

**PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE
EILEEN DONDERO FOLEY COUNCIL CHAMBERS
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

7:00 PM Public Hearing Begins

December 21, 2023

ACTION SHEET

I. PRESENTATIONS

- A.** Receive a presentation and consider a recommendation to the City Council to adopt the proposed **FY 2025-2030 Capital Improvement Plan**.

A motion was made that the FY 2025 CIP include an updated Water Master Plan for \$100,000.

Motion: J. Hewitt; **Second:** G. Mahanna.

The motion failed by a roll call vote of 3-5, with Mr. Almeida, Councilor Moreau, Vice-Chair Clark, City Manager Conrad, and Chair Chellman voting in opposition to the motion.

The Board voted to recommend adoption of the Capital Improvement Plan to the City Council.

Motion: B. Moreau; **Second:** J. Almeida.

The motion passed with all in favor.

II. APPROVAL OF MINUTES

- A.** Approval of the November 16, 2023 meeting minutes.

*The Board voted to **approve** the minutes as amended.*

Motion: B. Moreau, **Second:** K. Conard. *The motion passed with all in favor.*

III. DETERMINATIONS OF COMPLETENESS

SITE PLAN REVIEW

- A.** The request of **Pease Development Authority (Owner)**, for property located at **360 Corporate Drive** requesting Site Plan Review approval for construction of a three-story Healthcare Complex with approximately 52,000 GSF. to allow space for up to 10 tenants which include an Ambulatory Surgical Center, Imaging Center and Plastic Surgery Center. The project includes (125) vehicle parking spaces, (2) loading docks as well as associated paving, stormwater management, lighting, utilities and landscaping. Said property is located on Assessor Map 315 Lot 5 and lies within the Airport Business Commercial (ABC) District.

The Board voted to determine that this application is complete according to the Pease Site Plan Review Regulations, and to accept the application for consideration.

Motion: B. Moreau, **Second:** K. Conard.

The motion passed 5-3 with Mr. Hewitt, Ms. Begala, and Mr. Mahanna voting in opposition to the motion.

- B.** The request of **Maureen Oakman and Michael A. Valinski (Owners)**, for property located at **1155 Sagamore Avenue** requesting Site Plan Review Approval for the demolition of the existing building and construction of a 4-unit residential condominium with the associated paving, stormwater, lighting, utilities and landscaping. Said property is located on Assessor Map 224 Lot 18 and lies within the Mixed Residential Office (MRO) District.

The Board voted to determine that Item B is complete according to the Site Plan Review Regulations and to accept the applications for consideration.

Motion: B. Moreau, **Second:** J. Almeida.

The motion passed with all in favor.

IV. 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 **Pease Development Authority (Owner)**, for property located at **360 Corporate Drive** requesting Site Plan Review approval for the construction of a three-story Healthcare Complex with approximately 52,000 GSF. to allow space for up to 10 tenants which include an Ambulatory Surgical Center, Imaging Center and Plastic Surgery Center. The project includes (125) vehicle parking spaces, (2) loading docks as well as associated paving, stormwater management, lighting, utilities and landscaping. Said property is located on Assessor Map 315 Lot 5 and lies within the (Airport Business Commercial (ABC) District. (LU-23-135)

*The Board voted to **recommend Site Plan Approval to the PDA Board** and that the PDA look at the intersections in and around the facility to manage the traffic impacts and safety.*

Motion: B. Moreau, **Second:** K. Conard. *The motion passed with all in favor.*

Councilor Moreau moved to continue the meeting past 10:00, seconded by Ms. Conard. The motion passed by a roll call vote of 7-1, with Ms. Begala voting in opposition.

