

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

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

2:00 PM

July 1, 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; Mike Maloney; Deputy Police Chief; Vincent Hayes; Planner I

MEMBERS ABSENT:

ADDITIONAL

STAFF PRESENT:

Stefanie Casella, Planner II; Kate Homet, Environmental Planner

MINUTES

I. APPROVAL OF MINUTES

- A. Approval of minutes from June 3, 2025 Site Plan Review Technical Advisory Committee Meeting.

Minutes were not yet available. D. Desfosses made a motion to postpone the minutes, P. Britz seconded the motion. The motion passed unanimously.

II. OLD BUSINESS

- A. The request of **361 Hanover Steam Factory LLC (Owner)**, for property located at **361 Hanover Street** requesting Site Plan Review Approval and Preliminary and Final Subdivision Approval for the addition of three dew residential structures and the renovation of the existing commercial building at 361 Hanover Street with the associated and required site improvements. Said property is located on Assessor Map 138 Lot 63 and lies within the Character District 5 (CD-5) and Downtown Overlay District. (LU-24-196)

SPEAKING TO THE APPLICATION

John Chagnon, Steve Wilson, Terrence Parker, John Bosen, Shayne Foresly came to present this application. The applicants went through the updates that they had undergone since the previous submission. Mr. Chagnon proceeded to respond to staff comments that had previously been sent out.

Z. Cronin asked the applicant for one sewer and water service per lot. In addition, he noted that the applicant should revise Building C.

D. Desfosses asked the applicants to move the proposed water and sewer lines over by three feet each, as they sit too close to the valve and building.

S. Wolph asked how close Building E would be to the property line? Mr. Chagnon responded that it would be five feet.

P. Howe noted his concern about aerial access to the larger building and how it would be helpful to have access from Hill Street to this property and to the adjacent street to create a safer environment for the existing buildings and protect the fire crews. An easement would be preferred.

D. Desfosses asked the applicants if there are any grade changes entering into traffic. Mr. Wilson that there was not.

PUBLIC HEARING

Elizabeth Bratter (159 McDonough St) – expressed concerns about Building C traffic output onto the street where she believed curb cuts were not allowed, needs to meet 80% standard of front lot buildout, disagreed with the traffic report and mentioned some errors that remain, noted that information on impacts to Hill Street are limited, wanted applicants to explore driveway access to Rock Street, noted the current struggles with street parking and how this would exacerbate it, and noted concerns about dwelling units and the location of potential HVAC units.

A property owner from 349 McDonough Street noted that their easement had been acknowledged and there was an active case in court for the access easement. The speaker noted that the development group purportedly agreed to not block their accessway but that was not shown in the present submission. Additionally, they noted that the traffic study does not include information on the access easement from Hill Street and they expressed concern about shadowing from Building E impacting the light on the existing building next door. The speaker would like to see a light impact study.

Robin Husslage of 27 Rock Street came to speak and noted her concern about parking and traffic impacts, along with delivery and guest parking access.

Nicole LaPierre of 44 Rock Street came to speak and noted the difficulty of this committee's timing for abutters to attend a meeting. She reiterated the importance of the abutter comments and those that were sent in via letter or email. She also expressed concerns about traffic, the existing small streets and pedestrian safety.

Mr. Chagnon then addressed some of the comments made by the public along with Mr. Wilson.

D. Desfosses stated that this was almost ready to recommend to the Planning Board, but he wanted to see a few more things cleaned up which he noted. Mr. Wilson responded and noted some things that he would like to see change only if the Planning Board requires it.

S. Wolph stated that he wanted verification on if the duplexes would be sprinklered. Mr. Wilson noted that he is still waiting to confer with the Fire Department but it would be their preference to sprinkler. S. Wolph said it would be needed if windows or doors are put in on the side with narrower access to the buildings.

The public hearing closed at 2:58 p.m.

DISCUSSION AND DECISION OF THE BOARD

V. Hayes asked Committee members if a CMMP would be needed. D. Desfosses responded yes.

Prior to Planning Board submission, the following things are needed according to D. Desfosses:

1. The proposed electrical service must come off of a pole that is not within the City sidewalk.
2. The radii of the curb in the entrance driveway needs to be five feet.
3. The back corner of Building E needs to be chamfered or relocate last garage door.
4. The final grade needs to be shown on the plans and it cannot inhibit vehicular access across the property.
5. The final proposed connections to the water and sewer system needs to be approved by DPW.
6. Applicant will be required to obtain a stormwater connection permit.
7. An updated traffic study is needed and shall be reviewed by DPW.
8. The proposed sidewalks on Hanover Street will be reconstructed to City standards.
9. Proposed disturbed areas on Hanover Street will be milled and paved as approved by DPW.
10. A CMMP is required.

