

**ACTION SHEET**

**PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

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

**7:00 P.M.**

**JANUARY 20, 2011**

**MEMBERS PRESENT:** John Ricci, Chairman; Eric Spear, City Council Representative; Paige Roberts, Vice Chairman; Donald Coker; John Rice; Anthony Blenkinsop; Cindy Hayden, Deputy City Manager; Richard Hopley, Building Inspector; Norman Patenaude, Alternate; and William Gladhill, Alternate

**MEMBERS EXCUSED:** MaryLiz Geffert;

**ALSO PRESENT:** Rick Taintor, Planning Director

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**6:00 – 7:00 pm - JOINT WORK SESSION** on Downtown Parking with the Economic Development Commission and the Parking Committee  
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**I. APPROVAL OF MINUTES**

A. Approval of Minutes from the December 16, 2010 Planning Board Meeting – Unanimously approved.  
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**II. NEW BUSINESS**

A. Election of Officers

John Ricci was re-elected as Chairman; Paige Roberts was re-elected as Vice-Chairman.  
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**OTHER BUSINESS**

A. Presentation and adoption of **Capital Improvement Plan**

Voted to **adopt** the Capital Improvement Plan and forward it to the City Council with a favorable recommendation.

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**IV. PUBLIC HEARINGS**

A. The application of the **City of Portsmouth, Owner**, for property located at the **South Mill Pond, off Parrott Avenue**, for a Conditional Use Permit Application under Section 10.1017 of the Zoning Ordinance for the installation of a new stormwater outfall, a new drain and sewer pipes, all within a wetland buffer. Said property is shown on Assessor Map 114 as Lot 1 and lies within the Municipal District.

Voted to **grant** Conditional Use Permit approval

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B. The application of **Martingale Wharf, LLC, Owner**, for property located at **99 Bow Street**, requesting Amended Site Plan Approval to modify sidewalks and parking, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 106 as Lot 54 and lies within the Central Business A (CBA) District, the Downtown Overlay District (DOD) and the Historic District.

Voted to **grant** amended site plan approval, with the following stipulation:

- 1) A loading zone sign detail, acceptable to DPW, shall be added to the Amended Site Plan.

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C. The application of **Craig & Mollie Sieve, Owners**, for property located at **4 Sagamore Grove**, and **William L. Pingree, Owner**, for property located at **6 Sagamore Grove**, requesting Preliminary and Final Subdivision Approval for a Lot Line Revision between two lots having the following: Lot 4 as shown on Assessor Plan 201 increasing in area from 14,070 s.f. to 15,070 s.f. and with 111.76' of continuous street frontage on Sagamore Grove; and Lot 5 as shown on Assessor Plan 201 decreasing in area from 63,850 s.f. to 62,850 s.f. and with 31.88' of continuous street frontage on Sagamore Grove. Said lots lie within the Single Residence B District (SRB) where a minimum lot area of 15,000 s.f. and 100' of continuous street frontage is required.

Voted to **grant** Preliminary and Final Subdivision Approval (Lot Line Revision) with the following waiver and stipulations:

**Waiver:**

- 1) Vote to waive compliance with Section VI.2.A of the Subdivision Rules and Regulations, regarding conformance with the dimensional regulations of the Zoning Ordinance and Subdivision Rules and Regulations.

**Approval Stipulations:**

- 1) The final plat, the easement plan, and all resulting deeds shall be filed concurrently at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
- 2) Property monuments shall be set as required by DPW prior to the filing of the plat.
- 3) GIS data shall be provided to DPW in the form as required by the City.

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D. Proposed amendment to the Zoning Ordinance, Section 10.730 – Gateway Planned Development, Subsection 10.735 – Sustainability Standards.

Voted to refer an amendment to Subsection 10.735 to the City Council.

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**V. CITY COUNCIL REFERRALS/REQUESTS**

*The Board’s action in these matters 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.*

A. Request from The Music Hall Loft, for property located at 131 Congress Street, to install a projecting sign over City property.

Voted to **recommend approval** of a revocable municipal license, subject to the following conditions:

- 1. The license shall be approved by the Legal Department as to content and form;
- 2. Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and
- 3. Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works.

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**VI. PLANNING DIRECTOR’S REPORT**

No action was taken.

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**VII. ADJOURNMENT**

A motion to adjourn was made at 8:50 pm, was seconded and passed unanimously.

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Respectfully submitted,

Jane M. Shouse  
Acting Secretary for the Planning Board