

**SITE PLAN REVIEW TECHNICAL ADVISORY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE**

**CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE**

2:00 PM

December 6, 2022

MINUTES

MEMBERS PRESENT:

Peter Stith, Chairperson, Principle Planner; David Desfosses, Construction Technician Supervisor; Patrick Howe, Deputy Fire Chief; Shanti Wolph, Chief Building Inspector; Peter Britz, Environmental Planner; Nicholas Cracknell, Principal Planner;; Zachary Cronin, Assistant City Engineer, Eric Eby, Parking and Transportation Engineer (Virtual); Mike Maloney, Deputy Police Chief

MEMBERS ABSENT:

ADDITIONAL

Beverly Mesa Zendt, Planning Director; Stefanie Casella, Planner 1, Kate Homet, Associate Environmental Planner

STAFF PRESENT:

Chairman Stith noted that Mr. Eby would be participating via Zoom.

I. APPROVAL OF MINUTES

- A.** Approval of minutes from the November 1, 2022 Site Plan Review Technical Advisory Committee Meeting.

[0:23] The Committee voted to approve the minutes as presented.

Motion: P. Howe, Second: P. Britz. Motion passed all in favor.

[0:34] Chairman Stith noted that the applications listed in items A-C would be postponed to a future meeting. Chairman Stith introduced item D.

II. OLD BUSINESS

- A. REQUEST TO POSTPONE** The application of **Banfield Realty, LLC, (Owner)**, for property located at **375 Banfield Road** requesting Site Plan review approval to demolish two existing commercial buildings and an existing shed and construct a 75,000 s.f.

industrial warehouse building with 75 parking spaces as well as associated paving, stormwater management, lighting, utilities and landscaping. Said property is shown on Assessor Map 266 Lot 7 and lies within the Industrial (I) District. (LU-20-259)

REQUEST TO POSTPONE

The Committee postponed consideration to the January meeting.

- B.** The request of **Frederick J. Bailey III & Joyce Nelson (Owners)**, and **Tuck Realty Corporation (Applicant)**, for properties located at **212, 214, and 216 Woodbury Avenue** requesting Preliminary and Final Subdivision Approval for a Lot Line Relocation to create the following lots: Proposed Lot 1 to be 60,025 square feet of lot area where 26,012 square feet are existing, Proposed Lot 2 to be 12,477 square feet of lot area where 29,571 square feet are existing, and Proposed Lot 3 to be 7,917 square feet of lot area where 24,836 square feet are existing. No changes in street frontage are proposed. Said properties are located on Assessor Map 175 Lots 1, 2, and 3 and lie within the General Residence A (GRA) District. (LU-22-129)

The Committee postponed consideration to the January meeting.

- C.** The request of **Frederick J. Bailey III & Joyce Nelson (Owners)**, and **Tuck Realty Corporation (Owner and Applicant)**, for properties located at **212 Woodbury Avenue** requesting Site Plan Approval for the construction of an eight-unit condominium development consisting of four (4) single living-unit structures, two (2) two-unit structures, 18 parking spaces where are 13 required, and associated stormwater, utility and site improvements with access to the development from Boyd Street. Said properties are located on Assessor Map 175 Lot 1 and lies within the General Residence A (GRA) District. (LU-22-129)

The Committee postponed consideration to the January meeting.

- D.** The request of **Jonanthan Watson Sobel Revocable Trust (Owner)**, for property located at **49 Sheafe Street** requesting preliminary and final subdivision approval to subdivide one (1) lot with an area of 5,402 s.f. and 50.55 ft. of continuous street frontage on Sheafe Street and 22.93 feet of frontage on Custom House Court into two (2) lots as follows: Proposed lot 1 with an area of 1,855 s.f. and 22.93 ft. of continuous street frontage on Custom House Court; and Proposed Lot 2 with an area of 3,548 s.f. and 50.55 ft of continuous street frontage on Sheafe Street. Said property is shown on Assessor Map 107 Lot 21 and lies within the CD4 and Historic Districts. (LU-22-179)

SPEAKING TO THE APPLICATION

[2:30] John Chagnon of Ambit Engineering as well as the property owner came to present this application. Chairman Stith noted that the main outstanding item was the addressing issue which Mr. Howe was able to go and do a site visit to confirm. A plan was included for DPW to show the water service in the packet. The applicant intends to go forth to the December Planning Board meeting.

PUBLIC HEARING

[3:42] Chairman Stith opened it up for public comment. No one spoke. The public comment was closed.

DISCUSSION AND DECISION OF THE BOARD

[3:55] The Committee voted to recommend approval to the Planning Board at the December meeting with the following condition:

1. The water line shall be installed and functioning before subdivision is recorded at the registry.

Motion: P. Howe. Second: D. Desfosses. Motion passed all in favor.

- E.** The request of **One Market Square LLC (Owner)**, for property located at **1 Congress Street** requesting Site Plan Review approval for the partial demolition and expansion of the existing structure to construct a 3-story building with 58,780 square feet of gross floor area, 12,080 square foot building footprint, 13 parking spaces, and associated onsite and offsite improvements. Said property is shown on Assessor Map 117 Lot 14 and lies within the Character District 4 (CD4), Character District 5 (CD5), Downtown Overlay (DOD), and Historic District. (LU-22-12)

SPEAKING TO THE APPLICATION

[4:32] Chairman Stith introduced item E in the agenda and mentioned that there were no new submittals and that he wanted to talk about offsite improvements during this meeting.

John Chagnon represented this application.

