



TOWN OF MILFORD, NEW HAMPSHIRE
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

STAFF MEMO

Date: September 29, 2021
To: Town of Milford Planning Board
From: Jason Cleghorn, Town Planner
Subject: **SP2021-21 Starboard Tack, LLC/Elite Hydraulics (owners/applicants), Map 15, Lots 15-1.**
Review of a Minor Change of Use Site Plan Application to convert an existing (former) boat storage yard into a hydraulic repair and fabrication facility.

BACKGROUND:

The applicant is before the Planning Board for a minor site plan review related to the change of use of an existing business, an existing boat storage yard into a hydraulic repair and fabrication facility. This property appeared before the Planning Board on May 18, 2021 for conceptual review, but for a different planned use and applicant (Shattuck Paving). The project calls for the reuse of the existing building for the proposed use. There will be no substantive exterior changes to the building or site as a result of the change of use. The only addition to the site is a 12' x 8' shed and dumpster enclosure, located behind the building within the north side of the site.

ADDRESS:

1 Westchester Drive, Tax Map 15 Lot 15-1

APPLICATION STATUS:

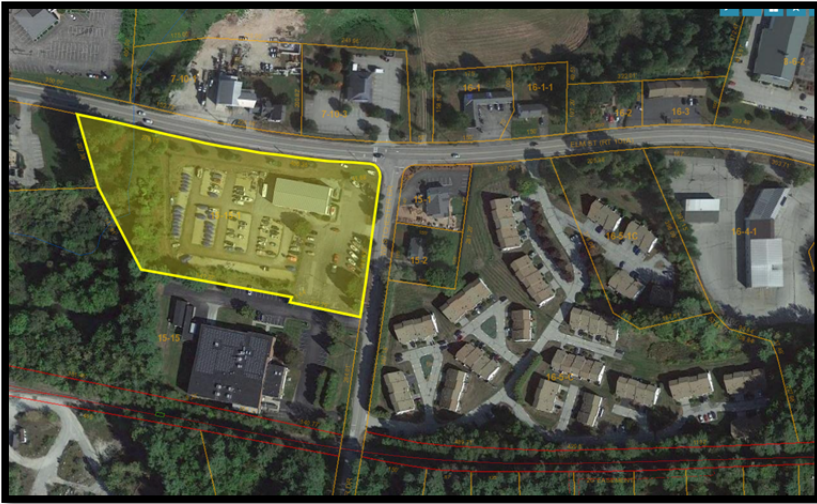
The application is complete and ready to be accepted. An assessment of regional impact should be made by the Planning Board.

EXISTING USE:

The property currently houses a boat storage yard with both indoor/outdoor storage and small retail area. The majority of the current operations have closed down or been removed.

LOT AREA:

The lot is 4.4 acres.



NOTICES:

Notices were sent to all property abutters on 9-22-21.

ZONING DISTRICT/INFORMATION:

The subject property is within the Industrial (I) District: The intent of the Industrial District is to provide areas for manufacturing, processing, assembly, wholesaling, research and development. The proposed use as hydraulic repair and fabrication facility is a permitted use within the Industrial Zoning District.

EXISTING CONDITIONS:

The subject property, Tax Map 15, Lot 15-1 is currently developed with an existing warehouse space with both indoor and outdoor boat storage and retail area. The property is accessed from an existing driveway on Westchester Dr. The property is serviced by town water and wastewater. Along the western and southern portion of the property is Tucker Brook and associated wetland resource areas. The property is bisected by a 10' wide sewer easement.

PARKING:

The proposed business would primarily have a warehouse component with a small office associated with the business. Ten (10) parking spaces would be required and twenty-four (24) spaces are being provided.

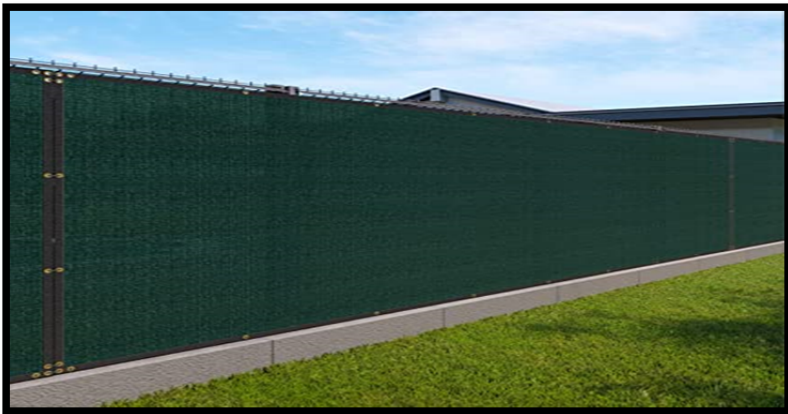
WAREHOUSE: 6,200 SF x 1 SPACE/1,000 SF	= 6.2 SPACES
OFFICE: 1,000 SF x 3 SPACES/1,000 SF	= 3 SPACES
REQUIRED SPACES = 10 SPACES (1 HANDICAP SPACES WITH MIN. 1 VAN ACCESSIBLE REQUIRED)	
PARKING PROVIDED: 24 STANDARD PARKING SPACES 1 HANDICAP SPACES (1 VAN ACCESSIBLE)	

LANDSCAPING/BUFFERING:

Because of the nature of the site, with mature plantings that have existed for a long time, the ability for the applicant to count individual shrubs was somewhat difficult. Based on staff's review of the site plan, and the Town's Development Regulations, the parcel appears to be compliant with existing landscaping for totals. However, the maintenance of the existing landscaping, especially along the Elm St. frontage has been deficient over time and the frontage area along Elm St. could be considered by the Planning Board for requiring additional plantings, and better maintenance of the existing vegetation at the time of the proposed change of use should be performed. The parcel is located within the West Elm Gateway District and its location and the locational prominence of the parcel lends itself to potential upgrades along Elm St. related to landscaping.

