

**PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

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

**7:00 PM Public Hearings Begin**

**February 16, 2023**

**AGENDA**

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**REGULAR MEETING 7:00pm**

**I. APPROVAL OF MINUTES**

- A. Discussion of proposed amendments of the **December 15, 2022** minutes, and approval of the **January 19, 2023** and **January 30, 2023** meeting minutes.

**II. DETERMINATIONS OF COMPLETENESS**

**SITE PLAN REVIEW**

- A. 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 mixed-use 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. (LU-22-12)

**III. PUBLIC HEARINGS -- OLD BUSINESS**

*The Board's action in these matters has been deemed to be quasi-judicial 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.*

- A. **REQUEST POSTPONE** The request of **Liberty Mutual Insurance Co. (Owner)**, for property located at **225 Borthwick Avenue** requesting a Wetland Conditional Use Permit under section 10.1017. This project proposes shoreline stabilization work for two existing ponds on site with erosion impacts. This project proposes stabilizing the slopes with an extensive native vegetation planting plan which will occur along the slope and enhance the vegetated buffer. Said property is shown on Assessor Map 240 Lot 1 and lies within the Office Research (OR) District. **REQUEST POSTPONE** (LU-22-212)
- B. **Phase II Regulatory Amendments** – The Planning Board will consider a recommendation to City Council to adopt amendments to Article 8 Supplemental Use Standards: Section



10.440 Table of Uses, Section 10.814 Accessory Dwelling Units, and Section 10.815 Garden Cottages; Article 11 Site Development Standards: Section 10.1110 Off-Street Parking; and Article 15 Definitions related to Accessory Dwelling Units and Garden Cottages.

#### IV. PUBLIC HEARINGS – NEW BUSINESS

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- A. 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 mixed-use 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)

#### V. CITY COUNCIL REFERRALS

- A. *See item III.B. (Old Business)*

#### VI. OTHER BUSINESS

- A. **238 Deer Street LLC (Owner)**, for property located at **238 Deer Street** requesting a **1-year extension to the Planning Board Site Plan Approval** granted on March 17, 2022, and to modify the conditions of approval in the Conditional Use Permit that the expiration can coincide with the extended term of the site plan approval. (LU-20-238)
- B. **325 Little Harbor Road** – Updated Land Management Plan
- C. Chairman Updates and Discussion Items
- D. General Update of Planning Board Rules and Procedures
- E. Board Discussion of Regulatory Amendments, Master Plan and Other Matters

#### VII. ADJOURNMENT

*\*Members of the public also have the option to join this meeting over Zoom. A unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*

[https://us06web.zoom.us/webinar/register/WN\\_yALGNh0WSB2451cYdwULFg](https://us06web.zoom.us/webinar/register/WN_yALGNh0WSB2451cYdwULFg)



City of Portsmouth  
Planning Department  
1 Junkins Ave, 3<sup>rd</sup> Floor  
Portsmouth, NH  
(603)610-7216

## Memorandum

To: Planning Board  
From: Peter Stith, Planning Manager  
Date: February 16, 2023  
Re: Recommendations for the February 16, 2023 Planning Board Meeting

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### I. APPROVAL OF MINUTES

A. Approval of the December 15, 2022 minutes.

*\*Revised minutes reflecting Member Hewitt's comments are included in the packet for consideration.*

B. Approval of January 19, 2023 minutes.

C. Approval of January 30, 2023 minutes.

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#### Planning Department Recommendation

1) Board members should determine if the draft minutes include all relevant details for the decision making process that occurred at the December 15, 2022 meeting and vote to approve meeting minutes with edits if needed.

2) Board members should determine if the draft minutes include all relevant details for the decision making process that occurred at the January 19, 2023 meeting and vote to approve meeting minutes with edits if needed.

3) Board members should determine if the draft minutes include all relevant details for the decision making process that occurred at the January 30, 2023 meeting and vote to approve meeting minutes with edits if needed.

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## II. DETERMINATION OF COMPLETENESS

### SITE PLAN REVIEW

- A. 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 mixed-use 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.

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#### Planning Department Recommendations

- 1) *Vote to determine that the application is complete according to the Site Plan Review Regulations, (contingent on the granting of any required waivers under Sections III and IV of the agenda) and to accept the application for consideration.*
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### III. PUBLIC HEARINGS – OLD BUSINESS

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that issue should be raised at this point or it will be deemed waived.*

**A. REQUEST TO POSTPONE** The request of **Liberty Mutual Insurance Co. (Owner)**, for property located at **225 Borthwick Avenue** requesting a Wetland Conditional Use Permit under section 10.1017. This project proposes shoreline stabilization work for two existing ponds on site with erosion impacts. This project proposes stabilizing the slopes with an extensive native vegetation planting plan which will occur along the slope and enhance the vegetated buffer. Said property is shown on Assessor Map 240 Lot 1 and lies within the Office Research (OR) District. (LU-22-212) **REQUEST TO POSTPONE**

#### Application Status

The applicant has indicated they are still working on the state permit and anticipate being ready for the March Planning Board meeting.

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#### Planning Department Recommendation

*Vote to postpone to the March meeting.*

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### III. PUBLIC HEARINGS – OLD BUSINESS

*The Board's action in these matters has been deemed to be quasi-judicial 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.*

- B. Phase II Regulatory Amendments** – The Planning Board will continue the public hearing and consider a recommendation to City Council to adopt amendments to Article 8 Supplemental Use Standards: Section 10.440 Table of Uses, Section 10.814 Accessory Dwelling Units, and Section 10.815 Garden Cottages; Article 11 Site Development Standards: Section 10.1110 Off-Street Parking; and Article 15 Definitions related to Accessory Dwelling Units and Garden Cottages.

#### **Project Background**

On February 7, 2022, the City Council established the Land Use Committee to look at diversifying land use regulations within the City. As part of the first package of amendments, the Land Use Committee has focused on advancing the citywide housing goals identified by City Council in their 2022-2023 Goals. These objectives were refined on February 27, 2022 and include:

1. Increase diversity of housing types and price points;
2. Remove regulatory barriers for housing diversification in neighborhoods (ADUS) with context sensitive design and consideration to impacts to traffic, on street parking and other infrastructure impacts;
3. Restructure incentives to deliver greater public benefit in workforce housing construction; and
4. Identify and maximize partnerships, coalitions, and funding opportunities to deliver affordable housing.

#### **Regulatory Amendment Work Plan and Phase 1 Amendments**

On April 9, 2022, the Land Use Committee approved transmittal of the draft 2021 Regulatory Amendment Work Plan to City Council. The City Council approved the Regulatory Work Plan on April 18, 2022. The work plan consists of three phases:

1. **Phase 1: Code Clean-Up – Building Height Standards. Adopted**  
*Purpose: Improve regulatory implementation and align with legislative intent. Eliminate ambiguous sections that result in unintended consequences.*
2. **Phase 2: Accessory Dwelling Unit Amendments (ADUs) Under Consideration**  
*Purpose: Remove barriers and expand the number of eligible properties for ADUs and Senior Housing Facilities.*
3. **Phase 3: Incentive Amendments Anticipated Drafts in 2023**

*Purpose: Adjust incentives to place a higher emphasis on Workforce Housing.*

### **Phase 2 Public Involvement Summary Report**

On July 11, 2022, staff presented a Public Involvement Summary Report to City Council. The Summary Report provided an overview of outreach that had taken place in the spring of 2022 and was developed to inform regulatory amendments. The report identified the first two phases of outreach summarized below.

1. **Small Focus Group Meetings.** Four meetings took place over the course of two weeks from June 9th to June 15th when staff and a representative/moderator from the Land Use Committee met with representatives from four groups of stakeholders:
  - Previous applicants,
  - Architects,
  - Engineers, and
  - Neighborhood representatives.
2. **ADU Direct Abutter Survey.** A survey was distributed to over 200 direct abutters of approved ADUs built within the last five years.

### **Key Themes**

The following key themes were identified in response to public outreach and were summarized in the Public Involvement Summary Report.

1. Process navigational support is needed.
2. Dimensional relief is both an obstacle and a protection.
3. There is considerable cost and risk in the process, and this is a deterrent.
4. Regulations for ADUs need to be clear and implementable.
5. Foremost among abutters concerns are: parking, short term rentals, neighborhood character, and buffering and separation.
6. Abutters were generally positive about ADU's.

The third phase of public involvement will take place through public meetings and public hearings. This phase has included public input provided in the Land Use Committee.

### **Phase 2 Amendments Timeline | Land Use Committee Review and Recommendation**

The Land Use Committee reviewed public input provided in the Public Involvement Summary Report on July 1, 2022, the product of outreach to stakeholders, ADU abutters, and subject matter experts. On August 5, 2022, the

Land Use Committee began their work to develop draft ADU amendments to address City Council adopted goals. Between August and November, the Land Use Committee received significant public input and has continued to work with consultant Rick Taintor to respond to public input in the refinement of ADU regulations. On November 4, 2022, the Land Use Committee finalized recommended amendments and forwarded those to City Council for referral to the Planning Board.

- On November 14, the City Council referred draft regulations to the Planning Board for a recommendation.

### **Planning Board Review**

The Planning Board held a Public Hearing on January 30, 2023 and voted to continue the hearing until the February meeting. A revised draft is included in your packet addressing the comments from the public and Board members made on the 30<sup>th</sup>. The revisions include the following:

- **10.814.30 – Parking:** No change to the minimum requirement of requiring one space per ADA and two spaces per single family structure for a total of three (3) spaces. Note that four (4) spaces would no longer be required as the maximum size of the ADU is proposed to be no greater than 750 SF (see below).
- **10.814.32 – ADU Size:** Restricting the maximum size of an ADU to 750 SF and changing the measurement calculation from gross floor area (GFA) to gross living area (GLA). Note that GFA is retained for the size of the building within which the ADU is located. We also added a new definition for GLA.
- **10.814.435 - Subordination Requirements:** There was a question as to whether the 75% standard for subordination would conflict with the State's requirement to allow AADUs up to 750 sq. ft. However, the 75% standard only applies to DADUs, which the State law does not require communities to permit.
- **10.814.50 – Architectural Standards:** Modifying the standard to architecturally consistent with or “similar in appearance to” the existing principal building. Additional modifications to clarify the intention of maintaining consistency without requiring verbatim building designs or details.
- **10.814.60 – Review and Approval Process:**
  - 611 – added a reference to “sign” and requirement for certified mail to abutters within 100 feet of the property.
  - 612 – added a new provision allowing anyone to comment within the 30-day notice period.
  - 614 – added a requirement that the Planning Director not approve the ADU application before the end of the notice period.
- **10.814.70 – Post-Approval Requirements:**
  - The requirement for an affidavit of owner-occupancy is moved from 10.814.22 to 10.814.71 so that both recording requirements are in the same place.

- The requirement for annual renewal of the certificate of use is moved from 10.814.72 to a new 10.814.73, and the reference to violations and penalties is added.

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**Planning Department Recommendation**

- 1) *Vote to recommend approval of the zoning ordinance amendments to City Council.*
  - 2) *Vote to recommend approval of the zoning amendments to City Council as amended.*
  - 3) *Vote to continue the Public Hearing to March 16, 2023.*
- 

**IV. PUBLIC HEARINGS – NEW BUSINESS**

*The Board's action in these matters has been deemed to be quasi-judicial 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.*

- C.** 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 mixed-use 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)



### **Project Background**

The proposed project includes construction of a mixed-use building addition on the back of the existing buildings located at 1 and 3 Congress Street where a surface parking lot currently exists. In February of 2022 Map 117 Lot 14 and Lot 15 were voluntarily merged to create 1 lot in advance of filing for site plan approval for the proposed project. The newly merged lot is split zoned, CD5 and CD4. The applicant was before the Planning Board on April 21, 2022 for Design Review. Originally proposed as a hotel, the current proposal is a mixed-use building with retail and restaurant use on the first floor, office on the second and residential on the upper floors with 18 units. The basement level will have access from Haven Court and will provide 23 parking spaces. The property is located in the Downtown Overlay District where commercial and office uses do not require off-street parking. The 18 units require 22 spaces, which include 4 guest spaces.

The existing condition where the addition is proposed is a surface parking lot where current stormwater runoff is not treated. The proposed development will provide stormwater treatment to runoff from the new buildings and surface pedestrian ways via stormwater filtration treatment. The stormwater management system is described in further detail in the enclosed Drainage Analysis.

The project also includes on-site and off-site improvements including wide sidewalks, roadway improvements, community space, lighting, landscaping, and utilities. As the submission letter states, the applicant is proposing significant off-site improvements to High Street, Ladd Street and Haven Court. The other off-site improvements will be reviewed by TAC for a non-binding recommendation to the City Council.

### **Project Review, Discussion, and Recommendations**

The project has been before the Technical Advisory Committee and the Historic District Commission. See below for details.

#### **Historic District Commission Review**

The Historic District Commission, at its regularly scheduled meeting of Wednesday, August 3, 2022, considered the application and voted to grant the Certificate of Approval.

#### **Technical Advisory Committee Review**

The Technical Advisory Committee, at its regularly scheduled meeting of Tuesday, January 3, 2023, considered the application for Site Plan Approval. As stated above, the Committee recommended the applicant separate the off-site improvements from the plan on-site construction and advised the applicant to come back before

TAC to review the off-site improvements before seeking approval from the City Council. The Committee voted to recommend Site Plan Approval to the Planning Board with the following conditions:

**Conditions to be satisfied prior to the Planning Board Submittal date:**

- 1) *Applicant and project team will meet with the Planning staff to discuss the zoning compliance table.*
- 2) *Pole lights will be removed and the replacement fixtures will be reviewed and approved by Public Works Department.*
- 3) *Any utility work that is necessary to construct a fully operational building will need to be reviewed and approved by the Public Works Department.*

**Subsequent to Planning Board approval but prior to Building Permit issuance:**

- 1) *Prior to issuance of building permit the proposed off-site improvement for High Street and Ladd Street and Haven Court will be reviewed and approved authorized by the City entity to ensure building, pedestrian, vehicular, and emergency vehicle safety.*

The updated submission, as provided to the Planning Board, satisfies all stipulations above with the exception of number 3) and those identified as *Subsequent to Planning Board approval but prior to Building Permit issuance.*

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**Planning Department Recommendation**

**Site Plan Approval**

1) *Vote to find that the Site Plan Application meets the requirements set forth in the Site Plan Regulations Section 2.9 Evaluation Criteria and adopt the findings of fact as presented.*

*(Alt.) Vote to find that the Site Plan Application meets the requirements set forth in the Site Plan Regulations Section 2.9 Evaluation Criteria and adopt the findings of fact as amended.*

2.) *Vote to grant Site Plan Approval with the following conditions:*

*Conditions to be satisfied subsequent to final approval of site plan but prior to the issuance of a building permit or the commencement of any site work or construction activity:*

- 2.1) *The site plan, and any easement plans and deeds shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*
- 2.2) *The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City's Legal and Planning*

*Departments.*

- 2.3) *The applicant shall agree to pay for the services of an oversight engineer, to be selected by the City, to monitor the construction of improvements within the public rights-of-way and on site.*
- 2.4) *Any site development (new or redevelopment) resulting in 15,000 square feet or greater ground disturbance will require the submittal of a Land Use Development Tracking Form through the Pollutant Tracking and Accounting Program (PTAP) online portal. For more information visit <https://www.cityofportsmouth.com/publicworks/stormwater/ptap>*
- 2.5) *Prior to issuance of building permit the proposed off-site improvements for High Street and Ladd Street and Haven Court will be reviewed and approved authorized by the City entity to ensure building, pedestrian, vehicular, and emergency vehicle safety.*
- 2.6) *Any utility work that is necessary to construct a fully operational building will need to be reviewed and approved by the Public Works Department.*

*Prior to the issuance of a Certificate of Occupancy or release of the bond:*

- 2.7) *The Engineer of Record shall submit a written report (with photographs and engineer stamp) certifying that the stormwater infrastructure was constructed to the approved plans and specifications and will meet the design performance.*
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**V. CITY COUNCIL REFERRALS**

Phase II Amendments on the Accessory Dwelling Units. Continue public hearing and discussion on proposed amendments. (See Item B under Old Business)

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## **VI. OTHER BUSINESS**

- A.** 238 Deer Street, LLC for property located at 238 Deer Street requesting a 1-year extension of the Site Plan approval granted on March 17, 2022 and to modify the conditions of approval of the Conditional Use Permit granted on February 17, 2021. (LU-20-238)

### **Project background**

As stated in the applicant's memo, a Conditional Use Permit was granted on February 17, 2021 to allow no on-site parking spaces where 12 were required. Subsequent approvals from the Zoning Board and Historic District Commission were granted later in 2021 and the Site Plan approval was granted in March 2022. The applicant is requesting to amend the conditions of approval to allow the CUP to track with the site plan extension request. The parking CUP will expire on Friday, February 17, 2023 and would require the applicant to seek a new CUP for no on-site parking if the request is not granted.

10.246.10 A conditional use permit shall expire unless a building permit is obtained within a period of one year from the date granted, unless otherwise stated in the conditions of approval. The Board may, for good cause shown, extend such period by as much as one year if such extension is requested and acted upon prior to the expiration date. No other extensions may be requested.

Section 2.14 of the Site Plan Review Regulations provides that the Planning Board may, for good cause shown, extend such period by as much as one (1) year if requested and acted upon prior to the expiration date.

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### **Planning Department Recommendation**

- 1) Vote to grant a one-year extension to the Planning Board Approval of the Site Plan and amend the conditions of approval for the Conditional Use Permit as requested.*
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## **VI. OTHER BUSINESS**

### **B. 325 Little Harbor Road – Land Management Plan Update**

#### **Project background**

The Planning Board, granted a Wetland Conditional Use Permit on April 21, 2022, to replace the existing single family structure, carriage house, shed, barn, and paddock; construct a garage, pool, pool cabana playground; and renovate the existing barn and shed with all associated electric, gas, water, and sewer updates as required on private property and within the public right of way resulting in 195,656 S.F. of impact in the tidal buffer area and 17, 189 S.F. of temporary impact to in the tidal wetland area. The following conditions were part of the approval:

2.a) For each review identified and provided for in the Land Management Plan, an update and report of findings will also be provided to the Planning Board.

2.b) There will be an inspection and report submitted to the Planning Board on the bridge status and safety every 5 years.

See attached memo from Kate Homet, Associate Environmental Planner for additional information and the updated management plan. No action by the Board is required.

### **C. Chairman's Updates and Discussion Items**

### **D. Planning Board Rules and Procedures**

#### **Background**

The Board has had discussion about amending the Rules and Procedures over the course of this year. This is an opportunity for continued discussion of changes to the rules. The Chair has provided a marked up copy of the procedures for the Board to consider.

### **E. Board Discussion of Regulatory Amendments and Other Matters**

## **VII. ADJOURNMENT**

**REGULAR MEETING  
PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

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

**6:00 PM**

**December 15, 2022**

**MINUTES**

**MEMBERS PRESENT:** Rick Chellman, Chairman; Corey Clark, Vice Chair; Karen Conard, City Manager; Joseph Almeida, Facilities Manager; Assistant City Engineer; Beth Moreau, City Councilor; Greg Mahanna; Peter Harris; James Hewitt, Members; Andrew Samonas, Alternate

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**ALSO PRESENT:** William McQuillen, Fire Chief; Mark Newport, Police Chief; Judie Belanger, Director of Finance; Peter Rice, Director of Public Works, Brian Goetz, Deputy Director of Public Works, Christine Friese, Library Director; Nathan Lunney, School Department Business Administrator; Todd Henley, Recreation Director; Alan Brady, Technology Director; Peter Stith, Principal Planner; Beverly M. Zendt, Planning Director; Peter Britz, Environmental Planner; Stefanie Casella, Planner 1

**MEMBERS ABSENT:** Jayne Begala

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**REGULAR MEETING 6:00pm**

\*Items in brackets [] denote timestamps of the recording

[5:45] Chairman Chellman opened up the December 15th, 2022 Planning Board meeting.

**I. PRESENTATIONS**

- A. Receive a presentation and consider a recommendation to the City Council to adopt the proposed **FY2024- 2029 Capital Improvement Plan**.

[7:22] Karen Conard, the City Manager, provided a brief overview of what the CIP is, the annual process to address CIPs, the different project sections, and the appendices which includes citizen requested projects, state projects, a studies list, a historic document restoration index and maps. A brief overview was given of the different funding sources for the CIP as well as a breakdown

of the numbers for the current CIP process. A new approach was taken this year to highlight the process of citizen requests which was to separate citizen requests into two categories: those eligible for the CIP and those that would be better suited by a different process. The timeline for this CIP includes the public comment session of the current Planning Board meeting, a presentation to the City Council on January 18th, 2023, a public hearing at City Council on February 6th, 2023 and the adoption of the CIP at City Council on March 6th, 2023.

Each department head presented their own sections.

[13:40] Fire Chief William McQuillen introduced the CIP projects for his department, these included:

Vehicles and Equipment:

1. An ambulance replacement program
2. A vehicle replacement for a fire engine
3. A vehicle replacement for a tower ladder on a fire engine
4. A vehicle replacement for a fire engine
5. Personal protective clothing replacement
6. Self-contained breathing apparatus (SCBA) replacement
7. Cardiac monitors

[17:22] Buildings and Infrastructure:

1. Fire station security upgrades

[39:32] Information Systems:

1. Fire Department software upgrade

[16:08] Police Chief Mark Newport introduced the CIP projects for his department, these included:

Vehicles and Equipment:

1. Police body cameras

[17:57] Buildings and Infrastructure:

1. New police facility - land acquisition placeholder amount
2. New police department facility
3. Police deficiencies and repair project

[16:55] Director of the Department of Public Works Peter Rice introduced the CIP projects for his department, these included:

Vehicles and Equipment:

1. Brine equipment

[31:50] Buildings and Infrastructure:

1. Outdoor pool aquatic upgrades and pool house
2. Community Campus facility needs



3. Citywide park and monument improvements
4. Citywide tree and public greenery program
5. Prescott Park Master Plan implementation
6. Prescott Park facilities capital improvements
7. City Hall HVAC improvements
8. Recycling and Solid Waste Transfer Station including a swap shop
9. Historic cemetery improvements
10. Citywide retaining walls repair and improvements
11. Sound barriers in residential areas along I-95
12. Citywide facilities capital improvements
13. Downtown aerial utilities undergrounding
14. Level 2 and level 3 electric vehicle charging station
15. Foundry place parking offices
16. Mechanic Street wharf/pier replacement

[40:52] Transportation Management:

1. Parking lot paving
2. Parking meters

[43:45]

3. Wayfinding system
4. Greenland Road/Middle Road corridor bicycle/pedestrian improvements

[44:55]

5. Sagamore Avenue crosswalk
6. Citywide sidewalk reconstruction program
7. Citywide traffic signal upgrade program
8. Citywide intersection improvements
9. Russell/Market intersection upgrades
10. Railroad crossings
11. Citywide bridge improvements
12. Cate Street bridge replacement
13. Coakley-Borthwick connector roadway
14. Traffic calming
15. Street paving, management, and rehabilitation
16. Pease International Tradeport roadway rehabilitation
17. Junkins Avenue improvements
18. Pinehurst Road improvements
19. Madison Street roadway improvements

Deputy Director of the Department of Public Works, Brian Goetz introduced the CIP projects for the water division, these included:

[49:02} Enterprise Funds:

1. Annual water line replacement
2. Well stations improvements
3. Reservoir management
4. New groundwater source

5. Water storage tanks improvements
6. Madbury Water Treatment Plant - facility repair and improvements
7. Greenland well treatment
8. Dover water emergency interconnection
9. Annual sewer line replacement

Director of the Department of Public Works Peter Rice and Deputy Director of the Department of Public Works Brian Goetz introduced the following Sewer Division projects:

[53:09] Enterprise Funds:

1. Pease Wastewater Treatment Facility
2. Wastewater reuse at Pease WWTF
3. Long term control plan related projects
4. Wastewater pumping station improvements
5. Woodbury Avenue sewer separation
6. Sewer service funding for Sagamore Avenue area sewer extension
7. Mechanic Street pumping station upgrade
8. Peirce Island Wastewater Treatment Facility

[57:44] Combined Funding (All DPW):

9. Fleet Street utilities upgrade and streetscape
10. Edmond Avenue
11. Citywide storm drainage improvements
12. Chapel Street
13. DPW complex improvements
14. Creek neighborhood reconstruction
15. Islington Street improvements
16. Union Street reconstruction

[20:42] Library Director Christine Friese introduced the CIP projects for her department, these included:

[20:42] Buildings and Infrastructure:

1. Library courtyard renovation

Business Administrator of the School Department Nathan Lunney introduced the CIP projects for his department, these included:

[21:27] Buildings and Infrastructure:

1. School facilities capital improvements
2. Elementary schools upgrade
3. Fit-up of community campus space for RJ Lister Academy

Finance Director Judie Belanger introduced the CIP projects for her department, these included:

[24:24] Buildings and Infrastructure:

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1. Permanent record storage facilities
2. Restoration of historic documents including restoration, preservation and scanning
3. Disposition of municipal records

[40:16] Information Systems:

1. Financial software upgrade

Planning Director Beverly Mesa Zendt introduced the CIP projects for her department, these included:

[26:47] Buildings and Infrastructure:

1. Land acquisition
2. Historic district guidelines
3. Trail development projects
4. Groundwater study to identify impacts
5. City of Portsmouth master plan update

[41:11] Transportation Management:

1. Hampton branch rail trail (NH Seacoast Greenway)
2. Bicycle/Pedestrian Plan implementation
3. Market Street side path
4. US Route 1 new side path construction
5. US Route 1 crosswalks and signals
6. Elwyn Park traffic calming and pedestrian improvements
7. Borthwick Avenue bike path

[44:23]

8. Market Square upgrade

[28:15] City Manager Karen Conard introduced a CIP project for the Planning Department:

1. A placeholder for the McIntyre federal office building redevelopment

Recreation Director Todd Henley introduced the CIP projects for his department, these included:

[29:25] Buildings and Infrastructure:

1. Indoor pool facility needs
2. South Mill Pond playground
3. Existing outdoor recreation field and facility improvements
4. Additional outdoor recreation fields
5. Greenland Road recreation facility
6. Citywide playground improvements
7. Leary Field - bleachers/grandstands

Technology Director Alan Brady introduced the CIP projects for his department, these included:

[37:30] Information Systems:

1. Information technology upgrades and replacements

2. Expansion and improvement of network
3. Cybersecurity enhancements
4. Document management system

[1:01:16] Chairman Chellman opened up the floor for discussion of the CIP presentation by Planning Board members.

Mr. Hewitt inquired about the Cate Street bridge's capability to handle Fire Department trucks, if there was a certain parcel that the Police Department had in mind for acquiring land for the new department building and if the \$250,000 already allocated to sound barrier development by DPW could be used for streets near the New Franklin School. Mr. Hewitt asked who the private partner was for the Pease Wastewater Treatment Facility upgrades.

Fire Chief McQuillen stated that the Cate Street bridge is not currently able to support the weight of a fire truck. Police Chief Newport responded that they have multiple locations in mind for the new police department building. DPW has reached out to the NHDOT about sound barriers by New Franklin and they said they cannot build on DOT land but staff will be looking for alternative locations such as City land. The private partner for the Pease Wastewater Treatment Facility is Lonza Biologics.

[1:10:33] Mr. Samonas asked about the bike/pedestrian implementation plan update and what would occur if more funding was needed for projects that were not covered under the expenses from the CIP.

Mr. Rice responded that they would have to go back to the City Council for any projects that needed additional funding.

[1:12:05] Chairman Chellman asked the City Manager if she could explain what the term placeholder meant when it involved some of the projects presented.

Ms. Conard responded that those projects were left as a placeholder for projects that are in the works but do not yet have cost estimates. New public meetings would occur when those projects do come forward with a cost estimate.

[1:13:09] Councilor Moreau asked Mr. Brady if \$50,000 for IT security was enough. She asked Mr. Goetz if there was more grant funding for the emergency line between Portsmouth and Dover. She asked Mr. Rice how close the City was to finishing the Sewer Separation Project and why the Peirce Island facility needs improvements if it is relatively new.

Mr. Brady responded that it would be difficult to estimate the needed dollar amount until the project starts so this was their safe estimate. Mr. Goetz responded that yes they intend to continue seeking out grant funding. Mr. Rice responded that they are more than  $\frac{3}{4}$  of the way there but much of that was low-hanging fruit and it is a long-term plan. Mr. Rice mentioned that after a number of years of experience running the Peirce Island plant they have recognized a necessity for a third solid waste press system as a long-term need of the facility that would be beneficial if one of the existing two were to fail.

[1:16:56] Mr. Harris asked if the request for the traffic calming in certain neighborhoods could be further requested by local residents in the neighborhood.

Mr. Rice responded that those types of citizen requests should be directed towards the Parking, Traffic and Safety Committee.

[1:18:32] Mr. Hewitt asked Mr. Rice why the Russell and Market intersection plan had changed from a roundabout a few years ago to the current Y-intersection plan and increased funding with the NHDOT no longer helping to fund the project and why the developer shared funding decreased.

Mr. Rice responded that the change in price from the past plan was due to past estimates being tied to previous developments and the current developments were more reflective of the availability of costs. An easement was identified in an upcoming plan for development on Russell Street in case a roundabout is the desired outcome for that intersection. Mr. Rice mentioned that he was not familiar with the NHDOT funding commitment for the project.

[1:21:56] Chairman Chellman opened up the public hearing for the Capital Improvement Plan.

Dixon Turner of 1020 Woodbury Avenue spoke for the need for traffic calming and increased pedestrian safety along Woodbury Avenue near the Frank Jones Farm and Creek neighborhoods.

Barbara McMillan of 84 Hillside Drive spoke on behalf of the Conservation Commission in support of the land acquisition fund project.

Monique Tuner of 1020 Woodbury Avenue spoke for the need for traffic calming and decreased traffic speed along Woodbury Avenue.

Justin Richardson of 586 Woodbury Avenue spoke for the need for traffic calming measures on Woodbury Avenue and increased pedestrian safety in the area.

Lenore W. Bronson of 828 Woodbury Avenue for the need for traffic calming measures on Woodbury Avenue and increased pedestrian safety in the area and the need for more input from local neighborhood residents for these projects and future funding plans.

Petra Huda of 280 South Street was concerned about the exact amount of funding needed for the Community Campus, the increased funding needs for the outdoor pool and Prescott Park, concern for parking spaces being converted to offices in the Foundry Garage, concern for the timeline of paving of Pease roads, questioned if the Federal Government should be responsible for cleaning up PFAS in the Greenland well or residents of Portsmouth, asked if there are any updates for the Union Street and Willard Avenue project that has money previously attributed to it and where that has gone to.

Elizabeth Bratter of 159 McDonough Street expressed concern for increasing money for the Peirce Island water treatment facility when there could be future impacts from climate change that may need to be addressed.

[1:47:04] Chairman Chellman closed the public hearing.

[1:47:18] Mr. Hewitt asked if this meeting was an opportunity for staff to bring up a new project and if so, a water system master plan update should be considered as a placeholder project.

Mr. Goetz responded that they have money currently for this and grant money from the State that is for updating the south end of the system. The plan has continuously been updated with improvements in the last ten years because it is not a static plan. If it is requested to be put in as a placeholder that would be fine.

[1:50:08] Mr. Harris noted the number of comments from the public about Woodbury Avenue and traffic calming and wondered if there was any communication online for residents to check out to see the progress of a plan like that.

Mr. Rice responded that he would look at the current website update and make a note of doing that if it is not already being done.

[1:51:05] Mr. Hewitt brought up another idea for a placeholder project for the Portsmouth traffic circle. He mentioned that the Rockingham Planning Commission last Fall ranked upgrading the circle to a two lane roundabout as their number one priority for the NHDOT ten year plan.

Mr. Rice responded that it is shown in the back on the CIP plan as a state project in the appendix but since it is a state project the City has no participation and is not appropriate for the element sheets in the CIP.

[1:54:22] Councilor Moreau asked Mr. Rice if it would be helpful to increase the amount of funding in the CIP for traffic calming.

Mr. Rice responded that the approach they have brought forth is a responsible one.

[1:56:02] Mr. Almeida made a motion to advance the Capital Improvement Plan to City Council with the following two stipulations:

- 1. Increase the line funding for traffic calming to \$300,000.*
- 2. Add a placeholder for a Water Master Plan.*

Mr. Mahanna seconded the motion. The vote was unanimous.

[1:58:49] Chairman Chellman announced the Board would be taking a ten-minute break.

[2:06:42] Chairman Chellman mentioned that the Board would need to consider splitting the agenda at around 10:00 pm for the sake of time and he would like to move up items 4A, 4H, 6A and 6B, the two ADU's and two extensions. The motion was made by Mr. Mahanna and seconded by Mr. Harris. The motion passed unanimously.

## **II. APPROVAL OF MINUTES**

- A. Approval of the November 17, 2022 meeting minutes. (*Expected start time 7:00 pm*)

[2:08:25] Mr. Mahanna made a motion to approve the November 17, 2022 meeting minutes as presented. The motion was seconded by Mr. Samonas. The motion passed unanimously.

## **III. DETERMINATIONS OF COMPLETENESS**

### **SUBDIVISION REVIEW**

- A. The request of Port Harbor Land, LLC (Owner and Applicant), for property located at 2 Russell Street requesting Lot Line Revision Approval to adjust the boundary lines on three lots. (LU-22-111)

[2:16:17] Chairman Chellman introduced this application.

[2:17:27] Councilor Moreau made a motion to determine that the applications are complete according to the Subdivision Regulations, (contingent on the granting of any required waivers) and to accept the applications for consideration.

Vice Chair Clark seconded the motion. The motion passed unanimously.

- B. The request of Jonathan Watson Sobel Revocable Trust (Owner), for property located at 49 Sheafe Street requesting preliminary and final subdivision approval to subdivide one (1) lot into two (2) lots. (LU-22-179)

[2:17:32] Chairman Chellman introduced this application.

[2:17:51] Mr. Mahanna made a motion to determine that the applications are complete according to the Subdivision Regulations, (contingent on the granting of any required waivers) and to accept the applications for consideration.

Councilor Moreau seconded the motion. The motion passed unanimously.

### **SITE PLAN REVIEW**

- A. The request of Port Harbor Land, LLC (Owner and Applicant), for property located at 2 Russell Street requesting Site Plan Approval for the construction of 80 residential units, commercial space, and parking in three buildings. (LU-22-111)

[2:18:03] Chairman Chellman introduced this application.

[2:18:18] Mr. Mahanna made a motion to determine that these applications are complete according to the Site Plan Review Regulations, (contingent on the granting of any required waivers under Sections III and IV of the agenda) and to accept the application for consideration.

Councilor Moreau seconded the motion. The motion passed unanimously.

## **SPEAKING TO THE APPLICATION**

## **PUBLIC HEARING**

## **DISCUSSION AND DECISION OF THE BOARD**

- B. The request of Tom Balon and EightKPH, LLC (Owner and Applicant), for property located at 161 Deer Street requesting Site Plan Review approval for the construction of a four (4) story building to include a penthouse, commercial space, 19 dwelling units, and associated site improvements. (LU-22-173)

[2:18:23] Chairman Chellman introduced this application.

[2:18:42] Councilor Moreau made a motion to determine that these applications are complete according to the Site Plan Review Regulations, (contingent on the granting of any required waivers under Sections III and IV of the agenda) and to accept the application for consideration.

Mr. Mahanna seconded the motion. The motion passed unanimously.

- C. The request of Seaport Realty LLC (Owner), for property located at 85 Daniel Street requesting Site Plan Approval to add a two-story rear addition and convert the existing structure into a four unit building consisting of 4 apartments. (LU-22-75)

[2:18:52] Chairman Chellman introduced this application.

[2:19:09] Vice Chair Clark made the motion to determine that these applications are complete according to the Site Plan Review Regulations, (contingent on the granting of any required waivers under Sections III and IV of the agenda) and to accept the application for consideration.

Ms. Conard seconded the motion. The motion passed unanimously.

## **IV. PUBLIC HEARINGS – NEW BUSINESS**

*The Board's action in these matters has been deemed to be quasi-judicial 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.*



- A. The request of **Jason A. and Kristin E. Britt (Owners)**, for property located at **29 Versailles Avenue** requesting Conditional Use Permit approval as permitted under Section 10.815 of the Zoning Ordinance to create a Garden Cottage (Accessory Dwelling Unit). Said property is shown on Assessor Map 222 Lot 61 and is located within the General Residence A (GRA) District. (LU-22-200)

[2:08:40] Chairman Chellman announced this application.

### **SPEAKING TO THE APPLICATION**

[2:09:02] Kristin and Jason Britt, the property owners, came to present this application for a garden cottage in their existing garage. Parking will be reserved for the driveway and the garden cottage will be sized for a studio unit. The existing exterior will roughly stay the same and will still appear like a garage. Any potential future tenants will be utilizing stacked parking in the driveway.

### **PUBLIC HEARING**

[2:11:47] Chairman Chellman opened the public hearing for this application. No one spoke. The public hearing was closed.

### **DISCUSSION AND DECISION OF THE BOARD**

[2:12:08] Vice Chair Clark made a motion to find that the conditional use permit application met the criteria set forth in Section 10.815.40 and adopt the findings of fact as presented. He reiterated his belief that this application met the definition of a garden cottage as it is written in the ordinance and he was happy to see that no changes were impacting the wetland buffer or impacting any immediate abutters to the rear.

Councilor Moreau seconded the motion. The motion passed unanimously.

[2:13:04] Vice Chair Clark made a motion to approve the conditional use permit with the following condition:

- *In accordance with [Sec. 10.814.70] of the Zoning Ordinance, the owner is required to obtain a certificate of use from the Planning Department verifying compliance with all standards of [Sec. 10.814], including the owner-occupancy requirement, and shall renew the certificate of use annually.*
- *The carport may not be enclosed without providing new direct egress for the unit.*

Councilor Moreau seconded the motion. The motion passed unanimously.

- B. The request of **Port Harbor Land, LLC (Owner and Applicant)**, for property located at **2 Russell Street** requesting Lot Line Revision Approval to adjust the boundary lines

on three lots to create one lot with 18,237 square feet (0.418 acres) of lot area, one lot with 52,651 square feet (1.209 acres) of lot area, and one lot with 19,141 square feet (0.429 acres) of lot area. Said properties are located on Assessor Map 118 Lot 28, Map 124 Lot 12, and Map 125 Lot 21 and lie within the Character District 5 (CD5), North End Incentive Overlay District, Historic District, and the Downtown Overlay District. (LU-22-111)

[2:19:17] Chairman Chellman introduced this application.

[2:22:30] Ms. Conard made a motion to consider both the subdivision and site plans together (items B and C).

Councilor Moreau seconded the motion. The motion passed unanimously.

- C. The request of **Port Harbor Land, LLC (Owner and Applicant)**, for property located at **2 Russell Street** requesting Site Plan Approval for the construction of 80 residential units, commercial space, and parking in three buildings with associated community space, paving, utilizes, landscaping, and other site improvements including three proposed land transfers to allow for the realignment of the Russell Street & Deer Street intersection and for the City's future construction of a roundabout at Russell Street and Market Street (Land transfer area 1 is proposed from Map 119 Lot 4 to the City of Portsmouth. Land transfer areas 2 and 3 are from Map 119 Lot 1-1C to the City of Portsmouth); Conditional Use Permit Approval to provide 334 parking spaces on separate lots where 334 spaces are required as permitted under Section 10.1112.62 of the Zoning Ordinance; and Conditional Use Permit Approval to allow a 40,000 square foot building footprint within the CD5 as permitted under 10.5A43.43 of the Zoning Ordinance. Said properties are located on Assessor Map 118 Lot 28, Map 124 Lot 12, Map 125 Lot 21, Map 119 Lot 4, and Map 119 Lot 1-1C and lie within the Character District 5 (CD5), North End Incentive Overlay District, Historic District, and the Downtown Overlay District. (LU-22-111)

## **SPEAKING TO THE APPLICATION**

[2:20:02] Civil engineer Neil Hanson from Tighe and Bond came to present this application along with Patrick Crimmons from Tighe and Bond and Ryan Plummer from Two International Group. They are requesting a site plan review permit, a lot line revision permit, and two separate conditional use permits (for shared parking and an increased building footprint). This project has previously gone through nearly a year of review from the Technical Advisory Committee from which they received a recommendation of approval in November.

The project has already received a certificate of approval from the Historic District Commission in August in which they did extensive work sessions. This project also requires two approvals from NHDES including an alteration of terrain permit which was submitted in December and a sewer connection permit.

The existing conditions consist of a large surface parking lot utilized by the Sheraton Hotel, a ledge outcropping at the intersection of Green Street and a gravel strip that parallels the railroad. The proposed site plan consists of three separate buildings on individual lots. Building 1 will be a four-story office building, Building 2 will need a conditional use permit for increased building footprint and will be a five-story mixed use building with basement level parking with the first level being a mix of parking and commercial spaces along the front with either retail or restaurant. The upper floor of Building 2 will have 56 residential units. Building 3 will be another five-story mixed use residential building with the first floor having commercial space with either restaurant and/or retail space with 24 residential units in the upper stories.

The project will have onsite and offsite improvements including the realignment of the intersection between Russell Street and Deer Street. There will be community spaces, lighting landscaping, storm water management and new utilities. There will be onsite parking within Building 2 which will include 94 parking spaces on the lower level and 86 spaces on the ground floor with puzzle systems for the Sheraton Hotel valet service which requires the shared parking conditional use permit. These are included in the overall total of 334 parking spaces for the entire site, with 154 spaces being on the Sheraton Hotel lot.

[2:42:08] Mr. Hansen went over the permits needed for this project, including:

- Site Plan Review Permit
- Lot Line Revision Permit
- Parking Conditional Use Permit
- Increased Building Footprint Permit

[2:46:22] Mr. Samonas wanted clarification on whether or not the development team would be doing any work on the land to be transferred. He also wanted to know if any shadow studies had been done.

Mr. Hansen responded that the developer would be doing work on the intersection but not on the other two land transfers that involve City work on the Market Street intersection. Shadow studies occurred for HDC to which Mr. Plummer could attest they were mainly done for the purpose of the muse but for the backside of the site there shouldn't be a major issue for shadows and the placement of exterior lighting in certain areas will help.

[2:50:05] Mr. Hewitt mentioned that he may have recalled asking for a shadow study in the past.

Mr. Hansen responded that if that was so it would have been submitted for the HDC process.

[2:50:58] Councilor Moreau asked for clarification on the slope of the community space between building 1 and building 2 and further clarification for the loading zones.

Mr. Hansen responded that there is a ramp and a consistent grading slope for this area. The loading zones will have to go to the Parking and Traffic Safety Committee for approval and signage will be posted. Waste pickup will be done in the rear with bins all contained within the building.

[2:53:50] Mr. Almeida asked if Mr. Hansen could elaborate on potential deliveries to the building and the loading zone. His concern lies with the massive amount of waste that will need to be picked up. Specifically, will they need to give up parking spaces on the street in order to handle waste pickup and deliveries?

Mr. Plummer responded that the rear of the site was designed to fit two fire trucks which should provide ample space for turning of trucks and deliveries along the back roadway. The loading areas in the street may be better suited for box trucks and mail deliveries for quick trips.

[2:57:23] Mr. Harris asked if the existing parking on Russell street will remain.

Mr. Hansen responded that the parking on Russell is largely unchanged, with the removal of just a few spaces due to bump outs and plantings. There are more spaces lost at the new configuration of the intersection.

[3:01:13] Vice Chair Clark asked for clarification on the signage for the pedestrian way, personal vehicles and commercial vehicles.

Mr. Hansen responded that the speed tables will help vehicles see pedestrians. The entrance to the lower garage is the main pedestrian way for residents to enter the building.

[3:04:37] Councilor Moreau asked what the pathway is for building 3 residents to get to parking in either building 1 or 2.

Mr. Hansen responded that there will be a basement hallway for connection between building 3 and building 2.

[3:09:49] Vice Chair Clark asked if any of the interior parking would be available for retail users.

Mr. Hansen and Mr. Plummer responded that no, they will be for tenants only.

[3:11:55] Vice Chair Clark asked if any EV chargers were being installed or if any solar was being installed on the roof.

Mr. Plummer responded that while the roof is flat, the amount of mechanical systems on it would not make it viable to put in solar. They will, however, have a handful of EV chargers and the infrastructure for it.

Mr. Hewitt brought to their attention the more recent deficiencies in parking spaces per unit that projects such as West End Yards have faced. While this project abides by the City standards for 1.3 per unit they may want to consider adding more in case there is not enough for residents.

[3:14:13] Mr. Harris asked if they knew the exact amount of parking spaces lost on Russell Street and Deer Street.

Mr. Hansen responded that there will be three spaces lost on Deer Street and the reconfiguration of parking will still have to be reviewed by the Parking and Traffic Safety Committee. The loading zones are counted as parking spaces as they only act as loading zones during a few hours in the morning.

[3:16:44] Councilor Moreau asked about the letter from Attorney Phoenix regarding parking spaces needed for the condominium units.

Mr. Hansen responded that those spaces will not be included in the tandem parking spaces.

[3:23:17] Mr. Hewitt asked Mr. Plummer what the cost was for the top floors for building 2 and building 3, specifically, what the retail would be for the price per square foot be for the livable square footage and if it would be at or near \$800/sf. He specifically wants to know the value to the developers in terms of profit for having the fifth floor on those buildings.

Mr. Plummer responded that \$800/sf ~~would be an overestimate~~ is most likely too high.

Mr. Hewitt and the applicant had a discussion on the potential profit the developer may make as a result of the incentives compared to the value of the community space the City will get from the project. The Chair thanked Mr. Hewitt for his creativity, but felt the ordinance did not provide for this sort of comparison.

[3:26:49] Vice Chair Clark asked about the top portion of the roundabout being in the 100 foot wetland buffer and if the mitigation of the invasive species in that section of the park would require a meeting with the Conservation Commission to remove.

Mr. Hansen responded that they would likely just stay out of that area to avoid that process.

## **PUBLIC HEARING**

[3:28:05] Chairman Chellman opened the public hearing for this application.

[3:28:25] Elizabeth Bratter, property owner of 159 McDonough Street spoke and asked for a deferral of this application due to many unknowns and the need for a meeting with the Parking and Traffic Safety Committee.

[3:30:42] Larry Gormley from Hoefle, Phoenix, Gormley and Roberts came to speak about the stacked parking and his client's past history of parking commitments. He is asking that the board make the non-stacking of the neighboring condo owner's spots a condition of approval.

[3:33:00] Chairman Chellman closed the public hearing.

## **DISCUSSION AND DECISION OF THE BOARD**

Councilor Moreau asked retired City Attorney Robert Sullivan if they could legally make a condition of approval for non-stacked parking for the condo owners.

Mr. Sullivan responded that the matter of litigation between the two parties is outside the City's concerns and they need to resolve that issue.

[3:37:25] Councilor Moreau made a motion to find that the Subdivision (Lot Line Revision) application meets the standards and requirements set forth in the Subdivision Rules and Regulations to adopt the findings of fact as presented.

Mr. Almeida seconded this motion. The motion passed unanimously.

[3:43:47] Councilor Moreau made a motion to grant subdivision approval with the following stipulations:

- 2.1) *The subdivision plan, and any easement plans and deeds shall be recorded simultaneously at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*
- 2.2) *Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat;*
- 2.3) *GIS data shall be provided to the Department of Public Works in the form as required by the City;*

Ms. Conard seconded the motion. The motion passed 8-1.

[3:45:14] Councilor Moreau made a motion to find that the site plan application set forth meets the requirements set forth the Site Plan Regulations Section 2.9 Evaluation Criteria and adopt the findings of fact as amended with the stipulation for parking and traffic safety.

The motion was seconded by Mr. Almeida. The motion passed 6-3.

Mr. Hewitt **commented that there are a lot of good things about the project and it will be a great addition to the City.** ~~made note that he did not believe the application met all of the findings of fact for the criteria in the Zoning Ordinance.~~ **He stated his disappointment for setting a bad precedent if every driveway and back alley fire lane is going to be community space. Mr. Hewitt reiterated his concerns over how much it appears the developer will gain financially compared to what the City will get.**

[3:54:13] Councilor Moreau made a motion to grant Site Plan Approval with the following conditions:

*Conditions to be satisfied subsequent to final approval of site plan but prior to the issuance of a building permit or the commencement of any site work or construction activity:*

- 2.4) *Proposed tree grates, planting details, and planting species will be require approval from the Trees and Greenery Committee.*  
*Proposed changes to on-street parking will require approval from Parking and Traffic*

*Safety Committee and the City Council.*

*Applicant will copy the City of Portsmouth DPW on all related correspondence because this infrastructure lies within the City's right-of-way and can affect traffic operations at the adjacent municipal intersections. The location of the proposed sign cluster at the northerly end of the rear access aisle will need to be coordinated with the ultimate location of the Green Street sidewalk / railroad crossing treatment.*

*Fair share contribution for the roundabout at Market Street and Russell Street. "No public parking" sign at garage entrance from backside (show on plans).*

- 2.5) *An easement will be needed across map 119, map 4 for the construction of the intersection improvements.*
- 2.6) *Applicant will copy the City of Portsmouth DPW on all related correspondence with CSX. This project abuts CSX property and could affect railroad and vehicular operations in adjacent municipal intersections. The location of the proposed sign cluster at the northerly end of the rear access aisle will need to be coordinated with the ultimate location of the Green Street sidewalk / railroad crossing treatment.*
- 2.7) *The site plan, and any easement plans and deeds shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*
- 2.8) *The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City's Legal and Planning Departments.*
- 2.9) *The applicant shall agree to pay for the services of an oversight engineer, to be selected by the City, to monitor the construction of improvements within the public rights-of-way and on site.*
- 2.10) *Any site development (new or redevelopment) resulting in 15,000 square feet or greater ground disturbance will require the submittal of a Land Use Development Tracking Form through the Pollutant Tracking and Accounting Program (PTAP) online portal. For more information visit <https://www.cityofportsmouth.com/publicworks/stormwater/ptap>*
- 2.11) *Develop a delivery and loading plan to and from the development for Parking, Traffic and Safety review and approval.*

*Prior to the issuance of a Certificate of Occupancy or release of the bond:*

- 2.12) *The Engineer of Record shall submit a written report (with photographs and engineer stamp) certifying that the stormwater infrastructure was constructed to the approved plans and specifications and will meet the design performance.*
- 2.13) *A stormwater inspection and maintenance report shall be completed annually and copies shall be submitted for review to the City's Stormwater Division/ Public Works Department.*

The motion was seconded by Mr. Almeida. The motion passed 8-1.

[3:57:36] Councilor Moreau made a motion to find that the Conditional Use Permit application meets the criteria set forth in Section 10.1112.62 and to adopt the findings of fact as presented.

The motion was seconded by Mr. Mahanna. The motion passed unanimously.

[3:58:56] Councilor Moreau made a motion to find that the number of off-street parking spaces provided will be adequate and appropriate for the proposed use of the property and to grant the conditional use permit as presented with the following condition:

- 2.1) *The shared parking arrangement shall be secured by a covenant acceptable to the City and recorded at the Rockingham County Registry of Deeds.*

The motion was seconded by Mr. Mahanna. The motion passed unanimously.

[3:59:31] Councilor Moreau made a motion to find that the Conditional Use Permit application meets the criteria set forth in Section 10.5A43.43 and to adopt the findings of fact as presented.

Mr. Mahanna seconded the motion. The motion passed unanimously.

[4:00:05] Councilor Moreau made a motion to vote to grant the conditional use permit to allow a building footprint up to 40,000 SF within the CD5 as permitted under 10.5A43.43.

The motion was seconded by Mr. Mahanna. The motion passed unanimously.

[4:03:37] Chairman Chellman announced a five minute break.

[4:11:26] Mr. Mahanna made a motion to reconsider continuing the rest of the applications until January.

Mr. Harris seconded the motion. Vice Chair Clark warned that January may see a large schedule as well. The motion failed 7-2.

- D.** The request of **Tom Balon and EightKPH, LLC (Owner and Applicant)**, for property located at **161 Deer Street** requesting Site Plan Review approval for the construction of a four (4) story building to include a penthouse, commercial space, 19 dwelling units, and associated site improvements. Said property is shown on Assessor Map 125 Lot 17-3 and lies within the Character District 5 (CD5), Downtown Overlay, North End Incentive, and Historic Districts. (LU-22-173)

[4:18:38] Chairman Chellman introduced this application.

## **SPEAKING TO THE APPLICATION**

[4:19:07] John Chagnon of Ambit Engineering came to present this application along with a representative from Haley Ward, Carla Goodknight from CJ Architects, Tom Balon, property owner, and Terrance Parker from Terra Firma. This project is to be a new four-story building which will be known as 70 Maplewood Avenue. There are existing transformers on the property which will be expanded and added to. There is a drain that crosses the property which is within an easement to the City which will need to be expanded. There is an existing access easement on



the abutter lot which provides access to the proposed building. There will be 12 foot wide sidewalks in the front and a pocket park in the back according to the site plan. There will be a slight increase to impervious surface calculations.

The first floor will be commercial with 19 residential units above. There will be a top penthouse level as well. Street trees are to be planted along with landscaping in the pocket park which includes benches and bike racks. There will be 29 parking spaces where the City Ordinance requires just that amount. This will even out to about two spaces per unit.

[4:26:14] Mr. Almeida commended the applicant for accommodating deliveries on site. He also wanted to know how difficult it would be to stretch the delivery lane to accommodate a larger spot.

Mr. Chagnon responded that they would be able to do that to accommodate larger trucks.

[4:27:55] Councilor Moreau asked if there were any plans to redevelop the next door bank building.

Mr. Chagnon responded that the bank building will stay for a period of time but at some point that lot will be redeveloped.

[4:29:46] Mr. Hewitt asked about the idling of the locomotives outside the parking garage and whether or not there were provisions for sound deadening for residents.

Mr. Chagnon responded that yes, those were listed in the Green Building Statement.

[4:31:15] Vice Chair Clark why infiltration would not work on this site.

Mr. Chagnon responded that the developer worked to gain the height they needed in conjunction with the groundwater table on site. The system that is designed for this project detains the roof runoff and outputs it into the R-Tanks which are set above the groundwater level which would require no extra infiltration with what will already infiltrate in the park in the back.

Vice Chair Clark wanted to ensure that there was also exterior lighting for the pocket park in the back.

Mr. Chagnon responded that the plan was to light that park from the building.

[4:43:06] Mr. Samonas asked about the architectural drawings and why the commercial area numbers change and whether they were one space or two separate spaces.

Mr. Chagnon responded that the spaces were speculative at this moment but they are currently both spaces combined in the calculation.

[4:36:45] Vice Chair Clark asked if there would be any complications during storm surge events or high tides for the drainage pipes.

Mr. Chagnon responded that in the detail sheet, it shows that the R-Tank system is elevated so that the drainage pipe will be above the other pipe so that if the pipe surcharges the water will just sit there and not back up.

## **PUBLIC HEARING**

[4:39:25] Chairman Chellman opened up the public hearing for this application.

[4:39:40] Elizabeth Bratter, property owner of 149 McDonough Street, came to speak on this application. She commended the group presenting the application for developing a nice plan and making all of the changes they have made. She expressed concern for the height of the penthouse ceiling and whether or not it complies with code.

Carla Goodknight of CJ Architects responded to this by clarifying that there is a proposed parapet wall around the perimeter of the penthouse.

[4:42:12] Chairman Chellman closed the public hearing.

## **DISCUSSION AND DECISION OF THE BOARD**

[4:42:18] Councilor Moreau made a motion to find that the Site Plan Application meets the requirements set forth in the Site Plan Regulations Section 2.9 Evaluation Criteria and adopt the findings of fact as amended.

The motion was seconded by Mr. Mahanna. The vote passed unanimously.

[4:43:12] Councilor Moreau made a motion to vote to grant Site Plan Approval with the following conditions:

*Conditions to be satisfied subsequent to final approval of site plan but prior to the issuance of a building permit or the commencement of any site work or construction activity:*

*2.1) Applicant will updated street lighting circuit to originate from a streetlight or street light pull box for Department of Public Works review and approval.*

*2.2) Applicant will make a \$50,000 contribution to the Maplewood Avenue corridor video detection signal system.*

*2.3) Proposed easement to Eversource must be expanded to include area over conduit crossing map 125, lot 17-2*

*2.4) Provide detail sheet on pedestrian/vehicle warning sign/device at garage entrance.*

*2.5) The site plan and any easement plans and deeds shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*

*2.6) The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City's Legal and Planning Departments.*

*2.7) The applicant shall agree to pay for the services of an oversight engineer, to be selected by the City, to monitor the construction of improvements within the public rights-of-way and on site.*

*2.8) Any site development (new or redevelopment) resulting in 15,000 square feet or greater ground disturbance will require the submittal of a Land Use Development Tracking Form through the Pollutant Tracking and Accounting Program (PTAP) online portal.*

*For more information visit*

*<https://www.cityofportsmouth.com/publicworks/stormwater/ptap>*

*2.9) Dark sky compliant lighting shall be installed along the entrance side of the building.*

*2.10) Maximize the size of the delivery space.*

*Conditions to be satisfied subsequent to final approval of site plan but prior to the issuance of a certificate of occupancy and release of the surety:*

*2.11) Install new pull box on each side of conduit crossing Deer Street for street lights.*

*2.12) The Engineer of Record shall submit a written report (with photographs and engineer stamp) certifying that the stormwater infrastructure was constructed to the approved plans and specifications and will meet the design performance;*

*2.13) A stormwater inspection and maintenance report shall be completed annually and copies shall be submitted for review to the City's Stormwater Division/ Public Works Department.*

The motion was seconded by Ms. Conard. The motion passed unanimously.

- E.** The request of **Seaport Realty LLC (Owner)**, for property located at **85 Daniel Street** requesting Site Plan Approval to add a two-story rear addition and convert the existing structure into a four unit building consisting of 4 apartments with associated stormwater, utility and site improvements. Said property is shown on Assessor Map 107 as Lot 8 and lies within the Character District 4 (CD4) and Historic Districts. (LU-22-75)

[4:47:15] Chairman Chellman introduced this application.

## **SPEAKING TO THE APPLICATION**

Mark Gianniny from McHenry Architecture came to present this application along with Alex Ross of Ross Engineering and the applicant/building owner. The existing building was built in the mid-1800s for a Sunday school and then later turned into a tenement building, most recently it was known as Milio's. There are currently two retail spaces on the ground floor with apartments on the second and third. There is a proposed addition of dormers and a two-story addition on the rear.

[4:49:03] Alex Ross of Ross Engineering introduced the site plan details. There will be an addition off the back with the end result having a decrease in impervious coverage. They are able to provide six parking spaces in the back of the lot. There was extensive back and forth with TAC for utilities improvements among other things.

[4:51:04] Councilor Moreau asked if the garages were tall enough to fit two cars in each bay.

Mr. Ross responded that yes, they are large enough.

## **PUBLIC HEARING**

[4:52:32] Chairman Chellman opened the public hearing for this application. No one spoke. The public hearing was closed.

## **DISCUSSION AND DECISION OF THE BOARD**

[4:52:52] Vice Chair Clark made a motion to vote to find that the Site Plan Application meets the requirements set forth in the Site Plan Regulations Section 2.9 Evaluation Criteria and adopt the findings of fact as presented.

Councilor Moreau seconded the motion. The motion passed unanimously.

[4:53:35] Vice Chair Clark made a motion to grant Site Plan Approval with the following conditions:

*Conditions to be satisfied subsequent to final approval of site plan but prior to the issuance of a building permit or the commencement of any site work or construction activity:*

*2.1) The site plan, and any easement plans and deeds shall be recorded at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*

Ms. Conard seconded the motion. The motion passed unanimously.

- F.** The request of **Jonathan 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)

[4:54:03] Chairman Chellman introduced this application.

## **SPEAKING TO THE APPLICATION**

John Chagnon of Ambit Engineering came to present this application. The applicant wants to create a new boundary line and received approval from TAC in December with one condition which was to redo the water service to be able to access the building directly in the rear. This would be installed before the Mylar is recorded. They wish the water line to be installed or bonded because the new lot would not be able to be sold until that new Mylar is recorded.

## **PUBLIC HEARING**

[4:58:39] Chairman Chellman opened the public hearing. No one spoke. The public hearing was closed.

## **DISCUSSION AND DECISION OF THE BOARD**

[4:58:51] Councilor Moreau made a motion to find that the Subdivision application meets the standards and requirements set forth in the Subdivision Rules and Regulations to adopt the findings of fact as presented.

Mr. Almeida seconded the motion. The motion passed unanimously.

[4:59:54] Councilor Moreau made a motion to grant preliminary and final subdivision approval with the following conditions:

- 2.1) Water service line shall be installed and functioning or bonded prior to recordation of subdivision plat;*
- 2.2) Property monuments shall be set as required by the Department of Public Works prior to the filing of the plat;*
- 2.3) GIS data shall be provided to the Department of Public Works in the form as required by the City;*
- 2.4) The subdivision plan, and any easement plans and deeds shall be recorded simultaneously at the Registry of Deeds by the City or as deemed appropriate by the Planning Department.*

The motion was seconded by Ms. Conard. The motion passed unanimously.

[4:52:52] Vice Chair Clark made a motion to vote to find that the Site Plan Application meets the requirements set forth in the Site Plan Regulations Section 2.9 Evaluation Criteria and adopt the findings of fact as presented.

Councilor Moreau seconded the motion. The motion passed unanimously.

[4:53:35] Vice Chair Clark made a motion to grant Site Plan Approval with the following conditions:

*Conditions to be satisfied subsequent to final approval of site plan but prior to the issuance of a building permit or the commencement of any site work or construction activity:*

- 2.1) The site plan, and any easement plans and deeds shall be recorded at the*

*Registry of Deeds by the City or as deemed appropriate by the Planning Department.*

Ms. Conard seconded the motion. The motion passed unanimously.

**G.** The request of **Darren Kenny (Owner)**, for property located at **800 Mcgee Drive** requesting a Wetland Conditional Use Permit under section 10.1017. This project proposes a disturbance of 168 s.f. within the 100' wetland buffer zone. This application proposes constructing a 10 x 12' shed on top of 2" of crushed stone in an area that is 12 x 14' within the wetland buffer. The applicant is proposing an area that is farthest from the wetland edge and has already done invasive species removal on site and within the 25' vegetated buffer strip. Said property is shown on Assessor Map 219 Lot 45-6 and lies within the Single Residence B (SRB) District. (LU-22-208)

[5:00:35] Chairman Chellman introduced this application.

### **SPEAKING TO THE APPLICATION**

Darren Kenney, property owner, came to present this application. He is proposing a 10x12 shed that will be on a crushed rock base that will replace current lawn space. It will be placed as far from the wetland as possible without being in the driveway.

[5:01:52] Vice Chair Clark asked if the shed would be right off the driveway.

Mr. Kenney responded that the shed would be towards the end of the driveway, there is a crushed rock drainage area at the end of the driveway and the shed would be just beyond that drainage zone.

[5:02:34] Mr. Samonas requested that the applicant not keep any contaminants such as gasoline or oils in the shed.

### **PUBLIC HEARING**

[5:02:52] Chairman Chellman opened the public hearing for this application. No one spoke. The public hearing was closed.

### **DISCUSSION AND DECISION OF THE BOARD**

[5:03:10] Mr. Mahanna made a motion to find that the Conditional Use Permit application meets the criteria set forth in Section 10.1017.50 and to adopt the findings of fact as presented.

Councilor Moreau seconded the motion. The motion passed unanimously.

[5:03:36] Mr. Mahanna made a motion to grant the Wetland Conditional Use permit with the following conditions:

*2.1) The Conservation Commission recommends the property owner follow NOFA land care standards on the site.*

*[http://www.organiclandcare.net/sites/default/files/nofa\\_organic\\_land\\_care\\_standards\\_6thedition\\_2017\\_opt.pdf](http://www.organiclandcare.net/sites/default/files/nofa_organic_land_care_standards_6thedition_2017_opt.pdf)*

*2.2) The Conservation Commission recommends the property owner consider native plantings where bittersweet currently is being removed.*

The motion was seconded by Councilor Moreau. The motion passed unanimously.

**H. The request of Jaws LJ Jaws Brindamour Revocable Trust and SC Brindamour Revocable Trust (Owners), and Luke J. Brindamour (Applicant), for property located at 653 Greenland Road requesting Conditional Use Permit approval as permitted under Section 10.814.50 of the Zoning Ordinance to create a Detached Accessory Dwelling Unit in an existing Garage. Said property is shown on Assessor Map 259 Lot 31 and is located within the Single Residence B (SRB) District. (LU-22-228)**

[4:14:25] Chairman Chellman introduced this application.

## **SPEAKING TO THE APPLICATION**

The owner introduced this application as a detached ADU as part of the existing garage. The current garage structure faces Harvard Street and it was originally built in 2009 by the previous owner. The property owner's parents desire living with the property owner and having the opportunity to occupy a space such as an ADU on the property.

## **PUBLIC HEARING**

[4:16:28] Chairman Chellman opened the public hearing for this application. No one spoke, The public hearing was closed.

## **DISCUSSION AND DECISION OF THE BOARD**

[4:16:50] Vice Chair Clark made a motion to find that the Conditional Use Permit application meets the criteria set forth in Section 10.814.60 and to adopt the findings of fact as presented.

Mr. Mahanna seconded the motion. The motion passed unanimously.

[5:17:45] Vice Chair Clark made a motion to grant the conditional use permit with the following modification and conditions.

*2.1) Modification to 10.814.54 to allow the DADU shall be separated from the single-family dwelling by less than 20 feet.*

*2.2) Modification to 10.814.55 to allow the front wall of the DADU to be closer to the front lot line than the existing front wall of the single-family dwelling.*

*2.3) In accordance with [Sec. 10.814.70] of the Zoning Ordinance, the owner is required to obtain a certificate of use from the Planning Department verifying compliance with all standards of [Sec. 10.814], including the owner-occupancy requirement, and shall renew the certificate of use annually.*

Councilor Moreau seconded the motion. The motion passed unanimously.

## **V. CITY COUNCIL REFFERALS**

- A.** Review and discuss Phase II Regulatory Amendments and set a public hearing date for consideration.

[5:06:05] Chairman Chellman introduced this topic and asked for a date for a workshop.

Ms. Mesa Zendt spoke to the results of a google poll revealed January 22nd and January 26th as possible workshop dates.

January 26th was picked as the date for a workshop for ADU's and a second poll will go out for another date in January for a second work session.

## **VI. OTHER BUSINESS**

- A. Gregory and Amanda Morneault (Owners)**, for the property located at **137 Northwest Street** requesting a 1-Year Extension to the Planning Board approval for a Wetland Conditional Use Permit granted on January 27, 2022. (LU-20-222)

## **DISCUSSION AND DECISION OF THE BOARD**

[2:14:10] Chairman Chellman introduced this application.

[2:14:25] Councilor Moreau made a motion to grant the extension. Ms. Conard seconded the motion. The motion passed unanimously.

- B. 2422 Lafayette Road Associates LLC (Owner), and Torrington Properties Inc. (Applicant)**, for property located at **2454 Lafayette Road** requesting a 1-year Extension to the Planning Board approval for Site Plan and CUP permits granted on December 30, 2021. (LU-21-192)

## **DISCUSSION AND DECISION OF THE BOARD**

[2:14:38] Chairman Chellman introduced this application.



[2:14:47] Councilor Moreau made a motion to grant the extension. Mr. Almeida seconded the motion. The motion passed unanimously.

**C.** Chairman's Updates and Discussion Items

**D.** Board Discussion of Regulatory Amendments and Other Matters

## **VII. ADJOURNMENT**

[5:08:58] Chairman Chellman adjourned the meeting at approximately 11:10 p.m.

Respectfully submitted,

Kate Homet,  
Acting Secretary for the Planning Board

**REGULAR MEETING  
PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

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

**7:00 PM**

**January 19, 2023**

**MINUTES**

**MEMBERS PRESENT:** Rick Chellman, Chairman; Corey Clark, Vice Chair; Karen Conard, City Manager; Joseph Almeida, Facilities Manager; Assistant City Engineer; Beth Moreau, City Councilor; Greg Mahanna; Peter Harris; James Hewitt, Jayne Begala; Members, Andrew Samonas, Alternate

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**ALSO PRESENT:** Peter Stith, Principal Planner

**MEMBERS ABSENT:**

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**REGULAR MEETING 7:00 pm**

The meeting began at 7:04 pm.

\*Items denoted in brackets indicate timestamps

**I. ELECTION OF OFFICERS**

[7:50] Mr. Mahanna made a motion to nominate Chairman Chellman as the chair. Ms. Begala seconded the motion. The motion passed unanimously.

[8:18] Mr. Hewitt made a motion to nominate Corey Clark for Vice Chair. City Manager Conard seconded the motion. The motion passed unanimously.

**II. APPROVAL OF MINUTES**

A. Approval of the December 15, 2022 meeting minutes.

Mr. Hewitt had taken a page and a half of notes based off of the December recording and would like to incorporate his notes as edits in the minutes. These notes were sent out to City staff along with the rest of the board.

Mr. Almeida and City Manager Conard abstained from voting on the edits because they had not yet seen them,

[11:18] Chairman Chellman suggested postponing the adoption of the December minutes until the February meeting.

