

**PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE**

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

7:00 PM Public Hearings begin

October 16, 2025

ACTION SHEET

REGULAR MEETING 7:00pm

I. APPROVAL OF MINUTES

- A.** Approval of the September 18, 2025 meeting minutes.

*The September meeting minutes were **approved** as presented.*

Motion: *T. Coviello*; **Second:** *A. Samonas*

Motion passed with all in favor

II. DETERMINATIONS OF COMPLETENESS

SUBDIVISION REVIEW

- A.** The request of **Walter D. Hett Trust (Owner)**, for property located at **0 Banfield Road** requesting Preliminary and Final Subdivision approval to subdivide one lot into 5 new residential lots with associated site improvements.

The Board voted to determine that Item A is complete according to the Subdivision Review Regulations, (contingent on the granting of any required waivers under Section VI of the agenda) and to accept the applications for consideration.

Motion: *P. Giuliano*; **Second:** *T. Coviello*

Motion passed with all in favor

- B. REQUEST TO POSTPONE** The request of **Martin Husslage (Owner)**, for property located at **48-50 Langdon Street**, requesting preliminary and final Subdivision review approval for the subdivision of one lot into two lots with a single-family dwelling and accessory dwelling proposed on each lot with associated site improvements. Said property is located on Assessor Map 138 Lot 47 and lies within the General Residence C (GRC) District.
REQUEST TO POSTPONE

*The Board **postponed** Item B above and Item C below to the November meeting.*

Motion: *T. Coviello*; **Second:** *L. Roy*

Motion passed 7-0 with B. Moreau recused

SITE PLAN REVIEW

- A. The request of **Walter D. Hett Trust (Owner)**, for property located at **0 Banfield Road** requesting Site Plan Review approval to subdivide one lot into 5 new residential lots with associated site improvements.
- B. The request of **PWED2 LLC (Owner)**, for property located at **921 Islington Street** requesting Site Plan Review approval for the reconstruction of the existing building for a restaurant use with associated site improvements and a Conditional Use Permit from Section 10.0440, Use #19.50 for an accessory outdoor dining and drinking area. Said property is located on Assessor Map 172 Lot 10 and lies within the Character District 4 (CD4-W). (LU-25-96)
- C. **REQUEST TO POSTPONE** The request of **Martin Husslage (Owner)**, for property located at **48-50 Langdon Street**, requesting Site Plan review approval for the subdivision of one lot into two lots with a single-family dwelling and accessory dwelling proposed on each lot with associated site improvements. Said property is located on Assessor Map 138 Lot 47 and lies within the General Residence C (GRC) District. **REQUEST TO POSTPONE** (LU-25-124)

The Board voted to determine that Items A & B are complete according to the Site Plan Review Regulations, (contingent on the granting of any required waivers under Section VI of the agenda) and to accept the applications for consideration.

Motion: B. Moreau; **Second:** T. Coviello
Motion passed with all in favor

III. 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 **Walter D. Hett Trust (Owner)**, for property located at **0 Banfield Road** **requesting** Preliminary and Final Subdivision approval and Site Plan Review approval to subdivide one lot into 5 new residential lots with associates site improvements. Said property is located on Assessor Map 255 Lot 2 and lies within the Single Residence A (SRA) District. (LU-25-22)
 - 1) *The Board voted to **grant** the requested waiver from Section VI General Requirements, Subsection 9.A, to allow overhead electrical services to each lot.*
 - b) *Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations.*

Motion: T. Coviello; **Second:** B. Moreau
Motion passed with all in favor

- 2) *The Board voted to find that the Subdivision Application meets the requirements set forth in the Subdivision Regulations and adopt the findings of fact as presented.*

Motion: T. Coviello; **Second:** B. Moreau

Motion passed with all in favor

- 3) *The Board voted to **grant** Preliminary and Final Subdivision Approval with the following **conditions**:*
- 4) *The subdivision plan, and any easement plans and deeds shall be recorded simultaneously at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*
- 4.1) *Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat;*
- 4.2) *GIS data shall be provided to the Department of Public Works in the form as required by the City;*

Motion: T. Coviello; **Second:** B. Moreau

Motion passed with all in favor

- 1) *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: T. Coviello; **Second:** B. Moreau

Motion passed with all in favor

- 2) *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 agree to pay for the services of an oversight engineer, to be selected by the City, to monitor the construction of improvements within the public rights-of-way and on site.*
- 2.3) *Owner 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.*
- 2.4) *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.portsmouthnh.gov/publicworks/stormwater/ptap>*

Conditions to be satisfied subsequent to commencement of site work and construction activity but prior to release of surety bond or certificate of occupancy:

- 2.5) *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;*
- 2.6) *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: T. Coviello; **Second:** B. Moreau
Motion passed with all in favor

B) The request of **Walter D. Hett Trust (Owner)**, for property located at **0 Banfield Road** requesting a Wetland Conditional Use Permit in accordance with Section 10.1017.50 for the installation of a shared residential driveway, underground utility piping, grading work, and at-grade stormwater management BMPs for the proposed five-lot subdivision including 3,393 s.f. of permanent disturbance in the 100' wetland buffer. Said property is located on Assessor Map 255 Lot 2 and lies within the Single Residence A (SRA) District. (LU-25-22)

1) The Board voted to find that the Conditional Use Permit Application meets the requirements set forth in Section 10.1017.50 of the Ordinance and adopt the findings of fact as presented.

