

**CITY OF CONCORD PLANNING BOARD  
August 19, 2015 MEETING**

The regular monthly meeting of the City Planning Board was held on August 19, 2015, in City Council Chambers, in the Municipal Complex, at 37 Green Street, at 7:00 p.m.

Present at the meeting were Members Dolcino, Foss, Hicks, Smith-Meyer, and Woodfin. City Planner Larson, Ms. Shank, Ms. Fenstermacher and Ms. Murray of the City's Planning Division were also present. Alternate Member Dolcino was seated for Member Regan.

At 7:00 p.m., a quorum was present and the Chair called the meeting to order.

**PUBLIC HEARINGS**

**Determination of Completeness**

- 1. Application by Esterly, Schneider & Associates Inc., AIA on behalf of O'Reilly Auto Enterprises, LLC requesting Major Site Plan approval to construct 7,385 SF building and related site improvements for the purpose of the retail sale of auto parts at 189 Fisherville Road, within the General Commercial (CG) District. Map/Block/Lot: 204P/73[SPM] 2015-0030**

**a. Determination of Completeness**

Ms. Larson recommended that the application be determined complete and the public hearing set for September 16, 2015.

Ms. Foss moved to determine the application by Esterly, Schneider & Associates Inc., AIA on behalf of O'Reilly Auto Enterprises, LLC requesting Major Site Plan approval to construct a 7,385 SF building and related site improvements for the purpose of the retail sale of auto parts at 189 Fisherville Road, within the General Commercial (CG) District, Map/Block/Lot: 204P/73, complete and to set the public hearing for September 16, 2015. Ms. Dolcino seconded the motion. Motion carried unanimously.

**Architectural Design Review Applications**

The Chair opened the public hearings for all the Architectural Design Review applications.

- 2. Consideration of requests for Architectural Design Review Approval by the following applicants, for signs, buildings and/or site plans at the noted locations, under the provisions of Section 28-9-4(f), Architectural Design Review, of the Code of Ordinances:**

- a. Public Hearings**
- b. Deliberations and Action on the Applications**

- a. Application by PRM Holdings, LLC on behalf of Weston Solutions, Inc., requesting Architectural Design Review Approval to install one (1) 13.5 sf non-illuminated replacement wall sign at 43 N. Main Street in the Central Business Performance (CBP) District. MBL: 45/1/6**

Ms. Larson stated the Architectural Design Review Committee recommended approval of the application as submitted. The applicant was not present.

Mr. Hicks moved to grant Architectural Design Approval for one (1) 13.5 sf non-illuminated replacement wall sign at 43 N. Main Street in the Central Business Performance (CBP) District, MBL: 45/1/6, as submitted. Ms. Smith-Meyer seconded the motion. The motion passed unanimously.

**b. Application by Seacoast Scaffolding Realty, requesting Architectural Design Review Approval to install one (1) new 39.7 sf internally illuminated freestanding sign at 243 Sheep Davis Road in the Industrial (IN) District. MBL: 111G/1/52**

Ms. Larson stated the Architectural Design Review Committee recommended approval as submitted with the recommendation that any unnecessary copy, such as “www.” and “Sheep Davis Road”, is removed to increase legibility to ensure readability for passing motorists.

Ms. Foss asked if the address was visible on the building. Ms. Larson stated she did not know and the Committee suggested keeping the number and just eliminating the street name. Ms. Shank produced a revised design with some text removed; “Sheep Davis Road” and the web address.

Mr. Hicks moved to grant Architectural Design Review approval for one (1) new 39.7 sf internally illuminated freestanding sign at 243 Sheep Davis Road in the Industrial (IN) District. MBL: 111G/1/52, as submitted at the 8/19/2015 hearing. Ms. Smith-Meyer seconded the motion. The motion passed unanimously.

**c. Application by Speedway LLC, requesting Architectural Design Review Approval to reface an existing 133.63 sf internally illuminated freestanding sign; install two (2) affixed replacement canopy signs of 24.56 sf each with internally illuminated channel letters; and one (1) 11.96 sf internally illuminated affixed replacement wall sign, at 15 Hall St. in the Gateway Performance (GWP) District. MBL:15/2/5**

Ms. Larson stated the Architectural Design Review Committee recommended approval as submitted.

