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[Home](#) > Site Plan Review Checklist

Site Plan Review Checklist

Name of Site Plan Review Application Coos County Family Health Services

Applicant Ken Gordon, CEO - Coos County Family Health Services

Location of Property 133 Pleasant Street, Berlin, NH 03570

Date Application Submitted April 16, 2021

A complete Site Plan Review Application shall consist of:

- ☒ a) a completed application form,
- ☒ b) application fees as specified in the regulations,
- ☒ c) a list of abutter names and addresses obtained from the City records not more than five days prior to filing the application, and the names and addresses of any holders of conservation, preservation or agricultural preservation restrictions,
- ☒ d) a plat which, at a minimum, include the items listed below unless a waiver, which must be submitted in writing, from any of these items is granted by the Board. Four (4) paper copies plus two (2) reproducible Mylar copies of the plat shall be submitted with the application.

Site Plan Review Plat Requirements:

- ☒ a) Maximum sheet size shall be 22" x 34";
- ☒ b) Name of project or identifying title, address and tax map and lot number of property.
- ☒ c) Name and address of the applicant and the owner of the property if different from the applicant.
- ☒ d) The seal, name and address of every engineer, architect, land surveyor, soil scientist, or other licensed professional who contributed to the plat.
- ☒ e) Date, scale, north arrow, locus map showing location of property in context to the City and surrounding zoning districts.
- ☒ f) Boundary lines showing dimensions and bearings, and the lot area in acres and square feet.
- ☒ g) Existing and proposed grades shown by topographic contours at two (2) foot intervals; with spot elevations and base flood elevations where appropriate.

X h) Location, width and purpose of all existing and proposed easements, rights-of-way or deed restrictions on the property.

 X i) Location of all existing natural features such as rivers, streams, lakes, ponds or wetlands, and other significant physical features such as rock ledges, boulders and stone walls, and where applicable, the 100-year base flood elevation;

 X j) Location, design, size and height of all existing and proposed buildings, signs, fences, and walls;

 X k) Location, name and widths of any existing and proposed roads on the property and those existing within 200 feet of the site. New roads shall be constructed in accordance with the provisions contained in the "City of Berlin Subdivision Regulations" and "City of Berlin Minimum Standards for Subdivision Streets".

 X l) Location of existing and proposed sidewalks and driveways, with indication of direction of travel. Vehicular and pedestrian circulation and emergency access for police, fire and emergency equipment shall be shown.

 X m) Identification of access to the site, sight distance at the access point(s), curb cuts and proposed changes (if any) to existing streets and copy of any driveway permit(s).

 X n) Location and total number of parking spaces, loading spaces and associated with the use.

 X o) Location and type of pads and enclosures for refuse containers.

 N/A p) A landscape plan showing the location, type and size of all existing and proposed landscaping and screening.

 X q) The location, type, height and orientation of all existing and proposed exterior lighting.

 X r) A utilities plan including location and supporting design calculations for proposed sanitary sewer, storm drainage, and public water supply. This utilities plan shall be prepared by a registered professional engineer licensed in the state of New Hampshire.

Other Application Requirements:

 N/A a) The application shall be accompanied by any necessary Federal, State or local permits and approvals, including but not limited to permits and approvals from City of Berlin Board of Adjustment, NH Department of Transportation, NH Department of Environmental Services or NH Water Supply and Pollution Control Commission.

 N/A b) An Erosion Control Plan which meets the design standards and specifications set forth in the "Erosion and Sedimentation Control Design Handbook for Developing Areas in New Hampshire." (USDA Soil Conservation Service) shall be submitted where one or more of the following conditions are proposed:

- a cumulative disturbed area exceeding 20,000 square feet;
- construction of a road or street.

 N/A c) Environmental Impact Analysis.

 N/A d) Traffic impact analysis or traffic study.

Design Drawings

for the

Coos County Family Health Building Additions

located in

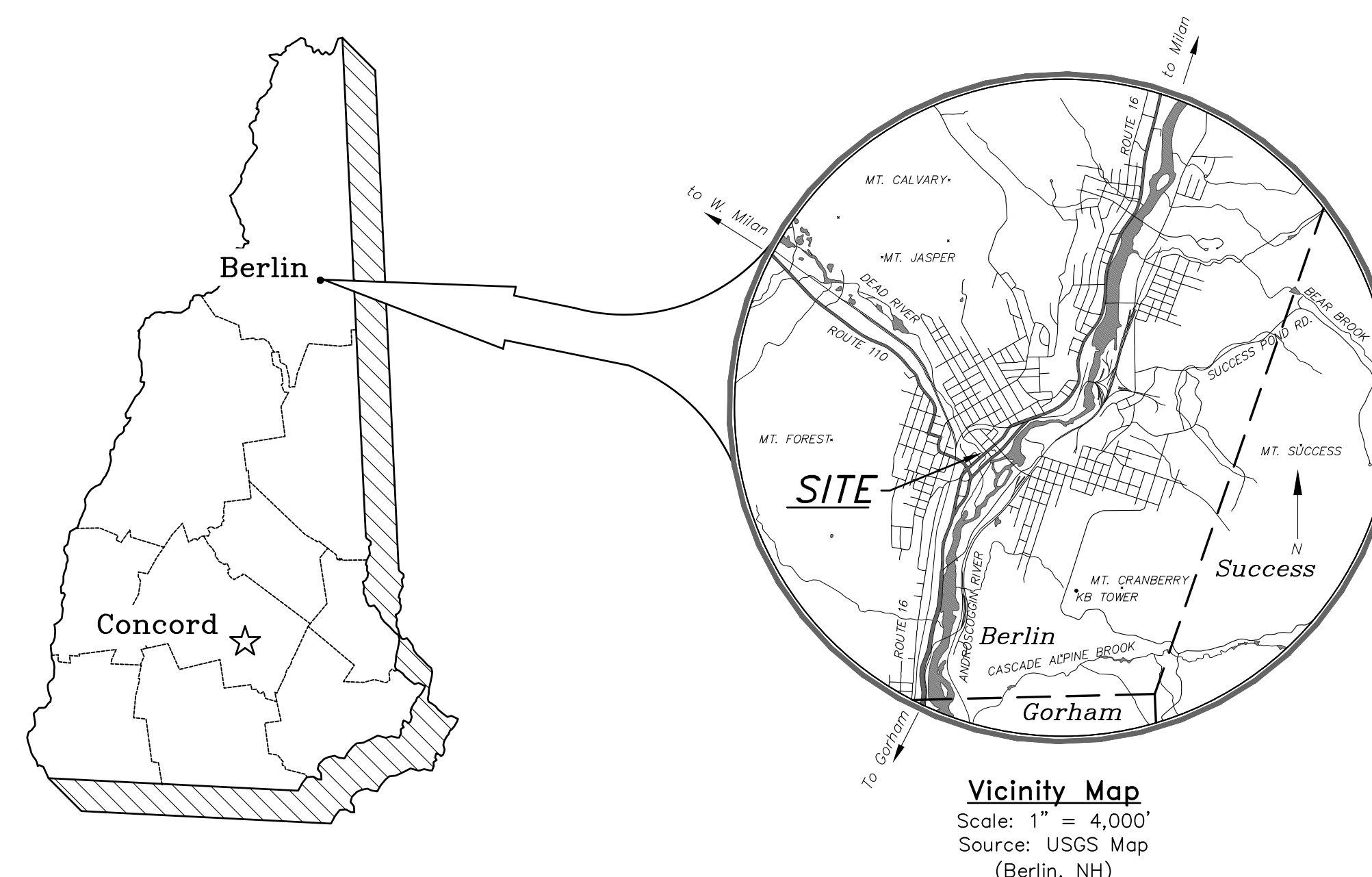
Berlin, New Hampshire

prepared for

Warrenstreet Architects, Inc.

