

**MINUTES OF
RE-CONVENED MEETING OF THE
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

2:00 P.M.

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

NOVEMBER 9, 2004

MEMBERS PRESENT: David Holden, Director, Planning Department, Chairman; David Desfosses, Engineering Technician; Tom Cravens, Engineering Technician; Steve Griswold, Deputy Chief, Fire Department; and David Young, Deputy Police Chief

ALSO PRESENT: Lucy Tillman, Planner

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The Chair called the meeting to order at 2:20 pm.
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I. OLD BUSINESS

1. 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. (This application was tabled at the October 5, 2004 TAC meeting.)

The Chair read the notice into the record.

Deputy Fire Chief Griswold made a motion to take the application off of the table. Deputy Police Chief Young seconded. The motion passed unanimously.

SPEAKING TO THE APPLICATION:

Dennis Moulton, of Millette, Sprague & Colwell, addressed the Committee. He indicated that this was a 3-story office building at the corner of Commerce Way and Portsmouth Boulevard, with associated utilities, pavement, landscaping and drainage improvements. Since the last TAC meeting, they have met with the Public Works Department and the Planning Department to discuss a number of issues.

Mr. Moulton addressed those issues. The first was the bus shelter details. They have contacted Coast Bus however they have not received any details back from Coast. As soon as those are received they will be incorporated into the plans. A drainage analysis has been prepared and distributed showing the existing and proposed conditions. He also provided the members with brochure on the rain storm system that they are proposing for the detention area and the specs. An additional hydrant was added to Portsmouth Boulevard. A breakdown of traffic will be provided and they would like to continue working on that and have it be a stipulation. They will add the water conservation notes to the plans. There was a question of whether the wetland buffers were manmade or natural and they are awaiting a letter from NH Soil Consultants confirming that they are man-created wetlands.

Mr. Holden asked if they had thought of widening the vegetative strip along Portsmouth Boulevard?

Michael Kane, of The Kane Company, spoke with Mark Stebbins, of the hotel, and they felt it could not be widened because of the impact to the parking. They will be planting higher vegetation to create a better screen.

Mr. Kane indicated that they have agreed to work on a scheme to put in a sidewalk down Commerce Way, understanding that the area from 135 Commerce Way up to Woodbury Avenue, staying on the river side of Commerce Way would be the preferred route.

Mr. Holden felt they would be looking at an agreement that would be worked out with the City that would contemplate the construction of the sidewalk from the intersection of Portsmouth Boulevard, along Commerce Way, to the intersection of Woodbury Avenue and that would likely be done in two phases. Phase I would be from Portsmouth Boulevard to where it makes a 90% turn towards Woodbury Avenue and the remainder up to Woodbury Avenue would be Phase II. Mr. Holden asked if they were also amenable to taking a look at other issues, such as the condition of Commerce Way and the long-term ownership.

Mr. Kane indicated that was acceptable to him.

Mr. Holden indicated they could leave that as an outstanding condition and they could continue to work on it as it comes to the Planning Board and beyond.

Mr. Desfosses asked which side of the street the sidewalk will be on.

Mr. Kane confirmed it will be the river side, furthest away from Woodbury Avenue.

Mr. Holden continued that as the sidewalk goes towards Woodbury Avenue it may have to switch sides as there may be some other side that might be more appropriate.

Mr. Kane believed it would all stay on the same side but they have to cross the driveway at Newmarket somehow.

Mr. Holden indicated they would be looking at Portland cement sidewalks and they would probably extend this out over a couple of years.

Mr. Kane thought they were going to discuss the difference between asphalt and the cement, depending on how involved it was going to get.

Mr. Holden indicated that seemed fair.

Mr. Holden indicated that John Burke was concerned about the orientation of the driveways. Mr. Holden's concern was that if the driveway was reconfigured on the adjacent lot, they would likely have to bring it through as an amended plan. He asked if the applicant would be willing to leave the driveway as presently proposed but when both projects are built up they could come back and visit that issue to see if there would be a need to relocate the driveway?

Mr. Kane indicated that they were agreeable to that.

Deputy Fire Chief Griswold asked about the sidewalk coverage on Portsmouth Boulevard now?

Mr. Kane indicated there currently is sidewalk that turns up Commerce Way for a short ways.

