

**REGULAR MEETING
PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE**

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

7:00 pm

FEBRUARY 27, 2020

MINUTES

MEMBERS PRESENT: Dexter Legg, Chairman; Elizabeth Moreau, Vice-Chairman; Karen Conrad, City Manager; Peter Whelan, City Council Representative; Ray Pezzullo, Assistant City Engineer; Colby Gamester; Jay Leduc; Jeffrey Kisiel; Jody Record; and Polly Henkel, Alternate

ALSO PRESENT: Juliet Walker, Planner Director; Jillian Harris, Planner I

MEMBERS ABSENT: Corey Clark, Alternate

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I. DETERMINATION OF COMPLETENESS

SITE PLAN REVIEW

- A.** The application of **LCSG, LLC, Owner**, for properties located at **160 and 168-170 Union Street** requesting Site Plan Review approval.

Ms. Record moved to determine that the application is complete according to the Site Plan Review Regulations and to accept the application for consideration, seconded by Vice Chairman Moreau. The motion passed unanimously.

SUBDIVISION REVIEW

- A.** The request of **Candace Couture and Boston and Maine Corporation, Owners**, for properties located at **199 McDonough Street and Barlett Street** requesting Preliminary and Final Subdivision approval.

Ms. Record moved to determine that the application is complete according to the Subdivision Regulations and to accept the application for consideration, seconded by City Council Representative Whelan. The motion passed unanimously.

- B.** The application of **Richard Fusegni, Owner**, for property located at **201 Kearsarge Way** requesting Preliminary and Final Subdivision approval.

Ms. Record moved to determine that the application is complete according to the Subdivision Regulations and to accept the application for consideration, seconded by City Council Representative Whelan. The motion passed unanimously.

II. PUBLIC HEARINGS – NEW BUSINESS

The Board’s action in these matters has been deemed to be quasi-judicial 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. The request of **Candace Couture** and **Boston and Maine Corporation, Owners**, for properties located at **199 McDonough Street** and **Barlett Street** requesting Preliminary and Final Subdivision approval (Lot Line Revision) between two lots as follows: Lot 42 on Assessor Map 144 increasing in area from 1,585 s.f. to 2,491 s.f. with 59 ft. +/- of continuous street frontage on McDonough Street; and Lot 4 on Assessor Map 164 decreasing in area from 130,680 s.f. to 129,774 s.f. +/- with 76 ft. +/- of continuous street frontage on Maplewood Ave. and Bartlett St. Said properties are shown on Assessor Map 144 Lot 42 and Map 164 Lot 4 and lie within the General Residence C (GRC) and the Character District 4-L1 (CD4-L1) Districts.

Vice Chairman Moreau recused herself from the application.

SPEAKING TO THE APPLICATION

John Chagnon from Ambit Engineering spoke to the application. This is a request to transfer 906 s.f. of land. A property survey was performed, and there some issues with the property line and deeds. The building and patio go over the line currently. Mr. Chagnon got in touch with the Boston and Maine Corporation and the result is this land transfer. A waiver was requested to not survey the entire Boston and Maine property. The Staff Memo stipulations are acceptable to the applicant.

PUBLIC HEARING

Chairman Legg asked if anyone was present from the public wishing to speak to, for, or against the petition. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Ms. Record moved to find that a waiver will not have the effect of nullifying the spirit and intent of the City's Master Plan or the Subdivision Regulations, and to waive the following regulations: a) Section VI.6 -- Dimensions of Property Lines, seconded by City Council Representative Whelan. The motion passed unanimously.

Mr. Leduc moved to grant Preliminary and Final Subdivision Approval, seconded by Mr. Kisiel with the following stipulations:

- 2.1) Property monuments shall be set as required by the Department of Public Works prior to the filing of the plan;
- 2.2) GIS data shall be provided to the Department of Public Works in the form as required by the City;
- 2.3) The final plat shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.

The motion passed unanimously.

- B. The request of **132 Middle Street, LLC** and **134 Middle Street, LLC, Owners**, for properties located at **132 and 134 Middle Street** requesting Conditional Use Permit in accordance with Section 10.1112.14 of the Zoning Ordinance for a renovation of an existing building that will result in a net increase of 1 dwelling unit that proposes to provide 8 on-site parking spaces where 8 currently exist and a minimum of 24 are required under the current zoning ordinance. Said properties are shown on Assessor Map 127 Lots 12 and 11 and lie within the Character District 4-L1 (CD4-L1) District.

