

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

**2:00 PM**

**OCTOBER 30, 2012**

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

**MEMBERS PRESENT:** Rick Taintor, Chairman; Peter Rice, Deputy Director, Public Works; David Desfosses, Engineering Technician; Jared Sheehan, Engineering Technician; Corey MacDonald, Deputy Police Chief; Carl Roediger, Deputy Fire Chief; Peter Britz, Environmental Planner; Nick Cracknell, Principal Planner

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**I. OLD BUSINESS**

A. The application of **Two Way Realty, LLC, Owner**, for property located at **120 Spaulding Turnpike**, requesting Site Plan Approval for the demolition of an existing building, retrofitting of an existing building for auto reconditioning, expanding the dealership parking and display area, and reconstructing the right-in/right-out access from the turnpike, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 236 as Lots 33, 37 and 38 (which lots have been voluntarily consolidated) and lie within the General Business (GB) District and Single Residence B (SRB) District. (This application was postponed at the October 2, 2012 TAC Meeting)

The Chair read the notice into the record.

**SPEAKING TO THE APPLICATION:**

Eric Weinrieb, of Altus Engineering, representing Port City Nissan, addressed the Committee. Also present was Jennifer Fecteau from Port City Nissan and Two Way Realty. Mr. Weinrieb stated this was a challenging parcel which is 10.2 acres and a significant portion of the property is encumbered by a PSNH easement. The zoning line creates another challenge and makes their building development area very small. There are also wetland setbacks.

MSC Civil Engineers had an Existing Conditions survey which they updated to include the two other properties they are adding to the site. GSA mapped the wetlands and performed a functions and values assessment of the wetland systems. They have worked with the client to develop the best and highest use of the two adjacent parcels as they had come under the ownership of the Fecteaus. It was determined that the best and highest value of the property would be to expand Port City Nissan and not have other smaller users which would have a higher traffic impact to the area.

In April the BOA granted variances to allow the facility to expand in its current location. The BOA testimony noted that the proposed site design would result in an improvement in the past traffic problems in the residential neighborhood on Farm Lane.

Earlier in October they met with the Conservation Commission and they endorsed the project with a unanimous vote. There was a stipulation that they increase the buffer around the wetland system to a 25 buffer, left in its natural state. They also had a couple of other conditions of approval, including that snow storage was in a certain area and that they add the clarification of boulders in the snow storage area.

Last Thursday they met with Russ Mally, of PSNH, regarding the PSNH easement and they have no objection to the expansion of paved surfaces. That had one concern that they were planning to expand the existing dumpster pad area to provide an area for tires. They had concerns with OSHA regarding the lifting of dumpsters up and emptying them within the PSNH easement. They moved it around to another area which actually makes a smoother flow for the truck to come in and leave the site. There is another small trash area which is pre-existing and PSNH has no objection to that as it is not close to any power lines.

The site is designed to provide additional vehicle storage on site and to have a detail facility on site by converting the former book store to an auto detailing facility. This would be an expansion of their function on the site but would not be another business. They are improving environmental impacts to the Hodgson Brook watershed. They are providing improvement and enhancements to the stormwater management system of the existing site. There is very little treatment of the existing stormwater on site and they are providing treatment to the paved surfaces with new stormwater management area, treating the existing surfaces with rain gardens. It meets the design intent of the recommendation of the Hodgson Brook Study for restoration and protection. They are eliminating the septic system on the book store property. They are not sure whether the Madelyn Daughter septic system was ever tied into municipal sewer or not. It was designed but they are not sure whether it was ever implemented.

Since the last TAC Work Session they have added pavement arrows showing exit only and some arrows suggesting exit and some new signs in another area. They understand the Board is split on what they feel is a vital issue to this site regarding the egress and access from the PK Brown property. This has historically been used as a two way access and they would like to maintain it as a two way access. They believe that with the new entrance they will reduce traffic in that area. He stated that if there is an issue on site, they provided an 11" x 17" alternate plan that could be implemented. They would like one year from the date of the Certificate of Occupancy to allow the facility to go forward with two ways. If there is a problem, they will come back within one year and they will address it with the changes.

Mr. Rice asked Mr. Weinrieb if he indicated that pavement painting would be done as part of this first exercise as well as the one year contingency approach. Mr. Weinrieb confirmed he did not include any pavement striping but they are happy to add that. Mr. Rice felt it was something that encourages the direction of traffic. There are people who have habitually used the entrance and may need directional arrow to push them up to the other exit.