### **III. PUBLIC HEARINGS – NEW BUSINESS**

*The Board's action in these matters has been deemed to be quasi-judicial 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.*

- A. REQUEST TO POSTPONE** The request of **Liberty Mutual Insurance Co. (Owner)**, for property located at **225 Borthwick Avenue** requesting a Wetland Conditional Use Permit under section 10.1017. This project proposes shoreline stabilization work for two existing ponds on site with erosion impacts. This project proposes stabilizing the slopes with an extensive native vegetation planting plan which will occur along the slope and enhance the vegetated buffer. Said property is shown on Assessor Map 240 Lot 1 and lies within the Office Research (OR) District. **REQUEST TO POSTPONE (LU-22-212)**

[11:57] Chairman Chellman introduced this application.

### **DISCUSSION AND DECISION OF THE BOARD**

[12:12] Councilor Moreau made a motion to postpone this application, City Manager Conard seconded the motion. The vote was unanimous.

Ms. Begala wanted more detail about what was causing the postponement of this application.

Mr. Stith stated that the Conservation Commission needed more information from this applicant before they could proceed so their application is currently considered incomplete.

- B.** The request of **Vieira Family Trust, (Owner)**, and **Edward and Kathleen Vieira (Applicants)**, property located at **12 Regina Road** requesting a Wetland Conditional Use Permit under section 10.1017. This project proposes a disturbance of 144 s.f. within the 100' wetland buffer zone. This application proposes constructing a 10 x 10' shed on top of a crushed stone in an area that is 12 x 12' within the wetland buffer. Said property is located on Assessor Map 225, Lot 29 and lies within the Single Residence A (SRA) District. (LU-22-221)

[13:36] Chairman Chellman introduced this application.

### **SPEAKING TO THE APPLICATION**

[14:14] Kathleen and Edward Viera (property owners) came to present their application. They will be placing a shed in their yard on crushed stone right next to their driveway. They will be supplementing the impervious surface with additional plantings.

[15:04] Mr. Mahanna asked for clarification on where the wetland boundaries were.

## **PUBLIC HEARING**

[16:26] Chairman Chellman opened the public hearing. No one spoke. The public hearing was closed.

## **DISCUSSION AND DECISION OF THE BOARD**

[16:42] Vice Chair Clark made a motion to adopt the findings of fact as presented. Mr. Mahanna seconded the motion. The motion passed unanimously.

Vice Chair Clark discussed that this application was very straightforward and this was the best location for the shed.

[17:13] Vice Chair Clark made a motion to grant a wetland conditional use permit with the following stipulation:

*2.1) In accordance with Section 10.1018.40 of the Zoning Ordinance, applicant shall install permanent wetland boundary markers during project construction. These can be purchased through the City of Portsmouth Planning and Sustainability Department.*

City Manager Conard seconded the motion. The motion passed unanimously.

- C. 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 10.1112.14 of the Zoning Ordinance. Said property is located on Assessor Map 127, Lot 11 & 12 and lies within the Character District 4-L1 (CD4-L1), and the Historic District. (LU-22-232)

[17:39] Chairman Chellman introduced this application. Mr. Samonas recused himself.

## **SPEAKING TO THE APPLICATION**

[18:08] John Chagnon of Ambit Engineering and Haley Ward and Greg Mikolaitis of August Consulting and the representative of the owner. A similar approval was granted for this project that had more extensive renovations back in 2020. This was to provide a conditional use permit to provide seven parking spaces where twenty four were required. In this application, they are asking for seven spaces where seventeen are required because the current owner will just renovate the current units as is and eventually convert the office space to one more residential unit which will add one more parking space that will be required.

The 2020 approval was extended and eventually was left to expire. New property owners came into the mix and were unaware of the conditional use permit and let it expire. The new property manager will assign parking spaces as they are requested by the tenants. They will be adding bicycle racks to the site as many of the tenants have a bicycle as their mode of transport. One existing parking spot will be removed that is currently in front of the building. This spot does not comply with the ordinance so it will be removed.

[24:18] Mr. Harris asked if the residents who request the spaces will have to pay extra. Mr. Chagnon was unsure but they would be issuing passes. Mr. Harris was concerned that the tenants not receiving a parking spot would be parking on the street. Mr. Chagnon confirmed that some current tenants do park on State Street already.

[25:44] Councilor Moreau asked if there was room for another parking space in the corner of the lot as you come in from State Street off the access easement. Mr. Chagnon responded that it would impede the other cars that have to reverse out of the other spaces in the lot.

[26:29] Ms. Begala was confused about the usability of the parking spaces because spots five and six would be blocked in. Mr. Chagnon responded that those are tandem spaces that will have to be assigned to the same unit which means those tenants could coordinate their coming and going. This means that four units would be able to utilize the seven spaces.

[28:10] Ms. Begala felt as though they were missing part of the parking demand analysis where the other off-site spaces would be for additional parking. Mr. Chagnon responded that there are some other adjacent business uses that if the need arose for more parking then tenants could make agreements with those businesses during non-business hours.

[30:28] Mr. Mahanna asked if the bike racks were a condition of the previous approval. Mr. Chagnon responded that he believed they did since it was an ordinance requirement. In 2020 the ordinance had required one bike rack for every five dwelling units. Mr. Mahanna commented that people have tended to be parking more scooters than bicycles and recommended that one of the bicycle racks also be used for scooter parking which is popular.

[32:00] Mr. Hewitt asked if it was true that twenty of the units were currently occupied. Mr. Chagnon responded that nineteen were currently occupied. Mr. Hewitt asked if they could tally up how many cars are associated with each one of the units? Mr. Chagnon responded that there are currently four unit owners that have assigned parking. The other tenants have found other areas for parking. They had provided a parking demand memo that estimated the number of necessary parking spaces.

[34:41] Mr. Mikolaitis confirmed that they are not asking for permission for parking for the whole building but rather only for a permit that sees one commercial unit converted into a residential unit. They are not asking for approval for all twenty two units but rather just for one additional residential unit that will allow a dentist office to convert to residential.

[36:23] Chairman Chellman asked if the units had become smaller. Mr. Mikolaitis mentioned that they would be staying the same size and Mr. Chagnon noted that the units would not be expanding either.

[37:10] Mr. Harris brought up his concern for only having seven spaces available when there are at least twenty one tenants.

[38:12] Mr. Hewitt asked if they could get the data that shows how many cars are currently associated with each tenant because he would rather have a real number than a predicted number. Mr. Chagnon responded that it would not be difficult for the property manager to ask this of the tenants and provide the data to the Planning Board but he is confused how this exact number would change anything. Mr. Hewitt thinks it would be valuable to have a parking demand study in this part of the City.

## **PUBLIC HEARING**

[41:01] Chairman Chellman opened the public hearing. No one spoke. The public hearing was closed.

## **DISCUSSION AND DECISION OF THE BOARD**

[41:28] Ms. Begala still had concerns about the parking demand and how only seventeen spaces are required for this building but only seven are being proposed. She is concerned that there are no clearly stated alternative areas for people to park. She is not in favor of this conditional use permit as it stands.

[43:05] Vice Chair Clark made a motion to adopt the findings of fact as presented. Mr. Mahanna seconded the motion. The motion passed 8-1 with Ms. Begala opposed and Mr. Samonas abstaining.

[44:42] Mr. Mahanna noted that there was some confusion among the board about the existing conditions. They are not changing the existing condition and in fact were asking for less than what was previously approved.

[45:45] Vice Chair Clark reiterated what Mr. Mahanna stated and mentioned that the current parking situation appears to work and they did not hear from any abutters. Just looking at the current situation it appears to work and in the future, receiving the vehicle data from the tenants could be very helpful.

[46:55] Vice Chair Clark made a motion to grant the conditional use permit with the following stipulations:

*2.1) Per the requirements of the Zoning Ordinance, the six proposed tandem spaces shall be assigned to the same dwelling units and shall not be used to provide guest parking.*

*2.2) Owner shall submit data including area of unit, number of bedrooms, number of occupants, and number of cars for the current usage. Owner shall also collect data on where the cars are currently being parked. This data is for information purposes only.*

Mr. Almeida seconded the motion. The motion passed 8-1 with Ms. Begala opposed and Mr. Samonas abstaining.

[47:43] Mr. Almeida mentioned that it makes sense that the current parking situation appears to work because he feels strongly that the neighbors and tenants would have spoken up if that was untrue. It is a tight area with a historic building and there is no option to remove part of the building for more parking so it is a reasonable request.

[48:16] Mr. Hewitt asked to modify the second stipulation in the motion to also ask for data on the size, number of bedrooms, number of tenants and number of cars per unit.

#### **IV. CITY COUNCIL REFERRALS**

A. Public Hearing for ADU Amendments scheduled for January 30, 2023.

[51:33] Chairman Chellman mentioned that they would be getting a presentation from staff and the consultant at the January 30th meeting. There is an extensive package that everyone should read before that meeting to prepare for the presentation. Councilor Moreau will distribute copies of the pdf document from the City Council if needed. A staff memo will come out next week along with the draft presentation.

[52:47] Ms. Begala requested that the entirety of the documents for the presentation be put into a packet that is downloadable to the iPads to have everything in one place.

[53:32] Mr. Harris noted that he will be unable to attend the presentation on the 30th.

[54:02] Councilor Moreau made a motion to hold a public hearing for January 30th, 2023. Ms. Begala seconded the motion. The motion passed unanimously.

#### **VI. OTHER BUSINESS**

A. Chairman Updates and Discussion Items

[54:44] Chairman Chellman asked for the Board's opinion on how to proceed with the discussion items he has compiled.

[55:10] Mr. Mahanna mentioned that he preferred to participate in Planning Board changes than Planning Board approvals and he is in favor of working on the items listed, including in monthly workshop meetings. Mr. Hewitt would also be in favor of this.

[55:33] Ms. Begala mentioned that she was hoping that the January special session would be the opportunity to sit down and plan out the Master Plan which she believes is a priority that should be started in extra session as soon as possible.

[56:05] Mr. Samonas was excited about many of the topics on this list and understands that different board members may feel differently about different items. He mentioned the possibility of breaking these items down so as not to put them all on the Chairman and also so as not to need a quorum for all meetings.

[58:14] Mr. Almeida clarified that some of the items on the list for discussion were items asked of the Chairman to be discussed and so all of the items will need to be fleshed out for prioritization.

[1:00:02] Chairman Chellman will look into scheduling the Council Chambers for a work session on these items.

#### B. Discussion of Planning Board Rules and Procedures

Chairman Chellman commented that these rules and procedures will likely be discussed in February as they are the low-hanging fruit compared to the other items up for discussion.

#### C. Board Discussion of Regulatory Amendments, Master Plan and Other Matters

[1:01:17] Mr. Hewitt and Chairman Chellman agreed that these may be more priority topics that can be further divided and talked about in multiple work sessions or meetings.

[1:03:02] Mr. Almeida made a motion to adjourn. Chairman Chellman adjourned the meeting at 8:05 pm.

### **VII. ADJOURNMENT**

Respectfully submitted,

Kate Homet,  
Acting Secretary for the Planning Board



**SPECIAL MEETING  
PLANNING BOARD  
PORTSMOUTH, NEW HAMPSHIRE**

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

**7:00 PM**

**January 30, 2023**

**MINUTES**

**MEMBERS PRESENT:** Rick Chellman, Chairman; Corey Clark, Vice Chair; Karen Conard, City Manager; Beth Moreau, City Councilor; Greg Mahanna, James Hewitt, Jayne Begala, Members; Andrew Samonas, Alternate

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**ALSO PRESENT:** Peter Stith, Planning Manager; Nicholas Cracknell, Principal Planner(via zoom); Rick Taintor, Consultant

**MEMBERS ABSENT:** Peter Harris, Member; Joseph Almeida, Facilities Manager

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**SPECIAL MEETING 7:00 pm**

Timestamps denoted in brackets []

Meeting began at 7:02 pm.

[6:09] Chairman Chellman called the meeting to order and announced that Mr. Harris would not be in attendance, Mr. Samonas would sit in his place and vote.

**I. CITY COUNCIL REFERRALS – PUBLIC HEARING**

**A. Presentation on ADU Amendments**

[7:34] Rick Taintor, who has been working with the Land Use Committee and Planning & Sustainability Department Staff, came to present on the topic of ADU amendments.

This presentation focused on the changes proposed for amendments for ADU regulations. These are broadly aligned with removing barriers and providing more flexibility, strengthening provisions for neighborhood compatibility and making the ordinance easier to understand and apply. Proposed changes include, but are not limited to, folding in the Garden Cottages into detached ADUs, modifying the Table of Uses for ADUs revising parking standards, applying standards to all ADU's along with Attached and Detached ADUs, changes to architectural design standards, post-approval requirements, definitions,

etc.

- B. Phase II Regulatory Amendments** – The Planning Board will consider a recommendation to City Council to adopt amendments to Article 8 Supplemental Use Standards: Section 10.440 Table of Uses, Section 10.814 Accessory Dwelling Units, and Section 10.815 Garden Cottages; Article 11 Site Development Standards: Section 10.1110 Off-Street Parking; and Article 15 Definitions related to Accessory Dwelling Units and Garden Cottages.

## PUBLIC HEARING

[26:27] Chairman Chellman opened the public hearing.

[26:49] Esther Kennedy of 41 Pickering Avenue asked for clarification on the allowed size of the units, citing that 1000 sf seemed large.

[29:20] Roy Helsel of 777 Middle Road Unit 22 asked if ADU's would be allowed to be within five feet of the property line and if abutters would be noticed about ADU proposals.

[29:53] Petra Huda of 280 South Street asked how sewer services and occupation would be verified, objected to the large allowed sizes for ADUs, she appreciated the building height standards but wanted wording changed, pointed out a contradiction that seemed confusing for the footprint standards, wanted more details in the parking section and noted contradictions on the abutter mailing requirements and the administrative approval section.

[39:05] Eliza Hewitt of 726 Middle Road noted that she would like to see one parking spot per bedroom for the parking regulations and would like to see more discussion on the lot area changes.

[41:06] Elizabeth Bratter of 159 McDonough Street expressed her concern over the proposed ADU size change to allowing 1000 sf which she feels would be too large.

[43:57] Evan Mullen of 82 Austin Street noted that the proposed changes were a big step forward and in general were helping to reduce some of the restrictions on ADUs that are currently in the zoning. Mr. Mullen mentioned that under the right circumstances it would be reasonable to consider a waiver to the parking requirements in certain neighborhoods. He noted that some of the items under the architectural standards were too restrictive.

[45:42] Zelita Morgan of Richards Avenue questioned whether the larger size allowances met the definition of accessory in terms of an accessory dwelling unit and she expressed

concern for ADU impacts on the environment and sewage as well as affordable housing and the character of neighborhoods.

[1:47:15] Chairman Chellman announced that members of the public could come up to speak once again.

Elizabeth Bratter reiterated the importance of the land use committee's task of making it easier to get ADU's without having the hassle of multiple meetings. The issue of concern for her is making abutters aware and the mailing process.

[1:49:03] Petra Huda spoke again and asked for clarification on the drainage requirements in the DADU section and for clarification on contradictions for size and gross floor areas of DADU's.

## **DISCUSSION AND DECISION OF THE BOARD**

[48:32] Mr. Mahanna wanted to see the district zoning codes in the definitions and wondered why the zoning ordinance number was seven digits when all others are usually five. He also mentioned that the use of 'shall' instead of 'should' in the architectural standards section seemed overbearing.

[52:36] Mr. Samonas wanted to see examples of single-story homes that have an additional story for an ADU as seen written in the design standards. He also noted that the 1000 sf size is getting away from the higher density standards that the City is trying to move towards. He inquired about whether or not full drainage plans would be required for each application. He would also like to see more illustrations in this section for better comprehension.

[1:01:51] Ms. Begala asked how the public's questions would be addressed and had some comments on the section for purpose and eligibility for ADUs, specifically on how it should be more explicit on no short term rentals or commercial uses. She noted that the topics of parking and neighborhood characteristics are important issues to talk about in terms of ADUs. She also noted that she was in agreement with all of the public comments and believed that the allowance for up to 1000 sf should be dropped from the amendment and it should be capped at 750 sf. She also expressed concern for parking in the front yard as it may change neighborhood characteristics but this regulation would end up being stricter than State rules and actually allows parking to be between the front of the building and the street.

[1:06:10] Chairman Chellman noted that there were multiple board members who also reside in the Land Use Committee and that the Planning Board needed to approve of and feel comfortable with the draft amendments before it is sent to the City Council. He mentioned that the maximum size of 1000 sf seemed too large. He expressed concern about the permitted administrative approvals because it denied the public the chance to come to a Planning Board meeting to speak on proposals. He also expressed concern for

allowing two-room units and the potential neighborhood characteristic changes and asked for clarification on regulations for doors. He noted that there may be a missing clause in 814.612 which would not allow the Planning Board to waive parking which he believes should be allowed unless waived by the Planning Director.

[1:11:15] Mr. Hewitt asked about abutter notices and whether or not that covers mailing abutters and if it was certified mail. He also inquired whether the City had a minimum square footage for minimum dwelling spaces which are likely set in the building code standards.

[1:14:11] Vice Chair Clark asked for clarification on if a single story building with the addition of a two-story garage with an ADU on the second floor would be allowed which it would not be. He also brought up that it may be better off if a permitted use would be allowed in certain lot sizes.

Mr. Cracknell reiterated from Zoom that the 1000 sf size was created to be more clear because many applicants were coming in for waivers previously to build larger than 750 sf. The subordination requirements really limit the ability to get over the 750 sf limit and the 75% existing volume of the principal structure constraint. Staff may be able to prepare some examples for a subsequent meeting if needed and Mr. Cracknell agreed that visuals would also help and could be incorporated. He noted that he will sit down with Mr. Taintor to go over the comments from this meeting and potential changes to be made.

[1:51:06] Mr. Mahanna made a motion to continue the public hearing until the February 16th, 2023, meeting. The motion was seconded by Mr. Hewitt.

It is the board's hope that the Land Use Committee will have sufficient time to go over the questions, concerns, and changes addressed at this meeting and will be able to address those issues at the February meeting.

[1:52:37] Vice Chair Clark reiterated the point that building permits do not require abutter notification if they meet the requirements and associated ordinance regulations and some of the issues brought up tonight were what previous ADU applicants had considered onerous, such as the notification process. Vice Chair Clark does not want to see Portsmouth become more like a homeowner's association.

[1:55:06] Mr. Hewitt reiterated the purpose of making this process easier for the end user and the importance of simplifying it.

[1:56:03] Councilor Moreau noted that the handbook will help with this process of simplifying the steps for the homeowner.

[1:56:56] City Manager Conard noted that a new employee started working that day, Mr. Howard Snyder, who would be at the upcoming Land Use Committee meetings.

Minutes, Planning Board Meeting, January 30, 2023

[1:57:20] Chairman Chellman called for a vote. The motion passed unanimously.

## **II. OTHER BUSINESS**

## **III. ADJOURNMENT**

[1:57:28] Chairman Chellman adjourned the meeting.

The meeting adjourned at 8:59 pm.

Respectfully submitted,

Kate Homet,  
Acting Secretary for the Planning Board

**From:** [Kimberli Kienia](#)  
**To:** [Kimberli Kienia](#)  
**Subject:** FW: 225 Borthwick Avenue  
**Date:** Monday, January 30, 2023 11:01:35 AM  
**Attachments:** [image001.png](#)

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**From:** Jennifer Brymer [<mailto:jbrymer@aqualisco.com>]  
**Sent:** Monday, January 30, 2023 10:50 AM  
**To:** Izak Gilbo <[igilbo@cityofportsmouth.com](mailto:igilbo@cityofportsmouth.com)>; Peter L. Britz <[plbritz@cityofportsmouth.com](mailto:plbritz@cityofportsmouth.com)>  
**Cc:** Brock Marks <[bmmarks@aqualisco.com](mailto:bmmarks@aqualisco.com)>; Anthony Villedrouin <[avilledrouin@aqualisco.com](mailto:avilledrouin@aqualisco.com)>; Michael McManus <[mmcmanus@aqualisco.com](mailto:mmcmanus@aqualisco.com)>  
**Subject:** Re: 225 Borthwick Avenue

Good morning Izak/Peter,

We are still held up and won't have anything ready for the February Planning Board Meeting. We hope to be ready for the March meeting. I will be sure to let you know in advance.

Let me know if you have any questions.

Thank you,

Jennifer Brymer, *CMCA, AMS*  
**Project Manager**

**AQUALIS** Stormwater Management

***SCM Inspection Cert.#: 4637***

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**From:** Jennifer Brymer <[jbrymer@aqualisco.com](mailto:jbrymer@aqualisco.com)>  
**Sent:** Tuesday, January 10, 2023, 9:02 AM  
**To:** Izak Gilbo <[igilbo@cityofportsmouth.com](mailto:igilbo@cityofportsmouth.com)>; Peter L. Britz <[plbritz@cityofportsmouth.com](mailto:plbritz@cityofportsmouth.com)>  
**Cc:** Brock Marks <[bmmarks@aqualisco.com](mailto:bmmarks@aqualisco.com)>; Anthony Villedrouin <[avilledrouin@aqualisco.com](mailto:avilledrouin@aqualisco.com)>; Michael McManus <[mmcmanus@aqualisco.com](mailto:mmcmanus@aqualisco.com)>  
**Subject:** Re: 225 Borthwick Avenue

Izak / Peter, good morning;

We are still held up on the permitting process for the state and the design plans by our engineer, we would like to request a postponement for the January Planning Board meeting.

If you have any questions, please don't hesitate.

Thank you,

## Section 10.440 Table of Uses – Residential, Mixed Residential, Business and Industrial Districts

The proposed Zoning Ordinance amendments set forth in this document are intended to achieve three broad policy

**objectives:**

- (1) to remove barriers and provide more flexibility for the creation of accessory dwelling units (ADUs);
- (2) to strengthen provisions for ensuring that ADUs fit into established neighborhood patterns and minimize any adverse impacts on abutting properties; and
- (3) to simplify the ordinance and make it easier for users to understand and navigate

Before beginning the zoning revision project, the Planning Department reached out to stakeholders via a series of small group meetings and a survey of abutters to ADUs. This public involvement process revealed six broad **themes** that helped guide the zoning revision process:

- (1) Process navigational support is needed.
- (2) Dimensional relief is both an obstacle and a protection.
- (3) There is considerable cost and risk in the process and this is a deterrent.
- (4) Regulations for ADUs need to be clear and implementable.
- (5) Foremost among abutters' concerns are: parking, short term rentals, neighborhood character, and buffering and separation.
- (6) Abutters were generally positive about ADUs.

The revisions to the Table of Uses below result in a table that is more detailed than the existing table, with two categories of attached ADUs and four categories of detached ADUs. This additional complexity reflects two proposed policy changes in support of the above objectives: (1) to allow ADUs with the least potential neighborhood impact as of right ("P") instead of requiring a conditional use permit ("CU") as currently; and (2) to fold the existing Garden Cottage use into the broader Detached Accessory Dwelling Unit (DADU) use.

Use	R	SRA SRB	GRA GRB	GRC (A)	GA/ MH	MRO CD4- L1	CD4- L2	MRB	CD5 CD4	GB	G1	G2	B CD4- W	WB	...
<b>1. Residential Uses</b>															
1.10 <b>Single family dwelling</b>	P	P	P	P	N	P	P	P	<del>PN</del>	N	P	P	N	N	...
1.20 <b>Accessory dwelling unit</b>															
<del>1.21</del> <b>Attached</b>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>N</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>N</del>	<del>CU</del>	<del>CU</del>	<del>N</del>	<del>N</del>	<del>...</del>
<u>1.21 Attached accessory dwelling unit (AADU)</u>															
<u>1.211 Up to 750 sq. ft. GLA and entirely within an existing single-family dwelling</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>N</u>	<u>...</u>
<u>1.212 Up to 750 sq. ft. GLA and in an addition to or expansion of an existing single-family dwelling</u>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>N</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>N</u>	<u>...</u>
<del>1.22 Detached</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>...</del>



Use	R	SRA SRB	GRA GRB	GRC (A)	GA/ MH	MRO CD4- L1	CD4- L2	MRB	CD5 CD4	GB	G1	G2	B CD4- W	WB	...
<b>1.22 Detached accessory dwelling unit (DADU)</b>															
1.221 Up to 600 sq. ft. GLA and entirely within an existing <b>accessory building</b> that complies with all dimensional standards for <b>accessory buildings</b>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>...</u>
1.222 Up to 600 sq. ft. GLA in an existing <b>accessory building</b> where any of the following apply: (a) the existing <b>building</b> does not comply with a dimensional standard for an <b>accessory building</b> , or (b) the <b>DADU</b> requires any modification of a standard in Section 10.814, or any variance; or (c) the <b>DADU</b> includes any expansion of the existing <b>accessory building</b>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>...</u>
1.223 Up to 750 sq. ft. GLA in a new <b>building</b> that complies with all <b>lot</b> and <b>building</b> dimensional standards for a <b>single-family dwelling</b>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>CU</u>	<u>CU</u>	<u>CU</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>...</u>
<del>1.25 Garden Cottage</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>N</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>CU</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>N</del>	<del>...</del>
<b>1.30 Two-family dwelling</b>	N	N	P	P	P	P	P	P	P	N	P	P	N	N	...
...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...

NOTES:(1) DADU uses no. 1.221 and 1.222 replace use no. 1.25 – Garden Cottages.(2) In the “Supplemental Regulations” column, insert the following reference for uses 1.211 and 1.221: “10.814.61 (administrative approval)”.

## KEY TO ZONING DISTRICTS

(See Zoning Articles 4 through 5B for use, dimensional and intensity standards)

R	Rural Residential	CD4-L1	Character District 4-L1
SRA	Single Residence A	CD4-L2	Character District 4-L2
SRB	Single Residence B	CD4-W	Character District 4-W
GRA	General Residence A	CD4	Character District 4
GRB	General Residence B	CD5	Character District 5
GRC (A)	General Residence C	GB	General Business
GA/MH	Garden Apartment / Mobile Home Park	G1	Gateway Neighborhood Mixed Use Corridor
MRO	Mixed Residential Office	G2	Gateway Neighborhood Mixed Use Center
MRB	Mixed Residential Business	B	Business
		WB	Waterfront Business

## Article 8 Supplemental Use Standards

### 10.814 Accessory Dwelling Units

#### 10.814.10 Purpose and Eligibility

10.814.11 The purpose of this section is to provide for additional **dwelling units** within single-family neighborhoods in order to: increase the supply of smaller, more affordable housing units without the need for more infrastructure or further land development; meet local housing needs; and provide opportunities for adapted reuse of existing **accessory structures**. The standards in this section are intended to integrate more housing options into the community with minimal ~~negative~~ impact on the surrounding neighborhood.

~~10.814.1012~~ 10.814.1012 ~~One, and only one, Only one~~ **accessory dwelling unit (ADU)** shall be allowed on any **lot** containing a **single-family dwelling**. An **accessory dwelling unit** shall not be allowed under this Section 10.814 on a **lot** that contains more than one **dwelling unit**.

~~10.814.2013~~ 10.814.2013 Except as provided elsewhere in this Section 10.814, in order for a **lot** to be eligible for an **accessory dwelling unit**, the **lot** and all proposed **structures** and additions to existing **structures** shall conform to all zoning regulations as follows:

~~10.814.24131~~ 10.814.24131 Any municipal regulation applicable to **single-family dwellings** shall also apply to the combination of a principal **dwelling unit** and an **accessory dwelling unit** including, but not limited to, ~~lot area, yards, open space, off-street parking, building coverage, and building height~~ the dimensional standards set forth in Sec. 10.521 and the off-street parking requirements set forth in Sec. 10.1110.

This revision reorganizes the provisions of Section 10.814 into a more logical sequence and adds subsection headings to make it easier for users to navigate the ordinance.

New purpose statement – balancing affordable housing with neighborhood quality of life.

These changes are meant to clarify that ADUs are subject to all applicable regulations, not just the ones that are itemized in the current ordinance.  
(But see next sentence.)

Notwithstanding the above, the combination of a principal dwelling unit and an accessory dwelling unit does not need to comply with the minimum lot area per dwelling unit for the zoning district.

This change allows an ADU to be created on a lot meeting the area requirement for a single-family dwelling, in accordance with state law.

10.814.~~22~~132 An **attached accessory dwelling unit** is permitted on an existing nonconforming lots and within an existing nonconforming buildings as long as there is ~~no increase in building height or building footprint~~ for any portion of the existing building and no increase to or extension of the any existing nonconformity and no new nonconformity is created.

This simplifies the language of no increase in any nonconformity.

10.814.~~23~~133 A **detached accessory dwelling unit** that is not created within an existing accessory building is not an **accessory building or structure** for the purposes of this Ordinance, and therefore shall be governed by the applicable minimum yard dimensions in Section 10.521 for a **principal building or structure** and not by the **side yard** and **rear yard** standards applicable to an **accessory building**.

The inserted phrase reflects the merging of the Garden Cottage use into the broader Detached ADU use. An existing accessory building converted to a DADU continues to be governed by the yard standards for accessory buildings.

10.814.14 Notwithstanding all of the above provisions, an accessory building existing on the effective date of this ordinance may be converted to a detached accessory dwelling unit as provided in Section 10.440, uses 1.221 and 1.222, and as further provided in this Section 10.814.

This is the key provision that folds the Garden Cottages use into the Detached ADU section.

## 10.814.20 Standards for All Accessory Dwelling Units

~~10.814.30~~ All **accessory dwelling units** shall comply with the following standards:

10.814.~~31~~21 The principal **dwelling unit** and the **accessory dwelling unit** shall not be separated in ownership (including by condominium ownership).

10.814.~~32~~22 Either the principal **dwelling unit** or the **accessory dwelling unit** shall be occupied by the owner of the **dwelling** as his or her principal place of residence. The owner shall provide documentation demonstrating to the satisfaction of the City that one of the units is his or her principal place of residence.

10.814.~~32~~221 When the property is owned by one or more trusts, one of the **dwelling units** shall be the principal place of residence of the beneficiary(ies) of the trust(s).

10.814.23 The **accessory dwelling unit** shall not have more than two bedrooms.

10.814.~~33~~24 Neither the **principal dwelling unit** nor the **accessory dwelling unit** shall be used for any business, except that the property owner may have a **home occupation** use in the unit that he or she occupies as allowed or permitted elsewhere in this Ordinance.

10.814.~~34~~25 Where municipal sewer service is not provided, the septic system shall meet NH Water Supply and Pollution Control Division requirements for the combined system demand for total occupancy of the premises.

10.814.26 At least 1 **off-street parking** space shall be provided for an **ADU** in addition to the 2 spaces that are required for the principal **single-family dwelling**.

### 10.814.30 Additional Standards for Attached Accessory Dwelling Units

~~10.814.40~~ —An **attached accessory dwelling unit (AADU)** shall comply with the following additional standards:

10.814.~~41~~31 An interior door shall be provided between the **principal dwelling unit** and the **accessory dwelling unit**.

10.814.4232 The ~~accessory dwelling unit~~**AADU** ~~shall not have more than two bedrooms and~~ shall not be larger than 750 sq. ft. in gross floor living area (GLA). For the purpose of this provision, the gross floor living area of the AADU shall not include ~~existing~~ storage space, shared entries, or other spaces not exclusive to the ~~accessory dwelling unit~~**AADU**.

10.814.33 The **AADU** shall be subordinate to the principal **dwelling unit** in scale, height and appearance, as follows:

~~10.814.43331~~ ~~Any exterior changes to the single family dwelling shall maintain the appearance of a single family dwelling.~~ If there are two or more doors in the front of the principal dwelling unit, one door shall be designed as the principal entrance and the other door(s) shall be designed to appear to be secondary.

~~10.814.44~~ ~~No portion of the AADU shall be closer to the front lot line than the existing front wall of the principal dwelling unit.~~

~~10.814.45~~ ~~An AADU that is attached to the single family dwelling (i.e., created by an expansion of the existing structure) shall comply with the following:~~

~~10.814.451~~ ~~An exterior wall of the AADU that faces a street on which the lot has frontage shall comprise no more than 40 percent of the total visible façade area of the dwelling as seen from that street.~~

10.814.332 An addition to or expansion of an existing **building** for the purpose of creating an **AADU** shall be recessed or projected at least 18 inches from the existing front wall of the principal dwelling unit. Where the addition includes the construction of an attached, street-facing garage, it shall be set back at least 10 feet from the front wall of the principal dwelling unit.

Section 10.814.32 coordinates with the proposed changes to the table of uses:

- An AADU up to 750 sq. ft. is a permitted use (use 1.211) or a use allowed by conditional use permit (use 1.212).
- An AADU more than 750 sq. ft. is not allowed anywhere (this provision).

The standards for subordination of the AADU to the principal dwelling unit (Section 10.814.33) are refined based on experience with ADUs that have been created since the adoption of the ordinance, and on comments from residents.

~~10.814.452~~ The addition to or expansion of the existing single-family dwelling may include an increase in building height only as an upward expansion of the existing principal building with no increase in building footprint.

10.814.~~453~~333 The **building height** of any addition or expansion that includes an increase in **building footprint** shall be ~~less than the building height of the existing principal building no greater than 75% of the height of the existing building.~~ In the case of a single-story building, an addition or expansion may include either an additional story to the existing building or a single-story addition at the same height as the existing building.

~~10.814.454~~ The ~~AADU~~ shall be architecturally consistent with the principal ~~dwelling~~

#### 10.814.40 Additional Standards for Detached Accessory Dwelling Units

~~10.814.50~~ A **detached accessory dwelling unit (DADU)** shall comply with the following additional standards:

~~10.814.51~~ In a General Residence district, the combination of the **principal dwelling** and the **DADU** shall comply with the minimum **lot area per dwelling unit** specified for the district. (For example, the required **lot area** for a **single-family dwelling** with a **DADU** in the GRA district is 7,500 sq. ft. per **dwelling unit** multiplied by 2 **dwelling units**, or 15,000 sq. ft.) In a Single Residence or Rural district, a lot with a **DADU** shall comply with the minimum **lot area** for the district, but need not comply with the minimum **lot area per dwelling unit**.

10.814.5241 The **DADU** ~~shall not have more than two bedrooms and~~ shall not be larger than 750 sq. ft. in gross floor living area; ~~except that the maximum gross floor area shall be 1,000 sq. ft. if the lot area is 2 acres or more.~~

10.814.411 In no case shall a **DADU** that is created from an existing **accessory building** that does not comply with the minimum **yard** requirements for a **principal structure** be larger than 600 sq. ft. in gross floor living area.

10.814.42 A **DADU** that is created from an existing **accessory building** that does not comply with the minimum **yard** requirements for a **principal structure** shall comply with the following additional requirements:

10.815.421 The existing **accessory building** shall not be expanded either vertically or horizontally, other than through the addition of a front entry not to exceed 50 sq. ft., or a side or rear deck not to exceed 300 sq. ft.; except that the Planning Board may grant a conditional use permit to allow the **gross living area** of the **accessory building** to be expanded up to a total of 600 sq. ft. as provided in Section 10.440.

10.815.422 A **DADU** that is within a required **side yard** or **rear yard** setback for the zoning district shall not have any windows, balconies, or doors higher than eight feet above grade facing ~~the~~ adjacent property.

10.814.5343 The **DADU** shall be ~~clearly~~ subordinate to the principal **single-family dwelling** in scale, height and appearance, as follows:

10.814.55431 The front wall of ~~the~~ **DADU** that is not created within an existing accessory building shall be set back at least 10 feet further from the **front lot line** than the existing front wall of the ~~single-family principal dwelling unit~~.

10.814.531 ~~The façade area of the DADU that faces a street on which the lot has frontage shall be no more than 40 percent of the~~

This provision limits a DADU 600 sq. ft. if it is created from an existing accessory building that does not comply with the yard requirements for a principal structure. (This size limit is reinforced in Section 10.814.63 below.)

The provisions in Section 10.814.42 are carried over from the existing Garden Cottages section of the ordinance and apply to any detached ADU that is created by converting an existing garage or other accessory building that does not comply with the yard requirements for a principal structure.

The addition of “that is not created within an existing accessory building” is due to merging the Garden Cottage use into the DADU use and reflects the possibility that an existing garage or other accessory building may not be 10 feet back from the front line of the house.



~~combined visible façade areas of the principal single-family dwelling and the DADU facing the same street.~~

10.814.532432 The **building height** of the ~~entire building~~ containing the **DADU** shall be ~~less than the building height of the principal single-family dwelling~~ no greater than **22 feet in height**.

10.814.433 When the **building** containing the **DADU** is taller than the **principal building**, its required setback from all property lines shall be increased by the difference in **building height** between the **DADU** and the **principal building**.

10.814.434 The **building footprint** of the ~~entire building~~ containing the **DADU** shall be no greater than **750 sq. ft. in gross floor area**.

10.814.435 The **gross floor area** of the ~~entire building~~ containing the **DADU** shall be no greater than **1,600 sq. ft. gross floor area** ~~GFA~~ or 75 percent of the **gross floor area** of the **principal dwelling unit**, whichever is less.

10.814.436 The **DADU** may include roof dormers provided they are located outside the required setbacks from all property lines and occupy no greater than 33% of any individual roof plane.

10.814.437 The **DADU** shall comply with the drainage requirements listed under Section 10.1320.

10.814.438 The **DADU** shall comply with the lighting requirements listed under Section 10.1140.

10.814.533 The ~~DADU~~ shall be architecturally consistent with the **principal dwelling** through the use of similar materials, detailing, and other **building** design elements.

In response to concerns raised by residents about the scale of DADUs (including some units that have been created under the current ordinance), Sections 10.814.432 through 10.814.436 establish upper limits on the absolute and relative size and scale of the building containing a DADU (as opposed to the size of the DADU itself).

Regardless of the size of the DADU that it contains, the detached building cannot have a footprint of more than 750 sq. ft. nor a gross floor area of more than 1,600 sq. ft. This would permit a 750 sq. ft. DADU (the maximum allowed with a conditional use permit) over a two-car garage.

This architectural consistency provision is replaced by more detailed requirements in Section 10.814.50 below.

10.814.5444 The **DADU** shall ~~be separated from the single family dwelling by at least 20 feet~~ comply with the minimum separation requirements established by the Building Code.

10.814.56 ~~No portion of the DADU shall be located in any required front yard, regardless of the location of the single family dwelling.~~

### 10.814.50 Architectural Design Standards

Where the creation of an **accessory dwelling unit** involves the construction of a new **building** or an addition to or expansion of an existing **building**, the exterior design shall be architecturally consistent with or similar in appearance to the **principal building** using the following design standards:

10.814.51 The new **building**, addition or expansion shall be architecturally consistent with or the same as or similar in appearance to the existing **principal building** with respect to the following elements:

- Massing, including the shape and form of the **building footprint**, roof or any projecting elements;
- Architectural style, design, ~~quality~~ and overall character;
- Roof forms, slopes, and ~~shingling materials~~ projections;
- Siding material, texture, and profile;
- Window spacing, shapes, proportions, style and general detailing;
- Door style, material and general detailing;
- Trim details, including window and door casings, cornices, soffits, eaves, dormers, shutters, railings and other similar design elements;
- Exposed foundation materials and profiles.

10.814.52 If provided, the following elements shall be ~~the same~~ architecturally consistent with -as or similar in appearance to the corresponding elements on the **principal building** in terms of proportions, materials, style and ~~trim~~ details:

This new section establishes detailed standards for architectural consistency of an ADU with the principal single-family dwelling.

Note that these standards are requirements (“shall”), not guidelines (“should”). Section 10.814.612 provides that if the Planning Director determines that an ADU that is otherwise permitted (“P”) does not comply with any of these standards (or any other standard in Section 10.814), then the proposed use will require a conditional use permit, including a public hearing by the Planning Board.

- Projections such as dormers, porticos, bays, porches and door canopies;
- Chimneys, balconies, railings, gutters, shutters and other similar design elements.

10.814.53 If provided, all street-facing garage doors shall be limited to 9 feet in width.

### **10.814.60 Review and Approval Process**

10.814.61 When Section 10.440 indicates that an **attached** or **detached ADU** is permitted (“P”), the following shall apply:

10.814.611 For a period of at least 30 days from the date of application to the City, the applicant shall post a notice, ~~by~~in the form of a sign provided by the city, that describes the proposed **ADU** application. Such sign shall be located on the perimeter of the ~~lot site~~ where it can easily be viewed and readable from all abutting public ways. The applicant shall also ~~send~~provide the sign notice information by certified mail to all owners of any property located within 100 feet of the **lot**. Prior to approval of the application for a **building permit** the applicant shall provide a written statement, including photographic evidence, confirming that these notice requirements have been met.

10.814.612 Any person may submit written comments on the **ADU** application. In order to be considered by the Planning Director, ~~s~~Such comments shall be submitted to the Planning Director within the 30-day notice period.

10.814.613 The determination as to whether the **ADU** complies with all requirements shall be made by administrative approval by the Planning Director. If the Planning Director determines

This requirement for posting and mailing a notice of the application is in response to resident concerns about lack of notification without a public hearing requirement.

that the application does not comply with any standard in this Section 10.814, the proposed **ADU** shall require a conditional use permit.

10.814.64 The Planning Director shall not approve an application for an **ADU** until the conclusion of the 30-day notice period.

10.814.~~60~~62 ~~Before granting~~ When Section 10.440 requires a conditional use permit for an **attached** or **detached ADU**, the Planning Board shall make the following findings before granting approval:

10.814.621 The **ADU** complies with all applicable standards of this Section 10.814 except as modified by the conditional use permit.

10.814.~~61~~622 ~~The Exterior~~ design of the **ADU** is architecturally consistent with or similar in appearance to the existing principal **dwelling** on the **lot**.

10.814.~~62~~623 The site plan provides adequate and appropriate **open space, and landscaping and off-street parking** for both the **ADU** and the primary dwelling principal dwelling unit, and complies with the off-street parking requirements of Section 10.814.26.

10.814.~~63~~624 The **ADU** will maintain a compatible relationship to **adjacent** properties in terms of location, design, and **off-street parking** layout, and will not significantly reduce the privacy of **adjacent** properties.

~~10.814.64 The **ADU** will not result in excessive noise, traffic or parking congestion.~~

This change replaces a general determination of “adequate and appropriate” parking with a specific finding that the plan complies with the off-street parking standards of the ordinance.

The phrase “excepting Sections 10.814.41 and 10.814.42” means that (1) no detached accessory dwelling unit may exceed 750 sf in area, and (2) no DADU created in an existing accessory building may exceed 600 sf in area unless it complies with the required setbacks for a principal structure.

10.814.~~70~~63 In granting a conditional use permit for an **accessory dwelling unit**, the Planning Board may modify a specific standard set forth in Sections 10.814.26 and 10.814.40-30 or 10.814.52 through 10.814.~~56~~50 (excepting Sections 10.814.41 and 10.814.42), including requiring additional, or reconfigured **off-street parking** spaces, provided that the **Board** finds such modification will be consistent with the required findings in Section 10.814.~~60~~62.

#### 10.814.70 Post-Approval Requirements

10.814.~~80~~71 Documentation of the conditional use permit approval shall be recorded at the Rockingham County Registry of Deeds, together with an affidavit that either the principal dwelling unit or the accessory dwelling unit will be occupied by the owner of the dwelling as his or her principal place of residence, as required by Section 10.814.22.

10.814.~~90~~72 A certificate of use issued by the Planning Department is required to verify compliance with the standards of this Section, including the owner-occupancy and principal residency requirements. Said certificate shall be issued by the Planning Department upon issuance of a certificate of occupancy by the Inspection Department ~~and shall be renewed annually upon submission of such documentation as the Planning Department may require to verify compliance.~~ A certificate of use shall not be issued prior to recording of documentation as required by ~~this Section~~ 10.814.~~80~~71.

10.814.73 The certificate of use shall be renewed annually upon submission of such documentation as the Planning Department may require to verify continued compliance with the standards of this Section. Failure to comply with this requirement shall be deemed a violation of the ordinance and may be enforced as provided in Article 2.

#### ~~10.815 Garden Cottages~~

~~10.815.10 One **garden cottage**, and only one, shall be allowed on any lot containing a **single-family dwelling**.~~

The entire Garden Cottages section is deleted because the GC use is being folded into the broader category of Detached Accessory Dwelling Unit (DADU).

~~10.815.20 — Relationship to other provisions of this Ordinance:~~

~~10.815.21 — No **garden cottage** shall be allowed on the same **lot** as an **accessory dwelling unit** authorized under this Ordinance.~~

~~10.815.22 — The establishment of a **garden cottage** results in two **dwelling units** on the property and thus makes the property ineligible to establish an **accessory dwelling unit** under RSA 674:72-73 and this Ordinance. As a condition of receiving a conditional use permit for a **garden cottage**, the property owner shall waive all rights under RSA 674:72 and RSA 674:73.~~

~~10.815.23 — A **garden cottage** that complies with the standards of this section is exempt from the residential density standards of the Zoning Ordinance. A second **dwelling unit** on a **lot** that does not comply with the standards of this section shall be considered to be either a second primary **dwelling** or an **accessory dwelling unit** and shall comply with the applicable standards and provisions of the Ordinance.~~

~~10.815.30 — **Garden cottages** shall comply with the following standards:~~

~~10.815.31 — The existing **accessory building** shall not be expanded either vertically or horizontally, other than through the addition of a front entry not to exceed 50 sq. ft., or a side or rear deck not to exceed 300 sq. ft.~~

~~10.815.32 — A **garden cottage** shall not be larger than 600 sq. ft. **gross floor area**.~~

~~10.815.33 — A **garden cottage** that is within a required **yard** for the zoning district shall not have any windows or doors higher than eight feet above grade facing the **adjacent** property.~~

~~10.815.34 — The **principal dwelling unit** and the **garden cottage** shall not be separated in ownership (including by condominium ownership); and either the **principal dwelling unit** or the **garden cottage** shall be occupied by the owner of the property. The owner shall provide documentation demonstrating to the satisfaction of the City that one of the units is his or her principal place of residence.~~

~~10.815.341 — When the property is owned by one or more trusts, one of the **dwelling units** shall be the principal place of residence of the beneficiary(ies) of the trust(s).~~

~~10.815.35 — Where municipal sewer service is not provided, the septic system shall meet NH Water Supply and Pollution Control Division requirements for the combined system demand for total occupancy of the premises.~~

~~10.815.40 — Before granting a conditional use permit for a **garden cottage**, the Planning Board shall make the following findings:~~

~~10.815.41 — Exterior design of the **garden cottage** is consistent with the existing **single-family dwelling** on the lot.~~

~~10.815.42 — The site plan provides adequate and appropriate **open space, landscaping, and off-street parking** for both the **garden cottage** and the primary **dwelling**.~~

~~10.815.43 — The **garden cottage** will maintain a compatible relationship to **adjacent** properties in terms of location and design, and will not significantly reduce the privacy of **adjacent** properties.~~

~~10.815.44 — The **garden cottage** will not result in excessive noise, traffic or parking congestion.~~

~~10.815.50 — In granting a conditional use permit for a **garden cottage**, the Planning Board may modify a specific dimensional or parking standard set forth in Section 10.815.30, including requiring additional or reconfigured **off-street parking** spaces, provided that the Board finds such modification will be consistent with the required findings in Section 10.815.40.~~

~~10.815.60 — Documentation of the conditional use permit approval shall be recorded at the Rockingham County Registry of Deeds.~~

~~10.815.70 — A certificate of use issued by the Planning Department is required to verify compliance with the standards of this Section, including the owner-occupancy and principal residency requirements. Said certificate shall be issued by the Planning Department upon issuance of a certificate of occupancy by the Inspection Department and shall be renewed annually upon submission of such documentation as the Planning Department may require to verify compliance. A certificate of use shall not be issued prior to recording of documentation as required by 10.815.60.~~



## Article 11 Site Development Standards

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### Section 10.1110 Off-Street Parking

#### 10.1113 Location of Vehicular Use Facilities

##### 10.1113.20 Location of Parking Facilities on a Lot

Required **off-street parking** spaces shall not be located in any required **front yard**, or between a **principal building** and a **street** (including on a **corner lot**). This restriction shall not apply to required **off-street parking** for a **single-family dwelling** (including the combination of a **single-family dwelling** and an **accessory dwelling unit**) or **two-family dwelling**.

Currently, one- and two-family dwellings are exempted from the prohibition on providing required parking spaces in the front yard. This change extends the exemption to lots containing a single-family dwelling and an ADU, since an ADU is typically smaller than a unit in a two-family dwelling.

## Article 15 Definitions

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### Section 10.1530 Terms of General Applicability

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## A

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#### **Accessory building or structure**

A subordinate **building** located on the same **lot** with the principal **building**, occupied by or devoted to an **accessory use**. Where an **accessory building** is attached to the main **building** in a substantial manner, as by a wall or roof, such **accessory building** shall be considered part of the main **building**. For the purpose of this Ordinance, a **detached accessory dwelling unit** that is not created within an existing accessory building is not an **accessory building** or **structure**.

The inserted phrase is needed because the Garden Cottage use (which by definition is in an accessory building) is being folded into the Detached ADU use.

#### **Accessory dwelling unit (ADU)**

A **dwelling unit** that is constructed on the same **lot** as a **single-family dwelling** and complies with the standards for **accessory dwelling units** set forth in this Ordinance.

#### **Attached accessory dwelling unit (AADU)**

An **accessory dwelling unit** that is constructed within or attached to a **single-family dwelling**. For the purpose of this definition, “attached” means:

- (a) located within the **dwelling** and separated from the **principal dwelling unit** either horizontally or vertically, or
- (b) sharing a common wall for at least 25 percent of the length of the side of the **single-family dwelling**.

“Attached” does not include connection to the **single-family dwelling** solely by an unenclosed **structure** (such as a breezeway) or by an enclosed but unconditioned space.

# Findings of Fact | Site Plan Review

## City of Portsmouth Planning Board

Date: February 16, 2023

Property Address: 1 Congress Street

Application #: LU-22-12

Decision: ☐ Approve ☐ Deny ☐ Approve with Conditions

### Findings of Fact:

Effective August 23, 2022, amended RSA 676:3, I now reads as follows: The local land use board shall issue a final written decision which either approves or disapproves an application for a local permit and make a copy of the decision available to the applicant. **The decision shall include specific written findings of fact that support the decision. Failure of the board to make specific written findings of fact supporting a disapproval shall be grounds for automatic reversal and remand by the superior court upon appeal, in accordance with the time periods set forth in RSA 677:5 or RSA 677:15, unless the court determines that there are other factors warranting the disapproval.** If the application is not approved, the board shall provide the applicant with written reasons for the disapproval. If the application is approved with conditions, the board shall include in the written decision a detailed description of the all conditions necessary to obtain final approval.

Site Plan Regulations Section 2.9 Evaluation Criteria - in order to grant site plan review approval, the TAC and the Planning Board shall find that the application satisfies evaluation criteria pursuant to NH State Law and listed herein. In making a finding, the TAC and the Planning Board shall consider all standards provided in Articles 3 through 11 of these regulations.

	Site Plan Review Regulations Section 2.9 Evaluation Criteria	Finding (Meets Standard/Criteria)	Supporting Information (Provided by applicant)
1	Compliance with all City Ordinances and Codes and these regulations. <u>Applicable standards:</u>	<b>Meets</b> <b>Does Not Meet</b>	<u>Applicable standards:</u> No Variances Required. Project complies with all Ordinance requirements including parking; see Sheet C3 Table for details.
2	Provision for the safe development, change or expansion of use of the site.	<b>Meets</b> <b>Does Not Meet</b>	To facilitate the construction High Street will sometimes be limited to only construction, cranes, and truck deliveries. Safety plans / alternative routes will be developed.

	<b>Site Plan Review Regulations Section 2.9 Evaluation Criteria</b>	<b>Finding (Meets Standard/Criteria)</b>	<b>Supporting Information (Provided by applicant)</b>
<b>3</b>	Adequate erosion control and stormwater management practices and other mitigative measures, if needed, to prevent adverse effects on downstream water quality and flooding of the property or that of another.	<b>Meets</b> <b>Does Not Meet</b>	The project proposes to provide additional drainage structures in High Street to alleviate the existing puddling and the resulting existing negative impacts. The plans show the procedures that will be utilized to provide erosion control during construction.
<b>4</b>	Adequate protection for the quality of groundwater.	<b>Meets</b> <b>Does Not Meet</b>	Runoff is captured in city collection system. No groundwater withdrawal (water supply is city). No nearby production wells.
<b>5</b>	Adequate and reliable water supply sources.	<b>Meets</b> <b>Does Not Meet</b>	Water supply is Public -City. Supply confirmed by TAC review. All plumbing fixtures will be low /water conserving.
<b>6</b>	Adequate and reliable sewage disposal facilities, lines, and connections.	<b>Meets</b> <b>Does Not Meet</b>	Sewer connection is Public - City. Connection(s) reviewed by TAC.
<b>7</b>	Absence of undesirable and preventable elements of pollution such as smoke, soot, particulates, odor, wastewater, stormwater, sedimentation or any other discharge into the environment which might prove harmful to persons, structures, or adjacent properties.	<b>Meets</b> <b>Does Not Meet</b>	The office and residential uses will not contribute the types of pollutants listed.  If there is a first floor restaurant it would not contribute any more smoke / odor than the other facilities in the downtown.
<b>8</b>	Adequate provision for fire safety, prevention and control.	<b>Meets</b> <b>Does Not Meet</b>	Full wet sprinkler system. Building access reviewed by Portsmouth FD – suggested making High Street wider for added safety.
<b>9</b>	Adequate protection of natural features such as, but not limited to, wetlands.	<b>Meets</b> <b>Does Not Meet</b>	Urban site, no wetlands or buffers. All excavation materials will be environmentally tested prior to removal from site.
<b>10</b>	Adequate protection of historical features on the site.	<b>Meets</b> <b>Does Not Meet</b>	No Historical features present. The portion of the existing building to be removed is non-contributing. The other facades will be renovated. HDC Approved.
<b>11</b>	Adequate management of the volume and flow of traffic on the site and adequate traffic controls to protect public safety and prevent	<b>Meets</b> <b>Does Not Meet</b>	Underground parking entrance has been placed on Haven Court so as to minimize traffic congestion on High Street. Adequate parking provided for the use.

	<b>Site Plan Review Regulations Section 2.9 Evaluation Criteria</b>	<b>Finding (Meets Standard/Criteria)</b>	<b>Supporting Information (Provided by applicant)</b>
	traffic congestion.		
<b>12</b>	Adequate traffic controls and traffic management measures to prevent an unacceptable increase in safety hazards and traffic congestion off-site.	<b>Meets</b> <b>Does Not Meet</b>	TAC did not find that traffic will be an issue off-site given the proposed use.
<b>13</b>	Adequate insulation from external noise sources.	<b>Meets</b> <b>Does Not Meet</b>	Construction to match the required conditions for the location.
<b>14</b>	Existing municipal solid waste disposal, police, emergency medical, and other municipal services and facilities adequate to handle any new demands on infrastructure or services created by the project.	<b>Meets</b> <b>Does Not Meet</b>	Trash collection will be privately contracted. TAC Review included Fire and Police Departments. All concerns addressed in design. Future suggested widening of High Street may be possible.
<b>15</b>	Provision of usable and functional open spaces of adequate proportions, including needed recreational facilities that can reasonably be provided on the site	<b>Meets</b> <b>Does Not Meet</b>	Site development utilizes site allowable density. Future improvements can include additional improvements to public spaces; including a potential pedestrian alley.
<b>16</b>	Adequate layout and coordination of on-site accessways and sidewalks in relationship to off-site existing or planned streets, accessways, bicycle paths, and sidewalks.	<b>Meets</b> <b>Does Not Meet</b>	Adequate access for the site development is provided from High Street.
<b>17</b>	Demonstration that the land indicated on plans submitted with the application shall be of such character that it can be used for building purposes without danger to health.	<b>Meets</b> <b>Does Not Meet</b>	Land is suitable for the intended purpose, currently used as an urban building site and attached parking lot. Plans follow ordinance and guidelines; see TAC approval.
<b>18</b>	Adequate quantities, type or arrangement of landscaping and open space for the provision of visual, noise and air pollution buffers.	<b>Meets</b> <b>Does Not Meet</b>	Landscaping on Haven Court proposed.

	Site Plan Review Regulations Section 2.9 Evaluation Criteria	Finding (Meets Standard/Criteria)	Supporting Information (Provided by applicant)
19	Compliance with applicable City approved design standards.	Meets  Does Not Meet	See HDC and TAC approvals.
	Other Board Findings:		

DRAFT



25 January 2023

Rick Chellman, Planning Board Chair  
City of Portsmouth  
1 Junkins Avenue  
Portsmouth, NH 03801

**RE: Request for Site Plan Approval at 1 Congress Street, Proposed Site Development**

Dear Mr. Chellman and Planning Board Members:

On behalf of Mark McNabb and One Market Square, LLC we are pleased to submit the attached plan set for **Site Plan** Approval for the above-mentioned project and request that we be placed on the agenda for your **February 16, 2023**, Planning Board Meeting. The project includes the re-use of the existing commercial buildings at 1 and 3 Congress Street, some existing building demolition, and proposed new construction of a 3 Story Structure with Attic Hip Top Mansard Roof to the rear of the existing buildings with the associated and required site improvements. The area behind the existing building is currently a surface parking lot. The surface parking will be lowered to below street level and be included with the new construction.

This project was initially presented to the Planning Board at a Public Hearing on April 21, 2022 at which time the Board concluded the Design Review process. The project then went to final design and received HDC approval on August 3, 2022 and Technical Advisory Committee approval on January 3, 2023 (copies attached). The project has been submitted as a site plan application which included some developer proposed off-site improvements to adjacent city streets. In the TAC process the decision was made to bifurcate the application into two parts: the Site Plan Approval and the Off-Site Improvements. Since the Off-Site Improvements are proposed on public property (city streets) it was determined that permitting that part of the proposed development would be best accomplished as a separate process; similar to the processes which the city engages in for other street improvements.

The applicant is willing to fund extensive improvements in the public way, at their sole cost, in High Street, Ladd Street and connecting Haven Court to Fleet Street. The City and the applicant want this to be an intentional process involving City Staff, City Council, abutters and the public. The Applicant agrees to design and pay the cost for certain improvements in High Street, Ladd Street and Haven Court (connecting Haven Court with Fleet Street) as finalized with the mutual agreement between City of Portsmouth Staff, City Council and the Applicant. The Applicant will pay the entire cost of design and making the improvements thereby not requiring the City of Portsmouth to pay any costs for these improvements. As a result of the significant improvements to the public way being paid for by a private land owner, the Applicant will request that the City of Portsmouth waive normal and customary fees associated with license agreements to encumber the public way.

Included in this package are some concept drawings of potential off-site improvements; not for approval but to inform the Planning Board and the public about the extent of the proposal.

The Technical Advisory Committee recommends approval of the Site Plan. The Proposed Conditions are repeated below:

1. Applicant and project team will meet with the Planning staff to discuss the zoning compliance table.
2. Pole lights will be removed and the replacement fixtures will be reviewed and approved by Public Works Department.
3. Any utility work that is necessary to construct a fully operational building will need to be reviewed and approved by the Public Works Department.
4. Prior to issuance of building permit the proposed off site improvement for High Street and Ladd Street and Haven Court will be reviewed and approved authorized by the City entity to ensure building, pedestrian, vehicular, and emergency vehicle safety.

Those conditions are acceptable to the Applicant.

The following plans are included in our submission:

- Cover Sheet – This shows the Development Team, Legend, Site Location, and Site Zoning.
- Standard Boundary Survey Plan – This plan shows the existing property boundaries. The survey was performed before the lot merger; the lots have been officially merged (paperwork attached). The site is still bifurcated by a Zoning District boundary line along the old property line.
- License Plan – This shows the location of proposed awnings which will require a license from the City Council.
- Existing Conditions Plan C1 – This plan shows the existing site conditions in detail.
- Demolition Plan C2 – This plan shows portions of the existing buildings and other site features which will be removed.
- Project Site Plan C3 – This plan shows the site development and proposed building placement. Tables showing dimensional and area information are provided (those are also included in the packet of information).
- Architectural Plans – These are Floor Plans, Roof Plan, Building Elevations, Rendered Views and Wall Sections of the proposed building.
- Landscape Plans – These plans show proposed landscape with plant list and a bench detail.
- Utility Plan C4 – This plan shows proposed site utilities.
- Grading Plan C5 – This plan shows proposed site grading and new drainage collection system in High Street.
- Parking Level Plan C6 – This plan shows the layout of the parking (basement) level with required parking calculations.
- Average Grade Plane C7 – This plan shows the average grade plane for the proposed building (corresponds to the calculation page in the attached materials).
- High Street Profile P1 – This plan shows the profile of High Street and the new drainage collection system.
- Detail Sheets D1 – D7 – These plans show site details.

Supplemental Information Provided in the submission package includes:

Merger Document  
Applicant Authorization  
Site Plan Checklist  
TAC Approval



HDC Approval  
Zoning Compliance Tables  
Traffic Technical Memorandum  
Green Building Statement  
Average Grade Plane Calculation  
Lighting Information  
Drainage Analysis  
Will Serve Letter  
Off Site Improvements - Context  
Development Plan Set

We look forward to the Planning Board review of this submission and look forward to an in-person presentation. We hereby request your approval of the project.

Sincerely,

*John R. Chagnon*

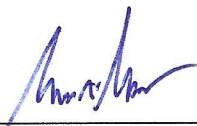
John R. Chagnon, PE

CC: Mark McNabb, Tracy Kozak, Terrance Parker, FX Bruton

**NOTICE OF VOLUNTARY MERGER OF CONTIGUOUS LOTS**

NOW COMES One Market Square, LLC., owner of Map 117 Lot 14 and Map 117 Lot 15 being contiguous parcels of land located at 1 Congress Street and High Street, Portsmouth, County of Rockingham and State of New Hampshire, who wishes to merge said parcels for Municipal regulation and taxation purposes, and does hereby apply to the Planning Board of the City of Portsmouth, or its designee, for approval of said merger and further says that said lots are listed on Assessor's Map 117 as Lot 14 and as Lot 15, and being the same property conveyed to One Market Square, LLC., by deed of Peter H. Jarvis and Sons, LLC., dated December 09, 2022 and recorded at the Rockingham County Registry of Deeds at Book 6363 Page 31.

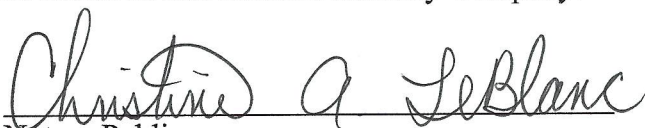
DATED this 31<sup>st</sup> day of January 2022.

  
\_\_\_\_\_  
Mark A. McNabb, Manager  
One Market Square, LLC

State of New Hampshire  
Rockingham, SS

Acknowledged before me by Mark A. McNabb, duly authorized Manager of One Market Square, LLC, this 31<sup>st</sup> day of January 2022, on behalf of said Limited Liability Company.

CHRISTINE A. LEBLANC  
Notary Public - New Hampshire  
My Commission Expires February 20, 2024

  
\_\_\_\_\_  
Notary Public

**APPROVAL OF MERGER**

NOW COMES THE Portsmouth Planning Board or its designee and pursuant to RSA 674:39-a approved the merger.

Dated: 2-7-2022

Beverly Moss-Zendt  
Authorized Officer

**CONSENT OF LIEN HOLDER**

Now comes Kennebunk Savings Bank and hereby consents in accordance with NH RSA 674:39-a, II to the voluntary lot merger of lots set forth on the city of Portsmouth Tax Maps as Map 117 Lot 14 & Map 117 Lot 15, said parcels subject to the grant of a mortgage from One Market Square, LLC to Kennebunk Savings Bank, pursuant to a certain Commercial Mortgage, Security Agreement and Assignment of Leases and Rents dated December 9, 2021, and recorded at the Rockingham County Registry of Deeds at Book 6363, Page 31.

Dated: 2/1/2022

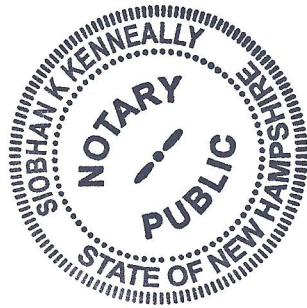
Kennebunk Savings Bank

By: \_\_\_\_\_

Chris Kehl, Executive Vice President

STATE OF NEW HAMPSHIRE  
COUNTY OF ROCKINGHAM

On this, the 31<sup>st</sup> of January 2022, before me, the undersigned Officer, personally appeared Chris Kehl, who acknowledged themselves to be the Executive Vice President of Kennebunk Savings Bank, and that they, as such, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the company by themselves as Executive Vice President.




Siobhan K Kenneally  
Notary Public / Justice of the Peace  
My commission expires 8/18/2026

SIOBHAN K KENNEALLY  
NOTARY PUBLIC  
State of New Hampshire  
My Commission Expires  
August 18, 2026

December 27, 2021

**AUTHORIZATION  
One Market Square, LLC  
One Congress Street, Portsmouth New Hampshire 03801**

I, Mark A. McNabb, manager and member of One Market Square, LLC, as owner of two parcels of land located in the City of Portsmouth on Tax Assessor Map U117 Lot 14 and Lot 15, hereby authorize Tracy Kozak from Arcove, LLC., as project architect, and John Chagnon from Ambit Engineering, to represent our interests before land use boards of the City of Portsmouth and any State of New Hampshire or federal agency necessary to obtain regulatory approvals and permits and to submit any applications and materials related to the above referenced property on our behalf.

  
\_\_\_\_\_  
Mark A. McNabb, Manager & Member

Date: December 27, 2021



## City of Portsmouth, New Hampshire

### Site Plan Application Checklist

This site plan application checklist is a tool designed to assist the applicant in the planning process and for preparing the application for Planning Board review. The checklist is required to be completed and uploaded to the Site Plan application in the City's online permitting system. A pre-application conference with a member of the planning department is strongly encouraged as additional project information may be required depending on the size and scope. The applicant is cautioned that this checklist is only a guide and is not intended to be a complete list of all site plan review requirements. Please refer to the Site Plan review regulations for full details.

**Applicant Responsibilities (Section 2.5.2):** Applicable fees are due upon application submittal along with required attachments. The application shall be complete as submitted and provide adequate information for evaluation of the proposed site development. Waiver requests must be submitted in writing with appropriate justification.