SPEAKING TO THE APPLICATION

John Chagnon from Ambit Engineering spoke to the application. The proposal was to renovate of 132 and 134 Middle St. and result in a net increase of one dwelling unit. The existing commercial unit will be assumed into the renovation. There are currently 8 parking spaces. The proposal has 7 parking spaces. During the TAC review it was suggested that the eighth space was not conforming and should be eliminated. The parking works now and should still will work post renovation. This project will help to increase the housing stock in the City.

Vice Chairman Moreau questioned if they were planning to merge the lots. Mr. Chagnon responded that they would remain two separate parcels for now. It will be one building with a wall down the middle. Vice Chairman Moreau questioned if the parking would be assigned. Mr. Chagnon responded that three spots are tandem, so they will be assigned to a particular unit. The applicant will work out if the rest will be assigned or not.

Mr. Kisiel questioned if the renovation would be a complete gut and remodel. Mr. Chagnon confirmed that it was pretty extensive. The building will now be sprinkled. The stairway will be connected between the two halves. The basement will become useable space. The fixtures will be brought up to code. There will a lift for ADA access and bike racks. There will be no other exterior changes.

Mr. Leduc questioned what the commercial space was. Mr. Chagnon responded that it was a dentist office that has been closed for a time.

Chairman Legg questioned if the size of the units were changing. Mr. Chagnon responded that space was being added. There is a bedroom table in the plan.

PUBLIC HEARING

Chairman Legg asked if anyone was present from the public wishing to speak to, for, or against the petition. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Vice Chairman Moreau moved to **grant** the request, seconded by Mr. Leduc with the following stipulation:

- 1) Per the requirements of the Zoning Ordinance, the six proposed tandem spaces shall be assigned to the same dwelling units and shall not be used to provide guest parking

Vice Chairman Moreau commented that because it's a downtown site the parking is acceptable. There is public transportation, bike storage, and walkable amenities. Vice Chairman Moreau questioned if they should check back after a year to make sure everything still works. Ms. Walker responded that they will have to comply with their required spaces. They would only know if it was not working if they were parking illegally. That's more of an enforcement issue. People will park in those spaces or park illegally and get caught.

Chairman Legg noted that it works now. They are adding one residential unit and taking away a commercial unit. It is right downtown and the City is getting an improved building.

Mr. Leduc agreed and noted that the new parking garage could provide parking options as well.

The motion passed unanimously.

- C. The application of **LCSG, LLC, Owner**, for properties located at **160 and 168-170 Union Street** requesting Site Plan Review approval for the construction of a new single family residence and separate building with a 4-bay garage and an apartment above on a site where a duplex currently exists resulting in a total building footprint of 3,106 s.f. and 8,117 new GFA with associated site improvements, grading, utilities, lighting, stormwater management and landscape improvements. Said properties are shown on Assessor Map 135 Lots 30 and 29 and lie within the General Residence C (GRC) District.

SPEAKING TO THE APPLICATION

Eric Storey from Altus Engineering spoke to the application. The site is two lots located on Union St. and Austin St. The southerly lot is a duplex and the lot to the north had 2 structures on it. The applicant's intent was to demolish the structures after this application. However, they degraded to such a state that they needed to be torn down immediately. They were vacant as of this summer. The proposal keeps the duplex and adds a new single-family residence in almost the same location as the old one. There will be a new 4 bay garage with an apartment above it. There will be 7 total parking spaces. The utilities will come underground from the street. A section of the driveway will be porous pavement with a catch basin. The net result is a decrease in runoff down toward the abutters and a slight increase to the street. It was reviewed by DPW. There will be wall mounted sconces and recessed lighting in the garage.

Vice Chairman Moreau questioned if the parking would be assigned. Mr. Storey responded that half of the garage would be dedicated to the apartment and the other half for the house. Then there would be three exterior spaces. The landlord will assign them.

