

**SOMERSWORTH SITE REVIEW TECHNICAL COMMITTEE**  
**MINUTES OF MEETING**  
**July 2, 2019**

**MEMBERS PRESENT:** Shanna B. Saunders, Chair, Mike Bobinsky, Keith Hoyle, Scott McGlynn, and Tim Metivier.

**MEMBERS ABSENT:** Tim McLinn, Paul Robidas

**STAFF PRESENT:** Dana Crossley, Planning Secretary

The meeting was called to order at 10:30 am.

- 1) **Approval of the minutes:** McGlynn MOTION to approve June 5 & June 12, 2019 minutes. Hoyle seconded the motion. The motion CARRIES by a 5-0 vote.

2) **OLD BUSINESS**

- A) Any old business that may come before the Committee.  
a. No old business discussed.

3) **NEW BUSINESS**

- A) **TTAD Real Estate, LLC (Ocean Breeze LLC) is seeking site plan and conditional use approval, with waivers to construct a 6,000 SF building for the purpose of Sales and Services of new and used Motor Homes and Travel Trailers on property located at 355 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 48 Lot 24A, SITE#10-2019 and CUP#03-2019:**

Applicant Statement: Bob Stowell of Tri Tech Engineering attended the meeting. He reviewed the changes made to the plan per the comments made by the board at the June 12 meeting. He provided hard copies of the landscape plans and informed the board they had to change landscape architects at the last minute.

Stowell stated the following changes were made to the plan submission:

1. Added striped RV parking spaces and explanation of how they meet parking requirements.
2. Lighting details have been provided.
3. A note on the previous conditions plan shows the offsite roadway improvements that have been done prior to this project.
4. A note has been included that the gates require a Knox Box.
5. Added the location of the RV Dump station.

Stowell stated the applicant is aware of the required third party drainage review. Saunders stated she expects to receive the cost estimate for the review this afternoon and would forward to Stowell.

Stowell stated the applicant understands the concept of the sidewalk payment in-lieu but would like specific details on the procedure and values are determined. Saunders stated for the sidewalk exaction the City can hold the money for six years, and if it is not spent would be returned. She stated they expect to use the money during the Route 108 complete streets project. She explained to the applicant how the value for the exaction is calculated and that it can be calculated for the Planning Board meeting.

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Stowell stated the application has a conditional use permit attached to it that will be reviewed by the Conservation Commission at their July meeting.

Stowell stated they are not proposing floor drains or doing work that would require them.

Stowell stated in regards to the comments from the Water Department they have taken a backward step in resolving those issues. They have met with the neighbor and asked if they could tie into that water line and utilize the fire hydrant (would need to be rotated) and was unable to come to an agreement. The next plan is to tie into the water on Enterprise Drive. McGlynn stated they would need to be granted written approval for that and it could be a condition of approval.

Stowell stated the neighboring property has stated they would not allow the fire hydrant to be rotated. Hoyle stated that not turning it would create a problem specifically in the winter as they would have to park on another property and run lines over snow banks. Hoyle stated a resolution will need to be determined. Saunders asked if the applicant could put a hydrant on their own property. Stowell stated it would require them to run a 6" line rather than the planned 2" line and it becomes a monetary issue. Saunders asked if they were required to have a hydrant. Hoyle stated if they do not they would have to access the Route 108 hydrant and block traffic there. Board continued discussion in regards to the fire hydrant access. Hoyle stated the fire hydrant could be at the edge of their property but that they ultimately needed to have one. It was established this could be a condition of approval.

Stowell stated they have shown the RV dump station on the plan. He stated they are still establishing how it will be metered.

Metivier asked if domestic water will be fed there. Stowell replied no, dumping will be so infrequent that they will use a hose that is connected to the building to rinse the station. He stated it was not a service that they offer at their current location or one they plan to promote. They will have further discussion with the Wastewater Department on metering the station.

Saunders asked for information on how the dump station is built. Stowell stated there is a concrete apron and it pitches down to a cap. He stated the two options are for it to be a holding tank or tied into the City Sewer system. Stowell noted there would be a manhole next to the building. Saunders questioned the maintenance of the dump station and if it would be rinsed after every use. Stowell stated it would be rinsed after each use via a hose from the building. He stated it was not part of their business model to use the dump station often.

Bobinsky stated that the memo indicated the oil and grease separator was not needed because it was not part of their business plan. Stowell agreed to that. Bobinsky clarified that the repair services would be limited to services that did not include draining the oil. Stowell agreed. Saunders noted that the RV holding tanks take in bathroom and kitchen waste. Metivier clarified that it would be similar to a normal house waste. He explained the dumping process.

Water Division: McGlynn stated the applicant still needs to establish how water will get to the site.

Public Works Department: Bobinsky stated the applicant should ensure the plantings are salt tolerant as they will be on a DOT maintained roadway. He stated wherever the water source is established trench permits will be needed. If it is off Enterprise it will be through the City and Route 108 will be through DOT.

Fire Department: Hoyle stated the fire hydrant issue needs to be resolved. He stated the cheapest option would be to work something out with Hilltop. He stressed that the property needs to have sufficient water in case of any incidents.

Building Inspector: Metivier had no further comments, his concerns had been addressed.

City Planner: Saunders stated she saw the snow storage notes but could not connect to a place on the plans. Stowell stated it was on the original landscape plan but with the switch of architects it got cut off. He stated they have pulled back the snow storage site so that when it melts it will all flow to the bio retention. Saunders expressed that needs to be updated on the plans for Planning Board. Saunders reviewed with the applicant some of the required monetary items that will be needed. Those include for 3<sup>rd</sup> Party Review, Site Security, and construction inspection surety. She stated for those three items any of the money that is not spent will be returned to the applicant. She noted a pre-construction meeting is also be required prior to any ground work starting.