P. Britz noted that he wanted the Planning Board to weigh in on whether guest spaces can be put inside of a parking garage or not. This is an accessed garage, not an open garage.

P. Britz made a motion to recommend approval of this application to the Planning Board with the comments discussed. D. Desfosses seconded the motion. The motion passed unanimously.

III. NEW BUSINESS

- A. The request of **The City of Portsmouth (Owner)**, for property located at **35 Sherburne Road** requesting Site Plan Review Approval for construction of 127-workforce housing units in three buildings including demolition of the rear gym of the school and converting the remaining structure into 8 units, construction of a 4-story 90 unit building, construction of a 3-story 29 unit building and associated site improvements including utilities, lighting, landscaping, stormwater, parking and access. Said property is located on Assessor Map 259 Lot 10 and lies within the Municipal (M) District. (LU-25-94)

SPEAKING TO THE APPLICATION

Craig Welch (Portsmouth Housing Authority - PHA) came to present this application with Corey Coldwell and Jack McTigue (TF Moran). Mr. Welch gave a brief explanation of the project and development site then Mr. Coldwell presented on the proposal and changes made to the plans after their last work session with the Committee. Major changes include project phasing, drainage, and sight line changes.

Mr. Coldwell then addressed some of the staff comments that had been received and how they were addressed. Mr. Coldwell and Mr. McTigue also went through revisions made after the packet was submitted and handed out revised plans.

The Public Works committee members then asked questions about traffic, proposed sewer and water line sizes and bends, the distances between manholes and manhole sizes.

S. Wolph mentioned the access needs and challenges for if the project were to be broken into phases.

P. Howe asked if the building in Phase 1 would be fully occupied before the start of Phase 2? Mr. Welch responded that it really depends on the funding mechanisms but they are trying to move the phases along one after the other.

Deputy City Attorney McCourt offered stipulation language that could be used in this approval to cover the phasing impacts. A discussion continued about the potential impacts of phasing the project.

PUBLIC HEARING

Opened and closed at 3:40 p.m.

DISCUSSION AND DECISION OF THE BOARD

P. Howe acknowledge the Phase 2 utility Plan (C-10) and wondered about the fire hydrant between the two buildings in the access road should come off the left-hand side of that feed so that it is not

behind two parking spaces. Mr. Coldwell and Mr. McTigue noted that as long as they keep 10' from the nearby sewer connection that should work.

Committee members then asked about upgrading the sewer lines, the proposed trails and community gardens, the pedestrian access, the proposed landscaping and trees to be removed and the results of the highway noise study.

P. Howe asked if the applicant could include the hydrant locations on the landscape plans. Mr. Coldwell responded that they would.

P. Britz made a motion to recommend that the Planning Board review this as two projects on one parcel, with review of Phase 1 to come first, with review of Phase 2 to come after. The Committee voted to recommend approval of this application to the Planning Board with the following conditions to be satisfied prior to submission to the Planning Board:

1. The 3" line needs to be upgraded to a 4" line.
2. A test of the actual speeds on Sherburne Road needs to be performed.
3. The hydrant in the accessway needs to be relocated and the hydrant locations need to be included in the landscape plans.
4. Fire Department must review and approve the landscaping plans prior to Planning Board submission.

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

- B. The request of The City of Portsmouth Department of Public Works (Applicant), and Pease Development Authority Wastewater Treatment Plant (Owner), for property located at 135 Corporate Drive requesting Site Plan Review Approval from the Pease Development Authority (PDA) for the construction of four new buildings and demolition of the existing Control Operations Building and associated site improvements including utilities, parking, electrical, and stormwater infrastructure. Said property is located on Assessor Map 303 Lot 6 and lies within the Airport Business Commercial (ABC) and Natural Resources Protection (NRP) Districts. (LU-25-90)**

SPEAKING TO THE APPLICATION

Erich Fiedler from the City of Portsmouth (engineer), Eric Weinrieb from Altus Engineering (environmental consultant), Jim Lee from AECOM (engineer), Patrick Journey (environmental consultant) and Phil Boisevert from the City of Portsmouth Pease WWTF came to present this application. Both Erich and Eric went through a brief review of the proposed project and why these upgrades were critical for City infrastructure. They reviewed the proposed changes and impacts to the surrounding environment, the building code upgrades, the impacts to stormwater onsite, the increase in impervious surfaces, the upgrades to ADA compliance, and many other proposed changes.