HEB Project #2018-027A

Issued: April 16, 2021

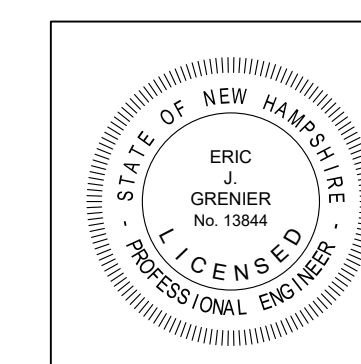


Sheet Index

Number	Sheet	Sheet Name	Latest Issue
1.	C0.01	Cover Sheet	04/16/2021
2.	V1.01	Existing-Features Plan	04/16/2021
3.	C1.11	Site Layout Plan	04/16/2021
4.	C5.11	Construction Details - General	04/16/2021
5.	C5.21	Construction Details - General	04/16/2021
Supplemental Plans:			
6.		Exterior Elevations	04/15/2021

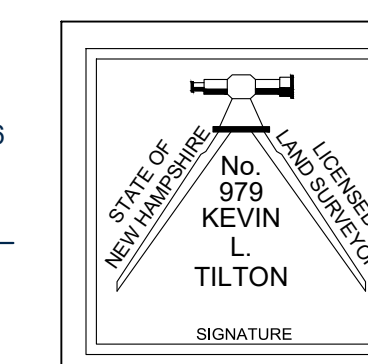
Owner: Coos County Family Health Services
133 Pleasant Street
Berlin, New Hampshire 03570

Engineer/Surveyor



HEB
Engineers
CIVIL • STRUCTURAL • SURVEY

HEB Engineers, Inc.
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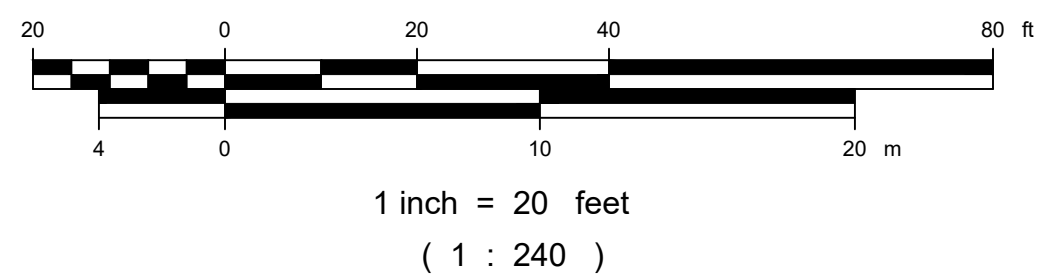
1. Quitclaim deed of The Berlin City Bank to Coos County Family Health Services, Inc., dated Jan. 14, 1997, recorded Coos County Registry of Deeds Book 870, Page 369.

Plan References:

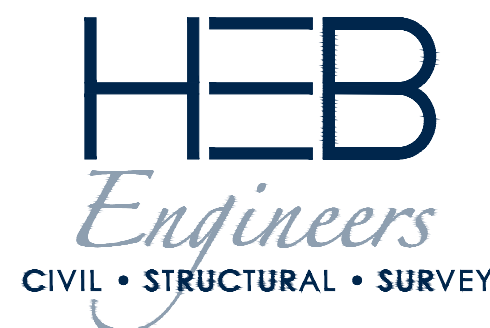
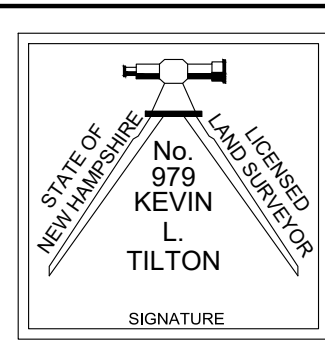
1. Sept. 11, 1992 revision of Subdivision Plan for "Home Bank FSA" by Bedford Design Consultants, recorded Coos County Registry of Deeds Plan #618A.
2. Aug. 6, 1997 "Existing Features Site Plan prepared for Coos County Family Health Services, Inc." by HEB Engineers, Project# 97100.

Notes:

1. Subject premises is Berlin Tax Map 119, Lot 242.1; contain a total of 43,331 sq. ft. = 0.99 ac.; and lie within the Downtown Zoning District. Zoning setbacks are zero feet on the front and sides; 10' on the rear as shown along Cole Street.
2. Bearings are grid. Coordinate grid is N.H. State Plane Coordinate System NAD83(CORS) datum per GPS observations to the NGS CORS network.
3. Contour interval = 1 ft. Vertical datum is NAVD88 per Plan Ref. 2 tied to USCGS benchmark "TOWN OF BERLIN BM" located at City Hall.
4. Site features and topography shown are per field surveys performed March 2021; using a robotic total station and Leica GS15 GNSS receivers; under the direct supervision of Kevin L. Tilton, LLS #979, and conforming with the technical standards for topographic surveys per the NH Code of Administrative Rules of the Board of Licensure for Land Surveyors.
5. Locations of underground electric wires servicing light poles and other underground utilities should be verified with Dig-Safe prior to construction.
6. Bearings and distances are per Plan Ref. 1 and best fit to back of sidewalks and the nail shown (not surveyed) in the centerline of the Dead River retaining wall near Cole Street.
7. This plan does not represent a complete boundary survey by HEB.



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DRAWN BY	SPP/JLT
CHECKED BY	KLT
FIELD BOOK	364
SCALE	1"=20'
DATE	04/16/2021

Existing—Features Plan for the Coos County Family Health Building Additions located in Berlin, New Hampshire prepared for Warrenstreet Architects, Inc.	2
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General Construction Requirements:

- Contractor is responsible for all work shown on the drawings, unless otherwise noted. Provide and install all materials required to complete the work as shown.
- Perform all work in compliance with federal, state, and local permit approvals. Copies of all permit approvals shall be maintained at the project site.
- Site security and job safety are the sole responsibility of the contractor. All construction activities shall comply with OSHA standards and local requirements.
- The location of existing utilities are approximate and have not been independently verified. Contact "Dig Safe" 72 hours prior to any excavation at 1-888-344-7233 and any other utility owners for accurate utility marking. Pay for all damages which may occur by the failure to locate and preserve any utilities.
- At least one week prior to site clearing/demolition, request Owner's Representative to identify features to remain.
- All utility installations, including the location, size, depth, and specifications for construction of proposed utility services, shall be installed under the supervision of and complying with the requirements of the respective utility company (electric, telephone, cable, etc.).
- Field-verify the location, size, inverts, and types of existing pipes at all proposed points of connection prior to ordering materials. Where an existing utility is found to be in conflict with the proposed work, the location, elevation and size of the utility shall be accurately determined without delay, and the information furnished in writing to the Owner's Representative for resolution of the conflict.
- Rim elevations of proposed drainage structures are approximate in paved areas. Final elevations are to be set flush and consistent with the grading plan. Adjust all other rim elevations to finished grade within the limit of work.
- Make all arrangements and pay any fees for relocation and/or alteration of utilities such as electric, telephone, cable, and any other private utilities.
- Make all necessary construction notifications and apply for and obtain all necessary permits not provided by owner, and pay all fees and post all bonds associated with the work indicated on the drawings.
- All slopes greater than 3:1 shall receive erosion control matting.
- All disturbed areas that are not to be covered with gravel or pavement shall be stabilized with loam and seed.

Site Plan Review Notes:

Owner Information
Coos County Family Health Services
133 Pleasant Street
Berlin, NH 03570

Property Information
Zoning District:
Downtown (DT)

Address:
133 Pleasant Street
Berlin, NH 03570

Tax Map/Lot:
119/242.1

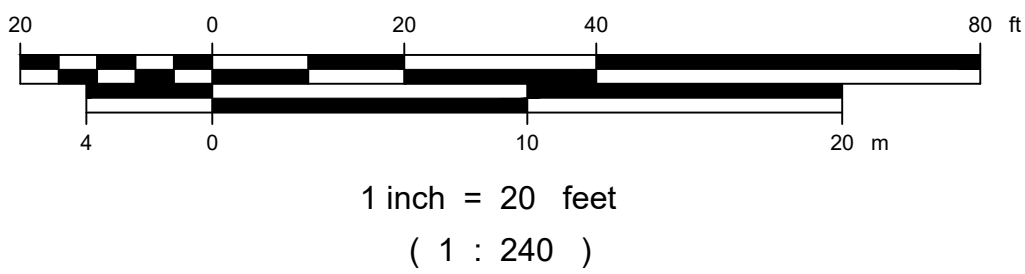
Property Area:
43,331 square feet = 0.99 Acres

Parking Requirements
Downtown (DT) Zone - No Requirements

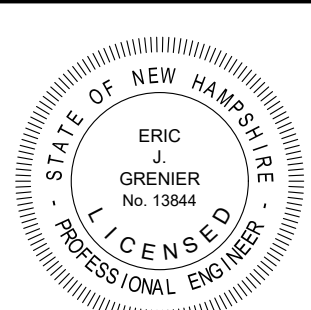
Parking Spaces Provided = 22 (includes 1 ADA Accessible)

Legend:

- Property line
- Existing/proposed treeline
- Proposed edge of pavement
- Proposed concrete
- Proposed snow storage areas
- Vertical granite curbing



