

**ACTION SHEET  
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

**2:00 P.M.**

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

**JUNE 1, 2004**

**MEMBERS PRESENT:** David Holden, Director, Planning Department, Chairman; David Allen, Deputy Public Works Director; Alanson Sturgis, Chairman, Conservation Commission; David Desfosses, Engineering Technician; Thomas Cravens, Engineering Technical; Steve Griswold, Captain, Fire Department; and David Young, Deputy Police Chief;

**ALSO PRESENT:** Lucy Tillman, Planner

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**I. PUBLIC HEARINGS**

A. The application of Forum Development, LLC, Owner, for property located at Stonecroft Apartments, off Lang Road, wherein site plan approval is requested to construct a 35.5' x 48' one-story building with basement, totaling 1,630 ± s.f., with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 286 as Lot 24 and lies within a Garden Apartment district.

Voted to **recommend approval** of the site plan to the Planning Board with the following stipulations:

- 1) That the proposed water line that is not being considered be deleted from the Site Plans;
- 2) That the stone wall be rebuilt in the current condition with no additional stones.

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B. The application of Eric & Martha Stone, Owners, and Sierra Construction, Applicant, for property located at 1039 Islington Street, wherein site plan approval is requested for construction of the following: 1) a 54' x 60' three story commercial building with basement, totaling 12,960 ± s.f.; 2) a 22' x 162' three story residential building with basement garages containing 9 residential units; and 3) a 25' x 36' three story residential building with basement garages containing 2 residential units, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 171 as Lot 14, and lies within a Business district.

Voted to table until the next regularly scheduled meeting.  
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C. The application of Parade Office LLC for property located at 195 Hanover Street wherein site plan approval is requested for the following: 1) On proposed subdivided Lot #1, construction of a 14,792 ± s.f. 5-story 131 room hotel; and 2) On proposed subdivided Lot #2, construction of a 7,576 ± s.f. 5-story mixed use building to include 1,200 ± s.f. of commercial space, residential parking and residential units, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 125 as Lot 1 and lies within the Central Business B district.

Voted to **recommend approval** of the site plan to the Planning Board with the following stipulations:

- 1) That the latest revision of the Utility Plan shall be provided to the Planning Board;
- 2) That the 12" drainage pipes in the street must be RCP and so noted on the Site Plan;
- 3) That if and when Lot 2 has a restaurant, an external 1,000 gallon grease trap shall be installed and so noted on the Site Plan;
- 4) That the privately owned irrigation system being installed on Lot 1 and Lot 2 shall be provided with rain sensors and soil and moisture sensors so that they are not irrigating during rain periods or when the soil is already damp, with the locations to be so noted on the Site Plans;
- 5) That water conserving fixtures (low flow toilets, faucets and showerheads) shall be used throughout the buildings on Lot 1 and Lot 2;
- 6) That an Easement Plan shall be provided and approved by the City, showing all necessary parking, mobility, utilities and view easements and that said plan shall be part of the set of drawings for the record;
- 7) That stop signs shall be provided at all three exits as necessary and all stop signs should be MUTCD compliant;
- 8) That details shall be provided for all work in the right of way, showing the city standards for curbing, pavement, brick, light pole conduit and light pole bases and be so noted on the Site Plans;
- 9) That a landscape plan shall be submitted to DPW and the Planning Department for review and approval;
- 10) That all monuments on the site that may be disrupted shall be reset;
- 11) That the project shall be referred to the Traffic & Safety Committee on June 17, 2004 at 8:00 a.m.;
- 12) That documentation shall be provided to the Traffic & Safety Committee that describes the proposed parking plan and valet operations;
- 13) That a sign and landscaping plan for the proposed accessway from Deer Street shall be submitted to the Traffic & Safety Committee for their review;
- 14) That the number of off street parking places being eliminated shall be noted on the Site Plans;
- 15) That the proposed improvements to pedestrian crossings and safety at the Hanover/Market/Bow Street intersections shall be provided to the Traffic & Safety Committee;
- 16) That the use of the City right of way for public access/egress and the bow windows shall be subject to a license and, as appropriate the involvement of the City Council, for review and approval by the City Legal Department;

- 17) That all easements shall be a condition of Site Plan Approval and shall not be relinquished, amended or altered without prior approval of the Planning Board;
- 18) That all easements shall be subject to review and approval as to content and form, especially as it relates to the above conditions;
- 19) That if easements are not appropriate then some suitable and enforceable mechanism shall be approved to ensure the enforcement of all conditions;
- 20) That parking calculations shall be identified on the Site Plans along with the calculation used to determine the unmet parking need, as the City does not agree with the parking calculation presently shown on the Site Plan;
- 21) That detail shall be added to the Site Plan to show that the sidewalks are appropriately ramped;
- 22) That the fire hydrant located on High Street shall be eliminated and replaced with a hydrant located closer to the corner so that the Fire Department has better accessibility;
- 23) That the hotel and the residential/retail building shall both be equipped with a Master Box;
- 24) That the hotel and the residential/retail building shall both be equipped with a Knox box;
- 25) That pumps shall be provided to each separate lot;
- 26) That the issuance of a building permit is contingent upon the submission of an approved utility plan, signed off by the appropriate utility companies.