Mr. Pezzullo clarified that they would need to eliminate the existing water service to the demolished house at the water main. Mr. Storey responded that they will be demolished when the new water service was put in. Mr. Pezzullo commented that the domestic service requires a shut off at the property line and the plan does not show that. Mr. Storey responded that they will show that in the plan more clearly. The pipe size is one inch. Mr. Pezzullo commented that the water line doesn't extend to the street. Mr. Storey confirmed that they would revise the plan.

PUBLIC HEARING

Chairman Legg asked if anyone was present from the public wishing to speak to, for, or against the petition. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Vice Chairman Moreau moved to grant the request, seconded by Mr. Gamester with the following stipulations:

Conditions Precedent (to be completed prior to the issuance of a building permit):

- 1) The site plan shall be reviewed for pre-approval by the Rockingham County Registry of Deeds and subsequently recorded by the City or as deemed appropriate by the Planning Department;
- 2) Plans shall be reviewed with the Plumbing Inspector and the DPW Water Division to verify water service requirements
- 3) Owner shall provide an access easement to the City for water valve access and leak detection. The easement shall be reviewed and approved by the Planning and Legal Departments prior to acceptance by the City Council.

Conditions Subsequent (to be completed after the issuance of a building permit):

- 4) A stormwater maintenance and inspection report shall be conducted annually and provided to the City's Planning and Public Works Departments;
- 5) The Engineer of Record shall submit a written report (with photographs and engineer stamp) certifying that the stormwater infrastructure was constructed to the approved plans and specifications and will meet the design performance;
- 6) The installation of the drainage connection to the street shall require the oversight of City staff or a third-party engineer.

The motion passed unanimously.

- D. The application of **Richard Fusegni, Owner**, for property located at **201 Kearsarge Way** requesting Preliminary and Final Subdivision approval to demolish the existing single family home and subdivide a lot with an area of 47,062 s.f. and 205' of continuous street frontage into three (3) lots as follows: proposed Lot 1 with an area of 15,482 s.f. and 100' of continuous street frontage; proposed Lot 2 with an area of 15,856 s.f. and 100.2' of continuous street frontage; and Proposed Lot 3 with an area of 15,723 s.f. and 82.84' of continuous street frontage. Said property is shown on Assessor Map 218 Lot 5 and lies within the Single Residence B (SRB) District.

SPEAKING TO THE APPLICATION

John Chagnon from Ambit Engineering spoke to the application. The proposal is to divide one lot into three lots. They will have frontage on Kearsarge Way and Birch St. The divisions go northwest. There is currently a house in the middle of the property that will be removed to make way for the subdivision. The lots are pretty symmetrical so there is plenty of room to build on each one. Sheet C1 shows the conceptual footprints. The applicant is interested in providing some protection for the wooded area that exists behind the lots. The plan proposes a conservation area on the back of the lots. The storm water management plan shows a drainage system with gutters from the buildings, swales, and infiltration tanks. There will be new sewer on water lines on Birch St. The stipulations are acceptable.

Vice Chairman Moreau questioned how they planned on creating the conservation protection. Mr. Chagnon responded that a Conservation Covenant would be placed on the property before the lots are sold.

Chairman Legg questioned what changed from when the applicant was here 1.5 years ago asking for 2 lots. Mr. Chagnon responded that the cost to remove the house was not balanced.

Mr. Pezzullo commented that the drainage from lots 1 and 2 go to lot 3 into the storm water infiltration units and questioned how that would be documented for the maintenance of that system. Mr. Chagnon responded that there was a stipulation in the Staff Memo to work that out. There was an alternate design with a berm to hold water back. TAC thought that would be more disruptive to the conservation area. There is an easement for flow to occur.

Mr. Gamester requested clarification on an easement. Mr. Chagnon responded that the easement was a driveway easement. It's for the turnaround. It's not for Birch St. There is not an exact location on the easement plan yet, but it will be put on the plan when the driveway is located. Ms. Walker added that the current alignment of Birch St. goes on their property. The easement condition in the packet is approving Birch St. to be constructed.

PUBLIC HEARING

Matthew Doherty of 181 Kearsarge Way spoke against the application. There are three houses on Birch St. This application will double that number in the same amount of space. Mr. Doherty was concerned about the population density. Mr. Doherty lived downhill from these properties and was concerned about runoff coming onto his property. Runoff currently pools onto Mr. Doherty's property. It could get worse post construction. Mr. Doherty was also concerned about access to his house during construction.

