



TOWN OF  
NEW LONDON, NEW HAMPSHIRE

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TO: New London Planning Board  
FROM: Lucy A. St. John, AICP  
FOR: February 23, 2016 Meeting  
RE: Colby-Sawyer College  
Fine and Performing Arts Center (F & PAC) Site Plan Application

**Property Statistics:**

Owners: Colby- Sawyer College (CSC)  
Location: 541 Main Street  
Tax Map: 085-033-000  
Total Site Area: Approximately 74 acres  
Zoning: Institutional, Article X  
Frontage: Main Street  
Watershed: Blackwater River Watershed  
Surrounding Uses: Campus and residential properties

**Plans Prepared By:**

- ✓ Will Davis, P.E., Horizons Engineering and others

**Project Description:**

The proposed project includes the construction of a new 15,000 square foot Fine and Performing Arts Center building on the campus between the Windy Hill School and the Curtis L. Ivey Science Center on the site of the Colby Farm building. The proposed building will have art studio space, office space, an art gallery, and a small black box theater. Proposed site improvements include sidewalks, site lighting, retaining wall, drainage features, landscaping, and utility connections.

Comments included in the Alternation of Terrain (AOT) Report

- ✓ The total disturbance for this work is 78,500 square feet.
- ✓ The total proposed post-project impervious area within the disturbed area is 20,932 square ft.
- ✓ The total connected impervious area listed with effective impervious cover (EIC) of 26.6% is the EIC within the proposed disturbance area.
- ✓ No wetlands within the proposed disturbance area. No wetland impacts are proposed as part of this project.
- ✓ Potential impacts to water quality will be minimized using erosion control measures, pages 1 and 2.
- ✓ Groundwater Recharge proposed using the stone drip edge infiltration which provides 288 cubic feet of groundwater recharge, page 3.

**Plans and Related Discussions:**

- ✓ The conceptual plan was discussed at the Jan 14, 2016 meeting.
- ✓ Windy Hill School, adjacent to proposed new building, was approved by the PB August 25, 2009.
- ✓ Campus Master Plan update presented to the PB Jan 14, 2104.

**Master Plan, 2011**

- ✓ See Master Plan key word search of Colby- Sawyer College.

**Zoning Ordinance (As amended May 12, 2015)**

- Article II, General Provisions, # 6 Parking and Loading, see page 5. Refers to Site Plan Regulations
- Article II, General Provisions, # 10 Signs 10 (g) (3), see page 11, and the Quick Reference Table on page 120.
- Article, X, Institutional District, page 45-46.

**Site Plan Regulations (amended to Dec 1, 2015)**

- ✓ Article I, D. Types of Development Requiring Site Plan Review, page 2 # 1.
- ✓ Waivers Requested, see (I), page 32. Waivers requested by the applicant.
- ✓ Appendix A- Off- Street Parking Requirements, College/University- By Review
- ✓ Refer to all other Site Plan Regulations.

**RSAs:**

- ✓ RSA 674:43-44 Power to Review Site Plan

**Department/Water Precinct Comments:**

- ✓ Fire Department, Chief Jay Lyon email of Feb 16, 2016: My comments would be the same as before. My main concern would be access, and hydrant location. I would guess that they will be installing at least one hydrant, but I don't see anything on the plan.
- ✓ Police Department, Chief Ed Andersen email of Feb 17, 2016: I am concerned with the amount of foot traffic that is occurring around these buildings and the close proximity to Seamans Road that the college needs to address sidewalks in the area of this building with a change to the current use coming in the future. With all the house bought as dorms and the new Snow buildings parking and foot traffic is a large and dangerous problem. Any future upgrades to larger building should include a plan for how students and employees will access these with better lighting and sidewalks.
- ✓ Public Works, Director Richard Lee email of Feb 12, 2016 with memo. Memo attached.
- ✓ Water Precinct, Robert Thorp email of Feb 17, 2016: He noted in an email to Will Davis that yes there is an application for the water service connection, and that he can pick up the forms at their office. Tamara is in the office Monday through Thursday 8AM til Noon. We will also need to see a detailed sketch of the water line relocation as well. The board does not meet again until the first week of next month. They will review the material then.

**Key Issues for Further Discussion:**

- ✓ Abutter concerns and issues raised at the meeting. Two abutters submitted written comments Tony Westcoat and Michael and Georgia Fallon, these have been posted. Plan sheet should show the location of all abutters.
- ✓ Access proposed from Main Street- need to solicit input from NHDOT (State Highway). See comments from abutters. Concern about internal and external traffic circulation during construction and pedestrian safety.
- ✓ ADA requirements for parking spaces, # of spaces and construction of bluestone walkway.
- ✓ Any other comments or concerns which may be raised during the review of this application.
- ✓ Architect/Engineer's stamp to be affixed to plan
- ✓ Boundary survey, limits of the survey, see plan sheet C101.
- ✓ Colby Farm house complex- removal and or demolition of the existing structure, proposed timeframe and related construction traffic.
- ✓ Construction site fencing to be installed prior to any site work.
- ✓ Construction staging

