

**PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

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

**7:00 PM REGULAR PLANNING BOARD MEETING**

**November 17, 2022**

**ACTION SHEET**

*The Board voted to recognize agenda item IV. B as unfinished business to be heard immediately following the approval of minutes.*

*Motion: G. Mahanna, Second: J. Hewitt. Motion passed all in favor.*

**I. APPROVAL OF MINUTES**

- A. Approval of the October 20, 2022 meeting minutes.

*The Board voted to adopt the October 20, 2022 meeting minutes with the following **amendment**:*

- 1) An annual vote is required to seat a chair not to adopt the Planning Board Rules and Procedures.*

*Motion: G. Mahanna, Seconded: J. Almeida. Motion passed all in favor.*

- B. Approval of the August 8, 2022 Work Session minutes.

*The Board voted to adopt the August 8, 2022 work session minutes with the following **amendments**:*

- 1) Corey Clark was present at the August 8, 2022 work session.*

*Motion: G. Mahanna, Second: J. Almeida. Motion passed all in favor.*

**II. PUBLIC HEARINGS -- OLD 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 **Blus O'Leary Family Living Trust (Owner)**, for property located at **225 Wibird Street** requesting Conditional Use Permit Approval as permitted under Section 10814.40 of the Zoning Ordinance to construct an attached Accessory Dwelling Unit. Said property is located on Assessor Map 133 Lot 54 and located within the General Residence A (GRA) district. (LU-22-174)

1) *The Board voted to find that the Conditional Use Permit application meets the criteria set forth in Section 10.814.60 and to adopt the findings of fact as amended and read into the record.*

- *The applicant will use pervious pavement during the reconstruction of the driveway.*

*Motion: B. Moreau, Second: J. Begala. Motion passed all in favor.*

2) *The Board voted to **grant** the Conditional Use Permit with the following **conditions**:*

2.1) *In accordance with [Sec. 10.814.90] of the Zoning Ordinance, the owner is required to obtain a certificate of use from the Planning Department verifying compliance with all standards of [Sec. 10.814], including the owner-occupancy requirement, and shall renew the certificate of use annually.*

2.2) *The applicant will use pervious pavement for the reconstruction of the driveway.*

*Motion: B. Moreau, Second: G. Mahanna. Motion passed all in favor.*

### **III. 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 **Betty Ann Fraser Pettigrew Trust (Owner)**, for property located at **42 Harvard Street** requesting Conditional Use Permit Approval as permitted under Section 10814.40 of the Zoning Ordinance to construct an attached Accessory Dwelling Unit. Said property is located on Assessor Map 259 Lot 30 and lies within the Single Residence B (SRB) District. (LU-22-176)*

1) *The Board voted to find that the Conditional Use Permit application meets the criteria set forth in Section 10.814.60 and to adopt the findings of fact as presented.*

*Motion: C. Clark, Second: B. Moreau. Motion passed all in favor.*

2) *Board voted to **grant** the conditional use permit with a modification to the requirement set forth in section 10.814.41 to not require an interior door between the principal dwelling unit and the accessory dwelling, and to **approve** the Conditional Use Permit with the following **condition**:*

2.1) *In accordance with [Sec. 10.814.90] of the Zoning Ordinance, the owner is required to obtain a certificate of use from the Planning Department verifying compliance with all standards of [Sec. 10.814], including the owner-occupancy requirement, and shall renew the certificate of use annually.*

*Motion: C. Clark, Second: B. Moreau. Motion passed all in favor.*

**IV. OTHER BUSINESS**

**A. Capital Improvement Plan (CIP) Process Update**

*No action taken by the Board.*

**B. Board Discussion of Regulatory Amendments and Other Matters**

*No action taken by the Board*

**C. Chairman's Updates and Discussion Items**

*No action taken by the Board.*

**V. ADJOURNMENT**

*Meeting was adjourned at: 8:47 PM.*