LANDSCAPE NOTES:		
1. SECTION 6.08.6: LANDSCAPE ALONG BUILDING FRONTAGE (THE EXISTING SHRUBS ALONG BUILDING FRONTAGE, WESTCHESTER DRIVE & ELMSTREET ARE OF MATURE SIZE. IT IS DIFFICULT TO ACCURATELY COUNT INDIVIDUAL SHRUBS, AS THE PURPOSE OF THE ORIGINAL DESIGN EXISTS WITH HEALTHY SPECIMENS.)	REQUIRED. 30 SHRUBS	EXISTING 51 SHRUBS
1. SECTION 6.08.7A: PERIPHERAL LANDSCAPING PARKING LOTS & ACCESS WAYS	REQUIRED. 25 TREES	EXISTING 29 TREES
2. SECTION 6.08.7B: LANDSCAPING WITHIN PARKING LOTS	REQUIRED 2 TREES	EXISTING 2 TREES

The applicant intends to add an opaque (green) screen onto the existing fencing along Elm St. as shown below to help visually mitigate the site. This screening will assist in visually buffering the parcel from Elm St. The existing landscaping along Westchester Dr. is more robust. (see photoset in packet for additional views)



INTERDEPARTMENTAL REVIEWS:

Conservation Commission:

1. Is there an “As Built” Plan of the drainage system to support Bullet #1 of the Project Narrative? The existing drainage system was built in 2003. Drainage design has changed in the last 18 years and there may be better options available to upgrade the existing system.
2. This site is very close to Tucker Brook, a second order stream with a 50’ protected buffer that discharges into the Souhegan River.

Fire:

1. Had questions about what was going to be stored within the shed outside the facility. (Answer from applicants: Metal parts for cylinders)

ABUTTER COMMENT:

Comment received from abutter at Multi-family residential property across Westchester Dr. from the parcel.

If approved, how much noise will the repair shop be emitting?

