



MEMORANDUM

To: Planning Board
From: Juliet T.H. Walker, Planning Director *JTW*
Subject: Staff Recommendations for the February 15, 2018 Planning Board Meeting
Date: 2/9/2018 (revised 2/15/2018)

II. DETERMINATIONS OF COMPLETENESS

A. SITE REVIEW

1. The application of **Ethel V. Ross Trust, Owner, and Joseph Caldarola, Applicant**, for property located at **142 Mill Pond Way**.
2. The application of **Thirty Maplewood, LLC, Owner**, for property located at **46–64 Maplewood Avenue** (previously 30 Maplewood Avenue).
3. The application of **Islington Commons, LLC, Owner**, for property located at **410, 420, and 430 Islington Street**.
4. The application of **Foundry Place, LLC and Deer Street Associates, Owners**, for property located at **165 Deer Street**, (Lots 2, 3, 4 & 5).
5. The application of **Wentworth-Douglass Hospital, Applicant**, for property located at **67, 73 and 121 Corporate Drive**.
6. The application of **DG Bourassa, LLC, Owner**, for property located at **85 Heritage Avenue**.
7. The application of **Bursaw's Pantry, LLC, Owner, and Robert and Kathy Dockham, Applicants**, for property located at **3020 Lafayette Road**.

Planning Department Recommendation

Vote to determine that the applications are complete (contingent on the granting of any required waivers under Section III and IV of the agenda) according to the Site Plan Review Regulations and to accept the applications for consideration.

III. PUBLIC HEARINGS – OLD BUSINESS

- A. The application of **Goodman Family Real Estate Trust, Owner, and Aroma Joe's Coffee, Applicant**, for property located at **1850 Woodbury Avenue**, requesting Conditional Use Permit approval under Section 10.1017 of the Zoning Ordinance for work within the inland wetland buffer to construct a 785 \pm s.f. restaurant/take-out building and 195 \pm s.f. attached patio, with drive thru service and a walk –up window, with 6,870 \pm s.f. of impact to the wetland buffer. Said property is shown on Assessor Map 239 as Lot 9 and lies within the Gateway Neighborhood Mixed Use Corridor (G1) District. (This application was postponed at the January 18, 2018 Planning Board Meeting).

Description

The applicant has requested to postpone to the March 15, 2018 Planning Board meeting.

Planning Department Recommendation

Vote to postpone this application to the March 15, 2018 Planning Board meeting.

III. PUBLIC HEARINGS – OLD BUSINESS

- B.** The application of **Borthwick Forest, LLC, and KS Borthwick, LLC, Owners, and Borthwick Forest, LLC, Applicant**, for property located **on proposed subdivision road to be created off Borthwick Avenue**, requesting Amended Site Plan Approval to make changes to the parking lot, the basement level parking entrance, a reduced easement width and elimination of a 20' wide emergency access drive to provide a 10' wide multi-use path with related paving, lighting, utilities, landscaping, drainage, multi-use path and associated site improvements. (Original Site Review approval was granted by the Planning Board on May 18, 2017). Said properties are shown on Assessor Map 241 as Lots 25 & 26 and Assessor Map 233 as Lots 112, 113, & 114 and lie within the Office Research (OR) and the Single Residence B (SRB) Districts. (This application was postponed at the January 18, 2018 Planning Board Meeting).

Description

The applicant received Planning Board approval in May 2017 to construct a 3-story 50,000 s.f. office building with related paving, lighting, utilities, landscaping, drainage and associated site improvements. The applicant submitted an application to the Technical Advisory Committee in September 2017 seeking amended site plan approval to increase the height of the proposed office building (footprint of 16,700 ± s.f.) from 3 stories to 4 stories (gross floor area of 66,800 ± s.f.) and to make changes to the parking lot and basement level parking entrance.

Since review by TAC, the applicant has reduced the proposed building back to 3-stories, but is still seeking amended site plan approval to move the basement level parking entrance from the northwest side of the building to the southwest side, add a patient drop-off area on the northwest side in place of parking, and add an additional aisle of parking in the parking lot to off-set parking displaced by the other changes.

The applicant has also incorporated changes to the plans that were required as part of the original site plan approval.

Prior Planning Board Approval

The Planning Board reviewed the original application on May 18, 2017 and voted to grant Site Plan Review approval with the following stipulations:

Conditions Precedent (to be completed prior to the issuance of a building permit):

1. *To address the recommended traffic mitigation measures at the intersection of Route 33 / Borthwick Avenue, the applicant shall provide a meaningful cost-sharing contribution, to be determined in consultation with the DPW and Planning Department, to advance the design development process for long-term intersection improvements, or for DPW's use to investigate the feasibility of realigning Borthwick Avenue as it approaches Route 33.*
2. *The Site Plans (C 102.1 and C 102.2), General Notes Sheets (G-101.1 and G-101.2), and Landscape Plans (C-105.1 and C-105.2) shall be recorded at the Registry of Deeds by the City or as determined appropriate by the Planning Department and shall include the following notes:*

- “The Site Plan shall be recorded in the Rockingham County Registry of Deeds.
- All improvements shown on the 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.
- The property owner and all future property owners shall be responsible for the maintenance, repair and replacement of all required screening and landscape materials.
- All required plant materials shall be tended and maintained in a healthy growing condition, replaced when necessary, and kept free of refuse and debris. All required fences and walls shall be maintained in good repair.
- The property owner shall be responsible to remove and replace dead or diseased plant materials immediately with the same type, size and quantity of plant materials as originally installed, unless alternative plantings are requested, justified and approved by the Planning Board or Planning Director.”

Conditions Subsequent (to be completed prior to the final release of site plan security):

1. *The property owner shall prepare a monitoring report for the intersection of Borthwick Avenue with Greenland Road and Sherburne Road within one year of the occupation of the proposed office building.*

The Planning Board also granted a Wetland Conditional Use Permit and Subdivision approval at the May 18, 2017 meeting. Copies of the letters of decision have been provided to the Planning Board for reference.

