

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

**7:00 P.M.**

**CITY COUNCIL CHAMBERS**

**OCTOBER 21, 2004**

**CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

**MEMBERS PRESENT:** Kenneth Smith, Chairman; Deputy City Manager Cindy Hayden; John Sullivan; Richard A. Hopley, Building Inspector; George Savramis, Raymond Will; Donald Coker, and Alternate, Jerry Hejtmanek;

**MEMBERS EXCUSED:** Thomas Ferrini, City Council Representative and John Ricci

**ALSO PRESENT:** David M. Holden, Planning Director  
Peter Britz, Environmental Planner

**I. PRESENTATION**

Stormwater Management Presentation by the Public Works Department

**II. APPROVAL OF MINUTES**

- 1) Minutes from September 23, 2004 Planning Board Meeting – Unanimously approved.
- 2) Minutes from August 19, 2004 Planning Board Meeting – Unanimously approved.

**III. OLD BUSINESS**

A. The application of **Engel Family Trust, Owner, and API of New Hampshire, Applicant**, for property located at **50 Campus Drive**, wherein site plan approval is requested to construct a 108.4' x 111', 12,032 ± s.f. 1-story addition to an existing structure, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 267 as Lot 23 and lies within an Industrial district.

Voted to **table** the application to a time indefinite.

**IV. PUBLIC HEARINGS**

1. The application of **Joli Ann Foucher, Owner**, for property located at **566 Greenland Road** where Final Subdivision approval is requested to subdivide one lot into two lots with the following: Lot 1 having a lot area of 1.6304± acres and 89.54± feet of continuous street frontage off Greenland Road and Lot 2 having a lot area of 1.5093 ± acres and 89.53± feet of continuous street frontage off Greenland Road, and lying in a zone where a minimum lot area of 15,000 s.f. and 100' of continuous street frontage is required. Said property is shown on Assessor Plan 258 as Lot 1 and lies within a Single Residence B district.

Voted to **grant Preliminary** Subdivision approval, with the following stipulations:

1. That the Final Plat and deeds shall reflect a driveway easement to the benefit of the appropriate lot so as to cause for a shared driveway;
2. That driveway easement shall be approved as to content and form by the Legal Department and shall be caused to become a part of the chain of title for each lot as is appropriate;
3. That the location of the shared driveway shall be determined by the City's Transportation and Parking Director and Planning Director in consultation with the applicant;
4. That when all conditions are complete that application for Final Subdivision Approval shall be submitted to the Planning Department;
5. That the issue of the location of the fence be resolved prior to Final Subdivision approval; and
6. The placement of required monuments as per the requirements of the department of Public Works.

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2. The application of **Moray, LLC, Owner**, for property located at **235 Commerce Way**, wherein site plan approval is requested to construct a 170' x 150' (irregular) 26,422 ± s.f. 3-story office building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 216 as Lot 1-8B and lies within the Office Research/Mariner's Village district.

Voted unanimously to **table** a Motion to Approve this application with stipulations until the next regularly scheduled Planning Board Meeting of December 16, 2004.

Some of the outstanding issues identified by the Board were as follows:

**Stipulations from the November 9, 2004 Technical Advisory Committee Meeting:**

- 1) That the landscaping area between the lots be shown in more detail and that a fence detail for this area be provided in the detail sheet;
- 2) That a Coast Bus Shelter detail be added;
- 3) That the drainage report be reviewed by DPW and a report on it be provided to the Planning Department and the Planning Board for review;
- 4) That the traffic issues be presented to John Burke so that he can make a report back to the Planning Board;
- 5) That water conservation details be added to the plans per the requirements of Tom Cravens, also to include an irrigation system;
- 6) That the sidewalk detail be approved as to content and form by DPW and that will be refined further by the Agreement with the City;
- 7) That a letter be provided documenting the status of the wetland buffer area as whether it is jurisdictional;
- 8) That the applicant meet with the Legal Department and the Planning Department to complete a proposal for constructing the sidewalks along the length of Commerce Way in two phases, detailing how contributions or funds shall be set aside for this process;
- 9) That the meeting with the City also include any outstanding issues that may be brought to the City's attention, such as street ownership and the undergrounding of utilities;
- 10) That a maintenance schedule of the drainage structures be included with the Site Plan and approved by David Desfosses with a report back on a scheduled basis;

- 11) That a report be presented to DPW that outlines the existing or proposed maintenance schedule of the Commerce Way stormwater system;
- 12) That a hydrant be installed in accordance with City Water Department regulations;
- 13) That the size and type of the water main be corrected on the Site Plans;
- 14) That the proposed alignment of driveways shall be evaluated following one year of the second occupancy by both the proposed hotel lot and this subject lot;
- 15) That a knox box and master fire alarm box be installed.

**Stiplulations from the November 18, 2004 Planning Board Meeting:**

- 16) That the installation of the Rainstore 3 system be supervised by a representative of Invisible Structures, Inc. (ISI) and a summary report of its installation be provided to DPW;
- 17) That the height of the light poles be reduced;
- 18) That a legal opinion be rendered regarding the issue of man-made wetlands vs. naturally made wetlands and presented to the Planning Department based on the report to be provided;
- 19) That finished grades be delineated;
- 20) A determination be presented to the Board of whether the wetlands are jurisdictional under Article VI of the Zoning Ordinance;
- 21) That the drainage from snow melting be addressed;
- 22) That a drainage report be provided.

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**V. CITY COUNCIL REFERRALS/REQUESTS**

- 1) City Council Referral: Request to accept Moffat Street as a City Street;

Voted unanimously to recommend approval to the City Council.

- 2) City Council Referral: Request to place a sign on the back of the scoreboard at the Plains Field advertising a local radio station;

Voted to recommend approval to the City Council with the stipulation that it be fore a one year trial period. The motion passed 6-3, with Mr. Savramis, Mr. Hopley and Mr. Sullivan voting in the negative.

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**VI. NEW BUSINESS**

- A.) Election of CIP Sub-Committee;

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**VII. AMENDED SITE PLAN REVIEW**

- 1) 126 State Street

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**VIII. ADJOURNMENT**