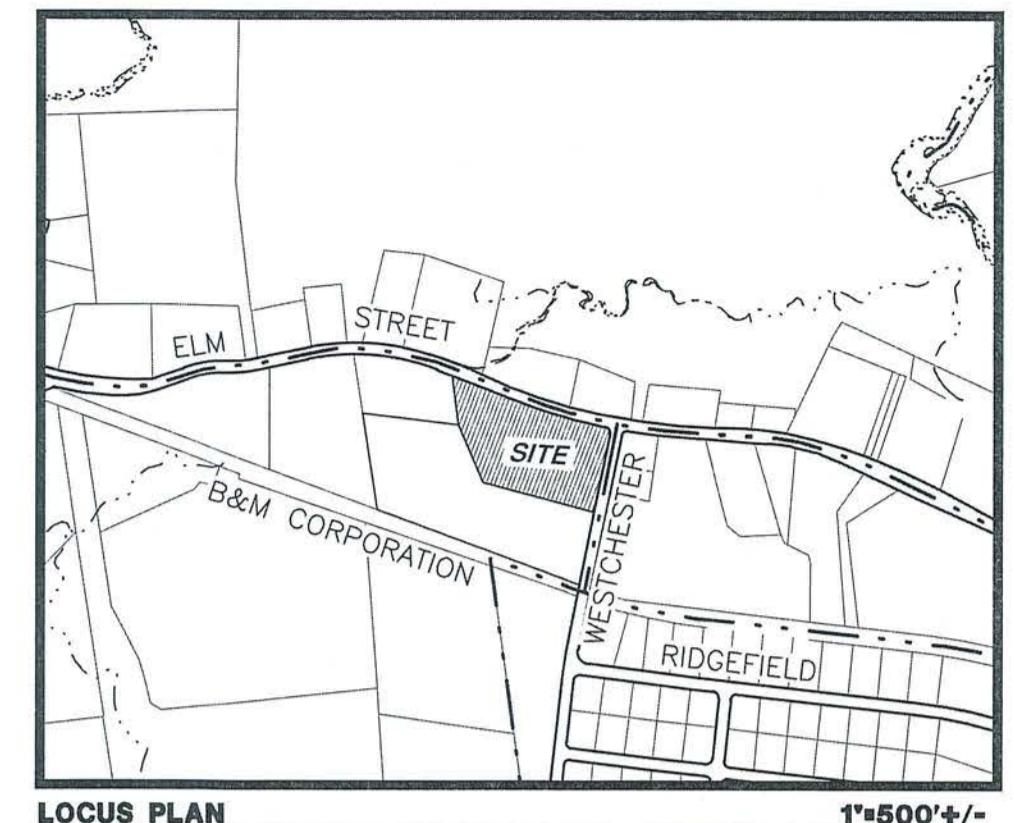
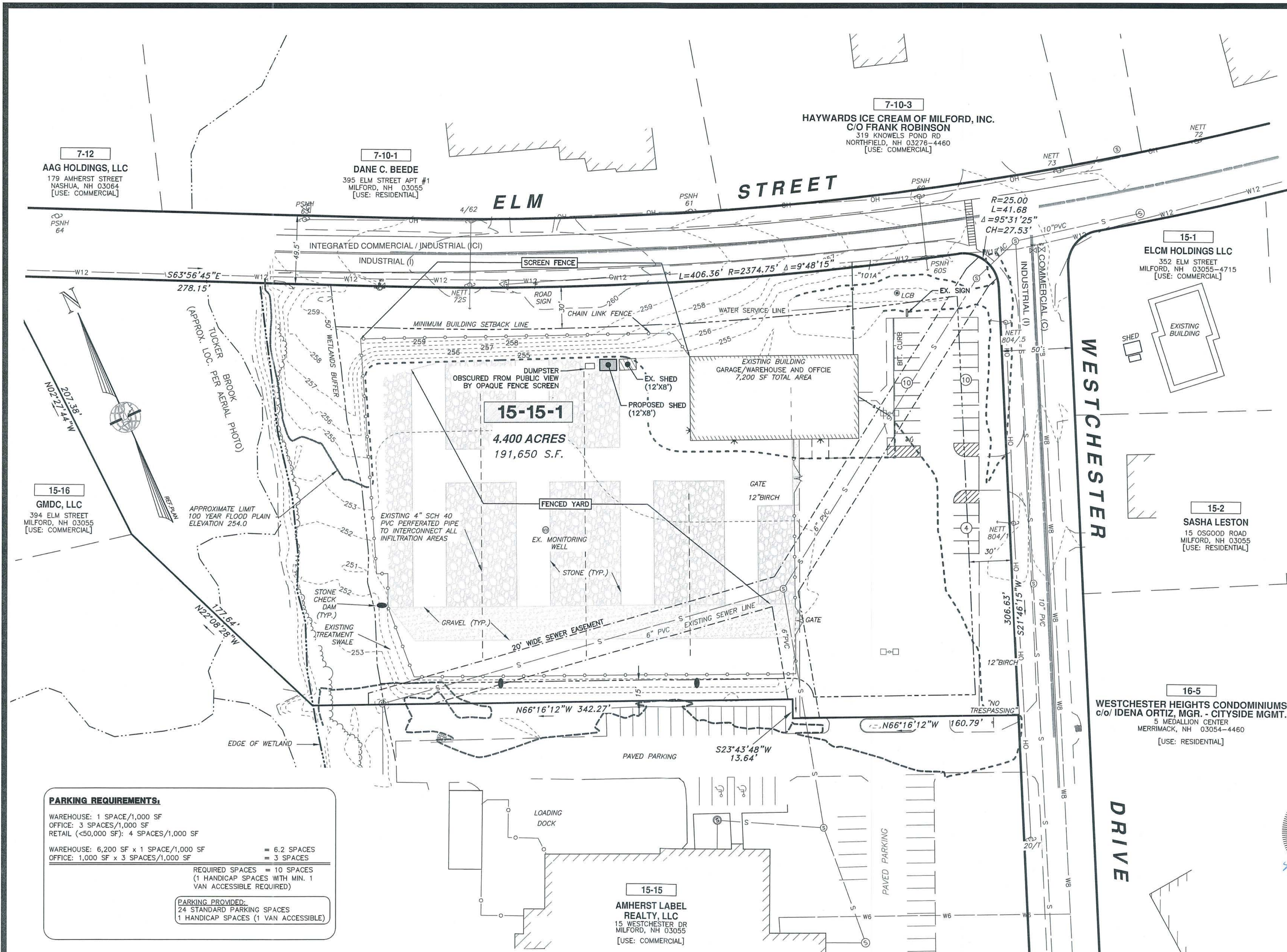
I live at nearby Westchester Heights (condos) and will not welcome any additional industrial noise beyond what is already annoyingly emitted by Amherst Label.

If the shop will be emitting noise, please address my concern regarding *potential noise pollution* and *diminishment of quality of life at Westchester Heights* to those involved.

If noise will not be evident outside of the property, I see no reason to argue against the shop's relocation to 1 Westchester Drive and I wish them well.

STAFF RECOMMENDATIONS:

The applicant should be prepared to address all of the comments raised by the Planning Board, Town Consultants, Staff, and public pertaining to the Site Plan's Final Design. Staff recommends that the Planning Board approve the minor site plan with discussion among the Planning Board members about increased landscaping along the Elm St. frontage.



LOCUS PLAN
1"=500'+/-

PLAN INTENT:

- THE PURPOSE OF THIS PLAN IS TO SHOW A CHANGE OF USE FROM THE EXISTING BOAT STORAGE YARD AND BOAT SALES AND SERVICE BUILDING INTO A HYDRAULIC EQUIPMENT REPAIR SHOP.

