

LACONIAHOUSING

We put our residents first.

RE: Waiver Request for NH Code Administration Rule PUC #303.02 by Laconia Housing Authority

May 9, 2024

Jared S Chicoine – Commissioner
Department of Energy
21 South Fruit Street Suite 10
Concord, NH 03301-2429

Dear Mr. Chicoine,

Please accept this petition on behalf of Laconia Housing Authority (LHA) to request a waiver of PUC Rule 303.02(a) to have 1 master meter in a renovated office building converting it to 4 residential apartments at 395 South Main Street Laconia NH.

LHA is a non-profit Public Housing Agency, developer and manager of affordable housing in the Lakes Region area. LHA has a portfolio of 334 affordable housing rental units in the Lakes Region area.

LHA has experience in securing affordable housing opportunities by effectively limiting operational costs through capital investment and operational cost effectiveness. Laconia Housing Mission is to provide comprehensive housing support services for people of need to promote and enhance a better way of life for the whole community.

Details: The renovated office building with two floors and 4 separate entrances will be

395 South Main Street is a building renovated to office space in 1980 with 1536 sqft of interior space with land of 6970 of sqft of land and 6 parking spots which make up the footprint of the property.

We are converting it into four separate zero bedroom efficiency apartments

The project has received Federal Home Loan award of \$546,000 which expires on May 31, 2024 and needs to be completed by that date.

The 4 units will be 30% of Area Median Income (AMI)

Meredith Village Savings is the participating member of the loan funding for Federal Home Loan

Federal Home Loan requires a 15 year low income requirement for the funding.

Ownership of the property is 49% Laconia Housing Redevelopment Authority and 51% New Hampshire Regional Community Development Corporation.



Energy Savings planned in the project:

Energy savings of the project have been incorporated to include replacement of windows meeting Energy Star rating.
Appliances will be Energy Star Rated.
Low Flow water devised (1.28 gpm. toilet, 1.5 gpm. Water faucets, 1.8 gpm. Shower heads).
Includes individual unit programmable thermostats.
We upgraded each apartment with their own panels.

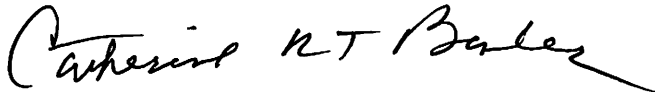
The following are some of the points that support our request for a waiver of PUC Rule 202.02(a).

Rent structure of the clients includes heat and electric.
Denial of waiver will increase costs of electrical scope and add additional expense to the completion of the property. Additionally, not being aware the waiver was required puts our grant funding at risk not meeting the deadline of completion.
This project has been approved by the City of Laconia, please attach documents.
Waivers have been granted on a prior project that Laconia Housing has developed and helped to reduce cost of development and expenses to tenants.
When the property was office space it was a single meter.

Please accept this letter as the waiver of PUC Rule 302.02 395 South Main Street, Laconia, to support affordable housing as a benefit to the public. Construction has been underway, and we have worked with Eversource to this point not realizing this documentation was required and we apologize in advance for our error.

Your consideration is appreciated.

Sincerely,



Catherine R T Bowler
Executive Director



DEPARTMENT OF PLANNING & ZONING
 PLANNING BOARD
 ☎603.527.1264
 📠603.524.2167
 PLANNING@LACONIANH.GOV

**City of Laconia - Planning Board
 NOTICE OF ACTION – CONDITIONAL APPROVAL
 Meeting of June 6, 2023**

395 South Main Street Laconia LLC
 32 Canal Street
 Laconia NH

SITE ADDRESS: 395 Main St. APPLICANT/AGENT: Laconia Housing Authority PROPERTY OWNER: 395 South Main Street Laconia LLC APPLICATION #: PL2023-0066SP	PROPOSAL: Conversion of existing office building to a 4-unit multifamily dwelling. MAP STREET LOT I. D.#: 442/142/43 ZONING DISTRICT(S): UC LOT SIZE: 6,969.6 sq. ft.
PLAN REFERENCE: <u>Title:</u> Boundary Plan, Land of 395 South Main Street Laconia Housing, LLC <u>Prepared by:</u> Bailey Associates <u>Date:</u> 04/28/2023 <u>Sheets:</u> 3	

The board voted to accept the application as complete.

The board voted to approve the waiver for 50% of the impact fee.

