

**MINUTES
OF
REGULAR MEETING**

**PLANNING BOARD
PORTSMOUTH, NEW HAMPSHIRE**

**EILEEN DONDERO FOLEY COUNCIL CHAMBERS
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

7:00 P.M.

DECEMBER 17, 2009

MEMBERS PRESENT: John Ricci, Chairman; Paige Roberts, Vice Chairman; M. Christine Dwyer, City Council Representative; Donald Coker; Anthony Coviello; John Rice; Anthony Blenkinsop; Cindy Hayden, Deputy City Manager; Richard A. Hopley, Building Inspector; and MaryLiz Geffert, Alternate and Norman Patenaude, Alternate

MEMBERS EXCUSED: n/a

ALSO PRESENT: Rick Taintor, Planning Director;

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I. APPROVAL OF MINUTES

A. Approval of Minutes from the November 19, 2009 Planning Board Meeting – Unanimously approved.

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Chairman Ricci recognized Tony Coviello who has recently been elected to the City Council. The Board appreciated his 5 years of service on the Planning Board and he will be greatly missed. The Board presented him with a gift.

Mr. Coviello thanked the Board members for the gift and all of their help over his 5 years on the Board.

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II. NEW BUSINESS

A. Request of 7 Islington Street, LLC and Anthony DiLorenzo for property located at 40 Bridge Street, for a one year extension of Site Review Approval granted on January 15, 2009. *(The Board action in this matter has been deemed to be legislative in nature. If any person believes any member of*

the Board has a conflict of interest, that issue should be raised at this point or it will be deemed waived.)

Mr. Coviello recused himself from this request.

Mr. Taintor explained this was a first request for a one year extension of Site Review approval. He noted that in addition to the stipulation made in the original approval he recommended an additional stipulation that no building permit shall be issued for the project shown on this Site Plan until the Subdivision Plan approved on October 16, 2008 has been signed and filed in the Registry of Deeds. He explained that this is because the subdivision plan has not yet been filed and must be recorded in order for the setbacks to work and he didn't want to lose sight of that.

Mr. Rice made a motion to grant a one year extension with the original stipulations and Mr. Taintor's stipulation. Mr. Hopley seconded the motion.

The motion to grant a one year extension passed unanimously with the following stipulations:

Stipulations from the December 30, 2008 Technical Advisory Committee Meeting:

- 1) That the Technical Advisory Committee is recommending brick sidewalks, rather than concrete and this issue shall be reviewed and decided by the Planning Board;
- 2) That the full traffic report shall be provided to the Planning Department and the Planning Board members for their review prior to the Planning Board meeting;
- 3) That the "No Parking" sign and the "Loading Zone" sign shall both be on the same pole;
- 4) That the actual wording for the "Loading Zone" sign shall be provided to the Planning Board by Deborah Finnigan prior to the Planning Board meeting;
- 5) That on Sheet C-3, the street milling note should indicate a thickness of 1 ½";
- 6) That the note on Sheet C-3 should add the wording "and curb installation" after "Upon completion of all in-street utility construction ...";
- 7) That the detail should be revised to show the City standard of 4" of asphalt, rather than 3";
- 8) That Site Plan shall reflect that the concrete shall not have any wire in it and shall have a fiber mix instead;
- 9) That there shall be one water meter for the entire building, located in a common area which is accessible to the City meter reader;
- 10) That a Construction Management and Mitigation Plan shall be prepared by the applicant, for review and approval by the City prior to the issuance of a building permit.

Stipulations from the January 15 2009 Planning Board Meeting:

- 11) That the Planning Board requires that the applicant shall provide brick sidewalks, and a brick sidewalk detail shall be added to the Site Plans (and the concrete sidewalk detail shall be eliminated);
- 12) That a detail shall be added to the Site Plans for the transformer rail fencing, showing how the gates will be secured so that they are not in the open position except when they are being used;
- 13) That a detail shall be added to the Site Plans for the light fixtures; and

14) That the Planning Board receives a report back from Public Safety regarding the 24/7 loading zones.

Stipulation from the December 17, 2009 Planning Board Meeting:

15) No building permit shall be issued for the project shown on this Site Plan until the Subdivision Plan approved on October 16, 2008 has been signed and filed in the Registry of Deeds.

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III. ADOPTION OF SITE PLAN REVIEW REGULATIONS

A. Adoption of Site Plan Review Regulations dated December 17, 2009.

Mr. Taintor gave an update to the Board members on a Memo that was provided to them. They had finalized these regulations in April of 2008 and they were posted and referred to as part of the four public hearings with no revisions being made. He has made a few formatting revisions. This Memo has to do with the review process that the City Council has been going through on the Revised Zoning Ordinance. On Tuesday at the Work Session, one item that the City Council asked for was an increase in the front setbacks in the Gateway District. As the Board may recall, they had proposed a 20' minimum set back for all uses and it would be reduced to 10' for the Gateway Plan Development and he has added 10' to that. Councilor Dwyer asked to make sure they have reasonable meaningful landscaping in front in that additional set back area.

Because the landscaping is addressed in the Site Review Regulations and not the Zoning Ordinance, they have proposed adding a paragraph to read as follows:

“In the Gateway District the front yard shall include a landscaped buffer strip with a depth of at least one third of the distance between the street right-of-way and any building and extending across the width of the lot except driveways, sidewalks and bicycle paths. The buffer strip shall be in addition to the street trees required herein and shall include a combination of trees and lower level elements such as shrubs, hedges, fences, planted berms or brick or stone walls.”

Mr. Blenkinsop made a motion to adopt the recommended revision to the proposed Site Plan Review Regulations, to take effect as the same date as the Zoning Ordinance. Mr. Coviello seconded the motion.

The motion passed unanimously.
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Non-Agenda Item:

Mr. Taintor referred to his Memo which was sent to the City Manager a month ago but was not provided to the Planning Board members. It was a list of all outstanding major referrals from the City Council to the Planning Board and their status.

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Chairman Ricci thanked the Board again for all of their hard work on the Zoning Ordinance and Site Plan Review Regulations and wished everyone a Happy Holiday and Happy New Year.

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IV. ADJOURNMENT

A motion to adjourn at 7:14 pm was made and seconded and passed unanimously.

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Respectfully submitted,

Jane M. Shouse
Acting Secretary for the Planning Board

These minutes were approved by the Planning Board on January 21, 2010.