

Civil Site Planning Environmental Engineering

133 Court Street Portsmouth, NH 03801-4413

June 25, 2019

Juliet Walker, Planning Director City of Portsmouth Municipal Complex Planning Department 1 Junkins Avenue Portsmouth, New Hampshire 03801

Re: Application for Conditional Use Permit and Administrative Site Plan Review

Assessor's Map 240, Lot 1 225 Borthwick Avenue Altus Project #P4892

Dear Ms. Walker:

On behalf of Liberty Mutual Insurance, Altus Engineering, Inc. (Altus) is pleased to submit an application package for an Inland Wetlands Conditional Use Permit and an Administrative Site Review Application to renovate the existing parking lot. The parking lot currently provides handicap accessible spaces and visitor parking. The existing parking lot will be regraded to reduce the pavement slope and to make all the spaces accessible. All the work will occur within the limits of the interior of the existing paved travelled way. No wetlands will be disturbed. No natural or vegetated wetland buffers will be impacted.

Enclosed please find the following for the Conservation Commission and Planning Board's consideration:

- Application fee check
- 22 copies of the on-line City of Portsmouth Application
- Letter of Authorization from Liberty Mutual to Altus Engineering, Inc and Specialty Engineering, Group, LLC
- 22 sets of Liberty Mutual Insurance Hardscape Improvements Plans (2 full sized, 20 reduced)
- Conditional Use Permit Application materials
 - Partial Wetland Delineation Report by Joseph Noel dated December 22, 2018 (22 copies)
 - Conditional Use Permit Inland Wetland Protection District Memorandum of Support, dated June 2019 (22 copies)
 - o 22 copies of the Conditional Use Permit Application Plan (2 full sized, 20 reduced)
- CD with pdf copies of the application package

Tel: (603) 433-2335 E-mail: Altus@altus-eng.com

Juliet Walker, Planning Director June 25, 2019 Page 2

Liberty Mutual is repairing their driveway and parking field in front of the main entrance. All the work is within the limits of the existing perimeter curbing. There are two manmade ponds that are landscape features but have been identified as City jurisdictional wetlands.

As always, Altus looks forward to working with the Planning Department on this renovation project. Please call me if you have any questions or need any additional information.

Sincerely,

ALTUS ENGINEÊRING, INC.

Eric D. Weinrieb, PE

President

wde/4892-CityApp Cover Letter

Enclosure

Ecopy: Ken Martenson, Liberty Mutual

Rich Talkowski, STR-SEG

Liberty Mutual Insurance 225 Borthwick Avenue

Assessor's Parcel 231-58

Conditional Use Permit Inland Wetland Protection District Memorandum of Support

June 2019

Liberty Mutual Insurance is proposing to rehabilitate their parking lot at 225 Borthwick Avenue in Portsmouth. The project is not an expansion of use. It is an improvement to the function and safety. The existing parking lot currently provides handicap accessible and visitor parking for the office building. The renovated parking lot will eliminate the visitor parking and create additional handicap accessible spaces for the facility. In order to complete the work, the paved surfaces will need to be regraded to provide compliant grades, aisles, ramps, and access ways.

The majority of the parking lot and driveway infrastructure are within the 100-foot buffer to the manmade ponds. The parking lot was previously by the Planning Board when it was originally constructed. All of the work will occur within the limits of the existing pavement.

The runoff from the work area discharges via a closed drainage system into the existing manmade pond. There will be no changes in runoff. Temporary erosion control measures will be implemented to ensure that there is no degradation to the ponds during construction.

Conditional Use Permit Criteria for Approval

- 1. The land is reasonably suited to the use, activity or alteration.
 - The land area under consideration for impact is not in a natural state. It is an existing paved surface. The driveway and parking field will be slightly regraded and repaved. Thus, the existing use and future use remain the same.
- 2. There is no alternative location outside the wetland buffer that is feasible and reasonable for the proposed use, activity or alteration.

It is not viable to eliminate the driveway and parking lot that services the office building. The building has been on the site since 1972 and predates the Inland Wetlands Protection

Page 1 of 2

Conditional Use Permit Inland Wetland Protection District June 2019 Page 2

District Ordinance. This is not a new use or new disturbance but rather a pedestrian and vehicular safety enhancement for the facility.

3. There will be no adverse impact on the wetland functional values of the site or surrounding properties.

The project neither increases nor decreases the impact to the existing lawn buffer. The primary buffer from the manmade ponds is lawn. We will not be making any changes to the vegetated portions. Thus, there will be no adverse impacts to the wetlands from the project.

4. Alteration of the natural vegetative state or managed woodland will occur only to the extent necessary to achieve construction goals.

There will be no impacts to the natural vegetative state. All of the impacts will be within the existing paved surfaces. The buffer is a previously disturbed lawn.

5. The proposal is the alternative with the least adverse impact to areas and environments under the jurisdiction of this section.

The proposed does not encroach into the lawn – buffer any further than it does today. It is the least impacting alternative to improve pedestrian and vehicular safety at the site.

Wde/4891 Criteria for Conditional use permit

JOSEPH W. NOEL P.O. BOX 174 SOUTH BERWICK, MAINE 03908 (207) 384-5587

CERTIFIED SOIL SCIENTIST

WETLAND SCIENTIST

LICENSED SITE EVALUATOR

December 22, 2018

Mr. Eric D. Weinrieb, P.E. Altus Engineering, Inc. 133 Court Street Portsmouth, New Hampshire 03801

RE:

Partial Wetland Delineation, Liberty Mutual, Borthwick Avenue, Portsmouth, New Hampshire, JWN #18-145

Dear Eric:

On December 3, 2018 and December 7, 2018, site visits were conducted at the above-referenced property. The purpose was to identify and flag a portion of the wetland boundaries represented by two ponds. Limits were designated in red on the plan provided for the fieldwork.

To determine the wetland boundary, the methodologies in the U.S. Army Corps of Engineers document Corps of Engineers Wetlands Delineation Manual (1987) along with the required Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region, (Version 2.0) were used. Wetlands are usually identified based on soils, vegetation, and wetland hydrology. Except in special cases, all three factors (hydric soils, hydrophytic vegetation, and wetland hydrology) must be present for an area to classify as wetland. Since all three factors were not present where the delineation was requested (i.e., lack of vegetation and the constructed ponds would alter the soil conditions), professional judgment and an emphasis on wetland hydrology was used to determine the boundary.

The wetland boundary/edge of the ponds was field delineated with sequentially numbered pink wire flags (1-19 and A1-7). These flags were to be located by Doucet Survey, Inc. and placed on the project plans. These ponded areas appear to be man-made (from on-site observations only – no review of past project plans/wetland permitting has been conducted by the undersigned). The surface water (edge of pond) was delineated in the grass in several areas. This is most likely due to the unusually wet fall season. The northern pond that is between the front parking lot and Borthwick Avenue was completely delineated and the pond on the southern side of the parking lot was only delineated on the edge that will be affected by the reconstruction project.