The board finds that the applicant is using infill and adding another unit to the housing crisis and within the zoning regulations for the zone.

The board voted to approve the application with the following conditions:

1. PROJECT COMPLETION DEADLINES

- a. Plan Revision: July 6, 2023
- b. Completion: June 6, 2025
- c. Impact Fee: \$5813.36 (\$1453.34x 4, to be paid prior to the issuance of the Certificate of Occupancy).

2. PLAN REVISIONS:

- a. Lighting Plan
- b. Signage Details
- c. Correct property owner name from 395 South Main Street Laconia Housing, LLC to 395 South Main Street Laconia LLC.

3. OTHER CONDITIONS PRIOR TO THE START OF WORK:

- a. CONSTRUCTION COST ESTIMATE - Construction Cost estimate for this project shall be submitted.
- b. SITE IMPROVEMENT SECURITY: The applicant, in order to begin site work shall provide site improvement and restoration security, a performance guarantee in an amount equal to 10% of 110% of the total estimated cost to ensure the proper and timely completion of site work and site restoration within the development. Said performance guarantee shall be submitted to and approved by the Planning Department.
- c. PLAN FILING: The applicant shall provide one copy of the final plan to the Planning Dept, as approved by the board, for Staff review. The final plan shall reflect all changes required as part of the approval process. Once approved by Staff, three more copies are to be submitted.

- d. LACONIA WATER WORKS: Final water-line plans must be submitted to and approved by LWW Applicant shall provide the Planning Department with documentation that the Laconia Water Works has approved the final water-line plans and that Laconia Water Works' security requirements have been agreed to.
- c. Sprinkler and fire alarm plan submittals will be required prior to issuing a building permit.

4. CONDITIONS APPLICABLE DURING AND AFTER CONSTRUCTION:

a. ARCHITECTURAL PLANS:

Residential Building Projects: Code Enforcement will perform periodic inspections as called for by applicable building codes. Pursuant to IBC 2006, (109.4 Inspection agencies) Code Enforcement is authorized to accept reports of approved inspection agencies in lieu of conducting inspections, provided such agencies satisfy applicable requirements as to qualifications and reliability. When the build-out time frame provided by the applicant is shorter than Code Enforcement staff can accommodate, the applicant may choose to contract third-party inspection services, with approval from Code Enforcement. Funds for fees associated with inspections conducted by Code Enforcement, in an amount to be determined by the board, shall be held in escrow by the City and drawn down as inspections are performed. Final as-built drawings will be delivered to the Code Enforcement Office, along with the Public Utilities Energy Code compliance certificate, before an occupancy permit is issued.

- b. 911 IDENTIFICATION – Appropriate 911 house number shall be placed on the proposed dwelling.
- c. SNOW STORAGE - Snow shall be removed and stored such that drainage structures can function properly and the required parking spaces can be utilized.
- d. IMPACT FEE – This development has 4 dwelling units for the purpose of calculating the impact fee assessment. The Impact Fee assessed for this approval is \$2906.68 per the Laconia Impact Fee Schedule 4-4-11 for new development as defined by the impact fee ordinance. Impact Fee to be paid prior to the issuance of a Certificate of Occupancy.

5. AS-BUILT PLANS:

Within thirty days prior to the issuance of an occupancy permit, the applicant shall file an as-built application and fee of \$100, and submit five prints of the as-built plan for circulation, to the Planning Dept. Once reviewed and all conditions/revisions are met, Staff will draft a memo stating approval. If revisions are required the applicant shall submit one revised copy for verification before submitting the remaining revised prints.

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. Failure to comply with the deadline dates will result in the approval being null and void unless extension request submitted. All requests must be submitted to the Planning Department, in writing, no later than noon on Wednesday prior to the deadline.

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.

CERTIFICATION

I hereby attest that the foregoing is a true and accurate record of the action of the Planning Board.

6/8/23
Dated

Kathy Menici
Kathy Menici, Interim Planning Director

Note: For a complete record of the Planning Board proceedings, please refer to the minutes of the meeting.
Cc: Technical Review Committee, Police Dept, File,



City of Laconia
COMMERCIAL REMODEL
 CODE ENFORCEMENT
 45 Beacon Street East
 Laconia, New Hampshire 03246
 (603) 527-1293

Permit Number
 2023-00388
Date of Issue
 9/05/2023
Expiration Date
 9/04/2024

Owner: 395 SOUTH MAIN STREET LACONIA LLC

Applicant: LACONIA HOUSING

Location of Work: 395 MAIN ST
 (No. and Street) (Unit or Building)

Description of Work: RECONFIGURE SOME INTERIOR WALLS, ADDING 1 BATHROOM TO EACH FLOOR TO CREATE 4 EFFICIENCY APARTMENTS. BUILDING A SMALL KITCHEN IN EACH UNIT.
 *NOTE: FIRE DEPT., PUBLIC WORKS DEPT. & WATER WORKS DEPT. REQUIREMENTS ATTACHED.

