



MINOR SITE PLAN APPLICATION
City of Rochester, New Hampshire

Date: 1/4/2021

Property information

Tax map #: 116; Lot #(s): 0195; Zoning district: R-2

Property address/location: 101 Wakefield Street, Rochester

Brief project description: Single story building, approx 870 sq ft on a slab. Situated on a corner lot on 0.14 acres.

Property owner

Name (include name of individual): Denise + Robert Higgins

Mailing address: 385 Washington Street, Rochester NH 03839

Telephone #: 603-833-5689 Email address: HigginsDevelopmentAndDesign@gmail.com

Applicant/developer (if different from property owner)

Name (include name of individual): _____

Mailing address: _____

Telephone #: _____ Email address: _____

Engineer/surveyor/designer (if applicable)

Name (include name of individual): _____

Mailing address: _____

Telephone #: _____ Email address: _____

Check one:

- ☒ Nonresidential project ☐ Home Occupation II or III
☐ Multi-Family Residential project

Check all that apply:

- ☒ change of use ☐ new building ☐ building addition
☐ new parking area ☐ expansion of existing parking area
☐ new signage; ☐ exterior lighting ☐ other site changes

Describe current use/nature of property: Was used as office space in the past (Title Loan + real estate office)

Describe proposed use/activity: Proposed use is a one on one format dog grooming salon

parking spaces: existing: 5 ; total proposed: 5 (no change)

Current square footage of building 870 ; Proposed square footage of building 870 (no change)

City water? yes ☒ no ☐ ; How far is City water from the site? C Street

City sewer? yes ☒ no ☐ ; How far is City sewer from the site? C Street

If City water, what are the estimated total daily needs? 100 +/- gallons per day

Where will stormwater be discharged? _____

Number of existing dwelling units: 1 (office) Total number of proposed dwelling units: 1 (office no dwelling)

New building(s)? NO Addition(s)/modifications to existing building(s)? NO

Describe current use/nature of property: Was used as office space.

Describe proposed use/activity: One on One format grooming salon

of parking spaces: existing: 5 total proposed: 5 (no change)

Hours of Operation: 10am - 5pm Days of Operation: Monday - Saturday

Number of employees: 1 (owner) Square footage to be used for new proposed use: 870

Maximum Number of Pupils at one time (for classes): N/A

Comments

Please feel free to add any comments, additional information, or requests for waivers here:

- * A+D Plumbing will upgrade backflow device to High Hazard on 1/7/21.
- * Change of Use was approved 12/9/2020 by ZBA

This application must be accompanied by the following:

- Site plan drawing with:
 - All building dimensions (including any additions, if applicable)
 - Parking areas or spaces with size, spaces, flow pattern, and drive aisles as applicable.
 - Location of proposed change of use/addition/home occupation.

Submission of application & acknowledgement about process

This application must be signed by the property owner, applicant/developer (if different from property owner), and/or the agent.

I (we) hereby submit this Site Plan application to the City of Rochester Planning Board pursuant to the City of Rochester Site Plan Regulations and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant/developer (if different from property owner)/as agent, I attest that I am duly authorized to act in this capacity. **I also acknowledge that this project could be referred to the Planning Board for a new, full Planning Board review at the request of any person after any Minor Site Approval and that I would need to renotify abutters in that case** (in accordance with RSA 674:43 III).

Signature of property owner: Denise L. Higgins

Date: 1/4/2021

Signature of applicant/developer: _____

Date: _____

Signature of agent: _____

Date: _____

Authorization to enter property

I hereby authorize members of the Rochester Planning Board, Zoning Board of Adjustment, Conservation Commission, Planning Department, and other pertinent City departments, boards and agencies to enter my property for the purpose of evaluating this application including performing any appropriate inspections during the application phase, review phase, post-approval phase, construction phase, and occupancy phase. This authorization applies specifically to those particular individuals legitimately involved in evaluating, reviewing, or inspecting this specific application/project. It is understood that these individuals must use all reasonable care, courtesy, and diligence when entering the property.

