

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

**7:00 P.M.**

**CITY COUNCIL CHAMBERS**

**MARCH 18, 2004**

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

**MEMBERS PRESENT:** Kenneth Smith, Chairman; John Sullivan; Thomas Ferrini, City Council Representative; Paige Roberts, Vice Chairman; Richard A. Hopley, Building Inspector; George Savramis; Raymond Will; Donald Coker; Alternate John Ricci; and Alternate, Jerry Hejtmanek

**MEMBERS EXCUSED:** Deputy City Manager Cindy Hayden

**ALSO PRESENT:** David M. Holden, Planning Director  
Lucy Tillman, Planner I

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**I. APPROVAL OF MINUTES**

A. February 19, 2004 meeting - accepted and approved unanimously.

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**II. PUBLIC HEARINGS**

A. The application of the **City of Portsmouth, SAU #52**, for property located at **50 Andrew Jarvis Drive** wherein site plan approval is requested for the construction of a 13,711 s.f. irregular shaped two story addition to the Industrial Arts Department, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 229 as Lot 3 and lies within a Municipal district.

Voted to **approve** Site Review approval with the following stipulations:

- 1) That the three-way intersection on the property be reviewed by Traffic & Safety with an on-site review on March 16, 2004 at 8:00 a.m. and the Traffic & Safety Committee meeting on March 18, 2004 at 8:00 a.m.;
- 2) That the termination of the existing water line through the area being demolished be marked on the plan;
- 3) That the drainage maintenance schedule be provided and approved by DPW;
- 4) That the water lines be installed to City Water Department standards;
- 5) That the School Board review their current policy on parking prices to address the issue of lack of parking on the site and to promote city transportation;
- 6) That further fact sheets be provided regarding the drainage treatment;
- 7) That 2 handicapped parking spaces be added to the rear of the building.

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B. A Public Meeting is scheduled for comment and discussion relative to a draft Amendment to the 1995 Zoning Ordinance, as amended. This amendment addresses Residential Uses as allowed in the Central Business A and Central Business B districts by limiting ground floor and related areas to non-residential uses. Copies of this proposal are available in the Planning Department Office.

Voted to recommend approval to the City Council.

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C. The application of **Islington Woods, LLC** for a lot located **off Borthwick Avenue**, Assessor Plan 234 as Lot 7-4A, and owned by Islington Woods, LLC and for a lot located **off Barberry Lane**, Assessor Plan 234 at Lot 1, and owned by **Northern Utilities, Incorporated** wherein Preliminary and Final Subdivision Approval is requested so as to subdivide two lots into three lots with the following: Proposed lot 7-4B with an area of 3.478 acres and continuous street frontage off Borthwick Avenue; Proposed Lot 7-4A with a lot area of 6.488 acres and continuous street frontage off Borthwick Avenue; and, Proposed Lot 1 decreasing in area from 5.226 acres to 3.624 acres and having access off Barberry Lane and no continuous street frontage off Barberry Lane; and, with all proposed lots lying in an Office Research district where a minimum lot area of 3 acres and 300 feet of continuous street frontage are required

Voted to **grant** Preliminary Subdivision approval subject to the following stipulations:

1. That the application be amended to show the total of three lots and accompanying fees.
2. That the Plat Plan itself show all significant land features, including in particular, all wetland areas [Section IV Requirements for Preliminary Plat Number 9].
3. That all such identified wetland areas should include the depiction of contiguous wetlands regardless of property boundaries so as to facilitate any necessary determinations by the City and applicant relative to Article VI Inland Wetlands Protection as identified in the *1995 Zoning Ordinance*, as amended.
4. That as appropriate the edge of all wetland areas be provided and as appropriate any wetland buffer as required by Article VI.
5. That the Borthwick Avenue right-of-way be better defined on the subdivision plat so that it shows such particular features such as intersecting lot lines, curb cuts and a general orientation of what is existing on the northerly side of the right-of-way. [Section IV Requirements for Preliminary Plat Number 8].
6. That in this vicinity that the curb cuts serving the Jackson Grey building and the Hospital lot be identified [even if the scale of the plat needs changing];
7. That the Topographic Plan be prepared for recording with the Plat Plan and that the Plat Plan reference the Topographic Plan.
8. That better definition be provided on the Plat Plan documenting adjacent ownership along a (limited) portion of this right-of-way so as to aid in identifying particular locations.
9. That existing right-of-ways be identified that serve the Northern Utilities lot. [The department believes that a former railway right-of-way belonging to the Concord RR is used for access/egress to the Northern Utilities lot.]
10. That the Plat Plan shall stipulate no access or egress from proposed lot 7-4A to Barberry Lane.
11. That the building envelop on Lot 7-4A be corrected or else stipulate how a structure can be built on the land encumbered by an easement owned by the NH Electric Company.
12. That as appropriate, any adjacent lots in common ownership should be identified on the plat [Section IV Requirements for Preliminary Plat Number 6].
13. That documentation shall be provided verifying whether or not other permits from the State/Federal are required [Section V Requirements for Final Plat Number 10].