ZONING DATA: District: UC Map\Lot: 442/142/43

CONSTRUCTION DATA: Use Group: R-2 Min. Type Constr:
 Design Occupant Load: Total Number of Dwelling Units: 0 Construction Area: 1280

Building / Addition: Change in FootPrint: NO Irregular Size, See Plan: NO
 Length: 0 FT. Width: 0 FT. Height: 0 FT. Number of Stories: 0.00

CONTRACTOR: LACONIA HOUSING (603) 387-3652

REMARKS:

Providing that the person accepting this permit shall conform to the provisions of Chapter 235 Zoning and Chapter 119 Building Regulations and all other applicable laws.
 It is the responsibility of the owner/or agent to notify the code Enforcement Dept. when work is ready for inspection and no work shall be covered before it has been inspected. Requests for inspection are required in accordance with the following schedule (Additional inspections may be required as determined by the Director of Code Enforcement.)
 A. All electrical wiring and plumbing prior to covering or concealment.
 B. Rough framing prior to application of insulation.
 C. Insulation before application of interior finish.
 D. Final inspection prior to occupancy. Before occupancy, an Occupancy Permit must be obtained. APPLICATIONS FOR A CERTIFICATE OF OCCUPANCY SHOULD BE STARTED 2-3 WEEKS BEFORE IT IS REQUIRED BY OWNER OR BANK.
 The issuance of this permit does not grant approvals for plumbing, electrical, heating systems, fire codes or driveway permits.
 SIGNATURE(S) ON THE BUILDING PERMIT APPLICATION AUTHORIZES THE CODE OFFICIAL, ASSESSOR OR THEIR AGENTS, FOR THE CITY OF LACONIA, TO CONDUCT INSPECTIONS FROM TIME TO TIME DURING AND UPON COMPLETION OF THE WORK FOR WHICH THIS PERMIT IS BEING ISSUED.

Permit Holder: LACONIA HOUSING
 (Taking Responsibility for the Work)
Company/Affiliation: Contractor **Job Site Phone Number:** (603) 524-2112

Constr Cost: \$55,000 **Permit Fee:** \$656.00 **Check No.:** 4973 **Cash:** \$0.00

The Permit Card Shall be Posted and Visible From the Street During Construction

Code Official  **Date** 9-5-23



LACONIA FIRE DEPARTMENT

FIRE PREVENTION DIVISION

848 North Main Street

Laconia, NH 03246

Phone: 603 524-6881 Fax: 603 524-0437

Plan Review

Plans Review - Residential

Laconia Housing
395 S. Main Street
Phone: 603-524-2112

Report Information

Activity Date: 08/31/23 02:00:00 PM
Status:
Total Violations: 0 Corrected Violations: 0

Property Use:

General Checklist		YES	N/A
1.	Date of Plan Review		08/31/2023
2.	Plans are complete	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Certificate of Occupancy Inspection is Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Attached garage(s) are required to be separated from living space by a fire-rated drywall assembly	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5.	Attached garage, with living space ABOVE shall be separated by a minimum one-hour fire assembly	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Door between the garage and living space shall be 20 minute rated	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7.	Door between the garage shall have a self closing device	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8.	The living space shall be a minimum of 1" above the garage floor	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Lockable bathrooms and closets shall be provided with a means that allows access from the outside	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10.	A house number, in contrasting color, visible from the street shall be provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11.	Where house is set back from the road, the number must be affixed to a mailbox or post at the access to the building	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12.	A minimum one-hour, fire-rated stair enclosure(s) is required for each rated egress stairway	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13.	Doors in fire-rated enclosures or corridors shall be equipped with self closing devices	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14.	Where doors were held open magnetically, the magnets shall release upon activation of the building fire alarm or power failure	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15.	A minimum 30-minute fire separation is required for all exit access corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16.	Hazardous areas referred to in the Life Safety Code are separated as outlined in the code.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17.	Permits and inspections are required for all gas or oil-fired appliances and storage tanks	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18.	Floor protection provided per NFPA 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19.	Floor protection not required with equivalency or alternatives from NFPA 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21.	Floor protection required per NFPA 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
22.	Floor protection provided with equivalency or alternative method per NFPA 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Egress Checklis		YES	N/A
1.	Each dwelling shall have at least one primary means of egress	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	A minimum one-hour fire rated enclosure(s) is required for each egress stairway	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Secondary means of egress leads to the outside of the building at grade level	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Each room shall have a secondary means of escape which can be a window or doorway leading to the interior of the building	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Any secondary means of escape over 20 feet from grade shall be provided with a balcony or stairway leading to grade level	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Egress windows shall meet the minimum egress with specified in the Life Safety Code	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7.	Windows are required to be a minimum of 20 inches wide, clear width	<input checked="" type="checkbox"/>	<input type="checkbox"/>