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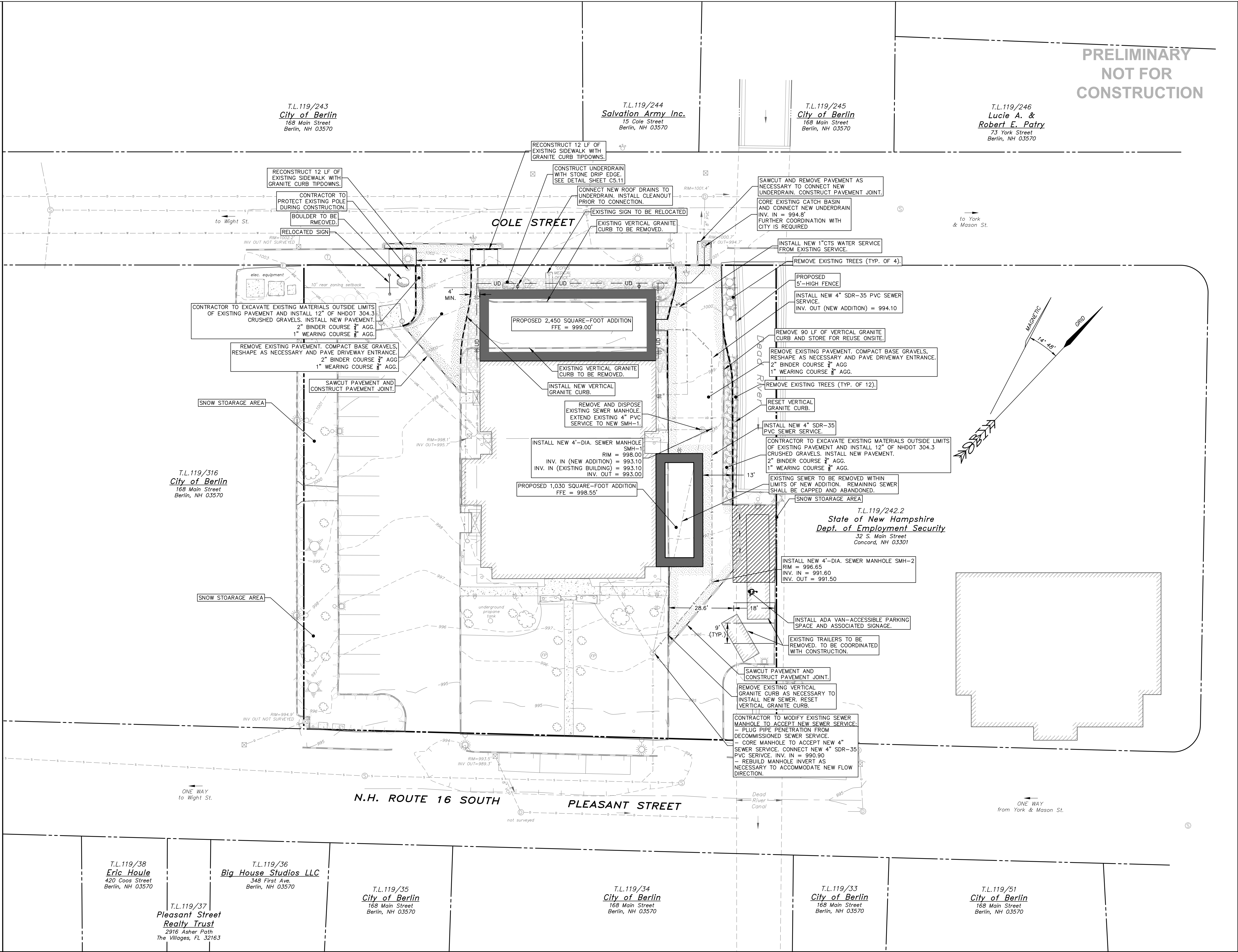
Site Layout Plan
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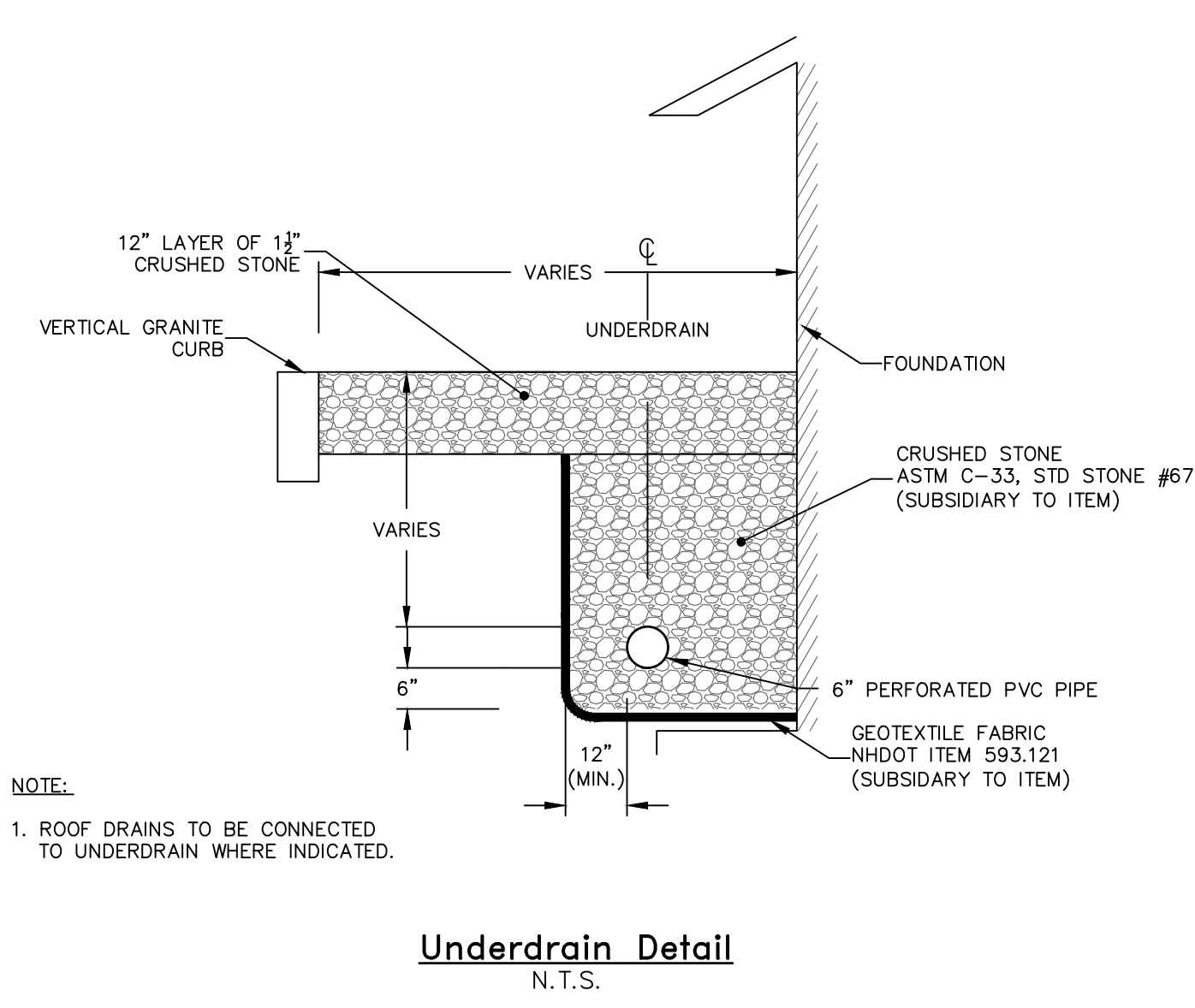
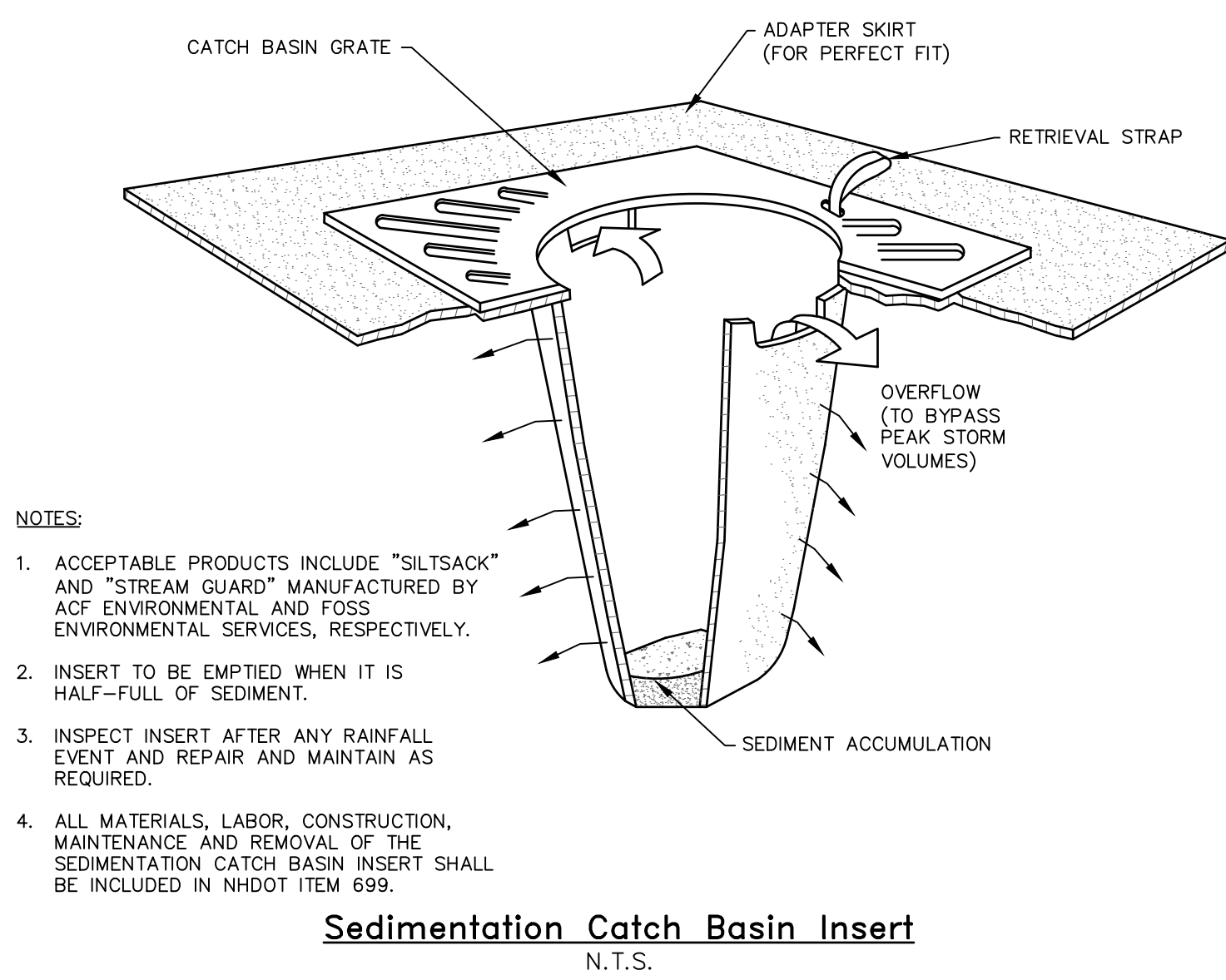
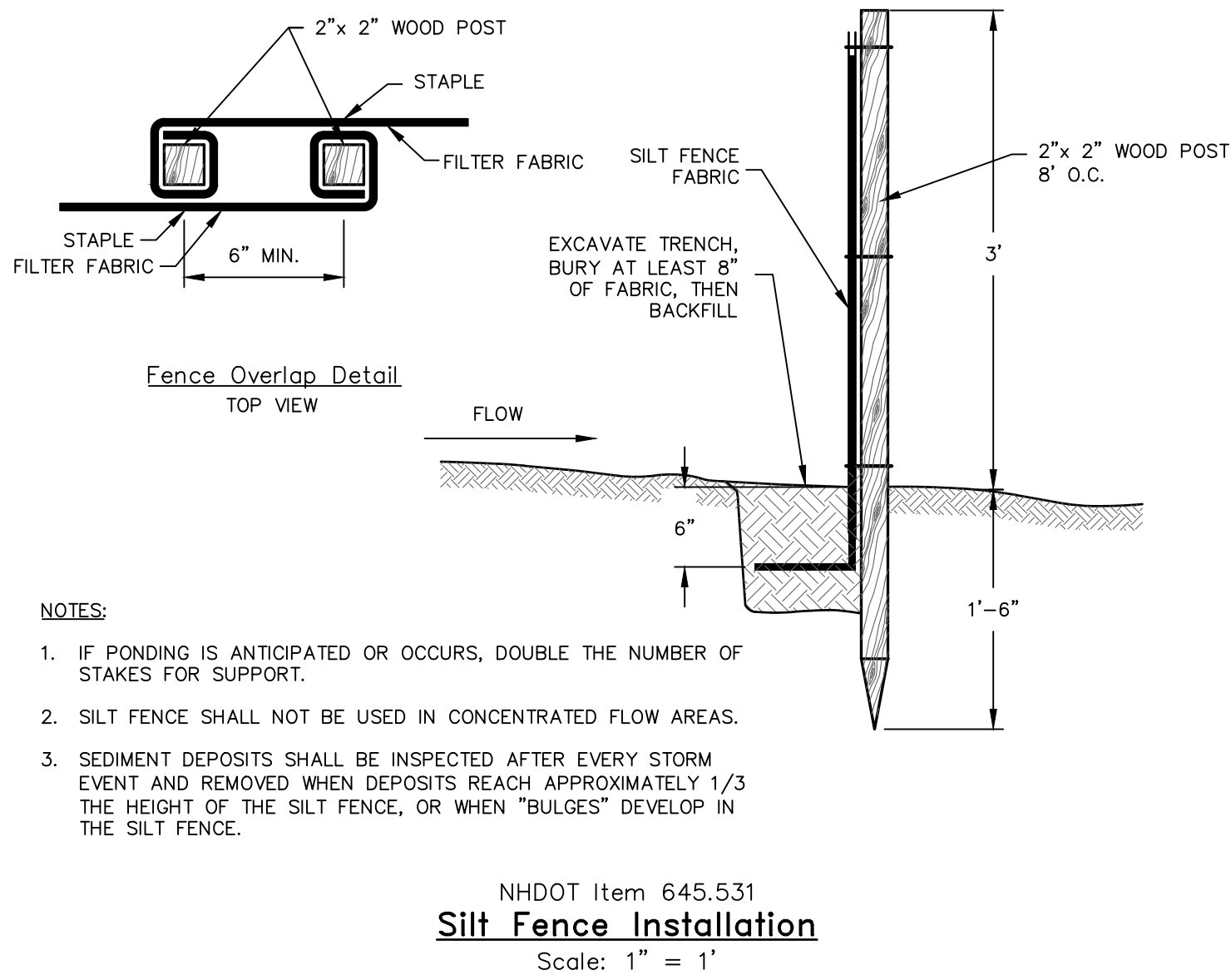
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C1.11

