



TOWN OF DURHAM
Planning Department
8 Newmarket Road
Durham, NH 03824-2898
Phone (603) 868-8064
www.ci.durham.nh.us

Site Plan Application

Property Information

Property address/location: 32 & 34 Madbury Raod

Tax map #: 2; Lot #'(s): 10-3; Size of site: 1.12 acres;

Zoning Districts

Zoning District: PO; Wetland Overlay District? Yes: ; No: X;

Shoreland Overlay District? Yes: ; No: X; Flood Overlay District? Yes: ; No: X;

Aquifer Overlay District? Yes: ; No: X; Historic District? Yes: ; No: X;

Proposed Project

Name of project (if applicable): Expansion of non-conforming use at 32 & 34 Madbury Road

Describe proposal – uses, square footage, parking spaces, floors, number of units, beds, etc.

Proposal to expand student housing, 2200sf building footprint, 3 floors, 6 units, and 17 beds.

The number of parking spaces expand from 38 to 40 spaces.

Utility Information

Town water? yes X no ; How far is Town water from the site?

Town sewer? yes X no ; How far is Town sewer from the site?

Property Owner

Name (include name of individual): AAM Durham Residences, LLC (Anthony Librot)

Mailing address: 78 Blanchard Road, Suite 100 Burlington, MA 01803

Telephone#: 603-502-4695 / 781-222-4150 Email: mthayer@aam15.com / alibrot@aam15.com

Applicant/Developer (if different from property owner)

Name (include name of individual): Horizons Engineering, Inc. (Michael Sievert)

Mailing address: 5 Railroad Street, Newmarket, NH 03857

Telephone #: 603-659-4979 Email: msievert@horizonsengineering.com

(over)

Engineer/Surveyor

Name (include name of individual): Horizons Engineering, Inc. Michael Sievert

Telephone #: 603-659-4979 Email: msievert@horizonsengineering.com

Architect/Building Designer

Name (include name of individual): Market Square Architects, PLLC

Telephone #: 603-501-0202 Email: info@marketsquarearchitects.com

Other Professional/Designer/Agent

Provide name(s) and contact information: Woodburn & Co. Landscape Architecture

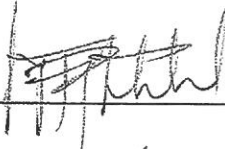
Robbi Woodburn 603-659-5949 robbi@woodburnandcompany.com

Steve Michaud 603-659-6560 steve@doucetsurvey.com Doucet Survey, Inc.

Submission of application

This application must be signed by the property owner, applicant/developer (if different from property owner), and/or the agent. If not by the property owner, then a separate statement from the owner authorizing submission of the application with the authorization to enter the property (below) is required.

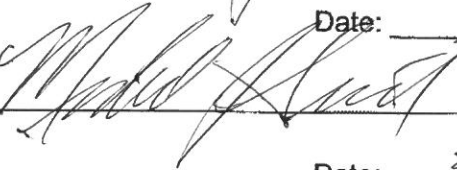
I(we) hereby submit this Site Plan application to the Town of Durham Planning Board and attest to the best of my(our) knowledge that all of the information on this application form and in the accompanying application materials and documentation is true and accurate. I(we) understand that any additional costs for review of this application will be borne by the owner/applicant.

Signature of property owner: 

Date: 3/1/2022

Signature of applicant/developer: 

Date: 3/2/2022


Signature of agent: 

Date: 3/2/2022

(over)

Authorization to enter property

I (we) hereby authorize members of the Durham Planning Board, Planning Department, and other pertinent Town departments, boards and agencies to enter my/our property for the purpose of evaluating this application including performing any appropriate inspections during the application phase, review phase, post-approval phase, construction phase, and occupancy phase. This authorization applies specifically to those people legitimately involved in evaluating, reviewing, or inspecting this specific application/project. It is understood that these people must use all reasonable care, courtesy, and diligence when entering the property.

Signature of property owner:  _____
Date: 3/1/2022

Signature of property owner: _____
Date: _____



PLANNING DEPARTMENT

Town of Durham

8 Newmarket Road

Durham, NH 03824-2898

Phone (603) 868-8064

www.ci.durham.nh.us

CONDITIONAL USE APPLICATION

Date: 03-01-22

Property information

Property address/location: 32 & 34 Madbury Road

Tax map #: 2; lot #'(s): 10-3; Zoning District: PO

Property owner

Name (include name of individual): AAM Durham Residences, LLC (Anthony Librot)

Mailing address: 78 Blanchard Road, Suite 100 Burlington, MA 01803

Telephone #: 603-502-4695 / 781-222-4150 Email: mthayer@aam15.com & alibrot@aam15.com

Engineer, Surveyor, or Other Professional

Name (include name of individual): Horizons Engineering, Inc. (Michael Sievert)

Mailing address: 5 Railroad Street, Newmarket, NH 03857

Telephone #: 603-659-4979 Email address: msievert@horizonsengineering.com

Proposed project

Activity within the WCOD ; Activity within the SPOD ; Other proposal or activity X

What is the proposed project? The proposal is to construct a new 6-unit, 3-story building with approximately 2,200sf footprint.

