

City of Concord, New Hampshire
Architectural Design Review Committee
July 11, 2017 Minutes

The Architectural Design Review Committee (ADRC) held its regular monthly meeting on July 11, 2017 in the 2nd floor conference room at 41 Green Street.

Present at the meeting were members Jay Doherty, Claude Gentilhomme, Ron King, and Doug Shilo. Craig Walker of the Code Administration Division; Heather Shank of the City Planning Division; and Lisa Fellows-Weaver Administrative Specialist, were also present.

Sign Applications Requiring Design Review:

- 1. Cohen & Winters – Attorneys at Law, on behalf of CW Realty LLC, requesting ADR approval to install a new sign on an existing pole at 64 N. State Street in the Civic Performance (CVP) District. MBL: 46/3/8**

Mr. Shadlick and Mr. Winters represented the application. Members had no comments or concerns.

Motion: Mr. King made a motion to approve the application as submitted.

Second: Mr. Doherty

Vote: 4-0 in favor, motion passed unanimously

- 2. Parlor Salon, on behalf of Vino LLC, requesting ADR approval to install a new projecting sign, at 55 N. Main Street in the Central Business Performance (CBP) District. MBL: 45/1/12**

Heather Dragon represented the application. Ms. Dragon stated that there is not sign at this time, only the existing bracket. The sign is proposed to be white with black letters. Mr. Walker noted that the applicant could add window signage as there is ample square footage, if desired. Ms. Dragon stated that nothing is proposed for the windows at this time.

Motion: Mr. Gentilhomme made a motion to approve the application as submitted.

Second: Mr. King

Vote: 4-0 in favor, motion passed unanimously

- 3. Spirit Halloween, on behalf of Steeplegate Mall Realty, LLC, requesting ADR approval to install two new wall signs at 270 Loudon Road in the Gateway Performance (GWP) District. MBL: 111/D1/5**

No one was present for this application. Mr. Walker stated that these are the two signs that are proposed every year. Members had no comments or concerns.

Motion: Mr. King made a motion to approve the application as submitted.

Second: Mr. Gentilhomme

Vote: 4-0 in favor, motion passed unanimously

- 4. Sugar River Bank/ATM, on behalf of Remi's Block LLC, requesting ADR approval to install a new projecting sign at 152 N. Main Street in the Central Business Performance (CBP) District. MBL: 45/6/14**

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No one was present to represent this application. A brief discussion was held regarding whether the sign is for a store front or for an ATM machine.

Motion: Mr. Gentilhomme made a motion to approve the application as submitted.

Second: Mr. King

Vote: 4-0 in favor, motion passed unanimously

5. **Sheep Davis Partners, LLC requesting ADR approval to install two new externally lit freestanding signs at 248 – 254 Sheep Davis Road in the Gateway Performance (GWP) District. MBL: 111/H3/3**

No one was present representing this application. Mr. Walker explained that the submittal is a request for two signs on a single lot. There is more than one building on the lot and there is sufficient frontage. Ms. Shank explained that this application requires a CUP and the site plan has not been submitted to date so the public hearing for the application has been postponed.

Motion: Mr. Gentilhomme made a motion to approve the application subject to the condition that a complete application is submitted.

Second: Mr. King

Vote: 4-0 in favor, motion passed unanimously

6. **Foxfire Property Management requesting ADR approval to install a new monument sign with tenant panels at 1 Granite Place in the Institutional (IS) District. MBL: 583/Z64**

Ms. Shank stated that this application has been postponed as the applicant needs to submit an application to the Zoning Board for a variance. Mr. Walker explained that the variance is needed as there is only one building and they would like to have two signs.

Major Site Plan Applications Requiring Design Review

7. **TF Moran, on behalf of Eversource Energy, requesting ADR review as part of a Major Site Plan application for the expansion of an existing substation, including a 6800 sf equipment enclosure and 40,000 sf yard expansion at 40 Farmwood Road in the Residential Open Space (RO) District. MBL: 122/2/28 (2017-20)**

Jeremy Belanger, project manager, and John Green from Eversource were present representing this application. Walt Belinski was also in attendance. Mr. Belanger explained that the proposal is to expand the existing Farmwood Road substation for the construction of 2 condensers and a new 115 kV bay. The expansion includes the construction of a 6,800 sf enclosure to house the condensers and 40,000 sf yard expansion to provide appropriate access/security for the equipment. The area is 64.45 acres with 250' of frontage. He noted the property boundaries. He stated that there is a very dense existing buffer so they do not anticipate any visual impacts. Pictures of a similar project in North Conway NH were provided for review. Mr. Belanger stated that there will be emergency lighting on only at night and the lighting is not proposed for the building.

Motion: Mr. King made a motion to approve the as submitted.

Second: Mr. Gentilhomme

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Vote: 4-0 in favor, motion passed unanimously

8. Nobis Engineering, on behalf of the Merrimack Superior Court House, requesting ADR review as part of a Major Site Plan submission proposing the demolition of a residential structure for construction of a parking lot at 5 Chapel Street in the Civic Performance (CVP) District. MBL: 46/3/15 (2017-26)

Erin Lambert of Nobis Engineering was present representing the application. She provided an overview of the project, which will include demolishing an existing residential building to create 17 parking spaces. She stated that there will be precast stairs that will connect with the adjacent County property. Four lights are proposed for the site, and all drainage will be maintained so that the impervious areas balance.

Ms. Shank requested a lighting plan be submitted. She noted that Engineering has requested some curbing to be added along the islands along with details of the sidewalk with ADA required. In addition, landscaping was discussed. Ms. Shank noted that her staff report asked for landscaping in the striped area, which will still allow for snow storage area. Ms. Lambert replied that the Court House requested that there be no landscaping in that area; however, she will mention the request.

Motion: Mr. Gentilhomme made a motion to approve the as submitted.

Second: Mr. King

Vote: 4-0 in favor, motion passed unanimously

Other Items for Discussion

9. Main Street Guide Update

Ms. Shank provided an overview of a draft of the Main Street Guide. General discussion was held regarding guidelines and regulatory items, which lead to comments regarding the enforcement process for any type of regulations.

Members requested that comparison and scenario examples be provided. Members also suggested that examples be provided showing what the City of Concord would like and what is not acceptable. Items suggested included adding a section on night lighting, and showing a clear zone around benches and waste receptacles. Mr. Shilo suggested that language be added to make it clear that approval is contingent on review.

10. Any other business which may legally come before the Committee

Adjournment

As there was no further business to come before the Committee, the meeting adjourned at 9:30 AM.

Respectfully submitted,
Heather Shank, City Planner