

**SITE PLAN REVIEW TECHNICAL ADVISORY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE**

Remote Meeting Via Zoom Conference Call

Per NH RSA 91-A:2, III (b) the Chair has declared COVID-19 outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04, Section 8, as extended by Executive Order 2020-10, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.

2:00 PM

AUGUST 4, 2020

MINUTES

MEMBERS PRESENT: Juliet TH Walker, Chairperson, Planning Director; Peter Britz, Environmental Planner; David Desfosses, Construction Technician Supervisor; Eric Eby, Parking and Transportation Engineer; Patrick Howe, Fire Department; Mark Newport, Police Captain; Nicholas Cracknell, Principal Planner and

MEMBERS ABSENT: Robert Marsilia, Chief Building Inspector

ADDITIONAL

STAFF PRESENT: Jillian Harris, Planner 1

I. APPROVAL OF MINUTES

A. Approval of minutes from the July 7, 2020 Site Plan Review Technical Advisory Committee Meeting.

Ms. Walker requested that Ray Pezzullo be removed from the Members Present list because he was not at the meeting.

Mr. Eby moved to approve the minutes from the July 7, 2020 Site Plan Review Technical Advisory Committee Meeting, seconded by Mr. Britz. The motion passed unanimously.

II. OLD BUSINESS

A. REQUEST TO POSTPONE The application of **Clipper Traders, LLC, Portsmouth Hardware and Lumber, LLC, Owners and Iron Horse Properties, LLC, Owner and Applicant**, for properties located at **105 Bartlett Street and Bartlett Street** requesting Site Plan Review approval for the demolition and relocation of existing structures and the construction of 174 dwelling units in two (2) multi-family apartment buildings and one (1) mixed-use building with first floor office, amenity space and upper story apartments and associated community space, paving, lighting, utilities, landscaping and other site improvements. Said properties are shown on Assessor Map 157 Lot 1 and Lot 2 and Assessor Map 164 Lot 1 and 4-2 and lie within

the Character District 4-W (CD4-W) and Character District 4-L1 (CD4-L1) Districts.
REQUEST TO POSTPONE

DISCUSSION AND DECISION OF THE BOARD

Mr. Cracknell moved to postpone this application to the next regularly scheduled TAC Meeting, seconded by Mr. Britz. The motion passed unanimously.

B. The application of **Richard Fusegni, Owner**, for property located at **1574 Woodbury Avenue** requesting a Conditional Use Permit for a drive-through facility in accordance with Section 10.440 (19.40) of the Zoning Ordinance and Site Plan Review Approval for the construction of a new retail bank with parking, utilities, landscaping, lighting, drainage and associated site improvements. Said property is shown on Assessor Map 238 Lot 17 and lies within the Gateway Neighborhood Mixed Use Corridor (G1) District.

SPEAKING TO THE APPLICATION

Allen Rosco spoke to the application. The initial proposal was revised. The building was turned 90 degrees and moved to the northeast corner of the property. The design was modified to include for 3 internal access driveways. Two are two-way drives and the last one is a one way exit out of the ATM. There was a comment on the stacking length, which they will resolve. There were a few comments on technical issues, but they will be resolved.

Ms. Walker clarified that Mr. Rosco had no concerns with the rest of the comments. Mr. Rosco responded that they complied with the stacking requirements and were unclear about that comment. Ms. Walker responded that they are shown on the plan without measurements, so it is unclear. Mr. Rosco responded that the plans would be updated to show the measurements. Ms. Walker noted that if they can't comply, then they would need to provide justification. This is different from normal drive through because it is just for an ATM.

Mr. Rosco noted that there was a comment on the traffic impact study and questioned if it was necessary to provide a full traffic impact study. This is new use is significantly reducing the trips compared to the previous use. Ms. Walker questioned if Mr. Eby needed a full traffic impact study for this plan. Mr. Eby responded that it was not needed if it's a decrease from the previous use. Ms. Walker commented that they would need to do the waiver request.