- B.** The request of **120-0 Wild Rose Lane LLC (Owner)**, for property located at **60 Pleasant Point Drive** requesting Wetland Conditional Use Permit Approval a Wetland Conditional

Use Permit from Section 10.1017.50 of the Zoning Ordinance for the demolition of the existing home and construction of a new dwelling. The project consists of 5,368 sf of impervious surface including a dock, two sets of stairs, a pool, patio, cabana, and a portion of the home, which results in a reduction of 31 sf from the existing conditions. The project includes pervious pavers within the buffer, a long-term storm-water maintenance plan, landscaping plan within the buffer, a bank restoration plan, replacement of the existing lawn with a micro-clover seed mix and the removal of invasive species on site. Said property is located on Assessor Map 207 Lot 13 and lies within the Single Residence B (SRB) District. (LU-23-180)

The Board voted to find that the Conditional Use Permit application meets the criteria set forth in Section 10.1017.50 and to adopt the findings of fact as presented.

Motion: C. Clark, **Second:** B. Moreau.

The motion passed 7-1 with Ms. Begala voting in opposition.

*The Board voted to **grant** the Wetland Conditional Use permit with the following **conditions**:*

2.1) In accordance with Section 10.1018.40 of the Zoning Ordinance, applicant shall install permanent wetland boundary markers along the 25' vegetative buffer during project construction. These can be purchased through the City of Portsmouth Planning and Sustainability Department.

2.2) Applicant shall provide monthly invasive management and planting updates to the Planning and Sustainability Department once removal begins and until the end of the restoration process (see Management Calendar for Treatment and Planting). These updates shall be a report summarizing the activities performed, the success rates, any proposed plan changes, and any upcoming activities involving the 25' vegetative buffer on site. If plants have not achieved an 80% success rate or greater after one year, applicants will replant and report back to the Planning & Sustainability Department one year after planting is complete and each subsequent year until an 80% planting success rate has been achieved.

2.3) No fertilizers shall be used within any resource and/or buffer areas.

Motion: C. Clark, **Second:** B. Moreau.

The motion passed 7-1 with Ms. Begala voting in opposition.

- C.** The request of **Maureen Oakman** and **Michael A. Valinski (Owners)**, for property located at **1155 Sagamore Ave** requesting Site Plan Review Approval for the demolition of the existing building and construction of a 4-unit residential condominium with the associated paving, stormwater, lighting, utilities and landscaping. Said property is located on Assessor Map 224 Lot 18 and lies within the Mixed Residential Office (MRO) District. (LU-23-178)

The Board voted to find that the Site Plan Application meets the requirements set forth in the Site Plan Regulations Section 2.9 Evaluation Criteria and adopt the findings of fact as presented.

Motion: B. Moreau, **Second:** J. Almeida. The motion passed with all in favor.

The Board voted to **grant** Site Plan Approval with the following **conditions**:

Conditions to be satisfied subsequent to final approval of site plan but prior to the issuance of a building permit or the commencement of any site work or construction activity:

- 2.1) The site plan, and any easement plans and deeds shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
- 2.2) The applicant 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.
- 2.3) Any site development (new or redevelopment) resulting in 15,000 square feet or greater ground disturbance will require the submittal of a Land Use Development Tracking Form through the Pollutant Tracking and Accounting Program (PTAP) online portal. For more information visit:
<https://www.cityofportsmouth.com/publicworks/stormwater/ptap>

Prior to the issuance of a Certificate of Occupancy or release of the bond:

- 2.4) 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.
- 2.5) A stormwater inspection and maintenance report shall be completed annually, and copies shall be submitted for review to the City's Stormwater Division/ Public Works Department.

Motion: B. Moreau, **Second:** J. Almeida. The motion passed with all in favor.

VIII. OTHER BUSINESS

A. Chairman updates and discussion items

B. Planning Board Rules and Procedures: The Planning Board will consider general amendments to the Planning Board Rules & Procedures. The proposed rules may be reviewed in the Planning Department at City Hall, or online by visiting the Planning Board meeting date on the City's Municipal Meetings Calendar here:

<https://www.cityofportsmouth.com/planportsmouth/events/planning-board-meeting-57>

C. Board discussion of Regulatory Amendments, Master Plan Scope & other matters

IX. ADJOURNMENT

Action Sheet, Planning Board Meeting, December 21, 2023

The meeting adjourned at 10:45 p.m.