

Central New Hampshire Regional Planning Commission

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LOT CONSOLIDATION AND LOT LINE ADJUSTMENT

DATE: 9/06/2018

TO: ALLENSTOWN PLANNING BOARD

FROM: Stephen Henninger, CNHRPC Project Planner

SUBJECT: Holiday Acres Manufactured Housing Park
Lot Consolidation and Lot Line Adjustment - Case #09-2018

CC: Holden Engineering & Surveying, Inc. (via email)

The applicant, Stephen Hynes c/o Dan Gomes-Hynes Group has submitted a Lot Consolidation and Lot Line Adjustment Plan for the existing Holiday Acres Manufactured Housing Park on Map 109/Lot 21, as well as parcels identified as Map 411/Lots 2, 3, 4 & 5, and parcels identified as Map 410/Lot 29 & 31.

APPLICATION MATERIAL

CNHRPC has reviewed the following plans and documents:

- A plan entitled Lot Line Adjustment Map 109/21, Map 410/Lots 29 & 31, Map 411/Lots 2, 3, 4, & 5, dated August 25, 2018, prepared by Holden Engineering & Surveying, Inc., and received on August 30, 2018.
- A signed application form received on 7/27/18.
- An abutters list received on 7/27/18.

The abutter's list is over a month old, the applicant should verify that the abutter's list is current and should notify the Town of Allenstown immediately if an update is required.

TOWN OF ALLENSTOWN SUBDIVISION CHECKLIST & SUBDIVISION REGULATION REQUIREMENTS

The following are comments based upon the Town of Allenstown Subdivision Regulations, Subdivision Checklist.

OVERALL SUMMARY:

The applicant is requesting both a boundary line adjustment and lot merger. Seven lots are being merged into two lots and the boundary between the two lots is being modified.

The existing Holiday Acres Manufactured Housing Park is located on an existing 188.10 acre parcel, Map 109/Lot 21. After the lot line adjustment and consolidation, Map 109/Lot 21, will still be a total of 188.10 acres. A portion of the existing Map 109/Lot 21, as well as Map 411/Lots 2, 3, & 4, and a portion of Map 411/Lot 5 will be merged into a single 199.89 acres parcel. Parcels Map 410/Lot 29 & 31, as well as a portion of Lot 410/Lot 5 will be merged into Holiday Acres parcel, Map 109/21.

1. The parcels proposed for consolidation and lot line adjustment are all within the Open Space Farming District and the Manufactured Housing Park Overlay District.
2. The existing Holiday acres parcel has sufficient frontage on Granite Street, a town maintained Class V Road.
3. The number of existing manufactured housing spaces (lots) have not been noted on the plan. This was requested so that the non-conforming status of these units will be recognized when future development occurs.
4. The existing maintenance facility and the water storage/pressure tank for the existing park will now be located on the new 199.89 acre parcel. These facilities need to be shown on the plans along with their access and utility connections. As long as both parcels are to be maintained in the same ownership it will be premature to establish easements for these facilities, but will be necessary if and when ownership of any of the parcels change.
5. The proposed configuration of the adjusted lot Map109/Lot21 is irregular in shape.

ALLENSTOWN SUBDIVISION CHECKLIST REQUIREMENTS:

The following items should be addressed by the applicant from the Town of Allenstown Subdivision Application Checklist.

1. A digital copy of the subdivision plat drawing submitted on August 30, 2018 has not yet been provided as of September 5, 2018.
2. While this is a lot line adjustment, the location of all buildings should be shown including the existing maintenance facility, ground water storage/pressure tank on the reconfigured Map 411/Lot 2. The location of recreation areas and common or park maintenance buildings should be shown on the plans.
3. While this is a lot line adjustment, the location of water courses, wetlands, and ponds should be shown. This information has been provided on other plans provided by the applicant.
4. Setback lines need to be shown and noted.
5. Lot Lines are required to be certified by a surveyor licensed in NH based upon a maximum area of closure of 1 in 10,000 and bearings to the nearest 10 seconds.
6. No boundary monuments are shown or proposed for the new lot configurations.
7. The standard Allenstown statement (item 35 on the checklist) is not on the plans.
8. Lot shape per 6.02(g) 5 &6. This section of the Subdivision Regulations states with an exception for “topography or and/or natural conditions” that “highly irregular shaped lots shall be prohibited”. The applicant should address this issue to the satisfaction of the Board or request a waiver of this section.

