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RECEIVED
Town of Durham
OCT 28 2015
Planning, Assessing
and Zoning

MEMO TO APPLICANT
October 16, 2015

Harmony Homes - Eldercare Facility.

*Please revise the plans and submit additional information as soon as you can. This will be reviewed at the November 4 meeting so we will need this by the end of the day on **Wednesday, October 28**, but it would be preferable to receive it earlier. A number of items below could be submitted later.

There are various standard conditions that are included in the final proposed conditions, including various bonds. I can send these on later if that would be helpful.

Process

Additional information. We will need the following.

- details for the retaining walls, (Detail added to sheet D106)
- the dock, (The dock will be permitted and constructed later in phase . Permitting will be separate through the wetlands bureau but we want approval for the location at this time.)
- the fence for the paddocks, (Detail added to sheet D107)
- the gazebo if one is to be included (The gazebo will be constructed later in phase 1 and a detail will be presented to the design committee for approval)
- design of the single family house (The house will be constructed later in phase 2 and a design will be presented to the design committee for approval)
- Is there more information on signage? (Sign details added to sheet D107, sign locations shown on sheet C101)
- we need a design for the entrance sign for the Design Committee (Ent. Sign shown on plan but design will be completed for approval later)
- can you provide an aerial photo with the site overlaid? (yes)

- Please provide the color renderings you showed to the board on October 14? We do need at least one color rendering – showing clearly the various buffer/setback lines and the site elements. This is probably done with at least 2 sheets. Can you provide OSP and C101 in color? (New color plans have been provided color plan 1&2)
- We will need a lighting plan. See the Lighting standards in the Site Regs. (Included)
- Can you provide more about the construction management plan? (included as phasing and construction management plan)
- Can you provide test pit information? This will help with the pervious pavement question? (Yes)
- The flood lines should be added to the legend on Sheet EC. (Flood lines have been added to the legend on the cover sheet)
- Legends should be added to the sheets as appropriate. (can only show legend on cover sheet)
- Show more clear property lines. (property lines have been highlighted on plans)

Technical Review Group. How about coming to the TRG on Tuesday, November 10? We don't have another scheduled after than until December 1, which is too close if we are shooting for final action on December 9 (Would prefer earlier)

State approvals. Are there any concerns with the NHDES Shoreland Protection permit? (no)

What is the name of the permit needed for the eldercare facility? Which agency is this issued through? (An 805 permit from the Division of Health and Human Services)

Department reviews. Please continue to coordinate directly with April Talon. Are there any concerns so far? (Ongoing and no concerns so far)

New site regs and zoning. I reviewed the draft site plan regulations applicable to the project and the zoning ordinance and do not see anything at variance (except as otherwise noted)

Zoning

Density. Based on a parcel area of 28.4 acres (as shown on the plans as determined by Doucet Survey), the zoning could allow up to 141 beds/residents.

You show a lot area of 1,235,700 on sheet OSP under Density. This is a little under 28.4 acres. Is this an accurate figure?

On OSP you list a duplex. If this is a single dwelling unit please change that. This would count toward .5 dwelling unit. That would leave $35.3 - .5 = 34.8$ dwelling units. $34.8 \times 4 = 139$ beds for the main buildings (rather than 136).

You show 60 beds each for buildings 1 and 2. This would allow only 19 beds for building #3. What do you have planned?

(All of the above has been updated on the Overall Site plan)

Design Committee

Endorsement. We need revised architectural based on the endorsement. When can you get these to us? We will need 1 more meeting of the committee to approve the architecture and the site. When would make sense to meet? Mid-November? (We do not believe we need to go back but if so then sooner is better)

Other items. The committee will review the architectural and site design again once everything is completed. There are some outstanding items to review – lighting, the fence for the paddock, a sign for the project, review of the single family, and any other outbuilding, such as a gazebo, that might be added. I understand that you will prepare the entrance sign after PB approval (as a precedent condition). We can ask the committee if they would want to meet again or if some parameter can be set prior to that so they don't have to meet.

Barn. I don't think we finished the review of the barn. Beth asked about having a more low key red so that it is not so prominent.