Which provision in the zoning ordinance calls for this conditional use?

Section 175-28(D) which allows the landowners to expand a non-conforming use by 50%.

Justification for granting the conditional use: The expansion meets the requirement using 50% of the building area, number of units, and number of residents.

Have you completed the conditional use checklist? Yes

(over)

Other Information

Please note the following:

- Coordinate with Michael Behrendt, the Durham Town Planner, at 868-8064 or mbehrendt@ci.durham.nh.us about the process and other information that may be needed.
- Coordinate with Karen Edwards, Planning Department Administrative Assistant, at 868-8064 or kedwards@ci.durham.nh about fees and preparing the abutters list. All property owners within 300 feet of the site will be notified about the application and public hearing.
- Please be sure to attend all meetings of the Planning Board and the Conservation Commission, if the latter will be making a recommendation.
- The Planning Board may schedule a site walk after the first meeting.
- A public hearing will be held on the application. A sign must be placed on the property by the applicant at least 10 days prior to the hearing.
- The applicant will need to address the eight general conditional use criteria. For conditional uses within the Wetland or Shoreland Overlay Districts four additional specific criteria must be addressed by the applicant.
- For conditional uses within the Wetland or Shoreland Overlay Districts, the application will be presented to the Conservation Commission for a recommendation.
- See Article VII in the Zoning Ordinance for additional information about conditional uses.
- We encourage you to check with the New Hampshire Division of Environmental Services to see if any state permits are needed prior to spending money on any Town applications.

Submission of application

This application must be signed by the property owner(s) *and/or* the agent.

I (we) attest to the best of my(our) knowledge that all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As agent, I attest that I am duly authorized to act in this capacity.

Signature of property owner: _____



Date: 3/1/2022

Signature of agent: _____



Date: 3/2/2022

LIST OF OWNERS OF ABUTTING PROPERTY

(This includes property directly across the street or streams from the land under consideration. **List must also include any and all preparers of plans, studies, etc...**)

21585
3/1/22 ✓

PLEASE PROVIDE NAME & MAILING ADDRESS

PROJECT 21585

***MAP 2/LOT 8-15 UNKNOWN OWNER – Garrison Avenue**

<p><u>PROPERTY OWNER:</u> 32-34 Madbury Road MAP 2/LOT 10-3</p> <p>AAM DURHAM RESIDENCES, LLC 78 BLANCHARD ROAD SUITE 100 BURLINGTON, MA 01803</p>	<p><u>AGENT/APPLICANT:</u></p> <p>HORIZONS ENGINEERING, INC. 5 RAILROAD STREET NEWMARKET, NH 03857</p>
<p>MAP 2/LOT 10-1 36 Madury Road</p> <p>WENTWORTH-DOUGLASS HOSPITAL P.O. BOX 9127 CHARLESTOWN, MA 02129</p>	<p><u>LAND SURVEYOR:</u></p> <p>DOUCET SURVEY, INC. 102 KENT PLACE NEWMARKET, NH 03857</p>
<p>MAP 2/LOT 10-2 41 Garrison Ave.</p> <p>ROBERT HENRY 41 GARRISON AVENUE DURHAM, NH 03824</p>	<p><u>ARCHITECT:</u></p> <p>MARKET SQUARE ARCHITECTS 104 CONGRESS STREET, STE. 203 PORTSMOUTH, NH 03801</p>
<p>MAP 2/LOTS 11-1,8-9,8-13,8-14 42 Garrison Ave. 33& 37 Madbury Road 2 Strafford Ave.</p> <p>TORRINGTON MALDEN ONE, LLC UEP LIVING LLC 60 K STREET, SUITE 302 BOSTON, MA 02127</p>	<p><u>LANDSCAPE ARCHITECT:</u></p> <p>WOODBURN & CO. LANDSCAPE ARCH. 103 KENT PLACE NEWMARKET, NH 03857</p>
<p>MAP 2/LOT 11-2 28 Madbury Road</p> <p>NH BETA HOUSING, LLC c/o SAE FINANCIAL HOUSING CORP. 1856 SHERIDAN ROAD EVANSTON, IL 60201</p>	<p><u>LIGHTING CONSULTANT:</u></p> <p>VISIBLE LIGHT, LLC 24 STICKNEY TERRACE, SUITE 6 HAMPTON, NH 03842</p>
<p>MAP 2/LOT 11-3 11 Dennison Road</p> <p>GP DENNISON 11, LLC 17 MADBURY ROAD, SUITE 120 DURHAM, NH 03824</p>	<p>MAP 2/LOT 8-11 35 Madbury Road</p> <p>GP MADBURY 35, LLC 17 MADBURY ROAD, SUITE 120 DURHAM, NH 03824</p>
<p>MAP 2/LOT 8-12 6 Strafford Ave.</p> <p>ALPHA GAMMA RHO c/o JOHN MORRIS 318 HALL ROAD BARRINGTON, NH 03825</p>	<p>MAP 2/LOT 12-0 29 Madbury Road</p> <p>ALPHA CHI OMEGA NAT'L HOUSING 5939 CASTLE CREEK PKWY NORTH INDIANAPOLIS, IN 46250-4343</p>