- PLAN NOTES:**
- OWNER OF RECORD: STARBOARD TACK, LLC
1 WESTCHESTER DRIVE
MILFORD, NH 03055-3056
BK/PG 7251/0410 (06/04/2004)
 - APPLICANT: ELITE HYDRAULIC, LLC
C/O CHRIS TARDIFF
79 OLD WILTON RD
MILFORD, NH 03055
 - THE SUBJECT PARCEL IS INDICATED AS MAP 15, LOT 15-1 ON THE TOWN OF MILFORD TAX ASSESSORS MAPS.
 - THE TOTAL AREA OF THE SUBJECT PARCEL IS 4.4± AC
 - THE SUBJECT PARCEL IS LOCATED IN THE INDUSTRIAL (I) ZONING DISTRICT.
 - DIMENSIONAL REQUIREMENTS FOR THE INDUSTRIAL (I) ZONING DISTRICT:

ZONING SUMMARY TABLE		
ITEM	REQUIRED	PROVIDED
LOT SIZE	N/A (SEE NOTE 6)	4.4 AC.
FRONTAGE	N/A (SEE NOTE 8)	SEE NOTE 8
FRONT YARD SETBACK	30 FT	54 FT
REAR YARD SETBACK	15 FT	185 FT
SIDE YARD SETBACK	15 FT	185 FT
OPEN SPACE %	30%	46%±
MAX BUILDING HEIGHT	40 FT	---
WETLAND BUILDING SETBACK	25 FT (50 FT)	286 FT

- THE SUBJECT PARCEL IS SERVICED BY MUNICIPAL WATER AND SANITARY SEWER.
- THE PARCEL IS SERVICED BY MUNICIPAL WATER AND SANITARY SEWER, WITH NO MINIMUM LOT SIZE OR FRONTAGE REQUIREMENT. APPROXIMATE FRONTAGE IS 684± FEET ON ELM STREET AND 306± ON WESTCHESTER DRIVE.
- FEMA DFIRM PANEL NO. 33011C0458D, DATED 09/25/2009, GRAPHICALLY DEPICTS A PORTION OF THE PARCEL WITHIN ZONE X AND ZONE AE.
- THE PARCEL IS LOCATED IN THE LEVEL 1 GROUNDWATER PROTECTION DISTRICT AS INDICATED ON THE TOWN OF MILFORD GIS DATABASE.

CHANGE OF USE SITE PLAN
PREPARED FOR:
ELITE HYDRAULICS, LLC
TAX MAP 15 LOT 15-1
MILFORD, NEW HAMPSHIRE

SCALE: 1" = 40' SEPTEMBER 7, 2021



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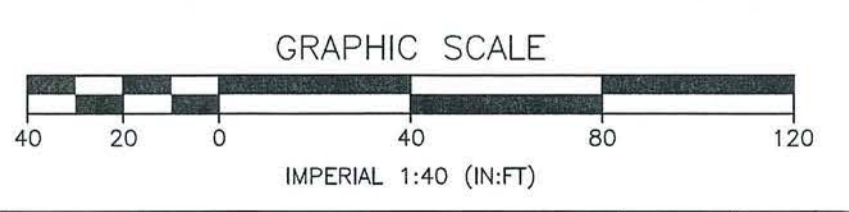
PARKING REQUIREMENTS:

WAREHOUSE: 1 SPACE/1,000 SF
OFFICE: 3 SPACES/1,000 SF
RETAIL (<50,000 SF): 4 SPACES/1,000 SF

WAREHOUSE: 6,200 SF x 1 SPACE/1,000 SF = 6.2 SPACES
OFFICE: 1,000 SF x 3 SPACES/1,000 SF = 3 SPACES

REQUIRED SPACES = 10 SPACES
(1 HANDICAP SPACES WITH MIN. 1 VAN ACCESSIBLE REQUIRED)

PARKING PROVIDED:
24 STANDARD PARKING SPACES
1 HANDICAP SPACES (1 VAN ACCESSIBLE)



REV.	DATE	DESCRIPTION	C/O	DR	CK
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LEGEND:

