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Town Planner's Recommendation
Wednesday, February 26, 2014

VIII. **10 Mathes Terrace. Site Plan to convert garage to architect's office for Bill Schoonmaker.** 10 Mathes Terrace, LLC, c/o Andrew Rutter, property owner. Central Business District. Tax Map 2, Lot 12-7.

- I recommend acceptance as complete and setting the public hearing for March 12.

Please note the following:

- As a substantive change of use (conversion of garage space to an office use) this proposal is subject to site plan review by the Planning Board.
- Changes to the site. The only changes proposed to the site that have been proposed are bringing water, sewer, and electric to the building; changing the exterior architecture of the building; and adding two bollards in front of the entrance.
- The proposed changes are subject to Architectural Review as articulated in the Site Plan Regulations.
- Architecture. Changes are proposed to the east elevation. I believe that the windows on the west elevation would be new. I believe that no changes are proposed to either the north or south elevations, both of which are blank walls now. What materials are proposed? What colors are proposed? Apart from this necessary supplementary information, the design appears to meet the requirements.
- Electric. Overhead electric from the house to the garage is proposed (existing?). Section 9.06 of the Site Plan Regulations requires that utilities be placed underground, both for new proposed and existing utilities. A waiver would be needed to have above ground utilities.
- Parking. Zoning requires one space for each 350 square feet of gross floor area. There is 607 heated square feet. What is the gross square footage? 2 spaces are provided. Where are these spaces and what are the dimensions? Is the parking arrangement affecting or affected by parking for the main dental office and any other uses on the lot?
- Lighting. Is any new exterior lighting proposed?
- Landscaping. Is any landscaping enhancement in order?
- Solid waste. How is this handled?
- Address. A new street number may be needed.
- Pedestrian access. Are there any simple improvements, such as striping or signage that would facilitate access to the front door?