Administrative Amended Site Plan Approval

The City's Site Plan Review regulations (Section 2.15.1) provide that the Planning Director may approve minor amendments to the approved site plan. On September 7, 2017 and November 9, 2017, the Planning Director granted requested amendments for the following:

1. To modify condition precedent #1 of the Site Plan approval granted May 18, 2017, to take place no more than 6 months after issuance of a building permit.
2. To modify condition precedent #2 of the Site Plan approval to allow Borthwick to file the mylars of the most current site plans for the building with the caveat that the City will not record the same and will await the filing of finalized plans after Borthwick obtains its amended site plan approval currently pending at Planning Board.

Technical Advisory Committee Review

The TAC reviewed the amended site plan application on September 5, 2017 and voted to recommend approval with the following stipulations, to be completed prior to Planning Board approval:

1. All conditions of original Planning Board approval to remain in effect.
2. Conduct a building code review to determine if the addition of the 4th story requires any changes to egress or entrances that may affect the site plan.
3. Revise lighting plan to reduce lighting spillover at edge of paved parking surface, new SW corner of lot.
4. Correct pavement cross section detail to provide 3" of fine binder with 3/8" of top course and add note that City shall approve the pavement mix design.
5. Off-site traffic mitigation for Borthwick Avenue/Greenland Road intersection shall include consideration of improvements to bicycle and/or pedestrian connections.

On February 6, 2018, the applicant submitted revised plans addressing items 3 and 4 above to the satisfaction of the Planning Department. Item 2 is no longer applicable to the application and items 1 and 5 have been included in the recommended stipulations below.

Planning Department Recommendation

Vote to grant Amended Site Plan Approval with the following stipulations:

1. *The Amended Site Plan (Sheet C102) shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*
2. *All conditions of original Planning Board approval as amended to remain in effect, with the exception of required recording of the Landscape Plans.*
3. *Off-site traffic mitigation for Borthwick Avenue/Greenland Road intersection shall include consideration of improvements to bicycle and/or pedestrian connections.*

III. PUBLIC HEARINGS – OLD BUSINESS

- C. The application of **Carolyn McCombe, Trustee; Elizabeth Barker Berdge, Trustee; and Tim Barker, Owners**, for property located on **Martine Cottage Road**, requesting Conditional Use Permit approval under Section 10.1017 of the Zoning Ordinance for work within the inland wetland buffer to construct a 1,936 \pm s.f. single family home and a 1,200 \pm s.f. detached barn, with a 22' x 52' paved parking area and a 25' x 5' rain garden, with 23,125 \pm s.f. of impact to the wetland buffer. Said property is shown on Assessor Map 202 as Lot 14 and lies within the Rural (R) District. (This application was postponed at the January 18, 2018 Planning Board Meeting).

Description

The applicant is proposing to construct a new home, barn, driveway, septic system rain garden and associated grading almost completely within the 100 foot wetland buffer.

Conservation Commission Review

This application was first before the Conservation Commission at the November 2018 meeting of the Commission. The proposed application is for a home in a new location with a longer driveway and revised building plans and techniques intended to reduce impacts to the wetland buffer.

According to Article 10 Section 10.1017.50 the applicant must satisfy the following conditions for approval of this project.

1. *The land is reasonably suited to the use activity or alteration.* The land in this area is very challenging and is not reasonably suited to the proposed use. The applicant has moved the location of the house further back on the lot however this creates a greater impact from the driveway. The size of the house septic and driveway all contribute to a large loss of buffer function.
2. *There is no alternative location outside the wetland buffer that is feasible and reasonable for the proposed use, activity or alteration.* Given the lack of upland area outside of the wetland buffer there is very limited space to construct the home without some disturbance in the buffer.
3. *There will be no adverse impact on the wetland functional values of the site or surrounding properties.* The proposed project will likely create habitat usage impacts to both vernal pool areas shown on the plan because of the proximity of the development. The drainage of the site does not go to the vernal pools however vernal pools are dependent on undisturbed upland areas surrounding the pool for the species that use the vernal pools. Given the size of the proposed house, garage, septic system and the driveway there will be 5,168 square feet of permanent impact and 9,753 square feet of temporary impact all in an undisturbed forest setting. The proximity to the vernal pool wetlands represent a habitat loss and loss of production export and the impacts to the downstream wetlands will create a loss of buffer function for production export.
4. *Alteration of the natural vegetative state or managed woodland will occur only to the extent necessary to achieve construction goals.* This application chose a different house site than an earlier application which may provide more buffer area for the wetlands but results in a larger amount of clearing. This application will require completely clearing all of the vegetation for the house, garage, driveway and septic system.

5. *The proposal is the alternative with the least adverse impact to areas and environments under the jurisdiction of this section.* This proposal calls for a new house, barn, septic system, and driveway on a completely undeveloped site. The majority of the proposal is within the wetland buffer. The size of the home and septic system necessary for a five bedroom house along with a garage and long driveway are significant impacts to the wetland buffer in this location. It is not clear from the application that this is the least impacting alternative for this site.

6. *Any area within the vegetated buffer strip will be returned to a natural state to the extent feasible.* There is no information provided about how the site will be replanted or landscaped however given that this proposal impacts an undeveloped area, any area that is not cleared for development and left in a natural state will provide valuable wetland buffer habitat.

The Commission reviewed this application at the February 14, 2018 meeting and voted unanimously to recommend denial of the Conditional Use Permit. Some of the key concerns expressed by the Commission were the size of the impact (including the size of the building and the length of the driveway) and the fact that this is an existing un-impacted and undeveloped area.

Planning Department Recommendation

Vote to deny the Conditional Use Permit.

[NOTE: For the purposes of denial, it is general practice for the Planning Board to consider a motion to grant, hold discussion on the motion and the reasons not to grant, and then vote against the motion rather than voting directly on a motion to deny.]

III. PUBLIC HEARINGS – OLD BUSINESS (cont.)

- D. The application of **Robert J. Fabbriatore Irrevocable Trust, Owner**, for property located at **177 State Street**, requesting Site Plan Approval for the construction of a 2-story addition to a mixed use building, with a footprint of 748 ± s.f., and gross floor area of 1,216 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 107 as Lot 44 and lies within the Character District 4 (CD4) and the Historic District. (This application was postponed at the January 18, 2018 Planning Board Meeting).

Description

The Planning Board reviewed this application at the January 18, 2018 meeting and voted as follows: 1) to determine that the application is complete according to the Site Plan Review Regulations and to accept the application for consideration; 2) to postpone Site Plan approval, pending technical review by City staff.