Ms. Tillman asked about the Rainstore 3 system. She asked for more details for the record so they will have it for the Planning Board.

Mr. Moulton was unsure how long it has been in use but it is a tested system. It is new to this area. It is a very sound system and doesn't create large voids under the pavement. The cubes that are created out of the system are very stable and lightweight. He can't find anything to fault with the system. They have used it just recently in Hampton in a very tight area with buffer restrictions. It is also very efficient in terms of water storage. This system would allow them to remove as little ledge as possible for the insulation area.

Ms. Tillman asked if the system in Hampton was operating?

Mr. Moulton confirmed that it was proposed but not working.

Ms. Tillman asked how it worked with a freeze?

Mr. Moulton indicated that the water would not remain in the system long enough to freeze. It is in and out of the system within 2 hours. It is designed for a 50 year storm.

Mr. Holden expressed concern over the fair amount of pavement on the project and understanding the demand for parking and the limitations on the orientation of the building, it seems to him like a very intensely developed lot. In his presentation, Mr. Moulton indicated that the project conformed to the zoning regulations and Mr. Holden asked him to run through those.

Mr. Moulton indicated that the zoning requirement is for 30% open space and they are providing 32%. They have a 50' front setback on Commerce Way. They are willing to provide additional landscaping on the Portsmouth Boulevard side to help buffer.

Mr. Holden asked what they will have separating the two parking lots on the adjacent parcel and this parcel?

Mr. Moulton indicated that there is a very narrow ledge that drops off 6' between the two parking lots.

Mr. Holden confirmed that the property line goes through a green area.

Mr. Moulton indicated there will be a guardrail along the edge of the parking lot.

Deputy Fire Chief Griswold was concerned about the stormwater system maintenance.

Mr. Moulton indicated the maintenance would be similar to what you would do for a catch basin. They would try to prevent as much sedimentation as possible. It is recommended over the first couple

of years that it be monitored twice a year to determine what the sedimentation levels are. There will be access ports into the system.

Mr. Holden asked if the system failed, what would be the indication of that?

Mr. Moulton stated that failure would be indicated visibly through the access ports if there was a high amount of sediment and it could be cleaned out. If it fills in again then it would indicate that the system was in trouble.

Mr. Holden asked if that meant removing the parking lot and doing an entire rebuild?

Mr. Moulton indicated that was correct.

Mr. Desfosses asked if there were any notes on the plans for maintenance of the system?

Mr. Moulton indicated that there were not but they could add them. He would use the same representation used in the brochure – that they be inspected twice a year for the first 2 years for sedimentation and cleaned out as necessary.

Mr. Desfosses' concern was that if it was not maintained then eventually the whole system is going to be filled with sediment and there would be no detention pond. They can't visually see it by driving by. Mr. Desfosses would like to see a severe maintenance schedule.

Ms. Tillman asked how they could tell if the system wasn't being maintained? Would they be getting silt and oils into the wetland?

Mr. Desfosses indicated they wouldn't be seeing that but rather would be seeing basically flooding out the rear road. This site has acres of pavement in a low area. He felt it was fairly critical that it be maintained. He asked how often they clean the catch basins on Commerce Way as it was a private road?

Mr. Kane did not know the answer to that.

Mr. Desfosses guessed that they had never been cleaned.

Mr. Holden suggested that they stipulate that a written log be forwarded to the Public Works Department and that there shall be inspections in concert with the Public Works Department.

Mr. Holden asked if anyone was present from the public, wishing to speak to, for, or against the petition. Seeing no one rise, the public hearing was closed.

DISCUSSION AND DECISION

Mr. Holden recommended moving favorably on this application and that they make their stipulations specific.

Deputy Fire Chief Griswold made a motion to recommend approval with stipulations. Mr. Cravens seconded.

The stipulations were as follows:

- 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, if necessary, a recommendation be provided to the Planning Department prior to the Planning Board review;
- 4) That the traffic issues be consolidated into a presentation that can be presented to John Burke so that he can make a report back to the Planning Board on a timely basis;
- 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 that the wetland buffer is man made;
- 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 second occupancy by both the proposed hotel lot and this subject lot;
- 15) That a knox box and master fire alarm box be installed.

The motion to recommend approval with stipulations passed unanimously.

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II. ADJOURNMENT was had at approximately 2:40 p.m.

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