

**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**

**MEMBERS PRESENT:** Rick Chellman, Chairman; Karen Conard, City Manager; Joseph Almeida, Facilities Manager; Beth Moreau, City Councilor; Members Paul Giuliano, Andrew Samonas, William Bowen, Ryann Wolf; and Alternates Frank Perier and Logan Roy

**ALSO PRESENT:** Peter Stith, Assistant Planning Director

**MEMBERS EXCUSED:** Vice-Chair Anthony Coviello

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Chair Chellman called the meeting to order at 7:00 p.m. Alternate Mr. Perier took a voting seat in place of Vice-Chair Coviello.

**I. APPROVAL OF MINUTES**

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

*Mr. Giuliano moved to **approve** the April 16 minutes as presented. Ms. Conard seconded. The motion passed with all in favor.*

*Councilor Moreau moved to suspend the rules to take up requests to postpone. Mr. Samonas seconded. The motion passed with all in favor.*

*Councilor Moreau moved to postpone Old Business Item B, 150 Portsmouth Blvd, to the June 18<sup>th</sup> meeting. Mr. Samonas seconded. The motion passed with all in favor.*

*Councilor Moreau moved to postpone New Business Item C, 94 Langdon Street, to the June 18<sup>th</sup> meeting. Mr. Almeida seconded. The motion passed with all in favor.*

**II. DETERMINATIONS OF COMPLETENESS [Timestamp 7:23]**

**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.

*Mr. Giuliano moved that the Board 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. Ms. Conard seconded. The motion passed with all in favor, with Mr. Samonas recused.*

#### **SITE PLAN REVIEW**

- A. REQUEST TO POSTPONE TO JUNE** The request of Brora LLC (Owner), for property located at **150 Portsmouth Boulevard** requesting Site Plan Review approval. **REQUEST TO POSTPONE TO JUNE**

*The petition was postponed to the June 18<sup>th</sup> meeting.*

- 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.

*Mr. Giuliano moved that the Board determine that Items B, 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. Councilor Moreau seconded. The motion passed with all in favor.*

- D. REQUEST TO POSTPONE** 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 POSTPONE**

*The petition was postponed to the June 18<sup>th</sup> meeting.*

### **III. PUBLIC HEARINGS -- OLD BUSINESS [Timestamp 9:28]**

- 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)

Mr. Almeida recused himself, and Mr. Logan took a voting seat. Chair Chellman noted that at the previous meeting, the Board discussed three options for the petition. He said two options were explored and rejected by the applicant, and the third option to leave the drive-thru facility in the existing building was accepted by the applicant, which would be the change presented that evening. He noted that the change would also change the Staff Memo recommendation as well. He said the applicant Mark McNabb informed him of this decision at an open house and that it was the only information pertaining to the petition that was discussed.

**SPEAKING TO THE PETITION** [Timestamp 11:34]

Project engineer John Chagnon was present on behalf of the applicant, along with landscape architect Terrence Parker, project architect Tracy Kozak, and traffic engineer Rebecca Brown. Mr. Chagnon confirmed what Chair Chellman said, noting that Mr. McNabb wanted to reapportion the interior space to keep the bank in the same location and therefore keep the drive-thru as a preexisting nonconforming use. He said the relocation of the bank facility would allow for less traffic because it was a bit smaller. He said there would be no changes to the site plan except for a few notes about the use descriptions in Buildings A and B. He asked to go forward with the understanding that a condition of approval would be that the plans be revised to reflect keeping the bank use in the existing footprint that it is now used.

[Timestamp 14:31 Chair Chellman asked if there would be a change to the parking. Mr. Chagnon said the parking requirement would go down, so there would be a further excess in the number of provided parking spaces on site. Chair Chellman said that was the sort of thing that could be a condition subject to Staff Review of the revised plans when prepared. Mr. Bowen clarified that the exit was not across the Parrott Lot but out to Pleasant Street. Mr. Chagnon said they had redesigned the site to egress and ingress to Pleasant Street. Mr. Bowen asked whether the stormwater was nailed down. Mr. Chagnon said it was not and that the Board should be taking a vote on the Conditional Use Permit portion of the application, which was that the stormwater connection that had not changed. Chair Chellman verified that there was no change to the site plans other than the change and location of the bank in connection with the drive-thru. Mr. Chagnon agreed. He said Buildings A and B would denote a different use. He said the footprint would remain the same. It was further discussed. Mr. Chagnon said the Staff Memo included the Planning Department's recommendations for conditions of approval as they were stated the previous month, and those conditions were acceptable to the applicant. Chair Chellman noted that there was a small mistake in the packet due to the public comment material from the abutters included in that evening's packet that was copied over, so it was not new information.