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D. The application of MacLeod Enterprises, Inc. for property located at 1390 Lafayette Road wherein site plan approval is requested for the demolition and removal of 12,500 ± s.f. of existing building and 36,400 ± s.f. of existing pavement, thereby creating additional landscaped area, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 252 as Lot 8 and lies within a General Business district.

Voted to **recommend approval** of the site plan to the Planning Board with the following stipulations:

- 1) That the water lines shall be shown on the Site Plans;
- 2) That the proposed parking area on the hotel lot shall have an access drive to allow traffic to drive through (the area where Goody Two Shoes is being demolished);
- 3) That all easements shall be shown on the Site Plan and be approved by the City Attorney;
- 4) That the parking spaces across from the lot line shall be converted to green space and that the spaces shall be relocated to a former parking area;
- 5) That fire protection shall be maintained through the demolition process;
- 6) That this project shall be referred to the Traffic & Safety Committee for review and recommendations;
- 7) That the applicant shall work with the City to identify a bonding mechanism to insure that the demolition of the building commences no later than October 15, 2004.

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E. The application of Brora LLC for property located off Portsmouth Boulevard wherein site plan approval is requested for the construction of a 28,884 ± s.f. 4-story 108 room hotel with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 213 as Lot 2 and lies within an Office Research district.

Voted to **recommend approval** of the site plan to the Planning Board with the following stipulations:

- 1) That the Note on page 2 of the Site Plans stating “Grind wearing course to 22’ and repave with 2” binder course .....” should read as follows: “Reclaim existing road, create 22’ wide, grade to original grade, any leftover material to be used as fill underneath rocky areas, reset curbing to 4 ½”, binder to be 2” and 1 ½” on top”;
- 2) That the drainage system shall be cleaned and so noted on the Site Plans, along with a maintenance plan;
- 3) That hotel signage and directional signage shall be shown on the Site Plans;
- 4) That lighting shall be added to the entrance driveways and so noted on the Site Plans;
- 5) That the sewer stub that is in the current manhole shall be removed and the sewer should tie directly into the manhole with the new service;
- 6) That the sidewalks from the street shall be labeled as 5’ wide on the Site Plans;
- 7) That the sidewalk that leads from the parking lot on the left hand side of the building to half way down to the main part of the building shall be 9’ wide to handle a fire truck and that the sidewalk shall be maintained at all times for emergency access and so noted on the Site Plans;
- 8) That the Fire Department connection shall be located in the hotel lobby area, or an alternate area near the street, to be approved by the Fire Department, and so noted on the Site Plans;
- 9) That a Master Fire Alarm Box shall be installed and so noted on the Site Plans;
- 10) That a Knox Box shall be installed and so noted on the Site Plans;
- 11) That a four-way stop analysis shall be completed and provided to DPW for review and consideration;
- 12) That one yard hydrant shall be installed on the same side of the street as the hotel, with the exact location to be approved by the Fire Department;
- 13) That the hotel shall use water conserving fixtures (low flow faucets, toilets and showerheads) and shall be so noted on the Site Plans
- 14) That if the well provides insufficient water for the irrigation system, then the hotel will use water conservation practices in its place and be so noted on the Site Plans;
- 15) That sloped granite curbing shall be used everywhere on the site except along the sidewalks and curbed areas where concrete will be used and shall be so noted on the Site Plan;
- 16) That the Department of Public Works and the Planning Department shall work with the applicant on the elevation of the ledge to consider all alternatives, for review prior to the Planning Board meeting(provide a building elevation in this area);
- 17) That the vegetation to the rear of the property shall be protected and the applicant will work with the Planning Department for language to be added to the Site Plans.

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F. The application of Boise Cascade Building Materials for property located at 100 Ranger Way where in site plan approval is requested for the addition of a 24' x 45' modular building to be used as office space with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 211 as Lot 2 and lies within an Industrial district.

Voted to **recommend approval** of the site plan to the Planning Board with the following stipulations:

- 1) That final approval is subject to receiving the necessary variances from the Board of Adjustment and said variances should be so noted on the Site Plans;
- 2) That a note shall be added to the plan that electricity and telephone utilities will be coming directly from the existing building and there will be no additional utilities;
- 3) That the fire lane shall remain open and be so noted on the plan;
- 4) That this matter be referred to the Traffic & Safety Committee;

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**II. ADJOURNMENT** was had at approximately 4:20 p.m.

Respectfully submitted,

Jane M. Shouse,  
Administrative Assistant  
Planning Department