

ACTION SHEET

**PLANNING BOARD MEETING
PORTSMOUTH, NEW HAMPSHIRE**

**EILEEN DONDERO FOLEY COUNCIL CHAMBERS
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

7:00 P.M.

JUNE 21, 2007

MEMBERS PRESENT: John Ricci, Chairman; Jerry Hejtmanek, Vice-Chairman; M. Christine Dwyer, City Council Representative; Donald Coker; Raymond Will; Anthony Coviello; Paige Roberts; Cindy Hayden, Deputy City Manager; Richard A. Hopley, Building Inspector; Timothy Fortier, Alternate and MaryLiz Geffert, Alternate;

MEMBERS EXCUSED:

ALSO PRESENT: David M. Holden, Planning Director; and, Lucy E. Tillman, Planner I
Peter Britz, Environmental Planner

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I. APPROVAL OF MINUTES

1. Approval of Minutes from the May 10, 2007 Planning Board Work Session – not submitted for approval.
2. Approval of Minutes from the May 17, 2007 Planning Board Meeting – Unanimously approved.

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II. CITY COUNCIL REFERRALS/REQUESTS

A. Proposed conveyance of interests in real estate (Riverwalk) between the City of Portsmouth and DiLorenzo Real Estate LLC;

Voted to make a favorable recommendation to the City Council.

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III. OTHER BUSINESS

A. Prime Wetland Update with Mark West, of West Environmental Services;

Mark West, of West Environmental Services, and Peter Britz, City Environmental Planner, gave an update followed by questions from the Board.

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IV. PUBLIC HEARINGS

A. A public hearing is convened to consider the request of Borthwick Forrest, LLC, for two proposed zoning amendments to the City’s 1995 Zoning Ordinance, as amended, to facilitate the development of an Elderly Congregate Care Facility. Amendments would include adding a definition for Elderly Congregate Care Facility and a revision to the Table of Use section to permit Elderly Congregate Care Facilities by Special Exception. The purpose of this hearing is to solicit public comment on this request. Relevant materials are available for public inspection in the Planning Department;

Voted to request that the Planning Department prepare a Re-Zoning Matrix and make it available for the Planning Board Meeting on July 19, 2007.

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B. The application of **Richard and Linda Harding, Owners**, for property located at **1808 Islington Street**, wherein Preliminary and Final Subdivision approval is requested to subdivide one lot into two lots with the following: Proposed Lot 1 having 20,548 ± s.f. and 100’ of street frontage on Islington Street and Proposed Lot 2 having 61,803 ± s.f. and 124.17’ of street frontage on Islington Street, and lying in a zone where a minimum lot area of 15,000 s.f. and 100’ of street frontage is required. Said property is shown on Assessor Plan 241 as Lot 15 and lies within a Single Residence B (SRB) District; (This application was postponed at the May 17, 2007 Planning Board Meeting)

Voted to table to a time uncertain.

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C. The application of **Key Auto Group, Inc., Owner**, for property located at **549 U.S. Route One By-Pass (Traffic Circle)**, wherein a Conditional Use Permit is requested as allowed in Article IV, Section 10-608(B) of the *Zoning Ordinance* to develop the site to include a new hotel, retail buildings, two restaurants and a convenience store/gas station, within an Inland Wetlands Protection District. Said property is shown on Assessor Plan 234 as Lot 51 and lies within a General Business District. This application was filed on April 30, 2007 and is intended to replace a previous application filed on December 28, 2006; (This application was postponed at the May 17, 2007 Planning Board Meeting)

Voted to table to the next regularly scheduled meeting on July 19, 2007.

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D. The application of **Michael DeLaCruz, Owner** for property located at **75 Congress Street**, wherein Site Review approval is requested to convert 4th floor attic space to storage, office and residential, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 117 as Lot 5 and lies within the Central Business B (CBB) District, the Downtown Overlay District (DOD) and the Historic District A; (This application was postponed at the May 17, 2007 Planning Board Meeting)

Voted to grant Site Review approval with the following stipulations:

Stipulations from the April 3, 2007 Technical Advisory Committee Meeting:

- 1) That the applicant shall prepare a Construction Management Plan for review and approval by the City Legal Department, Planning Department, City Traffic Engineer and City Manager, prior to permit approval;

Stipulations from the May 1, 2007 Technical Advisory Committee Meeting:

- 2) That the applicant shall contact DPW to work out a formula for a contribution towards sidewalks along Fleet Street;
- 3) That the Site Plans shall note any easements or licenses for the alley extending off of Fleet Street and along the rear of the building.

Stipulations from the June 21, 2007 Planning Board Meeting:

- 4) That the applicant shall work with the Planning Department to revise the Site Plan to conform to Site Review Regulations.

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V. ADJOURNMENT

A motion to adjourn and reconvene next Thursday, July 28, 2007, was made at 11:10 pm and seconded and passed unanimously.

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Respectfully submitted,

Jane M. Shouse
Acting Secretary for the Planning Board