

**MINUTES OF MEETING  
SITE REVIEW TECHNICAL ADVISORY COMMITTEE MEETING**

**2:00 PM**

**MARCH 30, 2010**

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

**MEMBERS PRESENT:** Rick Taintor, Director, Planning Department, Chairman; David Allen, Deputy Director, Public Works; Deborah Finnigan, Traffic Engineer; Jared Sheehan, Engineering Technician; Peter Britz, Environmental Planner; Carl Roedigger, Fire Inspector and Stephen Dubois, Deputy Police Chief

**OTHERS PRESENT:** Lee Jay Feldman, Principal Planner

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**I. OLD BUSINESS**

A. The application of **150 Greenleaf Avenue Realty Trust, James G. Boyle, Trustee, Owner**, for property located at **150 Greenleaf Avenue** wherein Site Review Approval is requested to expand an existing car dealership, to include a 26,000 s.f. (footprint) building and approximately 944 additional parking spaces, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 243 as Lot 67 and lies within the General Business District. (This application was postponed from the March 2, 2010 Technical Advisory Committee Meeting.)

The Chair read the notice into the record.

**SPEAKING TO THE APPLICATION:**

Mr. Taintor advised the Committee that they received an email today from the applicant, in light of the pending litigation, requesting a postponement the hearing on this matter until after the hearing scheduled for April 14<sup>th</sup> before the Rockingham County Superior Court.

Mr. Allen made a motion to postpone until after April 14, 2010. Mr. Britz seconded the motion.

The motion to **postpone** this application to a meeting after April 14, 1010 passed unanimously.

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**II. NEW BUSINESS**

B. The application of **Public Service of New Hampshire, Owner**, for property located at **400 Gosling Road**, wherein amended Site Plan Approval is requested to increase the on-site storage capacity for wood fuel source, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 214 as Lot 2 and lies within the Waterfront Industrial District.

The Chair read the notice into the record.

**SPEAKING TO THE APPLICATION:**

Attorney Rob Ciandella, of Donahue, Tucker and Ciandella, presented on behalf of PSNH. Also present was Attorney Sharon Somers of his office. Attorney Ciandella stated that in 2004 PSNH received Site Plan approval for the Northern Wood Power Project which called for the conversion of a coal burner to a wood burner. That approval included storage for a wood storage yard and building. They now seek to amend that approval for additional wood storage on the eastern portion of the site. There is a seasonal factor that drives this project which is the seasonal unreliability of getting wood from off site during mud season. They would like to bank wood on site from mid-fall to mid-winter and wood will be drawn from the bank from mid-winter to early-spring. There would be no net increase in the overall volume of off site truck traffic. The project would have a more reliable, stable and steady supply of wood. Attorney Ciandella stated they would next hear from Eric Steinhauser of Sanborn, Head & Associates, who is the consulting engineer to the project. Jim Grainger is a station engineer and will have a short presentation, and then Amy Bell Segal will speak about landscaping and screening. Dick Despina, Station Manager, was also present to answer questions.

Mr. Steinhauser pointed out the eastern side of the property as shown on the displayed plan. This is the location of the former landfill and is a 2 acre sized project. They will pave some of the area and improve the side slope so they can store wood chips for the wood burner. He pointed out where they would be paving the upper part, improving the side slopes and drainage would be going to the west to a detention basin. The water will be released back to its natural areas to the north, as well as water on the other side of the site will be directed either to the north or over to south, feeding back to the existing drainage ways of the site. The project includes a fire loop for fire protection and Mr. Grainger will talk more about that. They have a planting plan that Ms. Bell Segal will talk about. Essentially the wood storage is in the center area and traffic would come from the site, over the roads to the area and back out.

Jim Grainger, Station Engineer, spoke next about the fire projection. They are extending off of the existing hydro hoop, going around the perimeter and are adding more hydrants. They have also made some water cannons, just like they have for the existing wood storage. There are 7 hydrants and 4 monitor stations that will provide full coverage for the pile. They will have daylight truck deliveries between 7:00 – 7:30. They do not have any exterior lighting. Equipment to move the wood includes an existing front end loader with a whisper back up. Rather than have a back up alarm, they use a puff of air. This was in consideration of their neighbors.

