

TOWN OF MILFORD, NEW HAMPSHIRE OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055 WWW.MILFORD.NH.GOV TEL: (603)249-0620

WEB:

STAFF MEMO

Date: June 8, 2021

To: Town of Milford Planning Board

From: Jason Cleghorn, Town Planner

Subject: SP2021-16 Zachary Clark Home Industry, 557 Route 13 South, Map 47, Lot 39.

Public Hearing for a major site plan and conditional use permit for a Home Industry for a heating and cooling business. The applicant seeks approval of a 1,750 s.f cold

storage building as part of the site plan review.

BACKGROUND:

The applicant is requesting approval of a major site plan for a 1,750 s.f. cold storage building filed under Section 7.12.7 of the Zoning Ordinance, Home Industry. The application was originally filed in December of 2020 but has been continued until now and has never appeared before the Planning Board. The Zoning Ordinance permits a home industry within the Residence R zoning district **if** the Planning Board issues a Conditional Use Permit with certain criteria being met.

LOT AREA:

1 acre

NOTICES:

Notices were sent to all property abutters on June 2, 2021. This application had previously noticed abutters back in January but given the passage of time involved, we re-noticed them.

ZONING DISTRICT/INFORMATION:

The subject property is within the Residence "R" Zoning District: The intent of the Residence "R" District is to provide for low-density residential and agricultural land uses, and other compatible land uses, that are sensitive to the rural character and environmental constraints existing in the district. A home based business is listed as an Acceptable Use provided that a CUP under Section 7.12.0 is granted by the Planning Board.

- 1. No more than six (6) people, including the resident(s), may be employed on the premises.
- 2. The Home Industry may be conducted in part outdoors, but all such activities, equipment, and storage shall be permanently screened from the view of abutters and from public ways by buffers such as year round vegetation, fences, and/or topography.
- 3. No more than one quarter (25%) of the lot area, exclusive of areas covered by buildings, shall be used for the Home Industry, including outdoor storage or parking.
- 4. The Planning Board must determine that access to the premises by all vehicles that are anticipated to commonly serve the use will do so without adversely affecting safety in the vicinity, whether those vehicles are based on the premises or elsewhere.
- 5. Commercial vehicles may be permitted provided that the vehicles do not adversely affect the character of the neighborhood, as determined by the Planning Board.
- 6. Hours of Operation- A Home Industry shall be conducted in a way to minimize the external effects (such as but not limited to noise, odors, traffic) on abutting properties. The hours of operation shall be determined through the site plan review process.
- 7. Hazardous Substances The use shall not involve the storage or use of hazardous, flammable or explosive substances, other than types and amounts commonly found in a dwelling. The use shall not involve the use or storage of toxic substances.

EXISTING CONDITIONS:

Map 47 Lot 39 is a one-acre mostly wooded lot with a small single family residence on it. The parcel is directly abutted by vacant wooded property to the north, an existing automotive related business to the west, and residential uses to the east and south.

LANDSCAPING:

The applicant has offered four (4) arborvitae and two (2) small shrubs for buffering of the home industry and the screening of the dumpster. Town staff after having made a site visit believes that given the residential proximity to Map 47 Lot 43, that this amount of buffering does not sufficiently screen or buffer the use. Staff recommends that the buffering extend all the way from where it is being proposed to the western boundary in an unbroken row of plantings or fencing. The adjacent neighbor (who has formally objected to the application and is attached in the packet) is less than eighty (80) feet from their residence to the corner of the building and less than that to where the businesses' vehicles will be parked.

PARKING:

Two parking spaces are required and three have been provided.

INTERDEPARTMENTAL REVIEWS:

Planning Department/Conservation Commission:

Comments and recommendations provide an overview of areas needed to be addressed at the Public Hearing or shown as part of the application. The applicant's responses are in bold and red.

