



Town of Hollis

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April 10, 2020

Jason Hill, P.E.
TF Moran
48 Constitution Drive
Bedford, NH 03110

RE: PB 2020-001: 82 Runnells Bridge Road Mixed Use Development – 1st Planning Review

Dear Mr. Hill:

Please find below Planning Department comments and recommendations for the Proposed Site Development Plans provided by TF Moran for the 82 Runnells Bridge Road Mixed Use Development, revision date March 3, 2020 and stamped received March 5, 2020. Engineering and traffic comments will be supplied as a separate letter.

Rural Character Preservation - Landscaping

1. Per Section XV, F.1.c of the Rural Character Ordinance, a landscape management plan is required.
2. Sheet PP-1 of the approved Subdivision Plan set, prepared by Fieldstone Land Consultants and signed by the Planning Board Chair on October 1, 2019 depict a row of Eastern White Pines between the common access drive and the eastern property line. These 26, 5'-6' tall pines must be incorporated into the Landscape Plan and installed 15' off center.
3. Section V.4(c) of the Hollis Site Plan Regulations requires that parking areas shall be screened from all views off site using land forms, vegetation, and/or fences. The proposed landscaping along the north, east with the addition of landscape noted above, and west property lines is insufficient to screen the site from view. Please increase the density of plantings by using a variety of native species of differing heights and widths.
4. Section XV(F)1(c) of the Hollis Zoning Ordinance requires that if existing vegetation is insufficient to provide adequate buffering or screening, the existing vegetation must be supplemented with compatible and/or native species. Considering the potential for vehicle headlights to cause nuisance to the abutters to the east and west, additional landscaping must be installed to supplement the existing vegetative buffer along these property lines.
5. Topography should be added to the landscape plan.

6. All landscaping shall be bonded over a three year period.

Signage

7. Section XIV(Q)1(c) of the Hollis Zoning Ordinance allows for one sign, not to exceed 32 SF, per entrance from a public road for a group of 2 or more businesses.
 - a. The proposed freestanding pole sign submitted as a cut-sheet and designed for the gas station use does not provide space for the additional business uses on the site.
 - b. Another freestanding pole sign is proposed for the coffee shop use on Details Sheet C-26, prepared by TF Moran with a revision date of March 3, 2020. This freestanding pole sign does not provide space for the additional businesses on the site and exceeds the height requirement per Section XIV(H)7 of the Hollis Zoning Ordinance and the square footage requirements of Section XIV(Q)1(c) of the Hollis Zoning Ordinance.

Please remove both proposed freestanding pole signs from the application and see the following recommendation.

8. In order to minimize the urban feel of the proposed development, Planning staff is recommending that a freestanding monument sign be used as a multi-tenant plaza sign for all proposed business uses in the site. The freestanding sign should be constructed in a manner that matches the façade of the proposed convenience store/coffee shop, such as incorporating matching stone veneer on the base of the sign and the proposed convenience store/coffee shop.
9. Section XIV(I)2 of the Hollis Zoning Ordinance allows for directional signs to be exempt from the Sign Code provided that they do not exceed 3 SF, 4' in height, and contain no advertising. The proposed directional signs are considered to be providing advertising since they contain the "DD" logo. The proposed directional signs also exceed the square footage and height limits. In order to maintain the exemption, please remove the logo and change the specifications of the directional signs.

Lighting

The following issues were identified on Sheet C-15 prepared by Charron Lighting with a revision date of March 3, 2020 and must be addressed:

10. The lighting plan is very confusing. The luminaire schedule symbols are too small, similar in design, and inconsistent to discern. Please revise the sheet and use the label codes for each proposed lighting fixture and ensure they are legible. In addition, the lighting fixture cut sheets on the right side of the page are not keyed to the drawing.
11. The proposed light pole located along the western property line has direct illumination spill across the property line and shows a reading of .3 and .1 foot candles at the property line. Please adjust the location of this light pole to remove the spill over. Is this light necessary given that the proposed wall mounts appear to provide enough lighting in the rear of the building.

12. The proposed light fixtures labeled WM3, along the western wall of the dry good retail building illuminate towards the single family residence to the west. Please reduce either the intensity or quantity of fixtures in order to reduce the nuisance on the abutting property.
13. Please provide detailed cut sheets showing that the McGraw – Edison LRC LED recessed canopy light fixtures do not hang down past the edge of the canopy.
14. The labeled S5 light fixture symbol (located in the center of the site adjoining the three dumpsters), and intensity aura do not line up correctly, they appear off center. .
15. The plan sheet does not show the location of the single family residence on the abutting property to the east. Please include this to the sheet in order to better determine the impact on the property to the east.

