

Date: July 14, 2020
To: Planning Board
From: Kellie Walsh, Town Planner
Subject: **Odhner Holographics Inc. (owner) and Jefferson Odhner (applicant)** – Review for acceptance and consideration of final approval for a site plan amendment to add three food trucks to the site. The parcel is located at 589 Elm Street in the Integrated Commercial Industrial District. Tax Map 13, Lot 5.

BACKGROUND/PROPOSAL:

Map 13, Lot 5 is located at 589 Elm Street in the Integrated Commercial-Industrial District and West Elm Overlay District. The site was once the location of the DMV but is now partially vacant with the exception of Odhner Holographics located within one section of the existing building. The applicant is before the Planning Board seeking approval to add a total of three food trucks to the site. The site has an existing approval for one food truck (formerly Phil's BBQ).

APPLICATION STATUS:

The application is complete and ready to be accepted.

NOTICES:

Notices were sent to all property abutters on July 9, 2020.

WAIVERS:

No waivers have been requested.

ZONING:

The parcel is within the Integrated Commercial Industrial Zoning District. The intent of the Integrated Commercial-Industrial District is to provide an area for sales and service activities, both wholesale and retail, as well as industrial activities. This District is intended to be the area in which vehicular oriented business can occur.

The property also falls within the West Elm Street Gateway Overlay District. The requirements of the West Elm Overlay are not applicable given the size of the proposed structure(s) (Article VI, 6.07.4).

TRAFFIC AND ACCESS MANAGEMENT:

Access to the property would be from two existing curb cuts off of Elm Street.

PARKING:

The site has an existing parking lot with a total of 38 spaces.

The food truck is viewed as a restaurant use. The current parking calculations for restaurant uses are based on number of seats and/or number of employees. Given this is a food truck operation with no set number of seating, Staff recommends the Board discuss the parking requirements and evaluate if the existing parking is sufficient for the proposal.

LANDSCAPING:

The applicant is not proposing any additional landscaping on site.

DRAINAGE/STORMWATER MANAGEMENT

Minimal improvements are anticipated for the site, therefore no changes are being proposed to the existing drainage/stormwater management plan.

INTERDEPARTMENTAL REVIEWS:

Ambulance: No comments.

Assessing: No comments.

Building Department: No comments.

Code Enforcement/ Health: No comments.

Conservation Commission: No comments.

Fire Department: No comments.

Heritage Commission: No comments.

Police Department: No comments.

Public Works: No comments.

Water/Sewer Utilities: No comments.

Drainage/Stormwater: No comments.

Community Development / Planning:

1. Comment. How many employees will there be for each food truck?
2. Comment. What are the proposed hours of operation for the food trucks?
3. Staff recommends the proposed food truck locations be clearly marked on site to avoid potential creep into parking areas and to define the areas for future owners.
4. Comment. If the applicant leases out additional space within the existing building, additional review/approval will be required by staff and/or the Planning Board to assess parking, on site traffic etc.
5. The applicant submitted an addition to the proposal past the submittal deadline. The request is to add three baseball fields to the rear of the property. Staff will need to assess the additional use on the site prior to granting approval for this.

STAFF RECOMMENDATIONS:

The applicant should be prepared to address the comments raised by the Planning Board, Conservation Commission, Town Consultants, Staff, and public pertaining to the Site Plan. If the Board is satisfied with the information and responses from the applicant and finds the remaining concerns can be addressed with staff, staff would recommend a conditional approval.