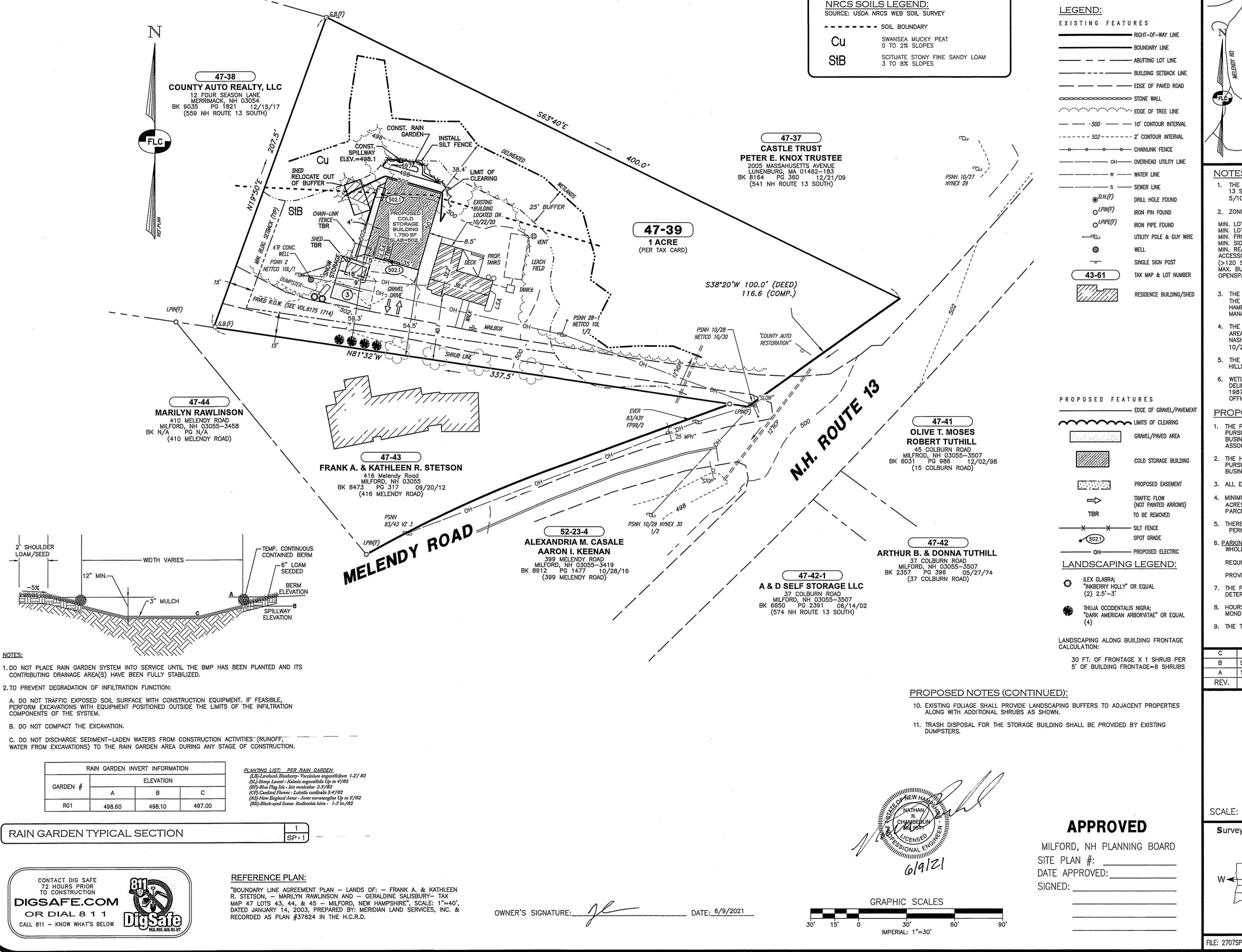
- 1. Proposed Note #6 still corresponds to the original building size and needs revision.
- 2. The Conservation Commission was concerned with the location of the raingarden. Is it in the wetland buffer? Was it located where it is being proposed because of stormwater flow, or was that location just chosen? If the former, that makes sense but it shouldn't be in the buffer area, if it's the latter it should be moved away from the buffer. (The location of the rain garden has been moved out of the buffer)
- 3. Staff made a site visit today to ascertain the impact on the neighborhood. The adjacent single family residence is only 80 feet from the corner of the proposed building, and less distance than that to what will be the parking area for the employees. While it is understood that there has to be an access area for vehicles to pull in and park, Staff believes that the buffering as proposed does not do enough to sufficiently buffer this site from the adjacent uses. The buffering should extend all the way to the western boundary. The ordinance permits the Planning Board to exceed the minimum requirements of the ordinance in order to protect the public and to ensure harmony, etc. (Additional buffering can be added if the Planning Board determines so.)
- 4. The neighbors have expressed to me concerns about the site currently storing junk. Visually today, I saw what they are referring to. Please ask the applicant to get the site cleaned up in general in preparation of this were this to be approved. They are concerned if the site is as it is now, what it will be now that an actual business is located here. (The proposed cold storage building will help solve this concern)
- 5. Staff has general concerns that this is simply not compatible with the general vicinity and that a building that is almost twice as large as the existing single family residence's footprint is not in keeping with the massing and scale for what should be permitted under a Home Industry in a Residence R established mostly single family neighborhood. Staff acknowledges that there is an adjacent business, but it is located much further away from the existing residences (~225 feet). This operation will have a much greater impact on the immediate neighbors. The site plan as proposed does not sufficiently minimize this impact through buffering and screening in the opinion of Staff. (To be discussed at the Planning Board meeting)