Buildings

Floor plans. Can you get us a floor plan for Building #2? I understand it will be a mirror image of Building #1 but we should still have it. (No, they are essentially the same with only minor changes but not complete until phase 2)

Heights. Give building heights and grades. (Grades are shown on the grading plan and the architectural plans show heights)

Barn – Beth asked about the barn – “Relatively late in the process, a 70-foot barn appeared in the plans. The original small shed/barn for 1 or 2 horses has become a large barn, which will be the most prominent visual element on the property as seen from Rt. 4 and the Johnson Creek Bridge. (Is such a large structure necessary?) There has been little attention given to this very prominent visual element by the Committee and no discussion regarding plans to provide a vegetative buffer from Rt. 4 and the Johnson Creek Bridge. The barn is much closer to the road and more prominent than the assisted living buildings. I see no landscaping details on the plan to address this. Also, I believe there is talk of painting the barn red. While barn red is an obvious choice, depending on the shade of red and whether it is paint or stain, this could heighten the presence of this added structure which is large and at this point, has no vegetative buffer. A softer, more muted red stain or a natural wood-sided building would help the barn to not dominant the surroundings (which is yet another stated objective of the DBP Design Guidelines).

Any comments on this? (No, the barn is the size it needs to be to properly operate the intended need and the size is due to incorporating the existing pump house and the required maintenance area.)

Environmental Issues

Lawn areas. Are any lawn areas proposed? I assume the areas in between the landscaping will be lawn. Please clarify on the site plan (and landscaping plan if appropriate). (Lawn areas have been added to the color plans, they can be incorporated into the landscape plans also.)

Dock. A permit from NHDES will be needed. This is permitted by right with Conservation Commission recommendation and Planning Board approval. You could go back to the Con Com later. (later)

Flood zone. Make this more clear on OSP. (it has been made clear)

Horse manure. Provide a management plan. Show where it will be stockpiled on the plans, if it will be. (Storage area has been added to sheet C101)

Views toward the project

Conservation Easement. We will need the general parameters as soon as you can provide them, prior to approval. (A copy of the conservation easement has been included)

From Route 4. I infer that you do not plan to make any additional plantings along Route 4. Please confirm and state why. (no additional plantings)

Field. The applicant would likely mow the field in the front area once a year or so to keep it like a field/meadow. Please clarify your plans for maintenance (Stated on sheet C100 note 16 and in conservation easement)

Site Design

Vegetation. Will any existing trees be removed other than those where the path would go through the woods and the rip rap outlet is proposed? (minimal trees removed)

Path. There is a path cutting through a group of trees. *Can this path be relocated?* (Maybe)

Gazebo. I recommend adding a gazebo to the outlook near Building #2. This would be a nice amenity that McHenry Architects could easily design. (Later as discussed)

Horses. While this would be an attractive use, having horses would probably require a *variance* since they are classified as accessory animal husbandry which is not allowed in this zoning district. You could apply for the November 10 meeting or the December 8 meeting. It would be better to apply for Nov 10, if possible. *Please move the front paddock fence back 25 feet from the property line. Animals (as an accessory use) may not be pastured within 25 feet of any property line. (Will apply for the December ZBA meeting)

Signage. Is additional information needed for directional signage? (Yes, added to sheet C101 and D107)

Street trees. I think this would be a great amenity. Do you plan to do this? If so, when? Could you ask your landscape architect to think about this? (these will be planted as funding is available and as described on sheet C106)

Curbing. Is this a 6" reveal? See detail D107. (6" changed on D107)

Blasting. Is any blasting anticipated? (no)

Building #3. Is the design tight for the future siting of Building #3? It is right up against the Durham Shoreland and Wetland districts. (Maybe, will deal with that in phase 3 permitting)

Landscaping

Landscaping plan. Can you send some kind of color renderings of this? It would be helpful to show the different trees in color keyed to the legend. As Beth said it is difficult for the nonprofessional to read it. Also, could you identify all of the evergreen trees and shrubs? (A color landscape plan has been submitted and will be revised)

I review the plan carefully and all of the numbers add up except I think there is one discrepancy between the table and number shown – for Cranesbill. 271 plants are listed but I could find only 261.

