement, and a construction detail of the proposed sediment forebay.

Mears stated she reviewed the original site plan and it was noted that there were 83 parking spaces. She inquired how many spaces this increase in pavement would add.

Lawler stated it would be generally about 11 if using started parking stalls. He stated in this area they use it for vehicle storage and stack cars 2-3 deep. It is not used for the general patron parking.

Mears clarified that the proposed gas line should be corrected to existing gas line.

Lawler stated yes.

Mears stated she had a concern of that the cape cod berm might be damaged by the plows since snow storage is right behind it. She inquired if there is an alternative that can be done to ensure the cape cod berm is not damaged.

Lawler stated the cape cod berm is generally plow friendly because of the limited lip and general slopping nature. He stated they have found that the plow does not damage the cape cod berm as it does granite or bituminous asphalt and feels comfortable it will not be an issue. He stated there is room north of that area that would allow for snow storage as well though.

Bobinsky inquired if they were experiencing an increase in demand or new car inventory.

Lawler stated yes they were having more car turn over. He stated he was unsure if it was new car inventory or used cars. He stated this area that they had been using was dirt/mud and want to upgrade it to a paved surface.

Mears closed the public hearing.

Motion: Bobinsky stated, I MOVE that the request of Forget Management LLC for minor site plan approval for parking lot alterations by APPROVED WITH THE FOLLOWING CONDITIONS:

1. PLAN CHANGES
 - a. The lot number shall be added to the title block;
 - b. Please add a note on the plan for the pavement square footage; and
 - c. Please add a construction detail for the sediment forebay.
2. CONDITIONS THAT MUST BE MET PRIOR TO FINAL APPROVAL
 - a. The final plans shall bear the stamp and signature of the engineer, licensed land surveyor, and the landscape architect. Please submit five folded 24" x 36" paper copies of the full set of plans to the Office of Development Services for final endorsement.
3. CONDITIONS TO BE COMPLETED PRIOR TO THE START OF SITE WORK:
4. CONDITIONS APPLICABLE DURING AND AFTER CONSTRUCTION:
5. AS-BUILT PLANS.
 - a. Within thirty days of the completion of the project and prior to the issuance of an occupancy permit, an electronic As-Built Plan of the proposed development with details acceptable to the Department of Development Services shall be provided in either .pdf and paper copy. Once approved by the Department of Development Services the applicant shall submit final Asbuilts in both paper copy and on CD. This plan must be in a dwg or dxf file format and in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates;

The MOTION is SECONDED by McLin.

The MOTION carries by a 4-0 roll call vote.

B) Dayle Crocker, is seeking minor site plan approval to utilize the existing facility as a personal service establishment (hair salon) for a property located at 105 High Street, in the Residential/Business with Historic Overlay (R/BH) District, Assessor's Map 11 Lot 35, SITE#11-2020 PUBLIC HEARING

Dayle Crocker was in attendance remotely to represent the application.

Mears opened the public hearing.

Crocker stated she is looking to operate a hair salon similar to what has existed historically at this location. She stated she was granted a Special Exception by the Zoning Board at the 10/7/2020 meeting for a Personal Service (hair salon) use. She stated the hair salon will be in the same footprint as to what has historically been there.

Bobinsky stated they will need to ensure there is a backflow device installed. He stated this protects the water supply from any chemicals, soaps and dyes used for the hair salon. He noted this is subject to a bi-annual testing, which is completed by a third party agent.

Belmore stated this site was historically the hair salon Bangs. He stated it had been operating under a Home Occupation Permit for a least the last decade or more. He stated it was possibly operating at a higher capacity than what was allowed under the HOP. He stated the applicant today is seeking this approval to be able to have employees at the hair salon. He noted that the ZBA had suggested the SRTC add a limit on the number of staff. He noted that because this site has been a hair salon they may already have backflow device installed.

Bobinsky stated they will confirm if a new water/sewer application is also needed.

Crocker stated everything was established under the previous owner with their home occupation.

McLin stated he had no comments.

Kramlinger stated the Fire Department will need a plan that shows the fire alarm and notification system, if there is one. He stated it should also include information regarding the heating system, fire and CO detectors and how it ties into the alarm system.

Crocker asked if that was done during the Certificate of Occupancy inspection that was completed in the summer.

Kramlinger stated it could have been but he will confirm. He stated if there is not one on file they will need to provide a sketch that includes the type of heating system, alarms and CO detectors.

Mears noted that any exterior changes would require historic district approval. She stated she is recommending a condition of approval that there be no more than three booths total for the hair salon business and if they want to expand it will require additional review and approval. She asked the applicant to provide the hours of operation. She asked for clarification of the driveway.

Crocker stated there is an in and out of the driveway parking area.

Mears asked if the applicant would be installing any signage.

Crocker stated yes, she has the application and will submit it.

Motion: Bobinsky stated, I MOVE that the request of Dayle Crocker, is seeking minor site plan approval to utilize the existing facility as a personal service establishment (hair salon) be APPROVED WITH THE FOLLOWING CONDITIONS:

1. There shall be no more than three booths total for the halon salon operation, any expansion beyond 3 booths will require additional review and approval;
2. A sketch of the existing fire alarm and CO detectors shall be provided to the Fire Department, the sketch plan shall include information on the existing heating system and ties any existing tie ins for alarm systems

The MOTION is SECONDED by Kramlinger

The MOTION CARRIES by a 4-0 roll call vote.

C) Any other new business that may come before the Committee.

No other business.

MOTION: Bobinsky MOTION to ADJOURN at 2:33 pm.

The MOTION is SECONDED by Kramlinger

The MOTION CARRIES by a 4-0 roll call vote.

Respectively submitted:

Dana Crossley, Planning Secretary
Site Review Technical Committee