

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

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

2:00 PM

February 7, 2023

MINUTES

MEMBERS PRESENT:

Peter Stith, Chairperson, Principle Planner; David Desfosses, Construction Technician Supervisor; Patrick Howe, Deputy Fire Chief; Shanti Wolph, Chief Building Inspector; Peter Britz, Environmental Planner; Nicholas Cracknell, Principal Planner;; Zachary Cronin, Assistant City Engineer, Eric Eby, Parking and Transportation Engineer

MEMBERS ABSENT:

**ADDITIONAL
STAFF PRESENT:**

Stefanie Casella, Planner 1; Kate Homet, Associate Environmental Planner; Peter Rice, Director of Public Works; Todd Henley, Recreation Director

*Items in brackets denote timestamp of recording []

The meeting began at 2:02 p.m.

I. APPROVAL OF MINUTES

- A.** Approval of minutes from the January 3, 2023 Site Plan Review Technical Advisory Committee Meeting.

[7:14] P. Howe made a motion to approve the minutes as presented. P. Britz seconded the motion. The motion passed unanimously.

II. OLD BUSINESS

- A. REQUEST TO POSTPONE** The application of **Banfield Realty, LLC, (Owner)**, for property located at **375 Banfield Road** requesting Site Plan review approval to demolish two existing commercial buildings and an existing shed and construct a 75,000 s.f.

industrial warehouse building with 75 parking spaces as well as associated paving, stormwater management, lighting, utilities and landscaping. Said property is shown on Assessor Map 266 Lot 7 and lies within the Industrial (I) District. **REQUEST TO POSTPONE** (LU-20-259)

[7:23] Chairman Stith announced that Banfield Realty, LLC requested a postponement for this month..

- B.** The request of **Frederick J. Bailey III & Joyce Nelson (Owners)**, and **Tuck Realty Corporation (Applicant)**, for properties located at **212, 214, and 216 Woodbury Avenue** requesting Preliminary and Final Subdivision Approval for a Lot Line Relocation to create the following lots: Proposed Lot 1 to be 60,025 square feet of lot area where 26,012 square feet are existing, Proposed Lot 2 to be 12,477 square feet of lot area where 29,571 square feet are existing, and Proposed Lot 3 to be 7,917 square feet of lot area where 24,836 square feet are existing. No changes in street frontage are proposed. Said properties are located on Assessor Map 175 Lots 1, 2, and 3 and lie within the General Residence A (GRA) District. (LU-22-129)

[7:41] Chairman Stith noted that Old Business items B and C would be read into the record together.

- C.** The request of **Frederick J. Bailey III & Joyce Nelson (Owners)**, and **Tuck Realty Corporation (Owner and Applicant)**, for properties located at **212 Woodbury Avenue** requesting Site Plan Approval for the construction of an eight-unit condominium development consisting of four (4) single living-unit structures, two (2) two-unit structures, 18 parking spaces where are 13 required, and associated stormwater, utility and site improvements with access to the development from Boyd Street. Said properties are located on Assessor Map 175 Lot 1 and lies within the General Residence A (GRA) District. (LU-22-129)

SPEAKING TO THE APPLICATION

[9:18] Joseph Coronati of Jones and Beach Engineering represented this application on behalf of Tuck Realty Corp. He noted that their team had been in receipt of stormwater and staff comments. He proceeded to address each staff comment:

- 1. Domestic and fire services must be shown entering each building at an appropriately location*

Mr. Coronati noted this.

- 2. Please explain how the previous clay core comment has been satisfied.*

This comment had been added to Sheet D4 after back and forth with Altus Engineering.

- 3. A Conditional Use Permit will need to be filed for the highway noise district.*

This will be done prior to the Planning Board.

PUBLIC HEARING

[11:08] Chairman Stith opened the public hearing for this application. No one spoke. The hearing was closed.

DISCUSSION AND DECISION OF THE BOARD

[11:41] D. Desfosses made a motion to recommend approval of this proposal to the Planning Board with the following condition:

1. DPW will review and approve the locations of domestic and fire services lines entering all buildings.

The motion was seconded by Z. Cronin. The motion passed unanimously.