SHEET 3 OF 5

PRELIMINARY
NOT FOR
CONSTRUCTION



**General Erosion-Control Requirements:**

The primary intent of the erosion control requirements and the construction sequence is to stage the project in a manner that will minimize the potential for erosion and the potential negative effects associated therewith. The Engineer shall be contacted and the plan shall be amended if the intent is not being followed.

- Erosion control definitions:
"Strip topsoil": Excavate topsoil, screen, and stockpile.
"Seed(ing)": Adjust ph, apply fertilizer, sow the seed mixture, apply mulch (or erosion control matting), apply tackifier.
"Significant rainfall event": more than X=inch of rain.
- Install all erosion control measures prior to earthwork operation and maintain all erosion control measures and seeded embankments during construction. Erosion control shall be removed only upon the establishment of all vegetated areas.
- All drainage structure inlets shall be protected using inlet protection or catch basin inserts.
- Erosion control measures shall be implemented complying with the Best Management Practices (BMPs) of the "New Hampshire Stormwater Management Manual, Volume 2, Post-Construction Best Management Practices Section & Design," by the NHDES, USDA SCS, and Rockingham County Conservation District, latest edition.
- Do not disturb areas outside the limits of proposed work. Areas disturbed by the Contractor's operations shall be restored to their original condition at the Contractor's expense. All areas disturbed during construction not covered with buildings, structures or pavement shall receive four (4) inches of loam and seed.
- The downhill side of all stockpiles shall be encircled with silt fence.
- All ditches, swales, and other areas of concentrated flow shall be stabilized prior to directing flow to them. Inlet protection to be installed prior to directing flow to storm drains.
- Before weekends, and if a significant rainfall event is anticipated during the construction of the cut/fill embankments, a temporary berm shall be constructed along the top of the fill embankments, and temporary slope drains (pipes) with temporary stone outlet aprons shall be installed at the base of the slopes.
- The maximum time that any disturbed areas shall be left unstabilized shall be 14 days.
- The smallest practical area shall be disturbed to complete the required construction, but no more than 5 acres at any one time.
- Lot disturbance, other than that shown on the approved plans, shall not commence until after the roadway and the associated drainage is complete and stable.
- An area shall be considered stable if one of the following has occurred:
A. Base course gravels have been installed in areas to be paved;
B. A minimum of 85 percent vegetated growth has been established;
C. A minimum of 3 inches of non-erosive material such as stone or riprap has been installed; or
D. Erosion control blankets have been properly installed.
- All erosion control measures shall be inspected weekly, and after every 0.25 inches or greater rainfall within a 24-hour period.
- All roadways/parking areas and cut and fill slopes shall be stabilized within 72 hours of achieving finished grade.
- Precaution shall be taken throughout the duration of construction activity to prevent, abate, and control the emission of fugitive dust, including but not limited to, wetting, covering, shielding, or vacuuming.
- The project must meet the requirements and intent of RSA 430:53 and Agr 3800 relative to invasive species.
- Temporary water diversions (swales, basins, etc.) must be used as necessary until areas are stabilized.
- Detention basins and swales shall be installed before rough grading at the site.

