

**PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

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

**7:00 PM Public Hearings begin**

**November 20, 2025**

**ACTION SHEET**

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**REGULAR MEETING 7:00pm**

**I. APPROVAL OF MINUTES**

- A.** Approval of the October 16, 2025 and November 10, 2025 minutes.

*The October 16, 2025 and November 10, 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 **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. (LU-25-124)

*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 application for consideration.*

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

*Motion passed with all in favor. Councilor Moreau was recused*

**SITE PLAN REVIEW**

- A.** 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. (LU-25-124)

*The Board voted to determine that Item A is 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 application for consideration.*

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

*Motion passed with all in favor. Councilor Moreau was recused*

### **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 **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. (LU-25-124)

#### **Subdivision**

*1) 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:** P. Giuliano; **Second:** K. Conard

*Motion passed with all in favor. Councilor Moreau was recused*

*2) The Board voted to grant Preliminary and Final Subdivision Approval with the following conditions:*

*2.1) 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.*

*2.2) Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat;*

*2.3) GIS data shall be provided to the Department of Public Works in the form as required by the City.*

**Motion:** P. Giuliano; **Second:** K. Conard

*Motion passed with all in favor. Councilor Moreau was recused*

#### **Site Plan Approval**

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

*Motion passed with all in favor. Councilor Moreau was recused*

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

*Motion passed with all in favor. Councilor Moreau was recused*

#### **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 **Perkins Kwoka Joint Revocable Trust (Owner)**, for property located at **224 Broad Street, Unit 3** requesting a Wetland Conditional Use Permit from Section 10.1017.50 for the replacement and expansion of an existing 192 s.f. sunroom and the demolition of a 286 s.f. rear deck, with new construction for a 384 s.f. addition to the existing sunroom, a new 367.5 s.f. rear deck and regrading of a portion of the site including a retaining wall, stone

drip edge and underdrain for stormwater control, replacement of the existing lawn with a micro-clover seed mix, and a planting plan. Said property is located on Assessor Map 131 Lot 13-3 and lies within the General Residence A (GRA) District. (LU-23-179)

*The applicant was not present, so the Board voted to **postpone** the application to the December meeting.*

**Motion:** T. Coviello; **Second:** K. Conard  
*Motion passed with all in favor*

- B.** The request of **0-120 Wild Rose Lane LLC (Owner)**, for property located at **60 Pleasant Point Drive** requesting a Wetland Conditional Use Permit from Section 10.1017.50 for an after-the-fact permit for the installation of a riprap shoreline in a tidal wetland and the vegetated wetland buffer of a tidal wetland. This application comes after a previously approved vegetated shoreline was not installed and the current armoring approach was used and resulted in approximately 1,588 s.f. of disturbance for re-grading of the slope, installation of boulders and new plantings. Said property is located on Assessor Map 207 Lot 13 and lies within the Single Residence B (SRB) District. (LU-23-180)

*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:** PT. Coviello; **Second:** J. Almeida  
*Motion passed 8-1 with member Bowen voting against*

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

*2.1) The plan for the restoration of the as-built site shall follow that shown on the plan titled "Hybrid Living Shoreline Plan" on Sheet C-01.*

*2.2) This application shall not replace the full permit granted on December 21, 2023 by the City of Portsmouth Planning Board but rather will only replace the previously permitted living shoreline plan taking place between the HOTL and 25' vegetated buffer strip.*

*2.3) In addition to this application, the applicant must receive an approved amended permit from NHDES that reflects the 36 s.f. of as-built impacts below the HOTL and the extended shoreline footprint as noted in the third-party report (see executive summary) but not part of the NHDES approvals.*

*2.4) Applicant shall provide a report back to the Planning and Sustainability Department one year after the proposed hybrid living shore has been planted with pocket plantings, demonstrating at least an 80% survival rate of new plantings within the wetland buffer. If plantings have not achieved an 80% survival rate after one year, applicant shall replant areas of failure.*

2.5) *Applicant shall copy the Conservation Commission and Planning & Sustainability Department staff on all communications with NHDES regarding this project moving forward.*

2.6) *Third-party peer review fee shall be paid prior to release of any building permits for this property.*

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

*Motion passed 8-1 with member Bowen voting against*

- C. The request of **Christina C. Polizzotto Revocable Trust (Owner)**, and **The Coyle Family Revocable Trust (Owner)**, and **Back 40 Builders LLC (Owner)**, for properties located at **660 Middle Street** and **Chevrolet Avenue** requesting the approval of a Lot Line Revision plan to transfer approximately 6,391 square feet from Lot 19-1 to Lot 19 and 6,383 square feet from Lot 19-2 to Lot 19. Said properties are located on Assessor Map 147 Lots 19, 19-1 and 19-2 and lie within the General Residence A (GRA) and Historic Districts. (LU-25-131)

*1) The Board voted to grant the requested waivers to the Subdivision Standards from Section VI.5 Driveways, VI.6 Drainage Improvements, Section VI.7 Municipal water service, Section VI.8 Municipal sewer service, Section VI.9 Installation of utilities, Section VI.14 Erosion and Sedimentation Control, Section VIII Subdivision Review Agreement, and Section IX.1 Improvements and Installation Bonds, and Section IX.2 Maintenance Bonds.*

*a) Strict conformity would pose an unnecessary hardship to the applicant and waiver would not be contrary to the spirit and intent of the regulations.*