D. The request of **Pease Development Authority (Owner)**, for property located at **80 Rochester Avenue** Site Plan approval for the construction of a ±209,750 SF advanced manufacturing building including ±18,145 SF of office space, two (2) parking areas, two (2) loading dock areas, minor realignment of a portion of Rochester Avenue, and associated site improvements consisting of underground utilities, landscaping, lighting, and a stormwater management system. Said property is shown on Assessor Map 308 Lot 1 and lies within the Pease Industrial District (PI). (LU-22-210)

[12:36] Chairman Stith noted that Old Business items D and E would be read into the record together but noted that they would not be taking item E into consideration for the moment.

E. The request of **Pease Development Authority (Owner)**, for property located at **80 Rochester Avenue** requesting lot line adjustment to add 22,251 square feet to the existing lot as part of a realignment of Rochester Avenue for a proposed lot size of 496,584 square feet (11.4 acres). Said property is shown on Assessor Map 308 Lot 1 and lies within the Pease Industrial District (PI). (LU-22-210)

SPEAKING TO THE APPLICATION

[2:07] Neil Hansen and Patrick Crimmons of Tighe and Bond were present for this application as well as Mike Mates of the Pease Development Authority. Mr. Hansen went on to address each staff comment:

1. 3rd party traffic review did not address concerns with proposed crosswalks across New Hampshire Ave. Based on projected traffic volumes and width of crossings, additional safety measures could be warranted if speeds are in excess of 35 MPH. Crosswalks are not usually warranted if less than 20 pedestrians per hour during peak pedestrian hour.

This was run by the traffic group which noted that based on Federal guidelines, their data shows the 85th percentile speeds between 37 and 40 mph and the average daily traffic volume of up to

5,000 vehicles. Based on Federal Highway Administration guidelines, enhanced crosswalk and warning signs should be provided but an RFP would not be required. They do not anticipate pedestrian volumes at over 20 people per hour. This will be detailed further in the traffic review.

2. *Consider a hydrodynamic separator prior to storm water entering the detention chambers.*

They have received approval from NHDES for pre-treatment systems.

3. *Provide estimated average daily and peak water usage.*

There is currently no identified end user but they will provide an update on this information when an end user is identified.

4. *Do not connect sewer service into existing structure 2041; install new structure upstream from existing proposed connection. Show 8" clay Lee St sewer line entering SMH 2041*

They will make this revision.

5. *The sewer main in Rochester St between and including manholes 2041 (Lee St Intersection, labeled incorrectly as 2135 on plan) 253' north to SMH 2114 (not shown on plan set, please add) is in poor condition and needs to be replaced. The applicant will need to work with Public Works to replace this section of main and the two manholes so that it is fit for use.*

They will include this in the next submission along with a note.

6. *Identify waste stream characteristics (types of waste to be discharged and concentrations)*

Again, there is no identified end user so this information cannot be provided at this time.

7. *This is a large manufacturing facility. Any potential food preparation area for employees will require grease trap if applicable.*

They are not anticipating any food service at this site. If they do, they will include this prior to construction.

8. *Verify that this development adheres to all stormwater requirements as stated in the Site Plan Review Regulations Chapter 7. Section 7.6.2 states that developments over 15,000 square feet of area require advanced stormwater treatment standards consistent with the NH MS4 Stormwater Permit and N.H Code of Administrative Rules Part Env-Wq 1507.03.*

The Pease Development Authority regulations supersede those of Chapter 7 and they have just submitted an alteration of terrain permit.

9. *Please label Lee St and Aviation Ave on plans*

Will include.

10. *Do not install new electric conduit, pads, equipment within 5' of the existing sewer main or drainage pipes*

Will revise.

11. Label Newfields St and Stratham St on plan set. Both are shown to be milled with overlay, neither are in the condition that solution would be acceptable. Both need reconstruction via reclamation, fortification with 2" angular crushed stone and new pavement just like Rochester St.

Will revise.

12. There is a telephone manhole in the tip down of the north driveway. Raise to grade. Add the telephone lines to the plan to be certain to avoid conflicts underground

See Utility Note #14. Telephone lines will be added to the plan.