Carol Bugbee, Philadelphia Sign Co, was present to speak to the application. She confirmed that price section of the sign is manual changeable text and that the blank area of the sign is reserved for advertising for the convenience store.

Ms. Foss moved to grant Architectural Design Review approval to reface an existing 133.63 sf internally illuminated freestanding sign; install two (2) affixed replacement canopy signs of 24.56 sf each with internally illuminated channel letters; and one (1) 11.96 sf internally illuminated affixed replacement wall sign, at 15 Hall St. in the Gateway Performance (GWP) District, MBL:15/2/, as submitted. Ms. Smith-Meyer seconded the motion. The motion passed unanimously.

**d. Application by Speedway LLC, requesting Architectural Design Review Approval to reface an existing 82.08 sf internally illuminated freestanding sign; install one (1) 6.14 sf internally illuminated affixed replacement wall sign; and one (1) 24.56 sf affixed replacement canopy sign with internally illuminated channel letters at 175 N. Main St. in the Urban Commercial (CU) District. MBL:55/2/5**

Ms. Larson stated the Architectural Design Review Committee recommended approval as submitted with the recommendation that the “S” wall sign is relocated down into the arch.

Carol Bugbee, Philadelphia Sign Co, was present to speak to the application. She confirmed that the arch was made of glass and would be difficult to install a sign there. She requested that the location of the sign remain as submitted as it would cause wiring issues and would not look good.

Ms. Foss moved to grant Architectural Design Review approval to reface an existing 82.08 sf internally illuminated freestanding sign; install one (1) 6.14 sf internally illuminated affixed replacement wall sign; and

one (1) 24.56 sf affixed replacement canopy sign with internally illuminated channel letters at 175 N. Main St. in the Urban Commercial (CU) District, *MBL:55/2/5*, as submitted. Ms. Smith-Meyer seconded the motion. The motion passed unanimously.

- e. Application by Rick D'Amante requesting Architectural Design Review Approval to install one (1) 16 sf internally illuminated tenant panel in a previously approved ground sign, and two (2) new internally illuminated wall signs of 67.8 sf each at 273 Loudon Road in the Gateway Performance (GWP) District. *MBL: 111/4/18***

Ms. Larson stated the Architectural Design Review Committee recommended approval as submitted with the recommendation that the application materials be resubmitted with better representation of the colors and prose. She also stated the drawing in the packet correctly represents the color scheme intent.

Mr. Mike D'Amante was present to speak to the application. He confirmed that the ground sign will have a red background with white letters and the wall sign will have white letters outlined in black.

Ms. Foss moved to grant Architectural Design Review approval to install one (1) 16 sf internally illuminated tenant panel in a previously approved ground sign, and two (2) new internally illuminated wall signs of 67.8 sf each at 273 Loudon Road in the Gateway Performance (GWP) District, *MBL: 111/4/18*, as submitted. Ms. Smith-Meyer seconded the motion. The motion passed unanimously.

- f. Application by John S. Jordan Design PLLC, on behalf of, Sienna Investments LLC requesting Architectural Design Review Approval to make architectural changes to the façade of a previously approved major site plan application at 273 Loudon Road in the Gateway Performance District (GWP). *MBL 111E-1-12***

Ms. Larson stated the Architectural Design Review Committee recommended approval as submitted with the recommendation that two colors are used for the façade (EIFS portion), a lighter color for the bump outs and a darker color for the recessed portions. Colors to match the retail building previously approved as part of the major site plan.

Mr. Mike D'Amante was present to speak to the application. Mr. D'Amante stated the original plan intended a single sit down restaurant but now have a fast casual dining establishment interested in half the space. He stated this is the first presentation for this building and they will be back for sign applications. The building will be proposed to be a two tenant building with the restaurant on the right side. Mr. Jordan stated the buildings will work together; windows will be the same proportions, the same materials will be used and the language will be the same.

Ms. Smith-Meyer moved to grant Architectural Design Review approval to make architectural changes to the façade of a previously approved major site plan application at 273 Loudon Road in the Gateway Performance District (GWP), *MBL 111E-1-12*, as submitted subject to the condition that two colors are used for the façade (EIFS portion), a lighter color for the bump outs and a darker color for the recessed portions. Colors to match the retail building previously approved as part of the major site plan. Ms. Foss seconded the motion. The motion passed unanimously.

