

**ACTION SHEET  
REGULAR MEETING  
PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

**7:30 P.M.**

**CITY COUNCIL CHAMBERS**

**NOVEMBER 20, 2003**

**CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

**MEMBERS PRESENT:** John Sullivan; Acting Chairman, Brad Lown, City Council Representative; Richard A. Hopley, Building Inspector; Thaddeus J. "Ted" Jankowski, Deputy City Manager; Donald Coker; and Alternate, Jerry Hejtmanek,

**MEMBERS EXCUSED:** Kenneth Smith, Chairman; Paige Roberts, Vice-Chairman,; Raymond Will; George Savramis and Alternate John Ricci

**ALSO PRESENT:** David M. Holden, Planning Director

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**6:00 TO 7:30 P.M. WORK SESSION WITH THE TOWN OF NEWINGTON PLANNING BOARD ON THE DRAFTING OF A NEW CITY MASTER PLAN AND A NEW TOWN PLAN**  
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**I. OLD BUSINESS**

A. The application of **Aranosian Oil Company, Inc.** for property located at **1166 Greenland Road** wherein a Conditional Use Permit is requested as allowed in Article VI, Section 10-608(B) of the *Zoning Ordinance* for the demolition of an existing building and canopy and the construction of a 3,900 s.f. single-story building for use as a store, a 24' x 36' building for use as a car wash, refueling islands with canopies and new pavement within an Inland Wetlands Protection District. Said property is shown on Assessor Plan 279 as Lots 1 and 2 and lies within an Industrial district. (**This application was tabled to this meeting from the Board's October 16, 2003, meeting.**)

A tabling motion was made and granted to allow the Applicant to appear before a full Board at the next regularly scheduled meeting on December 18, 2003.

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**II. PUBLIC HEARINGS**

A. The application of **Clifton L. Wentworth** for property located at **216 and 246 Jones Avenue** wherein Preliminary and Final Approval is requested for a lot line relocation whereby 2,714 s.f. ± of lot area would be conveyed from property located at 246 Jones Avenue to property located at 216 Jones Avenue resulting in the following: Property located at 216 Jones Avenue would have a lot area of 10,496 s.f. ± and property located at 246 Jones Avenue would have a lot area of 8.2091 acres ±. Said properties are located in a Single Residence B district and are shown on Assessor Plan 221 as Lots 6 and 7. (This application was tabled at the Board's October 23, 2003 meeting to this meeting to allow for corrected legal notice.)

The Board voted to **grant** Final Subdivision Approval for the Lot Line Relocation, with the following stipulations:

- 1) Installation of permanent boundary monuments per the requirements of the Public Works Department; and
- 2) To have the plan amended to show how the easement connects through the property to the satisfaction of the City Attorney.

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B. Public comment is invited at this public meeting regarding a proposed amendment to Article II, Section 10-208 Table 4 Uses in the Business District of the *Zoning Ordinance* relative to residential uses located within the Central Business A and Central Business B districts.

The Board voted to **table** this matter so that a work session could be scheduled.

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C. The application of **Joseph C. Tucker and Edward W. Huminick, doing business as CIF, Incorporated** for property located **66 Madison Street** wherein Preliminary and Final Subdivision Approval is requested to subdivide two lots into three lots with the following: Lot 1 having a lot area of 14,087 s.f. and continuous street frontage off Lovell and Madison Streets; Lot 2 having a lot area of 13,060 s.f. and continuous street frontage off Madison Street; Lot 3 having an area of 14,039 s.f. and continuous street frontage off Lovell Street; and, lying in a zone where a minimum lot area of 3,500 s.f. and 70' of continuous street frontage is required. An existing structure located on lots 1 and 3 is proposed for removal. Said properties are located in an Apartment district and are shown on Assessor Plan 147 as Lots 001-001 and 001-000. (Plat plans are on file in the Planning Department Office and are identified as 13-01-03.)

The Board voted to **grant** Preliminary Subdivision Approval subject to the following **stipulations**:

- 1) That prior to a request for Final Subdivision Approval that the applicant provide this Board with contour data and a drainage report detailing necessary mitigation measures;
  - 2) That the disposition of the existing structure be detailed in a binding agreement;
  - 3) That the application shall be subject to Site Review;
  - 4) That an application be filed for Final Subdivision Approval; and
  - 5) Installation of permanent boundary monuments per the requirements of the Public Works Department.
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D. The application of **Robert H. and Selma M. Freedman and Sherry A. Burnett** for properties located at **80 and 90 Sheffield Road** wherein a Lot Line Verification is requested between two lots having the following: Lot 144 having a lot area of 9,592 s.f. and continuous street frontage off Sheffield Road; Lot 145 having a lot area of 9,727 s.f. and continuous street frontage off Sheffield Road; and, lying in a zone where a minimum lot area of 15,000 s.f. and 100' of continuous street frontage is required. Said properties are located in a Single Residence B district and are shown on Assessor Plan 232 as Lots 144 and 145. (Plat plans are on file in the Planning Department Office and are identified as 14-01-03.)

