

**HOOKSETT
TECHNICAL REVIEW COMMITTEE (TRC)
MEETING MINUTES
HOOKSETT MUNICIPAL BUILDING –Chambers
Thursday, February 2, 2012**

CALLED TO ORDER

Meeting called to order at 9:10am.

ATTENDANCE

Town of Hooksett

Jo Ann Duffy, Town Planner, Dan Tatem, Stantec, Dr. Dean E. Shankle, Jr., Town Administrator, Matt Labonte, DPW-Building, Diane Boyce, Recycle & Transfer Station, Leo Lessard, DPW, John Gryval, Planning Board Chair, Acting Police Chief Jon Daigle, Deputy Fire Chief Michael Hoisington, Jay Smith, Central Hooksett Water Precinct, Bruce Kudrick, Sewer Dept., and Bill O'Donnell, NHDOT District #5.

Introductions

1. (9:10 - 10:00am)

TNT PALACE GROUP, LLC (Park Place) - plan #12-03

Holden Engineering & Surveying, Inc.

6 Hunt Street, Map 18, Lot 30

1385 Hooksett Road, Map 18, Lot 31

1377 Hooksett Road, Map 18, Lot 31A

Proposal to redevelop 4.0+- acres by clearing the existing site to construct:

- retail store (5,000 sq. ft.)
- hotel (16-units 6,000 sq. ft.)
- two 3-story residential apartment buildings (24-units each; 8,100 sq. ft.)

Representing the Applicant

Peter Holden & Jason Hill, Holden Engineering & Surveying, Thomas Toyne, IV, TNT Palace Group, LLC

P. Holden: This site was the Goodnight mobile home park. We have submitted two plans; existing and conceptual. The existing has the buildings, mobile homes, and motel; recently known as Park Place. Tom went to the ZBA and was granted a variance for 48 units of multi-family. The plan at that time was to have two multi-families (24 units each) at the rear of the property. The site is located at Hunt St. and Rte. 3, across from Chris Mastriano's auto sales, and next to the drive-in restaurant (Brick House). The two 24-units will be three stories each in the rear of the property with two roads on either side of lot with access and parking in back and parking in front of the multi. There will be a retaining wall to make the site more level. The front has a less level slope. There is quite

a bit different elevation to the front with a driveway at each end. An 8 ft. wall in front and a 2 ft. wall in back is a design option. The front building will be a 16-unit hotel; franchise with reservation ability. Tom has done research on hotel guests to include local businesses GE & Healthsource. The other front building is a 5,000 sq. ft. commercial with no user at this time. We have provided parking in front for this building. We are looking to get preliminary feedback today from the TRC Committee. There was discussion at the last Planning Board meeting about changing the buffer from commercial to residential.

J. Duffy: The buffer is a proposed zoning change, but it won't affect your parcel because you are in the Article 10-A Performance Zone (PZ). On your plan, note #3 states buffer per general design standard? For your zoning, refer to page 56 of the Zoning Ordinance book. Your buffer depends on the height of the building(s). If the height is 35 ft., then that is what the buffer has to be.

P. Holden: Is the height to the eave or the peak?

J. Duffy: Page 56 gives you the requirement. Also, it didn't appear you have ample parking for the residential. Two spaces per unit are required. You have a total of 87 that breaks down to 1.8 spaces per unit.

P. Holden: We were proposing to use some of the commercial spaces in the front and use stairs as the access to the residential.

J. Duffy: How would you adjust the buffer in the rear?

P. Holden: We would shift the back buildings toward the front.

J. Duffy: I don't think the Planning Board will like that. What about the Leavitt Brothers auto sales that shows on the plan?

T. Toye: That existing building would be demolished.

J. Duffy: For the handicapped spaces, you are lacking for the retail.

M. Labonte: It is two handicapped spaces for each 1-story retail space. If the space becomes a restaurant use that will dramatically change the spaces needed.

P. Holden: How do we get more parking spaces in the residential area? The regulations don't say the parking spaces have to be on the same level.

J. Duffy: I don't think the Planning Board will go with having separate parking levels.

M. Labonte: What about signage for parking that has "tenants only"?

P. Holden: We will make an appointment to speak with the Planning Board about the parking spaces.

T. Toye: I have 250 residential units now that I manage. The two spaces per unit include visitors. The amount of parking we are proposing I believe has sufficient spaces.

J. Duffy: That is what the last applicant tried and didn't get from the Planning Board.

M. Labonte: How many bedrooms per unit?

T. Toye: Two one-bedroom units per building and the rest will have two bedrooms each. There will not be any 3-4 bedroom units.