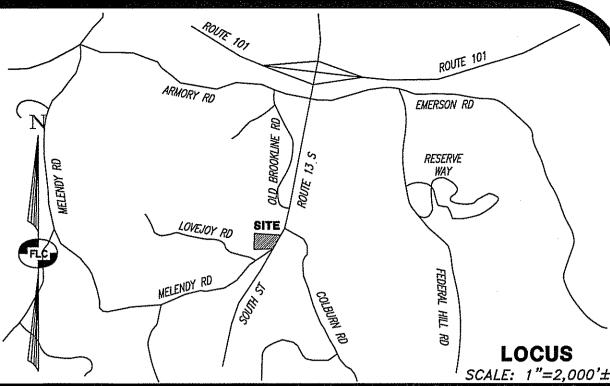
STAFF RECOMMENDATIONS:

The applicant should be prepared to address all of the comments raised by the Planning Board, Conservation Commission, Town Consultants, Staff, and public pertaining to the Site Plan Final Design and revise the plans/information accordingly. Barring any/all input and recommendations from the Board, Staff recommends at a minimum the following conditions:

1. The Applicant shall submit any/all revised plans, reports, and associated information referenced in the Staff

- memo dated June 8, 2021 to the Community Development Office for review and approval by the Town and its agents.
- 2. Staff recommends at a minimum greatly increased screening and buffering, reduction in the hours of operation and a general cleanup of the property along the boundary with the adjacent neighbor.
- 3. A positive finding regarding the overall Conditional Use Permit Criteria as well as each of the seven Home Industry Criteria.





- 1. THE OWNER OF RECORD FOR TAX MAP LOT 47-39 IS ZACHARY J. CLARK 557 ROUTE 13 SOUTH, MILFORD, NH 03055. DEED REFERENCE TO LOT IS BK.8970 PG.100, DATED 5/10/17 IN THE H.C.R.D.
- 2. ZONING FOR THE PARCEL IS THE RESIDENCE "R". MINIMUM REQUIREMENTS ARE:

2 ACRES OR 87,120 SQ.FT FOR A SINGLE FAMILY DWELLING 200 FT FOR A SINGLE FAMILY DWELLING MIN. LOT FRONTAGE MIN. FRONT SETBACK MIN. SIDE SETBACK MIN. REAR SETRACK ACCESSORY STRUCTURES SETBACK 6 FT (>120 SQ.FT. STRUCTURES) MAX. BUILDING HEIGHT OPENSPACE FOR EACH LOT