Motion: T. Coviello; **Second:** P. Giuliano
Motion passed with all in favor

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

- 2.1) The maintenance plan shall be provided to the new property owners upon the sale of the newly subdivided lots.*
- 2.2) Applicant shall provide information in the deed and to the new property owners upon sale of the newly subdivided lots. This educational information shall include the City of Portsmouth's pamphlet on caring for wetlands and wetland buffers and information explaining the regulations and permitted activities within a wetland and wetland buffer.*
- 2.3) Prior to commencement of site work, limits of clearing and driveway locations shall be flagged by the applicant and inspected by City staff*

Motion: T. Coviello; **Second:** B. Moreau
Motion passed 7-1 with A. Samonas voting in opposition

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 **Reichl Family Revocable Trust (Owner)**, for property located at **15 Marjorie Street** requesting a Wetland Conditional Use Permit from Section 10.1017.50 of the Zoning Ordinance for construction of a sunroom and covered porch, a home addition, a new driveway, landscaping areas, the installation of a retaining wall to support native landscaping and improve site grading with the addition of fill to level out the existing elevation in the rear yard. The total proposed new impervious surface is 964 s.f. with an increased building footprint of 1,020 s.f. on the lot. Said property is located on Assessor Map 232 Lot 41 and lies within the Single Residence B (SRB) District. (LU-25-115)

1) The Board voted to find that the Conditional Use Permit Application meets the requirements set forth in Section 10.1017.50 of the Ordinance and adopt the findings of fact as presented.

Motion: P. Giuliano; **Second:** T. Coviello
Motion passed with all in favor

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

2.1) Prior to commencement of site work, silt sock shall be extended to the driveway behind the proposed landscaping.

Motion: P. Giuliano; **Second:** L. Roy
Motion passed 7-0 with B. Bowen abstaining

- B.** The request of **PWED2 LLC (Owner)**, for property located at **921 Islington Street** requesting Site Plan Review approval for the reconstruction of the existing building for a restaurant use with associated site improvements and a Conditional Use Permit from Section 10.0440, Use #19.50 for an accessory outdoor dining and drinking area. Said property is located on Assessor Map 172 Lot 10 and lies within the Character District 4 (CD4-W). (LU-25-96)

1) The Board voted to find that the Conditional Use Permit application meets the criteria set forth in Section 10.243.20 and to adopt the findings of fact as presented.

Motion: B. Moreau; **Second:** A. Samonas
Motion passed with all in favor

*2) The Board voted to **grant** the conditional use permit as presented.*

Motion: B. Moreau; **Second:** A. Samonas
Motion passed with all in favor.

3) 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:** A. Samonas
Motion passed with all in favor.

*4) 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:

- 4.1) *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.*
- 4.2) *The applicant shall agree to pay for the services of an oversight engineer, to be selected by the City, to monitor the construction of improvements within the public rights-of-way and on site.*
- 4.3) *Owner 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.*

Conditions to be satisfied subsequent to commencement of site work and construction activity but prior to release of surety bond or certificate of occupancy:

- 4.4) *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;*
- 4.5) *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:** L. Roy
Motion passed with all in favor

C. The request of **John Galt, LLC (Owner)**, for property located at **14 Market Square** requesting a Conditional Use Permit from Section 10.0440, Use #1.71, Coliving. Said property is shown on Assessor Map 107 as Lot 29 and lies within the Character District 5 (CD5), Downtown Overlay, and Historic Districts. (LU-25-142)

- 1) *The Board voted to find that the Conditional Use Permit application meets the criteria set forth in Section 10.243 and to adopt the findings of fact as presented.*

Motion: T. Coviello; **Second:** B. Moreau
Motion passed with all in favor

- 2) *The Board voted to **grant** the modification from Section 10.815.29 to allow 792 square feet of common area where 1,360 is required.*

Motion: L. Roy; **Second:** B. Moreau
Motion passed 6-2 with A. Samonas and P. Giuliano voting in opposition

- 3) *The Board voted to **grant** the Conditional Use Permit for coliving with the following **conditions**:*

3.1) *The applicant shall obtain a permit through the City Clerk's office in accordance with Section 10.815.50 prior to a Certificate of Occupancy for any Coliving Facility.*

3.2) *One on-site full-time manager shall be provided.*

Motion: *L. Roy; Second: B. Moreau*

Motion passed 7-1 with P. Giuliano voting in opposition

D. REQUEST TO POSTPONE The request of **Martin Husslage (Owner)**, for property located at **48-50 Langdon Street**, requesting Preliminary and Final Subdivision and Site Plan Review approval for the subdivision of one lot into two lots with a single-family dwelling and accessory dwelling proposed on each lot with associated site improvements. Said property is located on Assessor Map 138 Lot 47 and lies within the General Residence C (GRC) District. **REQUEST TO POSTPONE** (LU-25-124)

*The Board voted to **postpone** the request to the November meeting.*

V. CITY COUNCIL REFERRALS

A. Letter referring to requested removal of 109 Dennett Street from the Historic District

The Board voted to recommend 109 Dennett Street remain in the Historic District in keeping with the Historic District Commission's recommendation.

Motion: *P. Giuliano; Second: A. Samonas*

Motion passed with all in favor

B. Historic District Commission recommendation of boundary revision to the Historic District

C. Request Planning Board move parking requirements to Site Plan regulations

D. Request Planning Board rezone certain parcels to Gateway

E. Request Planning Board modify Section 10.812 Conversion of Existing Dwelling to Multifamily Dwelling

No action taken by the Board on Items B -E, work session to be scheduled to discuss these items.

F. Maplewood Avenue Drain Line Project

The Board voted to recommend the City Council accept a license from CSX, Inc. and an easement from 90 Maplewood LLC in support of the North Mill Pond stormwater outfall improvements.

Motion: *T. Coviello; Second: A. Samonas*

Motion passed with all in favor

VI. OTHER BUSINESS

- A. Zoning Amendments
- B. Chairman updates and discussion items
- C. Board discussion of Regulatory Amendments & other matters

VI. ADJOURNMENT

The meeting was adjourned at 9:39 pm.