

**MINUTES OF MEETING
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

2:00 P.M.

**CITY COUNCIL CHAMBERS
MUNICIPAL COMPLEX, 1 JUNKINS AVENUE
PORTSMOUTH, NEW HAMPSHIRE**

JANUARY 6, 2004

MEMBERS PRESENT: David M. Holden, Planning Director, Chairman
John Burke, Parking and Transportation Engineer;
David Allen, Deputy Public Works Director;
David Young, Deputy Police Chief;
Steve Griswold, Captain, Fire Department;
Tom Cravens, Engineering Technician (Water);
and, David Desfosses, Engineering Technician (Engineering)

ALSO PRESENT: Lucy E. Tillman, Planner 1

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The Chair called the meeting to order at 2:05 pm.
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I. PUBLIC HEARINGS

A. The application of **Joseph C. Tucker and Edward W. Huminick, of CIF, Inc.** for property located at **66 Madison Street** wherein site plan approval is requested for the construction of 11 townhouses that are to be located on three proposed lots that are being re-subdivided from the existing two lots. Proposed lot 1 would contain two structures with each containing two townhouses with related paving, utilities, landscaping, drainage and associated site improvements. The project includes the demolition of the existing structure. Said property is shown on Assessor Plan 147 as Lots 001-001 and 001-000 (as reconfigured) and lies within an Apartment district. **(This matter was tabled from the December TAC meeting).**

B. The application of **Joseph C. Tucker and Edward W. Huminick, of CIF, Inc.** for property located at **66 Madison Street** wherein site plan approval is requested for the construction of 11 townhouses that are to be located on three proposed lots that are being re-subdivided from the existing two lots. Proposed lot 2 would contain one structure containing two townhouses with related paving, utilities, landscaping, drainage and associated site improvements. The project includes the demolition of the existing structure. Said property is shown on Assessor Plan 147 as Lots 001-001 and 001-000 (as reconfigured) and lies within an Apartment district. **(This matter was tabled from the December TAC meeting).**

C. The application of **Joseph C. Tucker and Edward W. Huminick, of CIF, Inc.** for property located at **66 Madison Street** wherein site plan approval is requested for the construction of 11 townhouses that are to be located on three proposed lots that are being re-subdivided from the existing two lots. Proposed lot 3 would contain two structures with each containing two townhouses with related paving, utilities, landscaping, drainage and associated site improvements. The project includes the demolition of the existing structure. Said property is

shown on Assessor Plan 147 as Lots 001-001 and 001-000 (as reconfigured) and lies within an Apartment district. **(This matter was tabled from the December TAC meeting).**

Chairman Holden indicated that all three applications were being combined for public hearing and he read the notices into the record.

SPEAKING TO THE APPLICATION:

Attorney Bernard Pelech advised the Committee that they went before the Planning Department last month and received preliminary subdivision approval. He then handed out copies of proposed easements to the Committee members. He indicated that they have addressed the drainage issues and expressed their willingness to work with the city on their storm sewer separation project. They also resolved the parking situation for one of the units so that they now meet all of the parking requirements.

Eric Weinrieb, of Altus Engineering, felt they had provided revised plans that addressed all of the comments and concerns of the last Technical Advisory Committee meeting. They had added notes on the plans that Units 10 & 11 have residential sprinkler systems, that Units #8 - #11 will have trash pick up on Lovell Street, notes identifying some of the trees and shrubs that will be transplanted and put onto the abutting property to the south, and revised the utility lay out. They originally had trunk water and sewer service but have revised it individual services to each unit. Units #5 - #8, they have provided individual parking space to Unit #5 and Unit #7 so that they will not have to park behind each other.

Mr. Weinrieb stated that they looked at some of the traffic issues and they found that the total trips per day for this development would decrease from a chiropractor office. The residential units would total 64 trips per day and the chiropractor's office was estimated to total 77 trips per day.

Mr. Weinrieb advised the Committee that they have met with city personnel regarding drainage and as a result of those meetings, they added a catch basin on Madison Street and he indicated that the drainage system will not go behind Units #8 - #11, and they have added an additional drain manhole on Lovell Street. Regarding stormwater management, all of the catch basins will have deep sonatude accumulated grit, rather than sand, and they will all be hooded catch basins. Vegetative swales were added where possible and a detention-type swale where it will hold the stormwater drain. The watershed area is part of the larger watershed which is the Bartlett/Islington Street intersection. All of their water will be going into the Lovell Street stormwater collection system and working it's way down Cass, through the old Public Works facility and into Islington Street.