The applicant has requested to postpone to the March 15, 2018 Planning Board meeting. This hearing was already postponed at the January meeting to address Planning Board concerns with the proposed surface parking space off of Penhallow Street. The applicant has decided to remove the parking space from the application and is requesting an extra month to have time to submit and attend a Historic District Commission hearing to obtain approval for a modified design. The removal of the parking space will also require a Conditional Use Permit from the Planning Board to provide less than the required parking spaces.

Planning Department Recommendation

Vote to postpone this application to the March 15, 2018 Planning Board meeting.

III. PUBLIC HEARINGS – OLD BUSINESS (cont.)

- E. The application of **Ethel V. Ross Trust, Owner, and Joseph Caldarola, Applicant**, for property located at **142 Mill Pond Way**, requesting Site Plan Approval for the construction of a 2-story, three unit townhouse with a footprint of 5,560 \pm s.f. and a gross floor area of 18,514 \pm s.f. , with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 140 as Lot 20 and lies within the General Residence A (GRA) District. (This application was postponed at the January 18, 2018 Planning Board Meeting).

Description

The applicant proposes to construct three 2-story townhouses with related paving, lighting, utilities, landscaping, drainage and associated site improvements. A Special Exception was granted by the Zoning Board of Adjustment on September 26, 2017 to allow a three townhouse units in the General Residence A (GRA) Zone.

Technical Advisory Committee Review

The TAC reviewed this application on January 2, 2018 and voted to recommend approval with the following stipulations, to be completed prior to Planning Board approval:

1. Sketch for utilities shall be reviewed and approved by DPW prior to Planning Board submission.
2. Grading plan should be updated to revise direction of runoff from driveway for Unit 3 to travel directly to small wetland. Grading should be adjusted to berm or flatten lawn outside of driveway so drainage is slowed and filtered by lawn area before entering wetland. A post-construction drainage analysis shall be required to confirm if any changes are required.
3. Include a Green Building Statement per Section 2.5.3.1A.
4. Footprint and GFA should be included per Section 2.5.3.1B.
5. Add engineers stamp and wetland scientist stamp per Sections 2.5.4.1D and 2.5.4.1E.
6. The statement required per Section 2.5.4.2E should be added to the plans.
7. Indicate where Low Impact Development Design practices have been incorporated per Section 7.1.
8. 7.4.3 Include a statement on measures to minimize impervious surfaces per Section.
9. Include a calculation of the maximum effective impervious surface as a percentage of the site per Section 7.4.3.2.
10. Add boulders to plans as proposed to protect propane tank from vehicles.
11. Raingarden #1 should meet separation requirement for state standards.
12. Provide separation distance of SHWT from bottom of rain garden #2 on details.
13. Provide cleanouts at change in direction of sewer service pipe and proposed drain pipe from rain garden #1.

On February 6, 2018, the applicant submitted revised plans addressing the items above to the satisfaction of the Planning Department.

Planning Department Recommendation

Vote to grant Site Plan Approval with the following stipulations:

- 1. The water access easement and snow storage easement shall be reviewed by the Legal Department and accepted by the City Council.*
- 2. The site plan (Sheet C-2) 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.*

IV. PUBLIC HEARINGS – NEW BUSINESS

- A. The application of **Thirty Maplewood, LLC, Owner**, for property located at **46–64 Maplewood Avenue** (previously 30 Maplewood Avenue), requesting Site Plan Approval for a proposed 5-story mixed-use building with a footprint of 17,410 ± s.f. and gross floor area of 53,245 ± s.f., including 22 dwelling units and 13,745 ± s.f. of retail use, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 125 as Lot 2A and lies within Character District 4 (CD4), the Downtown Overlay District (DOD) and the Historic District.

Description

The applicant proposes to construct a 5-story mixed-use building, including 22 dwelling units and ground floor retail, office and restaurant. Variances were granted by the Zoning Board of Adjustment on June 27, 2017 to allow one 8' x 19' parking space where 8.5' in width is required and to allow ten (10) stacked parking spaces. The Historic District Commission approved the plans at their August 2, 2017 meeting with stipulations.

Technical Advisory Committee Review

The TAC reviewed this application on January 30, 2018 and voted to recommend approval with the following stipulations, to be completed prior to Planning Board approval:

1. Update Detail H, Sheet D2 to reflect the Pinehall 4"x8" standard.
2. Revise L-3 Landscape Plan to include detail specifications for granite banding in the sidewalk.
3. Show brick sidewalk on Deer Street and Bridge Street to be constructed as part of this site plan approval.
4. Revise note on snow removal and clarifications in the easement agreement on responsibilities. Reference to snow storage being removed off-site will not be stored on City property.
5. Sewer pipe connections shall be revised to show 8" pipes with the exception of the grease trap which will be adjusted to a slope of 0.01 ft./ft.
6. Water meter locations shall be relocated to the sprinkler room, which will be a heated space.
7. Add a note that the elevator sump is to be watertight.
8. Remove 6" CI gas line from plan as it is out of service.
9. The Tideflex valve shall be relocated to the outlet of DMH1 and an inside pipe friction mounted valve shall be specified.
10. Proposed grade marks shall be removed from the pavement on Deer and Bridge St.
11. The detail for handholes in the City sidewalk shall be updated as specified.
12. The detail for the thrust block behind hydrant shall be updated as specified.
13. The drawing should reflect grease trap structures capable of H2O loading.
14. On Sheet C5, show the approximate location of the power for the traffic signal cabinet to 2' off the curb line directly next to the gas line.
15. Architectural plans shall be reviewed and approved by the Fire Department prior to Planning Board review for regulations regarding remoteness measurements for the lower level mercantile space. Please provide verification that this has occurred.

16. A third party inspection shall be required on all constructed improvements exterior to the building.
17. Additional details on solid waste management and proposed plan for future tenants shall be provided prior to Planning Board review.
18. Approval of this project shall be subject to the successful blockage of all groundwater from entering the drainage system. Any additional drainage/dewatering shall require amended approval.
19. Final electrical design, including sidewalk clearance where electrical conduit enters the building, shall be reviewed with Eversource and confirmed with the Planning Department prior to the issuance of a building permit.
20. The contractor shall provide shop drawings for all materials in the ROW for approval by the City prior to construction.
21. The drainage study shall require further review and approval by DPW prior to Planning Board review.
22. The Silva Cell detail shall be updated and approved by DPW prior to issuance of a building permit and shall require a third party inspector during construction.
23. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.

