

**MINOR SITE PLAN APPLICATION**  
**City of Rochester, New Hampshire**

Date: 12-12-22

**Property information**

Tax map #: 113; Lot #'s: 20-1; Zoning district: HC

Property address/location: 10 Chestnut Hill Rd.

Brief project description: Patters House Bakery + Cafe

**Property owner**

Name (include name of individual): Tim Willson

Mailing address: 3 Evergreen Lane

Telephone #: 603 312 7345 Email address: timothy0322@gmail.com

**Applicant/developer** (if different from property owner)

Name (include name of individual): Mark Soucy

Mailing address: \_\_\_\_\_

Telephone #: 603 312 1690 Email address: markfsoucy@gmail.com

**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: See narrative

Describe proposed use/activity: Bakery + New Security Apt.

# parking spaces: existing: \_\_\_\_\_; total proposed: \_\_\_\_\_

Current square footage of building 5500; Proposed square footage of building \_\_\_\_\_

City water? yes ☒ no \_\_\_\_\_; How far is City water from the site? on

City sewer? yes ☒ no \_\_\_\_\_; How far is City sewer from the site? on

If City water, what are the estimated total daily needs? \_\_\_\_\_ gallons per day

Where will stormwater be discharged? No change

Number of existing dwelling units: 0 Total number of proposed dwelling units: 1

New building(s)? None Addition(s)/modifications to existing building(s)? yes

Describe current use/nature of property: Commercial

Describe proposed use/activity: Commercial w/ Security apt.

# of parking spaces: existing: \_\_\_\_\_ total proposed: \_\_\_\_\_

Hours of Operation: 7-2 Days of Operation: 6

Number of employees: 25 Square footage to be used for new proposed use: 800 sf. (see apt.)

Maximum Number of Pupils at one time (for classes): \_\_\_\_\_

2900 sf.

## Comments

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

See Narrative

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: \_\_\_\_\_

*James R. Wilson*

Date: \_\_\_\_\_

*12/12/22*

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: \_\_\_\_\_

Date: \_\_\_\_\_

**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;

Potters House bakery and café  
10 Chestnut Hill Rd  
Rochester NH 03867

Description of proposed interior floor plan and use.

### Phase 1

As of date of sale to the potters , the bakery was occupying 2 of the 3 units in the building.

The current plan is to extend the bakery kitchen area out into the space that was previously the hair salon. This space will be used for storage, refrigeration, dish washing room, office and employee break room. There is currently a laundry/utility room that will stay as is.

### Phase 2

Sensory room , for dining used for special needs customers.

