

**ACTION SHEET
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

2:00 P.M.

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

NOVEMBER 1, 2005

MEMBERS PRESENT: David Holden, Director, Planning Department, Chairman; David Allen, Deputy Public Works Director; Peter Britz, Environmental Planner; David Desfosses, Engineering Technician; Tom Cravens, Engineering Technician, Debbie Finnigan, Director of Parking and Transportation; Steve Parkinson, Director of Public Works; Steve Griswold, Deputy Fire Chief and David Young, Deputy Police Chief.

ALSO PRESENT: Lucy Tillman, Chief Planner

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I. PUBLIC HEARINGS

1. The application of **The Hill Unit Owners Association, by Paul Demars, President**, for property located **off Deer Street**, commonly known as "The Hill", wherein site plan approval is requested to add 13± new parking spaces, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 118 as Lot 26 and lies within a Central Business B, Historic A and Downtown Overlay Districts.

Voted to **table** to the next regularly scheduled Technical Advisory Committee Meeting on Tuesday, November 29, 2005 at 2:00 pm.

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2. The application of **Paul J. Holloway, Jr., et al, Owner**, for property located at **500 Route One By-Pass and off Cottage Street** wherein site plan approval is requested for the reconfiguration of the lot known as Coast Pontiac Cadillac GMC, creating a new driveway off Cottage Street, blocking off the existing driveway, the relocation of existing parking spaces and the addition of new parking spaces, with related paving, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Plan 173 as Lots 9 and 11 and lie within a General Residence A District;

Voted to **approve** this application with the following stipulations:

Stipulations from the November 1, 2005 Technical Advisory Committee Meeting:

- 1) That an oil/water hood shall be added to the catch basin;
- 2) That the shrubs to the west of the driveway shall be moved back 10' from the curblineline to allow for snow plowing;
- 3) That an Existing Conditions Site Plan shall be prepared and included as part of the Planning Board packet;
- 4) That no handwritten notes shall be allowed on the Site Plans;
- 5) That the stormwater drain be shown on the Existing Conditions Site Plan;

- 6) That a 12 x 12 single rail wood barrier (similar to fence around South Mill Pond) be erected along the Route One property line and around the corner to the bollard (per stipulation of BOA approval on 9/30/05);
- 7) That if any new illuminaries are proposed, they shall be Dark Sky Friendly;
- 8) That the proposed entrance driveway shall be striped with a stop bar and 30' of double yellow line, and this shall be reviewed and approved by David Desfosses, of DPW, prior to the Planning Board Meeting;
- 9) That this matter shall be referred to the Traffic & Safety Committee to consider the illumination of on-street parking, unless there is already an ordinance in place addressing that issue;
- 10) That the two subject lots shall be consolidated by the recording of a Voluntary Merger, said document to be reviewed and approved by the City Legal Department;
- 11) That the hooded catch basins be pumped out on an annual basis;

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3. The application of **Lewis A. and Ruth Cicero, Owners, and Changing Places, LLC, Applicant**, for property located **off Falkland Way** wherein site review approval is requested for the creation of 24 new town home units on a proposed 8 lot subdivision, with all of the proposed lots having access off of a proposed extension of Crescent Way extending through to Saratoga Way, with related paving, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Plan 212 as Lot 123 and lies within a General Residence B District;

Voted to **table** this application to the next regularly scheduled TAC meeting on Tuesday, November 29, 2005 at 2:00 pm.

Major items of concern to the Committee are the following:

- 1) That the applicant meet with the City Community Development Department to coordinate lighting;
- 2) That a 10' sidewalk easement shall be prepared by the Applicant and reviewed and approved by the City Attorney;
- 3) That all topographical features shall be shown on the Site Plans;
- 4) That the applicant shall work with Steve Parkinson and Deb Finnigan, of DPW, to determine what the city shall require for a Traffic Study;
- 5) That there shall be an independent inspector for the proposed roadway as this will eventually be a city street;

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4. The application of **Dennett-Prospect Realty Investments, LLC, Owner**, for property located at **69-73 Prospect Street** wherein site review approval is requested for the renovation of an existing multi-family dwelling on Lot 28 to convert structure from 6 dwelling units to 4 dwelling units and the construction of a two dwelling unit structure on Lot 29, with related paving, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Plan 142 as Lots 28 & 29 and lie within a General Residence A District;

Voted to **table** this application to the next regularly scheduled TAC meeting on Tuesday, November 29, 2005 at 2:00 pm.

Major items of concern to the Committee are the following:

- 1) That all water pipes shall be upgraded to copper;
- 2) That the water meter shall be shown on the Site Plans;
- 3) That Temporary Bench Mark logs for the sewer shall be provided to DPW for their review and comment;
- 4) That all water lines shall be shown on the Site Plans;
- 5) That the applicant shall schedule a meeting with DPW to discuss concerns so that updated plans can be provided prior to the next TAC meeting.

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5. The application of **Marilyn Rath, Owner, and Portsmouth Fabric Company, Applicant**, for property located at **112 Penhallow Street** wherein site review approval is requested to construct a 679± s.f. second floor addition to the existing one story section of the building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 106 as Lot 20 and lies within Central Business B, Historic A and Downtown Overlay Districts;

Voted to **table** this application to the next regularly scheduled TAC meeting on Tuesday, November 29, 2005 at 2:00 pm.

Major items of concern to the Committee are the following:

- 1) That the parties meet with the City Attorney and the Planning Director to address the “party wall” issue with a possible easement solution;
- 2) That drainage be better addressed on the Site Plans;

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II. ADJOURNMENT was had at approximately 4:15 p.m.

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Respectfully submitted,

Jane M. Shouse,
Administrative Assistant
Planning Department