

19 August 2026

Rick Chellman, Planning Board Chair
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

**RE: Request for Co-Living Development at 1 Congress Street and 15 Congress Street,
Conditional Use Permit Application (LU-22-12)**

Dear Mr. Chellman and Planning Board Members:

On behalf of One Market Square LLC, we hereby request a one-year extension of the **Conditional Use Permit (CUP) Coliving Approval** (LU-232-12) for **Coliving** for the above-mentioned project and request that we be placed on the agenda for your **September 17, 2026** Planning Board Meeting. The property is shown on the City of Portsmouth Assessors Map 117 as (formerly) Lots 12 and 14. The lots have been merged into one parcel as Assessors Map 117 Lot 14. The project will be located at 1 Newberry Way, 10 High Street and 25 Congress Street (formerly known as 1-15 Congress Street). The property has frontage on Congress Street, High Street and Fleet Street, and is within the City of Portsmouth Character District 4 (CD4) and Character District 5 (CD5) Zoning Districts. The site is currently mostly developed with existing buildings and a surface parking lot. The Coliving CUP was approved by the Planning Board on September 18, 2025.

The applicant needs more time to complete the building design and building permit process.

We look forward to the Planning Board granting the one-year extension.

Sincerely,



John R. Chagnon, PE

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