Name of Applicant: One Market Square, LLC Date Submitted: 10/18/2022

Application # (in City's online permitting): LU-22-12

Site Address: 1 Congress Street Map: 117 Lot: 14 & 15

Application Requirements			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	Complete <a href="#">application</a> form submitted via the City's web-based permitting program (2.5.2.1(2.5.2.3A))	Online	N/A
<input type="checkbox"/>	All application documents, plans, supporting documentation and other materials uploaded to the application form in viewpoint in digital Portable Document Format (PDF). One hard copy of all plans and materials shall be submitted to the Planning Department by the published deadline. (2.5.2.8)	Online	N/A

Site Plan Review Application Required Information			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	Statement that lists and describes "green" building components and systems. (2.5.3.1B)	See Letter	
<input type="checkbox"/>	Existing and proposed gross floor area and dimensions of all buildings and statement of uses and floor area for each floor. (2.5.3.1C)	Sheet C3	N/A
<input type="checkbox"/>	Tax map and lot number, and current zoning of all parcels under Site Plan Review. (2.5.3.1D)	Cover Sheet	N/A

Site Plan Review Application Required Information			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	Owner's name, address, telephone number, and signature. Name, address, and telephone number of applicant if different from owner. <b>(2.5.3.1E)</b>	Cover Sheet	N/A
<input type="checkbox"/>	Names and addresses (including Tax Map and Lot number and zoning districts) of all direct abutting property owners (including properties located across abutting streets) and holders of existing conservation, preservation or agricultural preservation restrictions affecting the subject property. <b>(2.5.3.1F)</b>	Boundary Survey	N/A
<input type="checkbox"/>	Names, addresses and telephone numbers of all professionals involved in the site plan design. <b>(2.5.3.1G)</b>	Cover Sheet	N/A
<input type="checkbox"/>	List of reference plans. <b>(2.5.3.1H)</b>	Boundary Survey	N/A
<input type="checkbox"/>	List of names and contact information of all public or private utilities servicing the site. <b>(2.5.3.1I)</b>	Cover Sheet	N/A

Site Plan Specifications			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	Full size plans shall not be larger than 22 inches by 34 inches with match lines as required, unless approved by the Planning Director.. <b>(2.5.4.1A)</b>	Required on all plan sheets	N/A
<input type="checkbox"/>	Scale: Not less than 1 inch = 60 feet and a graphic bar scale shall be included on all plans. <b>(2.5.4.1B)</b>	Required on all plan sheets	N/A
<input type="checkbox"/>	GIS data should be referenced to the coordinate system New Hampshire State Plane, NAD83 (1996), with units in feet. <b>(2.5.4.1C)</b>	Boundary Survey Plan	N/A
<input type="checkbox"/>	Plans shall be drawn to scale and stamped by a NH licensed civil engineer. <b>(2.5.4.1D)</b>	Required on all plan sheets	N/A
<input type="checkbox"/>	Wetlands shall be delineated by a NH certified wetlands scientist and so stamped. <b>(2.5.4.1E)</b>	N/A	N/A
<input type="checkbox"/>	Title (name of development project), north point, scale, legend. <b>(2.5.4.2A)</b>	Cover Sheet	N/A
<input type="checkbox"/>	Date plans first submitted, date and explanation of revisions. <b>(2.5.4.2B)</b>	Each Sheet	N/A
<input type="checkbox"/>	Individual plan sheet title that clearly describes the information that is displayed. <b>(2.5.4.2C)</b>	Required on all plan sheets	N/A
<input type="checkbox"/>	Source and date of data displayed on the plan. <b>(2.5.4.2D)</b>	Sheet C1	N/A

Site Plan Specifications – Required Exhibits and Data			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	<b>1. Existing Conditions: (2.5.4.3A)</b> <ul style="list-style-type: none"> <li>Surveyed plan of site showing existing natural and built features;</li> <li>Existing building footprints and gross floor area;</li> <li>Existing parking areas and number of parking spaces provided;</li> <li>Zoning district boundaries;</li> <li>Existing, required, and proposed dimensional zoning requirements including building and open space coverage, yards and/or setbacks, and dwelling units per acre;</li> <li>Existing impervious and disturbed areas;</li> <li>Limits and type of existing vegetation;</li> <li>Wetland delineation, wetland function and value assessment (including vernal pools);</li> <li>SFHA, 100-year flood elevation line and BFE data, as required.</li> </ul>	Sheet C1	
<input type="checkbox"/>	<b>2. Buildings and Structures: (2.5.4.3B)</b> <ul style="list-style-type: none"> <li>Plan view: Use, size, dimensions, footings, overhangs, 1st fl. elevation;</li> <li>Elevations: Height, massing, placement, materials, lighting, façade treatments;</li> <li>Total Floor Area;</li> <li>Number of Usable Floors;</li> <li>Gross floor area by floor and use.</li> </ul>	Sheet C3 & Architects Plans	
<input type="checkbox"/>	<b>3. Access and Circulation: (2.5.4.3C)</b> <ul style="list-style-type: none"> <li>Location/width of access ways within site;</li> <li>Location of curbing, right of ways, edge of pavement and sidewalks;</li> <li>Location, type, size and design of traffic signing (pavement markings);</li> <li>Names/layout of existing abutting streets;</li> <li>Driveway curb cuts for abutting prop. and public roads;</li> <li>If subdivision; Names of all roads, right of way lines and easements noted;</li> <li>AASHTO truck turning templates, description of minimum vehicle allowed being a WB-50 (unless otherwise approved by TAC).</li> </ul>	Sheet C3	
<input type="checkbox"/>	<b>4. Parking and Loading: (2.5.4.3D)</b> <ul style="list-style-type: none"> <li>Location of off street parking/loading areas, landscaped areas/buffers;</li> <li>Parking Calculations (# required and the # provided).</li> </ul>	Sheet C6	
<input type="checkbox"/>	<b>5. Water Infrastructure: (2.5.4.3E)</b> <ul style="list-style-type: none"> <li>Size, type and location of water mains, shut-offs, hydrants &amp; Engineering data;</li> <li>Location of wells and monitoring wells (include protective radii).</li> </ul>	Sheet C4	
<input type="checkbox"/>	<b>6. Sewer Infrastructure: (2.5.4.3F)</b> <ul style="list-style-type: none"> <li>Size, type and location of sanitary sewage facilities &amp; Engineering data, including any onsite temporary facilities during construction period.</li> </ul>	Sheet C4	



<input type="checkbox"/>	<b>7. Utilities: (2.5.4.3G)</b> <ul style="list-style-type: none"> <li>The size, type and location of all above &amp; below ground utilities;</li> <li>Size type and location of generator pads, transformers and other fixtures.</li> </ul>	Sheet C4	
<input type="checkbox"/>	<b>8. Solid Waste Facilities: (2.5.4.3H)</b> <ul style="list-style-type: none"> <li>The size, type and location of solid waste facilities.</li> </ul>	Sheet C6	
<input type="checkbox"/>	<b>9. Storm water Management: (2.5.4.3I)</b> <ul style="list-style-type: none"> <li>The location, elevation and layout of all storm-water drainage.</li> <li>The location of onsite snow storage areas and/or proposed off-site snow removal provisions.</li> <li>Location and containment measures for any salt storage facilities</li> <li>Location of proposed temporary and permanent material storage locations and distance from wetlands, water bodies, and stormwater structures.</li> </ul>	Sheet C5	
<input type="checkbox"/>	<b>10. Outdoor Lighting: (2.5.4.3J)</b> <ul style="list-style-type: none"> <li>Type and placement of all lighting (exterior of building, parking lot and any other areas of the site) and photometric plan.</li> </ul>	Sheet C3	
<input type="checkbox"/>	<b>11. Indicate where dark sky friendly lighting measures have been implemented. (10.1)</b>	N/A	
<input type="checkbox"/>	<b>12. Landscaping: (2.5.4.3K)</b> <ul style="list-style-type: none"> <li>Identify all undisturbed area, existing vegetation and that which is to be retained;</li> <li>Location of any irrigation system and water source.</li> </ul>	Landscape Plans	
<input type="checkbox"/>	<b>13. Contours and Elevation: (2.5.4.3L)</b> <ul style="list-style-type: none"> <li>Existing/Proposed contours (2 foot minimum) and finished grade elevations.</li> </ul>	Sheet C5	
<input type="checkbox"/>	<b>14. Open Space: (2.5.4.3M)</b> <ul style="list-style-type: none"> <li>Type, extent and location of all existing/proposed open space.</li> </ul>	Sheet C3	
<input type="checkbox"/>	<b>15. All easements, deed restrictions and non-public rights of ways. (2.5.4.3N)</b>	Boundary Survey Plan	
<input type="checkbox"/>	<b>16. Character/Civic District (All following information shall be included): (2.5.4.3P)</b> <ul style="list-style-type: none"> <li>Applicable Building Height (10.5A21.20 &amp; 10.5A43.30);</li> <li>Applicable Special Requirements (10.5A21.30);</li> <li>Proposed building form/type (10.5A43);</li> <li>Proposed community space (10.5A46).</li> </ul>	Sheet C3	
<input type="checkbox"/>	<b>17. Special Flood Hazard Areas (2.5.4.3Q)</b> <ul style="list-style-type: none"> <li>The proposed development is consistent with the need to minimize flood damage;</li> <li>All public utilities and facilities are located and construction to minimize or eliminate flood damage;</li> <li>Adequate drainage is provided so as to reduce exposure to flood hazards.</li> </ul>	N/A	

Other Required Information			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	Traffic Impact Study or Trip Generation Report, as required. <b>(3.2.1-2)</b>	Report on file	
<input type="checkbox"/>	Indicate where Low Impact Development Design practices have been incorporated. <b>(7.1)</b>	Drain Study	
<input type="checkbox"/>	Indicate whether the proposed development is located in a wellhead protection or aquifer protection area. Such determination shall be approved by the Director of the Dept. of Public Works. <b>(7.3.1)</b>	N/A	
<input type="checkbox"/>	Stormwater Management and Erosion Control Plan. <b>(7.4)</b>	Sheet D1	
<input type="checkbox"/>	Inspection and Maintenance Plan <b>(7.6.5)</b>	Drain Study	

Final Site Plan Approval Required Information			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	All local approvals, permits, easements and licenses required, including but not limited to: <ul style="list-style-type: none"> <li>• Waivers;</li> <li>• Driveway permits;</li> <li>• Special exceptions;</li> <li>• Variances granted;</li> <li>• Easements;</li> <li>• Licenses.</li> </ul> <b>(2.5.3.2A)</b>	Cover Sheet	
<input type="checkbox"/>	Exhibits, data, reports or studies that may have been required as part of the approval process, including but not limited to: <ul style="list-style-type: none"> <li>• Calculations relating to stormwater runoff;</li> <li>• Information on composition and quantity of water demand and wastewater generated;</li> <li>• Information on air, water or land pollutants to be discharged, including standards, quantity, treatment and/or controls;</li> <li>• Estimates of traffic generation and counts pre- and post- construction;</li> <li>• Estimates of noise generation;</li> <li>• A Stormwater Management and Erosion Control Plan;</li> <li>• Endangered species and archaeological / historical studies;</li> <li>• Wetland and water body (coastal and inland) delineations;</li> <li>• Environmental impact studies.</li> </ul> <b>(2.5.3.2B)</b>	Drainage Analysis  Other submitted studies	
<input type="checkbox"/>	A document from each of the required private utility service providers indicating approval of the proposed site plan and indicating an ability to provide all required private utilities to the site. <b>(2.5.3.2D)</b>	To be provided	

Final Site Plan Approval Required Information			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	A list of any required state and federal permit applications required for the project and the status of same. <b>(2.5.3.2E)</b>	Cover Sheet	
<input type="checkbox"/>	A note shall be provided on the Site Plan stating: "All conditions on this Plan shall remain in effect in perpetuity pursuant to the requirements of the Site Plan Review Regulations." <b>(2.5.4.2E)</b>	Cover Sheet & C3	N/A
<input type="checkbox"/>	For site plans that involve land designated as "Special Flood Hazard Areas" (SFHA) by the National Flood Insurance Program (NFIP) confirmation that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334. <b>(2.5.4.2F)</b>	N/A	
<input type="checkbox"/>	Plan sheets submitted for recording shall include the following notes: a. "This Site Plan shall be recorded in the Rockingham County Registry of Deeds." b. "All improvements shown on this Site Plan shall be constructed and maintained in accordance with the Plan by the property owner and all future property owners. No changes shall be made to this Site Plan without the express approval of the Portsmouth Planning Director." <b>(2.13.3)</b>	Sheet C3	N/A

Applicant's Signature: John Chagnon Date: 10-18-2022



# CITY OF PORTSMOUTH

Planning Department  
1 Junkins Avenue  
Portsmouth, New  
Hampshire 03801  
(603) 610-7216

## **TECHNICAL ADVISORY COMMITTEE**

January 4, 2023

Mark McNabb  
One Market Square LLC  
3 Pleasant Street, Ste 400  
Portsmouth, New Hampshire 03801

RE: Site Plan Approval for property located at 1 Congress Street (LU-22-12)

Dear Mr. McNabb:

The Technical Advisory Committee, at its regularly scheduled meeting of Tuesday, January 3, 2023, considered your application for 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 (CD-4), Character District 5 (CD-5) and the Historic District. As a result of said consideration, the Committee voted to recommend **approval** to the Planning Board with the following **conditions**:

### **Prior to Planning Board consideration:**

- 1. Applicant and project team will meet with the Planning staff to discuss the zoning compliance table.*
- 2. Pole lights will be removed and the replacement fixtures will be reviewed and approved by Public Works Department.*
- 3. Any utility work that is necessary to construct a fully operational building will need to be reviewed and approved by the Public Works Department.*

### **Subsequent to Planning Board approval by prior to the issuance of a Building Permit:**

- 4. Prior to issuance of building permit the proposed off site improvement for High Street and Ladd Street and Haven Court will be reviewed and approved authorized by the City entity to ensure building, pedestrian, vehicular, and emergency vehicle safety.*

This matter will be placed on the agenda for the Planning Board meeting scheduled for **Thursday, February 16, 2023**. One (1) hard copy of all plans and supporting reports and exhibits as well as an updated electronic file (in a PDF format) must be filed in the Planning Department and uploaded to the online permit system no later than **Wednesday, January 25, 2023**.

*Per Section 2.5 of the Site Plan Regulations, a site plan review application to the Planning Board must include all applicable information and supporting materials including but not limited to the following items:*

- *Full updated plan set*
- *Draft Easements*
- *Drainage Analysis*

- Traffic Studies
- Etc.

***All comments, corrections, and conditions identified as “Items to be addressed before Planning Board submittal” must be resolved/corrected for the Planning Board application submittal to be deemed complete.***

The minutes and audio recording of this meeting are available by contacting the Planning Department.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Peter Britz", with a horizontal line extending from the end.

Peter Britz,  
Planning and Sustainability Director

cc:

Tracy Kozak, JSA Design  
Francis Bruton, Bruton & Berube, PLLC  
John Chagnon, Ambit Engineering



# CITY OF PORTSMOUTH

Planning Department  
1 Junkins Avenue  
Portsmouth, New  
Hampshire 03801  
(603) 610-7216

## HISTORIC DISTRICT COMMISSION

August 23, 2022

Mark McNabb  
One Market Square LLC  
3 Pleasant Street, Ste 400  
Portsmouth, New Hampshire 03801

**RE: Certificate of Approval for property located at 1 Congress Street (LU-22-12)**

Dear Mr. McNabb:

The Historic District Commission, at its regularly scheduled meeting of **Wednesday August 03, 2022**, considered your application for renovations to an existing structure (repair and upgrade building facades along Congress and High Streets) and new construction to an existing structure (replace rear shed additions with new 4 story addition) as per plans on file in the Planning Department. Said property is shown on Assessor Map 117 Lot 14 and lies within the Character District 4 (CD-4), Character District 5 (CD-5) and the Historic District. As a result of said consideration, the Commission voted to **grant** the Certificate of Approval with the following stipulation:

1. A sample board shall be presented.

### **Findings of Fact**

#### A. Purpose and Intent

The proposed application meets the following objective(s) of the Historic District (as provided in Section 10.631.20 of the Zoning Ordinance):

- Conversation and enhancement of property values.

#### B. Review Criteria

The proposed application also meets the following review criteria of the Historic District (as provided in Section 10.635.70 of the Zoning Ordinance):

- Compatibility of innovative technologies with surrounding properties.

The Commission's decision may be appealed up to thirty (30) days after the vote. Any action taken by the applicant pursuant to the Commission's decision during this appeal period shall be at the applicant's risk. Please contact the Planning Department for more details about the appeals process.

Approvals may also be required from other City Committees or Boards. Once all required approvals have been received, applicant is responsible for applying for and securing a building permit from the Inspection Department prior to starting any project work.

This approval shall expire unless a building permit is issued within a period of one (1) year from the date granted by the Historic District Commission unless an extension is granted by the Commission in accordance with Section 10.636.70 of the Zoning Ordinance.

*Please note that any changes or modifications to this application require review and approval from the Commission prior to implementation and additional fees may apply.*

The minutes and audio recording of this meeting are available by contacting the Planning Department.

Very truly yours,

A handwritten signature in blue ink, appearing to read "N. Cracknell", with a stylized, cursive script.

Nicholas J. Cracknell, AICP, Principal Planner  
for Jonathan Wyckoff, Chairman of the Historic District Commission

cc: Shanti Wolph, Chief Building Inspector  
Rosann Maurice-Lentz, City Assessor

Tracy Kozak, JSA Design  
Francis Bruton, Bruton & Berube, PLLC  
John Chagnon, Ambit Engineering

# ZONING DEVELOPMENT STANDARD 01/25/2023

## CD4 (CD-4, DOD, HDC): CHARACTER DISTRICT 4

	REQUIRED	EXISTING	PROPOSED
Height	2 stories with short 3rd = 35'	n/a	40' - 7 3/4"
Penthouses	may exceed bldg height by 2'	n/a	n/a
Roof appurtenance	may exceed bldg height by 10'	n/a	7' - 5 3/4"
Façade Types	shopfront	n/a	yes
Building Types	commercial, live-work, mixed use, flex space & community.	n/a	mixed use (retail, office, apartments)
Setbacks (ft) *	* 10.5A42.12 Yards may be increased above the max permitted for truncated corners or other subtractive massing techniques, alleys, vehicular accessways, increased sidewalk width or community spaces.		
Front (principle) max	10	n/a	0'-0"
Front (secondary) max	15	n/a	2'-4"
Side	NR	n/a	n/a
Rear, min	>of: 5' from rear line or 10' from cl alley	n/a	11' 2"
Front lotline buildout	50% min	n/a	100.00%
Lot area (sf)	NR		8,840
LOT area per dwelling	NR	0	n/a
Coverage, maximum	90%	0	65.6%
<b>Footprint, max*</b> <b>10.5a43.40</b>	15,000	<b>0</b>	<b>5,686</b>
*10.5A43.43 increase for indoor parking if >50% gr.floor parking & 30% lot is community space	30,000 ground (20,000 upper)		0
Ground floor area per use, max	15,000		<b>5,686</b>
Open space, minimum	10%		34.4%
Permitted uses (cd4 & cd5)	multifamily, live/work, office, retail, restaurant (<500occ)	surface parking lot	commercial retail, office & multifamily
Block length, max (ft)	200	n/a	<b>168' - 0 3/4"</b>
Façade modulation length, max (ft)	80	n/a	<b>77' - 3 7/8"</b>
Entrance spacing, max (ft)	50	n/a	<b>39' - 10 3/8"</b>
Floor height above sidewalk, max	36"	n/a	<b>16"</b>
Ground floor height, min	12'	n/a	<b>13' 5 5/8"</b>
Second floor height, min	10'	n/a	<b>11'-3"</b>
Glazing, shopfront, min	70%	n/a	<b>70%</b>
Glazing, other	20%-50%	n/a	<b>25%</b>
Roof types(pitch)	flat, gable (6:12-12:12), hip(>3:12), gambrel/mansard(6:12-30:12)	n/a	<b>hipped mansard</b>
Parking, off-street; DOD*	when >20 spaces, max spaces = 120% min required. 10.1112.60 mixed used - some shared spaces allowed.	19	<b>12</b>
Residential (dwellings)	UNIT<500SF=.5 space/unit; 500-750sf=1 space/unit; >750sf=1.3 space/unit. ( + 1 visitor space/5 units)	N/A	<b>10</b>
Professional office	NA in DOD	N/A	N/A

\* see CD-5 zoning chart for remainder of parking spaces



# ZONING DEVELOPMENT STANDARD 01/25/2023

CD5 (CD-5, DOD, HDC): CHARACTER DISTRICT 5

	REQUIRED	EXISTING	PROPOSED
Height	2-3 stories with short 4th = 45'	45' - 5 1/4"	40' - 7 3/4"
Penthouses	may exceed bldg height by 2'	n/a	n/a
Roof appurtenance	may exceed bldg height by 10'	8' 0 3/4"	7' - 5 3/4"
Façade Types	shop front	yes	yes
Building Types	commercial, live-work, mixed use, flex space & community.	mixed use (retail, restaurant, office, apartments)	mixed use (retail, office, apartments)
Setbacks (ft) *	* 10.5A42.12 Yards may be increased above the max permitted for truncated corners or other subtractive massing techniques, alleys, vehicular accessways, increased sidewalk width or community spaces.		
Front (principle) max	5	0'-0"	0'-0"
Front (secondary) max	5	0'-0"	1'-6"
Side	NR	0'-0"	N/R
Rear, min	>of: 5' from rear line or 10' from cl alley	0'-3'	0.00
Front lotline buildout	80% min	100%	100%
Lot area (sf)	NR	7,266	8,840
LOT area per dwelling	NR	n/a	n/a
Coverage, maximum	95%	37.52%	89.1%
Footprint, max* 10.5a43.40	20,000	2,726	6,427
*10.5A43.43 increase for indoor parking if >50% gr.floor parking & 30% lot is community space	50,000 ground (30,000 upper)	0	0
Ground floor area per use, max	15,000	2,726	6,427
Open space, minimum	5%	62.48%	10.9%
Permitted uses (cd4 & cd5)	commercial, live/work, mixed-use, flex space, community, office, retail, restaurant (<500occ)	commercial, mixed use, office, retail & restaurant	COMMERCIAL (retail, restaurant, hotel lobby)
Block length, max (ft)	225	168' - 0 3/4"	168' - 0 3/4"
Façade modulation length, max (ft)	100	62' - 1 1/8"	62' - 1 1/8"
Entrance spacing, max (ft)	50	49' - 7 1/4"	49' - 7 1/4"
Floor height above sidewalk, max	36"	4"	4"
Ground floor height, min	12'	12' - 8 3/8"	13' 5 5/8"
Second floor height, min	10'	11'-3"	11'-3"
Glazing, shopfront, min	70%	31%	53%
Glazing, other	20%-50%	20%	24%
Roof types(pitch)	flat, gable (6:12-12:12), hip(>3:12), gambrel/mansard(6:12-30:12)	hipped mansard and gable	hipped mansard and gable
Parking, off-street; DOD*	when >20 spaces, max spaces = 120% min required. 10.1112.60 mixed used - some shared spaces allowed.	0	11
Residential (dwellings)	UNIT<500SF=.5 space/unit; 500-750sf=1 space/unit; >750sf=1.3 space/unit. ( + 1 visitor space/5 units)	5	8
Professional office	NA in DOD	N/A	N/A
* see CD-4 zoning chart for remainder of parking spaces			

## Schematic Area Summary

1/25/2023

gsf		use	
new construction	total new	existing	proposed
4th floor	8,528	n/a	residential
3rd floor	9,160	n/a	residential
2nd floor	9,160	n/a	office
1st floor (footprint)	9,160	n/a	retail/restaurant
basement	9,596	n/a	parking & support
<b>total new</b>	<b>45,604</b>		
existing to remain and be renovated		existing	proposed
4th floor - 1&3 Congress St	2,422	residential	residential
3rd floor - 1&3 Congress St	2,726	residential	residential
2nd floor - 1&3 Congress St	2,726	office	office
1st floor - 1&3 Congress St (footprint)	2,718	office&retail	restaurant&retail
basement - 1&3 Congress	2,726	storage/mech	storage/support
<b>total renovation</b>	<b>13,318</b>		
TOTAL FOOTPRINT new + reno		11,878	
<b>TOTAL BUILDING new + reno</b>		<b>58,922</b>	
roof decks		388	

<b>Residential Vehicular Parking</b>	<b>Qty</b>	<b>parking per unit</b>	<b>parking required</b>	<b>parking available</b>
units > 750 sf	16	1.30	20.80	
units 500-750 sf	1	1.00	1.00	
Units <500 sf	1	0.50	0.50	
<b>resident units total</b>	<b>18</b>		<b>22.30</b>	
DOD deduct			-4.00	
1 visitor space for every 5 units			3.6	
<b>TOTAL</b>			<b>21.90</b>	<b>23.00</b>

<b>Unit NO.</b>	<b>BR's</b>	<b>SF</b>	<b>parking/unit</b>	<b>parking available</b>
301	2	1,067	1.3	
302	1	885	1.3	
303	1	925	1.3	
304	1	574	1.0	
305	1	1,011	1.3	
306	1	996	1.3	
307	1	1,032	1.3	
308	1	946	1.3	
309	2	1,037	1.3	
401	2	917	1.3	
402	1	845	1.3	
403	1	876	1.3	
404	st	343	0.5	
405	1	1,028	1.3	
406	1	848	1.3	
407	1	844	1.3	
408	1	894	1.3	
409	2	965	1.3	
resident units total		16,033	22.3	
DOD deduct			-4.0	
1 visitor space for every 5 units			3.6	
<b>TOTAL parking</b>			<b>21.90</b>	<b>23</b>

<b>Bicycle Parking</b>			
One space for every 5 units			3.6
<b>TOTAL required, rounded up</b>			<b>4</b>

## TECHNICAL MEMORANDUM

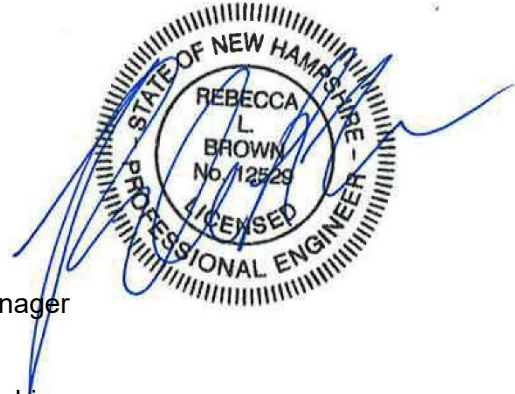
**REF:** NEX-2200015.00

**DATE:** October 25, 2022

**TO:** Mr. Mark A. McNabb  
McNabb Properties  
3 Pleasant Street, Suite 400  
Portsmouth, New Hampshire 03801

**FROM:** Ms. Rebecca L. Brown, P.E., Senior Project Manager

**RE:** Traffic Impact Assessment  
One Congress Street – Portsmouth, New Hampshire



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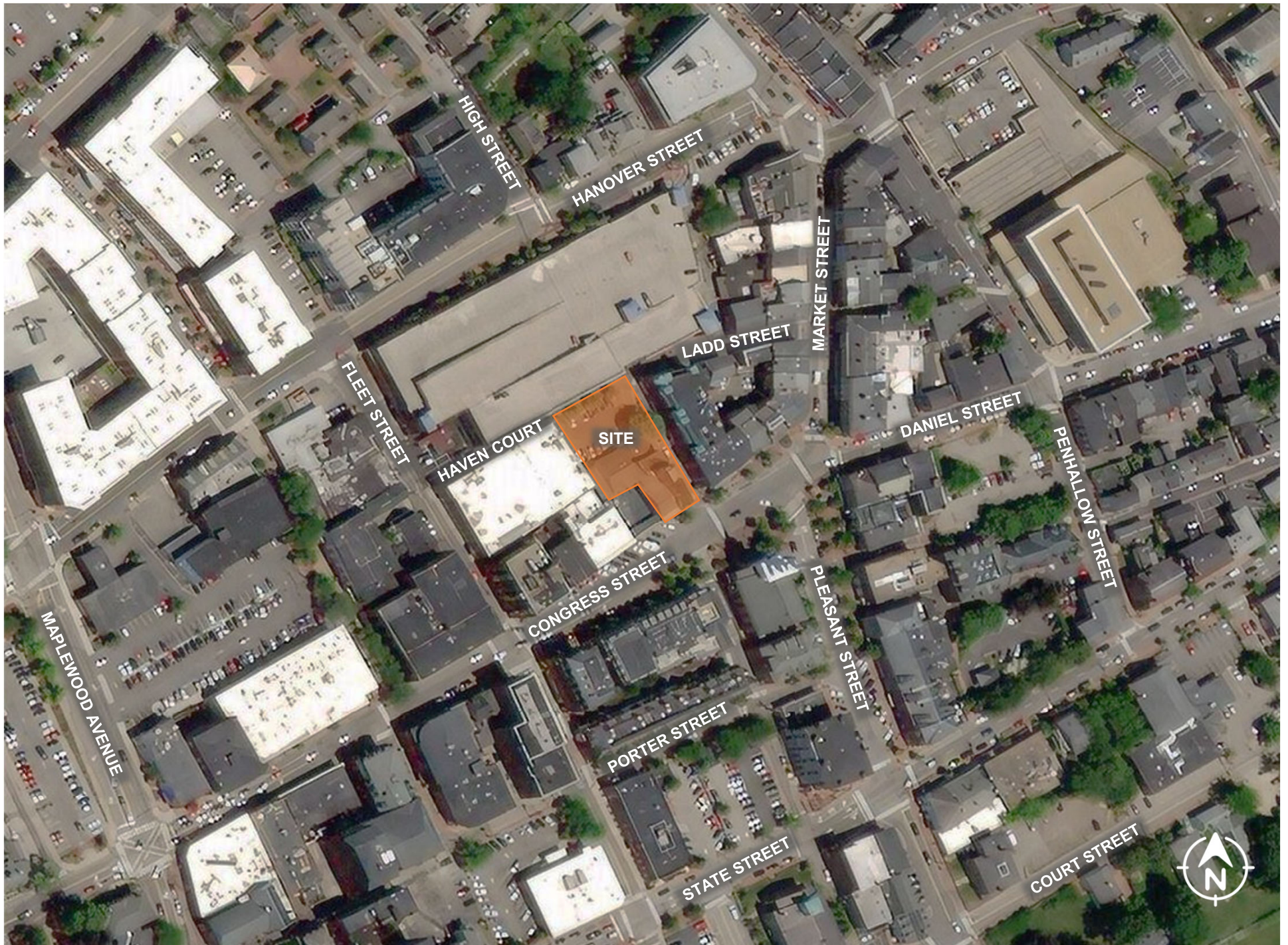
## INTRODUCTION

Greenman-Pedersen, Inc. (GPI) has prepared this *Traffic Impact Assessment* (TIA) for a proposed mixed-use redevelopment located One Congress Street in Portsmouth, New Hampshire. The site is comprised of two lots on Tax Map 117, Parcels 14 and 15. Parcel 14 currently contains a 4-story mixed-use building with retail and restaurant space on the first floor and office and apartment space on the upper floors. Parcel 15 contains a private parking lot. The project consists of renovating a portion of the existing building on Parcel 14 and constructing a 4-story addition to encompass the remainder of Parcels 14 and 15, and constructing basement-level parking. Access to the parking lot would be provided via a driveway on Haven Court to a vehicle elevator for access to the basement level. Upon completion, the Project would provide ±8,025 SF of retail space on the first floor, ±8,312 SF of office space on the second floor and a total of 18 residential units on the upper floors.

This TIA provides a preliminary assessment of the potential vehicular traffic and parking demand to be generated by the proposed redevelopment, and a review of the safety of the roadways providing access/egress for the redevelopment.

The site is bounded by Haven Court to the north, Congress Street to the south, High Street to the east, and mixed-use buildings to the west. The site location in relation to the surrounding roadways is shown on the map on Figure 1.





Greenman-Pedersen, Inc. || 181 Ballardvale Street, Suite 202, Wilmington, MA 01887  
ONE MARKET SQUARE – PORTSMOUTH, NEW HAMPSHIRE

FIGURE I — SITE LOCATION MAP



## **COLLISIONS**

Collision data for the section of Congress Street between Market Square and Fleet Street, as well as along High Street, Haven Court, and Ladd Street, were obtained from NHDOT for the latest complete three years available (2015-2017). A summary of the crashes at this intersection is provided in Table 1. The detailed crash history is provided in the Appendix.

Based on the collision data, the section of Congress Street between Market Square and Fleet Street experienced an average of 5.0 collisions per year over the three-year study period. Of the 15 crashes, three were single-vehicle crashes with a light pole and may have involved vehicles striking the light poles immediately adjacent to the angled parking spaces along the northerly side of Congress Street. Five of the collisions involved a collision with a pedestrian, three of which occurred late at night when visibility of pedestrians in the roadway may have been a factor. Only one of the pedestrian crashes occurred at the intersection with High Street and involved a pedestrian crossing outside of the crosswalk at night.

There were no collisions reported along Haven Court, High Street, or Ladd Street over the three-year study period.

**TABLE 1**  
**Collision Summary**

Location	Number of Collisions		Severity <sup>a</sup>				Collision Type <sup>b</sup>					Percent During	
	Total	Average per Year	PD	PI	F	NR	VEH	PED	FO	SV	U	Commuter Peak <sup>c</sup>	Wet/Icy Conditions <sup>d</sup>
Congress Street from Market Square to Fleet Street	15	5.0	11	4	--	--	7	5	3	--	--	20%	20%
Haven Court	0	0.0	--	--	--	--	--	--	--	--	--	0%	0%
High Street	0	0.0	--	--	--	--	--	--	--	--	--	0%	0%
Ladd Street	0	0.0	--	--	--	--	--	--	--	--	--	0%	0%

Source: NHDOT (2015-2017).

<sup>a</sup> PD = property damage only; PI = personal injury; F = fatality, NR = not reported.

<sup>b</sup> VEH = collision with another motor vehicle; PED = pedestrian / bicycle; FO = fixed object; SV = single vehicle; U = unknown.

<sup>c</sup> Percent of vehicle incidents that occurred during the weekday AM (7:00 AM-9:00 AM) and weekday PM (4:00 PM -6:00 PM) commuter peak periods.

<sup>d</sup> Represents the percentage of only “known” collisions occurring during inclement weather conditions.

## TRIP GENERATION

The site currently contains approximately 1,180 SF of retail space and 5,500 SF of restaurant space on the first floor, with an additional 2,720 SF of office space and 10 residential units on the upper floors. Upon completion, the Project will provide ±8,023 SF of retail space, ±8,312 SF of office space, and 18 residential apartment units. GPI utilized trip-generation rates published by the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 11<sup>th</sup> Edition*<sup>1</sup> for Land Use Code (LUC) 221 (Multi-family Housing (Mid-Rise)), LUC 710 (General Office Building), and LUC 822 (Strip Retail Plaza <40k)) to estimate the proposed trip generation.

The Project will be located in downtown Portsmouth, in close proximity to multiple retail, restaurant, office, residential, and entertainment uses for sharing of trips between uses. As a result, many of the trips generated by the site will be walking and biking trips. In addition, the site is located in close proximity to multiple bus routes, allowing for easy access to public transportation for access to/from the site. Therefore, the trip rates for the residential (LUC 221), office (LUC 710) and retail (LUC 822) uses were based on Dense Multi-Use Urban settings. The resulting trip generation estimate is summarized in Table 2, and the detailed calculations are provided in the Appendix.

**TABLE 2 – Proposed Trip Generation Summary**

Time Period/Direction	Office Trips (LUC 710) <sup>a</sup>	Residential Trips (LUC 221) <sup>b</sup>	Retail Trips (LUC 822) <sup>c</sup>	Total Trips <sup>d</sup>
<b>Weekday Daily</b>	62	46	272	<b>380</b>
<b>Weekday AM Peak Hour:</b>				
<i>Enter</i>	6	0	7	<b>13</b>
<i>Exit</i>	<u>1</u>	<u>4</u>	<u>5</u>	<b><u>10</u></b>
<i>Total</i>	7	4	12	<b>23</b>
<b>Weekday PM Peak Hour:</b>				
<i>Enter</i>	1	2	16	<b>19</b>
<i>Exit</i>	<u>6</u>	<u>1</u>	<u>16</u>	<b><u>23</u></b>
<i>Total</i>	7	3	32	<b>42</b>
<b>Saturday Daily</b>	14	42	544	<b>600</b>
<b>Saturday Midday Peak Hour:</b>				
<i>Enter</i>	2	2	21	<b>25</b>
<i>Exit</i>	<u>1</u>	<u>1</u>	<u>21</u>	<b><u>23</u></b>
<i>Total</i>	3	3	42	<b>48</b>

<sup>a</sup> ITE LUC 710 (Hotel) in Dense Multi-Use Urban setting for 8,312 SF

<sup>b</sup> ITE LUC 221 (Multi-family Housing (Mid-Rise)) in Dense Multi-Use Urban setting for 18 units.

<sup>c</sup> ITE LUC 822 (Strip Retail Plaza (<40K)) in Dense Multi-Use Urban setting for 8,023 SF.

<sup>d</sup> Sum of Residential Trips, Office Trips, and Retail Trips.

As previously noted, the site currently contains a mix of residential, office, retail, and restaurant space that is currently generating traffic. Therefore, not all of the site-generated trips will be new to the area. GPI has

<sup>1</sup> *Trip Generation Manual, 11<sup>th</sup> Edition*; Institute of Transportation Engineers; Washington, DC; September 2021.



estimated the trips generated by the former uses on the site based on ITE trip rates for LUC 221 (Multifamily Housing (Mid-Rise)), LUC 710 (General Office), LUC 822 (Strip Retail Plaza <40k)), and LUC 931 (Fine-Dining Restaurant). The trip rates for the office (LUC 710), retail (LUC 822) and residential (LUC 221) uses were based on Dense Multi-Use Urban settings, while the trip rates for the restaurant (LUC 931) use were based on General Urban/Suburban settings due to the lack of available trip generation data within dense multi-use urban settings for this use. The resulting trip generation estimate is summarized in Table 3, and the detailed calculations are provided in the Appendix.

**TABLE 3 – Existing Trip Generation Summary**

Time Period/Direction	Residential Trips (LUC 221) <sup>a</sup>	Office Trips (LUC 710) <sup>b</sup>	Retail Trips (LUC 822) <sup>c</sup>	Restaurant Trips (LUC 931) <sup>d</sup>	Total Trips <sup>e</sup>
<b>Weekday Daily</b>	26	20	40	462	<b>548</b>
<b>Weekday AM Peak Hour:</b>					
<i>Enter</i>	0	2	1	2	<b>5</b>
<i>Exit</i>	<u>2</u>	<u>0</u>	<u>1</u>	<u>2</u>	<b><u>5</u></b>
<i>Total</i>	2	2	2	4	<b>10</b>
<b>Weekday PM Peak Hour:</b>					
<i>Enter</i>	1	0	2	29	<b>32</b>
<i>Exit</i>	<u>1</u>	<u>2</u>	<u>2</u>	<u>14</u>	<b><u>19</u></b>
<i>Total</i>	2	2	4	43	<b>51</b>
<b>Saturday Daily</b>	24	4	80	496	<b>604</b>
<b>Saturday Midday Peak Hour:</b>					
<i>Enter</i>	1	1	3	35	<b>40</b>
<i>Exit</i>	<u>1</u>	<u>0</u>	<u>3</u>	<u>24</u>	<b><u>28</u></b>
<i>Total</i>	2	1	6	59	<b>68</b>

<sup>a</sup> ITE LUC 221 (Multifamily Housing (Mid-Rise)) in Dense Multi-Use Urban setting for 10 dwelling units.

<sup>b</sup> ITE LUC 710 (General Office Building) in Dense Multi-Use Urban setting for 1,392 SF.

<sup>c</sup> ITE LUC 822 (Strip Retail Plaza (<40K)) in Dense Multi-Use Urban setting for 1,044 SF.

<sup>d</sup> ITE LUC 931 (Fine-Dining Restaurant) in General Urban/Suburban setting for 5,391 SF.

<sup>e</sup> Sum of Residential Trips, Office Trips, Retail Trips, and Restaurant Trips.

Table 4 provides a comparison of the trips generated by the proposed land uses to the trips generated by the former uses on the site.

**TABLE 4 – Trip Generation Comparison**

Time Period/Direction	Existing Trips <sup>a</sup>	Proposed Trips <sup>b</sup>	Net Increase in Trips <sup>c</sup>
<b>Weekday Daily</b>	548	380	<b>-168</b>
<b>Weekday AM Peak Hour:</b>			
<i>Enter</i>	5	13	<b>8</b>
<i>Exit</i>	<u>5</u>	<u>10</u>	<b><u>5</u></b>
<i>Total</i>	10	23	<b>13</b>
<b>Weekday PM Peak Hour:</b>			
<i>Enter</i>	32	19	<b>-13</b>
<i>Exit</i>	<u>19</u>	<u>23</u>	<b><u>4</u></b>
<i>Total</i>	51	42	<b>-9</b>
<b>Saturday Daily</b>	604	600	<b>-4</b>
<b>Saturday Midday Peak Hour:</b>			
<i>Enter</i>	40	25	<b>-15</b>
<i>Exit</i>	<u>28</u>	<u>23</u>	<b><u>-5</u></b>
<i>Total</i>	68	48	<b>-20</b>

<sup>a</sup> Total Existing Trips (From Table 3).

<sup>b</sup> Total Proposed Trips (From Table 4).

<sup>c</sup> Proposed Trips minus Existing Trips.

As shown in Table 4, the proposed redevelopment will result in a minimal increase in vehicle trips of 13 additional trips (8 entering and 5 exiting) during the weekday AM peak hour, and is anticipated to result in a net reduction in vehicle trips during all other analysis time periods as compared to the existing uses on the site. These increases in traffic volumes represent less than one additional vehicle every five minutes on downtown roadways and are anticipated to result in negligible impacts to traffic operations downtown.

## PARKING

As part of the project, a total of 23 parking spaces will be provided in the basement level parking structure for use by the residents. No on-site parking will be provided for the proposed office and retail uses.

The site is located within the Downtown Overlay District, in close proximity to numerous municipal parking garages and on-street public parking. Based on Section 10.1115.21 of the Zoning Ordinance, non-residential uses within the Downtown Overlay District are not required to provide any parking. Therefore, no on-site parking will be provided for the proposed office and retail uses. It is assumed that the office and retail employees will walk, bike, or use public transit to work or park in the adjacent Hanover Street parking garage. Similarly, it is assumed that retail patrons will either park in one of the municipal parking lots or utilize on-street parking spaces in the area.

### Residential Parking

Section 10.1112.311 of the City of Portsmouth Zoning Ordinance requires:

- 0.5 parking spaces per unit for residential dwellings of less than 500 SF;
- 1.0 parking spaces per unit for residential dwellings of between 500 SF and 770 SF; and

- 1.3 parking spaces per unit for residential dwellings of greater than 750 SF.

The Project proposes to include a total of 1 unit with less than 500 SF of space, 1 unit with less 500-750 SF, and 16 units greater than 750 SF. Therefore, a total of 22.3 parking spaces are required to serve the proposed residential units.

In addition, Section 10.1112.312 of the Zoning Ordinance states that:

*“In addition to the off-street parking spaces provided in accordance with Sec. 10.1112.311, any dwelling or group of dwellings on a lot containing more than 4 dwelling units shall provide one visitor parking space for every 5 dwelling units or portion thereof.”*

Therefore, a total of 4.46 visitor parking spaces would be required to meet zoning regulations, which would result in a total of 26.76 parking spaces required for the residential use.

The Project is located within Downtown Overlay District. Section 10.1115.23 of the Zoning Ordinance allows for a 4 space reduction from the requirements of Section 10.1115.21 for any uses located within the Downtown Overlay District. Applying this reduction would result in a total parking requirement of 22.76 parking spaces.

As the proposed parking supply of 23 parking spaces will be consistent with the number of spaces required to meet the Zoning Ordinance, a Conditional Use Permit will not be required for this project for parking.

## CONCLUSIONS

- The site is comprised of two lots on Tax Map 117, Parcels 14 and 15. Parcel 14 currently contains a 4-story mixed-use building with retail and restaurant space on the first floor and office and apartment space on the upper floors. Parcel 15 contains a private parking lot. The project consists of renovating a portion of the existing building on Parcel 14 and constructing a 4-story addition to encompass the remainder of Parcels 14 and 15, and constructing basement-level parking. Access to the parking lot would be provided via a driveway on Haven Court to a vehicle elevator for access to the basement level. Upon completion, the Project would provide ±8,023 SF of retail space, ±8,312 SF of office space, and 18 residential apartment buildings.
- The section of Congress Street between Market Square and Fleet Street experienced an average of 5.0 collisions per year over the three-year study period. Of the 15 crashes, three were single-vehicle crashes with a light pole and may have involved vehicles striking the light poles immediately adjacent to the angled parking spaces along the northerly side of Congress Street. Five of the collisions involved a collision with a pedestrian, three of which occurred late at night when visibility of pedestrians in the roadway may have been a factor. Only one of the pedestrian crashes occurred at the intersection with High Street and involved a pedestrian crossing outside of the crosswalk at night. The occurrence of collisions with pedestrians at night may be an indication that the crosswalk is not adequately lit due either to poor lighting or overgrown street trees blocking existing light poles.
- There were no collisions reported along Haven Court, High Street, or Ladd Street over the three-year study period.
- The proposed redevelopment will result in a minimal increase in vehicle trips of 13 additional trips (8 entering and 5 exiting) during the weekday AM peak hour, and is anticipated to result in a net reduction in vehicle trips during all other analysis time periods as compared to the existing uses on

the site. These increases in traffic volumes represent less than one additional vehicle every five minutes on downtown roadways and are anticipated to result in negligible impacts to traffic operations downtown.

- The proposed parking supply of 23 residential parking spaces within the garage will meet the City's zoning regulations for residential developments within the Downtown Overlay District. No on-site parking is required for office and retail uses within the Downtown Overlay District.

**- APPENDIX**

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- *NHDOT Crash Data*
- *Trip Generation Calculations*

## **TRAFFIC IMPACT ASSESSMENT**

One Congress Street – Portsmouth, New Hampshire

## **NHDOT CRASH DATA**

FID	CRASH_DATE	ACDDAY	ACDTIME	ACDSTREET	INTERSTREE	MILESFTFR	NSEW_TO	TYPE_OF_AC	FIXED_OBJE	LOCATION_F	NUMVEHICLE	TOTALFATAL	TOTALINJUR	PEDFATALS	SEVERITY	ROAD_ALIGN	ROAD_CONDI	SURFACE_CO	LIGHTING_D	WEATHER_DE	TRAFFIC_CO
417934	6/22/2015	MON	1558	151 HIGH ST	HIGH ST AND DEER ST	150	E	Other Motor Vehicle		Along the Road	2	0	0	0	No Apparent Injury	Straight and Level	Normal	Dry	Daylight	Clear	Lane Control
434430	8/13/2015	THU	933	75 CONGRESS ST	FLEET ST	10	S	Fixed Object	Light Pole	Along the Road	1	0	0	0	Unknown	Straight and Level	Normal	Dry	Daylight	Clear	Visible Road Markings
455142	11/4/2015	WED	1443	1 DANIEL ST	1 MARKET SQ	0	AT	Pedestrian		At Intersection	1	0	1	0	No Apparent Injury	Other	Normal	Dry	Daylight	Clear	Stop Sign
466467	5/17/2016	TUE	1242	5 MARKET SQ	CONGRESS ST	10	N	Other Motor Vehicle		Along the Road	2	0	0	0	No Apparent Injury	Straight and Level	Normal	Dry	Daylight	Clear	Lane Control
488867	6/16/2016	TUE	2302	5 MARKET SQ	PLEASANT ST	0	AT	Pedestrian		Intersection Related	3	0	2	0	Non_Incapacitating	Straight and Level	Normal	Dry	Dark-Street Light On	Clear	Visible Road Markings
481938	7/17/2016	SUN	1444	62 CONGRESS ST	FLEET ST	20	W	Other Motor Vehicle		Unknown	2	0	0	0	No Apparent Injury	Unknown	Normal	Dry	Daylight	Clear	None
482191	7/19/2016	TUE	1356	10 PLEASANT ST	14 MARKET SQ	0	AT	Other Motor Vehicle		Along the Road	2	0	0	0	No Apparent Injury	Straight and Level	Normal	Dry	Daylight	Clear	None
482892	10/25/2016	TUE	1638	29 CONGRESS ST		0		Other Motor Vehicle		Unknown	2	0	0	0	Non_Incapacitating	Unknown	Normal	Dry	Daylight	Clear	Yield Sign
469157	11/8/2016	TUE	1934	14 MARKET SQ		0		Other Motor Vehicle		Along the Road	2	0	0	0	No Apparent Injury	Straight and Level	Normal	Dry	Daylight	Clear	Lane Control
499903	11/20/2016	SUN	1251	75 CONGRESS ST	FLEET ST	40	W	Pedestrian		Intersection Related	2	0	1	0	Non_Incapacitating	Straight and Level	Normal	Dry	Daylight	Clear	Traffic Signals
481331	12/8/2016	THU	2018	5 CONGRESS ST	HIGH ST	0	AT	Pedestrian		At Intersection	2	0	0	0	No Apparent Injury	Straight and Level	Normal	Dry	Dark-Street Light On	Clear	Visible Road Markings
469809	12/12/2016	MON	1612	40 PLEASANT ST		0		Other Motor Vehicle		Unknown	2	0	0	0	No Apparent Injury	Unknown	Normal	Dry	Dusk	Clear	None
479143	12/22/2016	THU	1426	8 CONGRESS ST		0		Fixed Object	Light Pole	At Intersection	1	0	0	0	No Apparent Injury	Unknown	Normal	Wet	Daylight	Snow	None
484255	12/24/2016	SAT	1	5 MARKET SQ	1 PLEASANT ST	0	AT	Pedestrian		Intersection Related	2	0	1	0	Possible	Straight and Level	Normal	Wet	Dark-Street Light On	Cloudy	Stop Sign
477050	3/28/2017	TUE	833	6 CONGRESS ST	1 CHURCH ST	0	AT	Fixed Object	Light Pole	Along the Road	1	0	0	0	Unknown	Straight and Level	Normal	Wet	Unknown	Cloudy	None

**TRIP-GENERATION CALCULATIONS**

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Proposed Use	Size	Variable
Residential (LUC 221)	18	Units
Office (LUC 710)	8312	SF
Retail (LUC 822)	8023	SF
Restaurant (LUC 930)	0	SF

Existing Uses	Size	Variable
Residential (LUC 221)	10	Units
Office (LUC 710)	2720	SF
Retail (LUC 822)	1180	SF
Restaurant (LUC 931)	5500	SF

Time Period / Direction	Proposed Trips					First Floor Office					Net Change in Trips
	Office LUC 710	Residential LUC 221	Retail LUC 822	Restaurant LUC 930	Total Trips	Office LUC 710	Residential LUC 221	Retail LUC 822	Restaurant LUC 930	Total Trips	
Weekday Daily	62	46	272	0	380	20	26	40	462	548	-168
Weekday AM Peak Hour											
Enter	6	0	7	0	13	2	0	1	2	5	8
Exit	<u>1</u>	<u>4</u>	<u>5</u>	<u>0</u>	<u>10</u>	<u>0</u>	<u>2</u>	<u>1</u>	<u>2</u>	<u>5</u>	<u>5</u>
Total	7	4	12	0	23	2	2	2	4	10	13
Weekday PM Peak Hour											
Enter	1	2	16	0	19	0	1	2	29	32	-13
Exit	<u>6</u>	<u>1</u>	<u>16</u>	<u>0</u>	<u>23</u>	<u>2</u>	<u>1</u>	<u>2</u>	<u>14</u>	<u>19</u>	<u>4</u>
Total	7	3	32	0	42	2	2	4	43	51	-9
Saturday Daily	14	42	544	0	600	4	24	80	496	604	-4
Saturday Midday Peak Hour											
Enter	2	2	21	0	25	1	1	3	35	40	-15
Exit	<u>1</u>	<u>1</u>	<u>21</u>	<u>0</u>	<u>23</u>	<u>0</u>	<u>1</u>	<u>3</u>	<u>24</u>	<u>28</u>	<u>-5</u>
Total	3	3	42	0	48	1	2	6	59	68	-20

***Institute of Transportation Engineers (ITE)***

**Land Use Code (LUC) 710 - General Office Building**

**Dense Multi-Use Urban**

Average Vehicle Trips Ends vs: 1000 Sq. Feet Gross Floor Area

Independent Variable (X): 8.312

**AVERAGE WEEKDAY DAILY**

$$\frac{\text{ITE LUC 710 Weekday Trip Rate (U)}}{\text{ITE LUC 710 Weekday Trip Rate (S)}} = \frac{\text{ITE LUC 710 Weekday Evening Trip Rate (U)}}{\text{ITE LUC 710 Weekday Evening Trip Rate (S)}}$$
$$\frac{(Y)}{9.74} = \frac{0.87}{1.15} \quad Y = 7.37$$

$$T = Y \quad * \quad 8.312$$

$$T = 61.25$$

$$T = 62 \quad \text{vehicle trips}$$

with 50% ( 31 vpd) entering and 50% ( 31 vpd) exiting.

**WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$T = 0.83 * (X)$$

$$T = 0.83 \quad * \quad 8.312$$

$$T = 6.90$$

$$T = 7 \quad \text{vehicle trips}$$

with 86% ( 6 vph) entering and 14% ( 1 vph) exiting.

**WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$T = 0.87 * (X)$$

$$T = 0.87 \quad * \quad 8.312$$

$$T = 7.23$$

$$T = 7 \quad \text{vehicle trips}$$

with 17% ( 1 vph) entering and 83% ( 6 vph) exiting.

**SATURDAY DAILY**

$$\frac{\text{ITE LUC 710 Saturday Trip Rate (U)}}{\text{ITE LUC 710 Saturday Trip Rate (S)}} = \frac{\text{ITE LUC 710 Weekday Evening Trip Rate (U)}}{\text{ITE LUC 710 Weekday Evening Trip Rate (S)}}$$
$$\frac{(Y)}{2.21} = \frac{0.87}{1.15} \quad Y = 1.67$$

$$T = Y \quad * \quad 8.312$$

$$T = 1.67 \quad * \quad 8.312$$

$$T = 13.90$$

$$T = 14 \quad \text{vehicle trips}$$

with 50% ( 7 vpd) entering and 32% ( 7 vpd) exiting.

**SATURDAY PEAK HOUR OF GENERATOR**

$$\frac{\text{ITE LUC 710 Saturday Peak Trip Rate (U)}}{\text{ITE LUC 710 Saturday Peak Trip Rate (S)}} = \frac{\text{ITE LUC 710 Weekday Evening Trip Rate (U)}}{\text{ITE LUC 710 Weekday Evening Trip Rate (S)}}$$
$$\frac{(Y)}{0.53} = \frac{0.87}{1.15} \quad Y = 0.40$$

$$T = Y \quad * \quad 8.312$$

$$T = 3.33$$

$$T = 3 \quad \text{vehicle trips}$$

with 54% ( 2 vph) entering and 46% ( 1 vph) exiting.

(same distribution split as ITE LUC 710 General Urban/Suburban during the Saturday Peak period)

***Institute of Transportation Engineers (ITE)***

**Land Use Code (LUC) 221 - Multifamily Housing (Mid-Rise)**

**Dense Multi-Use Urban**

Average Vehicle Trips Ends vs: Dwelling Units  
Independent Variable (X): 18

**AVERAGE WEEKDAY DAILY**

$$\begin{aligned} T &= 2.59 * (X) \\ T &= 2.59 * 18 \\ T &= 46.62 \\ T &= 46 \text{ vehicle trips} \\ &\text{with 50\% ( 23 vpd) entering and 50\% ( 23 vpd) exiting.} \end{aligned}$$

**WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\begin{aligned} T &= 0.20 * (X) \\ T &= 0.20 * 18 \\ T &= 3.60 \\ T &= 4 \text{ vehicle trips} \\ &\text{with 12\% ( 0 vph) entering and 88\% ( 4 vph) exiting.} \end{aligned}$$

**WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\begin{aligned} T &= 0.18 * (X) \\ T &= 0.18 * 18 \\ T &= 3.24 \\ T &= 3 \text{ vehicle trips} \\ &\text{with 72\% ( 2 vph) entering and 28\% ( 1 vph) exiting.} \end{aligned}$$

**SATURDAY DAILY**

$$\frac{\text{ITE LUC 221 Saturday Daily Trip Rate (General Urban/Suburban)}}{\text{ITE LUC 221 Weekday Daily Trip Rate (General Urban/Suburban)}} = \frac{\text{ITE LUC 221 Saturday Daily Trip Rate (Dense Multi-Use Urban)}}{\text{ITE LUC 221 Weekday Daily Trip Rate (Dense Multi-Use Urban)}}$$

$$\begin{aligned} &\frac{4.91}{5.44} = \frac{(Y)}{2.59} \quad Y = 2.34 \\ T &= Y * 18.000 \\ T &= 42.078 \\ T &= 42 \text{ vehicle trips} \\ &\text{with 50\% ( 21 vpd) entering and 50\% ( 21 vpd) exiting.} \\ &\text{(same distribution split as ITE LUC 221 General Urban/Suburban during the Saturday Daily period)} \end{aligned}$$

**SATURDAY PEAK HOUR OF GENERATOR**

$$\frac{\text{ITE LUC 221 Saturday Peak Trip Rate (General Urban/Suburban)}}{\text{ITE LUC 221 Weekday Evening Peak Trip Rate (General Urban/Suburban)}} = \frac{\text{ITE LUC 221 Saturday Peak Trip Rate (Dense Multi-Use Urban)}}{\text{ITE LUC 221 Weekday Evening Peak Trip Rate (Dense Multi-Use Urban)}}$$

$$\begin{aligned} &\frac{0.44}{0.44} = \frac{(Y)}{0.18} \quad Y = 0.18 \\ T &= Y * 18.000 \\ T &= 3.24 \\ T &= 3 \text{ vehicle trips} \\ &\text{with 49\% ( 2 vpd) entering and 51\% ( 1 vpd) exiting.} \\ &\text{(same distribution split as ITE LUC 221 General Urban/Suburban during the Saturday Peak period)} \end{aligned}$$

**Institute of Transportation Engineers (ITE)**

**Land Use Code (LUC) 822 - Strip Retail Plaza (<40k)**

**General Urban/Suburban**

Average Vehicle Trips Ends vs: 1000 Sq. Ft. Gross Floor Area  
Independent Variable (X): 8.023

**AVERAGE WEEKDAY DAILY**

$$\frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday PM Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday Daily Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday Daily Trip Rate}}$$

$$\frac{4.10}{6.59} = \frac{(Y)}{54.45} \quad Y = 33.88$$

$$T = Y * 8.023$$

$$T = 271.82$$

$$T = 272 \text{ vehicle trips}$$

$$\text{with 500\% ( 136 vpd) entering and 50\% ( 136 vpd) exiting.}$$

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Weekday Daily)

**WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday PM Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday AM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday AM Trip Rate}}$$

$$\frac{4.10}{6.59} = \frac{(Y)}{2.36} \quad Y = 1.47$$

$$T = Y * 8.023$$

$$T = 11.79$$

$$T = 12 \text{ vehicle trips}$$

$$\text{with 60\% ( 7 vpd) entering and 40\% ( 5 vpd) exiting.}$$

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Weekday AM)

**WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\frac{\text{ITE LUC 821 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 821 (General Urban/Suburban) Weekday PM Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday PM Trip Rate}}$$

$$\frac{3.23}{5.19} = \frac{(Y)}{6.59} \quad Y = 4.10$$

$$T = Y * 8.023$$

$$T = 32.89$$

$$T = 32 \text{ vehicle trips}$$

$$\text{with 50\% ( 16 vpd) entering and 50\% ( 16 vpd) exiting.}$$

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Weekday PM)

**SATURDAY DAILY**

$$\frac{\text{ITE LUC 821 (General Urban/Suburban) Saturday Daily Trip Rate}}{\text{ITE LUC 821 (General Urban/Suburban) Saturday Peak Hour Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Saturday Daily Trip Rate}}{\text{ITE LUC 822 (Dense Multi-Use Urban) Saturday Peak Hour Trip Rate}}$$

$$\frac{81.07}{6.22} = \frac{(Y)}{5.20} \quad Y = 67.78$$

$$T = Y * 8.023$$

$$T = 543.80$$

$$T = 544 \text{ vehicle trips}$$

$$\text{with 50\% ( 272 vpd) entering and 50\% ( 272 vpd) exiting.}$$

(same distribution split as ITE LUC 821 during the Saturday Daily)

**SATURDAY PEAK HOUR OF GENERATOR**

$$\frac{\text{ITE LUC 821 (Dense Multi-Use Urban) Saturday Midday Trip Rate}}{\text{ITE LUC 821 (General Urban/Suburban) Saturday Midday Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Saturday Midday Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Saturday Midday Trip Rate}}$$

$$\frac{4.92}{6.22} = \frac{(Y)}{6.57} \quad Y = 5.20$$

$$T = Y * 8.023$$

$$T = 41.72$$

$$T = 42 \text{ vehicle trips}$$

$$\text{with 51\% ( 21 vpd) entering and 49\% ( 21 vpd) exiting.}$$

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Saturday Midday)

***Institute of Transportation Engineers (ITE)***

**Land Use Code (LUC) 221 - Multifamily Housing (Mid-Rise)**

**Dense Multi-Use Urban**

Average Vehicle Trips Ends vs: Dwelling Units  
Independent Variable (X): 10

**AVERAGE WEEKDAY DAILY**

$$\begin{aligned} T &= 2.59 * (X) \\ T &= 2.59 * 10 \\ T &= 25.90 \\ T &= 26 \text{ vehicle trips} \\ &\text{with 50\% ( 13 vpd) entering and 50\% ( 13 vpd) exiting.} \end{aligned}$$

**WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\begin{aligned} T &= 0.20 * (X) \\ T &= 0.20 * 10 \\ T &= 2.00 \\ T &= 2 \text{ vehicle trips} \\ &\text{with 12\% ( 0 vph) entering and 88\% ( 2 vph) exiting.} \end{aligned}$$

**WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\begin{aligned} T &= 0.18 * (X) \\ T &= 0.18 * 10 \\ T &= 1.80 \\ T &= 2 \text{ vehicle trips} \\ &\text{with 72\% ( 1 vph) entering and 28\% ( 1 vph) exiting.} \end{aligned}$$

**SATURDAY DAILY**

$$\frac{\text{ITE LUC 221 Saturday Daily Trip Rate (General Urban/Suburban)}}{\text{ITE LUC 221 Weekday Daily Trip Rate (General Urban/Suburban)}} = \frac{\text{ITE LUC 221 Saturday Daily Trip Rate (Dense Multi-Use Urban)}}{\text{ITE LUC 221 Weekday Daily Trip Rate (Dense Multi-Use Urban)}}$$

$$\begin{aligned} &\frac{4.91}{5.44} = \frac{(Y)}{2.59} \quad Y = 2.34 \\ T &= Y * 10.000 \\ T &= 23.377 \\ T &= 24 \text{ vehicle trips} \\ &\text{with 50\% ( 12 vpd) entering and 50\% ( 12 vpd) exiting.} \\ &\text{(same distribution split as ITE LUC 221 General Urban/Suburban during the Saturday Daily period)} \end{aligned}$$

**SATURDAY PEAK HOUR OF GENERATOR**

$$\frac{\text{ITE LUC 221 Saturday Peak Trip Rate (General Urban/Suburban)}}{\text{ITE LUC 221 Weekday Evening Peak Trip Rate (General Urban/Suburban)}} = \frac{\text{ITE LUC 221 Saturday Peak Trip Rate (Dense Multi-Use Urban)}}{\text{ITE LUC 221 Weekday Evening Peak Trip Rate (Dense Multi-Use Urban)}}$$

$$\begin{aligned} &\frac{0.44}{0.44} = \frac{(Y)}{0.18} \quad Y = 0.18 \\ T &= Y * 10.000 \\ T &= 1.8 \\ T &= 2 \text{ vehicle trips} \\ &\text{with 49\% ( 1 vpd) entering and 51\% ( 1 vpd) exiting.} \\ &\text{(same distribution split as ITE LUC 221 General Urban/Suburban during the Saturday Peak period)} \end{aligned}$$

***Institute of Transportation Engineers (ITE)***

**Land Use Code (LUC) 710 - General Office Building**

**Dense Multi-Use Urban**

Average Vehicle Trips Ends vs: 1000 Sq. Feet Gross Floor Area

Independent Variable (X): 2.720

**AVERAGE WEEKDAY DAILY**

$$\frac{\text{ITE LUC 710 Weekday Trip Rate (U)}}{\text{ITE LUC 710 Weekday Trip Rate (S)}} = \frac{\text{ITE LUC 710 Weekday Evening Trip Rate (U)}}{\text{ITE LUC 710 Weekday Evening Trip Rate (S)}}$$

$$\frac{(Y)}{9.74} = \frac{0.87}{1.15} \quad Y = 7.37$$

$$T = Y \quad * \quad 2.720$$

$$T = 20.04$$

$$T = 20 \quad \text{vehicle trips}$$

with 50% ( 10 vpd) entering and 50% ( 10 vpd) exiting.

**WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$T = 0.83 * (X)$$

$$T = 0.83 \quad * \quad 2.720$$

$$T = 2.26$$

$$T = 2 \quad \text{vehicle trips}$$

with 86% ( 2 vph) entering and 14% ( 0 vph) exiting.

**WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$T = 0.87 * (X)$$

$$T = 0.87 \quad * \quad 2.720$$

$$T = 2.37$$

$$T = 2 \quad \text{vehicle trips}$$

with 17% ( 0 vph) entering and 83% ( 2 vph) exiting.

**SATURDAY DAILY**

$$\frac{\text{ITE LUC 710 Saturday Trip Rate (U)}}{\text{ITE LUC 710 Saturday Trip Rate (S)}} = \frac{\text{ITE LUC 710 Weekday Evening Trip Rate (U)}}{\text{ITE LUC 710 Weekday Evening Trip Rate (S)}}$$

$$\frac{(Y)}{2.21} = \frac{0.87}{1.15} \quad Y = 1.67$$

$$T = Y \quad * \quad 2.720$$

$$T = 1.67 \quad * \quad 2.720$$

$$T = 4.55$$

$$T = 4 \quad \text{vehicle trips}$$

with 50% ( 2 vpd) entering and 32% ( 2 vpd) exiting.

**SATURDAY PEAK HOUR OF GENERATOR**

$$\frac{\text{ITE LUC 710 Saturday Peak Trip Rate (U)}}{\text{ITE LUC 710 Saturday Peak Trip Rate (S)}} = \frac{\text{ITE LUC 710 Weekday Evening Trip Rate (U)}}{\text{ITE LUC 710 Weekday Evening Trip Rate (S)}}$$

$$\frac{(Y)}{0.53} = \frac{0.87}{1.15} \quad Y = 0.40$$

$$T = Y \quad * \quad 2.720$$

$$T = 1.09$$

$$T = 1 \quad \text{vehicle trips}$$

with 54% ( 1 vph) entering and 46% ( 0 vph) exiting.

(same distribution split as ITE LUC 710 General Urban/Suburban during the Saturday Peak period)

**Institute of Transportation Engineers (ITE)**

**Land Use Code (LUC) 822 - Strip Retail Plaza (<40k)**

**General Urban/Suburban**

Average Vehicle Trips Ends vs: 1000 Sq. Ft. Gross Floor Area  
Independent Variable (X): 1.180

**AVERAGE WEEKDAY DAILY**

$$\frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday PM Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday Daily Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday Daily Trip Rate}}$$

$$\frac{4.10}{6.59} = \frac{(Y)}{54.45} \quad Y = 33.88$$

$$T = Y * 1.180$$

$$T = 39.98$$

$$T = 40 \text{ vehicle trips}$$

with 500% ( 20 vpd) entering and 50% ( 20 vpd) exiting.

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Weekday Daily)

**WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday PM Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday AM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday AM Trip Rate}}$$

$$\frac{4.10}{6.59} = \frac{(Y)}{2.36} \quad Y = 1.47$$

$$T = Y * 1.180$$

$$T = 1.73$$

$$T = 2 \text{ vehicle trips}$$

with 60% ( 1 vpd) entering and 40% ( 1 vpd) exiting.

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Weekday AM)

**WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$\frac{\text{ITE LUC 821 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 821 (General Urban/Suburban) Weekday PM Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Weekday PM Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Weekday PM Trip Rate}}$$

$$\frac{3.23}{5.19} = \frac{(Y)}{6.59} \quad Y = 4.10$$

$$T = Y * 1.180$$

$$T = 4.84$$

$$T = 4 \text{ vehicle trips}$$

with 50% ( 2 vpd) entering and 50% ( 2 vpd) exiting.

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Weekday PM)

**SATURDAY DAILY**

$$\frac{\text{ITE LUC 821 (General Urban/Suburban) Saturday Daily Trip Rate}}{\text{ITE LUC 821 (General Urban/Suburban) Saturday Peak Hour Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Saturday Daily Trip Rate}}{\text{ITE LUC 822 (Dense Multi-Use Urban) Saturday Peak Hour Trip Rate}}$$

$$\frac{81.07}{6.22} = \frac{(Y)}{5.20} \quad Y = 67.78$$

$$T = Y * 1.180$$

$$T = 79.98$$

$$T = 80 \text{ vehicle trips}$$

with 50% ( 40 vpd) entering and 50% ( 40 vpd) exiting.

(same distribution split as ITE LUC 821 during the Saturday Daily)

**SATURDAY PEAK HOUR OF GENERATOR**

$$\frac{\text{ITE LUC 821 (Dense Multi-Use Urban) Saturday Midday Trip Rate}}{\text{ITE LUC 821 (General Urban/Suburban) Saturday Midday Trip Rate}} = \frac{\text{ITE LUC 822 (Dense Multi-Use Urban) Saturday Midday Trip Rate}}{\text{ITE LUC 822 (General Urban/Suburban) Saturday Midday Trip Rate}}$$

$$\frac{4.92}{6.22} = \frac{(Y)}{6.57} \quad Y = 5.20$$

$$T = Y * 1.180$$

$$T = 6.14$$

$$T = 6 \text{ vehicle trips}$$

with 51% ( 3 vpd) entering and 49% ( 3 vpd) exiting.

(same distribution split as ITE LUC 822 (General Urban/Suburban) during the Saturday Midday)

***Institute of Transportation Engineers (ITE)***

**Land Use Code (LUC) 931 - Fine Dining Restaurant**

**General Urban/Suburban**

Average Vehicle Trips Ends vs: 1,000 Sq. Ft. Gross Floor Area

Independent Variable (X): 5.500

**AVERAGE WEEKDAY DAILY**

$$T = 83.84 * (X)$$

$$T = 83.84 * 5.500$$

$$T = 461.12$$

$$T = 462 \text{ vehicle trips}$$

with 50% ( 231 vpd) entering and 50% ( 231 vpd) exiting.

**WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$T = 0.73 * (X)$$

$$T = 0.73 * 5.500$$

$$T = 4.02$$

$$T = 4 \text{ vehicle trips}$$

with 55% ( 2 vph) entering and 45% ( 2 vph) exiting.

*(same distribution split as ITE LUC 932 during the Weekday AM)*

**WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC**

$$T = 7.80 * (X)$$

$$T = 7.8 * 5.500$$

$$T = 42.90$$

$$T = 43 \text{ vehicle trips}$$

with 67% ( 29 vph) entering and 33% ( 14 vph) exiting.

**SATURDAY DAILY**

$$T = 90.04 * (X)$$

$$T = 90.04 * 5.500$$

$$T = 495.22$$

$$T = 496 \text{ vehicle trips}$$

with 50% ( 248 vpd) entering and 50% ( 248 vpd) exiting.

**SATURDAY PEAK HOUR OF GENERATOR**

$$T = 10.68 * (X)$$

$$T = 10.68 * 5.500$$

$$T = 58.74$$

$$T = 59 \text{ vehicle trips}$$

with 59% ( 35 vph) entering and 41% ( 24 vph) exiting.





1 Congress Street

Site Plan Review 10-18-2022

## **Green Building Statement**

### WATER

- ✓ Protect water quality – Eliminate surface parking lot.
- ✓ Conserve Water -- Target 30% reduction in fixtures water use over building code, meeting EPACT 2005.

### ENERGY

- ✓ Conserve Energy – Basis of Design to Target 50% Energy Use Index (EUI = 32) reduction over code compliance (IECC 2018) in combined attached existing and new buildings. Use early energy modeling to analyze effective scenarios. Provide high performance thermal envelope. Achieve Energy Star certification and associated rebates. Use Heat Recovery for ventilation. Commission energy using systems. LED lighting throughout. See attached engineering report and preliminary energy model summary for additional details.
- ✓ Renewable Energy – Rooftop Solar Photovoltaic system for portion of building's energy needs.
- ✓ Building Performance -- Use industry tools to annually monitor and benchmark buildings. Train staff on proper building operation with comprehensive Facilities Staff Training and Systems Manuals.
- ✓ Reduce Low level ozone (smog) -- Provide safe and secure bicycle storage. Use only low-VOC products for construction and operation.

