

ACTION SHEET

**PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE**

**EILEEN DONDERO FOLEY COUNCIL CHAMBERS
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

7:00 PM

NOVEMBER 15, 2018

MEMBERS PRESENT: Dexter Legg, Chairman; Elizabeth Moreau, Vice-Chairman; Rebecca Perkins, City Council Representative; Colby Gamester; Jay Leduc; Jody Record; Jeffrey Kisiel; John P. Bohenko, City Manager; Ray Pezzullo, Assistant City Engineer; and Corey Clark, Alternate

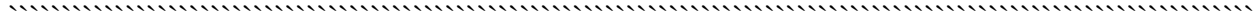
ALSO PRESENT: Juliet Walker, Planner Director; Jillian Harris, Planner I;

MEMBERS ABSENT: Jane Begala, Alternate



I. APPROVAL OF MINUTES

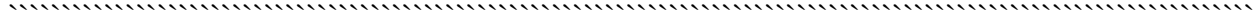
1. Approval of Minutes from the October 18, 2018 Planning Board Meeting – Unanimously approved.



II. CAPITAL IMPROVEMENT PLAN

- A. CIP Public Information Meeting

Presentation by Juliet T.H. Walker, Planning Director.



III. DETERMINATIONS OF COMPLETENESS

A. SUBDIVISION:

1. The application of **Brian and Susan Regan, Owners**, for property located at **28-30 Dearborn Street**, and **Regan Electric Company, Inc, Owner**, for property located at **6 Dearborn Street**, wherein Final Subdivision Approval (Lot Line Revision) is requested.
2. The application of **Brian and Susan Regan, Owners**, for property located at **28-30 Dearborn Street**, wherein Final Subdivision Approval is requested to subdivide one lot into two.

- 3. The application of **Clipper Traders, LLC, Owner**, for property located at **105 Bartlett Street, Portsmouth Lumber and Hardware, LLC, Owner**, for property located at **105 Bartlett Street**, and **Boston and Maine Corporation, Owner**, for railroad property located between **Bartlett Street and Maplewood Avenue**, requesting Preliminary and Final Subdivision Approval to consolidate and subdivide five lots and a portion of another into 5 lots.

Voted to determine that the above applications are complete according to the Subdivision Regulations and **to accept** the applications for consideration.

B. SITE REVIEW:

- 1. The application of **Two-Way Realty, LLC, Owner**, for property located at **120 Spaulding Turnpike**, requesting Site Plan approval.

Voted to determine that the application is complete according to the Site Plan Review Regulations (contingent on the granting of any required waivers under Section V of the agenda) and to **accept** the application for consideration.

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IV. ZONING AMENDMENTS – PUBLIC HEARINGS

A. Amendments to the Ordinances of the City of Portsmouth, Chapter 10 Zoning Ordinance regulating Accessory Dwelling Units and Garden Cottages including revisions to Article 8 Supplemental Use Standards Sections 10.814 Accessory Dwelling Units and 10.815 Garden Cottages and revisions to Article 15 Definitions Section 10.1530 Terms of General Applicability.

Voted to **postpone** to the December 20, 2018 Planning Board Meeting.

B. Amendment to the Ordinances of the City of Portsmouth, Chapter 10 Zoning Ordinance, Article 2 Administration and Enforcement by inserting a new Section 10.240 regulating requirements and criteria for granting of a Conditional Use Permit.

Voted to **recommend approval** of the proposed amendments to the City Council.

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V. PUBLIC HEARINGS – OLD 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 **Pease Development Authority, Owner**, and **Lonza Biologics, Inc., Applicant**, for property located at **70 and 80 Corporate Drive**, requesting Subdivision approval, under Chapter 500 of the Pease Land Use Controls, Subdivision Regulations, to merge Map 305,

Lots 5 & 6 (17.10 acres), Map 305, Lot 1 (13.87 acres), Map 305, Lot 2 (10.18 acres) and a discontinued portion of Goosebay Drive to create Map 305, Lot 6 (43.37 acres). Said properties are shown on Assessor Map 305 as Lots 1 & 2 and lie within the Pease Airport Business Commercial (ABC) district. (This application was postponed at the October 18, 2018 Planning Board Meeting.)

Voted to **postpone** to the December 20, 2018 Planning Board Meeting.