On February 6, 2018, the applicant submitted revised plans addressing items 1-8, 10, 13-15, 17 & 21 above to the satisfaction of the Planning Department. Items 9, 11, 12, 16, 18-20, 22 and 23 have been included in the recommended stipulations below.

The TAC initially recommended that the applicant provide fair share contributions for additional off-site improvements as follows: 1) half the estimated costs of the pavement and overlay of portions of Deer Street and Bridge Street (\$47,812), including a 25% contingency; 2) a fair share allocation of the Russell St Roundabout (\$17,000); 3) a fair share allocation to the cost of the Downtown Circulation Study updates (\$7,000); and a fair share allocation of the water main replacement on Deer St (\$52,000). The traffic mitigation recommended contributions were based on a study by TEC, the City's traffic consultant for the nearby Deer Street Associates (DSA) lots (see attached summary). TAC modified the related mitigation amounts accordingly for the 46-64 Maplewood Avenue property. The water main replacement estimate was done by DPW staff. These documents are attached to this memo.

Subsequent to the TAC meeting, the applicant has met with City staff and requested that the overall contribution for off-site improvements be reduced to \$65,398. After review and discussion with DPW, the Planning Department has revised the recommended contribution for the Russell Street intersection, but recommends that the Planning Board require the remaining fair share contributions as originally recommended by TAC. The total recommended contribution as revised is \$111,812.

Planning Department Recommendation

Vote to grant Site Plan Approval with the following stipulations:

1. *Approval of this project shall be subject to the successful blockage of all groundwater from entering the drainage system. Any additional drainage/dewatering shall require amended approval.*

Conditions Precedent (to be completed prior to the issuance of a building permit):

1. *The applicant shall confirm the proper Tideflex valve and provide cut sheets to the Dept. of Public Works for review and approval. Plan sheets and details shall be updated as applicable.*
2. *The detail for handholes in the City sidewalk shall be updated to reflect the State standard handholes (shape and size) and notes should reflect NHDOT numbers.*
3. *The detail for the thrust block behind hydrant shall be updated as specified by DPW.*
4. *Final electrical design, including sidewalk clearance where electrical conduit enters the building, shall be reviewed and approved by Eversource and confirmed with the Planning Department.*
5. *The Silva Cell detail shall be updated and approved by DPW.*
6. *The applicant shall provide fair share contributions for additional off-site improvements as follows: 1) half the estimated costs of the pavement and overlay of portions of Deer Street and Bridge Street (\$47,812); 2) a fair share allocation of the Russell Street intersection improvements (\$5,000); 3) a fair share allocation to the cost of the Downtown Circulation Study (\$7,000); and a fair share allocation of the water main replacement on Deer Street (\$52,000).*
7. *The easement deed for the pedestrian easements shall be reviewed by the Legal Department and accepted by City Council.*
8. *The required licenses for permanent improvements in the City right-of-way shall be approved by City Council.*
9. *The applicant shall agree to pay for the services of an oversight engineer, to be selected by the City, to monitor the construction of site improvements within the public rights-of-way and on site.*
10. *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.*
11. *The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City's Legal and Planning Departments.*

Conditions Subsequent (to be completed prior to the issuance of a certificate of occupancy)

1. *The contractor shall provide shop drawings for all improvements in the ROW for approval by DPW prior to construction.*

IV. PUBLIC HEARINGS – NEW BUSINESS (Cont.)

- B.** The application of **Islington Commons, LLC, Owner, for** property located at **410, 420, and 430 Islington Street**, requesting Site Plan Review to remodel three existing buildings into 4 units (Building #1 with 1,315 ± s.f. footprint and 1,906± s.f. gross floor area, Building #2 with 999± s.f. footprint and 1,894± s.f. gross floor area, Building #3 with 1,964 ± s.f. footprint and 5,429 ± s.f. gross floor area); and construct 3 duplex buildings and a single dwelling unit for 11 proposed units (Building #4 with 1,799± s.f. footprint and 4,375± s.f. gross floor area, Building #5 with 1,280 ± s.f. footprint and 2,752 ± s.f. gross floor area, Building #6 with 1,997 ± s.f. footprint and 5,054 ± s.f. gross floor area, Building #7 with 2,014 ± s.f. footprint and 4,725± s.f. gross floor area), with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 145 as Lots 34, 35 and 36 and lie within the Character District 4-L2 (CD4-L2) and the Historic District.

Description

The applicant proposes to remodel three existing buildings into 4 units and to construct three (3) duplex buildings and a single-family dwelling for 11 proposed units, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. The Historic District Commission approved the plans at their January 3, 2018 meeting with stipulations.

Technical Advisory Committee Review

The TAC reviewed this application on January 30, 2018 and voted to recommend approval with the following stipulations, to be completed prior to Planning Board approval:

1. The plans shall reflect that the underground utilities coming from the pole in front of 404 Islington Street shall be run under the sidewalk, a minimum of 3.5' back from the face of the curb and sidewalk shall be repaved after installation.
2. Building numbers shall be included in the table on Sheet D6 outlining Gross Floor Area and building footprints.
3. Update Sheet C1 reference to C2 for Zoning requirements.
4. Plans shall indicate that water, sewer and drain lines are "private".
5. Size of Islington water main shall be specified for purposes of tie in. Add note to test pit the main to verify size.
6. Fire hydrant detail should not have a drain hole or any reference to plugging a drain hole, the crushed stone shall be removed from the detail, and detail shall include a thrust block behind the hydrant.
7. Detail S, Sheet C4 note to be revised to reflect the actual location of the project. A note shall be added that specifies the water main is to be bagged for protection and needs brass wedges in the joints for continuity per City standards.
8. Sewer manholes shall show solid brick shelves with watertight booted connections and must meet NH DES and City standards.
9. Add note that third party inspection shall be required on water main, sewer and drainage system construction and repairs to City streets.
10. References to doghouse drain manholes shall be removed from the plans.
11. The landscape plan shall be updated to reflect the method for protecting the existing shade trees intended to be preserved.

