

NASHUA CITY PLANNING BOARD  
STAFF REPORT

TO: Nashua City Planning Board  
FROM: Linda McGhee Deputy Planning Manager  
FOR: March 21, 2019  
RE: **New Business #3 - Site Plan**

**I. Project Statistics:**

Owner: 711 West Hollis Street  
Proposal: Site plan to construct an additional 4 units for a total of 5 houses on one lot  
Location: 711 West Hollis Street  
Total Site Area: 62,006 sf (1.42 acres)  
Existing Zoning: R9-Suburban Residence  
Surrounding Uses: Residential

**II. Background Information:**

According to Assessing records the existing house was built in the 1950's. Over time a garage and some sheds were also constructed. On September 27, 2016 the Zoning Board of Adjustment granted a variance to exceed the maximum principal structures permitted on one lot. Due to a procedural abutter notification error, the case was reheard on December 13, 2016 and the ZBA granted the variance with one stipulation that a minimum of a 20 foot setback from the property lines to the rear of the structures, so in effect, the side yard setback is 20 feet instead of 10 feet. The approval letters and minutes are attached.

**III. Project Description:**

The proposal is to keep the existing single family home and add 4 additional detached units, each having a garage. The existing garage and two sheds will be razed. A total of 15 parking spaces are being proposed, with two spaces per unit and there will be a visitor parking lot with five spaces, of which one will be designated handicapped parking. The building will be serviced by municipal sewer, Pennichuck Water Works, and overhead utilities. Access will be provided by a private 22' wide street (Theresa Way) which will be required to have NO PARKING signs posted on both sides. No internal sidewalks are being proposed, however there is an existing sidewalk across the frontage on West Hollis Street. Each unit will have individual trash containers; there will be no dumpsters. A traffic impact worksheet has been provided by the applicant and indicates that the proposal does not exceed the City's threshold that would require a full traffic report.

Presently there is a building, garage, sheds, and a lawn area. The remaining portion of the lot consists of a wooded area. The southern third of the lot slopes towards West Hollis Street and drainage runoff flows onto the street which has a closed drainage system. According to the applicant's engineer, the post site runoff will be reduced (see attached stormwater drainage report).

Three waivers are being requested for this project. The applicant has requested a waiver from the requirement to provide underground utilities; overhead utilities are proposed. The second waiver

request is for parking spaces; a maximum of 9.5 spaces are permitted, 15 are being proposed. The final waiver is for minimum design standards for private streets.

City staff reviewed the plans; there are no outstanding issues that need to be addressed.

#### **IV. Staff Recommendations and Findings:**

The Planning Board should make a determination that the plan meets, or does not meet, the requirements outlined in the Site Plan NRO § 190-146(D). The Board should review these prior to making a motion. If the Planning Board chooses to disapprove the plan, specific reasons should be given. If the Planning Board chooses to approve this plan, staff recommends the following stipulations be made part of that approval:

1. The request for a waiver of § 190-221(C), which requires underground utilities for new subdivisions, **is/is not** granted, finding that the waiver **will/will not** be contrary to the spirit and intent of the regulation.
2. The request for a waiver of NRO § 190-198, which establishes maximum parking standards, **is/is not** granted, finding that the waiver **will/will not** be contrary to the spirit and intent of the regulation.
3. The request for a waiver of § 190-211(B), which sets minimum design standards for private streets, **is/is not** granted, finding that the waiver **will/will not** be contrary to the spirit and intent of the regulation.
4. Prior to the Chair signing the plan, minor drafting corrections will be made.
5. Prior to the Chair signing the plan, all conditions from the Planning Board approval letter will be added to the cover page of the final mylar and paper copies submitted to the City.
6. Prior to the Chair signing the plan, one of the parking spaces located in the visitor parking lot will be designated for handicapped parking.
7. Prior to the issuance of a building permit, all stormwater documents will be submitted to City staff for review and approval and recorded at the Registry of Deeds at the applicant's expense.
8. Prior to the issuance of a building permit, the electronic file of the plan will be submitted to the City of Nashua.
9. Prior to the issuance of a building permit, the applicant shall provide documents establishing a homeowners association which will be responsible for maintaining all property in common ownership. The homeowner's association documents shall be submitted to the Planning Department and Corporation Counsel for review.

10. Prior to issuance of a building permit, the applicant shall provide a guarantee for improvements, including pavement, drainage infrastructure, site landscaping (not including individual unit landscaping), and lighting. The applicant's professional engineer shall provide an estimate of the costs of the improvements for review by the City Engineer who shall determine the guarantee amount. The guarantee shall be in a form acceptable to the City's Corporation Counsel. Reductions in the guarantee (bond, letter of credit or other form of guarantee) shall be processed, from time to time, in the customary manner.
11. Road and driveway construction shall be to base course, with final course pavement remaining bonded until completion. Upon completion of construction the applicant shall provide the City Engineer with written certification signed by a licensed professional engineer certifying the private street and driveways were designed and installed as required by a third party engineer selected by City Engineering at the applicant's expense. Inspection reports shall be filed with the City Engineer's Office and the Planning Department.
12. Prior to the issuance of the last Certificate of Occupancy, NO PARKING signs shall be posted on both sides of Theresa Way.
13. Prior to issuance of the final certificate of occupancy for the development, an as-built plan locating all roads, driveways, units, other buildings, utilities and site landscaping shall be completed by a professional engineer and submitted to the Planning Department. The as-built plan shall include a statement that all construction was generally completed in accordance with the approved subdivision plan and applicable local regulations. Road and sidewalk construction shall be to base course, with final course pavement remaining bonded until completion.
14. Prior to the issuance of the last Certificate of Occupancy, all site improvements will be completed.
15. All stipulations of the Zoning Board of Adjustment dated December 13, 2016 are incorporated herein.