

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

2:00 PM

MARCH 2, 2010

**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; David Desfosses, Engineering Technician; Jared Sheehan, Engineering Technician; Steve Griswold, Deputy Chief, Fire Department and Stephen Dubois, Deputy Police Chief

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I. OLD BUSINESS

A. The application of **150 Greenleaf Avenue Realty Trust, James G. Boyle, Trustee, Owner**, for property located at **150 Greenleaf Avenue** wherein Site Review Approval is requested to expand an existing car dealership, to include a 26,000 s.f. (footprint) building and approximately 944 additional parking spaces, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 243 as Lot 67 and lies within the General Business District. (This application was postponed from the December 1, 2009 Technical Advisory Committee Meeting.)

The Chair read the notice into the record.

Mr. Taintor stated that a letter had been received earlier that day from Bernard Pelech, Attorney for the applicant, stating “Based upon our conversation of this morning, please consider this correspondence as a formal request that the Technical Advisory Committee Meeting hearing on the above referenced Site Plan Review Application be continued to the April 6th TAC Meeting. As we discussed, we are awaiting written notification from the Planning Department and/or Legal Department as to which Zoning Ordinance will apply to this Application, as well as further comments in writing as to additional information which the Technical Advisory Committee will need for their deliberations on this Application.”

Mr. Taintor called for a motion to postpone to the April 6th TAC meeting.*
Deputy Fire Chief Griswold made a motion to postpone the April 6th TAC meeting.*
Mr. Desfosses seconded the motion.

The motion to postpone to the April 6th TAC meeting passed unanimously.*

* **NOTE:** The actual date of the next regularly scheduled TAC meeting is March 30th. Abutters will be notified of this date to avoid any confusion.

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B. The application of **Durgin Square Holdings, LLC, Owner** and **Urban Retail Properties, LLC, Applicant**, for property located at **1600 Woodbury Avenue (Durgin Square Plaza)**, wherein Amended Site Plan Review Approval is requested to revise landscaping and install irrigation in the parking lot area and along Woodbury Avenue, with related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 238 as Lot 16 and lies within the General Business District. (This application was postponed from the February 2, 2010 Technical Advisory Committee Meeting)

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION:

Matthew Leahy, of Leahy Landscaping, Inc. presented to the Committee. He stated they were present to discuss the Landscape Plan and amendments to the irrigation system for Durgin Square. The major changes are the removal of the existing crabapple trees and little leaf lindens (tilia) and replacing them with ginkgo trees because of the ginkgo's durability to the conditions of the site and all throughout New England, it is a street tree and it suffers no known insect or disease problems. One of the benefits is the reduction of the need for watering. The existing trees, as they are now, need a tremendous amount of spraying with chemicals to control some of the disease and insects. The crabapple can be treated as many as three to six times with fairly harsh chemicals to control a leaf spot disease for the aesthetics of the tree. For those reasons, both the tilia and the crabapples will be removed.

They have gone one step further than most commercial sites and they are using many perennials along with ornamental grasses and evergreens. Daylilies, hostas, geraniums, spirea, and black-eyed susans are a few examples of what will be used throughout the site for more color than most commercial site use. They have used these in many commercial applications where plowing and salting are aggressive, as this site is, and they have had excellent success.

The irrigation system in this plan includes a system called "ET Manager" which measures evapotranspiration. Basically this measures the moisture coming out of the soils and a benefit of this is that it saves in excess of 30% of the domestic water usage for outside. Last year, with the very wet spring, the systems did not even turn on until mid to late June and even through July, their hottest month, it was used very sparingly. Between the street trees they have chosen and the perennials and woody plants and irrigation, they have reduced the amount of aggressive maintenance required to keep the plants healthy.

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 this matter.

DISCUSSION AND DECISION OF THE COMMITTEE:

Mr. Desfosses made a motion to recommend amended Site Review approval. Mr. Allen seconded the motion.

Mr. Desfosses stated that they had discussions regarding cleaning up the conservation area adjacent to the driveway off Arthur Brady Drive. The applicant agreed they would clean up the invasive species and the general appearance of that conservation area. There was also a request for the clean up of the

rear of the property which has quite a bit of trash, litter and carriages and the applicant agreed to clean up that area as well. Mr. Taintor asked if he wanted to make that a stipulation. Ms. Finnigan believed the corner is on their plans so they have to do it but she was unsure if the back of the building was included in the plans.

Mr. Leahy stated that the conversation area is on the plan but the clean up in the back is not. He went on to say that they would have no problem with a stipulation for that area. Ms. Finnigan confirmed that should be a stipulation then.

The motion to recommend amended Site Review approval with the following stipulation passed unanimously:

- 1) The applicant shall clean up the rear of the property and remove all trash, litter and carriages.

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C. The application of **Parade Office, LLC, Owner**, for property located at **195 Hanover Street**, wherein Site Plan Review Approval is requested to construct a 200 ± space parking lot, with sidewalks and related paving, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Plan 125 as Lot 1 and lies within the Central Business B and Historic District.