Please feel free to call with any questions or if you need additional information.

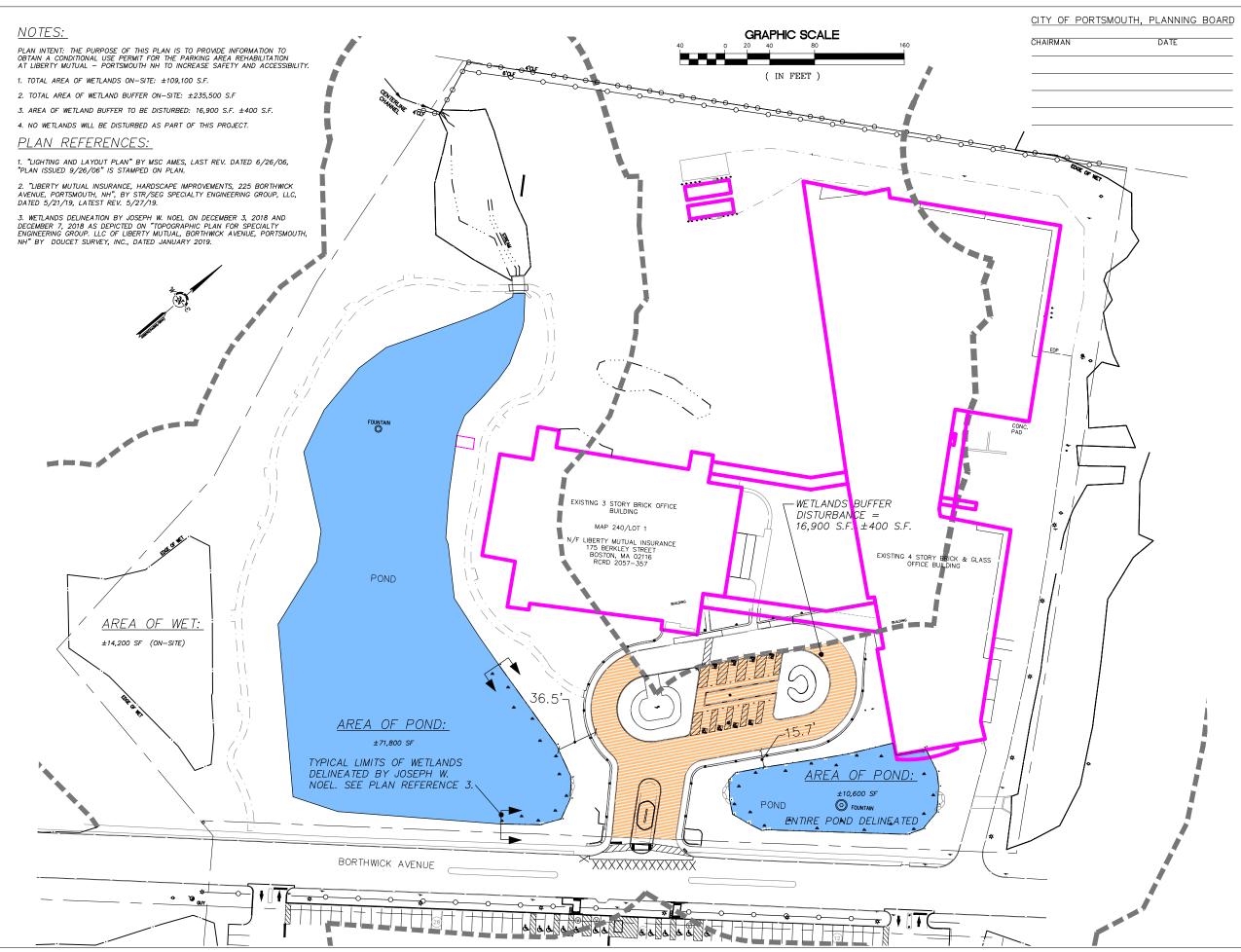
Sincerely,

Joseph W. Noel

Ligh W. Noil

NH Certified Wetland Scientist #086 NH Certified Soil Scientist #017





SPECIALTY ENGINEERING GROUP LLC N89w16785 APPLETON AVENUE, SUITE 201 MENOMONEE FALLS, WI 5 3 0 5 1 TEL: 262 253 4700 | www.str-seg.com



133 COURT STREET (603) 433-2335

PORTSMOUTH, NH 03801 www.ALTUS-ENG.com

SCOPE DOCUMENT

Site plan has been generated from survey and is provided to aid in orientation and general bidding information. Contractor is responsible to field verify existing conditions and all measurements.

Grading plan is provided to illustrate design intent for bidding purposes. Contractor shall verify all grades and may make adjustments to ensure positive drainage as part of his responsibility to avoid areas of standing water on finish pavements.

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PROJECT

HARDSCAPE **IMPROVEMENTS**

LM - Portsmouth 225 Borthwick Avenue, Portsmouth, NH

Liberty Mutual Insurance

175 Berkeley Street Boston, MA 02166

CLIENT PROJECT NUMBER

STR PROJECT NUMBER 14643

DRAWING DATES NUMBER DATE

COMMENTS

 1 06/25/19 ISSUED FOR COND. USE PERMIT

CONDITIONAL USE PERMIT SITE PLAN

SHEET NUMBER

CUP1.0

Liberty Mutual Insurance

Hardscape Improvements

225 Borthwick Avenue, Portsmouth, NH



SITE LOCATION MAP

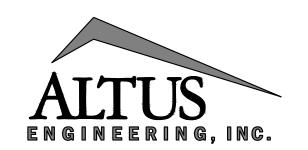


BIRD EYE VIEW

SHEET INDEX

COVER SHEET
TOPOGRAPHIC PLAN
OVERALL SITE PLAN
PROPOSED SITE PLAN
STRIPING PLAN
PROPOSED GRADING PLANS
H1.2
PROPOSED GRADING PLANS
H1.3-H1.4
H1.5

SPECIALTY ENGINEERING GROUP LLC
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MENOMONEE FALLS, WI 53051
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133 COURT STREE (603) 433-2335 PORTSMOUTH, NH 038 www.ALTUS-ENG.co

