

MINUTES OF MEETING
SITE REVIEW TECHNICAL ADVISORY COMMITTEE

2:00 P.M.

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

January 2, 2007

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, Traffic Engineer; Steve Griswold, Deputy Fire Chief; and Len DiSesa, Deputy Police Chief

ALSO PRESENT: Lucy Tillman, Chief Planner

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I. OLD BUSINESS

A. The application of **The Home Depot, Owner, and Bed Bath & Beyond/Christmas Tree Shops, Applicant**, for property located at **100 Durgin Lane**, wherein Site Review approval is requested to demolish the existing building and to construct a 113,865 ± s.f. one-story, three-tenant retail plaza, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 239 as Lots 16, 18 & 13-2 and lie within the General Business district. (This application was tabled at the December 5, 2006 Technical Advisory Committee Meeting)

Mr. Britz made a motion to take the application off of the table. Mr. Desfosses seconded the motion. The motion to take the application off of the table passed unanimously.

Mr. Desfosses made a motion to table this application to the next regularly scheduled meeting to allow the applicant to appear before the Traffic & Safety Committee on January 11, 2007 at 8:00 a.m. Deputy Police Chief DiSesa seconded the motion.

The motion to table the application to the next regularly scheduled TAC meeting passed unanimously.
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II. NEW BUSINESS

A. The application of **Icon Realty, LLC, Owner**, for property located at **1303 Woodbury Avenue**, wherein Site Review approval is requested to construct an 11,186 s.f. 1-story retail pharmacy, with prescription drive-through window, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 217 as Lot 1 and lies within the General Business and Mixed Residential B District.

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION:

John Schmitz from BL Companies appeared on behalf of the Applicant. He reviewed the existing Site Plans to bring the Committee up to speed. The site is approximately 1 ½ acres known as 1303 Woodbury Avenue, surrounded by three sides of roadways and two signalized intersections. The Woodbury Gardens buildings, restaurant, residential home and shed/barber shop are all vacant structures and will be demolished. It is also interesting to note that the existing zone line bisects the site with General Business to the north and Mixed Residential Business to the south. Because of the zone line there was a need for variances. They appeared before the BOA and they were denied so they came back with a smaller building and their variances were then granted. They reduced the building size as well as the amount of parking. They received 5 variances, mostly due to their proximity to the residential property.

They propose three access points, all currently existing on the site. They will widen the driveway slightly for access in and out to Woodbury Avenue. There is a large curbcut along Granite Street which they will use for the primary entrance along with a second entrance further down on Granite Street for pick up and drop off of prescriptions. Dumpsters are further to the north and they provide access for trucks to get in and out for loading. They have circulation around the entire building. They would like to see a driveway directly at a signal but they are doing the second best thing. Mr. Schmitz stated there is currently not a lot of traffic on Granite Street.

Utilities are all existing and available. They propose to take the gas service, water service and sanitary, electric and telephone from the Granite Street right of way. The site currently drains mostly to the north and they will maintain that. They designed the storm drain system to reduce the 10 year peak flow. In addition they have provided for a water quality vortex unit to treat water going into the system. The catch basins will be designed with a sump. The water service taken off of Granite Street will have a domestic and fire service coming off of there and the building will be sprinklered.

Lastly, Mr. Schmitz indicated they submitted Landscaping Plans to illustrate where the buffering will be. They propose a double row of white pines along Granite Street. The white pines will be 6' – 7' tall to provide a year-round screening. The dumpster would have an enclosure around it to match the façade of building along with gates and doors along the front. In the rear they will plant arborvitaes to add additional screening for the dumpsters. The plans comply with all parking standards.

The Chair asked if there was anyone else wishing to speak to, for or against the application. Seeing no one rise, the Chair asked for questions from the Committee.