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B. The application of **Pease Development Authority, Owner, and Lonza Biologics, Inc., Applicant**, for property located at **70 and 80 Corporate Drive**, requesting Conditional Use Permit approval, under Chapter 300 of the Pease Land Use Controls, Part 304-A Pease Wetlands Protection, for work within the inland wetland buffer for the construction of three proposed industrial buildings: Proposed Building #1 with a 132,000± s.f. footprint; Proposed Building #2: 150,000 ± s.f. footprint; Proposed Building #3 with a 62,000± s.f. footprint; and two 4-story parking garages, with 55,555 ± s.f. of impact to the wetland, 66,852 ± s.f. of impact to the wetland buffer and a 1,000± l.f. stream restoration for Hodgson Brook resulting in 42,500 s.f. of wetland creation. Said property is shown on Assessor Map 305 as Lots 1 & 2 and lies within the Pease Airport Business Commercial (ABC) district. (This application was postponed at the October 18, 2018 Planning Board Meeting.)

Voted to **postpone** to the December 20, 2018 Planning Board Meeting.

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C. The application of **Pease Development Authority, Owner, and Lonza Biologics, Inc., Applicant**, for property located at **70 and 80 Corporate Drive**, requesting Site Plan Review Approval, under Chapter 400 of the Pease Land Use Controls, Site Review Regulations, for the construction of three proposed industrial buildings with heights of 105 feet: Proposed Building #1: 132,000 s.f. footprint and 430,720 s.f. Gross Floor Area; Proposed Building #2: 142,000 s.f. footprint and 426,720 s.f. Gross Floor Area; Proposed Building #3: 62,000 s.f. footprint and 186,000 s.f. Gross Floor Area; and two 4-story parking garages, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 305 as Lots 1 & 2 and lie within the Pease Airport Business Commercial (ABC) district. (This application was postponed at the October 18, 2018 Planning Board Meeting.)

Voted to **postpone** to the December 20, 2018 Planning Board Meeting.

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D. The application of **206 Court Street, LLC, Owner**, for property located at **206 Court Street**, requesting Conditional Use Permit approval pursuant to Section 10.1112.52 of the Zoning Ordinance to allow 3 residential units with 2 parking spaces where 4 parking spaces are required. Said property is shown on Assessor Map 116 as Lot 34 and lies within the CD 4-L1 District and the Historic District. (This application was postponed at the October 18, 2018 Planning Board Meeting.)

Voted to **grant** a Conditional Use Permit to provide 2 on-site parking spaces, 1 on-site tandem parking space, and 1 off-site leased space where 4 spaces is the minimum required, with the following stipulations:

- 1) The off-site space shall be provided at one of the municipally owned parking garages downtown or through a shared parking agreement with a property owner in the vicinity of the project. The lease or shared parking agreement for the off site space shall be renewed annually and dedicated or assigned to one of the units via a rental agreement and/or condominium documents for a minimum of 5 years from the final certificate of occupancy for the project. The method of guaranteeing that this condition is met shall be mutually agreed upon by the applicant and the City’s Legal and Planning Department prior to issuance of a building permit.
- 2) The tandem space shall be assigned to the same dwelling unit as the adjacent space located on the street side of the parking area.

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E. The application of **206 Court Street, LLC, Owner**, for property located at **206 Court Street**, requesting Site Plan approval to construct a 3-story irregular shaped rear addition with a footprint of 767 s.f. and Gross Floor Area of 1,914 s.f. and to convert the use to three dwelling units, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 116 as Lot 34 and lies within the CD 4-L1 District and the Historic District. (This application was postponed at the October 18, 2018 Planning Board Meeting.)

Voted to **grant** Site Review approval with the following stipulations:

Stipulations to be completed prior to the issuance of a building permit:

- 1) The Site Plan shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
- 2) Applicant shall provide documentation of an executed easement or agreement with abutter for work on their lot.

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F. The application of **Happy Mountain Holdings, LLC, Owner**, for properties located at **64 & 74 Emery Street**, requesting Site Plan approval to construct one two-unit residential building on each lot, each building to be 2-stories with a 2,080 s.f. footprint and a 3,000 s.f. Gross Floor Area, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 174 as Lot 14 and lies within the Single Residence B (SRB) District. (This application was postponed at the October 18, 2018 Planning Board Meeting.)