Stone berm. Can you plant something in front of it? C105 (no, very low and needs to have sheet flow from it for erosion control)

Screening. Screen all transformers, utilities, retaining walls from the river, Route 4, and the main part of the site for the residents. Screen the transformer near the barn on C108. (yes)

Parking. Screen 4 parking spaces from Route 4 (There are 6 spaces and they really can't be screened and are for the public.)

Evergreens. Assuming there are few evergreen trees and shrubs, can the mix of evergreen and deciduous be adjusted? It would be beneficial to have greenery for buffering year round. There are 19 red cedar all in the front which is great. Can red cedar or another evergreen tree be added/substituted in the rear?

Invasive species. Are there any invasive species that you know of on site? Japanese knotweed? (some, and we are preparing a plan to deal with any for the state permitting)

Irrigation. How will the landscaping be irrigated? (no irrigation except for hose bibs)

Stormwater Management

Have you gotten any feedback from April yet?

Erosion control. We need a plan showing where the erosion and sedimentation control structures will be located. I cannot find this. (added to grading plans)

Plans

- Add a legend on OSP. Show the various buffer/setback lines with color (**Legend on cover sheet**)
- The property line is difficult to discern. Can you show this in color? EC and OSP sheets (**Fixed**)
- An extra patio is shown on OSP. (**removed**)
- Clarify on all plans that the outbuilding is a single family residence not a duplex. (**Clarified, as it can be either**)
- Remove the ghost transformer on OSP in front of Building #2 (**yes**)
- OSP – are the propane tanks above or below ground? (**yes, properly labeled**)
- Label the 2 retaining walls on C101 behind Building #2 (**done**)
- C108. There is a stray line that should be removed – to the northwest of Building #2
- C108. There is a stone outlet in the existing tree buffer. Can this be relocated out of the treed area? (**yes, has been relocated**)

Traffic and Circulation

Route 4 access. Provide a status update on NHDOT review. (**underway**)

Traffic study. It would be helpful to have Steve Pernaw's study in advance of the November 4 meeting.

Bicycle racks. Appropriate facilities should be added. These would likely not be used by residents but perhaps by employees and visitors. Thus, it would be beneficial to include some covered outdoor spaces but I do not think any interior spaces would be needed. The regulations state: "All racks shall be designed to allow the frame and one wheel to be locked to the rack with a high security, U-shaped shackle lock if both wheels are left on the bicycle." (**bicycle racks have been added to sheet C101**)

Coast stop. The applicant noted that there is a COAST stop just to the east of the entrance to the site. This should be shown on the plans. (**Note # 15 on sheet C100**)

Road profile. Sheet C111 shows the loop of the existing road. This should probably show the proposed layout instead. (**No, shown on grading plans**)

Striping. Should any part of the loop driveway be striped? Perhaps at least where it meets the main access road. C101 (**Driveway is one way, striping has been added to delineate the walkway at the entrance**)

2 way loop. Confirm that loop is 2 way. I think it should be. The landscaping plan C101 says that it is 1 way.

Parking

Parking. The plans show 45 parking spaces, not 47 as stated on the plans. (updated)

Employees. Clarify whether there will be 20 employees or 30 OSP. Parking is based on the number on the maximum shift. (20, updated sheet C100)

Pump house. Delineate the 4 parking spaces. The space here looks too wide. Sheet C101. Is a handicap space required here? It should be clarified the purpose of this parking – for public use. C101 (This has all been clarified and it is 6 spaces)

Handicap spaces. 2 is all that is required by law. I want to confirm that John thinks this is adequate. Shouldn't there be more for this use? (yes, but we have added 2 additional C101)

Pedestrian Connections

Sidewalk. OSP. What is the width of the buffer between the sidewalk and the road for most of the length of the road? Show on the plans. (shown on sheet C100)

Public access. We would like to establish an appropriate easement to allow for public access as reasonable. (John will decide and work on this)

Proposed outlook. The proposed outlook near Building #2 should be linked with the rest of the path somehow. (no it has been removed and is not part of the project just a space for the residence)

Patio. Confirm that this is to be brick. (no, concrete pavers)

What is the extra path behind Building #2?