Chairman Holden reviewed the concerns of the TAC at their December 2, 2003 meeting:

- 1) That No Parking signs be placed on the shared 24' driveway so that emergency vehicles have access to Units 10 and 11; **Noted on plan.**
- 2) That each lot must be treated separately with water and sewer service going into each lot separately; **Noted on plan. See Stipulation, dealing with content and form of easements.**
- 3) That easements are required for drainage access; **Noted on plan. See Stipulation.**
- 4) That easements for utilities are required or a revised design showing separate sewer, water, gas, electric, telephone and cable installations separately for each lot and the same should be reflected on the revised plans; **Noted on plan. See Stipulation.**

- 5) That a note be added explaining what the Condo Association is responsible for, including the sidewalks and the grading; **Not done. See Stipulation.**

Chairman Holden asked about the grading issue. Mr. Weinrieb indicated that the concern was with a photograph showing the elevation of the building. Their lowest finished floor is 16.4", which is 1' ± higher than the existing grade around the site, which is the finished floor of the basement. Livable floor is higher. The finished grade of the livable floor was provided and will be added to the plan.

Scott Fiorentino, architect, indicated that the top of the slab in the garage door was 16.4' and 15.9". If you add 4" to those figures, that gives you the unfinished basement, that could be finished off at a future point. The first floor is 8'9" above that.

Mr. Allen indicated that he would like to see those figures on the plan, subject to the Planning Board review.

- 6) That Units 10 & 11 should have residential sprinkler systems as those units are problematic for access by fire trucks; **Done.**

Assistant Fire Chief Achilles indicated that it does have to be a monitored system but they have no preference. They should speak to Deputy Chief Griswold. They would also like a knox box on either #10 or #11 so that the Fire Department can have access to those residences.

- 7) That sumps should be included in the catch basins and the pipe should have RCP or ductal pipe;

Mr. Weinrieb stated that they are noted on the plan and were agreeable to having them inspected by the City. Mr. Allen indicated that he would like to have them inspected annually and the report should be forwarded to David Desfosses.

- 8) That a note be added relative to snow removal; **Noted on plan.**
- 9) That the applicant will work with PWD to finalize a formula of contribution to the downstream drainage improvements that are required based on the incremental increase in flow; **Continuing to finalize agreement.**
- 10) That a note be added that the units without direct street frontage would be responsible for bringing their trash to a right-of-way. **Noted on plan.**

Mr. Cravens asked Mr. Weinrieb about the water/sewer service for Unit #9 that went through Unit #8 and requested that he adjust it so that it doesn't go through the other unit. Mr. Weinrieb indicated that he felt it was getting pretty "busy" behind the Unit but he will move the water and sewer both.

Attorney Pelech asked about the house numbering. Units 1-7 would have a Madison Street address but Units 8-11 could either have a Lovell Street address or they could actually propose a name for this private street and use that address.

Chairman Holden felt it probably had to be the public street but indicated that it would be up to Tom Richter at DPW to decide.

The Chair made three calls for public speakers. Seeing no one rise, the Chair declared the Public Hearing closed.

DISCUSSION AND DECISION OF THE COMMITTEE:

Mr. Cravens moved to approve the site plan with stipulations. Said motion was seconded.

Mr. Desfosses had concerns about the sidewalks. He asked for the plans to reflect a full 5' sidewalk on Madison Street and that the sidewalk should be extended another 60' to 70'. After discussion, it was suggested that the matter of sidewalks be referred to Traffic & Safety for a recommendation to the Planning Board.

Mr. Desfosses asked that the easements be individually identified by the Unit # to assist the property owners. He also stated that all easements should be finalized prior to the issuance of a Certificate of Occupancy.

Chairman Holden asked Mr. Weinrieb to speak on how they have addressed the drainage issues.

Mr. Weinrieb indicated that the watershed runs out to Middle Street, and included Madison and to the corner of Cass. The site is a very flat site and discharges into a catch basin. The entire watershed area discharges through Cass, to the old Public Works facility, across Islington, under Bartlett and into the North Mill Pond. The City project is going to eliminate the cross connections in that area. That will take the pressure off the combined sewer on Cass Street. Their project will be paying their fair share into that development to eliminate those downstream problems. They have planned for a 10 year storm event. The total run-off from the current site is approximately 25,000 c.f. and with future conditions it would be approximately 28,000 c.f. To give the committee a vision of what the increase in runoff from the site would be is 2,700 c.f. which is essentially an area 51' x 51' 14'. The proposed condition is an improvement over the existing condition and there will be an even further betterment after the City has completed their improvements.