- 1) Voted to find that a waiver will not have the effect of nullifying the spirit and intent of the City’s Master Plan or the Site Plan Review Regulations, and to waive the following regulations:

- 1) Section 2.5.4 3(C) – Access and circulation;
- 2) Section 2.5.4 3(D) – Parking and loading;
- 3) Section 2.5.4 3 (J) – Outdoor lighting;
- 4) Section 3.4 - Curbing (A) where access ways and driveways meet public streets;
- 5) Section 5.2 - Sidewalk and Pedestrian Pathways;
- 6) Section 5.3 - Bicycle Facilities;

2) Voted to **grant** Site Plan Approval with the following stipulations:

Stipulations to be completed prior to the issuance of a building permit:

- 2.1) The Site Plan shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
- 2.2) Prior to recording, Sheet C-1, Note 9 shall be updated for consistency with minimum driveway width of 14 ft.

Stipulations to be completed prior to the issuance of a certificate of occupancy:

- 2.3) Stormwater system maintenance shall be documented in a deed restriction. The deed restriction for stormwater maintenance shall be recorded and include language that notes any changes shall require review and approval by the Planning Director.
- 2.4) Applicant shall provide documentation of utility, driveway access and stormwater flowage easements.

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VI. 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 **Brian and Susan Regan, Owners**, for property located at **28-30 Dearborn Street**, and **Regan Electric Company, Inc, Owner**, for property located at **6 Dearborn Street**, wherein Final Subdivision Approval (Lot Line Revision) is requested between two lots as follows: Lot 1 as shown on Assessor Map 140 decreasing in area from 14,311 s.f. to 13,182 s.f. with 145’ of continuous street frontage on Dearborn Street; and Lot 4 as shown on Assessor Map 123 increasing in area from 13,129 s.f. to 14,258 s.f. with 91’ of continuous street frontage on Dearborn Street and 27’ of street frontage on Maplewood Avenue. Said properties are located in the General Residence A (GRA) District where the minimum lot size is 7,500 s.f. and minimum street frontage requirement is 100’ and Character District 4-L1 (CD4-L1) (Map 123, Lot 4).

1.) Voted to determine that the applications are complete according to the Subdivision Regulations and **to accept** the application for consideration.

2.) Voted to **grant** Final Subdivision Approval with the following stipulations:

- 2.1) Lot numbers as determined by the Assessor shall be added to the final plat.
- 2.2) Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat.
- 2.3) GIS data shall be provided to the Department of Public Works in the form as required by the City.
- 2.4) The final plat shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
- 2.5) Sheet 1 of 2, Note 7 shall be updated to list specific variances granted by the Zoning Board of Adjustment and dates granted.
- 2.6) Note 7 shall be amended to add the date of the BOA approval as 02-21-12.
- 2.7) As stipulated in the variance approval on 02-21-12, the 1,129 sq.ft. of land area to be transferred from Map 140, Lot 1 to Map 123, Lot 4 is required to remain as open space in perpetuity. Such restriction shall be noted on the subdivision plan.

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B. The application of **Brian and Susan Regan, Owners**, for property located at **28-30 Dearborn Street**, wherein Final Subdivision Approval is requested to subdivide one lot into two lots as follows: Proposed Lot 1 having 6,750 s.f. and 55’ of continuous street frontage on Dearborn Street and proposed lot 2 having 6,432 s.f. and 90’ of continuous street frontage off Dearborn Street. Said property is located in the General Residence A (GRA) District where the minimum lot size is 7,500 s.f. and minimum street frontage requirement is 100’.

1.) Voted to determine that the applications are complete according to the Subdivision Regulations and **to accept** the application for consideration.

2.) Voted to **grant** Final Subdivision Approval with the following stipulations:

- 2.1) Lot numbers as determined by the Assessor shall be added to the final plat.
- 2.2) Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat.
- 2.3) GIS data shall be provided to the Department of Public Works in the form as required by the City.
- 2.4) The final plat shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
- 2.5) Sheet 1 of 2, Note 7 shall be updated to list specific variances granted by the Zoning Board of Adjustment and dates granted.
- 2.6) Note 7 shall be amended to add the date of the BOA approval as 02-21-12.
- 2.7) As stipulated in the variance approval on 02-21-12, the 1,129 sq.ft. of land area to be transferred from Map 140, Lot 1 to Map 123, Lot 4 is required to remain as open space in perpetuity. Such restriction shall be noted on the subdivision plan.

