

**MINUTES OF MEETING
SITE REVIEW TECHNICAL ADVISORY COMMITTEE MEETING**

2:00 PM

NOVEMBER 3, 2009

**EILEEN DONDERO FOLEY COUNCIL CHAMBERS
MUNICIPAL COMPLEX, 1 JUNKINS AVENUE
PORTSMOUTH, NEW HAMPSHIRE**

MEMBERS PRESENT: Rick Taintor, Director, Planning Department, Chairman; David Allen, Deputy Director, Public Works; Deborah Finnigan, Traffic Engineer; Peter Britz, Environmental Planner; Steve Griswold, Deputy Chief, Fire Department and Stephen Dubois, Deputy Police Chief

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I. OLD BUSINESS

A. The Portsmouth Planning Board, acting pursuant to NH RSA 12-G:13 and Chapter 400 of the Pease Development Authority Site Review Regulations, will review and make a recommendation to the Board of Directors of the Pease Development Authority regarding the following: The application of **Freedom Ring Communications, LLC, Applicant**, for property located at **359 Corporate Drive**, wherein Site Review approval is requested to construct a 2-story 15,000 s.f. addition to the existing 2-story office building, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 316 as Lot 1 and lies within the Industrial District.

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION:

John Lorden, of MSC Civil Engineers and Land Surveyors, presented on behalf of the applicant. He gave a recap of the project. They currently have a 2-story, 20,000 s.f. building with 76 employees. They hope to expand up to 120 employees and to meet that need they are proposing the addition of a 2-story 15,000 s.f. building, including improvements to the paving, landscaping, lighting, drainage and utilities. They were before TAC last month and there were five concerns that were raised.

Regarding the drainage design, they added infiltration with the hopes of reducing the amount of sodium chloride used to salt the parking lots during the winter. They added two catch basins and put in perforated pipe and additional stone to accommodate some storage. They were asked to prevent sheet flow into the wetlands and to remove the level spreader, both of which they did.

They moved the snow storage further away from the wetlands. It was in the southwest corner between two wetlands and they have moved it just to the east of the building and just north of the outdoor storage area.

They revised the pathway and there is now a crosswalk that goes directly across from the main entrance to a sidewalk that runs along the curb to the intersection. There will be an additional crosswalk, three new tipdown ramps and signage for the pedestrian crossing will all be completed at the intersection.

They have forwarded documentation on dark sky compliant fixtures to members of TAC and they will add that to the lighting plan.

A request was made to add stop bars and stop signs to the exits on Durham Street and Corporate Drive and those have been added. They have also added truck delivery signs. On the Corporate Drive entrance they have added a sign saying "Deliveries to be made on the Durham Street entrance" and on the Durham Street entrance they have added a sign saying "Deliveries enter here". Bayring has three types of deliveries. Fed Ex and UPS trucks come every day and twice a month they have Conway Freight that will take advantage of the loading dock in the rear.

At the Pre-TAC meeting this morning, the major outstanding issue was drainage. They agree to remove the two drainage basins that were originally proposed, they will model the infiltration, use the wetland storage in the large wetlands to the south of the site and they will take advantage of the 10' culvert that goes underneath Aviation Drive. They will add two sediment forebays to the outlets coming from the catch basins to infiltrate. They will also revise the drainage study to show a reduction in peak flow through the 10" outlet pipe. They have done the calculations for the storage and the infiltration and it will hold the 1/4" storm.

Mr. Lorden felt that they had addressed the concerns of the Committee and with some minor modification they should be ready for a recommendation of approval.

Mr. Taintor stated, for the record, that the plans do not show the revised sidewalks or the changes in drainage. They would need to make sure that DPW and the Planning Department has a chance to look at those items on revised site plans before they submit them for the Planning Board.

The Chair asked if there was anyone wishing to speak to, for or against the application. Seeing no one rise, the Chair closed the public hearing for purposes of this meeting.

DISCUSSION AND DECISION OF THE COMMITTEE:

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

Mr. Britz stipulated that David Desfosses shall review and approve the stormwater model and insure that it will work adequately to satisfy the concerns of the TAC committee prior to the Planning Board submission.

Mr. Allen requested that a note shall be added to the Site Plans that the applicant shall submit data relative to the water and sewer capacity use surcharge for the expanded use of the facility.

