

**SOMERSWORTH SITE REVIEW TECHNICAL COMMITTEE
MINUTES OF MEETING
March 3, 2021**

MEMBERS PRESENT: Mike Bobinsky, Director Public Works, Michelle Mears, Director of Planning and Community Development, George Kramlinger, Fire Chief, Scott McGlynn, Chief Water Distribution Operator, Tim McLin, Captain Police Dept

EXCUSED MEMBERS: Paul Robidas Planning Board Representative and Tim Metivier, Code Enforcement Officer

STAFF PRESENT: Cynthia Harris, Assessing/Code Clerk and Robin Comstock, Economic Development Manager

The meeting was called to order at 10:32 AM.

Mears 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 Mike Bobinsky, Michelle Mears, George Kramlinger, Tim McLin and Scott McGlynn were in attendance remotely.

The Assessing/Code Clerk, Cynthia Harris was also in attendance remotely. Economic Development Manager Robin Comstock was also in attendance remotely.

1) Approval of the minutes:

- A) Bobinsky motioned to approve February 3rd and February 10th minutes as written. Motion is seconded by McLin. Motion carries by roll call vote by 5-0.

2) OLD BUSINESS

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

3) NEW BUSINESS

- A) **Patriots Power Sports, Trucks and Equipment LLC is seeking site plan approval for Automobile Sales of new and used tractors, motor vehicles, recreational vehicles, snow blowers and lawnmowers for a property located at 375 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 58 Lot 05, SITE#08-2021**

John Chagnon of Ambit Engineering, Jonathan Hanson and Jim Hanson of Hanson Corner Realty, LLC were in attendance remotely to represent the application.

Chagnon reviewed the overall project request. He reviewed the historic use of the property and proposed re-use. He stated the intent is to use the site as a Tractor Dealership with parts and repair, along with sales of snowmobiles and lawnmowers. He stated they will also be selling used vehicles and equipment.

Chagnon stated that they will add some landscaping to the site to try and spruce it up a bit as it is a little sparse. He stated the property lines show where they were brought into the site because the state did widenings and took land. He stated essentially, they need all that land to the property line to provide for traffic circulation and parking which does not give a lot of opportunity to landscape. Chagnon stated that they have shown striping on the site plan and it is intended to conform. Chagnon stated they have 6 service bays to do repairs so that requires 24 spaces and have 3200 SF of the building devoted to retail which requires 16 spaces for a total of requirement of 40 spaces. Chagnon stated they are providing 22 regular spaces, 2 ADA spaces and 18 stacked spaces which will be located in the northeast corner of the lot. Chagnon stated these will be used by the team during the day to service and could also be used for employee parking and will not be for customer parking in and out.

Chagnon stated this plan shows the 50 ft wetland buffer to accessory structures and a ramp that is proposed to be built. He stated the ramp will allow for the delivery of product from a tractor trailer truck. He explained that the forklift would drive up the ramp to access the truck and be able to unload the material as there are no dock high doors. Chagnon noted that the applicant would like to provide a fenced in area around the dock to safely secure materials such as snowmobiles, lawn mowers and other things of that nature that can easily go missing from the site.

Chagnon referred to the utility plan showing the existing utilities which are marked out. HE stated they are proposing to add a new gas line connection access coming from Route 108.

Chagnon stated the final plan in the set shows a detail sheet and erosion control notes. He stated they have also provided pictures of the existing building to conform to the requirement showing renderings of the structure with a map showing the highway taking land to show what the site was like before DOT took additional land for highway improvements.

Chagnon stated that they are asking for two waivers from the site plan regulations. He referred to Section 11-4, circulation and parking an extensive section of how you would design parking areas. Chagnon requested a waiver to this section as needed and to allow this particular configuration to continue with this re-use. Chagnon requested a second waiver to section 11-6, landscape design standards as needed to conform to the section for reasons previously mentioned.

Chagnon stated they did do a trip generation calculation and the project is not a huge trip generator with 13 AM peak hour trips and 19 PM peak hour trips. Chagnon also stated they provided information from the NRCS on site soil which has already been developed and that nothing else is going on that would be impacted by the site soils.

Chagnon noted he would be open to any questions and that they look forward to taking this to the next step in the process.

McGlynn stated that even though there is already water and sewer to this property it would still be considered a change of use, so you would need to complete the water and sewer connection permit application process and pay any associated fees, if any, prior to receiving a CO. McGlynn noted that the permit application could be found on the City's website.