Jenise Bell 3/2/22

LIST OF OWNERS OF ABUTTING PROPERTY

(This includes property directly across the street or streams from the land under consideration. **List must also include any and all preparers of plans, studies, etc...**)

3/1/22 ✓

PROJECT 21585

PLEASE PROVIDE NAME & MAILING ADDRESS

MAP 2/LOT 10-4	38 Madbury Road	
HOUSING INITIATIVES OF NE c/o STEWART PROPERTY MGMT P.O. BOX 10540 BEDFORD, NH 03110-0540		
MAP 2/LOT 8-8	39 Madbury Road	
MJS DURHAM, LLC 2 BEECH COURT STRATHAM, NH 03885		
MAP 2/LOT 11-4	26 Madbury Road	
SIGMA BETA ALUMNI ASSOC., INC. c/o STEVE IVES, TREASURER 26 MADBURY ROAD DURHAM, NH 03824		
MAP 2/LOT 8-10	8 Strafford Ave.	
ALPHA PHI INT'L FRATERNITY NATIONAL HOUSING CORP, INC. 9717 ELK GROVE FLORIN RD #B c/o ETA ALPHA ELK GROVE, CA 95624		

Jenise Bell 3/2/22

SITE PHOTO'S 34 & 34 MADBURY ROAD



PHOTO #1: AREA OF NEW ENTRANCE AND PARKING



PHOTO #2: LAWN AREA LOCATION OF NEW BUILDING AND DETENTION POND

SITE PHOTO'S 34 & 34 MADBURY ROAD



PHOTO #3: EXISTING ACCES LOCATION OF NEW BUILDING

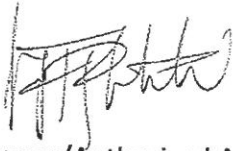
March 1, 2022

Durham Planning Board
15 Newmarket Road
Durham, NH 03824

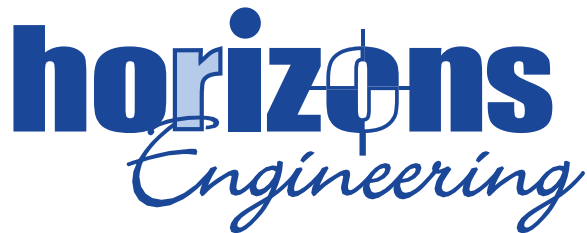
Dear Chairperson:

I hereby authorize Michael J. Sievert, P.E. of Horizons Engineering, Inc. to represent AAM Durham Residences, LLC at the Durham Planning Board and technical review committee meetings for site plan permit approval. The subject parcel is shown on Tax Map 2/Lot 10-3 at 32-34 Madbury Road.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Sievert". The signature is written in a cursive style with some vertical lines through the letters.

Owner/Authorized Agent



5 Railroad Street, Newmarket, NH 03857 • Ph 603-444-4111 • Fax 603-659-4627 • www.horizonsengineering.com

Letter of Intent for Site plan and Conditional use application for
AAM Durham Residences, LLC – Student housing expansion
Located at 32, 34 Madbury Road, Tax Map 2 / Lots 10-3
March 2, 2022

1.0 Project Purpose

The intent of this project is to permit the expansion of the existing site with the construction of a new three story 6-unit student housing building. The lot is currently developed with a 12-unit student housing building and onsite parking. The current development is a non-conforming use and this proposed expansion will utilize section 175-28 of the Zoning Regulations which allows a 50% expansion of a non-conforming use by conditional use permit.