DISCUSSION AND DECISION OF THE COMMITTEE:

Deputy Police Chief DiSesa was very much concerned about the impact of traffic on Granite Street at the intersection. He asked for a car count. He was concerned about cars coming back out onto Granite and going onto Woodbury. He felt it would impact that area very badly. Mr. Schmitz indicated there is a trip on the light so that cars won't back up and they do not foresee that as a problem. Traffic on Granite Street is very minimal. Deputy Police Chief DiSesa was not concerned with existing traffic but rather the impact of traffic at the intersection and traffic backing up on Granite Street. They have 39 parking spaces as well as a drive thru so they are obviously anticipated a lot of business. Mr. Schmitz did not have a number regarding trips. The intersection will be used mostly for cars turning left. If queuing was an issue, they could adjust the striping.

Ms. Finnigan indicated they will have to do a traffic study as they are putting traffic on a street that is already congested. While the existing driveway already exists, it may not be the best place for it. The right hand traffic that turns onto Market Street is pretty steady right now. Mr. Desfosses added that people trying taking to take that left will block the right turn getting out of the site, thereby congesting the intersection. Ms. Finnigan confirmed that Rite Aide generates traffic and they need to do a traffic study to prove that there is not an issue. From Woodbury Avenue to their site there is only queuing for four cars. Deputy Police Chief DiSesa confirmed that the Police Department anticipates an issue with the intersection as well. Mr. Holden asked if there was sufficient discussion for the Chair to indicate that they require a traffic study with sufficient traffic details? Ms. Finnigan confirmed that was correct. Ms. Finnigan asked that they come forward and talk to herself and David Desfosses to make sure they are generating the proper information. Mr. Holden asked Ms. Finnigan if she would like to see this at Traffic & Safety? Ms. Finnigan confirmed she would and they will need the traffic report before going to Traffic & Safety.

Deputy Fire Chief Griswold indicated he did not have anything specific at this time except they will require automatic notification of emergency forces when a building has an automatic sprinkler system and they also require a knox box for emergency access.

Mr. Britz asked about the building being only in the GB district and how does the 20' setback work. Mr. Schmitz confirmed that the building itself was in the GB district. When a district goes through the property, the regulations allow you to take 20' in either direction in either district. The 20' is along the building face. Mr. Holden confirmed that the BOA was aware of how it was going to be shown.

Mr. Desfosses noted they have designed an elaborate drainage system. He would like the mathematics. He did not see the Drainage Study in his packet. Usually a project of this size has a drainage calculation study and he would like to have a chance to review that. Also he believed he saw test pits but he couldn't find the test pit data. He asked where the chamber system was? Mr. Schmitz stated they did not do any test pits but he will provide a copy of the drainage study. Mr. Desfosses indicated they are going to need to do test pits where the chamber system is. Mr. Schmitz indicated they did borings on site and asked if they would be okay. Ms. Desfosses felt they probably would be as long as they were in the right area. Mr. Desfosses noted on Sheet C-102, Public Utilities Chart, four of the names are wrong so they should contact him directly to correct that.

Mr. Allen noted the irrigation system and indicated that the City requires 6" of loam in areas that will be irrigated and they will need to see specs on the irrigation system as they require timers and moisture detection to make sure they are only running at appropriate times. On the sewer discharge system, their pump system is going into an 8" clay pipe so the City will need that televised before approving that location. That should be delivered to the Water Department at Public Works.

Deputy Fire Chief Griswold had trouble identifying the location of hydrants on Granite Street. They definitely need to make sure the hydrants are shown on the plans and their locations. If they aren't within a reasonable distance they may have to add one.

Ms. Tillman had two items. She indicated that she and Ms. Finnigan will need to review the white pines they are planning for the island on Granite Street as they get quite large and may not do the screening job the BOA is requesting. Also, on Sheet 206 there is a sign with a LED read-a-board. The City of Portsmouth does not allow moving or flashing signs. There is a separate sign permit process

they will need to go through. Directional signs on site are part of this application but all other signs are separate. Mr. Holden added that all signs need to be removed from the Site Plans unless they are trying to get the permit at the same time. Mr. Schmitz confirmed that the LED board is not moving or flashing. Mr. Holden indicated that if it can be changed electronically it probably will not be allowed.

