

**ACTION SHEET
REGULAR MEETING
PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE**

7:00 P.M. **CITY COUNCIL CHAMBERS** **APRIL 24, 2003**
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

MEMBERS PRESENT: Kenneth Smith, Chairman; Paige Roberts, Vice Chairman;
Richard A. Hopley, Building Inspector; Raymond Will;
George Savramis; and, alternates John Ricci and Jerry
Hejtmanek

MEMBERS EXCUSED: Thaddeus J. “Ted” Jankowski, Deputy City Manager;
Brad Lown, City Council Representative;
John Sullivan; and, Donald Coker

ALSO PRESENT: David M. Holden, Planning Director; and,
Lucy E. Tillman, Planner I

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6:30 p.m. to 7:30 p.m. Work Session with Master Plan Consultant

Rick Taintor presented the Existing Conditions Report. Some of the highlights of the report were that the elderly population of Portsmouth is increasing; that there are more jobs in Portsmouth than labor force resulting in people coming into Portsmouth to work from other areas.

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I. APPROVAL OF MINUTES

- A. February 6, 2003
- B. March 20, 2003

VOTED to approve the minutes as presented.

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II. CITY COUNCIL REFERRALS/REQUESTS

A. Proposed Purchase of 497 Sherburne Road to reactivate the Harrison Well

VOTED to recommend to the City Council that the City purchase the property located at 497 Sherburne Road for the purpose of reactivating the Harrison Well.

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III. OLD BUSINESS

A. **City Council Referral** regarding the request from RPL Properties, LLC to change the name of **Ledgewood Drive**, a private street, to **Winway Place**. (This request was tabled from the Board's March 20, 2003, meeting to this meeting.)

VOTED to take the request off the table. VOTED to take no further action.

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B. **City Council Referral** regarding the request to rezone property off **McDonough Street** (the former shoe factory from a Mixed Residential Business district to an Apartment district. Said property is shown on Assessor Plan 144 as Lot 47. (This request was tabled from the Board's March 20, 2003, meeting to this meeting.)

VOTED to take the request off the table and to re-table the request to a time indefinite. Testimony was received from those present wishing to speak to the request.

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C. The application of **Mark Ayotte** for property located at **1 and 9 Garden Street** wherein Preliminary and Final Approval is requested for a lot line relocation that would allow the transfer of some 7, 722 s.f. ± of lot area from 1 Garden Street to 9 Garden Street and would result in the following: Property located at 1 Garden Street would have a lot area of 15,681 s.f. ± and property located at 9 Garden Street would have a lot area of 19,776 s.f. ±. Said property is shown on Assessor Plan 174 as Lots 10 and 11 and lies within a General Residence A district. Plat plans are recorded in the Planning Department as 03.1-03. (This application was tabled from the Board's March 20, 2003, meeting to this meeting.)

VOTED to take the application off the table and to grant Preliminary and Final Approval of the lot line relocation subject to the following stipulations:

- 1. That permanent boundary monuments be established as per the requirements of the Public Works Department; and,
- 2. That note #6 shall be removed from the plan.

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D. The application of **Portsmouth Toyota** for property located **off Lafayette Road** wherein site plan approval is requested for the creation of a gravel parking area on an existing vacant lot for parking trucks under 33,000 lbs., gross vehicle weight, with associated site improvements. Said property is shown on Assessor Plan 297 as Lot 2 and lies within General Business and Industrial districts. (This application was tabled from the Board's March 20, 2003, meeting to this meeting.)

VOTED to take the application off the table and to table the application to a time indefinite.

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IV. PUBLIC HEARINGS

A. The application of **William E. Ashley, Trustee of Kelly Property Trust** for property located off **Woodbury Avenue** wherein a Conditional Use Permit is requested as allowed in Article X, Section 10-608(A) and (B) for the creation of additional lots to the existing mobile home park together with a proposed access road. The additional lots and access road will be located within an Inland Wetlands Protection District. Said property is shown on Assessor Plan 215 as Lot 9 and lies within General Business and Office Research districts.

VOTED to deny the application. The denial was based on information submitted by the Conservation Commission and the NH Department of Environmental Services. The Board felt that the applicant had not demonstrated that the land is reasonably suited to the proposed use in accordance with the City's *Zoning Ordinance*, Article VI, Section 10-608(B)(1). Furthermore, no discussion was had on any attempts to minimize or avoid impacts and no mitigation plan was submitted.

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B. The application of **National Gypsum Company, owner, and Abington Group, applicant**, for property located off **Michael Succi Drive** wherein site plan approval is requested for the installation of a 40' high stack, five feet in diameter, on a concrete foundation together with the installation of a fan on a concrete foundation with associated site improvements. Said property is shown on Assessor Plan 211 as Lot 1 and lies within a Waterfront Industrial district.

VOTED to approve the site plan subject to the stipulation:

That if the existing stacks are not removed within a year's time, then a representative from National Gypsum would return and ask for additional time or seek a clarification.

