



City of Laconia Planning Board
Staff Review for Planning Board Meeting of January 4, 2022

Prepared by Robert Mora, Assistant Planner

STREET ADDRESS: 100 NEW SALEM ST AGENT/APPLICANT: Dawn Longval OWNER: Dawn Longval APPLICATION: PL2021-0141SP	PROJECT DESCRIPTION: Proposal to change use to a Low Barrier Shelter for use between December and March. MAP/STREET/LOT #: 441-167-2 ZONING DISTRICT(S): Urban Commercial (UC)
PLAN REFERENCE: Title: Floor Plans Date: As provided on November 16, 2021 Floor Plans Tax Map Site Plan	

Zoning Compliance – Applicant has received a Special Exception from the Zoning Board of Adjustment on November 15, 2021.

- Condition: The ZBA recommends that the Planning Board look at the fencing request between 100 and 104 New Salem Street; and the possibility of a cap on the number of incidents/emergency responses allowed per year.

Site Plan Regulations – Applicant has met all requirements as outlined by the Site Plan regulation.

Application Acceptance: Staff recommends that the Board accept the application as complete and begin the review process.

Staff Recommendation: Staff recommends that the Board review the application. If conditionally approved, Staff, recommends the following criteria:

I. RECOMMENDED CONDITIONS SPECIFIC TO THIS APPLICATION

1. PROJECT COMPLETION DEADLINES

- a. Plan Revision: May 3, 2022
- b. Final Plans: June 7, 2022
- c. Completion: January 3, 2023

2. PLAN REVISIONS

- a. Provide Updated Site Plan showing fence between 100 and 104 New Salem St.

3. PLANNING CONDITIONS

- a. Provide the Planning Department with proposed operating procedures.
- b. A solid fence shall screen the dumpster in the rear of the lot.
- c. There shall be no loading on New Salem St. Signage will be added stating “No Loading.”
- d. A chain-link fence shall be installed between 100 and 104 New Salem St.
- e. Any new lighting will need to meet the City’s Site Plan Review Regulations and be “Dark Sky” compliant.

4. WATER DEPARTMENT CONDITIONS

- a. A unit count will need to be performed; contact the Laconia Water Department for details.

5. FIRE DEPARTMENT CONDITIONS

- a. An interior fire alarm system will be required and approved by Laconia Fire Dept.
- b. The Fire Department will need to approve occupancy limits.

II. RECOMMENDED CONDITIONS GENERALLY APPLICABLE TO ALL APPLICATIONS

1. CONDITIONS TO BE COMPLETED BEFORE THE START OF SITE WORK:

- a. **PLAN FILING:** The applicant shall provide one copy of the final plan to the Planning Dept., as approved by the Planning Board, for Staff review. The final plan shall reflect any and all changes required as part of the approval process. Once approved by Staff, four more copies are to be submitted.
- b. **Federal and State permits:** If applicable all Federal and State permits shall be in place before plan signing and recording, including NHDES Site-Specific, and NHDES Wetlands permit. Provide a copy of the approved Construction General Permit, Storm Water Pollution Prevention Plan (SWPPP), and Alteration of Terrain permit (AoT) to the City of Laconia as approved by NHDES.

DURATION OF APPROVAL: All final approvals by the Planning Board expire one year from the date the Board voted to approve the project unless otherwise provided in the motion to approve.

APPEAL PROCESS: Pursuant to RSA 677:15, an aggrieved party may appeal this decision to the Belknap County Superior Court within 30 days of the date the Board voted to approve or disapprove the application, or to the ZBA pursuant to RSA 676:5, III within 20 days of the date the Board made its decision.

All requests for extension must be submitted in writing to the Planning Department no later than noon on Wednesday prior to the deadline with the appropriate fees. Failure to comply with the deadline dates without submission of a written request for extension will result in the approval being null and void.