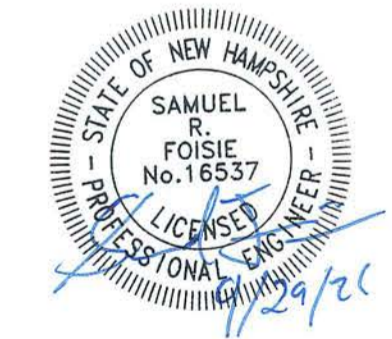
PROPOSED SHED

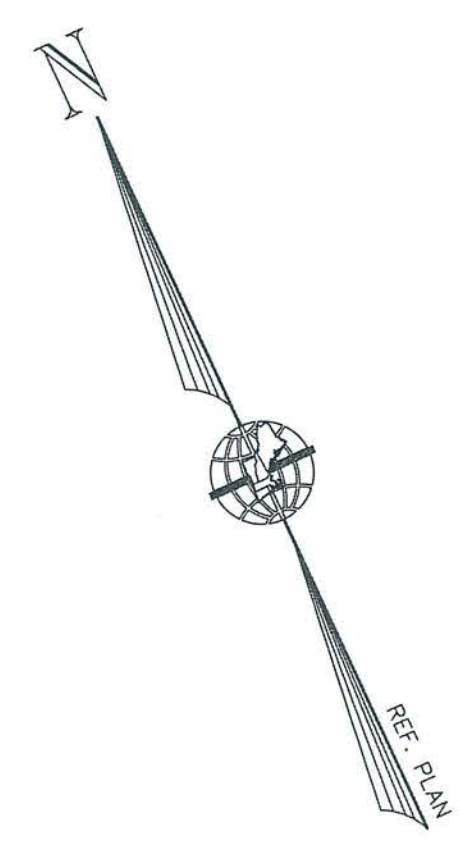
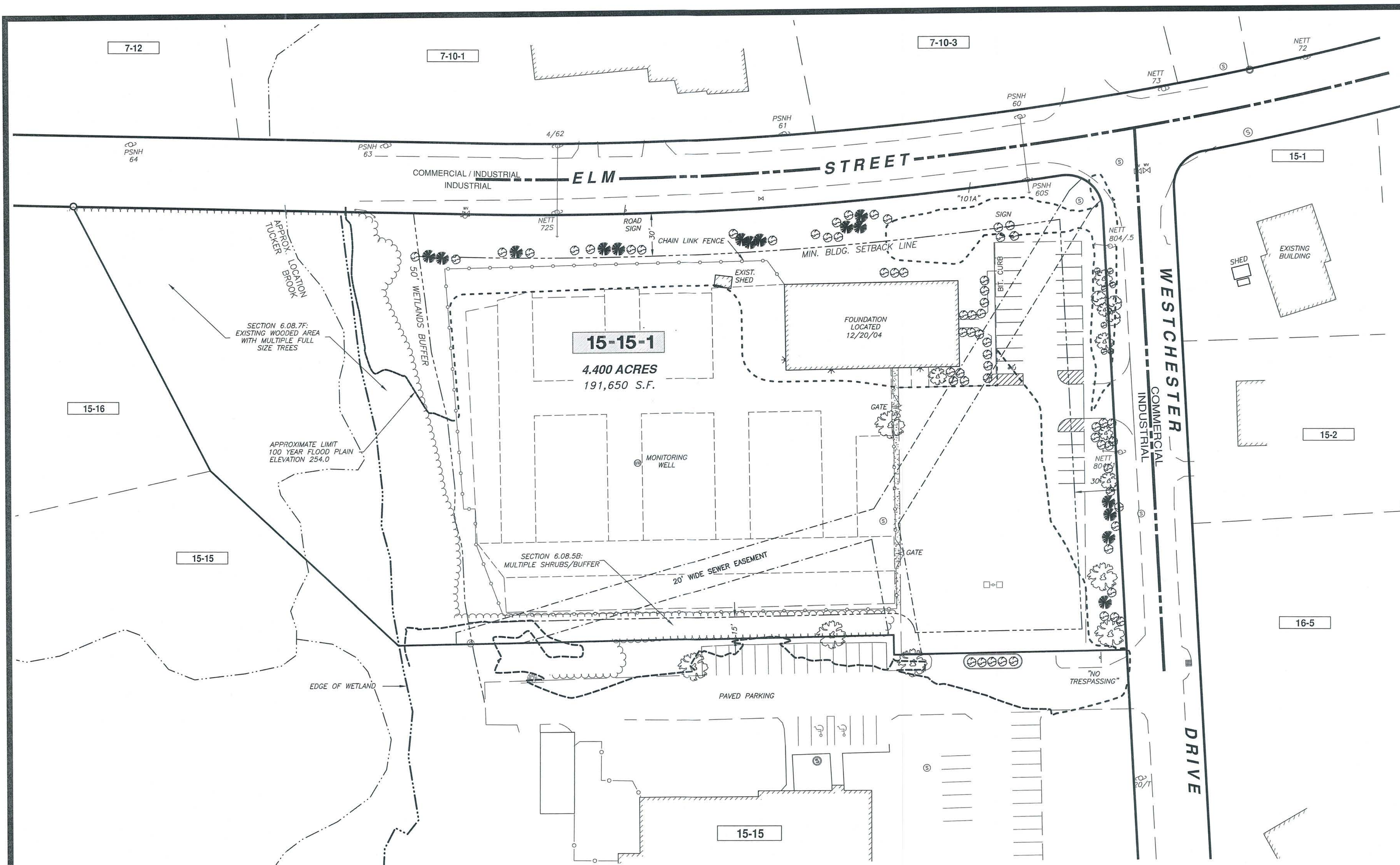
EX. BUILDING AND SHED

EX. GRAVEL

PLANNING BOARD
TOWN OF MILFORD, NH
SITE PLAN #:
DATE APPROVED:
SIGNED:

- PLAN NOTES CONTINUED:**
- THE PREVIOUS SITE PLAN WAS APPROVED AT THE DECEMBER 16, 2003 PLANNING BOARD HEARING. PRIOR TO SITE PLAN APPROVAL, A VARIANCE WAS GRANTED BY THE MILFORD ZONING BOARD OF ADJUSTMENT AT THE NOVEMBER 20, 2003 HEARING TO ALLOW A COMMERCIAL USE IN THE INDUSTRIAL ZONE.
 - THE FEATURES DEPICTED ON THIS PLAN ARE A COMBINATION OF EXISTING SURVEY DATA PER THE PREVIOUSLY APPROVED SITE PLAN AND THE PROPOSED FEATURES AS SHOWN ON THE SAME. NO ADDITIONAL ONSITE SURVEY HAS BEEN PERFORMED BY THIS OFFICE.
 - BOUNDARY INFORMATION IS PER REFERENCE PLAN #1 WHICH IS NOTED ON THE PREVIOUSLY APPROVED SITE PLAN.