13. Truncated dome plates are not to be used when the sidewalk system crosses driveways. Only when crossing roads.

They will remove.

14. Eliminate old drainage structures (CB's) and add DMH's on the main pipe at all pipe junctures during Rochester St narrowing.

Will revise.

15. Raise all structures encountered to finish grade.

See Utility Note #14.

16. There is no existing VGC to meet/match to. It is all old concrete curb to be replaced.

Will revise.

17. On site sidewalks do not need to meet the 5.5' wide standard unless it is desired.

They will keep for consistency.

18. The 4 post indicator valve posts along Rochester St are remnants of old water services that are likely still active and that need to be terminated at the main by the Contractor. Coordinate with Portsmouth Water and show removal on demo plan.

Will add a note.

19. It looks like the guy pole across from Lee St is on top of the sewer line. Pole may need relocation to affect sewer repairs.

This will be called out on plans and a contractor will verify.

20. Relocate the proposed sidewalk on Newfields St so that the pole is not in the sidewalk.

Will revise.

21. There is a tree across from Lee St that is supposed to remain but is not accounted for in the grading plan.

The plan is to remove this tree.

22. There's two additional CB's on Rochester near Lee St (west side, south and north of Lee St) that are not shown.

Will revise.

23. Replace all old curb inlet (tombstone style) CB grates to type B

Will do.

24. See Underwood's comment about proposed future parking and drainage and please address.

The impervious area was included in their calculations and was referenced in their response.

[23:13] The applicant was asked about the hydrodynamic separator unit and the placement of the separator.

PUBLIC HEARING

[24:46] Chairman Stith opened the public hearing.

[25:05] Mark Fougere, a planner from the Town of Greenland, New Hampshire, spoke on behalf of the Town of Greenland. He expressed concern about added traffic strains to Route 33 and the flawed analysis of the traffic study. He would like to be included in future discussion of this project and would like to see a copy of the peer-reviewed traffic study.

[27:15] Chairman Stith closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

[28:05] P. Britz made a motion to postpone the application to the March meeting. D. Desfosses seconded the motion. The motion passed unanimously.

III. NEW BUSINESS

- a. The request of **Lucky Thirteen Properties LLC** (Owner), for property located at **147 Congress Street** requesting Site Plan review approval for a 700 square foot addition, front and rear canopies and associated offsite and onsite improvements. Said property is shown on Assessor Map 126 Lot 4 and lies within the Character District 5 (CD5) and Historic District. (LU-22-192)

SPEAKING TO THE APPLICATION

[28:53] Eric Weinrub of Altus Engineering, Mike Labrie, the property owner, Sarah Howard, the architect, Andrew Wilson and Louis Hamel of OJ Building Company came to present this application.

Mr. Weinrub gave a brief description of the project and revealed that it had already received HDC approval. He went on to address staff comments:

1. Verify there are no sewer facilities or fixtures connected to the drain system or drainage pipe.

No new utilities would be needed for this project.

2. Restaurant will require 1,000 gallon grease trap per City standards.

They will be providing a 750 gallon interior grease trap in the basement.

3. Please explain how the parking lot side doors work.

The confusing depiction of these doors is the result of a drawing error.

PUBLIC HEARING

[33:33] Chairman Stith opened the public hearing for this application. No one spoke. The public hearing was closed.

DISCUSSION AND DECISION OF THE BOARD

[35:37] Z. Cronin made a motion to recommend approval of this application to the Planning Board with the following conditions:

- 1. Applicant will work with the Building Department to appropriately size and locate the grease trap.*
- 2. DPW is to observe and approve that sewer and stormwater systems are separated properly.*
- 3. Excavation permit will be needed for the construction of the sidewalk*

N. Cracknell seconded the motion. The motion passed unanimously.

- b. The request of **Lucky Thirteen Properties LLC (Owner)**, for property located at **361 Islington Street** requesting Site Plan review approval for the redevelopment of the existing property including a 695 square foot addition and a 73 square foot addition with associated site improvements including lighting, utilities, landscaping, and stormwater treatment/management, and a Conditional Use Permit approval in accordance with section 10.1112.14 of the Zoning Ordinance to allow twelve (12) parking spaces where twenty-two (22) are required. Said property is shown on Assessor Map 144 Lot 23 and lies within the Character District 4-L2 (CD-4-L2) and Historic District. (LU-22-195)

SPEAKING TO THE APPLICATION

[38:48] Mr. Weinrub gave a brief overview of the site and the different proposals it had seen in the past. He noted that the proposed bagel shop would bring vitality to that corner of the neighborhood. They previously received HDC approval and multiple reliefs from zoning impacts.

