I. APPROVAL OF MINUTES

1. Approval of Minutes from the February 16, 2017 Planning Board Meeting – Unanimously approved.

2. Approval of Minutes from the March 16, 2017 Planning Board Meeting – Unanimously approved.

II. DETERMINATIONS OF COMPLETENESS

Subdivisions

1. The application of Maureen J. Arsenault (Maureen J. O’Leary), Owner, for property located at 107 McKinley Road

2. The application of Bluestone Properties of Rye, LLC, and Roman and Nelson, LLC, Owners, for property located at 135 and 147 Congress Street

3. The application of Craig M. Steigerwalt and Anne C. Shiembob, and Stewgood, LLC, Owners, for property located at 276 and 268 Dennett Street

The Board voted to accept the above three applications as complete.

Site Plan Review

4. The application of Portsmouth Submarine Memorial Association, Owner, for property located at 600 Market Street
5. The application of Peter Fregeau and Westwind Townhomes of Portsmouth Condominium Association, Owners, for property located at 1177 and 1179 Sagamore Avenue

6. The application of Saco Professional Building, Inc., Owner, for property located at 125 Brewery Lane

7. The application of 215 Commerce Way, LLC and Moray, LLC, Owners, for property located at 215 and 235 Commerce Way

The Board voted to accept the above four applications as complete.

III. 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 application of Maureen J. Arsenault (Maureen J. O’Leary), Owner, for property located at 107 McKinley Road, requesting Preliminary and Final Subdivision Approval to subdivide one lot into two lots as follows:

(1) Proposed lot #1 having an area of 16,955 ± s.f. (0.389 acres) and 78.19 feet of continuous street frontage on McKinley Road and 181.81’ of continuous street frontage on Grant Avenue.

(2) Proposed lot #2 having an area of 15,245 ± s.f. (0.350 acres) and 66.89 feet of continuous street frontage on McKinley Road and 171.17’ of continuous street frontage on Coolidge Drive.

Said property is shown on Assessor Map 251 as Lot 67 and lies within the Single Residence B (SRB) District where the minimum lot area is 15,000 s.f. and the minimum continuous street frontage is 100’.

Voted to grant Preliminary and Final Subdivision Approval with the following stipulations:

1. The front, side and rear yards shown on the final plat shall be reviewed and approved by the Planning Department.
2. The proposed lot numbers shall be confirmed by the Assessor or changed as required.
3. Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat.
4. GIS data shall be provided to the Department of Public Works in the form as required by the City.
5. The final plat and all easement deeds shall be recorded concurrently at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
B. The application of **Bluestone Properties of Rye, LLC, and Roman and Nelson, LLC, Owners**, for property located at **135 and 147 Congress Street**, requesting Preliminary and Final Subdivision Approval (Lot Line Revision) is requested between two lots as follows:

1. **Map 126, Lot 5** increasing in area from 6,683 ± s.f. to 7,548 ± s.f. with 63.63 feet of frontage on Congress Street.
2. **Map 126, Lot 4** decreasing in area from 7,110 ± s.f. to 6,245 ± s.f. with 112.93 feet of frontage on Maplewood Avenue and 56.38 feet of frontage on Congress Street. Said lots lie within the Character District 5 (CD5), the Historic District, and the Downtown Overlay District. CD5 has no minimum requirements for lot area or street frontage.

Voted to **grant** Preliminary and Final Subdivision Approval with the following stipulations:

1. Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat.
2. GIS data shall be provided to the Department of Public Works in the form as required by the City.
3. The final plat and all easement deeds shall be recorded concurrently at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.

C. The application of **Craig M. Steigerwalt and Anne C. Shiembob, and Stewgood, LLC, Owners**, for property located at **276 and 268 Dennett Street**, requesting Preliminary and Final Subdivision Approval (Lot Line Revision) between two lots as follows:

1. **Lot 1 (276 Dennett Street)** with no change in lot area of 5,192 ± s.f. and with street frontage increasing from 50 feet to 57.57 feet.
2. **Lot 2 (268 Dennett Street)** with no change in lot area of 4,821 ± s.f. and with street frontage decreasing from 50 feet to 42.43 feet.