J. Smith: No taps on the transit pipe; 20 ft. with "T" in the middle.

P. Holden: We have it as an 8" pipe, but I thought it was a 12".

J. Smith: It is an 8" through Brookridge (Jensen).

P. Holden: We could do an 8" to a 6" and avoid going across the highway (Rte. 3).

J. Smith: You will need to submit \$1,000 escrow for Janet our engineer to review.

P. Holden: Water flow?

J. Smith: You will need booster pumps for the 3rd floors.

B. Kudrick: For sewer you need to meet with our Board, and submit escrow money. You can tie into Rte. 3 or Dartmouth St. It will all go into the manhole. Plan review is \$5,000. If there are any funds leftover, it gets returned.

T. Toye: Does sewer review get accounted for hourly?

B. Kudrick: Not hourly, that is the minimum collected.

Acting Police Chief Daigle: No comments.

D. Boyce: No comments.

Deputy Fire Chief Hoisington: The buildings need to be sprinklered. We need to review the location of the hydrants. For snow storage, will it be trucked off?

P. Holden: For small storms it will be piled on site. For big storms it will be trucked off.

J. Duffy: You will need to add a note on the plan for snow storage.

Deputy Fire Chief Hoisington: Dumpsters?

P. Holden: The commercial dumpster(s) is on the plan now. We are trying to decide where to put the residential dumpster(s).

J. Duffy: For the hotel use, are 16 units typical? I am leery this will turn into what is there now (long-term tenants).

P. Holden: If we can make it work, we would make the hotel bigger. The goal is to get rid of what is there now. It is difficult to get started on this project, because there are now manufactured housing residents in the rear.

J. Duffy: What have you done so far to start the process of telling these residents to relocate?

T. Toye: We have been communicating freely with the residents. Per RSA 205 manufactured housing, we have to provide the residents an 18-month notice. We have not done that yet. We will do the notice once we know the path to go forward. We are not offering any assistance, but have provided them with contacts. The contacts include the NH Community Loan Fund, and Concord & Manchester low incoming housing; we have set-up meetings between the residents and the contacts.

J. Duffy: The Planning Board will want to see something more solid for what you have done or hope to do for these people.

T. Toye: I understand this is important.

P. Holden: We intend to go through the Planning Board process, and then provide the 18-month notice.

J. Duffy: The Planning Board will want to know your intentions when you apply to them.

T. Toye: The number of mobile home owners out of the total 52 units is about 10 owners. It is a \$355 monthly rent, and these folks there now are having troubles meeting this rent. Even if we put this project on hold, we still can't keep the rent at \$355 and would need to increase it.

D. Shankle: The Planning Board isn't going to vote for this to go forward, unless they have some idea what is going to happen with these folks. The plan can't be once the Planning Board votes yes, then you do the 18-month notice. The Planning Board will want to say they voted on this project with the plan for these folks.

T. Toye: We have made good steps up to this point in the game. We have been open and communicating with the tenants. We have been subsidizing their rent for the past years. We have provided verbal communication thus far.

D. Shankle: When you provide written material to these folks, send a copy of the material to the Town (Community Development Dept.).

L. Lessard: DPW we will do the site monitoring for drainage. We will need a \$3,000 escrow. There will need to be a dumpster for each building. What kind of buffer will you have for the 25 ft.?

T. Toye: The ZBA granted that we put up a fence to the abutter(s).

J. Duffy: The Planning Board could approve a fence, but they will also want to see shrubbery as well.

P. Holden: There will be drainage infiltration.

J. Duffy: Play area for the kids?

P. Holden: No play area unless this was a bigger development. There won't be a lot of kids for this. Families with kids tend to move out to a bigger home.

T. Toye: And the proximity to Rte. 3 won't attract kids.

J. Duffy: School buses go through there now, so there are kids there.

L. Lessard: For the water and sewer bond, go to DPW. For the buffer and zone, the residents uphill should have a sound barrier for privacy.

P. Holden: I know the Martineau's (closest residential abutters) well, and will discuss the landscape along their side with them. Also, the other abutting houses, we will visit all the neighbors.

J. Duffy: The buffer is between uses not just zones. Why is there a fire lane in the street?

L. Lessard: It probably more a no parking that a fire lane.

J. Duffy: It is 20 ft. on the south side of your property and there is additional space in the street.

P. Holden: There is a building setback to the ROW.

J. Duffy: You need a fire lane on 2 ½ sides with a sprinklered building.

Deputy Fire Chief Hoisington: You only have 2 sides now.

P. Holden: We talked about having a drive-thru with grass pavers.

J. Duffy: ROW fire lane?

P. Holden: The upper left area on plan landscape with grass pavers to drive on and get from one parking lot to the other.

L. Lessard: We recently had a landscaping plan approved by the Planning Board, then the applicant tried to come back in for a waiver of some of the landscape. Whatever you have for a landscaping plan, stick with it.