12. The snow removal note shall be updated to clarify that it will not be stored on City property.
13. A note shall be added to outline solid waste removal plans.
14. A revised drainage study shall be reviewed and approved by DPW prior to Planning Board review.
15. A revised vehicle turning template with suggested design changes incorporated shall be reviewed and approved by the Planning Department and DPW prior to Planning Board review.
16. The plans shall note that the three new duplexes shall have 13D sprinkler systems.
17. The sewer shall be replaced and manhole updated in the area along State Street fronting the proposed development as a condition of Site Plan Review approval. Plans shall not that improvements shall be done in coordination with DPW.
18. Draft water access easement shall be submitted prior to Planning Board review.

On February 6, 2018, the applicant submitted revised plans addressing items 2-5, 7-9, 11-13, and 16 above to the satisfaction of the Planning Department. Items 1, 6, 10, 14-15, and 17-18 have been included in the recommended stipulations below.

Planning Department Recommendation

Vote to grant Site Plan Approval with the following stipulations:

Conditions Precedent (to be completed prior to the issuance of a building permit):

1. *Sheet C3 – Utility Plan shall be updated to include a note that sidewalk shall be repaved after underground utility installation.*
2. *The detail for the fire hydrant shall be updated as specified by DPW.*
3. *References to doghouse drain manholes shall be removed from the plans.*
4. *The site plan (Sheet C2) shall be updated to include a note indicating that stormwater management installations shall be inspected by the DPW during construction and an annual report shall be submitted to the DPW Department regarding the function of the design.*
5. *The revised vehicle turning template with suggested design changes incorporated shall be reviewed and approved by DPW. Plans shall be revised as applicable.*
6. *The water access easement shall be reviewed by the Legal Department and accepted by the City Council.*
7. *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.*
8. *The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City's Legal and Planning Departments.*

Conditions Subsequent (to be completed prior to the issuance of a Certificate of Occupancy):

1. *The sewer shall be replaced and manhole updated in the area along State Street fronting the proposed development. Improvements shall be done in coordination with DPW.*

IV. PUBLIC HEARINGS – NEW BUSINESS (Cont.)

- C. The application of **Foundry Place, LLC and Deer Street Associates, Owners**, for property located at **165 Deer Street**, (Lots 2, 3, 4 & 5), requesting Site Plan Approval for the construction of a 5-story mixed use building (including a hotel, restaurant, and 1st floor parking garage) with a footprint of 22,073 ± s.f. and gross floor area of 104,020 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements to Lots 2, 3, 4 and 5. Said property is shown on Assessor Map 125 as Lots 17, 17-1, 17-2, and 17-3 and lies within the CD5 District and the Downtown Overlay District (DOD).

Description

The applicant proposes to construct a new mixed-use building on Deer Street Associates (DSA) "Lot 3" to include first story parking, café and hotel lobby. The second through fifth floors will consist of hotel rooms, a bar and a restaurant on the fifth floor. The proposed development will affect three additional lots (DSA "Lots 2, 4 and 5") where various improvements are planned for the benefit of Lot 3. Variances were granted by the Zoning Board of Adjustment at their May 16, 2017 meeting to allow a 5' rear yard adjoining a railroad right-of-way where 15' is required, to allow 62 parking spaces utilizing a two-car lift system in each bay that does not meet the required dimensions for parking spaces and to allow vehicles to enter and leave parking spaces by passing over another parking space or requiring the moving of another vehicle.

Technical Advisory Committee Review

The TAC reviewed this application on January 30, 2018 and voted to recommend approval with the following stipulations:

1. Prior to Planning Board submission, add additional information to the plans as noted by TAC including:
 - a. The Planting List on Sheet L2 shall be updated to reflect the updated list on drawing SK-L.1. submitted.
 - b. Signs regarding valet parking shall be updated to reflect TAC specifications and a note shall be added to the site plan that all signs require a separate permit.
 - c. The plans shall be updated to reflect that the 6 proposed wheel stops shall be replaced with bollards.
 - d. The R3-2 sign shall be updated to reflect a 24"x24" size.
 - e. The crosswalk striping shall be updated to reflect the City standard.
 - f. The plans shall note that construction of the deck located in the Deer Street ROW shall require a license.
 - g. References to snow storage shall be updated to reflect that snow storage removed off-site shall not be stored on City property.
2. A revised stormwater management design shall be reviewed by the City's third party peer reviewer (CMA) and approved by the Planning Department and DPW prior to Planning Board submission.
3. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.
4. A draft of the sidewalk maintenance agreement between DSA and the City shall be submitted prior to Planning Board review. Please contact the Planning Department for a sample template.

5. DSA shall provide a standard surety for Lot 2 work in addition to Lot 3 prior to issuance of a building permit.
6. A license shall be required from City Council to allow the outdoor dining area as shown on the plans.
7. The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City.

On February 6, 2018, the applicant submitted revised plans addressing item 1 above to the satisfaction of the Planning Department. Items 3-7 have been included in the recommended stipulations below.

For item 2, CMA has reviewed the revised plans and has submitted a letter to the Planning Department with comments and recommendations. The Planning Department's recommendations have been updated accordingly.

For item 3, the TAC initially recommended that the applicant provide fair share contributions for additional off-site improvements as follows: 1) 50% of the pavement and overlay of portions of Deer Street and Bridge Street (\$38,250); 2) Traffic signal coordination and pedestrian signal upgrade (\$12,000 and \$15,000); 3) 1/3 of the installation of video detection on the traffic signals (\$30,000); 4) 1/3 of the recommended DSA contribution to the Russell St intersection improvements (\$17,000); 5) 1/3 of the recommended DSA contribution to the Downtown Circulation Study (\$7,000); 6) Fair share contribution to a stormwater study for the area (\$5,000); 7) A 25% contingency for items 1 through 3 (\$23,800). The traffic mitigation recommended contributions were based on a study by TEC, the City's traffic consultant for all of the DSA lots. TAC had reduced the related mitigation amounts accordingly to apply to the Lot 3 property alone. The stormwater study contribution is based on an estimate provided by CMA of \$15,000 for the entire area. These documents are attached to this memo for the Planning Board's reference.

Subsequent to the TAC meeting, the applicant has met with City staff and requested that the overall contribution for off-site improvements be reduced to \$101,976. After review and discussion with DPW, the Planning Department has revised the recommended contribution for the Russell Street intersection, but recommends that the Planning Board require the remaining fair share contributions as originally recommended by TAC. The total recommended contribution as revised is \$136,050.