- 3. THE SUBJECT PARCEL IS NOT LOCATED IN A FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), HILLSBOROUGH COUNTY, TOWN OF MILFORD, NEW HAMPSHIRE, COMMUNITY NO. 330096, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBER: 33011C0470D, DATED: SEPTEMBER 25, 2009.
- 4. THE SITE LIES WITHIN THE GROUNDWATER PROTECTION DISTRICT ON A LEVEL I PROTECTION AREA PER THE "GROUNDWATER PROTECTION AREA: MILFORD, NH" MAP PREPARED BY NASHUA REGIONAL PLANNING COMMISSION TO THE TOWN OF MILFORD, NH, DATED
- 5. THE SITE IS SUBJECT TO A RIGH-OF-WAY DESCRIBED AT BOOK 6175 PAGE 1714 IN THE HILLSBOROUGH COUNTY REGISTRY OF DEEDS.
- 6. WETLAND LOCATIONS SHOWN ARE PER A FIELD SURVEY BY THIS OFFICE. FIELD WETLAND DELINEATION WAS PERFORMED IN ACCORDANCE WITH THE US ARMY CORPS OF ENGINEERS 1987 WETLANDS DELINEATION MANUAL Y-87-1 BY KENNETH ROBINSON, C.W.S. OF THIS OFFICE IN NOVEMBER, 2020.

PROPOSED NOTES:

- THE PURPOSE OF THIS PLAN IS TO DEPICT A HOME BASED BUSINESS (HOME INDUSTRY) PURSUANT TO MILFORD ZONING ORDINANCE, ARTICLE VII, SECTION 7.12 HOME BASED BUSINESS AND THE CONSTRUCTION OF A 1,750 SF PROPOSED COLD STORAGE BUILDING AND ASSOCIATED SITE IMPROVEMENTS ON EXISTING TAX MAP LOT 47-39.
- THE HOME INDUSTRY USE IS SUBJECT TO THE ISSUANCE OF A CONDITIONAL USE PERMIT PURSUANT TO MILFORD ZONING ORDINANCE, ARTICLE VII, SECTION 7.12 HOME BASED BUSINESS WHICH WAS APPROVED BY THE PLANNING BOARD ON _____,2021.
- 3. ALL EXTERIOR LIGHTING SHALL BE DOWNCAST PER THE MILFORD DEVELOPMENT REGULATIONS.
- 4. MINIMUM "OPEN SPACE" AREA REQUIRES 30% OF TOTAL LOT AREA (13,068 S.F. OR 0.30 ACRES). THIS STE PLAN PROVIDES 33,991 S.F. (0.780 ACRES) OR 78% OF THE TOTAL PARCEL AS OPEN SPACE.
- 5. THERE IS NO PROPOSED PROJECT SIGNAGE AT THIS TIME. FUTURE SIGNAGE WILL REQUIRE PERMITTING PRIOR TO INSTALLATION.
- 6. <u>PARKING CALCULATION</u>
 WHOLESALE, STORAGE AND WAREHOUSE = 1 PARKING SPACE PER 1,000 SF

REQUIRED = 1,260 SF / 1,000 SF = 1.26 SPACES = 2 SPACESPROVIDED = 3 SPACES

- 7. THE PROPOSED BUILDING IS SUBJECT TO POLICE IMPACT FEES WHICH ARE TO BE DETERMINED AT THE TIME OF BUILDING PERMIT APPLICATION.
- 8. HOURS OF OPERATION FOR THE PROPOSED FACILITY SHALL BE 7:00 AM TO 5:00 PM MONDAY THROUGH FRIDAY.
- 9. THE TOTAL AREA OF DISTURBANCE IS 3,700± SF.

