

**PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE**

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

7:00 PM Public Hearings begin

May 21, 2026

ACTION SHEET

REGULAR MEETING 7:00pm

I. APPROVAL OF MINUTES

A. Approval of the April 16, 2026 meeting minutes.

The April 16, 2026 minutes were approved as presented.

Motion: P. Giuliano; ***Second:*** K. Conard
Motion passed with all in favor.

Motion to suspend the rules to take up the requests to postpone.

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

Motion to postpone 150 Portsmouth Boulevard to the June 18, 2026 meeting.

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

Motion to postpone 94 Langdon Street to the June 18, 2026 meeting.

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

II. DETERMINATIONS OF COMPLETENESS

SUBDIVISION REVIEW

- A. The request of **Jeannette McDonald (Owner) Flipping Bergers, LLC (Applicant)**, for property located at **86 Farm Lane** requesting Preliminary and Final Subdivision approval.

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 IV of the agenda) and to accept the applications for consideration.

Motion: P. Giuliano; **Second:** K. Conard
Motion passed with all in favor. A. Samonas recused.

SITE PLAN REVIEW

- A. **REQUEST TO POSPONE TO JUNE** The request of Brora LLC (Owner), for property located at **150 Portsmouth Boulevard** requesting Site Plan Review approval. **REQUEST TO POSPONE TO JUNE**
- B. The request of **Jeannette McDonald (Owner) Flipping Bergers, LLC (Applicant)**, for property located at **86 Farm Lane** requesting Site Plan Review approval.
- C. The request of **304 Maplewood LLC (Owner)**, for property located at **304 Maplewood Avenue** requesting amended Site Plan Review approval.
- D. **REQUEST TO POSPONE** The request of **Regan Electric CO INC (Owner)**, and **Chinburg Development (Applicant)**, for property located at **94 Langdon Street** and **98 Cornwall Street** requesting Site Plan Review approval. **REQUEST TO POSPONE**

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

Motion: P. Giuliano; **Second:** B. Moreau
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 **Double MC LLC (Owner)**, for property located at **134 Pleasant Street** requesting Site Plan Review approval for redevelopment of the site to include reuse and expansion of the existing structure, and construction of a new structure, for residential and commercial uses with associated site improvements. Said property is located on Assessor Map 116 Lot 30 and lies within the Character District 4 (CD4) and Historic Districts. (LU-25-138)

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 amended noting the banking operation will be located in the existing building.

Motion: B. Moreau; **Second:** P. Giuliano

Motion passed with all in favor. (J. Almeida recused and L. Roy sat for Mr. Almeida)

*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) Applicant will provide revisions to the site and floor plans in conformance with the stated changes with the banking remaining in the existing building along with stated changes to parking and traffic, ensuring there is no increase in impacts. Revised plans shall be reviewed and approved by Planning & Sustainability Staff.

2.2) 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.

2.3) 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.

2.4) 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.cityofportsmouth.com/publicworks/stormwater/ptap>

2.5) 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.

2.6) *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.*

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

2.7) *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;*

2.8) *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:** P. Giuliano
Motion passed with all in favor.

Referral to City Council

- 1) *The Board voted to recommend that the City Council approve a license and/or easement for a private stormwater pipe and related drainage infrastructure to cross City-owned property within the Parrott Avenue municipal parking lot area, as shown on the off-site grading and drainage plans submitted for 134 Pleasant Street, with the condition that the City shall retain the authority to require the removal, modification, or relocation of the stormwater infrastructure at any time, at the sole expense of the property owner, should the City determine such action is necessary for municipal purposes, public improvements, or changes to City operations, and subject to final legal review by the City Attorney and the Department of Public Works.*

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

Motion to suspend the rules to bring forth New Business Item B.

Motion: K. Conard; **Second:** A. Samonas
The motion passed with all in favor.

- B. REQUEST TO POSPONE TO JUNE** The request of **Brora LLC (Owner)**, for property located at **150 Portsmouth Boulevard** requesting Site Plan Review approval for the construction of three (3), six (6) story multifamily residential buildings with associated site work including parking, driveway access, utility, drainage, landscaping, and lighting improvements and reconstruction of Portsmouth Boulevard in front of the development. Said property is located on Assessor Map 213 Lot 12 and lies within the Office Research (OR) and Gateway Neighborhood Overlay (GNOD) Districts. **REQUEST TO POSPONE TO JUNE (LU-25-114)**

*The Board voted to **postpone** the request to the June 18, 2026 meeting.*

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

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 **Jeannette McDonald (Owner)**, and **Flipping Bergers, LLC (Applicant)**, for property located at **86 Farm Lane** requesting Preliminary and Final Subdivision approval and Site Plan Review approval to subdivide one lot into three lots with associated site improvements. Said property is located on Assessor Map 236 Lot 74 and lies within the Single Residence B (SRB) District. (LU-26-16)

Subdivision Waiver

- 1) *The Board voted to **grant** the requested waivers from Subdivision Ordinance for a hammerhead instead of a cul-de-sac and for a road width of 22 feet of pavement instead of 32 feet.*
 - 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: B. Moreau; **Second:** K. Conard
Motion passed with all in favor.