2.0 Existing Conditions

The subject parcel is located in the Professional Office district at 32 Madbury Road. The site has been managed as a student living facility since about the 1970's. The property transferred to new ownership in December 2020. The new owner, AAM Durham Residences, LLC is a subsidiary of AAM15 Management, LLC. AAM15 Management, LLC is an independent private equity investment and management company, with a strategic focus in hotel, multifamily, mixed use, and commercial real estate acquisitions and development throughout the East Coast.

The parcel has about 465 feet of frontage on two streets and is therefore, restricted by larger front lot setbacks than other lots. Since the address is on Madbury Road and Madbury Road is acknowledged as a commonly used road that goes through Durham, this project expansion is focused on developing the orientation of the lot towards the front being on Madbury Road. The lot is bordered on the south and west by fraternities, and on the north by commercial properties including the Durham Health Center and Bagdad Wood Associates, a senior housing development. It is bordered to the east by one residential house. The existing building is set to the east of the property

with additional paved parking along the east and south property line. The additional parking lot is accessed from Garrison Ave. There is the main parking lot to the west and north with access from Madbury Road. There are approximately 38 existing parking spaces between the two lots. The property is served by municipal water, sewer, natural gas, and underground utilities. There is a closed drainage system on Madbury Road and at the intersection of Madbury and Garrison Road. This closed drainage system extends into the front lawn of the subject parcel on the west. The property currently drains to the west and south via overland flow and is collected into the closed drainage system. The roof of the existing building is connected directly to the closed drainage system through pipes connected to the gutter down spouts.

3.0 Redevelopment Proposal

The proposal is to construct a 2250 SF+/- building footprint with three stories. The proposed building will have its front entrance facing Madbury Road and placed on the front setback. The proposed building will have five 3-bedroom living units and one 2-bedroom unit, two units per floor with approximately 397 SF/person. The site development will include a relocation of the Madbury Road entrance and reconstruction of the entire parking lot on the west and north side of the site. This new parking lot configuration will be more conforming by moving the parking to the side of the parcel and behind the building while preserving the front lawn on the corner of Madbury Rd. and Garrison Ave. The site development will be incorporating a new stormwater management system, landscaping, and improved accessible walkways. Pedestrian space will be developed between the new buildings, while maintaining the lawn area to the southwest at the intersection. The redevelopment proposal will require a site plan and conditional use permit. The conditional use permit is required under section 175-28 (D) expansion of a non-conforming use. This section allows an expansion by not more than 50%. The existing building totals 14,340 SF and 12 residential units and 34 beds. The proposed expansion is 6600 SF with 6 residential units and 17 beds. In comparing the expansion with the existing conditions, the proposed expansion meets the 50% criteria in building area, number of units, and number of beds. We have reviewed the eight conditional use criteria in section 175-23 (C) and we are confident that the site expansion will meet these requirements.

Approvals required from the Planning Board

The Site Plan Review Regulations and Zoning Regulations will require the following approvals based on the current proposed development scope of work.

1. Planning Board Approvals:

Horizons Engineering, Inc.

New London, NH • Newport, VT • Littleton, NH • Sharon, VT • Kennebunk, ME • Conway, NH • Newmarket, NH

- Site Plan approval for building and site expansion per RSA 674:43-44 and the Durham Site Plan Review Regulations.
- Site Plan and Conditional Use approval per Site Plan Review Regulation and RSA 674:43-44 and Zoning Regulations pursuant to Article VII Section 175-28 (D); expansion of a non-conforming use by conditional use.

A. Request for Site Plan and Conditional Use Permit approval;

In accordance with the site plan review regulations and zoning regulations, this application includes the Site Plan and CUP applications, supporting documentation, and the following plans:

1. Existing Conditions Survey
2. Site Plan
3. Utilities Plan
4. Grading & Erosion Control Plan
5. Landscape Plan
6. Lighting Plan
7. Construction Details
8. Floor Plans
9. Building Elevation & Rendering Plans

The letter of intent above, together with the following information, outlines the justification of how this project complies with the provisions of the general conditions for a Conditional Use Permit contained within Article VII, Section 175-23.C of the Town of Durham Zoning Ordinance. The numbering below coincides with the applicable section.

175-23.C

1. *Site Suitability: The site is suitable for the proposed use. This includes:*

RESPONSE:

The property is suitable for the proposed expansion because the use currently exists on the site and the use is allowed. The expansion of use is allowed with conditional use approval. The lot size meets the requirements to accommodate the expansion.

- (a) *Adequate vehicular and pedestrian access for the intended use.*

RESPONSE:

Horizons Engineering, Inc.

