

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

**7:00 P.M.**

**CITY COUNCIL CHAMBERS**

**APRIL 15, 2004**

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

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

**MEMBERS EXCUSED:** John Sullivan and Alternate, Jerry Hejtmanek

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

.....  
**I. APPROVAL OF MINUTES**

A. March 18, 2004 meeting - accepted and approved unanimously.

.....  
**II. PUBLIC HEARINGS**

A. 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 Barberrry Lane**, Assessor Plan 234 at Lot 1, and owned by **Northern Utilities, Incorporated** wherein 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 Barberrry Lane and no continuous street frontage off Barberrry 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** Final Subdivision , with a condition that there will be no extension of Barberrry Lane without additional approval. This statement to be added to the Final Plat before recording at the Registry.

.....  
B. The application of **The RLD Revocable Trust & The AMD Revocable Trust** for property located at **3201 Lafayette Road** wherein site plan approval is requested for the construction of a 2,926 ± s.f. two-story office building, after removal of the existing office building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 291 as Lot 7 and lies within a General Business and Garden Apartment/Mobile Home districts.

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

1. That a concrete containment pad be added underneath the oil tank behind the garage along with a roof;
2. That driveway “#2” (heading northbound, the first depicted on the Site Plan) shall remain unchanged, improvements shall be made to driveway “#3” (heading northbound, the second depicted on the Site Plan), consisting of narrowing the entrance, adding a deceleration lane, subject to review by NHDOT and the Traffic & Safety Committee;
3. That the site plan be modified to depict utility changes due to the driveway revisions;
4. That NHDOT and the Traffic & Safety Committee shall approve this revised Site Plan; if either agency does not approve this plan, the applicant will return to TAC for further consideration;
5. That a landscaping plan be reviewed and approved by Lucy Tillman, Planner;
6. That a lighting plan be presented and approved by Lucy Tillman, Planner, and David Desfosses, DWP;
7. That snow storage be noted on the Site Plan

.....

C. The application of **Erie Scientific Company, Inc., owner, and C & L Construction Company, Inc., applicant**, for property located at **20 Post Road** wherein site plan approval is requested for increasing the size of an existing parking lot and constructing additional water detention areas, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 285 as Lot 9 and lies within an Industrial district.

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

- 1) Approval is subject to the conditions included in Memo from David Desfosses, DPW, dated 4-14-04, regarding drainage issues; and, if this system fails that all parties shall meet to determine appropriate corrective measures.

.....

D. The application of **Olde Port Development Group, LLC** for property located **at 126 State Street** wherein site plan approval is requested to construct a 19’ x 22.5’ addition to the rear of the existing building and to add 1 ½ stories to an existing section of the building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 107 as Lot 57 and lies within a Central Business district.

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

1. That the applicant demonstrate that they have worked out curbing and sidewalk issues to the satisfaction of DPW, prior to the issuance of a building permit;
2. That the applicant list the variances granted by the Board of Adjustment on the Site Plan;
3. That parking calculations be worked out with Lucy Tillman and marked on the Site Plan;
4. That the Site Plan be reviewed for conformance with the Historic District Commission for a Certificate of Appropriateness, prior to the issuance of a building permit;
5. That this matter be referred to the Traffic & Safety Committee for review at their April 15, 2004 meeting, for a recommendation to the Planning Board;
6. That a knox box be installed at a location to be approved by the Fire Department;

- 7. That lighting at the garage entrance be added to the Site Plan with a note that the lighting be activated by the garage door opening;
- 8. That the applicant will continue to work with the DPW on the sidewalk design on Court Street;
- 9. That a note be added to the Site Plan that, there not only be a heated driveway but that the tenants are also required to use it;
- 10. That the Site Plan reflect a separate fire service for State Street thereby re-labeling the waters coming into the building as fire service;
- 11. That the gutters being added remain internal and that they remain on the property;
- 12. That a lighting plan to provided to David Desfosses, DPW, for review and approval.

.....

E. The application of **The Estate of Anthony Giovannettone**, for property **located off Lang Road** wherein a Conditional Use Permit is 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 accessway 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 **grant** Conditional Use approval.

.....

F. The application of **Parade Office, LLC**, for property located at **195 Hanover Street** wherein Preliminary Subdivision Approval is requested to subdivide one lot into three lots with the following: Lot 1 having a lot area of 28,515 s.f. and continuous street frontage off High Street and Hanover Street; Lot 2 having a lot area of 9,266 s.f. and continuous street frontage off Hanover Street; and Lot 3 having a lot area of 175,470 s.f. and continuous street frontage off Hanover Street, Maplewood Avenue and Deer Street; and lying in a zone where a minimum lot area of 1,000 s.f. and no continuous street frontage is required. Said property is shown on Assessor Plan 125 as Lot 1 and lies within a Central Business district.

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

- 1. That the applicant work with the City to identify parking requirements/credits for each lot and that these be identified on the Final Plat Plan;
- 2. That the vehicular easements be provided to the City for review/approval as to content and form;
- 3. That the easements shall be identified on the Final Plat and shall be filed concurrently with the Plat by the City [so that all documents are included in the chain of title];
- 4. That the Deer Street 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].
- 5. That when all the aforementioned stipulations are satisfied that an application for Final Subdivision Approval shall be submitted in accord with the City's Subdivision Regulations 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].

.....  
**III. CITY COUNCIL REFERRALS/REQUESTS**

**A.** A public meeting is scheduled in order to solicit public comment on a proposal to construct an addition to an existing pier on property located at **67 Ridges Court**. The purpose of this meeting is to assist the Planning Board in preparing a recommendation to the City Council pursuant to RSA 482-A:3 (XIII).

Voted to **table** this matter until the next regularly scheduled Planning Board Meeting on **May 20, 2004**.

This matter was tabled to allow for the following:

- 1) That the applicant provide a more accurate drawing reflecting where the property line bisects the dock and/or the float;
- 2) That a history be provided on the right of way;
- 3) That City Attorney review the City Ordinances and Regulations that relate to this matter so that they can all be considered at the same time;
- 4) That alternative locations for the dock be reviewed;
- 5) That a drawing, in the form of a Site Plan, be provided, including low and high tides, be provided by the applicant;
- 6) That the difference between the imaginary lot line extension over the water keeping the same bearing as they are on land vs. changing the bearing to a perpendicular extension over the water, be reflected on a drawing;

.....  
**IV. OLD BUSINESS**

**A.** **126 Spring Street** - Request of Margo R. Villandry for an Extension of Conditional Use Approval, granted on June 19, 2003, extending approval to June 19, 2005.

Voted to **grant** a one-year extension of Conditional Use Approval which was granted on June 19, 2003. The Conditional Use approval will now expire on **June 19, 2005**.

.....  
**V. ADJOURNMENT** was had at approximately 8:50 p.m.  
.....

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