

ACTION SHEET

**SITE PLAN REVIEW TECHNICAL ADVISORY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE**

**CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

2:00 PM

JANUARY 30, 2018

MEMBERS PRESENT: Juliet Walker, Chairperson, Planner Director; Peter Britz, Environmental Planner; Nicholas Cracknell, Principal Planner; David Desfosses, Engineering Technician; Ray Pezzullo, Assistant City Engineer; Eric Eby, Parking and Transportation Engineer; Patrick Howe, Fire Department. Robert Marsilio, Chief Building Inspector

MEMBERS ABSENT:

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I. OLD BUSINESS

A. The application of **Thirty Maplewood, LLC, Owner**, for property located at **46-64 Maplewood Avenue** (previously 30 Maplewood Avenue), requesting Site Plan Approval for a proposed 5-story mixed-use building with a footprint of 17,410 ± s.f. and gross floor area of 53,245 ± s.f., including 22 dwelling units and 13,745 ± s.f. of retail use, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 125 as Lot 2A and lies within Character District 4 (CD4), the Downtown Overlay District (DOD) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.)

Voted to **recommend Site Review approval** with the following stipulations:

1. Prior to submission for Planning Board, add additional information to the plans as noted by TAC including:
 - a. Update Detail H, Sheet D2 to reflect the Pinehall 4"x8" standard.
 - b. Revise L-3 Landscape Plan to include detail specifications for granite banding in the sidewalk.
 - c. Show brick sidewalk on Deer Street and Bridge Street to be constructed as part of this site plan approval.
 - d. Revise note on snow removal and clarifications in the easement agreement on responsibilities. Reference to snow storage being removed off-site will not be stored on City property.
 - e. Sewer pipe connections shall be revised to show 8" pipes with the exception of the grease trap which will be adjusted to a slope of 0.01 ft./ft.
 - f. Water meter locations shall be relocated to the sprinkler room, which will be a heated space.
 - g. Add a note that the elevator sump is to be watertight.
 - h. Remove 6" CI gas line from plan as it is out of service.

- i. The Tideflex valve shall be relocated to the outlet of DMH1 and an inside pipe friction mounted valve shall be specified.
 - j. Proposed grade marks shall be removed from the pavement on Deer and Bridge St.
 - k. The detail for handholes in the City sidewalk shall be updated as specified.
 - l. The detail for the thrust block behind hydrant shall be updated as specified.
 - m. The drawing should reflect grease trap structures capable of H2O loading.
 - n. On Sheet C5, show the approximate location of the power for the traffic signal cabinet to 2' off the curb line directly next to the gas line.
2. Architectural plans shall be reviewed and approved by the Fire Department prior to Planning Board review for regulations regarding remoteness measurements for the lower level mercantile space. Please provide verification that this has occurred.
 3. A third party inspection shall be required on all constructed improvements exterior to the building.
 4. Additional details on solid waste management and proposed plan for future tenants shall be provided prior to Planning Board review.
 5. Approval of this project shall be subject to the successful blockage of all groundwater from entering the drainage system. Any additional drainage/dewatering shall require amended approval.
 6. Final electrical design, including sidewalk clearance where electrical conduit enters the building, shall be reviewed with Eversource and confirmed with the Planning Department prior to the issuance of a building permit.
 7. The contractor shall provide shop drawings for all materials in the ROW for approval by the City prior to construction.
 8. The drainage study shall require further review and approval by DPW prior to Planning Board review.
 9. The Silva Cell detail shall be updated and approved by DPW prior to issuance of a building permit and shall require a third party inspector during construction.
 10. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.

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B. The application of **Goodman Family Real Estate Trust, Owner, and Aroma Joe's Coffee, Applicant**, for property located at **1850 Woodbury Avenue**, requesting Site Plan Review for a 785 ± s.f. restaurant/take-out building and 195 ± s.f. attached patio, with drive thru service and a walk-up window, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 239 as Lot 9 and lies within the General Business (GB) District. (This application was postponed at the January 2, 2018 TAC meeting.)

Voted to **postpone** to the February 27, 2018 Technical Advisory Committee Meeting.

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C. The application of **Islington Commons, LLC, Owner**, for property located at **410, 420, and 430 Islington Street**, requesting Site Plan Review to remodel three existing buildings into 4 units (Building #1 with 1,224 ± s.f. footprint and 2,273± s.f. gross floor area, Building #2 with 948± s.f. footprint and 1,942± s.f. gross floor area, Building #3 with 1,866 ± s.f. footprint and 5,950 ± s.f. gross floor area); and construct 3 duplex buildings and a single dwelling unit for 11 proposed units (Building #4 with 1,085± s.f. footprint and 2,712± s.f. gross floor area, Building #5 with 1,625 ± s.f. footprint and 4,063 ± s.f. gross floor area, Building #6 with 1,750 ± s.f. footprint and 4956 ± s.f. gross floor area, Building #7 with 1,780 ± s.f. footprint and 4,900± s.f. gross floor area), with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 145 as Lots 34, 35 and 36 and lie within the Character District 4-L2 (CD4-L2) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.).