PLAN REVIEW AND COMMENTS

Plan 1 of 3

1. This appears to be an overview plan, existing lot layout plan, and plan notes. Please title sheet accordingly.
2. Please delete reference to Lot 441/Lot2, New Lot on this sheet since this lot is not shown on the plan.
3. Please add a note for “Error of Closure” for the subdivision.

4. What does “based on state plane coordinates” mean? What geographic projection is used for plan sheets 2 & 3?
5. Please add missing leaders for Map 106/Lot 5 and Map 106/Lot 8.
6. Please note that these properties are in the Manufactured Housing Park Overlay District.
7. Please note the existing number of mobile homes on the existing parcel Map 19/21 plus vacant site/lots.
8. The standard Allenstown statement (item 35 on the checklist) needs to be added to the plan.

Plan 2 of 3, and 3 of 3

1. While this is a lot line adjustment, the location of all buildings should be shown including the existing maintenance facility, ground water storage/pressure tank on the reconfigured Map 411/Lot 2. The location of recreation areas and common or park maintenance buildings should be shown on the plans. This information has been provided on other plans provided by the applicant.
2. While this is a lot line adjustment, the location of water courses, wetlands, and ponds should be shown. This information has been provided on other plans provided by the applicant.
3. Setback lines need to be shown and noted.
4. Lot Lines are required to be certified by a surveyor licensed in NH based upon a maximum area of closure of 1 in 10,000 and bearings to the nearest 10 seconds.
5. No boundary monuments are shown or proposed for the new lot configurations.
6. Please show all existing improvements in the area of the proposed new lot, Map 411/Lot 2, including the maintenance facility, water tank, access, and utilities serving these facilities. Please show future easement areas.

WAIVERS REQUESTED

None are requested at this time.

ALLENSTOWN ZONING ORDINANCE REQUIREMENTS

Based on previous correspondence between the Allenstown Building Inspector and myself with the applicant’s agent, Holden Engineering, and as a result of the August 9, 2018 meeting of the Allenstown Technical Review Committee with the applicant and their agents, it was agreed that the non-conforming status of the existing manufactured housing park would not be adversely affected as long as the lot area after adjustment is not less than the existing acreage. In addition, the consolidation of the “back” lots would not result in increased non-conformity since the existing “back” lots and the new “back” lot do not and will not have frontage on a Class V or better public road.

DEVELOPMENT OF REGIONAL IMPACT

Does not appear to be applicable since this application results in no new development.

FUTURE CONCERNS

1. The survey drawings show a bust (gap) between the Holiday Acres Parcel, Map 109/Lot 21 and eleven (11) lots on east side of Chester Turnpike. This will need to be resolved, if and when, further development is proposed.
2. The full right of way will need to be shown for Chester Turnpike and for Granite Street along the Holiday Acres frontage, if and when, further development is proposed.

ALLENSTOWN PLANNING BOARD ACTION

Given the nature of the proposal and the items submitted the application could be considered complete enough to commence review by the Board.

The Board should consider the application's conformity with Section 6.02(g) Lot shape and Configuration Requirements of the Subdivision Regulations, especially sub-sections 6.02(g)5 and 6.02(g)6. The Board needs to determine that the irregular shape of the adjusted parcel Map 109/Lot21 is warranted given the topography and/or natural conditions of the property. If Board finds this lot configuration to be warranted then the Board should take action on the application. If not, the applicant would have to submit a waiver to these provisions and the Board should postpone this application until a waiver request is received.

The Board could consider Granting Conditional Approval for the Holiday Acres Lot Consolidation and Lot Line Adjustment Line Plan for the existing Holiday Acres Manufactured Housing Park on Map 109/Lot 21, as well as parcels identified as Map 411/Lots 2, 3, 4 & 5, and parcels identified as Map 410/Lot 29 & 31 subject to the following conditions:

1. Prior to the plat be signed by the Planning Board Chairman, the plan shall be revised to satisfactorily address the Checklist Requirements and the Plan Review Comments listed above.
2. Advise the applicant and their agent that they need to address the Future Concerns listed above in any future development proposal.

OTHER COMMENTS

Final plans, as approved by the Planning Board, shall be provided to the Planning Board in a digital format. Such a format shall be georeferenced drawings and may be CAD, Shape Files or GDB format.

Any item indicated in this memo as missing from the plan could be a condition of approval if the Board felt such item(s) are relevant and are not waived. If the Board chooses to invoke jurisdiction and accept this application as complete, the timelines set forth in RSA 676:4C shall apply. If the application is accepted as complete, the Planning Board can enter into a public hearing if such a hearing was properly noticed in accordance with 676:4D.

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