Attorney Ciandella stated that Amy Bell Segal, Landscape Architect, would speak next, however he wanted to preface her presentation by advising the Committee that they have been in discussions regarding screening for this pile with Brora, which is the owner of an abutting property across the Boulevard where the Hilton Hotel is located. Those discussions are ongoing. There was preliminary interest by the abutter of a driving range screen and PSNH has a number of practical and logistical issues with that so they will hear about a vegetative buffer they are proposing from Ms. Bell-Segal. Some of the issues with the screen are it would have to be set back 50' from property line; there would be engineering issues regarding wind to stabilize it and it would require foundation footings which would raise wetland impacts and landfill impacts. Attorney Ciandella indicated that they have ideas which they feel will work for effective screening.

Ms. Bell-Segal explained that they are looking at a landscape buffer to plant within the 100' wetland buffer to enhance the wetland system with adjacent wetland buffering. They would also extend it to increase the visual buffer for abutters. They looked at a mixture of plant material. Three-quarters of the trees are proposed to be evergreens, all native trees, spruce, pines, and a few deciduous trees which will grow a little faster. They want it to look natural with various heights of trees. Some trees may take one year to get started and some may take 2-3 years but it should be a solid buffer in 2 years. The buffer will be planted at a sufficient density so there aren't gaps. She displayed an aerial photo showing where the hotel was to show the general orientation of the buffer. There is a lot of existing vegetation which will remain. They developed photo simulations showing the natural landscape changing over time. A few years after establishment, she pointed out a variety of heights of vegetation from 8 – 12' and with the evergreens putting on 1' – 3' per year. Looking 3 years out they would have approximately half of the buffer filled in and looking 10 – 15 years they would have the majority of it screened out with evergreen vegetation. The main time of year when they will need them will be in the wintertime which is why they put  $\frac{3}{4}$  of the buffer in evergreen. They felt it would be good to break the evergreen up with a few deciduous but are willing to look at other options for immediate screening.

Mr. Taintor stated there was concern about the travel lane around the perimeter of the wood pile and the limit of the pile shown on the plan so that it is very clear about access for safety and also access for cleaning the drains. In the revised plans for the Planning Board they want to see the travel lane, the limit of pile and the line painted on the pavement.

Mr. Taintor asked if the Landscaping Plan will be finalized by the Planning Board meeting so that it can be included in their presentation. Attorney Ciandella confirmed that was their intent.

Ms. Finnigan referred to the applicant's Memorandum and indicated that she wants to see a generalized number of vehicles rather than tons of wood as she cannot translate that into the number of vehicles that will change. She needs to know how many trips they will be adding. Attorney Ciandella confirmed they will get that information to her. Ms. Finnigan stated she would like to receive it and approve it prior to the Planning Board meeting.

The Chair asked if there was anyone wishing to speak to, for or against the application.

Francis Bruton, of McNeill, Taylor, and Gallo, spoke on behalf of Brora, LLC. Attorney Bruton stated they have had preliminary discussions with PSNH and they have raised some objections. They have serious concerns with the current plan with respect to a vegetative buffer. They had suggested a type

of screen which they understand the City may not prefer in terms of wetland concerns. The abutters look at the vegetative buffer solution as not only insufficient in terms of the timing it will take to establish the buffer but also with respect to the effectiveness to the buffer. Attorney Bruton referred to a different plan which is currently before the Planning Board that involves some of the same principals of the abutter to develop a retirement community and in that case the Planning Board is asking for a 150' setback and they feel this use is much more intensive. Basically the concerns of Attorney Bruton's client continue to exist and they need to discuss the industrial aspects of this use. There is an intensified residential use in terms of the hotel and office space so there are more issues than just sight. There are also issues of noise, a large number of trucks going back there, and the debris, smells and activity will be offensive to people staying at the hotel. Reflecting on the previous project and putting the original structure in, the Planning Board required an earthen berm, fencing and buffering with deciduous trees. He felt this is being viewed as more of a sight issue however the abutter has other concerns as well.

Mr. Taintor asked for an explanation of the screen they are proposing and why it was felt it would be better than a dense vegetative screen. Attorney Bruton stated there was a concept of a net that could go up and create more of a screening effect than the deciduous trees and the evergreens which will take 12-15 years to install. He suggested that a more solid suggestion of what could be there would be the earthen berm approach. He understands that the City had concerns with the screen system.