Ms. Mesa Zendt stated that the public improvements associated with the site and around the site be developed then reviewed as a separate TAC application for review that will be moved along to the Parking and Traffic Safety Committee and then City Council for review. The on-site plans will be presented separately in TAC which will then proceed on the normal track to the Planning Board.

[7:45] Mr. Chagnon responded that the applicant was on board with this plan and would engage stakeholders and other departments to plan for the off-site improvements. They will be coming back to TAC next month with improvements for just the on-site application. A license plan was submitted which includes details on the identified licenses for the proposed awnings on High Street and the catenary lighting strung between buildings.

[12:05] Ms. Mesa Zendt recommended that the applicant go to the Parking and Traffic Safety Committee for the elimination of any parking along with the Arts and Nonprofits Committee for any public art.

PUBLIC HEARING

[19:47] Chairman Stith opened it up for public comment. No one spoke. The public comment was closed.

DISCUSSION AND DECISION OF THE BOARD

[19:56] The Committee voted to continue to the January meeting.

Motion: N. Cracknell, Second: P. Britz. Motion passed all in favor.

III. NEW BUSINESS

- A. The request of **Brady J. Byrd** and **Brian L. Neste (Owner)**, for property located at **184 Walker Bungalow Road & 27 Shaw Road** requesting lot line relocation to convey 3,834 square feet of area and 26 feet of frontage from lot 223/18 to lot 223/19. Said property is located on Assessor Map 223 Lot 19 and lies within the Single Residence B (SRB) District. (LU-22-224)

SPEAKING TO THE APPLICATION

[20:45] John Chagnon came to present this application and noted that the property that is 27 Shaw Road just came under new ownership. Mr. Chagnon has received authorization from the new owner whom he is now representing and the plans will be updated to reflect that change. Since last month, there have been changes made to the notes on the plan, eliminating one and adding in note 8. He also mentioned that neither Brian Neste or Brady Byrd are prepared to talk about maintenance details or ownership of the drainage system as it was not designed nor is it to be constructed by them.

[24:06] Mr. Cronin asked what lot the offsite drainage easement was for.

Mr. Chagnon responded that it was for 18-1. There exists currently a drainage facility on the southern side of 18-1 that includes an easement that was created to allow that drainage to flow through Lot 223-18 which was part of the subdivision approval for those lots.

[25:01] Mr. Britz asked if the drainage that is coming off of 18-1 was intended to go into the drainage easement he was talking about.

Mr. Chagnon responded that no, it is entirely for supporting Lot 18-1.

PUBLIC HEARING

[26:20] Chairman Stith opened it up for public comment. No one spoke. The public comment was closed.

DISCUSSION AND DECISION OF THE BOARD

[27:08] The Committee voted to recommend approval to the Planning Board at the January meeting with the following condition:

1. Applicant will update the application materials to reflect the new owner information for 184 Walker Bungalow Road and submit a new owner authorization form.

Motion: P. Howe, Second: P. Britz. Motion passed all the favor.

- B.** The request of **Torrington Brown LLC and Single Venture LLC (Owners)**, for property located at **132 & 134 Middle Street** requesting a Conditional Use Permit Approval to provide 7 parking spaces where 17 spaces are required as permitted under Section 10.1112.62 of the Zoning Ordinance Said property is shown on Assessor Map 127 Lots 11, 12 and is located within the Character District 4-L1 (CD4-L1) and Historic Districts. (LU-22-232)

SPEAKING TO THE APPLICATION

[27:26] Chairman Stith introduced the next application.

John Chagnon and Gregg Mikolaities came to present this application. It was previously approved with some differences a few years ago. Multiple approvals were extended except for the parking conditional use permit where they came to present. These are two separate lots with one building bifurcated down the middle. There is a commercial use in 184 Middle Street and the other units are residential. They will be converting the commercial to residential which would increase the residential units by one. The existing parking space requirements required 18 parking spaces with the proposed new use requiring only 17 spaces. The property has 7 on-site parking spaces, including parking on both sides of the building along with parking in the back which is accessible via an easement on State Street.

[33:05] Mr. Chagnon addressed the staff comments on this application:

1. CUP methodology is ok. Just need to be sure that all vehicles can get in and out of parking spaces on site as shown.
 - a. They believe they are able to get in and out as shown. It is tight and they are stacked but there will be coordination with tenants.
2. Consider adding more bike racks.
 - a. More bike racks have been installed on the building to hold up to four bikes. This is in addition to the two standing racks.

[35:37] Mr. Britz asked if there was any process for reserving the parking spaces or if it was first come first serve.

Mr. Chagnon responded that tenants were being asked whether or not they needed spaces and some did not have vehicles. The need to coordinate stacked parking is understood and the new tenants are fully informed of the parking situation.

PUBLIC HEARING

[39:07] Chairman Stith opened it up for public comment. No one spoke. The public comment was closed.

DISCUSSION AND DECISION OF THE BOARD

[39:24] Mr. Britz stated that he supported this application as long as the tenants are fully aware of what they are getting into. This plan supports sustainability with less cars and less congestion.

[39:43] The Committee voted to recommend approval to the Planning Board at the January meeting with the following condition:

1. Applicant will update plans to reflect the addition of an extra bike rack.

Motion: P. Britz, Second: Z. Cronin. Motion Passed all in favor.

IV. OTHER BUSINESS

V. ADJOURNMENT

The meeting adjourned at 2:41 p.m.

Respectfully submitted,

Kate E. Homet
Secretary for the Technical Advisory Committee