

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

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

2:00 PM

JULY 2, 2019

MINUTES

MEMBERS PRESENT: Juliet Walker, Chairperson, Planning Director; Peter Britz, Environmental Planner; David Desfosses, Engineering Technician; Peter Stith; Patrick Howe, Fire Department and Robert Marsilia, Chief Building Inspector

MEMBERS ABSENT: Jillian Harris, Planner 1; Eric Eby, Parking and Transportation Engineer

I. APPROVAL OF MINUTES

A. Approval of minutes from the June 4, 2019 Site Plan Review Technical Advisory Committee Meeting.

Mr. Britz moved to approve the minutes from the June 4, 2019 Site Plan Review Technical Advisory Committee Meeting, seconded by Mr. Marsilia. The motion passed unanimously.

II. OLD BUSINESS

A. The application of **Cate Street Development, LLC, Owner**, for property located at **428 Route 1 Bypass, Cate Street, 55 Cate Street, 161 Cate Street and 1 Cate Street**, requesting Site Plan approval for the redevelopment of the properties into a mixed use development, including 22,000 s.f. +/- retail space, 22,000 s.f. +/- office space, 250 residential apartment units; Proposed Residential Building A: 4-stories, 132 units, 24,850 s.f. footprint and 141,885 Gross Floor Area; Proposed Residential Building B: 4-stories, 118 units, 21,350 s.f. footprint and 110,170 Gross Floor Area, and 23 townhouses; Proposed Townhome Buildings A: 8,640 s.f. total footprint and 25,920 Gross Floor Area; Proposed Townhome Buildings B: 11,440 total footprint and 34,320 Gross Floor Area, and 510 parking spaces with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 172 as Lot 1, Map 173 as Lot 2, Map 165 as Lot 2, Map 163 as Lot 33 and Map 163 as Lot 34 and lie within the Gateway Corridor (G1) District. (This application was postponed at the April 30, 2019 TAC meeting.)

SPEAKING TO THE APPLICATION

John Bosen from Bosen & Associates, Rick Lundborne from Fuss and O'Neil, and Gregg Mikolaities from August Consulting spoke to the application. Mr. Bosen commented that this application has been before the Board before and they have seen the plans several times. They

have also been peer reviewed. Mr. Bosen was confident they could address all the outstanding comments. It is understood that this project is not entitled to a parking reduction because it is not on a public transit route. The property is within a quarter of a mile of a transit stop. The Ordinance makes it seem that if it's that close, then it's part of the route. The feedback has always been for less parking and more green space.

Ms. Walker noted that there was a difference between being on a public transit route and in proximity to the route. The applicants can ask the Planning Board for a parking reduction. The calculations need to be updated. The residential is supposed to be part of the parking calculations. Mr. Bosen confirmed that would be updated.

TAC Comments:

- The fire pump room shown on A1.11 still does not have direct access from the exterior of the building.
 - Mr. Lundborne responded that would be updated to show the access.
- Additional comments on roadway design, traffic, and stormwater are pending peer review by the City's Third Party Reviewer (TEC).
 - Mr. Lundborne responded that they were waiting for final comments to respond.
- The traffic study needs to be updated to reflect the new proposed lane usage on the Cate Street connector at the Route 1 Bypass intersection as well as to incorporate the comments provided by the applicant in response to the peer review.
 - Mr. Lundborne confirmed that this would be updated.
- All signs must be in the city layout or on the applicant's property, not on other private property.
 - Mr. Lundborne responded that they would review the sign placement.
- Please provide landscape drainage and surface detail for the snow storage area and pet zone area.
 - Mr. Lundborne responded that it was proposed to be grass. Detail for a dry well ring in the snow storage area could be added to ensure melted snow doesn't run off or in the pond.
- Despite the comment suggesting that this has been modified sheet CS-101 still shows the curbing along the edge of the thin landscape island at the bypass as sloped granite where it should be vertical granite in order to better protect the planting within this thin planting area.
 - Mr. Lundborne responded that they would make sure the notation is updated to vertical granite. Ms. Walker questioned if it should be vertical granite. Mr. Howe questioned how long it was. Mr. Lundborne responded that it was 150-200 feet long. Mr. Desfosses noted that the noses of the island should be slanted. The sides could be vertical. Mr. Howe agreed.
- The planting plans seem to have some inconsistencies where not all street trees are shown on each sheet. For example, IR1.01 shows only three street trees in front of the RESI 2 building whereas sheet L1.02 shows six. Six are preferred.
 - Mr. Lundborne responded this would be updated to be consistent with the plans.
- The shared parking table (per the requirements of Section 10.1112.60) needs to include the residential units.