### MATERIALS & RESOURCES

- ✓ Minimize waste (during construction and operation)
- ✓ Use regional, renewable, low carbon footprint materials

### INDOOR ENVIRONMENTAL QUALITY

- ✓ Thermal comfort -- Meet ASHRAE 55 Thermal Comfort Code. Address thermal envelope per above. Provide multiple zones of heating and cooling in each apartment.
- ✓ Indoor air quality (before and during occupancy) -- MEET ASHRAE 62 Ventilation Code in all occupied spaces. MEET LEED IEQ credit requirements.
- ✓ Views / connection to outdoors -- Provide views to outdoors for every regularly occupied space.
- ✓ Daylighting -- Achieve Daylight Factor of 2% minimum for every regularly occupied space.
- ✓ Individual controls (light, heat etc...) -- Provide individual controls for temperature and lighting.



WV engineering associates, pa.

11 king court, keene, new hampshire 03431

[www.wvengineering.com](http://www.wvengineering.com)

t: 603.352.7007

October 14, 2022

**Ms. Lynn Kramer**

McNabb Properties, LTD.

3 Pleasant Street, Suite 400

Portsmouth, NH 03801

Re: **Market Square  
One Congress Street  
Portsmouth, New Hampshire  
WVA Project No. 21208**

Dear Lynn:

We offer the following energy efficiency design standards as part of the 1 Congress Street Green Building Standard:

Plumbing

- Utilize low flow EPA Water Sense rated plumbing fixtures.
- Utilize 2018 International Energy Conservation Code (IECC) domestic hot water recirculation and piping insulation.
- Utilize condensing gas efficiency domestic hot water heaters at centralized domestic hot water plant for commercial and residential tenants.

Mechanical

- Utilize centralized commercial 3-phase VRF heat recovery air source heat pumps.
- Utilize minimum 65% efficiency energy recovery ventilators to provide 2018 International Mechanical Code required ventilation and exhaust to commercial and residential tenants.
- Utilized high supply/low return air distribution where possible to maximize ventilation efficiency.

Electrical

- Utilize Energy Star or Design Light Consortium rated LED light fixtures.
- Utilize 2018 IECC day light dimming, occupancy and vacancy sensors to minimize lighting energy use.

Sincerely,

WV Engineering Associates, PA

A handwritten signature in black ink, appearing to read "R.A. Parks, III".

Richard A. Parks, III, PE

cc: Tracy Kozak    ARCove Architects

ANALYSIS SUMMARY

Location

Portsmouth, NH 03801, USA

Climate Zone

ASHRAE Climate Zone 5

98

Walk Score®  
Walker's Paradise

63

Bike Score®  
Bikeable

Building Type

ENERGY UTILIZATION INTENSITY - EUI



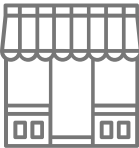
Office

23.49



Apartments

36.87



Retail

30.96

32

Overall Energy

The current model is done using [ASHRAE 2016 - IECC 2018 Equivalent](#) energy code assumptions. The current design is [better](#) than the national average and can be significantly improved by higher performance of envelope, HVAC and more. The building load is driven by [Equipment](#) and [Lighting](#).

BENCHMARKS

WHERE DO WE NEED TO BE?

Energy

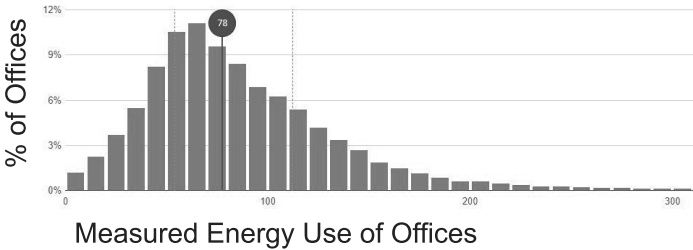
66

National Average

13

2030 Target

EUI is expressed as energy per square foot per year. It is calculated by dividing the total energy consumed by the building in one year (measured in kBtu) by the total floor area of the building. The most common unit for EUI is kBtu/ft²/year.



55%

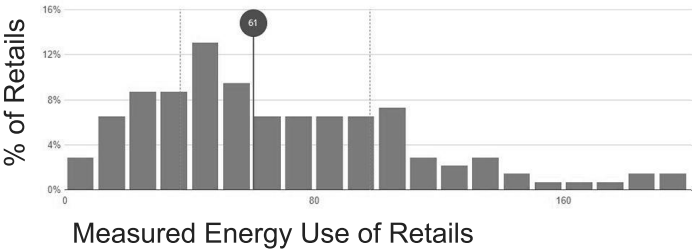
Daylight

10%

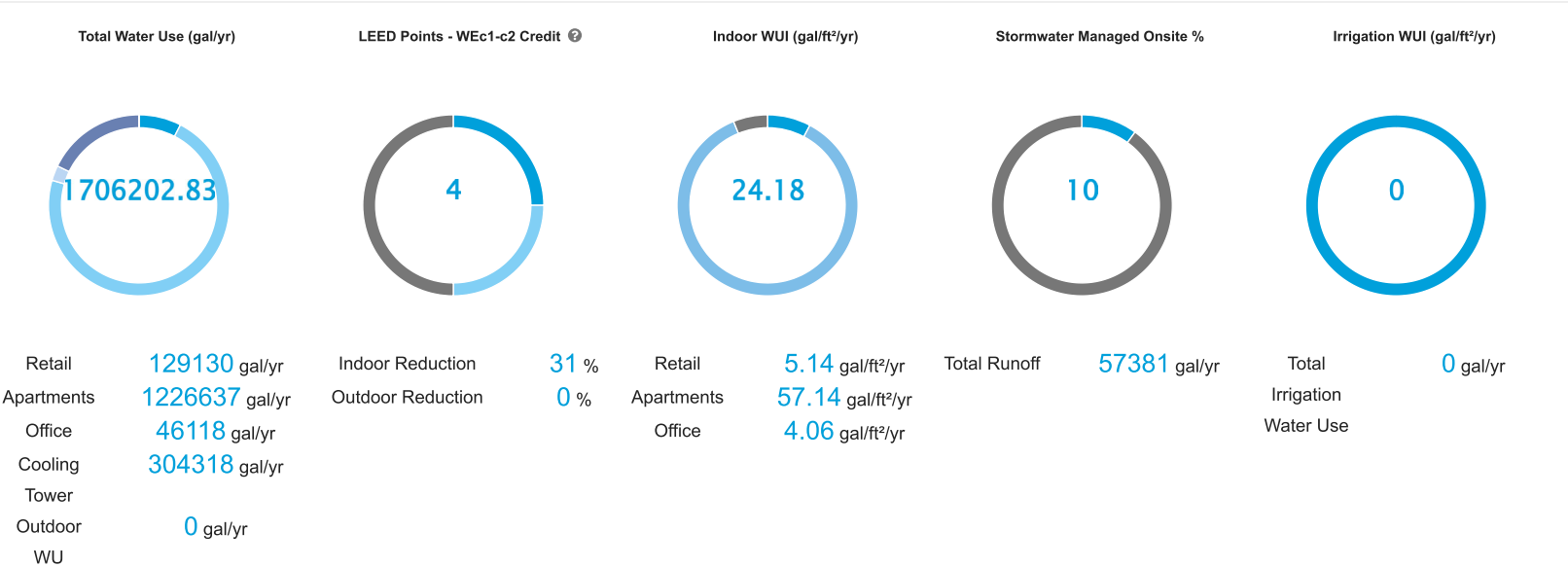
Glare

Spatial Daylight Autonomy (sDA) describes the percentage of floor area that receives at least 300 lux for at least 50% of the annual occupied hours.

Annual Solar Exposure (ASE) refers to the percentage of space that receives too much direct sunlight (1000 Lux or more for at least 250 occupied hours per year), which can cause glare or increased cooling loads.



Water Use



Average Grade Work Sheet							
Project	One Congress Street				Calculated		
Address:	1 Congress Street, Portsmouth, NH				10/26/2022		
6' offset from Building; Prop Grades 10' OC							
SECTION	Elev	Elev	Elev	Elev	Total		
SOUTH	27.84	27.79	27.74	27.97	111.34	AVG PER SECTION	
	28.02				28.02		
			#	5	139.36		27.87
WEST	35.00	34.83	34.61	34.44	138.88		AVG PER SECTION
	34.25	34.04	33.86	33.68	135.83		
	33.50	33.32	33.14	33.03	132.99		
	32.50				32.5		
			#	13	440.20	33.86	
NORTH	31.79	31.10	30.41	29.72	123.02	AVG PER SECTION	
	29.03	28.28	27.70	27.09	112.10		
	26.54				26.54		
			#	9	261.66	29.07	
EAST	27.83	27.71	27.59	27.47	110.60	AVG PER SECTION	
	27.62	27.56	27.43	27.26	109.87		
	27.39	27.64	27.44	27.24	109.71		
	27.04	26.84	26.64	26.44	106.96		
	26.24				26.24		
			#	17	463.38	27.26	
Total	1,304.60	>	AVERAGE GRADE				
#	44		29.65				

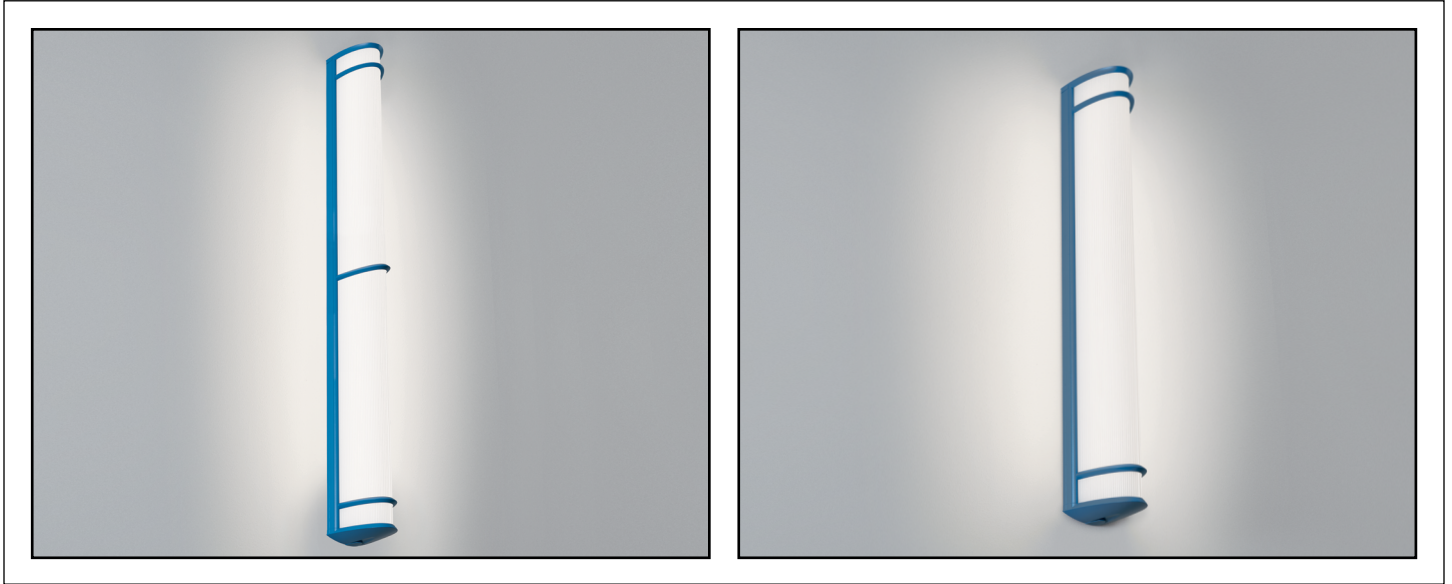
**RAVEN™**

OW1340/OW1342/OW1344/OW1346/OW1348

Outdoor models with Accent Bars


[VisaLighting.com/products/Raven](https://VisaLighting.com/products/Raven)

Type: \_\_\_\_\_ Project: \_\_\_\_\_ Location: \_\_\_\_\_

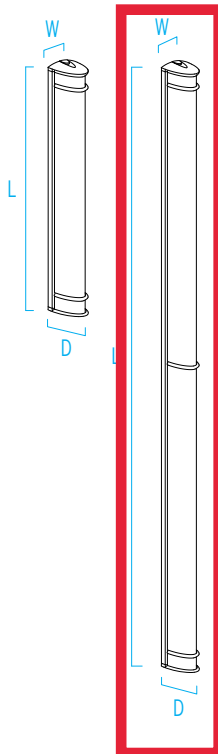
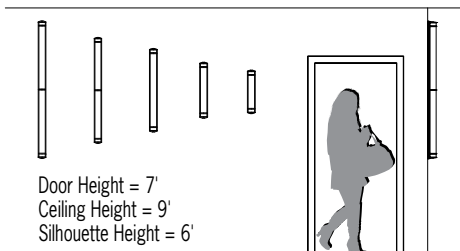
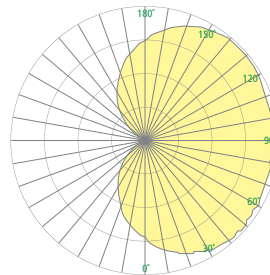
**DIMENSIONS<sup>1</sup>**

L = Length D = Depth W = Width WT = Weight

	OW1348	OW1340	OW1342	OW1344	OW1346
L	18-1/2" (470 mm)	24-3/4" (629 mm)	36-1/2" (927 mm)	48-3/8" (1229 mm)	60-1/8" (1527 mm)
D	4" (102 mm)				
W	3 -3/8" (86 mm)				

**FEATURES**

- Integral driver
- Vertical or horizontal mounting
- Mounts to 2 X 4 electrical junction box (by others) with provided hardware. Requires auxiliary mounting fasteners (provided). Orient junction box to match fixture's linear dimension (horizontal or vertical)
- Tamper resistant fasteners
- High impact extruded aluminum backplate/side rails, die-cast end caps and trim bars; gasketed and sealed construction
- Extruded clear prismatic performance lens and extruded white acrylic diffuser
- High impact extruded white acrylic, FI rated; UV stable; UL-94 HB Flame Class rated
- No VOC powder coat finish
- ETL listed for wet location mounting 4' above grade

**RELATIVE SCALE DRAWING****PHOTOMETRICS**

ADA



XPS



ETL Listed



5 Year Warranty



# RAVEN (cont.)

OW1340/OW1342/OW1344/OW1346/OW1348

Outdoor models with Accent Bars



Fill in shaded boxes using information listed below

MVOLT				
<b>MODEL<sup>1</sup></b> OW1348 OW1340 OW1342 OW1344 OW1346  See page 1	<b>SOURCE<sup>2</sup></b> • L30K(H) • L30K(L) • L35K(H) • L35K(L) • L40K(H) • L40K(L)	<b>VOLTAGE</b> MVOLT	<b>FINISH</b>  See last page for finish order codes	<b>OPTION<sup>3</sup></b> XPS

## SOURCE<sup>2</sup> (Select One)

Dimmable 0-10V to 1%, Minimum 80CRI, within 3-step MacAdam

Source	CCT	OW1348		OW1340		OW1342		OW1344		OW1346	
		Delivered Lumens	Power/Watts	Delivered Lumens	Power/Watts	Delivered Lumens	Power/Watts	Delivered Lumens	Power/Watts	Delivered Lumens	Power/Watts
• L30K(H)	3000K	1100	10	1400	13	2800	26	3300	29	3900	35
• L30K(L)	3000K	750	7	800	7	1900	17	2200	19	2800	23
L35K(H)	3500K	1100	10	1400	13	2800	26	3300	29	3900	35
L35K(L)	3500K	750	7	800	7	1900	17	2200	19	2800	23
• L40K(H)	4000K	1100	10	1400	13	2900	26	3400	29	4100	35
• L40K(L)	4000K	750	7	800	7	2000	17	2300	19	2800	23

## OPTION<sup>3</sup>

⚠ Option availability may be interdependent with Other Options

<b>XPS</b>	Express 10 day shipping. Items marked with a bullet (•) are not available with XPS
------------	--

## VOLTAGE

<b>MVOLT</b>	120-277V, 50/60 Hz
--------------	--------------------

## LUMEN MAINTENANCE RATING

L80 (reported)	>50,000hrs
----------------	------------

## Tamper Resistant Fastener



# RAVEN (cont.)

OW1340/OW1342/OW1344/OW1346/OW1348

Outdoor models with Accent Bars

## RAVEN PRODUCT FAMILY

Accent Bars	Outdoor	<ul style="list-style-type: none"> <li>• OW1348</li> <li>• OW1340</li> <li>• OW1342</li> <li>• OW1344</li> <li>• OW1346</li> </ul>
	Indoor	<ul style="list-style-type: none"> <li>• CV1818</li> <li>• CV1800</li> <li>• CV1802</li> <li>• CV1804</li> <li>• CV1806</li> </ul>
No Accent Bars	Outdoor	<ul style="list-style-type: none"> <li>• OW1350</li> <li>• OW1352</li> <li>• OW1354</li> <li>• OW1356</li> <li>• OW1358</li> </ul>
	Indoor	<ul style="list-style-type: none"> <li>• CV1820</li> <li>• CV1822</li> <li>• CV1824</li> <li>• CV1826</li> <li>• CV1828</li> </ul>

## SUGGESTED VARIATIONS

- 2700k–5000k color temperatures
- Increase fixture length up to 8' (indoor only)

See [Visalighting.com/products/Raven](https://visalighting.com/products/Raven) for more information

# RAVEN (cont.)

OW1340/OW1342/OW1344/OW1346/OW1348

Outdoor models with Accent Bars



## FINISHES

Specify color code when ordering. For accurate color matching, individual paint and finish samples are [available upon request](#).  
For more information about our finishes visit [visalighting.com/finishes](https://visalighting.com/finishes)

### Powder Coat Paint Finishes (Standard)

						
<b>AGGY</b> Agate Grey	<b>ALGN</b> Alpine Green	<b>BJBG</b> Baja Beige	<b>BMAT</b> Bronze Matt	<b>BRNZ</b> Bronze	<b>BLIL</b> Blade Silver	<b>CVBL</b> Cove Blue
						
<b>DEOR</b> Deoro Gold	<b>GLWT</b> Glacier White	<b>GSIL</b> Graphite Silver	<b>HRGR</b> Harbor Grey	<b>JTBK</b> Jet Black	<b>OCBL</b> Ocean Blue	<b>SHGR</b> Shoreline Grey
						
<b>SBGN</b> Sagebrush Green	<b>SLGR</b> Slate Grey	<b>SSTP</b> Sierra Taupe	<b>TRCN</b> Terracotta Canyon	<b>TRWT</b> Traffic White	<b>VBLK</b> Velvet Black	<b>VNRD</b> Vineyard Red



# A78BLED FRISCO SERIES

LED

EPA  
2.03 (ft<sup>2</sup>)  
WEIGHT  
22 LBS

7 YEAR  
WARRANTY

LUMEN  
RANGE  
2,200 to  
5,400

LIFE SPAN  
L70  
MINIMUM  
100,000  
HOURS

UL  
LISTED

CLICK  
FOR FAQ's

JOB NAME

FIXTURE TYPE

MEMO

## BUILD A PART NUMBER

ORDERING EXAMPLE: **2A-A78BLED-5P-4L40T3-MDLO5-A-PEC-FHD/480PM/4212FP4/FCC/BKT**

Mounting Config.	Fixture	Fitter	LED	CCT	Type	Driver	Lens	Option Control Receptacle	Option Control	Option Fuse	Option Custom Logo	Option GFI	Option Terminal Block	Option House Side Shield	Arm See Arm Spec Sheets	Pole See Pole Spec Sheets	Finish

### Mounting Configuration

(Click here to link to mounting configuration specification page)

- IW • 2A • 3A90 • 1AM
- PT • 2A90 • 3APT • 2AM
- 1A • 2APT • 4A • 450PB
- 1APT • 3A • 4APT

W = Wall Mount PT = Post Top A = Arm Mount AM = Arm Mid-Mount PB = Pier Base

### Fixture

- A78BLED

### Fitter

- 5P • 992 • 995 • BD7 • C2097<sup>1</sup>
- 990 • 993 • BD4 • OL3
- 991 • 994 • BD5 • OL4

<sup>1</sup> Consult factory for use on concrete poles.

### LED

- 4L

### CCT - Color Temperature (K)

- 27(00) • 30(00) • 35(00) • 40(00) • 50(00)

### Type

- T3 • T4 • T5

### Driver

- MDLO2 (120v-277v, 250mA)
- MDLO3 (120v-277v, 350mA)
- MDLO5 (120v-277v, 500mA)
- MDLO6 (120v-277v, 630mA)
- MDHO2 (347v-480v, 250mA)
- MDHO3 (347v-480v, 350mA)
- MDHO5 (347v-480v, 500mA)
- MDHO6 (347v-480v, 630mA)

### Lens

- A (Acrylic Lens)

### Options (Click here to view accessories sheet)

- R<sup>2</sup> 3-Pin control receptacle only
- R5<sup>2</sup> 5-Pin control receptacle only
- R7<sup>2</sup> 7-Pin control receptacle only
- PE<sup>3</sup> Twist-Lock Photocontrol (120v-277v)
- PE3<sup>3</sup> Twist-Lock Photocontrol (347v)
- PE4<sup>3</sup> Twist-Lock Photocontrol (480v)

- SC<sup>3</sup> Shorting Cap
- PEC Electronic Button Photocontrol (120v-277v)
- PEC4 Electronic Button Photocontrol (480v)
- FHD<sup>4</sup> Double Fuse and Holder
- CL<sup>5</sup> Custom Logo in Medallion
- GFI<sup>2</sup> 15A Duplex GFI for Utility Fitter
- TB<sup>2</sup> Terminal Block
- HSS 120° House Side Shield

<sup>2</sup> For 900 series utility fitter only.

<sup>3</sup> Requires control receptacle.

<sup>4</sup> Ships loose for installation in base.

<sup>5</sup> Consult factory for specification details.

### Pole (Click here to link to pole specification page)

See Pole specification sheets.

### Finish

#### Standard Finishes<sup>6</sup>

- BKT Black Textured
- WHT White Textured
- PGT Park Green Textured
- ABZT Architectural Medium Bronze Textured
- DBT Dark Bronze Textured

<sup>6</sup> Smooth finishes are available upon request.

#### Custom Finishes<sup>7</sup>

- OI Old Iron
- RT Rust
- WBR Weathered Brown
- CD Cedar
- WBK Weathered Black
- TT Two Tone

<sup>7</sup> Custom colors require upcharge.

#### Sternberg Select Finishes

- VG Verde Green
- SI Swedish Iron
- OWGT Old World Gray Textured

## Specifications

### Fixture

The Frisco series is a stylized Victorian acorn fixture which consists of a decorative cast aluminum fitter, cage, hinged roof and high efficiency prismatic acrylic acorn. The cage includes four cast aluminum medallions finished in gold. Also available are custom medallions (CL). It shall be appointed with a cast aluminum decorative urn finial. The Luminaire shall be UL listed in US and Canada.

### Fitter - Standard

The fitter shall be heavy wall cast aluminum, 356 alloy for high tensile strength. It shall have an 8-1/2" inside diameter opening to attach to the 8" neck of the acorn globe. When ordered with a Sternberg aluminum pole, the fitter shall be welded to the pole top or tenon for safety and to ensure the fixture will be plumb, secure and level over the life of the installation. The fitter shall have a one-piece ring bug gasket to resist insect penetration into lamp assembly.

### 900 Series Utility Fitter Option

The fitter shall be heavy wall cast aluminum, 360 die cast alloy for high tensile strength. It shall have a 9-1/4" inside diameter opening to attach to the 8" neck of the acorn globe. It shall have a hinged, tool-less entry door that provides open access to all of the components. The 900 series shall have an optional terminal block for ease of wiring, an optional Twist-Lock Photocontrol receptacle, an optional single GFCI outlet for auxiliary power needs. The top mounted driver mounting plate shall be cast aluminum and provide tool-less removal from the housing using 2 finger latches. The fitter shall have a one-piece ring gasket to resist insect penetration into globe assembly. When supplied with GFCI receptacle a hole will be provided for cord and plug installation with the access door closed. When cord and plug is not in use a filler plug will be provided and shall be tethered to the fitter for easy recovery and installation.

### LED's

The luminaire shall use high output, high brightness LED's. The Chip on Board (COB) LED components are mounted to vertical heat sinks. The LED's and printed circuit boards shall be 100% recyclable; they shall also be protected from moisture and corrosion by a conformal coating of 1 to 3 mils. They shall not contain lead, mercury or any other hazardous substances and shall be RoHS compliant. The LED life rating data shall be determined in accordance with IESNA LM-80. The High Performance white LED's will have a life

See next page



**SternbergLighting**

ESTABLISHED 1923 / EMPLOYEE OWNED

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info@sternberglighting.com  
www.sternberglighting.com

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# A78BLED FRISCO SERIES

LED

expectancy of approximately 100,000 hours with not less than 70% of original brightness (lumen maintenance), rated at 25°C. The High Brightness, High Output LED's shall be 4000K (2700K, 3000K, 3500K or 5000K option) color temperature with a minimum CRI of 70. Consult factory for custom color CCT. The luminaire shall have a minimum \_\_\_\_\_ (see table) delivered initial lumen rating when operated at steady state with an average ambient temperature of 25°C (77°F).

## Optics

The luminaire shall be provided with refractor type optics from external prismatic acorn. Testing shall be done in accordance with IESNA LM-79.

## Electronic Drivers

The LED driver shall be U.L. Recognized. It shall be securely mounted inside the fixture, for optimized performance and longevity. It shall be supplied with a quick-disconnect electrical connector on the power supply, providing easy power connections and fixture installation. It shall have overload as well as short circuit protection, and have a DC voltage output,

constant current design, 50/60HZ. It shall be supplied with line-ground, line-neutral and neutral-ground electrical surge protection in accordance with IEEE/ANSI C62.41.2 guidelines. It shall be dimmable using a 0-10V signal.

**For sources over 50w:** The driver shall have a minimum efficiency of 90%. The driver shall be rated at full load with THD<20% and a power factor of greater than 0.90. The driver shall contain over-heat protection

**For sources under 50w:** The driver shall have a minimum efficiency of 88%.

## Photocontrols

**Button Style:** On a single assembly the photocontrol shall be mounted on the fixture and pre-wired to driver. On multiple head assembly's the photocontrol shall be mounted in the pole shaft on an access plate. The electronic button type photocontrol is instant on with a 5-10 second turn off, and shall turn on at 1.5 footcandles with a turn-off at 2-3 footcandles. Photocontrol is 120-277 volt and warranted for 6 years.

**Twist-Lock Style:** The photocontrol shall be mounted in the utility fitter and pre-wired to

driver. The twist lock type photocontrol is instant on with a 3-6 second turn off, and shall turn on at 1.5 footcandles with a turn-off at 2-3 footcandles. Photocontrol is 120-277 volt and warranted for 6 years.

## Warranty

Seven-year limited warranty. See product and finish warranty guide for details.

## Finish

Refer to website for details.

## Performance

LIGHT SOURCE	T3 INITIAL LUMENS	EFFICACY (LPW)	T4 INITIAL LUMENS	EFFICACY (LPW)	T5 INITIAL LUMENS	EFFICACY (LPW)	WATTAGE
4L27T_-MDL06	4680	47.8	4620	47.1	4735	48.3	98
4L30T_-MDL06	5170	52.8	5105	52.1	5230	53.4	98
4L40T_-MDL06	5340	54.5	5275	53.8	5400	55.1	98
4L27T_-MDL05	3855	51.4	3815	50.9	3860	51.5	75
4L30T_-MDL05	4255	56.7	4215	56.2	4265	56.9	75
4L40T_-MDL05	4395	58.6	4355	58.1	4405	58.7	75
4L27T_-MDL03	3025	55.0	2975	54.1	3020	54.9	55
4L30T_-MDL03	3340	60.7	3290	59.8	3335	60.6	55
4L40T_-MDL03	3450	62.7	3395	61.7	3445	62.6	55
4L27T_-MDL02	2225	55.6	2200	55.0	2215	55.4	40
4L30T_-MDL02	2460	61.5	2430	60.8	2445	61.1	40
4L40T_-MDL02	2540	63.5	2510	62.8	2530	63.3	40

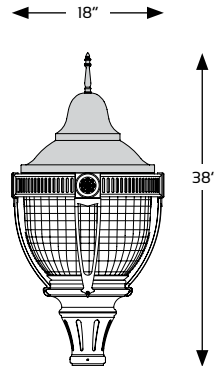


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## Fixtures



A78BLED

## Fitters

10-1/8" W  
10-3/8" H



**5P or 5T\***  
Fits 3" OD  
x 3" tall  
tenon/pole

10-1/8" W  
10-1/8" H



**BD4**  
Fits 4" OD  
x 5" tall  
tenon/pole

10-1/8" W  
10-1/4" H



**BD5**  
Fits 5" OD  
x 6" tall  
tenon/pole

10-1/8" W  
11-3/4" H



**BD7**  
Fits 7" OD  
x 1" tall  
tenon/pole

10-1/2" W  
15-3/4" H



**990 or 990T\***  
Fits 3" OD  
x 3" tall  
tenon/pole  
**994 or 994T\***  
Fits 4" OD  
x 3" tall  
tenon/pole

10-1/2" W  
13-1/8" H



**991**  
Fits 3" OD  
x 3" tall  
tenon/pole

10-1/2" W  
13-1/8" H



**992**  
Fits 3" OD  
x 3" tall  
tenon/pole

10-1/2" W  
15-3/4" H



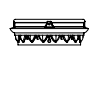
**993**  
Fits 3" OD  
x 3" tall  
tenon/pole  
**995**  
Fits 4" OD  
x 3" tall  
tenon/pole

10-1/2" W  
11-3/8" H



**OL3**  
Fits 3" OD  
x 3" tall  
tenon/pole  
**OL4**  
Fits 4" OD  
x 3" tall  
tenon/pole

10" W  
3-1/4" H



**C2097**  
Fits 7" OD  
x 1" tall  
tenon/pole



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# 80 ARMS & WALL BRACKETS

The 80 arm includes a diverse family of sizes and orientations that allow for many mounting configurations that meet almost any project design requirements. These heavy cast arms look robust and substantial while still showing well-proportioned dimensions, scale and classic detailing. Matching well with traditional luminaires these arms can be pole or wall mounted in single or multiple head configurations.



BUILD A PART NUMBER		
ORDERING EXAMPLE: <b>80-PM-BKT</b>		
Arm	Mounting Style	Finish

## Arms

• 80 • 80DLS • 80DH • 80H • 80LF  
D=Down Sweeping H=Hanging LF=Long Font LS=Long Spindle

## Mounting Styles

- **PM** Post Mount
- **WB** Wall Bracket
- **WBBB** Wall Bracket With Ballast Box

## Finish (Click here to view paint finish sheet)

### Standard Finishes<sup>1</sup>

- **BKT** Black Textured
- **WHT** White Textured
- **PGT** Park Green Textured
- **ABZT** Architectural Medium Bronze Textured
- **DBT** Dark Bronze Textured

<sup>1</sup>Smooth finishes are available upon request.

### Custom Finishes<sup>2</sup>

- **CM** Custom Match
- **OI** Old Iron
- **RT** Rust
- **WBR** Weathered Brown
- **CD** Cedar

- **WBK** Weathered Black
- **TT** Two Tone

<sup>2</sup>Custom colors require upcharge.

### Sternberg Select Finishes

- **VG** Verde Green
- **SI** Swedish Iron
- **OWGT** Old World Gray Textured

## Arms

Cat. #	Detail	Dimension	Available Mounting Styles	Weight / EPA
80		11-3/4" L 10-1/8"H	PM WB WBBB	2.5 LBS 0.34 SQ FT
80DLS		11-3/4" L 25-1/4"H	PM WB WBBB	5.2 LBS 0.41 SQ FT
80DH		11-7/8" L 9-1/4"H	PM WB WBBB	2.5 LBS 0.34 SQ FT
80H		11-7/8" L 9-1/4"H	PM WB WBBB	2.5 LBS 0.34 SQ FT
80LF		11-1/2" L 18"H	PM WB WBBB	5.1 LBS 0.41 SQ FT

## Mounting Style

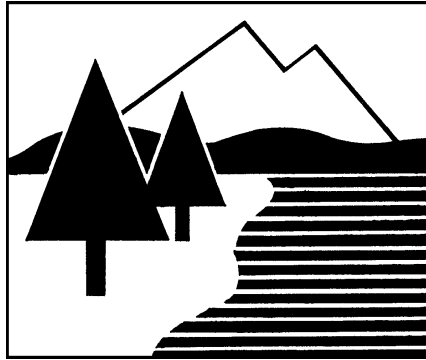
Mounting Style	Detail	Back Plate/ Rough in Dimensions	Extension	Fit
PM		1-1/2" W 8-3/4"H	12"	3" - 6" Poles
WB*		4-3/4" W 10-1/8"H	12"	Flat Wall
WBBB*		6" W 11-3/8"H	15-3/4"	Flat Wall

\* Click Mounting Style for installation instructions.

**DRAINAGE ANALYSIS**

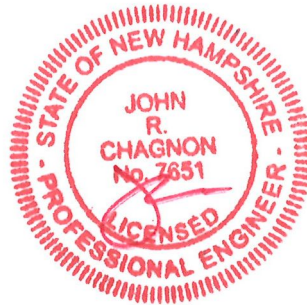
**COMMERCIAL DEVELOPMENT**

1 CONGRESS STREET  
PORTSMOUTH, NH



PREPARED FOR  
ONE MARKET SQUARE, LLC

18 OCTOBER 2022



**AMBIT ENGINEERING, INC.**

**Civil Engineers & Land Surveyors**

200 Griffin Road, Unit 3

Portsmouth, NH 03801

Phone: 603.430.9282; Fax: 603.436.2315

E-mail: [jrc@ambitengineering.com](mailto:jrc@ambitengineering.com)

(Ambit Job Number 3406)



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## **EXECUTIVE SUMMARY**

This drainage analysis examines the pre-development (existing) and post-development (proposed) stormwater drainage patterns for the Commercial Development at the property known as 1 Congress Street in Portsmouth, NH. The site is shown on the City of Portsmouth Assessor's Tax Map 117 as Lots 14 and 15. The total size of the associated drainage area is 15,377± square-feet (0.353 acres). The total size of the lot is 16,106± square-feet (0.353 acres). The total redevelopment area of the project is 24,218± square-feet (0.556 acres). The City of Portsmouth specifies a 15,000 square-foot disturbed area and 40% impervious existing area threshold that would qualify the proposed site as a Redevelopment project, creating additional treatment requirements for the proposed structure.

The development will provide for a new commercial building. The development has the potential to increase stormwater pollutants to City infrastructure, and therefore must be designed in a manner to prevent that occurrence. This will be done primarily by capturing stormwater runoff and routing it through appropriate stormwater facilities, designed to ensure that there will be no increase in pollutants from the site as a result of this project.

The hydrologic modeling utilized for this analysis uses the "Extreme Precipitation" values for rainfall from The Northeast Regional Climate Center (Cornell University), with a 15% increase to comply with local ordinance.

## **INTRODUCTION / PROJECT DESCRIPTION**

This drainage report is designed to assist the owner, contractor, regulatory reviewer, and others in understanding the impact of the proposed development project on local surface water runoff and quality. The project site is shown on the City of Portsmouth, NH Assessor's Tax Map 117 as Lots 14 and 15. Bounding the site to the north is Haven Court. Bounding the site to the east is High Street. Bounding the site to the South is Congress Street. Bounding the site to the west are multi-story commercial buildings. A vicinity map is included in the Appendix to this report.

The proposed development will include a commercial building with utilities. This report includes information about the existing site and the proposed expansion necessary to analyze stormwater runoff and to design any required mitigation. The report includes maps of pre-development and post-development watersheds, subcatchment areas and calculations of runoff. The report will provide a narrative of the stormwater runoff and describe numerically and graphically the surface water runoff patterns for this site. Proposed stormwater management methods will also be described, as well as erosion and sediment control practices. To fully understand the proposed site development the reader should also review a complete site plan set in addition to this report.

## **METHODOLOGY**

"Extreme Precipitation" values from The Northeast Regional Climate Center (Cornell University) have been used for modeling purposes. These values have been used in this analysis, with a 15% addition to comply with local ordinances. The unadjusted table is appended to this report.

This report uses the US Soil Conservation Service (SCS) Method for estimating stormwater runoff. The SCS method is published in The National Engineering Handbook (NEH), Section 4 "Hydrology" and includes the Technical Release No. 20, (TR-20) "Computer Program for Project Formulation Hydrology", and Technical Release No. 55 (TR-55) "Urban Hydrology for Small Watersheds" methods. This report uses the HydroCAD version 10.20 program, written by HydroCAD Software Solutions LLC, Chocorua, N.H., to apply these methods for

the calculation of runoff and for pond modeling. Rainfall data and runoff curve numbers are taken from “The Stormwater Management and Erosion Control Handbook for Urban and Developing Areas in New Hampshire.”

Time of Concentration (Tc) is calculated by entering measured flow path data such as flow path type, length, slope and surface characteristics into the HydroCAD program. For the purposes of this report, a minimum time of concentration of 5 minutes is used.

The storm events used for the calculations in this report are the 2-year, 10-year, 25-year, and 50-year (24-hour) storms. Watershed basin boundaries have been delineated using topographic maps prepared by Ambit Engineering and field observations to confirm.

### **SITE SPECIFIC INFORMATION**

Based on the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS), Soil Survey of Rockingham County, New Hampshire the site is made up of one soil type:

<b>Soil Symbol</b>	<b>Soil Name and Slopes</b>
<b>699</b>	Urban Land

**Urban Land** does not have any recorded geological features, including depth to bedrock or depth to water table. The Hydraulic Soil Grade is assumed to be type D.

The physical characteristics of the site not containing buildings consist of gently sloped (0-8%) grades that generally slope from the west of the lot to the east. Elevations on the site range from 27 to 32 feet above sea level. The existing site is developed with multi-story commercial buildings and associated parking.

According to the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) number 33015C0259F (effective date January 29, 2021), the proposed development is located in Zone X and is determined to be outside of the 0.2% annual chance floodplain. A copy of the FIRM map is included in the Appendix.

## **PRE-DEVELOPMENT DRAINAGE**

In the pre-development condition, the site has been analyzed as two subcatchment basins (E1 and E1a) based on localized topography and discharge location. Subcatchment E1 contains the entirety of the lot as well as part of the runoff from adjacent roads, and flows to the north to discharge point DP1, represented as Catch Basin 1 (CB1) on the plan set. Subcatchment E1a contains the flow from an adjacent alleyway (Haven Court) and flows to a trench drain, before flowing to DP1.

***Table 1: Pre-Development Watershed Basin Summary***

<b>Watershed Basin ID</b>	<b>Basin Area (SF)</b>	<b>Tc (MIN)</b>	<b>CN</b>	<b>10-Year Runoff (CFS)</b>	<b>50-Year Runoff (CFS)</b>	<b>To Design Point</b>
<b>E1</b>	13,745	5.0	97	2.53	3.85	DP1
<b>E1a</b>	1,632	5.0	98	0.30	0.46	DP1

## **POST-DEVELOPMENT DRAINAGE**

The proposed development has been designed to match the pre-development drainage patterns to the greatest extent feasible. In the post-development condition, the site has been analyzed as one subcatchment basin, (P1). The subcatchment matches the combined area of subcatchments E1 and E1a, and drain to Discharge Point DP1. Subcatchment P1 contains the new development and drains in part through a roof drain filter and then to DP1.

***Table 2: Post-Development Watershed Basin Summary***

<b>Watershed Basin ID</b>	<b>Basin Area (SF)</b>	<b>Tc (MIN)</b>	<b>CN</b>	<b>10-Year Runoff (CFS)</b>	<b>50-Year Runoff (CFS)</b>	<b>Design Point</b>
<b>P1</b>	15,377	5.0	98	2.84	4.32	DP1

The overall impervious coverage of the subcatchment areas analyzed in this report **increases** from 0.337 acres (95.50%) in the pre-development condition to 0.353 acres

(100.00%) in the post-development condition. The City of Portsmouth specifies that 30% of existing impervious cover in addition to 100% of additional proposed impervious cover is treated in a Redevelopment project. These conditions are exceeded by treating the proposed 9,400 sf rooftop with the roof drain filter.

$(100\%)(692 \text{ sf pervious}) + (30\%)(14,685 \text{ sf impervious}) = 5,098 \text{ sf required treatment}$

Table 3 shows a summary of the comparison between pre-developed flows and post-developed flows for the design point. The comparison shows approximately equivalent flows between the existing and proposed conditions, with a minimal increase of 0.02 cfs resultant from the minor increase in impervious surfaces on the site.

**Table 3: Pre-Development to Post-Development Comparison**

	Q2 (CFS)		Q10 (CFS)		Q50 (CFS)		
Design Point	Pre	Post	Pre	Post	Pre	Post	Description
DP1	1.84	1.86	2.83	2.84	4.31	4.32	Catch Basin 1

Note that all post-development peak discharges are either equivalent or less than the existing peak discharges.

### **OFFSITE INFRASTRUCTURE CAPACITY**

Due to slight increase of impervious surfaces in the proposed plan, the impacts to the local infrastructure receptors were measured. The receiving catch basin was estimated to be designed for a 10-year storm event, neglecting the 15% increase in rainfall specified in current regulations. By the original design standard, there would be a depth increase of 0.03 feet in the receiving catch basin, but would not overflow. Using the updated standard, the catch basin in the existing condition overflows during the 10-year storm.

**EROSION AND SEDIMENT CONTROL PRACTICES**

The erosion potential for this site as it exists is moderate due to the presence of existing impervious surfaces. During construction, the major potential for erosion is wind and stormwater runoff. The contractor will be required to inspect and maintain all necessary erosion control measures, as well as installing any additional measures as required. All erosion control practices shall conform to "The Stormwater Management and Erosion Control Handbook for Urban and Developing Areas in New Hampshire." Some examples of erosion and sediment control measures to be utilized for this project during construction may include:

- Catch basin filter baskets
- Stabilized construction entrance at access point to the site (FODS)
- Temporary mulching and seeding for disturbed areas
- Spraying water over disturbed areas to minimize wind erosion

After construction, permanent stabilization will be accomplished by surfacing the access drives and walkways as shown on the plans.

**CONCLUSION**

The proposed development has been designed to match the pre-development drainage patterns to the greatest extent feasible. With the design of the roof drain filter, the post-development runoff is treated sufficiently. Erosion and sediment control practices will be implemented for both the temporary condition during construction and for final stabilization after construction. Therefore, there are no negative impacts to downstream receptors or adjacent properties anticipated as a result of this project.

**REFERENCES**

1. Comprehensive Environmental Inc. and New Hampshire Department of Environmental Services. *New Hampshire Stormwater Manual (Volumes 1, 2 and 3)*, December 2008 (Revision 1.0).
2. Minnick, E.L. and H.T. Marshall. *Stormwater Management and Erosion and Sediment Control Handbook for Urban and Developing Areas in New Hampshire*, prepared by Rockingham County Conservation District, prepared for New Hampshire Department of Environmental Services, in cooperation with USDA Soil Conservation Service, August 1992.
3. HydroCAD Software Solution, LLC. *HydroCAD Stormwater Modeling System Version 10.20* copyright 2013.



COMMERCIAL DEVELOPMENT  
1 CONGRESS STREET  
PORTSMOUTH, NEW HAMPSHIRE

JOB NUMBER: 3406  
SCALE: 1" = 30'  
SUBMITTED: 10-18-2022





COMMERCIAL DEVELOPMENT  
1 CONGRESS STREET  
PORTSMOUTH, NEW HAMPSHIRE

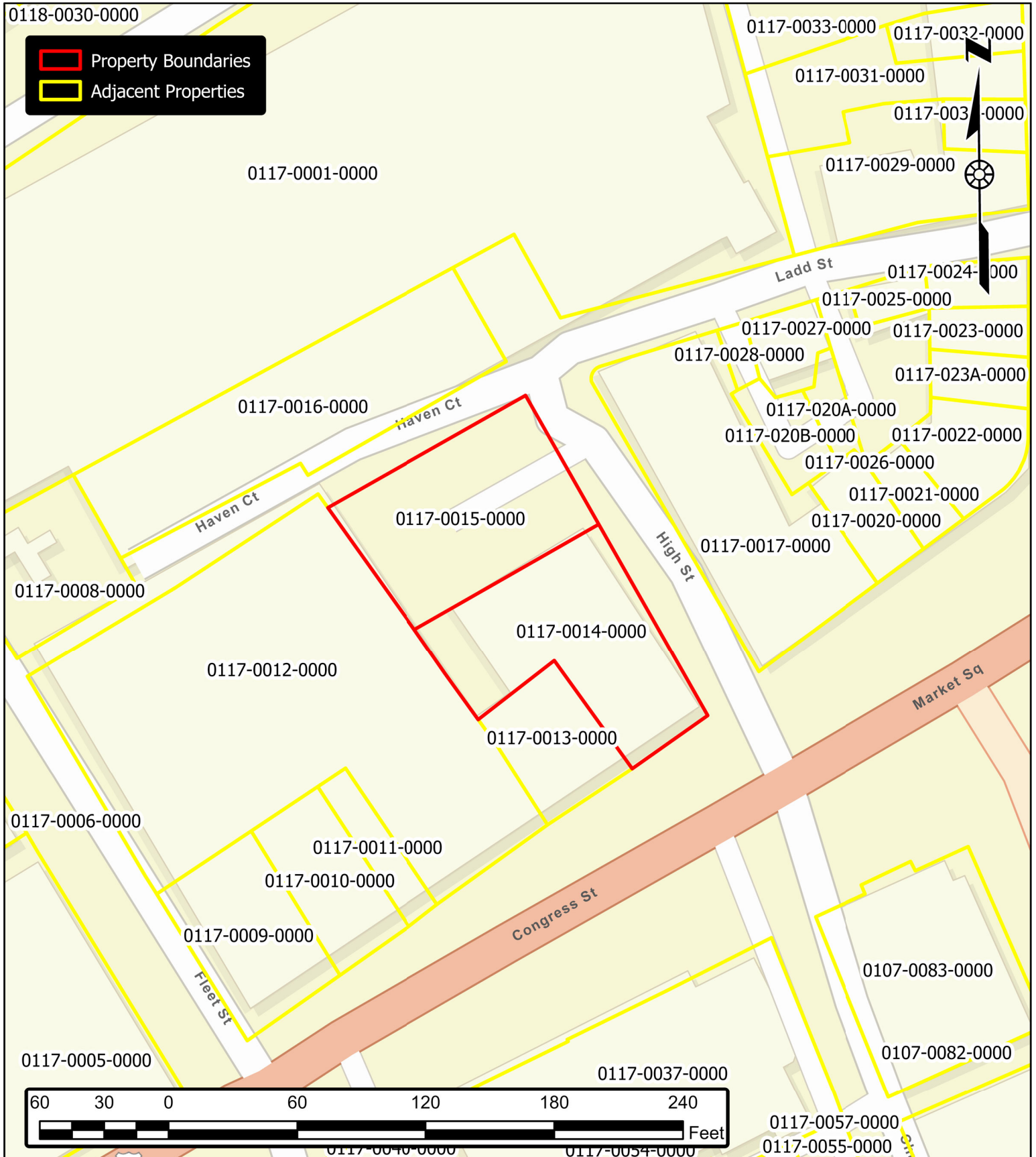
JOB NUMBER: 3406  
SCALE: 1" = 50'  
SUBMITTED: 10-18-2022



**APPENDIX A**  
**VICINITY (TAX) MAP**

COMMERCIAL DEVELOPMENT  
1 CONGRESS STREET  
PORTSMOUTH, NEW HAMPSHIRE

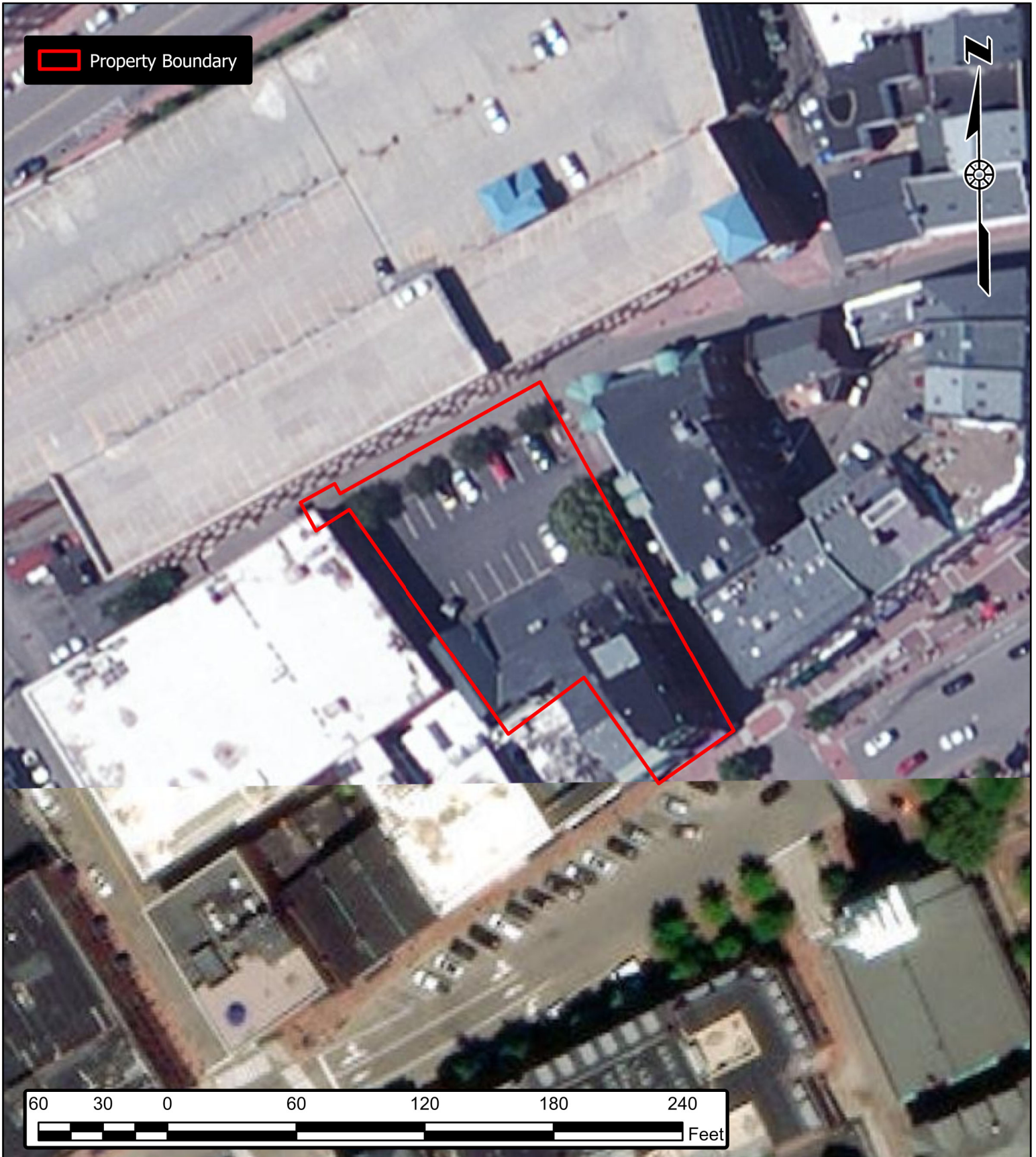
JOB NUMBER: 3406  
SCALE: 1" = 60'  
SUBMITTED: 10-18-2022





COMMERCIAL DEVELOPMENT  
1 CONGRESS STREET  
PORTSMOUTH, NEW HAMPSHIRE

JOB NUMBER: 3406  
SCALE: 1" = 60'  
SUBMITTED: 10-18-2022



**APPENDIX B**  
**TABLES, CHARTS, ETC.**

# Extreme Precipitation Tables

## Northeast Regional Climate Center

Data represents point estimates calculated from partial duration series. All precipitation amounts are displayed in inches.

<b>Smoothing</b>	Yes
<b>State</b>	New Hampshire
<b>Location</b>	
<b>Longitude</b>	70.758 degrees West
<b>Latitude</b>	43.077 degrees North
<b>Elevation</b>	0 feet
<b>Date/Time</b>	Tue, 01 Feb 2022 09:49:16 -0500

## Extreme Precipitation Estimates

	5min	10min	15min	30min	60min	120min		1hr	2hr	3hr	6hr	12hr	24hr	48hr		1day	2day	4day	7day	10day	
<b>1yr</b>	0.26	0.40	0.50	0.65	0.81	1.04	<b>1yr</b>	0.70	0.98	1.21	1.56	2.03	2.65	2.92	<b>1yr</b>	2.35	2.81	3.22	3.94	4.54	<b>1yr</b>
<b>2yr</b>	0.32	0.50	0.62	0.81	1.02	1.30	<b>2yr</b>	0.88	1.18	1.52	1.94	2.48	3.20	3.57	<b>2yr</b>	2.84	3.43	3.93	4.67	5.32	<b>2yr</b>
<b>5yr</b>	0.37	0.58	0.73	0.97	1.25	1.61	<b>5yr</b>	1.08	1.47	1.89	2.43	3.14	4.06	4.57	<b>5yr</b>	3.59	4.40	5.03	5.93	6.69	<b>5yr</b>
<b>10yr</b>	0.41	0.65	0.82	1.11	1.45	1.89	<b>10yr</b>	1.25	1.73	2.23	2.89	3.74	4.86	5.52	<b>10yr</b>	4.30	5.31	6.07	7.09	7.96	<b>10yr</b>
<b>25yr</b>	0.48	0.76	0.97	1.34	1.77	2.34	<b>25yr</b>	1.53	2.14	2.78	3.63	4.73	6.16	7.09	<b>25yr</b>	5.45	6.81	7.79	9.00	10.03	<b>25yr</b>
<b>50yr</b>	0.54	0.86	1.10	1.54	2.07	2.76	<b>50yr</b>	1.79	2.53	3.29	4.32	5.65	7.37	8.57	<b>50yr</b>	6.52	8.24	9.40	10.79	11.95	<b>50yr</b>
<b>100yr</b>	0.60	0.97	1.25	1.77	2.42	3.26	<b>100yr</b>	2.09	2.98	3.90	5.15	6.76	8.83	10.36	<b>100yr</b>	7.81	9.96	11.35	12.93	14.24	<b>100yr</b>
<b>200yr</b>	0.67	1.10	1.43	2.05	2.82	3.83	<b>200yr</b>	2.44	3.51	4.61	6.12	8.07	10.58	12.52	<b>200yr</b>	9.36	12.04	13.72	15.50	16.97	<b>200yr</b>
<b>500yr</b>	0.80	1.31	1.71	2.48	3.48	4.76	<b>500yr</b>	3.00	4.38	5.76	7.70	10.20	13.44	16.10	<b>500yr</b>	11.90	15.48	17.62	19.72	21.43	<b>500yr</b>

## Lower Confidence Limits

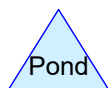
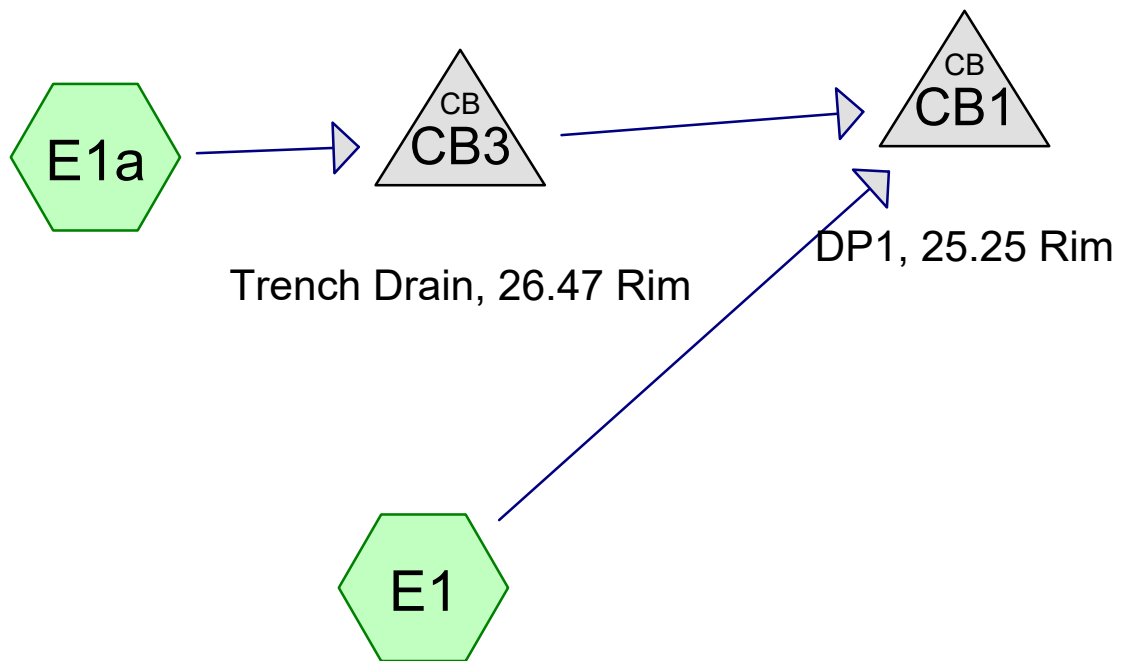
	5min	10min	15min	30min	60min	120min		1hr	2hr	3hr	6hr	12hr	24hr	48hr		1day	2day	4day	7day	10day	
<b>1yr</b>	0.23	0.36	0.44	0.59	0.73	0.88	<b>1yr</b>	0.63	0.86	0.93	1.33	1.68	2.23	2.47	<b>1yr</b>	1.98	2.38	2.86	3.19	3.89	<b>1yr</b>
<b>2yr</b>	0.31	0.49	0.60	0.81	1.00	1.19	<b>2yr</b>	0.86	1.16	1.37	1.82	2.34	3.05	3.44	<b>2yr</b>	2.70	3.31	3.82	4.54	5.08	<b>2yr</b>
<b>5yr</b>	0.35	0.54	0.67	0.92	1.17	1.40	<b>5yr</b>	1.01	1.37	1.61	2.12	2.73	3.78	4.17	<b>5yr</b>	3.34	4.01	4.71	5.52	6.22	<b>5yr</b>
<b>10yr</b>	0.38	0.59	0.73	1.02	1.32	1.60	<b>10yr</b>	1.14	1.56	1.80	2.39	3.06	4.36	4.84	<b>10yr</b>	3.86	4.65	5.42	6.39	7.17	<b>10yr</b>
<b>25yr</b>	0.44	0.67	0.83	1.18	1.56	1.90	<b>25yr</b>	1.35	1.86	2.10	2.75	3.53	4.71	5.86	<b>25yr</b>	4.17	5.63	6.61	7.75	8.64	<b>25yr</b>
<b>50yr</b>	0.48	0.73	0.91	1.31	1.76	2.16	<b>50yr</b>	1.52	2.12	2.34	3.07	3.92	5.32	6.75	<b>50yr</b>	4.71	6.50	7.67	8.99	9.97	<b>50yr</b>
<b>100yr</b>	0.53	0.81	1.01	1.46	2.00	2.47	<b>100yr</b>	1.73	2.41	2.62	3.41	4.34	5.98	7.79	<b>100yr</b>	5.30	7.49	8.89	10.43	11.50	<b>100yr</b>
<b>200yr</b>	0.59	0.89	1.12	1.63	2.27	2.81	<b>200yr</b>	1.96	2.75	2.93	3.78	4.78	6.71	8.97	<b>200yr</b>	5.93	8.63	10.30	12.13	13.29	<b>200yr</b>
<b>500yr</b>	0.68	1.01	1.31	1.90	2.70	3.36	<b>500yr</b>	2.33	3.28	3.41	4.31	5.43	7.80	10.82	<b>500yr</b>	6.90	10.41	12.52	14.82	16.09	<b>500yr</b>

## Upper Confidence Limits

	5min	10min	15min	30min	60min	120min		1hr	2hr	3hr	6hr	12hr	24hr	48hr		1day	2day	4day	7day	10day	
<b>1yr</b>	0.28	0.44	0.54	0.72	0.89	1.08	<b>1yr</b>	0.77	1.06	1.26	1.74	2.20	2.98	3.16	<b>1yr</b>	2.63	3.04	3.57	4.37	5.03	<b>1yr</b>
<b>2yr</b>	0.34	0.52	0.64	0.86	1.07	1.27	<b>2yr</b>	0.92	1.24	1.48	1.96	2.52	3.42	3.70	<b>2yr</b>	3.02	3.56	4.09	4.84	5.62	<b>2yr</b>
<b>5yr</b>	0.40	0.62	0.76	1.05	1.34	1.62	<b>5yr</b>	1.15	1.58	1.88	2.54	3.25	4.33	4.96	<b>5yr</b>	3.84	4.77	5.37	6.37	7.15	<b>5yr</b>
<b>10yr</b>	0.47	0.72	0.89	1.24	1.61	1.98	<b>10yr</b>	1.39	1.93	2.28	3.11	3.96	5.33	6.21	<b>10yr</b>	4.72	5.97	6.83	7.84	8.75	<b>10yr</b>
<b>25yr</b>	0.58	0.88	1.09	1.56	2.05	2.57	<b>25yr</b>	1.77	2.51	2.96	4.07	5.16	7.76	8.35	<b>25yr</b>	6.87	8.03	9.17	10.34	11.41	<b>25yr</b>
<b>50yr</b>	0.67	1.02	1.27	1.83	2.46	3.13	<b>50yr</b>	2.12	3.06	3.60	5.00	6.33	9.71	10.48	<b>50yr</b>	8.60	10.08	11.48	12.73	13.97	<b>50yr</b>
<b>100yr</b>	0.79	1.19	1.50	2.16	2.96	3.81	<b>100yr</b>	2.56	3.73	4.38	6.16	7.78	12.15	13.14	<b>100yr</b>	10.75	12.64	14.37	15.71	17.10	<b>100yr</b>
<b>200yr</b>	0.92	1.39	1.76	2.55	3.56	4.65	<b>200yr</b>	3.07	4.55	5.34	7.59	9.56	15.24	16.50	<b>200yr</b>	13.49	15.86	18.02	19.37	20.93	<b>200yr</b>
<b>500yr</b>	1.15	1.71	2.20	3.19	4.54	6.04	<b>500yr</b>	3.92	5.90	6.94	10.03	12.60	20.59	22.29	<b>500yr</b>	18.23	21.44	24.31	25.55	27.36	<b>500yr</b>

**APPENDIX C**  
**HYDROCAD DRAINAGE**  
**ANALYSIS CALCULATIONS**





## **Project Notes**

Defined 5 rainfall events from output (32) IDF

## 2022-02-01 Existing Conditions David T

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### Rainfall Events Listing (selected events)

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	2-yr	Type II 24-hr		Default	24.00	1	3.68	2
2	10-yr	Type II 24-hr		Default	24.00	1	5.59	2
3	25-yr	Type II 24-hr		Default	24.00	1	7.08	2
4	50-yr	Type II 24-hr		Default	24.00	1	8.48	2

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### Area Listing (all nodes)

Area (acres)	CN	Description (subcatchment-numbers)
0.016	80	>75% Grass cover, Good, HSG D (E1)
0.196	98	Paved parking, HSG D (E1, E1a)
0.141	98	Roofs, HSG D (E1)
<b>0.353</b>	<b>97</b>	<b>TOTAL AREA</b>

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### Soil Listing (all nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
0.000	HSG C	
0.353	HSG D	E1, E1a
0.000	Other	
<b>0.353</b>		<b>TOTAL AREA</b>

**2022-02-01 Existing Conditions David T**

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**Ground Covers (all nodes)**

HSG-A (acres)	HSG-B (acres)	HSG-C (acres)	HSG-D (acres)	Other (acres)	Total (acres)	Ground Cover	Subcatchment Numbers
0.000	0.000	0.000	0.016	0.000	0.016	>75% Grass cover, Good	E1
0.000	0.000	0.000	0.196	0.000	0.196	Paved parking	E1, E1a
0.000	0.000	0.000	0.141	0.000	0.141	Roofs	E1
<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.353</b>	<b>0.000</b>	<b>0.353</b>	<b>TOTAL AREA</b>	

## 2022-02-01 Existing Conditions David T

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### Pipe Listing (all nodes)

Line#	Node Number	In-Invert (feet)	Out-Invert (feet)	Length (feet)	Slope (ft/ft)	n	Width (inches)	Diam/Height (inches)	Inside-Fill (inches)
1	CB1	22.75	22.10	17.2	0.0378	0.013	0.0	8.0	0.0
2	CB3	25.30	23.10	38.4	0.0573	0.013	0.0	6.0	0.0

**2022-02-01 Existing Conditions David T***Type II 24-hr 2-yr Rainfall=3.68"*

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points  
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN  
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment E1:** Runoff Area=13,745 sf 94.97% Impervious Runoff Depth>3.10"  
Tc=5.0 min CN=97 Runoff=1.65 cfs 0.081 af

**Subcatchment E1a:** Runoff Area=1,632 sf 100.00% Impervious Runoff Depth>3.18"  
Tc=5.0 min CN=98 Runoff=0.20 cfs 0.010 af

**Pond CB1: DP1, 25.25 Rim** Peak Elev=24.29' Inflow=1.84 cfs 0.091 af  
8.0" Round Culvert n=0.013 L=17.2' S=0.0378 '/' Outflow=1.84 cfs 0.091 af

**Pond CB3: Trench Drain, 26.47 Rim** Peak Elev=25.57' Inflow=0.20 cfs 0.010 af  
6.0" Round Culvert n=0.013 L=38.4' S=0.0573 '/' Outflow=0.20 cfs 0.010 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.091 af Average Runoff Depth = 3.11"**  
**4.50% Pervious = 0.016 ac 95.50% Impervious = 0.337 ac**



### Summary for Subcatchment E1:

[49] Hint:  $T_c < 2dt$  may require smaller  $dt$

Runoff = 1.65 cfs @ 11.95 hrs, Volume= 0.081 af, Depth> 3.10"  
Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
Type II 24-hr 2-yr Rainfall=3.68"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	80	>75% Grass cover, Good, HSG D
77	80	>75% Grass cover, Good, HSG D
626	98	Roofs, HSG D
13,745	97	Weighted Average
692		5.03% Pervious Area
13,053		94.97% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

### Summary for Subcatchment E1a:

[49] Hint:  $T_c < 2dt$  may require smaller  $dt$

Runoff = 0.20 cfs @ 11.95 hrs, Volume= 0.010 af, Depth> 3.18"  
Routed to Pond CB3 : Trench Drain, 26.47 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
Type II 24-hr 2-yr Rainfall=3.68"

Area (sf)	CN	Description
1,632	98	Paved parking, HSG D
1,632		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Pond CB1: DP1, 25.25 Rim**

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 24.29' (Flood elevation advised)

[79] Warning: Submerged Pond CB3 Primary device # 1 OUTLET by 1.19'

Inflow Area = 0.353 ac, 95.50% Impervious, Inflow Depth > 3.11" for 2-yr event  
 Inflow = 1.84 cfs @ 11.95 hrs, Volume= 0.091 af  
 Outflow = 1.84 cfs @ 11.95 hrs, Volume= 0.091 af, Atten= 0%, Lag= 0.0 min  
 Primary = 1.84 cfs @ 11.95 hrs, Volume= 0.091 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 24.29' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 22.75' / 22.10' S= 0.0378 '/' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=1.84 cfs @ 11.95 hrs HW=24.28' (Free Discharge)↑**1=Culvert** (Inlet Controls 1.84 cfs @ 5.28 fps)**Summary for Pond CB3: Trench Drain, 26.47 Rim**

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 25.57' (Flood elevation advised)

Inflow Area = 0.037 ac, 100.00% Impervious, Inflow Depth > 3.18" for 2-yr event  
 Inflow = 0.20 cfs @ 11.95 hrs, Volume= 0.010 af  
 Outflow = 0.20 cfs @ 11.95 hrs, Volume= 0.010 af, Atten= 0%, Lag= 0.0 min  
 Primary = 0.20 cfs @ 11.95 hrs, Volume= 0.010 af  
 Routed to Pond CB1 : DP1, 25.25 Rim

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 25.57' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	25.30'	<b>6.0" Round Culvert</b> L= 38.4' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 25.30' / 23.10' S= 0.0573 '/' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.20 sf

**Primary OutFlow** Max=0.20 cfs @ 11.95 hrs HW=25.57' (Free Discharge)↑**1=Culvert** (Inlet Controls 0.20 cfs @ 1.79 fps)

**2022-02-01 Existing Conditions David T***Type II 24-hr 10-yr Rainfall=5.59"*

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points  
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN  
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment E1:** Runoff Area=13,745 sf 94.97% Impervious Runoff Depth>4.83"  
Tc=5.0 min CN=97 Runoff=2.53 cfs 0.127 af

**Subcatchment E1a:** Runoff Area=1,632 sf 100.00% Impervious Runoff Depth>4.90"  
Tc=5.0 min CN=98 Runoff=0.30 cfs 0.015 af

