



**ALLEN & MAJOR
ASSOCIATES, INC.**

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December 29, 2019

Matt Monahan
CNHRPC
28 Commercial Street, Suite 3
Concord, NH 03301

RE: A&M Project # 2060-02
Site Plan Application
Grossman - #02-2020
43 Allentown Road
Allentown, NH

On behalf of the applicant, Grossman Suncook, LLC, Allen & Major Associates, Inc. (A&M) has addressed comments received from your review memorandum email dated December 24, 2019 regarding the Site Plan Application for the above referenced project.

- *Major Issues:*

- *Proposal does not depict any proposed construction or site alteration.*
A&M Response: No new building construction is proposed nor increase in impervious surfaces.
- *There are numerous checklist items missing that should be conditions of approval.*
A&M Response: Checklist items have been added to the appropriate plans.
- *General Note 6 seem to restrict the use of the plans. Allen and Major should give permission to allow the Town of Allentown to reproduce and publicly use/show/display the plans for the permitting process. This should be addressed as a completeness item.*
A&M Response: A&M has granted use of the plans to the Town as part of its public notification process. See updated note #8, Sheet C-101
- *The title of the plan set should be "Site Plan" instead of "Change of Use."*
A&M Response: Title has been fixed. See updated Sheet C-101
- *In General Note 1 the word "Retail" in parentheses throughout the note.*
A&M Response: The wording have been updated on the revised plans.
- *TRC comments by the Fire Department and Town Administrator should be conditions of approval.*
A&M Response: Agreed.

- *Technical Review Committee Comments:*

- *Present at TRC: Planning Board Chair, CNHRPC Planner, Allentown Fire, Town Administrator, and a representative from Allen Major, Inc. Other department heads indicated via email that they did not plan to attend and had no comment on the proposal.*
A&M Response: No comment
- *The Fire Department wants to see secondary means of egress and fire wall ratings. Additionally, a path needs to be kept clear for indoor storage area. These items will be required prior to the issuance of an occupancy permit and should be reviewed by the Building Inspector with the input of the Fire Department. This should be a condition of approval.*
A&M Response: Items will be addressed by project architect during building permit process.



- *Town Administrator would like to see bollards near the overhead door to prevent people outside of the door from being hit by drive through patrons. This should be a condition of approval.*
A&M Response: Bollards have been added to the revised plans.

Allentown Site Plan Checklist Requirements:

1. *Checklist Item 4 – A letter of authorization was not provided. This is needed for completeness.*
A&M Response: A letter of authorization has been provided.
2. *Checklist Item 13 (5.01.b.5 & 6.01.b) – A locus map was not shown on the plan (related to checklist item 15). This would be needed for completeness.*
A&M Response: Refer to ALTA Survey, Sheet 1 for locus.
3. *Checklist Item 15 (5.01.c & 6.01.c) – Abutters not shown on the plan (related to checklist item 13). This would be needed for completeness.*
A&M Response: Refer to ALTA Survey, Sheet 1 for abutters
4. *Checklist Item 18 & 51 (6.01.a & 6.02.g) – Full surveyed boundaries not shown on the plan. This could be a condition of approval.*
A&M Response: Refer to ALTA Survey, Sheet 1 for boundary information.
5. *Checklist Item 20 (6.01.a) – Wetlands and water bodies not addressed on the plan. This would be needed for completeness.*
A&M Response: There were no observed wetlands on the subject parcels. Refer to note #12 on Sheet C-101.
6. *Checklist Item 24 (6.01.a) – Acreage and square footage of the parcel not addressed on the plan. This could be a condition of approval.*
A&M Response: Refer to ALTA Survey, Sheet 1 for parcel areas.
7. *Checklist Item 26 (6.01.g) – A photograph of the existing building was not provided. This would be needed for completeness.*
A&M Response: A photographic of the existing building has been provided.
8. *Checklist Item 27 (6.01.f) – Setbacks on the site are not shown on the plan. This would need to be addressed for completeness.*
A&M Response: The approximate locations of setbacks has been added to the site plan. See Sheet C-101.
9. *Checklist Item 30 (6.01.j) – Solid waste facility not depicted. This could be a condition of approval.*
A&M Response: The approximate locations of dumpsters has been added to the site plan. See Sheet C-101.
10. *Checklist Item 34 and 50 (6.02.b & 6.02.f) – Size and location of existing water and sewer lines not depicted. This would be needed for completeness.*
A&M Response: A Waiver has been requested for these items as no new connections are proposed nor warranted.

11. *Checklist Item 37 (6.02.c) – Surface drainage structures not shown on the plan. This could be a condition of approval.*

A&M Response: Existing drainage has been shown on the updated site plan.

12. *Checklist Item 48 (6.02.d) – Existing contours not shown on site. This would need to be addressed for completeness.*

A&M Response: Existing contours have been shown on the site plan.

Waivers Requested from Site Plan Regulation Items:

The applicant has not requested any waivers at this time.

A&M Response: A Waiver from Checklist Item 34 and 50 (6.02.b & 6.02.f) has been requested and noted on the plans.

We look forward to working with you on this exciting redevelopment project.

Very truly yours,

ALLEN & MAJOR ASSOCIATES, INC.



Michael A. Malynowski, PE
Senior Project Manager