

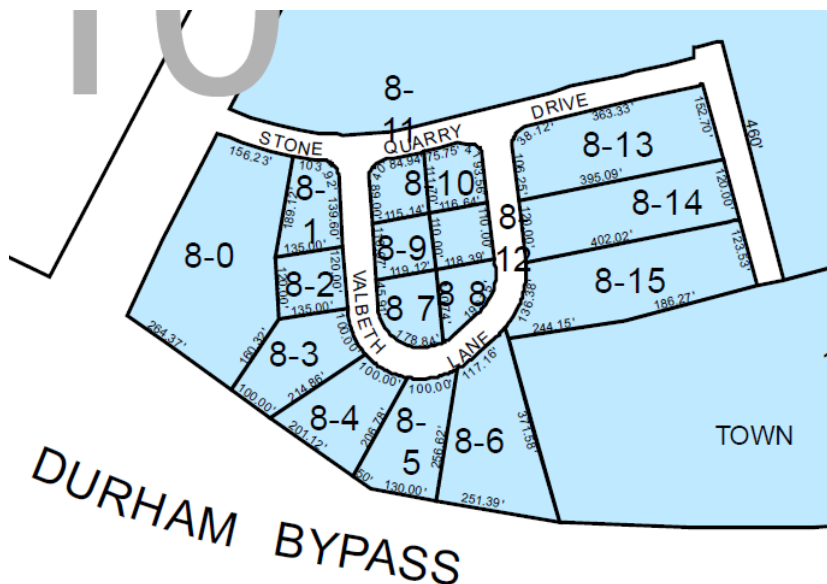
**TOWN OF DURHAM**  
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**Town Planner's Project Review**  
**Wednesday, June 14, 2017**

- X. **Riverwoods CCRC – Conversion of Barn to Market Center.** Site plan and conditional use, related to the Riverwoods CCRC (See IX., above), to convert the existing barn and a portion of the existing house on the adjacent lot to a marketing center, reconfigure parking, and make other site changes. Conditional use for utilities, pavement, and minor structures in wetland buffer. Applicant - The RiverWoods Group, c/o Justine Vogel, CEO. Property owner - Rockingham Properties 1, c/o Dave Garvey, partner. Engineer – Jeff Clifford, Altus Engineering. Architect - Alyssa Murphy, Manypenny Murphy Architecture. Attorney – Sharon Cuddy Somers, DT&C. Map 11, Lot 8-0. Office Research District.
- I recommend that the Planning Board accept the application as complete and set the public hearing for June 28.

Please note the following:

- 1) Acceptance. I recommend acceptance subject to the minor items identified below that need to be submitted, provided these are submitted in a timely manner with sufficient time for staff to review them.
- 2) Site. The subject lot is 8-0, below. The main development is on the lots to the east.



- 3) Aerial view. The existing structures are shown below alongside Dover Road.



- 4) Application. This is a companion application to the main site plan review on the adjacent lots to create the continuing care retirement community. This adjacent lot is being leased to serve as a marketing center for the development. The lot is already developed with an office, a barn, and a paved parking area.
- 5) Site walk. The Planning Board had scheduled a site walk for the main project on June 14 at 4:00 pm. I recommend that the board visit this adjacent lot at the same time. We revised the notice for the site walk to include this lot. If the board wishes to not visit the adjacent lot or to do so at another time it can make that determination at the main site walk.
- 6) Marketing center. An office is permitted by right on this property. The existing buildings will be renovated to serve as the marketing center.
- 7) Conditional use. The applicant will need a conditional use for the activity that will occur within the wetland buffer. They are submitting the conditional use application now. I will forward it as soon as I receive it. The Conservation Commission is likely changing the date of their regular June meeting and may meet on Monday, June 12. If so, this project will likely be on their agenda for that evening. A recommendation from the Conservation Commission will be needed prior to final action by the Planning Board.
- 8) Technical Review Group. The TRG will review the project on June 20. Ordinarily, we would have reviewed it on June 6 but I was out of the office that day. The plans have been forwarded to the TRG and we have not received notes of any concerns at this point.
- 9) Buildings. Audrey Cline, Building Official, offered this preliminary comment: *“I see no issues with this plan to renovate the property for this purpose, in fact, the renovation will bring much needed face-lift and upgrades to the property which undoubtedly will be a*

*desirable business location long after this applicant is finished with their use of the space.”*

- 10) Waiver. The applicant submitted a request for a waiver for the width of the drive aisle.
- 11) Traffic. I do not think that any traffic analysis is needed. This will be provided as part of the application for the main facility. However, we should receive comments from NHDOT about the existing access point on Route 108.
- 12) Bicycle rack. This is an existing site but should any bicycle storage facility be added?
- 13) Deliveries. How will deliveries be handled?
- 14) Parking. The number of parking spaces provided meets the requirements. For the handicap space an 8 foot side aisle is required. Given that this is an existing site and the side aisle is nearly the specified size, is there a concern with the size? There will be four compact parking spaces. A sign should be installed indicating this.
- 15) Landscaping. Given that this is an existing site and the parking area is not being expanded it does not seem necessary to add landscaping.
- 16) Fire Department. The department will clarify if there are any concerns. Will either building need to be sprinkled?
- 17) Electric utilities. The electric utilities are not shown on the plan. The applicant should clarify where they are. If above ground, a waiver would be needed to retain them.
- 18) Recycling. The applicant should coordinate with the Public Works Department about providing for recycling. I will check to see if the dumpster is enclosed.
- 19) Water service. Where is the well on the site? Is it serviceable?
- 20) Stormwater management. The Town Engineer will review the existing drainage facilities.
- 21) Architecture. The architectural regulations do not apply in this district but the applicant is required to submit full information. Some additional information is needed about materials, colors, and window details.
- 22) Energy checklist. We will meet with the applicant to discuss this. The regulations require that the checklist be submitted and reviewed administratively prior to approval.
- 23) Signage. Is any proposed?
- 24) Lighting. Is any new lighting proposed? Are there any existing lights that are not shielded?