

MINUTES

SITE REVIEW TECHNICAL ADVISORY COMMITTEE MEETING

2:00 PM

NOVEMBER 1, 2016

**EILEEN DONDERO FOLEY COUNCIL CHAMBERS
MUNICIPAL COMPLEX, 1 JUNKINS AVENUE
PORTSMOUTH, NEW HAMPSHIRE**

MEMBERS PRESENT: Juliet Walker, Chairperson, Transportation Planner; Peter Britz, Environmental Planner; Jessa Berna, Planner; David Desfosses, Engineering Technician; Ray Pezzullo, Assistant City Engineer; Eric Eby, Parking and Transportation Engineer; Robert Marsilia, Chief Building Inspector; Carl Roediger, Fire Department;

MEMBERS ABSENT: N/A

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I. OLD BUSINESS

A. The application of **J&M Family Properties, LLC, Owner, and Dunkin' Donuts, c/o JFS Management Co., LLC, Applicant**, for property located at **802 Lafayette Road**, requesting Amended Site Plan Approval to re-develop the parking lot for improved site and drive-thru circulation, revised parking layout, new trash enclosure, drainage improvements and stormwater management, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 244 as Lot 2 and lies within the Gateway (G) District. (This application was postponed at the October 4, 2016 TAC Meeting).

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Chris Tamula, MHF Design

Mr. Tamula highlighted changes to the Plan set to include the following statements:

- The existing conditions plan was explained in detail and noted how it demonstrates the driveway is to be more adjacent to the building. The proposed plan intends to pull back the existing tree line and add additional parking in the rear. The previously proposed loading zone and future parking were removed, the dumpster location remains, and parallel parking spots were added. A crosswalk from Lafayette Road will be added.
- A bike rack at the front corner of the building and a four-foot chain-link fence in the rear was added to the plan. The fence intends to prevent debris from reaching the nearby wetland.
- The drainage and landscape plans remain consistent with the original submission, except for minor modifications. The existing catch basin frame grate will be replaced with a manhole

cover. Everything will be discharged through new catch basins. The invert elevations were raised for those drainage structures. A doghouse structure and additional literature was added.

- During construction, a stabilized construction entrance, siltsacks, and soil stops will be provided.
- Further details were provided regarding the landscape plans.

Mr. Roediger questioned how people would navigate around the bike paths. Mr. Tamula described the location of the bike rack and the reason for that chosen location. Ms. Berna noted it would be beneficial to improve the pedestrian connectivity to the existing sidewalk and questioned how the employees would approach the building. Mr. Tamula replied that the proposed foot pattern is what occurs today.

Mr. Eby noted that the crosswalk leading into the front of the site should be angled into the ramp for visually impaired individuals. Mr. Tamula replied that it needs to be ADA accessible and in order to angle the crosswalk, the grade would not be acceptable under ADA standards. Ms. Walker suggested that be addressed prior to Planning Board.

Ms. Walker expressed concern for the crosswalk being in the travel lane, but understood that the overall site is vehicle oriented.

Mr. Desfosses noted various necessary changes to include that a lighting plan is required and the sidewalks are to be concrete.

Mr. Britz asked the maintenance plan requirements for the last manhole structure be incorporated into the Plan.

Ms. Walker noted the bike rack should be the inverted U-style and suggested to consider alternative locations for the bike rack.

Ms. Walker mentioned there should be adequate stacking in the drive-thru and that information be provided to the Planning Board.

Mr. Tamola clarified that the sign will be moved based on the bike rack location.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

*Mr. Britz moved to **recommend** approval of the Amended Site Plan with the following stipulations:*

- 1. Maintenance requirements for the first defense unit for the stormwater drainage system shall be added to the site plan.*
- 2. The bike rack shall be removed from the pedestrian path and relocated on site.*
- 3. The bike rack detail shall be the inverted U-style; specification are available from the Planning Department.*
- 4. The sidewalk shall be concrete.*

- 5. *A lighting plan shall be added to the Plan set.*
- 6. *The existing light shall be removed.*
- 7. *Documentation shall to be provided for access for the visually impaired and, if not adequate, make an accommodation to the crosswalk and ramp.*
- 8. *Documentation shall be provided demonstrating that that they are providing adequate stacking spaces for the drive- thru lane.*

Seconded by Mr. Desfosses. The motion passed by a unanimous voice vote (8-0-0).

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B. The application of **Five Hundred Five Lafayette Road, LLC, Owner, and Lens Doctors, Applicant**, for property located at **605 Lafayette Road**, requesting Site Plan Approval for the demolition of the existing building and the construction of a proposed 2-story office building, with a footprint of 7,000 ± s.f. and gross floor area of 14,000 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 229 as Lot 9 and lies within the Gateway (G) District. (This application was postponed at the October 4, 2016 TAC Meeting).