REFERENCE PLAN:

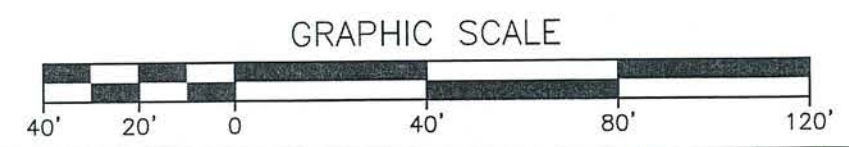
1. "SUBDIVISION PLAN - LOT 15-15 - 14A BROAD STREET, LLC - MILFORD, NEW HAMPSHIRE" SCALE 1"=50' DATED APRIL 18, 2003 BY THIS OFFICE, & SHEET 2 OF 3, LANDSCAPE PLAN, SUBMITTED CONCURRENTLY WITH THIS PLAN TO THE MILFORD PLANNING BOARD.

LANDSCAPE NOTES:

1. SECTION 6.08.6: LANDSCAPE ALONG BUILDING FRONTAGE (THE EXISTING SHRUBS ALONG BUILDING FRONTAGE, WESTCHESTER DRIVE & ELM STREET ARE OF MATURE SIZE. IT IS DIFFICULT TO ACCURATELY COUNT INDIVIDUAL SHRUBS, AS THE PURPOSE OF THE ORIGINAL DESIGN EXISTS WITH HEALTHY SPECIMENS.)	REQUIRED: 30 SHRUBS	EXISTING: 51 SHRUBS
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2. SECTION 6.08.7B: LANDSCAPING WITHIN PARKING LOTS	REQUIRED: 2 TREES	EXISTING: 2 TREES

LEGEND:

— RIGHT-OF-WAY SIDELINE	⊙ EXISTING MONITORING WELL
— PROPERTY LINE	⊙ EXISTING SEWER MANHOLE
— ABUTTING LOT LINE	□ EXISTING LIGHT
- - - EASEMENT LINE	⋈ EXISTING BUILDING LIGHT
- - - BUILDING SETBACK LINE	⋈ EXISTING SINGLE POST SIGN
- - - EDGE OF PAVEMENT	⋈ EXISTING DOUBLE POST SIGN
- - - EXISTING GRAVEL ROAD	⋈ EXISTING WATER HYDRANT
- - - EDGE OF WETLANDS	⋈ EXISTING WATER VALVE
15-15-1 EXISTING TAX MAP - LOT NUMBER	⋈ EXISTING GAS VALVE
▭ EXISTING BUILDING	⋈ EXISTING CONIFEROUS TREE
~ ~ ~ EXISTING TREE LINE	⋈ EXISTING DECIDUOUS TREE
— ○ — ○ — EXISTING FENCE LINE	⋈ EXISTING SHRUB