- g. Application by the United Church of Penacook requesting Architectural Design Review Approval to replace an entrance ramp at 21 Merrimack Street in the Central Business Performance District (CBP). *MBL: 543P-33***

Ms. Larson stated ADRC recommended tabling the application to allow the church to return with a design.

Reverend Jerry McCann, United Church of Penacook, was present to speak to the application. He is requesting a postponement to respond to the many recommendations of the Architectural Design Review Committee.

Ms. Smith-Meyer moved to table Architectural Design Review approval to replace an entrance ramp at 21 Merrimack Street in the Central Business Performance District (CBP). *MBL: 543P-33*, to no date certain. Mr. Hicks seconded the motion. The motion passed unanimously.

**h. Application by the City of Concord on behalf of Harold E. and Judith A. Ekstrom requesting Architectural Design Review Approval to install a new door in place of an existing window at 25-35 N. Main Street in the Central Business Performance (CBP) District. *MBL: 35/4/4***

Ms. Larson stated the Architectural Design Review Committee recommended approval as submitted.

As part of the Downtown Complete Streets Improvement Project, staff worked closely with the project design team, downtown property owners, and our Federal Highway Administration (FHWA) partners to make Main Street as accessible as possible. The project specific goals include the elimination of the double step curb along the west side of Main Street, and providing full access to sidewalks and crosswalks. Disabled parking spaces are proposed near all of the crosswalks so that the ramps on the bump outs can be used to access the sidewalk. All crosswalks will have ADA compliant ramps. With respect to 25-35 North Main Street (Central Block), the entrance to the storefront for the Vision Shoppe (35 North Main Street) currently has two steps (see attached photos of existing conditions). An accessible entrance will be provided for the business entrance at 35 North Main Street, which occupies the corner storefront that wraps around to Warren Street. In order to avoid altering the historic North Main Street entrance, a second, accessible entrance will be provided through a proposed doorway (presently an existing window) on the Warren Street elevation. Part of the sidewalk along Warren Street will be graded to create a ramp to provide access to the window location. The new entrance will retain the transom as is, replacing everything below it with similar materials. The new building entrance will consist of a rectangular transom proportionate to the existing transoms on the building above a single door and sidelights – all set flush to the arched window above. Materials will be a dark bronze anodized metal and the door and sidelight will use as much uninterrupted expanses of glass as possible by minimizing all structural/metal elements and thus retaining the character of the building's historic design. The work will be completed by the same contractor that completed the front entrance doorway in the 1980's.

The new ramp will be concrete with a granite face. The new ramp will be flush but separate from the original building, and no historic building materials will be altered or removed. A bond breaker material will separate old from new. The ramp will include a hand rail along the ramp, which will now wrap to the building. Mr. Roberge indicated that a step shown on the proposed photo mock-up presented to ADR has been eliminated from the design. The rail will be round pipe, painted black.

Ms. Dolcino moved to grant Architectural Design Review approval to install a new door in place of an existing window at 25-35 N. Main Street in the Central Business Performance (CBP) District, *MBL: 35/4/*, as submitted. Mr. Hicks seconded the motion. The motion passed 5:1 with Mr. Woodfin opposing.

### **Conceptual Review**

**3. Conceptual site plan by Bedford Design Consultants, on behalf of RJ Moreau Communities, LLC for a twenty-six (26) unit multi-family townhouse style development (a.k.a. The Vineyards Phase IV) with municipal sewer and water in the RM (Medium Density Residential) District. Also to be discussed is the existing mapped line of a future street originally intended to connect Kyle Road (via Sonoma Lane) to Bog Road, along the rear of the proposed Phase IV Vineyards. Map/Block/Lot: 193Z/1/ (2014-0059)**

The Chair opened the public hearing.

Mr. Robert Baskerville, Bedford Design, and Reggie Moreau, RJ Moreau Communities, were present to speak to the Conceptual site plan. Mr. Baskerville stated RJ Moreau Communities, LLC last appeared before the Planning Board on January 21, 2015. The revised plan proposes the same number of buildings (eight buildings total, including five buildings with four units each and three buildings with two units each), for a total of 26 units. Under previous submittals, the driveway, storage building, and trash/recycling were proposed to be located within the “Mapped Line of Future Street” connecting Bog Road to Kyle Road.