RECEIVED



DEC 16 2021

Planning/Zoning
City of Laconia

Application(s) #: PL2021-0141SP

Fees Paid: \$200
Check #: 1593
Receipt #: _____

PLANNING BOARD APPLICATION

Project Name: Isaiah 61 Low-Barrier Emergency Cold-Weather Shelter

Project Address: 100 New Salem St. Laconia

Tax Map/ Lot # (s): 441-167-2 Zoning District (s): UC Parcel Size Acres: .14

Number of Lots: 1 Total Developed Land Area: .32 Building(s) and/or additions Total Sq. Ft. 8500

Submittal Request (Check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Alternative Parking CUP | <input type="checkbox"/> Amendment | <input type="checkbox"/> Boundary Line Adjustment |
| <input type="checkbox"/> Boundary Line Agreement | <input type="checkbox"/> Change of Use | <input type="checkbox"/> Cluster Development CUP |
| <input type="checkbox"/> Cluster Subdivision | <input type="checkbox"/> Condominium Subdivision | <input type="checkbox"/> Conventional Subdivision |
| <input type="checkbox"/> Discretionary Easement | <input type="checkbox"/> Marinas and Yacht Club CUP | <input type="checkbox"/> Minor Site Plan |
| <input type="checkbox"/> Performance Zoning CUP | <input type="checkbox"/> Site Plan (Commercial) | <input type="checkbox"/> Site Plan (Multi-family) |
| <input type="checkbox"/> Steep Slope CUP | <input type="checkbox"/> Wetland/Wetland Buffer CUP | <input type="checkbox"/> Other _____ |

Proposal Description: Isaiah 61 Cafe would like to use a portion of the existing building (1754 sq ft) located at 100 New Salem St. to operate a low-barrier, emergency cold-weather shelter for the the months of Dec-Mar. This shelter will provide a warm shelter for those still suffering with substance abuse disorder to have protection from the frigid temperatures.

I hereby make application to the City of Laconia for the above-referenced property(ies) and the development as described. To the best of my knowledge the information provided herein is accurate and is in accordance with the Zoning Ordinance and land use regulations of the City, except where waivers are requested. The City of Laconia Planning Board, Minor Site Plan Committee, Technical Review Committee and/or city employees are authorized to enter the property(ies) for purposes of reviewing this proposal and for inspecting improvements as a result of an approval of this proposal. I understand that I am responsible for appearing, or having someone appear on my behalf, at any and all meetings before the Planning Board, Minor Site Plan Committee or Technical Review Committee.

Sign as appropriate (If agent or non-person please attach certification)
NOTE: Please attach an Applicant Contact Worksheet

	PROPERTY OWNER 1	PROPERTY OWNER 2	AGENT / APPLICANT
Printed Name:	<u>Dawn Longval, President</u>	_____	_____
Signature:		_____	_____
Date:	_____	_____	_____

**Isaiah 61 Café
Narrative for
Proposed Low-Barrier, Cold-Weather Emergency Shelter**

Isaiah 61 Café, currently a low-barrier day shelter for the homeless and less fortunate in the Lakes Region proposes to utilize a portion of the original space at 100 New Salem St. (1754 sq ft) to open a low-barrier, cold-weather emergency overnight shelter.

To comply with the State of NH's fire code, this shelter will be open from Dec-Mar (4 coldest months of year). Hours of operation will be 8pm-8:30am 7 days/week. Deputy Roffo has stated that the occupancy load is 33 people, including the supervisors. We will offer advance sign up for café guests. Once they sign up, the bed remains theirs as long as they are consistent in attendance. If they miss more than 2 nights in a row, the bed opens for others. We will have 2 supervisors onsite every night. They will reside in a lounge area on same floor as beds, but divided by barn doors. We will have a monitor for them to watch for any unruly behavior. Supervisors will park in the 2 spots located in front of the glass doors, where lighting is operational through a sensed spot light.