There was no public hearing. Deputy Attorney Trevor McCourt was present and stated that at the last Planning Board meeting, the public hearing was closed and that it was not made clear that it would be continued to the present meeting. He said no notice was made, so it would not be appropriate for the Board to take new evidence into the record.

**DECISION OF THE BOARD** [Timestamp 21:40]**Site Plan Review Approval**

- 1) *Councilor Moreau moved that the Board 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. Mr. Giuliano seconded. The motion passed with all in favor (with Mr. Almeida recused and Mr. Logan voting).*
- 2) *Councilor Moreau moved 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. 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.*

*Mr. Giuliano seconded. The motion passed with all in favor.*

**[Referral to City Council](#)**

- 1) *Councilor Moreau moved that 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.*

*Mr. Giuliano seconded. The motion passed with all in favor.*

[Timestamp 27:26] Mr. Chagnon then asked if the Board could hear Public Hearings, New Business Item B, **Double MC LLC (Applicant)**, and **The City of Portsmouth (Owner)**, for property located at **0 Parrott Avenue** requesting a Wetland Conditional Use Permit.

*Ms. Conard moved to suspend the rules to bring forth New Business Item B, seconded by Mr. Samonas. The motion passed with all in favor. (See Page 8).*

**B. REQUEST TO POSTPONE 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 POSTPONE TO JUNE (LU-25-114)**

*Councilor Moreau moved to postpone the request to the June 18<sup>th</sup> meeting. Mr. Samonas seconded. The motion passed with all in favor.*

#### **IV. PUBLIC HEARINGS – NEW BUSINESS**

**A.** The request of **Jeannette McDonald (Owner)**, and **Flippin 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)

Mr. Samonas recused himself from the petition, and Mr. Logan took a voting seat.

#### **SPEAKING TO THE PETITION [Timestamp 34:34]**

Eric Weinrieb of Altus Engineering was present on behalf of the owner Jeannette McDonald, along with the applicant Brett Berger. Mr. Weinrieb said they proposed a 3-lot residential subdivision, with two homes to be built on 86 Farm Lane. He said they received zoning relief from the Board of Adjustment (BOA) in May 2025 to have the parcels with less than the required lot area and to keep the existing home to have less than the minimum rear yard and lots

with 75 ft of frontage where 100 ft is required. Following the zoning relief, he said the owner Ms. McDonald chose to work with Mr. Berger to develop the property. He said there was a partially-developed public right-of-way along Meadow Lane and that it was discovered that there were two sewer pipes there, so BOA zoning relief was received to construct the homes off the existing right-of-way. He explained why the roadway was shifted to the east toward Ms. McDonald's house, which took some right-of-way off her property near the house. He said it was doubtful that the roadway would ever be continued to Betty's Dream, so instead of a cul-de-sac, they requested and received a waiver to build a "hammerhead" that would be on one of the lots for emergency vehicles to turn around in. He said they received approval from Fire and Safety and the Technical Advisory Committee for a 22-ft wide paved surface. He said they proposed a new hydrant at the front of Farm Lane and the roadway, and a smaller service for the two homes. He said they were proposing a new utility pole on their side of the road and underground utilities that would go into the site near the hammerhead. He said they were not proposing overhead utilities, so there was an error in the Staff Memo about a request for a waiver on overhead utilities. He reviewed the existing site topography, the stormwater design plan, and the requested waivers. He said City Staff recommended that the site plan be recorded, but he said the site plan was almost the same as the subdivision's and did not have any pertinent information that would cause concern 5-50 years from now. It was further discussed.