Mr. Desfosses asked for a lighting sheet. He did not see any photometric plans. He also added that the City requires Dark Sky Friendly and he believes he gave them specifications about 9 months ago.

Ms. Tillman stated that the location plan early on in the set is not correct. She also pointed out that the plans are not stamped. Ms. Tillman asked Ms. Finnigan if she would be reviewing the drive-thru directional signs and Ms. Finnigan confirmed that she would review that.

Mr. Holden asked Mr. Schmitz to review the conditions from the June 27, 2006 BOA approval and he also requested that they be added to the Site Plans.

- 1) That the applicant work with the Planning Department and the Planning Board to address height, siding, overall design of the building and hours of operation.

Mr. Holden asked Mr. Schmitz to address that at the next meeting. They need building elevations and he hoped that they will continue to have some effort put into the design of the building. Mr. Holden indicated they will need the hours of operation and care should be given to the lighting.

- 2) That appropriate vegetative screening be provided to shield the business property from the residential abutters on Granite Street.

Mr. Holden asked what special provisions they have made to comply with that requirement? Mr. Schmitz stated they are putting in the double row of pines. Mr. Holden asked what the heights were. Ms. Tillman felt the spread was the issue. Mr. Holden asked them to work with Ms. Tillman on that element.

Mr. Holden indicated that his principal concern is that they deal with the elevations and he would like to see those.

Ms. Finnigan had a concern about whether circulation on the site is one way or two way all around the building? Mr. Schmitz stated they are providing full two way circulation. The loading dock is flat. Ms. Finnigan asked when a truck is there, can two cars pass safely? Ms. Schmitz indicated there is 30'. They should be able to pass two cars. Mr. Holden stated that a two way travel lane is 24' so if there is also a loading berth that is being used they still need to make sure they have the 24'. Ms. Finnigan was concerned about how is that truck that is currently parked going to get into that position. Mr. Schmitz confirmed he will address both of those questions. Due to the proximity to the property line, they may widen the lane to 24'. The truck would enter from the intersection, through the main entrance, go around the building and out the same way. Ms. Finnigan asked for a turning radius for that.

Ms. Finnigan asked about the drive thru aisles that connect to the second driveway and indicated if that was two way traffic they need to adjust that with a line or some other method. She also noted their proposed stop bar on first driveway should be 12" rather than 12'.

Ms. Finnigan asked what the grade was on the driveway going onto Woodbury Avenue? Mr. Schmitz did not have that info. Ms. Finnigan confirmed she would like that information.

Mr. Holden asked where the present sidewalks are located? Mr. Schmitz indicated that the sidewalks are along Woodbury Avenue. In some of their previous meetings, they talked about linking the sidewalks to the building for access but those were left off the plans for some unknown reason. With the driveway grade, they realized they could not bring the sidewalks up due to slopes and ADA so they brought them up a different way with a pedestrian crosswalk. That needs to be added back on the plan.

Mr. Holden asked him to show both sides of Granite Street so they have an idea where the curb cuts are and also show where sidewalks are in that area. He assumes they will not be able to have a traffic study ready before January 11th. Mr. Schmitz agreed they probably would not have enough time. Mr. Holden asked if they could have revised plans to review in a Pre-TAC meeting on January 30th to keep them on their schedule?

Ms. Finnigan stated that the directional signs on both sides of the building may need a sign permit. As there is no detail they are unaware what it will look like.

Ms. Tillman referred to the back of the building and the 2nd entrance only off of Granite Street is 15' and it needs to be 18' wide for one way. She questioned whether that area has sufficient width to carry two way traffic and the loading area.

Mr. Holden indicated they will have a fairly good working list coming out of their letter of decision. He suggested that they table this to the March TAC meeting which meets on February 27th at 2:00 pm.

Mr. Allen made a motion to table this application to the March TAC meeting scheduled for February 27, 2007 at 2:00 pm. Mr. Desfosses seconded the motion.