Said properties are shown on Assessors Map 143 as Lot 13, and were restored to their premerger status as two lots by the City Council on February 16, 2016. Said properties lie within the General Residence A (GRA) district which requires a minimum lot area of 7,500 sq. ft. and minimum continuous street frontage of 100 feet; and on March 21, 2017, the Zoning Board of Adjustment granted variances from the zoning requirements for street frontage, side yard, and building coverage.

Voted to **grant** Preliminary and Final Subdivision Approval with the following stipulations:

1. Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat.
2. GIS data shall be provided to the Department of Public Works in the form as required by the City.
3. The final plat and all easement deeds shall be recorded concurrently at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.

Voted to **recommend** to the City Council that all requests for restoration of involuntarily merged lots under RSA 674:39-aa include a plan prepared by a registered land surveyor showing existing and proposed lot lines and all existing buildings and structures on the lot.
D. The application of **Portsmouth Submarine Memorial Association, Owner**, for property located at **600 Market Street**, requesting Site Plan Approval to construct a 20’ x 40’ storage building with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 209 as Lot 87 and lies within the Single Residence B (SRB) District.

A. Voted to waive the requirement for additional required exhibits and data as outlined in Section 2.5.4 (3) of the Site Plan Review regulations due to the small size of the proposed project,

B. Voted to **grant** Site Plan Approval with the following stipulations to be completed prior to the issuance of a building permit:

1. The Site Plan shall include the following notes
   “1. This Site Plan shall be recorded in the Rockingham County Registry of Deeds.
   2. All improvements shown on this Site Plan shall be constructed and maintained in accordance with the Plan by the property owner and all future property owners. No changes shall be made to this Site Plan without the express approval of the Portsmouth Planning Director.”
2. An updated sewer easement plan and deed shall be provided.
3. The site plan and easement plans and deeds shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.

E. The application of **Peter Fregeau and Westwind Townhomes of Portsmouth Condominium Association, Owners**, for property located at **1177 and 1179 Sagamore Avenue**, requesting Site Plan Approval for demolition of an existing structure and the construction of three new condominium dwelling units (two separate building, seven total units) with related paving, lighting, utilities, landscaping, drainage, and associated site improvements. Said property is shown on Assessor Map 224 as Lots 12 and 13 and lies within the Mixed Residential Office (MRO) District. (The applicant has filed a notice of voluntary lot merger to combine the two lots into a single lot.)

Voted to **postpone** Site Plan Approval to allow the applicant to provide revised Landscape and Demolition Plans.

F. The application of **Saco Professional Building, Inc., Owner**, for property located at **125 Brewery Lane**, requesting an extension of the Site Plan Approval to construct a 4-story, 64’ x 240’, 15, 500 ± s.f., 48-unit residential building with related paving, lighting, utilities, landscaping, drainage, and associated site improvement. (Site plan approval was originally granted on November 17, 2005 and extensions were granted to April 30, 2017.)

Voted to **deny** the request for an extension of Site Plan approval (5-3-0).
G. The application of 215 Commerce Way, LLC and Moray, LLC, Owners, for property located at 215 and 235 Commerce Way, requesting amended Site Plan Approval to construct a 66,000 s.f., 3-story office building, with a footprint of 22,000 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 213 as Lot 11 and Assessor Map 216 as Lot 1-8A and 1-8B and lies within the Office Research District.

Voted to postpone Site Plan Approval to the next regularly scheduled Planning Board Meeting.

IV. PRELIMINARY CONCEPTUAL CONSULTATION

A. The request of Islington Commons, LLC, Owner, for property located at 410, 420 and 430 Islington Street for Preliminary Conceptual Consultation, to merge three lots, construct additions on two of the existing dwellings, convert a two-unit dwelling to a single-family dwelling, convert a four-unit dwelling to a three-unit dwelling, and construct 8 townhouses, resulting in a total of 13 dwelling units. Said property is shown on Assessor Map 145 as Lots 34, 35 and 36, and lies within Character District 4-Limited (CD4-L2) and the Historic District.

No action was required by the Board.

V. ADJOURNMENT

A motion to adjourn at 9:45 pm was made and seconded and passed unanimously.

Respectfully submitted,

Jane M. Shouse
Acting Secretary for the Planning Board