The Chair read the notice into the record.

DISCUSSION AND DECISION OF THE BOARD

*Mr. Desfosses moved to **postpone** Site Plan Approval to the November 29, 2016 TAC Meeting, seconded by Mr. Britz. The motion passed by a unanimous voice vote (8-0-0).*

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C. The application of **Seacoast Trust, LLP, Owner, and Stonegate NH Construction, LLC, Applicant**, for property located at **150 Route 1 By-Pass**, requesting Site Plan Approval for the demolition of the existing building and the construction of a 246' x 85' 3-story multi-family building with a footprint of 17,667 ± s.f. and gross floor area of 53,000 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 231 as Lot 58 and lies within the Single Residence B (SRB) District. (This application was postponed at the October 4, 2016 TAC Meeting).

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Cory Belden, Altus Engineering

Mr. Belden highlighted changes to the Plan set to include the following statements:

- Results from the surface water analysis demonstrate a small decrease in pre and post peak flow rates and volumes for various stormwater events, which increases the watershed to about 23.6 acres.
- Notes were added to the plan explaining the necessary sewer line testing for the line leading up to Hillside Drive. Other notes were added regarding wrapping the water line, modifying the egress pathway, and relocating the light poles.
- The elevator sump will be waterproofed and will be a belt system, not a hydraulic system. There will be an elevator sump pump that will connect to the sewer system. The garage drains will not be plumbed. The egress in the garage area does meet current code.

- The Conservation Commission unanimously voted to recommend the conditional use permit. The dredge and fill permit should receive final DES review before Nov 17th. DOT has approved the geometric layout for the driveways and the final conditions are currently being drafted.

Ms. Walker suggested the applicant contact Attorney Robert Ducharme based on written communication received via e-mail.

Mr. Pezzulo noted the City should be provided the size of the pump station in the sewer connection permit.

Mr. Pezzulo noted that the full set of updates to the drainage analysis including backup documentation should be provided.

Mr. Belden replied to Ms. Berna that there will be an easement plan for bicycle and utility.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Mr. Desfosses moved to recommend approval of the Site Plan with the following stipulations:

1. *The sewer connection permit should provide the size of the pump station and the size of the pumps, including the pumps that will be used for the elevator sump pump connection.*
2. *All of the back-up detail for the completed drainage analysis shall be provided to DPW.*
3. *Although construction on Hillside Drive should not be necessary, if the sewer force main or gas line is determined to impact the roadway, the applicant shall be responsible for repairing the roadway to the satisfaction of DPW.*

Seconded by Mr. Roediger. The motion passed by a unanimous voice vote (8-0-0).

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D. The application of **Alden Watson Properties. LLC, Owner**, for property located at **56 Lois Street, Milton and Dixie Pappas, Owners**, for property located **off Lois Street**, and **Ann N. Grimbilas Trust, Owner**, for property located **off Lois Street**, requesting Preliminary and Final Subdivision Approval to subdivide one lot into two lots and to extend the Lois Street right-of-way, as follows:

1. Proposed lot #1 having an area of 42,189 ± s.f. (0.9685 acres) and 100.8’ of continuous street frontage on Lois Street;
2. Proposed lot #2 having an area of 119,264 ± s.f. (2.7379 acres) and 20’ of continuous street frontage on Lois Street;
3. Map 232, Lot 12 decreasing in area from 12,000 ± s.f. to 8,825 ± s.f. with 120’ of continuous street frontage on Lois Street;
4. Map 232, Lot 13 decreasing in area from 13,473 ± s.f. to 11,073 ± s.f. with 120’ of continuous street frontage on Lois Street; and
5. A street right-of-way will be created to extend Lois Street, having an area of 10,970 ± s.f.

Said properties are shown on Assessors Map 232 as Lots 8, 12 and 13 and are located in the Single Residence B (SRB) District where the minimum lot area is 15,000 s.f. and minimum continuous street frontage is 100'. (This application was postponed at the October 4, 2016 TAC Meeting).

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Mr. John Chagnon, Altus Engineering, briefly explained the request for subdivision to convert a portion of the lot as non-buildable.

