

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

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

**2:00 PM**

**December 5, 2023**

**MINUTES**

**MEMBERS PRESENT:**

Peter Stith, Chairperson, Planning Manager; David Desfosses, Construction Technician Supervisor; Patrick Howe, Deputy Fire Chief; Shanti Wolph, Chief Building Inspector; Peter Britz, Director of Planning & Sustainability; Zachary Cronin, Assistant City Engineer, Eric Eby, Parking and Transportation Engineer; Mike Maloney; Deputy Police Chief, Vincent Hayes; Land Use Compliance Agent/Associate Planner

**MEMBERS ABSENT:**

**ADDITIONAL**

**STAFF PRESENT:**

Stefanie Casella, Planner II; Kate Homet, Associate Environmental Planner

[3:54] Chairman Stith opened the meeting at 2:00 p.m.

**I. APPROVAL OF MINUTES**

- A.** Approval of minutes from the November 7, 2023 Site Plan Review Technical Advisory Committee Meeting.

[4:10] E. Eby 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 request of **The Islamic Society of the Seacoast Area (Owner)**, for property located at **686 Maplewood Avenue** requesting Site Plan Review Approval for the construction of six (6) single family unit residential condominium with the associated paving, stormwater management, lighting, utilities and landscaping. Said property is located on Assessor Map 220 Lot 90 and lies within the Single Residence B (SRB) District. **REQUEST TO POSTPONE (LU-23-57)**

[4:20] Chairman Stith announced the postponement of Old Business Item A to January.

- B.** The request of **Prospect North 815 LLC (Owner)**, for property located at **815 Lafayette Road** requesting Site Plan Review Approval for the demolition of the existing building along Sagamore Creek and the construction of three 4-story, 24-unit multi-family buildings (72 total units) with first floor parking. The project will include associated site improvements such as parking, pedestrian access, community space in the form of a park with public access, utilities, stormwater management, lighting, and landscaping. Said property is located on Assessor Map 245 Lot 3 and lies within the Gateway Corridor (G1) District. (LU-23-149)

[4:38] Chairman Stith announced this application.

### **SPEAKING TO THE APPLICATION**

[5:18] Neil Hansen of Tighe & Bond came to present this application. Mr. Hansen addressed all the previous comments and the revisions they prompted, most notably, the change in community space which now excluded the 0-25' wetland buffer. Mr. Hansen responded to the sole staff comment from the most recent round of comments.

- 1. Please update the cover letter and language for the Development Site Conditional Use Permit to clearly identify that a portion of community space is on a separate parcel and is included as part of the request.*

Mr. Hansen responded that his team would make that revision prior to submission to the Planning Board.

[6:54] P. Britz noted his appreciation for the change in community space.

### **PUBLIC HEARING**

[7:15] Chairman Stith opened the public hearing. No one spoke. The public hearing was closed.

### **DISCUSSION AND DECISION OF THE BOARD**

[7:42] P. Howe commented that on Note #13 within the Site Notes, the wording should be changed from 'equipped with Nox Box' to 'equipped with Nox Padlock'. Mr. Hansen responded that this would be changed.

[8:18] D. Desfosse made a motion to recommend approval of the project to the Planning Board with the following conditions:

- 1. Applicant will revise the submission letter to include details about the portion of the community space located on the adjacent lot for the Development Site Conditional Use Permit.*

2. *The applicant will revise site note 13 to replace “Knox Box” to read “Knox Padlock”.*

[8:31] P. Britz seconded the motion, the motion passed unanimously.

### III. NEW BUSINESS

- A. REQUEST TO POSTPONE** The request of **Atlas Commons LLC (Owner)**, for property located on **581 Lafayette Road** requesting Site Plan review approval for two 4-story additions to the existing building that will total 72 residential units with associated site improvements including lighting, utilities, landscaping, and stormwater treatment/management. Said property is located on Assessor Map 229 Lot 8B and lies within the Gateway Corridor (G1) District. **REQUEST TO POSTPONE** (LU-23-189)

[4:20] Chairman Stith announced the postponement of New Business Item A to January.

- B.** The request of **Portsmouth Submarine Memorial Association (Owner)**, for property located at **569 Submarine Way** requesting Amended Site Plan Approval to construct an approximately 1,588 square foot addition attached to the existing visitor center building and associated site improvements. Said property is located on Assessor Map 209 Lot 87 and lies within the Single Residence B (SRB) District. (LU-23-165)

[8:57] Chairman Stith announced this application.

### SPEAKING TO THE APPLICATION

[9:26] John Chagnon of Ambit Engineering and Haley Ward came to present this application along with representatives from the Portsmouth Submarine Memorial Association and Keepers of the Submarine Albacore Park. He went on to describe the proposed project which includes a 1,588 s.f. addition to the current museum building with associated site improvements such as drainage, handicap accessibility and bicycle parking. This application was previously before TAC in a work session. Mr. Chagnon proceeded to hand out hard copies of the newest site plans and addressed the most recent staff comments.

- 1. Please provide documentation that the water line easement that crosses over parcel 209/54 has been assigned to the City.*

[10:39] Mr. Chagnon responded that they have previously provided information on this, but they included the current deed in the newest hard copy of the plan set. The last paragraph states that the deed is subject to a 10 ft water easement. Having this easement assigned to the City will require a legal review with the current easement owners.

- 2. Please include a note that references the variance granted to the property for the expansion.*

Mr. Chagnon noted that Sheet C4 now has this note added.

- 3. Increase the number of handicapped spaces to account for the unmarked parking lot.*

Mr. Chagnon noted that Sheet C4 now has this note added in Note 10 and the parking Area design now reflects the required five ADA-compliant spaces.

- 4. Include list of previously received comments with responses or noted changes to the plans.*

Mr. Chagnon agreed to submit a list of changes made and he went on to verbally list the changes that had already occurred.

[22:30] P. Britz asked if the lighting plan would be included with the Planning Board submission and what would be included in it. Mr. Chagnon responded that they would be submitting a lighting plan and it would include building-mounted lighting for the walkways and since the parking lot already has lighting fixtures, there would be no need for additional lighting there. P. Britz asked if the new installations would be dark-sky friendly to which Mr. Chagnon responded that they would be.

## **PUBLIC HEARING**

[23:42] Chairman Stith opened the public hearing. No one spoke. The public hearing was closed.

## **DISCUSSION AND DECISION OF THE BOARD**

[24:05] D. Desfosses made a motion to recommend approval of the project to the Planning Board with the following conditions to be applied to updated plans:

- 1. Applicant will provide documentation that the water line easement that crosses over parcel 209/54 has been assigned to the City.*
- 2. Lighting plan will be provided and reviewed by City Staff prior to consideration by the Planning Board.*
- 3. Bollards and signage will be noted on the site plan for handicap parking spaces.*

[24:40] P. Britz seconded the motion. The motion passed unanimously.

## **IV. ADJOURNMENT**

[25:00] Z. Cronin made a motion to adjourn. D. Desfosses seconded the motion. The meeting adjourned at 2:21 p.m.

Respectfully submitted,

Kate E. Homet  
Secretary for the Technical Advisory Committee