

PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE

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

7:00 PM Public Hearings begin

January 22, 2026

ACTION SHEET

REGULAR MEETING 7:00pm

I. ELECTION OF OFFICERS

The Board voted to elect Rick Chellman as Chair.

Motion: B. Moreau, Second A. Samonas

Motion passed with all in favor.

The Board voted to elect Tony Coviello as Vice Chair.

Motion: B. Moreau, Second: J. Almeida

Motion passed with all in favor.

II. APPROVAL OF MINUTES

- A. Approval of the November 20, 2025 meeting minutes.
- B. Approval of the September 16, 2025 site walk minutes.
- C. Approval of the December 18, 2025 meeting minutes.

All minutes were approved as presented.

Motion: J. Almeida; Second: T. Coviello

Motion passed with all in favor.

Motion to accept letter from Tom Morgan and place on file.

Motion: T. Coviello; Second: B. Moreau

Motion passed with all in favor.

III. DETERMINATIONS OF COMPLETENESS

SITE PLAN REVIEW

- A. The request of **Ralph 1912 LLC (Owner)**, for property located at **175 Fleet Street** requesting Site Plan Review approval for the addition of two new food service structures with associated site improvements. Said property is located on Assessor Map 117 Lot 8 and lies within Character District 5 (CD5) and Historic District.
- B. The request of **Colbea Enterprises LLC (Owner)**, for property located at **1980 Woodbury Avenue** requesting Site Plan Review approval for the redevelopment of the site to include a 5,500 s.f. convenience store with six fueling islands and associated site improvements. Said property is located on Assessor Map 239 Lot 11 and lies within the Gateway Corridor (G1) District.
- C. The request of **PNF Trust of 2013 and 282 Middle Street, LLC (Owners)**, for property located at **84 Pleasant Street and 266 – 278 State Street, Floros Building** requesting Site Plan Review approval that includes merging four lots and redevelopment of the site to include remodeling of existing structures and new construction to mimic the former Times building and a new structure on the corner of State Street and Pleasant Street. The proposal includes 17 dwelling units, retail/commercial/restaurant space on the ground floor and 17 parking spaces in a car storage system and associated site improvements. Said property is located on Assessor Map 107 Lot 77-80 and lies within the Character District 4 (CD4), Historic and Downtown Overlay Districts.

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

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

Motion passed with all in favor.

IV. 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 **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)

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: B. Moreau; **Second:** J. Almeida

Motion passed with all in favor.

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

2.1) Applicant shall provide details of the proposed paver entry and their permeability. This should include a cross-section of the pavers, the proposed depth of materials and the materials to be used.

Motion: B. Moreau; **Second:** A. Samonas

Motion passed with all in favor.

B. The request of **John Galt LLC (Owner)**, for property located at **14 Market Square** requesting a Conditional Use Permit from Section 10.112.14 to allow 0 parking spaces where 4 are required. 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 requirements set forth in Section 10.1112.14 of the Ordinance and adopt the findings of fact as presented.

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

Motion passed with all in favor.

2.) The Board voted to grant the Conditional Use Permit as presented.

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

Motion passed 7-1 with member Bowen opposed.

V. 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 **Christopher J. and Rachel A. Delisle (Owners)**, for property located at **250 McKinley Road** requesting a Wetland Conditional Use Permit from Section

10.1017.50 for the demolition of an existing sunroom and deck, and the addition of two new sets of landings and stairs, as well as a concrete pad for an A/C unit all within the 100' wetland buffer. This application is reducing 224 s.f. of impervious area through demolition while introducing approximately 48 s.f. of new impervious. In total, this project will result in a net loss of 176 s.f. of impervious within the wetland buffer. Said property is located on Assessor Map 250 Lot 117 and lies within the Single Residence B (SRB) District. (LU-25-139)

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:** J. Almeida
Motion passed with all in favor.

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

2.1) 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. It is recommended that markers be placed near the existing stone wall at the rear of the property at 50-foot intervals.

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

B. The request of **Ralph 1912 LLC (Owner)**, for property located at **175 Fleet Street** requesting Site Plan Review approval for the addition of two new food service structures with associated site improvements. Said property is located on Assessor Map 117 Lot 8 and lies within Character District 5 (CD5), Downtown Overlay District (DOD) and Historic District. (LU-25-152)

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:** A. Samonas
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) If applicable, any easement plans and deeds for which the City is a grantor or grantee shall be reviewed and approved by the Planning and Legal Departments and accepted by City Council.