Voted to **recommend Site Plan approval** with the following stipulations:

1. Prior to Planning Board submission, add additional information to the plans as noted by TAC including:
 1. The plans shall reflect that the underground utilities coming from the pole in front of 404 Islington Street shall be run under the sidewalk, a minimum of 3.5' back from the face of the curb and sidewalk shall be repaved after installation.
 2. Building numbers shall be included in the table on Sheet D6 outlining Gross Floor Area and building footprints.
 3. Update Sheet C1 reference to C2 for Zoning requirements.
 4. Plans shall indicate that water, sewer and drain lines are "private".
 5. Size of Islington water main shall be specified for purposes of tie in. Add note to test pit the main to verify size.
 6. Fire hydrant detail should not have a drain hole or any reference to plugging a drain hole, the crushed stone shall be removed from the detail, and detail shall include a thrust block behind the hydrant.
 7. Detail S, Sheet C4 note to be revised to reflect the actual location of the project. A note shall be added that specifies the water main is to be bagged for protection and needs brass wedges in the joints for continuity per City standards.
 8. Sewer manholes shall show solid brick shelves with watertight booted connections and must meet NH DES and City standards.
 9. Add note that third party inspection shall be required on water main, sewer and drainage system construction and repairs to City streets.
 10. References to doghouse drain manholes shall be removed from the plans.
 11. The landscape plan shall be updated to reflect the method for protecting the existing shade trees intended to be preserved.
 12. The snow removal note shall be updated to clarify that it will not be stored on City property.
 13. A note shall be added to outline solid waste removal plans.
2. A revised drainage study shall be reviewed and approved by DPW prior to Planning Board review.
3. A revised vehicle turning template with suggested design changes incorporated shall be reviewed and approved by the Planning Department and DPW prior to Planning Board review.

- 4. The plans shall note that the three new duplexes shall have 13D sprinkler systems.
- 5. The sewer shall be replaced and manhole updated in the area along State Street fronting the proposed development as a condition of Site Plan Review approval. Improvements shall be done in coordination with DPW.
- 6. Draft water access easement shall be submitted prior to Planning Board review. Please contact the Planning Department for a sample template.

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D. The application of **Foundry Place, LLC and Deer Street Associates, Owners**, for property located at **165 Deer Street**, (“Lots 2, 3, 4 & 5), requesting Site Plan Approval for the construction of a 5-story mixed use building (including a hotel, restaurant, and 1st floor parking garage) with a footprint of 22,073 ± s.f. and gross floor area of 104,020 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements to Lots 2, 3, 4 and 5. Said property is shown on Assessor Map 125 as Lot 17 and lies within the CD5 District and the Downtown Overlay District (DOD). (This application was postponed at the January 2, 2018 TAC Meeting)

Voted to **recommend Site Plan approval** with the following stipulations:

- 1. Prior to Planning Board submission, add additional information to the plans as noted by TAC including:
 - 1. The Planting List on Sheet L2 shall be updated to reflect the updated list on drawing SK-L.1. submitted.
 - 2. Signs regarding valet parking shall be updated to reflect TAC specifications and a note shall be added to the site plan that signs require a separate permit.
 - 3. The plans shall be updated to reflect that the 6 proposed wheel stops shall be replaced with bollards.
 - 4. The R3-2 sign shall be updated to reflect a 24"x24" size.
 - 5. The crosswalk striping shall be updated to reflect the City standard.
 - 6. The plans shall note that construction of the deck located in the Deer Street ROW shall require a license.
 - 7. References to snow storage shall be updated to reflect that snow storage removed off-site shall not be stored on City property.
- 2. A revised stormwater management design shall be reviewed by the City’s third party peer reviewer (CMA) and approved by the Planning Department and DPW prior to Planning Board submission.
- 3. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.
- 4. A draft of the sidewalk maintenance agreement between DSA and the City shall be submitted prior to Planning Board review. Please contact the Planning Department for a sample template.
- 5. DSA shall provide a standard surety for Lot 2 work in addition to Lot 3 prior to issuance of a building permit.
- 6. A license shall be required from City Council to allow the outdoor dining area as shown on the plans.
- 7. The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City.