D. Tatem: Why are you labeling the back road as a fire lane? You are not restricting it.

P. Holden: We could put up “no parking” signs.

D. Tatem: Are there back doors to the buildings?

P. Holden: No the doors are on the sides of the buildings.

D. Tatem: How tall are the walls?

P. Holden: 10 ft.

D. Tatem: On the same lot, is the buffer use-to-use?

J. Duffy: Dick Marshall, Planning Board Vice-Chair, mentioned at the last Planning Board meeting that now residential is not permitted in the PZ, but because the ZBA granted a variance it is now OK. For commercial and residential uses on one lot, you will want to talk to the Planning Board about this. Parking for residential should be in the residential area and not shared with the commercial area.

D. Tatem: Entrance on Rte. 3 is not permitted. Under the PZ the goal is to eliminate multiple curb cuts on Rte. 3. You have six points of access on the side roads.

J. Duffy: How many total access points do you have now?

T. Toye: Rte. 3 = 5, Town roads = 6 for a total of 11 access points.

P. Holden: And there are areas from point-to-point where there is just pavement.

D. Tatem: For the infiltration on site, we need test pit data; overflow to system.

J. Gryval: Dean’s comments, the Planning Board would like to see what will happen to these people. At the ZBA, many people were opposed to this.

P. Holden: We will put it on the plan.

J. Gryval: The buffer zone is defined in the ordinance as commercial and residential use.

P. Holden: We can move the wall down and have an attractive fence with landscaping on the inside. We will put something together and show the Planning Board.

J. Gryval: For other zones we require a 50 ft. buffer between these uses.

M. Labonte: For the retaining wall, you will need a 42" vehicular guard rail for pedestrians.

P. Holden: The fence is just the visual part.

M. Labonte: For parking, you need four handicapped for the apartments. This is a tight site. You also need two handicapped for retail, and you are one shy for handicapped for the hotel. For the apartments being accessed on each end, will there be sidewalks? The outer ends are not shown.

P. Holden: The access would be incorporated into grass pavers.

M. Labonte: There are also no sidewalks shown around the retail building.

P. Holden: For the hotel, there is a sidewalk around the front.

M. Labonte: The hotel is fine. It is the retail component I am asking about. Also for fire equipment, there needs to be a 14 ft. clearance for the hotel covered overhead entrance. For the hotel, per the building code, the length of stay cannot be more than 30 days as designed. These are minimal size rooms not adaptable for longer stay. For the under 30 day stay, we could make a condition on the occupancy permit or Planning Board approval that these are minimal accessible rooms.

P. Holden: For handicapped accessible rooms, you need to adjust door space and bathrooms. We would need to add one and half feet to each room to comply with the units for a stays longer than 30 days.

J. Duffy: Are there wetlands on this site?

P. Holden: No.

J. Duffy: For multi 24 unit criteria, refer to the Development Regulations adopted 1/23/12. The impervious allowed is 65%, this plan looks like it is much higher.

D. Shankle: The 50 ft. buffer for the two uses can't be required at this point. However look at whatever the Planning Board could do for the outer limits of their authority. Come in with suggestions for the buffer.

B. O'Donnell: There is a drainage issue today on this property. It puddles on the east side of Rte. 3. I will assume that when the site is developed with an adequate drainage

system that the drainage issue will go away. There is no formal traffic scoping, because of the size of the project and the middle turn lane on Rte. 3. Is there any need for a right-turn lane going north bound? If you have any traffic information, send it to us. Also, is there any need for utilities to go across Rte. 3?

P. Holden: We have gas and sewer and will tie into water on our side.

B. O'Donnell: The electrical goes across Rte. 3. We probably won't grant you to go across Rte. 3 for utilities.

J. Duffy: We now have a new TRC process requiring two TRCs prior to Planning Board application. I know you will be coming to the Planning Board for discussion on the parking and buffer for commercial use to residential use on the same lot. Do this before the 2nd TRC. Let us know one week before the Planning Board meeting that you want to be added to the Board's agenda.

L. Lessard: There may be roadwork on Hunt St. for widening or something. We won't know until we see a more drastic plan from you.

J. Duffy: There are four (4) impact fees for each unit in the multi-family buildings (schools, recreation, roadway, and public safety). These are assessed at the time you get your building permit and must be paid 10 days prior to your CO. Because of the type of buildings, all units would be paid at once. It is the same process for the hotel and commercial buildings; however there are only two (2) impact fees (roadway and public safety).

M. Labonte: The building height and buffer, does the average of the pitch mean the roof height?

D. Tatem: In the zoning ordinance the top of the heights is the horizontal beam. However for Article 10-A (PZ), it is the eave line.

J. Duffy: Now that we will be having two TRCs for applicants, we will still look at having these meetings on Thursday mornings, but more often than once a month.

ADJOURNMENT

J. Duffy declared the meeting adjourned at 10:00am.

Respectfully submitted,

Donna J. Fitzpatrick
Planning Coordinator