The motion to table to the February 27, 2007 TAC meeting passed unanimously with the following stipulations:

Stipulations from the January 2, 2007 Technical Advisory Committee Meeting:

- 1) That the applicant shall meet with Deborah Finnigan, City Traffic Engineer, to determine what information is required for a Traffic Study;
- 2) That the applicant shall appear before the Traffic & Safety Committee, after a Traffic Report has been prepared;
- 3) That the Fire Department requires automatic notification of emergency forces when a building has an automatic sprinkler system and a knox box for emergency access;
- 4) That a Drainage Study prepared and provided to members of the TAC Committee;
- 5) That information regarding borings and/or test pits be provided to David Desfosses, DPW, for his review and approval;
- 6) That the names on the Public Utilities Chart on Sheet C-102 be updated with the current contact names (to be provided by David Desfosses);
- 7) That 6" of loam is required in all areas that will be irrigated;
- 8) That the irrigation system specifications shall be provided to Tom Cravens, DPW, for his review and approval;

- 9) That a video tape of the sewer discharge system 8” clay pipe be prepared by the applicant for review and approval by the City Water Division;
- 10) That the fire hydrants shall be better defined the Site Plan for review and approval by Deputy Fire Chief Griswold;
- 11) That the white pine trees that are being planted to comply with the BOA stipulation regarding screening shall be reviewed and approved by Lucy Tillman, Chief Planner, and Deborah Finnigan, City Traffic Engineer;
- 12) That all signage, except directional signs, must be removed from the Site Plans as they are part of a separate permitting process;
- 13) That a photometrix plan be added to the plan set, for review and approval by David Desfosses, DPW;
- 14) That the BOA stipulations from the June 27, 2006 approval be complied with:
 - A.) That the applicant work with the Planning Department and the Planning Board to address height, siding, overall design of the building and hours of operation;
 - B.) That appropriate vegetative screening be provided to shield the business property from the residential abutters on Granite Street;
- 15) That a turning radius be provided for the rear where there is two way traffic and the loading dock;
- 16) That the drive thru aisles that connect to the second driveway shall be adjusted;
- 17) That the proposed stop bar on the first driveway be amended from 12’ to 12”;
- 18) That the applicant provide information regarding the grade at the first driveway going onto Woodbury Avenue;
- 19) That sidewalks on site as well as both sides of Granite Street shall be added to the Site Plans;
- 20) That the 2nd driveway off of Granite Street should be increased from 15’ to 18’ for one way traffic;

Mr. Holden confirmed if they make a request of the Planning Department, they will meet with them on 1/30 in the a.m. to discuss these issues and to provide additional comments. That should allow them time to appear before the Traffic & Safety Committee in February with their traffic study.

Mr. Holden also requested at some point that they remove the note that says “Not for Construction – For Permitting Purposes Only” needs to be removed.

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B. The application of **Perry and Kristin Silverstein, Owners**, for property located at **10 Commercial Alley, 19-25 Market Street and off Penhallow Street**, wherein Site Review approval is requested to construct a 3-story (plus loft) mixed use 1,400 s.f. addition, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 106 as Lots 9, 10, and 12 and lies within the Central Business B District, the Overlay District and the Historic District A.

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION:

Eric Weinrieb, of Altus Engineering, presented for the applicants. Perry Silverstein was also present. Mr. Weinrieb stated they are proposing a building addition on Commercial Alley. To get to this step,

they appeared before the Board of Adjustment to obtain a variance for non conforming parking spaces on the lot. They appeared before the Historic District Commission for architectural considerations and they are now before TAC for technical issues. The property is on Commercial Alley between Penhallow Street and Market Street and the site is entirely impervious. They will be adding a little landscaped area but there will be no changes in run off. There is no closed drainage system in the area and all run off goes down Penhallow Street. They are not proposing any new closed drainage systems. They are proposing a new domestic water and fire service, new natural gas and new domestic and waste sanitary service. The sanitary service will be tied to a manhole. Addressing site improvements, the site is entirely within a paved area so there are very few site improvements. They will be re-paving the site and a portion of Penhallow as well as repairing any disturbance to Commercial Alley as well as any landscaping that may be disturbed. It is a very tight site and they are proposing a Construction Management Plan which they will work with the City on. They will fence off the entire area and a section within Commercial Alley. They will construct the foundation first and connect utilities and in order to accomplish that they will create some sort of staging area with exterior barricades. Their intent is to minimize disturbances to abutting properties. There is also an emergency egress out of the building for continued fire and safety exit. During construction they will have to maintain some sort of egress and the owner is working with the abutting property owner to create some sort of walkway across a couple of roofs to come down the fire escape. Their goal is to maintain safety for the existing building.