Planning Department Recommendation:

Vote to grant Site Plan Approval with the following stipulations:

Conditions Precedent (to be completed prior to the issuance of a building permit):

1. A sidewalk maintenance agreement between DSA and the City, the sidewalk easement, and any other easements required for public access to community spaces shall be reviewed by the Legal Department and accepted by the City Council.
2. DSA shall provide a standard surety for Lot 2 (Map 125 Lot 17-1) work in addition to Lot 3 (Map 125 Lot 17).
3. A license shall be required from City Council to allow the outdoor dining area as shown on the plans.
4. The application shall provide fair share contributions for additional off-site improvements as follows: 1) pavement and overlay of portions of Deer Street and Bridge Street (\$38,250); 2) Maplewood Avenue traffic signal coordination and pedestrian signal upgrades (\$27,000); 3) installation of video detection on Maplewood Ave traffic signals (\$30,000); 4) A contribution to the Russell Street intersection improvements (\$5,000); 5) Contribution to the Downtown Circulation Study (\$7,000); 6) Contribution to a stormwater study for the area (\$5,000); 7) 25% contingency for items 1 through 3 (\$23,800).
5. The Grading and Drainage Plan shall be updated to show how the 4" perforated drain connects to a closed drainage system or discharges in the pervious pavement parking area.
6. For the subsurface infiltration system under the garage slab, the applicant shall include measures to prevent sedimentation/soil migration (separation geotextile fabric) and protect against freeze/thaw (insulated slab if garage is not heated). These measures shall be reviewed and approved by the DPW and/or the City's third party reviewer.
7. The applicant shall revise the plans to add high strength pipes (C900 PVC or DI) for the section of pipe under the building that will be difficult to access in the future.
8. The Grading and Drainage Plan shall be updated to show how roof runoff is piped into the infiltration system, which shall be reviewed and approved by the DPW and/or the City's third party reviewer.
9. The site plans (Sheets C1.0, C1.1, C3.0, C3.1, C3.2 and C3.3) and easement plans and deeds shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
10. The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City's Legal and Planning Departments.

IV. PUBLIC HEARINGS – NEW BUSINESS (Cont.)

- D. The application of **Wentworth-Douglass Hospital, Applicant**, for property located at **67, 73 and 121 Corporate Drive**, requesting Site Plan Approval for the construction a 2-story, 25,000 ± s.f. medical office building and a 3-story, 60,000 ± s.f., medical office building, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 303 as Lots 4, 5, & 8 and lie within the Pease Airport Business Commercial (ABC) District.

Description

The applicant proposes to construct a 2-story, 25,000 s.f. medical office building and a 3-story, 60,000 s.f. medical office building on a site where a 12,300 s.f. medical office building is currently sited.

Technical Advisory Committee Review

The TAC reviewed this application on January 30, 2018 and voted to recommend approval with the following stipulations, to be completed prior to Planning Board approval:

1. Applicant shall review the 3" domestic line proposed and confirm if it can be changed to 4" for maintenance purposes.
2. A note to be added to the plans that installation and construction of sewer, water, and drain lines and concrete sidewalk in the ROW installations will require 3rd party oversight.
3. Plans to be revised to reflect a yield sign instead of the stop sign on the entrance to Building A.
4. Plans to be updated to reflect wheel stops removed where curb is proposed and bollards for accessible spaces.
5. Plans to be updated to show a space designated for turnaround on the long dead end parking aisle behind Building B.
6. Yield line markings must be accompanied by a YIELD sign on the building A driveway.
7. Crosswalk line detail to be updated to city standard.
8. The 2" private water line in the City ROW shall be capped and abandoned at the main.
9. The City has also reviewed the stormwater and drainage and makes the following recommendations with the understanding that the project will be subject to additional review by the PDA to ensure compliance with the requirements of the Pease stormwater discharge permit as well as NHDES as part of the AOT permit process.
 - a. Updated plans and drainage report should be provided to the City's Planning Department reflecting the future revisions that were referenced in the January 16, 2018 letter from VHB.
 - b. PDA staff may want to consider having Underwood do a peer review of the revised plans to confirm if all issues raised in the third party review have been addressed
 - c. From the ESHWT elevations provided in Sand Filter Detail (Sht. C-7.1), it appears that the top of the sand filter and/or its filter media is in the groundwater for Sand Filter A & B.

- d. The developer must obtain sewer and water connection permits from the City. Permits require that complete final design plans must be submitted. Note that several design assumptions that have been made in the current plan set will need to be verified/confirmed by DPW prior to issuing a connection permit.

On February 6, 2018, the applicant submitted revised plans addressing the items above to the satisfaction of the Planning Department.

Planning Department Recommendation

Vote to recommend Site Plan Approval with the following stipulations:

1. The City has reviewed the stormwater and drainage and makes the following recommendations with the understanding that the project will be subject to additional review by the PDA to ensure compliance with the requirements of the Pease stormwater discharge permit as well as NHDES as part of the AOT permit process:

- a. *Updated plans and drainage report should be provided to the City's Planning Department reflecting the future revisions that were referenced in the January 16, 2018 letter from VHB.*
- b. *PDA staff should consider having Underwood do a peer review of the revised plans to confirm if all issues raised in the third party review have been addressed*
- c. *The developer must obtain sewer and water connection permits from the City. Permits require that complete final design plans must be submitted. Note that several design assumptions that have been made in the current plan set will need to be verified/confirmed by DPW prior to issuing a connection permit.*

IV. PUBLIC HEARINGS – NEW BUSINESS (Cont.)

- E. The application of **DG Bourassa, LLC, Owner**, for property located at **85 Heritage Avenue**, requesting Site Plan Review for the replacement of 4,300 \pm s.f. of gravel and broken pavement with new pavement and the addition of 4,170 \pm s.f. of new pavement, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 285 as Lot 5 and lies within the Industrial (I) District.

Description

The applicant proposes to expand the existing parking lot and to pave the existing laydown area for the existing business.

Technical Advisory Committee Review

The TAC reviewed this application on January 30, 2018 and voted to recommend approval with the following stipulations, to be completed prior to Planning Board approval:

1. Plans shall note that the Oil/water separator to be cleaned at least once yearly on a set schedule.
2. Rain garden maintenance notes shall be updated to reflect that the diseased vegetation shall be removed.