Deputy Fire Chief Roediger asked, now that there are three entrances, when there used to be two, do they still want to use one as an entrance. He was unclear as to why they still need to use it as an exit and why they can't, at a minimum, implement the plan which they had projected for the one year point. Mr. Weinrieb explained that the applicant has expressed a desire to keep it as it. There was testimony from Deputy Chief MacDonald that there were no issues at that intersection and they believe with the construction of linking the other parcels with the new entrance, it will further reduce the access there. He thinks it is good business practice to allow businesses to have cross access throughout the site to cut down on traffic. In good faith they merged the lots with the understanding that they could have the

access points that exist. They probably would not have merged the lots if they knew they would be losing a driveway.

Mr. Taintor asked, for the record, that he state what the benefit of the third exit is. Mr. Weinrieb felt that the benefit was that people have been coming to this facility for 40 years and there is a pre-programmed mentality to exit that way. Not a lot of people do it but it is important to the applicant and it doesn't hinder from safety. For 40 years it has not been a problem.

Deputy Fire Chief Roediger asked the Committee what mechanism would trigger this or have it removed at one year. Mr. Taintor felt the applicant would have to come back to TAC or PB by a certain date to get formal approval to maintain the existing 2 way pattern or the 1 way pattern would go into effect. They did a similar thing with PSNH with a truck access plan.

Mr. Taintor was looking at the boulders around the bumpout. Was that the only area they were concerned about? Mr. Britz felt it was to protect the wetland from the snow being pushed into the wetland. Mr. Taintor thought it was to stop cars from migrating onto the grass. Mr. Britz believed it was for that purpose also. He wondered if they should extend upward. He wants to be clear where the snow storage is. Mr. Weinrieb informed them that PSNH doesn't like to see snow in their area. Mr. Britz felt it was probably okay as shown. He also asked about a berm where the other wetland was on the east. He thought they were going to use a berm rather than boulders and however he assumed boulders would be enough so he was fine with that also.

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. Rice made a motion to recommend approval with the stipulations that there be painted arrows encouraging the use of the Farm Lane exit and the language of Mr. Taintor for the trial period should be incorporated into an agreement. Mr. Britz seconded the motion.

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

1. The site plan shall be revised to include directional arrows painted on the pavement to direct vehicles to exit via the Farm Lane driveway.
2. The waiver to allow three driveways and the approval of two-way use of the driveway through the adjacent parcel to Farm Lane shall only be for a one-year trial period starting upon the completion of site improvements. At the conclusion of the trial period, the driveway shall be modified as shown on the "Alternate Entrance Sketch", dated October 30, 2012 unless the owner has applied for and been granted amended site plan approval to maintain two-way use of the driveway.

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**II. NEW BUSINESS**

A. The application of **MacLeod Enterprises, Inc., Owner**, for property located at **1190 Lafayette Road**, requesting Amended Site Plan Approval for site improvements to an existing 121 room hotel, which will include paving, lighting, utilities, landscaping, drainage and other associated site

improvements. Said property is shown on Assessor Map 252 as Lot 8 and lies within the Gateway District.

The Chair read the notice into the record.

**SPEAKING TO THE APPLICATION:**

John Lorden, of MSC Civil Engineers, appeared on behalf of the owner, Kevin MacLeod, who was also present. Mr. Lorden stated they are looking at some major site improvements to the Comfort Inn site. It is an existing 120-room hotel on a 2 ½ acre lot in the gateway district. There was a building located in the front of the lot which has since been removed. There are 125 full parking spaces on the existing site. There is a lot of pavement on the existing site and very little landscaping. They are planning a major improvement to the parking areas, landscaping, utilities, lighting and drainage and have worked very closely with the development next door to them. Their design has been geared around the main entrance drive off of Lafayette Road and maintaining their entrance to the rear of the site. The new driveway came with a cost of a lot of parking spaces. They are proposing to make up their lost spaces between the building and Lafayette Road and they also obtained a land transfer in the rear to make some additional space for maneuvering around the site as well as some parking spaces. They are requesting to maintain the northern driveway which is currently a 50' wide open full turn left in/left out and right in/right out but they propose to limit it to a right in/right out only. They are maintaining the circulation around the building and providing a large area out front for drop offs which will be two lanes, one way. The building will remain the same. They are providing 135 parking spaces of which 130 are standard sizes and 5 are oversized spaces on the side of the hotel for tracker trailer trucks or campers with a trailer in the back.

