

**ACTION SHEET
SITE REVIEW TECHNICAL ADVISORY COMMITTEE
CITY COUNCIL CHAMBERS
MUNICIPAL COMPLEX, 1 JUNKINS AVENUE
PORTSMOUTH, NEW HAMPSHIRE**

2:00 P.M.

JULY 2, 2002

MEMBERS PRESENT: David M. Holden, Planning Director;
David Allen, Deputy Public Works Director;
John Burke, Parking and Transportation Engineer
Michael Magnant, Deputy Police Chief;
Charlie Jones, Fire Marshal; and,
David Desfosses, Engineering Technician

ALSO PRESENT: Lucy E. Tillman, Planner 1

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I. OLD BUSINESS

A. The application of **Jay Gingrich**, owner, for property located at **915 Sagamore Avenue** wherein site plan approval is requested for the construction of a 24' x 72' one-story addition to an existing building with associated site improvements. Said property is shown on Assessor Plan 223 as Lot 31 and lies within a Waterfront Business district. **(This application was tabled at the Committee's June 4, 2002, meeting to this meeting.)**

VOTED to take the application off the table. VOTED to recommend approval of the site plan subject to the following stipulations:

1. That a note be added to the plan that the applicant shall call David Desfosses, Engineering Technician, Public Works Department for an inspection of the silt fence prior to the commencement of construction;
2. That the silt fence along the southerly side of the building should be extended a little further in a northerly direction just beyond contour 26;
3. That a note be added to the plan that any excavation material/construction debris shall be kept away from the tidal buffer zone;
4. That the site plan shall be modified to include the proposed sidewalk/curb cut improvements (Scheme A) and that the final design for the decrease in the existing curb cut shall be reviewed and approved by John Burke, the City's Parking and Transportation Engineer;
5. That the site plan indicate how the gravel parking spaces will be delineated;
6. That a determination be made as to whether NHDES permitting is required for the discharge from the lobster tanks to Sagamore Creek;
7. That the Septic System Approval # be added to the site plan; and,
8. That the Legal Department review the future Sagamore Bridge improvements and its impact on the proposed parking in Scheme A.

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B. The application of **325 State Street LLC, owner and applicant**, for property located at **325 State Street** wherein site plan approval is requested for the construction of a five-story 28,324 s.f. (footprint) building for office, retail and apartment use with related paving, utilities, landscaping, drainage and associated site improvements. The existing structure will be demolished. Ninety-six covered parking spaces will be provided. Said property is shown on Assessor Plan 116 as Lots 1, 2 and 6 (lots to be combined) and lies within the Central Business B and Historic A districts. **(This application was tabled at the Committee's June 4, 2002, meeting to this meeting.)**

VOTED to take the application off the table and retable the application to the Committee's July 30, 2002, meeting.
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II. PUBLIC HEARINGS

A. The application of Micronics Realty Trust for property located at 200 West Road wherein site plan approval is requested for the construction of a one-story 44' x 100' addition to an existing building with associated site improvements. Said property is shown on Assessor Plan 267 as Lot 22 and lies within an Industrial district.

VOTED to recommend approval of the site plan subject to the following stipulations:

- 1. That the landscaping plan shall be approved by Lucy Tillman of the Planning Department; and,
- 2. That the site plan indicate the existing water access easements.

B The application of Millenium Borthwick, LLC for property located off Borthwick Avenue wherein site plan approval is requested for the construction of two (2) three-story buildings each having a footprint of 50,400 s.f. for a total of 100,800 s.f. with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 259 as Lot 14A and lies within an Industrial district.

VOTED to recommend approval of the site plan subject to the following stipulations:

- 1. That the site plan shall indicate the installation of left and right turn lanes on Highliner Avenue with reflective tape in conformance with City standards;
- 2. That a mass transit pullover be located on Borthwick Avenue subject to the review of John Burke, the City's Parking and Transportation Engineer;
- 3. That the landscaping plan shall be reviewed by Lucy Tillman of the Planning Department;
- 4. That each building shall have a municipal master box;
- 5. That the site plan shall indicate internal or on-site sidewalks from the buildings to Borthwick Avenue;
- 6. That the existing parking spaces located on Highliner Avenue shall be removed;
- 7. That should the buildings contain cooking facilities that separate grease traps shall be installed;
- 8. That the monitoring wells shall be installed under direction of the City's Water Division or a hydrogeologist as this project is within the Wellhead Protection Area for Portsmouth Well #1 and the Collins Well;
- 9. That an easement shall be granted to the City of Portsmouth for access to all monitoring well sites for sampling purposes;
- 10. That an initial sampling shall be performed at all monitoring well sites for all constituents for a groundwater supply, including TKN, Nitrates, Nitrites, VOCs and radionuclides;
- 11. That a well log, well construction and analysis of samples shall be turned over to the Tom Cravens of the City's Water Division prior to Certificates of Occupancy being issued for the buildings; and,
- 12. That the contractor shall comply with the Portsmouth Aquifer Protection Guidelines for construction activities within the Wellhead Protection Area.

III. ADJOURNMENT was had at approximately 2:45 p.m.

This action sheet was prepared by Barbara B. Driscoll, Administrative Assistant in the Planning Department.