REV.	DATE	DESCRIPTION	C/O	DR	CK
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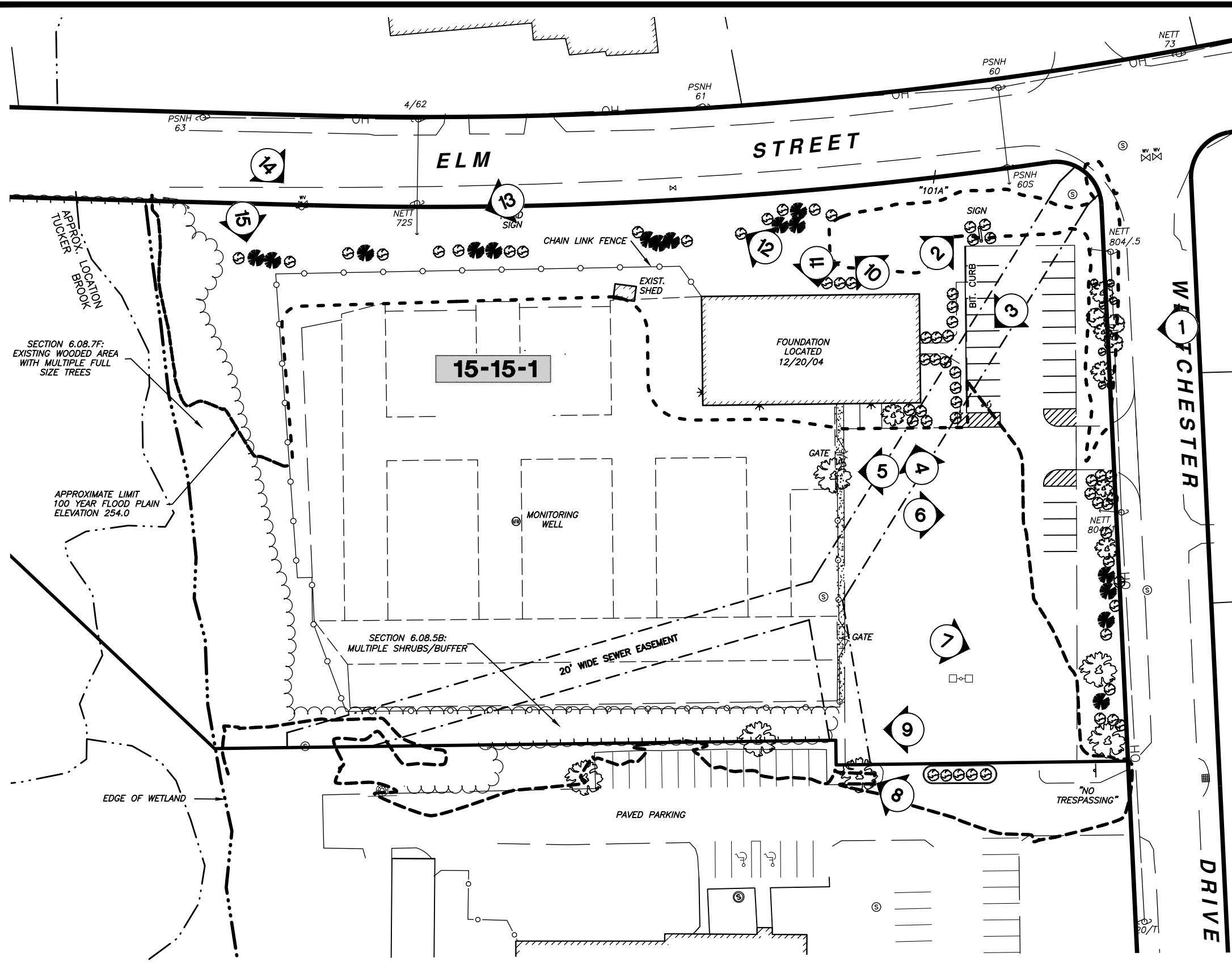
**EXISTING LANDSCAPE PLAN
PREPARED FOR:**

ELITE HYDRAULICS, LLC
TAX MAP 15 LOT 15-1
MILFORD, NEW HAMPSHIRE

SCALE: 1" = 40' SEPTEMBER 7, 2021

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Plotted: 9/7/2021 12:54 PM By: MUR
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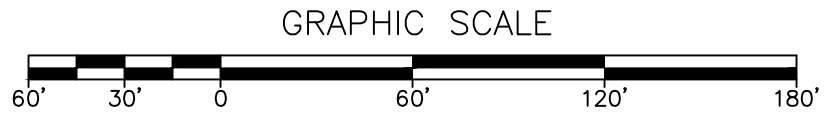


LEGEND:
 PHOTO LOCATION & NO.

**PHOTO LOCATION
 PREPARED FOR:
 ELITE HYDRAULICS, LLC
 TAX MAP 15 LOT 15-1
 TOWN, NEW HAMPSHIRE**
 SCALE: 1" = 60' SEPTEMBER 7, 2021



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PHOTOGRAPH #1

DATE: SEPTEMBER 2, 2021



PHOTOGRAPH #2

DATE: SEPTEMBER 2, 2021



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PHOTOGRAPH #3

DATE: SEPTEMBER 2, 2021



PHOTOGRAPH #4

DATE: SEPTEMBER 2, 2021



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PHOTOGRAPH #5

DATE: SEPTEMBER 2, 2021



PHOTOGRAPH #6

DATE: SEPTEMBER 2, 2021



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PHOTOGRAPH #7

DATE: SEPTEMBER 2, 2021



PHOTOGRAPH #8

DATE: SEPTEMBER 2, 2021



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PHOTOGRAPH #9

DATE: SEPTEMBER 2, 2021



PHOTOGRAPH #10

DATE: SEPTEMBER 2, 2021



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PHOTOGRAPH #15

DATE: SEPTEMBER 2, 2021



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PHOTOGRAPH #11

DATE: SEPTEMBER 2, 2021



PHOTOGRAPH #12

DATE: SEPTEMBER 2, 2021



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PHOTOGRAPH #13

DATE: SEPTEMBER 2, 2021



PHOTOGRAPH #14

DATE: SEPTEMBER 2, 2021



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Mailing: PO Box 118, Milford, NH 03055

Phone: 603-673-1441 * Fax 603-673-1584

www.MeridianLandServices.com

September 29, 2021

Jason Cleghorn
Milford Town Planner
Town of Milford Planning Department
1 Union Square
Milford, NH 03055

Re: **Elite Hydraulic, LLC**
Change of Use – Site Plan Application
Tax Map 15 Lots 15-1

RMI #1 Response Letter

Mr. Cleghorn

Attached for review and approval, please find the following items as they relate to the above referenced project:

1. One (1) set of Landscaping Pictures;
2. One (1) Landscape Picture Exhibit;
3. Two (2) 22" x 34" sets of Construction Plans prepared by *Meridian Land Services, Inc.*;

In response to the comments received September 23, 2021 via email, please find the following responses to comments in order as received:

Planning

1. *What will be stored in the 8x12 shed?*

The storage shed will contain metal parts for common hydraulic cylinders.

