

**SOMERSWORTH SITE REVIEW TECHNICAL COMMITTEE
MEETING MINUTES
April 10, 2024**

MEMBERS PRESENT: Michelle Mears, Jeff Gallant, Mark Dellner, John Sunderland, Michael Bobinsky and Mike Hoage

EXCUSED MEMBERS: Paul Robidas and Mike Hoage

STAFF PRESENT: Amber Hall, City Engineer
Dana Crossley, Planning Technician
Anna Stockman, Planning Secretary

The meeting was called to order at 10:00am.

- 1) Approval of March 13th, 2024 minutes.

MOTION: Bobinsky MOVED to APPROVE the minutes.
The MOTION was SECONDED by Sunderland.
The MOTION CARRIED 5-0-1, with Gallant abstaining.

- 2) **NEW BUSINESS**

- a. **Tim Wilkins is seeking a waiver from Section 12.3.b of the Site Plan Review Regulations requirement for proposed utilities to be placed underground on a property located at 18 Patriot Way (formally 187 Route 108), in the Commercial/Industrial (CI) District, Assessor's Map 44 Lot 28, SITE#01-2021.**

Dan Oot, a Project Manager at Patriot Holdings was present on behalf of Tim Wilkins. He stated he began managing the project one month ago. He said he has conducted interviews with several individuals to learn about the history of the project. He said the originally approved plans show underground electrical on the north side of the property and on the south side of the property, another utility pole runs along the south side of the driveway entrance. He said the underground electrical lines up with an Eversource utility pole and existing utilities including sewer, fire hydrants, and gas lines. He provided an overview of the proposal to install three underground transformers.

Mears stated the applicant has submitted a minor field modification to accompany their proposal. She noted they are required to go before the Planning Board in order to comply with Site Plan Review Regulations.

Oot noted the delays the project has endured over the years and his concern over the potential relocation of the transformers if the action is not taken soon.

Mears asked whether conduit has already been installed for the proposed transformers.

Oot stated all conduit has already been installed. He said the first two hundred (200) feet will be served by two overhead poles, which will then go underground to three transformers.

Bobinsky requested that documentation be provided from Eversource that states the requirement to relocate the electric service and provides information as to why it is above ground for the first portion of the property. He asked whether additional poles would be installed.

Oot responded yes, additional poles would be installed coming up the existing drive.

Gallant noted two of the additional poles are already in place and blasting took place onsite last spring.

Oot stated his plan to provide more visuals of the proposed location of the additional poles.

Crossley stated asked whether a Pole License will be required for the proposed project.

Hall stated a Pole License will be required; however, a Trench Permit will not be required.

Crossley asked whether there are plans for installing screening in front of the proposed transformers to soften their appearance.

Oot stated the transformers have large clearances and a screen with a gate could be installed, however, there are no current plans for that. He noted bollards will be installed in front of the transformers for safety.

Crossley stated screening is not a requirement. She suggested shrubs be planted on the streetside of the property. She stated pictures of the site and the letter from Eversource would be beneficial to the proposal.

Mears stated the requested information would be needed by Friday, April 12th to be included in Planning Board packets. She noted it would be beneficial for information to be provided from the contractor regarding the ledge.

Oot stated he was appreciative of the Committee's time.

3) **NEW BUSINESS**

- a. **Adam Johnson is seeking a site plan amendment to add two residential units to an existing 12-unit residential building on a property located at 10 Green Street, in the Business (BH) District with Historic Overlay, Assessor's Map 10 Lot 172, SITE#03-2024.**

Adam Johnson was present to represent the application. He provided an overview of his request to add two residential units within underutilized space in the existing property. He noted no exterior modifications are proposed. He said there was an original plan for two residential units in the proposed space but factors including the presence of ledge led to the former abandonment of that project. He said there are currently fourteen (14) parking spaces available onsite for the twelve (12) existing residential units. He said he plans for a net increase of onsite parking from fourteen (14) parking spaces to twenty-two (22) parking spaces. He noted there is plenty of adequate space onsite for the proposed units and access to existing utilities including plumbing, water, and gas.

Bobinsky asked about where there is existing access to the lower level.

Johnson stated yes, there is an existing staircase that provides access to the lower level, where the additional units are proposed.

Dellner asked whether the building is equipped with water sprinklers.

Johnson stated the building currently has water sprinklers and additional sprinklers would be added for the units.

Hoage stated water billing will need to be updated with the Water Department.

Bobinsky asked about the proposed plan for snow storage.

Johnson stated snow is currently stored on existing pavement and can be expanded depending on need. He referenced the current location of snow storage on his projected plan.

Bobinsky stated the physical removal of snow removal offsite is something the applicant may need to consider in the future.

Crossley stated the applicant will have a number of waivers requests. She asked whether the site plan could be revised to indicate the proposed handicap parking space. She asked about the curbing onsite and whether there are plans to install infrastructure for electric vehicles. She noted the City requires granite curbing. She asked whether the parking area will be repaved.

Johnson stated his proposal is to install gravel prior to paving.

Crossley noted the requirement that all parking must take place on paved surfaces unless a waiver is received. She asked whether he proposes to remove any landscaping from the site.

John stated select bushes along the property's tree line have been removed as a result of the demolition of the abutting site. He said a bush in the front of the building was damaged in a recent storm but will be replanted.