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C. The application of **Bellwood Associates Limited Partnership** for property located at **2300 Lafayette Road** (Water Country Fun Park) wherein site plan approval is requested for improvements to certain parking areas with associated site improvements. Said property is shown on Assessor Plan 273 as Lots 5 and 7 and Assessor Plan 267 as Lots 1-23, 1-24, 1-25, 1-26, and 1-27 and lies within General Business and Industrial districts.

VOTED to approve the site plan subject to the following stipulations:

From the Technical Advisory Committee:

1. That a note be added to the site plan indicating that a metal guardrail will be required should the actual grade on the site of the new road be steeper than 3-1;
2. That the site plan indicate the striping of the major intersection in accordance with Department of Public Works approval; said approval shall be obtained prior to the submittal of plans for Planning Board approval; and,
3. That a note be included on the site plan indicating that the Technical Advisory Committee is not approving any plan showing a connection through to West Road.

From the Planning Board:

- 1. That the site plan indicate the relocation of the silt fence per the comments of the Planning Board.

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D. The Portsmouth Planning Board, acting pursuant to NH RSA 12-G:13 and Chapter 400 of the Pease Development Authority Site Review Regulations, will review and make a recommendation to the Board of Directors of the Pease Development Authority regarding the following: The application of the **New Hampshire Community Technical College** for property located at **320 Corporate Drive** wherein site plan approval is requested for the renovation of approximately 5,000 s.f. of office area into a child care facility with associated site improvements. Said property is shown on Assessor Plan 315 as Lot 4 and lies within the Airport Business Commercial district.

VOTED to recommend approval to the Pease Development Authority Board of Directors subject to the following stipulations:

From the Technical Advisory Committee:

- That a note be added to the site plan indicating that a metal guardrail will be required should the actual grade on the site of the new road be steeper than 3-1;
- That the site plan indicate the striping of the major intersection in accordance with Department of Public Works approval; said approval shall be obtained prior to the submittal of plans for Planning Board approval; and,
- That a note be included on the site plan indicating that the Technical Advisory Committee is not approving any plan showing a connection through to West Road.

From the Planning Board:

- That the site plan indicate the relocation of the silt fence per the comments of the Planning Board.

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E. The application of **Tyroch Realty Management, Inc.** for property located at **480 State Street** wherein site plan approval is requested for the construction of a two-story four unit residential structure with related paving, utilities, landscaping, drainage and associated site improvements. The existing motor vehicle repair station structure will be removed. Said property is shown on Assessor Plan 127 as Lot 14 and lies within Mixed Residential Office and Historic A districts.

VOTED to approve the site plan subject to the following stipulations:

From the Technical Advisory Committee:

- 1. That the site plan indicate the proposed site lighting if such is being proposed;
- 2. That the site plan indicate that the monitoring wells will be abandoned in accordance with NHDES standards;
- 3. That the water main shown on the site plan is no longer active;
- 4. That the water lines be installed in accordance with the Water Department’s standards and specifications;

5. That the type of proposed brick to be used in the sidewalks be verified with Tom Richter of the Public Works Department and indicated in the detail;
6. That 1” compacted stone dust is sufficient versus the 3” indicated in the detail;
7. That the site plan indicate that any street closings will be coordinated between David Desfosses and John Burke of the Public Works Department;
8. That the site plan indicate the location of the shutoffs in the right-of-way;
9. That the revised plan be approved by the Public Works Department prior to submission of the plans for Planning Board approval;
10. That the site plan clearly denote what the developer will construct in the public right-of-way and what the City will construct;
11. That the easement language for the sidewalk and pedestrian signal be approved as to content and form by the City Attorney;
12. That an easement be granted to PSNH with approval of the Public Works Department as to the signal location;
13. That a pole license be filed with the City before actual construction begins on the project;
14. That the landscaping plan be approved by the Planning Department;
15. That the site plan indicate the future location of mast arm; and,
16. That the site plan indicate that the City will abandon the old water service

From the Planning Board:

1. That the site plan be updated to show the relocation of the utility pole(s); and,
2. That the sidewalk tip down on State Street be extended to the intersection of the proposed driveway per the Department of Public Works.

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Items not on the Agenda:

100 Coakley Road

Ms. Tillman explained that the approved site plan had been amended to include a sidewalk and some regrading. The Board concurred that this was a minor addition and that administrative staff could approve the amendment.

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141 Banfield Road

Ms. Tillman explained that the approved site plan is being amended to indicate a relocation of the water line. She informed the Board that the relocation had been reviewed extensively by the City’s Water Division and Peter Britz, the City’s Environmental Planner. The Board concurred that this was a minor addition and that administrative staff could approve the amendment.

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Master Plan Planning Process

Mr. Holden reviewed the various subcommittees and membership thereon and reminded the Board of the work session to be held with the Master Plan Consultant on May 1st starting at 6:30 p.m.

V. **ADJOURNMENT** was had at approximately 9:20 p.m.

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This Action Sheet was prepared by Barbara B. Driscoll, Administrative Assistant in the Planning Department.