DEPARTMENTAL APPROVAL FOR ISSUANCE OF BUILDING PERMIT

NOTE: PLEASE RETURN TO THE CODE ENFORCEMENT DEPARTMENT WITH YOUR COMMENTS WITHIN FIVE DAYS OF RECEIPT. THANK YOU.

DATE: 8/1/2023

STREET: 395 SOUTH MAIN ST. MAP 442 STREET 142 LOT 43

OWNER/APPLICANT: THOMAS COCHRAN

DESCRIPTION OF WORK: RECONFIGURING SOME INTERIOR WALLS, ADDING ONE BATHROOM TO EACH FLOOR TO CREATE 4 EFFICIENCY APARTMENTS. BUILDING SMALL KITCHEN IN EACH UNIT.

- FIRE DEPARTMENT
- PUBLIC WORKS DEPARTMENT
- WATER WORKS
- ZONING DEPARTMENT.
- PLANNING DEPARTMENT
- ~~XXXXXXXXXX~~
- BUILDING DEPARTMENT

PLEASE RETURN PLANS.
THANK YOU. 😊

DATE: 8/7/2023 APPROVED: X

NOT APPROVED:**

SIGNATURE: [Handwritten Signature]

****NOT APPROVED: IF NOT APPROVED, PLEASE NOTIFY APPLICANT WITH REASON FOR NOT APPROVING. THANK YOU.**

COMMENTS: Private Road Public Road

Plumbing Permit
confirm that sewer service can handle the
additional flow



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- FIRE DEPARTMENT
PUBLIC WORKS DEPARTMENT
WATER WORKS
ZONING DEPARTMENT
PLANNING DEPARTMENT
BUILDING DEPARTMENT

PLEASE RETURN PLANS. THANK YOU. [Smiley Face]

DATE: 8-4-23 APPROVED: [checkmark]

