

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

Remote Meeting Via Zoom Conference Call

Per NH RSA 91-A:2, III (b) the Chair has declared COVID-19 outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04, Section 8, as extended by Executive Order 2020-10, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.

2:00 PM

JULY 7, 2020

MINUTES

MEMBERS PRESENT: Juliet TH Walker, Chairperson, Planning Director; Peter Britz, Environmental Planner; David Desfosses, Construction Technician Supervisor; Eric Eby, Parking and Transportation Engineer; Patrick Howe, Fire Department; Nicholas Cracknell, Principal Planner and Robert Marsilia, Chief Building Inspector

MEMBERS ABSENT:

ADDITIONAL

STAFF PRESENT: Jillian Harris, Planner 1

I. APPROVAL OF MINUTES

A. Approval of minutes from the June 2, 2020 Site Plan Review Technical Advisory Committee Meeting.

Mr. Britz moved to approve the minutes from the June 2, 2020 Site Plan Review Technical Advisory Committee Meeting, seconded by Mr. Cracknell. The motion passed unanimously.

II. OLD BUSINESS

A. WITHDRAWN The application of **Vaughan Street Hotel, LLC and Stone Creek Realty, LLC, Owners**, for properties located at **299 Vaughan Street and 53 Green Street** requesting Site Plan Review approval for the construction of a 5-story hotel with community space, paving, lighting, utilities, landscaping and associated site improvements and a Conditional Use Permit according to Section 10.1112.62 of the Zoning Ordinance for shared parking on separate lots. Said properties are shown on Assessor Map 124 Lot 10 and Assessor Map 119 Lot 12 and lie within the Character District 5 (CD5) District. **WITHDRAWN**

The Committee accepted withdrawal of this request.

B. REQUEST TO POSTPONE The application of **Clipper Traders, LLC, Portsmouth Hardware and Lumber, LLC, Owners and Iron Horse Properties, LLC, Owner and**

Applicant, for properties located at **105 Bartlett Street and Bartlett Street** requesting Site Plan Review approval for the demolition and relocation of existing structures and 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 and associated community space, paving, lighting, utilities, landscaping and other site improvements. Said properties are shown on Assessor Map 157 Lot 1 and Lot 2 and Assessor Map 164 Lot 1 and 4-2 and lie within the Character District 4-W (CD4-W) and Character District 4-L1 (CD4-L1) Districts.

REQUEST TO POSTPONE

DISCUSSION AND DECISION OF THE BOARD

Mr. Howe moved to **postpone** this request to the next TAC meeting, seconded by Mr. Cracknell. The motion passed unanimously.

III. NEW BUSINESS

A. The application of **St. John's Church, Owner**, for property located at **105 Chapel Street** requesting Site Plan Review approval for the construction of a 1,043 +/- s.f. building addition with associated site improvements. Said property is shown on Assessor Map 106 Lot 62 and lies within the Civic District.

SPEAKING TO THE APPLICATION

Eric Sorry from Altus Engineering and Bill Campbell spoke to the application. Mr. Sorry commented that they have made changes to the plans based on feedback from the TAC work session. The drainpipe has been upgraded per DPW comments. It was realigned. It still ties into the sewer the same way it did before.

TAC Comments:

- The fire service shown is larger than the water main in the street
 - Mr. Sorry responded that they are planning for the future because Chapel St. will ultimately get rebuilt. The intent is to do the work now, so it does not have to be redone later.
- The drains should have some sort of removable traps to prevent sewer gas from escaping
 - Mr. Sorry responded that detail would be added.
- Reconstructed tip down in sidewalk should have tactile pad added.
 - Mr. Sorry responded that there is a curb ramp there now that doesn't meet ADA regulations. It can't be reconstructed to meet them because the street is too steep. A pad can be added. People drop people off in the striped area and use the ramp. However, the real accessible route is in the parking lot and there is an elevator in the building. The ramp is not the ADA intended route.

Mr. Howe questioned if the building would have a sprinkler. Mr. Campbell responded that it does not need to be sprinkled as long as it meets several conditions. They will meet with the Fire

Department to discuss the details further. Mr. Howe commented that it was still an open question.

PUBLIC HEARING

The Chair asked if anyone 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

Ms. Walker commented that the fire suppression question can be part of the permit review. Mr. Howe agreed.