On February 5, 2018, the applicant submitted revised plans addressing the items above to the satisfaction of the Planning Department.

Planning Department Recommendation

Vote to grant Site Plan Approval with the following stipulations:

1. *The Site Plan (Sheet 2) shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*

IV. PUBLIC HEARINGS – NEW BUSINESS (Cont.)

- F. The application of **Bursaw's Pantry, LLC, Owner, and Robert and Kathy Dockham, Applicants**, for property located at **3020 Lafayette Road**, requesting Site Plan Review for the conversion of an existing building to a multi-use building, with the following uses: Basement level, 1,980 \pm s.f. of gross floor area to be used for storage; 1st floor level, 2,235 \pm s.f., of gross floor area for office use; 2nd floor level, 2,026 \pm s.f., of gross floor area for two residential units; 3rd floor level, 1,731 \pm s.f., of gross floor area for one residential unit, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 292 as Lot 152 and lies within the Mixed Residential B (MRB) District.

Description

The applicant proposes to convert the existing building to a multi-use building and to construct an additional 3rd floor level. The ground floor is proposed to be office use and the second and third floors will consist of 3 residential units. Variances were granted by the Zoning Board of Adjustment at their January 17, 2018 meeting to allow 3,938 s.f. lot area per dwelling unit where 7,500 s.f. is required, a 5.5' left side yard where 10' is required and to allow a building or structure to be located 54' from the centerline of Lafayette Road where a minimum of 80' is required.

Technical Advisory Committee Review

The TAC reviewed this application on January 30, 2018 and voted to recommend approval with the following stipulations, to be completed prior to Planning Board approval:

1. A new tap out into water line on Ocean Road shall be added to the plans for the purpose of fire suppression.
2. Applicant shall provide documentation from NH DOT on the need for an updated driveway permit.
3. Applicant to consider updating architectural elevations to reflect updated dormer design as specified by TAC.
4. Plans to be updated to show a stormwater treatment depression/swale in the area of proposed removed pavement on the site fronting on Ocean Rd.
5. Plans to be updated to include a list of reference plans as required by Site Plan Regulations.
6. Plans to include the note required per Section 2.5.4.2E of the Site Plan Regulations.
7. Location of snow storage areas and/or off-site snow removal should be clarified on the plans and note that snow will not be store on City property.
8. The single exit enclosure from the apartments cannot serve the basement per NFPA 101 – 2015 ed section 30.2.4.5. Updated floorplan to be reviewed and approved by the Fire Department prior to Planning Board review.
9. Plans shall note the existing sidewalk is to be overlaid as part of the Site Plan approval.
10. Plans shall note that any wall within 10' of the property line is to be fire-rated.
11. The existing sewer service shall be evaluated/video to determine if its condition is acceptable.

On February 6, 2018, the applicant submitted revised plans addressing the items above to the satisfaction of the Planning Department. Related stipulations have been incorporated into the recommendation below.

Planning Department Recommendation

Vote to grant Site Plan Approval with the following stipulations:

Conditions Precedent (to be completed prior to the issuance of a building permit):

1. *The applicant shall confirm whether an updated NHDOT driveway permit is required and shall be provided documentation to the Planning Dept.*
2. *The existing sewer service shall be evaluated and videoed to determine if its condition is acceptable. Results shall be provided to the DPW.*
3. *The Site Plan (Sheet C-2) shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*

V. CITY COUNCIL REFERRALS/REQUESTS

- A. Purchase & Sale Agreement for property owned by Ferrari Remodeling & Design, Inc., located off Banfield Rd (Map 283, Lot 19).

Description

On February 5, 2018, the City Council voted to refer this item to the Planning Board for a recommendation.

An excerpt from the City Manager's memorandum to the City Council was included in the Planning Board packet for this item. Initially, this property was under consideration for purchase by the City in order to satisfy potential wetland mitigation requirements arising from the City's Banfield Road project. Since the City Council meeting, the City staff have also determined that the property has value to the City for conservation purposes as well.

Planning Department Recommendation

Vote to recommend that the City Council acquire this property for wetland impact mitigation and/or conservation purposes.

VI. OTHER BUSINESS

- A. The request of North End Portsmouth (aka Harborcorp) for a one year extension of Site Plan approval from May 25, 2018 to May 25, 2019.

Description

This project originally received site plan review approval from the Planning Board on June 18, 2015. However, due to subsequent legal appeals the site plan approval date was suspended until the final decision of the Supreme Court on May 25, 2017. Therefore, the effective date of the site plan review approval is May 25, 2017.

Site Plan approval expires within 1 year, unless a building permit is obtained. The Planning Board may, for good cause, extend such period by as much as 1 year if requested and acted upon prior to the expiration date. Upon review of a request for an extension, the Planning Board may approve, amend or deny a previously approved application. However, the Planning Board may not deny a request for extension without a public hearing. This is not required to be a public hearing nor has it been advertised and noticed as such, however the Planning Board may, at the owner's expense, advertise and conduct a public hearing at a future meeting date. The Planning Board may also refer this extension request to the Technical Advisory Committee for a recommendation.

Per the Site Plan Review regulations Section 2.14 (5), a time extension shall be granted if determined that no change has taken place that would materially affect the currently approved site plan in regard to:

- (a) Traffic flow, volume, or congestion;
- (b) Pedestrian safety;
- (c) Drainage;
- (d) Water availability;
- (e) Sewer capacity;
- (f) Design standards;
- (g) Landscape elements; and
- (h) Zoning compliance.

The approved plans and the letter of decision will be uploaded to the Planning Department web page. Please check the web page next week.

Planning Department Recommendation

Vote to determine that no change has taken place that would materially affect the current site plan approval and approve a 1-year extension of the Site Plan Approval to expire on May 25, 2019.