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C. The application of **Thomas and Ann Taylor, Owners**, for property located at **43 Whidden Street**, requesting Conditional Use Permit approval under Section 10.1017 of the Zoning Ordinance for work within the inland wetland buffer to install permeable pavers for two parking spaces and plantings, with 400 ± s.f. of impact to the wetland buffer. Said property is shown on Assessor Map 109, as Lot 2 and lies within the General Residence B (GRB) and Historic District.

Voted to **postpone** to the February 21, 2019 Planning Board Meeting.

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D. The application of **Clipper Traders, LLC, Owner**, for property located at **105 Bartlett Street, Portsmouth Lumber and Hardware, LLC, Owner**, for property located at **105 Bartlett Street**, and **Boston and Maine Corporation, Owner**, for railroad property located between **Bartlett Street and Maplewood Avenue**, requesting Conditional Use Permit approval under Section 10.1017 of the Zoning Ordinance for work within the tidal wetland buffer for proposed roadway improvements to include-configuration of parking, construction of parking islands, re-grading and installation of curbing to direct stormwater; utility improvements; drainage improvement and treatment including separation of stormwater from sewer, parking improvements and removal of two dilapidated structures, with 37,733 ± s.f. of impact to the tidal wetland buffer. Said properties are shown on Assessors Map 157 as Lots 1 & 2 and Assessors Map 164 as Lots 1, 2, 3, and 4 and are located within the Character District 4-W (CD4-W) and Character District 4-L1 (CD4-L1) Zoning Districts.

Voted to **postpone** to the December 20, 2018 Planning Board Meeting.

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E. The application of **Clipper Traders, LLC, Owner**, for property located at **105 Bartlett Street, Portsmouth Lumber and Hardware, LLC, Owner**, for property located at **105 Bartlett Street**, and **Boston and Maine Corporation, Owner**, for railroad property located between **Bartlett Street and Maplewood Avenue**, requesting Preliminary Subdivision Approval to consolidate and subdivide five lots and a portion of another into 5 lots, a right-of-way, and a remainder of one lot as follows:

- (1) Proposed Lot #1 having an area of 20,667 ± s.f. (0.4747 ± acres) and 143.44’ of continuous street frontage on Bartlett Street.
- (2) Proposed Lot #2 having an area of 51,952 ± s.f. (1.1927 ± acres) and 80.91’ of continuous street frontage on Bartlett Street and 386.88’ of continuous street frontage on a proposed right-of-way.
- (3) Proposed Lot #3 having an area of 102,003± s.f. (2.3417 ± acres) and 809.23’ of continuous street frontage on a proposed right-of-way.
- (4) Proposed Lot #4 having an area of 61,781 ± s.f. (1.4183 ± acres) and 481’± of continuous street frontage on a proposed right-of-way.
- (5) Proposed Lot #5 having an area of 177,435 ± s.f. (4.0733 ± acres) and 297.42’ of continuous street frontage on a proposed right-of-way.
- (6) Proposed Right-of-Way having an area of 69,621 ± s.f. (1.5983 ± acres).

- (7) Map 164 Lot 4 reducing in area from 13 ± acres to 4.7 ± acres and having 75'± of continuous street frontage on Maplewood Avenue, and decreasing intermittent street frontage of 234'± on Bartlett Street to 105'± of continuous street frontage on Bartlett Street.

- 1.) Voted to determine that the application is complete according to the Subdivision Regulations (contingent on the granting of any required waivers under Section VI of the agenda) and to **accept** the application for consideration.
- 2.) Voted to find that a waiver will not have the effect of nullifying the spirit and intent of the City's Master Plan or the Site Plan Review Regulations, and to **waive** the following regulations with the stipulation that any modifications to the final roadway and sidewalk design and materials shall be reviewed and approved by the DPW prior to construction and that modifications to the design that result in a revised layout and/or impact the overall drainage plan from that approved by Planning Board shall require amended subdivision approval:
- a) Section VI 3.B Minimum Right-of-Way -- to allow 50 feet where 60 feet is require;
 - b) Section VI 3.I Maximum Cul-de-Sac length – to allow a 1,050-foot long cul-de-sac where the maximum length is 500 feet;
- 3.) Vote to **grant** Preliminary and Final Subdivision Approval with the following stipulations:

Conditions Precedent (to be completed prior to the recording of the subdivision)

- 3.1) Approval is for Subdivision Plans sheets 1 through 4, associated Easement Plans sheets 1 through 3, and Lot Plan sheets C4 through C10, P1 and P2, SD1 and SD2 and supporting detail sheets.
- 3.2) Applicant shall provide a letter from Eversource confirming how electricity service will be provided and the potential extent of impacts to the surrounding neighborhood in order to extend service.
- 3.3) The plans shall be updated to show existing and proposed utility lines servicing each building and lot. The plans should also identify where cross easements may be required to provide service connections that run across multiple lots. Services shown shall include sewer, gas, water, storm drainage, power, communications and access. A new water main shall be provided under the proposed road and a note shall be added to the plans that service lines for Lots 4 and 5 shall be relocated to the new line once operational. A note shall be added to the plan that water line sizing shall be based on the outcome of the Water Capacity Analysis.
- 3.4) Proposed Utility Easement Plan, Sheet 2 of 3, Note 5 shall be updated to clarify that the easement shall be the area of the proposed "right-of-way".
- 3.5) Any references to the sizing of the proposed water main shall be removed from the plans until such time as the Water Capacity Analysis has been completed.

- 3.6) The proposed sidewalk along the north side of the proposed road and any related drainage improvements shall be shown on all applicable plan sheets and incorporated into the drainage plan. The sidewalk shall be constructed as part of the subdivision road construction unless amended by the Planning Board in the future. Any notes indicating that the sidewalk will not be constructed as part of this project shall be removed from the plans.
- 3.7) Stormwater runoff from the roofs of existing buildings on Lot 3 shall be revised to redirect and capture runoff from flowing onto the proposed sidewalk.
- 3.8) Sheet P1, Note 4 shall be removed as road reconstruction shall include the entire length of the proposed road.
- 3.9) Sheet C7, note referencing vegetation and sight distance shall be updated to include reference to the need for maintenance.

Conditions Precedent (to be completed prior to the recording of the subdivision)

- 3.10) As the applicant anticipates recording the final plat prior to construction of the road and utilities, the final subdivision approval shall require a subdivision bond adequate for the completion of these improvements. All improvements shall be completed within 2 years unless otherwise amended by the Planning Board.
- 3.11) The subdivision shall not be recorded until the closing has been finalized for the transfer of ownership from the Boston & Maine Corporate to the applicant.

Conditions Subsequent (to be completed prior to construction of the roadway)

- 3.12) The applicant shall coordinate with the City's consultant to complete a Water Capacity Analysis using the City's capacity modeling and shall modify the water service design as required. The private water line that currently feeds lots 4 and 5 shall be either replaced or abandoned depending on the outcome of the Study. All modifications shall be reviewed and approved by the DPW and the Fire Department.
- 3.13) Final design and construction of the road and utility improvements shall be subject to wetland conditional use permit approval and all applicable state and federal permits.
- 3.14) Proposed easements to the City shall be reviewed and approved by the Planning and Legal Departments prior to final acceptance by the City Council.
- 3.15) Final roadway and sidewalk design and materials shall be reviewed and approved by the DPW prior to construction. Any modifications to the design that result in a revised layout and/or impact the overall drainage plan from that approved by Planning Board shall require amended subdivision approval.
- 3.16) Applicant shall provide documentation of ownership rights and responsibilities for the private road to be constructed.
- 3.17) Any future development of Lot 5 may require modifications and relocation of the gas line. Any modifications shall be reviewed and approved by the City through the Site Plan Review process.

- 3.18) If future development is proposed on the lots on the roadway, the placement and orientation of the angled parking spaces along the roadway may need to be adjusted. This will be reviewed during the Site Plan Review approval process.

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F. The application of **Two Way Realty, LLC, Owner**, for property located at **120 Spaulding Turnpike**, requesting Conditional Use Permit approval under Section 10.1017 of the Zoning Ordinance for work within the inland wetland buffer to construct a 6,200 s.f. vehicle storage parking lot using porous pavement, reduce impervious surface in the buffer and grading in the buffer, with 8,135 ± s.f. of impact to the wetland buffer. Said property is shown on Assessor Map 236 as Lot 33 and lies within the General Business (GB) District and the Single Residence B (SRB) District.