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E. The application of **Wentworth-Douglass Hospital, Applicant**, for property located at **56, 73 and 121 Corporate Drive**, requesting Site Plan Approval for the construction a 2-story, 25,000 ± s.f. medical office building and a 3-story, 60,000 ± s.f., medical office building, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 303 as Lots 4, 5, & 87 and lie within the Pease Airport Business Commercial (ABC) District. (This application was postponed at the January 2, 2018 TAC meeting.)

Voted to **recommend Site Plan approval** with the following stipulations:

1. Applicant shall review the 3” domestic line proposed and confirm if it can be changed to 4” for maintenance purposes.
 2. A note to be added to the plans that installation and construction of sewer, water, and drain lines and concrete sidewalk in the ROW installations will require 3rd party oversight.
 3. Plans to be revised to reflect a yield sign instead of the stop sign on the entrance to Building A.
 4. Plans to be updated to reflect wheel stops removed where curb is proposed and bollards for accessible spaces.
 5. Plans to be updated to show a space designated for turnaround on the long dead end parking aisle behind Building B.
 6. Yield line markings must be accompanied by a YIELD sign on the building A driveway.
 7. Crosswalk line detail to be updated to city standard.
 8. The 2” private water line in the City ROW shall be capped and abandoned at the main.
 9. The City has also reviewed the stormwater and drainage and makes the following recommendations with the understanding that the project will be subject to additional review by the PDA to ensure compliance with the requirements of the Pease stormwater discharge permit as well as NHDES as part of the AOT permit process.
 - a. Updated plans and drainage report should be provided to the City’s Planning Department reflecting the future revisions that were referenced in the January 16, 2018 letter from VHB.
 - b. PDA staff may want to consider having Underwood do a peer review of the revised plans to confirm if all issues raised in the third party review have been addressed
 - c. From the ESHWT elevations provided in Sand Filter Detail (Sht. C-7.1), it appears that the top of the sand filter and/or its filter media is in the groundwater for Sand Filter A & B.
 - d. The developer must obtain sewer and water connection permits from the City. Permits require that complete final design plans must be submitted. Note that several design assumptions that have been made in the current plan set will need to be verified/confirmed by DPW prior to issuing a connection permit.
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II. NEW BUSINESS

A. The application of **DG Bourassa, LLC, Owner**, for property located at **85 Heritage Avenue**, requesting Site Plan Review for the replacement of 4,300 ± s.f. of gravel and broken pavement with new pavement and the addition of 4,170 ± s.f. of new pavement, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 285 as Lot 5 and lies within the Industrial (I) District.

Voted to **recommend Site Plan approval** with the following stipulations:

1. Plans shall note that the Oil/water separator to be cleaned at least once yearly on a set schedule.
2. Rain garden maintenance notes shall be updated to reflect that the diseased vegetation shall be removed.

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B. The application of **Bursaw’s Pantry, LLC, Owner, and Robert and Kathy Dockham, Applicants**, for property located at **3020 Lafayette Road**, requesting Site Plan Review for the conversion of an existing building to a multi-use building, with the following uses: Basement level, 1,980 ± s.f. of gross floor area to be used for storage; 1st floor level, 2,235 ± s.f., of gross floor area for office use; 2nd floor level, 2,026 ± s.f., of gross floor area for two residential units; 3rd floor level, 1,731± s.f., of gross floor area for one residential unit, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 292 as Lot 152 and lies within the Mixed Residential B (MRB) District.

Voted to **recommend Site Plan approval** with the following stipulations:

Prior to Planning Board review:

1. A new tap out into water line on Ocean Road shall be added to the plans for the purpose of fire suppression.
2. Applicant shall provide documentation from NH DOT on the need for an updated driveway permit.
3. Applicant to consider updating architectural elevations to reflect updated dormer design as specified by TAC.
4. Plans to be updated to show a stormwater treatment depression/swale in the area of proposed removed pavement on the site fronting on Ocean Rd.
5. Plans to be updated to include a list of reference plans as required by Site Plan Regulations.
6. Plans to include the note required per Section 2.5.4.2E of the Site Plan Regulations.
7. Location of snow storage areas and/or off-site snow removal should be clarified on the plans and note that snow will not be store on City property.
8. The single exit enclosure from the apartments cannot serve the basement per NFPA 101 – 2015 ed section 30.2.4.5. Updated floorplan to be reviewed and approved by the Fire Department prior to Planning Board review.
9. Plans shall note the existing sidewalk is to be overlaid as part of the Site Plan approval.
10. Plans shall note that any wall within 10' of the property line is to be fire-rated.

Prior to the issuance of a building permit:

- 1.The existing sewer service shall be evaluated/video to determine if its condition is acceptable.

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III. ADJOURNMENT

A motion to adjourn at 4:21 p.m. was made, seconded and passed unanimously.

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Respectfully submitted,

Jane Shouse
 Administrative Assistant
 Planning Department