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PROJECT

HARDSCAPE

IMPROVEMENTS
LM - Portsmouth
225 Borthwick Avenue,
Portsmouth, NH

Liberty Mutual Insurance

175 Berkeley Street Boston, MA 02166

CLIENT PROJECT NUMBER

str project number 14643

DRAWING DATES

DATE COMM

• 2 5/27/19

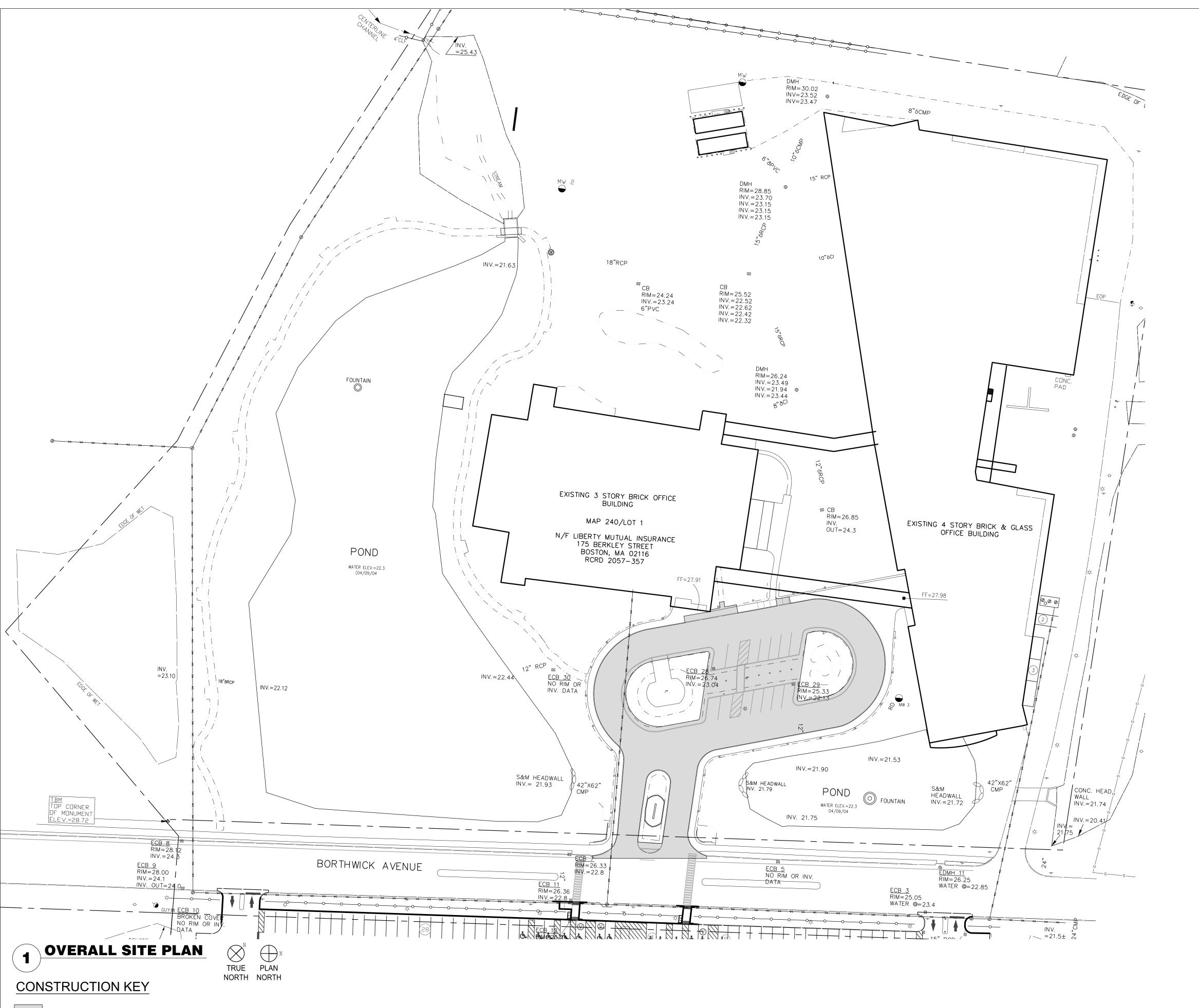
ISSUED FOR BID AND PERMITTING

ISSUED FOR PERMITTING

DRAWING TITLE

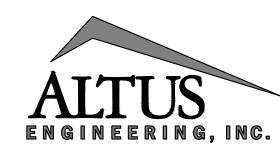
COVER SHEET

HO.0



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PROJECT

HARDSCAPE IMPROVEMENTS

LM - Portsmouth 225 Borthwick Avenue, Portsmouth, NH

Liberty Mutual Insurance 175 Berkeley Street

175 Berkeley Street Boston, MA 02166

CLIENT PROJECT NUMBER

STR PROJECT NUMBER 14643

DRAWING DATES

COMMENTS

1 05/21/19 I

ISSUED FOR BID AND PERMITTING

ISSUED FOR PERMITTING

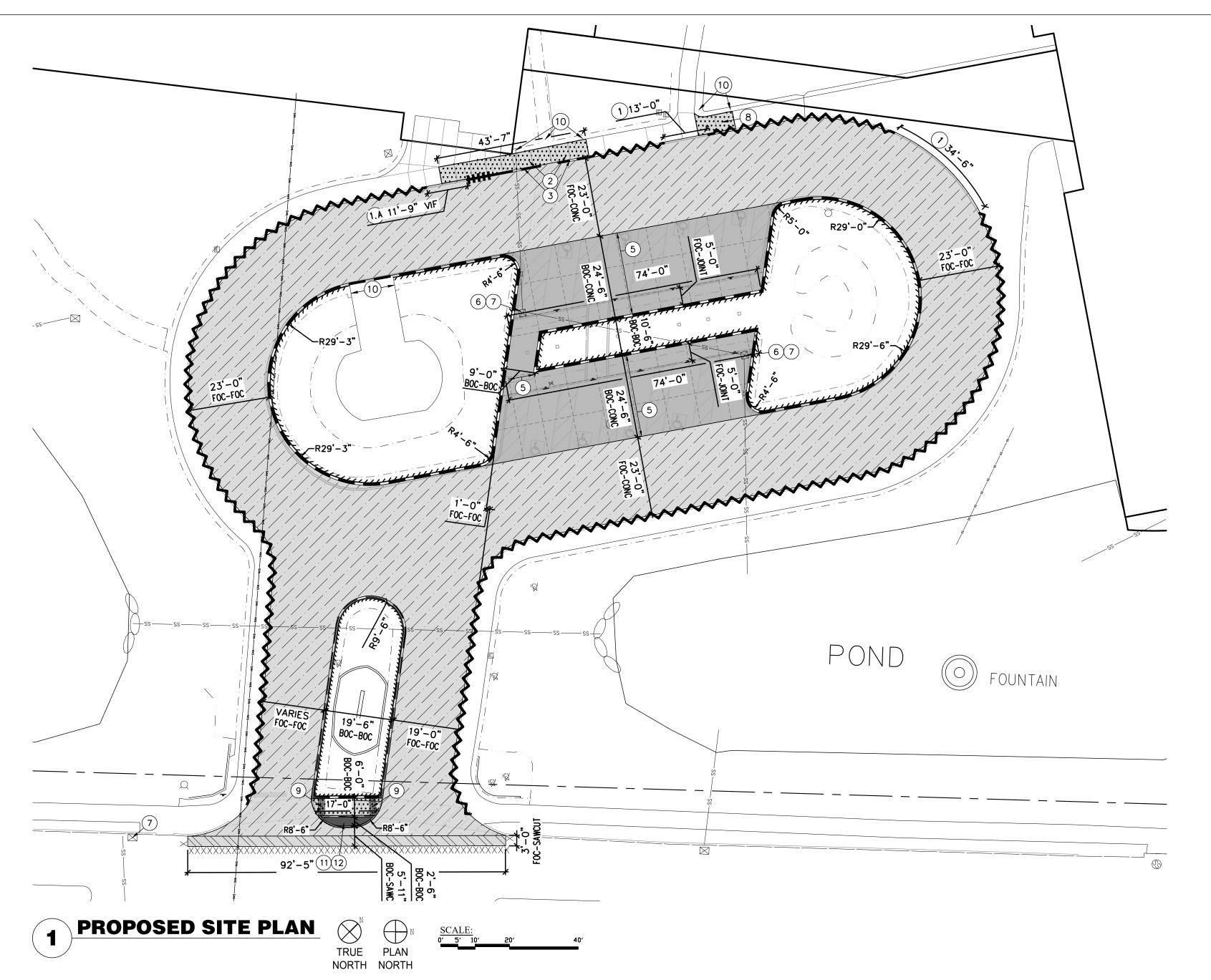
• 2 5/27/19

DRAWING TITLE

OVERALL SITE PLAN

H1.0

AREA OF WORK



CONSTRUCTION KEY

- AREA BOUNDARY LINE

- MAIL BOX

FLAG POLE

- IRON PIN

- BOLLARD LIGHT POLE

- RIP RAP - HYDRANT

- DETECTABLE WARNING TIL

- CONIFEROUS TREE - DECIDUOUS TREE

⊠ – VALVE

- UTILITY POLE

- SANITARY SEWER MH

- STORM SEWER MH/CB

- SIGN

→ BENCH MARK

● - CORE

4.5" ASPHALT RECONSTRUCTION EXISTING AGGREGATE BASE

4.5" ASPHALT PATCHING AT RIGHT OF WAY EXISTING AGGREGATE BASE

6" CONCRETE EXISTING AGGREGATE BASE

5" CONCRETE REPLACEMENT EXISTING AGGREGATE BASE

GRANITE COBBLE INFILL

EXISTING AGGREGATE BASE

CONTRACTOR TO BACKFILL TO 4" BELOW FINISH GRADE WITH

,,,,,,,

CLAY AND/OR TOPSOIL. LANDSCAPE RESTORATION BY OTHERS

GRANITE CURB (REPLACEMENT OR NEW)

GRANITE CURB RE-SET

REPLACEMENT OF 20 RANDOM PIECES OF DETERIORATED GRANITE CURB SECTIONS WITH GRANITE CURB SECTIONS SALVAGED FROM INTERIOR ISLANDS. REPLACEMENT PIECES AT EXTERIOR CURBING TO **~~~** BE DETERMINED IN FIELD. DISPOSE OF ALL SECTIONS NOT NEEDED. RE-POINT ALL REMAINING PERIMETER CURBING MORTAR JOINTS.