McGlynn added a reminder that according to records the backflow device has not been tested in quite some time because of what the contractor claimed was a lack of access. McGlynn requested to have this tested in the near future. McGlynn provided the contractor contact information New England Backflow (603) 669-4004.

Chagnon inquired if there was a fee to connect water and sewer service. McGlynn stated the application will need to be filled out, as it is a change of use and there may or may not be a fee associated depending on what is submitted. Chagnon stated they have water usage data from the site being re-used for a similar purpose during January 2015 to August 2017 when the site was occupied to come up with a gallon per day flow. McGlynn stated this information is something that the billing department will ask for, but will need to go through the process to see.

McLin stated the police have no issues. He stated that the traffic pattern is defined by the state road with a concrete median heading north, so the traffic flow is defined by that. McLin stated he has observed many tenants in this location and the traffic pattern has worked fine. He added the proposed parking and delineation, as well as the ADA spaces and access to the building are going to be a big improvement.

Kramlinger stated he is going to withhold his comments until he visits the site to review the distance from the site to the nearest fire hydrant as the hydrant map is not clear. Kramlinger requested that when the final plans are submitted for approval, they will need to have been reviewed and stamped by a certified protection engineer licensed in NH. Chagnon asked if he could show Kramlinger where the hydrant is on the plans labeled but not a symbol. Kramlinger will review the site and confirm.

Bobinsky asked if the trip generation report data provided was essentially the same as what it was in the past or if there were any noticeable changes in trip generation activities. Chagnon stated he tried to look at the ITE codes and fit it into a code that would be most appropriate for what they intend to do there and that it corresponded except not having tractor use or sales.

Bobinsky requested to discuss the landscape waiver in further detail noting he appreciated the attention to dress up the site by removing some asphalt and adding some landscaping. Bobinsky appreciated Chagnon's explanation of past land takings by the DOT and how it limits parking, but wanted to discuss whether the landscape plan was in lieu of or

complimented the waiver request. Chagnon stated that the problem it presents is that there are landscapable areas between the site and the road, but they are all inside property that is owned by the DOT. Chagnon stated that in order to add landscaping there, permission would need to be granted by the DOT and given the time frame he didn't perceive getting a letter from the DOT in two weeks. Bobinsky agreed. Chagnon stated another thing that would come into play is site distance too. Chagnon stated they would probably not be keen on that unless it was low level vegetation. Bobinsky inquired if they were low lying shrubs. Chagnon stated that the shrubs are less than 2 ft in height and the tree is in front of the building with a color theme to match the branding of the site. Bobinsky noted the landscaping plan on the W. High St. side and inquired if there was a possibility of putting anything on the RT 108 side. Chagnon stated there is a constraint with getting around the building and in the front is the display area which is an area that should be screened. Chagnon stated that the fence would have green slats and we could spec a vine instead. Bobinsky asked if there was a dock on the building. Chagnon stated there is not but there is a ramp built up on the sides with concrete blocks stacked up and then they would fall away on the ramp up side and interior would be filled with gravel and paved. Bobinsky stated that he recommended adding detail to that for the next step. Bobinsky inquired about the pavement being removed and whether any other pavement treatments in terms of re-surfacing were considered. Chagnon stated the applicant's landlord has indicated they would be willing to do that in a year or so once established. Bobinsky stated to Mears that the applicant note that as he advances to planning board. Bobinsky stated the connection to the natural gas on RT 108 would require getting a street opening permit from DOT as that is their jurisdiction and not the City's to the extent that you are doing any excavation in the right of way. Chagnon stated that the property owner can notate that on the plan and can make sure they are aware to get any required permits. Bobinsky and Chagnon discussed the drainage report and Chagnon confirmed there wasn't a summary, but had talked about surface not changing.

Mears stated that planning supports the waiver request for landscaping and circulation and parking. Mears stated that this will be noted in the memo. Mears inquired to where the chain link fence may be. Chagnon stated that it will not be around the entire property, it is only in the area they are proposing to place the exterior storage. Mears inquired whether the side facing RT 108 would they be able to plant a vine. Chagnon agreed. Mears requested that it be notated on the plan that no recreational vehicles are allowed on the grass surface. Mears inquired whether snow storage areas were addressed. Chagnon upon review determined that snow storage had not been added to the plan. Mears requested to have that addressed in the revisions. Mears reviewed drainage and maintenance confirming there is just one catch basin in the front. Chagnon stated there is no onsite drainage, it just sheds off in three directions. Mears requested to have maintenance annually to adhere to the stormwater regulations. Mears requested on sheet C-2 to show the hydrant symbol, a detail for the dumpster enclosure and note on the plan that any lighting changes as they occur, will need to adhere to the site plan regulations to be shielded and downlit.

