

**ACTION SHEET
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

2:00 P.M.

APRIL 3, 2007

EILEEN DONDERO FOLEY COUNCIL CHAMBERS
MUNICIPAL COMPLEX, 1 JUNKINS AVENUE
PORTSMOUTH, NEW HAMPSHIRE

MEMBERS PRESENT: David Holden, Director, Planning Department, Chairman; Peter Britz, Environmental Planner, David Allen, Deputy Director of Public Works, David Desfosses, Engineering Technician; Thomas Cravens, Engineering Technician; Debbie Finnigan, Traffic Engineer; Steve Griswold, Deputy Fire Chief and Len DiSesa, Deputy Police Chief

ALSO PRESENT: Lucy Tillman, Chief Planner

.....

A. The application of **Icon Realty, LLC, Owner**, for property located at **1303 Woodbury Avenue**, wherein Site Review approval is requested to construct an 11,186 s.f. 1-story retail pharmacy, with prescription drive-through window, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 217 as Lot 1 and lies within the General Business and Mixed Residential B District. (This application was tabled at the April 3, 2007 Technical Advisory Committee Meeting)

Voted to **postpone** this application to the May 1, 2007 TAC meeting.

Stipulations from the January 2, 2007 Technical Advisory Committee Meeting:

- 1) That the applicant shall appear before the Traffic & Safety Committee, after a Traffic Report has been prepared, and shall receive a favorable decision prior to the Planning Board hearing;
- 2) That the irrigation system specifications shall be provided to Tom Cravens, DPW, for his review and approval;
- 3) That the white pine trees that are being planted to comply with the BOA stipulation regarding screening shall be reviewed and approved by Lucy Tillman, Chief Planner, and Deborah Finnigan, City Traffic Engineer;
- 4) That a photometrix plan be added to the plan set, for review and approval by David Desfosses, DPW;
- 5) That the BOA stipulations from the June 27, 2006 approval be complied with:
 - A.) That the applicant work with the Planning Department and the Planning Board to address height, siding, overall design of the building and hours of operation;
 - B.) That appropriate vegetative screening be provided to shield the business property from the residential abutters on Granite Street;
- 6) That a turning radius be provided for the rear where there is two way traffic and the loading dock;
- 7) That the drive thru aisles that connect to the second driveway shall be adjusted;
- 8) That the applicant provide information regarding the grade at the first driveway going onto Woodbury Avenue;

- 9) That sidewalks on site as well as both sides of Granite Street shall be added to the Site Plans;
- 10) That the 2nd driveway off of Granite Street should be increased from 15' to 18' for one way traffic;

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

- 11) That an Intrusion Alarm System be added to the Site Plans;
-

B. The application of **The Home Depot, Owner, and Bed Bath & Beyond/Christmas Tree Shops, Applicant**, for property located at **100 Durgin Lane**, wherein Site Review approval is requested to demolish the existing building and to construct a 113,865 ± s.f. one-story, three-tenant retail plaza, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 239 as Lots 16, 18 & 13-2 and lie within the General Business district. (This application was tabled at the April 3, 2007 Technical Advisory Committee Meeting)

Voted to **postpone** this application to the May 1, 2007 TAC meeting.

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

- 1. That the applicant shall prepare a Traffic Study for review by the City Traffic Engineer and the Planning Department;
- 2. That the applicant shall appear before the Traffic & Safety Committee;
- 3. That a Knox Box and automatic notification of emergency forces shall be added to the Site Plans;
- 4. That all signage shall be added as part of the traffic mitigation plan for review and approval by City staff;
- 5. That the applicant shall explore paving the entire access road, including extending past their property line;
- 6. That the applicant shall consider a fence or screening around the loading docks;
- 7. That a note shall be added to the plans that any restaurant use would require an external grease trap;
- 8. That the Operational Maintenance Plan shall be added to the Site Plan Set and a schedule for a reporting mechanism back to DPW shall be agreed upon;
- 9. That the applicant shall prepare a Construction Management Plan and a Driveway Management Plan, for review and approval by the City Legal Department, Planning Department, City Traffic Engineer and City Manager;
- 10. That the Construction Management Plan shall include how work will effect the Hampton Inn and Saturn Dealership and how access shall be provided;
- 11. That the applicant shall use native plantings to avoid the need for irrigation;
- 12. That the applicant shall work with the City's Police and Fire Departments to verify that they can communicate with their base station;
- 13. That the applicant shall clean up the area entitled "Trash Area" on the Site Plans and add a note in their Operation Plan on how they will maintain that area;

- 14. That traffic shall be one way around the building and appropriate signage and pavements markings shall be added to the plans;
- 15. That all trees proposed shall be no lower than 5' above the ground;
- 16. That directional signage shall be added to the detail sheet;
- 17. That the striping of handicapped spaces shall be solid rather than hollow;

.....

C. The application of **Harborcorp, LLC, Owner** for property located **off Deer Street, Green Street, Market Street, Russell Street and Maplewood Avenue**, wherein Site Review approval is requested to construct a 76,100 ± s.f. 6/7-story structure consisting of a hotel, convention center, parking garage and 21 residential condominiums, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 118 as Lot 28, Assessor Plan 119 as Lot 1-1A, Lot 1-1C and Lot 4, Assessor Plan 124 as Lot 12, and Assessor Plan 125 as Lot 21 and lie within the Central Business B (CBB) District, the Downtown Overlay District (DOD) and the Historic District A. (This application was tabled at the April 3, 2007 Technical Advisory Committee Meeting)

Voted to **postpone** this application to the May 1, 2007 TAC meeting.