CONCRETE CONTROL JOINTS. SAWCUT IN ADA PARKING -----AREA AND HAND TOOLED AT EXTERIOR SIDEWALK

XXXXXXXXXXSAWCUT

CONSTRUCTION NOTES

- ALL WORK PREFORMED IN CITY RIGHT OF WAY TO BE APPROVED AND/OR PERMITTED BY CITY OF PORTSMOUTH. CONTACT CITY ENGINEER DAVID DEFOSSES.
- PLAN SHEET NOT TO BE USED FOR STRIPING AND SIGNAGE. REFER TO STRIPING SHEET.
- SALVAGE GRANITE CURB PIECES AT INTERIOR CURBS AS NECESSARY TO ACCOMMODATE GRANITE CURB REPLACEMENTS AT PERIMETER CURB THAT ABUTS SIDEWALK. CLARIFICATION: INTERIOR CURB REFERS ENTRANCE MEDIAN AND ADA PARKING ISLAND. PERIMETER CURB REFERS TO CURB THAT ABUTS SIDEWALK ALONG DRIVE LANE.
- REMOVE GRANITE CURBING AT DEPRESSED CONCRETE WALK RAMP. DO NOT REPLACE. ASPHALT PAVING WILL ABUT CONCRETE WALK AT RAMPS, NEW AND EXISTING. INTENT: TO ELIMINATE A COMPONENT (GRANITE CURB) THAT CAN DETERIORATE, ESPECIALLY AT THE JOINTS, CAUSING POTENTIAL UNSAFE CONDITION(S) FOR PEDESTRIAN TRAFFIC.
- (2) PROVIDE ADA COMPLIANT CURB RAMP
- PROVIDE NEW GRANITE CURB TO PROVIDE 6' LONG TAPER FROM FLUSH MATCH AT ASPHALT TO 5.5" CURB FACE
- REMOVE AND RESET 8' GRANITE CURB TAPER APPROXIMATELY 4'-10" TO WEST.
- 5 DOWELED EXPANSION JOINT
- REPLACE SQUARE FRAME AND GRATE WITH ROUND PEDESTRIAN/ ADA COMPLAINT FRAME AND GRATE (SEE GRADING PLAN FOR NOTES REGARDING ADJUSTMENT BRICK REPAIRS)
- PROVIDE INLET EROSION CONTROL/PROTECTION (3 INLETS) PER CITY STANDARDS
- (8) REPLACE 2 CONCRETE PANELS (5'x11')
- (9) NEENAH FOUNDRY STEEL TRUNCATED DOMES, 2 (2'x2.5') FULL WIDTH OF WALK OR PER CITY STANDARDS
- REMOVE AND SALVAGE BRICKS. OWNER TO RESET.
- OTHERS TO REMOVE SHRUBS AND ROOTS.
- GRANITE COBBLE INFILL

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ENGINEERING, INC.