Crossley noted trees of a certain size require approval from the Historic District Commission. She said a waiver request could be submitted to state the site's existing landscaping is sufficient.

Crossley asked whether there are plans to provide onsite bike storage for tenants.

Johnson stated bike storage will be added near the building's laundry room.

Crossley noted a bus stop is located within close proximity to the site and for the applicant to note that on the plans. She asked about where the dumpster would be relocated.

Johnson stated the existing dumpster will remain in its current location.

Crossley noted the requirement for dumpsters to be screened and located on paved surfaces. She further noted the potential for the Planning Board to request a contribution towards improvements to the sidewalk in front of the building. She noted an offsite improvement contribution an abutter recently agreed upon during site plan approval.

Mears noted any proposed exterior modifications would need to go before the Historic District Commission.

Gallant noted new building regulations regarding lead will be in effect as of July 1st which will require certified lead inspections be completed prior to the issuance of a Certificate of Occupancy.

Hall stated repaving both of the parking areas off of Church Street and Green Street will require a Driveway Permit through the Department of Public Works. She noted the Driveway Permit should be submitted prior

to the issuance of a Building Permit. She stated the addition of residential units will require that the building reestablish addresses. She noted addresses will be reassigned as needed.

Mears stated Planning staff will work on a summary of the waiver requests for which the applicant will to apply. She noted all waiver request applications will need to be submitted by Friday, April 12th for inclusion in Planning Board packets.

- b. **Roman Catholic Bishop of Manchester is seeking site plan approval to convert a single-family building into a church (religious facilities use) on a property located at 10 Doelson Street, in the Residential Duplex (R-2) District, Assessor's Map 24 Lot 5, SITE#15-2024.**

Steve Haight of Civil Works was in attendance to represent the application. The project's architect, Daniel Bisson, and the pastor of the church, Father Andrew Nelson, were also in attendance. Haight stated the single-family building was recently reacquired and there are plans for the building to be converted into a church facility. He noted there are no proposed changes to parking. Existing drainage is sufficient to accommodate the change in use. He stated the intention to tie into the existing building for all utilities. He stated they do not seek to add additional landscaping to the site. He said pending Planning Board approval, the acquired lot would merge with the church lot.

Hall asked for clarification on the usage of the building's entrances and whether traffic will come from the Doelson Street driveway or the Maple Street driveway.

Haight stated vehicles will be encouraged to access the facility from the Maple Street entrance.

Andrew stated guests primarily use the Maple Street entrance. The Doelson Street entrance is only used for big events.

Mears asked whether the bioretention area is within the 25-foot building setback.

Haight stated the area could be made smaller if needed and the bioretention area could be moved back so it is not located within the setback.

Hoage asked whether there are any proposed changes to the current water utility.

Bisson stated the same water will be used; additional capacity won't be required.

Hoage advised to update the Water Billing application. He stated to reach out for a Trench inspection if water service is exposed.

Bobinsky stated he has no objection to the applicant's proposed waivers.

Crossley referenced the electric service and asked whether the plan is for a new pole to be added to the site.

Haight confirmed that is what has been decided upon.

Crossley noted that the project would likely require a waiver because it would involve the addition of an aboveground pole. She asked whether the applicant could provide parking information and how it can accommodate for the church, the new use, and the existing residence.

Haight stated a parking aerial will be submitted.

Andrew stated the church holds one mass Saturday and two masses on Sunday. He noted they do have a problem with parking.

Crossley asked whether they plan to add any ADA parking spaces to the lot.

Haight stated they could and pointed out areas on the existing lot that are ADA accessible.

Crossley noted the waiver needed for the granite curb if the existing concrete curb is expanded, and for the applicant to clarify that the concrete curb is an existing condition. She asked whether the church has a bike rack and if not, if they are proposing to add one.

Haight stated they do not plan on installing a bike rack or installing infrastructure for an electric vehicle charging station.

Crossley asked about the feasibility of moving the gate to prevent access from Doelson Street.

Bobinsky stated Public Works appreciates the ability to use the lot to turn around for plowing the in the wintertime.

Andrew noted his hesitance to move the gate. He stated the school has access to the gate in addition to neighbors.

Crossley asked whether pictures of the existing site could be included in the waiver submission.

Haight stated the requested information will be included for the May Planning Board meeting. He noted a lighting plan is in the application.

Crossley suggested the applicant submit a waiver from the requirement for third party review for drainage.

Bobinsky noted the existing drainage measures will be sufficient for the site. He asked about stormwater maintenance reports for the site.

Haight stated stormwater maintenance reports will be submitted on an annual basis.

Hall asked whether the process of connecting to utilities within the existing structure would include sewer. She asked about the addressing for the building.

Andrew provided clarification about the site's building addresses.

Hall stated she will review the State's E-911 standards and reach out to them to see what makes the most sense.

Crossley stated the final lot will be lot 6 if that helps for notes.

Mears stated the comments of the Committee will be provided to the applicant.

Crossley asked about the plan for trash and asked whether there is an existing dumpster on the property.

Andrew stated they currently roll a dumpster to the curb. He said they would like to have a dumpster that is screened and lifted out by a garbage truck.

The meeting was adjourned at 11:00am.

Respectfully submitted,

Anna Stockman, Planning Secretary