**Pond CB1: DP1, 25.25 Rim** Peak Elev=25.92' Inflow=2.83 cfs 0.142 af  
8.0" Round Culvert n=0.013 L=17.2' S=0.0378 ' Outflow=2.83 cfs 0.142 af

**Pond CB3: Trench Drain, 26.47 Rim** Peak Elev=25.65' Inflow=0.30 cfs 0.015 af  
6.0" Round Culvert n=0.013 L=38.4' S=0.0573 ' Outflow=0.30 cfs 0.015 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.142 af Average Runoff Depth = 4.84"**  
**4.50% Pervious = 0.016 ac 95.50% Impervious = 0.337 ac**

**2022-02-01 Existing Conditions David T**

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Type II 24-hr 10-yr Rainfall=5.59"

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**Summary for Subcatchment E1:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 2.53 cfs @ 11.95 hrs, Volume= 0.127 af, Depth> 4.83"  
 Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 10-yr Rainfall=5.59"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	80	>75% Grass cover, Good, HSG D
77	80	>75% Grass cover, Good, HSG D
626	98	Roofs, HSG D
13,745	97	Weighted Average
692		5.03% Pervious Area
13,053		94.97% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Subcatchment E1a:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 0.30 cfs @ 11.95 hrs, Volume= 0.015 af, Depth> 4.90"  
 Routed to Pond CB3 : Trench Drain, 26.47 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 10-yr Rainfall=5.59"

Area (sf)	CN	Description
1,632	98	Paved parking, HSG D
1,632		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Pond CB1: DP1, 25.25 Rim**

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 25.92' (Flood elevation advised)

[81] Warning: Exceeded Pond CB3 by 0.26' @ 11.95 hrs

Inflow Area = 0.353 ac, 95.50% Impervious, Inflow Depth > 4.84" for 10-yr event  
 Inflow = 2.83 cfs @ 11.95 hrs, Volume= 0.142 af  
 Outflow = 2.83 cfs @ 11.95 hrs, Volume= 0.142 af, Atten= 0%, Lag= 0.0 min  
 Primary = 2.83 cfs @ 11.95 hrs, Volume= 0.142 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 25.92' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 22.75' / 22.10' S= 0.0378 '/' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=2.83 cfs @ 11.95 hrs HW=25.92' (Free Discharge)

↑1=Culvert (Inlet Controls 2.83 cfs @ 8.10 fps)

**Summary for Pond CB3: Trench Drain, 26.47 Rim**

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 25.65' (Flood elevation advised)

Inflow Area = 0.037 ac, 100.00% Impervious, Inflow Depth > 4.90" for 10-yr event  
 Inflow = 0.30 cfs @ 11.95 hrs, Volume= 0.015 af  
 Outflow = 0.30 cfs @ 11.95 hrs, Volume= 0.015 af, Atten= 0%, Lag= 0.0 min  
 Primary = 0.30 cfs @ 11.95 hrs, Volume= 0.015 af  
 Routed to Pond CB1 : DP1, 25.25 Rim

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 25.65' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	25.30'	<b>6.0" Round Culvert</b> L= 38.4' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 25.30' / 23.10' S= 0.0573 '/' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.20 sf

**Primary OutFlow** Max=0.30 cfs @ 11.95 hrs HW=25.65' (Free Discharge)

↑1=Culvert (Inlet Controls 0.30 cfs @ 2.03 fps)

**2022-02-01 Existing Conditions David T***Type II 24-hr 25-yr Rainfall=7.08"*

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points  
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN  
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment E1:** Runoff Area=13,745 sf 94.97% Impervious Runoff Depth>6.17"  
Tc=5.0 min CN=97 Runoff=3.21 cfs 0.162 af

**Subcatchment E1a:** Runoff Area=1,632 sf 100.00% Impervious Runoff Depth>6.24"  
Tc=5.0 min CN=98 Runoff=0.38 cfs 0.019 af

**Pond CB1: DP1, 25.25 Rim** Peak Elev=27.66' Inflow=3.59 cfs 0.182 af  
8.0" Round Culvert n=0.013 L=17.2' S=0.0378 '/' Outflow=3.59 cfs 0.182 af

**Pond CB3: Trench Drain, 26.47 Rim** Peak Elev=25.72' Inflow=0.38 cfs 0.019 af  
6.0" Round Culvert n=0.013 L=38.4' S=0.0573 '/' Outflow=0.38 cfs 0.019 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.182 af Average Runoff Depth = 6.18"**  
**4.50% Pervious = 0.016 ac 95.50% Impervious = 0.337 ac**

**2022-02-01 Existing Conditions David T**

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Type II 24-hr 25-yr Rainfall=7.08"

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**Summary for Subcatchment E1:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 3.21 cfs @ 11.95 hrs, Volume= 0.162 af, Depth> 6.17"  
 Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 25-yr Rainfall=7.08"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	80	>75% Grass cover, Good, HSG D
77	80	>75% Grass cover, Good, HSG D
626	98	Roofs, HSG D
13,745	97	Weighted Average
692		5.03% Pervious Area
13,053		94.97% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Subcatchment E1a:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 0.38 cfs @ 11.95 hrs, Volume= 0.019 af, Depth> 6.24"  
 Routed to Pond CB3 : Trench Drain, 26.47 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 25-yr Rainfall=7.08"

Area (sf)	CN	Description
1,632	98	Paved parking, HSG D
1,632		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

### Summary for Pond CB1: DP1, 25.25 Rim

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 27.66' (Flood elevation advised)

[81] Warning: Exceeded Pond CB3 by 1.94' @ 11.95 hrs

Inflow Area = 0.353 ac, 95.50% Impervious, Inflow Depth > 6.18" for 25-yr event  
 Inflow = 3.59 cfs @ 11.95 hrs, Volume= 0.182 af  
 Outflow = 3.59 cfs @ 11.95 hrs, Volume= 0.182 af, Atten= 0%, Lag= 0.0 min  
 Primary = 3.59 cfs @ 11.95 hrs, Volume= 0.182 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 27.66' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 22.75' / 22.10' S= 0.0378 '/' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=3.59 cfs @ 11.95 hrs HW=27.66' (Free Discharge)

↑1=Culvert (Inlet Controls 3.59 cfs @ 10.30 fps)

### Summary for Pond CB3: Trench Drain, 26.47 Rim

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 25.72' (Flood elevation advised)

Inflow Area = 0.037 ac, 100.00% Impervious, Inflow Depth > 6.24" for 25-yr event  
 Inflow = 0.38 cfs @ 11.95 hrs, Volume= 0.019 af  
 Outflow = 0.38 cfs @ 11.95 hrs, Volume= 0.019 af, Atten= 0%, Lag= 0.0 min  
 Primary = 0.38 cfs @ 11.95 hrs, Volume= 0.019 af  
 Routed to Pond CB1 : DP1, 25.25 Rim

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 25.72' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	25.30'	<b>6.0" Round Culvert</b> L= 38.4' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 25.30' / 23.10' S= 0.0573 '/' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.20 sf

**Primary OutFlow** Max=0.38 cfs @ 11.95 hrs HW=25.72' (Free Discharge)

↑1=Culvert (Inlet Controls 0.38 cfs @ 2.19 fps)



**2022-02-01 Existing Conditions David T***Type II 24-hr 50-yr Rainfall=8.48"*

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points  
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN  
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment E1:** Runoff Area=13,745 sf 94.97% Impervious Runoff Depth>7.43"  
Tc=5.0 min CN=97 Runoff=3.85 cfs 0.195 af

**Subcatchment E1a:** Runoff Area=1,632 sf 100.00% Impervious Runoff Depth>7.49"  
Tc=5.0 min CN=98 Runoff=0.46 cfs 0.023 af

**Pond CB1: DP1, 25.25 Rim** Peak Elev=29.67' Inflow=4.31 cfs 0.219 af  
8.0" Round Culvert n=0.013 L=17.2' S=0.0378 '/' Outflow=4.31 cfs 0.219 af

**Pond CB3: Trench Drain, 26.47 Rim** Peak Elev=25.78' Inflow=0.46 cfs 0.023 af  
6.0" Round Culvert n=0.013 L=38.4' S=0.0573 '/' Outflow=0.46 cfs 0.023 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.219 af Average Runoff Depth = 7.44"**  
**4.50% Pervious = 0.016 ac 95.50% Impervious = 0.337 ac**

**2022-02-01 Existing Conditions David T**

Type II 24-hr 50-yr Rainfall=8.48"

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**Summary for Subcatchment E1:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 3.85 cfs @ 11.95 hrs, Volume= 0.195 af, Depth> 7.43"  
 Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 50-yr Rainfall=8.48"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	80	>75% Grass cover, Good, HSG D
77	80	>75% Grass cover, Good, HSG D
626	98	Roofs, HSG D
13,745	97	Weighted Average
692		5.03% Pervious Area
13,053		94.97% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Subcatchment E1a:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 0.46 cfs @ 11.95 hrs, Volume= 0.023 af, Depth> 7.49"  
 Routed to Pond CB3 : Trench Drain, 26.47 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 50-yr Rainfall=8.48"

Area (sf)	CN	Description
1,632	98	Paved parking, HSG D
1,632		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Pond CB1: DP1, 25.25 Rim**

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 29.67' (Flood elevation advised)

[81] Warning: Exceeded Pond CB3 by 3.88' @ 11.95 hrs

Inflow Area = 0.353 ac, 95.50% Impervious, Inflow Depth > 7.44" for 50-yr event  
 Inflow = 4.31 cfs @ 11.95 hrs, Volume= 0.219 af  
 Outflow = 4.31 cfs @ 11.95 hrs, Volume= 0.219 af, Atten= 0%, Lag= 0.0 min  
 Primary = 4.31 cfs @ 11.95 hrs, Volume= 0.219 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 29.67' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 22.75' / 22.10' S= 0.0378 ' S= 0.0378 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=4.31 cfs @ 11.95 hrs HW=29.66' (Free Discharge)

↑1=Culvert (Inlet Controls 4.31 cfs @ 12.35 fps)

**Summary for Pond CB3: Trench Drain, 26.47 Rim**

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 25.78' (Flood elevation advised)

Inflow Area = 0.037 ac, 100.00% Impervious, Inflow Depth > 7.49" for 50-yr event  
 Inflow = 0.46 cfs @ 11.95 hrs, Volume= 0.023 af  
 Outflow = 0.46 cfs @ 11.95 hrs, Volume= 0.023 af, Atten= 0%, Lag= 0.0 min  
 Primary = 0.46 cfs @ 11.95 hrs, Volume= 0.023 af  
 Routed to Pond CB1 : DP1, 25.25 Rim

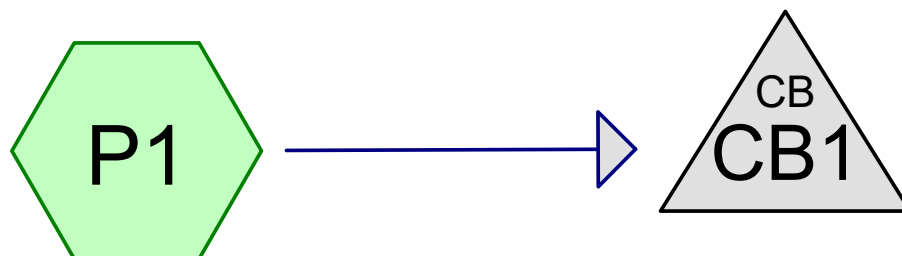
Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Peak Elev= 25.78' @ 11.95 hrs

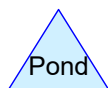
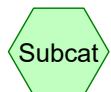
Device	Routing	Invert	Outlet Devices
#1	Primary	25.30'	<b>6.0" Round Culvert</b> L= 38.4' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 25.30' / 23.10' S= 0.0573 ' S= 0.0573 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.20 sf

**Primary OutFlow** Max=0.46 cfs @ 11.95 hrs HW=25.78' (Free Discharge)

↑1=Culvert (Inlet Controls 0.46 cfs @ 2.36 fps)



DP1, 25.25 Rim



## **Project Notes**

Defined 5 rainfall events from output (32) IDF

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**Rainfall Events Listing (selected events)**

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	2-yr	Type II 24-hr		Default	24.00	1	3.68	2
2	10-yr	Type II 24-hr		Default	24.00	1	5.59	2
3	25-yr	Type II 24-hr		Default	24.00	1	7.08	2
4	50-yr	Type II 24-hr		Default	24.00	1	8.48	2

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### Area Listing (selected nodes)

Area (acres)	CN	Description (subcatchment-numbers)
0.196	98	Paved parking, HSG D (P1)
0.157	98	Roofs, HSG D (P1)
<b>0.353</b>	<b>98</b>	<b>TOTAL AREA</b>

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### Soil Listing (selected nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
0.000	HSG C	
0.353	HSG D	P1
0.000	Other	
<b>0.353</b>		<b>TOTAL AREA</b>



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**Ground Covers (selected nodes)**

HSG-A (acres)	HSG-B (acres)	HSG-C (acres)	HSG-D (acres)	Other (acres)	Total (acres)	Ground Cover	Subcatchment Numbers
0.000	0.000	0.000	0.196	0.000	0.196	Paved parking	P1
0.000	0.000	0.000	0.157	0.000	0.157	Roofs	P1
<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.353</b>	<b>0.000</b>	<b>0.353</b>	<b>TOTAL AREA</b>	

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**Pipe Listing (selected nodes)**

Line#	Node Number	In-Invert (feet)	Out-Invert (feet)	Length (feet)	Slope (ft/ft)	n	Width (inches)	Diam/Height (inches)	Inside-Fill (inches)
1	CB1	22.75	22.10	17.2	0.0378	0.013	0.0	8.0	0.0

**2022-10-14 Proposed Conditions David T***Type II 24-hr 2-yr Rainfall=3.68"*

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment P1:**

Runoff Area=15,377 sf 100.00% Impervious Runoff Depth&gt;3.18"

Tc=5.0 min CN=98 Runoff=1.86 cfs 0.094 af

**Pond CB1: DP1, 25.25 Rim**

Peak Elev=24.31' Inflow=1.86 cfs 0.094 af

8.0" Round Culvert n=0.013 L=17.2' S=0.0378 '/' Outflow=1.86 cfs 0.094 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.094 af Average Runoff Depth = 3.18"**  
**0.00% Pervious = 0.000 ac 100.00% Impervious = 0.353 ac**

### Summary for Subcatchment P1:

[49] Hint: Tc<2dt may require smaller dt

Runoff = 1.86 cfs @ 11.95 hrs, Volume= 0.094 af, Depth> 3.18"  
Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs  
Type II 24-hr 2-yr Rainfall=3.68"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	98	Roofs, HSG D
77	98	Roofs, HSG D
626	98	Roofs, HSG D
1,632	98	Paved parking, HSG D
15,377	98	Weighted Average
15,377		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

### Summary for Pond CB1: DP1, 25.25 Rim

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 24.31' (Flood elevation advised)

Inflow Area = 0.353 ac, 100.00% Impervious, Inflow Depth > 3.18" for 2-yr event  
Inflow = 1.86 cfs @ 11.95 hrs, Volume= 0.094 af  
Outflow = 1.86 cfs @ 11.95 hrs, Volume= 0.094 af, Atten= 0%, Lag= 0.0 min  
Primary = 1.86 cfs @ 11.95 hrs, Volume= 0.094 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs  
Peak Elev= 24.31' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 22.75' / 22.10' S= 0.0378 ' S= 0.0378 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=1.86 cfs @ 11.95 hrs HW=24.31' (Free Discharge)

↑ **1=Culvert** (Inlet Controls 1.86 cfs @ 5.33 fps)

**2022-10-14 Proposed Conditions David T***Type II 24-hr 10-yr Rainfall=5.59"*

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment P1:**

Runoff Area=15,377 sf 100.00% Impervious Runoff Depth&gt;4.90"

Tc=5.0 min CN=98 Runoff=2.84 cfs 0.144 af

**Pond CB1: DP1, 25.25 Rim**

Peak Elev=25.94' Inflow=2.84 cfs 0.144 af

8.0" Round Culvert n=0.013 L=17.2' S=0.0378 '/' Outflow=2.84 cfs 0.144 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.144 af Average Runoff Depth = 4.90"**  
**0.00% Pervious = 0.000 ac 100.00% Impervious = 0.353 ac**

**2022-10-14 Proposed Conditions David T**

Type II 24-hr 10-yr Rainfall=5.59"

Prepared by Ambit Engineering

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**Summary for Subcatchment P1:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 2.84 cfs @ 11.95 hrs, Volume= 0.144 af, Depth> 4.90"  
 Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 10-yr Rainfall=5.59"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	98	Roofs, HSG D
77	98	Roofs, HSG D
626	98	Roofs, HSG D
1,632	98	Paved parking, HSG D
15,377	98	Weighted Average
15,377		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Pond CB1: DP1, 25.25 Rim**

[82] Warning: Early inflow requires earlier time span


[57] Hint: Peaked at 25.94' (Flood elevation advised)

Inflow Area = 0.353 ac, 100.00% Impervious, Inflow Depth > 4.90" for 10-yr event  
 Inflow = 2.84 cfs @ 11.95 hrs, Volume= 0.144 af  
 Outflow = 2.84 cfs @ 11.95 hrs, Volume= 0.144 af, Atten= 0%, Lag= 0.0 min  
 Primary = 2.84 cfs @ 11.95 hrs, Volume= 0.144 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs

Peak Elev= 25.94' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, $K_e=0.500$ Inlet / Outlet Invert= 22.75' / 22.10' $S=0.0378$ ' S= 0.0378 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=2.84 cfs @ 11.95 hrs HW=25.94' (Free Discharge)

**1=Culvert** (Inlet Controls 2.84 cfs @ 8.14 fps)

**2022-10-14 Proposed Conditions David T***Type II 24-hr 25-yr Rainfall=7.08"*

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment P1:**

Runoff Area=15,377 sf 100.00% Impervious Runoff Depth&gt;6.24"

Tc=5.0 min CN=98 Runoff=3.60 cfs 0.183 af

**Pond CB1: DP1, 25.25 Rim**

Peak Elev=27.68' Inflow=3.60 cfs 0.183 af

8.0" Round Culvert n=0.013 L=17.2' S=0.0378 '/' Outflow=3.60 cfs 0.183 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.183 af Average Runoff Depth = 6.24"**  
**0.00% Pervious = 0.000 ac 100.00% Impervious = 0.353 ac**

**2022-10-14 Proposed Conditions David T**

Type II 24-hr 25-yr Rainfall=7.08"

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**Summary for Subcatchment P1:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 3.60 cfs @ 11.95 hrs, Volume= 0.183 af, Depth> 6.24"  
 Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 25-yr Rainfall=7.08"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	98	Roofs, HSG D
77	98	Roofs, HSG D
626	98	Roofs, HSG D
1,632	98	Paved parking, HSG D
15,377	98	Weighted Average
15,377		100.00% Impervious Area

$T_c$ (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Pond CB1: DP1, 25.25 Rim**

[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 27.68' (Flood elevation advised)

Inflow Area = 0.353 ac, 100.00% Impervious, Inflow Depth > 6.24" for 25-yr event  
 Inflow = 3.60 cfs @ 11.95 hrs, Volume= 0.183 af  
 Outflow = 3.60 cfs @ 11.95 hrs, Volume= 0.183 af, Atten= 0%, Lag= 0.0 min  
 Primary = 3.60 cfs @ 11.95 hrs, Volume= 0.183 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Peak Elev= 27.68' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, $K_e=0.500$ Inlet / Outlet Invert= 22.75' / 22.10' $S=0.0378$ ' S= 0.0378 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=3.60 cfs @ 11.95 hrs HW=27.68' (Free Discharge)

↑ **1=Culvert** (Inlet Controls 3.60 cfs @ 10.32 fps)



**2022-10-14 Proposed Conditions David T***Type II 24-hr 50-yr Rainfall=8.48"*

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Printed 2022-10-14

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Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment P1:**

Runoff Area=15,377 sf 100.00% Impervious Runoff Depth&gt;7.49"

Tc=5.0 min CN=98 Runoff=4.32 cfs 0.220 af

**Pond CB1: DP1, 25.25 Rim**

Peak Elev=29.69' Inflow=4.32 cfs 0.220 af

8.0" Round Culvert n=0.013 L=17.2' S=0.0378 '/' Outflow=4.32 cfs 0.220 af

**Total Runoff Area = 0.353 ac Runoff Volume = 0.220 af Average Runoff Depth = 7.49"**  
**0.00% Pervious = 0.000 ac 100.00% Impervious = 0.353 ac**

**2022-10-14 Proposed Conditions David T**

Type II 24-hr 50-yr Rainfall=8.48"

Prepared by Ambit Engineering

Printed 2022-10-14

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**Summary for Subcatchment P1:**[49] Hint:  $T_c < 2dt$  may require smaller  $dt$ 

Runoff = 4.32 cfs @ 11.95 hrs, Volume= 0.220 af, Depth> 7.49"  
 Routed to Pond CB1 : DP1, 25.25 Rim

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 50-yr Rainfall=8.48"

Area (sf)	CN	Description
6,899	98	Paved parking, HSG D
1,018	98	Roofs, HSG D
628	98	Roofs, HSG D
2,672	98	Roofs, HSG D
1,210	98	Roofs, HSG D
615	98	Roofs, HSG D
77	98	Roofs, HSG D
626	98	Roofs, HSG D
1,632	98	Paved parking, HSG D
15,377	98	Weighted Average
15,377		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Summary for Pond CB1: DP1, 25.25 Rim**


[82] Warning: Early inflow requires earlier time span

[57] Hint: Peaked at 29.69' (Flood elevation advised)

Inflow Area = 0.353 ac, 100.00% Impervious, Inflow Depth > 7.49" for 50-yr event  
 Inflow = 4.32 cfs @ 11.95 hrs, Volume= 0.220 af  
 Outflow = 4.32 cfs @ 11.95 hrs, Volume= 0.220 af, Atten= 0%, Lag= 0.0 min  
 Primary = 4.32 cfs @ 11.95 hrs, Volume= 0.220 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs,  $dt=0.05$  hrs  
 Peak Elev= 29.69' @ 11.95 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	22.75'	<b>8.0" Round Culvert</b> L= 17.2' CMP, square edge headwall, $K_e=0.500$ Inlet / Outlet Invert= 22.75' / 22.10' $S=0.0378$ ' S= 0.0378 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.35 sf

**Primary OutFlow** Max=4.32 cfs @ 11.95 hrs HW=29.69' (Free Discharge)

**1=Culvert** (Inlet Controls 4.32 cfs @ 12.37 fps)

**APPENDIX D**  
**SOIL SURVEY INFORMATION**



United States  
Department of  
Agriculture

NRCS

Natural  
Resources  
Conservation  
Service

A product of the National  
Cooperative Soil Survey,  
a joint effort of the United  
States Department of  
Agriculture and other  
Federal agencies, State  
agencies including the  
Agricultural Experiment  
Stations, and local  
participants

# Custom Soil Resource Report for Rockingham County, New Hampshire



February 1, 2022


# Custom Soil Resource Report Soil Map



# Custom Soil Resource Report

## MAP LEGEND

### Area of Interest (AOI)

 Area of Interest (AOI)


### Soils


 Soil Map Unit Polygons


 Soil Map Unit Lines


 Soil Map Unit Points

### Special Point Features

 Blowout

 Borrow Pit

 Clay Spot

 Closed Depression

 Gravel Pit

 Gravelly Spot

 Landfill

 Lava Flow

 Marsh or swamp

 Mine or Quarry


 Miscellaneous Water


 Perennial Water

 Rock Outcrop


 Saline Spot

 Sandy Spot

 Severely Eroded Spot


 Sinkhole


 Slide or Slip

 Sodic Spot

 Spoil Area

 Stony Spot


 Very Stony Spot

 Wet Spot

 Other

 Special Line Features

### Water Features

 Streams and Canals


### Transportation

 Rails


 Interstate Highways

 US Routes

 Major Roads

 Local Roads

### Background

 Aerial Photography

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Rockingham County, New Hampshire

Survey Area Data: Version 24, Aug 31, 2021

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Dec 31, 2009—Sep 9, 2017

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
699	Urban land	0.4	100.0%
<b>Totals for Area of Interest</b>		<b>0.4</b>	<b>100.0%</b>

## Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

## Custom Soil Resource Report

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.



## Rockingham County, New Hampshire

### 699—Urban land

#### Map Unit Composition

*Urban land: 85 percent*

*Minor components: 15 percent*

*Estimates are based on observations, descriptions, and transects of the mapunit.*

#### Minor Components

##### Not named

*Percent of map unit: 15 percent*

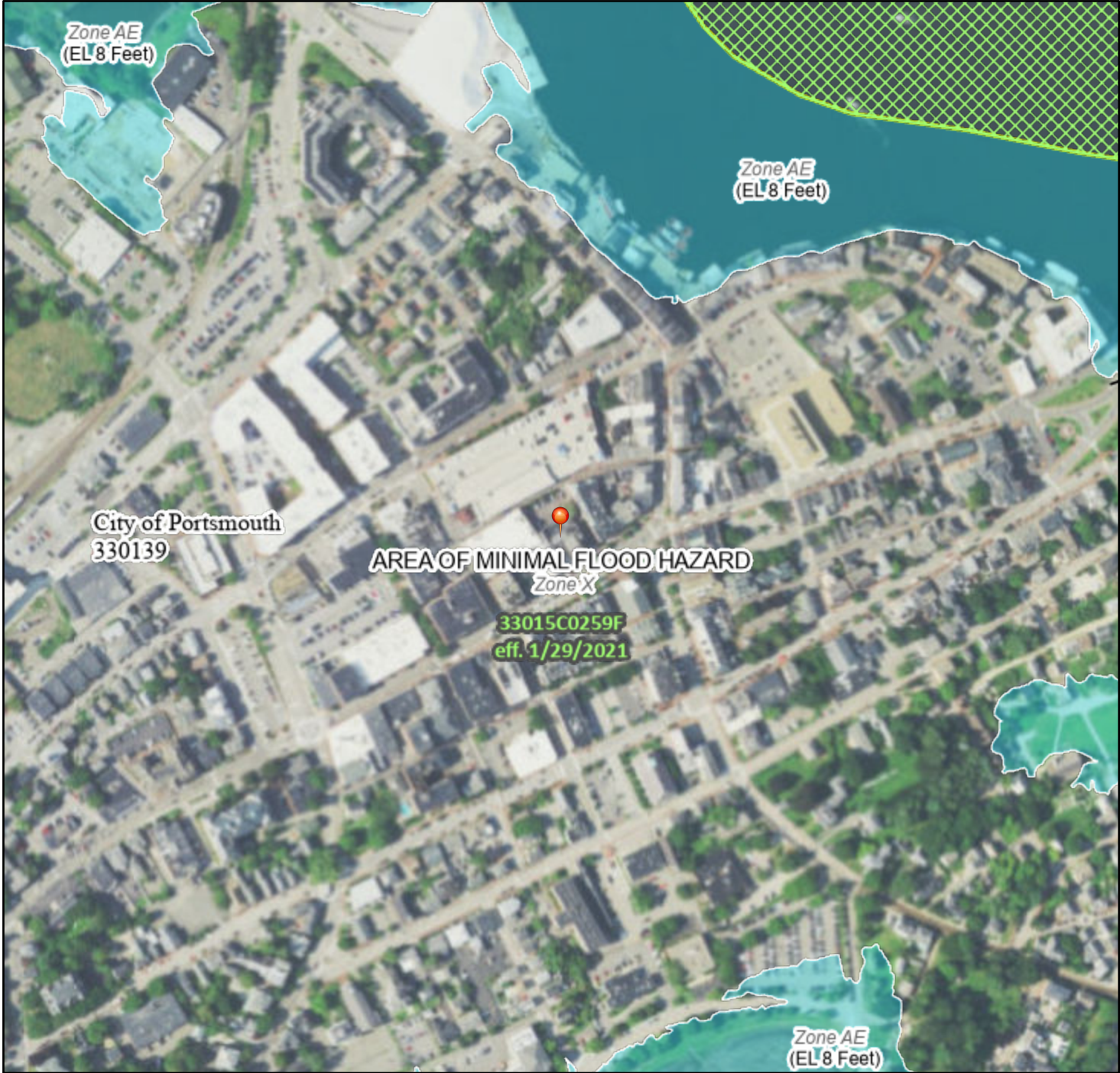
*Hydric soil rating: No*

**APPENDIX E**  
**FEMA FIRM MAP**

# National Flood Hazard Layer FIRMMette



70°45'49"W 43°4'51"N



0 250 500 1,000 1,500 2,000 Feet 1:6,000

Basemap: USGS National Map: Orthoimagery: Data refreshed October, 2020

## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
GENERAL STRUCTURES		Area of Undetermined Flood Hazard Zone D
		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
OTHER FEATURES		20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
		17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on **8/25/2022 at 1:29 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

**APPENDIX F**  
**INSPECTION & LONG TERM**  
**MAINTENANCE PLAN**



**AMBIT ENGINEERING, INC.**  
**Civil Engineers & Land Surveyors**

***INSPECTION & LONG-TERM MAINTENANCE PLAN***  
***FOR***  
**COMMERCIAL DEVELOPMENT**

**1 CONGRESS STREET**  
**PORTSMOUTH, NH**

**Introduction**

The intent of this plan is to provide the One Market Square, LLC (herein referred to as “owner”) with a list of procedures that document the inspection and maintenance requirements of the stormwater management system for this development. Specifically, the proposed roof drain filter (collectively referred to as the “Stormwater Management System”). The contact information for the owner shall be kept current, and if there is a change of ownership of the property this plan must be transferred to the new owner.

The following inspection and maintenance program is necessary to keep the stormwater management system functioning properly and will help in maintaining a high quality of stormwater runoff to minimize potential environmental impacts. By following the enclosed procedures, the owner will be able to maintain the functional design of the stormwater management system and maximize its ability to remove sediment and other contaminants from site generated stormwater runoff.

**Annual Report**

The owner shall prepare an annual Inspection & Maintenance Report. The report shall include a summary of the system’s maintenance and repair by transmission of the Inspection & Maintenance Log and other information as required. A copy of the report shall be delivered annually to the Portsmouth DPW, if required.

**Inspection & Maintenance Checklist/Log**

The following pages contain the Stormwater Management System Inspection & Maintenance Requirements and a blank copy of the Stormwater Management System Inspection & Maintenance Log. These forms are provided to the owner as a guideline for performing the inspection and maintenance of the Stormwater Management System. This is a guideline and should be periodically reviewed for conformance with current practice and standards.

## *Stormwater Management System Components*

The Stormwater Management System is designed to mitigate the quality of site-generated stormwater runoff. As a result, the design includes the following elements:

### *Non-Structural BMPs*

Non-Structural best management practices (BMP's) include temporary and permanent measures that typically require less labor and capital inputs and are intended to provide protection against erosion of soils. Examples of non-structural BMP's on this project may include but are not limited to:

- Dust control
- Sediment barriers
- Stabilized construction entrance
- Catch basin basket
- Dewatering control

### *Structural BMPs*

Structural BMPs are more labor and capital-intensive structures or installations that require more specialized personnel to install. Examples on this project include but are not limited to:

- Bio Clean Downspout Filter
- Closed Drainage System

## *Inspection and Maintenance Requirements*

The following summarizes the inspection and maintenance requirements for the various BMP's that may be found on this project.

1. **Bio Clean Downspout Filter:** Refer to the manufacturer's Operation and Maintenance manual for guidance, included herewith.
2. **Storm Drains:** Monitor accumulation of debris in drainage structures monthly or after significant rain events. Remove sediments when they accumulate within the outlet pipe. During construction, maintain inlet protection until all areas have been stabilized. Prior to the end of construction, inspect the drains and basins for accumulations and remove and clean by jet-vacuuming.

## *Pollution Prevention*

The following pollution prevention activities shall be undertaken to minimize potential impacts on stormwater runoff quality. The Contractor is responsible for all activities during construction. The Owner is responsible thereafter.

## **Spill Procedures**

Any discharge of waste oil or other pollutant shall be reported immediately to the New Hampshire Department of Environmental Services (NHDES). The Contractor/Owner will be responsible for any incident of groundwater contamination resulting from the improper discharge of pollutants to the stormwater system, and may be required by NHDES to remediate incidents that may impact groundwater quality. If the property ownership is transferred, the new owner will be informed of the legal responsibilities associated with operation of the stormwater system, as indicated above.

## **Sanitary Facilities**

Sanitary facilities shall be provided during all phases of construction.

## **Material Storage**

No on site trash facility is provided until homes are constructed. The contractors are required to remove trash from the site. Hazardous material storage is prohibited.

## **Material Disposal**

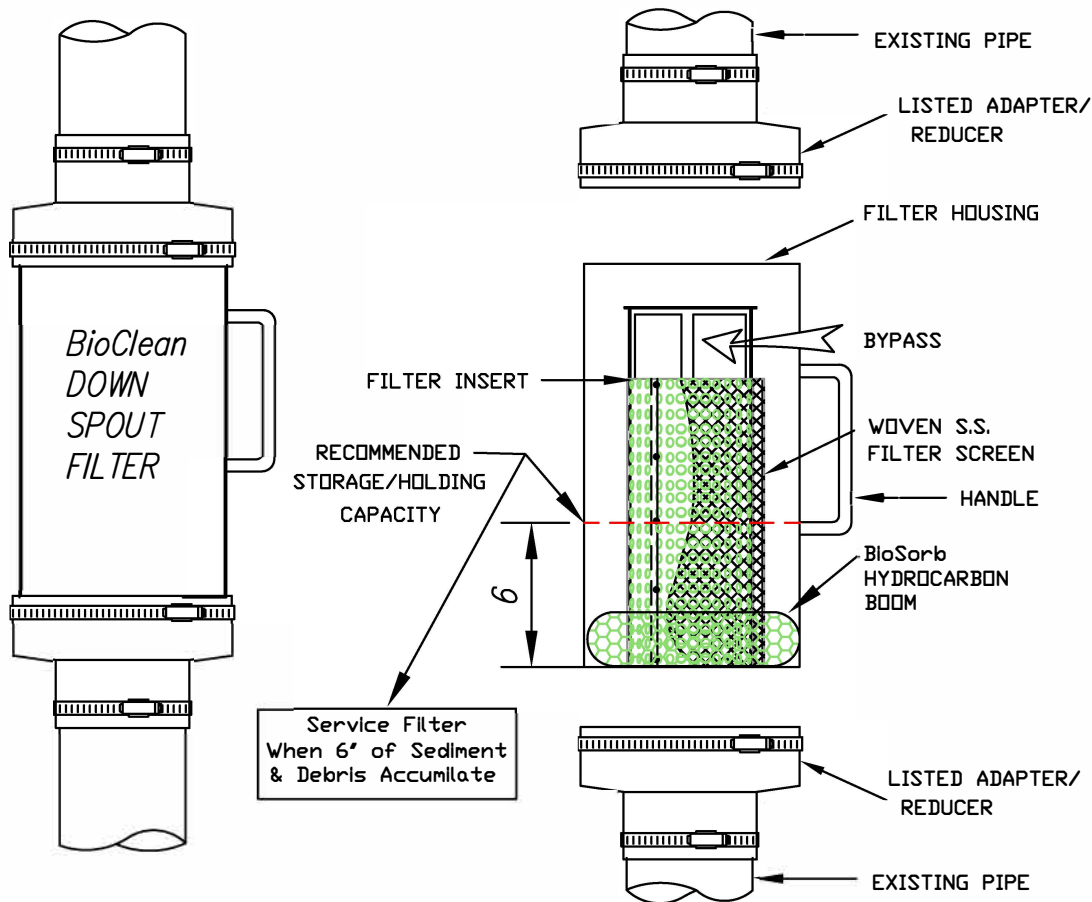
All waste material, trash, sediment, and debris shall be removed from the site and disposed of in accordance with applicable local, state, and federal guidelines and regulations. Removed sediments shall be if necessary dewatered prior to disposal.



# SERVICE MANUAL

## (Cleaning Procedures)

### Bio Clean DOWNSPOUT FILTER Screen Type With Hydrocarbon Boom



#### TOOLS AND EQUIPMENT NEEDED:

1. Medium size flat scred driver
2. BioSorb hydrocarbon boom. 25-1/2" X 2" dia.  
(Call Bio Clean to order)
3. Trash container or bag
4. Wooden dowel approx. 3' x 1/2" dia.

#### DETAIL OF PARTS



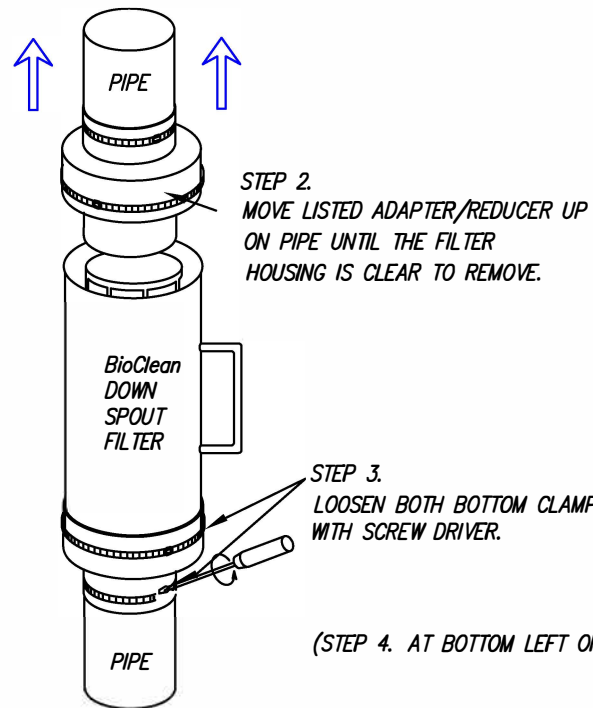
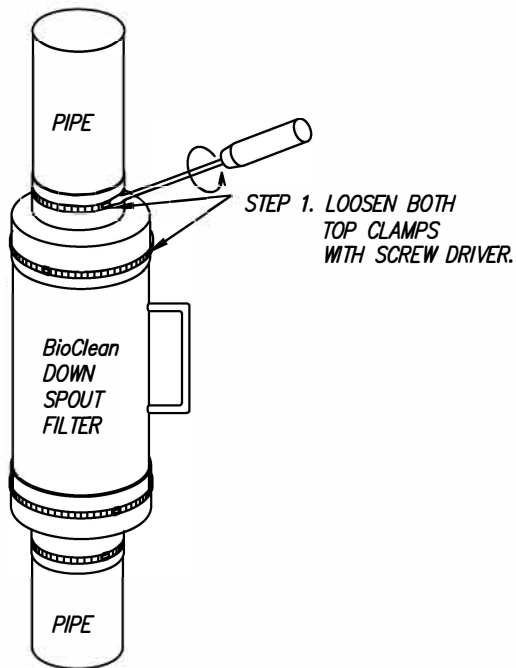
A Forterra Company

P.O. BOX 869, Oceanside, Ca. 92049  
(760) 433-7640 Fax (760) 433-3176  
[www.biocleanenvironmental.net](http://www.biocleanenvironmental.net)





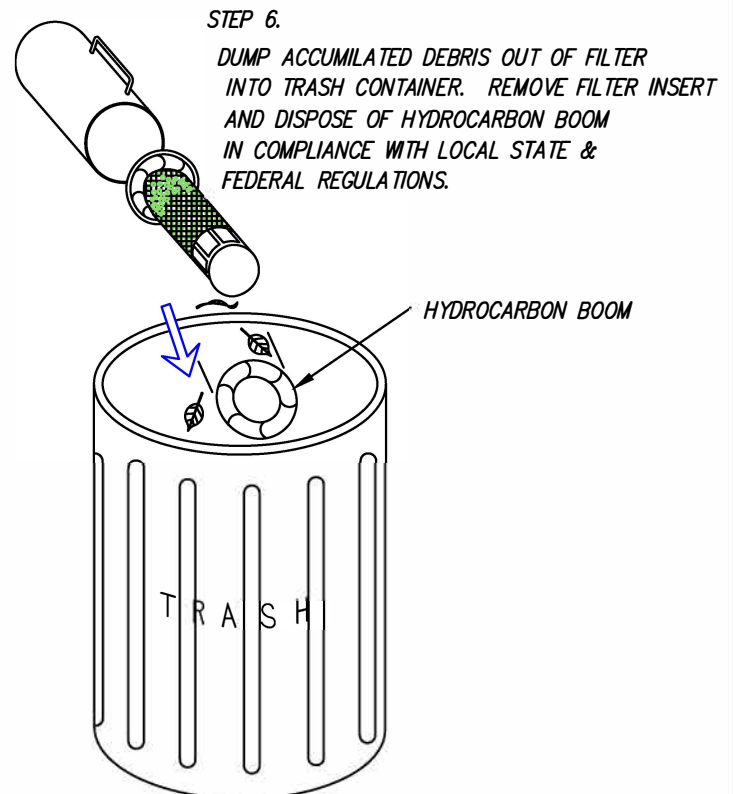
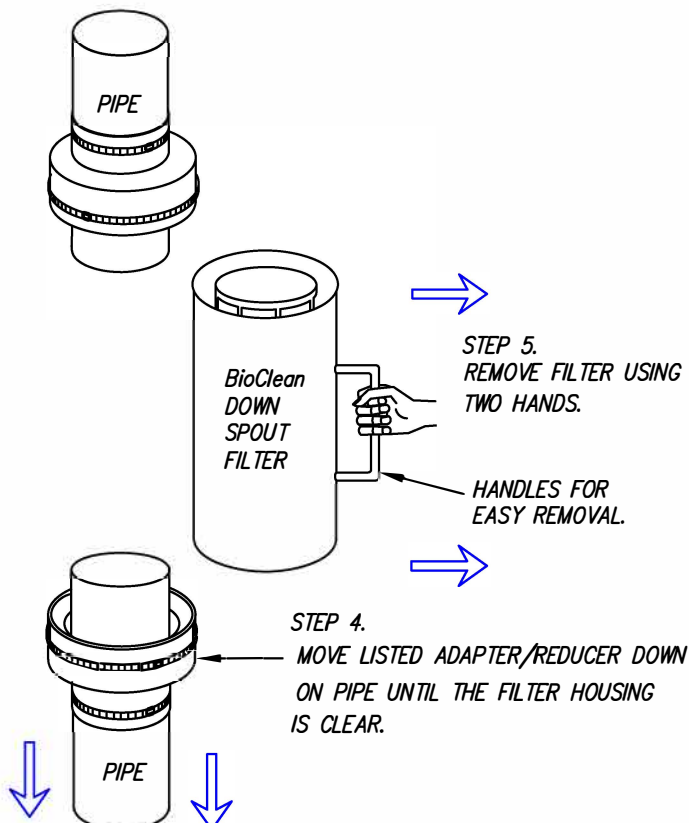
## REMOVING FILTER

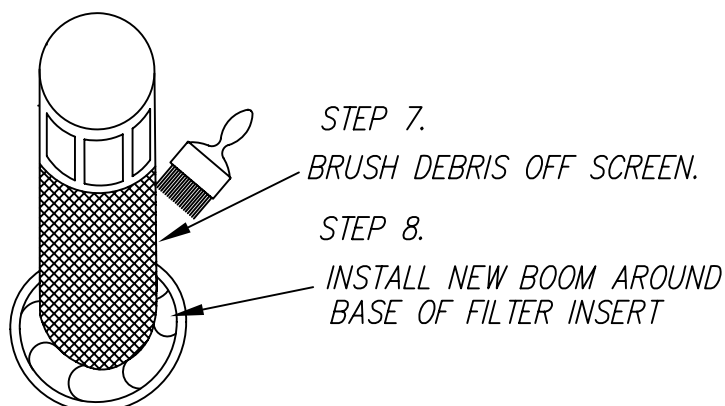


STEP 3. LOOSEN BOTH BOTTOM CLAMPS WITH SCREW DRIVER.

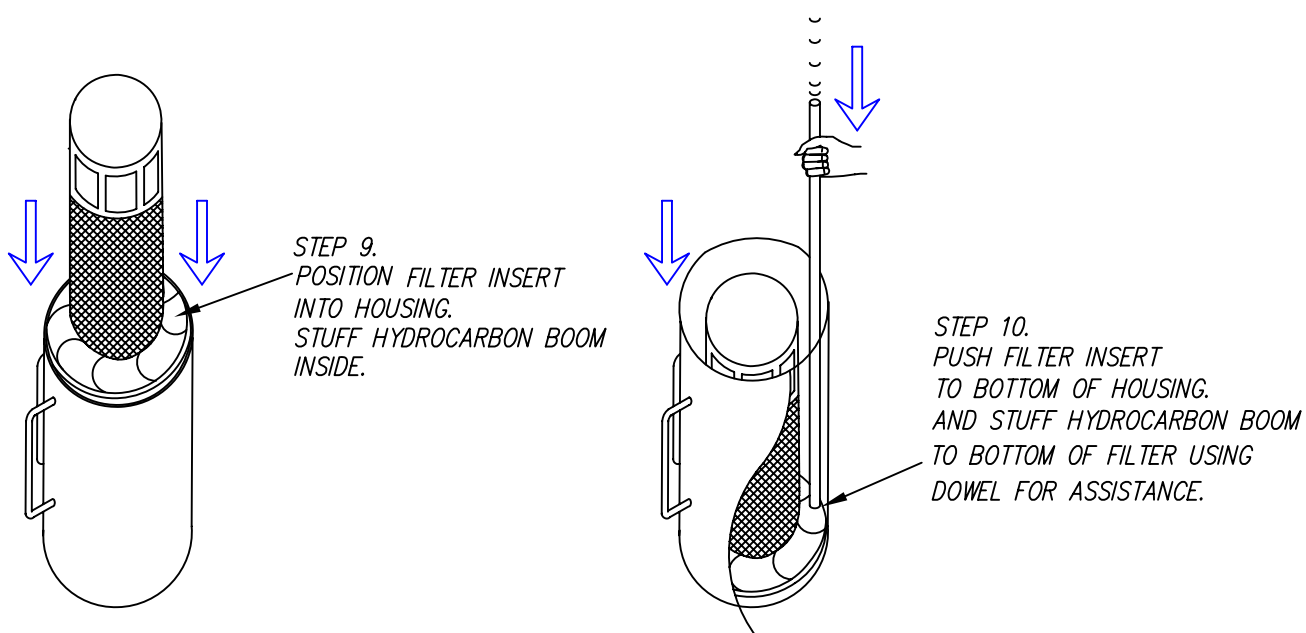
(STEP 4. AT BOTTOM LEFT OF PAGE)

## CLEANING FILTER

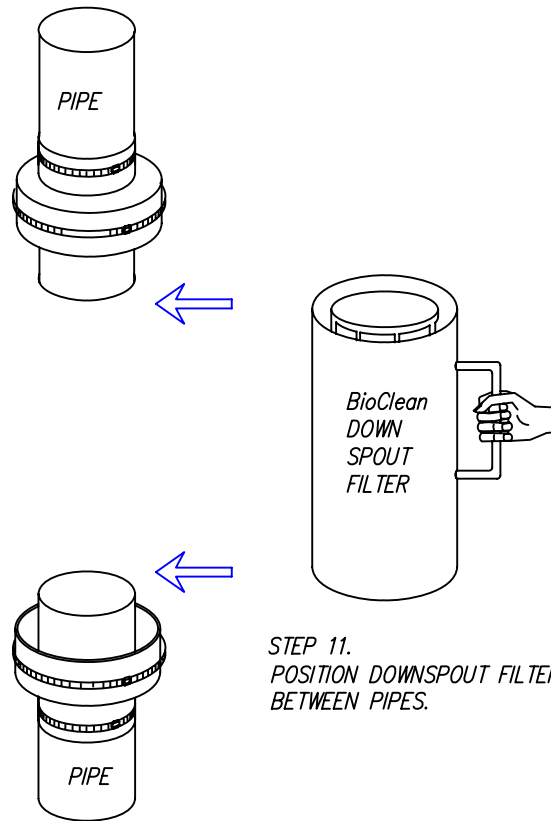




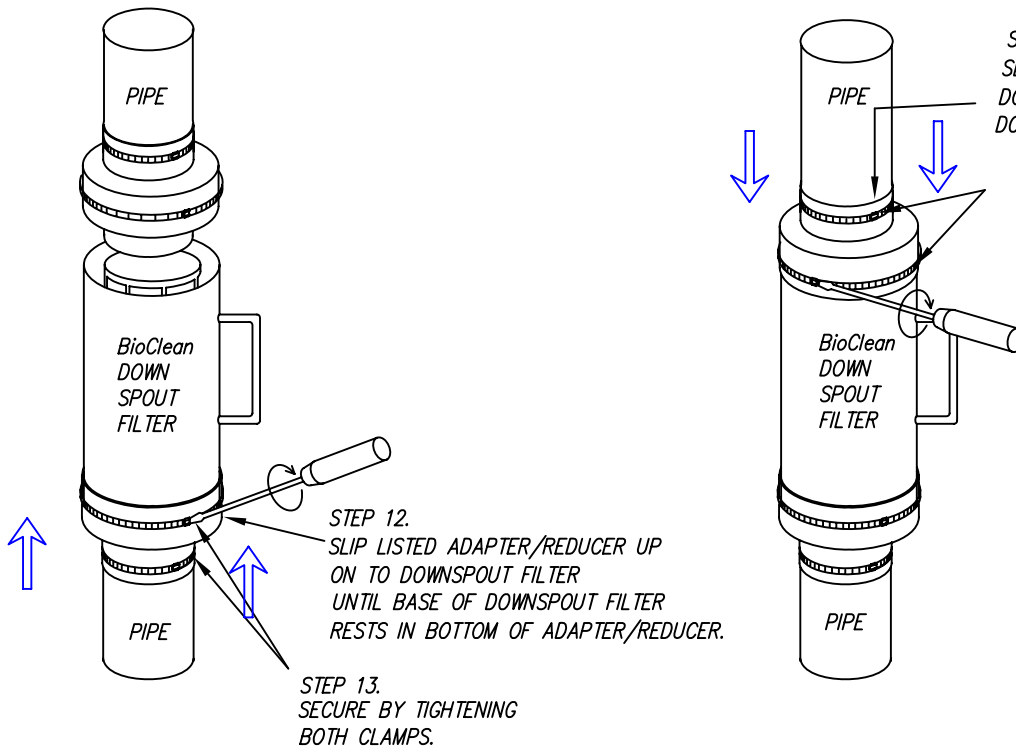
## REPLACING FILTER INSERT



# REPLACING FILTER

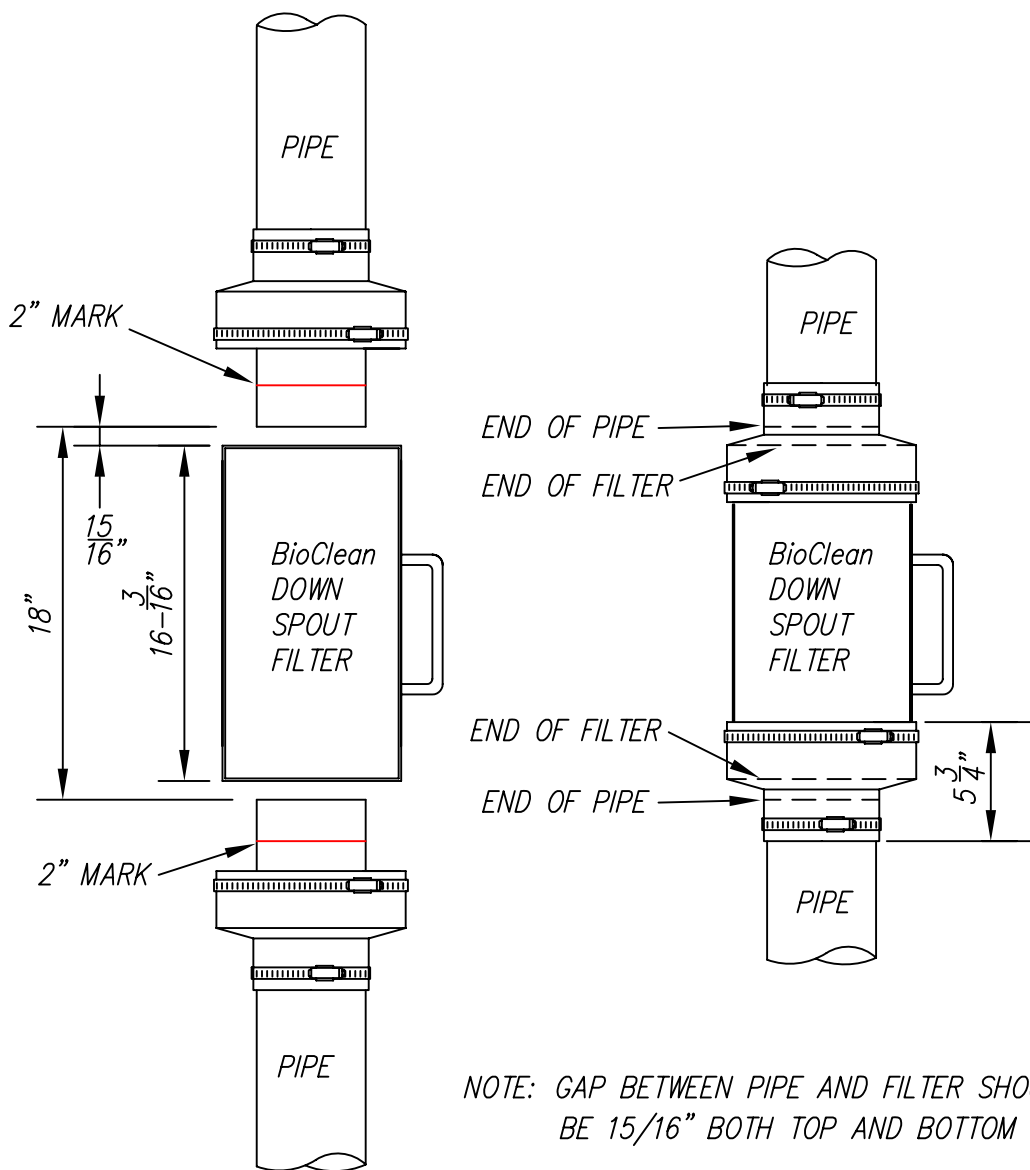


STEP 11.  
POSITION DOWNSPOUT FILTER  
BETWEEN PIPES.



## APPROPRIATE INSTALLATION

FILTER CENTERED BETWEEN PIPES WITH EVEN GAPS ON TOP AND BOTTOM



A Forterra Company

P.O. BOX 869, Oceanside, Ca. 92049  
(760) 433-7640 Fax (760) 433-3176  
[www.biocleanenvironmental.net](http://www.biocleanenvironmental.net)

## CATCH BASIN BASKET CONSTRUCTION MAINTENANCE SHEET

INSPECTION REQUIREMENTS		
ACTION TAKEN	FREQUENCY	MAINTENANCE REQUIREMENTS
-Check for damage to basket -Remove sediment from basket	Within 24 hours of rainfall, Daily during extended rainfall	-Repair basket as necessary to prevent particles from reaching drainage system, or to prevent flooding. -Empty basket after every storm, or if clogged.

MAINTENANCE LOG	
PROJECT NAME	
INSPECTOR NAME	INSPECTOR CONTACT INFO
DATE OF INSPECTION	REASON FOR INSPECTION <input type="checkbox"/> LARGE STORM EVENT <input type="checkbox"/> PERIODIC CHECK-IN
IS CORRECTIVE ACTION NEEDED? <input type="checkbox"/> YES <input type="checkbox"/> NO	DESCRIBE ANY PROBLEMS, NEEDED MAINTENANCE
DATE OF MAINTENANCE	PERFORMED BY
NOTES	

## CLOSED DRAINAGE STRUCTURE LONG-TERM MAINTENANCE SHEET

INSPECTION REQUIREMENTS		
ACTION TAKEN	FREQUENCY	MAINTENANCE REQUIREMENTS
-Outlet Control Structures -Drain Manholes -Catch Basins	Every other Month	<i>Check for erosion or short-circuiting</i> <i>Check for sediment accumulation</i> <i>Check for floatable contaminants</i>
-Drainage Pipes	1 time per 2 years	<i>Check for sediment accumulation/clogging, or soiled runoff.</i> <i>Check for erosion at outlets.</i>

MAINTENANCE LOG	
PROJECT NAME	
INSPECTOR NAME	INSPECTOR CONTACT INFO
DATE OF INSPECTION	REASON FOR INSPECTION <input type="checkbox"/> LARGE STORM EVENT <input type="checkbox"/> PERIODIC CHECK-IN
IS CORRECTIVE ACTION NEEDED? <input type="checkbox"/> YES <input type="checkbox"/> NO	DESCRIBE ANY PROBLEMS, NEEDED MAINTENANCE
DATE OF MAINTENANCE	PERFORMED BY
NOTES	

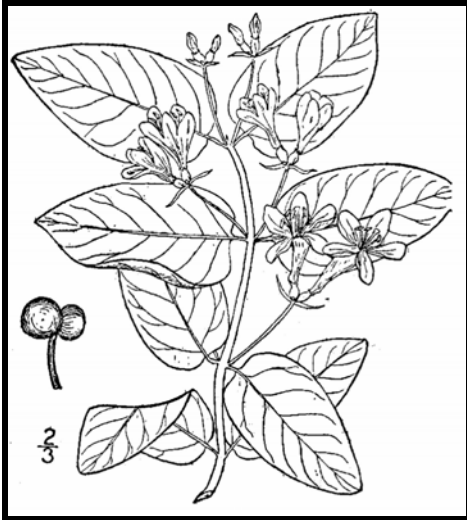
## STABILIZED CONSTRUCTION ENTRANCE CONSTRUCTION MAINTENANCE SHEET

INSPECTION REQUIREMENTS		
ACTION TAKEN	FREQUENCY	MAINTENANCE REQUIREMENTS
ENTRANCE SURFACE -Check for sediment accumulation/clogging of stone -Check Vegetative filter strips	After heavy rains, as necessary	-Top dress pad with new stone. -Replace stone completely if completely clogged. -Maintain vigorous stand of vegetation.
WASHING FACILITIES (if applicable) -Monitor Sediment Accumulation	As often as necessary	-Remove Sediments from traps.

MAINTENANCE LOG	
PROJECT NAME	
INSPECTOR NAME	INSPECTOR CONTACT INFO
DATE OF INSPECTION	REASON FOR INSPECTION <input type="checkbox"/> LARGE STORM EVENT <input type="checkbox"/> PERIODIC CHECK-IN
IS CORRECTIVE ACTION NEEDED? <input type="checkbox"/> YES <input type="checkbox"/> NO	DESCRIBE ANY PROBLEMS, NEEDED MAINTENANCE
DATE OF MAINTENANCE	PERFORMED BY
NOTES	

## Methods for Disposing Non-Native Invasive Plants

*Prepared by the Invasives Species Outreach Group, volunteers interested in helping people control invasive plants. Assistance provided by the Piscataquog Land Conservancy and the NH Invasives Species Committee. Edited by Karen Bennett, Extension Forestry Professor and Specialist.*



**Tatarian honeysuckle**

*Lonicera tatarica*

USDA-NRCS PLANTS Database / Britton, N.L., and A. Brown. 1913. *An illustrated flora of the northern United States, Canada and the British Possessions*. Vol. 3: 282.

Non-native invasive plants crowd out natives in natural and managed landscapes. They cost taxpayers billions of dollars each year from lost agricultural and forest crops, decreased biodiversity, impacts to natural resources and the environment, and the cost to control and eradicate them.

Invasive plants grow well even in less than desirable conditions such as sandy soils along roadsides, shaded wooded areas, and in wetlands. In ideal conditions, they grow and spread even faster. There are many ways to remove these non-native invasives, but once removed, care is needed to dispose the removed plant material so the plants don't grow where disposed.

Knowing how a particular plant reproduces indicates its method of spread and helps determine the appropriate disposal method. Most are spread by seed and are dispersed by wind, water, animals, or people. Some reproduce by vegetative means from pieces of stems or roots forming new plants. Others spread through both seed and vegetative means.

Because movement and disposal of viable plant parts is restricted (see NH Regulations), viable invasive parts can't be brought to most transfer stations in the state. Check with your transfer station to see if there is an approved, designated area for invasives disposal. This fact sheet gives recommendations for rendering plant parts non-viable.

Control of invasives is beyond the scope of this fact sheet. For information about control visit [www.nhinvasives.org](http://www.nhinvasives.org) or contact your UNH Cooperative Extension office.

### **New Hampshire Regulations**

Prohibited invasive species shall only be disposed of in a manner that renders them nonliving and nonviable. (Agr. 3802.04)

No person shall collect, transport, import, export, move, buy, sell, distribute, propagate or transplant any living and viable portion of any plant species, which includes all of their cultivars and varieties, listed in Table 3800.1 of the New Hampshire prohibited invasive species list. (Agr 3802.01)



## How and When to Dispose of Invasives?

To prevent seed from spreading remove invasive plants before seeds are set (produced). Some plants continue to grow, flower and set seed even after pulling or cutting. Seeds can remain viable in the ground for many years. If the plant has flowers or seeds, place the flowers and seeds in a heavy plastic bag “head first” at the weeding site and transport to the disposal site. The following are general descriptions of disposal methods. See the chart for recommendations by species.

**Burning:** Large woody branches and trunks can be used as firewood or burned in piles. For outside burning, a written fire permit from the local forest fire warden is required unless the ground is covered in snow. Brush larger than 5 inches in diameter can’t be burned. Invasive plants with easily airborne seeds like black swallow-wort with mature seed pods (indicated by their brown color) shouldn’t be burned as the seeds may disperse by the hot air created by the fire.

**Bagging (solarization):** Use this technique with softer-tissue plants. Use heavy black or clear plastic bags (contractor grade), making sure that no parts of the plants poke through. Allow the bags to sit in the sun for several weeks and on dark pavement for the best effect.

**Tarping and Drying:** Pile material on a sheet of plastic and cover with a tarp, fastening the tarp to the ground and monitoring it for escapes. Let the material dry for several weeks, or until it is clearly nonviable.

**Chipping:** Use this method for woody plants that don’t reproduce vegetatively.

**Burying:** This is risky, but can be done with watchful diligence. Lay thick plastic in a deep pit before placing the cut up plant material in the hole. Place the material away from the edge of the plastic before covering it with more heavy plastic. Eliminate as much air as possible and toss in soil to weight down the material in the pit. Note that the top of the buried material should be at least three feet underground. Japanese knotweed should be at least 5 feet underground!

**Drowning:** Fill a large barrel with water and place soft-tissue plants in the water. Check after a few weeks and look for rotted plant material (roots, stems, leaves, flowers). Well-rotted plant material may be composted. A word of caution- seeds may still be viable after using this method. Do this before seeds are set. This method isn’t used often. Be prepared for an awful stink!

**Composting:** Invasive plants can take root in compost. Don’t compost any invasives unless you know there is no viable (living) plant material left. Use one of the above techniques (bagging, tarping, drying, chipping, or drowning) to render the plants nonviable before composting. Closely examine the plant before composting and avoid composting seeds.






**Japanese knotweed**  
*Polygonum cuspidatum*  
USDA-NRCS PLANTS Database /  
Britton, N.L., and A. Brown. 1913. *An illustrated flora of the northern United States, Canada and the British Possessions*. Vol. 1: 676.

**Be diligent looking for seedlings for years in areas where removal and disposal took place.**

## Suggested Disposal Methods for Non-Native Invasive Plants

This table provides information concerning the disposal of removed invasive plant material. If the infestation is treated with herbicide and left in place, these guidelines don't apply. Don't bring invasives to a local transfer station, unless there is a designated area for their disposal, or they have been rendered non-viable. This listing includes wetland and upland plants from the New Hampshire Prohibited Invasive Species List. The disposal of aquatic plants isn't addressed.

Woody Plants	Method of Reproducing	Methods of Disposal
Norway maple <i>(Acer platanoides)</i> European barberry <i>(Berberis vulgaris)</i> Japanese barberry <i>(Berberis thunbergii)</i> autumn olive <i>(Elaeagnus umbellata)</i> burning bush <i>(Euonymus alatus)</i> Morrow's honeysuckle <i>(Lonicera morrowii)</i> Tatarian honeysuckle <i>(Lonicera tatarica)</i> showy bush honeysuckle <i>(Lonicera x bella)</i> common buckthorn <i>(Rhamnus cathartica)</i> glossy buckthorn <i>(Frangula alnus)</i>	<b>Fruit and Seeds</b> 	<b>Prior to fruit/seed ripening</b> Seedlings and small plants <ul style="list-style-type: none"> <li>▪ Pull or cut and leave on site with roots exposed. No special care needed.</li> </ul> Larger plants <ul style="list-style-type: none"> <li>▪ Use as firewood.</li> <li>▪ Make a brush pile.</li> <li>▪ Chip.</li> <li>▪ Burn.</li> </ul>
		<b>After fruit/seed is ripe</b> Don't remove from site. <ul style="list-style-type: none"> <li>▪ Burn.</li> <li>▪ Make a covered brush pile.</li> <li>▪ Chip once all fruit has dropped from branches.</li> <li>▪ Leave resulting chips on site and monitor.</li> </ul>
oriental bittersweet <i>(Celastrus orbiculatus)</i> multiflora rose <i>(Rosa multiflora)</i>	<b>Fruits, Seeds, Plant Fragments</b> 	<b>Prior to fruit/seed ripening</b> Seedlings and small plants <ul style="list-style-type: none"> <li>▪ Pull or cut and leave on site with roots exposed. No special care needed.</li> </ul> Larger plants <ul style="list-style-type: none"> <li>▪ Make a brush pile.</li> <li>▪ Burn.</li> </ul>
		<b>After fruit/seed is ripe</b> Don't remove from site. <ul style="list-style-type: none"> <li>▪ Burn.</li> <li>▪ Make a covered brush pile.</li> <li>▪ Chip – only after material has fully dried (1 year) and all fruit has dropped from branches. Leave resulting chips on site and monitor.</li> </ul>

Non-Woody Plants	Method of Reproducing	Methods of Disposal
<p>garlic mustard (<i>Alliaria petiolata</i>)</p> <p>spotted knapweed (<i>Centaurea maculosa</i>)</p> <ul style="list-style-type: none"> <li>▪ Sap of related knapweed can cause skin irritation and tumors. Wear gloves when handling.</li> </ul> <p>black swallow-wort (<i>Cynanchum nigrum</i>)</p> <ul style="list-style-type: none"> <li>▪ May cause skin rash. Wear gloves and long sleeves when handling.</li> </ul> <p>pale swallow-wort (<i>Cynanchum rossicum</i>)</p> <p>giant hogweed (<i>Heracleum mantegazzianum</i>)</p> <ul style="list-style-type: none"> <li>▪ Can cause major skin rash. Wear gloves and long sleeves when handling.</li> </ul> <p>dame's rocket (<i>Hesperis matronalis</i>)</p> <p>perennial pepperweed (<i>Lepidium latifolium</i>)</p> <p>purple loosestrife (<i>Lythrum salicaria</i>)</p> <p>Japanese stilt grass (<i>Microstegium vimineum</i>)</p> <p>mile-a-minute weed (<i>Polygonum perfoliatum</i>)</p>	<p><b>Fruits and Seeds</b></p> 	<p><b>Prior to flowering</b></p> <p>Depends on scale of infestation</p> <p>Small infestation</p> <ul style="list-style-type: none"> <li>▪ Pull or cut plant and leave on site with roots exposed.</li> </ul> <p>Large infestation</p> <ul style="list-style-type: none"> <li>▪ Pull or cut plant and pile. (You can pile onto or cover with plastic sheeting).</li> <li>▪ Monitor. Remove any re-sprouting material.</li> </ul> <hr/> <p><b>During and following flowering</b></p> <p>Do nothing until the following year or remove flowering heads and bag and let rot.</p> <p>Small infestation</p> <ul style="list-style-type: none"> <li>▪ Pull or cut plant and leave on site with roots exposed.</li> </ul> <p>Large infestation</p> <ul style="list-style-type: none"> <li>▪ Pull or cut plant and pile remaining material. (You can pile onto plastic or cover with plastic sheeting).</li> <li>▪ Monitor. Remove any re-sprouting material.</li> </ul>
<p>common reed (<i>Phragmites australis</i>)</p> <p>Japanese knotweed (<i>Polygonum cuspidatum</i>)</p> <p>Bohemian knotweed (<i>Polygonum x bohemicum</i>)</p>	<p><b>Fruits, Seeds, Plant Fragments</b></p> <p>Primary means of spread in these species is by plant parts. Although all care should be given to preventing the dispersal of seed during control activities, the presence of seed doesn't materially influence disposal activities.</p>	<p><b>Small infestation</b></p> <ul style="list-style-type: none"> <li>▪ Bag all plant material and let rot.</li> <li>▪ Never pile and use resulting material as compost.</li> <li>▪ Burn.</li> </ul> <p><b>Large infestation</b></p> <ul style="list-style-type: none"> <li>▪ Remove material to unsuitable habitat (dry, hot and sunny or dry and shaded location) and scatter or pile.</li> <li>▪ Monitor and remove any sprouting material.</li> <li>▪ Pile, let dry, and burn.</li> </ul>

January 2010

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*October 18<sup>th</sup>, 2022*

**John Chagnon, PE, LLS  
Ambit Engineering  
200 Griffin Road  
Unit 3  
Portsmouth, NH 03801**

***Natural Gas to 1 Congress Street Portsmouth, NH***

Hi John,

Unitil/Northern Utilities Natural Gas Division has reviewed the requested site for natural gas service:

Unitil hereby confirms that natural gas is available for the proposed building at 1 Congress Street, Portsmouth, NH

If you have any questions, please contact me at 603-534-2379.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave MacLean", is written over a light blue circular stamp that contains the Unitil logo.