Our overnight guests will check in between 8-9pm through side door, where all belongings except cell phones will be turned in and stored with no access. Guests will be allowed cigarette breaks during the check-in hour. Lights out at 10pm and no further admittance is allowed, except emergency situations direct from hospital or by police accompaniment. If a guest chooses to leave during the night (through the push bar on back door), they will not be allowed to return until the following night. Similar to our daytime policy, our guests must comply to rules of proper behavior. Anyone with disruptive, non-compliant behavior will be asked to leave for the night. Our guests will be allowed to use the restroom facilities only, no laundry, showers or cooking will be offered. Pitman's building will be locked and secure from any admittance. We have exterior cameras to alert if anyone chooses to hang outside on the property after check in hours. The supervisors will be watchful and ensure compliance.



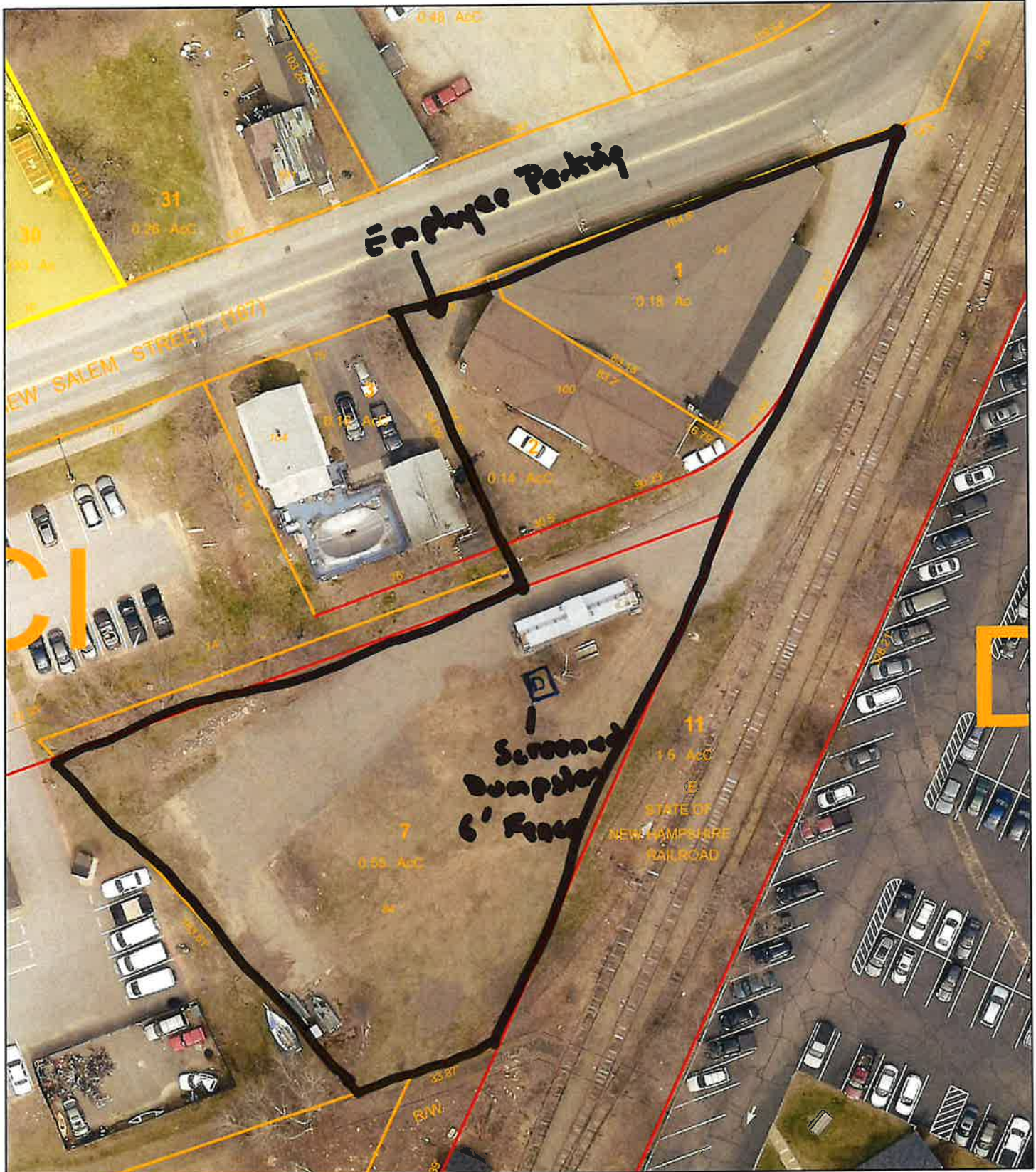
Laconia, NH

1 inch = 50 Feet

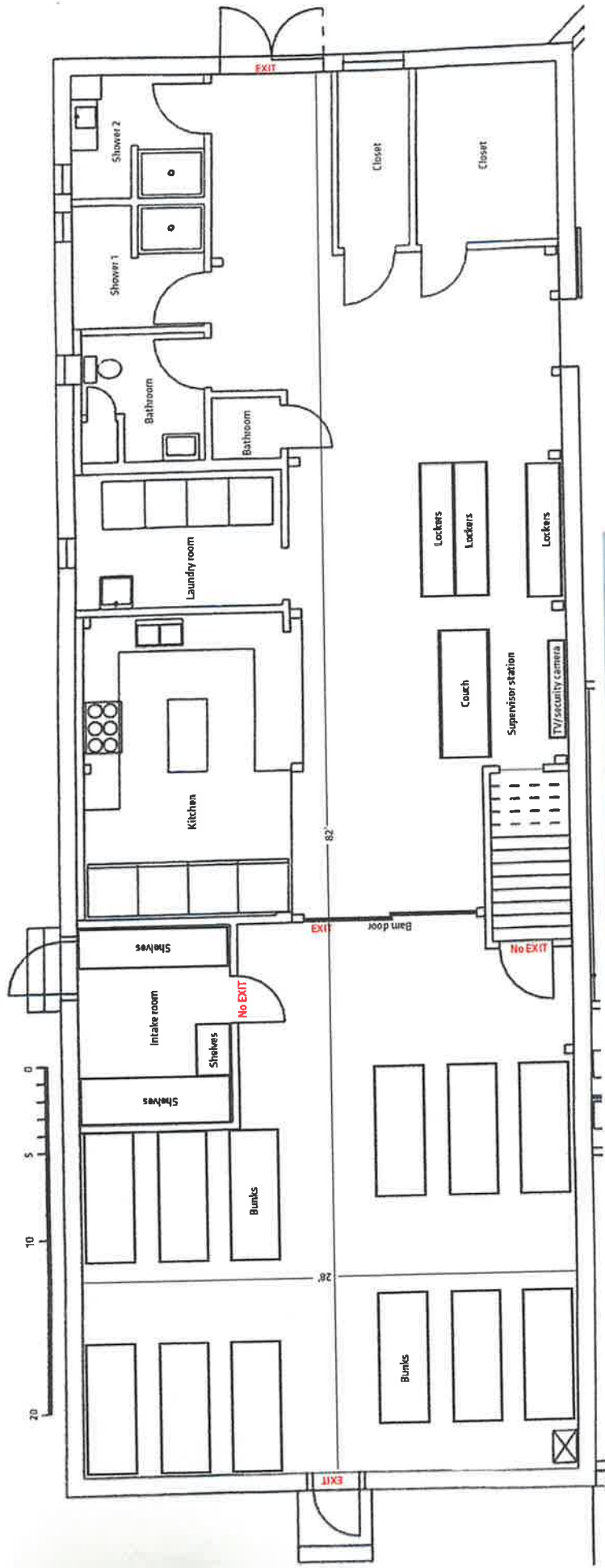


December 6, 2021

www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



2,296 sq. ft. (28'x82' Total Shelter)
 -300 sq. ft. (25'x12' Kitchen/Laundry)
 -112 sq. ft. (14'x8' Shower rooms)
 -130 sq. ft. (13'x10' Closets)

 1,754 sq. ft. (Total Usable Shelter)

ISAIAH 61Cafe