Deputy Fire Chief Griswold indicated they may have to take a look at that. If G Willikers' is a ladder they may have to temporarily replace that with a set of stairs.

The Chair asked if there was anyone else wishing to speak to, for or against the application. Seeing no one rise, the Chair closed the public Hearing

DISCUSSION AND DECISION OF THE COMMITTEE:

Mr. Desfosses asked what is the nature of Commercial Alley? Mr. Weinrieb stated, to his knowledge, it was a public right of way. Mr. Holden stated they should put that on the plan.

Mr. Allen made a motion to approve. Deputy Fire Chief Griswold seconded the motion.

Mr. Desfosses requested that the plans be amended to clarify the status of Commercial Alley.

Mr. Desfosses also asked for a note on the plans stating that any and all damage will be repaired as they are putting their foundation wall directly on the right of way line. Mr. Weinrieb referred to Note 12 on the Site Plan that states that the foundation and footings are entirely on their property. Mr. Desfosses asked him to broaden it so that people understand that there are two right of ways. Mr. Holden asked Mr. Weinrieb if the foundation footings will not extend into the public right of way so they will need a license for an easement from the City Council? Mr. Weinrieb confirmed that was correct. Ms. Tillman took it one step further and asked if during construction they will they need to work in the right of way to construct them? Mr. Weinrieb stated that excavation will be in the Commercial Alley right of way. Ms. Tillman confirmed they will need City Council approval for that.

Mr. Desfosses noted one point that was not fixed. The building corner needs to be laid out by the surveyor and a certification letter to correct before they start building up.

Mr. Desfosses asked about the trees located right next to the foundation. Mr. Weinrieb indicated that PSNH wants one tree to be removed. Mr. Silverstein met with Peter Loughlin, Chairman of the Trees and Greenery Committee, who agrees with that. The second tree may or may not be able to remain. Mr. Allen confirmed that before the second tree comes down, it will have to go through the Trees and Greenery Committee. Ms. Finnigan also felt that needed to be labeled on the plan.

Mr. Desfosses asked if they were doing any re-grading? Mr. Weinrieb stated they would not be doing any re-grading in Commercial Alley. It will be flush going into the building so that it is ADA accessible. Mr. Desfosses wanted to clarify that there would be no regrading on Commercial Alley at all. Once excavation and re-grading is complete, will they be reusing the existing brick or using new brick? Mr. Weinrieb felt it would look best to reuse what is there. Mr. Desfosses asked for a note on the plans saying that. Mr. Weinrieb asked if they were short of bricks does the City have a stock pile they can use? Mr. Desfosses felt it would depend on what kind of bricks they are as the City does not have a large stockpile. Mr. Desfosses felt more than likely they would have to be replaced in some fashion. They should have a contact name on the plan from DPW in case that has to be arranged. Mr. Holden requested that the plans say "Replacement of new bricks subject to approval of DPW and Planning".

Mr. Allen indicated they would probably want some grades on the plans. He is concerned about Commercial Alley and further down there are some bad spots. He is not sure what the condition is right where this is going. Mr. Weinrieb stated the existing survey has the grades on it. It all pitches in the same direction and they may have to put some downspouts in to eliminate anything that may be running today.