[Timestamp 47:23] Councilor Moreau said the subdivision plan that would get recorded could have a note stating that the site plan is on record at City Hall. She wanted to ensure that any notes relating to drainage would be on the subdivision plan. Mr. Weinrieb said it would also be in the deeds and that there were drainage easements, and there would also be a recorded homeowner's association on the deeds. Chair Chellman asked if the long culvert existed. Mr. Weinrieb agreed and explained that it was a cross culvert that went across the existing right-of-way and the end of the proposed road. He said they just needed permission to do a drainage connection. He noted that there was a debate in the Legal Department about whether the road was a private or public one, and he said it is a public road. It was further discussed. Mr. Giuliano asked if there was any other hardship that would be experienced by strict conformity. Mr. Weinrieb said there would be confusion and that it would serve no real purpose because the depicted houses were conceptual. Chair Chellman said they could be called potential building envelopes. It was further discussed. The site plan was further discussed.

Chair Chellman opened the public hearing.

#### **SPEAKING TO, FOR, OR AGAINST THE PETITION [Timestamp 55:46]**

Catherine Gray of 32 Farm Lane said there was a fire hydrant on Farm Lane. She said the project was fine but recommended increasing the police enforcement in that area because Farm Lane was known as "Indy 500 Lane".

Julie Brittell of 71 Meadow Road (via Zoom) said she owned Property No. 4 sited within the plan. She said she made several points in her objection letter that she submitted earlier but that her main concern was the wetlands area. She said the sewer system in the neighborhood was old and that most of her neighbors were hesitant about adding two more houses to an already-

stressed system. She said she wanted to know what the capacity of the sewers would be. She said the road was overgrown and not walkable, so putting a pipe like the one described would impact the surrounding area much more than what was being recorded. She said she would like an analysis of how it would affect the wetlands area and the sewer.

No one else spoke, and Chair Chellman closed the public hearing.

**DECISION OF THE BOARD** [Timestamp 1:00:30]

**Subdivision Waiver**

1) Councilor Moreau moved that the Board **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.*

*Ms. Conard seconded. The motion passed with all in favor.*

2) Councilor Moreau moved that the Board 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.

*Ms. Conard seconded. The motion passed with all in favor.*

**Subdivision**

1) Councilor Moreau moved that the Board 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.

*Ms. Conard seconded. The motion passed with all in favor.*

2) Councilor Moreau moved that the Board 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.*

*Ms. Conard seconded. The motion passed with all in favor.*

**Site Plan Review Approval**

1) *Councilor Moreau moved that the Board 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.*

*Ms. Conard seconded. The motion passed with all in favor.*

2) *Councilor Moreau moved 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.*

*Ms. Conard seconded. The 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)

### **SPEAKING TO THE PETITION [Timestamp 27:53]**

John Chagnon of Altus Engineering was present on behalf of the applicant, along with the applicant Mark McNabb. Mr. Chagnon said the project was associated with the 134 Pleasant Street development in order to apply appropriate stormwater infrastructure and separate stormwater and sewer flows. He said the application was referred to the Department of Public Works via the TAC process to a stormwater pipe connection that would be the closest location of a separated stormwater pipe. He said the work was within 100 feet of the Mill Pond and therefore in the City's buffer, so the applicant was requesting a wetland Conditional Use Permit. He noted that the five criteria were addressed in the application package. He said the Conservation Commission reviewed the project on April 8<sup>th</sup> and recommended approval subject to the addition of the wetland signage stamp, which he said was added.

[Timestamp 30:19] Mr. Samonas asked why it was not feasible to go west and then down to the newly-created road instead of bisecting the Parrott Avenue lot. Mr. Chagnon said the original design of the offsite connection went to the west and along the Courthouse driveway, but the connection there was not stormwater separated, so the applicant was asked to move to the proposed location. Councilor Moreau asked how long the project would take and how many parking spots might be out of service. Mr. Chagnon said the project would take about 3-4 days and would not impact the entire lot. He said probably ten parking spaces would be cut off.

Chair Chellman opened the public hearing.