C101 add legend with sidewalk/footpath materials (details shown on sheet D106, and materials specified at path locations on C101)

Isn't it desirable to connect the proposed outlook at the far point, at the far north to the main development so that the residents can go there?

D107 where are there concrete pavers? (patio)

*C101 path to the dock cuts through existing trees. Can this be relocated?

Where is it best to terminate the sidewalk at the end of the road?

Benches. Please show benches and any other street furniture in appropriate places. Outlooks? (not now, and is this a site plan requirement?)

Fire Issues

Arthur Grant Road. It will need to be verified that the road meets access requirements. The department stated that vegetation should not encroach within the required clearances. Please coordinate with John Powers

Single family. The cottages on the point may or may not meet NFPA requirements. Coordinate with John Powers whether it needs to be sprinkled (It will be sprinkled)

Cul de sac. The applicant will confirm that turning radii are workable for fire trucks. (its existing)

Building requirements. Depending on exact use, the buildings will need to meet specific code requirements for elderly/assisted living.

Fire lane. The driveway in front of the 2 buildings will be a fire lane. We need to clarify the exact extent of the fire lane and how it will be marked. The whole loop may be a fire land. (it is clarified on the plans and signs are shown)

Hydrants. Label the 2 hydrants on C108 prominently. (Properly labeled on sheets C108 and profiles)

Utilities

Sewerage. There will be gravity sewer to the horse barn/pump station, then a force main to the Wastewater Treatment Plan. The applicant will investigate the condition of the sewer pump station and the existing sewer line. The force main may need to be rebuilt. Arrangements for maintenance and ownership of the pump station will be worked out with Public Works.

Energy Checklist. We will arrange for you to speak with a rep from the Energy Committee and the Building Official (completed)

Solar panels. This should be explored. Any thoughts on this? (the building is set for solar panels and will be installed if rebates and credits remain in place)

Equipment. All utility structures must be screened – the transformer, generator, etc.

C108 – why does the water line extends further? This conflicts with C110. (removed)

Show bollards at the transformer and back up generator (Shown on grading plans)

Show electric stub for Phase 3 (It is shown on utility plan)

Propane tank. Is the tank above or below ground? Clarify on sheets.

Services

Recycling. The applicant should include a recycling program. DPW would pick up the materials gratis.

Snow removal. Snow storage areas and any snow management plans should be shown on the plans. (shown on sheet C101)

Dumpster. Determine material and color of the fence. C106. Add a note that the fence will be placed on all 4 sides. (The dumpster is screened as shown on C101 and in detail D106)

Miscellaneous

Project name. Is Harmony Homes by the Bay the name? I will check with the Fire Department to make sure there is no concern with this name.

Council requests. Do you have any particular concerns with working out the details of these requests?

"The Durham Town Council hereby instructs the Town Administrator to work with the Planning Board to ensure that two conditions are met:

- 1) there will be payments in lieu of taxes required if there is a non profit entity that operates/owns the business on this site; and,*
- 2) any owner or operator of this site will at a minimum inform any buyer or leasee-tenant (of units) that they are buying or renting property adjoining a waste water plant, and that the town has the flexibility to operate the waste water plant (in different ways) as conditions change in the future."*

End of Motion --- As further background that may help you and the PB implement the above motion, some key points made during our discussion included:

- a) The Town Council would like the Planning Board to explore any possible indemnifications that the site owner could provide to the town. If that is not possible, then the minimum requirement for notification is as mentioned above.*
- b) It should be clear that the town has no obligation to run the waste water plant in the future as it runs it now, and if technology or other conditions change the town may run the plant differently as it so chooses*
- c) These conditions should ride with the property even if it is sold by the current developer*
- d) Encourage the Planning Board to incorporate the above items as requirements within the conditions of approval or some other recorded mechanisms.*