- Mr. Lundborne responded that this was discussed already.
- This development is not located on an existing public transit route, therefore Section 10.5B82.10 related to a reduction in off-street parking requirements does not apply.
 - Mr. Lundborne responded that this was discussed already.
- Where private property abuts proposed all-season paved public ROWs, the City will require a snow storage easement 5' from the edge of the ROW line.
 - Mr. Lundborne responded that this would be provided.
- Comment #2 on Table A is not sufficient. Any proposed easement plans need to be in final format prior to PB review.
 - Mr. Lundborne responded that they were working with the surveyor to produce a Subdivision Plan and Easement Plan. Ms. Walker commented that the easements should be outlined so the Planning Board has an understanding of the easements and the impact to the City. It should be laid out as close to the final placement as possible. Mr. Lundborne responded that they are working with the surveyor to make it happen. Ms. Walker noted that the future snow storage easement could just be a note.
- Sheet CN001
 - Jim Tow is the Water Sewer Contact 766-1426
 - Dave Desfosses is Road, Materials and Signal Contact 766-1411
 - Eric Eby is Traffic Contact 766-1415
 - Add note that all materials shall be approved by the Department of Public Works
 - Mr. Lundborne responded that this would be incorporated into the Road Plans.
- CG104
 - Move CB at 16+50 to new curb line
 - Mr. Lundborne responded that this has been updated.
- CU101
 - SMH 7 will need to be a 5' diameter structure
 - Maintain 10' of horizontal clearance from the water main to the signal mast arm
 - Mr. Lundborne agreed.
- CU104
 - Show the existing sewer exiting SMH 1 so it is clear that proposed meets existing grade.
 - Mr. Lundborne agreed.
- CU107
 - Water main connection in Cottage St shall remain under pavement, do not run under sidewalk.
 - Mr. Lundborne responded that a note would be added.
 - Add note in Cottage St intersection area that any extraneous services are to be permanently discontinued as determined by Portsmouth Water
 - Mr. Lundborne agreed.
 - Add a note to replace signal loops as necessary within 1 week of disturbance
 - Mr. Lundborne agreed. Mr. Desfosses clarified that the comment was specific to Cottage St.
 - Note that any water lines installed under guard rail shall be 3' deeper than post depth

- Mr. Lundborne agreed. They will work to coordinate the location.
- CD510
 - No concrete grade rings are to be used to raise frames to grade
 - Mr. Lundborne agreed.
 - Sewer manhole covers will be provided by Portsmouth Water
 - Mr. Lundborne agreed.
 - CB hoods shall be Eliminator by Kleanstream
 - Mr. Lundborne agreed.
- CD511
 - Specify topsoil loam to be sandy loam, provide actual detailed specification
 - Mr. Lundborne responded this would be added.
- CD513
 - Specify removable fasteners for top grate of outlet structure
 - Mr. Lundborne responded that this would be added.
- CD520
 - Water main detail, Water mains shall be constructed using Portsmouth Standards
 - Mr. Lundborne agreed.
 - Gas depth should be no deeper than 3' unless in a special situation
 - Mr. Lundborne agreed.
 - Add, 5' maximum depth to all duct banks
 - Mr. Lundborne agreed.
 - Street lighting and communications conduit can be 24" depth
 - Mr. Lundborne responded that this would be revised.
 - No concrete needed or desired for duct banks except around primary voltage electricity
 - Mr. Lundborne agreed.
 - Fire Hydrant detail, Hydrant and Valves to be 'open right (clockwise)'
 - Mr. Lundborne agreed.
- CD530
 - Use NH State Standard Details
 - Mr. Lundborne agreed.
- CD531
 - Any sewer services entering mains larger than 12" shall use 'insterta tees' in lieu of wyes
 - Mr. Lundborne agreed.
- CD550
 - Pavement mix designs in the ROW to be approved by the Department of Public Works
 - Mr. Lundborne agreed.
 - No wire shall be used in concrete sidewalks. Use 4000PSI with fiber
 - Mr. Desfosses clarified that this comment was for the sidewalk in the right of way. Mr. Lundborne agreed.
 - 3" bituminous path, use two lifts of asphalt, mix design approved by Department
 - Mr. Lundborne responded that this would be revised. Ms. Walker clarified that this was for anywhere on City property.