[43:30] Mr. Weinrub went on to address the staff comments:

1. Verify that this development adheres to all stormwater requirements as stated in the Site Plan Review Regulations Chapter 7.

They will be incorporating low impact development measures among others that will address this section.

2. Show separate connections for domestic 1" water and 4" fire services

The plans indicate two services on the Utilities Plan, only one line is shown but a note clarifies that it will be two separate services.

3. Why the crushed stone paths? Can they be stone dust instead?

The stone dust may have more of an impact to sediment buildup in the filtration and stormwater infrastructure. They can remove the connectors between these two areas and change it to hardscape.

4. Drainage main in street is PVC. Use 12x18 inserta tee and 12" pvc to connect to PCBI, connect to pipe squarely

Will revise.

5. Abandon old water at main. (There are 3-3/4" taps feeding the existing service).

Will revise the plans to show this.

6. There should be a 6" sewer service already installed for this lot under Cabot St. Reuse this connection if at all possible. Records show two laterals were installed for this lot. One for the gas station and one for the 8" line.

They will get in touch with Jamie McCarty about this.

7. Remove cage and burlap entirely from trees.

Will revise and add a note.

8. *Please keep lighting under 12' if possible, if not verify that 14' pole will not be a nuisance to abutters.*

Likely will not change this but it was looked at for abutter concerns.

9. *Turning paths show vehicles hitting retaining wall in back of site, and touching curbing and sides of driveway at other locations. The building addition should be modified to allow more travel lane area behind building or the travel lane should be dead-ended so as not to have vehicles attempt to drive behind the building.*

The retaining wall will be moved back (to the north) by another foot to accommodate this.

10. *CUP for parking assumes patrons will park at Foundry Garage or use alternate transportation. The use of the Foundry Garage is unlikely if this is the primary destination. While it is likely that there will be a higher amount of pedestrian trips, two-wheeled transportation is not a year-round option. With the recent concerns by residents and businesses regarding parking in the surrounding neighborhood, it is highly advisable for the applicant to have a way to provide additional off-street parking in close proximity to the site, to alleviate the fears of overcrowding of local street parking spaces, if the on-site parking proves to be inadequate.*

The Foundry Garage would only be intended for employees to park at, not customers. Also, the spots for two-wheeled vehicles will likely be used year round and the applicants feel as though they meet the parking CUP requirements.

[57:42] Concerns raised by TAC members included the crushed stone in some areas which should be changed to groundcover, the safety of patrons eating under the canopy in connection to cars on the street and entering and parking onsite. Another concern was the material placed under bicycle racks which should not be crushed stone but rather a hard surface.

PUBLIC HEARING

[1:06:35] Chairman Stith opened the public hearing for this application.

[1:07:43] Elizabeth Bratter of 159 McDonough Street spoke on this application. She noted that any improvement to this space would be gladly welcomed by the neighborhood residents. She expressed concern for the disturbance of the lot and it's relatively small size. She noted the difficulty trucks would have turning on the property, especially in winter, and expressed concern for the existing tree health, the size of outdoor seating, the limited parking, ventilation, noise, utilities and grease traps.

[1:17:45] Chairman Stith closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

[1:17:56] Staff asked questions on the specifics of the expected delivery van sizes, noted the storage of snow over the grease trap, asked for clarification on hours of operation, expressed the need for a sprinkler system and concluded that a Conditional Use Permit would be required for outdoor dining.

