

**ACTION SHEET  
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

2:00 P.M.

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

OCTOBER 31, 2006

**MEMBERS PRESENT:** David Holden, Director, Planning Department, Chairman; Peter Britz, Environmental Planner; David Desfosses, Engineering Technician; Tom Cravens, Engineering Technician; and Steve Griswold, Deputy Fire Chief

**ALSO PRESENT:** Lucy Tillman, Chief Planner

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**I. OLD BUSINESS**

The application of **Moray, LLC, Owner**, for property located at **235 Commerce Way**, wherein Site Review approval is requested to construct a 25,666 ± s.f. 3-story office building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 216 as Lot 1-8B and lies within the Office Research/ Mariner's Village district. (This application was tabled at the October 3, 2006 Technical Advisory Committee Meeting)

Voted to **table** this application to the next regularly scheduled TAC hearing on Tuesday, December 5, 2006.

**Outstanding Stipulations from the July 5, 2006 Technical Advisory Committee Meeting:**

- 1) That the sidewalk detail be approved as to content and form by DPW and that will be refined further by the Agreement with the City;
- 2) That the applicant meet with the Legal Department and the Planning Department to complete a proposal for constructing the sidewalks along the length of Commerce Way in two phases, detailing how contributions or funds shall be set aside for this process;
- 3) That the meeting with the City also include any outstanding issues that may be brought to the City's attention, such as street ownership and the undergrounding of utilities;
- 4) That the proposed alignment of the driveways of this site and the hotel site across the street shall be reviewed by the Traffic & Safety Committee and a report shall be provided to the Committee;
- 5) That the City will work with the applicant on the issue of drainage from snow melting on the site;
- 6) That the applicant shall prepare an updated drainage report;
- 7) That the islands be increased in size to allow for increased landscaping;

**Stipulations from the October 3, 2006 Technical Advisory Committee Meeting:**

- 8) That testing should be done on all proposed underground detention areas; and
- 9) That all underground stormwater piping systems should be connected in the detention areas;

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The application of **Tain Properties, LLC, Owner**, for property located at **215 Commerce Way**, wherein amended Site Review approval is requested to re-stripe an existing parking area and add a paved aisle to the abutting parcel, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 216 as Lot 1-8A and lies within an Office Research/ Mariner’s Village district. (This application was tabled at the October 3, 2006 Technical Advisory Committee Meeting)

Voted to **table** this application to the next regularly scheduled TAC hearing on Tuesday, December 5, 2006.

**Stipulations from the October 3, 2006 Technical Advisory Committee Meeting:**

- 1) That the applicant shall prepare Access Easements for both properties, to be approved for content and form by the City Attorney;
- 2) That all existing catch basins be reviewed and any that can be retrofitted with snorkel hoods shall be provided;
- 3) That the applicant meet with the Legal Department and the Planning Department to complete a proposal for constructing the sidewalks along the length of Commerce Way in two phases, detailing how contributions or funds shall be set aside for this process;
- 4) That the Landscape Plan be reviewed and approved by Lucy Tillman of the Planning Department, to include a review of the small parking islands;

**Stipulations from the October 31, 2006 Technical Advisory Committee Meeting:**

- 5) That all lighting on the site shall be Dark Sky Friendly;
- 6) That the applicant shall determine whether the pedestrian pathways are required to be ADA compliant; and
- 7) That a stop sign and stop bar shall be added to the second driveway;

**II. NEW BUSINESS**

A. The application of **Temple Israel, Owner**, for property located at **170 and 200 State Street**, wherein Site Review approval is requested to construct a 15’± x 8’± s.f. elevator enclosure and a 525± s.f. irregularly shaped entryway at the rear of the existing structure, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 107 as Lots 65, 66 and 75 and lies within the Central Business B, Historic District A and the Downtown Overlay Districts.

Voted to **recommend approval** of this application with the following stipulations:

- 1) That Utility Note 8 shall be removed from the Site Plans;
- 2) That Utility Note 13 shall be revised to read that all water work shall be constructed in accordance with the Portsmouth Water Division standards;
- 3) That the existing 4” domestic service on Court street shall be deleted from the Site Plans as it does not exist;
- 4) That Note 18 on the Site Plans regarding sprinkler installation should include NFPA 13 as that is the sprinkler system design and installation code;
- 5) That all buildings with sprinklers shall require automatic notification of emergency forces, per Portsmouth City Ordinances;
- 6) That the two lots shall be consolidated prior to the issuance of a building permit; and
- 7) That all new site lighting shall be Dark Sky Friendly and cut sheets shall be provided to DPW and the Planning Department for review and approval;

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B. The application of **Strawbery Banke, Inc., Owner**, for property located on **Washington Street**, wherein Site Review approval is requested to construct an irregularly shaped 5,500± s.f. 2-story building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 108 as Lot 2 and lies within the Mixed Residential Office District and Historic District A.

Voted to **recommend approval** of this application with the following stipulations:

- 1) That the applicant shall seek an easement and/or license from the City Council to install the insulation for the foundation;
- 2) That this Committee recommends that the easement and/or license be granted;
- 3) That automatic notification of emergency forces and a knox box shall be installed; and
- 4) That Strawbery Banke shall be responsible for paying for the installation of the new drain manhole that is required for their on-site drainage as well as their drainage stub which they are asking to be installed.

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C. 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, LLC, Applicant**, for property located at **100 International Drive**, wherein site plan approval is requested for the construction of a 17,485 ± s.f. (footprint) 3-story addition to an existing office building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 306 as Lot 0007 and lies within an Industrial District.

Voted to recommend<sup>1</sup> Site Review approval, with the following stipulations:

- 1) That the entire site, excluding the wooded and wetland areas, shall have at least 4" of loam and seed;
- 2) That the sewer pump station shall provide six hours of storage space;
- 3) That the concrete sidewalk that was started in Phase I shall be extended to the property lines in both directions;
- 4) That finished pavement shall be provided on the entire site and the pavement shall be re-stripped, including stop bars and stop lines where appropriate;
- 5) That the plans shall indicate that the applicant shall follow the City of Portsmouth Aquifer Protection Guidelines;
- 6) That the WSO symbol on the front of the building on the Site Plans shall be clarified;
- 7) That the applicant shall put in writing that the fire and domestic water services were originally sized to include this addition;
- 8) That the Site Plans shall indicate that the silt fence shall be removed once the site is stabilized;
- 9) That the City Environmental Planner and a representative of DPW shall conduct a site walk in the Spring to review the swale and detention basin to make sure they are in good working order;
- 10) That the fire alarm box and the knox box relocation shall be coordinated with the City Fire Alarm Division (Fire Department);
- 11) That the tip downs for the handicapped ramp shall be appropriately labeled and that a stop sign and stop line shall be added, if they do not currently exist;
- 12) That ADA tip downs and crosswalks shall be added to the existing sidewalks at the egress of the site;
- 13) That the City and PDA staff shall work on calculating the appropriate traffic dollar contribution from the applicant;
- 14) That documentation shall be provided to the Planning Board at their November 16, 2006 meeting regarding the maintenance schedule which has been followed on the existing site and also a proposed maintenance schedule, as outlined in the Drainage Report on the unnumbered page which is immediately prior to Appendix A;
- 15) That the PDA will consider the removal of the existing sidewalk leading to the Portsmouth Herald site;

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<sup>1</sup> See RSA 12-G:10 ( c ) "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."

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III. **ADJOURNMENT** was had at approximately 3:25 p.m.  
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Respectfully submitted,

Jane M. Shouse,  
Administrative Assistant  
Planning Department