- Truncated domes shall be cast iron and in shape and configuration approved by the Department
 - Mr. Lundborne agreed.
- L1.01
 - All landscaping will be installed per Department standards. A pre-planting meeting will be held. Contact Corin Hallowell 766-1329
 - Mr. Lundborne responded that a note would be added.

Mr. Desfosses noted that the Utility Plan should show regulated soils on them, so it's clear where they are. The ledge profiles should be shown on the sewer profiles. Mr. Lundborne confirmed that would be updated.

Mr. Howe requested clarification on the road details. Mr. Lundborne responded that there would be one mountable island in the intersection with Bartlett St. The narrowest part of the roadway is 24 feet.

Ms. Walker noted that there would be additional comments provided from the peer reviewers. The subdivision application still needed to be completed, and that will come to a TAC meeting for a subdivision approval. Ms. Walker commented that it would be best to see the final plan set at TAC to review the incorporated peer review and comments. It's a complex project with many iterations. The more detail that is provided the easier it will be for the Planning Board to review it.

Mr. Lundborne provided a brief overview of the proposed subdivision. The City has a 1.2 acre parcel of land that would be merged with the applicant's land. 3.14 acres would be deeded to the City for the right of way. There would be an additioanl 3 parcels. The first would be 2.91 acres of commercial development. The second 6.06 acres for apartments and the last 1.20 acres for townhouses. There are sewer easements on the back of Parcel B and up to the manhole. The rest of the utliites would be moved into the right of way. There would be improved service to the old Kia Dealership. There would be new domestic service to the U-Haul.

Mr. Howe questioned how would they would deal with access. Mr. Lundborne responded that there would be cross easements for access. Mr. Howe questioned if there would be an easement for vehicular traffic to prevent changes that would prevent fire trucks from getting from lot to lot. Mr. Lundborne confirmed that could be incorporated into the language.

PUBLIC HEARING

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

DISCUSSION AND DECISION OF THE BOARD

Mr. Britz moved to **postpone** this item until the July 30, 2019 TAC meeting, seconded by Mr. Desfosses.

Mr. Howe commented that if there was a change in the parking that would effect the turning templates, then he would need to see it. Mr. Lundborne confirmed that would be included.

The motion passed unanimously.

B. The application of **Arbor View & The Pines, LLC**, Owner, for property located at **145 Lang Road** requesting Amended Site Plan Review approval to construct two (2) three-story multi-family buildings and associated site improvements, grading, utilities, stormwater management and landscape improvements. Said property is shown on Assessor Map 287 as Lot 1 and lies within the Garden Apartment/Mobile Home Park (GA/MH) District. (This application was postponed at the June 4, 2019 TAC meeting.)

SPEAKING TO THE APPLICATION

Corey Belden from Altus Engineering, Eric Weinrieb from Altus Engineering, Mark Giani from McHenry Architecture, and Anderson Hubert spoke to the application. The proposal is for two new multi-family apartment buildings at the Arbor View Properties. It is a 35.5 acre lot, which drains to the south. This application has received zoning relief for increased density. There will be 41 new units because one unit above the maintenance room will be removed. Mr. Belden met with the Conservation Commission to discuss the drainage outlet. The proposal is to replace the storm drain line. The original proposal was to replace the 18-inch corrugated metal pipe with a 15-inch HDPE pipe because that would be the same flow capacity. However, because of increased storm events the new proposal is to replace it with an 18-inch HDPE pipe.

Mr. Britz requested clarification on the size change. Mr. Desfosses responded that storms are getting bigger, so it may not make sense to keep the same capacity. Mr. Britz questioned if this had to go back to the Conservation Commission. Mr. Belden responded that they will monitor for erosion for a year. It would not change they velocities and the runoff going into the pipe will be reduced. Mr. Britz responded that it doesn't sound like it needs to go back to the Conservation Commission as long as the velocities don't change and the erosion is monitored. Mr. Desfosses added that the swale would limit the velocity change too.