John Chagnon from Ambit Engineering commented that the drainage plan has been designed and will be constructed to not increase runoff to the abutting properties. The gutters will direct water to trenches that will carry it out to the back. It could be a condition of the approval to work with the neighbors to maintain access during construction.

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

DISCUSSION AND DECISION OF THE BOARD

Vice Chairman Moreau moved to grant the request, seconded by Mr. Gamester with the following stipulations:

- 1) The drainage for the houses shall be incorporated into the backyard areas where they can be maintained without impacting the portion of the property designated to be a conservation area along with the following conditions:
 - a. Drainage easements shall be provided across lot 3 for lot 2 and 1 drainage and across lot 2 for lot 1 drainage. Maintenance responsibilities for the storm-tech systems shall be included in the easement language or otherwise addressed through a maintenance agreement;
 - b. Plans shall be updated and approved by the Department of Public Works to show grading around Catch Basin 1;
 - c. Plans shall be updated to note stabilized construction entrances shall be installed for all 3 lots;
 - d. Department of Public Works final review and approval shall confirm that the drainage across Birch Street will not increase flow onto the abutting properties.
- 2) Birch Street shall be reclaimed and reconstructed to City standards after installation of utilities and plans shall be updated to include a cross-section for review and approval by Department of Public Works, which shall also confirm if any additional modifications are required to improve drainage;
- 3) The plans shall note that during construction, access will be provided to all existing properties located on Birch Street;
- 4) Owner shall provide an easement to allow the City to turn around in the driveway of Lot 5-2 for the purpose of snow plowing and the easement shall be reviewed and approved by the Planning and Legal Departments prior to acceptance by the City Council;
- 5) The location of gas, electric, and communication lines shall be added to the subdivision plans;
5-1) For underground electric and communication lines, the sidewalk from Birch Street to the driveway of Lot 5-2 shall be widened to provide 5.5' clear.
- 6) Sheets C2 and C3 shall be reviewed and approved by Department of Public Works for confirmation of stormwater, grading and utility updates and standard details;
- 7) Lot numbers as determined by the Assessor shall be added to the final plat;
- 8) Property monuments shall be set as required by the Department of Public Works prior to the filing of the plan;

- 9) GIS data shall be provided to the Department of Public Works in the form as required by the City;
- 10) The final plat shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.

The motion passed unanimously.

- E. The request of **Vaughan Street Hotel, LLC and Stone Creek Realty, LLC, Owners and XXS Hotels, LLC, Applicant**, for properties located at **299 Vaughan Street and 53 Green Street** for Design Review for the construction of a 5-story hotel with community space. Said properties are shown on Assessor Map 124 Lot 10 and Assessor Map 119 Lot 2 and lie within in the Character District 5 (CD5) District.

SPEAKING TO THE APPLICATION

Patrick Crimmins from Tighe and Bond and Jeff Johnston spoke to the application. Mr. Johnston noted that there was a question relative to hotel demand at the last presentation. There is a strong demand. Another hotel will not enter the market for another 2-3 years. This hotel is 77 rooms, which is half the size of the other hotels in the downtown.

Mr. Crimmins commented that they have met with TAC and provided supplemental information in the package. The site plan included shared parking calculations and a narrative was added to explain it further. The trip generation analysis shows they are not anticipating significant impact. The project will entail a lot line revision and the construction of boutique hotel with 5 stories. The community space provided will allow for the additional story. The parking plan was revised based on feedback. The community space exhibit was updated to show the original AC Hotel project with the park that was deeded to the city of Portsmouth, wide sidewalks and the gateway to the North Mill Pond Trail. The portions counted toward this project was continuing the wide sidewalk and providing another connection out to the greenway. The exhibit shows that the plan exceeds the requirement of 30%. The intent is to not touch any of the banked community space. There will be a deeded 7-foot easement for a future connection to the parkway. TAC provided feedback on the parking. The existing parking does not meet the dimensional requirements. This plan realigns the parking to be all within the property and meet the dimensional requirements. The edge of the pavement will be pulled back and the area around the dumpsters will be cleaned up. There will be fire access to the rear of the building. The entryway was cleaned up to create a clear line of access for the Fire Department. The hotel will have a valet service with a drop off area. There will be parallel and tandem spaces along the side of the building. It will be managed by the parking facility. The Downtown Overlay District requires 73 spaces total. The spaces meet the dimensional requirements and it will be shared parking between the lots.

