

**ACTION SHEET
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

2:00 P.M.

**CITY COUNCIL CHAMBERS
MUNICIPAL COMPLEX, 1 JUNKINS AVENUE
PORTSMOUTH, NEW HAMPSHIRE**

NOVEMBER 4, 2003

MEMBERS PRESENT: David M. Holden, Planning Director, Chairman, John Burke, Parking & Transportation Director, David Desfosses, Engineering Technician; Steven Griswold, Deputy Fire Chief; David Young, Police Department Representative; Tom Cravens, Engineering Technician; and, Alan Sturgis, Chairman of the Conservation Commission

ALSO PRESENT: Lucy E. Tillman, Planner 1

.....

I. PUBLIC HEARINGS

A. The request 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.± to the rear). Said property is shown on Assessor Plan 165 as Lot 4 and lies within a Business district.

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

From the July 1, 2003 Technical Advisory Committee:

- 1) That sprinkler and fire alarm plans be submitted (one set each) and the appropriate permits acquired. The applications can be obtained from the Fire or Building Departments;
- 2) That a sidewalk easement be submitted by the applicant's attorney and reviewed as to content and form by the City Attorney;

From the November 4, 2003 Technical Advisory Committee:

- 1) That the installer of the Fire Department connection contact Deputy Chief Steve Griswold of the Fire Department to discuss the exact configuration of the connection on the building;
- 2) That the water gate valve be relocated and that City personnel do the installation;
- 3) That an oil water separator be added to the basin drainage;
- 4) That the crosswalk be squared up on the Fleet Bank side;
- 5) That a sewer manhole be added;

- 6) That the photometrics of the site be provided to Engineering Technician David Desfosses by November 10, 2003;
- 7) That the traffic islands at the entrance be made larger per review of David Desfosses;
- 8) That the handicapped ramps meet City standards (stop the curbing at the ramp);
- 9) That all proposed signs on the site meet MUTCD standards and also add a one-way sign and pavement arrows;
- 10) That parking space #26 be moved, the island be enlarged and the maple tree be saved;

.....

B. 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.

VOTED to **recommend approval**¹ of the site plan subject to the following **stipulations**:

From the November 4, 2003 Technical Advisory Committee:

- 1) That the parking space width be changed from 8 ½' to 9', as offered by the applicant;
- 2) That the easterly driveway be eliminated;
- 3) That the front sidewalk be constructed of concrete (not asphalt);
- 4) That the demo and utility plans indicate which monitoring wells will be abandoned and which will remain and those that are to be abandoned will follow NH DES standards (note to be added to appropriate plans);
- 5) That a note be added to the utility plan that the construction is within the wellhead construction area;
- 6) That oil/water separators be added to the catch basins;
- 7) That loading berths be added to the plan;
- 8) That a spec sheet be provided to Tom Cravens describing an emergency generator for possible future installation;
- 9) That the undergrounding of utilities be made clearer on the plan;
- 10) That a licensed traffic engineer submit a memo to Maria Stowell, with a copy to John Burke, regarding traffic generation and how it relates to the van/car pool plan and off-site traffic improvements per the Tradeport's Transportation Master Plan; that the Planning Department recommends that no building permit be issued until all agreements and stipulations are in place and meet with the Board of Director's approval;
- 11) That a revised plan reflecting all changes be reviewed by David Desfosses, David Holden and Lucy Tillman prior to the November 20, 2002 Planning Board meeting;
- 12) That Deputy Chief Steve Griswold be contacted regarding the master fire alarm box.

¹ See RSA 12-G:10© "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".

.....

C. 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.

VOTED to recommend approval of the site plan to the Planning Board subject to 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 Griswold;
- 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);
- 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 by Lucy Tillman;
- 12) That the landscaped island by the drive-thru be rounded rather than square.

.....

II. ADJOURNMENT was had at approximately 3:30 p.m.

Respectfully submitted,

Jane M. Shouse,
Administrative Assistant
Planning Department