Mr. Belden commented that there are existing utliites on site. There will be easements for maintenance access. There is a proposal to construct a new sewer pump station. They will coordinate a meeting with DPW to go over the pump station design. Mr. Desfosses noted that the City Engineer Office reviews that. Mr. Belden commented that a new transformer will be added to feed the new buildings. They are already coordinating with Unitil and Eversource. The dumpsters will be located near the maintenance building and there will be a sidewalk connection to allow access. The fire truck turning movements have been provided. There will be two rain gardens and a porous parking area to reduce peak flows. The lighting plan provided is dark sky compliant. One of the conditions from the Conservation Commission was to not allow snow removal in the buffer. That will be incorporated into the notes in the plan.

TAC Comments:

- The existing speed bump at the location of the proposed driveway should be relocated away from the intersection.
 - Mr. Belden responded that this would be removed.
- The existing parking spaces next to the proposed driveways will block sight lines from the driveways. There should be a minimum of 20 feet between the last parking space and each driveway.
 - Mr. Belden responded that they would double check the distance. One parking stall may need to be removed.
- Use tapping sleeve connections if possible for fire service connections to existing main
 - Mr. Belden confirmed this would be provided.
- Explain why outfall pipe size is being reduced
 - Mr. Belden responded that this was discussed.
- Pump station design to be approved by the Department of Public Works
 - Mr. Belden agreed.
- Maintenance plan report for permeable pavers shall be reported annually showing cleaning actually occurs
 - Mr. Belden agreed. Ms. Walker added that this could be added as a condition of approval.
- Do not run pump station electricity under permeable paver section
 - Mr. Belden agreed.
- City will require a blanket easement across entire property for water valve access and leak detection
 - Mr. Belden agreed.
- Please provide a response related to the comments raised by the Planning Board regarding considerations for increasing access to green space for new and existing residents of this development
 - Mr. Belden responded that there was a preliminary consultation and one comment was to provide additional green space. There may be an opportunity to provide green space and recreation areas on site or on the adjacent lot.

Mr. Britz commented that the lower end recreation area would all be in the wetland buffer. Mr. Belden confirmed it was the buffer. Ms. Walker commented that the green space should be added to break up the parking if possible.

Ms. Walker commented that they have to vet the parking demand analysis through TAC, and talk through the relief needed. Mr. Belden responded that they had prepared a parking demand analysis that reviewed the existing site with 329 parking stalls on site. There are 145 existing units, which equates to 2.07 stalls per unit. There is an additional 29 stalls for visitor parking. All units are 2 bedrooms and each owner is allotted 2 spaces per unit. The lot is pretty close to capacity.

Ms. Walker questioned if there were permits for parking. Mr. Hubert responded that every apartment gets 2 parking spaces and they tell them where they are. The majority of residences need 2 cars, and some people have 3 cars. Ms. Walker noted that the comments from the Planning Board support measures to reduce the parking demand. The CUP request is to exceed the maximum that is allowed. Anything related to the management of existing parking spaces

that can be presented to the Planning Board would be helpful. Limiting to two cars per two-bedroom apartments would be good. Mr. Hubert responded that the people who have 3 cars are a couple with a roommate. The parking could be managed better; moving stalls would be a hardship for residents. There is no other place to put them. Mr. Belden added that the proposal would add 41 units and 38 parking stalls. That will result in an overall reduction 1.75 stalls per unit.

Mr. Howe questioned if the lofts met the requirements for a mezzanine. Mr. Giani confirmed they did. Mr. Hubert added that they might make them a third bedroom instead of a loft. Mr. Howe clarified that there would be no mezzanine if that was the case. Mr. Hubert confirmed that was correct.

PUBLIC HEARING

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

DISCUSSION AND DECISION OF THE BOARD

Mr. Britz moved to **recommend approval** to the Planning Board, seconded by Mr. Desfosses with the following stipulations to be completed prior to review by the Board:

1. The existing speed bump at the location of the proposed driveway should be relocated away from the intersection.
2. Adjust existing parking spaces next to the proposed driveways to maintain a minimum of 20 feet between the last parking space and each driveway to ensure adequate sight lines.
3. Use tapping sleeve connections for fire service connections to existing main.
4. Outfall pipe size shall be maintained as it currently exists.
5. Do not run pump station electricity under permeable paver section.
6. Update the drainage report to include revisions.

The following to be included as stipulations of Planning Board approval:

1. Pump station design shall be reviewed and approved by the Department of Public Works.
2. A status report on the maintenance of the permeable pavers shall be provided to the Planning Department annually to confirm cleaning actually occurs.
3. City will require a blanket easement across entire property for water valve access and leak detection.