Seeding Notes:

- Seed mixture: Prior to construction, submit certification from seed supplier that the mixture complies with the requirements. Include the requirements on the certification.
- Prepare subsoil by eliminating uneven areas; removing foreign materials, weeds, and other undesirable plants and their roots; scarifying subsoil to a depth of 3 inches.
- Spread loam to yield a minimum depth of 4-inches after rolling. Rake smooth to remove stones and roots. Loam shall consist of loose friable topsoil with no admixture of refuse or material toxic to plant growth. Loam shall be generally free from stones, lumps, slumps, subsoil, roots, and weeds or similar objects larger than 2 inches in greatest diameter. The term as used herein shall mean that portion of the soil profile defined technically as the "A" horizon by the Soil Science Society of America. The minimum and maximum pH value shall be from 5.5 to 7.6. Loam shall contain a minimum of 3 percent, and a maximum of 10 percent, of organic matter as determined by loss by ignition. Not more than 65 percent shall pass a No. 200 sieve as determined by the wash test in accordance with ASTM D 1140. In no instance shall more than 20 percent of that material passing the No. 4 sieve consist of clay size particles.
- Apply agricultural limestone at a rate of 100 lbs. per 1000 sf.
- Apply commercial grade 10-10-10 fertilizer at a rate of 10 lbs. per 1000 sf.
- Sow uniformly with last year's crop of the local natural resource conservation service's "conservation mix" at a rate of 0.5lbs/1000 sf. Mixture is to have a germination rate of not less than 80 percent, and a purity of not less than 85 percent.
- Roll seeded area with hand roller.
- All ditches shall receive erosion control matting.

Temporary:

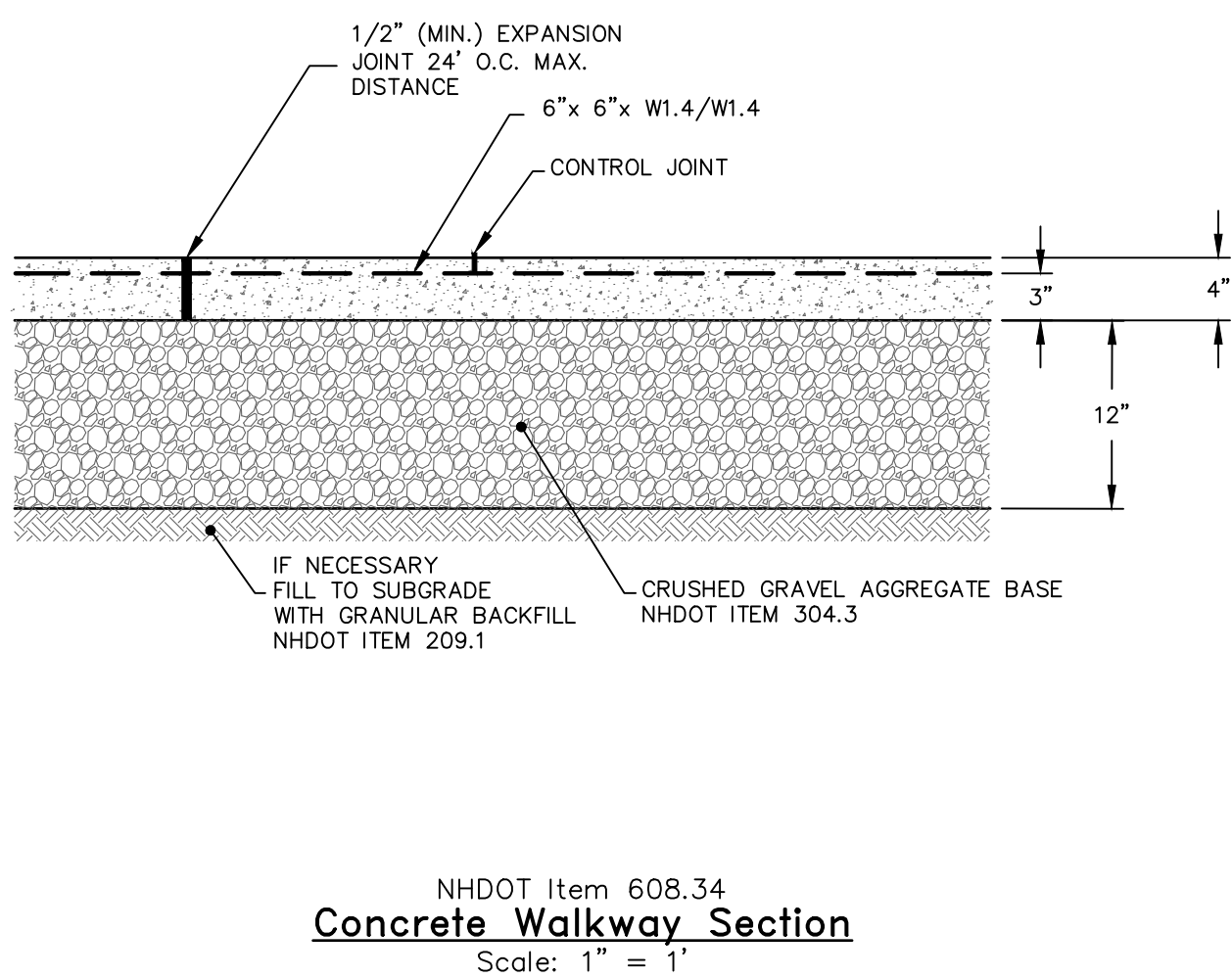
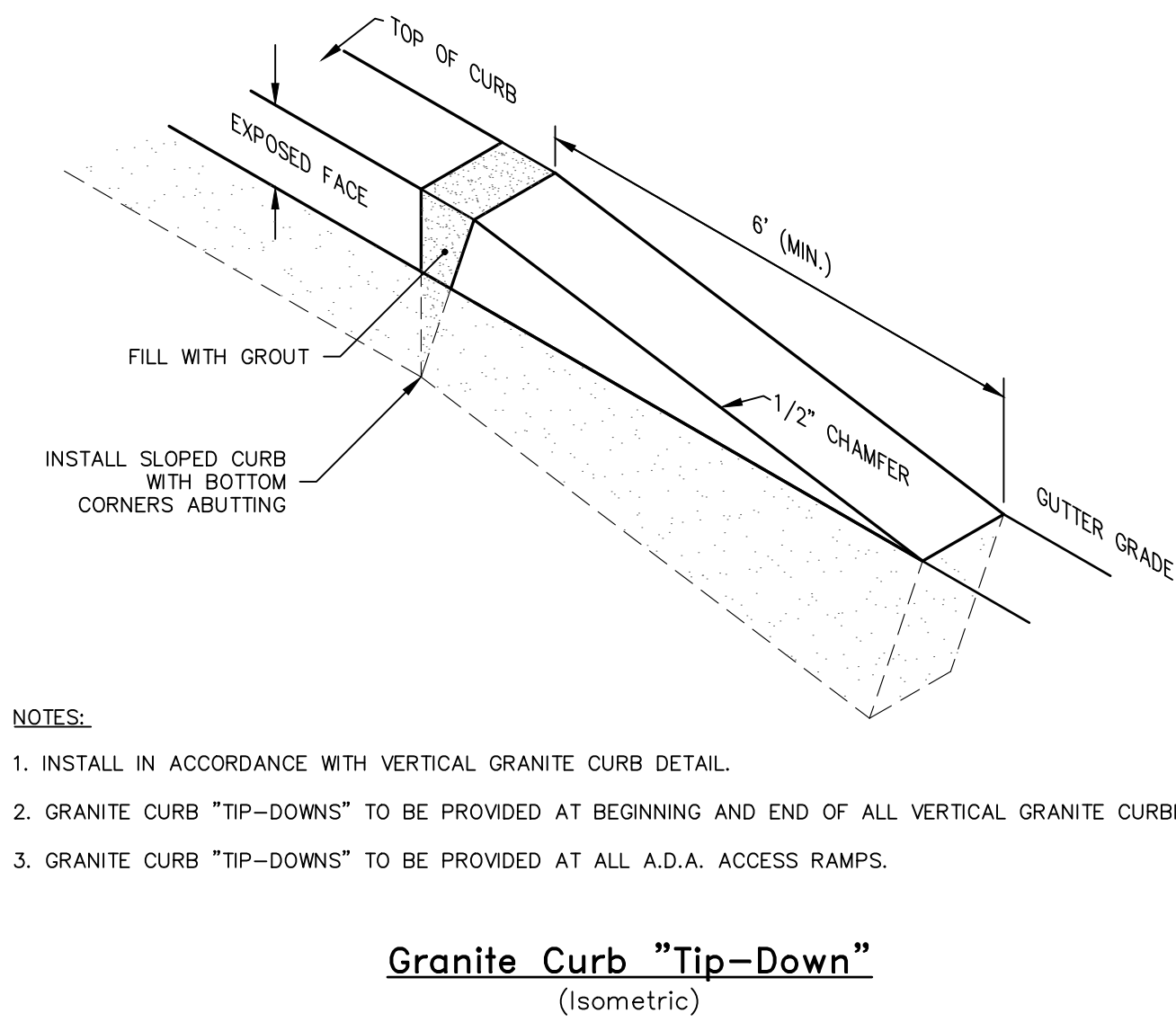
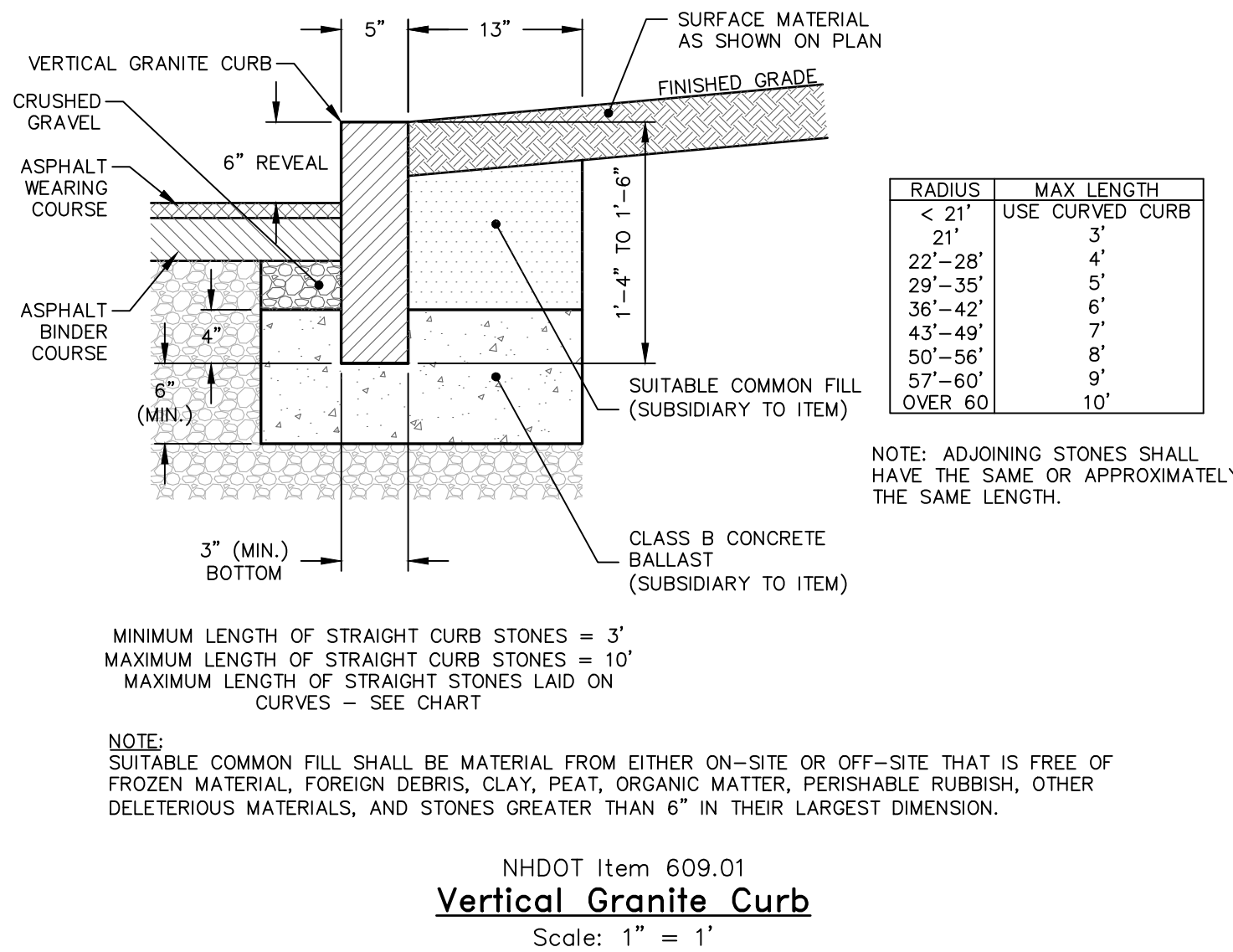
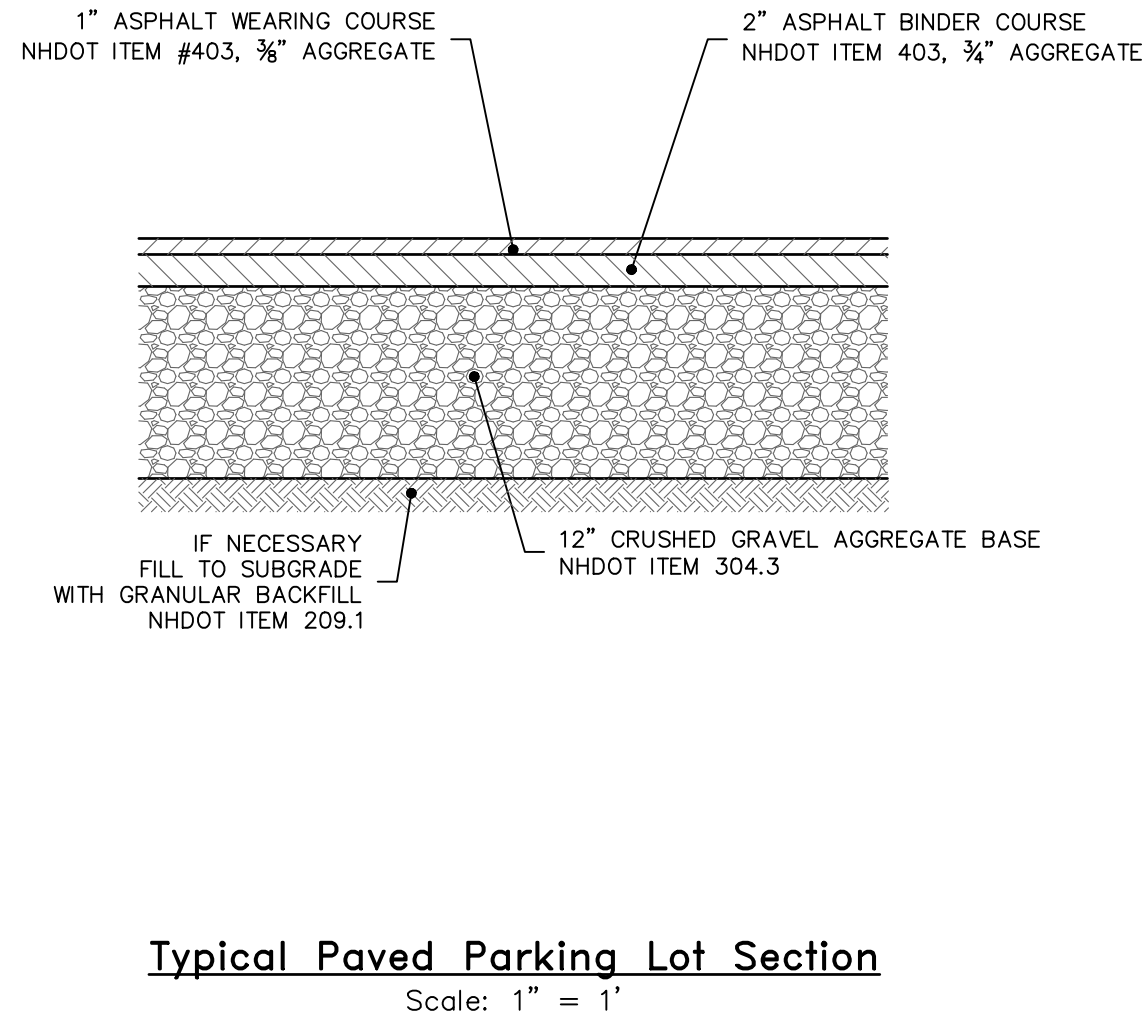
- Bedding: Remove stones and trash that will interfere with seeding the area. Where feasible, till the soil to a depth of about 3 inches to prepare a seedbed and mix fertilizer into the soil. The seedbed should be left in a firm and smooth condition. The last tillage operation should be performed across the slope wherever practical.
- Fertilizers: Fertilizer should be uniformly spread over the area prior to being incorporated into the soil. A minimum of 300 pounds per acre (7 pounds per 1,000 square feet) of 10-10-10 fertilizer, or its equivalent, should be applied.
- Where it is impracticable to incorporate fertilizer and seed into moist soil, the seeded area should be mulched to facilitate germination.
- Seed Mixture: Use any of the following:

Species	Per Acre	Per 1,000 s.f.	Dates	Depth
Winter Rye	112 lbs.	2.5 lbs.	8/15-9/5	1 inch
Oats	80 lbs.	2.0 lbs.	Spring-5/15	1 inch
Annual Ryegrass	40 lbs.	1.0 lb.	4/15-9/15	1/2 inch
Perennial Ryegrass	30 lbs.	0.7 lbs.	4/1-6/1 or 8/15-9/15	1/2 inch
- Maintenance: If seeding fails to grow, it may need to be re-established to provide adequate erosion control. If weeds become a problem, they may need to be controlled by mowing.

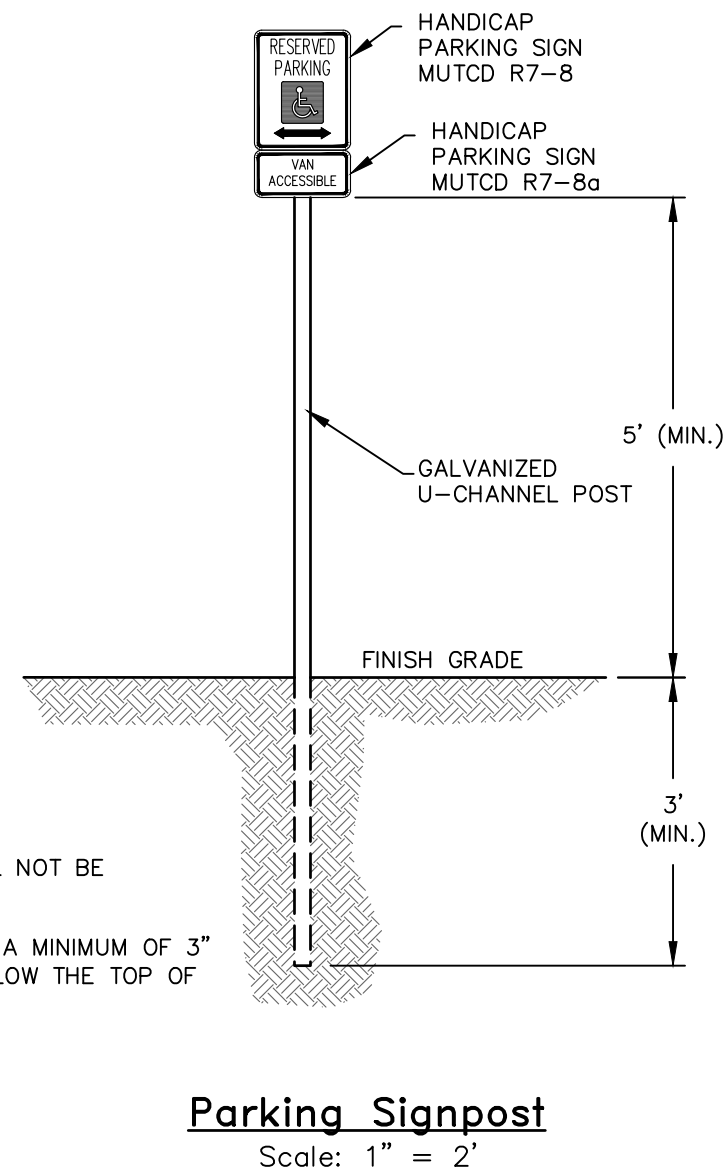
Critical Erosion Areas:

Temporary seeding and/or mulching shall be used to protect exposed critical areas during construction. The following areas are particularly susceptible to erosion and shall receive extra attention when being inspected and maintained:

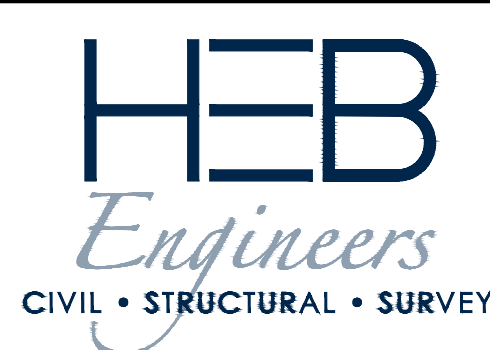
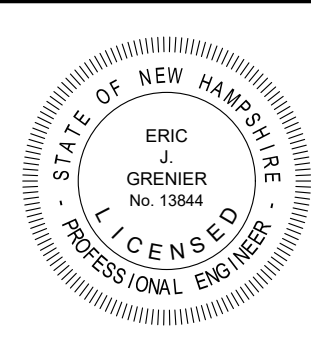
- The larger cut and fill areas along the road and driveways.
- Areas not worked or not to be worked for 3 weeks.
- Areas of concentrated flow such as the ditches, swales, and toe of uphill facing slopes.
- Stormwater ponds and level spreaders.

**NOTES:**

- U-CHANNEL POSTS SHALL NOT BE SPUCED.
- THE POST SHALL BE SET A MINIMUM OF 3" TO A MAXIMUM OF 6" BELOW THE TOP OF THE SIGN.



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SHEET 4 OF 5



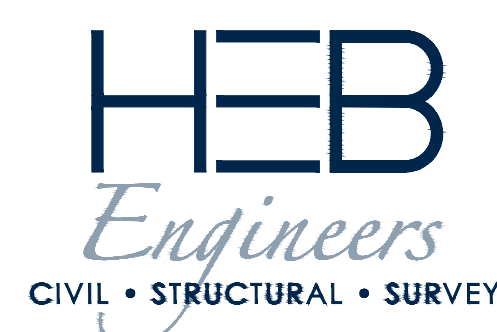
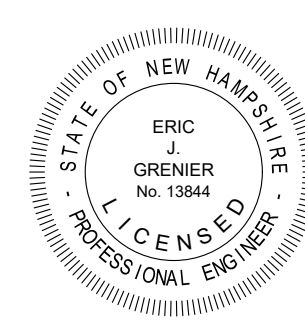
Plan



Typical Sewer
Maintenance Hole Invert
N.T.S

- NOTES:
1. CARE SHALL BE TAKEN TO INSURE THAT THE BRICK INVERT IS A SMOOTH CONTINUATION OF THE SEWER INVERT. INVERT BRICKS SHALL BE LAID ON EDGE.
 2. INVERT AND SHELF TO BE PLACED AFTER LEAKAGE TEST.