**Dave MacLean**  
Senior Business Development Rep



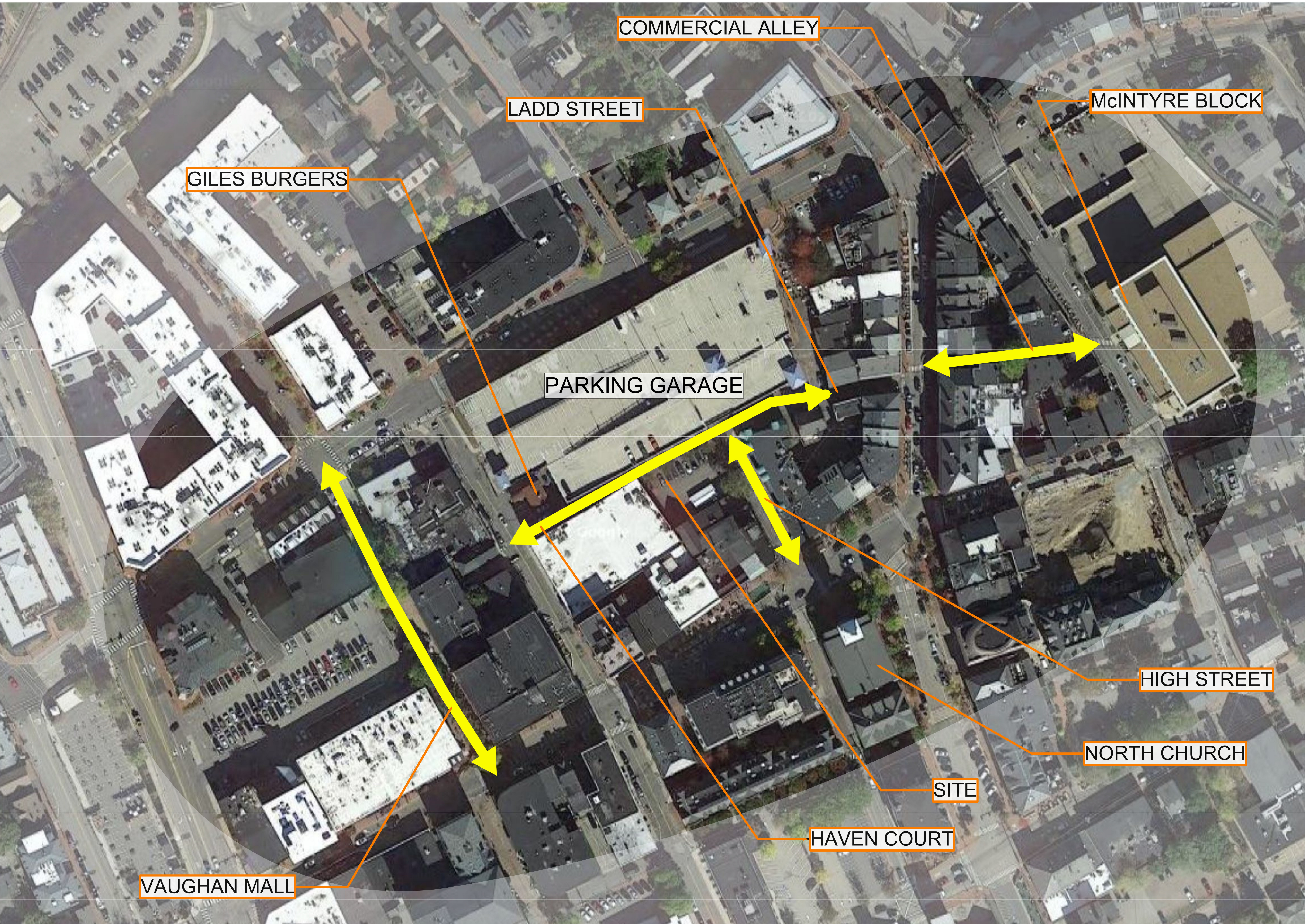
**T** 603.294.5261

**M** 603.534.2379

**F** 603.294.5264

**Email** [macleand@unitil.com](mailto:macleand@unitil.com)





3 Congress St. Ste 1  
Portsmouth, NH 03801  
T 603.731.5187  
arcover.com

Ambit Engineering Inc  
Civil Engineering  
200 Griffin Rd Unit 3  
Portsmouth NH 03801  
(603) 430-9282  
ambitengineering.com

Terra Firma Landscape  
Landscape Architecture  
163a Court St  
Portsmouth NH 03801  
(603) 531-9109  
terrafirmalandarch.com

1 CONGRESS STREET

1 CONGRESS STREET & HIGH STREET  
PORTSMOUTH, NH 03801

ONE MARKET SQUARE  
LLC, OWNER

Scale:  
Date: 02/16/2022  
Project Number: 1002

REVISIONS		
NO.	DESCRIPTION	DATE

CONCEPT DESIGN

CONTEXT MAP

PC.02

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1



2



3



4



5



6



7



3 Congress St. Ste 1  
Portsmouth, NH 03801  
T 603.731.5187  
arcove.com

Ambit Engineering Inc  
Civil Engineering  
200 Griffin Rd Unit 3  
Portsmouth, NH 03801  
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## 1 CONGRESS STREET

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Date: 02/16/2022  
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REVISIONS		
NO.	DESCRIPTION	DATE

## CONCEPT DESIGN

## EXISTING CONDITIONS - CONTEXT

# PC.03

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UNILOCK ECO-LINE (GREY)  
(14" x 4.5" PAVERS)

GREY STONE PAVERS (TBD)  
(8" x 8" x 3" PAVERS)

UNILOCK SERIES 3000 (MOCHA BROWN)  
(6" x 6" x 3" PAVERS)

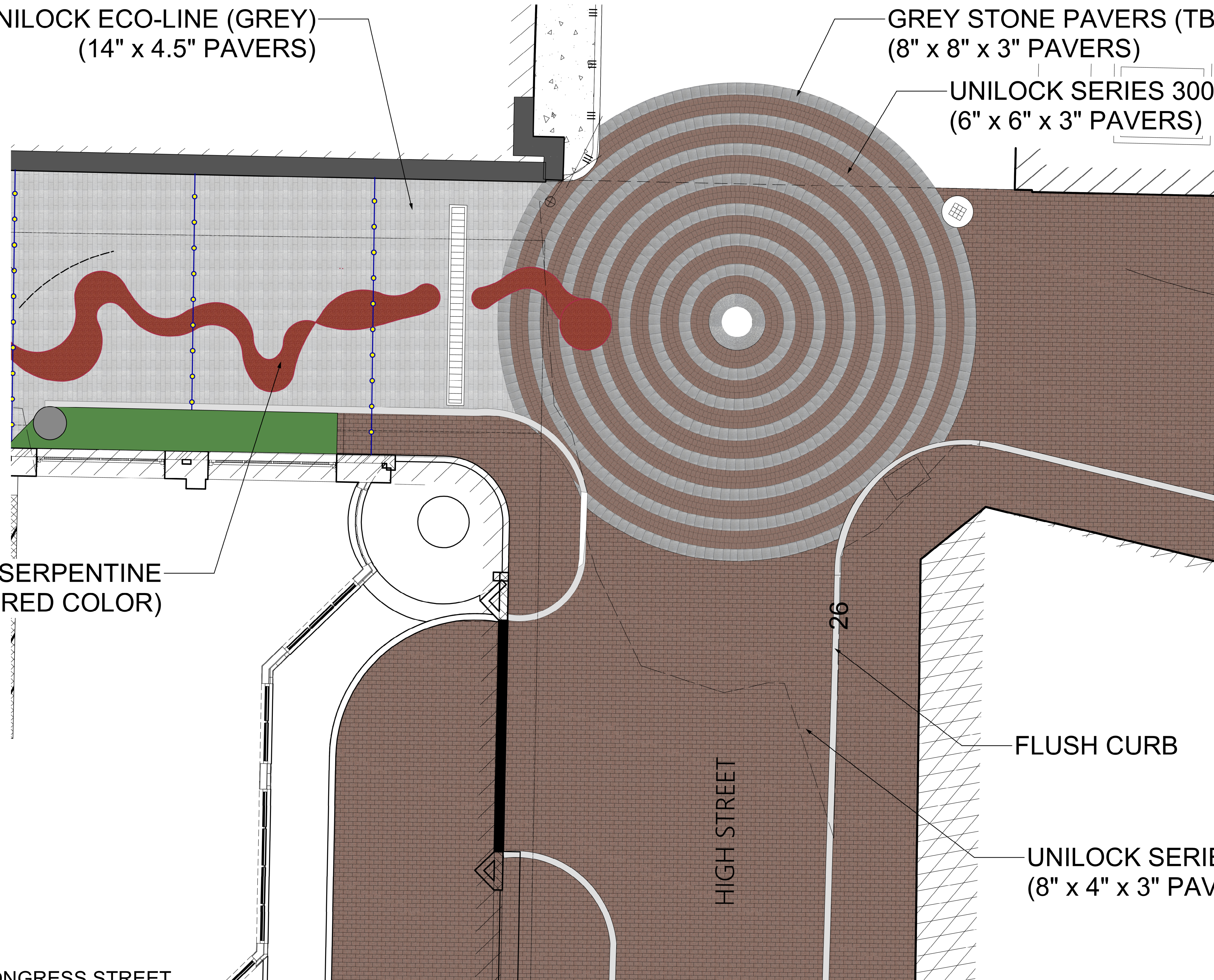
CONCRETE SERPENTINE  
PAVE (TURKEY RED COLOR)

FLUSH CURB

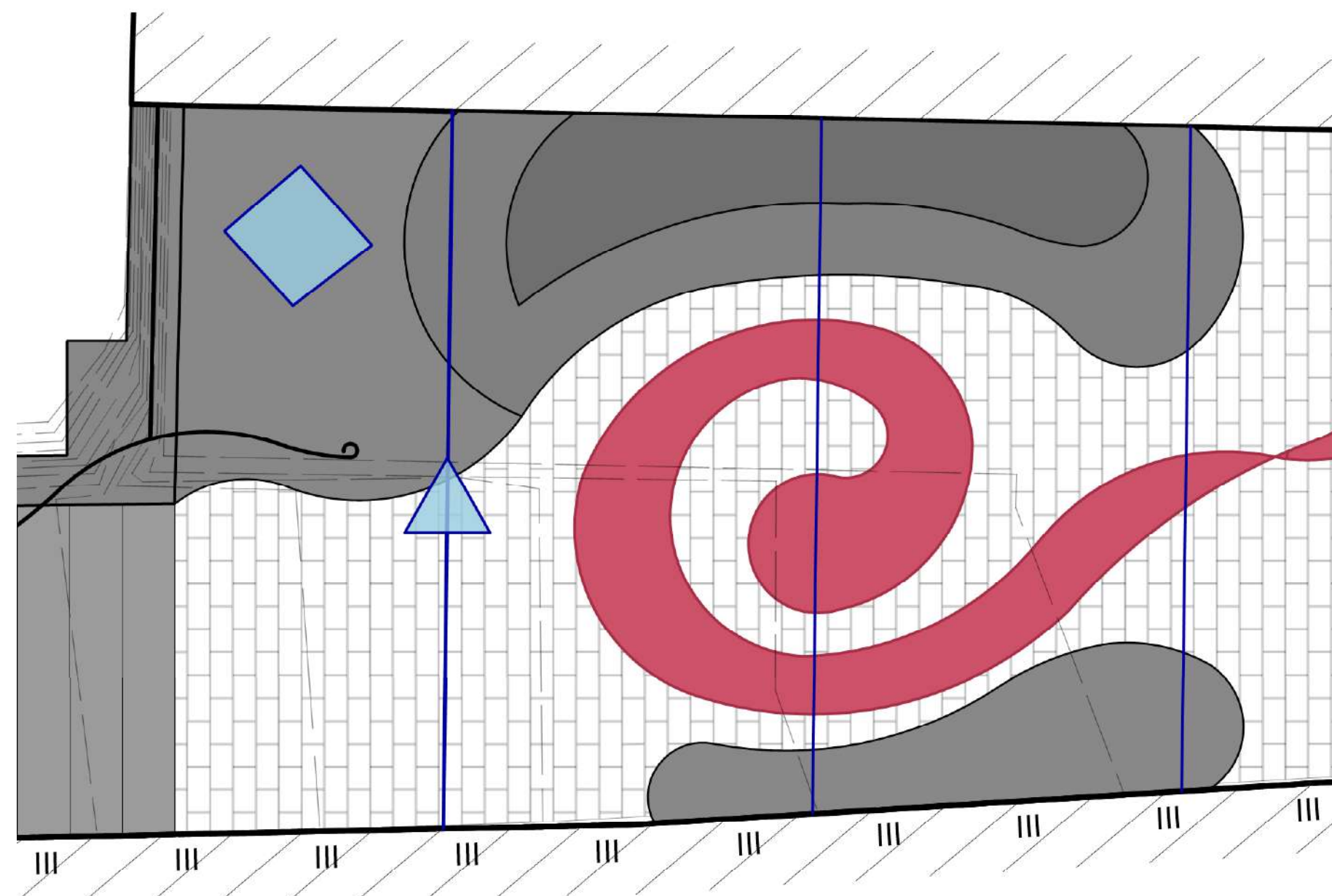
UNILOCK SERIES 3000 (MOCHA BROWN)  
(8" x 4" x 3" PAVERS)

1 CONGRESS STREET  
PAVING PATTERN - OPTION TURKEY RED  
9/28/22

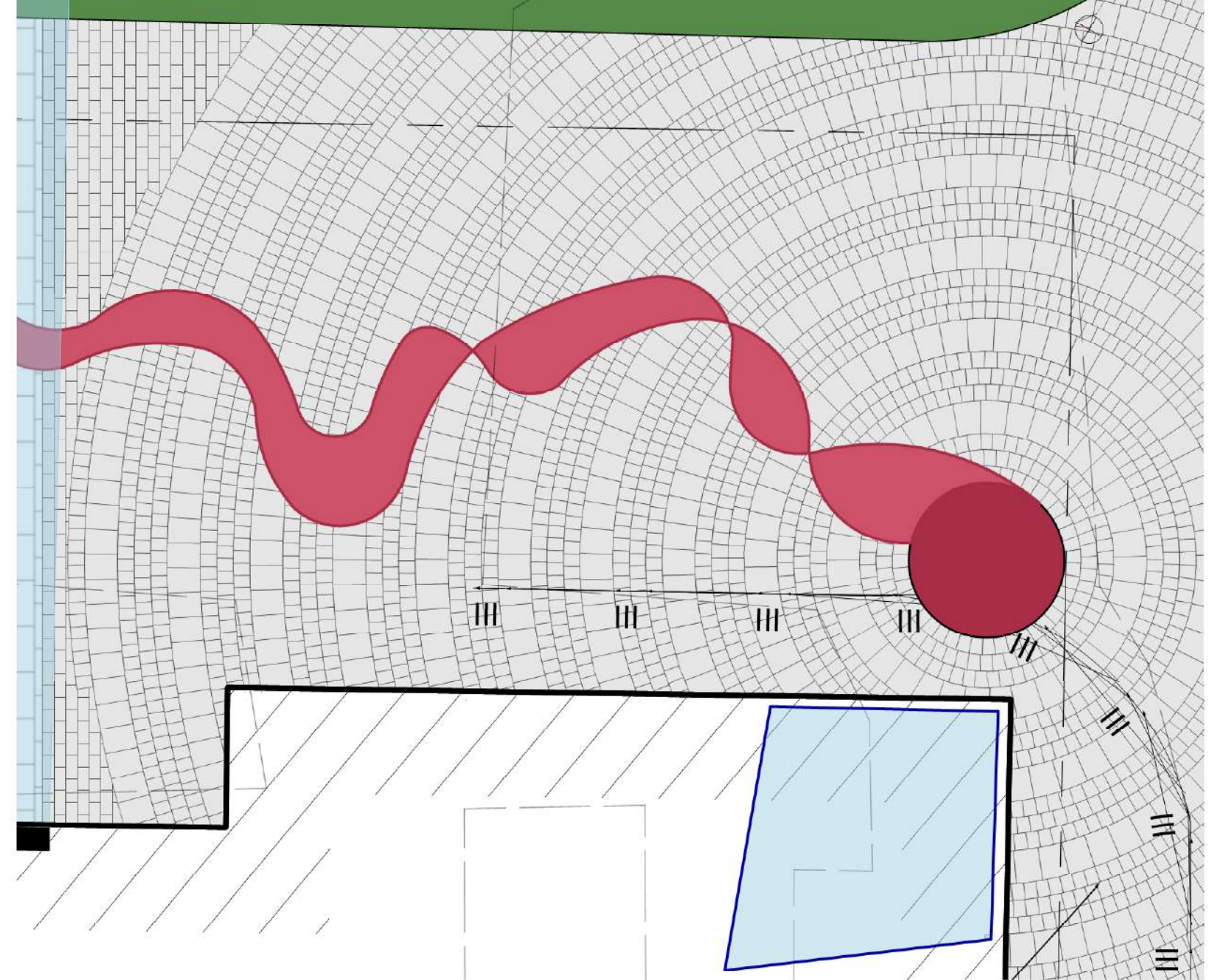
0 2 4 6 8 10 FT







AMPHITHEATER DETAIL WITH SERPENTINE END



SERPENTINE BEGINNING DETAIL



CATENARY LIGHTING



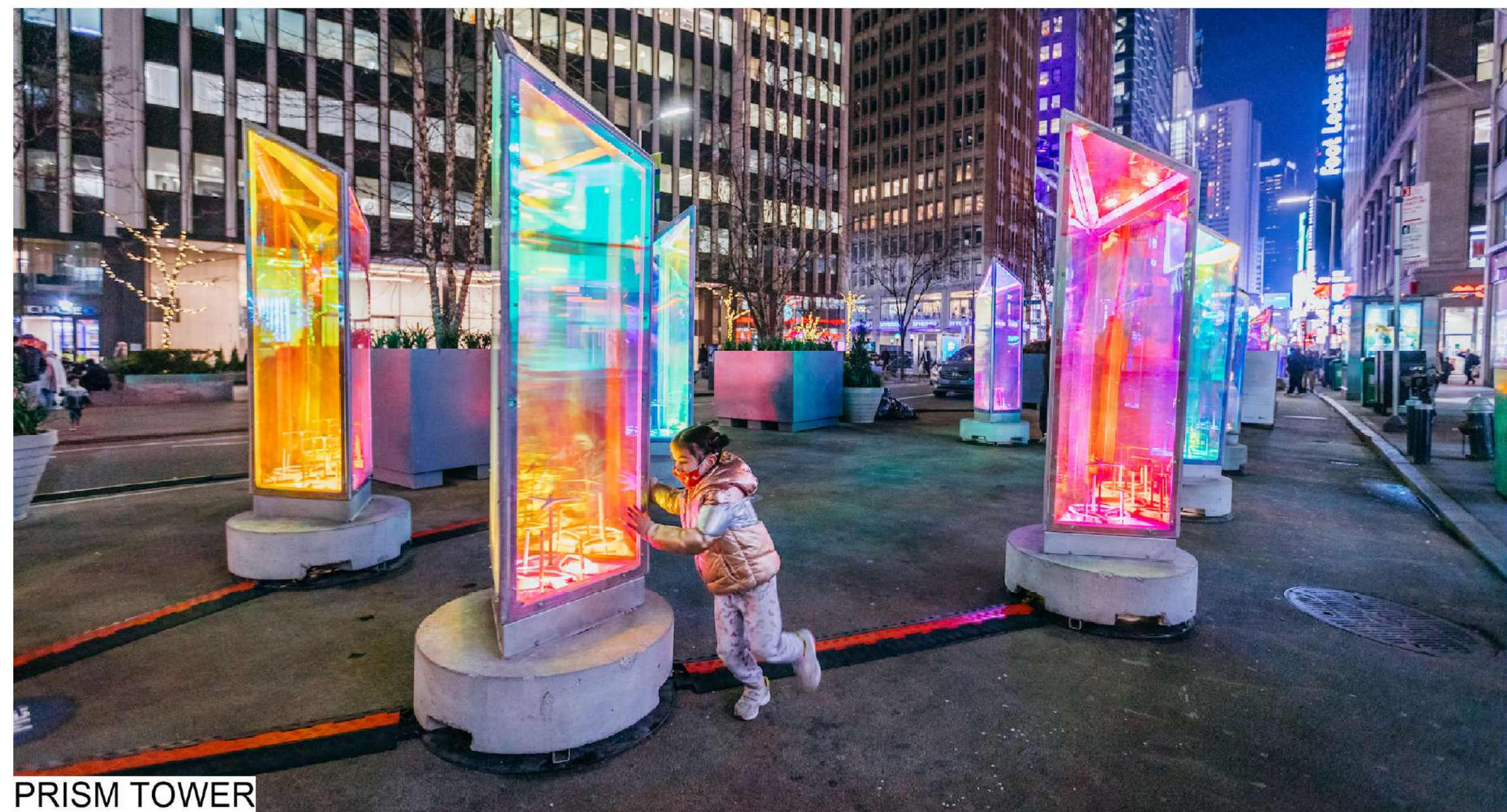
STONE SEATING



STONE SEATING



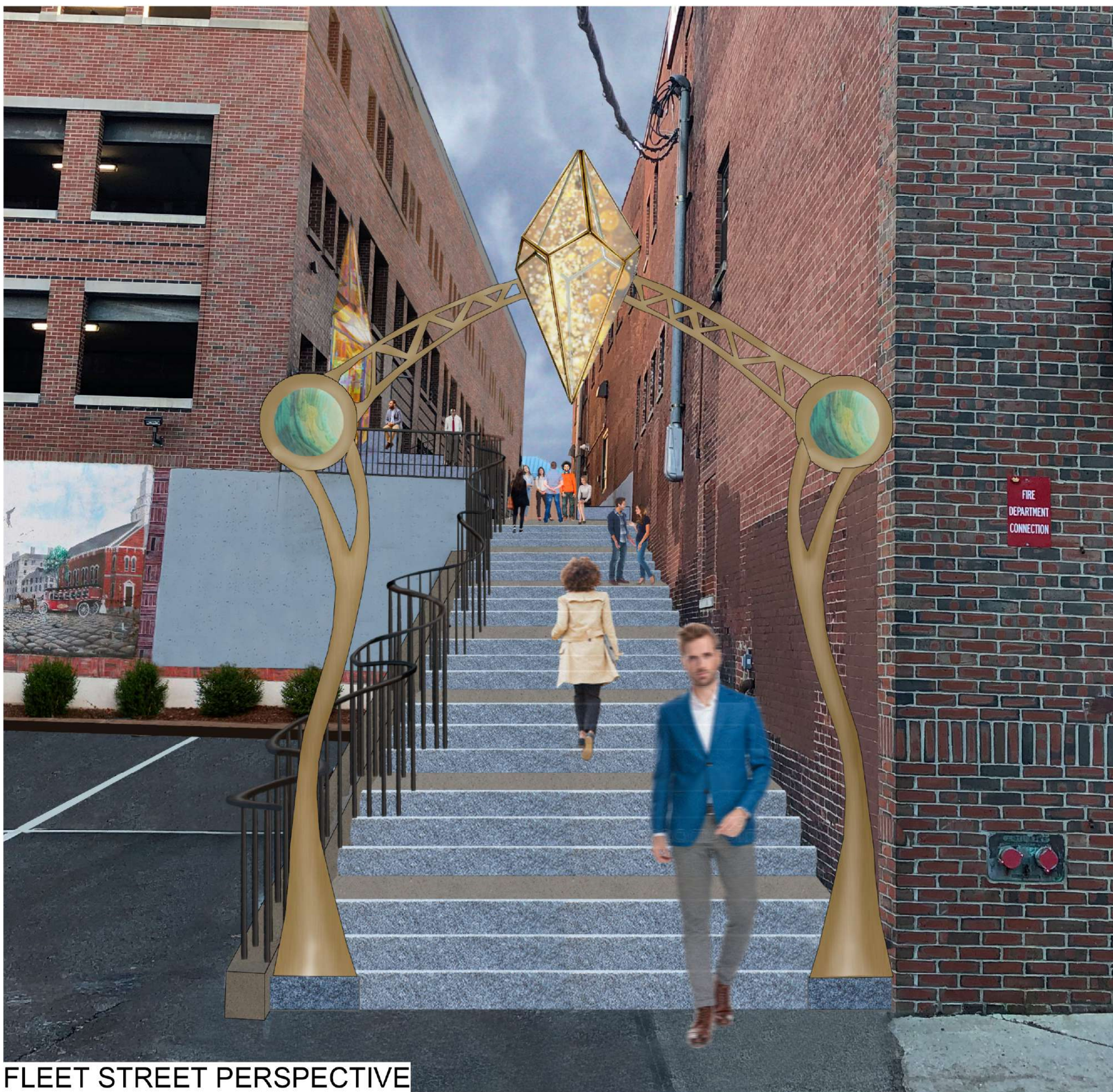
LABYRINTH INSPIRES + INFORMS THE SERPENTINE PAVING



PRISM TOWER



LIGHT FIXTURE



FLEET STREET PERSPECTIVE

# LANDSCAPE IDEAS

## 1 CONGRESS STREET



terra *firma*  
landscape architecture  
163 a court street - portsmouth, nh 03801  
office 603.430.8388 | terrence@terrafirmalandarch.com



# COMMERCIAL DEVELOPMENT

OWNER:

**ONE MARKET SQUARE LLC**  
3 PLEASANT STREET  
SUITE #400  
PORTSMOUTH, NH 03801  
TEL. (603) 427-0725

LANDSCAPE ARCHITECT:

**TERRA FIRMA LANDSCAPE  
ARCHITECTURE**  
163A COURT STREET  
PORTSMOUTH, NH 03801  
TEL. (603) 430-8388

LAND SURVEYOR & CIVIL  
ENGINEER:

**AMBIT ENGINEERING, INC.**  
200 GRIFFIN ROAD, UNIT 3  
PORTSMOUTH, N.H. 03801  
Tel. (603) 430-9282  
Fax (603) 436-2315

**GEOTECHNICAL:**

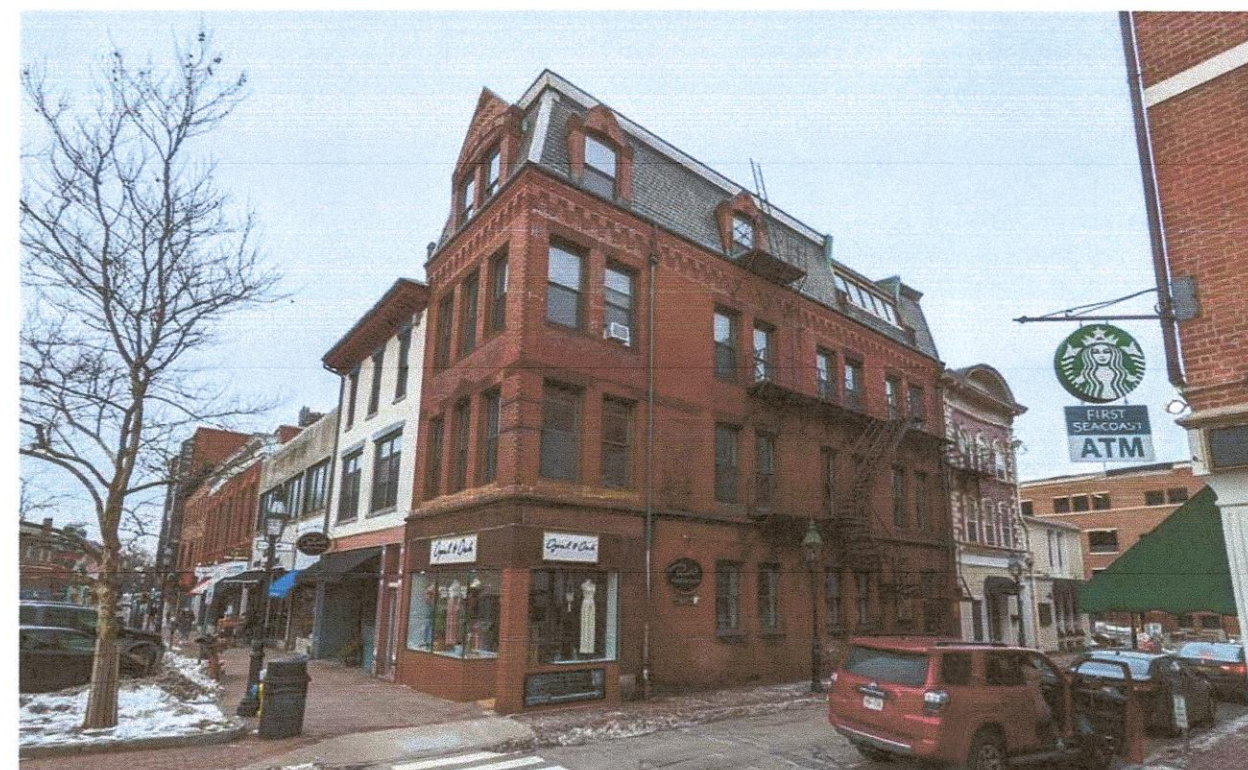
**GEOTECHNICAL SERVICES INC.**  
18 COTE AVENUE, UNIT 11  
GOFFSTOWN, N.H. 03045  
Tel. (603) 624-2722

**ARCHITECT:**

**ARCOVE LLC**  
3 CONGRESS STREET  
SUITE 1  
PORTSMOUTH, NH 03801  
TEL. (603) 731-5187

**LAND USE ATTORNEY:**

**BRUTON & BERUBE, PLLC**  
601 CENTRAL AVENUE  
DOVER, N.H. 03820  
Tel. (603) 749-4529

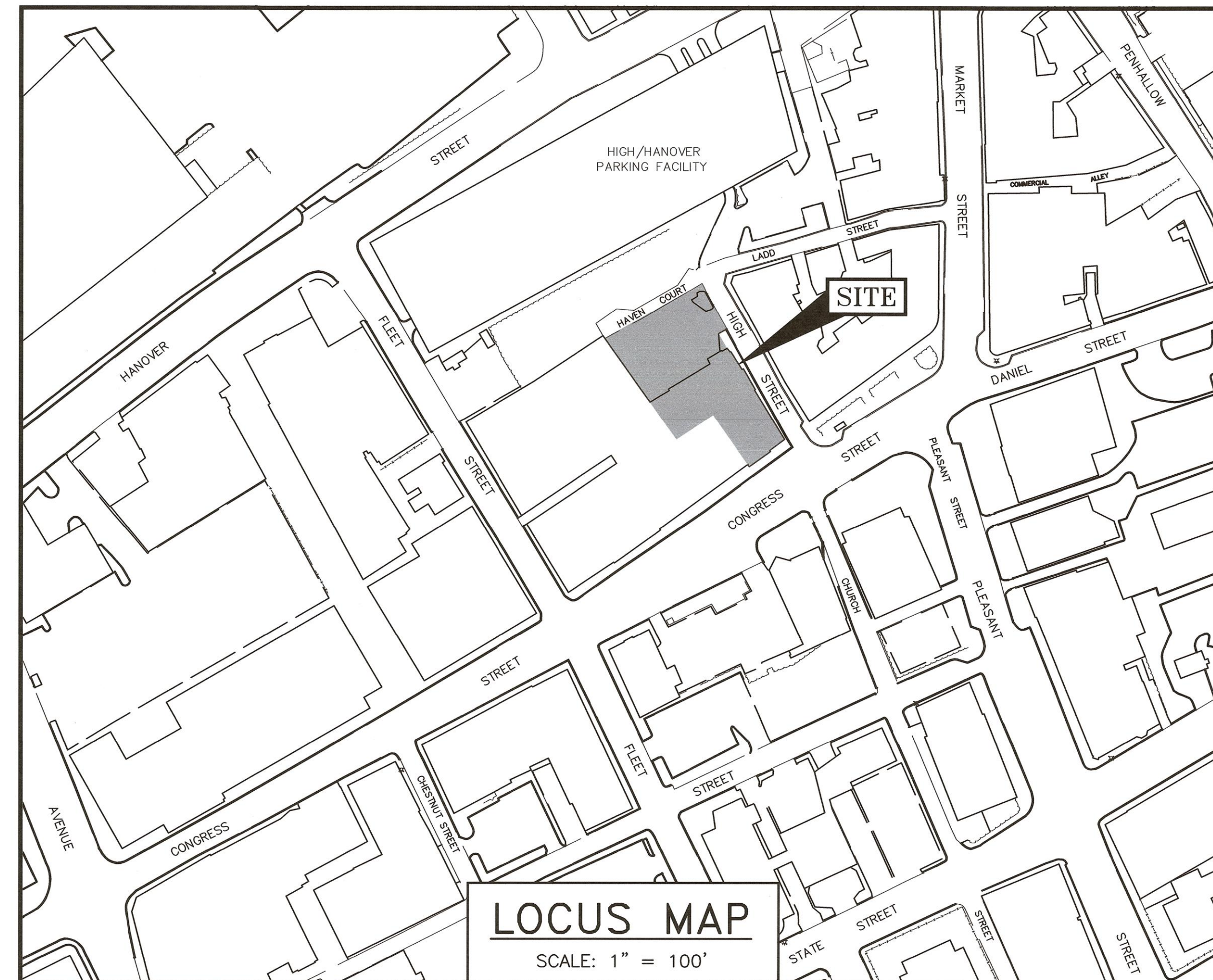


**PORTSMOUTH APPROVAL CONDITIONS NOTE:**  
ALL CONDITIONS ON THIS PLAN SET SHALL REMAIN IN EFFECT IN PERPETUITY PURSUANT TO THE REQUIREMENTS OF THE CITY OF PORTSMOUTH SITE PLAN REVIEW REGULATIONS.

APPROVED BY THE PORTSMOUTH PLANNING BOARD

CHAIRMAN \_\_\_\_\_ DATE \_\_\_\_\_

# 1 CONGRESS STREET PORTSMOUTH, NEW HAMPSHIRE SITE PERMIT PLANS



## INDEX OF SHEETS

- |       |                          |
|-------|--------------------------|
| —     | BOUNDARY PLAN            |
| —     | LICENSE PLAN             |
| C1    | EXISTING CONDITIONS PLAN |
| C2    | DEMOLITION PLAN          |
| C3    | PROJECT SITE PLAN        |
| —     | ARCHITECTURAL PLANS      |
| —     | LANDSCAPE PLANS          |
| C4    | UTILITY PLAN             |
| C5    | GRADING PLAN             |
| C6    | PARKING LEVEL PLAN       |
| C7    | AVERAGE GRADE PLANE      |
| P1    | HIGH STREET PROFILE      |
| D1—D7 | DETAILS                  |

## UTILITY CONTACTS

**ELECTRIC:**  
EVERSOURCE  
1700 LAFAYETTE ROAD  
PORTSMOUTH, N.H. 03801  
Tel. (603) 436-7708, Ext. 555.5678  
ATTN: MICHAEL BUSBY, P.E. (MANAGER)

**NATURAL GAS:**  
UNITIL  
325 WEST ROAD  
PORTSMOUTH, N.H. 03801  
Tel. (603) 294-5144  
ATTN: DAVE BEAULIEU

**CABLE:**  
COMCAST  
155 COMMERCE WAY  
PORTSMOUTH, N.H. 03801  
Tel. (603) 679-5695 (X1037)  
ATTN: MIKE COLLINS

**SEWER & WATER:**  
PORTSMOUTH DEPARTMENT OF PUBLIC WORKS  
680 PEVERLY HILL ROAD  
PORTSMOUTH, N.H. 03801  
Tel. (603) 427-1530  
ATTN: JIM TOW

**COMMUNICATIONS:**  
FAIRPOINT COMMUNICATIONS  
JOE CONSIDINE  
1575 GREENLAND ROAD  
GREENLAND, N.H. 03840  
Tel. (603) 427-5525

**LEGEND:**

<u>EXISTING</u>	<u>PROPOSED</u>	
		PROPERTY LINE
		SETBACK
		SEWER PIPE
		SEWER LATERAL
		GAS LINE
		STORM DRAIN
		WATER LINE
		WATER SERVICE
		UNDERGROUND ELECTRIC
		OVERHEAD ELECTRIC/WIRES
		FOUNDATION DRAIN
		EDGE OF PAVEMENT (EP)
		CONTOUR
		SPOT ELEVATION
		UTILITY POLE
		WALL MOUNTED EXTERIOR LIGHTS
		TRANSFORMER ON CONCRETE PAD
		ELECTRIC HANDHOLD
		SHUT OFFS (WATER/GAS)
		GATE VALVE
		HYDRANT
		CATCH BASIN
		SEWER MANHOLE
		DRAIN MANHOLE
		TELEPHONE MANHOLE
		PARKING SPACE COUNT
		PARKING METER
		LANDSCAPED AREA
		TO BE DETERMINED
		CAST IRON PIPE
		COPPER PIPE
		DUCTILE IRON PIPE
		POLYVINYL CHLORIDE PIPE
		REINFORCED CONCRETE PIPE
		ASBESTOS CEMENT PIPE
		VITRIFIED CLAY PIPE
		EDGE OF PAVEMENT
		ELEVATION
		FINISHED FLOOR
		INVERT
		SLOPE FT/FT
		TEMPORARY BENCH MARK
		TYPICAL



SITE PERMIT PLANS  
COMMERCIAL DEVELOPMENT  
1 CONGRESS STREET  
PORTSMOUTH, N.H.



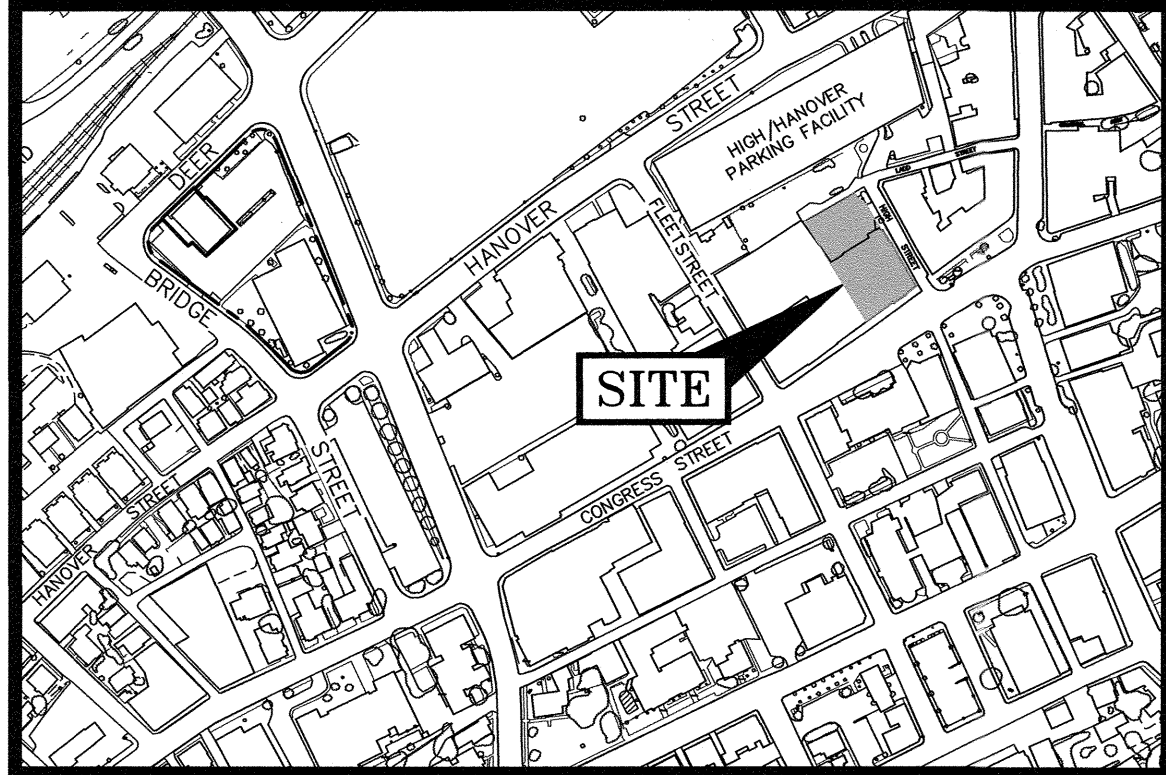
**AMBIT ENGINEERING, INC.**  
Civil Engineers & Land Surveyors

---

200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-9282  
Fax (603) 436-2315

PLAN SET SUBMITTAL DATE: 20 DECEMBER 2022





LOCATION MAP

SCALE: 1" = 300'

LEGEND:

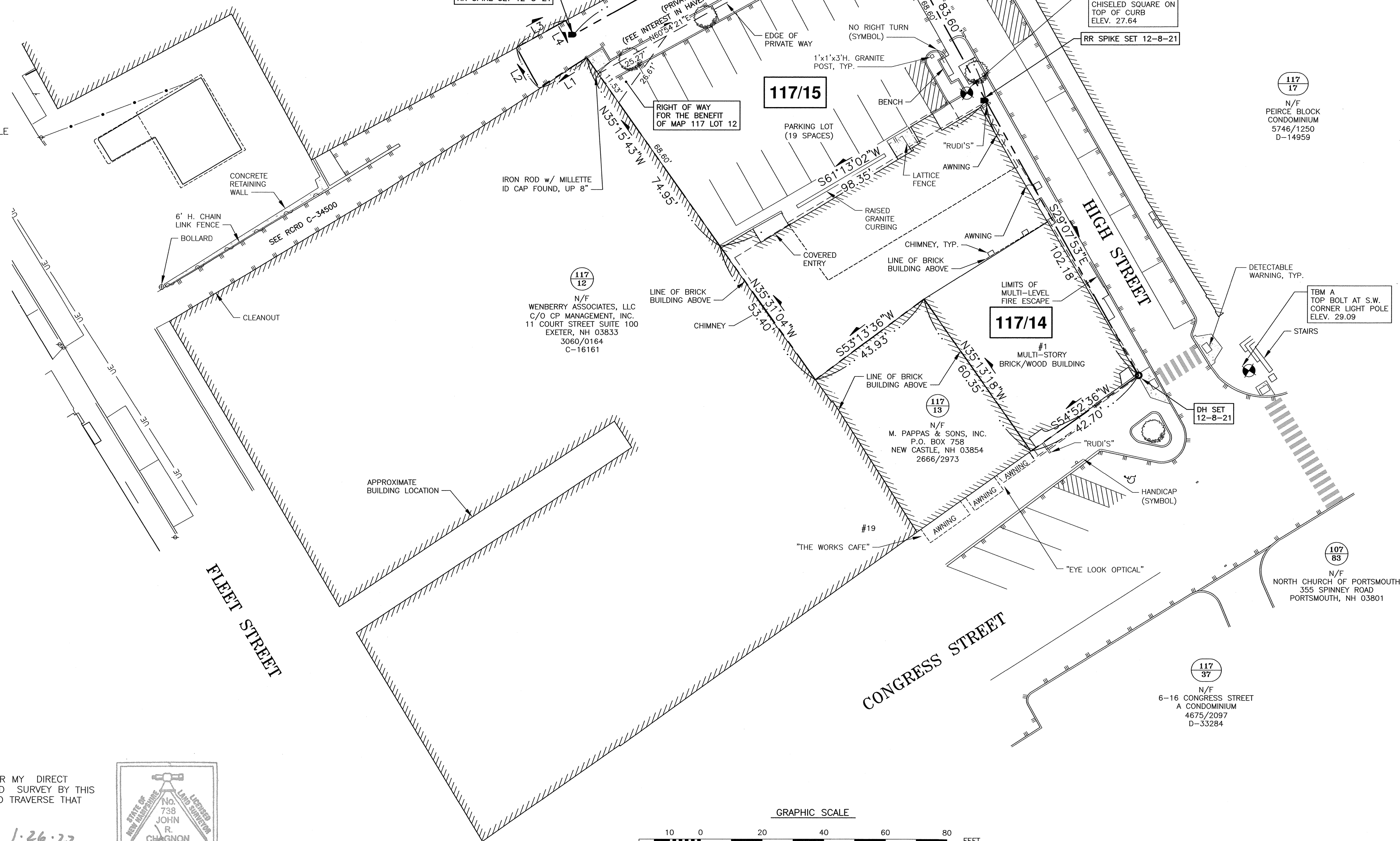
N/F	NOW OR FORMERLY
RP	RECORD OF PROBATE
RCRD	ROCKINGHAM COUNTY
	REGISTRY OF DEEDS
RR SPK	RAILROAD SPIKE
11/21	MAP 11/LOT 21
○ IR FND	IRON ROD FOUND
○ IP FND	IRON PIPE FOUND
● IR SET	IRON ROD SET
● DH FND	DRILL HOLE FOUND
● DH SET	DRILL HOLE SET
■ NHFB	NHDOT BOUND FOUND
■ TB	TOWN BOUND
■ BND w/DH	BOUND WITH DRILL HOLE
■ ST BND w/DH	STONE BOUND WITH DRILL HOLE

LENGTH TABLE

LINE	BEARING	DISTANCE
L1	S57°27'42"W	18.36'
L2	N28°53'22"W	15.00'
L3	N61°07'46"E	18.19'
L4	S29°05'39"E	5.28'

PLAN REFERENCES:

- 1) PLAN OF A LOT OF LAND IN PORTSMOUTH N.H. BELONGING TO THE ESTATE OF CHAS. H. MENDUM, SCALE: 1 IN = 20 FT, DATED JULY 1, 1908, PREPARED BY WM. A. GROVER CIVIL ENGINEER, RCRD 00469.
- 2) LAND ON HAVEN COURT PORTSMOUTH, N.H., F.W. HARTFORD TO HISLOP GARAGE CO., SCALE: 1IN. = 20FT., DATED FEB. 1926, PREPARED BY JOHN W. DURGIN CIVIL ENGINEER, RCRD 00376.
- 3) LOT PLAN NOS. 7-13 CONGRESS ST. PORTSMOUTH, N.H., SCALE: 1/4 INCH = 1 FOOT, DATED MAR. 1937, PREPARED BY JOHN W. DURGIN CIVIL ENGINEER, NOT RECORDED.
- 4) PLAN OF LOT NOS. 173 - 181 FLEET ST. PORTSMOUTH, N.H., SCALE: 1IN. = 20FT., DATED NOV. 1945, PREPARED BY JOHN W. DURGIN CIVIL ENGINEER, NOT RECORDED.
- 5) LAND IN PORTSMOUTH, N.H., RALPH T. WOOD & IRA A. NEWICK TO J.J. NEWBERRY CO., SCALE: 1IN. = 20FT., DATED MAY 1946, PREPARED BY JOHN W. DURGIN CIVIL ENGINEER, RCRD 01243.
- 6) PLAN OF LOT PORTSMOUTH, N.H., NEWICK & WOOD INC. TO CITY OF PORTSMOUTH, SCALE 1IN. = 40FT., DATED MAR. 1956, PREPARED BY JOHN W. DURGIN CIVIL ENGINEERS, RCRD 02537.
- 7) PLAN OF LOT 26 - 30 HIGH ST. PORTSMOUTH, N.H., SCALE: 1IN. = 10FT., DATED OCT. 1961, PREPARED BY JOHN W. DURGIN CIVIL ENGINEERS, NOT RECORDED.
- 8) PLAN OF LAND FOR RICHARD A. CABRAL & BRUCE E. NADEAU CONGRESS/FLEET ST. COUNTY OF ROCKINGHAM PORTSMOUTH, N.H., SCALE: 1" = 20', DATED JANUARY 1987, PREPARED BY RICHARD P. MILLETTE AND ASSOCIATED, RCRD C-16161.
- 9) SUBDIVISION OF ASSESSOR'S PARCEL 117/12, LAND OF WENBERRY ASSOCIATES, LLC, FLEET STREET & HAVEN COURT PORTSMOUTH, NEW HAMPSHIRE FOR CITY OF PORTSMOUTH, N.H., SCALE: 1" = 20', DATED 11/22/05, PREPARED BY JAMES VERRA AND ASSOCIATES, INC., RCRD C-34500.

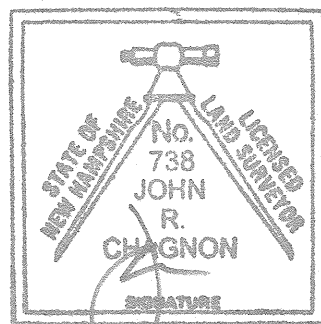


I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000.

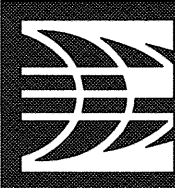
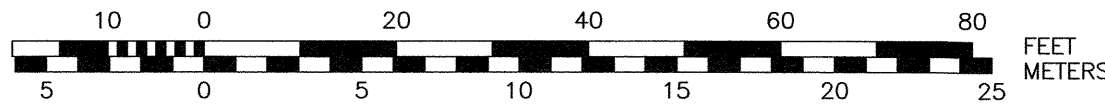
JOHN R. CHAGNON, LLS 738

DATE

1-26-22



GRAPHIC SCALE



**AMBIT ENGINEERING, INC.**  
Civil Engineers & Land Surveyors  
200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-9282  
Fax (603) 436-2315

NOTES:

- 1) PARCELS ARE SHOWN ON THE CITY OF PORTSMOUTH ASSESSORS MAP 117 AS LOTS 14 AND 15.
- 2) OWNER OF RECORD:  
ONE MARKET SQUARE, LLC  
3 PLEASANT STREET, SUITE 400  
PORTSMOUTH, NH 03801  
6363/31 PARCEL 1 & PARCEL 2
- 3) PARCEL IS LOCATED IN THE CHARACTER DISTRICT 4 AND CHARACTER DISTRICT 5.
- 4) DIMENSIONAL REQUIREMENTS: SEE PORTSMOUTH ORDINANCE FOR REQUIREMENTS.
- 5) LOT AREAS: MAP 117 LOT 14 7,266 S.F. 0.1668 ACRES  
MAP 117 LOT 15 8,840 S.F. 0.2029 ACRES  
COMBINED LOT AREA: 16,106 S.F. 0.3697 ACRES
- 6) PARCELS ARE NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33015C0259F, EFFECTIVE JANUARY 29, 2021
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE RESULTS OF A STANDARD BOUNDARY SURVEY ON TAX MAP 117, LOTS 14 AND 15 IN PORTSMOUTH, NH.
- 8) VERTICAL DATUM IS NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GNSS OBS.
- 9) HAVEN COURT IS A PRIVATE WAY 15 FEET WIDE. ALL RIGHTS, TITLE AND INTEREST UNTO SAID HAVEN COURT WERE CONVEYED WITH ASSESSOR'S MAP 117 LOT 15, AS DESCRIBED IN RCRD 983/179, SUBJECT TO RIGHTS OF OTHERS (OTHERS NOT DEFINED ON THIS SURVEY).

NO.	DESCRIPTION	DATE
1	NEW OWNER	1/26/22
0	ISSUED FOR RECORDING	12/8/21

REVISIONS

STANDARD BOUNDARY SURVEY  
TAX MAP 117  
LOTS 14 & 15

OWNER OF RECORD:  
**ONE MARKET SQUARE, LLC**

PROPERTY LOCATED AT:  
**1 CONGRESS STREET & HIGH STREET  
CITY OF PORTSMOUTH  
COUNTY OF ROCKINGHAM  
STATE OF NEW HAMPSHIRE**

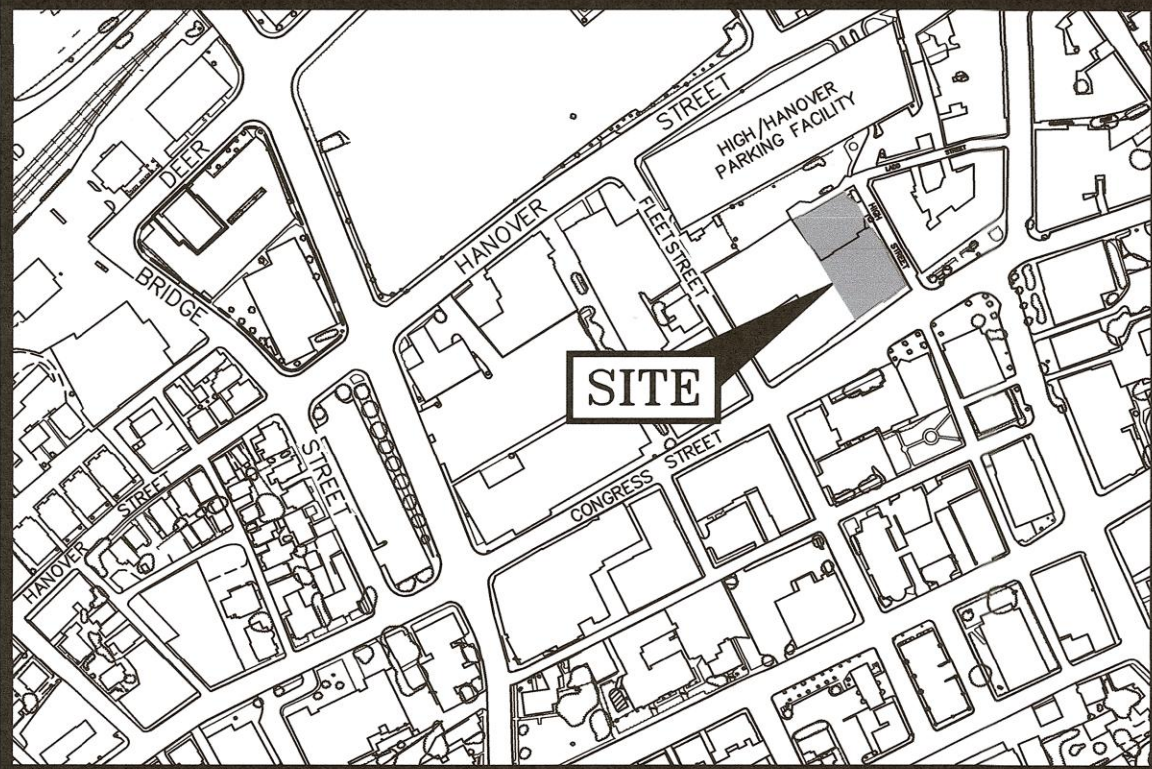
SCALE: 1" = 20'

NOVEMBER 2021

FB 309 PG 15

3406





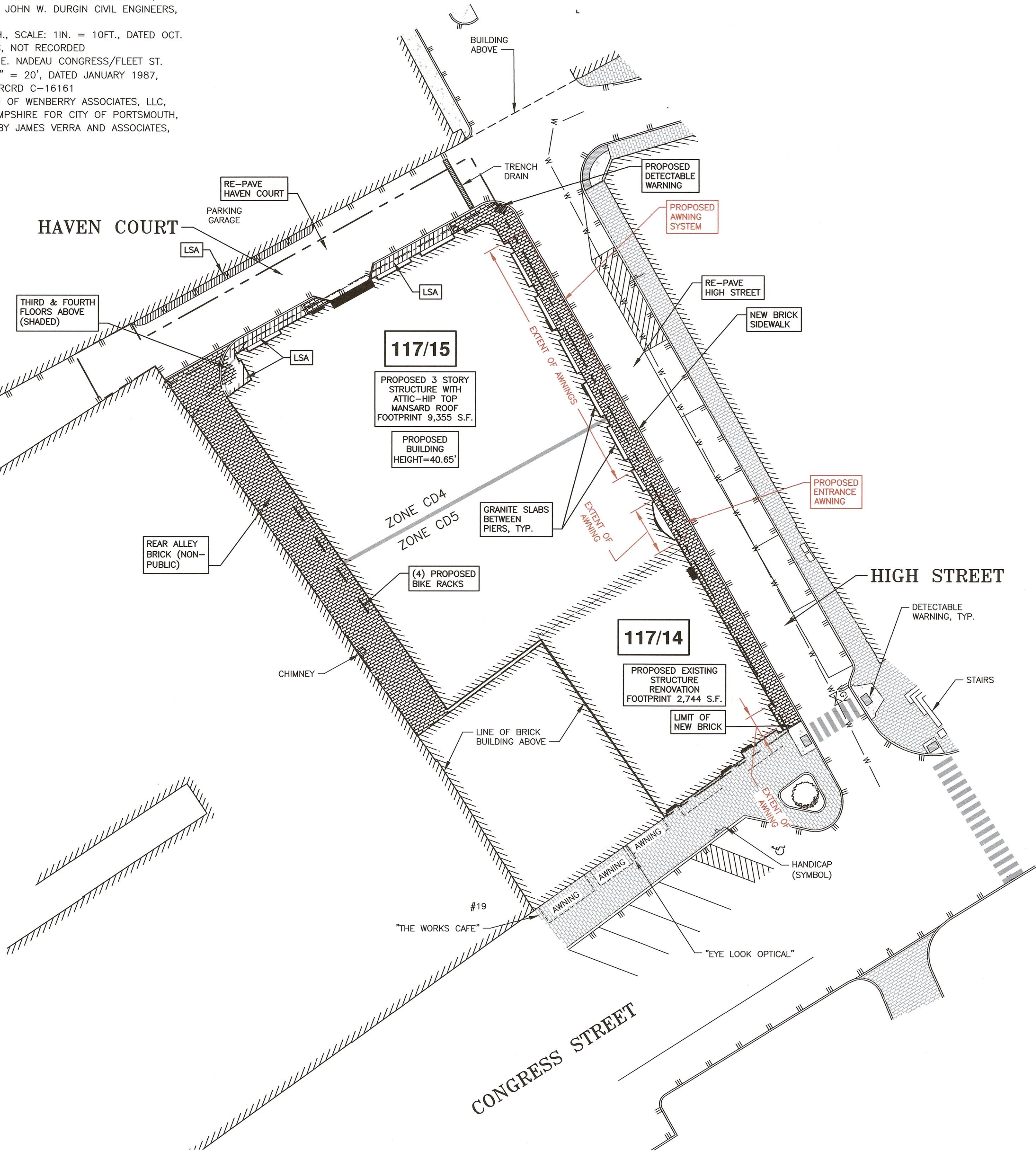
LOCATION MAP SCALE: 1" = 300'

LEGEND:

- N/F NOW OR FORMERLY  
RP RECORD OF PROBATE  
RCRD ROCKINGHAM COUNTY  
RR SPK RAILROAD SPIKE  
MAP 11/LOT 21  
○ IR FND IRON ROD FOUND  
○ IP FND IRON PIPE FOUND  
● IR SET IRON ROD SET  
● DH FND DRILL HOLE FOUND  
● DH SET DRILL HOLE SET  
■ NHHB NHDOT BOUND FOUND  
■ TB TOWN BOUND  
■ BND w/DH BOUND WITH DRILL HOLE  
■ ST BND w/DH STONE BOUND WITH DRILL HOLE

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GRID  
NH SFC  
NAD83(2011)  
NORTH



AMBIT ENGINEERING, INC.  
Civil Engineers & Land Surveyors

200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-9282  
Fax (603) 436-2315

NOTES:

- 1) PARCELS ARE SHOWN ON THE CITY OF PORTSMOUTH ASSESSORS MAP 117 AS LOTS 14 AND 15.  
2) OWNER OF RECORD:  
ONE MARKET SQUARE, LLC  
3 PLEASANT STREET, SUITE 400  
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MAP 117 LOT 15 8,840 S.F. 0.2029 ACRES  
COMBINED LOT AREA: 16,106 S.F. 0.3697 ACRES  
6) PARCELS ARE NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33015C0259F, EFFECTIVE JANUARY 29, 2021  
7) THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED LICENSE AREAS ON HIGH STREET AND HAVEN COURT.

I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000.

JOHN R. CHAGNON, LLS 738

12.20.22  
DATE

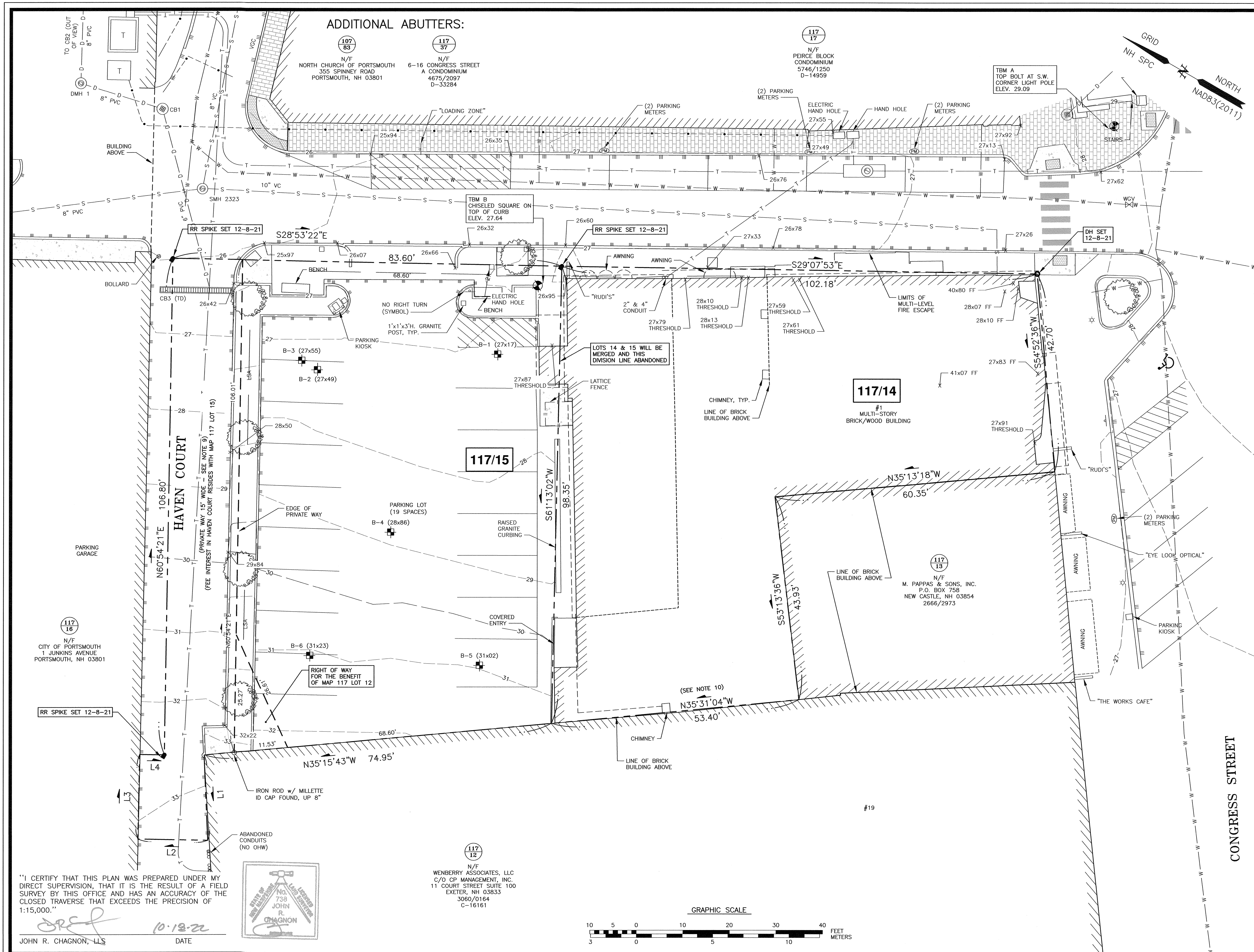


LICENSE PLAN  
ONE MARKET SQUARE, LLC  
AND CITY OF PORTSMOUTH  
HIGH STREET & HAVEN COURT  
CITY OF PORTSMOUTH  
COUNTY OF ROCKINGHAM  
STATE OF NEW HAMPSHIRE

SCALE: 1" = 20' NOVEMBER 2022



J:\0853\IN 3400\3400\3406\2021 Survey and Site Plan\Plan & Specs\Site\3406 Site 2022.dwg, 12/22/2022 3:41:15 PM, Canon TX-3000 Drafting.pc3



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#### NOTES:

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- THE PURPOSE OF THIS PLAN IS TO SHOW THE EXISTING CONDITIONS ON TAX MAP 117, LOTS 14 AND 15 IN PORTSMOUTH, NH.
- VERTICAL DATUM IS NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GNSS OBS.