Voted to **grant** the Conditional Use Permit with the following stipulation:

- 1. That any new lighting installed as part of this project be turned off at the close of business each day.

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G. The application of **Two-Way Realty, LLC, Owner**, for property located at **120 Spaulding Turnpike**, requesting Site Plan approval to construct a 6,200 s.f. vehicle storage/parking lot expansion and a 20' x 60' one-story drive up service bay addition to an existing building, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 236 as Lot 33 and lies within the General Business (GB) District and the Single Residence B (SRB) District.

The Board voted as follows:

- 1. Voted to determine that the application is complete according to the Site Plan Review Regulations (contingent on the granting of any required waivers under Section V of the agenda) and to accept the applications for consideration.
- 2. Voted to **grant** Site Review approval with the following stipulations:
 - 2.1 Building code compliance information on travel distance to building egress shall be reviewed and approved by the Inspections Department.
 - 2.2 Application checklist shall be updated for consistency with submitted plans for Planning Board.
 - 2.3 The detail for the oil water separator connection and reconnection shall be reviewed and approved by DPW prior to building permit approval.
 - 2.4 The Site Plan shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.
 - 2.5 Existing above ground propane tanks shall be added to the site plan.
 - 2.6 Proposed building addition shall be modified to show dimensions of 20.6' x 60', as described at the meeting.

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H. The application of **Robert J. and Susan L. Nalewajk, Owners**, for property located at **350 Little Harbor Road**, requesting Amended Conditional Use Permit approval under Section 10.1017 of the Zoning Ordinance for work within the inland wetland buffer to install a 12' wide security gate on the western side of the lot (to restrict public access from Martine Cottage Road), installation of 255 linear feet of buried electrical conduit from the residence to the proposed gate, 740 linear feet of buried irrigation line to provide water to proposed landscaped areas and dock, 3,770 s.f. of after the fact disturbance within the wetland buffer for the placement of crushed stone and wood chips, with 4,875 ± s.f. of impact to the wetland buffer. Said property is shown on Assessor Map 202 as Lot 16 and lies within the Rural District.

The Board voted on the components of the application separately, as follows:

1. Voted to approve the wetland conditional use permit for the restoration plan as presented with the following stipulations:
 - 1.1 The applicant shall notify the Planning Director 1 week prior to commencing the restoration work, which shall occur in the spring or summer of 2019.
 - 1.2 The applicant shall provide a monitoring report to the City one year after restoration work is complete confirming the site has returned to a grass path of the same width and elevation as before the impact.

2. Voted to approve a wetland conditional use permit for the installation of the irrigation system only.
 - 2.1 Applicant shall remove underground conduit for electricity that was previously installed without a permit.

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VII. PUBLIC HEARING - DESIGN REVIEW

*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. Request for Design Review of the **Roman Catholic Bishop of Manchester, Owner**, for property located at **98 Summer Street (St. Patrick's School)**, for demolition of the 2 ½ story building with the address of 125 Austin Street with a 9,218 s.f. footprint and 37,272 s.f. gross floor area, and the construction of a 35 space parking lot, with landscaping, lighting and water management. Said property is shown on Assessor Map 137 as Lot 1 and is located in the General Residence C (GRC) District.

The Board voted to determine that the design review process has ended.

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VIII. PRELIMINARY CONCEPTUAL CONSULTATION

- A. The application of **Torrington Properties, Inc. and Waterstone Properties Group, Inc., Applicants**, for property located at **428 Route 1 By-Pass**, requesting a second Preliminary Conceptual Consultation review for a mixed use development.

Presentation by applicant. No vote taken.

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IX. OTHER BUSINESS

- A. Request for property located at **165 Deer Street (“Lot 3”)** for a one year extension of Site Plan approval which was granted on February 15, 2018.

The Board determined that no change had taken place that would materially affect the current site plan approval and voted to **approve** a one year extension of the Site Plan Approval to expire on February 15, 2020.

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X. ADJOURNMENT

It was moved, seconded, and passed unanimously to adjourn the meeting at 11:42 p.m.

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Respectfully Submitted,
Jane M. Shouse,
Acting Secretary for the Planning Board