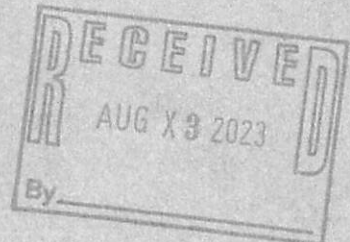
NOT APPROVED:**

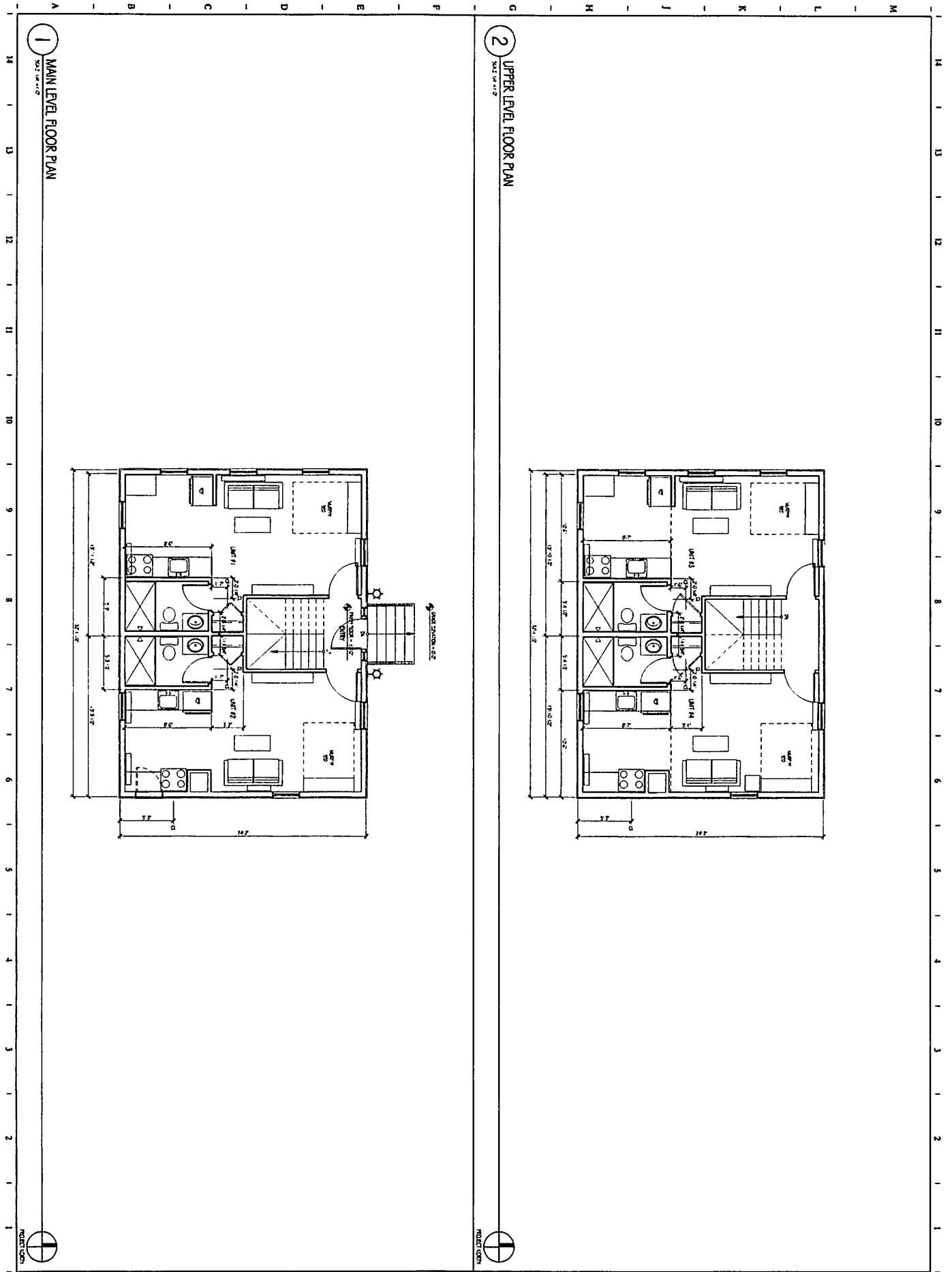
SIGNATURE: [Handwritten Signature]

**NOT APPROVED: IF NOT APPROVED, PLEASE NOTIFY APPLICANT WITH REASON FOR NOT APPROVING. THANK YOU.

COMMENTS: Private Road Public Road

- (1) LACONIA WATER MUST INSPECT ALL WATER WORK. CONTACT FOR DETAILS AND DEPOSIT AMOUNT FOR INSPECTION.
(2) DOMESTIC AND FIRE SERVICES WILL EACH NEED THEIR OWN EXTENSION SHUTOFF, AND EXIT WILL NEED A BACKFLOW DEVICE.
(3) BILLING WILL CHANGE WITH ADDED UNITS, AS WELL AS UPDATED CONSTRUCTION AND MAINTENANCE ASSESSMENT (CMA) FEES.
(4) IF INCOMING PRESSURE IS 780 PSI, A PRESSURE REDUCING VALVE SHOULD BE INSTALLED.
(5) ALL LACONIA WATER SPECIFICATIONS APPLY.





1 MAIN LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"

2 UPPER LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"

A1.01
3/22/14 3:00 pm

MAIN & UPPER LEVEL FLOOR PLANS

Designer: **Design/Construct, P.C.**
 Owner: **323 W/145216108714, LLC**
 Date: **3/22/14**
 Scale: **1/8" = 1'-0"**
 Name: **LA**
 Project: **323**



395 SOUTH MAIN STREET
Laconia Housing
 32 Canal St
 Laconia, New Hampshire

Miaszek
Turpin
Pillc
MA
 Laconia, New Hampshire
 03 2 4 6
 (+) 603.527.1617
 (+) 603.527.1618
 miaszeturpin.com