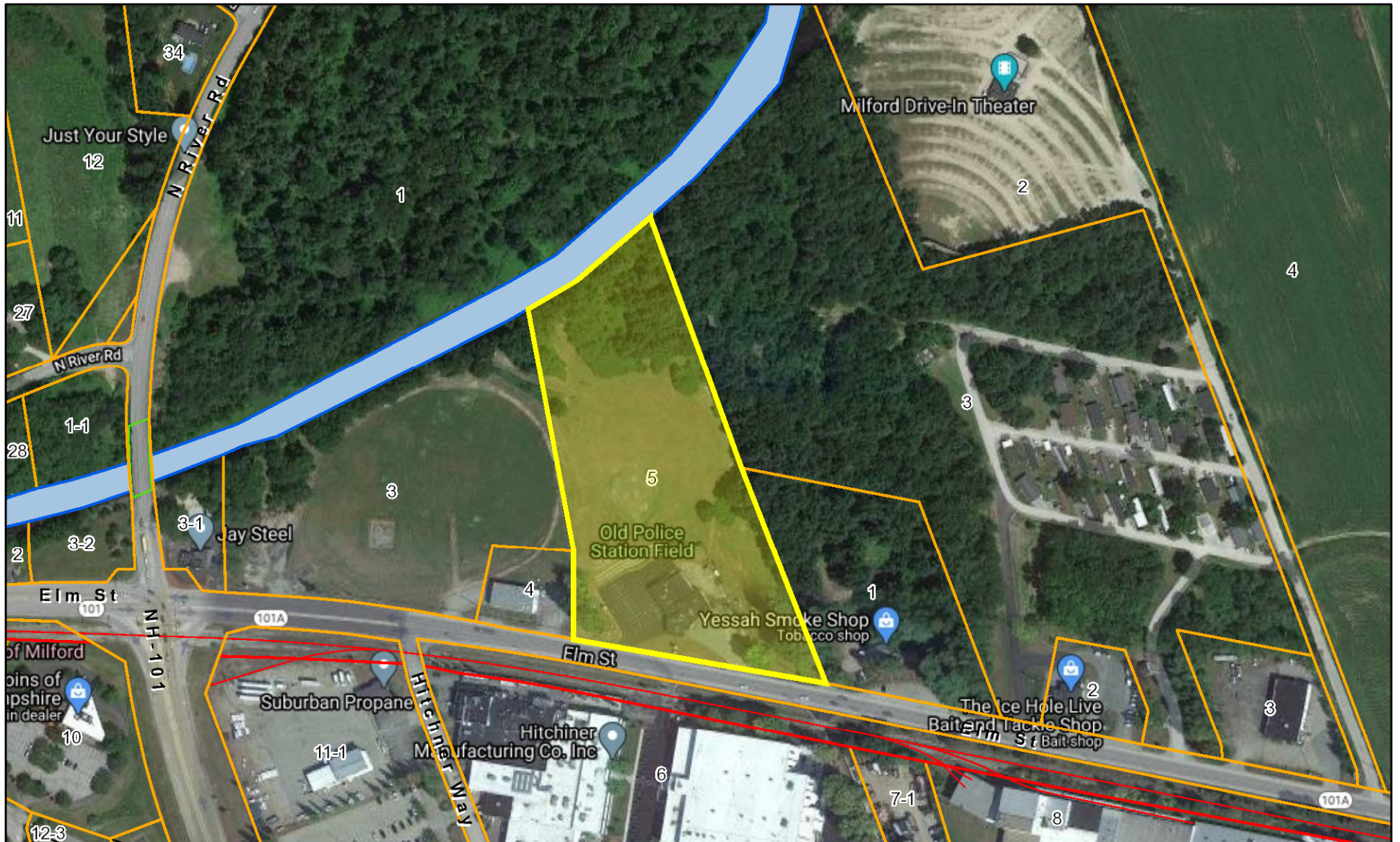


Milford, NH

1 inch = 300 Feet



July 17, 2020



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

NOTES:

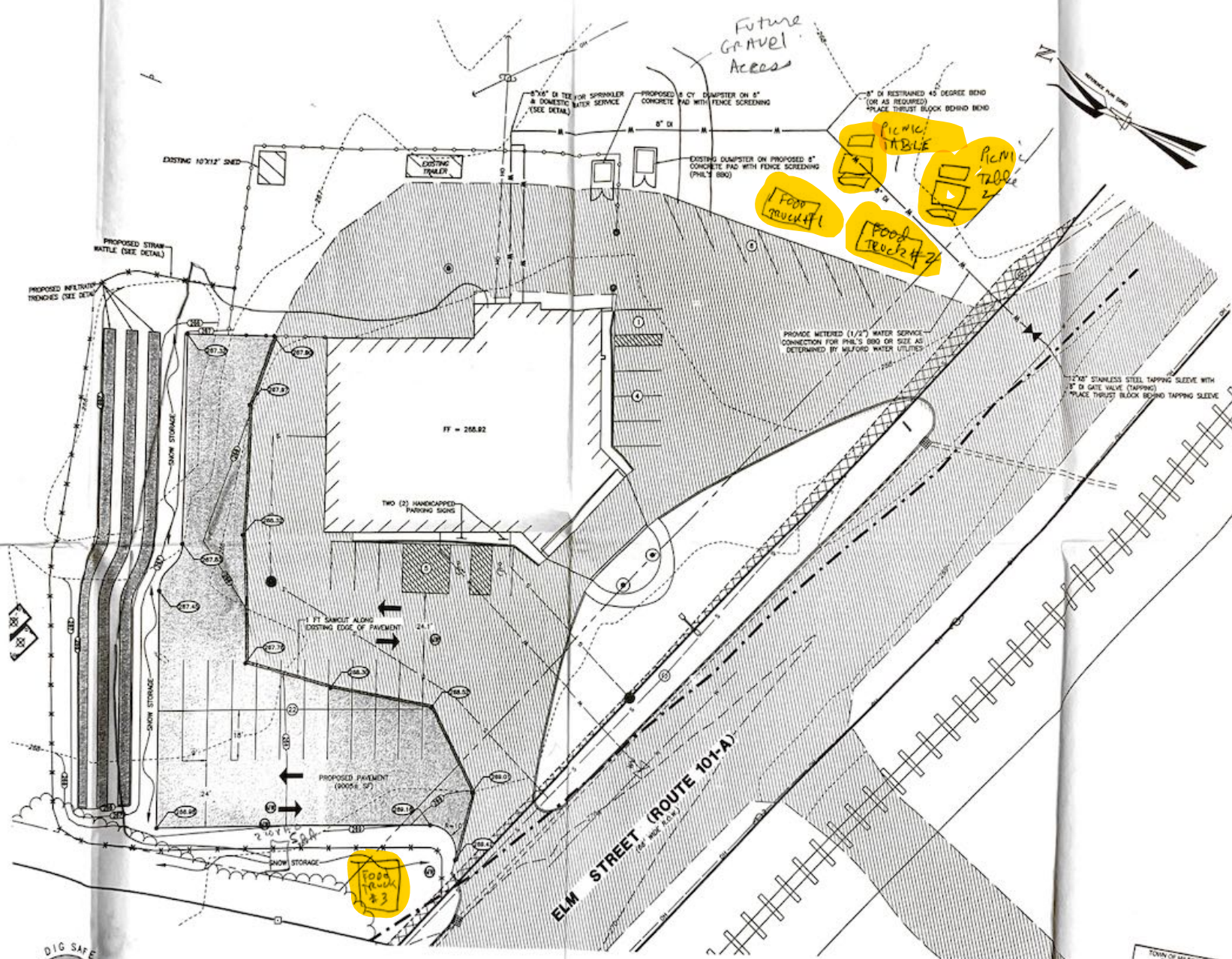
1. THE PURPOSE OF THIS PLAN IS TO DEPICT THE NECESSARY ADDITIONAL PARKING NECESSARY AND ASSOCIATED SITE IMPROVEMENTS FOR CONVERSION OF A POLICE STATION TO AN OFFICE BUILDING.
2. OLD MILFORD POLICE STATION IS CURRENTLY IN NOT IN USE. THE EXISTING BASEBALL FIELD ON SITE IS USED BY LOCAL RESIDENTS. SITE DRAINAGE IS CHARACTERIZED BY OVERTLAND AND SHALLOW CONCENTRATED FLOW IN A GENERAL NORTHERLY DIRECTION FROM ELM STREET.
3. WATER, SEWER, ROAD (INCLUDING PARKING LOT) AND DRAINAGE WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE TOWN OF MILFORD'S WATER UTILITIES DEPARTMENT AND PUBLIC WORKS DEPARTMENT STANDARDS.
4. **PARKING CALCULATION:**
REQUIRED:
 DMV: 2,500 SF X (3 SPACES/1,000 SF) = 7.5 SPACES
 MANUFACTURING/LIGHT INDUSTRIAL: 8,000 SF X (1 SPACE/800 SF) = 11 SPACES
 TOTAL SPACES REQUIRED = 18 SPACES
PROPOSED:
 DMV = 27 SPACES (INCLUDING 2 H.C.)
 MANUFACTURING/LIGHT INDUSTRIAL = 11 SPACES
 TOTAL SPACES PROPOSED = 38 SPACES
 *OWNER TO PROVIDE SIGNAGE INDICATING DAY PARKING AREA
5. **OPEN SPACE CALCULATION:**
 LOT AREA = 354,082 SF
 IMPERVIOUS AREA = 43,552 SF (11.8%)
 OPEN SPACE AREA = 310,530 SF (88.2%)
6. DISTURBED AREAS IN NON-PAVED AREAS SHALL RECEIVE 4" OF LOAM AND SEEDS. LOAM SHALL BE SCREENED TO 3/4" MINUS.
SPECIES RATE 1 (LBS./AC) RATE 2 (LBS./1,000 SF)
 TALL FESCUE 20 0.45
 CREEPING RED FESCUE 20 0.45
 BIRDSEED 2 0.05
7. EXISTING PAVEMENT TO BE CRACK SEALED, SPOT REPAIRED AND SEAL COATED BY OWNER.
8. CURRENT ON-SITE ENVIRONMENTAL REMEDIATION AND MONITORING ACTIVITIES ARE BEING PERFORMED BY NHDES AND EPA DUE TO THE ADJACENT SUPERFUND SITE.
9. ANY MONITORING WELL LOCATED IN THE PROPOSED EXPANDED PARKING AREA ARE TO BE BROUGHT TO FINISHED GRADE IN ACCORDANCE WITH NHDES AND EPA REQUIREMENTS.
10. A THIRD INFILTRATION TRENCH WAS NEEDED TO ACCOMMODATE FOR THE 25 YEAR STORM EVENT.
11. AS-BUILT PLANS SHALL BE DELIVERED TO THE BUILDING DEPARTMENT PRIOR TO CERTIFICATE OF OCCUPANCY BEING ISSUED.