Mr. Rosco noted that they would work with DPW on the utility comments. Ms. Walker noted that the next step will be to go to the Planning Board. If they cannot agree to changes needed, then this would need come back to be reviewed. Mr. Rosco responded that they agree with the comments.

Ms. Walker questioned if they were able to address the distance requirements of the dumpster location. Mr. Rosco confirmed that it was more than 10 feet and they can ask for waiver if there was no objection. Ms. Walker commented they she had no objection because it's an interior lot line.

TAC Comments:

1. Move notes 1-3 on Cover Sheet to sheet C-2 – these are required to be included on the site plan sheet that will be recorded.
2. Move notes 4-6 on Cover Sheet to LP-1
3. Applicant should be prepared to address the requirements stated in section 10.835.40 of the Zoning Ordinance related to traffic capacity and safety for Planning Board approval of the conditional use permit. In addition, the Drive-Through Facilities requirements for the Site Plan review regulations require that a Traffic Impact Study must be completed (see Section 3.6.3). If you do not intend to submit a Traffic Impact Study, please submit a waiver request explaining why the traffic generation memo should suffice.
4. Your drive-through ATM does not provide stacking lanes and spaces as required by Section 3.6.2. If you do not intend to provide these, please submit a waiver request explaining why this is not necessary.
5. On Sheet C-2, please add a note that a separate sign permit will be required for any proposed signage listed in the “Signage Table”
6. Please provide a detail of the dumpster screening consistent with the requirements of Section 10.1132 of the Zoning Ordinance
7. Your proposed dumpster location is required to be a minimum of 10’ from the abutting lot line per the zoning ordinance and a minimum of 20’ from the abutting lot line per the site plan review regulations. If it is less than 10’, it will require a variance from the Zoning Board of Adjustment, if it is less than 20’, it will require a waiver from the Planning Board.
8. What are the dimensions of the proposed bike rack pad and how far is it from the building?
9. Bike rack detail on CD-1 for a wave rack is not consistent with the City’s preferred standard – see <http://planportsmouth.com/citybikerackguidelines.pdf>.
10. Penalty sign not needed under handicap parking sign.
11. Directional signs at driveways should be placed no closer than 15 feet to plaza drive aisle, to avoid blocking sight lines for drivers exiting bank driveways into plaza drive aisle.
12. Proposed CDS Stormwater Unit needs to be a separate stand-alone unit that is not located over the existing drainage pipe.
13. Provide site specific details in the plan set (Sht. CD-2) for the CDS unit including site specific data requirements, model #, dimensions. Also, the plans should indicate the responsible party for maintenance and maintenance requirements.
14. Indicate where the “doghouse manhole” is intended to be located.
15. Indicate where “pipe connection to existing manhole detail” shown on Sht. CD-2 is proposed.
16. Building sewer lateral should be 6 inch diameter pipe.
17. General Comment: It appears that the proposed building sewer lateral could be installed with fewer cleanouts (i.e.: changes in direction). Request engineer to review with DPW.

PUBLIC HEARING

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

DISCUSSION AND DECISION OF THE BOARD

Mr. Desfosses moved to **recommend approval** of this application to the Planning Board, seconded by Mr. Cracknell with the following stipulations:

1. Move notes 1-3 on Cover Sheet to sheet C-2;
2. Move notes 4-6 on Cover Sheet to LP-1;
3. Address the requirements stated in section 10.835.40 of the Zoning Ordinance related to traffic capacity and safety for Planning Board approval of the conditional use permit;
4. Submit a waiver request related to the Drive-Through Facilities requirements for the Site Plan review regulations require that a Traffic Impact Study must be completed (see Section 3.6.3);
5. Submit a waiver request for the requirement that stacking lanes and spaces be provided as required by Section 3.6.2 of the Site Plan Review regulations;
6. On Sheet C-2, add a note that a separate sign permit will be required for any proposed signage listed in the "Signage Table";
7. Provide a detail of the dumpster screening consistent with the requirements of Section 10.1132 of the Zoning Ordinance;
8. Adjust the proposed dumpster location to be a minimum 20' from the abutting lot line per the Site Plan Review regulations or submit a waiver request for consideration by the Planning Board;
9. Provide the dimensions of the proposed bike rack pad and distance from the building;
10. Modify bike rack detail on CD-1 for to be consistent with the City's preferred standard;
11. Remove penalty sign under the handicap parking sign(s);
12. Directional signs at driveways should be placed no closer than 15 feet to plaza drive aisle, to avoid blocking sight lines for drivers exiting bank driveways into plaza drive aisle;
13. Proposed CDS Stormwater Unit needs to be a separate stand-alone unit that is not located over the existing drainage pipe;
14. Provide site specific details in the plan set (Sheet CD-2) for the CDS unit including site specific data requirements, model number, dimensions. Note should be added to the plans indicating the responsible party for maintenance and maintenance requirements;
15. Indicate where the "doghouse manhole" is intended to be located;
16. Indicate where "pipe connection to existing manhole detail" shown on Sheet CD-2 is proposed;
17. Building sewer lateral should be 6 inch diameter pipe;
18. Review proposed building sewer lateral with DPW to confirm if it could be installed with fewer cleanouts.

The motion passed unanimously.

C. The application of **3201 Lafayette Road, LLC, Owner**, for property located at **0 Lafayette Road** requesting Site Plan Review approval to add 6 manufactured homes for display, 1 temporary manufactured home with office space and utility connections and boat or trailer storage with associated site improvements. Said property is shown on Assessor Map 291 Lot 8 and lies within the Gateway Neighborhood Mixed Use Corridor (G1) District.

SPEAKING TO THE APPLICATION

Chris Rice from TF Moran spoke to the application. The proposal is for 5 model manufactured homes and one staff home. There will be parking spaces for boats and 3 temporary spaces for home storage. There were a few outstanding comments from the last meeting that have been addressed. The existing conditions plans were updated to show accurate water and meter plans. The sewer slope was increased to 3.6 %. The hydrants were labeled. The proposed light on the pole was removed. A fence was added along the crushed stone and landscaping details were provided along Route 1. The existing sidewalk is a raised sidewalk. At the previous meeting it was requested they provide an ADA ramp. That is shown on the plans between units 3 and 4. The ramp is mobile, so it can be moved to whatever home it is needed for. Mr. Rice coordinated with Mr. Howe about compliance with fire code with boat storage. Mr. Rice has coordinated with NHDOT and sent the plans and driveway application to them. The 12-foot widening easement has already been accounted for. There are still two waivers that will be requested for this project. The first is to not provide a photometric plan, and the second is to not provide the elevations of all buildings.

TAC Comments:

1. Doesn't the staffed model building need to be ADA accessible? It doesn't appear to be.

PUBLIC HEARING

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

DISCUSSION AND DECISION OF THE BOARD

Mr. Howe moved to **recommend approval** of this application to the Planning Board as presented, seconded by Mr. Cracknell. The motion passed unanimously.

D. **REQUEST TO POSTPONE** The application of **Bacman Enterprises, Inc., Owner**, for property located at **140 Edmond Avenue** requesting Site Plan Review approval for improvements associated with the expansion of an existing chiropractor office and residence, to remove an existing asphalt driveway and replace it with a 1,169 s.f. pervious paver driveway, add 583 s.f. of grading work for landscaping and drainage, and add a 384 s.f. shed with a ramp in the rear of the property. Said property is shown on Assessor Map 220 Lot 81 and lies within the Single Residence B (SRB) District. **REQUEST TO POSTPONE**

DISCUSSION AND DECISION OF THE BOARD

Mr. Desfosses moved to postpone this application to the next regularly scheduled TAC Meeting, seconded by Mr. Britz. The motion passed unanimously.

III. ADJOURNMENT

Mr. Britz moved to adjourn the meeting at 2:25 pm, seconded by Mr. Desfosses. The motion passed unanimously.

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Respectfully submitted,

Becky Frey,
Acting Secretary for the Technical Advisory Committee