There are currently two access driveways to the site. One from Garrison Road and one from Madbury Road. There are no changes proposed to the Garrison Rd. access and parking lot. The access from Madbury Rd. will be redesigned to allow two-way ingress and egress and provide better shielded parking from the by nesting the parking beside and between the proposed and existing buildings. This will be an improvement from the existing conditions. There are currently 1.11 parking spaces for each resident (38 spaces/34 residents), this expansion will provide 0.78 spaces for each resident (40 spaces/51 residents), improving the vehicle/resident ratio. There will be new walkways internal to the site for better accessibility for pedestrians and a new walkway connecting to the public way directly to the front of the new building.

(b) The availability of adequate public services to serve the intended use including emergency services, pedestrian facilities, schools and other municipal services.

RESPONSE:

Adequate emergency services are currently provided and will be improved from Madbury Road. The site is serviced by municipal water, sewer, and natural gas. These services will be relocated to accommodate the proposed design; the schools will not be impacted by this development; solid waste will be handled onsite with disposal by a private waste company via the dumpster as it is currently, and the owner has an existing recycling program in place.

(c) The absence of environmental constraints (floodplains, steep slope, etc.) or development of a plan to substantially mitigate the impacts of those constraints.

RESPONSE:

There are no environmental constraints on this property. The site is not within the floodplain, has no wetlands, nor steep slopes. However, the development proposal incorporates a balanced environmental design approach by minimizing grading changes and constructing the building and parking in previously disturbed areas on the lot. The stormwater collection/treatment system is classified by the NHDES as a best management practice incorporating filtration and detention. The stormwater system will meet LID standards and provide collection, filtration, infiltration, and detention improving the quality of the stormwater runoff and reducing the peak flow discharged from the site meeting local and state regulations as required. The landscape plan will provide screening for the parking lot from Madbury Road.

(d) The availability of appropriate utilities to serve the intended use including water, sewage disposal, stormwater disposal, electricity, and similar utilities.

Horizons Engineering, Inc.

RESPONSE:

The site is suitable because of the availability of appropriate utilities to serve the expanded use.

2. External Impacts:

The external impacts of the proposed use on the abutting properties and the neighborhood will be no greater than the impacts of adjacent existing uses or other uses permitted in the zone. This shall include but not be limited to traffic, noise, odors, vibrations, dust, fumes, hours of operation, and exterior lighting and glare.

RESPONSE:

The proposed building will not cause an adverse impact to abutting properties to a greater extent than any other existing uses in the neighborhood. This property has been used for student housing since the 1970's. This expansion will not produce any additional odors, noise, vibrations, or fumes that do not currently exist in the neighborhood. Vehicle traffic exists there today, and this expansion will provide adequate on-site parking and not significantly increase the traffic. The exterior lighting will be minimized by using shields to direct light into the site and downward, and the lighting design meets the site plan requirements. Dust will be reduced because the parking lots will be fully paved. Trash removal will remain unchanged.

The location, nature, design, and height of the structure and its appurtenances, its scale with reference to its surroundings, and the nature and intensity of the use will have no adverse effect on the surrounding environment and will not discourage the appropriate and orderly development and use of the land and buildings in the neighborhood because:

RESPONSE:

The location, nature, design, and height of the new building matches the scale of the existing building and fits with its surroundings. The proposed building does not have an adverse effect on the surrounding environment as the design is similar to the surrounding buildings. Landscaping will be provided to properly screen the development and parking. This design meets appropriate and orderly development because it meets the design intent required by the site plan regulations.

3. Character of the site development:

Horizons Engineering, Inc.

The proposed layout and design of the site shall not be incompatible with the established character of the neighborhood and shall mitigate any external impacts of the use on the neighborhood. This shall include but not be limited to, the relationship of the building to the street, the amount, location, and screening of off-street parking, the treatment of yards and setbacks, the buffering of adjacent properties, and provisions for vehicular and pedestrian access to and within the site.

RESPONSE:

By nature of the existing conditions, the design is currently compatible with the neighborhood. A sincere consideration was put into the proposed building design, using the surrounding architecture and working through the design review process with the Town staff and the Planning Board. The proposed building is being placed to the front of the property to enhance the presence on Madbury Road. The new building is properly designed to relate to the existing building, site configuration and establish a front on Madbury Road to match other properties in the neighborhood. The design maintains adequate existing and proposed buffers, and setbacks with respect to its relationship to the existing buildings, streets, screening, and adjacent buildings. There is currently well-established pedestrian and vehicle access, and both are being improved to and from Madbury Road.