[1:22:31] P. Britz made a motion to recommend approval to the Planning Board with the following conditions:

- 1) Plans are updated to show separate connections for domestic 1" water and 4" fire services.*
- 2) Crushed stone paths will be updated to be either hardscaped or landscaping.*
- 3) 12x18 inserta tee and 12" PVC will be used to connect the drainage main in street to PCBI.*
- 4) A note will be added to the plan to abandon old water service at the main.*
- 5) Applicant will work with DPW to get locations of the existing sewer main in Cabot St.*
- 6) Plans and notes are revised to show cage and burlap will be removed entirely from tree plantings.*
- 7) Plans and notes are revised to show all lighting on site will be dark sky compliant.*
- 8) Applicant will revise the plans to move rear retaining wall 1 foot towards the rear boundary line and modify trash/tote enclosure to create functional traffic circulation around the back of the structure. DPW Transportation Engineer to review and approve.*
- 9) Plans and notes are revised will be revised to indicate bike parking racks will be on a hard scaped surface.*
- 10) Plans will be revised to add additional protection (bollard, planter or something similar) between canopy seating and vehicle parking spaces.*

D. Desfosses seconded the motion. The motion passed unanimously.

- c. The request of **Brandon Kunkel (Applicant)** and **The City of Portsmouth (Owner)**, for property located at **305 Greenland Road** requesting Site Plan review approval for the construction of a 19,500 square foot skateboard park including walkways and a 25 space parking lot with associated site improvements. Said property is shown on Assessor Map 241 Lot 18 and lies within the Municipal District (M). (LU-23-7)

SPEAKING TO THE APPLICATION

[1:27:18] Brandon Kunkel from Weston & Sampson came to present this application on behalf of the City of Portsmouth. He gave a brief overview of the location and its current use as a staging area for construction work. He continued on to address staff comments:

- 1. Confirm existing catch basin to be reset, can accept additional 12" HDPE pipe.*

Their civil engineer confirmed that it can accept that additional 12" pipe.

2. *Show all electric connections to cabinet, either conduit or overhead.*

They will show all the connections on the plan which will be conduits and all of the utility poles with their associated numbers.

3. *Run curbing to gate to discourage illicit access.*

This will be extended just beyond the gate to ensure that people are not driving around the gate.

4. *CONTECH CDS unit should be moved immediately downstream of existing CB to be reset. It is intended to provide treatment to this development as well as the main road.*

This will be moved.

5. *Modify detail 4/L501 Dense Graded Stone pavement with 8" of the same capped with 4" of pavement millings to be provided by the City to be placed, graded and compacted by the Contractor. Include the entire area around the basin that resides in the area currently shown in that "hammerhead" and we will just expand the lot a bit so the drain is in the area being cleared off of snow if necessary. Level out the entire area for the turnaround so there are no "edges" off the parking field and therefore people can just drive off and turn around.*

This will be done.

6. *Verify that this development adheres to all stormwater requirements as stated in the Site Plan Review Regulations Chapter 7. Section 7.6.2 states that developments over 15,000 square feet of area require advanced stormwater treatment standards consistent with the NH MS4 Stormwater Permit and N.H Code of Administrative Rules Part Env-Wq 1507.03.*

The design does adhere to these requirements. Between the Contech device, the swale along Greenland Road, and the City's use of organic land management, nitrogen levels should be properly managed in any stormwater.

7. *At the end of the conduit, in the location of the "future cabinet" mark the end of the conduit with a marking post.*

This will be done.

8. *The City will need 2 – 5" conduits run from pole (currently unlabeled, please label with pole #) on the right side of the driveway to the area marked for future "cabinet" so a pad mounted transformer can be installed next to this future cabinet. End the 2 – 5" conduits approximately 14' from the end of the 6 – 3" conduit so there is enough space for both the transformer 6'x6' pad and the future cabinet 3'x6' pad placed neatly in line with the edge of the driveway about 12' back from the edge of the driveway.*

They have added these in the plans.

9. *Remove the burlap entirely from the proposed trees.*

A note will be added to the plans.

10. Increase the driveway corner radius to 30 feet on the east side of the driveway to allow for larger vehicles to access the site for future maintenance and development of the site.

This will be done.

11. Please add more seating areas around the outside of the park for those who do not wish to enter the park area.

Benches will be added that are placed on concrete pads.

12. Please add bike racks

These will be added over by the accessible parking area.

