

ACTION SHEET

PLANNING BOARD MEETING PORTSMOUTH, NEW HAMPSHIRE

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

7:00 P.M.

NOVEMBER 15, 2007

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

MEMBERS EXCUSED: Jerry Hejtmanek, Vice-Chairman; John Rice; and Timothy Fortier, Alternate

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

- A. Approval of Minutes from the September 20, 2007 Planning Board Meeting – Unanimously approved.
 - B. Approval of Minutes from the October 4, 2007 Planning Board Meeting – Unanimously approved.
 - C. Approval of Minutes from the October 18, 2007 Planning Board Meeting – Unanimously approved.
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II. PUBLIC HEARINGS

A. The Planning Board is conducting a Public Meeting in conjunction with the City's Emergency Operations Center in order to solicit public comment for consideration of changing duplicate street names of the following streets: Monroe Street and Monroe Street Extension. *The Board action in this matter has been deemed to be legislative in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Voted to recommend to the City Council to change Monroe Street Extension to Monroe Street with the following conditions:

- 1) That the name "*Monroe Street Extension*" is recommended to be replaced by the name "*Monroe Street*", thereby allowing this corridor to have the same name along its entire route;
- 2) That the street numbering shall remain the same;
- 3) Given the sensitivity inherent in changes of this kind, that the Council consider conducting its own Public Hearing; and,

- 4) If this recommendation is ultimately approved by the Council, the Planning Department recommends the name change become effective on the 1st day of the month following the receipt of a report from the Department of Public Works stating all renumbering and street signing is assigned and ready for use/installation.

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B. The application of **Michael and Leanne Edwards, Owners**, for property located at **64 Brackett Road** and **Eugene and Kimberly LaCroce, Owners**, for property located at **68 Brackett Road**, wherein Final Subdivision approval (Lot Line Revision) is requested between two lots having the following: Lot 22 as shown on Map 206 decreasing in area from 6,738 s.f. to 6,338 s.f. and street frontage on Brackett Road decreasing from 66' to 62' and Lot 21 as shown on Map 206 increasing in area from 5,849 s.f. to 6,249 s.f. and street frontage on Brackett Road increasing from 56' to 60', and lying in a zone where a minimum lot area of 15,000 s.f. and 100' of street frontage is required. The intent of this application is to convey a 4' x 100' strip of land situate between the two lots from Lot 22 to Lot 21. Said lots are shown on Assessor Plan 206 as Lots 21 and 22 and lie within a Single Residence B District. *The Board action in this matter has been deemed to be quasi judicial in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Voted to approve final subdivision approval with the following stipulations:

- 1) That boundary monuments shall be placed in accord with DPW requirements; and,
- 2) The submission, to Department of Public Works of electronic data, suitable for updating the City's Assessing Records.

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C. The application of **7 Islington Street, LLC, Owner**, for property located at **29 Tanner Street and 40 Bridge Street**, wherein Preliminary and Final Subdivision approval (Lot Line Revision) is requested between two lots having the following: Lot 49 as shown on Map 126 decreasing in area from 3,342 s.f. to 2,899 s.f. and street frontage on Tanner Street remaining at 49', lying in a zone where a minimum lot area of 7,500 s.f. and 100' of street frontage is required and Lot 52 as shown on Map 126 increasing in area from 7,111 s.f. to 7,554 s.f. and street frontage on Bridge Street remaining at 120', lying in a zone where a minimum lot area of 1,000 s.f. and no street frontage is required. Said lots are shown on Assessor Plan 126 as Lot 49 (Mixed Residential Office (MRO) District) and Lot 52 (Central Business B (CBB) District, the Downtown Overlay District (DOD), and the Historic District A. *The Board action in this matter has been deemed to be quasi judicial in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Voted to postpone to a time indefinite.

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D. The application of **Saco Avenue Professional Building, Inc., Owner**, for property located at **125 Brewery Lane**, for a second additional one year extension of Site Review Approval which was granted by the Planning Board on November 17, 2005, to construct a 4-story, 64' x 240', 15,500 ± s.f., 48-unit residential building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 154 as Lot 2 and lies within a Business district. *The Board action in this matter has been deemed to be quasi judicial in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Voted to **approve** the request for a second additional one year extension of Site Review Approval with the following stipulations:

Stipulations from the November 15, 2007 Planning Board Meeting:

- 1) That a detail shall be added to the Site Plans for Dark Sky Lighting;
- 2) That the Applicant shall meet with DPW and the Planning Department regarding lighting along Chevrolet Avenue;
- 3) That speed bumps shall be noted on the Site Plans;
- 4) That the 3-way stop sign intersection at Chevrolet Avenue and Brewery Lane shall remain as it is today;

Stipulations from the October 30, 2007 Technical Advisory Committee Meeting:

- 5) That the applicant shall work with Communications Supervisor Gil Emery to have a Motorola carrier conduct a survey to ascertain whether there is coverage for a frequency inside the building and, if not, that a repeater be installed inside the building.
- 6) That the applicant shall work with the City's Legal and Planning Departments to prepare a Construction Management and Mitigation Plan and a meeting should be held to discuss timing and phasing of projects;
- 7) That a number of catch basins shown on the main line should be put off the main line for stormwater treatment purposes, and revised on the Site Plans prior to the Planning Board meeting;
- 8) That the notes on the Site Plans that refer to easements for maintaining the water lines and sewer lines, should identify that as a private line;
- 9) That the upright handicapped signs shall be added to the Site Plans, Sheet C-4;
- 10) That the applicant shall work with Deb Finnigan, City Traffic Engineer, prior to the Planning Board meeting regarding the ADA compliance crosswalks, the parking spaces in conflict with the sidewalks and a 12" crossbar on Chevrolet Avenue;
- 11) That a Knox Box shall be required and added to the Site Plans;
- 12) That all stipulations from the November 17, 2005 Site Review approval shall be carried forward.

Stipulations from the November 17, 2005 Planning Board Meeting:

- 13) That a traffic impact assessment in the amount of \$25,000 has been agreed upon by the applicant and the Department of Public Works and said fee must be paid into the City prior to the issuance of a building permit;
- 14) That signage shall be added for handicapped accessible parking spaces located underneath the building;
- 15) That all proposed lighting shall be Dark Sky Friendly and so noted on the Site Plans;
- 16) That the striping at the intersection of Chevrolet Avenue and Plaza 800 shall come all the way up to a stop bar and a stop sign;
- 17) That a bicycle rack shall be added to the Site Plans;
- 18) That the two steps at the intersection of Brewery Lane and Plaza 800 shall be reviewed by the City Inspection Department, Planning Department and Legal Department for a determine of what is reasonable and appropriate;
- 19) That the Department of Public Works shall review the parking spaces on Brewery Lane and make a decision on what will be allowed;
- 20) That the dumpster shall be enlarged to include recycling bins;

Stipulations from the October 4, 2005 Technical Advisory Committee Meeting:

- 21) That the traffic impact fee be finalized prior to the Planning Board Meeting;
- 22) That Ms. Finnigan and Mr. Parkinson shall submit a report on the parking spaces on Brewery Lane prior to the Planning Board Meeting;
- 23) That the Landscape Plan be reviewed and approved by the Planning Department;
- 24) That temporary fencing be installed around the construction area;

Stipulations from the August 30, 2005 Technical Advisory Committee Meeting:

- 25) That the crosswalk and the stop bar be reversed on all appropriate sheets of the Site Plans;
- 26) That the bumpouts on the curbing shall have tipdowns on them and noted on all appropriate sheets of the Site Plans;
- 27) That the drainage plan should be redesigned so that the City can connect into an extended Jewell Court drainage system and said plan must be reviewed and approved by the City;
- 28) That a written agreement be prepared between the applicant and Plaza 800 regarding the proposed crosswalks which cross on to abutter property and said Agreement shall be reviewed and approved by the City Attorney;

Stipulations from the August 2, 2005 Technical Advisory Committee Meeting:

- 29) That the Sewer Construction Agreement be approved by DPW and the Legal Department;
- 30) That a sidewalk easement from Chevrolet Avenue to Brewery Lane be provided for review and approval by DPW and the Legal Department;
- 31) That dye tests be completed on site to provide information regarding sewer pipes and said information should be noted on the Site Plans;
- 32) That drainage and sewer easements shall be provided for review and approval by the City Legal Department;
- 33) That the proposed utility work in the conservation easement shall be reviewed and approved by DPW;

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III. CITY COUNCIL REFERRALS/REQUESTS

A. Property located at 82-86 Congress Street – Request for Easement Agreement (copper clad awning over Chestnut Street entrance). *The Board action in this matter has been deemed to be legislative in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Voted to favorably recommend the request to the City Council for an easement agreement to allow a copper clad awning over the Chestnut Street entrance with the following conditions:

- 1) That an easement should be granted by the City for this application;
- 2) That the Legal Department should review and approve the easement as to its content and form.

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IV. NEW BUSINESS

A. Appointment of CIP Sub-Committee. *The Board action in this matter has been deemed to be legislative in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Voted to appoint Chairman Ricci, Vice Chairman Hejtmanek, Tony Coviello and Donald Coker.

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B. Request for a Work Session by Borthwick Forrest. *The Board action in this matter has been deemed to be legislative in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Voted to schedule a work session on Thursday, November 29, 2007 at 7:00 pm.

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V. AMENDED SITE PLAN REVIEW

A. Property owned by Raymond Ramsey, located off Kearsarge Way, for a minor Site Plan Amendment. *The Board action in this matter has been deemed to be quasi judicial in nature. If any person believes any member of the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.*

Acknowledged the administrative approval of the following amendments to the Site Plan approval as follows:

- 1) Funds for the timing of traffic lights on Market Street shall be deposited with the City, to be used when the street expansion project is constructed;
- 2) That as reflect on the Site Plans approved by the Planning Board on April 18, 2002, the approved length of the building is 310 feet;

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VI. ADJOURNMENT

A motion to adjourn at 8:10 pm was made and seconded and passed unanimously.

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Respectfully submitted,

Jane M. Shouse
Acting Secretary for the Planning Board