

**HOOKSETT  
TECHNICAL REVIEW COMMITTEE (TRC)  
MEETING MINUTES  
HOOKSETT MUNICIPAL BUILDING – Room 204  
Thursday, February 7, 2013**

**CALLED TO ORDER**

J. Duffy called the meeting to order at 9:05am.

**ATTENDANCE**

**Town of Hooksett**

Jo Ann Duffy, Town Planner, Matt Labonte, DPW-Building, Leo Lessard, DPW, Diane Boyce, Recycle & Transfer, Deputy Chief Mike Hoisington, Fire Dept., John Gryval, Planning Board Chair, Bruce Kudrick, Sewer Dept., Chief Peter Bartlett, Police Dept., Jay Smith, Central Hooksett Water Precinct, Dan Tatem, Stantec, and Greg Weir, Central Hooksett Water Precinct (arrived 9:45am).

J. Duffy: We will start with introductions.

**Representing the Applicant**

Jeff Kevan, TF Moran, Inc.

1. **(9:05 – 9:45am)**  
**Southern NH University (SNHU) - plan #12-26 (Manchester Water, Sewer)**  
**TF Moran, Inc.**  
**North River Rd., Map 33, Lot 67 AND Map 38, Lot 38-1**  
Proposal to construct a 3-story library learning commons (with partial basement) and associated access. Basement footprint is 4,575 sq.ft., 1<sup>st</sup> floor footprint is 18,570 sq.ft., 2<sup>nd</sup> & 3<sup>rd</sup> floor footprint is 11,150 sq.ft.

J. Kevan: SNHU has three (3) projects: 1) Library (Planning Board completeness 2/12/13), 2) parking lot (447 spaces), and 3) parking lot (162 spaces). Long-term plans are that the college will remove the existing parking lot across from the proposed library site and make it a quad or green space. The parking garage concept did not work. The Master Plan is to make the campus pedestrian friendly. Existing is a 30,000 sq. ft. library building of which 10,000 sq. ft. is the audio center and the other 20,000 sq. ft. was the library and will become administrative offices. The basement of the proposed library is for mechanicals and a room for the Fire Dept. Paradigm out of Boston is the architect. There are variations on the building materials to include a lot of glass and metal panels. There is van access for students to move around campus. The proposed library is ADA accessible. The front of the proposed library is an open green area. The lighting will be the same decorative poles they have now down on North River Rd. In the back of the building it will be for loading, and fire & emergency access. There will be a café in the

building, but no food prep. The food prep will be done in the existing Dining Facility. The Alteration of Terrain is cumulative. The existing round house on the site will be demolished and two lots (Voluntary Merger – Map 33, Lot 67 & Map 38, Lot 38-1) will be merged into Map 33, Lot 67. Roof runoff will go into an underground system within a bio-retention area. The next project is the access from the proposed library that will punch through to the south parking lot (in front of the Operations Center).

M. Labonte: Will the access be gated?

J. Kevan: I have suggested that, but the college has not supported it so far. The hydrant has shifted per the comments by the Fire Dept. For the Sewer Commission, we will get a master sewer plan.

B. Kudrick: We will need a separate plan and permitting for sewer.

J. Kevan: August 2014 is the start date. There are 1,700-1,800 students living on campus and we will be going up to 2,000 students next year. There is a facility in Manchester for the operations of students taking on-line courses. They are improving the college's appearance and quality of the facilities to keep up with the growth. Last summer they renovated the existing student center facade with the same metal panel and glass overall look.

Chief Bartlett: What is your traffic plan for pedestrians and vehicles?

J. Kevan: For construction vehicles, we will use the driveway access to the existing round house or another area if available.

Chief Bartlett: We need a traffic control plan to get vehicles on and off the property.

J. Duffy: Will the round house be demolished and if yes, is it historic?

J. Kevan: Yes demolished, but it is only 20-30 yrs. old so it is not historic.

Deputy Chief Hoisington: Will there be blasting on site?

J. Kevan: Yes, there is an outcrop in front of the proposed building and maybe a little bit in the basement area. The State changed the rainfall intensity requirement (i.e. 100 yr. flood is over an inch more), therefore we will ask for a waiver from the Planning Board. The list of waivers for the Planning Board are:

- Waiver Request – Development Regulations Part III –site plan completeness 19, 24, 31, 33, 35, 40
- Waiver Request – Development Regulations 11.12.1 Rainfall Intensity
- Waiver Request – Development Regulations 11.12.2.t minimum flow velocity

J. Duffy: Do you have concepts for the old CB Sullivan building?

J. Kevan: No real concept at this time, just an idea for a black-box theater.

J. Duffy: Would they bring the on-line student operations from the mill yard to the main campus?

J. Kevan: I haven't heard that.

2. **(9:30 –9:45am)**  
**Southern NH University (SNHU) - plan #13-03 (Manchester Water, Sewer)**  
**TF Moran, Inc.**  
**Depot Rd., Map 38, Lot 1**  
Proposal to construct a 162 space parking lot with associated

M. Labonte: I got a complaint from DES this week about the junk on the SNHU Depot Rd. property.

J. Duffy: Is the building still standing on Depot Rd. where the college offices used to be?

J. Kevan: Yes. The area is gravel and quite wet. The area is classified as wetlands even where the materials are stored. We will have to go through ZBA and Conservation Commission to fill the wetlands. There are 4 to 5 sets of stairs to get up to Webster Hall.