13. Please explain the layout of the parking lot

The gravel turnaround hammerhead design was scrapped and has since been converted into a square gravel lot at the end of the parking lot.

14. Will bathroom facilities be available? If so, where will they be located and how will they be maintained? Will they be accessible?

Port-a-johns will be available in the area between the skate park and the parking lot.

15. Please explain how the flow of traffic will work inside the park including beginner areas, spectating areas, and crossing into the middle shaded section.

There will be asphalt-paved sidewalks that are ADA compliant, there will be a pavilion, seat wells, etc.

16. Will there be security fencing around the park perimeter?

[1:43:10] Currently there are none intended.

17. Are the accessibility requirements being met with regards to providing an accessible route and multiple viewing areas?

The park designer is aware of accessibility requirements and they assume the designer is meeting those but the designer could be included in future meetings/presentations if needed.

[1:40:13] Staff brought up issues with the proposed flush edging of the sidewalk, noting that the guardrail should be extended between the sidewalk and the parking lot.

[1:41:57] A question was also raised about access to the future rail trail which would be connected by an extended sidewalk at the proposed skate park.

[1:44:48] The issue of ambulance access was raised and it was suggested that the proposed handicap spaces be moved outwards to expand the hashed no-parking zone size for ambulance access.

PUBLIC HEARING

[1:47:55] Chairman Stith opened the public hearing for this application.

[1:48:06] Andy Sherburne of 1821 Islington Street raised his concern with the entrance and exit of the proposed site, citing how dangerous the road already is and the potential safety issues with children and young adults entering and leaving the park. He also expressed issues with the limited parking availability, including the future need for rail trail parking and the proposed drainage plans for the pond.

[1:56:13] Michael and Taylor Mandrioli of 1877 Islington Street spoke on the limited parking issue and also raised concerns about the potential hours of operation of the skate park and how that could impact lighting and access to the site after-hours. He also raised concern for his own property next door and would like to see fencing along the east side of the park and some sort of sound-proofing measure.

[2:00:54] Chairman Stith closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Staff raised concerns over the limit of parking onsite as well as the entry and exit of the park and the lighting, wishing to see lighting plans which would include hours of lighting as well. Staff would not recommend two lanes of traffic (right-turn & left-turn) for exiting the park. There were also concerns over water quality issues but those could be addressed internally.

[2:03:14] Todd Henley, Recreation Director, addressed some of those concerns by noting that a lighting project will be separate from this application but that it was forthcoming. The usual lighting schedule for City parks would include lighting until 10 p.m. each night. Also, the upcoming paving of the rail trail would encourage more skate park users to come by means other than cars via the rail trail which would reduce parking needs.

[2:09:04] P. Britz made a motion to recommend approval of this application to the Planning Board with the following conditions:

- 1. Plans and notes are revised to show conduit connections to the cabinet.*
- 2. Plans and notes are revised to show extended curb to discourage vehicles from driving around the access gate.*
- 3. Plans and notes are revised to show CONTECH CDS unit immediately downstream of the existing catch basin (CB to be reset).*
- 4. Plans and notes are revised to modify detail and profile for gravel parking lot to reflect that the City will be providing the recycled asphalt paving which will be placed by the contractor.*

5. *Plans and notes are revised to show mark at the end of the conduit in the location of the "future conduit."*
6. *Plans and notes are revised to indicate all burlap is to be removed completely from proposed tree plantings.*
7. *Plans and notes are revised to show driveway corner radius is 30 feet on the ease side of the driveway.*
8. *Plans and notes are revised to add more seating areas around the outside perimeter of the park.*
9. *Plans and notes are revised to add bike racks.*
10. *Plans and notes are revised to indicate guardrail to be moved to separate parking area and walkway.*
11. *Applicant will work with the Fire Department to ensure adequate emergency vehicle access.*

N. Cracknell seconded the motion. The motion passed unanimously.

[2:09:41] Z. Cronin made a motion to adjourn. N. Cracknell seconded the motion.

IV. OTHER BUSINESS

V. ADJOURNMENT

The meeting adjourned at 4:06 p.m.

Respectfully submitted,

Kate E. Homet
Secretary for the Technical Advisory Committee