Mr. Desfosses moved to recommend approval to the Planning Board, seconded by Mr. Cracknell with the following stipulations:

- 1) Drains and sewer gas trap design subject to DPW review and approval.
- 2) Reconstructed tip down in sidewalk should have tactile pad added.

The motion passed unanimously.

B. The application of **3201 Lafayette Road, LLC, Owner**, for property located at **0 Lafayette Road** requesting Site Plan Review approval to add 6 manufactured homes for display, 1 temporary manufactured home with office space and utility connections and boat or trailer storage with associated site improvements. Said property is shown on Assessor Map 291 Lot 8 and lies within the Gateway Neighborhood Mixed Use Corridor (G1) District.

SPEAKING TO THE APPLICATION

Chris Rice from TF Moran and applicant Glen Glibly spoke to the application. Mr. Rice commented that the property is 6.2 acres with a two-story office building and a detached garage. The proposal is to demolish the garage and construct 6 modular homes. There will be 16 parking spaces for the office and 5 for the homes and staff. There will be 3 parking spaces for temporary storage of manufactured homes and 9 spaces for boats. All homes will be serviced by electrical and propane only the home with staff will have water and sewer. There will be 3 additional trips for weekday am peak hours and 4 additional trips for pm peak hours. There will be 7 additional trips on the weekend. It is a low volume increase and will have a negligible impact on the site. The storm water flows west to east to the wetland. The proposed condition will have a crushed stone parking area. The water can infiltrate to native soils. There is no increase in peak runoff. They have received ZBA relief to allow manufactured homes and a variance to allow off street parking between the building and street. There are 2 waiver requests. One is for a service light installed by Eversource. The second waiver is to not include the elevations for all buildings. The renderings provided are accurate depictions. There will be maintenance of the crushed stone after each major rain event. The owner will inspect the stone and replace it if necessary. Once a year they will dig down to the bottom of the filter layer and replace the stone if needed.

TAC Comments:

- Issues brought up previously at the work session were not completed
 - Mr. Rice responded that this was still in progress because more survey time is needed. Mr. Rice will work with the DPW on this item.
- The proposed water service for the staffed model building needs to come from the existing office building after it has been metered.
 - Mr. Rice responded that the current existing conditions plan had to be submitted before the investigation was completed. They can work with the DPW on this. It will be separately metered.
- The existing sewer for the office building needs to be televised and approved by DPW before expanded use is authorized.
 - Mr. Rice confirmed the information was submitted.
- Slope shown for new 4" pipe is insufficient to meet plumbing code
 - Mr. Rice confirmed that would be updated.
- The water main mapping needs to be completed as indicated in June 25th email to Chris Rice.
 - Mr. Rice responded that they will work with DPW on further updates.
- The proposed lighting on the utility pole must be compliant with zoning, 'no Eversource spot lights'
 - Mr. Rice responded that the intent was to install a security light, but it can be removed if it is not compliant.
- Please show existing water service for law building as depicted in February 27th email to Jack McTigue, the line does not begin at the gate valve as indicated.
 - Mr. Rice responded that this would be removed.
- Remove non-functioning lines from site plan or otherwise denote as non-functional
 - Mr. Rice responded that this would be removed.
- Bollards should be added around the other utility pole in the boat trailer storage area
 - Mr. Rice responded that this would be added.
- Trip generation memo is ok. While auto sales may not be an accurate comparison, we would not expect significant trip generation from this land use.
- How will the crushed stone parking area be maintained?
 - Mr. Rice commented that this was discussed in the presentation.
- How will the snow removal occur in particular how will crushed stone be held in place during plowing operations?
 - Mr. Rice responded that they would plow 1 inch above the gravel.
- Wetland Protection - Consider adding a split-rail fence along the edge of the gravel parking area to delineate the 100 foot wetland buffer and prevent future encroachment;
 - Mr. Rice agreed.
- Landscaping along Route 1 - Additional landscaping, including shade trees) should be located along the island on Route 1 between the existing curb-cuts;
 - Mr. Rice agreed and noted that would be added.
- Streetscape - The 5 parking spaces located in front of the model homes should be relocated so the model homes have a continuous landscape strip along the driveway;

- Mr. Glibly responded that he would prefer to have them in front of the model home. They can add more landscaping in between the island and Route 1. There will be landscaping in front of the model homes as well.
- Sidewalk -A raised concrete walkway should be added to the existing 2 story office building in order to provide safe pedestrian circulation on the site. The existing driveway is significantly wider than required so the sidewalk could be accommodated. Additional landscaping should also be considered on the ends of the existing 10 parking spaces located in front of the office building.
- Mr. Rice responded that there is an existing raised sidewalk around the building.