Ms. Finnigan requested that the stop bar at International shall be shown at existing and proposed (it is not shown as existing) and they need to label that they are removing the existing one and replacing it with a new 18" stop bar.

She could not find a detail between the sidewalk and the stop bar on the plans so that needs to be included.

There needs to be size and color of the stop sign and the truck delivery sign included in the sign set.

Additional signage should be placed on New Hampshire Avenue and Corporate Drive alerting drivers to the pedestrian crossing ahead.

The traffic generation numbers which were provided to Maria Stowell shall be approved by DPW.

That a Construction Management Plan shall be completed by the applicant for review and approval by the City, prior to the issuance of a building permit.

On Sheet C-2, Note 4, it should say "The current" Manual of Uniform Traffic Control.

On Sheet C-3, it should read that all shrubs should be no taller than a 3' maximum and all deciduous plantings should be a 6' minimum from ground to canopy.

The location of the construction entrance shall be shown on the Site Plans for review and approval by DPW.

The detail shows a 12' minimum and it should be a 25' minimum or the width of the driveway.

All sediment deposits shall be removed after every storm event or more often, if necessary. That will also be clarified in the CMMP.

The sidewalk width should be 8'.

The detective warning panel should be yellow but she was not sure if that was their standard any longer so that should be verified with David Desfosses.

Mr. Taintor asked Ms. Finnigan if any of her stipulations could not be done for the Planning Board submission? She did not believe so.

Deputy Police Chief Dubois wanted to make sure they had a note regarding the signal strength test by a motorola carrier. Mr. Lorden referred him to Sheet C-2, Note 9, which Deputy Police Chief Dubois stated was acceptable.

Maria Stowell, of the PDA, brought up the CMMP. She would like to discuss whether there was a value of doing a CMMP at Pease. There hasn't been much interest from neighbors. However, she did

feel that the removal of sedimentation from catch basins, for example, should be included in that agreement. Mr. Taintor felt they might not need the abutter meeting at Pease however the CMMP still has some useful aspects in terms of protecting the run off erosion and management and security of the site. Ms. Stowell agreed that those things should be discussed and they wanted to add that the O&M Plan should be submitted on an annual basis.

Ms. Finnigan was not sure where the abutter meeting requirement came from and it may be a legal issue so they should probably check on that.

The motion to recommend approval passed unanimously with the following stipulations:

Prior to submission to the Planning Board:

1. Provide the drainage model and design to David Desfosses for review and approval.
2. Add a note stating that the applicant shall submit data to DPW relative to the water and sewer capacity use surcharge for the expanded use of the facility.
3. On Sheet C-1 & C-2, show the existing stop bars at International Drive
4. On Sheet C-2, show the proposed stop bars at International Drive and include a notation that the existing stop bar will be removed and replaced with a new 18" stop bar.
5. Include a detail for the stop bar.
6. Indicate the size and color of the stop sign and the truck delivery sign in the sign set, to be approved by DPW.
7. On Sheet C-2, add pedestrian crossing and pedestrian warning signs on New Hampshire Avenue and Corporate Drive.
8. The traffic generation numbers shall be submitted to the DPW for review and approval.
9. On Sheet C-2, Note 4, specify current edition of "Manual on Uniform Traffic Control Devices."
10. On Sheet C-2, continue the sidewalk from the Corporate Drive entrance to a location opposite the main building entrance, and add a crosswalk from the sidewalk to the building entrance.
11. On Sheet C-2, show the location of the construction entrance.
12. On Sheet C-7, in Stabilized Construction Entrance detail, and in Note F.1.C., change 12' minimum width to 25' or the width of the driveway.
13. On Sheet C-8, in Crosswalk Striping Detail, change width of crosswalk from 6' to 8'.
14. On Sheet C-8 confirm with DPW that yellow is the current standard color for the detective warning surface on the handicap tip down detail. (Note: Planning staff has confirmed that yellow is the standard color).
15. Provide the revised plans to Deb Finnigan for review and approval of items #3 - #14.

Prior to the issuance of a building permit:

16. The applicant shall complete a Construction Management Plan for review and approval by the City, prior to the issuance of a building permit.

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II. ADJOURNMENT was had at approximately 2:21pm.

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Respectfully submitted,

Jane M. Shouse
Administrative Assistant