

**ACTION SHEET
SITE REVIEW TECHNICAL ADVISORY COMMITTEE**

2:00 P.M.

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

NOVEMBER 29, 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. (This application was tabled from the November 1, 2005 Technical Advisory Committee Meeting)

Voted to **table** this matter until the next regularly scheduled Technical Advisory Committee Meeting on Tuesday, January 3, 2006 at 2:00 pm and until the Planning Board meeting scheduled for Thursday, January 19, 2006 at 7:00 pm.

Concerns from the November 29, 2005 Technical Advisory Committee Meeting:

- 1) That the proposed parking spaces must be moved off of the sidewalks so that the accessway remains open, specifically along the "service road";
- 2) That consideration should be given to reversing the direction of traffic flow on the "service road";
- 3) That the City Legal Department provide an opinion regarding parking enforcement;
- 4) That the City Legal Department provide an opinion regarding the issue of the deeded easements;

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2. 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; (This application was tabled from the November 1, 2005 Technical Advisory Committee Meeting)

Voted to **table** this application to the next regularly scheduled Technical Advisory Committee meeting on Tuesday, January 3, 2006 at 2:00 pm and until the Planning Board meeting scheduled for Thursday, January 19, 2006 at 7:00 pm.

Concerns from the November 29, 2005 TAC meeting:

- 1) That an on-site meeting be scheduled between the applicant and David Desfosses of DPW to review drainage;
- 2) That Saratoga Way be reviewed to determine whether it meets the standards required for additional traffic created as a result of the proposed development;
- 3) That the Grading Plan be reviewed for accuracy and omissions;
- 4) That the water line should be 10” connecting to the 8” at the Raleigh Way intersection, with two new connections coming in off of the line and a 10” stub from the property line so that City could extend to Atlantic Heights for another feed;
- 5) That a meeting be scheduled with the applicant and Tom Cravens and David Allen of DPW to discuss off-site improvements on the water mains;
- 6) That the Planning Department will review the “cut though” that is being used on private property and provide a report at the next TAC meeting;

Concerns from the November 2, 2005 TAC meeting:

- 1) That the applicant meet with the City Community Development Department to coordinate lighting;
- 2) That a 10’ vegetative buffer 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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3. 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; (This application was tabled from the November 1, 2005 Technical Advisory Committee Meeting)

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

- 1) That the camera tape from Roto Rooter be provided to David Allen of DPW for his review;
- 2) That the existing and proposed utilities be differentiated on the Site Plans;
- 3) That a detail be added to the Site Plans showing how the water services are connected;
- 4) That all water lines shall be installed to City standards and specifications;
- 5) That all water pipes shall be upgraded to copper;

- 6) That the water meter shall be shown on the Site Plans;
- 7) That Temporary Bench Mark logs for the sewer shall be provided to DPW for their review and comment;
- 8) That all water lines shall be shown on the Site Plans;

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4. 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; . (This application was tabled from the November 1, 2005 Technical Advisory Committee Meeting)

Voted to **table** this application to the next regularly scheduled TAC meeting on Tuesday, January 3, 2006 at 2:00 pm and until the Planning Board meeting scheduled for Thursday, January 19, 2006 at 7:00 pm.

This application was tabled so that a meeting can be held with legal counsel for all parties, the City Attorney and the Planning Department, with a report being submitted to TAC for review prior to the next meeting.

Continuing 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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5. The application of **T-Beyer Realty, LLC, Owner, and Tina Montgomery, Applicant**, for property located at 141 Banfield Road wherein amended site review approval is requested to revise the loading docks and the striping of the existing paved area, and the removal of the landscaped islands, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 254 as Lot 3 and lies within an Industrial district.

Voted to **table** this application to the next regularly scheduled TAC meeting on Tuesday, January 3, 2006 at 2:00 pm and until the Planning Board meeting scheduled for Thursday, January 19, 2006 at 7:00 pm.

Major items of concern to the Committee are the following:

- 1) That stormwater management needs to be incorporated into this plan to conform with the present use and site conditions;
- 2) That all previous stipulations from prior Planning Board and Conservation Commission approvals shall be added to the Site Plans;
- 3) That the Planning Department will complete a zoning review regarding the propane tanks currently stored on the site;
- 4) The Site Plans should show the proposed fencing;

- 5) That a new Site Review Agreement will be required, along with a corresponding bond to be posted with the City in an amount to cover all proposed site work;

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II. ADJOURNMENT was had at approximately 5:00 p.m.
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Respectfully submitted,

Jane M. Shouse,
Administrative Assistant
Planning Department