



Town of Hollis

STAFF REPORT

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MEETING DATE: 01/21/2020	APPLICANTS: Runnells Bridge Realty Trust	APPLICATION TYPE: Site Plan Design Review – Site Circulation
APPLICATION NO: PB2020-001	APPLICANT’S REP: Jason Hill	REVIEWED BY: Mark J. Fougere, AICP

EXECUTIVE OVERVIEW:

The proposal is to merge three lots into a single parcel and create a mixed use development with the construction of two buildings. The Conceptual Review proposal called for the merging of the northern two parcels, however, in order to meet impervious surface lot coverage restrictions the applicant plans to purchase and utilize the third parcel as well. The site development as proposed will remain on the northern two parcels. The lots are located on the south side on Runnells Bridge Road, approximately 315 feet southwest of the intersection with Depot Road.

The north building will operate as a 4,500 SF gas station with 10 pumps, a convenience store, a Dunkin Donuts (-drive-thru), and an apartment dwelling unit above the convenience store. In tandem with the drive-thru is a by-pass lane that allows for complete circulation around the building.

The south building will be a 8,000 SF dry goods retail use. The proposal includes a loading dock, and a two-way circulation drive around the building. Both buildings will share a common access drive from Runnells Bridge Road. The current proposal shows a full access approach with a separate right turn lane for egress.

The focus of the January Design Review meeting will be site design, parking layout, and internal circulation. The applicant has submitted three potential site designs for the proposed development for the Board’s consideration. All three proposed layouts include 10 parking stalls and 2 ADA parking spaces along the front of the convenience store building. All three proposed layouts also include a drive-thru and truck/by-pass lane that wrap westerly then south along the property before turning back east behind the proposed convenience store building.

The first layout proposes 7 additional angled parking stalls along the western edge of the property, roughly parallel to the convenience store building. The second layout proposes 4 additional parallel parking stalls located to the south of the proposed convenience store building accessed by the by-pass lane. The third layout proposes 9 parking stalls south of the proposed convenience store building accessed by the by-pass lane. This is achieved by moving the location of the screened dumpster to the western property line, shifting the by-pass lane for the dry goods building by cutting the curb between the uses and creating a single continuous by-pass lane around the site.

BACKGROUND

Location: 82 RUNNELLS BRIDGE RD
Area: 4.2
Zoning: Commercial
Land Use:
Access:
Wetlands: N/A
Slope: N/A
Aquifer: No
Flood Zone: No

Issues:

The following issues regarding internal circulation and parking were noted on all three submitted proposed layouts (Overall Site Plan sheet C-4, prepared by TF Moran and dated December 13, 2019; Alternative Site Layout Plan 1, sheet ALT – 1, prepared by TF Moran and dated July 22, 2019; Alternative Site Layout Plan 2, sheet ALT – 2, prepared by TF Moran and dated July 22, 2019) and must be addressed:

1. The location of the menu/ordering board is such that vehicles waiting to order are resting adjacent to the circulation of fueling operations. Moving the menu/ordering board southerly around the corner will allow more cars waiting to order to stack away from the circulation of fueling operations.
2. Section V(5) of the Hollis Site Plan Regulations require that the maximum number of stacking storage for a drive-thru be 5 vehicles. This plan shows bracketed storage space for 7 vehicles. The entire length of the proposed drive-thru provides storage for over 7 vehicles. ***A waiver from this regulation will be required for the proposed drive-thru length in lieu of the 5 vehicle lengths permitted.***
3. Section V(3)D of the Hollis Site Plan Regulations require that parking lots may not be installed between the principal structure on the property and a public road. ***A waiver from this regulation will be required to install parking along the northern face of the convenience store.***
4. Section V(4)D of the Hollis Site Plan Regulations require that continuous off-street vehicle routes shall be no more than 200' in length before interruption by design elements to calm vehicle movement on site. The proposed drive-thru and by-pass lanes exceed 200'. Traffic calming elements, such as speed mesas, should be installed to calm vehicle movement prior to reaching the drive-thru canopy height clearance bar.