Chairman Legg questioned if they were providing all 177 spaces on this lot or if they were using the AC Hotel as well. Mr. Crimmins responded that 118 spaces would be on the AC Hotel lot. The balance for 173 spaces will be provided on this lot. It meets the Downtown Overlay parking requirements. Chairman Legg questioned if anything approved for the AC Hotel was being taken away to provide space for this new hotel. Mr. Crimmins responded that they were combining two hotels and office space. There will be 80 rooms in the proposed hotel and 156 rooms in AC Hotel. That would require 177 spaces. The office space does not require parking. They anticipate minimal impact to traffic. This application went to the Historic District Commission for a work session. It still needs to go through the HDC process, but renderings were

created to give an idea of the space. The storm water and utilities are the same as last time. They will provide storm water treatment to meet the AOT requirements.

Ms. Record clarified that the covered walkway between the two hotels would count as community space. Mr. Crimmins responded that it meets the definition of a pedestrian alley. It can be covered. It provides a connection to the North Mill Pond. Mr. Johnston added that the HDC had similar questions. They took a lot of time and effort to design the gateway for the AC Hotel. This is an additional pedestrian access. The goal is to tie the sidewalk in and for it to be inviting all the way down. There will be windows all the way down. Robbi Woodburn has been engaged for landscaping. Ms. Record clarified that creating this community space means they will keep the other green space banked for a future development. Mr. Johnston confirmed that was correct.

Mr. Kisiel questioned if there would be a restaurant or bar in the hotel. Mr. Johnston responded that there will be a food/beverage component in the lobby. There may be roll-out doors to activate the street. The hardscape piece needs more work. The goal is to make this area active.

Vice Chairman Moreau commented that the shifted parking was good and questioned if there would be doors on that side of the office building. Safety should be considered for the people going to and from the office building. Mr. Johnston responded that the one-story building had several entry points. Each tenant has their own separate entrance. The hotel entrance is on Green St. That concern will be taken into consideration.

Mr. Kisiel questioned why the 3 spaces were labeled tandem. It looks like they can get out. Ms. Walker responded that they are tandem because one space is blocked.

Chairman Legg commented that it was good they had banked community space because they will have difficulty making the enclosed walkway count as community space. Chairman Legg appreciated that it was wider than 7 feet, but it doesn't seem like the community will use it except for as a pass through. There should be an alternate plan for getting the extra story. Overall it is a nice project.

Mr. Leduc commented that the equipment for the AC Hotel is all along the walkway. That will be a challenge. It is difficult to visualize it as a public space.

Ms. Henkel commented that the rendering of the community space looked like part of the building not community space.

PUBLIC HEARING

Chairman Legg asked if anyone was present from the public wishing to speak to, for, or against the petition. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Mr. Leduc moved to determine that the Design Review process is complete, seconded by City Manager Conrad. The motion passed unanimously.

III. OTHER BUSINESS

- A. The request of **Clipper Traders, LLC, Portsmouth Hardware & Lumber, LLC and Iron Horse Properties, LLC, Owners**, for properties located on **105 Bartlett Street and Bartlett Street** for Preliminary Conceptual Consultation for the construction of 174 dwelling units in two (2) multi-family apartment buildings and one (1) mixed-use building with first floor office, amenity space and upper story apartments. The project will designate 25% of the proposed property as Community Space. Said properties are shown on Assessor Map 157 Lots 1 and 2, Map 164 Lots 1, 2 and 4-2 and lie within the Character District 4-W (CD4-W) and Character District 4-L1 (CD4-L1) Districts.

Vice Chairman Moreau recused herself.

Jeff Johnston Ed Hayes and Patrick Crimmins spoke to the application. Mr. Johnston commented that they were excited to be here after the rezoning. This proposal is for 174 market rate apartments, 9,000 s.f. of office space, and both above and underground parking. It includes the North Mill Pond Greenway and a half acre park designed by Robbi Woodburn.