Deputy Fire Chief Griswold asked about abutting properties and whether this 3 story building will obstruct or block any egress or emergency windows on abutting buildings? Mr. Weinrieb stated it does not block any egress but it blocks one window on the FA Gray building which Mr. Silverstein has discussed with them. Deputy Fire Chief Griswold stated the issue he is concerned with is, unless the building is sprinklered, a residential window in any room has to be available for emergency means of secondary egress. That is probably not the case here but he has to be sure. Mr. Holden asked if they need that on the plans? Mr. Weinrieb indicated they can add a note on the plans that no window will be blocked on abutting properties that are required for emergency egress. Mr. Holden added that the abutting property owners need to realize they are limiting future use of their property.

Mr. Allen stated that the sewer should be shown as 6" rather than 4" and also sizes on the domestic and fire should be shown on the plan. The water service should be shown. He talked to Peter Rice about the connection location and there is concern that that discharge point may still be acting as a pressure point. He suggested going to the 8" VC line which is to the north of the property. Mr. Weinrieb should just work with DPW on where to tie the sewer line into as they are not completely sure what would be the best area. If that is a pressure line and the 14" is acting as a pressure line and they go into the 8" they will want a manhole and that section of line TVed.

Ms. Tillman assumed that 10 Commercial Alley, the existing café, will be part of this lot?

Perry Silverstein, Owner, stated that the first floor plan was displayed showing expansion of the existing coffee shop. Ms. Tillman asked if the lots will be combined? Mr. Silverstein confirmed that the property lot line was revised and they will consolidate the lots. Mr. Holden stated that the lot consolidation will be a condition of approval.

Ms. Tillman referred to Sheet C-2, Note 4 and asked for explanation of the existing 2% coverage and the proposed 61% and she also needs open space. Mr. Weinrieb indicated he could give her a breakdown. They calculated as open space part of the brick pavers. He pointed out a cobblestone area along with two small landscaped islands. Ms. Tillman stated that the brick pavers in front of café are not part of open space. They need a revised calculation once the lots are combined and that needs to be put on the plans. She also added that parking does not count towards open space either. Mr. Weinrieb confirmed he will provide a detailed calculation.

Deputy Fire Chief Griswold noted that Note 8 talks about a Knox box and master box. For the record, he acknowledged that as a requirement.

Deputy Police Chief Disesa asked how many parking spaces are there on the existing plan? Mr. Weinrieb stated there were 7 parking spaces and they are consolidating down to 4 spaces. Deputy Police Chief DiSesa asked if they will be backing into the spots? Mr. Weinrieb indicated that when the traffic is low, they will try to back in so they are facing out. That is the intent.

Ms. Finnigan asked, where the crossing is shown, does it lead to the sidewalk? Mr. Weinrieb stated it is a paved "no man's land" right now. Ms. Finnigan asked what they are planning on doing with the pedestrians during construction? Mr. Weinrieb stated gates will be right on the property line so they will not impact that area except when they do utility work in the road. Because Penhallow is one way and the work will be in the middle of the road, they will probably have to close Penhallow off. Ms. Finnigan stated they will have to include that in their Construction Management Plan.

Deputy Police Chief DiSesa asked, when they are doing construction, will have a protection platform for pedestrian safety? Mr. Weinrieb hadn't thought that far yet but they will probably need to do something like that.

Mr. Desfosses referred to utilities. He asked if they could move the curb stops into the right of way so they are not on the property line. Also, they are pulling off electric, telephone and cable off the existing pole and he asked if they were taking the place of any other existing utilities? Mr. Silverstein stated they were all new services. No existing power sources are being eliminated. They have met with PSNH. Mr. Desfosses knew from experience that the pole distance to the building is not very great so he needs a detail on how to attach that without shortening the sidewalk in any way, shape or form. He's concerned because it's very tight there.

Mr. Allen asked about the water service and wasn't there another meter in there as they are consolidating the lots. Is the entire parcel serviced by the line coming up Penhallow Street or is there part of the building that is served by another service? Mr. Weinrieb indicated that everything is currently served off of Market Street. Mr. Silverstein stated that a ¾" line comes in through the Paper Patch and comes into his little building on Commercial Alley and will continue to service his building. Mr. Allen stated there can only be one meter, one service per property. Mr. Silverstein indicated they will abandon the old service at the main on Market Street and use the new service then.