Dan Bodannam, of Eliot, Maine. He indicated that Eliot and Kittery are abutters to PSNH and he wanted to know if any consideration has been given to the buffer portion of this project to the other side of the river. He indicated they feel the brunt the project.

Attorney Ciandella indicated that the 2004 approval process was a real industrial project with a conveyor system and was always active. This is by in large a static pile that is built up and drawn down from. He did not feel there was any comparison. Attorney Ciandella indicated he would have his team point out where the wood pile will be situated in relation to the river.

Mr. Grainger pointed out the location of the wood pile and the river on the displayed Site Plan. He indicated that the oil tanks and the boiler building are all between the wood pile location and the river and they are higher than the wood pile. They also have existing natural screening.

Ms. Finnigan asked if existing screening will be higher than the new wood pile. Mr. Grainger felt that the proposed pile would be just about the same elevation of the existing mound. Mr. Steinhauser stated that in the current condition the landfill is just lower than the mound. The proposed location will be just about the same elevation and there is vegetation on the mound. Mr. Taintor asked what the elevation was of that land compared to the river. Mr. Steinhauser stated the river is at sea level and they are at about an 80 elevation. Ms. Finnigan asked for clarification of whether the wood pile will be higher than the current vegetation or not. Mr. Steinhauser did not know how tall the trees were on the mound but the pad and the wood pile ground surface are the same elevation. Mr. Grainger added that the base grade for their boiler building is grade 11 so they have a difference of 70' from the river bank to where the pile would be.

Ms. Finnigan had never seen a temporary construction exit made of wood and she asked if it was standard and why it wasn't gravel. Mr. Steinhauser explained that under DES AOT rules a wooden construction entrance can be used.

Dick Despina, Station Manager of the Schiller Station. Regarding the comment regarding the line of sight from their neighbors in Eliot, the site proposed in this application is further behind the existing wood storage area. Therefore, their current line of sight, whether positive or negative, is directly into the existing wood storage area and to a lesser degree this new proposed area would be in direct view of most of those residents on that side of the river. With regard to some comments made regarding the wood pile itself, Mr. Despina brought a bag of wood chip samples for the Committee to feel and smell as sometimes there is a misconception. The wood chips are 1"-2" in size so there would be minimal travel with the wind and the natural buffer would catch them. The wood chips smell of fresh cut wood. Regarding any concerns of aesthetics and the wood chips, they are chips, not sawdust, and have a freshly cut wood scent.

Michael Kane, representing Brora & Doaks, stated that they applaud what PSNH is doing and feel they are doing a good job. They are trying to come up with a plan that works for both of them. Mr. Kane explained that they have commercial offices, a hotel and a densely residential area abutting the waterfront industrial area. The trucks that bring in the chips don't bring them in big plastic bags and chips and dust fly around. They have a hotel that charges \$100 - \$150 per night and they don't want to wait 11-12 years for a screen to grow up. They understand it is not the same intensity as the original berm but that area is farther away from the hotel so it's a bit of a trade off. They expect more truck traffic when they are building up the wood pile and the dump trucks are diesel trucks. They want to make sure they are protecting themselves and the other abutters around them.

Mr. Taintor asked how far the wood pile was from the hotel. Attorney Ciandella stated that it was 800 feet.

The Chair asked if there was anyone else wishing to speak to, for or against the application. Seeing no one rise, the Chair closed the public hearing for this matter.

#### **DISCUSSION AND DECISION OF THE COMMITTEE:**

Ms. Finnigan asked if the "puff of air" being used instead of a backup alarm is OSHA approved. Mr. Despina confirmed it was.

Ms. Finnigan asked about deliveries and whether they currently have the ability to deliver between 7:00 - 7:30 on weekdays. Mr. Despina explained that as part of their Site Plan Review approval in 2004 the approved hours to receive wood are 7:00 am - 9:00 pm, Monday - Friday, with the option, as necessary, on Saturdays from 7:00 am - 12:30 pm. They have since requested and have temporary approval to receive wood starting at 6:00 am, Monday - Friday, and as necessary on Saturdays from 7:00 am - 7:00 pm. He indicated that the 7:30 am which they mentioned would be specific to this area, and would be in consideration of their neighbors.