## COMMERCIAL DEVELOPMENT ONE CONGRESS STREET PORTSMOUTH, N.H.

NO.	DESCRIPTION	DATE
3	ADD TELCOMM LOCATIONS	10/18/22
2	ADD TOPOGRAPHY	2/9/22
1	BORING LOCATIONS	2/7/22
0	PROPERTY LINES	1/26/22

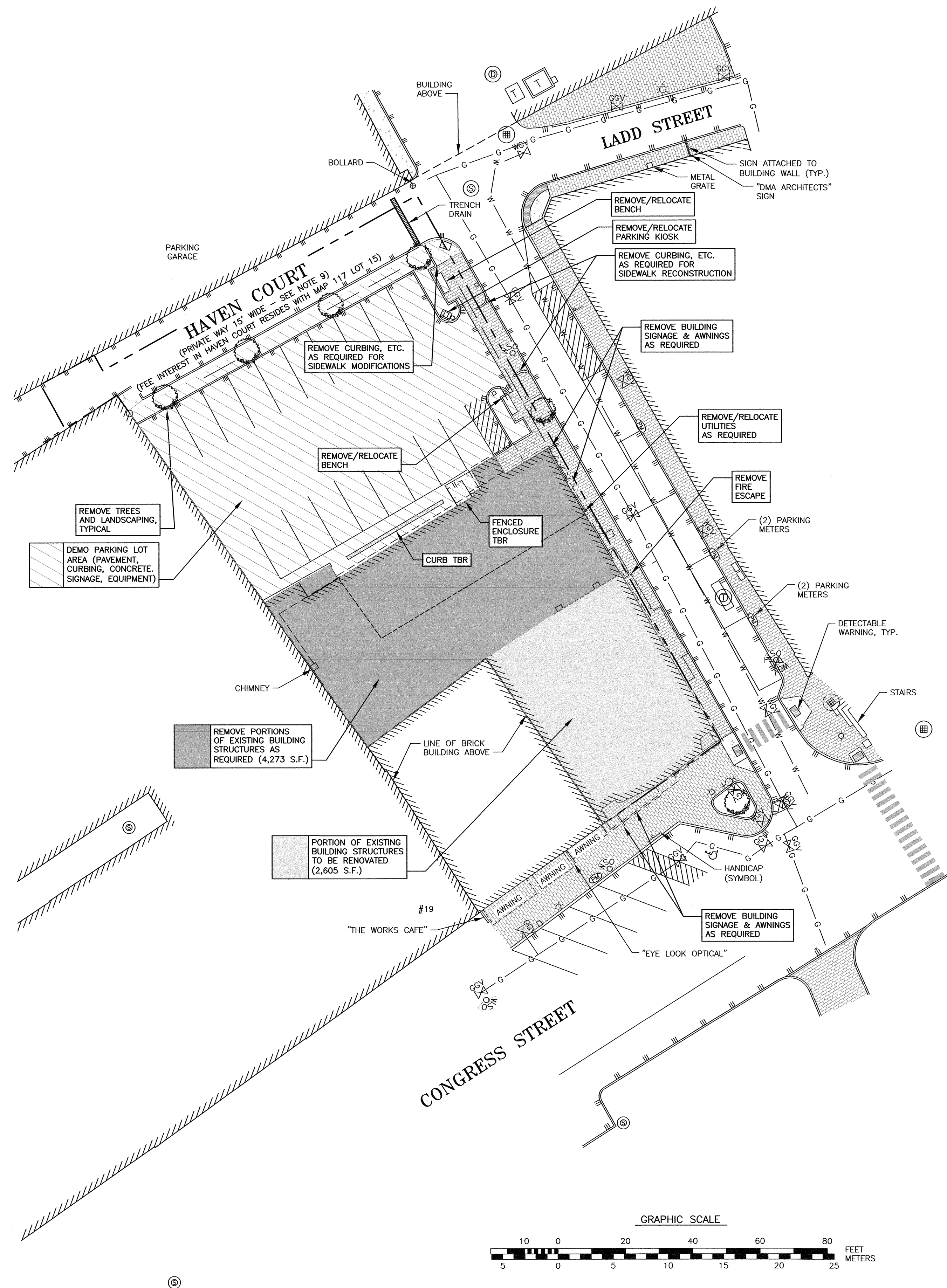
REVISIONS

SCALE 1" = 10'		NOVEMBER 2021
EXISTING CONDITIONS PLAN		C1

FB 309 PG 15 3406

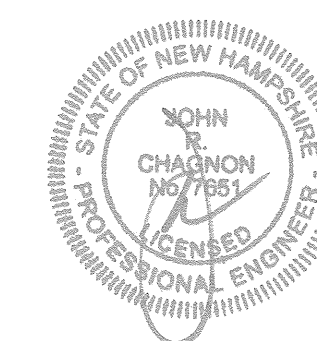


- B) THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND THE LOCATIONS ARE NOT GUARANTEED BY THE OWNER OR THE DESIGNER. IT IS THE CONTRACTOR'S RESPONSIBILITY TO LOCATE UTILITIES AND ANTICIPATE CONFLICTS. CONTRACTOR SHALL REPAIR EXISTING UTILITIES DAMAGED BY THEIR WORK AND RELOCATE EXISTING UTILITIES THAT ARE REQUIRED TO BE RELOCATED PRIOR TO COMMENCING ANY WORK IN THE IMPACTED AREA OF THE PROJECT.
- B) ALL MATERIALS SCHEDULED TO BE REMOVED SHALL BECOME THE PROPERTY OF THE CONTRACTORS UNLESS OTHERWISE SPECIFIED. THE CONTRACTOR SHALL DISPOSE OF ALL MATERIALS OFF-SITE IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REGULATIONS, ORDINANCES AND CODES. THE CONTRACTOR SHALL COORDINATE REMOVAL, RELOCATION, DISPOSAL, OR SALVAGE OF UTILITIES WITH THE OWNER AND APPROPRIATE UTILITY COMPANY.
- C) ANY EXISTING WORK OR PROPERTY DAMAGED OR DISRUPTED BY CONSTRUCTION/ DEMOLITION ACTIVITIES SHALL BE REPLACED OR REPAIRED TO THE ORIGINAL EXISTING CONDITIONS BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
- D) THE CONTRACTOR SHALL VERIFY LOCATION OF ALL EXISTING UTILITIES AND CALL DIG SAFE AT LEAST 72 HOURS PRIOR TO THE COMMENCEMENT OF ANY DEMOLITION/CONSTRUCTION ACTIVITIES.
- E) SAWCUT AND REMOVE PAVEMENT ONE FOOT OFF PROPOSED EDGE OF PAVEMENT TRENCH IN AREAS WHERE PAVEMENT IS TO BE REMOVED.
- F) IT IS THE CONTRACTOR'S RESPONSIBILITY TO FAMILIARIZE THEMSELVES WITH THE CONDITIONS OF ALL THE PERMIT APPROVALS.
- G) THE CONTRACTOR SHALL OBTAIN AND PAY FOR ADDITIONAL CONSTRUCTION PERMITS, NOTICES AND FEES NECESSARY TO COMPLETE THE WORK AND ARRANGE FOR AND PAY FOR ANY INSPECTIONS AND APPROVALS FROM THE AUTHORITIES HAVING JURISDICTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY ADDITIONAL AND OFF-SITE DISPOSAL OF MATERIALS REQUIRED TO COMPLETE THE WORK.
- H) THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL EXISTING STRUCTURES, CONCRETE, UTILITIES, VEGETATION, PAVEMENT, AND CONTAMINATED SOIL WITHIN THE WORK LIMITS SHOWN UNLESS SPECIFICALLY IDENTIFIED TO REMAIN. ANY EXISTING DOMESTIC / IRRIGATION SERVICE WELLS IN THE PROJECT AREA IDENTIFIED DURING THE CONSTRUCTION AND NOT CALLED OUT ON THE PLANS SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER AND ENGINEER FOR PROPER CAPPING / RE-USE.
- I) ALL WORK WITHIN THE CITY OF PORTSMOUTH RIGHT OF WAY SHALL BE COORDINATED WITH THE CITY OF PORTSMOUTH DEPARTMENT OF PUBLIC WORKS (DPW).
- J) REMOVE TREES AND BRUSH AS REQUIRED FOR COMPLETION OF WORK. CONTRACTOR SHALL GRUB AND REMOVE ALL SLUMPS WITHIN LIMITS OF WORK AND DISPOSE OF OFF-SITE IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL LAWS AND REGULATIONS.
- K) CONTRACTOR SHALL PROTECT ALL PROPERTY MONUMENTATION THROUGHOUT DEMOLITION AND CONSTRUCTION OPERATIONS. SHOULD ANY MONUMENTATION BE DISTURBED, THE CONTRACTOR SHALL EMPLOY A NH LICENSED LAND SURVEYOR TO REPLACE THEM.
- L) PROVIDE INLET PROTECTION BARRIERS AT ALL CATCH BASINS WITHIN CONSTRUCTION LIMITS AND MAINTAIN FOR THE DURATION OF THE PROJECT. INLET PROTECTION BARRIERS SHALL BE HIGH FLOW SILT SACK BY ACF ENVIRONMENTAL OR APPROVED EQUAL. INSPECT BARRIERS WEEKLY AND AFTER EACH RAIN OF 0.25 INCHES OR GREATER. CONTRACTOR SHALL COMPLETE A MAINTENANCE INSPECTION REPORT AFTER EACH INSPECTION. SEDIMENT DEPOSITS SHALL BE REMOVED AFTER EACH STORM EVENT OR MORE OFTEN IF WARRANTED OR FABRIC BECOMES CLOGGED. EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO THE START OF ANY CLEARING OR DEMOLITION ACTIVITIES.
- M) THE CONTRACTOR SHALL PAY ALL COSTS NECESSARY FOR TEMPORARY PARTITIONING, BARRICADING, FENCING, SECURITY AND SAFETY DEVICES REQUIRED FOR THE MAINTENANCE OF A CLEAN AND SAFE CONSTRUCTION SITE.
- N) ANY CONTAMINATED MATERIAL REMOVED DURING THE COURSE OF THE WORK WILL REQUIRE HANDLING IN ACCORDANCE WITH NHDES REGULATIONS. CONTRACTOR SHALL HAVE A HEALTH AND SAFETY PLAN IN PLACE, AND COMPLY WITH ALL APPLICABLE PERMITS, APPROVALS, AUTHORIZATIONS, AND REGULATIONS



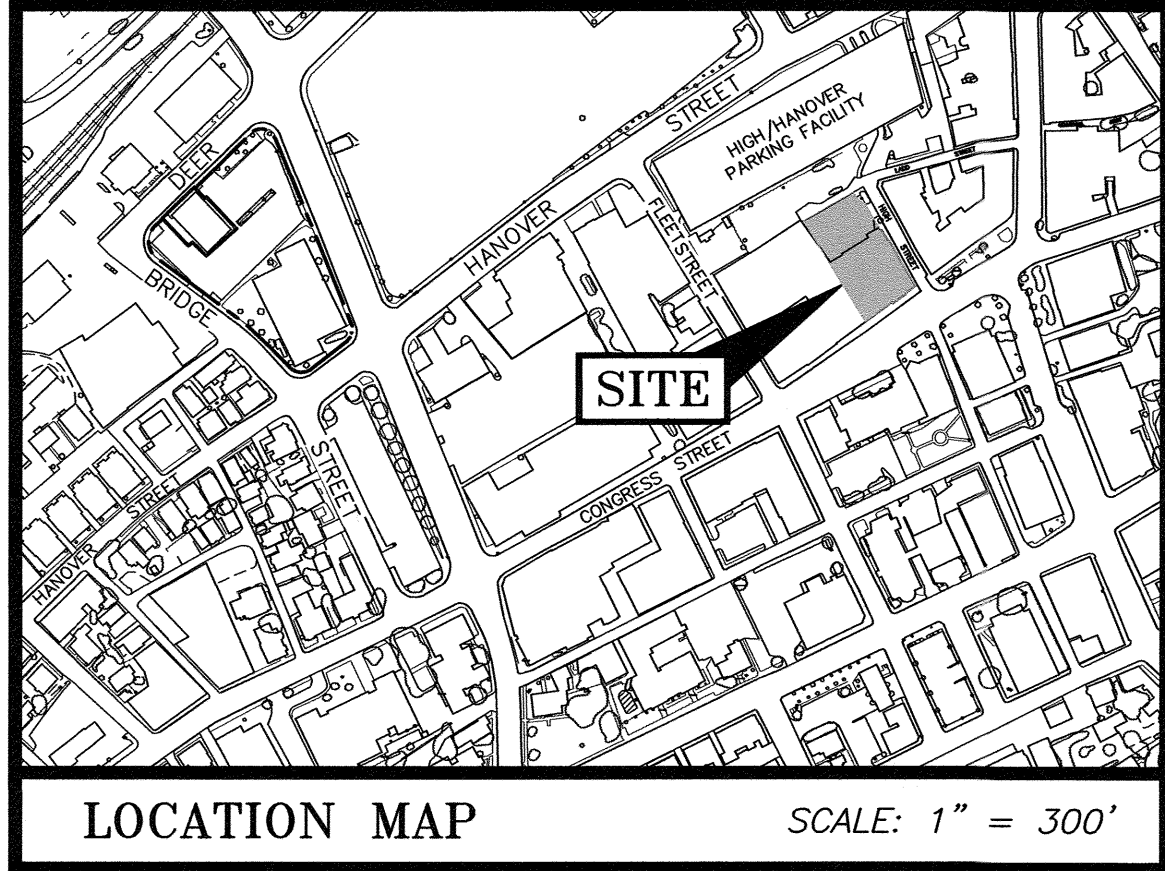
- 1) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY WITHIN 100 FEET OF UNDERGROUND UTILITIES. THE EXCAVATOR IS RESPONSIBLE TO MAINTAIN MARKS. DIG SAFE TICKETS EXPIRE IN THIRTY DAYS.
- 2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER
- 3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION. (NHDES DECEMBER 2008).

1	SIDEWALK/CURB NOTES	12/20/22
0	ISSUED FOR COMMENT	9/6/22
NO.	DESCRIPTION	DATE



C2



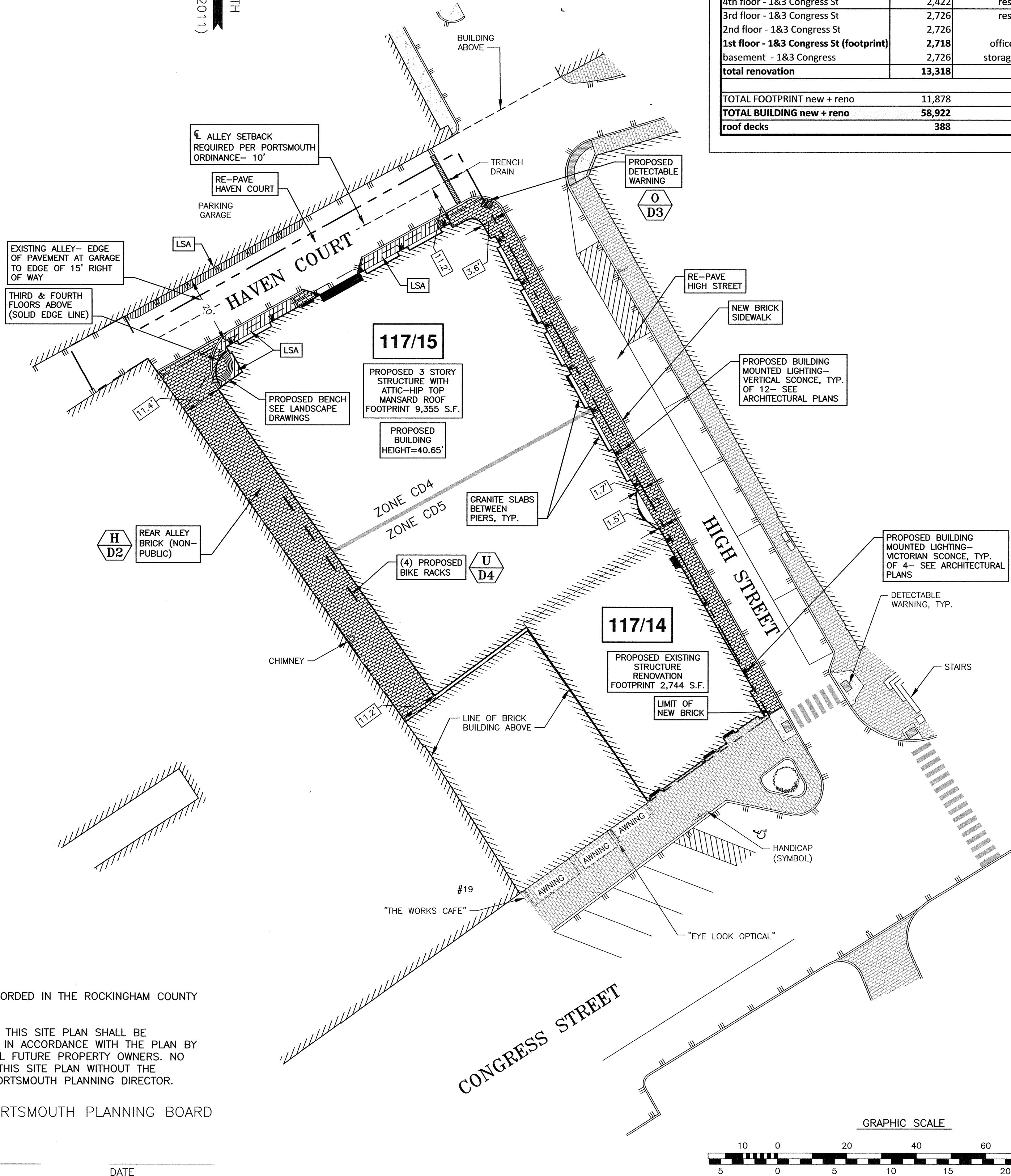
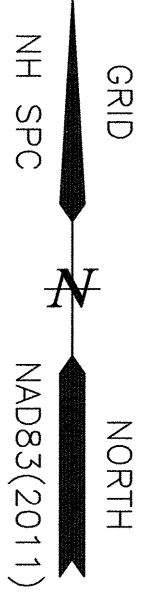


### PLAN REFERENCE:

STANDARD BOUNDARY SURVEY, TAX MAP 117, LOTS 14 & 15, FOR PETER H. JARVIS & SONS, LLC. 1 CONGRESS STREET & HIGH STREET, CITY OF PORTSMOUTH, COUNTY OF ROCKINGHAM, STATE OF NEW HAMPSHIRE. PREPARED BY AMBIT ENGINEERING, INC. DATED NOVEMBER 2021, ISSUED FOR RECORDING 12/8/21. R.C.R.D. PLAN D-43095.

### BUILDING DATA:

PROPOSED BUILDING:  
12,099 S.F. FOOTPRINT



### Schematic Area Summary

1/25/2023

	gsf	use	
		existing	proposed
<b>new construction</b>	<b>total new</b>		
4th floor	8,528	n/a	residential
3rd floor	9,160	n/a	residential
2nd floor	9,160	n/a	office
1st floor (footprint)	9,160	n/a	retail/restaurant
basement	9,596	n/a	parking & support
<b>total new</b>	<b>45,604</b>		
<b>existing to remain and be renovated</b>		<b>existing</b>	<b>proposed</b>
4th floor - 1&3 Congress St	2,422	residential	residential
3rd floor - 1&3 Congress St	2,726	residential	residential
2nd floor - 1&3 Congress St	2,726	office	office
1st floor - 1&3 Congress St (footprint)	2,718	office&retail	restaurant&retail
basement - 1&3 Congress	2,726	storage/mech	storage/support
<b>total renovation</b>	<b>13,318</b>		
<b>TOTAL FOOTPRINT new + reno</b>	<b>11,878</b>		
<b>TOTAL BUILDING new + reno</b>	<b>58,922</b>		
<b>roof decks</b>	<b>388</b>		



### AMBIT ENGINEERING, INC.

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Fax (603) 436-2315

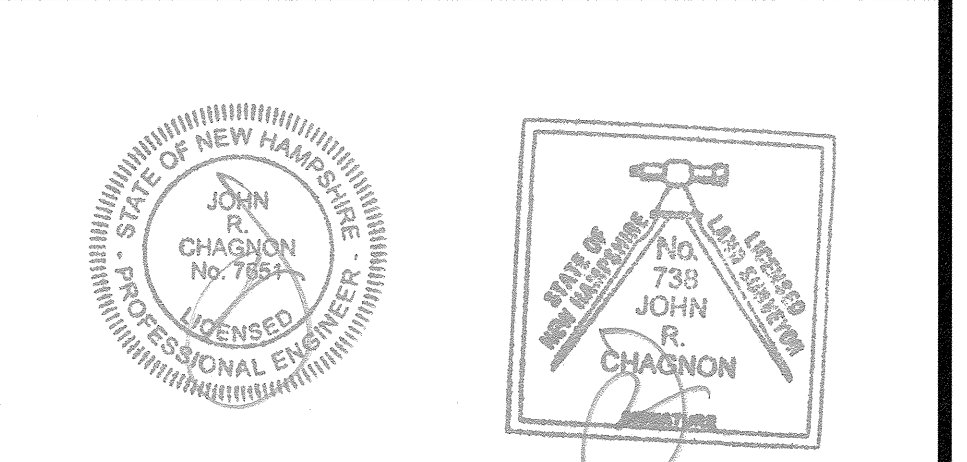
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3 PLEASANT STREET, SUITE 400  
PORTSMOUTH, NH 03801  
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- 10) PROPOSED USE: RETAIL, OFFICE, RESIDENTIAL.  
FIRST FLOOR: RETAIL.  
2ND FLOOR: OFFICE.  
3RD FLOOR & UP: 18 RESIDENTIAL UNITS.

## COMMERCIAL DEVELOPMENT ONE CONGRESS STREET PORTSMOUTH, N.H.

NO.	DESCRIPTION	DATE
3	REVISE TABLES, LIGHTS	1/25/23
2	STREET/SIDEWALK	12/20/22
1	BUILDING FOOTPRINT	10/18/22
0	ISSUED FOR COMMENT	9/6/22

### REVISIONS



SCALE 1" = 20'

SEPTEMBER 2022

## PROJECT SITE PLAN

# C3





3 Congress St, Ste 1  
PORTSMOUTH, NH 03801  
T 603.731.5187  
arcove.com

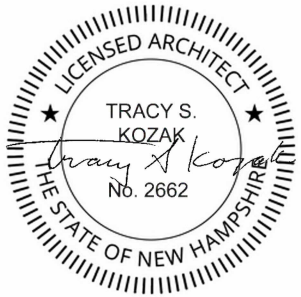
**Ambit Engineering Inc**  
Civil Engineering  
200 Griffin Rd Unit 3  
Portsmouth NH 03801  
(603) 430-9282  
ambitengineering.com

**Terra Firma Landscape**  
Landscape Architecture  
163a Court St  
Portsmouth NH 03801  
(603) 531-9109  
terrafirmalandarch.com

1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
LLC



Scale: 1/8" = 1'-0"  
Date: 1/24/2023  
Project Number: 1002

REVISIONS		
NO.	DESCRIPTION	DATE

SITE PLAN REVIEW

BASEMENT  
FLOOR PLAN

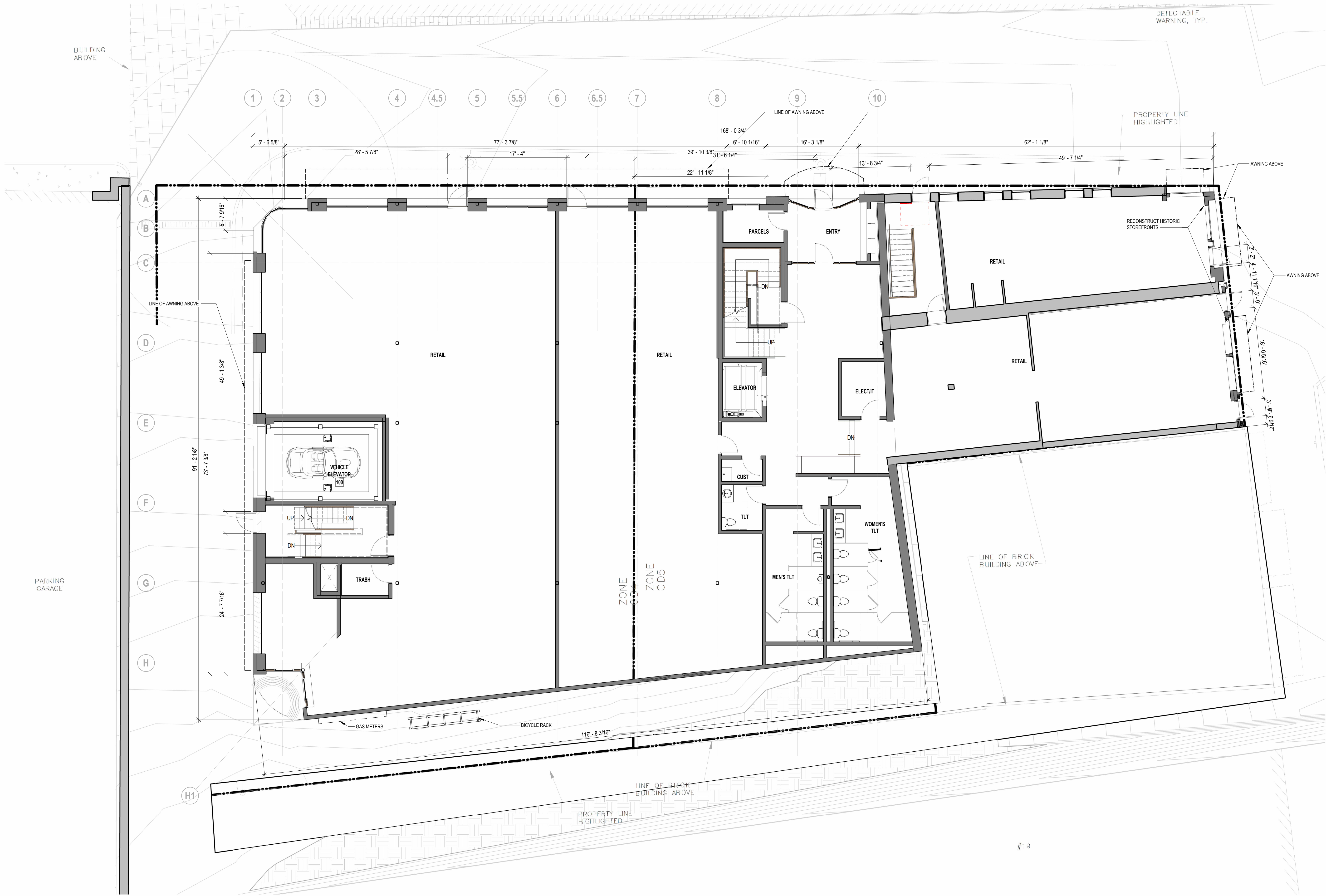
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T 603.731.5187  
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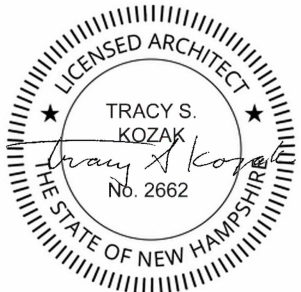
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Civil Engineering  
200 Griffin Rd Unit 3  
Portsmouth NH 03801  
(603) 430-9282  
ambitengineering.com

**Terra Firma Landscape**  
Landscape Architecture  
163a Court St  
Portsmouth NH 03801  
(603) 531-9109  
terrafirmalandarch.com

1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
LLC



Scale: 1/8" = 1'-0"  
Date: 1/24/2023  
Project Number: 1002

REVISIONS		
NO.	DESCRIPTION	DATE

SITE PLAN REVIEW

FIRST FLOOR  
PLAN

PB.A1

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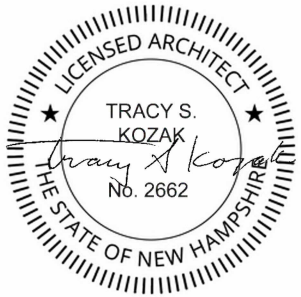
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1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
LLC



Scale: 1/8" = 1'-0"  
Date: 1/24/2023  
Project Number: 1002

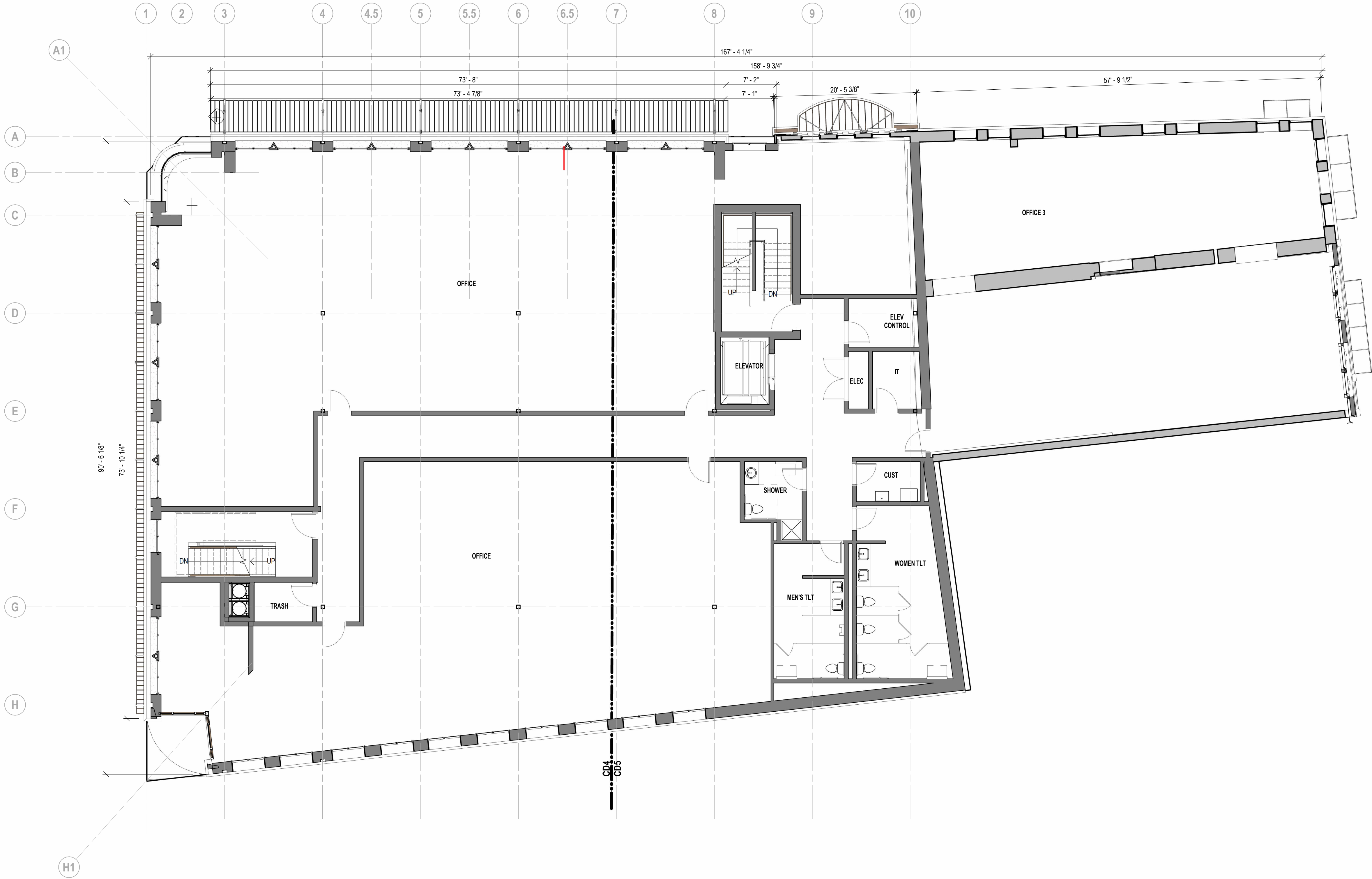
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SITE PLAN REVIEW

SECOND FLOOR  
PLAN

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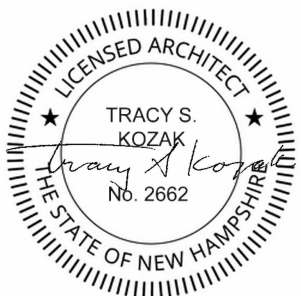
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1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
LLC



Scale: 1/8" = 1'-0"  
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SITE PLAN REVIEW

THIRD FLOOR  
PLAN

PB.A3

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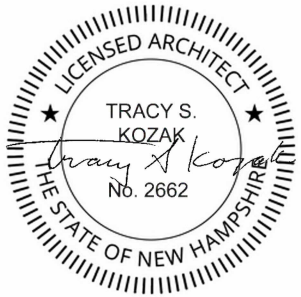
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1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
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Project Number: 1002

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NO.	DESCRIPTION	DATE

SITE PLAN REVIEW

FOURTH FLOOR  
PLAN

PB.A4

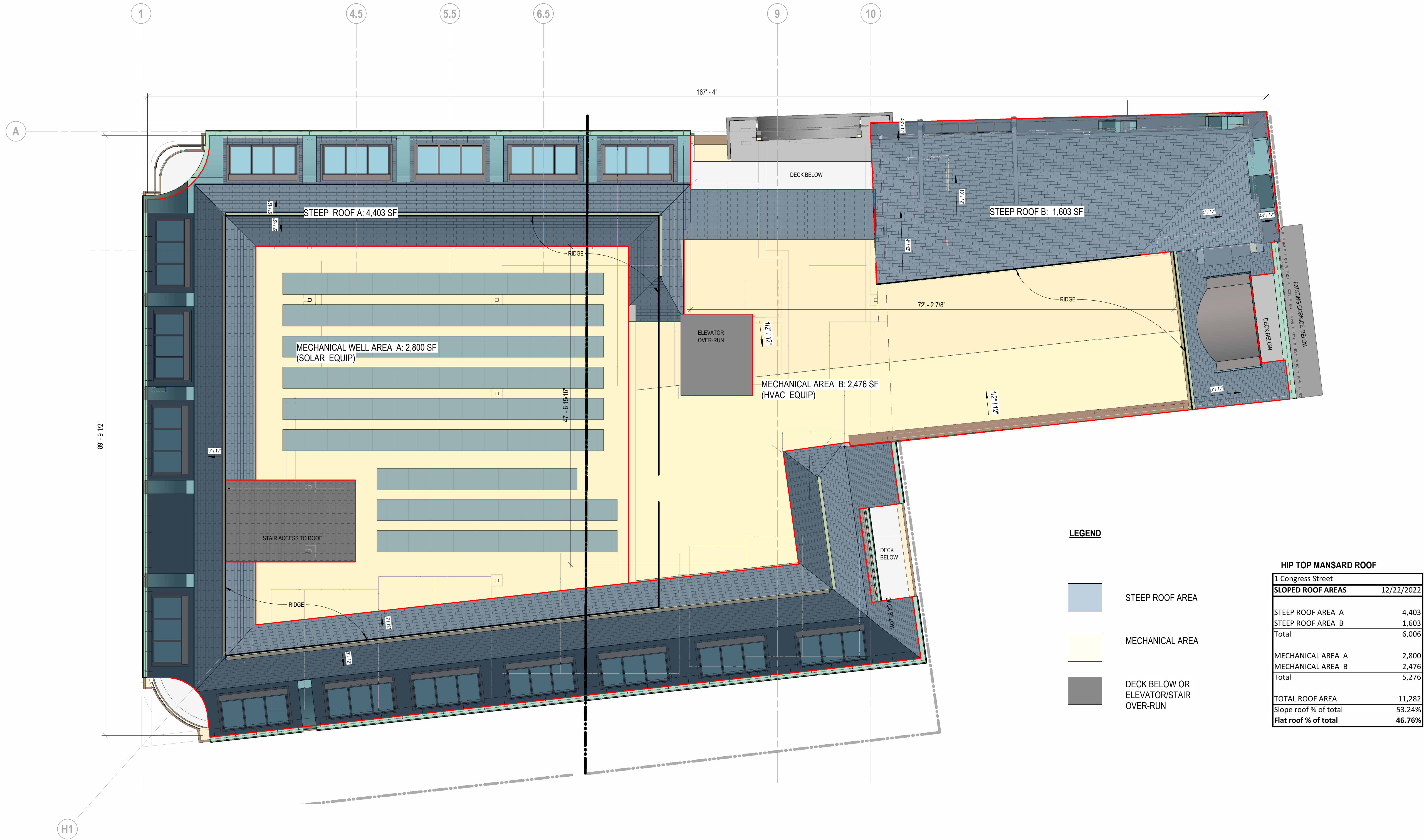
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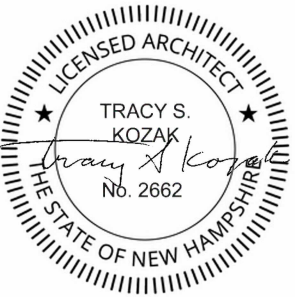
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1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
LLC



Scale: 1/8" = 1'-0"  
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SITE PLAN REVIEW

ROOF PLAN

PB.A5

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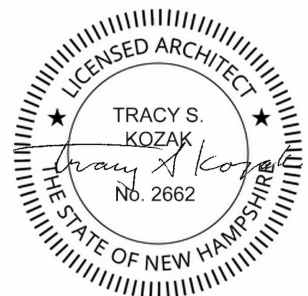
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## 1 CONGRESS STREET

PORTSMOUTH, NH

## ONE MARKET SQUARE LLC



Scale: 1/16" = 1'-0"  
Date: 1/24/2023  
Project Number: 1002

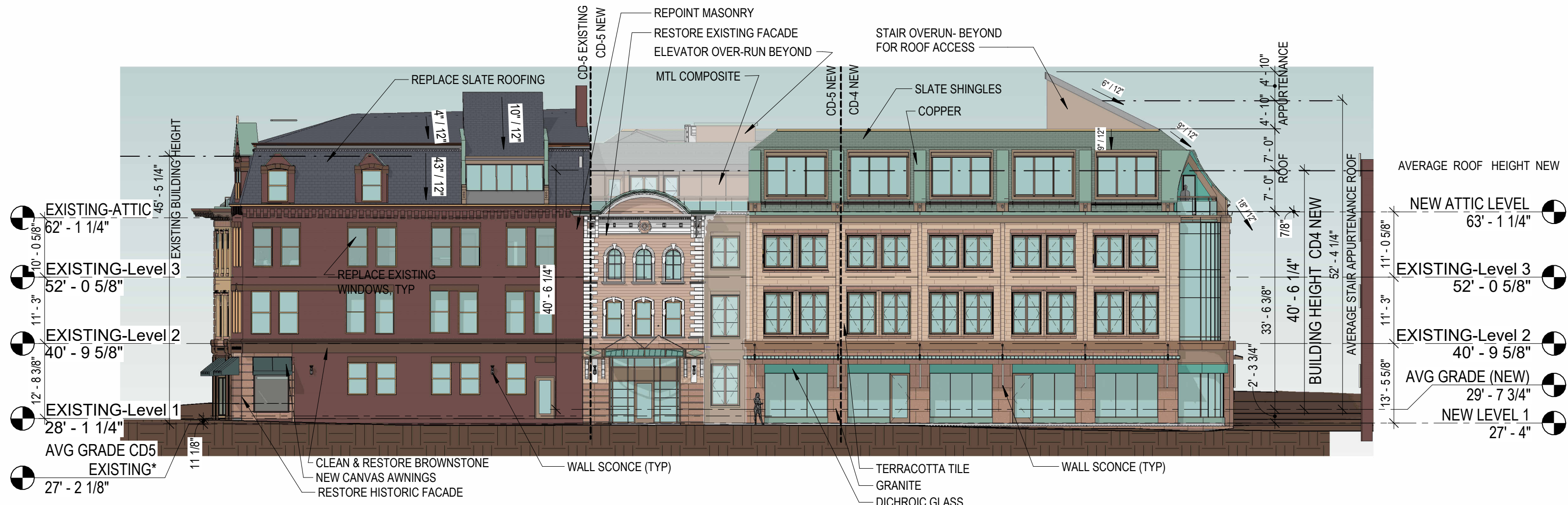
REVISIONS		
NO.	DESCRIPTION	DATE

## SITE PLAN REVIEW

## ELEVATIONS

# PB.A6

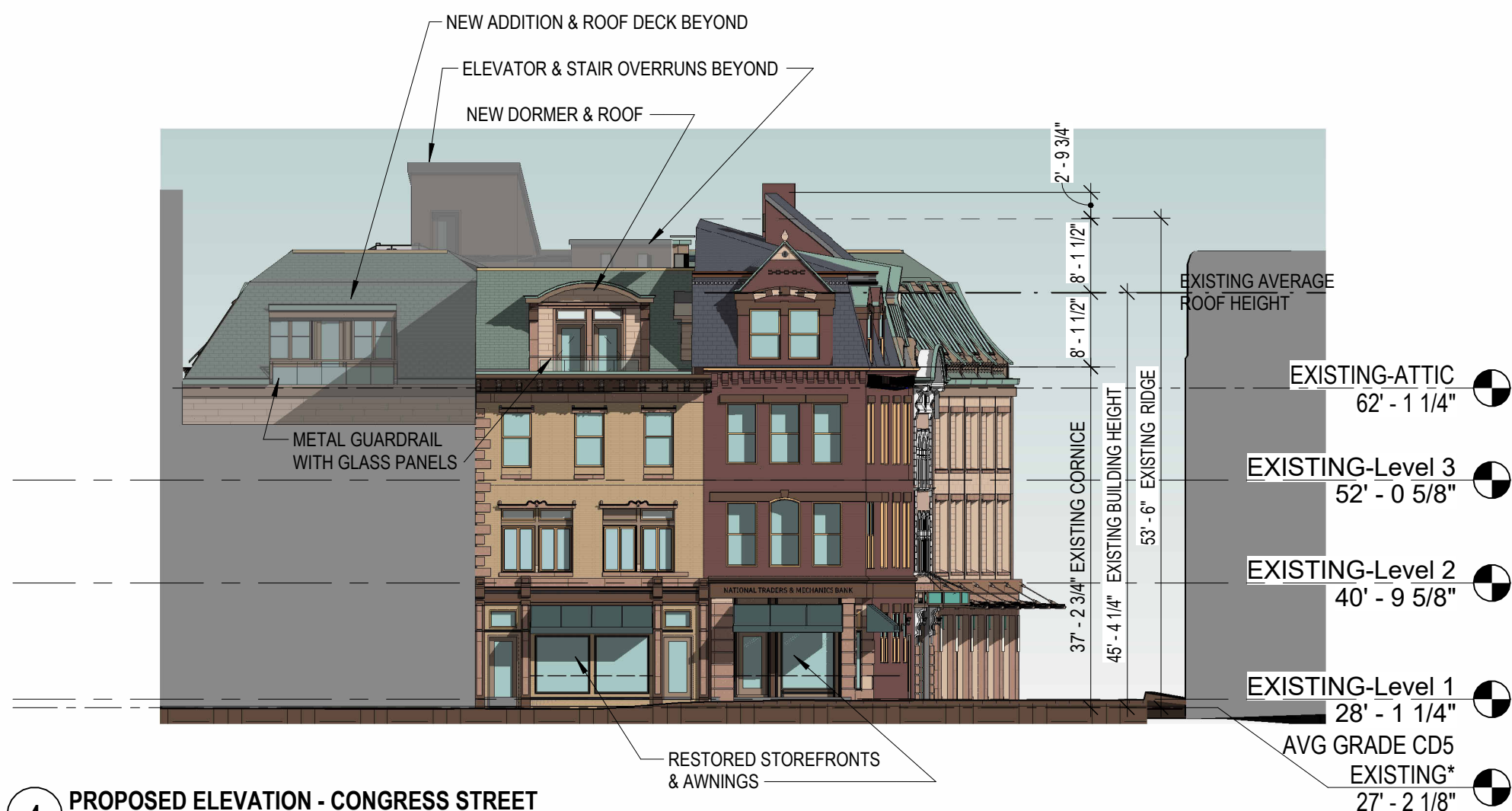
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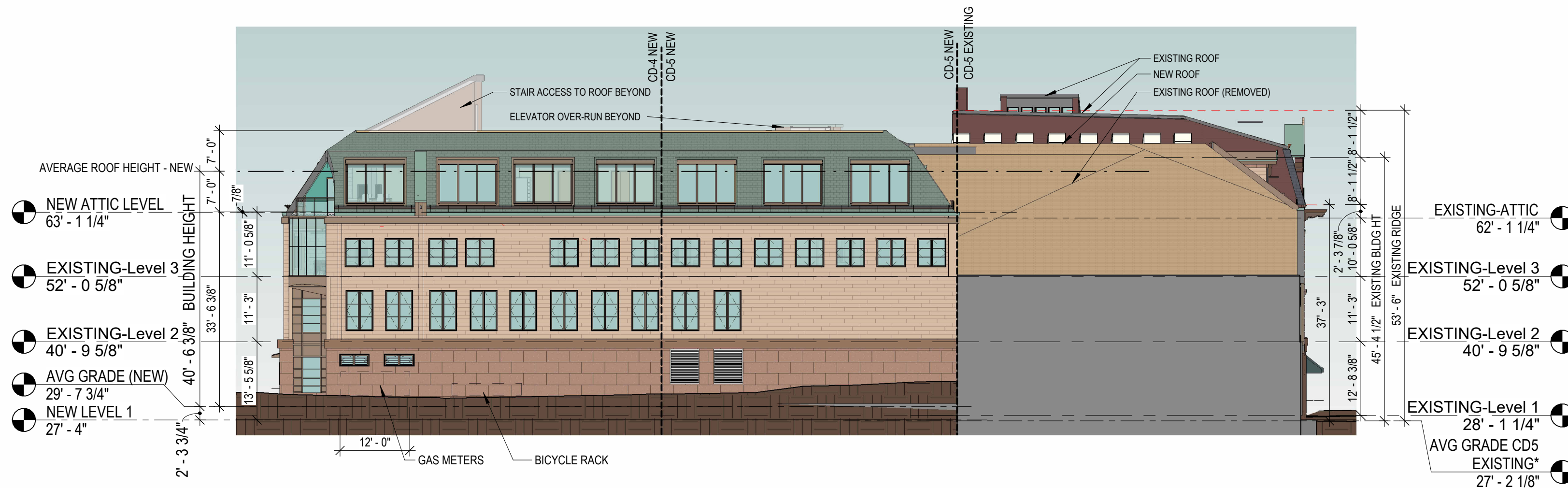
1 PROPOSED ELEVATION - NE - HIGH STREET  
1/16" = 1'-0"



2 PROPOSED ELEVATION - NW HAVEN COURT  
1/16" = 1'-0"



4 PROPOSED ELEVATION - CONGRESS STREET  
1/16" = 1'-0"



3 SW ELEVATION - REAR ALLEY PB2  
1/16" = 1'-0"





VIEW FROM MARKET SQUARE



VIEW FROM HIGH STREET AT LADD STREET



VIEW FROM LADD STREET



VIEW FROM HAVEN COURT AT NEWBERRY'S



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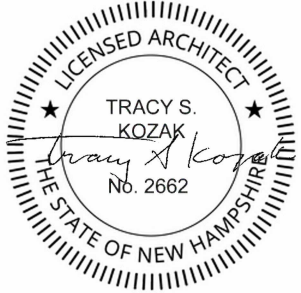
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## 1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
LLC



Scale:  
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Project Number: 1002

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NO.	DESCRIPTION	DATE

## SITE PLAN REVIEW

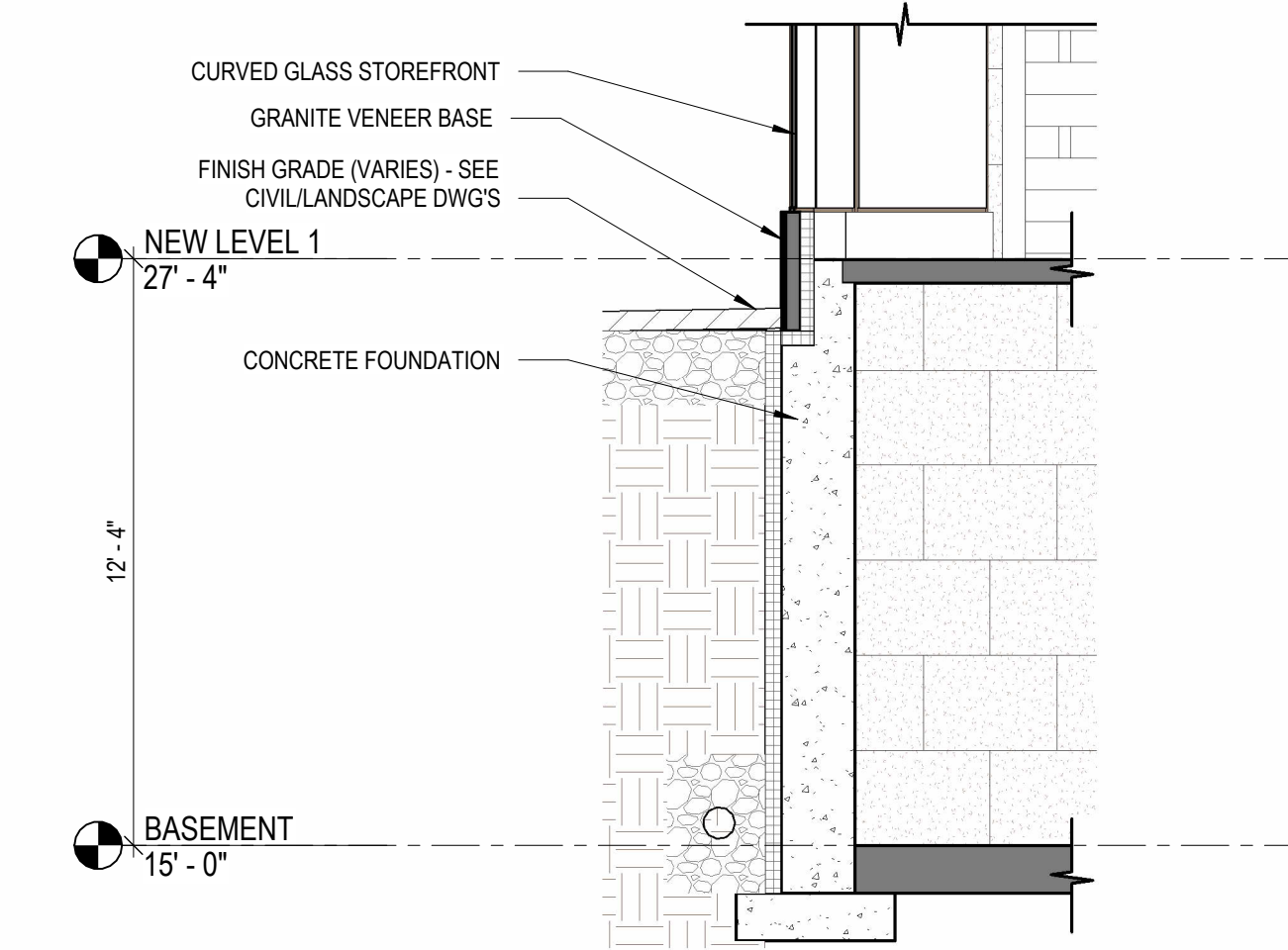
3D VIEWS

PB.A7

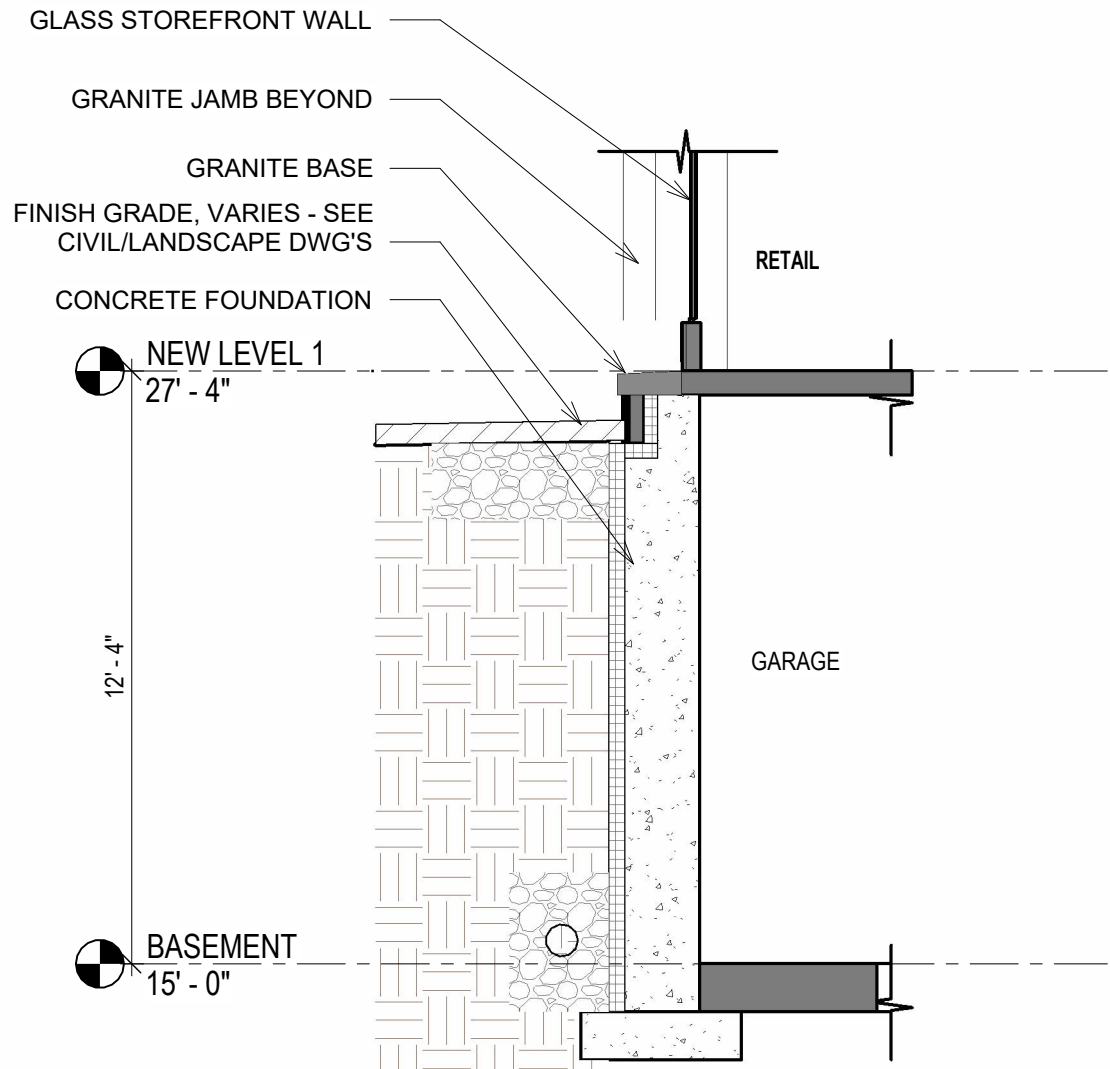
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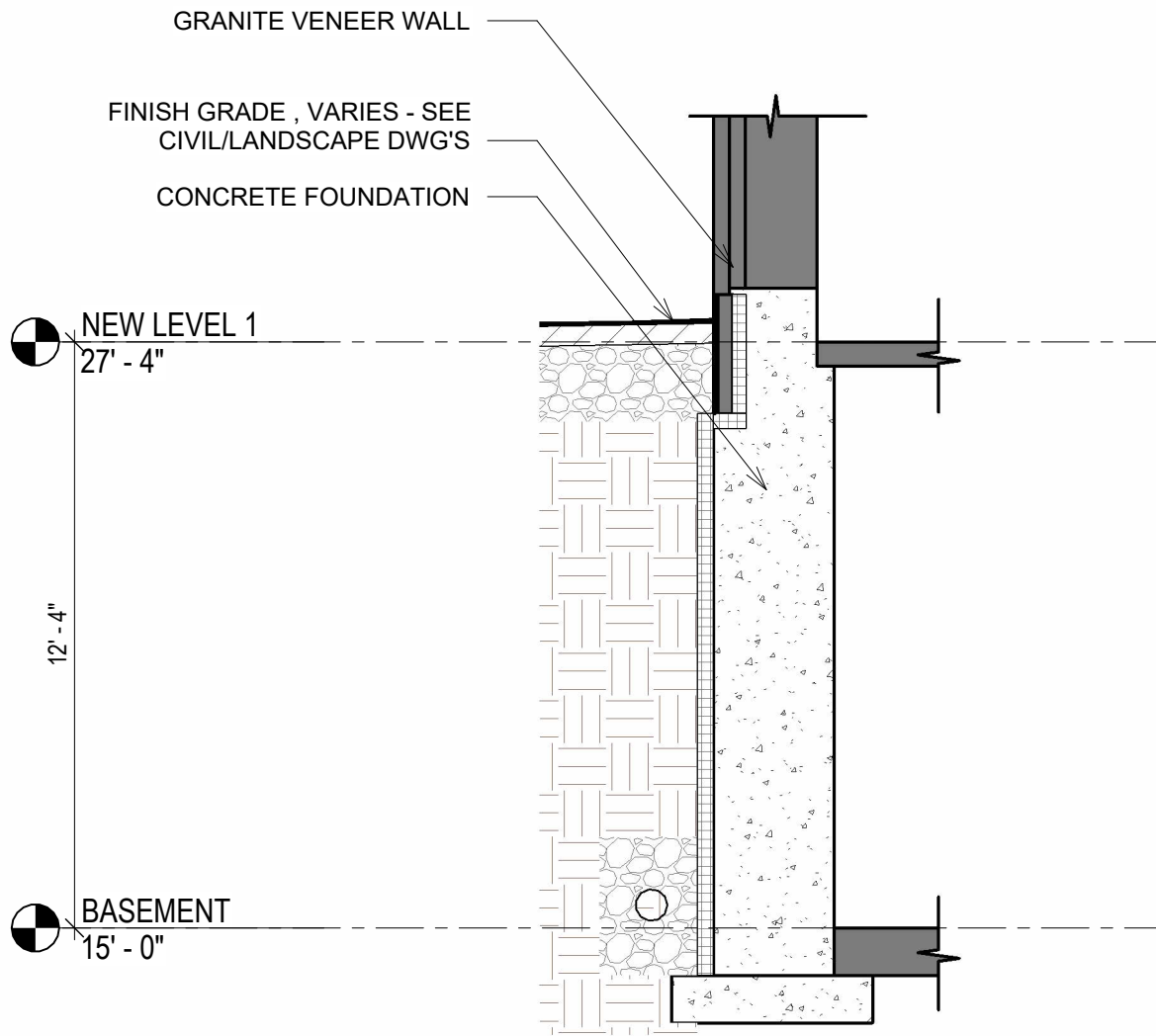
1/24/2023 3:08:07 PM\\Revit\\Local Files\\1MS central 2022-09-22\_Kayla Keeler.rvt



3 CORNER-HAVEN-HIGH  
1/4" = 1'-0"



2 HIGH STREET  
1/4" = 1'-0"



1 HAVEN-COURT ST  
1/4" = 1'-0"



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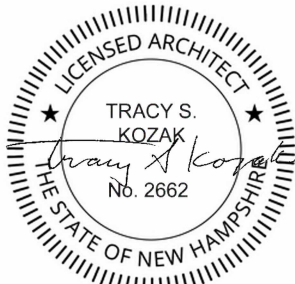
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1 CONGRESS STREET

PORTSMOUTH, NH

ONE MARKET SQUARE  
LLC



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Date: 1/24/2023  
Project Number: 1002

REVISIONS		
NO.	DESCRIPTION	DATE

SITE PLAN REVIEW

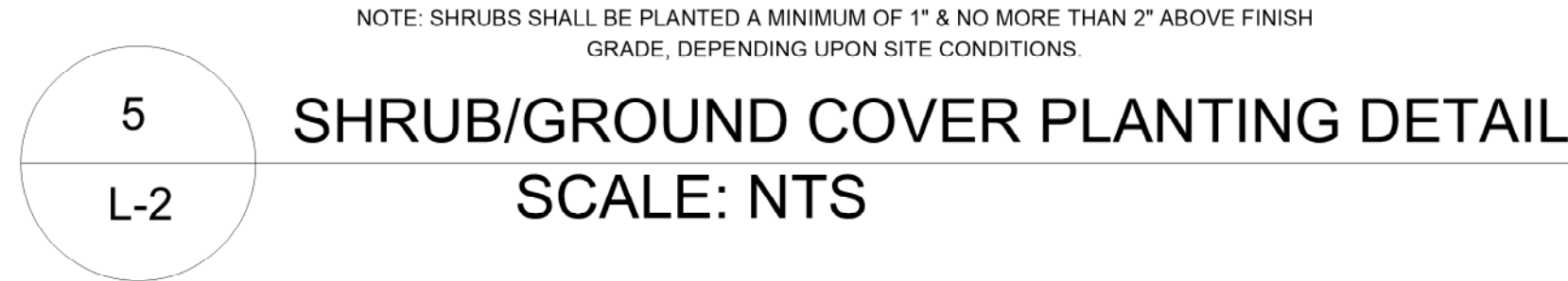
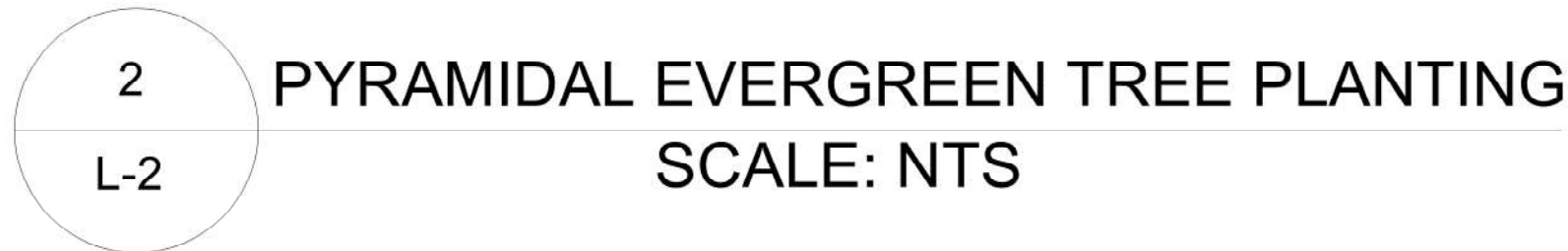
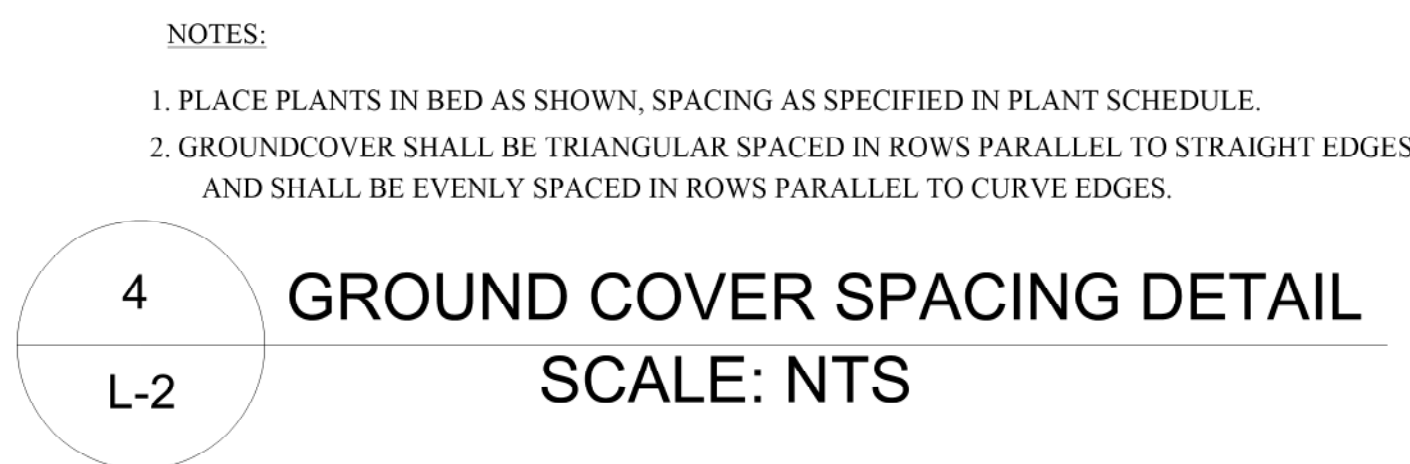
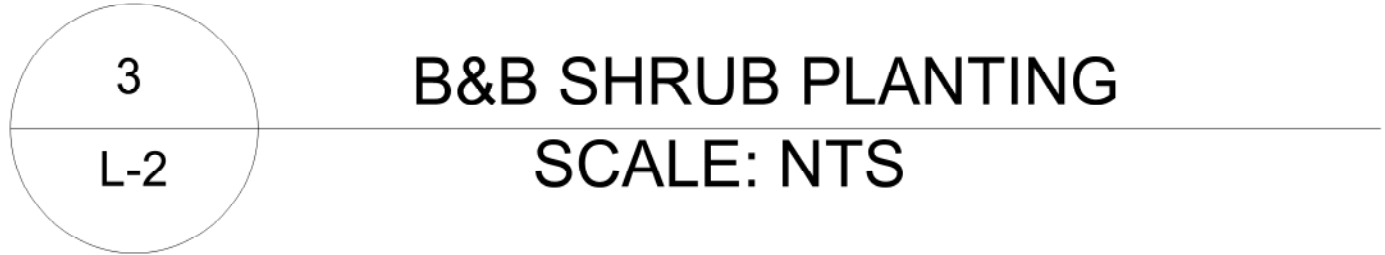
WALL SECTIONS

PB.A8



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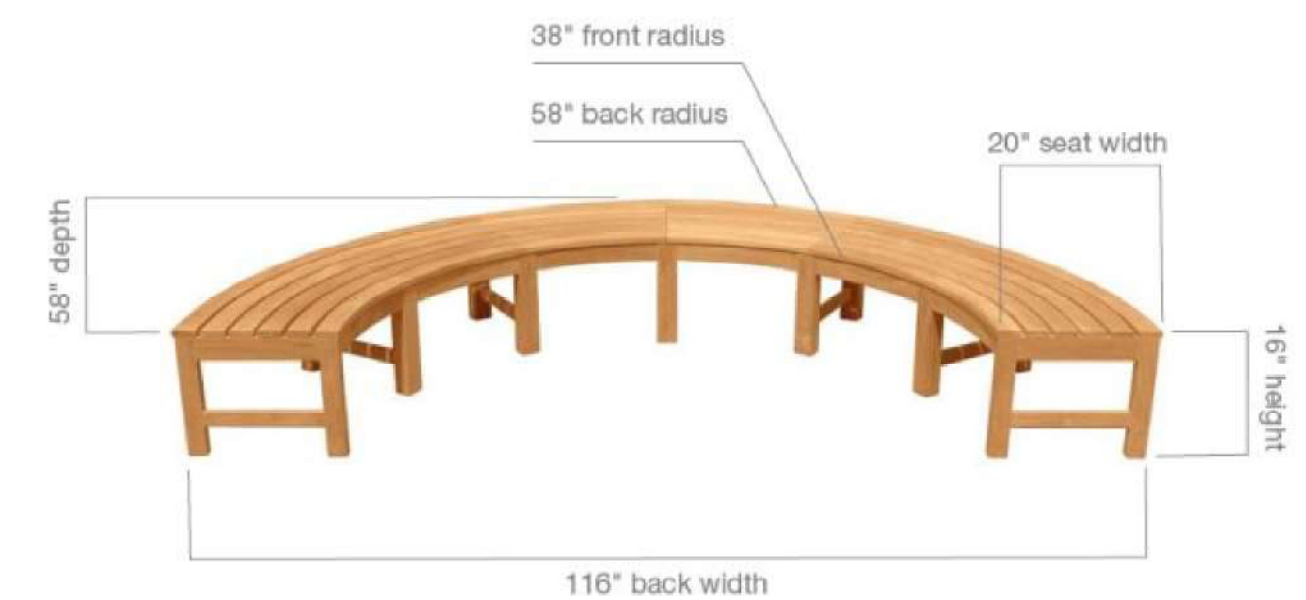




terra firma  
landscape architecture

[illegible]





COUNTRY CASUAL TEAK (OR EQUAL)  
CIRCA 2PIECE 10' DIAMETER HALF-CIRCLE BACKLESS BENCH  
TEAK MILDEW SHIELD FINISHE

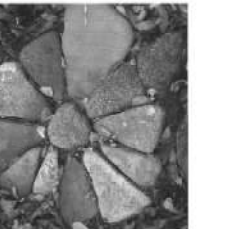
Country Casual Teak  
7601 Rickenbacker Drive  
Gaithersburg, Maryland 20879  
800-289-8325  
301-926-9195  
Fax: 301-926-9198

2  
L-3

CURVED BENCH DETAIL  
SCALE: NTS

PLEASE NOTE: THIS SHEET IS SCALED FOR 22 BY 34 PAPER, DO NOT REDUCE OR ENLARGE. .

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landscape architecture  
165-a court street · portsmouth, nh 03801  
office 603.430.3988 | [terrence@terrafirmalandarch.com](mailto:terrence@terrafirmalandarch.com)

[illegible]

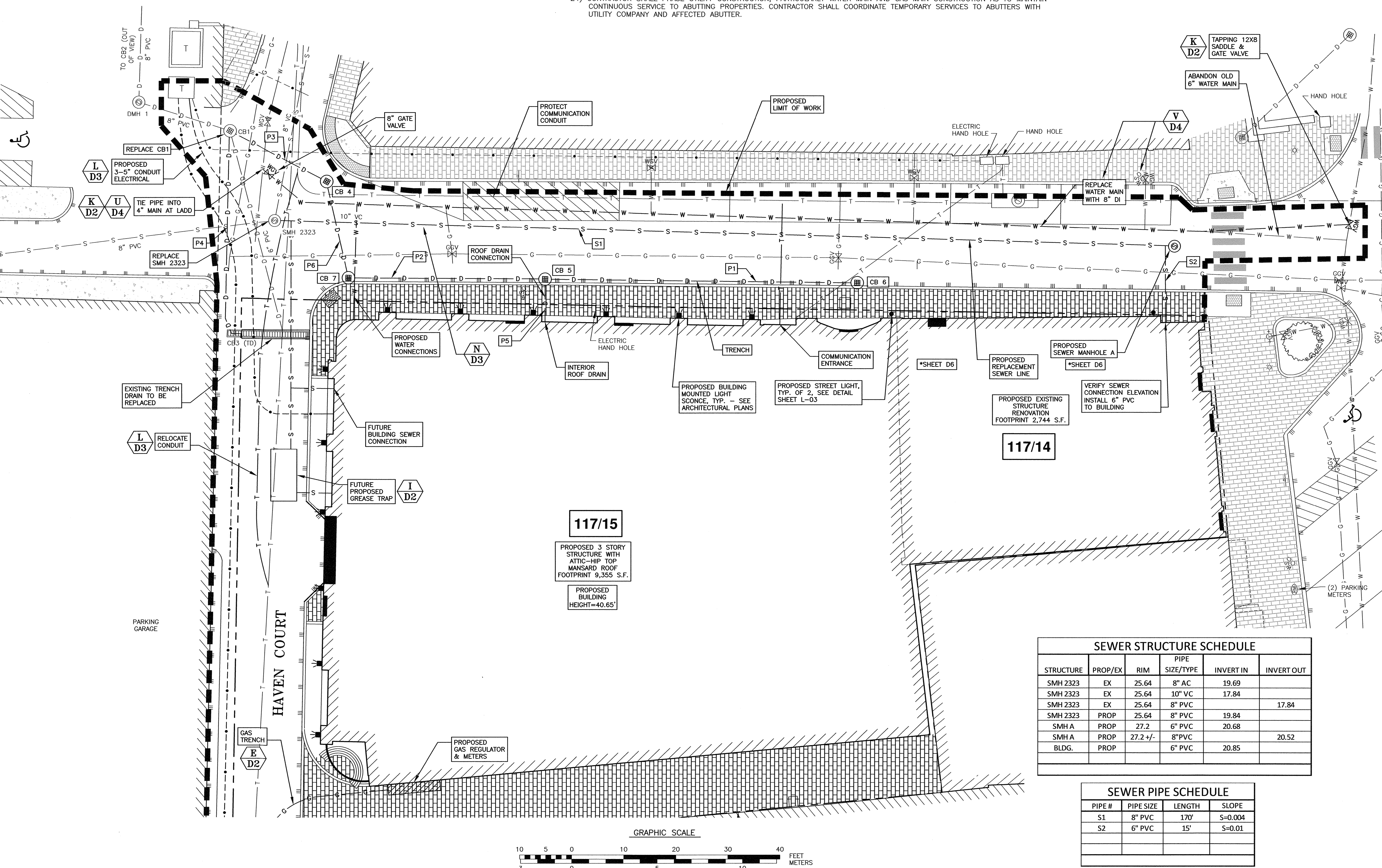


UTILITY NOTES:

- 1) SEE EXISTING CONDITIONS PLAN FOR BENCHMARK INFORMATION.
- 2) COORDINATE ALL UTILITY WORK WITH APPROPRIATE UTILITY.
- 3) SEE GRADING AND DRAINAGE PLAN FOR PROPOSED GRADING AND EROSION CONTROL MEASURES.
- 4) ALL WATER MAIN INSTALLATIONS SHALL BE CLASS 52, POLYWRAPPED, CEMENT LINED DUCTILE IRON PIPE.
- 5) ALL WATERMAIN INSTALLATIONS SHALL BE PRESSURE TESTED AND CHLORINATED AFTER CONSTRUCTION AND BEFORE ACTIVATING THE SYSTEM. CONTRACTOR SHALL COORDINATE WITH THE CITY OF PORTSMOUTH.
- 6) ALL SEWER PIPE SHALL BE PVC SDR 35 UNLESS OTHERWISE STATED.
- 7) ALL WORK WITHIN CITY R.O.W. SHALL BE COORDINATED WITH CITY OF PORTSMOUTH.
- 8) CONTRACTOR SHALL MAINTAIN UTILITY SERVICES TO ABUTTING PROPERTIES THROUGHOUT CONSTRUCTION.
- 9) ANY CONNECTION TO EXISTING WATERMAIN SHALL BE CONSTRUCTED BY THE CITY OF PORTSMOUTH.
- 10) EXISTING UTILITIES TO BE REMOVED SHALL BE CAPPED AT THE MAIN AND MEET THE DEPARTMENT OF PUBLIC WORKS STANDARDS FOR CAPPING OF WATER AND SEWER SERVICES.
- 11) ALL ELECTRICAL MATERIAL WORKMANSHIP SHALL CONFORM TO THE NATIONAL ELECTRIC CODE, LATEST EDITION, AND ALL APPLICABLE STATE AND LOCAL CODES.
- 12) THE EXACT LOCATION OF NEW UTILITY SERVICES AND CONNECTIONS SHALL BE COORDINATED WITH BUILDING DRAWINGS AND UTILITY COMPANIES.
- 13) ADJUST ALL MANHOLES, CATCH BASINS, CURB BOXES, ETC. WITHIN LIMITS OF WORK TO FINISH GRADE.
- 14) ALL UNDERGROUND CONDUITS SHALL HAVE NYLON PULL ROPES TO FACILITATE PULLING CABLES.