Mr. Pezzulo asked for the purpose of the subdivision and whether it would require a waiver. Ms. Walker replied that it is primarily to classify the lot as unbuildable.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

*Mr. Britz moved to **recommend** the Preliminary and Final Subdivision Approval, seconded by Ms. Berna. The motion passed by a unanimous voice vote (8-0-0).*

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E. The application of **Carol I. Cooper, Owner, and Lorax Sustainable Development, LLC, Applicant**, for property located at **996 Maplewood Avenue**, requesting Site Plan Approval for the construction of three stand alone single family homes on a single lot with one shared driveway, each home and garage having a footprint of 1,696 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 219 as Lot 4 and lies within the Single Residence B (SRB) District. (This application was postponed at the October 4, 2016 TAC Meeting).

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

John Lorden, MSC division of TFMoran

Mr. Lorden highlighted changes to the Plan set to include the following statements:

- The driveway was modified to be more perpendicular to Maplewood Avenue. The first four feet of the driveway was designated for necessary drainage.
- The conservation easement was corrected to include the pond and 50' outside the pond. Stepping stones were added up to the edge of the 50' buffer. Blueberry bushes were added 10' on center along the 25' vegetated buffer. A shed and picnic area with crushed stone were added. An alternative chloride management practice as recommended by DES were added to the Plans and will be added to the condominium documents.
- A separate utility plan was added and upgraded the common sewer line. The size of water line could not be verified, so size standards were included.
- Condominium site plan was removed from the Plan set per the Planning Board and staff.

- After discussion with local realtors, the footprint is larger, but the overall s.f. is to remain the same. There is no increase to the amount of impervious surface. The major change is for a first-floor bedroom.

Mr. Marsilia suggested to conduct further review to determine whether bulkheads are required.

Ms. Walker suggested in response to Mr. Britz’s question that a stipulation be included for rain garden maintenance to be incorporated into the condominium documents.

Mr. Lorden replied to Mr. Roediger that the width of the Unit 3 driveway is 18 feet.

Mr. Desfosses noted the services from the houses to the manhole should be six inch. He suggested running the water lines not underneath pavement and to consider the location of stepping stones relative to the swale.

Mr. Lorden replied to Mr. Desfosses that a turnaround will be added to backup Unit 2.

Mr. Pezzulo suggested installing a collection manhole or a common force main, but welcomed other alternatives.

The Committee recommended coordinating the project with the Maplewood Ave project and comparing the two plans together. Ms. Walker suggested it be a stipulation in the plan.

Mr. Eby questioned where parking could be had now that the driveway is a smaller width.

Mr. Lorden replied to Mr. Britz that the proposed recycle bin location is only for pickup.

Mr. Roediger noted that there should be signage indicating the house numbers at the end of the driveway.

Mr. Desfosses suggested to ensure the driveway is suitable in conjunction with the proposed curb line. Mr. Pezzulo added to provide a curb cut where the driveway is.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

*Mr. Desfosses moved to **postpone** approval of the Site Plan to the November 29, 2016 Technical Advisory Committee Meeting, seconded by Mr. Roediger.*

Mr. Britz asked to provide further detail as to how the stepping stones will be set.

The motion passed by a unanimous voice vote (8-0-0).

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II. NEW BUSINESS

A. The application of **Jonathan Smith, Owner**, and **Sophie Lane, LLC, Applicant**, for property located at **1283 Woodbury Avenue**, requesting Preliminary and Final Subdivision Approval to subdivide one lot into two lots as follows:

1. Proposed lot #1 having an area of 15,274 ± s.f. (0.3506 acres) and 147' of continuous street frontage on Woodbury Avenue;
2. Proposed lot #2 having an area of 15,142 ± s.f. (0.3476 acres) and 100' of continuous street frontage on Granite Street.

Said property is shown on Assessors Map 217 as Lot 4 and is located in the Single Residence B (SRB) District where the minimum lot area is 15,000 s.f. and minimum continuous street frontage is 100'.

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Mr. John Chagnon, Ambit Engineering, explained that the proposal is to divide the lot into two lots off Granite Street. The existing house would remain at that address and a new house would be constructed in Lot 2. The Plan set demonstrates the topography, building setbacks, and a conceptual design of the additional home.

Ms. Berna clarified that a waiver is not required for the perpendicular lot line, but one will be required for the corner lot.

Mr. Chagnon noted that the shed will be removed from Lot 2 in the next revision of the Plan.