As this was a former land fill site, Mr. Allen asked if there any permitting required from DES for re-use of this area. Mr. Steinhauser responded that because they are not disturbing the existing waste and

are building on top of it, there is no solid waste permitting. The only permitting is the DES Alteration of Terrain permit.

Mr. Allen asked if there had been discussion yet on the discharge location of the drainage. He noticed they are splitting the flow to both sides of the landfill and bringing it down to one side where there have been issues with a wetland between abutting properties. He was wondering if there was any consideration to redirect all of the flow to the river side of the landfill. Mr. Steinhauser indicated that as part of the AOT requirements, they need to put water back where it is going now. They analyzed the site for existing conditions. They designed the layout to mimic the existing conditions and are putting the same volume and same peak flows back through the various structures to the south and to the north.

Mr. Allen made motion to approve with stipulations. Mr. Britz seconded the motion.

Mr. Allen stipulated the hours of operation shall be 7:30 am. Mr. Taintor understood that they currently they have 7:00 at the existing facilities. Attorney Ciandella stated that the 7:30 am to 7:30 pm would be the limit on hours of operations as it relates to this outdoor wood storage area and that would be reflected in a note on the plan.

Ms. Finnigan stipulated that all required State and local permits be approved prior to construction.

Mr. Taintor confirmed that this will require Conditional Use Permit approval.

Ms. Finnigan also stipulated that the final Landscaping Plan be presented to the Planning Board for approval as part of the Site Plans.

Ms. Finnigan requested that a Construction Management Plan be approved prior to the issuance of a building permit. Also that the Memorandum filed at today's TAC meeting shall include the number of trips on the roadway, either increase or decrease, depending on the time of year and also anticipate the number of trucks accessing that new portion of the lot. Additionally, she requested a limit of pile line so that vehicles will not be traversing into the slopes and shall stay on the pavement. Mr. Taintor restated that she stipulated that they show the limit of pile line on the plan and also delineating it on the site itself.

Mr. Allen asked if the Fire Chief had an issue for access around the proposed site. Fire Inspector Roedigger understood that there should be a clear way around the perimeter of the pile and it should be delineated with a painted line to make sure there is enough room to get around it.

The motion to recommend approval passed unanimously with the following stipulations:

- 1) A note shall be added to the Site Plan stating that the hours of operation shall be 7:30 a.m. to 7:30 p.m. as it relates to the outdoor wood storage area.
- 2) All required State and local permits shall be approved prior to construction.
- 3) The final Landscaping Plan shall be presented to the Planning Board for approval as part of the Site Plans.

- 4) A Construction Management Plan (CMP) shall be prepared by the applicant and then submitted for review and approval by City Staff prior to the issuance of a building permit.
- 5) The Memorandum regarding Traffic Patterns, dated March 30, 2010, shall be revised to include the number of trips on the roadway, depending on the time of year, as well as the number of trucks accessing the new wood fuel storage area.
- 6) A limit of pile line shall be added to the Site Plan and also delineated on the site.
- 7) A clear access around the perimeter of the new wood fuel storage area for fire apparatus shall be added to the Site Plan and also delineated on the site.

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C. The application of **Regeneration Park, LLC, Owner**, for property located at **3612 Lafayette Road**, wherein Site Plan Approval is requested to renovate the existing building and parking lot with retail, professional office, trade and craft uses, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 297 as Lot 3 and lies within the Gateway District.

The Chair read the notice into the record.

**SPEAKING TO THE APPLICATION:**

Shannon Alder, of TMS Architect, appeared with Eric Weinrieb, of Altus Engineering. This site is located at the old Portsmouth Toyota site in the new Gateway District. They intend to re-use the building by modifying the interior as needed and adding insulation, but keeping the shape and style of the building. They have multiple tenant spaces inside of the building. They have a “green” component where tenants will have a green work goal in terms of what they sell or produce. Their plan is to re-use the existing footprint. They are asking to take away 1,900 s.f. of paving for landscaping to make the site prettier and to improve the environment.

Eric Weinrieb, of Altus Engineering, stated they have not done a complete detailed existing conditions survey and boundary map of the site. There was a wetland mapping delineation by Mike Cuomo and mapping of that by James Verra and Associates. The proposal reduces the amount of pavement on the site. Currently the pavement is within one to two feet from the wetlands. They are pulling that back from the rear portion of the site, creating a better buffer. They have provided a Traffic Maneuvering Plan for the site. They show snow storage as far away from the wetland and resource area as possible. They provided a dumpster pad area for trash and recycling and they will be screened in.