**Motion:** T. Coviello; **Second:** J. Almeida

*Motion passed with all in favor*

### **Subdivision**

*1) The Board voted to find that the Subdivision (Lot Line Revision) application meets the standards and requirements set forth in the Subdivision Rules and Regulations to adopt the findings of fact as presented.*

**Motion:** T. Coviello; **Second:** J. Almeida

*Motion passed with all in favor*

*2) The Board voted to **grant** Preliminary and Final Subdivision Approval with the following conditions:*

*2.1) 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.*

*2.2) Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat;*

*2.3) GIS data shall be provided to the Department of Public Works in the form as required by the City;*

**Motion:** T. Coviello; **Second:** J. Almeida

*Motion passed with all in favor*

**D.** The request of **The Carlson Family Trust (Owner)**, for property located at **6 Regina Avenue** requesting a Wetland Conditional Use Permit from Section 10.1017.50 for the removal of a 1,100 s.f. inground pool within the wetland buffer and associated fill and landscaping. The proposal includes approximately 15 tons of structural 1.5” stone to fill in the pool area for drainage and an additional layer of screened loam on top. Said property is located on Assessor Map 225 Lot 26 and lies within the Single Residence A (SRA) District. (LU-25-130)

*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:** K. Conard

*Motion passed with all in favor*

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

*2.1) Disturbed area to be filled and loamed should receive either a wetland buffer-friendly seed mix, buffer plantings or a mix of both. In addition, any areas disturbed by equipment during construction shall be reseeded or replanted with a similar wetland buffer-friendly mix. Applicant shall include this as a note on the plan.*

*2.2) In accordance with Section 10.1018.40 of the Zoning Ordinance, applicant shall permanently install wetland boundary markers, which may be purchased through the City of Portsmouth Planning & Sustainability Department. Markers are to be placed along the 25’ vegetative buffer at 50-foot intervals and must be installed prior to the start of any construction.*

*2.3) Applicant shall update plans to reflect the silt fence being installed closer to the edge of the wetland to encompass the entire area to be disturbed by equipment and demo work.*

*2.4) Applicant shall include a note on the plans reaffirming that no fertilizer shall be used within the wetlands and wetland buffer.*

**Motion:** T. Coviello; **Second:** K. Conard

*Motion passed with all in favor*

## V. PRELIMINARY CONCEPTUAL CONSULTATION

- A. The request of **Iron Horse Properties** for property located at **105 Bartlett Street** requesting Preliminary Conceptual Consultation. Said property is located on Assessor Map 164 Lot 4-2 and lies within the Character District 4-L1 (CD4-L1) and Office Research Districts. (LUPD-25-15)

## VI. CITY COUNCIL REFERRALS

### A. Recommendation on FY2027-FY2031 Capital Improvement Plan

- 1) *Motion to add an additional 3 million dollars to FY27 CIP for item BI-26-PW-54 (New Parking garage) as a Bond line item.*

**Motion:** T. Coviello; **Second:** J. Almeida  
*Motion passed with all in favor*

- 2) *The Board voted to recommend adoption of the Capital Improvement Plan to the City Council as amended.*

**Motion:** P. Giuliano; **Second:** T. Coviello  
*Motion passed with all in favor, with K. Conard abstaining*

### B. Historic District Boundary

*The Board voted to refer Map 127 Lot 27 (43 Austin Street) and Map 127 Lot 26 (53 Austin Street) to the Historic District Commission for a recommendation back on inclusion in the Historic District.*

**Motion:** T. Coviello; **Second:** A. Samonas  
*Motion passed with all in favor*

### C. Referrals from Housing Committee

#### a. Gateway Zoning

*The Board voted to recommend the City Council schedule first reading on the proposed map amendments as presented.*

**Motion:** T. Coviello; **Second:** A. Samonas  
*Motion passed with all in favor*

**b. Section 10.812 – Conversion of Existing Dwelling to Multifamily Dwelling**

*The Board voted to recommend the City Council not consider amending the Ordinance at this time and this matter should be considered during the Master Plan process.*

**Motion:** T. Coviello; **Second:** J. Almeida  
*Motion passed with all in favor*

**VIII. OTHER BUSINESS**

**A. Zoning Amendments**

**i. Mechanical**

*The Board voted to recommend the City Council hold first reading on the proposed zoning amendments as presented.*

**Motion:** B. Moreau; **Second:** P. Giuliano  
*Motion passed with all in favor*

**ii. Solar**

*The Board voted to recommend the City Council hold first reading on the proposed zoning amendments as presented.*

**Motion:** T. Coviello; **Second:** A. Samonas  
*Motion passed with all in favor*

**iii. House Bill 577 - Accessory Dwelling Units**

*The Board voted to recommend the City Council hold first reading on the proposed zoning amendments as amended to not permit ADUs in CD4/CD5 districts.*

**Motion:** T. Coviello; **Second:** K. Conard  
*Motion passed with all in favor*

**iv. Senate Bill 284 - Parking**

*The Board voted to recommend the City Council hold first reading on the proposed zoning amendments as presented.*

**Motion:** T. Coviello; **Second:** K. Conard  
*Motion passed with all in favor*



**B.** Chairman updates and discussion items

**C.** Board discussion of Regulatory Amendments & other matters

**IX. ADJOURNMENT**

*The meeting was adjourned at 9:45 p.m.*