The Committee then asked questions of the applicants about the proposed fire hydrants and any State wetland permitting requirements.

PUBLIC HEARING

Chairman Stith opened the application for public comment. None was received. The public hearing was closed.

DISCUSSION AND DECISION OF THE BOARD

P. Britz made a motion to recommend this project to the Planning Board that they recommend approval of this project to Pease Development Authority. Z. Cronin seconded the motion. The motion passed unanimously.

- C. The request of **Service Credit Union (Owner)**, for property located at **126 Lang Road** requesting Site Plan Review Approval for construction of a 42-unit workforce housing development and associated site improvements. Said property is located on Assessor Map 291 Lot 1-1 and lies within the Gateway Corridor (G1) District. (LU-25-91)

Chairman Stith noted that the applicants for this project had withdrawn their application. No further action was taken.

- D. The request of **Bromley Portsmouth LLC (Owner)**, for property located at **1465 Woodbury Avenue** requesting Site Plan Review Approval for the construction of a ±2,847 square-foot, single-story banking facility with drive-through and associated site improvements including parking, pedestrian access, utility infrastructure, stormwater management systems, lighting and landscaping. Said property is located on Assessor Map 216 Lot 3 and lies within the Gateway Corridor (G1) District. (LU-25-93)

SPEAKING TO THE APPLICATION

Neil Hansen (Tighe & Bond), Tom Godfrey and Chris Quincy (representatives of the owner), and architects Matt and Robbie came to present this application. The applicants introduced the project and the upgrades that had been made to the proposal since the last meeting and requested feedback from the Committee on the width of the drive-thru lane and the door locations for the bank building. They also reviewed and responded to all of the staff comments that were received.

The Committee asked about community space in the wetland buffer, proposed public amenities, the drive lane widths, the drive-thru and putting hydrants on both the landscape and site plans.

PUBLIC HEARING

Chairman Stith opened the public hearing, no one spoke. The public hearing was closed.

DISCUSSION AND DECISION OF THE BOARD

The Committee then discussed the preferred location for the hydrant valve and steamer connections, the swing of the exterior door and the bank's architectural standards.

D. Desfosses made a motion to recommend approval of the application to the Planning Board with the following conditions to be satisfied prior to submission to the Planning Board:

1. The hydrant valve should be placed next to the hydrant, not at the split.
2. The hydrant connection needs to face the entrance.
3. Existing and proposed hydrants must be shown on the landscaping plans.

Z. Cronin seconded the motion. The motion passed unanimously.

E. The request of AAM Portsmouth Residence LLC, C/O Amm 15 Management LLC (Owner), for property located at 263 Rockland Street requesting amended Site Plan approval to add 20 parking spaces with associated site improvements. Said property is located on Assessor Map 129 Lot 14 and lies within the General Residence A (GRA) District. (LU-25-84)

SPEAKING TO THE APPLICATION

Ian Ainslie, an engineer from Meisner Brem, came to present this application on behalf of the property owner. He gave an overview of the existing apartment building and the proposal to add an additional 20 parking spaces to the lot. He noted that the current lot does not meet parking requirements and they would like to add space to meet it. They will be draining the new parking area to the City system as part of this project.

The Committee asked questions about guest parking, residential use, the existing building use, stormwater, proposed grading, a proposed raingarden and overflow catch basins, the need for a curbed parking island, and the proposed ADA spaces.

P. Britz noted that once DPW has reviewed and approved of the requested changes, he could sign off on the amendment as the Planning Director.

PUBLIC HEARING

The public hearing was opened and an abutter, Joshua, at 98 Miller Avenue, asked a question about the existing visual buffer along the property that consists of established trees and shrubs that create a screen between the property and abutters. Specifically, he wanted to know if the buffer would be preserved to which Mr. Ainslie responded that they would not be altered. A conversation ensued about the historic, existing and proposed landscaping on site.

DISCUSSION AND DECISION OF THE BOARD

P. Britz noted that no vote was necessary as it would be processed as an administrative approval. The applicant will review the requested changes, submit them to DPW for review and then receive a final approval from the Planning Director.

IV. ADJOURNMENT

The meeting adjourned at 4:39 p.m.