Mr. Lorden stated they are decreasing impervious surface by 11,500 s.f. They are reducing volume and peak rates of run off for all storms, including a 100 year storm. They are providing treatment via infiltration chambers as well as hydro dynamic particle separators. This will go to the State for their review of the Alteration of Terrain permit.

They are not making any utility changes. They are relocating two hydrants. There is some gas and sewer upgrading and relocation as part of the Yoken development which they call out on their plan to be done by others. There are all new lighting poles, bases and fixtures and all fixtures are dark sky compliant and consistent with the Yoken's site. Landscaping has also been upgraded significantly and coordinated with the site next door so that they work together.

They received three variances on September 25<sup>th</sup> to allow 135 parking spaces where 143 are required, to allow 25 spaces between the building and Route 1 and two small incursions of impervious area within the 10' green buffer which was a previous stipulation. They are also requesting a waiver for two driveways where one is allowed.

Mr. Lorden reviewed the changes which were made as a result of the TAC Work Session. There was a request to add in a landscaped island between the walkways so the pedestrian is not stranded. They did that by shifting parking to the left and to keep the front entrance balanced they added additional spots on the other side. To compensate for the additional spot, they removed the spot which was farthest from the front door. The request was made to move it over four parking spaces but they moved it over two. They felt if they moved it over too far people would not come back to the center aisle.

They heard a concern about the southernmost oversize parking space and a truck being able to move its rear axle so they reduced the space to accommodate WB50 rather than WB67. Because that space was a little smaller, they were able to rotate the trucks a little to make it a little bit easier to get in and out of the trucks. They modified the curbing back from the beginning of the truck parking to 12" at the request of Mr. Desfosses.

They simplified the drainage by removing the detention in the rear. They reduced the size of the infiltration front and split it. There was a request about the zelkova trees in the front. Their landscape architect confirmed they were chosen for that location due to their V shape.

The lighting easements are in progress although nothing has been submitted or finalized. They also made a change on the Lighting Plan to designate five fixtures to turn down at night so that it's not as bright at night but still safe for pedestrians going to and from the hotel.

Mr. Rice was not clear on the rationale between splitting the difference in terms of shifting the sidewalk. If they are not going all the way over, why not make it a straight line. The intent was to avoid having people walk up the median strip. Mr. Lorden understood the intent was to keep people from stepping right into where a parking space would be and to continue straight across. They believe if it is too far over to the right they are afraid that people will walk straight to the right side of the canopy and get into traffic in a non-designated area. Also that is a high point for drainage so it keeps their drainage centralized in front of the hotel. Mr. Taintor felt it might be appropriate to put a couple of short sections of barrier or fencing where the jog is to make sure people don't walk across into the driveway or the parking spaces. They could add a small detail to the plans.

Mr. Taintor asked if they plan on striping the bus loading area. There is a diagonal striping on the bus loading area and a dashed outline of the two loading spaces. Will they designate those on the pavement or are they just showing it on the plan. Mr. Lorden confirmed those are imaginary lines to show where the bus loading will be.

Mr. Cracknell asked what happens with the raised cross walk. Mr. Lorden stated it feathers down. Mr. Cracknell noted that the rear wheel of the last two cars will be raised 3". Mr. Lorden confirmed when they get into some fine grading and detail they can feather it out so that it is not a sharp 3" and will blend into the grade beyond it.

Deputy Fire Chief Roediger noted they relocated the hydrant on the west side. He asked that they move that further northeast in the grass area to the right hand side of the building so it is more accessible to the sprinkler hookup.

Mr. Britz referred to the Drainage Analysis was looking at the flow on all stormwater on the site and it looks like their post-development is a lot lower in every storm and asked if all goes to the back corner, exits the site and ends up in a detention pond on an abutting property. He asked Mr. Lorden if they have checked the status of that detention pond and confirmed that it can handle the flow. Mr. Lorden stated they have not but they are reducing their peak flow as well as their overall volume. If it is operating now then it should be operating at post-construction. Mr. Britz asked if these figures are based on a fully constructed Yoken's site. Mr. Lorden stated it was a drainage analysis of just their site. Mr. Desfosses stated the detention pond has been handling it for 30 years but it needs some help. They have a drainage easement to it but he just wants to make sure there is no sediment in the water going to the pond. Both sites are using underground storage and infiltration which is why both sides have reduced their peak numbers. In any case, it will be better than it is today.