The Board voted to **grant** Preliminary and Final Subdivision Approval subject to the following **stipulations**:

- 1) Installation of permanent boundary monuments per the requirements of the Public Works Department.

E. The application of **Great Islington Street, LLC** for property located at **871 Islington Street** wherein the approval of an amended plan is requested for the conversion of an existing structure from office use to twelve dwelling units and artisan studio space with associated site improvements. The proposal calls for the removal of a section of the existing building (some 1,730 s.f.±). Said property is shown on Assessor Plan 165 as Lot 4 and lies within a Business district.

The Board voted to **approve** the site plan **as advertised** with the following **stipulation**:

**From the November 4, 2003 Technical Advisory Committee:**

- 1) That the photometrics of the site be approved by Engineering Technician David Desfosses;

F. The Portsmouth Planning Board, acting pursuant to NH RSA 12-G:13 and Chapter 400 of the Pease Development Authority Site Review Regulations, will review and make a recommendation to the Board of Directors of the Pease Development Authority regarding the following: The application of **Two International Group**, applicant, for property located at **100 International Drive** wherein site plan approval is requested for the construction of a 39,000 s.f. footprint, three story building, with basement, for office use with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 306 as Lot 2 and lies within the Pease Industrial district.

The Board voted to **recommend approval**<sup>1</sup> of the site plan subject to the following stipulation:

- 1) That the snow storage area be moved in further from the 25' buffer zone during Phase I;

G. The application of **Ocean National Bank** for property located at **325 State Street** wherein site plan approval is requested for the construction of the following after the demolition of the existing annex: a) a 30' x 34' freestanding drive thru teller; b) a redesign of the front entrance on State Street; c) a 22' x 50' 2 story addition to the rear; and, d) a one story 28'6"± x 17'11"± drive thru ATM, including a canopy, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 116 as Lots 1, 6 & 7, to be combined, and lies within the Central Business B and Historic A districts.

The Board voted to **approve** the site plan with the following **stipulations**:

**From the November 4, 2003 Technical Advisory Committee:**

- 1) That the specification for the fire alarm master box be provided to Chief Deputy Steve Griswall;
- 2) That a master box connector to the Fire Department be installed;
- 3) That the photometrics be provided to Engineering Technician David Desfosses by November 10, 2003;
- 4) That a pole license be obtained (PSNH will ask for it and it will have to receive City Council Approval);

<sup>1</sup> See RSA 12-G:10 ( c ) "In all instances the authority (Pease Development Authority) shall retain the power to make the final decision regarding applicability, interpretation, and enforcement of its land use controls, which shall require 5 affirmative votes."

- 5) That in lieu of a traffic study a contribution towards the City’s traffic study be made, not to exceed \$2,500;
- 6) That the sidewalks on Porter Street and State Street follow City standards (tipdowns be concrete and all the sidewalks be brick);
- 7) That the applicant accept the report of the Traffic Safety Committee review of parking and loading issues on Porter Street;
- 8) That the sidewalks be 7’ wide in front of the building up to Church Street;
- 9) That a permanent sidewalk easement to the city along State Street to Church Street be presented for review by the City Attorney as to content and form;
- 10) Increase curb radii into site and into drive thru to 10’;
- 11) That the landscape plan will be reviewed and approved by Lucy Tillman;
- 12) That the landscaped island by the drive-thru be rounded rather than square.

**From the November 20, 2003 Planning Board Meeting:**

- 13) That continuation of the illumination of the North Church be worked out in a form that is approved by the City of Portsmouth and any interested parties; or, in the contrary, that the light remains on this site as located/operated by the City;
- 14) If a sprinkler system is installed, it will not be necessary to appear before the Planning Board and it could be approved administratively;

**From the November 20, 2003 Traffic and Safety Committee Meeting:**

- 15) That the plan be incorporated with the tissue overlay that was presented which moves the parking to the other side of Porter Street and requires the intersection of Porter and Church Streets to be enlarged and that an easement be provided to the City.

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H. The application of **HCA Health Services of New Hampshire** for property located at **333 Borthwick Avenue** wherein a Conditional Use Permit is requested as allowed in Article VI, Section 10-608(A) (B) of the *Zoning Ordinance* for the construction/expansion of an existing parking lot and sidewalk located within an Inland Wetlands Protection District. Said property is shown on Assessor Plan 240 as Lot 2-1 and lies within an Office Research district.

The Board voted to **grant** the Conditional Use Permit.

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**IV. CITY COUNCIL REFERRALS/REQUESTS**

A. Portsmouth Park Trust, The Druker Company: Offer of Land - Pine Island

The Board voted to recommend approval to the City Council.

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**V. NEW BUSINESS**

A. Appoint CIP Subcommittee

Board members John Sullivan, Donald Coker and Jerry Hejtmanek were appointed to the CIP Subcommittee.

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**VI. AMENDED SITE PLAN REVIEW**

A. Strawberry Banke

The Board agreed that no further Planning Board approval was required.

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**V. ADJOURNMENT** was had at approximately 9:30 p.m.

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This Action Sheet was prepared by Jane M. Shouse, Administrative Assistant in the Planning Department.