

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

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

**2:00 PM**

**February 4, 2025**

**MEMBERS PRESENT:**

Peter Stith, Chairperson, Planning Manager; David Desfosses, Construction Technician Supervisor; Patrick Howe, Deputy Fire Chief; Peter Britz, Director of Planning & Sustainability; Shanti Wolph, Chief Building Inspector; Zachary Cronin, Assistant City Engineer, Eric Eby, Parking and Transportation Engineer; Vincent Hayes; Planner I

**MEMBERS ABSENT:**

Mike Maloney; Deputy Police Chief

**ADDITIONAL  
STAFF PRESENT:**

Stefanie Casella, Planner II; Kate Homet, Environmental Planner

**MINUTES**

[3:33] Chairman Stith opened the meeting.

**I. APPROVAL OF MINUTES**

- A. Approval of minutes from November 21, 2024 Site Plan Review Technical Advisory Committee Meeting.
- B. Approval of minutes from December 3, 2024 Site Plan Review Technical Advisory Committee Meeting.

[3:47] P. Britz made a motion to recommend approval of the November minutes and P. Stith noted a typo on the agenda, the minutes were from November 5<sup>th</sup> not November 21<sup>st</sup>. P. Britz also added the December meeting minutes to the motion to be approved as presented. P. Howe seconded the motion. The motion passed unanimously.

**II. OLD BUSINESS**

- A. The request of **One Market Square (Owner)**, for property located at **1 (15) Congress Street**. The applicant requested, and received, a 1-year extension to the Site Plan approval

from the Planning Board on November 16, 2023. The purpose of this submission is to request an additional 1-year extension of the February 2023 approval to February 16, 2025.

[5:02] John Chagnon of Haley Ward, came to present this application and noted that they needed an extension and noted that their intent is to follow through with the approved 115 Congress plans due to the appeal period for that project still being open. He noted that the comments received by DPW were acceptable and could be part of the record that goes to the Planning Board. A discussion continued about the DPW comments regarding sewer manholes. Mr. Chagnon noted the dates of the approved plan sets and stated that nothing had been changed on the plans. He had prepared a PTAP report and did some minor revisions to the drainage analysis, but they had not been submitted. Offsite improvements to the 115 Congress site were discussed and a set of offsite improvement plans had not yet been approved by DPW.

[9:55] P. Britz made a motion to recommend an approval for granting an additional 1-year extension as presented. D. Desfosses seconded the motion. The motion passed unanimously.

### **III. ADJOURNMENT**

The meeting adjourned at 2:07 p.m.