4. *Character of the buildings and structures:*

The design of any new buildings or structures and the modifications of existing buildings or structures on the site shall not be incompatible with the established character of the neighborhood. This shall include but not be limited to, the scale, height, and massing of the building or structure, the roof line, the architectural treatment of the front or street elevation, the location of the principal entrance, and the material and colors proposed to be used.

RESPONSE:

The character of the new building will be compatible with the scale, height and massing of the existing building. The existing building orients to Garrison Avenue and based on the feedback from the Town of Durham, the intent is to relate the two buildings on site while changing the orientation of the buildings and parcel to orient towards Madbury Road. This design meets architectural requirements and provides a new orientation to the street, with the main entrance connected to the public way.

5. *Preservation of natural, cultural, historic, and scenic resources:*

Horizons Engineering, Inc.

The proposed use of the site, including all related development activities, shall preserve identified natural, cultural, historic, and scenic resources on the site and shall not degrade such identified resources on abutting properties. This shall include, but not be limited to, identified wetlands, floodplains, significant wildlife habitat, stonewalls, mature tree lines, cemeteries, graveyards, designated historic buildings or sires, scenic views, and viewsheds.

RESPONSE:

There are no wetlands, floodplains, significant wildlife, cemeteries or graveyards on the site; therefore, this design does not have a negative impact on these natural or cultural resources. The design protects the existing stonewall on the westerly boundary and maintains the mature trees along the property lines with adjacent properties.

6. *Impact on property values:*

The proposed development will not cause or contribute to a significant decline in property values of adjacent properties.

RESPONSE:

There will be no negative impact to values of adjacent properties.

7. *Availability of Public Services and Facilities:*

Adequate and lawful facilities or arrangements for sewage disposal, solid waste disposal, water supply, utilities, drainage and other necessary public or private services, are approved or assured, to the end that the use will be capable of proper operation. In addition, it must be determined that these services will not cause excessive demand on municipal services, including, but not limited to, water, sewer, waste disposal, police protection, fire protection and schools.

RESPONSE:

The property and use has existed since 1970's. There are adequate public services available for this expansion and they will be relocated as needed and upgraded.

8. *Fiscal impacts:*

The proposed use will not have a negative fiscal impact on the Town unless the planning board determines that there are other positive community impacts that off-set the negative fiscal aspects of the proposed use. The Planning Board's decision shall be based upon an analysis of the fiscal impact of the project on the town. The Planning board may commission, at the applicant's expense, an independent analysis of the fiscal impact of the project on the town.

RESPONSE:

Horizons Engineering, Inc.

There will be no negative fiscal impact to the Town and, alternatively, will likely increase the real estate tax base.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely;

A handwritten signature in black ink that reads "Michael J. Sievert". The signature is written in a cursive, flowing style.

Michael J. Sievert PE
VP Structural

Horizons Engineering, Inc.

New London, NH • Newport, VT • Littleton, NH • Sharon, VT • Kennebunk, ME • Conway, NH • Newmarket,
NH

Conditional Use Checklist ***for WCOD and SPOD applications***

**To be filled out by the applicant/agent*

Address or location of property: 32 & 34 Madbury Road

Applicant/agent: Horizons Engineering, Inc.

Owner, if different from applicant: AAM Durham Residences, LLC

Map: 2 Lot: 10-3 Date: 3-2-2022

The following items must be included in a conditional use application for activity within the Wetland Conservation Overlay District (WCOD) and the Shoreland Protection Overlay District (SPOD). Please mark the items below and return this form to the Planning Department.

General items and documentation:

- Conditional use application
- This conditional use checklist
- A letter of intent/narrative describing the project
- A narrative addressing the 8 general conditional use criteria
- N/A A narrative addressing the 4 specific criteria for activity within the WCOD and SPOD
- An electronic/pdf version of the plan (below)
- Application and notice fees. Please coordinate with Karen Edwards, Admin. Assistant.
- Abutters list including properties within 300 feet of the subject lot. Please coordinate with Karen Edwards.
- Letter or email from property owner authorizing agent to submit the application or represent them, if applicable
- Photograph(s) of the site showing where the proposed activity will occur
- Confirmation that the applicant will install a sign on the property about the public hearing once the hearing date with the Planning Board is set
- N/A Confirmation that the applicant has seen the documents *Considerations for Potential Impacts on Wetlands* and *Wetland and Shoreland Resources for Applicants*. No action is required in regard to these documents; rather applicants are simply encouraged to review and consider information contained in the documents.
- Confirmation that the applicant has discussed their project with the Town Planner

(over)

Information to be included on the plan:

The function of the plan is to convey very clearly the nature and pertinent details of the project. Some of these items may not be needed depending on the character and scope of the proposal. Please check with the Town Planner with any questions. The Town Planner can advise the applicant about which items he believes may not be needed in order to save the applicant expense. However, the Conservation Commission and Planning Board make their own determination about particular items that are necessary to conduct their review. If the timeframe for the project is tight, the applicant is encouraged to provide more information up front to reduce the chances of the review being continued to an additional meeting allow for additional information to be submitted.

