

# MERIDIAN

## LAND SERVICES, INC.

CIVIL ENGINEERING | LAND SURVEYING | PERMITTING | SOIL & WETLAND MAPPING | SEPTIC DESIGN | ENVIRONMENTAL

Office: 31 Old Nashua Road, Suite 2, Amherst, NH 03031

Mailing: PO Box 118, Milford, NH 03055

Phone: 603-673-1441 • Fax 603-673-1584

[www.MeridianLandServices.com](http://www.MeridianLandServices.com)

March 3, 2023

Michele Decoteau  
Town Planner  
1 Main Street  
Brookline, NH 03033  
(603) 673-8855 ext 215  
[mdecoteau@brooklinenh.us](mailto:mdecoteau@brooklinenh.us)

**Re: Flawless Floors  
8 Post Office Drive  
Map F Lot 4-3  
Brookline, NH  
Site Plan Review**

### **Site Plan Response Letter #1**

Dear Ms. Decoteau,

Attached for review and approval, please find the following items as they relate to the above referenced project:

1. Eight (8) 22" x 34" set of Construction Plans prepared by Meridian Land Services, Inc.;
2. One (1) 11" x 17" set of Construction Plans prepared by Meridian Land Services, Inc.;
3. One (1) PDF set of Construction Plans prepared by Meridian Land Services, Inc.

In response to the Brookline Town Staff Comments received via email on March 1<sup>st</sup>, 2023 please find the following responses to comments in order as received:

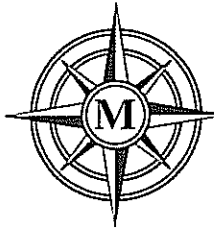
### **Planning Staff Application Review & Comments.2023**

1. Missing letter from utilities agreeing to service (6.1.01s)

Letters to the utility companies have been sent to Eversource, Comcast, and Ciardelli Fuel Company for power, cable, and propane respectively. It should be noted that the site is proposed be served by onsite well and septic system.

2. Missing color elevations of buildings

The building has been described to be red with white trim. Although the regulation does require one side to be in color feel that it is adequate providing the black and white elevation



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with the description of the color. A waiver can be requested if the board finds a waiver to be required. Furthermore, there are no architectural standards to my knowledge within the regulations that would give the town the authority to change the look of the building making providing elevation arbitrary.

3. Drainage plan from subdivision is likely adequate for this location but should be updated with current owners and responsible parties for O&M of stormwater infrastructure. SWPP should be filed with the Town in case of emergency.

I agree with staff that the drainage plan is adequate for this plan since the drainage system was designed along with the Safety Complex and assumptions were made for the build out scenario for the undeveloped lots, including the subject lot. The site design is below the assumption in the master stormwater plan, therefore the master stormwater pond is adequate to receive, treat, and attenuate the site's runoff. The O&M for the stormwater infrastructure is in the process of being located.

An SWPPP is associated with EPA Notice of Intent (NOI). The threshold for an NOI is the disturbance of more than 1 acre or more. The total lot is 1.14 acre +/- with the disturbance being well less than 1 ac, meaning now NOI is required and no SWPPP is required.

4. Stormwater – the stormwater plan should show the flow of stormwater on the lot.

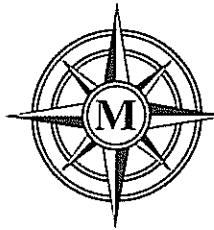
Flow arrows depicting the direction of stormwater runoff have been added to sheet SP-3.

5. Buffer zone should cover parking lot not just building between residential use of Lot D-078 (6.1.01t).

The proposed buffer blocks the vast majority of the improvements along the abutting lot. Plantings were not proposed at the end of the drive isle due to the requirement of snow storage. This area will be used to store snow. Any plants will be damaged and/or killed from plowing activities.

6. Landscape plan should include information on maintenance of the buffer plantings after one year. What happens if the arbor vitae die the second spring? Will owner maintain?

Note 11 on sheet LS-1 states all plants are to be guaranteed for one year after opening. Furthermore, the landscaping is part of the site plan approval. If landscaping dies or is removed the site will not be in compliance with the approval. The required landscaping should be treated in the same manner as other site features.



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7. Any state approvals, including septic plans, should be added to the notes on page 3.

**The NHDES septic approval has been added to the "Permits/Approvals" on the cover sheet.**

8. Missing the artist rendition of the sign (6.1.01gg)

**While the site plan regulations submission requirement checklist does require an artist rendition of the sign, the approval of the sign is handled by the building department under a separate sign permit. The proposed sign is governed by Section 1600 Sign Ordinance located within the ZONING AND LAND USE ORDINANCE. The site plan applicable information related the sign such as location, height and square footage is included on sheet SP-2. A note has been added to sheet SP-2 referencing the Sign Ordinance and that a Sign permit is required. A waiver can be requested if the board finds a waiver to be required.**

9. Owners' signature – either provide a dated signature on the first plan or application. Include the printed name. (Owners must sign final plan too)

**The Application was signed by the owner. When the plan is conditionally approved Meridian will provide a final plan for signature with the owner's signature on it.**

10. Page 2 of Site Plan – in the Erosion notes (Note #1) add the correct map and lot number; please change storm SEWER to storm DRAIN to avoid confusion

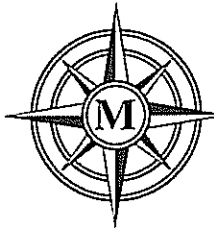
**Note #1 does not have any mention of map and lot number, but the referenced the erosion control detail sheet incorrectly. The incorrect sheet reference has been corrected.**

**Although "storm sewer" is an industry term for stormwater conveyance system/pipe, any mention of "storm sewer" on the General Notes sheet (page 2) has been replaced to state "storm drain".**

11. Page 3 – Please review the key and use symbols that are distinct. Reference plan has a typo: 10/11/18. Please correct the boundary lines for the RA and CI districts. This lot is NOT in the aquifer protection district.