C	6/9/21	REVISED RAIN GARDEN		CLR	NRC
В	5/14/21	REVISE BUILDING FOOTPRINT		CLR	NRC
Α	1/18/21	REVISIONS PER PLANNING STAFF REVIEW		CLR	NRC
REV.	DATE	DESCRIPTION	C/O	DR	CK

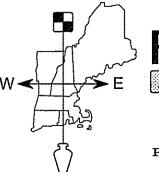
SITE PLAN TAX MAP 47 LOT 39 (557 ROUTE 13 SOUTH) MILFORD, NEW HAMPSHIRE

PREPARED FOR AND LAND OF **ZACHARY CLARK** 577 ROUTE 13 SOUTH, MILFORD, NH 03055

SCALE: 1'' = 30'

DECEMBER 18, 2020

Surveying Φ Engineering Φ Land Planning Φ Permitting Φ Septic Designs



FIELDSTONE LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 Phone: (603) 672-5456 Fax: (603) 413-5456 www.FieldstoneLandConsultants.com

PROJ. NO. 2707.00 SHEET: SP-1

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FOR CONDITIONAL USE PERMIT APPLICATIONS ONLY

Before the Planning Board considers the approval of an application for a Conditional Use Permit, the applicant shall prove to the satisfaction of the Planning Board that all the following conditions have been met:

A.	Is the property in conformance with the dimensional requirements of the zone or has it been determined to be legally non-conforming? The lot is a pre-existing non-conforming lot.					
В.	Is the proposed use consistent with the Milford Master Plan? ☐ Yes ☐ No					
C.	Does the proposal meet the requirements of the ordinance under which the application is proposed? Yes, a home industry is permitted in the Residence "R" zone with the issuance of a conditional use permit. The project will meet all the requirements in section 7.12.7 of the Zoning Ordinance.					
D.	Does the applicant agree there will be no significant adverse impacts resulting from the proposed use upon the public health, safety and general welfare of the neighborhood and the Town of Milford? If no, please explain. The project is set far off Route 13 south and will not be visible from the road. It is accessed by private shared drive and will not negatively impact the health, safety, or general welfare of the public property in the road.					
Е.	Does the applicant agree the proposed use will not be more objectionable to nearby properties by reason of noise, fumes, vibration or inappropriate lighting than any use of the property permitted under the existing zoning district ordinances? If no, please explain. X Yes					
F.	Does the applicant agree the proposed use will not adversely affect the areas of the Groundwater Protection District as defined in Section 6.010 of the Zoning Ordinance? If no, please explain. This project will not adversely affect the areas of the Groundwater Protection District. The area of disturbance is only 3,700± sf and set 33'+ away from wetlands where only a 25' buffer is required.					

TOWN OF MILFORD RECEIVED

MAY 17 2021

PB ZBA Office

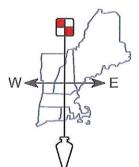


Conditional Use Permit

We are applying for a Home Industry based business. The use of the building proposed will be primarily used for the storage of heating and cooling equipment, including work vehicle. We are a residential installation and service company that conducts remotely. Business consists of 2 employees and 2 owners, none of which work on location. We plan to have up to 3 company vehicles on location at one time. Business hours are 7am-5pm Mon-Fri. Delivery's would be up to 3 per week during business hours. We do not plan on doing signage, however would like to be permitted up to 4sqft of signage for possible future.

Best Regards,

Zachary Clark, Owner



FIELDSTONE

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456 www.FieldstoneLandConsultants.com

CONDITIONAL USE PERMIT

CONDITIONAL USE PERMIT – HOME INDUSTRY
SECTION 7.12.7, RESIDENTIAL
Tax Map Parcel 47-39
557 Route 13 South

June 9, 2021

Prepared For: Zachary Clark

A Conditional Use Permit is requested from the Milford Zoning Ordinance, Section 7.12.7 Home Industry.