- ✓ Construction vehicles entering and leaving site on Main Street. Fencing and if adequate screening provided for the construction vehicles and equipment. Sight distance on Main Street. Fencing, see plan sheet C201, note # 10. Permanent and temporary fencing.
- ✓ Existing and future student population and number of employees
- ✓ Existing and proposed uses to the Sawyer Fine Arts Center- provisions for parking- students, employees and visitors. Theatre space and use by other organizations, rehearsals, camps, etc. Overlap with proposed Black Box Theatre.
- ✓ Groundwater recharge and water quality, stormwater quality.
- ✓ Landscaping –perimeter open space requirements and percent open space.
- ✓ Lighting- Up- lighting proposed, waivers requested. Parking lot lighting- pedestrian and visitor safety. Location of all existing and proposed safety call boxes?
- ✓ Location of loading and delivery facilities for the building.
- ✓ Location of the temporary toilet at the construction parking area- view to abutting properties
- ✓ Outdoor space adjacent to building for students to work outside.
- ✓ Parking lots- in excess of ten spaces shall include landscaping to improve the appearance of the site, provide shading, and break up the mass of pavement and to facilitate pedestrian and traffic flow and safety. Paving areas and access drives shall be paved. Is there a Campus Master Parking and Pedestrian Safety Circulation Plan? Concern about existing parking areas, circulation, pedestrian safety and access to buildings. See plan sheet C203 and the application narrative (F), regarding Parking and Loading & Safety. Parking spaces should be labeled on the plan with a number and total number in each parking area.
- ✓ Pond- depth and fencing considering proximity to Windy Hill School.
- ✓ Proposed location of any ventilation exhaust systems, any roof mounted A/C units, generators or other building components which may generate noise, or obstruct views from abutting properties.
- ✓ Reconstruction of the granite wall, see plan sheet 201 note # 7.
- ✓ Removal of the construction parking area, following completion and prior to occupancy of the new building.
- ✓ Review comments from Town staff, Water Precinct and any others
- ✓ Sidewalk connections on and off-campus- need for improved pedestrian circulation for students, visitor to campus, and the areas surrounding the campus. Safety is a concern.
- ✓ Signs and signage on buildings. What is proposed?
- ✓ Snow Storage, see plan sheet C203- distance from parking lot to snow storage area, and proximity to the existing parking areas. See Richard Lee's comments.
- ✓ Utilities, including water, sewer, electrical- existing and proposed features, size, location.
- ✓ Utility location, approximate, see plan sheet C201, shown as appropriate not surveyed.

**Suggested Action:**

- Decide if this application is deemed a project of regional impact, per RSA 36:54-58
- Decide if a site visit is needed. Staff suggest a Site Visit be scheduled.
- Determine if the application is complete or incomplete. If incomplete, specific reasons should be provided. If complete, open the public hearing and receive testimony.
- Determine what waivers will or won't be granted (Site Plan, Article VIII- I Waiver of Requirement, page 33). Waivers have been requested.
- Make a motion to approve, disapprove or table the application and state the reasons.
- If the Planning Board acts to approve the plan, staff suggests that any and all conditions of approval be clearly stated and included in the motion, including compliance with all comments identified by the various Town Departments, Water Precinct and others as deemed appropriate.



*Town of New London*  
*Public Works Department*

375 Main Street  
New London, NH 03257



***PUBLIC WORKS DEPARTMENT MEMO***

*TO:* Planning Board

*FROM:* Richard E. Lee

*DATE:* February 12, 2016

*SUBJECT:* Fine & Performing Arts Center

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I would like to make the following comments on what I have seen on my first review of the proposed plans for the Fine & Performing Arts Center Colby College is proposing.

On Page C 201 Grading Drainage & Utilities Site Plan

I have some concern about putting all the extra drainage into the swale between the existing parking lot and the new building. This swale was designed when the parking lot was installed with steps at the bottom of the trench to have some of the water inflow into the ground and not just run off. What will be the consequences of just adding all the new water to a pipe will it be infiltrated or will it just overload the system as it is and run off through the drainage system and will the existing drainage area be able to take the added flow?

Over the past few projects the college has done we have worked together to install areas to infiltrate as much of the runoff as possible. As an example the driveway to the existing residence they are going to remove has glass under it and pipes to monitor the water. Which will be removed as part of this project. This project will make a lot more impervious area and runoff then existing conditions.

At the conceptual meeting we had I asked to see the complete line for wastewater for this project from the new building to where the College line meets the Town Main. I have some concern about the pipe size. I see that they plan on installing a 12' section from the new building to the first manhole to replace the existing 4". If memory serves me right this line will go to the pump station at the lodge. This statin was designed when the lodge was built and since then they have added the Windy Hill School and now this new building. I think that the whole system from start to finish should be looked at.

Page C 203 Parking & Snow Storage Plan

They are showing parking in a lot on the left side of Paterson Path. This parking lot was built out of a stock pile of material moved from other construction sites, as a temporary parking lot. It was built to take the place of the parking that was given up for construction of the last dorm and the Dining Hall renovations. This parking lot was never designed to be used as a permanent parking lot.

Page C 301 Erosion Control

Who will have the final design and implementation of all the notes under Erosion Control General Notes?

Construction Sequence

Note #1 Add that no work is to commence until such plan is designed and approved by all the appropriate agencies.

Page C 302 Sewer Notes

Add the New London Wastewater Department requires all connections to be inspected before backfilling. This will mean all wastewater, and drain connections to insure no roof drains are connected to the wastewater system. Inspection requests will need to be made at least 24 hours in advance, unless it is an emergency.

Page C 303

I see a Shrub Planting List – Pond #1 but I did not see a corresponding plan showing the plantings.

As I looked at the plans and got to the one that shows the Fence, Construction Entrance and Temp Toilet sites are a separate sheet. If I'm looking at them right then the Loam stockpile and construction parking area are where the drainage ditch and pond # 1 should be built. I believe this pond is a very important part of the drainage for this site, and as such I don't think waiting until the loam is spread and the parking lot is removed is good.

It appears that the intention is to use the driveway to the water tank off Main Street as a construction entrance. I would caution the neighbors may complain about that when they find out or the traffic starts. I think when the Science Center was built this entrance was only used a little due to the complaints.

That is all that I have seen on the first look at the plans.

If you need further information please feel free to contact me.

Sincerely;  
Richard