



TOWN OF MILFORD, NH  
OFFICE OF COMMUNITY DEVELOPMENT

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## **STAFF MEMORANDUM**

**Date:** March 16, 2023

**To:** Planning Board

**From:** Terrence Dolan, Community Development Director

**Subject:** **Conceptual Design Review Hearing Overview: Application for Major Site Plan Review SP2023-02, and Minor Sub Division Review (SD2023-01), "The Q @ Milford" - 216 Garden Style Apartments**

## **BACKGROUND/PROPOSAL:**

**The Q @ Milford** is being proposed as 216 rental apartment units contained within a total of six (6) buildings of three living floors. Buildings "B", "C", "D" & "E" are designed to be three living floors over parking; while Buildings "F" & "G" shall be three living floors above grade, with exterior ground level parking. A community clubhouse facility (Building "A") is proposed, as well.

The project is to be located on a portion of a larger parcel roughly equaling 56 total acres of land, along a future extension of the existing Stoneyard Drive, (via Nathaniel Drive), coming in from South Street, (Rt. 13). Historically, the site area served as a portion of lands that operated as a long-operating granite quarry.

Although the provided project plan set far exceeds the requirements for this *initial* review, (with highly detailed engineering plan sheets and architectural renderings), the purpose of this initial Planning Board project review is to provide for the opportunity of a **Conceptual Design Review (Milford Development Regulations, Section 4.02)**, and shall only be considered as an exchange of comments and ideas by the Planning Board with the applicant, and receipt of both town staff and general public input.

## **APPLICATION STATUS:**

The application is complete and ready to be accepted, although Section 4.02 of the Milford Development Regulations (*Conceptual Design Review Guidance*) do not require Planning Board Formal Acceptance.

## **NOTICES:**

Notices were originally sent to all property abutters in a timely manner, yet were not sent via the routine "certified mail" due to this initial **Conceptual Design Review Meeting** not requiring the

certification of notifications.

### **WAIVER REQUESTS:**

No waiver requests have been submitted.

### **LAND USE APPROVALS**

To date, as summarized the Town of Milford Zoning Board of Adjustment (ZBA) heard proposals for two Special Exceptions on July 7, 2022.

**Special Exception #1:** With a proposal to utilize the historic quarry operation trail network to the greatest degree possible for internal driveway access, there was still a request to impact 6,676 sq feet of onsite wetlands (.15 acre), and a request to impact 21,669 sq. feet of various onsite wetland buffers (.50 acre). Both requests are needed due to the proposed internal driveway access to all building pad areas.

**Special Exception #2:** Allow for Buildings labeled as *Buildings B, C, D, and E* with a maximum height of 56 feet, where 40 feet is permitted in the Commercial 'C' Zoning District for the property located at Tax Map 43, Lot 69. This decision is based on the following conditions:

1. The two (2) multifamily residential buildings as shown on the referenced plan labeled as Buildings "F" and "G" in the Limited Commercial-Business District 'LCB' Zoning District will not exceed the permitted maximum height of 35 feet.
2. A vegetated screened buffer will be placed along the property boundaries for the parcels located at 115 and 91 Ponemah Hill Road.

### **EXISTING USE/CONDITIONS:**

Property remains vacant. The overall site is primarily forested and contains remnants of the referenced granite quarry that historically utilized the site.

### **ZONING DISTRICT/INFORMATION:**

The overall site is partially zoned "C" - Commercial, and partially zoned "LCB" (Limited Commercial-Business). The two northerly most proposed buildings ("F" & "G") are within the "LCB" Zoning District; while the remainder, more southerly proposed buildings (Bldgs. "B", "C", "D" & "E") are contained within the "C" Zoning District.

### **STAFF COMMENTS:**

**Note:** The following Departmental Staff Comments are not all inclusive; and all Dept. Memos have been provided to the applicant at this time, in their entirety. Any other requirements in order to remain consistent with current Town/State Regulations or

**Codes (not specifically described in this Memorandum) shall be discussed between the applicant and the specific Town Department prior to the filing of any required building permit applications.**

1. **General:** The State of New Hampshire's Dept. of Environmental Services (DES) AoT (*Alteration of Terrain*) Permit Application materials have been submitted by the applicant (Feb. 16, 2023) and have been confirmed as received by DES. The DES Staff Review is presently ongoing.