- 2.2) *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.*
- 2.3) *All work and improvements proposed on city property (Garbage totes, bike racks, and landscaping) will require City Council approval.*
- 2.4) *The two kiosks will need to be individually licensed per health department requirements.*
- 2.5) *Applicant shall submit a lighting plan showing lumens and adequate lighting remains on after hours, to be reviewed approved by the Planning Department.*
- 2.6) *Any fencing as required by the liquor commission or used to divide the site is required to go to the HDC.*
- 2.7) *A shoring plan stamped by a structural engineer shall be provided to ensure there will be no undermining of any structure along Newbury Way.*
- 2.8) *A Construction Management and Mitigation Plan (CMMMP) required. The applicant shall prepare a Construction Management and Mitigation Plan (CMMMP) for review and approval by the City's Legal and Planning Departments unless City staff determines that such plan is not needed.*
- 2.9) *No amplified music permitted.*

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

C. The request of **Colbea Enterprises LLC (Owner)**, for property located at **1980 Woodbury Avenue** requesting Site Plan Review approval for the redevelopment of the site to include a 5,500 s.f. convenience store with six fueling islands and associated site improvements. Said property is located on Assessor Map 239 Lot 11 and lies within the Gateway Corridor (G1) District. (LU-25-163)

*No action taken. Public Hearing will be held at the **February 19, 2026** meeting.*

D. The request of **PNF Trust of 2013 and 282 Middle Street, LLC (Owners)**, for property located at **84 Pleasant Street and 266–278 State Street, (Floros Building)** requesting Site Plan Review approval that includes merging four lots and redevelopment of the site to include remodeling of existing structures and new construction to mimic the former Times building and a new structure on the corner of State Street and Pleasant Street. The proposal includes 17 dwelling units, retail/commercial/restaurant space on the ground floor and 17 parking spaces in a car storage system and associated site improvements. Said property is located on Assessor Map 107 Lot 77-80 and lies within the Character District 4 (CD4), Historic and Downtown Overlay Districts. (LU-24-195)

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:*** J. Almeida

Motion passed with all in favor.

*2.) The Board voted to grant Site Plan approval with the following conditions ***in addition to the original 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) If applicable, any easement plans and deeds for which the City is a grantor or grantee shall be reviewed and approved by the Planning and Legal Departments and accepted by City Council. This shall include an easement for the conduit connected to the transformer located on private property.*
- 2.2) 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.*
- 2.3) The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City's Legal and Planning Departments unless City staff determines that such plan is not needed.*
- 2.4) 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.*
- 2.5) A license will be required for the transformer doors that open onto City property.*

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

- 2.6) 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.*

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

Motion passed with all in favor.

- E.** The request of **Mariya Kontsepolskaya** and **Ralph Minderhoud (Owners)**, for property located at **65 Onyx Lane** requesting a Wetland Conditional Use Permit from Section 10.1017.50 to install 12 push piers to stabilize the existing foundation in the 100 foot wetland buffer area. Said property is located on Assessor Map 220 Lot 35 and lies within the Single Residence B (SRB) District. (LU-25-158)

*The Committee Voted to **continue** to the February meeting, because the applicant was not present.*

Motion: K. Conard; **Second:** A. Samonas

Motion passed with all in favor.

VI. PRELIMINARY CONCEPTUAL CONSULTATION

A. The request of **Regan Electric CO INC (Owner)**, for property located at **94 Langdon Street** and **98 Cornwall Street** requesting Preliminary Consultation for Site Plan Review. Said property is located on Assessor Map 139 Lots 1-8 and lies within the Mixed Residential Business (MRB) District. (LUPD-26-1)

No action was taken.

B. The request of **Hill Hanover Group LLC (Owner)**, for property located at **181 Hill Street** requesting Preliminary Consultation for Site Plan Review. Said property is located on Assessor Map 125 Lot 14 and lies within the Character District 4-L1 (CD4-l1). (LUPD-26-2)

No action was taken.

VII. CITY COUNCIL REFERRALS

A. Historic District Map

The Board voted to table this map amendment until after the Master Plan update has been completed.

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

Motion passed with all in favor.

B. Portsmouth Submarine and Maritime Association request for a zoning change for the Albacore Park property located at **569 Submarine Way**

The Board voted to recommend the City Council schedule first reading to change the zoning from Single Residence B to Gateway-2 on Map 209 Lot 87.

The Board voted to recommend the City Council schedule first reading to allow museum as a permitted use in Gateway-1 and Gateway-2.

Motion: K. Conard; **Second:** J. Almeida

Motion passed with all in favor, with T. Coviello recused.

C. Gateway Parcels

The Board voted to recommend the City Council to change these two parcels to G1 and schedule first reading on the proposed map amendments as presented.

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

VIII. OTHER BUSINESS

A. 1-15, 21 Congress Street - Requesting a 1-Year extension to the January 16, 2025 Site Plan Approval. (LU-22-12)

The Board voted to grant a one-year extension of the site plan approved on January 16, 2025.

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

B. Chairman updates and discussion items

The Board voted to give authorization for the Chair to have a discussion with Pease.

Motion: B. Moreau; ***Second:*** J. Almeida
Motion passed with all in favor.

C. Board discussion of Regulatory Amendments & other matters

VIII. ADJOURNMENT

The meeting was adjourned at 9:51 pm.