Mr. Marsilia noted that they will need to provide accommodation for accessibility. They would need a single ramp into the staff unit. There does not need to be a ramp for all of them. Mr. Rice confirmed that they would accommodate that. Ms. Walker noted that it should be added to the plan.

Mr. Cracknell questioned if the 5 parking spaces could be broken up and spread out. Then they could bring landscaping out and break up the parking field. Shade trees could be incorporated. Mr. Glibly responded that they clustered the spots because the model homes are temporary and can get turned over in the year. If the parking is spread out over the frontage, then it will create difficulty in getting homes in and out. The staff model home is less likely to be changed as frequently. That's why the parking is there. There will be landscaping in front of all the model homes. Mr. Cracknell questioned what would happen to the landscaping in front of the homes when the homes were moved. Mr. Glibly responded that they have a landscaping contract to remove and replant or replace the landscaping as needed. Mr. Cracknell questions what the proposed landscaping between the sidewalk and curb would be. Mr. Glibly responded that they would be shrubs. They get removed and replanted when unit is moved. Some landscaped islands were added. Mr. Glibly was more than willing to plant shade trees.

Mr. Desfosses requested that they label the hydrants with numbers and create a private hydrant agreement with DPW for maintenance. There should be an easement for that. Mr. Glibly responded that they have a plan from the City with the hydrants labeled. They will carry those numbers over for these plans. They have an agreement with the City for hydrant maintenance. Mr. Desfosses commented that the plan should be updated to show the water line into the building correctly. A separate meter for the staff model would be fine. It should all be depicted correctly on the plan. Mr. Glibly confirmed that they would update the plan and would like to put a meter inside the model home. Mr. Desfosses questioned if there was a meter in the pit. Mr. Rice responded that there was a meter in the pit and a meter in the law office. They will work with DPW to sort out. Mr. Desfosses noted that it would make sense to get rid of the meter in the pit.

Mr. Howe commented that there was no hydrant in the Tuna Terrace /Squid St. area. There should be one added there. Mr. Glibly responded that it was there already and the plan would be updated to show that. Mr. Howe noted that there may be some code requirements for the boat storage parking area. Mr. Rice confirmed they would look into it.

Mr. Britz noted that the landscaping plan only lists 3 pear trees and questioned if the rest of the landscaping details would be added to the plan. Mr. Rice confirmed they would add more detail. Ms. Walker noted that this application would not go to the Planning Board until August, so they could have this application come back to TAC one more time.

Mr. Eby commented that Lafayette Rd. is a state highway, so they may consider this a change in use. The applicant should contact DOT to see if they need a modified driveway permit. Mr. Eby added that they should ask if they want a 12-foot easement here for future widening. Mr. Rice confirmed they would contact DOT.

Mr. Desfosses questioned if all the units in the back lot have a water meter today. Mr. Glibly confirmed that was correct. Mr. Desfosses commented that they should look to see if they could abandon the meter in the pit. Mr. Glibly confirmed that they would look into it.

PUBLIC HEARING

The Chair asked if anyone 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. Desfosses moved to postpone this request to the next TAC meeting, seconded by Mr. Eby. The motion passed unanimously.

C. The application of **Bacman Enterprises, Inc., Owner**, for property located at **140 Edmond Avenue** requesting Site Plan Review approval for improvements associated with the expansion of an existing chiropractor office and residence, to remove an existing asphalt driveway and replace it with a 1,169 s.f. pervious paver driveway, add 583 s.f. of grading work for landscaping and drainage, and add a 384 s.f. shed with a ramp in the rear of the property. Said property is shown on Assessor Map 220 Lot 81 and lies within the Single Residence B (SRB) District.