Vintage Estates (conditionally approved but not yet recorded or constructed) was approved with a new public roadway (Sonoma Lane) that will terminate in a cul-de-sac within the Phase IV project area. The cul-de-sac will make a clear delineation between the end of the public roadway and the beginning of the private access road through the Vineyards to Bog Road.

Ms. Larson noted staff has questions regarding the intent of the Applicant and the timing of Vintage Estates and Vineyards Phase IV. As of the date of this report, a few conditions from the final site plan approval for Vintage Estates (Application number 2011-07) remain to be satisfied. Staff requested that the Applicant provide a plan and schedule to include: timeline to record Vintage Estates; timeline for the construction of Sonoma Lane; and timeline for the construction of Vintage Estates and Vineyards Phase IV. Staff did not recommend moving forward with the final site plan design until the Mapped Line of Future Street is resolved. Staff has also advised the adjacent property owner to coordinate with Reggie Moreau to determine a logical location for the Mapped Line of Future Street for non-vehicular connections and looping utilities.

#### REGULAR MEETING

- 4. City Council Referral – Request by the United Church of Penacook located at 21 Merrimack Street that the City of Concord discontinue the right of way (see attached preliminary GIS sketch) that exists for the triangular portion of land that lies between the sidewalk and the church along Merrimack Street, in Penacook.**

The Chair opened the public hearing.

Ms. Larson stated a petition for the discontinuance of a portion of the right-of-way of Merrimack Street has been submitted by Reverend Jerry McCann of the United Church of Penacook. The purpose of the request is to allow for the church to replace an existing deteriorating accessible ramp at their front entrance, which is partially located within the right-of-way of Merrimack Street. According to Reverend McCann, the existing ramp was constructed in the late 1980’s. City Administration and the Engineering and Planning Divisions support the request. Additionally, there appears to be no benefit gained by the City not discontinuing this portion of right-of-way. Upon discontinuance, the land in the right-of-way will be owned by the abutting property owner of 21 Merrimack Street (Map-Lot: 0543P-33) free and clear of the public highway easement.

The Chair asked if any members of the public had any comments or questions. There being no comments from the members of the public, the Chair closed the public hearing.

Ms. Smith-Meyer moved to recommend the request by the United Church of Penacook located at 21 Merrimack Street that the City of Concord discontinue the right of way (see attached preliminary GIS sketch) that exists for the triangular portion of land that lies between the sidewalk and the church along Merrimack Street, in Penacook to City Council. Ms. Dolcino seconded the motion. The motion passed unanimously.

- 5. The Planning Board will consider and receive public comments relative to the following proposed Zoning Amendments to the Cluster Development Regulations:**

**Proposed Zoning Amendments to the Cluster Development Regulations: Workshop & Public Hearing** – Staff will present a proposed amendment to Section 28-4-7, Cluster Development, Section

28-5-46, Single Family Dwellings in a Standard (non-cluster) Subdivision, and Section 28-2-4(j), Table of Principal Uses. The amendment proposes to allow minor subdivisions to occur using conventional development standards instead of the cluster development regulations. A public hearing will follow to allow public comment and questions. No Planning Board action will take place at this time.

Ms. Shank presented the proposed Zoning Amendments to the Cluster Development Regulations via slideshow. Following the presentation, Ms. Dolcino and Ms. Foss questioned the wording in the third bullet sentence of the staff report under the heading "Changes". Ms. Foss suggested changing the wording to "major subdivisions are permitted in a conventional subdivision..." to "major subdivisions are permitted 'as' a conventional subdivision...".

The Board requested more examples showing the difference between a minor subdivision and a cluster development.

Ms. Shank will present at the September 16, 2015 public hearing.

**6. Approval of the minutes of the July 15, 2015 Planning Board Meeting.**

Mr. Woodfin moved to approve the July 15, 2015 meeting minutes as written. Ms. Smith-Meyer seconded the motion. Motion carried unanimously.

**7. Any other business which may legally come before the Board.**

**INFORMATION**

- Minutes of the July 7, 2015 Design Review Committee meeting
- Next regular monthly meeting on Wednesday, September 16, 2015

There was no further business to come before the Planning Board and the Chair adjourned the meeting at 9:12pm.

A TRUE RECORD ATTEST:

Nancy Larson  
City Planner