The motion passed unanimously.

II. NEW BUSINESS

A. The application of **Michael De La Cruz, Owner** for property located at **63 Congress Street** requesting Site Plan approval to convert an existing basement and driveway into a small residential parking garage with a gross floor area of approximately 15,000 square feet. Said

property is shown on Assessor Map 117 as Lot 5 and lies within the Character District 5 (CD5) District. LU 19-128.

SPEAKING TO THE APPLICATION

Michael De La Cruz spoke to the application. Mr. De La Cruz responded to comments from the TAC work session. One comment was to check with the NFPA about whether an elevator was required. Mr. De La Cruz spoke with Phil Sherman who said it is not required in the building and life safety code. Mr. Marsilia requested a copy of that response. Mr. Marsilia suggested using a Kohler generator because it was simpler to use than a battery backup. Mr. Marsilia questioned where it would be located. Mr. De La Cruz responded that it would either be in the basement or in the alley.

TAC Comments:

- Reference to Zoning on Site Plan is out of date. Property is zoned CD5 and dimensional requirements should be updated.
 - Mr. De La Cruz confirmed that would be updated.
- Parking requirements and spaces provided should be included on the site plan and any variances listed.
 - Mr. De La Cruz confirmed that would be included.
- The so-called “jockey spaces” should not be mentioned in the approval as they are no longer shown on the site plans. If they are added later they would require a variance.
 - Mr. De La Cruz agreed.
- The fresh air events, new wall opening and the potential generator will require HDC review and approval.
 - Mr. De La Cruz agreed.
- Given the increase in intensity for the solid waste removal are there any issues with the outdoor storage and removal of so many bins along the Vaughan Mall?
 - Mr. De La Cruz responded that it was not shown on this plan but is on the Site Plan. The long row of totes were theoretical positions. They are not all needed. They can’t put in any more dumpsters because they can’t fit. Mr. Howe questioned if they would maintain an egress with the totes. Mr. De La Cruz responded that 3.5 to 4 feet would be maintained.
- The circulation plan should make clear where any existing or proposed columns are located as it would appear some are located within the proposed driveway area.
 - Mr. De La Cruz responded that the columns don’t interfere with the 12-foot wide travel line. Ms. Walker commented that the plan should show the distance between column lanes. Mr. De La Cruz confirmed that would be updated.
- Show lot line in common with 154 Fleet
 - Mr. De La Cruz responded that the original historic boundaries are where the buildings are. The historic boundaries to the properties go foundation to foundation.
- The driveway connection in Fleet St ROW must be built to DPW standards
 - Mr. De La Cruz agreed.

PUBLIC HEARING

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

DISCUSSION AND DECISION OF THE BOARD

Mr. Marsilia moved to **recommend approval** to the Planning Board, seconded by Mr. Britz with the following stipulations to be completed prior to review by the Board:

1. Update reference to zoning requirements on the Site Plan, property is located in the CD5 District and dimensional requirements should be updated.
2. Parking requirements and spaces provided should be included on the site plan and any variances listed.
3. Reference to the so-called “jockey spaces” should be removed from the narrative.
4. Indicate in narrative that the fresh air events, new wall opening and the potential generator will require Historic District Commission review and approval.
5. Reduce the number of storage bins shown on the site plan along the access way Vaughan Mall and make sure there is a clear egress path maintained in that location.
6. The circulation plan should confirm the width of the unobstructed travel lane in those locations where a column is located in the driveway.
7. Show lot line in common with 154 Fleet.
8. Add notes to plans that the driveway connection in Fleet St ROW must be built to DPW standards.

The motion passed unanimously.

B. The application of **2219 Lafayette Road, LLC, Owner** and **MSC a division of TFMoran, Inc., Applicant** for property located at **2219 Lafayette Road** requesting Site Plan approval for the construction of a 5,438 square foot addition to an existing car dealership and related changes to the parking and display areas with associated landscaping, drainage, and other site improvements. Said property is shown on Assessor Map 272 as Lot 1 and lies within the Gateway Neighborhood Mixed Use Corridor (G1) and the Single Residence A (SRA) Districts. LU 19-84.