M. Labonte: Who is going to use this parking lot?

J. Kevan: Students. Bob Vachon does not want a lot of landscape islands in the interior of the parking lots. We will ask for a waiver to the Planning Board on this. There is a bio-retention area between the road and parking lot to recharge water. The access in and out of the parking lot is via Depot Rd.

J. Duffy: Is Depot Road paved and in good shape?

J. Kevan: Yes it is paved, but not in good shape. We haven't proposed to pave it. The college wants to dress-up their entrances.

B. Kudrick: Depot Rd. is very narrow. If there are a lot of vehicles, it isn't wide enough. Our pump station is down there. There is a culvert pipe at our treatment plant and it is not adequate to take care of the rainwater there now. Is there something in the culvert pipe? It has been like this for many years.

D. Tatem: You would want to keep it a public road, because your pump house is down there.

B. Kudrick: It is a 12 ft. road width now.

Deputy Chief Hoisington: This has to be widened.

Chief Bartlett: What will be the traffic control?

J. Kevan: Just a stop sign. There won't be a lot of in and out traffic. I looked at that culvert and depth and it isn't deep, therefore water builds up and sheets over the road.

B. Kudrick: How much will the parking lot be raised?

J. Kevan: 4 ½ % - 2-3 ft. higher on the upper side.

M. Labonte: That is a significant grade change.

B. Kudrick: I need the location of the sewer services for when the house(s) is removed.

Deputy Chief Hoisington: I assume they will put student panic boxes down in there.

J. Kevan: Yes.

D. Tatem: It is a public road. Is it 500 or 1,000 ft.?

J. Kevan: 400 ft.

B. Kudrick: Will they take the house down on the corner?

J. Kevan: Ultimately it will come down. As far as upgrade to the existing roadway, should we meet out there and look at it?

L. Lessard: Yes we should.

J. Kevan: We are at the design phase and will get on the Conservation Commission agenda as early as possible.

D. Tatem: Check to see if it is in a prime wetland.

J. Kevan: We will also file for a ZBA variance for filling the wetlands and working in the wetland buffer.

D. Tatem: Also, I don't know if they need a waiver to the Planning Board for building in the wetland. Lighting center poles should be dual heads; the single poles look terrible.

J. Duffy: We received comments from Guy Chabot @ Manchester Water Works.

3. **(9:45–10:15am)**  
**Southern NH University (SNHU) - plan #13-02 (Manchester Water, Sewer)**  
**TF Moran, Inc.**  
**North River Rd., Map 33, Lot 67 (and Manchester, NH Map 558, Lot 1)**  
Proposal to construct a 447 space parking lot with associated access.

J. Kevan: The existing gate shifted for this side lot. The long-term plan is for a second means of access to the campus from I-93 to avoid using the section of North River Rd. They are looking 350-400 ft. of road for part of that project. Hydrants will be 500 ft. apart. We may show completion of the access to the main parking area to the south as a future phase.

D. Tatem: If they build the yellow section on your plan, but don't build the brown dotted lines, is it a safety issue?

Deputy Chief Hoisington: We don't want students in the way of your vehicles.

J. Kevan: Any edge along the access will have vertical curb, so students can't park on there.

Deputy Chief Hoisington: What is the last section to a new dorm?

J. Kevan: 350 ft.

Deputy Chief Hoisington: Get the water line looped.

J. Duffy: What is there now where you propose the 447 parking area?

J. Kevan: Just woods. Parking is not made to be convenient. The campus is pedestrian friendly.

M. Labonte: They must have something planned for the light green area on your plan, since that is the entrance to their campus.

J. Duffy: We haven't seen a master plan from them in a long time.

J. Kevan: We will complete one (master plan) for the wetlands bureau. There is a 36 inch pipe near the south parking lot (Operations Center).

D. Tatem: Did you increase the landscaping for the area around the parking spaces for the interior you are asking to waive?

L. Lessard: I agree with you and Bob for no islands. The area will be surrounded by natural trees.

J. Gryval: What about snow storage for parking lots?

J. Kevan: We haven't looked at that yet. Flow to this area comes from West Alice. One of our hurdles will be with the new State rainfall requirements. The State is getting very conservative.

D. Tatem: Are you honoring the 40 ft. buffer to wetlands?

J. Kevan: That is why I will go to Conservation Commission.

M. Labonte: You can't excavate, pave, and can't put a shovel in the buffer area.

J. Kevan: That is also why we are going to ZBA for a variance.

L. Lessard: The fingers filled, replication elsewhere?

J. Kevan: The State is not in favor.

J. Duffy: Where is the southern leg of the parkway?

J. Kevan: Showed on plans.

J. Duffy: Provided overview of parkway.

J. Kevan: Construction of the library will be first, and then both the parking lots at the same time.

**ADJOURNMENT**

J. Duffy declared the meeting adjourned at 10:15am.

Respectfully submitted,

Donna J. Fitzpatrick  
Planning Coordinator