Mr. Weinrieb stated that the site has some limitations as it is very flat and paved right up to the building. By pulling the sidewalk back and putting a sidewalk around the building they cannot put in a raised sidewalk so they will stripe the heads of the parking stalls and making the sidewalk a different material that is environmentally friendly. They have used porous concrete on several sites, especially on walking areas and have had great success with that. The roof has gutters and discharges out on to the pavement. They have eliminated that pavement and created some area to promote some of the runoff with stone drip edges so they are reducing the areas there as well. Getting rid of the pavement/parking area in front of the building is in compliance with the Gateway zone.

Ms. Finnigan could not find the architectural drawings for the vehicle gate on the plans. Mr. Weinrieb stated that has not been provided yet and the architect is looking to provide that and they are looking at a solid fence.

Ms. Finnigan asked whether the current sign in the front will stay the same type or will it change prior to Planning Board approval. Mr. Alther stated that they plan to keep it the same shape and style. If the location changes, they would come back before the Board.

The Chair asked if there was anyone wishing to speak to, for or against the application. Seeing no one rise, the Chair closed the public hearing for this matter.

### **DISCUSSION AND DECISION OF THE COMMITTEE:**

Fire Inspector Roedigger asked if there was a knock box on the building? Mr. Alther confirmed there was a knock box. Fire Inspector Roedigger asked if the gates were manual or powered. Mr. Alther stated that one gate is manual and one is powered, depending on how they set up the recycling and dumpster. Fire Inspector Roedigger indicated that if it is powered they would have to have a way to override the gate for access. One way or the other, they need the ability to get through the gate and to the back of the building. They could have a knock box on the gate if it is manual or a code if it is powered. Mr. Alther stated they will provide a keypad for a powered gate and if it is a manual gate they will provide a knock box. Fire Inspector Roedigger also stated, for the record, some plans do depict vehicles inside the building, including tank trucks. Mr. Alther confirmed those are no longer applicable. Mr. Taintor stated they should remove the vehicles from the plans.

Mr. Taintor stated that they should amend the plans to better describe the gate mechanism, the knock box and the keypad, as necessary.

Fire Inspector Roedigger asked if there would be a fire alarm in the building. Mr. Alther confirmed they do. Fire Inspector Roedigger added that as this plan progresses they will want to have contact to make sure the control panels are in a mutually agreeable place. Mr. Alther stated they have started to work with someone who is doing the engineering for the fire alarm so when they get to a point where they can sit down they will make contact.

Ms. Finnigan asked if they anticipate any traffic issues regarding the site for getting onto Route One. Mr. Weinrieb confirmed he does not anticipate any traffic issues. It is not a high volume retail facility. He views it as a location where contractors will be working. There is excellent sight distance. During certain times of the day there may be longer delays pulling out but that is one of the realities of being on Route One.

Mr. Britz referred to the snow storage area. He asked what will they be using on the site for snow melting? Mr. Alther indicated they had not talked about using any specific snow melt. Because they are very close to the wetland buffer, they talked about trying to be very careful. Mr. Britz felt the snow storage in the buffer would be a concern. There are other areas outside the buffer they can use. Mr. Weinrieb stated that he recognizes that snow storage as a concern and he can remove the note but he doubts they will want to move the snow completely around the building in the middle of a snow storm.



Mr. Britz indicated that as part of the site management they can recognize that the snow should not be stored in the wetland buffer and it can be moved to the front of the site and also use no salt in that area.

Mr. Allen asked what uses would be at the site. Mr. Alther stated they have 3-4 tenants so far which are professional office space. The building owner will occupy the second floor and the first floor level has three businesses that will sell a product.

Mr. Allen asked if the sidewalks are porous concrete. Mr. Weinrieb confirmed they are. Mr. Allen requested that they better label them on the plans as porous pavement and not concrete.

Mr. Britz made a motion to recommend approval with stipulations. Fire Inspector Roedigger seconded the meeting.