Saunders stated the application will appear before Conservation and Planning Board this month. She will be in touch with Stowell if there is any additional information that is needed.

Saunders noted that Honey locust plantings should be changed as those are listed as invasive. She noted the site plan regulations have a list they should look at.

**B) SNTG, LLC, (Green Collar Laundry) is seeking site plan approval to add a 4,500 sq. ft. commercial building and associated parking and infrastructure to the existing commercial site on property located at 472 High Street, in the Residential Commercial (RC) District, Assessor's Map 40 Lots 4-A & 4-B, SITE#8-2019**

Applicant Statement: Bob Stowell of Tri Tech Engineering and Allen Grinnell of Green Collar attended the meeting.

Stowell reviewed the changes that were made to the plans as per the May 8<sup>th</sup> meeting board comments. He stated the following changes were made to the plan submission:

1. Landscaping plan has been labeled properly.
2. Lighting specifications have been provided.
3. The parking aisle has been addressed which in result provided two additional parking spots.
4. Stated temporary snow storage will be in the additional 2 parking spaces
5. Waiver justification has been provided.
6. Roof drains have been identified.
7. Bike rack location has been added.
8. Removed unrelated notes that were from previous applications.
9. Gas meter relocated to the back corner of building

Stowell stated the drainage analysis is from 2013 but the site design is also from 2013 therefor they coincide and there have been no regulation changes. He stated the traffic study is from the original Remax with a laundry mat proposal and matches with this proposal.

Stowell stated that in regards to the landscape waiver it has been reviewed and approved previously by the Planning Board and hope it is viewed in the same way.

Stowell stated he had an onsite meeting to review the water and sewer. He provided additional information from the original CLD review regarding 10 foot separations that is allowed by the State design manual.

Stowell stated the applicant understands the handicap striping is for handicap parking purposes and is not a loading zone.

Stowell stated that the entire building is intended for commercial use. He noted the aisle widths have been addressed as well.

Water Division: McGlynn thanked him for meeting them on site and stated the revised plan looks good.

Department of Public Works: Bobinsky asked what the status of the water and sewer connection fees is. Grinnell stated he has made contact with the office and will continue to make progress when he returns from his vacation. He stated he is trying to understand how much of the fee is for water and how much is for sewer. Grinnell stated they intend to use a non-potable water source, an onsite well, and wondered how a fair equitable cost could be established. Grinnell stated he had been given some numbers but felt they do not apply. He stated bedrooms do not apply to this use.

Saunders asked if the plans would include location of the well. Grinnell stated it is non-potable and his from understanding is it does not need State approval. Saunders stated the lot is pavement to pavement and does not know where it could be located. Grinnell stated there are plenty of places it could be placed such as under the building. Saunders asked for at least the hook ups to be shown on the plan.

McGlynn stated this would need to be metered for what is going into the City Sewer. Grinnell stated they were looking to meter the potable and the outflow. McGlynn questioned if there would be a meter on the outflow. Grinnell stated there is fair amount of water lost in the drying process and does not want to pay for water vapor. McGlynn requested that this be made clear in communication to Scott Smith and that there will need to be a hazard backflow device with the well on site.

Fire Department: Hoyle stated he wanted to confirm there is no dry cleaning or chemicals on site. Grinnell stated dry-cleaning is sent offsite. Hoyle stated if dry-cleaning was on site it would require sprinklers.

Building Inspector: Metivier clarified that sinks would need to be supplied by City Water and non-potable is for the washing machines or potentially the toilets.

City Planner: Saunders stated they are still looking for condo-documents and that needs to be reviewed by legal once received which will require an escrow account. Grinnell questioned if the documents had been reviewed during one of the previous site plan applications. Saunders will look into if it has been received and reviewed previously.

Saunders stated some of the landscaping is proposed offsite and in the right of way of Tri-City Road. She explained since the last SRTC meeting they attended 100 Tri City Road LLC has been approved for site plan. One of the conditions of that approval is tied in with the Tara Fields approval and requires those applicants to do offsite improvements. She stated she would further review to see if there was impact to the location that there are the proposed plantings from those offsite improvements.

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Saunders stated it was previously discussed this building will require a new address. She advised the applicant to submit application to be reviewed by the 911 Committee as soon as possible.

Saunders stated the site is very tight for parking and is dismayed to see that snow storage will take up parking spaces. Stowell explained how he came to the 41 proposed parking spots and that 39 are what would be required. Saunders noted she believed it would be something the Planning Board would want to discuss and encouraged the applicant to have talking points ready. Stowell stated the applicant is away in July and has requested to be on the August Planning Board meeting.

Grinnell asked when the moratorium is up. Bobinsky stated he would find out the exact date in October 2019.

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

Ken Vincent of 19 Vincent Way, business owner of 345 Route 108, City Councilor.

Stated the first application will be his neighbor of his business and explained the history of when his building went through review. Vincent explained how he was required to have the water line constructed and put in the fire hydrant due to the nature of his business. Felt that the applicant should have to do their fair share in regards to fire safety.

**Motion:** Metivier MOTIONED to adjourn the meeting. Hoyle seconds. The motion CARRIED at 11:18 by a 5-0 vote.

Respectively submitted:

Dana Crossley, Planning Secretary  
Site Review Technical Committee