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

- 1) That the applicant shall meet with David Desfosses of DPW to finalize construction details to make sure they meet City standards;
- 2) That the waterline connection at the intersection of Russell Street and Green Street be clarified;
- 3) That the 12" waterline starting at Deer Street be relocated;
- 4) That the old waterline going down Russell Street shall be cut and capped under the direction of the City Water Division;
- 5) That the additional 2" water service to the garage shall not be activated until the subdivision is approved;
- 6) That the inter-connection of the fire suppression system shall be reviewed by Thomas Cravens of DPW and Deputy Fire Chief Griswold;
- 7) That the applicant shall arrange to have the USGS monument off the ledge at Russell Street relocated during construction;
- 8) That the applicant shall work with DPW regarding drainage;
- 9) That the applicant shall work with Peter Rice, DPW, to review the proposed 1,000 gallon grease trap to determine whether their flows from their cooking facilities are adequate;
- 10) That the applicant shall work with the City's Police and Fire Departments to verify that they can communicate with their base station inside the proposed buildings;
- 11) That the applicant shall review the layout at Russell and Market Streets with the City Traffic Engineer, including truck template for all turning moves, identify the commitment of design and construction with the design to follow after approval, move R3-8 near the intersection to the beginning of the additional lane and then move the second R3-8 closer to the existing hydrant;
- 12) That the applicant shall add signage to show one way direction at the drop off area;
- 13) That the applicant shall remove the stop sign and stop bar at Deer Street;
- 14) That the applicant shall coordinate the VAI plans with the AMES plans;

- 15) That the Landscape Plan shall show all tip downs and add the appropriate construction detail and correct the conflict between tree placement and mid-block crossing;
- 16) That the applicant shall identify truck access for truck deliveries, show templates through the site and street circulation, especially Maplewood Avenue drives, and show a truck traveling the access way and then backing into the loading zone;
- 17) That at the intersection of Maplewood Avenue and Deer Street, the applicant shall review the pavement marking near the railroad tracks, move the left turn arrow back from the stop bar, review the timings and system coordination needs for the current coordinated system that works very well, and review the alignment of through movement on Deer Street (specifically a vehicle traveling southbound towards Bridge Street);
- 18) That the Site Plans shall clearly define all on-street parking, both existing and future, and label all existing spaces being removed on Deer and Russell Streets;
- 19) That a Parade Mall stop sign shall be added to the Site Plans;
- 20) That a left turn storage lane, one car length long, be added at Russell and Deer Street;
- 21) That the applicant shall identify how many cars fit in the drop off area;
- 22) That the Site Plans shall show the proposed gates on the accessway and the exit from the garage on Maplewood Avenue;
- 23) That the crosswalks shall be City standard;
- 24) That the applicant shall identify how they will direct vehicles to the hotel/garage from the highway;
- 25) 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;
- 26) That the applicant shall appear before the Traffic & Safety Committee and receive approval;
- 27) That the applicant shall identify all required permits on the Site Plans;
- 28) That a detail be added showing the tree grates;

.....

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 tabled at the April 3, 2007 Technical Advisory Committee Meeting)

Voted to **postpone** this application to the May 1, 2007 TAC meeting.

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

- 1) That the revised Site Plans shall include the driveway gate and the existing tandem parking in the driveway;
- 2) That an updated parking calculation be reviewed and approved by the Planning Department and included on the Site Plans;
- 3) That the water capacity shall be reviewed by a licensed mechanical engineer with a report back confirming that there is sufficient water supply for the new uses;
- 4) That the Site Plans shall be stamped by a licensed engineer;

- 5) That the design of the automatic sprinkler system shall be reviewed and approved by the Portsmouth Fire Department;
- 6) That a review of the grease trap shall be done by the applicant and DPW and the final plan shall be approved by Peter Rice, DPW;
- 7) 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;

.....

E. The application of **Millenium Borthwick, LLC, Owner**, for property located at **155 Borthwick Avenue**, wherein Site Review approval is requested to convert 72,232 s.f. from business office space to medical office space, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 259 as Lot 14-1 and lies within the Industrial District;

Voted to **approve** this application with the following stipulations:

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

- 1) That the underground parking garage layout shall be added to the Site Plans;
- 2) That a One-Way sign shall be added to the Site Plans at the front of the building;
- 3) That the Landscape Plan shall be reviewed and approved by Lucy Tillman;
- 4) That a detail for the handicapped parking shall be added to the Site Plans;
- 5) That all monitoring wells shall be shown on the Site Plans for review by the Water Division;
- 6) That the applicant shall meet with David Desfosses of DPW to determine whether it is feasible for all new paved areas to be constructed of porous pavement;
- 7) That the sidewalk shall be extended to the sidewalk constructed by the Northeast Credit Union along Borthwick Avenue.

.....

I. **ADJOURNMENT** was had at approximately 4:10 p.m.

.....

Respectfully submitted,

Jane M. Shouse,
 Administrative Assistant
 Planning Department