Mr. Rice asked if the existing drainage easement has a maintenance provision in it. Mr. Desfosses knew there was an original construction easement around it but did not read the deed. Mr. Lorden indicated he has the deed and will look to see if there is a maintenance agreement as part of it. Mr. Rice felt if there is an existing easement and maintenance agreement it may be necessary to exercise that and get it cleaned up as part of this job so that it will function for another 30 years. Mr. Desfosses also noted that their sewer goes through the same easement and is fully treated. The whole area needs to be cut out so they can start over.

Mr. Taintor asked if the two parking spaces to the right of the building in the front are the only spaces that have wheelstops. Mr. Lorden explained if someone were to pull forward with their wheels they could overhang the sidewalk. The other accessible spots have bollard mounted signs to prevent a car from going over.

Mr. Taintor referred to the crosswalk crossing the speed table on the driveway and then crossing the island and then coming to another speed table in the parking lot and noted that the speed table is 3" high and the curb is 6" high. Mr. Lorden confirmed they will keep everything flush and there will not be a ramp once they are on the speed table. The curbs themselves will have to ramp down from 6" reveal to 3" reveal. Mr. Taintor requested a detail showing that.

Mr. Desfosses had some comments. They are showing the 10' radius with a high curb but that will be hard to construct so he recommended squaring it off behind the trucks. He thinks that entire easement area has never been maintained and he's still looking for a swale design including cutting all of the trees in the easement area including the trees that have grown over the sewer line. He is still looking for a design for the outfall for this site as well as the Yokens site. They responded to all of his drainage concerns this morning and he will look for a final drainage plan from him. Mr. Lorden said they were thinking of a typical cross section for the swales and they could meet on the site to determine the limits and how far back they need to bring it. Mr. Desfosses stated they need to deal with the water going down the hill until you get to a flat area and the energy has dissipated. That whole area has never being maintained once so it is in desperate need of some TLC. Mr. Desfosses stated they will need easements as part of the sidewalk on the splitter island on the north driveway is shown on private property, along with the tip downs. He recommended that they move light type C on the back of the truck loading area back from the curb line at least 10 -12' or it will become a victim. There is no chart on the lighting plan showing the average foot candle and other information that they also look like. Mr. Lorden stated it is underneath the luminaire schedule on Sheet C-7.

Mr. Desfosses indicated he will forward the drainage information as discussed with Mr. Lorden yesterday to the Planning Department.

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. Desfosses made a motion to recommend Site Plan approval with stipulations. Deputy Fire Chief Roediger seconded the motion.

Mr. Desfosses requested that a final drainage plan be provided, including the swale plan, an Easement Cutting plan with a full cut out for the existing utilities.

Deputy Fire Chief Roediger requested that the hydrant be relocated on the west side.

Mr. Taintor requested that they show a detail on the crosswalk transitions on both sides of the island and to add some landscaping or fencing to direct pedestrians towards the two crosswalks. He also requested the curbing change behind the trucks for the 10' radius.

Mr. Taintor reminded Mr. Lorden that they will need to request waivers for the two driveways from the Planning Board.

Lastly, all easements must be approved by the City Attorney and Planning Department prior to issuance of a building permit and that there be a CMMP which will be coordinated with the adjacent property located at 1390 Lafayette Road.

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

1. A final drainage plan shall be provided for review and approval by David Desfosses prior to the Planning Board meeting. The drainage plan shall include the cutting of all trees in the drainage easement area including trees that have grown over the existing sewer line.
2. The site plan shall show easements at the northerly driveway for the sidewalk on the splitter island and the tip-downs.
3. The fire hydrant on the west side of the lot shall be moved further northeast to the grass area on the west side of the building, so that it is more accessible to the sprinkler hookup.
4. A detail shall be added for the crosswalk transition on both sides of the island, with some added landscaping and/or fencing to direct pedestrians towards the two crosswalks.
5. The 20' radius curb behind the truck parking area shall be squared off.
6. All easements shall be reviewed and approved by the City Attorney and the Planning Department prior to the issuance of a building permit.
7. A Construction Management and Mitigation Plan (CMMP) shall be coordinated with the adjacent property (1390 Lafayette Road).

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B. The application of **100 International, LLC, Applicant**, for property located at **100 International Drive**, requesting Amended Site Plan Approval for the addition of 45 parking spaces adjacent to the existing parking lot, a 150' long grass lined treatment swale and any other associated site improvements. Said property is shown on Assessor Map 306 as Lot 2 and lies within the Pease Industrial Zone.

The Chair read the notice into the record.