- A plan drawing to scale prepared by a surveyor, engineer, or other qualified professional
- A title block with title, owner's name, address of the property, date, and name, address and seal of the person preparing the plan
- A north arrow and a bar scale. A legend if applicable
- A locus plan showing the location of the subject lot at an appropriate scale (such as 1" = 500 feet or 1" = 1,000 feet)
- Names of owners of abutting lots
- Property lines and location of the proposed activity within the lot. Where the proposed activity is close to a property line and on larger, more significant projects inclusion of surveyed property lines may be needed.
- Existing buildings, structures, driveways, parking areas, utilities, drainage structures, water bodies, and other salient features in the vicinity of the proposed activity
- ~~N/A~~ The wetland and edge of wetlands in the WCOD and the waterbody and reference line in the SPOD delineated by a qualified professional
- ~~N/A~~ The buffer/setback line from the edge of wetlands or reference line
- ~~N/A~~ All proposed activity within the buffer/setback area and in the vicinity of the buffer/setback area clearly delineated
- On larger or more significant projects existing and proposed contours in the vicinity of the proposed activity
- Erosion and sedimentation control measures, if applicable
- Restoration plan, if applicable
- Landscaping plan, if applicable

Site Plan Checklist

For formal applications – for both residential and nonresidential plans
Town of Durham Planning Department

***To be filled out by the applicant/agent**

Project Name: 32 & 34 Madbury Road Map: 2 Lot: 10-3 Date: 3-1-22

Applicant/agent: Horizons Engineering, Inc. Signature: 

Please see the Durham Site Plan Regulations for more information, in particular, Section 2.2 Formal Application Content. Note that various items may be submitted later.

<u>General items</u>	Yes	No	N/A	Waiver Requested	Comments
Application fee including fee for notices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15 copies of completed application	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15 copies of letter of intent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 sets of full-size plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15 sets of 11 X 17 reductions, including one sheet of site plan in color	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Electronic version of materials via email	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Completed abutters list (See Karen)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Copy of existing covenants, easements, and deed restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<u>Plan Information</u>					
Basic information including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Title sheet and index, when applicable					
• Title block					
• Name of Project					
• Date of preparation					
• North arrow					
• Scale					
• Legend					
• Revision block					
• Acreage and square footage of site					
• Vicinity sketch/location plan - not less than 1" = 1,000'					
• Aerial photo showing the site and proposed building footprint					
Name and address of developer/applicant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	N/A	Waiver Requested	Comments
Name, stamp, and NH license # of surveyor, engineer, and/or architect	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Town tax map & lot #'s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Street(s) and street name(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Approval block (for signature by staff attesting to Planning Board approval)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Deed information and references to related plans and subdivisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Surveyed property lines including: <ul style="list-style-type: none"> • existing and proposed bearings • existing and proposed distances • pins, stakes, bounds • monuments • benchmarks 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Information on abutting properties: <ul style="list-style-type: none"> • owner name • owner address • tax map and lot # • approximate building footprints • use 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Locations, widths, and types of easements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<u>Zoning</u>					
Zoning designations of subject tract and in vicinity of tract	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning requirements for district: <ul style="list-style-type: none"> • frontage • lot size and dimensions • all setbacks • lot coverage 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning overlay districts, including Wetland, Shoreland, Aquifer, and Historic districts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<u>Existing Topographic Features:</u>					
Contour lines (not to exceed two-foot intervals, except on steep slopes) and spot elevations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

	Yes	No	N/A	Waiver Requested	Comments
Soil types and boundaries	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Soil test pit locations, profiles, and depth to water table and ledge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Percolation test locations and results	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Water features (ponds, streams)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Wetlands, including name of certified wetlands scientist	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Statement whether located in flood area, And, if so, 100 year flood elevation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Delineation of trees and open areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Overview of types of trees and vegetation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Stone walls and archaeological features	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Locations of trails, paths, fences, and walls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other natural/cultural resources (significant trees, farmland, habitats, rock outcrops, historic structures, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____