### **SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Chellman closed the public hearing.

### **DECISION OF THE BOARD [Timestamp 33:08]**

#### **Wetland Conditional Use Permit**

- 1) *Mr. Giuliano moved that the Board 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. Ms. Conard seconded. The motion passed with all in favor.*
  
- 3) *Mr. Giuliano moved that the Board grant the Conditional Use Permit as presented. Ms. Conard seconded. The motion passed with all in favor.*

**C. REQUEST TO POSTPONE** 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. **REQUEST TO POSTPONE** (LU-25-175)

*Councilor Moreau moved to **postpone** the request to the June 18<sup>th</sup>, 2026 meeting. Mr. Almeida seconded. The 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)

#### **SPEAKING TO THE PETITION** [Timestamp 1:08:35]

Dylan Summers, Stewardship Projects Manager for the Society for the Protection of Forests, was present. He noted that Eric Weinrieb of Altus Engineering provided pro bono advice and support for the project. He said they were proposing a trail maintenance project on the Little Harbor Loop Trail that was part of the Carey Cottage summer estate. He said decades of high use resulted in impacts that degraded the trail conditions, and a 300-ft section had been through a combination of erosion and compaction. He said they would repair that section of the trail with a structure called a turnpike, by which they would use fill to create a raised trail surface above the depression and which would restore more natural drainage to the site. He said that section of the trail was in the 100-ft buffer of the tidal wetland and that the project would follow the standards for construction of a turnpike as outlined in the NH Best Management Practices for Trail Construction and Maintenance Manual. He said their modified version of a turnpike would not require retaining walls on either side. He said they originally proposed the project to be about 270 feet in two sections that were not connected, which is what the Conservation Commission recommended for approval in April, but since then it was decided to include the center 30 feet, which would make the total addressed section 300 linear feet and 1,500 square feet wide. He noted that there was a parking area used by the nearby apartments, so material stockpiling would be done on the lawn, and a third of that area was inside the 100-ft buffer so there would be additional temporary impacts. He said they would use silt fencing to contain the stockpile area.

[Timestamp 1:17:49] Mr. Giuliano said there was an extra 150 square feet that was not presented to the Conservation Commission, but that they made a few recommendations and conditions mitigating the use of the existing trail along the shoreline in future planning efforts to reduce buffer impacts. He asked if Mr. Summers thought the extra 150 square feet was aligned with what the Conservation Commission suggested. Mr. Summers said the Conservation Commission was concerned about other sections of the trail, and in that recommendation they were really talking about future planning for the trail and how to approach future maintenance. He said they wanted the Society to consider the possibility of relocation or doing something differently in managing that area in the future if changes were made, but he said the Society did not plan to

make any changes. He said the impact would not spread beyond the existing trail footprint, and the inclusion of more fill would not change the footprint dramatically. Given the potential for future impacts, he said their proposed change did not have a substantial impact and was offset by the protection they would provide to the surrounding areas. Councilor Moreau noted that Mr. Summers said they would also add temporary impacts along the buffer in the parking areas but he did not say that they would restore those areas if damaged. Mr. Summers said they would restore those areas to their original condition after the project was over. Mr. Samonas asked what the anticipated life span of the trail was. Mr. Summers said the life span was indefinite with maintenance. He said the best season to do the work was the driest season but that they planned to do it in late summer or fall. Councilor Moreau asked Mr. Summers if they would use silt socks in addition to a silt fence. Mr. Summers said they would use silt socks, which was a more natural method of erosion for that area. He said the silt fence would only be along the stockpiles.

Chair Chellman opened the public hearing.

#### **SPEAKING IN FAVOR OF THE PETITION** [Timestamp 1:24:25]

Eric Weinrieb of 9 Middle Road said he did volunteer work for the Society and that he strongly supported the application. He said adding the extra area that was not mentioned to the Conservation Commission would be appropriate because it was a discontinuous area and would have been further disturbed by going back and forth with the equipment.

#### **SPEAKING IN OPPOSITION OR SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one else spoke, and Chair Chellman closed the public hearing.