The following issues regarding internal circulation and parking were noted on **Overall Site Plan sheet C-4**, prepared by TF Moran and dated December 13, 2019 and must be addressed:

5. Section V(5)B of the Hollis Site Plan Regulations require that drive-thru stacking storage and operations do not interfere with the ingress and egress of regular parking stalls or pedestrian walkways. The proposed diagonal parking stalls and striped pedestrian crossing that serves these stalls is in conflict with the drive-thru and by-pass lanes. Designating these stalls as employee only parking will reduce the usage of these stalls may reduce incidences of conflict.
6. Section V(4)A of the Hollis Site Plan Regulations require that, to ensure pedestrian safety, parallel or perpendicular parking stalls are encouraged. Angled parking may be permitted by the Planning Board upon demonstration by the applicant that the use of parallel or perpendicular

parking stalls is unfeasible. ***The applicant must provide a rationale for why the proposed use of angled parking along the western property line is advantageous.***

7. Section V(2)B of the Hollis Site Plan Regulations require that one way drive aisles be a minimum width of 12'. The drive-thru lane and the by-pass lane are each shown as being 11' wide. ***A waiver from this regulation will be required to provide 11' wide drive aisles in lieu of the 12' minimum required.***

8. Section V(1)A of the Hollis Site Plan Regulations requires that a minimum amount of parking stalls be provided based on the use of the property. In the case of a mixed-use property, each use's parking value is calculated separately then summed together to establish the minimum amount of parking stalls required. ***A waiver from this regulation will be required to provide 29 parking stalls for the gas/convenience store use in lieu of the 32 parking stalls required.***

The following issues regarding internal circulation and parking were noted on **Alternative Site Layout Plan 1**, sheet ALT – 1, prepared by TF Moran and dated July 22, 2019 and must be addressed:

9. Section V(2)B of the Hollis Site Plan Regulations require that one-way drive aisles be a minimum width of 12' and a maximum of 14'. When adjacent to parallel parking stalls the 14' width is required. The by-pass lane is shown as being 12' wide. ***A waiver from this regulation will be required to provide 12' wide drive aisles in lieu of the 14' width required.***

10. Section V(4)B of the Hollis Site Plan Regulations require that a minimum 5' wide pedestrian path be installed adjacent to parking areas and lead to the entrance of the structure. ***A pedestrian path must be installed between the proposed parallel parking stalls and the rear entrance of the convenience store.***

11. Section V(1)A of the Hollis Site Plan Regulations requires that a minimum amount of parking stalls be provided based on the use of the property. In the case of a mixed-use property, each use's parking value is calculated separately then summed together to establish the minimum amount of parking stalls required. ***A waiver from this regulation will be required to provide 26 parking stalls for the gas/convenience store use in lieu of the 32 parking stalls required.***

The following issues regarding internal circulation and parking were noted on **Alternative Site Layout Plan 2**, sheet ALT – 2, prepared by TF Moran and dated July 22, 2019 and must be addressed:

12. The proposed location of the screened dumpster area for the proposed convenience store is in conflict with the drive-thru and by-pass lanes. Traffic calming elements and signage should be installed to ensure safe traffic movements before traffic passes the screened dumpster area to protect employees while accessing the screened dumpster area. Additionally, refuse removal by a waste hauler should be scheduled outside of business hours to avoid conflict between waste hauling operations and patrons.

13. Section V(4)D of the Hollis Site Plan Regulations require that continuous off-street vehicle routes shall be no more than 200' in length before interruption by design elements to calm vehicle movement on site. The portion of the proposed by-pas lane that runs along the west property line behind the proposed dry goods retail building exceeds 200'. ***Traffic calming elements, such as speed mesas, must be installed to calm vehicle movement along this stretch of the by-pass lane.***

14. Section V(1)A of the Hollis Site Plan Regulations requires that a minimum amount of parking stalls be provided based on the use of the property. In the case of a mixed-use property, each use's parking value is calculated separately then summed together to establish the minimum amount of parking stalls required. ***A waiver from this regulation will be required to provide 31 parking stalls for the gas/convenience store use in lieu of the 32 parking stalls required.***

STAFF RECOMMENDATION

- Designate parking stalls in conflict with drive-thru and by-pass lanes as employee only
- Move order board so there is more room for vehicles waiting to order in drive-thru lane
- Install traffic calming design elements to reduce traffic speeds
- Waive requirements for wider travel lanes. Narrower lanes reduce traffic speeds
- Refuse removal by a waste hauler should be scheduled outside of business hours to avoid conflict between waste hauling operations and patrons
- Proposed pedestrian path located behind the convenience store should be raised