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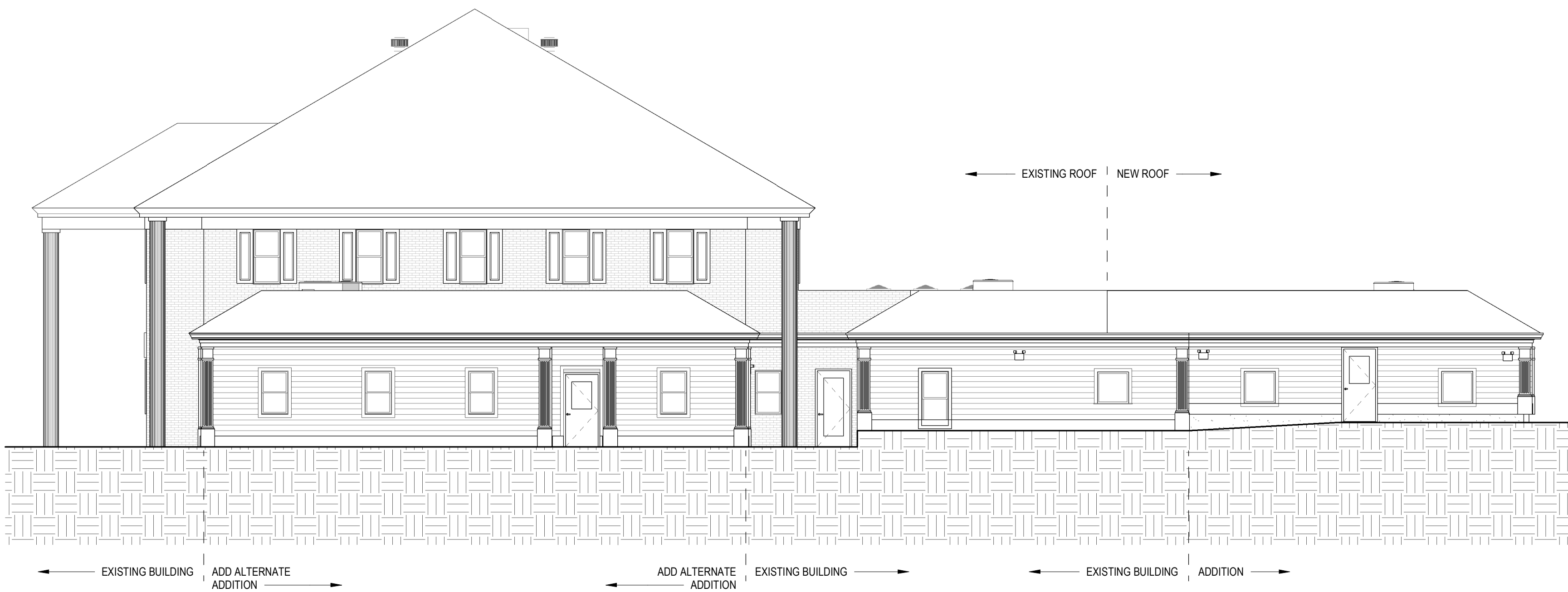
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7	Construction Details – General	
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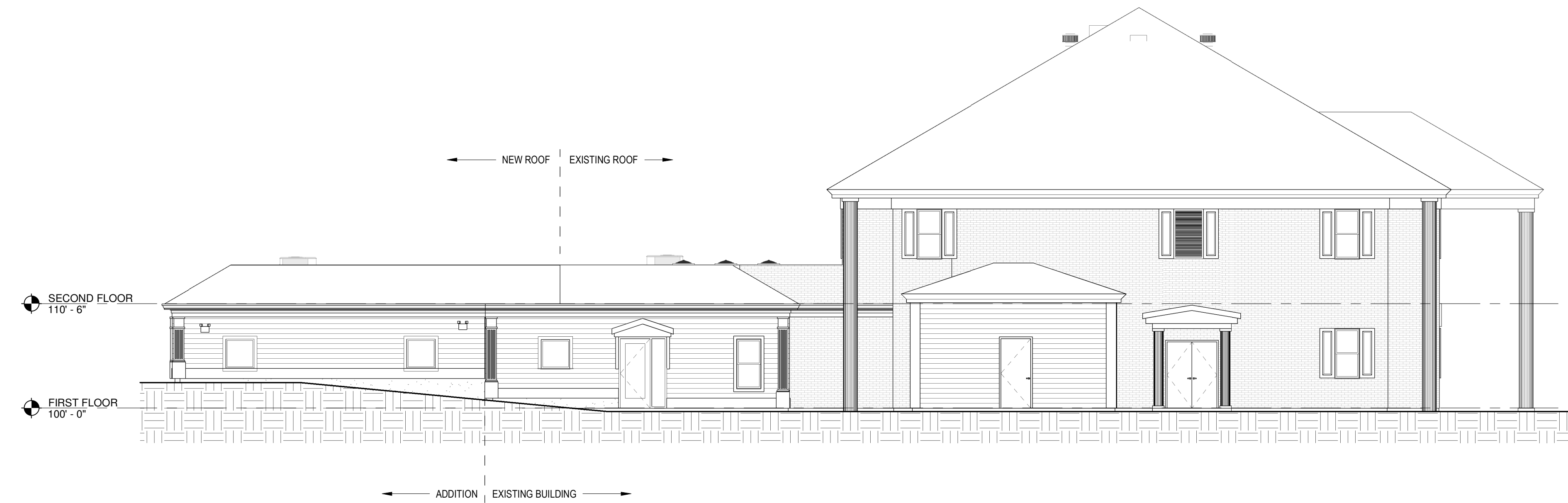
SHEET 5 OF 5



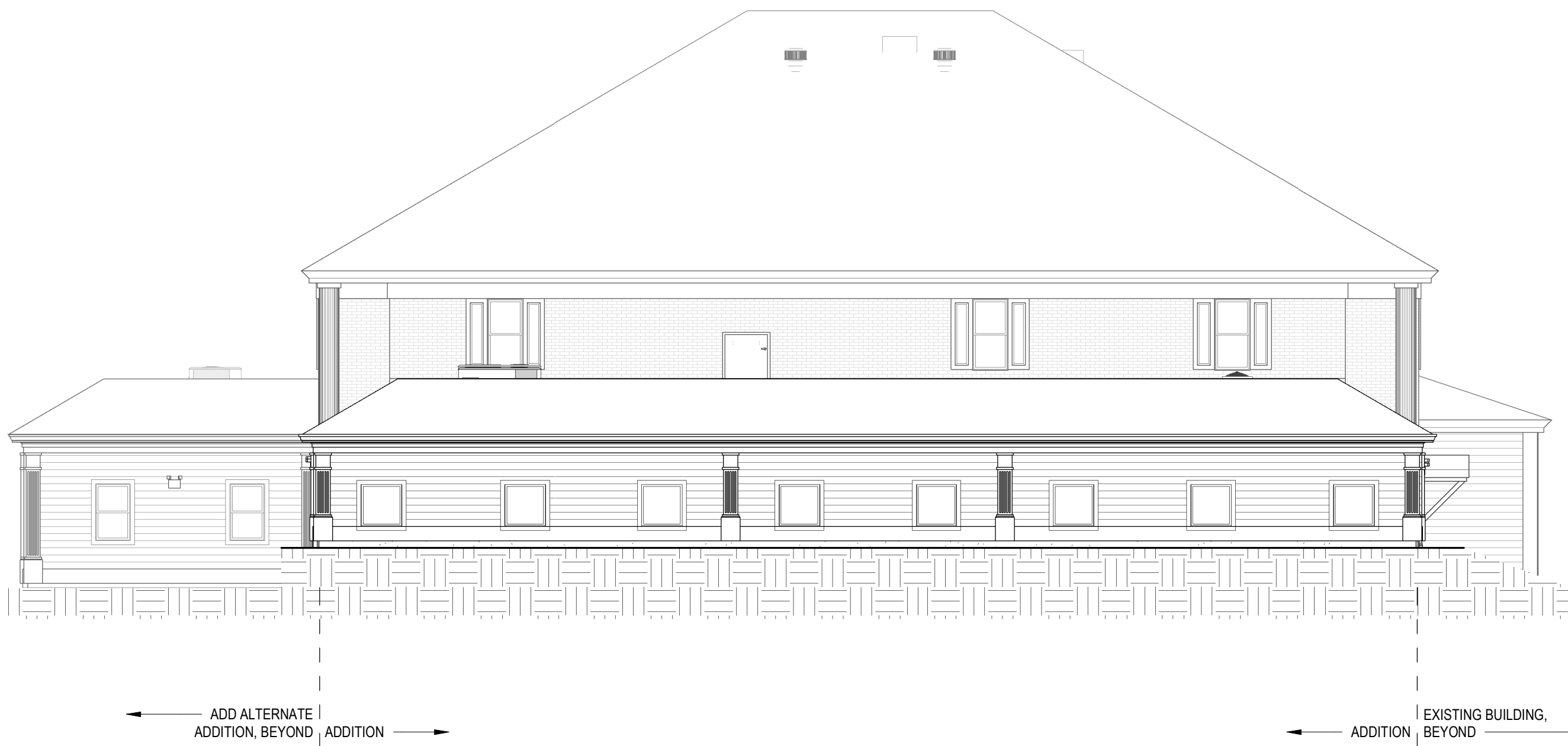
NORTH ELEVATION
 $\frac{1}{8}'' = 1'-0''$



EAST ELEVATION
 $\frac{1}{8}'' = 1'-0''$



SOUTH ELEVATION
 $\frac{1}{8}'' = 1'-0''$



WEST ELEVATION
 $\frac{1}{8}'' = 1'-0''$