Mr. Holden asked about new sight lighting? Mr. Weinrieb stated all lighting will be building mounted. It was the intent of the BOA and the HDC that there will be light passing beyond the property line to light Commercial Alley. Mr. Desfosses asked if the lights will have shields so it won't go above 180

degrees and won't shine up to residential units? Mr. Weinrieb stated there will be a note on the plans that they are dark sky friendly.

Mr. Holden asked that they show the sidewalks on both sides of the street and adjacent curb cuts on the Site Plan for assistance with the Construction Management Plan.

Mr. Holden also requested that they remove "Not For Construction" from their Site Plan and also initial his stamp. Mr. Holden listed out some of the issues they will be looking at: whether or not there are any encroachments and document that they have applied for or have the approval; encumbrances as they would effect pedestrian safety; traffic control measures; signage; whether they are effecting any delivery berths, parking meters; they need to have a sense of the length of construction time; temporary site lighting; noise control; dust control; site security; they need to address potential abutter impacts, ie, dumpsters, portable bathrooms, signage, fencing, accessibility to pedestrians and vehicles; off site lay down area, materials, equipment, location, delivery routes; it may be that Ms. Finnigan may require a mandatory meeting between municipal officials and abutters regarding the plan; identify contact person; show no weekend work; and a direct connection to the Site Review Agreement and bond.

Mr. Holden felt they might have enough to consider looking at this again. Mr. Allen agreed.

Mr. Desfosses made a motion to table this matter to the next regularly scheduled TAC meeting on January 30, 2007. Ms. Finnigan seconded the motion.

The motion to table to the January 30, 2007 TAC meeting passed unanimously with the following stipulations:

Stipulations from the January 2, 2007 Technical Advisory Committee Meeting:

- 1) That the status of Commercial Alley be clarified and properly labeled on the Site Plan;
- 2) That Note 12 be broadened to clarify that there are two right of ways;
- 3) That the applicant shall be required to obtain City Council approval to work in the public right of way during construction;
- 4) That the building corner shall be laid out by the surveyor and a certification letter done before construction begins;
- 5) That no trees may be removed from the property without approval from the City's Trees and Greenery Committee;
- 6) That the existing bricks shall be re-used and the replacement of any new bricks shall be subject to the approval of DPW and the Planning Department;
- 7) That grades shall be added to the Site Plan;
- 8) That a note be added to the Site Plan that no window will be blocked on abutting properties that may be required for emergency egress;
- 9) That the sewer shall be shown as 6" rather than 4";
- 10) That the sizes for the domestic water and fire service should be shown on the plans;
- 11) That the applicant shall work with DPW on where to tie the sewer line into and to determine what shall be required of the applicant;
- 12) That a lot consolidation shall be finalized prior to the issuance of a building permit;
- 13) That the applicant shall provide a detailed calculation for open space for review and approval by Lucy Tillman;

- 14) That the Fire Department requires automatic notification of emergency forces when a building has an automatic sprinkler system and a knox box for emergency access;
- 15) That the curb stops shall be moved from the property line to the right of way on the Site Plans;
- 16) That a detail shall be added to the Site Plans reflecting how the utilities shall be attached to the pole without shortening the sidewalk in any manner;
- 17) That the water service coming in from Market Street shall be abandoned in accordance with the Portsmouth Water Division standards;
- 18) That all lighting shall be Dark Sky Friendly and shall have shields on them, for review and approval by David Desfosses;
- 19) That sidewalks on both sides of the street and adjacent curb cuts shall be added to the Site Plans;
- 20) That "Not For Construction" be removed from the Site Plans;
- 21) That a Construction Management Plan shall be prepared by the applicant for review and approval by the City of Portsmouth.

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III. ADJOURNMENT was had at approximately 3:40 p.m.

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Respectfully submitted,

Jane M. Shouse
Administrative Assistant
Planning Department