SPEAKING TO THE APPLICATION

Christopher Rice with TF Moran spoke to the application. The proposal is for the existing Acura dealership to construct 4 additions. The total of the additions will amount to a 6,900 square foot increase. They will be used for additional display areas and parts storage. There are 67 parking spaces proposed. A variance was required to restripe the spaces to 18 feet deep instead of the 19 feet that is required. The traffic study showed that there would be minimal impact. There is a drainage memorandum that shows no increase in impervious surfaces. The NHDOT was contacted for the driveway permit needed. They are currently awaiting their response. The site will be open during construction and a life safety plan is required. Mr. Marsilia noted that if the

construction were phased then the life safety plan would have to be broken down for each phase. Ms. Walker requested that they verify the square footage of the additions because it is listed differently in the application. Mr. Rice noted that the addition would be attached to the existing building. They will all have new foundations. The turning movements have been revised using the new fire truck. The Fire Department asked about adding a fire hydrant and a proposed fire hydrant is shown on the island. Mr. Desfosses commented that the additional lines on the site should be added on to the existing conditions. Mr. Rice responded that two lines were detected, but the sizes could not be determined. A note will be added to the plan that the contractors will investigate and see if there are any big discrepancies. The plan is to add the hydrant as long as the line is 8 inches or larger. There will be a 12-foot easement on the frontage and a multi-use path. Mr. Rice met with Mr. Desfosses on site to review the existing drainage facilities. Grass and trees will be planted to the DPW specifications. The lighting plan was updated.

TAC Comments:

- Owner telephone number and signature should be added to Sheet C-01 with other required Owner information (Section 2.5.3.1D)
 - Mr. Rice agreed.
- Utility contact info should be added to Sheet C-07 (Section 2.5.3.1H)
 - Mr. Rice agreed.
- Application Checklist lists Note 20 on Sheet C-03 as the required note per Section 2.5.4.2E. The Notes and Checklist should be updated to correct this to Note 21.
 - Mr. Rice responded that this would be clarified.
- Subdivision Application Checklist notes that the required landscaping notes (Section 2.13.4) are on Sheet C-05, Site Note 1 & 2. Checklist should be updated as these notes are listed on Sheet C-08.
 - Mr. Rice responded that this would be updated.
- Open Space coverage and calculation should be provided on Sheet C-05 and noted in the Site Plan Application Checklist. See Article 15 for Open Space definition.
 - Mr. Rice responded that this would be added.
- Truck movement template shown on sheet C-13 is based on a generic fire truck. Should be using PFD Tower 5 specifically. I have provided the necessary information to the designer via e-mail.
 - Mr. Rice responded that the updated plan showed this.
- Landscape plans call for planting of Canadian Hemlock. Please confirm this is available and resistant to Woolly Adelgid infestation or select an alternate species.
 - Mr. Rice responded that this was changed to white firs.
- To improve the appearance, function and safety of the display area in front of the building consideration should be given to texturing the pavement. Potential customer will be milling about in this area so it needs to be clear to motorists that this display area is something to be careful when passing. Stamped asphalt would suffice.
 - Mr. Rice responded that the display area would be concrete and it would be regular pavement after that.
- Highlight or otherwise show that the note regarding the cleanup of the stormwater area applies to the whole thing. Also revise the wording to 'shall' from the currently stated 'should'.

- Mr. Rice responded that would be updated.
- Add language on the plan that the stormwater areas shall be maintained twice a year (July and November). This includes trash pickup and mowing of all vegetation.
 - Mr. Rice confirmed that was added.
- Plan shows a 12x6 tee for hydrant, and we seriously doubt there is a 12” pipe there. Determine pipe size and fix note using a tapping sleeve and valve system. The pipe should be relocated in its entirety in the area under the building. The fire department must be notified during the water pipe construction that the fire suppression system is off.
 - Mr. Rice responded that they would use the tapping sleeve. Mr. Desfosses noted that if it is smaller than 8 inches, then they can’t use the fire service. They will have to come back to TAC because they will have to get more water from Route 1. Mr. Howe noted that if the water line can handle it, then put in the hydrant. The fire hydrant should be in the vicinity of fire connection. Mr. Rice requested clarification on the water line under the building comment. Mr. Desfosses commented that they should not be building new buildings on top of water lines. The water room location should be moved because if water line breaks under the building then it’s a big issue.

Mr. Britz questioned if the spillway and HDPE pipe were they part of the swale. Mr. Desfosses responded that it was a big area that has a ton of invasive species. There is no treatment going on right now.