The motion to approve the site plan passed with an unanimous vote with the following stipulations:

- 1) That all utility easements be reviewed and approved by the City Attorney for content and form;
- 2) That a note be added confirming that the Condo Association is responsible for the internal sidewalks;
- 3) That the finished grade for the habitated floors (versus the garage) in each unit be provided;
- 4) That the residential sprinkler system be a monitored system and should be coordinated with Deputy Chief Steve Griswold and a knox box be installed on either Unit 10 or 11;
- 5) That sumps and catch basins be inspected annually and a report sent to David Desfosses, Engineering Technician;
- 6) That the applicant will work with PWD to finalize a formula of contribution to the downstream drainage improvements that are required based on your incremental increase in flow;
- 7) That the applicant contact Tom Richter at DPW regarding house numbering;
- 8) That the water and sewer service for Unit 9 be separated from Unit 8, and so that the water is in the front and the sewer is in the back;

- 9) That the issue of sidewalks on Madison Street will be referred to the Traffic and Safety Committee for a recommendation to the Planning Board;
- 10) That a recordable easement plan be provided to the City prior to the issuance of any Certificate of Occupancy.

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D. The application of **Heron Realty Trust** for property located at **917 Greenland Avenue** wherein site plan approval is requested for the renovation of the former existing gas station/ convenience store to professional offices, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 259 as Lot 7 and lies within a Single Residence B district.

The chair read the notice into the record.

SPEAKING TO THE PETITION:

Michael McDonnell, of Heron Realty Trust, gave a brief history of the property. They purchased the property with the idea of opening a Café however that was not successful. Therefore they are now attempting to convert the existing gas station and convenience store to office space. They have received variances and are now looking for Site Plan approval.

Eric Weinrieb, of Altus Engineering, reviewed the plan with the Committee. They created a one way access from Greenland Road into the site with two parking spaces in front, one of which is handicapped accessible, one way access around the back of the building with perpendicular parking on the small retaining wall and the exit onto Sherburne Road. They took all of the old gas tank area in front and created a green space.

The Chair asked what the height of the retaining wall was. Mr. Weinrieb indicated that the high point was 2 ½’.

The Chair asked if any fencing was being proposed? Mr. Weinrieb indicated that no fencing being proposed.

Attorney Bernard Pelech spoke on behalf of abutter Frances Wholey. Their concerns were the site lighting going over the property line and the lack of either a fence or landscaped buffer.

Mr. McDonnell indicated that there was an existing vegetative buffer. Also, the lighting was typical and was fairly low impact. There would be no overnight parking and business hours would be limited to 7:00 a.m. – 8:00 p.m. There was one light pointing in the direction of the Wholey property that he would be willing to eliminate.

Mr. Weinrieb indicated that they had four typical lights mounted, with one pointing in the direction of the Wholey property. He stated that the intent was that there would be a shoebox type lighting that would direct downward. He would suggest that they put a low wattage on the lights.

Ms. Tillman asked what type of vegetation was serving as a buffer. No one could identify the vegetation and Ms. Tillman indicated that by the time they appeared before the Planning Board that they comply with Article V, Section 10-504(a)(c), which goes into screening in residential areas. She felt they would be required to put in an 8’ fence or a solid evergreen hedge. Ms. Tillman also was concerned about whose property the existing hedge was on and Mr. Weinrieb felt it was on the Wholey property.

Chairman Holden asked that the parties work together to work out an acceptable buffer between the properties.

The Chair made three calls for public speakers. Seeing no one rise, the Chair declared the Public Hearing closed.

DISCUSSION AND DECISION OF THE COMMITTEE:

Mr. Cravens moved to approve the site plan with stipulations. Said motion was seconded.

The motion to approve the site plan passed with an unanimous vote with the following stipulations:

- 1) That per Article V, Section 10-504(a) & (c), a 8' fence and/or solid evergreen hedge be added to the plan, with a recommendation to the Planning Board that all parties agree;
- 2) That a lighting plan be provided to show what the lighting fixtures will be used on the side abutting the Wholey property;
- 3) That the plan reflect sloped granite curb on the radius;
- 4) That the plan identify the type of material used for the sidewalk next to the handicapped parking space;
- 5) That the Traffic and Safety Committee will do an on-site inspection and make a recommendation regarding sidewalks to the Planning Board;
- 6) That the entrance sign be turned for better visibility;

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These minutes were taken and transcribed by Jane M. Shouse, Administrative Assistant in the Planning Department.