With access through front foyer

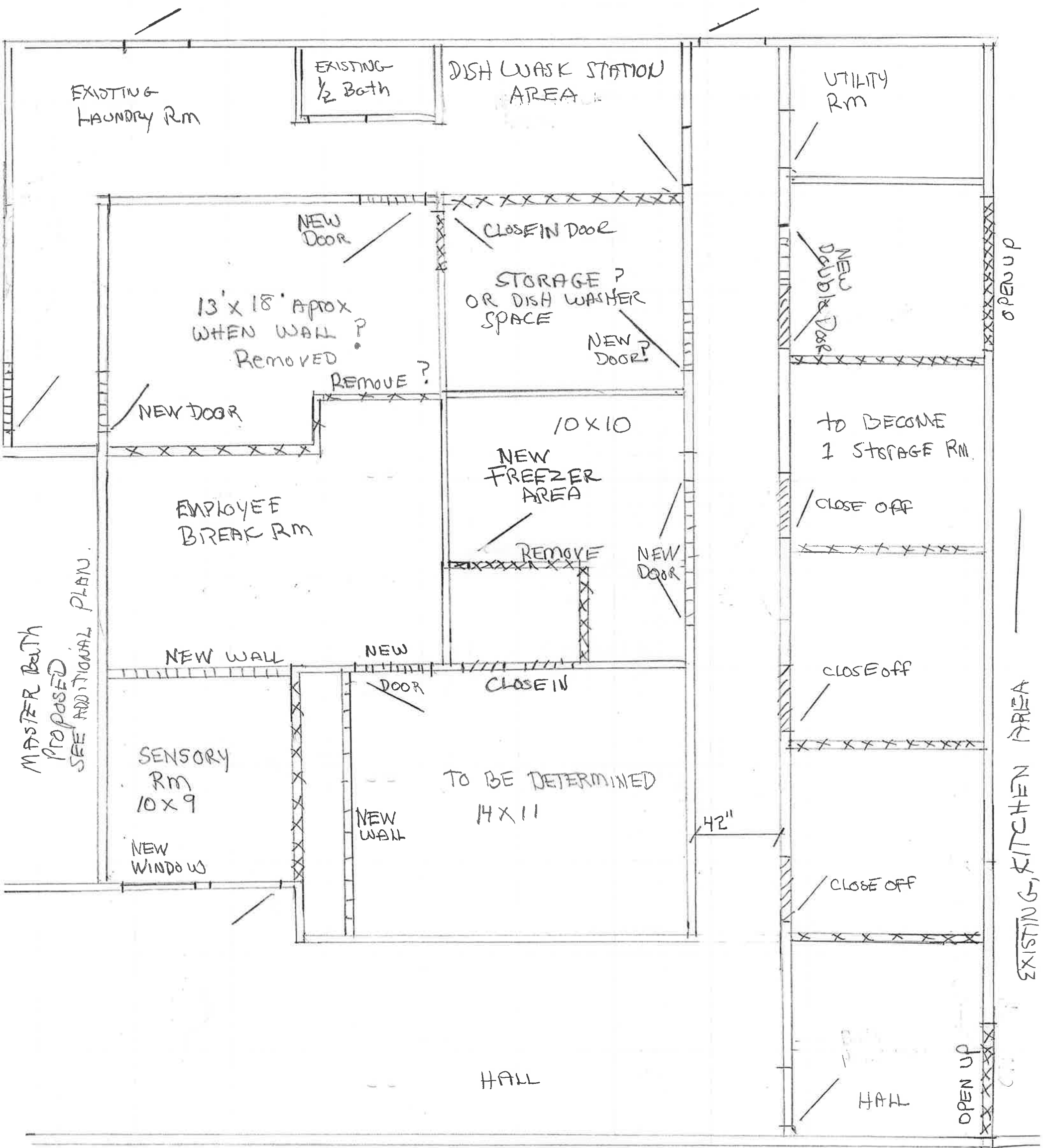
### Phase 3

security apartment as shown on plan. There will be an exterior door and egress window installed in this

phase and With no other exterior changes at this time.

#### Phase 4

would be to open up the front foyer / lobby area that was used by the hair salon and make it a sit down area for coffee pastry's etc. With an ice cream window using current windows and doors. We would be putting tables under the roof area for outside seating along the front of the building overhang.



POTTER'S BAKERY  
PROPOSED PLAN

10 CHESTNUT HILL RD

ROCHESTER NH 03867

XXXXXX = REMOVE

|||||| = CLOSE IN

|||||| = NEW WALL

EXISTING  
HALL

20'

8'

CL

REMOVE  
SHELVING  
CLOSE IN WALL

21'

NEW ENTRY  
DOOR

LIVING AREA

19 X 12 420 SQ FT

ISLAND

LAYOUT TBD

RANGE

PANTRY  
OR  
REF

CL

128 SQ FT

O

17'-6"

256 SQ FT

MASTER  
BED RM

REMOVE  
EXISTING WALL

REPLACE  
WINDOW  
Egress  
Casement →

CL

CL

16'

LAUNDRY  
AREA  
SHARED

===== NEW  
WALL

SI

SECURITY APARTMENT  
PLAN

BAKERY AREA