Ms. Finnigan requested the following stipulations:

- That the proposed sliding vehicle gate be submitted for approval prior to the Planning Board meeting
- That a brief Traffic Memo be submitted including the site distance and discussion about traffic accessing or egressing from Route One
- That specific plantings and type of mix for the grass should be added to the Landscape Plan for Planning Board approval
- That a CMMP be completed.
- That a stop sign and stop bar be placed at the end of the driveway with a short double center line of 20' unless brings them past their pavement.

Mr. Taintor requested the following stipulations:

- On the drip edge detail, they should label what the adjacent surface was.
- The Photometrix Plan should show the property lines.
- Cut sheets and specifications for the Dark Sky Friendly wall pacts. (Those were provided)
- That the final plan shall be stamped by a wetland scientist.

Mr. Taintor acknowledged their written requests for waivers regarding a full survey of the entire lot, the loading area and the wetlands functions and values report and TAC would recommend these waivers.

The motion to recommend Site Review Approval passed unanimously with the following stipulations:

- 1) The proposed sliding vehicle gate shall be submitted for approval prior to the Planning Board meeting;
- 2) A brief Traffic Memorandum shall be submitted, including the sight distance and a discussion about traffic access and egress from Route One.
- 3) The Landscape Plan shall include specific plantings and type of seed mix for the grass for Planning Board approval.

- 4) A Construction Management Plan (CMP) shall be prepared by the applicant and then submitted for review and approval by City Staff prior to the issuance of a building permit.
- 5) A stop sign and stop bar shall be placed at the end of the driveway with a short double center line of approximately 20’.
- 6) The Drip Edge Detail shall label the adjacent surface.
- 7) The Photometric Plan shall show the property lines.
- 8) The final plan shall be stamped by a wetland scientist.
- 9) TAC recommends that the three waiver requests regarding a full survey of the entire lot, the loading area and the Wetland Functions and Values Report be granted by the Planning Board.

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D. The application of **RKDOLLA, LLC, Owner**, for property located at **198 Islington Street**, wherein amended Site Plan Approval is requested to add a pad-mounted electric transformer, three pad-mounted air conditioning units, modified fencing, addition of garage vent and updated landscape planting list, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 137 as Lot 20 and lies within the Central Business B and Historic District.

The Chair read the notice into the record.

**SPEAKING TO THE APPLICATION:**

Jeff Clifford, of Altus Engineering, appeared on behalf of the applicant. Mr. Taintor confirmed that they talked about having this request administratively approved. The purpose of this hearing was to get public comment but the proposed motion would be on a recommendation for administration approval.

Mr. Clifford stated that the project was approved last April and he was present today to finalize the plan. The transformer needed to be pad mounted and they tried to keep it off of the streetscape. He pointed out on the plan where the transformer was proposed. He pointed out the landscaped islands and noted that the transformer will have associated landscaping.

There were also some pad mounted air conditioning units that needed to be installed. Three were shown on the plan along the side of the proposed building. They also added a low wooden fence around the perimeter of the site. The door to the garage was relocated to get it 10’ away from the transformer. An egress door was added to get into the mechanical and service area of the building so that there was an at grade access at this location. The transformer will reviewed by the HDC for approval next week. At the Pre-TAC meeting it was questioned whether the noise from the AC units would comply with noise standards. They are looking into that right now and would be agreeable to a stipulation that it would meet the City’s requirements which is 60 decibels during day and 50 decibels at night.

The Chair asked if there was anyone wishing to speak to, for or against the application. Seeing no one rise, the Chair closed the public hearing for this matter.

**DISCUSSION AND DECISION OF THE COMMITTEE:**

Mr. Taintor requested a stipulation on the noise compliance issue. Mr. Taintor asked if there was any issue with the underground utility from the street to the transformer. Mr. Clifford confirmed they are putting it in the same place as other utilities and there is no change from their previous approval.

Ms. Finnigan made a motion to recommend administrative approval of the Site Plan amendment with the stipulation that the air conditioner units comply with the City’s noise ordinance requirements. Deputy Police Chief Dubois seconded the motion.

The motion to recommend administrative approval of the Site Plan amendment passed unanimously with the following stipulation:

- 1) That the air conditioner units comply with the City’s noise ordinance requirements.

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**III. ADJOURNMENT** was had at approximately 3:17 pm.

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Respectfully submitted,

Jane M. Shouse  
Administrative Assistant