#### **DECISION OF THE BOARD** [Timestamp 1:25:45]

##### *Wetland Conditional Use Permit*

1) *Mr. Giuliano moved that the Board 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. Mr. Almeida seconded. The motion passed with all in favor.*

2) *Mr. Guiliano moved 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.*

*Mr. Almeida seconded. The 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)

### **SPEAKING TO THE PETITION** [Timestamp 1:27:06]

Project engineer Joe Coronati and Rob Graham representing the owners were present. Mr. Coronati said the building was currently an office building and the owners wanted to place an addition in the rear. He said all the setbacks, open space and building coverage requirements for the zone were met. He said the property was in the Historic District and that the project architects received approval for the building design from the Historic District Commission. He said the building was also located in the 250-ft shoreland protection setback but they received a Shoreland Protection Permit from the State. He said they addressed the comments from TAC And that there would be no change to the front of the site.

[Timestamp 1:29:08] Councilor Moreau asked about the abutter's claim that there was a fence put over the property line. Mr. Coronati said that, on the east side of the lot, there was a chain-link fence running along a portion of the property line and that there may be some discrepancy as to where the property line was. He said the applicant wanted to remove the fence and build a new stockade fence, but the owners decided to leave the chain-link fence. He said the applicant would add a stockade fence on their side of the property line so that it would not disrupt the abutter. Chair Chellman asked if the parking calculations changed with the addition. Mr. Coronati said they had enough parking on site to accommodate the parking requirement and that the existing use on the property did not require more parking.

Chair Chellman opened the public hearing.

### **SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Chellman closed the public hearing.

### **DECISION OF THE BOARD** [Timestamp 1:32:04]

#### *Site Plan Review Approval*

- 1) *Mr. Giuliano moved that the Board 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. Mr. Almeida seconded. The motion passed with all in favor.*
- 2) *Mr. Giuliano moved 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>*

*Mr. Almeida seconded. The motion passed with all in favor.*

**V. OTHER BUSINESS [Timestamp 1:33:03]**

**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) *Ms. Conard moved to **grant** a one-year extension of the Wetland Conditional Use Permit to **June 25, 2027**. Mr. Samonas seconded. The 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.

**Planning Department Recommendation**

1) *Mr. Giuliano moved to **grant** a one-year extension of the Site Plan Approval to **August 21, 2027**. Mr. Almeida seconded. The motion passed with all in favor, with Councilor Moreau recused.*

**C. Chairman Updates and Discussion Items [Timestamp 1:34:52]**

Chair Chellman said the meeting with the Historic District Commission to discuss the Historic District and the Master Plan that was scheduled for the following week would not take place. The Board decided to hold the meeting an hour before the June 18<sup>th</sup> Planning Board meeting.

Chair Chellman said he spoke with the Master Plan consultants and that they were preparing a series of questions they want to post on the City's website for FlashVote polling of residents and that they would circulate those draft questions to the Planning Board and City Staff for input before posting. Ms. Conard asked if there would be time for someone to sign up as an official FlashPoint voter. It was further discussed. Mr. Bowen asked about the status of the infrastructure in the outer Woodbury Avenue and Market Street area. He said there would be about 1,000 new residents in that area due to projects that were underway and that he did not understand the

implications for roadways potentially for sewer, water, and recreation in that area. Chair Chellman said the street issue would be covered by a traffic study. Ms. Conard suggested that Mr. Bowen review the May 13 public budget work session meeting online that spoke to the use, availability and capacity of water and sewer. It was further discussed.

Ms. Wolf said the representation of people in Portsmouth in terms of responding to the Master Plan survey had been problematic, noting that only 16 percent of the responders were renters and that over half the City's residents were renters. She said renters did not always understand that they had a voice, and she asked if there was a way to ensure that the City was promoting that fact. She said the Master Plan meeting was held during the opening of baseball season and the week before the school vacation, so many parents did not attend, and she thought posting it online would help. She asked if it was possible to send out a message on Brightwheel, the preschool and childcare management system. Chair Chellman said it would help with the process. He said he discussed the issue of outreach with the Master Plan consultants, who felt there were holes in the data. He said it was a reason to do an extended FlashVote system and would help to get more inputs from more people.

#### **D. Board Discussion of Regulatory Amendments & Other Matters**

There was no discussion.

#### **VI. ADJOURNMENT**

The meeting adjourned at 8:45 p.m.

Submitted,

Joann Breault  
Planning Board Meeting Minutes Taker