133 COURT STREET (603) 433-2335

PORTSMOUTH, NH 03801 www.ALTUS-ENG.com

SCOPE DOCUMENT

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PROJECT

HARDSCAPE IMPROVEMENTS

LM - Portsmouth 225 Borthwick Avenue. Portsmouth, NH

Liberty Mutual Insurance

175 Berkeley Street Boston, MA 02166

CLIENT PROJECT NUMBER

STR PROJECT NUMBER 14643

DRAWING DATES

COMMENTS

05/21/19

ISSUED FOR BID AND PERMITTING ISSUED FOR PERMITTING

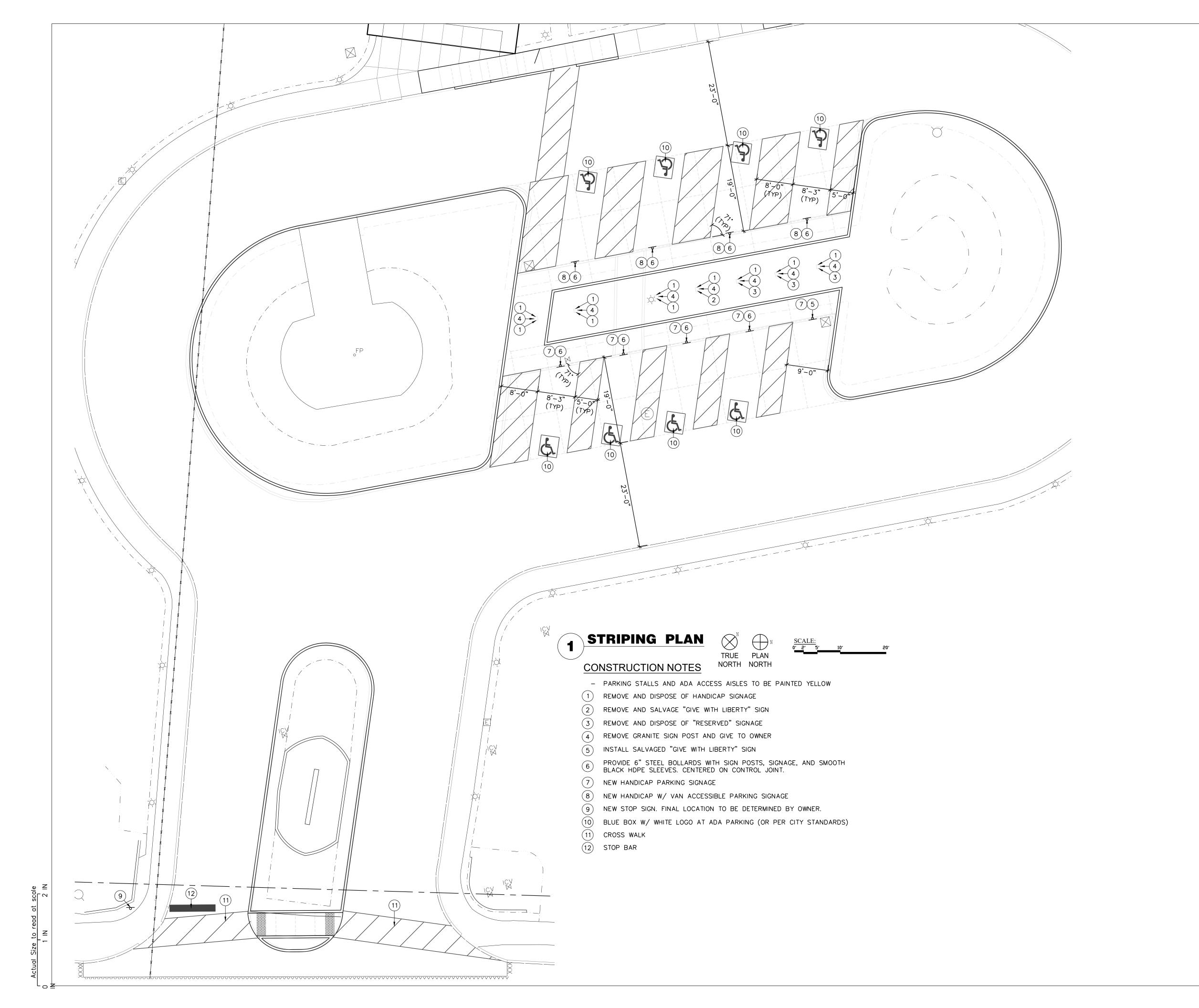
DRAWING TITLE

PROPOSED SITE PLAN

SHEET NUMBER H1.1

DAVID DESFOSSES

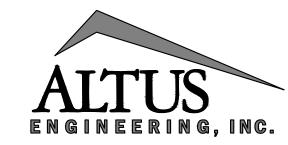
PHONE: (603) 766-1411



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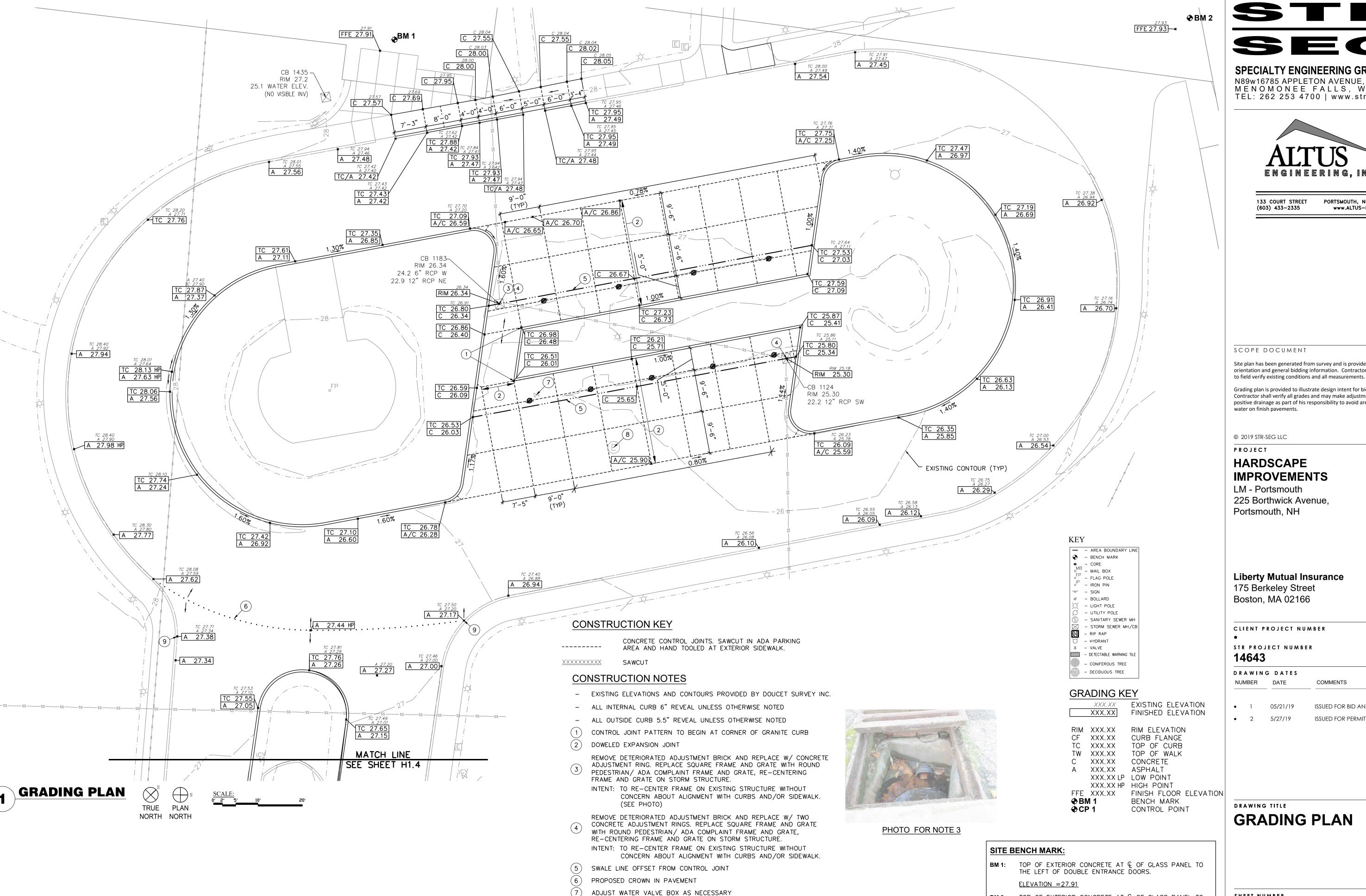
ISSUED FOR PERMITTING