- 2) *The Board voted to **grant** the requested waiver to not record the Site Plan with the condition that a note be added to the Subdivision Plan that the full site plan is on file in the Planning & Sustainability Department.*

Motion: B. Moreau; **Second:** K. Conard
Motion passed with all in favor.

Subdivision

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

Motion: B. Moreau; **Second:** K. Conard
Motion passed with all in favor.

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

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

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

2.3) *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.*

2.4) *The final plat and all easement plans and deeds shall be recorded concurrently at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*

Motion: B. Moreau; **Second:** K. Conard
Motion passed with all in favor.

Site Plan Review 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: B. Moreau; **Second:** K. Conard
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) Applicant shall contact DPW prior to any work in the right of way and when working with the Municipally owned utilities.

2.3) 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.cityofportsmouth.com/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:

2.4) 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;

2.5) 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:** K. Conard
Motion passed with all in favor.

B. The request of **Double MC LLC (Applicant)**, and **The City of Portsmouth (Owner)**, for property located at **0 Parrott Avenue** requesting a Wetland Conditional Use Permit from Section 10.1017.50 for the installation of a new treated stormwater pipe below the Parrott Avenue parking as part of the redevelopment at 134 Pleasant Street. There will be 601 square feet of disturbance within the wetland buffer area which is located beneath the existing parking lot. Said property is located on Assessor Map 115 Lot 4-1 and lies within the Municipal (M) and Historic Districts. (LU-26-60)

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:** K. Conard
Motion passed with all in favor.

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

Motion: P. Giuliano; **Second:** K. Conard
Motion passed with all in favor.

- C. REQUEST TO POSPONE** The request of **Regan Electric CO INC (Owner)**, and **Chinburg Development (Applicant)**, for property located at **94 Langdon Street** and **98 Cornwall Street** requesting Site Plan Review approval to merge the two lots, demolish the existing buildings, and construct three (3) single-family dwellings with associated site improvements. Said property is located on Assessor Map 139 Lots 1, 8 and lies within the Mixed Residential Business (MRB) District. (LU-25-175)
REQUEST TO POSPONE

*The Board voted to **postpone** the request to the June 18, 2026 meeting.*

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

Motion passed with all in favor.

- D.** The request of **Society for the Protection of Forests (Owner)**, for property located at **400 Little Harbor Road** requesting a Wetland Conditional Use Permit from Section 10.1015.50 for the construction of two sections of existing shoreline trails at the Creek Farm Property. The project will rebuild 300 linear feet of eroded trail approximately 5 feet wide for a total of 1,500 square feet of permanent impact area. Said property is located on Assessor Map 203 Lot 8 and lies within the Rural (R) District. (LU-26-26)

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:** 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 work with Planning & Sustainability staff to install or update signage where appropriate to include education on wetland systems and sensitivities.

2.2) Any areas used of temporary impacts will be returned to original condition.

Motion: P. Giuliano; **Second:** J. Almeida

Motion passed with all in favor.

- E.** The request of **304 Maplewood LLC (Owner)**, for property located at **304 Maplewood Avenue** requesting amended Site Plan approval for a 1,011 square foot addition to the existing office building. Said property is located on Assessor Map 140 Lot 7 and lies within the Character District 4-L2 (CD4-L2) and Historic District. (LU-26-5)

- 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:** J. Almeida
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) *Applicant shall contact DPW prior to any work in the right of way and when working with the Municipally owned utilities.*
- 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.cityofportsmouth.com/publicworks/stormwater/ptap>*

Motion: P. Giuliano; **Second:** J. Almeida
Motion passed with all in favor.

V. OTHER BUSINESS

- A. The request of **Sea Level LLC (Owner)**, for property located at **185-187 Wentworth Road** requesting a one-year extension the Wetland Conditional Use Permit granted on June 18, 2025.

- 1) *The Board voted to **grant** a one-year extension of the Wetland Conditional Use Permit to **June 25, 2027.***

Motion: K. Conard; **Second:** A. Samonas
Motion passed with all in favor.

B. The request of **361 Hanover Steam Factory LLC (Owner)**, for property located at **361 Hanover Street** requesting a one-year extension the Site Plan approval granted on August 21, 2025.

1) *The Board voted to **grant** a one-year extension of the Site Plan Approval to **August 21, 2027.***

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

C. Chairman updates and discussion items

D. Board discussion of Regulatory Amendments & other matters

V. ADJOURNMENT

The meeting was adjourned at 8:45 pm.