**SPEAKING TO THE APPLICATION:**

Shawn Tobey, of Hoyle Tanner Associates, presented on behalf of the applicant. Mr. Tobey advised the Committee that the existing site is 13.82 acres which contains a 113,000 s.f. office building and 333 parking spaces. There is a new tenant coming in which will take up 24,000 s.f. of office space and they will need additional parking. As part of this project, they are proposing 45 new parking spaces for a total of 378 parking spaces. After the owners add the new tenant the building will be 98% full so no further parking will be required. The proposed parking will have sloped granite curbing. They will

continue the sidewalk from International Drive and extend it to the new parking area. The existing building has a bike rack so they won't be adding another. The existing parking which is shown in the crosshatch will be added as it was never finished from the previous construction. They will have one more handicapped parking space.

For landscaping, there is an existing grass berm between the new parking and International Drive. The existing trees being effected by the expansion will be relocated outside of the new parking area and will be saved. They are also adding 10 new trees on the landscaped berm as well as on the other side of the treatment swale. Regarding drainage, there was a previous AOT done on the site so they will go back and amend and get a new permit. To treat the new water they will install a 150' long grass treatment swale that will meet the water quality flow and is shown at Detail 3 on Sheet C-8. The swale will also have a crushed stone underneath it for infiltration to provide the ground water recharge which will continue on to the existing pond. During construction they will use silt fence and inlet protection to maintain the site and prevent sediment from going into the wetlands. The existing poles will be relocated into the landscaped island between the existing parking and the new parking and they will add three additional luminaries for additional coverage.

Mr. Taintor referred to the two letters which were submitted. One is about the site plan and the other is a punch list of items which he does not know the background of. Mr. Tobey confirmed the punch list were outstanding items from when the back portion of the building was constructed.

Michael Mates, of the Pease Development Authority, stated that the outstanding punch list letter is regarding previous items not completed from the last approval. They are still holding a bond and will not release the bond until those items are addressed. There are no other issues other than the punch list.

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. Desfosses made a motion to recommend site plan approval with stipulations. Mr. Rice seconded the motion.

Mr. Desfosses commented that they need to reconstruct the sidewalk to show the tip downs being where the new unloading areas are for the new handicapped spaces in the back of the building. Mr. Tobey explained it tips down and is flush all the way across with wheel stops. There is a detail showing that. Mr. Desfosses requested that the wheel stops be shown on the site plan so that it is clear where they go.

Mr. Desfosses noted in the parking lot itself, in the area of the northeast corner of the parking lot, they are showing the slightest of back up areas for the space that is furthest away from the building. That should be extended at least another 12' to provide a place to put snow or they will encourage the plow operator to drive on the lawn to get rid of the snow. They should extend the new pavement and slope it up. They should be providing a paved apron at a fairly steep grade for a couple of feet to encourage water to fall off the pavement before it freezes. Mr. Desfosses indicated he is not usually a big fan of this type of drainage because of the issues it can cause with heavy snow packed, however, he understands the concerns of the wetlands nearby. Therefore he asked for a paved apron coming down so that the water can evacuate the pavement before it freezes up, that would alleviate his concerns. His

final comments was in the middle of the swale there is a 58 contour that is wrapping around and they should be showing spot grades on top of the berm so that it is clear to the contractor when he is constructing the swale what the cross section should look like so that there is not short circuiting of the water across the swale area.

Mr. Brtiz asked for clarification on the tree plantings. The table says there are 4 elms where there are 8 elms being added. It is the same with the maple trees. Mr. Tobey explained that there are trees in the island that will be relocated so not all of the trees are new. Mr. Taintor confirmed that there are four relocated trees and 4 new trees but only the new trees are shown on the table. Mr. Tobey stated he would double check that information.

Mr. Taintor indicated they would take Mr. Desfosses' points as stipulations.

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

1. The sidewalk shall be reconstructed in the back of the building, showing the tip downs for the accessible spaces.
2. Wheel stops shall be shown on the site plan (Sheet C-4).
3. The back up area in the northeast corner of the parking lot shall be extended at least 12' to provide room for snow storage.
4. A paved apron shall be added at the end of the new pavement to allow water to drain from the pavement before it freezes.
5. Spot grades shall be shown on top of the berm in the middle of the swale where there is a 58 foot contour.
6. The applicant shall review the tree planting table to ensure it's accuracy.

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**III. ADJOURNMENT** was had at approximately 3:00 pm.

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Respectfully submitted,

Jane M. Shouse  
Administrative Assistant