COMMENTS

DRAWING TITLE

STRIPING PLAN

SHEET NUMBER H1.2



ADJUST ELECTRIC MANHOLE RIM AS NECESSARY

4" REVEAL. TRANSITION BACK TO 5.5" REVEAL

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Site plan has been generated from survey and is provided to aid in orientation and general bidding information. Contractor is responsible

Grading plan is provided to illustrate design intent for bidding purposes. Contractor shall verify all grades and may make adjustments to ensure positive drainage as part of his responsibility to avoid areas of standing

Liberty Mutual Insurance

COMMENTS

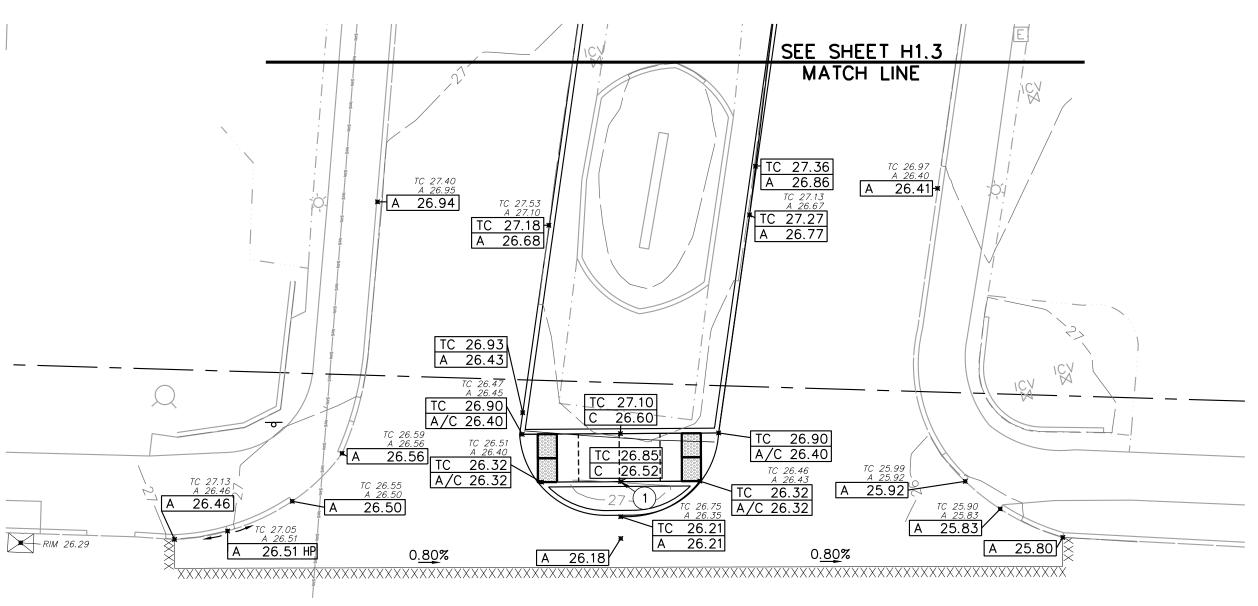
ISSUED FOR BID AND PERMITTING ISSUED FOR PERMITTING

SHEET NUMBER H1.3

BM 2: TOP OF EXTERIOR CONCRETE AT & OF GLASS PANEL TO

THE LEFT OF ENTRANCE TURN STYLE.

ELEVATION = 27.93



GRADING PLAN

TRUE PLAN

NORTH NORTH **CONSTRUCTION KEY** CONCRETE CONTROL JOINTS. SAWCUT IN ADA PARKING

XXXXXXXXXX

SAWCUT

CONSTRUCTION NOTES

- EXISTING ELEVATIONS AND CONTOURS PROVIDED BY DOUCET SURVEY INC.

AREA AND HAND TOOLED AT EXTERIOR SIDEWALK.

- ALL INTERNAL CURB 6" REVEAL UNLESS OTHERWISE NOTED
- ALL OUTSIDE CURB 5.5" REVEAL UNLESS OTHERWISE NOTED
- (1) 4" REVEAL. TRANSITION BACK TO 0" REVEAL

KEY - AREA BOUNDARY LINE

→ BENCH MARK • CORE D - MAIL BOX FP - FLAG POLE - IRON PIN ○ – SIGN Ø - BOLLARD C - LIGHT POLE - UTILITY POLE - SANITARY SEWER MH

- STORM SEWER MH/CB - RIP RAP - HYDRANT - DETECTABLE WARNING TILE CONIFEROUS TREE - DECIDUOUS TREE

GRADING KEY

⊕ BM 1 **⊕** CP 1

XXX.XX EXISTING ELEVATION FINISHED ELEVATION XXX.XX RIM XXX.XX RIM ELEVATION CF XXX.XX CURB FLANGE TC XXX.XX TOP OF CURB TW XXX.XX TOP OF WALK C XXX.XX CONCRETE A XXX.XX ASPHALT XXX.XX LP LOW POINT XXX.XX HP HIGH POINT FFE XXX.XX FINISH FLOOR ELEVATION

BENCH MARK

CONTROL POINT

SITE BENCH MARK:

BM 1: TOP OF EXTERIOR CONCRETE AT & OF GLASS PANEL TO THE LEFT OF DOUBLE ENTRANCE DOORS.

ELEVATION = 27.91

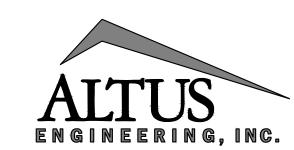
TOP OF EXTERIOR CONCRETE AT & OF GLASS PANEL TO THE LEFT OF ENTRANCE TURN STYLE.