PUBLIC HEARING

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

DISCUSSION AND DECISION OF THE BOARD

Mr. Britz moved to **recommend approval** to the Planning Board, seconded by Mr. Desfosses with the following stipulations to be completed prior to review by the Board:

1. Owner telephone number and signature should be added to Sheet C-01 with other required Owner information (Section 2.5.3.1D).
2. Utility contact info should be added to Sheet C-07 (Section 2.5.3.1H).
3. Application Checklist lists Note 20 on Sheet C-03 as the required note per Section 2.5.4.2E. The Notes and Checklist should be updated to correct this to Note 21.
4. Application Checklist notes that the required landscaping notes (Section 2.13.4) are on Sheet C-05, Site Note 1 & 2. Checklist should be updated as these notes are listed on Sheet C-08.
5. Open Space coverage and calculation should be provided on Sheet C-05 and noted in the Site Plan Application Checklist. See Article 15 for Open Space definition.
6. Truck movement template should use PFD Tower 5 specifically.
7. Landscape plans call for planting of Canadian hemlock. Please confirm this is available and resistant to Woolly Adelgid infestation or select an alternate species.

8. Highlight or otherwise show that the note regarding the cleanup of the stormwater area applies to the whole project. Also revise the wording to 'shall' from the currently stated 'should'.
9. Add language on the plans that the stormwater areas shall be maintained twice a year (e.g. July and November). This includes trash pickup and mowing of all vegetation.
10. Existing and proposed water lines shall not be located under buildings unless other options are discussed and approved by DPW and the Building Inspection Department.
11. If applicant determines the existing water line is 8" or larger, then a hydrant shall be installed on site. Plans show a 12x6 tee for hydrant, need to determine pipe size and fix note to use a tapping sleeve and valve system.
12. Add note to plans that the fire department must be notified during the water pipe construction that the fire suppression system is off.

The motion passed unanimously.

C. The application of **Noele Clews, Owner** and **Ambit Engineering, Inc., Applicant** for property located at **799 South Street** requesting Preliminary and Final Subdivision approval to subdivide a lot with an area of 76,889 s.f. and 395' of continuous street frontage into three (3) lots as follows: proposed Lot 1 with an area of 9,004 s.f. and 100' of continuous street frontage; proposed Lot 2 with an area of 58,885 s.f. and 95' of continuous street frontage; and proposed Lot 3 with an area of 9,000 s.f. and 100' of continuous street frontage. Said property is located on Assessor Map 132 as Lot 24 and lies within the General Residence A (GRA) District. LU 19-32.

SPEAKING TO THE APPLICATION

John Chagnon and Doug Larosa from Ambit Engineering and Bernie Pelech spoke to the application. Mr. Chagnon commented that the project was to subdivide an existing lot into 3 parcels. The Subdivision Plan shows 300 feet of frontage on South St. The middle lot was granted a variance for having less than 100 feet of frontage. The middle lot will have the existing house. The lots on either side will be created for single-family dwellings. There will be no construction in the wetland or buffer. The test pits and results were included in the plan. Lot 1 will have a sewer connection on South St. The water service will be reused from the existing building. There will be a utility pole placed on the east side of Pinehurst Road to feed Lot 1 and Lot 2. The transformer will be placed on Lot 2. Lot 1 has existing gas service. There will be cross easements. Lot 2 will run water and gas from South St. The sewer runs out the back side of the building on Lot 3 and there will be overhead electrical service. The driveway plan shows a proposed 2 driveways to service the three lots. Lot 2 and 3 would share a driveway. At the TAC work session a conceptual design of the houses and drainage was requested, so that is included.

TAC Comments:

- Will the grass pave panel shown on the "Fire Truck Turning Plan" be readily apparent that it is a drivable surface? Will this be maintained (ie snow removal etc.)?