SPEAKING TO THE APPLICATION

Alex Ross spoke to the application. The parcel has been developed and used as a chiropractor's office with an asphalt parking lot. The owner removed that lot and put in pervious pavers. The site is between Edmond Ave and I-95. The applicant came before the City 15 years ago with an intensive site improvement plan that never moved forward. This new plan is less intense. It is in the wetland buffer zone because there is a wetland area north of Edmond Ave. The storm water will be taken care of by an infiltration trench next to the parking lot and landscaped area. The application will go to the Conservation Commission this month. Last year they got variances from the ZBA. This is an after the fact application. The office has been there for 40 years and this project improved the site with pervious pavers. There is an easement to the west that allows work within the handicap loading zone. Derek Durbin has drafted easement already. There were some concerns along Edmond Ave about lines of sight. Edmond Ave is a low volume street. There are no sidewalks on the street. There has never been a problem with this location. The

owner does try to corral everyone in parking spaces. They could consider installing signage in front of the parcel, which would help the line of site.

TAC Comments:

- It would be best if the parking area did not back out into Edmond Ave, but because there is low volume of traffic on Edmond, this is acceptable.
 - It appears that existing conditions show overflow parking in the street and in the adjacent driveway. Is there a written agreement for the easement with the abutter to use their driveway for parking?
 - Parallel parking along Edmond Ave limits sight lines for vehicles backing out of parking spaces in parking area, and interferes with pedestrians walking along the roadway since there is no sidewalk. This area should be posted No Parking, since the applicant claims they have enough parking on site.
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- A decrease in parking spaces does not result in a decrease in traffic to the site. It results in vehicles parked in places where they should not be parking.
 - Could tandem parking spaces be provided?
 - Perhaps a parking generation study could be conducted and the result provided, to document the actual need for parking.

Mr. Eby commented that there was not enough parking on the site and questioned if more parking could be added. Mr. Ross responded that the more intense plan that was presented 15 years ago showed cutting into the hill and adding a retaining wall to add 5-6 spaces. However, this plan does not increase the parking. It is a small business office and on a busy day there is 20 clients. There is not a huge parking demand there. It would be a major effort to get additional spaces. Ms. Walker questioned if they were planning to apply for a CUP to reduce the amount of spaces required. Mr. Ross confirmed that was correct.

Mr. Eby noted that they get complaints from citizens about cars parked on the shoulder and because of that pedestrians have to walk in the street. Cars tend to speed on that road too. Anything they can do to get cars off the street and onto the site would make it safer.

Mr. Britz questioned what would prevent erosion around the edge of space number 6. Mr. Ross responded that there will be wetland buffer plantings on that edge. There will also be large stones along the right of way to prevent erosion into the gravel parking space.

Ms. Walker questioned how many clients came to the location at a time. Mr. Ross responded that it was a small office. On Tuesdays they only see 4-5 clients. The office is closed on Thursdays. Monday, Wednesday and Friday can have up to 20 clients spread out throughout the day. Ms. Walker noted that they need to be able to address how they will manage the parking demand at Planning Board.

Mr. Howe questioned if there was less parking now than there was before the project. Mr. Ross responded that it was the same amount of spaces.

Mr. Eby commented that the Google street view shows 9 cars out there with 2 in the street. The application should show the parking occupancy and how many cars are out there. Mr. Ross noted the parking on the street was allowed on Edmond Ave. Mr. Eby agreed but noted that the parking lot was not big enough for the parking demand. Mr. Ross responded that it varies throughout the day. Ms. Walker commented that they need to work with the owner to figure out the demand and how to manage it. It would be good to have for the Planning Board. Mr. Eby commented that a parking occupancy survey should be done.

PUBLIC HEARING

The Chair asked if anyone 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

Ms. Walker noted that there should be a resolution on the parking occupancy before it goes to Planning Board. It would make sense to come back to TAC one more time.

Mr. Howe moved to postpone this request to the next TAC meeting, seconded by Mr. Britz. The motion passed unanimously.

IV. ADJOURNMENT

Mr. Howe moved to adjourn the meeting at 3:10 pm, seconded by Mr. Desfosses. The motion passed unanimously.

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Respectfully submitted,

Becky Frey,
Acting Secretary for the Technical Advisory Committee