- 14. Confirm that the Plat provides elevation data for the flood zone [Section V Requirements for Final Plat Number 11].
- 15. That all footnotes be checked for accuracy.
- 16. That when all the aforementioned stipulations are satisfied that an application for Final Subdivision Approval be submitted along with documentation that all boundary monuments have been set as required by the Department of Public Works [Section V Requirements for Final Plat Number 13].

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D. The application of **Richard P. Fusegni, owner and DSP Shopping Center, LLC, Applicant** for property located at **1574 & 1600 Woodbury Avenue** wherein site plan approval is requested for the construction of a 4,500 s.f. one-story building for restaurant use with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 238 at Lots 16 & 17 and lies within a General Business district.

Voted to **approve** Site Review approval with the following stipulations:

- 1) That the plans reflect snow storage in the front of the lot and a note that snow will be removed from the site for large storms;
- 2) That a revised lighting plan be submitted for approval by DPW and the Planning Department;
- 3) That the Board is acting on a Site Review Application and this approval should not be construed by other public Boards as forcing a positive review;

From the March 2, 2004 Technical Advisory Committee Meeting:

- 4) That the open space calculation be added to the site plan;
- 5) That the site plan be modified to add a separate water feed to the irrigation hydrant;
- 6) That the existing water service be abandoned consistent with city standards, that the tap on the main in the street will be performed by the City Water Department and all on site water piping be constructed according to City standards;
- 7) That a traffic signal timing and coordination plan be submitted for review by John Burke, DPW, prior to a building permit being issued;
- 8) That a traffic signal layout plan be re-submitted to John Burke, DPW for review and approval, prior to a building permit being issued;
- 9) That the sewer service be cleaned out;
- 10) That the drain lateral going from the roof drain have a clean out;
- 11) That a report, stamped by an engineer, be prepared relative to the shopping center drainage system, confirming that it is working properly, for review and approval by David Desfosses, DPW, and that the results of the report be tied into any bond posted for the project;
- 12) That all blasting be in accordance with the City blasting ordinance;
- 13) That a Knox box be installed on the building;

From the August 16, 2001 Planning Board Meeting:

- 14) That the applicant apply for Final Subdivision Approval as part of the application process;
- 15) That the site plan indicate sloped granite curbing for the island;
- 16) That the landscaping plan be reviewed by the City Arborist or her designee;
- 17) That the applicant's traffic engineer be available for the "tweaking" of any traffic signalization interconnection;

- 18) That the new traffic signal pedestrian regular heads be LED and all markings be plastic taped with the exception of the lane lines on Woodbury Avenue;
- 19) That the building be sprinklered;
- 20) That the master box be connected to the municipal system;
- 21) That the conduit for the fire alarm system be installed during the construction process;
- 22) That the drainage study be submitted to the City’s engineering department for review;
- 23) That the dumpster be fenced in; and
- 24) That a stop sign be installed as one exits out of the restaurant parking lot.

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E.. The application of **Robert L. Casella, LLC, Owner and Portsmouth Computer Group, Applicant**, for property located at **30 Mirona Road Extension** wherein site plan approval is requested for the construction of a 1,255 s.f. one-story addition to the right of an existing structure, and a 1,200 s.f. 2<sup>nd</sup> story addition over an existing garage, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 253 as Lot 4 and lies within an Industrial district.

Voted to grant Site Review **approval** with the following stipulations:

- 1) That should the revised plans reflect an external stairwell, it shall require review and approval by the Planning Department and Inspection Department;
- 2) That lighting will be added to the plan;

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**III. CITY COUNCIL REFERRALS/REQUESTS**

A. 67 Ridges Court – Construct/Reconstruct a Pier

Voted to table this matter to the April 15, 2004 Planning Board Meeting for a Public Meeting.

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**IV. OLD BUSINESS**

A. Request of **The Estate of Anthony Giovannattone** for an additional one year extension of Conditional Use Permit for property located **off Lang Road** wherein a Conditional Use Permit was requested as allowed in Article VI, Section 10-608(B) of the Zoning Ordinance to allow the construction of a two-story 28’ x 65’ building upon a paved access way within an inland Wetlands Protection District Buffer Zone. Said property is shown on Assessor Plan 286 as Lot 22A and lies within a General Business district.

Voted to table this request to the next regularly scheduled Planning Board Meeting for a Public Hearing, scheduled for April 15, 2004, and also to refer this request to the Conservation Commission for a recommendation to the Planning Board.

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**V. AMENDED SITE PLAN REVIEW**

A. The revised 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 fourteen 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.

Voted to **approve** the site plan.

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**V. ADJOURNMENT** was had at approximately 9:15 p.m.

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