Building Information

Existing buildings/structures including square footage and use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Proposed buildings/structures including <ul style="list-style-type: none"> • square footage • grades at foundation • first floor elevation • use • # bedrooms and beds per unit if residential 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Architectural renderings of proposed buildings and structures: <ul style="list-style-type: none"> • Showing all four sides • Drawn to scale with dimensions • Showing height • Showing exterior materials • Showing exterior colors • Name of architect/designer 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

	Yes	No	Waiver		Comments
			N/A	Requested	
<u>Circulation and Parking Plan</u>					
Existing and proposed driveways and access points including: <ul style="list-style-type: none"> • Width of opening • Turning radii • Cross section of driveway 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Pavement, curbing & edge treatment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Traffic control devices, if appropriate:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Number of parking spaces <ul style="list-style-type: none"> • required by ordinance • proposed 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Parking layout and dimensions of spaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Handicap spaces and signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Loading area	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Pedestrian circulation plan (including existing sidewalks in vicinity, if any)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bicycle racks, locations and design	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Buffers, landscaping & screening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Snow storage areas and plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Proposed porous pavement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____

Utilities

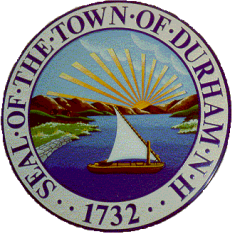
Show all pertinent existing and proposed profiles, elevations, materials, sizes, and details

Water lines/well (with protective radius)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sewer lines/septic and leaching areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Pump stations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Fire hydrant location(s) and details	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Electric, telephone, cable TV	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Gas lines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fire alarm connections	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

	Yes	No	N/A	Waiver Requested	Comments
Treatment of solid waste/dumpsters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<u>Stormwater Management</u>					
Stormwater Checklist, unless deemed unnecessary by Town Engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Stormwater management system: pipes, culverts,, catch basins detention/retention basins, swales, rip rap, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Drainage study with calculations, impact analysis, and mitigation plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grading (existing and proposed grades)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Erosion and sedimentation plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<u>Landscaping Plan</u>					
Demarcation of limits of construction, clear delineation of vegetation to be saved, and strategy for protecting vegetation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Proposed ground cover, shrubbery, and trees including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<ul style="list-style-type: none"> • botanical and common names • locations and spacing • total number of each species • size at installation 					
Planting plan (size of holes, depth of planting, soil amendments, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Irrigation plan and details	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Protection of landscaping from vehicles (Curb stops, berm, railroad ties, etc)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Specification of all finished ground surfaces and edges (greenspace, mulch, asphalt, concrete, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fencing/screening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<u>Signage</u>					
On-site traffic-control signs:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

	Yes	No	Waiver		Comments
			N/A	Requested	
Location and type of advertising signs: • Attached to building • Freestanding • Directional, if appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Dimensions of signs: • Height • Area • Setback	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Elevation drawings with colors & materials	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Type of Illumination, if proposed	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<u>Outdoor Lighting</u>					
Locations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Height of fixtures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Wattage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Type of light (high pressure sodium, etc)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Design/cut sheets of fixtures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Illumination study, if appropriate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<u>Other Elements</u>					
Construction management plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>This will be provided</i>
Energy checklist (may be submitted later)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>This will be completed</i>
Traffic study, if appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Proposed covenants, easements, and deed restrictions, if any	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Fiscal impact study, if requested	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
System for addressing buildings and units	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Additional Comments:



PLANNING DEPARTMENT

Town of Durham

8 Newmarket Road

Durham, NH 03824-2898

Phone (603) 868-8064

www.ci.durham.nh.us

Application for Waiver from Regulation

Town of Durham, New Hampshire

Project name AAM Durham Residences, LLC

Property Address 32 & 34 Madbury Road Map and Lot # 2/10-3

Site Plan: Subdivision: Boundary line adjustment:

Section and subsection of the Site Plan Regulations or Subdivision Regulations from which the waiver is requested:

Article 10.1 required number of parking spaces

Reason/justification(s) for the waiver request: The site design will only provide 40 spaces. The parking will cover about 80% of the requirement which is adequate and will reduce the overall impervious area of the lot.

Check which provision this would comply with (RSA 674:44 III. (e) and 676:36 II.(n)):

(1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or

(2) Specific circumstances relative to the site plan or subdivision, or conditions of the land in such site plan or subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations.

Name of applicant or agent filling out this form: Michael Sievert, P.E. Horizons Engineering

Applicant? Agent? Today's date 03-02-22

E-mail Address: msievert@horizonsengineering.com Phone # 603-659-4979

----- Office use below -----

Waiver approved: _____ Waiver denied: _____

Comments: _____

Signature: _____ Date: _____