Chagnon inquired about parking of vehicles on the grass whether there would be opposition to lawnmowers being parked on the grass. Mears asked for clarification of where this would

be on the plan. Chagnon referenced the area beside the ADA parking there is a grass area. It was agreed this would be acceptable.

Mears inquired whether the information has been given to the Building Inspector, Tim Metivier, so he can review the bathroom requirements. Chagnon stated that he only submitted what was in the package, not any additional information, but the applicant has some old floor plans. Mears requested to have identified how many bathrooms and mark out the uses such as office, service area, etc.

Mears stated a summary will be provided to Chagnon of today's meeting and requested revisions for the Planning Board on 3/17.

Bobinsky referenced the landscape plan and added a reminder that the main sign will be a separate permit. He requested if this could have any type of treatment to make it an attractive type sign, as this is a high visibility area with a side entrance to the City. Chagnon stated that submitted in the package was a picture of the existing sign with the idea of re-using that location and it has a timber box which some plants could be planted.

Chagnon inquired when he needed to submit the revisions. Mears stated that she would email him, but usually a week before planning board, the Wednesday before.

Kramlinger noted that he would ask them to exceed the minimum requirements for fire protection obviously would like to see fire sprinklers, if not mandated by the fire code.

B) Craig Riotto, is seeking a 2 lot subdivision and site plan approval for an athletic/fitness facility and infrastructure on a property located at 165 Route 108 in the Commercial Industrial (CI) District, Assessor's Map 63 Lot 10 SUB#01-2021 & SITE#04-2021

Craig Riotto, James Ball, Geoff Aleva of Civil Consultants and Stephen Pernaw of Stephen G. Pernaw & Company, INC were in attendance remotely to represent the application.

Aleva reviewed the plan set and stated it had additional site information related to drainage, a response memo to the SRTC #1 comments, and also included a letter from Craig Riotto with the typical operation of the facility with how many people should be in the building from day-to-day use, tournaments, private functions and large events related to similar structures. Aleva stated they have met with city officials regarding traffic to take a look at the impacts on Willand Dr and RT 108 and working with RT 108 development corridor. Aleva noted they are going to have a meeting onsite to go over this. Aleva stated they are working on the floor plans and coming up with final information with the fire protection engineer and once received they will meet with Fire Chief.

McLynn stated no comment. Aleva stated they will meet with McLynn and fire once they have discussions with the fire protection engineer and if there needs to be a field fire hydrant and then update the plans with any changes.

McLin noted that he liked that they were meeting with re-development group for RT 108 in relation to traffic.

Kramlinger inquired about the full dining facility and what was the plan for kitchen facilities or whether food would be brought in from off-site. Aleva stated they are still looking at that, but will not be having a commercial kitchen with a hood or fryolator and are looking at ways to have a re-heat situation that do not include handling grease and exhaust fans. Kramlinger stated this answers his question.

Bobinsky inquired about the drainage report. Aleva stated this was just emailed to Mears last night which has a dropbox link that can be shared for the 152-page file that was prepared for the AOT. Aleva noted it details all the information on the pervious pavement, bio retention cells. Bobinsky stated that even though we require 3rd party review, he would like to take a look at the report. Bobinsky inquired to Aleva that he requested a pre-review meeting with a third-party firm. Aleva responded that it made sense because there are complicated details.

Bobinsky added regarding transportation they have been in the process of arranging a site meeting with the NH DOT to take a look at the impacts of traffic at Willand Dr and RT 108 and the staff member Wendy Johnson is the point of contact at DOT and is heading up the future 108 complete streets project. Date is pending. Bobinsky summarized that the request is a meeting with the site developer and DOT officials to look at the traffic report and projections in the short term and the future related to traffic patterns.

Bobinsky noted he appreciated Aleva's background information on operational issues noting the potential for hosting a large regional event such as a political rally or nature event. Aleva will provide a whole set of stamped engineering plans when it is time to apply for a building permit, Air Structures Quality American Technologies are the manufacturers of the 'bubble'. Bobinsky noted the appreciation of the references provided. Bobinsky inquired as to what the estimated value of all the improvements at this point. Aleva stated two to two and half million dollars for site improvements and infrastructure and part of the dome. Bobinsky asked if it is with or without the dome. Aleva stated Ball can review the cost estimates, but it does include portions of the dome, but does not include portions of the turf field.