Signature of property owner: Denise A. Higgins

Date: 1/4/2021

Home Occupation: An occupation or business activity which is conducted by a resident within his/her own dwelling or in a garage or barn-type outbuilding and which is clearly subordinate to the principal residential use. Home occupations are designated as Home Occupations – 1,2,and 3. (See Section 42.24 – Home Occupations)

Requirements for All Home Occupations. The following standards apply to all home occupations - 1, 2, and 3: *(If any of these cannot be met, it will be deemed not an allowed use)*

1. On Resident's Property. Home occupations shall be conducted by the individual on the property in which he/she resides.
2. Inside the Dwelling. All activity related to the home occupation shall be conducted inside the dwelling or inside a garage or barn-type outbuilding.
3. Character. Home occupations must be subordinate to the residential use and must have little or no impact upon the neighborhood. There must be minimal indication of the home occupation evident from the road or from neighboring properties.
4. Retail Sales. There shall be no retail sales of goods or products on the premises, except:
 - a. as may be incidental to the primary office or personal services occupation (such as sales of hair products to a salon customer);
 - b. for goods shipped pursuant to mail/email/telecommunication order;

Planning & Development Department
City Hall Annex
33 Wakefield Street
Rochester NH, 03839

January 4, 2021

RE: 101 Wakefield Street, Rochester – Narrative

To whom it may concern,

Please let this serve as the narrative that is required for the Minor Site Plan application for the property located at 101 Wakefield Street, Rochester NH that we purchased on 12/29/20.

The proposed use of this property will be to operate a one on one format dog grooming salon. There will be no more than 2 dogs on the premise at a time. The dog will be dropped off at its appointment time and picked up when done (typically 1-3 hours depending on the service requested). Overnight kenneling will not be offered and dogs will be leashed at all times as they enter and leave the building. There will be no dogs left outside at any time and we are anticipating 5-6 dogs/clients per day (not all at the same time). Any animal waste will be cleaned up daily, if not done so by their owners.

The salon will have one person working on site and will be open from 8am – 5pm Monday - Saturday.

There will be no exterior changes made and minimal interior upgrades that are listed on the Project Narrative that was submitted on 12/15/20.

Please let me know if you have any questions.

Sincerely,

Denise Higgins
Cell – 603-833-5689
HigginsDevelopmentAndDesign@Gmail.com



Orchard Street

Fence

15'

Grass

11'

Footprint of building

15'

Grass

* City will add natural gas at Street.

* There will be no changes to exterior.

101 Wakefield Street

Paved parking car

12 1/2'

29 1/2'

Front of Bldg.

Grass

30 1/2'

11' x 11'

42'

Paved

Existing driveway cut

Existing driveway cut

Existing pole sign

Existing Parking Area

Wakefield Street

Fire Hydrant

Denise & Robert Higgins
385 Washington Street
Rochester, NH 03839

November 13, 2020

Dear Michael & Danielle,

I am writing you because my husband and I are in the process of buying the property that is located at 101 Wakefield Street, Rochester. We are hoping to operate a one on one format dog grooming salon. Since the property is located in an R-2 zone, we are trying to obtain a variance from the city in order to operate a dog grooming business in this location. Since we are asking for a variance, I wanted to reach out to you to explain what we are hoping to do and see if you had any questions or concerns. Below are a few details about the salon that we are planning to operate there.

The grooming salon will be open Monday – Saturday from 8am – 4/5 pm. This is a one on one format, so there will be no more than 2 dogs on the premise at a time. The dog will be dropped off at its appointment time and picked up when done (typically 1-3 hours depending on the service requested). Overnight kenneling will not be offered and dogs will be leashed at all times as they enter and leave the building. There will be no dogs left outside at any time and we are anticipating 5-6 dogs/clients per day (not all at the same time). Any animal waste will be cleaned up daily, if not done so by their owners.

Please feel free to contact me with any questions or concerns that you may have. I can be reached via cell at 603-833-5689 or by email at DoneByDee@Gmail.com. If there are no objections, we would greatly appreciate it if you would write a line below stating so with your signature and return it to me in the provided self-addressed stamped envelope. We would like to present this to the Zoning Board at the next meeting in December.

Thank you in advance for your time!

Sincerely,

Denise Higgins
Denise Higgins

*Note from
Auntie*

DENISE + ROBERT - WE HAVE ABSOLUTELY
NO CONCERNS W/
YOUR NEW BUSINESS,
BEST OF LUCK TO
YOU.

MICHAEL + DANIELLE
LYCZAK

To Rochester Zoning Board,

11/16/20

Daniel and Laurel Caldwell living in R-2 Zone here in Rochester are so excited to hear that Deniese and Robert Higgins are looking to open up a dog grooming salon at 101 Wakefield street! There are 9 dogs living on Orchard street adjoining where the new dog salon will be. We are just thrilled to have them to the neighborhood and we welcome them completley.

Thank you, Daniel and Laurel Caldwell

*Letter from
Abutter*