**The missing symbols in the legend have been included. The typo in the reference plans has been corrected.**

**The zoning district line is remaining how it is shown on the plans. Section 501.00.i refers to**



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lots F-2 and F-4 being part of the CI zoning district. Lot F-4 was subdivide into F-4, F-4-1, F-4-2, F-4-3, F-4-4 and F-4-5. HCRD Plan # 32703 then combined lots F-4-4 and F-4-5 into Lot F-155. This means the zoning district line is correctly drawn because it represents the former area of F-4 when the Zoning district was created.

Note #3 has been changed to state that the site is not within the aquifer protection district. The aquifer line has also been included on this sheet demonstrating that the site is not within the limits.

12. Page 4 – Note #1, please direct the reader to the page with the Erosion Control Plan

**Note #1 on SP-1 has been updated to direct the reader to the Erosion Control Plan (Sheet D-1).**

13. Page 5 – Please clarify if this will be warehouse or retail space or both. Add the landscaping key or direct the reader to the page with the landscape key. Add a condition (here or Page 3) that the retaining wall will be designed/engineered by a NH licensed PE and this will be provided to the Town prior to a certificate of occupancy being issued.

**The Purpose of Plan note 1 on sheet GN-1 has been updated to reflect that the building will be both warehouse and office/showroom space. All landscaping has been removed from sheet SP-2, thus no landscaping legend is necessary (See LS-1 for landscaping). The grading adjacent to the retaining wall has been revised to shorten the wall to 4'. No PE stamp is required for the wall.**

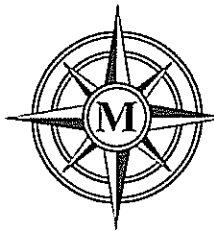
14. Page 6 - Note 4 – Please add language that state the Planning Board will be consulted before any major changes to the plan and if changes are made, an "as-build" plan will be provided to the Town. Note #9 is missing the book and page number (use place holder).

**A note stating that following has been added to the plan "Contractor must consult with applicable town staff and/or the planning board prior to any deviation from the plan. Contractor shall obtain written approval form Town staff prior to aby deviation from the plan. As-built plans may be required." See General note 12 on sheet GN-1.**

15. Page 7 – Note 4 – missing space between "five(5)"

**A space was added to "five(5)" within note #4 on sheet SP-4.**

**Fire Department:**



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1. There needs to be a Knox Box installed.

**Since the site does not have a gate the Knox Box requirement should be handled at during the building permit process.**

2. The distance to the nearest fire protection needs to be on the plans.

**See Fire Protection Note #1 on sheet SP-2 for distance to nearest fire protection pond.**

3. A detailed plan of how the flooring and associated products are going to be stored needs to be submitted to ensure compliance.

**A detailed floor plan will be provided during the building permit process.**

4. Annual inspections are required.

**Acknowledged.**

### **Building Inspector:**

1. Engineering required for retaining walls over 4 feet.

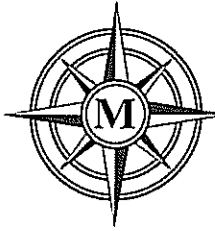
**The grading adjacent to the retaining wall has been revised to shorten the wall to 4'. No PE stamp is required for the wall.**

### **DPW Director:**

1. 1805.01 states a max of 25ft of driveway AT property line. This plan technically meets that spec as at the line it is shown as 24ft but widens as it proceeds onto town property. Sounds like something we should reword going forward to say "where driveway meets existing roadway and within town property or right of way."

**The DPW director is correct that the 24' driveway meet section 1805.01 of the driveway regulation.**

2. Drawing shows their driveway culvert using a town catch basin as a collector. I'm not sure how I feel about this as a culvert remains the responsibility of the landowner but if their properties sediment going through their culvert fills OUR catch basin, especially where the inlet of the culvert is shown as being completely on their property... that shouldn't be our problem. Not sure the best answer to suggestion here.



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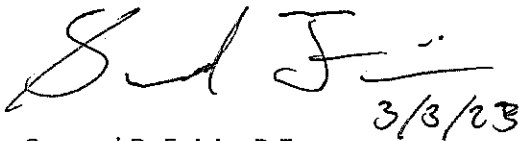
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The previous site plan and subdivision were designed and approved with this culvert accepting the runoff and conveying it to the master stormwater basin. The site currently drainage to the subject catch basin and the proposed project will continue to drainage to the subject catch basin. It is common that runoff enters town and/or state ROW and the associated drainage system.

If there are any questions or concerns, please do not hesitate to contact Meridian Land Services, Inc.

Sincerely,



3/3/23

Samuel R. Foisie, P.E.  
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(603) 673-1441

Project No.: 00159.07

Cc: Ian and Liz Sarbacker with attachments