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION:

Patrick Crimmins, P. E, of Appledore Engineering, appeared for the applicant. Also present was Tim Levine. Mr. Crimmins stated this was a 200 space municipal service parking lot. He handed out an amended application showing the City of Portsmouth as the applicant as they will be leasing the lot. They have had multiple meetings with staff. On February 2nd, they met with staff to review the Site Plan and get preliminary feedback; on February 11th they attended the Parking Committee and Traffic & Safety Committee Meetings where they received positive recommendations; on February 24th they met with DPW staff to review the details of the plans; and this morning they met with staff at the pre-TAC meeting. The revised plans which he handed out included the revisions from the meeting with DPW on February 24th and the pre-TAC meeting this morning.

Mr. Crimmins explained that the parking lot is bounded by Deer Street to the north, Portwalk Place to the East, Maplewood Street to the west and Hanover Street to the south. Vehicles will enter Portwalk Place from Deer Street and drive down looking for a spot or using the hotel/conference center drop off areas. They would then enter the parking lot at the entrance on the south end of Portwalk Place. The entrance will be equipped with a ticket machine and a gate, protected by bollards, and an automated "Lot Full" sign. Signage at the entrance will include a parking lot directional sign labeled "Credit Card Payment Only" and "Do Not Enter" signs facing the interior of the lot so that people will not try to exit out of the entrance. Cars will leave the lot via the exit located at the north end of Portwalk Place, which will be equipped with a credit card payment device. That device will have a call box that will connect back to the Hanover Parking garage in case somebody is stuck. The exit will also be equipped with a gate and "Do Not Enter" signs on the back side along Portwalk Place. It will also have a "Right Turn Only" sign and a "Right Turn" painted arrow.

Mr. Crimmins reviewed the site features. The parking lot is 200 spaces and includes 1 motorcycle pad space. There is a bike rack located on the south end of the parking lot next to the entrance. The parking lot is equipped with three light pole bases that have 4 fixture heads. A revised photometric plan which included lighting levels from the existing street lights was sent to David Desfosses at DPW that morning and was also included in the packet which was submitted to the Committee.

Mr. Crimmins stated that drainage will mimic existing drainage patterns. At the intersection of Deer and Maplewood and Hanover and Maplewood, each outlet will be equipped with a treatment device. The perimeter of the parking lot will be landscaped with trees and lawn area. The tree species were previously approved by the Trees and Greenery Committee as part of their original approval.

Mr. Desfosses asked if they have 3-phase power across the street. Mr. Crimmins stated he will make sure that gets on the plan. Mr. Desfosses felt if the gates don't need 3 phase power they might want to just spec regular 120-240. There are only 12 heads so they may not need the 3-phase power. They should have a talk with their lighting person to make sure they are doing the right thing. Ms. Desfosses indicated that the lights seem fine.

Mr. Taintor wanted to highlight that there may be some issues that need to have Historic District approval. All of the structures are fairly small but they might want to review them and determine if any will require HDC approval. Those may include the machines, light poles, and bike rack.

The Chair asked if there was anyone wishing to speak to, for or against the application.

Attorney Jonathan Springer, representing the Sheraton Portsmouth Hotel, who is an abutter, addressed the Committee. He had a few questions. He asked what the relationship was between the applicant, Parade Office, LLC, and Parade Residence Hotel, LLC, which he understands is a separate entity developing the Portwalk Project across the street. That led to his second question of whether there was an agreement between the two entities whereby any spaces will be designated for the sole and exclusive use of the Portwalk project, and especially the conference center. Attorney Springer also asked about the status of the Parking Agreement with the City to manage this lot. He also wanted to know if there is a construction time table for this.

Ms. Crimmins confirmed that there are two separate ownerships. There is no agreement currently in place between the two lots. Mr. Taintor clarified that Attorney Springer was asking whether there was a relationship between the two entities. Mr. Crimmins stated that Cathartes Private Investments is part of the ownership teams for both entities. There is no dedication of any parking spaces to either entity. The project is proposed to be constructed this spring and finished by late spring or early summer. The City Council has granted the City Manager authorization to negotiate a lease with the team and they are currently in negotiations with the City.

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 for this matter.

DISCUSSION AND DECISION OF THE COMMITTEE:

Mr. Desfosses made a motion to recommend Site Review approval. Ms. Finnigan seconded the motion.

Mr. Desfosses stipulated that there be a final review of lighting and equipment systems by DPW.

Mr. Taintor stipulated that the application is subject to the actual execution of a lease with the City to make sure it is a City project rather than a private development project.

The motion to recommend Site Review Approval passed unanimously with the following stipulations:

1. DPW shall complete a final review of the lighting and equipment systems.
2. The application shall be subject to the execution of a lease with the City to reflect that this is a City project, rather than a private development project.

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III. ADJOURNMENT was had at approximately 2:18 pm.

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Respectfully submitted,

Jane M. Shouse
Administrative Assistant