**2. Fire Department:**

- Direct Ponemah Hill Road access is to be designated only for Emergency Vehicular Usage until some undetermined point in the future. Gate security shall need to be addressed with the Department, as to means and equipment to access and maintain "*Emergency Vehicular Access Only*" Status, prior to construction. Appropriate Fire Dept signage shall be established at the future access point at Ponemah Hill Rod to aid in avoiding road blockages at this access security gate.
- Fire Protection Water Supply Specifications for all buildings, and methods and types of State-required fire protection apparatus shall be approved by the Fire Department prior to any building permit submission to the Town.

**3. Department of Public Works:**

- Due to the anticipated nature of residents (families, including school-aged children) the Applicant should be required to provide sidewalks both internal to the development, and the applicant should work with the Town to establish a sidewalk network system along the easterly side of South Street (Route 13) towards the downtown area.

**4. Water Utilities Department:**

- An Engineering Study needs to be performed on the flow capacity of the sewer lines from the project location (Map 43, Block 69) to the Emerson Road pump station, then this study needs to be peer reviewed by an engineer of the town's choice. (All costs will be incurred by the property owner)
- An engineering study needs to be performed on the capacity of the Emerson Road Lift Station, then this study needs to be peer reviewed by an engineer of the town's choice. (All costs will be incurred by the property owner). Both the sewer lines and pump station must also include the additional flow from the commercial project that is proposed on the adjacent property.
- If the sewer lines or pump station needs to be improved to handle the additional flow, the costs to improve such items, will be the sole responsibility of the property owner.
- The water line that runs through the property must be a minimum of 12 inches, and connect from Ponemah Hill Road to Nathaniel Drive.
- Additional department comments regarding anticipated demand onto the Town's existing system shall be further examined by staff, and any needed

offsite improvements (to maintain current levels of service) will need to be assessed in regard to needed contributions by the applicant.

**5. Ambulance Department:**

- Construction road needs to be maintained for emergency vehicle access – hard packed, ruts/pot holes filled in a timely manner
- Building construction sequence?
- Buildings B & D are only buildings with under-building garage?
- Building sites need to be marked with large signage during construction
- Buildings should be individually numbered with unobstructed signage placed at a height not to exceed 10-feet that displays building identification and apartment numbers with a sufficiently large enough font and illuminated for easy recognition.
- Install signs at building entrances with building numbers identifying the buildings in said sections.

**Ambulance and Patient Movement Requirements**

- (Parking Area) Turn-around spacing for 24-foot ambulance length
- Travel lane width in parking lot minimum width of 168-inches (14-feet)
- Building Elevator Car width minimum of 80-inches to accommodate a stretcher in horizontal position
- Building and Apartment entrance door width a minimum of 36-inches to accommodate stretcher passage through door.
- Stairwell platform minimum of 60-inches to allow stair-chair movement.

**6. Police Department:**

- If project is to add sidewalks along Nathaniel Drive, then a connection to South Street (Route 13) should be constructed.
- When the Ponemah Hill Road Access is formally opened to all traffic, there needs to be a Ponemah Hill Roadway Improvement Plan in place, including the installation of a traffic light at Ponemah Hill Road and Nashua Street.

**7. Heritage Commission:**

- The Town of Milford Heritage Commission possesses much material in regards to the historical granite quarry (known as “Young’s Quarry”) that once existed on this site. By 1900, the quarry depth exceeded 66 feet. Many cemetery monuments around the country came from this former quarry. As well, many of the cut blocks weighed 100 tons and contained pure white quartz throughout it. “The Church of Our Savior” (Amherst Street, Milford) was built from granite originating from this quarry.

- The Heritage Commission feels it would be of great benefit to the town to encourage the developer of “The Q @ Milford” to utilize some of the site’s history in the naming of streets, pathways, buildings, etc. as a way to retain some of the historical and cultural facts of the Milford Community.

### **STAFF RECOMMENDATIONS:**

Upon conclusion of the Conceptual Design Review, the Planning Board should provide the applicant (and staff) with any additional concerns or general comments to address outstanding issues in order to prepare the Final Major Site Plan and Minor Sub Division application documents.