Mr. Desfosses noted there are adequate utilities. He recommended that the applicant construct a granite sidewalk from the existing sidewalk on Maplewood Avenue up to the driveway at 51 Granite Street. Re-signalizing the intersection is being considered and DPW will request a signal easement on the corner lot. Ms. Walker asked what the sidewalk width should be. Mr. Desfosses replied five feet wide, two-foot grass strip, and five-inch granite curb is appropriate.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

*Mr. Desfosses moved to **recommend** approval of the Preliminary and Final Subdivision with the following stipulations:*

1. *After consultation with DPW, the applicant shall grant the City a signal easement on the corner of Proposed Lot 1, to be prepared by the City Legal Department and recorded at the Registry of Deeds.*
2. *The applicant shall construct a sidewalk from the existing sidewalk on Woodbury Avenue up to the driveway of the abutting Oxholm property, over the gasline, with a granite curb.*
3. *The shed on proposed lot 2 shall be removed prior to the plan being recorded.*

- 4. *A waiver from the Planning Board shall be required for the lot line length.*
- 5. *It is recommended that a waiver be requested from the Planning Board for above ground utilities.*

Seconded by Mr. Roediger. The motion passed by a unanimous roll call vote (8-0-0).

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B. The application of **Alissa C. Bournival Revocable Trust, Owner, and Bournival Jeep Dealership, Applicant**, for property located at **2355 Lafayette Road**, requesting Amended Site Plan Approval for the construction of an irregularly shaped 2,775 s.f. addition to the rear of the existing building, to be used as a six-bay detailing shop, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 272 as Lot 7 and lies within the Gateway (GW) District.

Eric Weinrieb, Altus Engineering

Mr. Weinrieb highlighted changes to the Plan set to include the following statements:

- The project intends to build an expansion on entirely paved surfaces. There exist wetlands off the property and the 100-foot buffer does not extend into the proposed building area. Access will be provided to the overhead bay door and sewer services, which is within the 100-foot buffer.
- Utilities will be plumbed internally and a new oil water separator will be installed.
- The facility was developed in 1971 for an automotive dealership with no stormwater management mechanisms in place originally. The existing outfall is covered and the culvert is deteriorating, thus that will be cut back to install riprap.
- A drain manhole will be altered to include a catch basin beside it to collect more pretreatment from the parking lot.
- The parking calculation for customer employee parking will be provided. The location for existing sewer will be added to drawing.
- The 4” sewer for the oil water separator off the six-bay garage will be altered in the next revision per staff input.
- A stormwater operations and maintenance plan will be included.
- Another note was added regarding eliminating the requirement to connect to the master system.

Ms. Walker asked to provide an open space calculation.

Mr. Pezzulo noted he will provide a different design for the oil water separator that should be used.

Mr. Weinrieb mentioned that an application was made for a DOT permit.

Mr. Desfosses suggested that the drain pipe be galvanized steel at the bottom of the culvert. Mr. Weinrieb asked if it could be replaced in phases. Mr. Desfosses replied that repairing slip lining deterioration is the about the same cost compared to installing galvanized steel drain pipe.

Ms. Walker replied to Mr. Desfosses that dark sky lighting plan is required.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Mr. Desfosses noted that the lighting is a concern and there should at least be a plan for where the drainage pipe would be shored up.

*Mr. Desfosses moved to **postpone** approval of the Amended Site Plan to the November 29, 2016 Technical Advisory Committee Meeting, seconded by Ms. Berna. The motion passed by a unanimous voice vote (8-0-0).*

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III. ADJOURNMENT

A motion to adjourn at 3:27 p.m. was made, seconded and passed unanimously.

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The Chair re-opened the meeting at 3:28 p.m.

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C. The application of **Karen E. Kapelos Revocable Trust of 1995, Owner, and Karen E. Kapelos, Applicant**, for property located at **3310 Lafayette Road (also known as 88 & 100 Cardinal Lane)**, requesting Preliminary and Final Subdivision Approval to subdivide one lot into two lots as follows:

- 1. Proposed lot #1 having an area of 26,292 ± s.f. (0.60 acres) and 200’ of continuous street frontage on Cardinal Lane;
- 2. Proposed lot #2 having an area of 15,000 ± s.f. (0.34 acres) and 140’ of continuous street frontage on Lafayette Road.

Said property is shown on Assessors Map 292 as Lot 164 and is located in the Single Residence B (SRB) District where the minimum lot area is 15,000 s.f. and minimum continuous street frontage is 100’.

The Chair read the notice into the record.

DISCUSSION AND DECISION OF THE BOARD

*Mr. Roediger moved to **postpone** approval of the Preliminary and Final Subdivision to the November 29, 2016 Technical Advisory Committee Meeting, seconded by Mr. Desfosses. The motion passed by a unanimous voice vote (8-0-0).*

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III. ADJOURNMENT

A motion to adjourn at 3:31 p.m. was made, seconded and passed unanimously.

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Respectfully submitted,

Marissa Day
Acting Secretary for the Technical Advisory Committee