LEGEND - EXISTING CONDITIONS:

- 100 YEAR FLOOD WINDUP BOUNDARY
- RIGHT-OF-WAY SIDE LINE
- PROPERTY LINE
- ABUTTING LOT LINE
- EXISTING EASEMENT LINE
- BUILDING SETBACK LINE
- EXISTING OVERHEAD UTILITIES
- EXISTING SEWER LINE
- EXISTING WATER LINE
- EXISTING GAS LINE
- EXISTING DRAINAGE LINE
- EXISTING FENCE
- EXISTING GRANITE CURB
- EXISTING ASPHALT CURB
- EXISTING TREE LINE
- 25' EXISTING 1 FT CONTOUR INTERVAL
- 13-5 EXISTING TAX MAP AND LOT NUMBER
- EXISTING BUILDING
- EXISTING BUILDING
- EXISTING SPORTS FIELD
- EXISTING PAVEMENT
- EXISTING UNDERGROUND ELECTRIC VAULT
- EXISTING TREES
- EXISTING MONITORING WELL
- EXISTING SEWER MANHOLE
- EXISTING OVERHEAD UTILITIES POLE
- EXISTING WATER HYDRANT
- EXISTING CATCH BASIN SQUARE
- EXISTING WATER VALVE
- EXISTING FLAG POLE
- EXISTING SIGN
- EXISTING LIGHT ON POLE
- EXISTING GRANITE BOUND
- EXISTING IRON PIN
- EXISTING POLE

LEGEND - PROPOSED CONDITIONS:

- PROPOSED 1 FT CONTOUR INTERVAL
- PROPOSED STRAIN WATTLE
- PROPOSED PAVEMENT
- PROPOSED INFILTRATION TRENCH
- PROPOSED SAWCUT
- PROPOSED SPOT GRADE
- PROPOSED SIGN



SOIL LEGEND:
 SWM3K SOIL TYPE NSQ
 S0 SURFLOOR LOAMY FINE SAND #
 PL POSTLAKIC FINE SANDY LOAM #
 NOTE: SHINGOON LOAMY FINE SAND IS THE DOMINANT SOIL TYPE ON SITE BEING EXCESSIVELY WELL DRAINED AND HAVING A WATER TABLE AT 36 TO 72 INCHES IN DEPTH.

John J. [Signature] 11/8/17
 DATE

TOWN OF MILFORD RECEIVED
 JUN 19 2020
 FILE NO. 241704-004

GRAPHIC SCALE
 IMPERIAL 1" = 20' (NPT)