Mears stated the appreciation for the submittal with the memo and responses as being helpful. Mears stated for the next revision set that we are ready for the printed copies to go to the Planning Board. Mears inquired regarding the traffic control plan and number of special events, if this was still pending. Aleva confirmed and stated it depended on the meetings with DOT taking a look at that and a process with large events and how to handle off-site parking. Mears noted she did receive waiver request. Mears added a reminder that they will need an easement for pedestrian access from Hilltop. Mears also requested if the buffer requirement could be addressed for the Planning Board. Mears also noted on the

photo metric plan, we do need to see the illumination levels. Aleva confirmed this is still pending. Mears stated there is a note in the site plan regulations regarding times of lights and when they need to be turned off and on in the commercial industrial district. Mears inquired on the conditional use permit and to whether they had submitted to DES for the filling. Aleva stated this was still pending, as they need the sign off from the Conservation Commission before it can be submitted. Mears noted she reviewed the conditional use permit application and it looks good. Mears requested that if we could get a list of the vegetation that will be replanted. Aleva stated this is pending and the landscape architect is coming up with a planting and species plan that can be used. Mears requested regarding the 3rd party review that it is a good idea to have a pre-review meeting with Bobinsky and herself to go over the drainage report for the facility. Mears inquired if there was an erosion or sediment control report for the site. Aleva stated there are some notes on the plan but will be shown on the final set. Mears requested to have a separate list for easy access. Mears inquired to where the trucks would be unloading for vendors or food. Aleva stated deliveries would go to the main entrance for smaller deliveries and short staging, larger deliveries will go to the side noted on the plan as vehicular airlock and that is where storage of chairs and bleachers will go and when there may be a larger event such as a boat show or home show that is how larger vehicles get in and where they maintain the air pressures inside the dome. Mears inquired with Bobinsky as to whether the street light that is going to be installed on Willand Dr will it be in front of this property. Bobinsky stated it will be probably be closer to the second proposed driveway not on the RT 108 end but more inward on an existing pole. Bobinsky stated he will get Aleva the pole number. Aleva stated that on his survey plan that the pole numbers are indicated on that plan and he can add this pole number. Bobinsky noted approval from council to add two LED's lights along corridor one in the vicinity we are discussing and the other one at Willand Dr and Commercial. Mears added that there was a question on the Willand Pond watershed Mears confirmed this parcel is outside of that.

Aleva inquired whether there is a standard set of site plan notes that are required on notes related to above. Mears stated there is not. Aleva also inquired if that was the case for subdivisions as well. Mears stated there is not as well.

Aleva added a reminder that a discussion will be needed regarding the subdivision plan of what will and will not need to be shown on that.

Bobinsky added a reminder about the driveway permits that once at a point of construction for the two driveways, permits will be needed. Aleva confirmed this will be done after planning board and prior to pre-construction meeting.

Mears added a reminder that in regards to the landscape plan needs a list a species and size of the plants. Aleva requested that Mears review in the next week and see if there are any questions to make any changes prior to final submission.

Bobinsky added a reminder that any utilities on Willand Dr will require a trench permit as DPW reviews and issues those for water and sewer.

Ball stated his appreciation for helping to map this project for the benefit of all on 108, it has been a multi-year process studying Willand Dr and whether to have an intersection or not. Ball inquired as to how to work with the State process and the standards of traffic flow and designate a light there and have it on their agenda so it gets accomplished whether it be past, future or current projections and as this project amps up discussions. Ball inquired if there had been any feedback from Wendy Johnson. Bobinsky stated the firm out of Concord has completed the first phase and it was brought to conceptual design and final design requires a whole new contract with McFarland Design the engineering firm out of Concord and they do not have a contract with them at this time. Bobinsky stated it expired but is before the Governor to review. Ball inquired if this would affect the timing of this project and allowing a light there stating his concerns of getting lost in the workload of the State. Bobinsky stated it would be anticipated to have a productive outcome.

Pernaw inquired if Bobinsky had received preliminary design drawings. Bobinsky stated they have conceptual design drawings and would get them to him.

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

No new business.

MOTION: Bobinsky MOTION to ADJOURN at 11:35 AM.

The MOTION is SECONDED by McLin.

The MOTION CARRIES by a 5-0 roll call vote.

Respectively submitted:

Cyndi Harris, Assessing/Code Clerk
Site Review Technical Committee