Erosion Control

The following issues were identified on Sheet C-16 prepared by TF Moran with a revision date of March 3, 2020 and must be addressed:

16. Proposed silt fencing along the northern property line appears to be located on the street. Please clarify the proposed location of the silt fence along the northern property line.
17. Note 1 indicates the construction of a “Police Station and Associated Site Improvements”. Please change this note to accurately reflect the proposal.
18. Construction general permit note 1 states that a NOI must be filed at least 7 days before construction can begin. The site must be covered under an active NOI prior to any site disturbance. Please change this note to reflect this.
19. It appears that there are proposed improvements to the apron of the driveway of 88 Runnells Bridge Road. Please provide detailed information regarding the proposed improvements and the steps that will be taken to avoid inconveniencing the property owners.
20. No details regarding work to be conducted on Map/Lot 28-3 were provided. Demolition work is shown on sheet C-3 but with no proposed erosion control. Please include details of work and erosion control measures on this lot.
21. Note 5 – Stabilization Practices states that calcium chloride shall be used for dust control. Considering the site’s proximity to the Nashua River and resident potable water wells, water is the preferred method for dust control. This will bring the BMPs in line with Erosion Control note 9 on sheet C-18.

Site Plan

The following issues were identified on Sheet C-4 and Sheet C-6 prepared by TF Moran with a revision date of March 3, 2020 and must be addressed:

22. A note on the plan indicates that Lots 1 & 2 will be merged upon approval. Please be aware that all 3 lots must be merged in order to meet the open space requirement and impervious surface requirements of the Hollis Zoning Ordinance. Please change this note to reflect that all 3 lots will be merged upon approval. Said merger shall be required prior the issuance of a building permit.
23. Mechanical areas proposed to be located to the north and south of the convenience store need to be protected through the installation of additional bollards.
24. UST are labeled as double wall systems. The approved DES waiver require triple walled systems. Please update this note.
25. Please install bollards along the front of the dry goods retail building in similar fashion to the convenience store.
26. Please clarify if the southern edge of the parking lot for the dry good retail building, where the parking lot meets the Pineola Drive R.O.W., will be curbed or not. There is no symbol indicating what type of curb it is.
27. There appears to be no proposed locations for mechanicals such as HVAC or generators for the dry good retail building. Please clarify if the intent is to install roof top units or provide ground locations. If roof top units are desired, please ensure that they are screened from view by utilizing architectural features such as parapet walls.
28. A note on Sheet C-6 states that the existing gravel access way will be realigned and maintained. Please confirm that the property owner will take on the responsibility of maintaining the gravel access way.

Phasing

The following issues were identified on Sheet C-13 prepared by TF Moran with a revision date of March 3, 2020 and must be addressed:

29. Phasing notes state that most but not all of the drainage work for the site will be done during phase 1 of the project. All drainage work will be required to be completed during phase 1 to ensure that the entire drainage system operates effectively. Please change the notes to reflect this.
30. Please clarify if the parking lot and western drive isle for the dry good retail building will be installed in phase 1 or phase 2.

Architectural Design

The following comments are based upon Sheet A-4.0 and Sheet A-5.0 of the Architectural binder prepared by Bruce Ronayne Hamilton Architects with a date of December 18, 2019:

31. The use of traditional architecture design elements and natural looking materials of the facade for the proposed convenience store building is in keeping with the rural character of the community. In order to maintain this character, the dry goods retail building must be designed to complement

the design of the convenience store. The colors and natural looking materials used for the facade must be the same for both buildings.

32. Please submit sample boards of proposed facade materials and identifying information to the Planning Department to ensure that the buildings will be constructed with the approved materials.

Dumpster Enclosure

The following issues were identified on Sheet C-21 prepared by TF Moran with a revision date of March 3, 2020 and must be addressed:

33. In order to properly contain refuse, improve the visual appeal of the site, and to create uniformity of structures on the site, please construct the proposed dumpster enclosures using the same materials as the convenience store facade.
34. The proposed dumpster enclosures should be tall enough to conceal the dumpsters. Please change the height dimension shown on the specification to reflect this.

Miscellaneous

35. Details Sheet C-23 prepared by TF Moran with a revision date of March 3, 2020 has a typo in Landscape Maintenance note 1 – “Begining”

Please contact the Planning Department at 465-2209 ext. 108 or planning@hollisnh.org if you have any questions.

Sincerely,

Evan J. Clements

Evan J. Clements,
Assistant Planner

CC:
Team Yarmo Investments 1, LLC
Runnells Bridge Realty Trust
Mark Fougere, AICP, Town Planner
Hollis Planning Board