Home Industries are permitted in Residential-R districts once a Conditional Use Permit has been issued by the Planning Board under the following criteria:

1. No more than (6) people, including resident(s), may be employed on the premises.

Currently the number of employees is two. The number of employees and residents will not exceed the allowable six people.

2. The home Industry may be conducted in part outdoors, but all such activities, equipment, and storage shall be permanently screened from view of abutters and from public ways by buffers such as year-round vegetation, fences, and/or topography.

The proposed cold storage building will provide adequate storage for the equipment and materials used for the business on a daily basis. Proposed landscaping, as shown on the plan, will also provide additional screening to the abutters.

3. <u>No more than one quarter (25%) of the lot area, exclusive of areas covered by buildings, shall be used for the Home Industry, including outdoor storage or parking.</u>

The proposed cold storage, parking and improvements to the property, and existing structures are approximately twelve percent (12%) of the total lot area.

4. The Planning Board must determine that access to the premises by all vehicles that are anticipated to commonly serve the use will do so without adversely affecting safety in the vicinity, whether those vehicles are based on the premises or elsewhere.

The proposed cold storage building will be located approximately 280' off Route 13 using a



Zachary Clark Conditional Use Permit Tax Map Parcel 47-39

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existing shared driveway. The existing driveway currently is serviced by an adjacent business to the west.

- 5. <u>Commercial vehicles may be permitted provided that the vehicles do not adversely affect the character of the neighborhood, as determined by the Planning Board.</u>
- 6. Hours of Operation -A Home Industry shall be conducted in a way to minimize the external effects (such as but not limited to noise, odors, traffic) on abutting properties. The hours of operation shall be determined through the site plan review process.

The proposed hours of operation are Monday through Friday 7am to 5pm.

7. <u>Hazardous Substances – The use shall not involve the storage or use of hazardous, flammable or explosive substances, other than types and amounts commonly found in a dwelling. The use shall not involve the use or storage of toxic substances.</u>

The proposed cold storage building will not store hazardous, flammable or explosive substances, other than types and amounts commonly used. The building will not be used for the storage of toxic substances.

This information was prepared by: Fieldstone Land Consultants, PLLC

Carl D. Foley Project Manager

For Zachary Clark

From: FRANK STETSON
To: Lincoln Daley

Subject: January 19 Planning Board meeting agenda. e. Zachary Clark.

Date: Friday, January 15, 2021 2:02:48 PM

Attachments: DSCN5461.JPG

DSCN5462.JPG

Hi Lincoln.

We met briefly this past Monday. I am the neighbor, Frank Stetson, at 416 Melendy Rd. and Zachary Clark's "home industry" is immediately behind my home.

I ask if you would share this email with the board members and make it a permanent record in the minutes.

First, we have lived at this address for 8 years. When we bought the property the neighbor behind us was very residential in nature. The property was sold twice and the current owner, Zachary, started a heating and air conditioning business several years ago. His business did well but it changed the character of his property. Mounds of scrap metal, old heating and AC equipment, started to pile up. They would remain for months until taken away. Several big dumpsters for general trash and cardboard, sometimes overflowing, were there. The trash removal folks arrive about 8 am to dump them making lots of noise. Delivery box trucks arrived early in the morning to deliver new equipment.

This use defiantly changed the character of the neighborhood. We thought Zachary would grow out of the location and move his business to a more appropriate area, but no. Our kitchen window overlooks this mess. It appears barrels and other containers of some liquid are stored there. Everyone in this neighborhood depends on a well for water.

The business further up the private driveway, blue building, is out of sight and makes little or no noise and had been there for decades.

If you decide to allow this "home industry" we request:

- a. A visual barrier so our kitchen window is shielded from the dumpsters and any outside storage.
- b. The dumpster pick up is limited to after 10am.
- c. Any business liquids be stored in such a way they could not ever enter the ground. This would include scrap AC liquids.

Attached are 2 photos that depict conditions today. The silver metal on the right of the second picture is our bird feeder.

Thank you for your time and consideration.

Sincerely.

Frank and Kathleen Stetson