PROJECT: Deer Street Parking Garage

NUMBER: T0666.01

DATE: 2/21/2017

ANALYST: ERP

COST ESTIMATE - DEER STREET ASSOCIATES MITIGATION

	ITEM	UNIT PRICE	QUANTITY	COST
	Mobilization	\$7,000.00 / LS	1	\$7,000
	Pavement Mill & Overlay	\$30.00 / SY	2550	\$76,500
	ADA Ramp	\$3,200.00 / EA	2	\$6,400
	Cement Concrete Sidewalk	\$103.00 / SY	170	\$17,510
	Granite Curb (R&R)	\$35.00 / LF	400	\$14,000
	Signage	\$300.00 / EA	8	\$2,400
	Pavement Markings - 6" Lines	\$1.00 / LF	4200	\$4,200
	Pavement Markings - 12" Lines	\$2.00 / LF	130	\$260
	Pavement Markings - Symbols	\$7.00 / SF	250	\$1,750
	Traffic Signal Programming	\$3,000.00 / EA	4	\$12,000
	Video Detection	\$22,000.00 / EA	4	\$88,000
	Pedestrian Signals	\$15,000.00 / LS	1	\$15,000
	Police Detail / Flaggers	\$400.00 / MD	20	\$8,000
	SUBTOTAL			\$253,020
	25% Contingency			\$63,255
	CONSTRUCTION TOTAL			\$316,275
	Roundabout Contribution			\$50,000
	Downtown Circulation Study			\$20,000
	MITIGATION TOTAL			\$386,275

Estimate for water main replacement on Deer St between Bridge and Maplewood and proposed allocation

	Total	DSA Lots 4 & 5	46-64 Maplewood
Length is 300' * \$110	\$33,000	\$16,500	\$16,500
Need to abandon old main	\$4000	\$2000	\$2000
Need to move VFW sewer over to brick box	\$3000	\$1500	\$1500
Needs 1 hydrant assembly with valve	\$4500	\$2250	\$2250
Needs three 8"x6" Anchor Tees and valves for fire services for lots 4,5 and 46-64 Maplewood	\$3300	\$2200	\$1100
Lots 4 and 5 to property line 60' total *105	\$6300	\$6300	
46-64 Maplewood fire service 18' total * 105	\$1890	\$1890	
Needs three 8"x4" Anchor Tees and valves domestic services for the same properties	\$2550	\$1700	\$850
Lots 4 and 5 to property line 60' total * 95	\$5700	\$5700	
46-64 Maplewood fire service 18' total * 95	\$1710	\$1710	
Needs 1 ½" service for VFW Building	\$1000	\$500	\$500
Needs 1 16"x8" tapping assembly to hook onto main in Maplewood	\$12000	\$6000	\$6000
Asphalt repair 100 Tons x \$90/Ton	\$9000	\$4500	\$4500
Subtotal	\$87,950		
Add 10% for Maintenance of Traffic	\$8800	\$4400	\$4400
Add 20% for Mobilization and insurance/bonding	\$17600	\$8800	\$8800
Total Estimate	\$114,350	\$62,350	\$52,000



January 25, 2018

Juliet T. H. Walker, AICP, Planning Director
Portsmouth Planning Department
City Hall, 1 Junkins Ave.
Portsmouth, NH 03801

VAI EMAIL: jthwalker@cityofportsmouth.com

**Re: Proposal for Engineering Services
Deer Street Outfall - Stormwater Evaluation
CMA #P-2848**

Dear Juliet:

In response to your request, we are pleased to provide this proposal for stormwater evaluation of the Deer Street outfall watershed.

Background

The Deer Street outfall discharges into North Mill Pond, just east of the North Cemetery, via a 48" diameter pipe. The City wants to evaluate the watershed catchment area to determine if additional capacity will be needed to serve future conditions. The conditions in the watershed are changing because of rapid and extensive new development; drainage inlets are being separated from the sanitary sewer and connected to the stormwater drainage, adding flows to this system; and extreme high tides diminish the capacity of the outfall. If additional outfall pipes are needed, now is the opportune time to identify corridors and obtain easements for this infrastructure, while these areas are being redeveloped.

Scope of Services

We propose to complete the following scope of work to assist the Owner on this evaluation.

1. **Drainage Plan:** Based on the information provided by the City, we will compile a stormwater drainage plan with the topography, ground cover type, drainage sub-catchment areas, and closed stormwater drainage pipe.
2. **Stormwater Analysis:** Based on the drainage plan, perform hydrologic and hydraulic modeling of the watershed and closed stormwater drainage system. We will run the model under different tailwater (tide level) conditions.
3. **Stormwater Report & Concept Plans:** We will prepare a brief stormwater report, to include:
 - a. Identification of drainage deficiencies and potential solutions

- b. Planning level cost estimates of implementation costs associated with alternative improvements. Primarily we will review the effect from adding an additional outfall pipe adjacent to the existing outfall.
- c. We will meet with the City to review the findings and recommendations.

Assumptions

The above scope does not include: field survey or field investigation (borings/ledge probes, wetlands delineation, etc.), environmental studies, permitting, design development or contract documents.

Schedule

Work will commence when authorized. CMA Engineers will complete the analysis and report within six weeks of authorization.

Project Team

The CMA Engineers project team will include:

William A. Staub, P.E.	Principal-in-Charge
Philip A. Corbett, P.E.	Project Manager
Sam T. Fortier, P.E.	Project Engineer
Sarah J. Ehrmentraut, E.I.T.	Staff Engineer

Engineering Fees

Engineering fees will be assessed based on CMA Engineers, Inc. standard rates. Engineering staff are invoiced at the rate of salary cost (wage rate plus 35% to cover statutory and customary fringe benefits) times a factor of 2.45. Sub-consultants will be invoiced at cost times 1.15. Expenses are invoiced at cost plus 10%. Mileage will be billed at the prevailing IRS rate. CADD computer time is invoiced at \$9/hr.

We propose to provide these services described in the "Scope of Work" Tasks I-II for an estimated budget of **\$15,000**. The following is a breakdown of Tasks:

Task	Estimated Fee
I. Drainage Plan	\$ 5,000
II. Stormwater Analysis	\$ 6,300
III. Stormwater Report & Concept Plans	\$ 3,700
Total (Tasks I - III).....	\$ 15,000

Agreement

The attached CMA Engineers, Inc. Standard General Terms and Conditions shall apply, except as modified herein. This Agreement represents the entire understanding between the City of Portsmouth and CMA Engineers, Inc. for this work and may be amended only in writing, signed by all parties. You may authorize CMA Engineers to proceed by signing two copies of the Agreement in the space(s) indicated below and returning one copy to us.