ELEVATION = 27.93

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TEL: 262 253 4700 | www.str-seg.com



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PORTSMOUTH, NH 03801 www.ALTUS-ENG.com

SCOPE DOCUMENT

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PROJECT

HARDSCAPE IMPROVEMENTS

LM - Portsmouth 225 Borthwick Avenue. Portsmouth, NH

Liberty Mutual Insurance 175 Berkeley Street Boston, MA 02166

CLIENT PROJECT NUMBER

STR PROJECT NUMBER 14643

DRAWING DATES

NUMBER DATE

COMMENTS

ISSUED FOR BID AND PERMITTING

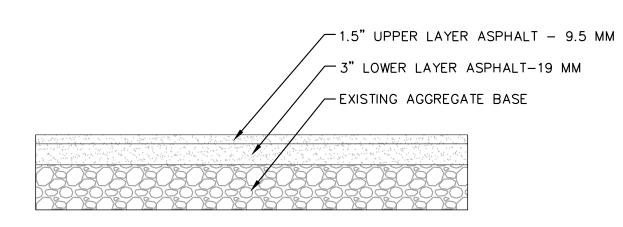
• 2 5/27/19 ISSUED FOR PERMITTING

DRAWING TITLE

GRADING PLAN

SHEET NUMBER

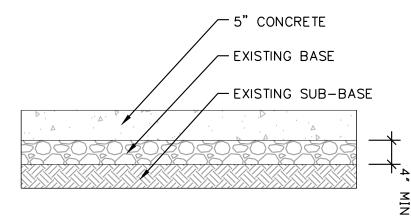
H1.4



NOTES:

- RE-GRADE AND COMPACT EXISTING AGGREGATE BASE, ADDING/REMOVING AGGREGATE BASE AS NEEDED TO ACCOMMODATE 4.5" ASPHALT INSTALLED AT FINISH ELEVATIONS

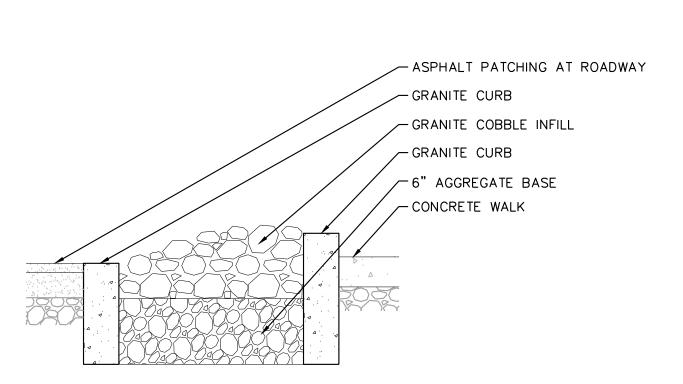




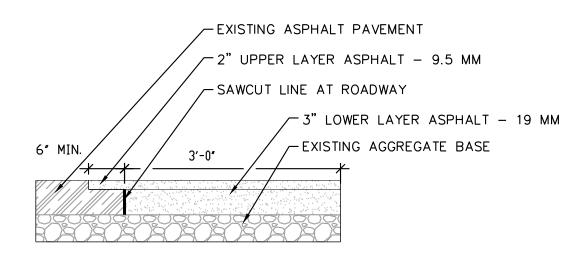
NOTES:

- PANEL SIZE TO BE NO GREATER THAN 6'-0" x 6'-0"
- FINISH TO HAVE HAND TOOLED JOINTS AND MEDIUM BROOM FINISH - AT NEW CONCRETE INSTALLATIONS, AND EXISTING CONCRETE THAT IS BEING
- REPLACED; WHERE 4" OF CRUSHED AGGREGATE BASE COURSE (CABC) IS NOT PRESENT, EXCAVATE FOR AND INSTALL 4" MIN. THICKNESS DENSE GRADED AGGREGATE BASE COURSE (DGAB) - WORK SHALL BE AN ADDITION TO CONTRACT





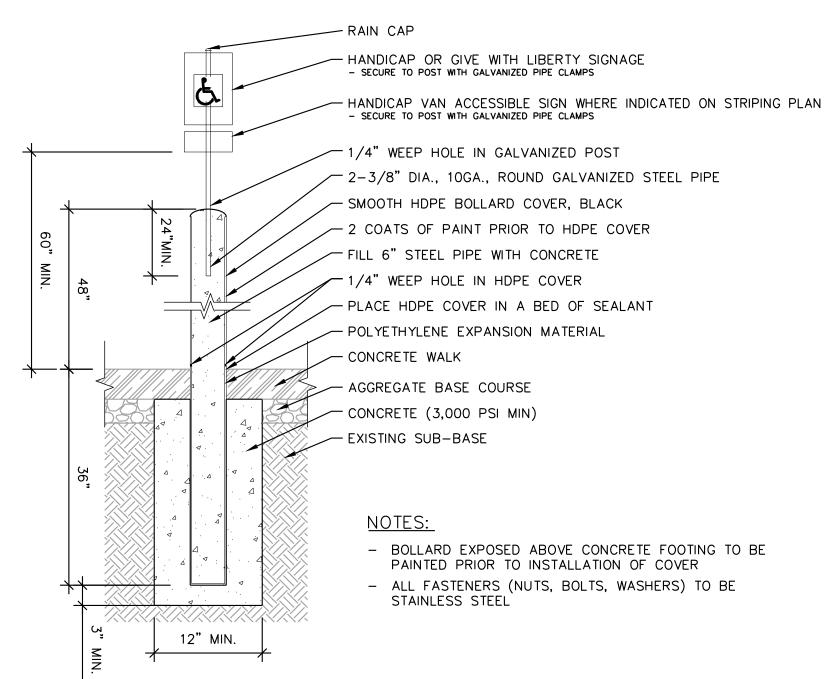




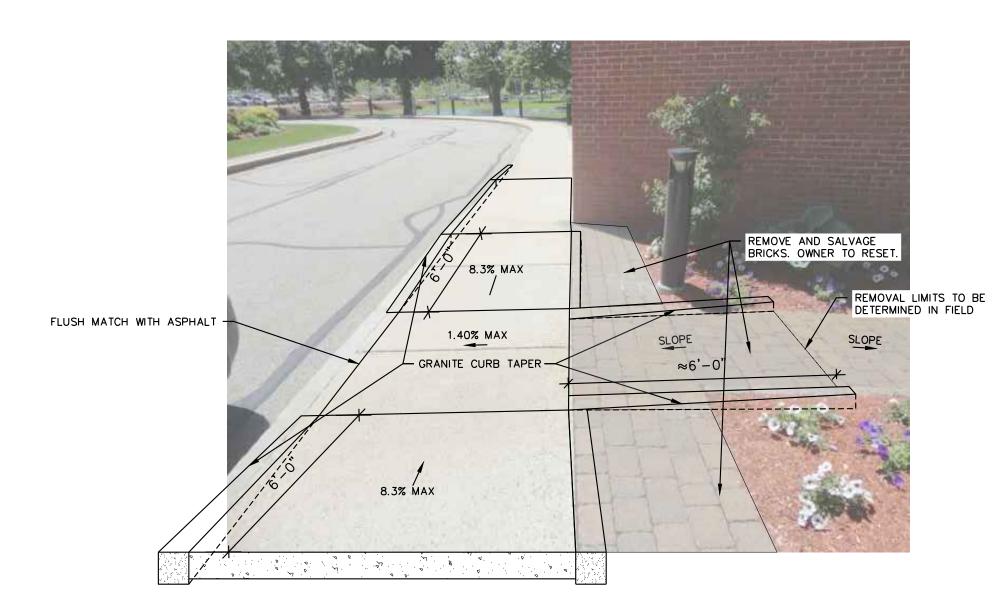
NOTES:

- MILL EXISTING ASPHALT PAVEMENT TO PROVIDE INTERLOCK JOINTS PER CITY OF PORTSMOUTH

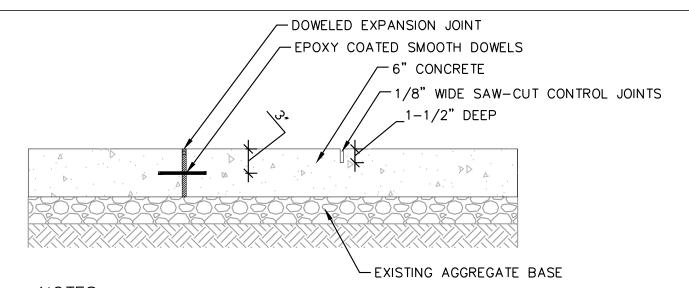
ASPHALT PATCHING AT RIGHT OF WAY



6" STEEL BOLLARD W/ H/C. SIGN



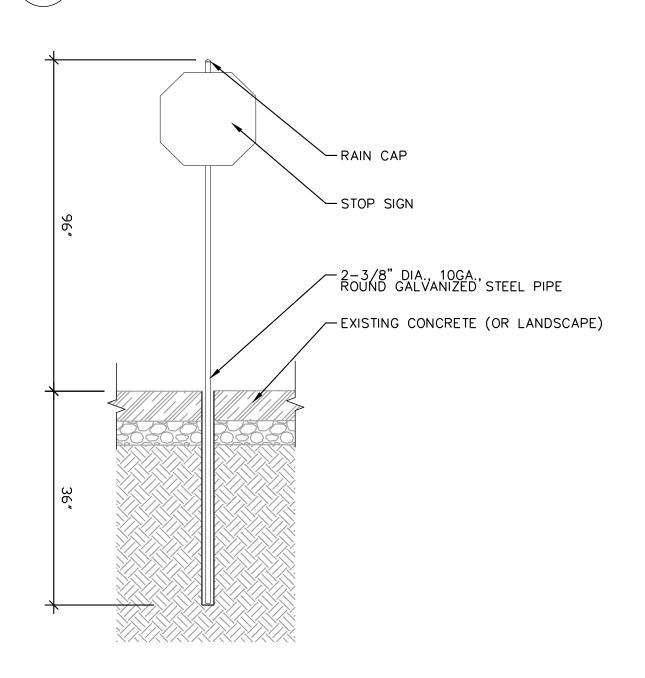
ADA CURB RAMP AT BUILDING



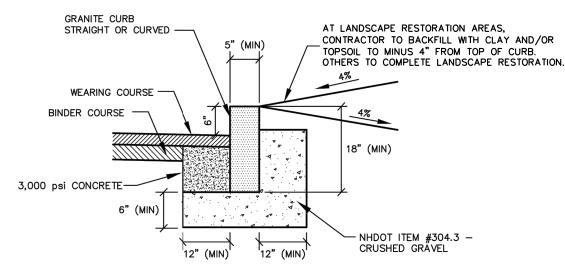
NOTES:

- INSTALL FULL DEPTH EXPANSION JOINTS WHERE INDICATED, WITH #4x12" SMOOTH EPOXY DOWEL BARS, 24" ON CENTER
- PANEL SIZE PER PLAN
- FINISH TO HAVE SAWCUT JOINTS AND MEDIUM BROOM FINISH
- AT NEW CONCRETE INSTALLATIONS, AND EXISTING CONCRETE THAT IS BEING REPLACED; WHERE 4" OF CRUSHED AGGREGATE BASE COURSE (CABC) IS NOT PRESENT, EXCAVATE FOR AND INSTALL 4" MIN. THICKNESS DENSE GRADED
- AGGREGATE BASE COURSE (DGAB) WORK SHALL BE AN ADDITION TO CONTRACT - INSTALL JOINT SEALANT OVER ALL EXPANSION JOINTS

6" CONCRETE AT ADA PARKING AND WALK



STEEL POST W/ SIGNAGE



RADIUS

29'-35'

36'-42'

50'-56'

OVER 60'

- SEE PLANS FOR CURB LOCATION.
- 2. SEE PLANS FOR PAVEMENT CROSS SECTION. 3. ADJOINING STONES SHALL HAVE THE SAME OR
- APPROXIMATELY THE SAME LENGTH.
- 4. MINIMUM LENGTH OF CURB STONES = 4'. 5. MAXIMUM LENGTH OF CURB STONES = 10'.
- MAXIMUM LENGTH OF STRAIGHT CURB STONES LAID ON CURVES SEE CHART.
- CURB ENDS TO ROUNDED AND BATTERED FACES TO BE CUT WHEN CALL FOR ON THE PLANS.
- 8. CURB SHALL BE INSTALLED PRIOR TO PLACEMENT OF TOP PAVEMENT COURSE.

9. JOINTS BETWEEN CURB STONES SHALL BE MORTARED.

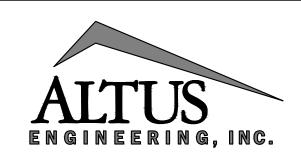
VERTICAL GRANITE CURB

NOT TO SCALE

MAX. LENGTH

STR SEG

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PROJECT

HARDSCAPE IMPROVEMENTS

LM - Portsmouth 225 Borthwick Avenue, Portsmouth, NH

Liberty Mutual Insurance 175 Berkeley Street Boston, MA 02166

CLIENT PROJECT NUMBER

STR PROJECT NUMBER

14643

D R	AWIN	G DATES	
NUMBER		DATE	COMMENTS
•	1	05/21/19	ISSUED FOR BID AND PERMITTING
•	2	5/27/19	ISSUED FOR PERMITTING

DRAWING TITLE

DRAWING TITLE **DETAILS**

SHEET NUMBER

SHEET NUMBER H1.5