- Mr. Chagnon responded that it is a drivable surface. The intent was to keep the curb appeal. It could be changed to gravel pave sand. Mr. Howe noted that the lawn wouldn't be clear enough, and it should be changed to gravel. The fire turning plan should show the residential cars parked. Mr. Howe questioned if the new houses would be sprinkled. Mr. Chagnon confirmed that was correct.
- The sight distances shown on the plan do not match what City measured in the field. For the critical sight line looking right from the proposed Lot 1 Drive, City staff measured 160 feet, where the plan has 226 feet. 221 feet is required. For stopping sight distance, a driver's eye height of 3.5 feet and an object height of 2 feet are used. The sight distances in both directions at each driveway should be verified on a profile plan of the roadway.
 - Mr. Chagnon responded that the sight distances are the standard sight distances. Ms. Walker commented that the sight distance should be verified on the roadway profile plan. Mr. Chagnon confirmed that would be updated, and he would follow up on Mr. Eby.
- The utility plan shows that 10 mature trees are to be removed while the grading plan shows 9 and the driveway plan shows none. Additionally, it would appear that the utility plan shows that additional trees will need removal due to the installation of underground electric, water service and gas lines. Thus, it would appear that only two mature trees will remain in addition to the trees located within 15 feet of the aide property lines. The plans should be clear and consistent.
 - Mr. Chagnon confirmed that was corrected.
- Every effort should be made to preserve existing mature trees.
 - Mr. Chagnon responded that they wanted to preserve the trees.
- Given the scope of work along the frontage consideration should be given to replace the full sidewalk in front of the property.
 - Mr. Chagnon responded that they proposed to update the plan to show a 5-foot concrete sidewalk to replace what's there.
- The utility pole on the front of the property is not shown in the agreed upon spot. Relocate the pole on the plan to the spot approved by the City.
 - Mr. Chagnon responded that it was moved to a spot picked by the City and Eversource
- Construction of utilities and driveways shall impact the sidewalk for no more than 1 week. Safe access shall be restored each night.
 - Mr. Chagnon responded that this would be added as a note.
- The sidewalk in front of the property up to the nearest adjacent driveways shall be replaced with concrete meeting the City's specifications. This work shall take no more than 1 week to full restoration. All sidewalk construction shall meet ADA standards.
 - Mr. Chagnon responded that this would be added as a note.

Mr. Desfosses commented that the easement for the sidewalk needs to be included. Mr. Chagnon confirmed that would be provided.

Mr. Marsilia questioned if the existing building on Lot 2 would remain occupied during construction. If so, then the first step should be to ensure the driveway for Lot 2 and Lot 3 is constructed before the existing one is removed. It could be added as a note on the Subdivision Plan.

Mr. Britz questioned if they were allowed to put water and sewer in the same trench. Mr. Chagnon responded that they could if the sewer was below the water line. Mr. Desfosses confirmed that they had to be certain distance apart, but they can be in the same trench.

Mr. Howe questioned if there would be a sprinkler in the existing building. Mr. Chagnon responded that the desire would be to keep the building as is for now. Mr. Howe commented that adding a sprinkler would do a lot to alleviate fire access concerns.

PUBLIC HEARING

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

DISCUSSION AND DECISION OF THE BOARD

Mr. Britz to **recommend approval** to the Planning Board, seconded by Mr. Desfosses with the following stipulations to be completed prior to review by the Board:

1. Change the grass paver to use a surface that is readily apparent as a drivable surface for the Fire Truck access. Add note to plans that this area will be maintained year-round to allow fire truck access as necessary.
2. The sight distances in both directions at each driveway should be verified on a profile plan of the roadway to be reviewed and confirmed by Eric Eby, the City's Transportation and Parking Engineer.
3. Update plans to be consistent regarding the number of mature trees proposed to be removed for this project. Every effort should be made to preserve existing mature trees.
4. Relocate the utility pole on the plan to the spot approved by the City.
5. Add note to plans that construction of utilities and driveways shall impact the sidewalk for no more than 1 week. Safe access shall be restored each night.
6. The sidewalk in front of the property up to the nearest adjacent driveways shall be replaced with concrete meeting the City's specifications. This work shall take no more than 1 week to full restoration. All sidewalk construction shall meet ADA standards.
7. Update turning template for fire truck to show cars parked in proposed parking spaces.
8. The plans shall note that the removal of the existing and construction of the proposed driveways shall be done in a sequence that will maintain driveway access to existing residences at all times.

The following to be included as a stipulation of Planning Board approval:

1. An easement shall be provided to benefit the City wherever the sidewalk crosses private property including a 2' paralleling the sidewalk to allow for snow storage.

The motion passed unanimously.

ADJOURNMENT

Mr. Desfosses moved to adjourn the meeting at 4:14 pm, seconded by Mr. Britz. The motion passed unanimously.

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Respectfully submitted,

Becky Frey,
Acting Secretary for the Technical Advisory Committee