Mr. Crimmins showed the subdivision approved plan. The subdivisions will be modified as a result of the plan revisions. The cul de sac will be in the existing paved area and the parcel will become a development parcel. The proposal is for a mixed-use project with 174 units that will be a mix of studio, one, two, and three bedrooms. There will be three buildings. Buildings A and B will be multi-family buildings and C will be mixed use. Some of the parking has been realigned. Two sheds for Ricci Lumber will be relocated. The lot is divided by zones, so it steps down in density. Half of the parking will be under Buildings A and B. There will be community space for the North Mill Pond Trail and a park. The lot will be 40% open space. The plan proposes flipping the angle of the parking so the circulation works better. The parking provided in front of the design center meets the requirements for the shared buildings. The revised design provides parallel parking. It creates an urban condition and traffic calming. The plan includes an exhibit showing the constraints of the site. The goal was to fit the building within the site constraints. Building A has 46 dwelling units. It will go up an additional story to 4 stories or 50 feet total. The building drops down to two stories when it crosses into CD-L1. Building B will be 79 units. It will have a step down toward the water. There will be a plaza area with connectivity between the buildings. Building C will be mixed use. There will be 50 units, 10,000 s.f. of office space, and 10,000 s.f. of amenities for the whole development. The intent was to create breaks in architecture through the development with the step downs. There will be 134 spaces on the surface lot and 110 spaces below the A and B Buildings. The project requires 250 spaces. There will be 10 spaces on a separate lot, but 254 spaces total will be provided to meet the zoning. There will be land deeded to the City for the North Mill Pond Trail. The Greenway Park will create an open space area that is inviting. The floors to the buildings are set at 17.5 elevation. The base flood elevation is 9. The garage is at elevation 7 and will be flood proof. This project is trying to create an inviting active area.

Mr. Leduc questioned if parking for Building C could be underground or surface. Mr. Crimmins responded that has not been fully vetted. All parking will be shared among all three buildings. Mr. Leduc questioned if there would be public parking on the site. Mr. Crimmins responded that the parking within the development lot will be designated to the residents. There are 19 additional spaces along the road that will be available to the public.

Mr. Kisiel questioned if the back entrance for deliveries to Ricci Lumber was going to remain. Mr. Crimmins confirmed that was correct. Mr. Kisiel questioned if there would be a gate in the back with the new sheds. Mr. Crimmins responded that he was not sure. Mr. Kisiel questioned what happened to the access road out to Maplewood Ave. Mr. Crimmins responded that was not part of this project.

Chairman Legg questioned if there was any possibility to include that road. That road could potentially relieve traffic going up to Bartlett St. It is already a busy intersection. It's an attractive plan, but that road would make it a lot more attractive. Mr. Crimmins appreciated the feedback. The traffic analysis shows they would be producing fewer trips than the prior plan.

Ms. Walker requested that they add the dimensions of the road to the plan. Mr. Crimmins responded that it's 22 feet wide, and that would be included on the plan. Ms. Walker also requested the details on the turning radius. Mr. Gamester requested that they include the dimensions on the length of the parking behind the buildings.

IV. DESIGN REVIEW – ACCEPTANCE OF REQUEST

A. The request of **Clipper Traders, LLC, Portsmouth Hardware & Lumber, LLC and Iron Horse Properties, LLC, Owners**, for properties located on **105 Bartlett Street and Bartlett Street** for Design Review for the construction of 174 dwelling units in two (2) multi-family apartment buildings and one (1) mixed-use building with first floor office, amenity space and upper story apartments. The project will designate 25% of the proposed property as Community Space. Said properties are shown on Assessor Map 157 Lots 1 and 2, Map 164 Lots 1, 2 and 4-2 and lie within the Character District 4-W (CD4-W) and Office Research (OR) Districts.

Vice Chairman Moreau recused herself.

DISCUSSION AND DECISION OF THE BOARD

Mr. Gamester moved to accept the Design Review and scheduled a public hearing for the March 19, 2020 Planning Board meeting, seconded by City Manager Conrad. The motion passed unanimously.

V. ADJOURNMENT

Mr. Gamester moved to adjourn the meeting at 8:47 p.m., seconded by Mr. Kisiel. The motion passed unanimously

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Respectfully submitted,

Becky Frey,
Acting Secretary for the Planning Board