MERIDIAN LAND SERVICES, INC.
 ENGINEERING | SURVEYING | PERMITTING
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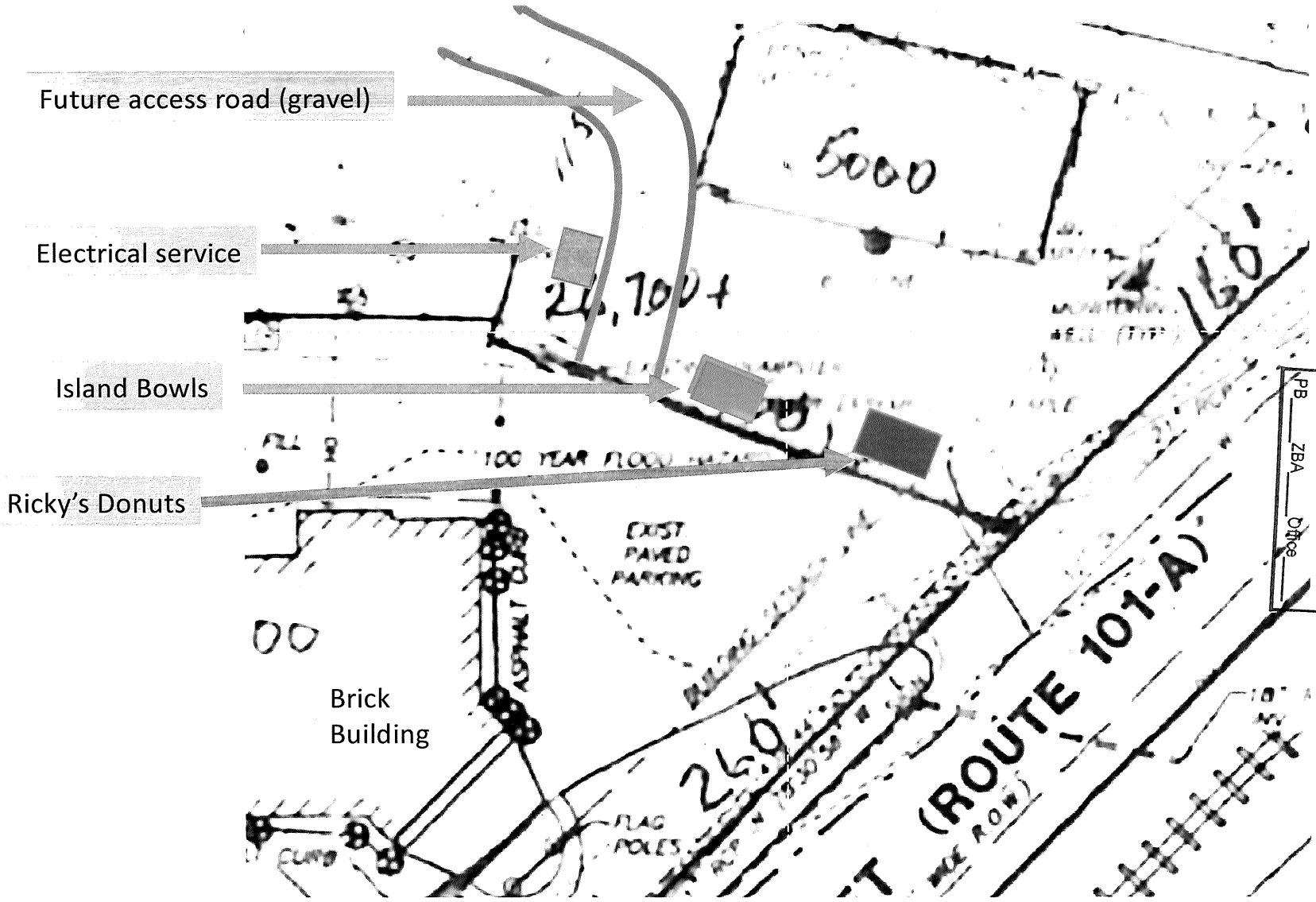
STATE OF NEW HAMPSHIRE
 REGISTERED PROFESSIONAL ENGINEER
 11617

NO.	DATE	BY	CHKD.	APP.	DESCRIPTION
1	11/8/17	JJ			PRELIMINARY
2	11/8/17	JJ			REVISED
3	11/8/17	JJ			REVISED
4	11/8/17	JJ			REVISED
5	11/8/17	JJ			REVISED
6	11/8/17	JJ			REVISED
7	11/8/17	JJ			REVISED
8	11/8/17	JJ			REVISED
9	11/8/17	JJ			REVISED
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13	11/8/17	JJ			REVISED
14	11/8/17	JJ			REVISED
15	11/8/17	JJ			REVISED
16	11/8/17	JJ			REVISED
17	11/8/17	JJ			REVISED
18	11/8/17	JJ			REVISED
19	11/8/17	JJ			REVISED
20	11/8/17	JJ			REVISED

SITE PLAN
 SOUTHERN NH TECHNOLOGY CENTER
 589 ELM STREET
 MAP 13 LOT 5
 MILFORD, NEW HAMPSHIRE

SCALE: 1" = 20'
 SEPTEMBER 11, 2017

SP-1
 SHEET
 FILE: 241704-004
 PROJECT: 241.04
 SHEET NO. 2 OF 3



PB
ZBA
Office

TOWN OF MILFORD
RECEIVED
JUN 19 2020

Jeffordhner
(603)673-8651