Planning

1. *The Landscape Picture Location Exhibit refers to Shattuck Paving, please correct.*

The Landscape Picture Location Exhibit has been revised to refer to Elite Hydraulics.

2. *Provide a standard detail or elevation for the dumpster enclosure. Something beyond chain link fence will be required.*

Per our phone discussion, the dumpster will not have an enclosure around it. It will be obscured from public view by the fence along Elm Street having a screening fabric installed.



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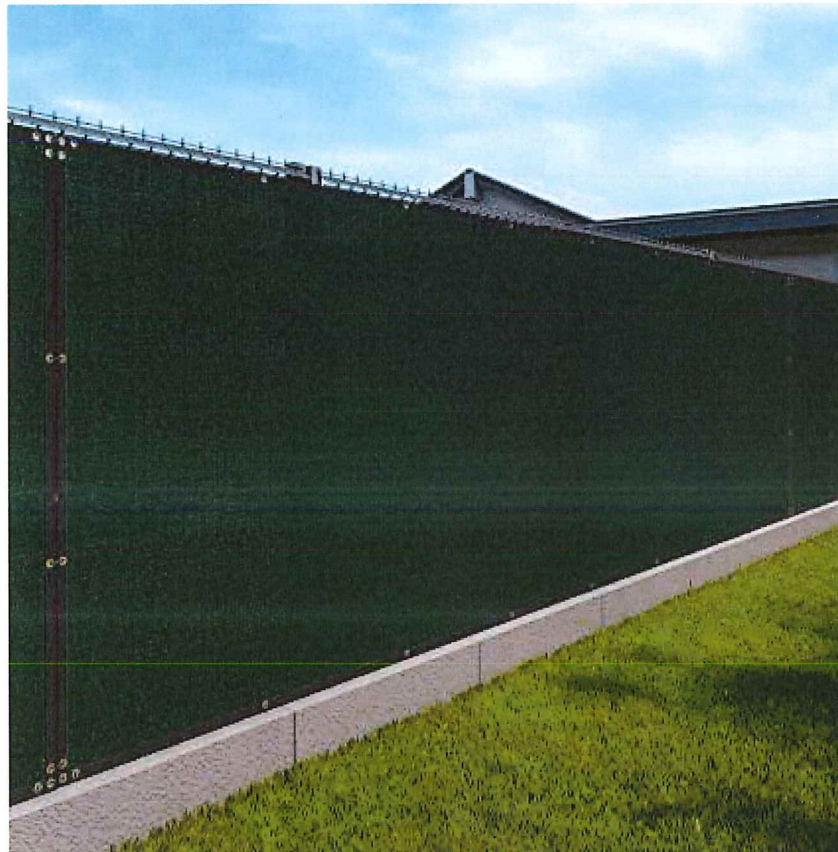
Elite hydraulics – Change of Use Site Plan
Project #05073.05

September 29, 2021

Page 2 of 3

3. *Provide a drawing or detail or a picture as an example of the fencing with the slats added per the application.*

See attached picture of example of fence screening.



Cons Com

1. *Shattuck Paving appears on Sheet 1 of 1 in the Planning Board Packet. Should this be “Elite Hydraulics”?*

The Landscape Picture Location Exhibit has been revised to refer to Elite Hydraulics.

2. *Is there an “As Built” Plan of the drainage system to support Bullet #1 of the Project Narrative? The existing drainage system was built in 2003. Drainage design has changed in the last 18 years and there may be better options available to upgrade the existing system.*



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Elite hydraulics – Change of Use Site Plan
Project #05073.05

September 29, 2021

Page 3 of 3

An as-built plan is not provided. There is no indication that the drainage system is not functions as previously designed. The site coverage is not being altered to impact the drainage of the property and will not require an upgrade to the system.

3. *This site is very close to Tucker Brook, a second order stream with a 50' protected buffer that discharges into the Souhegan River.*

Acknowledged. There is a 50' setback from the wetlands shown on the site plan. Additionally, all of the existing developed area is outside that setback. No improvements are proposed within the setback.

Abutter's Comments

1. *If approved, how much noise will the repair shop be emitting?*

The subject property is within the industrial zoning district and industrial uses are allowed by right. Reasonable industrial noise is to be expected from an industrial district. The uses within this district will be required to comply with town noise ordinances and hours of operation. The proposed use will likely not generate a noise level that is a nuisance. The majority of the work performed at Elite Hydraulics takes place within the building. The garage bays to the building face northwest away from the residential use across Westchester. Thus, if noise is generated from the use, it will be directed away from the residence. Additionally, the noise generated from Elm Street will likely be greater than the noise generated from Elite Hydraulics.

If there are any questions or concerns, please do not hesitate to contact Meridian Land Services, Inc.

Sincerely,

Samuel R. Foisie, P.E.

Project Manager

Meridian Land Services, Inc.

srfoisie@MeridianLandServices.com

(603) 673-1441

Project No.: 05073.05

Cc: Chris Tardiff with attachments