

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

7:15 P.M.

CITY COUNCIL CHAMBERS

JANUARY 22, 2004

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

MEMBERS PRESENT: Kenneth Smith, Chairman; John Sullivan; Brad Lown, City Council Representative; Paige Roberts, Vice Chairman; Richard A. Hopley, Building Inspector; Thaddeus J. "Ted" Jankowski, Deputy City Manager; George Savramis, Raymond Will, Alternate John Ricci and Alternate, Jerry Hejtmanek,

MEMBERS EXCUSED: Donald Coker;

ALSO PRESENT: David M. Holden, Planning Director

.....
6:30 –7:15 P.M. WORK SESSION TO CONSIDER MIXED USES IN THE CENTRAL BUSINESS A AND CENTRAL BUSINESS B DISTRICTS

.....
I. OTHER BUSINESS

A. Presentation of Capital Improvement Program

After an introduction by City Manager John Bohenko, the CIP program was presented by David Holden, Director, Planning Department; Cindy Hayden, Director of CDBG, Steven Parkinson, Director of Public Works, David Allen, Deputy Director of Public Works, John Burke, Director of Transportation and Safety.

.....
II. APPROVAL OF MINUTES

A. December 18, 2003 – Accepted and approved unanimously.

.....
III. PUBLIC HEARINGS

A. The application of **Joseph C. Tucker and Edward W. Huminick, of CIF, Inc.** for property located at **66 Madison Street** wherein site plan approval is requested for the construction of 11 townhouses that are to be located on three proposed lots that are being re-subdivided from the existing two lots. Proposed lot 1 would contain two structures with each containing two townhouses with related paving, utilities, landscaping, drainage and associated site improvements. The project includes the demolition of the existing structure. Said property is shown on Assessor Plan 147 as Lots 001-001 and 001-000 (as reconfigured) and lies within an Apartment district.

B. The application of **Joseph C. Tucker and Edward W. Huminick, of CIF, Inc.** for property located at **66 Madison Street** wherein site plan approval is requested for the construction of 11 townhouses that are to be located on three proposed lots that are being re-subdivided from the existing

two lots. Proposed lot 2 would contain one structure containing three townhouses with related paving, utilities, landscaping, drainage and associated site improvements. The project includes the demolition of the existing structure. Said property is shown on Assessor Plan 147 as Lots 001-001 and 001-000 (as reconfigured) and lies within an Apartment district.

C. The application of **Joseph C. Tucker and Edward W. Huminick, of CIF, Inc.** for property located at **66 Madison Street** wherein site plan approval is requested for the construction of 11 townhouses that are to be located on three proposed lots that are being re-subdivided from the existing two lots. Proposed lot 3 would contain two structures with each containing two townhouses with related paving, utilities, landscaping, drainage and associated site improvements. The project includes the demolition of the existing structure. Said property is shown on Assessor Plan 147 as Lots 001-001 and 001-000 (as reconfigured) and lies within an Apartment district.

VOTED to **approve** the site plan with the following **stipulations**:

From The Technical Advisory Committee meeting of January 6, 2004:

- 1) That all utility easements be reviewed and approved by the City Attorney for content and form;
- 2) That a note be added confirming that the Condo Association is responsible for the internal sidewalks;
- 3) That the finished grade for the habitated floors (versus the garage) in each unit be provided;
- 4) That the residential sprinkler system be a monitored system and should be coordinated with Deputy Chief Steve Griswold and a knox box be installed on either Unit 10 or 11;
- 5) That sumps and catch basins be inspected annually and a report sent to David Desfosses, Engineering Technician;
- 6) That the applicant will work with PWD to finalize a formula of contribution to the downstream drainage improvements that are required based on your incremental increase in flow;
- 7) That the applicant contact Tom Richter at DPW regarding house numbering;
- 8) That the water and sewer service for Unit 9 be separated from Unit 8, and so that the water is in the front and the sewer is in the back;
- 9) That the issue of sidewalks on Madison Street will be referred to the Traffic and Safety Committee for a recommendation to the Planning Board;
- 10) That a recordable easement plan be provided to the City prior to the issuance of any Certificate of Occupancy.

From the Planning Board meeting of January 22, 2004:

- 1) That there be an independent engineering monitoring of the installation of all underground drainage utilities (Clerk of the Works).

.....

D. The application of **Joseph C. Tucker and Edward W. Huminick, doing business as CIF, Incorporated** for property located **66 Madison Street** wherein 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.)

VOTED to **grant** Final Subdivision Approval subject to the following **stipulations**:

From the Planning Board meeting of November 20, 2003:

- 1) That the disposition of the existing structure be detailed in a binding agreement;
- 2) Installation of permanent boundary monuments per the requirements of the Public Works Department;
- 3) That the Site Review Bond remain in effect until the permanent boundary markers are in place.

.....

E. The application of **Karl and Gale Belilah** for properties located at **244 and 254 New Castle Avenue** wherein a Final Lot Line Change is requested between two lots having the following: Lot 38 increasing in area from 5,240 s.f. +/- to 6,393 s.f. +/- and with continuous street frontage off New Castle Avenue and Driftwood Lane; Lot 39 decreasing in area from 4,827 s.f. +/- to 3,674 s.f. +/- and with continuous street frontage off New Castle Avenue; 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 207 as Lots 38 and 39. (Plat plan is on file in the Planning Department Office and is identified as 19-03-03.)

VOTED to **grant** Final Lot Line Change Approval subject to the following **stipulations**:

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

.....

F. The application of **Heron Realty Trust** for property located at **917 Greenland Avenue** wherein site plan approval is requested for the renovation of the former existing gas station/ convenience store to professional offices, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 259 as Lot 7 and lies within a Single Residence B district.

VOTED to **approve** the site plan with the following stipulations:

- 1) That per Article V, Section 10-504(a) & (c), a 8' fence and/or solid evergreen hedge be added to the plan, with a recommendation to the Planning Board that all parties agree;
- 2) That a lighting plan be provided to show what the lighting fixtures will be used on the side abutting the Wholey property;
- 3) That the plan reflect sloped granite curb on the radius;
- 4) That the plan identify the type of material used for the sidewalk next to the handicapped parking space;
- 5) That a sidewalk along Greenland Road be added to the plan, per recommendation of the Traffic & Safety Committee;
- 6) That the entrance sign be turned for better visibility;
- 7) That a landscaping plan be presented and approved by Lucy Tillman of the Planning Department;

.....
IV. CITY COUNCIL REFERRALS/REQUESTS

A. Request from Paul R. Bacon to purchase city owned property located on Edmund Avenue.

This request was withdrawn by the applicant. No further action is necessary.
.....

V. NEW BUSINESS

A. Election of Officers

Kenneth Smith was re-elected as Chairman
Paige Roberts was re-elected as Vice-Chairman
.....

V. ADJOURNMENT was had at approximately 9:50 p.m.
.....

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