UTILITY NOTES CONTINUED:

- 15) THE CONTRACTOR SHALL OBTAIN, PAY FOR, AND COMPLY WITH ALL REQUIRED PERMITS, ARRANGE FOR ALL INSPECTIONS, AND SUBMIT COPIES OF ACCEPTANCE CERTIFICATED TO THE OWNER PRIOR TO THE COMPLETION OF PROJECT.
- 16) THE CONTRACTOR SHALL PROVIDE AND INSTALL ALL MANHOLES, BOXES, FITTINGS, CONNECTORS, COVER PLATES AND OTHER MISCELLANEOUS ITEMS NOT NECESSARILY DETAILED IN THESE DRAWING TO RENDER INSTALLATION OF UTILITIES COMPLETE AND OPERATIONAL.
- 17) CONTRACTOR SHALL PROVIDE EXCAVATION, BEDDING, BACKFILL AND COMPACTION FOR NATURAL GAS SERVICES.
- 18) A 10-FOOT MINIMUM EDGE TO EDGE HORIZONTAL SEPARATION SHALL BE PROVIDED BETWEEN ALL WATER AND SANITARY SEWER LINES. AN 18-INCH MINIMUM OUTSIDE TO OUTSIDE VERTICAL SEPARATION SHALL BE PROVIDED AT ALL WATER/SANITARY SEWER CROSSINGS WATER ABOVE SEWER.
- 19) SAWCUT AND REMOVE PAVEMENT AND CONSTRUCT PAVEMENT TRENCH PATCH FOR ALL PROPOSED UTILITIES LOCATED IN EXISTING PAVEMENT AREAS TO REMAIN.
- 20) GATE VALVES, FITTINGS, ETC. SHALL MEET THE REQUIREMENTS OF THE CITY OF PORTSMOUTH.
- 21) COORDINATE TESTING OF SEWER CONSTRUCTION WITH THE CITY OF PORTSMOUTH.
- 22) ALL SEWER PIPES WITH LESS THAN 6' COVER SHALL BE INSULATED.
- 23) CONTRACTOR SHALL COORDINATE ALL ELECTRIC WORK INCLUDING BUT NOT LIMITED TO: CONDUIT CONSTRUCTION, MANHOLE CONSTRUCTION, UTILITY POLE CONSTRUCTION, OVERHEAD WIRE RELOCATION, AND TRANSFORMER CONSTRUCTION WITH POWER COMPANY.
- 24) CONTRACTOR SHALL PHASE UTILITY CONSTRUCTION, PARTICULARLY WATER MAIN AND GAS MAIN CONSTRUCTION AS TO MAINTAIN CONTINUOUS SERVICE TO ABUTTING PROPERTIES. CONTRACTOR SHALL COORDINATE TEMPORARY SERVICES TO ABUTTERS WITH UTILITY COMPANY AND AFFECTED ABUTTER.



**AMBIT ENGINEERING, INC.**  
Civil Engineers & Land Surveyors  
200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-9282  
Fax (603) 436-2315

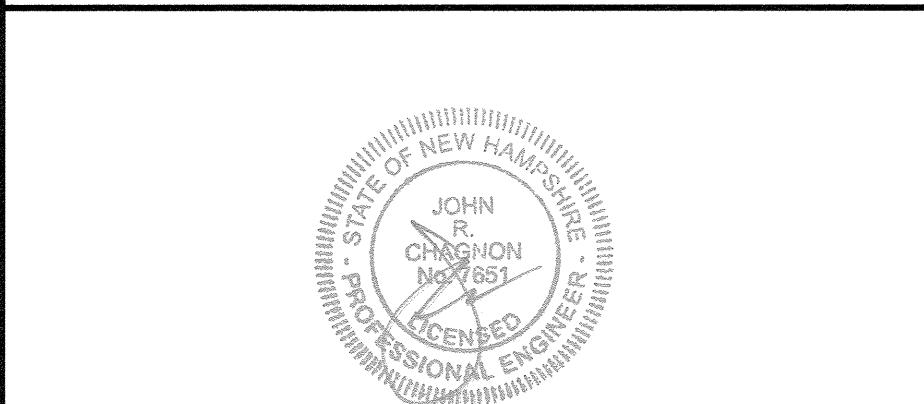
NOTES:

- 1) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY WITHIN 100 FEET OF UNDERGROUND UTILITIES. THE EXCAVATOR IS RESPONSIBLE TO MAINTAIN MARKS. DIG SAFE TICKETS EXPIRE IN THIRTY DAYS.
- 2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.
- 3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION. (NHDES DECEMBER 2008).
- 4) PROVIDE TEMPORARY WATER SERVICES TO ALL IMPACTED PROPERTIES DURING NEW WATER MAIN INSTALLATION.
- 5) PROPOSED SEWER FLOW:  
1ST FLOOR: 9,355 SF RETAIL/RESTAURANT:  
460-3,000 GPD  
2ND FLOOR: OFFICE: 470 GPD  
REMAINDER: 18 RESIDENTIAL UNITS:  
3,000 GPD  
TOTAL PROPOSED FLOW: 3,930-6,470 GPD

COMMERCIAL  
DEVELOPMENT  
ONE CONGRESS STREET  
PORTSMOUTH, N.H.

NO.	DESCRIPTION	DATE
4	TAC COMMENTS	1/3/23
3	RE-DESIGN	12/20/22
2	PROPOSED ELECTRICAL & COMMS	10/27/22
1	BUILDING FOOTPRINT	10/18/22
0	ISSUED FOR COMMENT	9/6/22

REVISIONS

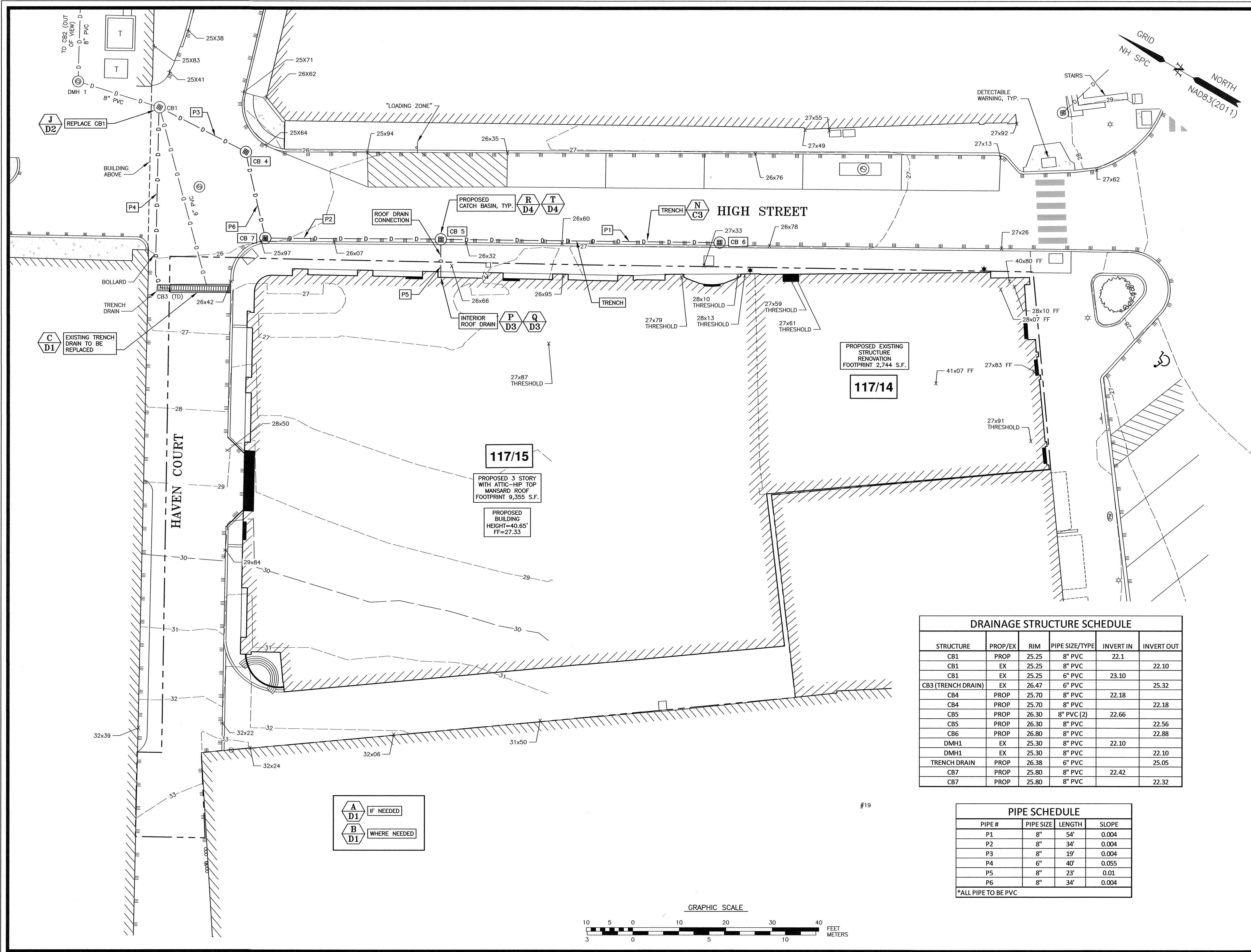


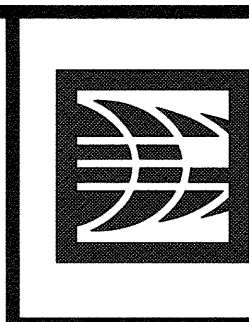
SCALE 1" = 10' SEPTEMBER 2022

UTILITY  
PLAN

C4







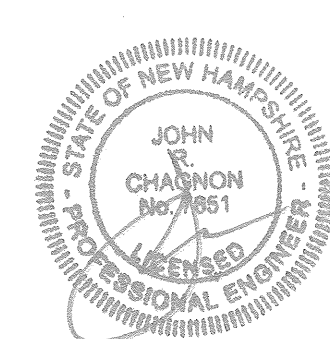
**AMBIT ENGINEERING, INC.**  
Civil Engineers & Land Surveyors  
200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-8282  
Fax (603) 436-2315

- NOTES:**
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  - 2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.
  - 3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION. (NHDES DECEMBER 2008).

**COMMERCIAL  
DEVELOPMENT  
ONE CONGRESS STREET  
PORTSMOUTH, N.H.**

NO.	DESCRIPTION	DATE
2	REVISED	12/20/22
1	BUILDING FOOTPRINT, GRADING	10/18/22
0	ISSUED FOR COMMENT	9/6/22

REVISIONS



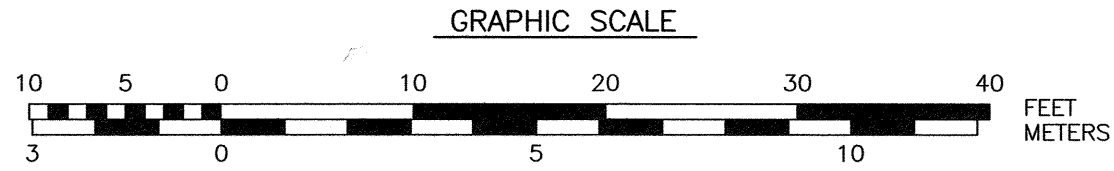
SCALE 1" = 10'      SEPTEMBER 2022

GRADING  
PLAN

C5

DRAINAGE STRUCTURE SCHEDULE					
STRUCTURE	PROP/EX	RIM	PIPE SIZE/TYPE	INVERT IN	INVERT OUT
CB1	PROP	25.25	8" PVC	22.1	
CB1	EX	25.25	8" PVC		22.10
CB1	EX	25.25	6" PVC	23.10	
CB3 (TRENCH DRAIN)	EX	26.47	6" PVC		25.32
CB4	PROP	25.70	8" PVC	22.18	
CB4	PROP	25.70	8" PVC		22.18
CB5	PROP	26.30	8" PVC (2)	22.66	
CB5	PROP	26.30	8" PVC		22.56
CB6	PROP	26.80	8" PVC		22.88
DMH1	EX	25.30	8" PVC	22.10	
DMH1	EX	25.30	8" PVC		22.10
TRENCH DRAIN	PROP	26.38	6" PVC		25.05
CB7	PROP	25.80	8" PVC	22.42	
CB7	PROP	25.80	8" PVC		22.32

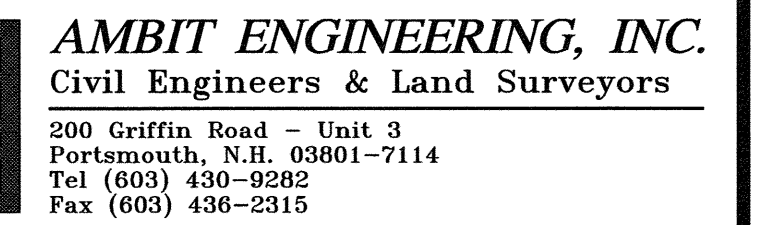
PIPE SCHEDULE			
PIPE #	PIPE SIZE	LENGTH	SLOPE
P1	8"	54'	0.004
P2	8"	34'	0.004
P3	8"	19'	0.004
P4	6"	40'	0.055
P5	8"	23'	0.01
P6	8"	34'	0.004
*ALL PIPE TO BE PVC			



A  
D1  
IF NEEDED

B  
D1  
WHERE NEEDED

I:\03801\03801-0001\03801-0001.dwg, 2022-09-06 10:13:46 AM, AutoCAD 2022



1) PARCELS ARE SHOWN ON THE CITY OF PORTSMOUTH ASSESSORS MAP 117 AS LOTS 14 AND 15.

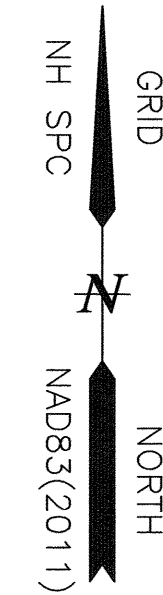
- 2) OWNER OF RECORD:  
ONE MARKET SQUARE, LLC  
3 PLEASANT STREET, SUITE 400  
PORTSMOUTH, NH 03801  
6363/31 PARCEL 1 & PARCEL 2

3) THE PURPOSE OF THIS PLAN IS TO SHOW THE PARKING FOR THE PROPOSED SITE DEVELOPMENT ON ASSESSORS MAP 117 AS LOTS 14 AND 15. IN THE CITY OF PORTSMOUTH.

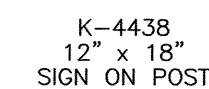
- 4) REQUIRED PARKING:  
PROPOSED USE: RETAIL, OFFICE, RESIDENTIAL.

FIRST FLOOR: EXEMPT FROM REQUIREMENT.  
2ND FLOOR: OFFICE- NOT REQUIRED.  
UPPER FLOORS: 18 RESIDENTIAL UNITS

REQUIRED PARKING: 27 (SEE TABLE).  
DOD CREDIT: <4>  
TOTAL REQUIRED: 23  
PROVIDED: 23



<b>Bicycle Parking</b>	
One space for every 5 units	3.6
<b>TOTAL required, rounded up</b>	<b>4</b>

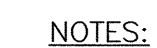


## SIGNAGE



PROVIDE SIGN (PER ADA  
CODE) AT EACH HANDICAP  
ACCESSIBLE SPACE \_\_\_\_\_

— HANDICAP ACCESS AISLE  
NO. PARKING SIGN —



- 1) SYMBOL TO BE PAINTED IN ALL HANDICAPPED SPACES.
- 2) SYMBOL, PAINT AND SIGNAGE TO CONFORM TO AMERICANS WITH DISABILITIES ACT (ADA).
- 3) ALL VAN ACCESSIBLE SPACES SHALL HAVE "VAN ACCESSIBLE" PLATE INSTALLED ON SIGN POST BELOW HANDICAP SIGN.



## PARKING LEVEL PLAN

## C6

FB 309 PG 15

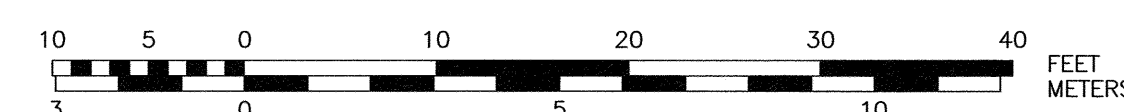
3406

APPROVED BY THE PORTSMOUTH PLANNING BOARD

CHAIRMAN

DATE \_\_\_\_\_

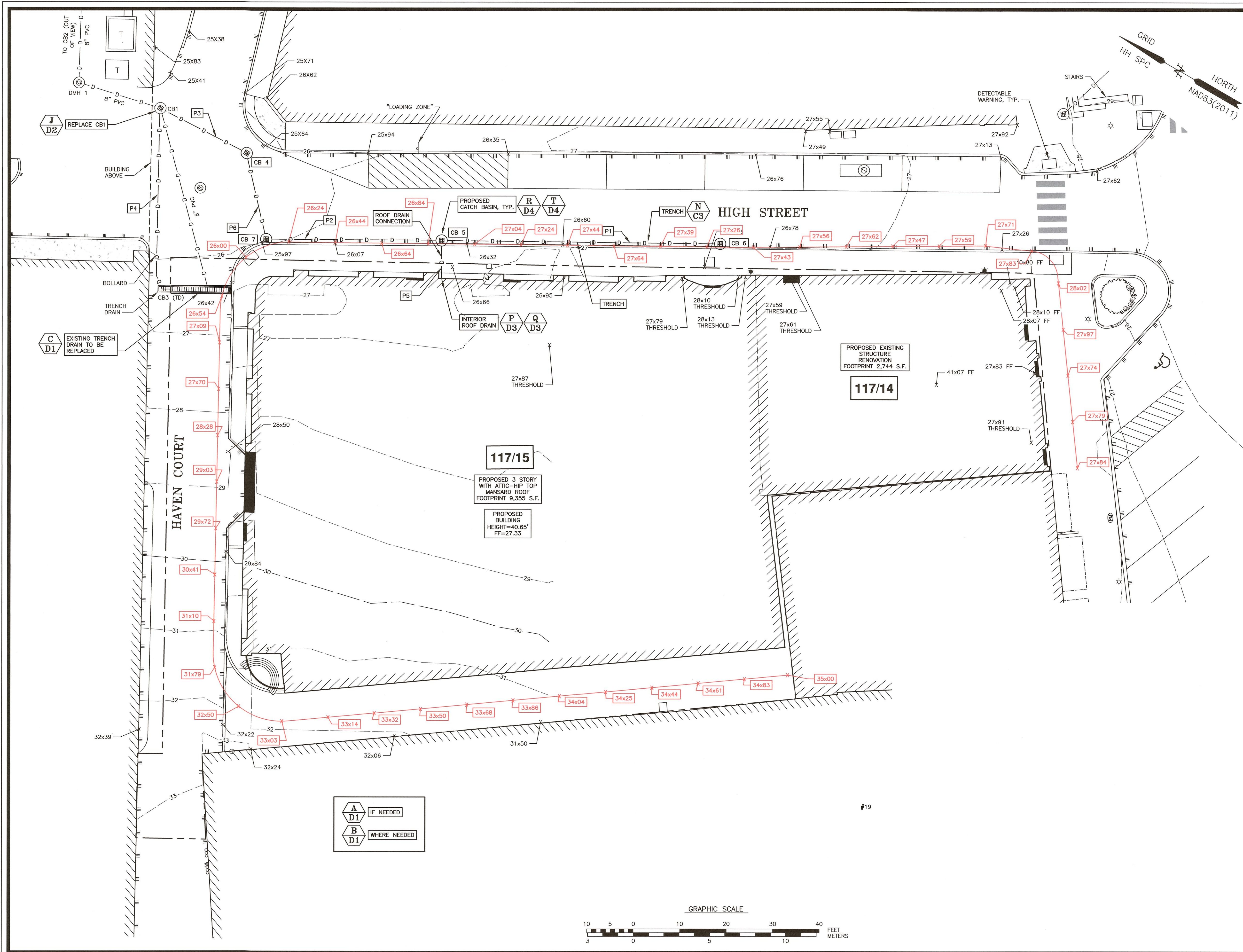
GRAPHIC SCALE



1 HANDICAP PARKING DETAIL  
C6 NTS

NTS





**AMBIT ENGINEERING, INC.**  
Civil Engineers & Land Surveyors  
200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-9282  
Fax (603) 436-2316

- NOTES:**
- 1) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY WITHIN 100 FEET OF UNDERGROUND UTILITIES. THE EXCAVATOR IS RESPONSIBLE TO MAINTAIN MARKS. DIG SAFE TICKETS EXPIRE IN THIRTY DAYS.
  - 2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.
  - 3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION. (NHDES DECEMBER 2008).

**COMMERCIAL DEVELOPMENT  
ONE CONGRESS STREET  
PORTSMOUTH, N.H.**

NO.	DESCRIPTION	DATE
2	REVISED	12/20/22
1	BUILDING FOOTPRINT, GRADING	10/18/22
0	ISSUED FOR COMMENT	9/6/22

REVISIONS

SCALE 1" = 10'      SEPTEMBER 2022

AVERAGE GRADE PLANE

C7



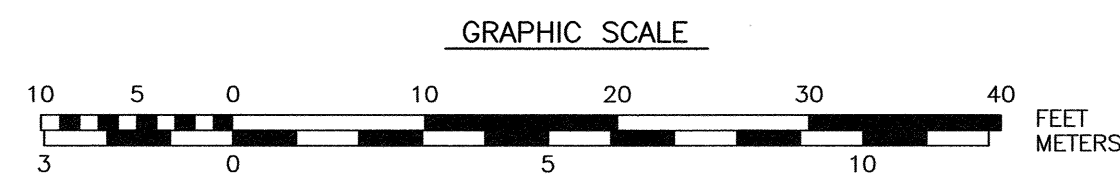
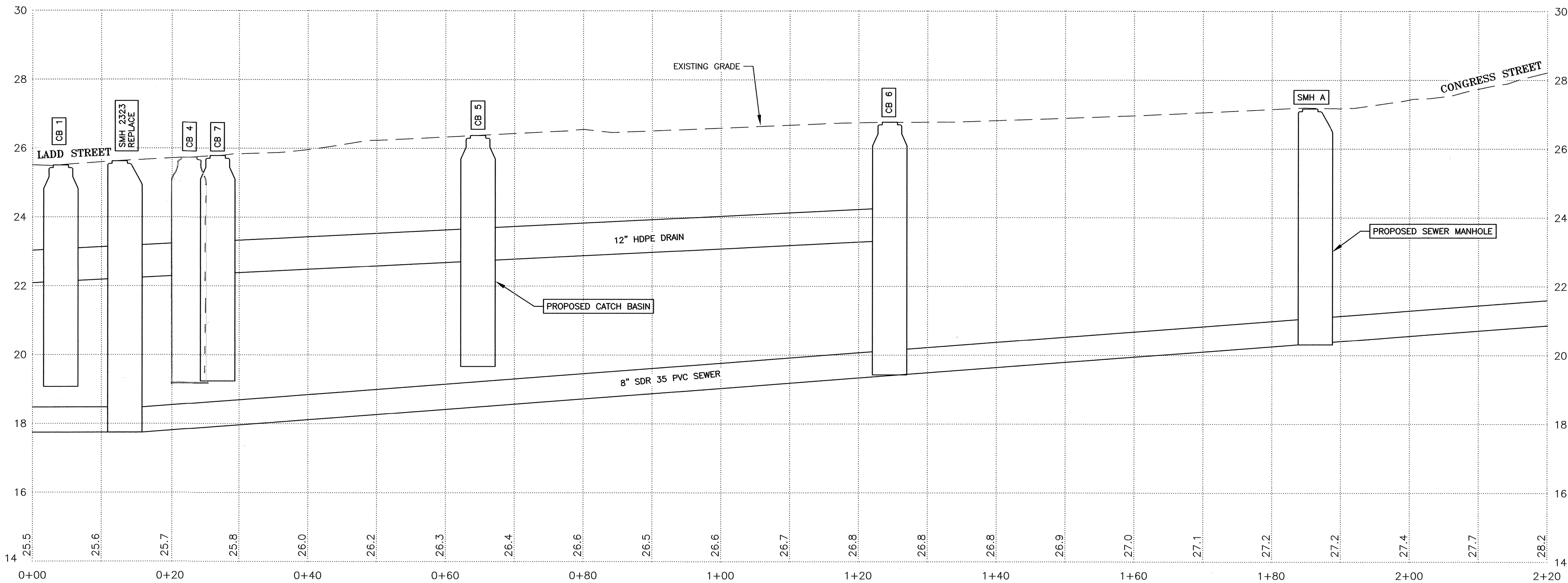
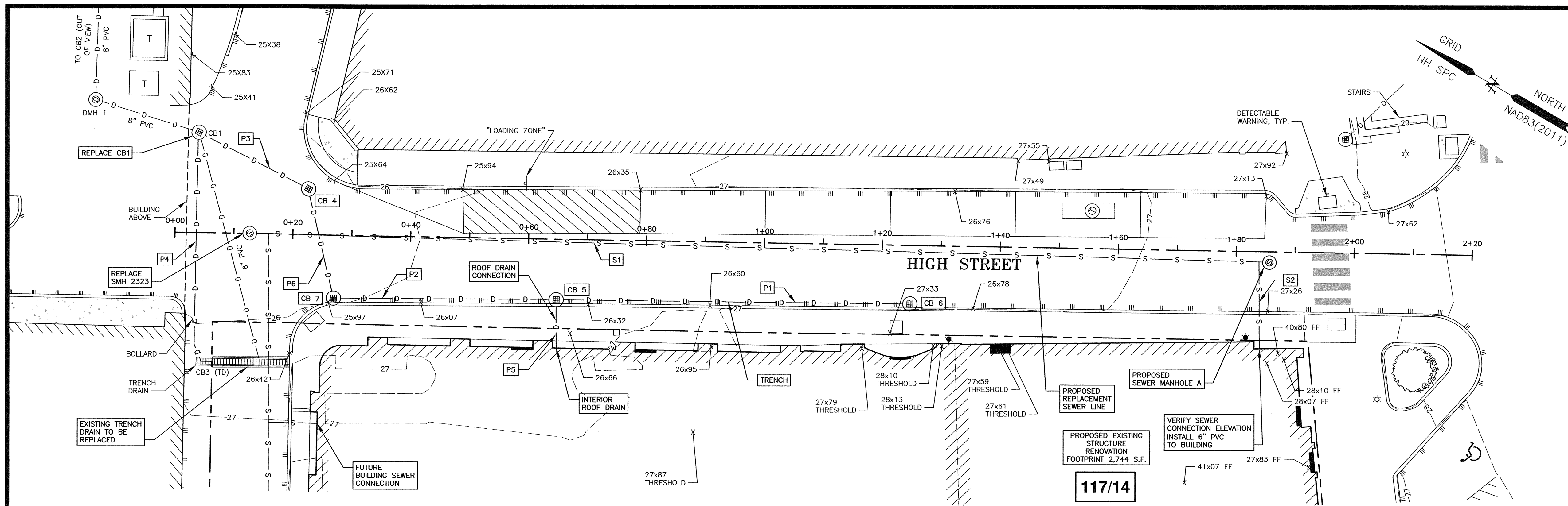


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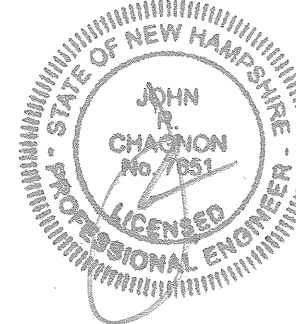


SCALE: 1" = 10' (HOR.)  
1" = 2' (VERT.)

## COMMERCIAL DEVELOPMENT ONE CONGRESS STREET PORTSMOUTH, N.H.

NO.	DESCRIPTION	DATE
1	REVISED	12/20/22
0	ISSUED FOR COMMENT	12/14/22

REVISIONS



SCALE H:1"=10' V:1"=2' NOVEMBER 2021

PLAN & PROFILE

P1



EROSION CONTROL NOTES

CONSTRUCTION SEQUENCE

DO NOT BEGIN CONSTRUCTION UNTIL ALL LOCAL, STATE AND FEDERAL PERMITS HAVE BEEN APPLIED FOR AND RECEIVED.

IF REQUIRED THE CONTRACTOR SHALL OBTAIN AN NPDES PHASE II STORMWATER PERMIT AND SUBMIT A NOTICE OF INTENT (N.O.I) BEFORE BEGINNING CONSTRUCTION AND SHALL HAVE ON SITE A STORMWATER POLLUTION PREVENTION PLAN (S.W.P.P.P.) AVAILABLE FOR INSPECTION BY THE PERMITTING AUTHORITY DURING THE CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CARRYING OUT THE S.W.P.P.P. AND INSPECTING AND MAINTAINING ALL BMP'S CALLED FOR BY THE PLAN. THE CONTRACTOR SHALL SUBMIT A NOTICE OF TERMINATION (N.O.T) FORM TO THE REGIONAL EPA OFFICE WITHIN 30 DAYS OF FINAL STABILIZATION OF THE ENTIRE SITE OR TURNING OVER CONTROL OF THE SITE TO ANOTHER OPERATOR.

- THE FOLLOWING REPRESENTS THE GENERAL OBSERVATION AND REPORTING PRACTICES THAT SHALL BE FOLLOWED AS PART OF THIS PROJECT:
1. OBSERVATIONS OF THE PROJECT FOR COMPLIANCE WITH THE SWPPP SHALL BE MADE BY THE CONTRACTOR AT LEAST ONCE A WEEK OR WITHIN 24 HOURS OF A STORM 0.25 INCHES OR GREATER;
  2. AN OBSERVATION REPORT SHALL BE MADE AFTER EACH OBSERVATION AND DISTRIBUTED TO THE ENGINEER, THE OWNER, AND THE CONTRACTOR;
  3. A REPRESENTATIVE OF THE SITE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE AND REPAIR ACTIVITIES;
  4. IF A REPAIR IS NECESSARY, IT SHALL BE INITIATED WITHIN 24 HOURS OF REPORT.

INSTALL PERIMETER CONTROLS, i.e., SILTSOXX AND CATCH BASIN PROTECTION AROUND THE LIMITS OF DISTURBANCE BEFORE ANY EARTH MOVING OPERATIONS. THE USE OF HAYBALES IS NOT ALLOWED.

THE CONTRACTOR SHALL CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE(S) PRIOR TO ANY EXCAVATION ACTIVITIES. PLACE FODS AS NEEDED.

CUT AND GRUB ALL TREES, SHRUBS, SAPLINGS, BRUSH, VINES AND REMOVE OTHER DEBRIS AND RUBBISH AS REQUIRED. DEMOLISH BUILDINGS AND FENCES AS NEEDED. REMOVE WALL AND STORE.

ROUGH GRADE SITE.

LAYOUT AND INSTALL ALL BURIED UTILITIES AND SERVICES UP TO 10' OF THE PROPOSED BUILDING FOUNDATIONS. CAP AND MARK TERMINATIONS OR LOG SWING TIES.

CONSTRUCT BUILDING.

CONNECT UTILITIES.

PLACE BINDER LAYER OF PAVEMENT FOR SIDEWALKS.

PLANT LANDSCAPING IN AREAS OUT OF WAY OF BUILDING CONSTRUCTION. PREPARE AND STABILIZE FINAL SITE GRADING BY ADDING TOPSOIL, SEED, MULCH AND FERTILIZER.

AFTER BUILDINGS ARE COMPLETED, FINISH ALL REMAINING LANDSCAPED WORK.

CONSTRUCT SIDEWALKS.

REMOVE TRAPPED SEDIMENTS FROM COLLECTION DEVICES AS APPROPRIATE, AND THEN REMOVE TEMPORARY EROSION CONTROL MEASURES UPON COMPLETION OF FINAL STABILIZATION OF THE SITE.

PROJECT DESCRIPTION

THE PROJECT CONSISTS OF A BUILDING REDEVELOPMENT WITH ASSOCIATED UTILITIES AND PARKING.

THE TOTAL AREA TO BE DISTURBED IS APPROXIMATELY 0.370 ACRES.

BASED ON THE USCS WEB SOIL SURVEY THE SOILS ON SITE CONSIST OF URBAN LAND WHICH HAS AN UNSPECIFIED HYDROLOGIC SOIL GROUP RATING, ASSUMED D.

THE STORMWATER RUNOFF FROM THE SITE WILL BE DISCHARGED VIA A CLOSED DRAINAGE SYSTEM TO THE CITY OF PORTSMOUTH CLOSED DRAINAGE SYSTEM WHICH ULTIMATELY FLOWS TO THE PISCATAQUA RIVER.

GENERAL CONSTRUCTION NOTES

THE EROSION CONTROL PROCEDURES SHALL CONFORM TO SECTION 645 OF THE "STANDARD SPECIFICATION FOR ROAD AND BRIDGE CONSTRUCTION" OF THE NHDOT, AND "STORM WATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL HANDBOOK FOR URBAN AND DEVELOPING AREAS IN NEW HAMPSHIRE". THE PROJECT IS TO BE MANAGED IN A MANNER THAT MEETS THE REQUIREMENTS AND INTENT OF RSA 430:5.3 AND CHAPTER AGR 3600 RELATIVE TO INVASIVE SPECIES.

DURING CONSTRUCTION AND THEREAFTER, EROSION CONTROL MEASURES ARE TO BE IMPLEMENTED AS NOTED. THE SMALLEST PRACTICAL AREA OF LAND SHOULD BE EXPOSED AT ANY ONE TIME DURING DEVELOPMENT. NO DISTURBED AREA SHALL BE LEFT UNSTABILIZED FOR MORE THAN 45 DAYS.

ANY DISTURBED AREAS WHICH ARE TO BE LEFT TEMPORARILY, AND WHICH WILL BE REGRADED LATER DURING CONSTRUCTION SHALL BE MACHINE HAY MULCHED AND SEEDED WITH RYE GRASS TO PREVENT EROSION.

THE PROJECT IS TO BE MANAGED IN A MANNER THAT MEETS THE REQUIREMENTS AND INTENT OF RSA 430:5.3 AND CHAPTER AGR 3600 RELATIVE TO INVASIVE SPECIES.

DUST CONTROL: DUST CONTROL MEASURES SHALL INCLUDE BUT ARE NOT LIMITED TO SPRINKLING WATER ON EXPOSED AREAS, COVERING LOADED DUMP TRUCKS LEAVING THE SITE, AND TEMPORARY MULCHING.

DUST CONTROL MEASURES SHALL BE UTILIZED SO AS TO PREVENT THE MIGRATION OF DUST FROM THE SITE TO ADJUTING AREAS.

IF TEMPORARY STABILIZATION PRACTICES, SUCH AS TEMPORARY VEGETATION AND MULCHING, DO NOT ADEQUATELY REDUCE DUST GENERATION, APPLICATION OF WATER OR CALCIUM CHLORIDE SHALL BE APPLIED IN ACCORDANCE WITH BEST MANAGEMENT PRACTICES.

SILTSOXX SHALL BE PERIODICALLY INSPECTED DURING THE LIFE OF THE PROJECT AND AFTER EACH STORM. ALL DAMAGED SILTSOXX SHALL BE REPAIRED. SEDIMENT DEPOSITS SHALL PERIODICALLY BE REMOVED AND DISPOSED IN A SECURED LOCATION.

ALL FILLS SHALL BE PLACED AND COMPACTED TO REDUCE EROSION, SLIPPAGE, SETTLEMENT, SUBSIDENCE OR OTHER RELATED PROBLEMS.

ALL NON-STRUCTURAL, SITE-FILL SHALL BE PLACED AND COMPACTED TO 90% MODIFIED PROCTOR DENSITY IN LAYERS NOT EXCEEDING 18 INCHES IN THICKNESS UNLESS OTHERWISE NOTED.

FROZEN MATERIAL OR SOFT, MUCKY OR HIGHLY COMPRESSIBLE MATERIAL, TRASH, WOODY DEBRIS, LEAVES, BRUSH OR ANY DELETERIOUS MATTER SHALL NOT BE INCORPORATED INTO FILLS.

FILL MATERIAL SHALL NOT BE PLACED ON FROZEN FOUNDATION SUBGRADE.

DURING CONSTRUCTION AND UNTIL ALL DEVELOPED AREAS ARE FULLY STABILIZED, ALL EROSION CONTROL MEASURES SHALL BE INSPECTED WEEKLY AND AFTER EACH ONE HALF INCH OF RAINFALL.

THE CONTRACTOR SHALL MODIFY OR ADD EROSION CONTROL MEASURES AS NECESSARY TO ACCOMMODATE PROJECT CONSTRUCTION.

ALL ROADWAYS AND PARKING AREAS SHALL BE STABILIZED WITHIN 72 HOURS OF ACHIEVING FINISHED GRADE. ALL CUT AND FILL SLOPES SHALL BE SEEDED/LOAMED WITHIN 72 HOURS OF ACHIEVING FINISHED GRADE.

AN AREA SHALL BE CONSIDERED STABLE IF ONE OF THE FOLLOWING HAS OCCURRED:

- BASE COURSE GRAVELS HAVE BEEN INSTALLED ON AREAS TO BE PAVED
- A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED
- A MINIMUM OF 3 INCHES OF NON-EROSIVE MATERIAL SUCH AS STONE OR RIPRAP HAS BEEN INSTALLED
- EROSION CONTROL BLANKETS HAVE BEEN INSTALLED.
- IN AREAS TO BE PAVED, "STABLE" MEANS THAT BASE COURSE GRAVELS MEETING THE REQUIREMENTS OF NHDOT STANDARD FOR ROAD AND BRIDGE CONSTRUCTION, 2016, ITEM 304-2 HAVE BEEN INSTALLED.

STABILIZATION SHALL BE INITIATED ON ALL LOAM STOCKPILES, AND DISTURBED AREAS, WHERE CONSTRUCTION ACTIVITY SHALL NOT OCCUR FOR MORE THAN TWENTY-ONE (21) CALENDAR DAYS BY THE FOURTEENTH (14TH) DAY AFTER CONSTRUCTION ACTIVITY HAS PERMANENTLY OR TEMPORARILY CEASED IN THAT AREA.

STABILIZATION MEASURES TO BE USED INCLUDE:

- TEMPORARY SEEDING;
- MULCHING.

1. ALL AREAS SHALL BE STABILIZED WITHIN 45 DAYS OF INITIAL DISTURBANCE.
2. WHEN CONSTRUCTION ACTIVITY PERMANENTLY OR TEMPORARILY CEASES WITHIN 100 FEET OF NEARBY SURFACE WATERS OR DELINEATED WETLANDS, THE AREA SHALL BE STABILIZED WITHIN SEVEN (7) DAYS OR PRIOR TO A RAIN EVENT. ONCE CONSTRUCTION ACTIVITY CEASES PERMANENTLY IN THESE AREAS, SILTSOXX, MULCH BERMS, HAY BALE BARRIERS AND ANY EARTH/DIKES SHALL BE REMOVED ONCE PERMANENT MEASURES ARE ESTABLISHED.
3. DURING CONSTRUCTION, RUNOFF WILL BE DIVERTED AROUND THE SITE WITH EARTH DIKES, PIPING OR STABILIZED CHANNELS WHERE POSSIBLE. SHEET RUNOFF FROM THE SITE WILL BE FILTERED THROUGH SILTSOXX, MULCH BERMS, HAY BALE BARRIERS, OR SILT SOCKS. ALL STORM DRAIN BASIN INLETS SHALL BE PROVIDED WITH FLARED END SECTIONS AND TRASH RACKS. THE SITE SHALL BE STABILIZED FOR THE WINTER BY OCTOBER 15.

MAINTENANCE AND PROTECTION

THE SILTSOXX BARRIER SHALL BE CHECKED AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL.

SILTSOXX SHALL BE REMOVED ONCE SITE IS STABILIZED, AND DISTURBED AREAS RESULTING FROM SILTSOXX REMOVAL SHALL BE PERMANENTLY SEEDED.

THE CATCH BASIN INLET BASKET SHALL BE INSPECTED WITHIN 24 HOURS AFTER EACH RAINFALL OR DAILY DURING EXTENDED PERIODS OF PRECIPITATION. REPAIRS SHALL BE MADE IMMEDIATELY, AS NECESSARY, TO PREVENT PARTICLES FROM REACHING THE DRAINAGE SYSTEM AND/OR CAUSING SURFACE FLOODING. SEDIMENT DEPOSITS SHALL BE REMOVED AFTER EACH STORM EVENT, OR MORE OFTEN IF THE FABRIC BECOMES CLOGGED.

WINTER NOTES

ALL PROPOSED VEGETATED AREAS THAT DO NOT EXHIBIT A MINIMUM OF 85% VEGETATED GROWTH BY OCTOBER 15, OR WHICH ARE DISTURBED AFTER OCTOBER 15, SHALL BE STABILIZED BY SEEDING AND INSTALLING EROSION CONTROL BLANKETS ON SLOPES GREATER THAN 3:1, AND SEEDING AND PLACING 3 TO 4 TONS OF MULCH PER ACRE, SECURED WITH ANCHORED NETTING, ELSEWHERE. THE INSTALLATION OF EROSION CONTROL BLANKETS OR MULCH AND NETTING SHALL NOT OCCUR OVER ACCUMULATED SNOW OR ON FROZEN GROUND AND SHALL BE COMPLETED IN ADVANCE OF THAW OR SPRING MELT EVENTS.

ALL DITCHES OR SWALES WHICH DO NOT EXHIBIT A MINIMUM OF 85 PERCENT VEGETATIVE GROWTH BY OCTOBER 15, OR WHICH ARE DISTURBED AFTER OCTOBER 15, SHALL BE STABILIZED TEMPORARILY WITH STONE OR EROSION CONTROL BLANKETS APPROPRIATE FOR THE DESIGN FLOW CONDITIONS;

AFTER OCTOBER 15, INCOMPLETE ROAD OR PARKING SURFACES, WHERE WORK HAS STOPPED FOR THE WINTER SEASON, SHALL BE PROTECTED WITH A MINIMUM OF 3 INCHES OF CRUSHED GRAVEL PER NHDOT ITEM 304.3, OR IF CONSTRUCTION IS TO CONTINUE THROUGH THE WINTER SEASON BE CLEARED OF ANY ACCUMULATED SNOW AFTER EACH STORM EVENT;

STOCKPILES

1. LOCATE STOCKPILES A MINIMUM OF 50 FEET AWAY FROM CATCH BASINS, SWALES, AND CULVERTS.
2. ALL STOCKPILES SHOULD BE SURROUNDED WITH TEMPORARY EROSION CONTROL MEASURES PRIOR TO THE ONSET OF PRECIPITATION.
3. PERIMETER BARRIERS SHOULD BE MAINTAINED AT ALL TIMES, AND ADJUSTED AS NEEDED TO ACCOMMODATE THE DELIVERY AND REMOVAL OF MATERIALS FROM THE STOCKPILE. THE INTEGRITY OF THE BARRIER SHOULD BE INSPECTED AT THE END OF EACH WORKING DAY.
4. PROTECT ALL STOCKPILES FROM STORMWATER RUN-OFF USING TEMPORARY EROSION CONTROL MEASURES SUCH AS BERMS, SILT SOCK, OR OTHER APPROVED PRACTICE TO PREVENT MIGRATION OF MATERIAL BEYOND THE IMMEDIATE CONFINES OF THE STOCKPILES.

CONCRETE WASHOUT AREA

THE FOLLOWING ARE THE ONLY NON-STORMWATER DISCHARGES ALLOWED. ALL OTHER NON-STORMWATER DISCHARGES ARE PROHIBITED ON SITE:

1. THE CONCRETE DELIVERY TRUCKS SHALL, WHENEVER POSSIBLE, USE WASHOUT FACILITIES AT THEIR OWN PLANT OR DISPATCH FACILITY;
2. IF IT IS NECESSARY, SITE CONTRACTOR SHALL DESIGNATE SPECIFIC WASHOUT AREAS AND DESIGN FACILITIES TO HANDLE ANTICIPATED WASHOUT WATER;
3. CONTRACTOR SHALL LOCATE WASHOUT AREAS AT LEAST 150 FEET AWAY FROM STORM DRAINS, SWALES AND SURFACE WATERS OR DELINEATED WETLANDS;
4. INSPECT WASHOUT FACILITIES DAILY TO DETECT LEAKS OR TEARS AND TO IDENTIFY WHEN MATERIALS NEED TO BE REMOVED.

ALLOWABLE NON-STORMWATER DISCHARGES

1. FIRE-FIGHTING ACTIVITIES;
2. FIRE HYDRANT FLUSHING;
3. WATERS USED TO WASH VEHICLES WHERE DETERGENTS ARE NOT USED;
4. WATER USED TO CONTROL DUST;
5. POTABLE WATER INCLUDING UNCONTAMINATED WATER LINE FLUSHING;
6. ROUTINE EXTERNAL BUILDING WASH DOWN WHERE DETERGENTS ARE NOT USED;
7. PAVEMENT WASH WATERS WHERE DETERGENTS ARE NOT USED;
8. UNCONTAMINATED AIR CONDITIONING/COMPRESSOR CONDENSATION;
9. UNCONTAMINATED GROUND WATER OR SPRING WATER;
10. FOUNDATION OR FOOTING DRAINS WHICH ARE UNCONTAMINATED;
11. UNCONTAMINATED EXCAVATION DEWATERING;
12. LANDSCAPE IRRIGATION.

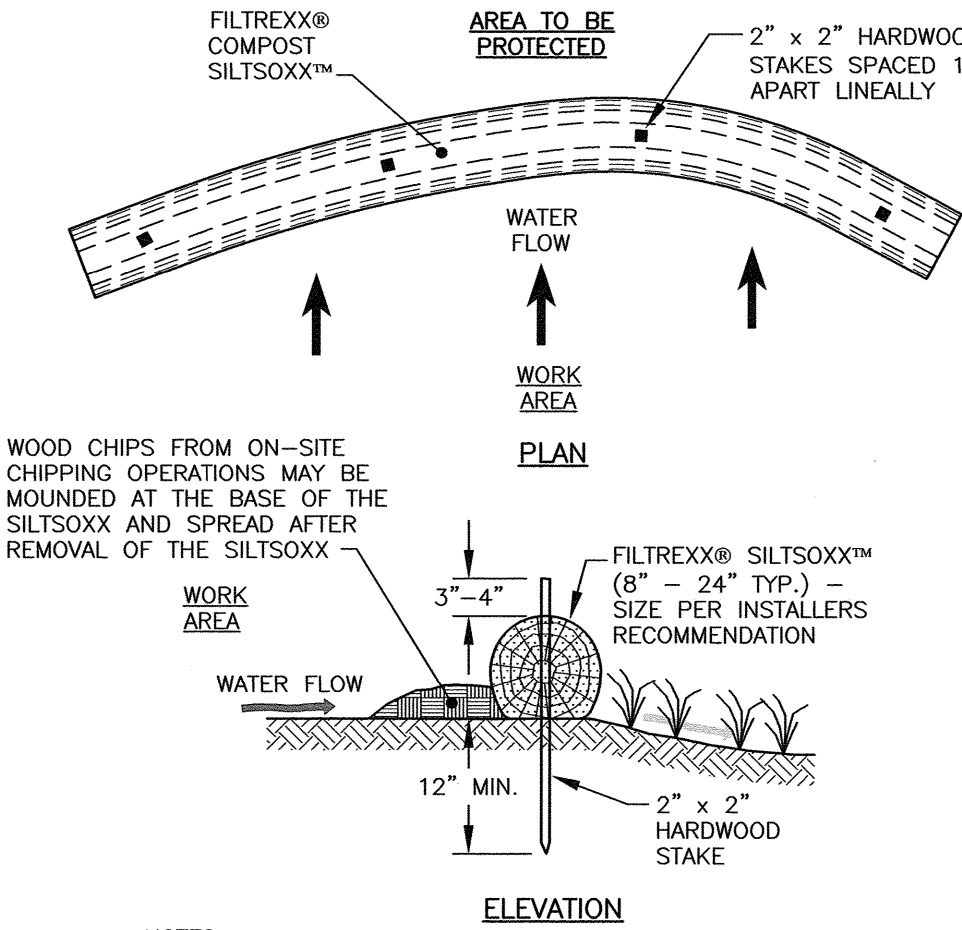
WASTE DISPOSAL

1. WASTE MATERIALS SHALL BE COLLECTED AND STORED IN SECURELY LIDDED RECEPTACLES. ALL TRASH AND CONSTRUCTION DEBRIS FROM THE SITE SHALL BE DEPOSITED IN A DUMPSTER;
  - NO CONSTRUCTION WASTE MATERIALS SHALL BE BURIED ON SITE;
  - ALL PERSONNEL SHALL BE INSTRUCTED REGARDING THE CORRECT PROCEDURE FOR WASTE DISPOSAL BY THE SUPERINTENDENT.
2. HAZARDOUS WASTE
  - ALL HAZARDOUS WASTE MATERIALS SHALL BE DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL OR STATE REGULATION OR BY THE MANUFACTURER;
  - SITE PERSONNEL SHALL BE INSTRUCTED IN THESE PRACTICES BY THE SUPERINTENDENT.
3. SANITARY WASTE
  - ALL SANITARY WASTE SHALL BE COLLECTED FROM THE PORTABLE UNITS A MINIMUM OF ONCE PER WEEK BY A LICENSED SANITARY WASTE MANAGEMENT CONTRACTOR.

BLASTING NOTES

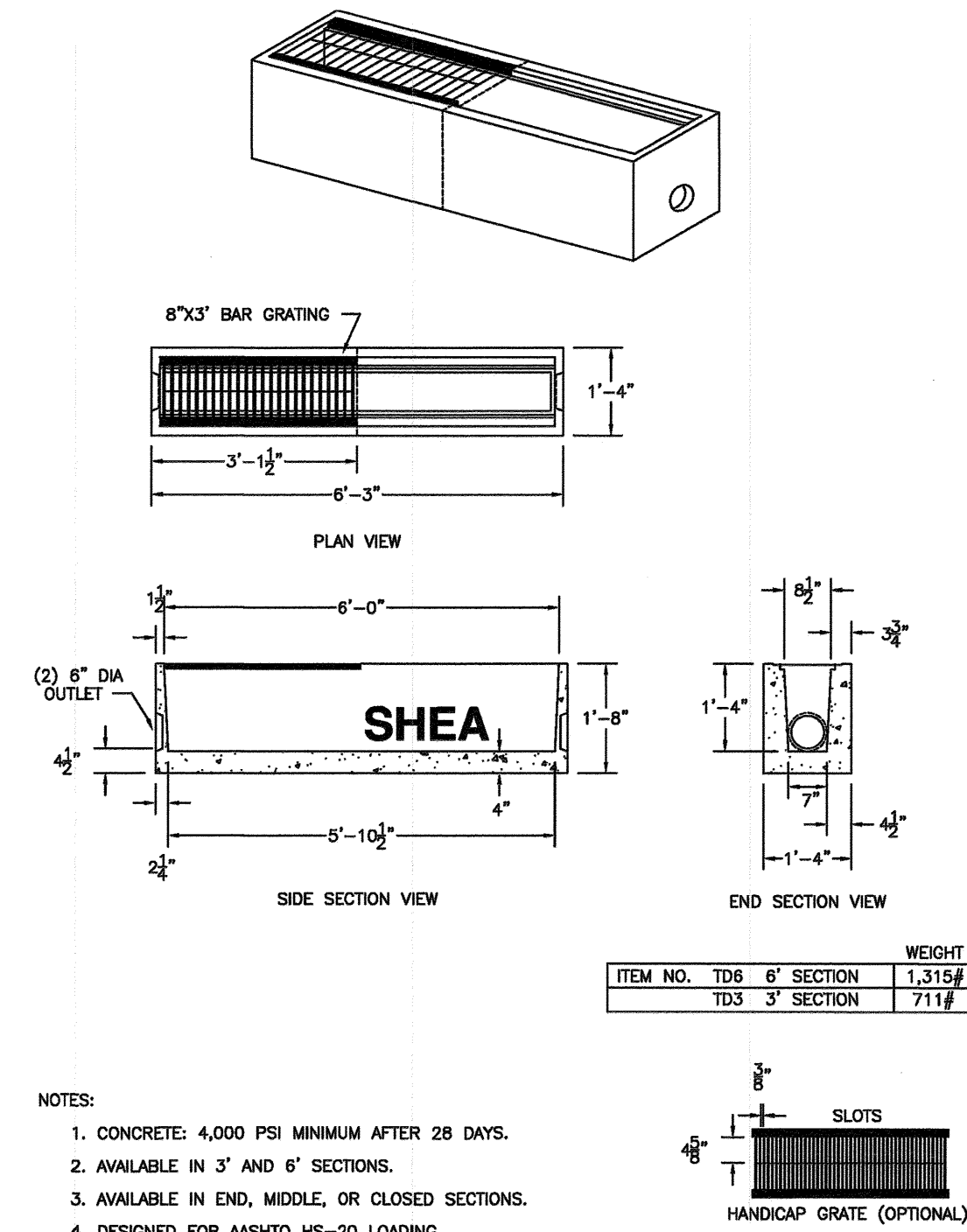
1. CONTRACTOR SHALL CONTACT THE NHDES AND/OR LOCAL JURISDICTION PRIOR TO COMMENCING ANY BLASTING ACTIVITIES.
2. FOR ANY PROJECT FOR WHICH BLASTING OF BEDROCK IS ANTICIPATED, THE APPLICANT SHALL SUBMIT A BLASTING PLAN THAT IDENTIFIES:
  - WHERE THE BLASTING ACTIVITIES ARE ANTICIPATED TO OCCUR;
  - THE ESTIMATED QUANTITY OF BLAST ROCK IN CUBIC YARDS; AND
  - SITE-SPECIFIC BLASTING BEST MANAGEMENT PRACTICES.

NOTE: THAT HIGH STREET SHALL BE SWEEPED DAILY DURING THE EXCAVATION PHASE OF THE BUILDING CONSTRUCTION.



- NOTES:
1. ALL MATERIAL TO MEET FILTREXX SPECIFICATIONS.
  2. FILTREXX SYSTEM SHALL BE INSTALLED BY A CERTIFIED FILTREXX INSTALLER.
  3. THE CONTRACTOR SHALL MAINTAIN THE COMPOST FILTRATION SYSTEM IN A FUNCTIONAL CONDITION AT ALL TIMES. IT WILL BE ROUTINELY INSPECTED AND REPAIRED WHEN REQUIRED.
  4. SILTSOXX DEPICTED IS FOR MINIMUM SLOPES, GREATER SLOPES MAY REQUIRE ADDITIONAL PLACEMENTS.
  5. THE COMPOST FILTER MATERIAL WILL BE DISPERSED ON SITE WHEN NO LONGER REQUIRED, AS DETERMINED BY THE ENGINEER.

FILTREXX®  
SILTSOXX™ FILTRATION SYSTEM  
(IF NEEDED) NTS



- NOTES:
1. CONCRETE: 4,000 PSI MINIMUM AFTER 28 DAYS.
  2. AVAILABLE IN 3' AND 6' SECTIONS.
  3. AVAILABLE IN END, MIDDLE, OR CLOSED SECTIONS.
  4. DESIGNED FOR AASHTO HS-20 LOADING.

SHEA PRODUCT ID: TD3/TD6  
TRENCH DRAIN 8"x16"  
WEIGHT (LBS): 711#/1,315#

C  
C5  
TRENCH DRAIN  
NTS

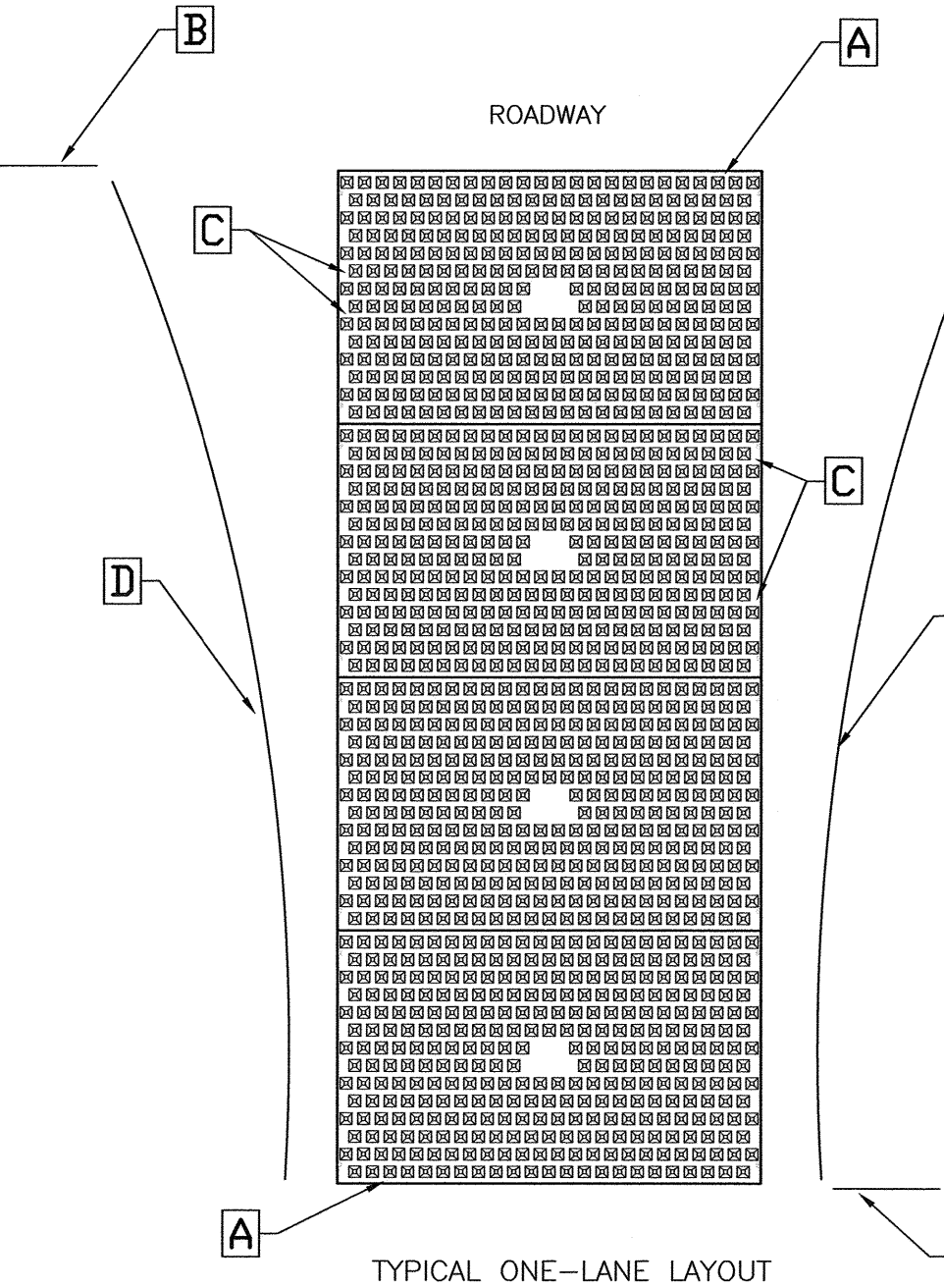
FODS TRACKOUT CONTROL SYSTEM

INSTALLATION:

THE PURPOSE AND DESIGN OF THE FODS TRACKOUT CONTROL SYSTEM IS TO EFFECTIVELY REMOVE MOST SEDIMENT FROM VEHICLE TIRES AS THEY EXIT A DISTURBED LAND AREA ONTO A PAVED STREET. THIS MANUAL IS A PLATFORM FROM WHICH TO INSTALL A FODS TRACKOUT CONTROL SYSTEM. (NOTE: THIS IS NOT A ONE SIZE FITS ALL GUIDE.) THE INSTALLATION MAY NEED TO BE MODIFIED TO MEET THE EXISTING CONDITIONS, EXPECTATIONS, OR DEMANDS OF A PARTICULAR SITE. THIS IS A GUIDELINE. ULTIMATELY THE FODS TRACKOUT CONTROL SYSTEM SHOULD BE INSTALLED SAFELY WITH PROPER ANCHORING AND SIGNS PLACED AT THE ENTRANCE AND EXIT TO CAUTION USERS AND OTHERS.

KEY NOTES:

- A. FODS TRACKOUT CONTROL SYSTEM MAT.
- B. FODS SAFETY SIGN.
- C. ANCHOR POINT.
- D. SILT OR ORANGE CONSTRUCTION FENCE.

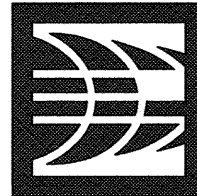


- INSTALLATION:
1. THE SITE WHERE THE FODS TRACKOUT CONTROL SYSTEM IS TO BE PLACED SHOULD CORRESPOND TO BEST MANAGEMENT PRACTICES AS MUCH AS POSSIBLE. THE SITE WHERE FODS TRACKOUT CONTROL SYSTEM IS PLACED SHOULD ALSO MEET OR EXCEED THE LOCAL JURISDICTION OR STORM WATER POLLUTION PREVENTION PLAN (SWPPP) REQUIREMENTS.
  2. CALL FOR UTILITY LOCATES 3 BUSINESS DAYS IN ADVANCE OF THE OF FODS TRACKOUT CONTROL SYSTEM INSTALLATION FOR THE MARKING OF UNDERGROUND UTILITIES. CALL THE UTILITY NOTIFICATION CENTER AT 811.
  3. ONCE THE SITE IS ESTABLISHED WHERE FODS TRACKOUT CONTROL SYSTEM IS TO BE PLACED, ANY EXCESSIVE UNEVEN TERRAIN SHOULD BE LEVELED OUT OR REMOVED SUCH AS LARGE ROCKS, LANDSCAPING MATERIALS, OR SUDDEN ABRUPT CHANGES IN ELEVATION.
  4. THE INDIVIDUAL MATS CAN START TO BE PLACED INTO POSITION. THE FIRST MAT SHOULD BE PLACED NEXT TO THE CLOSEST POINT OF EGRESS. THIS WILL ENSURE THAT THE VEHICLE WILL EXIT STRAIGHT FROM THE SITE ONTO THE PAVED SURFACE.
  5. AFTER THE FIRST MAT IS PLACED DOWN IN THE PROPER LOCATION, MATS SHOULD BE ANCHORED TO PREVENT THE POTENTIAL MOVEMENT WHILE THE ADJOINING MATS ARE INSTALLED. ANCHORS SHOULD BE PLACED AT EVERY ANCHOR POINT (IF FEASIBLE) TO HELP MAINTAIN THE MAT IN ITS CURRENT POSITION.
  6. AFTER THE FIRST MAT IS ANCHORED IN ITS PROPER PLACE, AN H BRACKET SHOULD BE PLACED AT THE END OF THE FIRST MAT BEFORE ANOTHER MAT IS PLACED ADJACENT TO THE FIRST MAT.
  7. ONCE THE SECOND MAT IS PLACED ADJACENT TO THE FIRST MAT, MAKE SURE THE H BRACKET IS CORRECTLY SITUATED BETWEEN THE TWO MATS, AND SLIDE MATS TOGETHER.
  8. NEXT THE CONNECTOR STRAPS SHOULD BE INSTALLED TO CONNECT THE TWO MATS TOGETHER.
  9. UPON PLACEMENT OF EACH NEW MAT IN THE SYSTEM, THAT MAT SHOULD BE ANCHORED AT EVERY ANCHOR POINT TO HELP STABILIZE THE MAT AND ENSURE THE SYSTEM IS CONTINUOUS WITH NO GAPS IN BETWEEN THE MATS.
  10. SUCCESSIVE MATS CAN THEN BE PLACED TO CREATE THE FODS TRACKOUT CONTROL SYSTEM REPEATING THE ABOVE STEPS.

- USE AND MAINTENANCE
1. VEHICLES SHOULD TRAVEL DOWN THE LENGTH OF THE TRACKOUT CONTROL SYSTEM AND NOT OUT ACROSS THE MATS.
  2. DRIVERS SHOULD TURN THE WHEEL OF THEIR VEHICLES SUCH THAT THE VEHICLE WILL MAKE A SHALLOW S-TURN ROUTE DOWN THE LENGTH OF THE TRACKOUT CONTROL SYSTEM.
  3. MATS SHOULD BE CLEANED ONCE THE VOIDS BETWEEN THE PYRAMIDS BECOME FULL OF SEDIMENT. TYPICALLY THIS WILL NEED TO BE PERFORMED WITHIN TWO WEEKS AFTER A STORM EVENT. BRUSHING IS THE PREFERRED METHOD OF CLEANING, EITHER MANUALLY OR MECHANICALLY.
  4. THE USE OF ICE MELT, ROCK SALT, SNOW MELT, DE-ICER, ETC. SHOULD BE UTILIZED AS NECESSARY DURING THE WINTER MONTHS AND AFTER A SNOW EVENT TO PREVENT ICE BUILDUP.

- REMOVAL
1. REMOVAL OF FODS TRACKOUT CONTROL SYSTEM IS REVERSE ORDER OF INSTALLATION.
  2. STARTING WITH THE LAST MAT, THE MAT THAT IS PLACED AT THE INNERMOST POINT OF THE SITE OR THE MAT FURTHEST FROM THE EXIT OR PAVED SURFACE SHOULD BE REMOVED FIRST.
  3. THE ANCHORS SHOULD BE REMOVED.
  4. THE CONNECTOR STRAPS SHOULD BE UNBOLTED AT ALL LOCATIONS IN THE FODS TRACKOUT CONTROL SYSTEM.
  5. STARTING WITH THE LAST MAT IN THE SYSTEM, EACH SUCCESSIVE MAT SHOULD THEN BE MOVED AND STACKED FOR LOADING BY FORKLIFT OR EXCAVATOR ONTO A TRUCK FOR REMOVAL FROM THE SITE.

B  
C5  
FODS (USE AS REQUIRED)  
NTS



AMBIT ENGINEERING, INC.  
Civil Engineers & Land Surveyors

200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-9282  
Fax (603) 436-2315

NOTES:

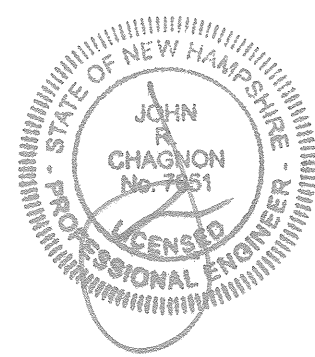
- 1) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.
- 2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.
- 3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE 'NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION. (NHDES DECEMBER 2008).
- 4) HIGH AND LADD STREETS SHALL BE SWEEPED DAILY DURING EXCAVATION PHASE OF THE BUILDING CONSTRUCTION.

COMMERCIAL  
DEVELOPMENT  
ONE CONGRESS STREET  
PORTSMOUTH, N.H.

2	UPDATED FOR URBAN AREAS	12/19/22
1	DETAIL C	10/18/22
0	ISSUED FOR COMMENT	9/6/22

NO.	DESCRIPTION	DATE
-----	-------------	------

REVISIONS



SCALE: AS SHOWN SEPTEMBER 2022

EROSION PROTECTION  
NOTES AND DETAILS

D1













## AMBIT ENGINEERING, INC.

Civil Engineers & Land Surveyors

200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
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Fax (603) 436-2315

### NOTES:

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4) CATCH BASIN POLYETHYLENE LINER NOTES:

POLYETHYLENE LINER (ITEM 604.0007) SHALL BE FABRICATED AT THE SHOP. DOWNSPOUT SHALL BE EXTRUSION FILLET WELDED TO THE POLYETHYLENE SHEET.

PLACE A CONTINUOUS BEAD OF AN APPROVED SILICONE SEALANT (SUBSIDIARY TO ITEM 604.0007) BETWEEN FRAME AND POLYETHYLENE SHEET.

PLACE CLASS AA CONCRETE TO 2" BELOW THE TOP OF THE GRATE ELEVATION (SUBSIDIARY TO DRAINAGE STRUCTURE).

USE ON DRAINAGE STRUCTURES 4' MIN. DIAMETER ONLY.

TRIM POLYETHYLENE SHEET A MAXIMUM OF 4" OUTSIDE THE FLANGE ON THE FRAME FOR THE CATCH BASIN BEFORE PLACING CONCRETE (EXCEPT AS SHOWN WHEN USED WITH 3-FLANGE FRAME AND CURB).

THE CENTER OF THE GRATE & FRAME MAY BE SHIFTED A MAXIMUM OF 6" FROM THE CENTER OF THE DOWNSPOUT IN ANY DIRECTION.

PLACED ONLY IN DRAINAGE STRUCTURES IN PAVEMENT.

SEE NHDOT DR-04, "DI-DB, UNDERDRAIN FLUSHING, LOCATING AND POLYETHYLENE LINER DETAILS," FOR ADDITIONAL INFORMATION.

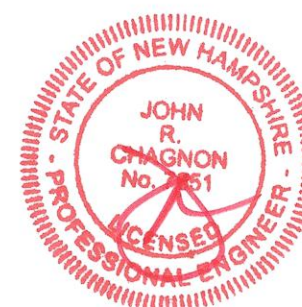
CATCHBASINS WITHIN CITY RIGHT OF WAY SHALL HAVE A POLYETHYLENE LINER.

5) ALL WATER MAIN & CONNECTIONS SHALL BE INSTALLED PER CITY OF PORTSMOUTH CONSTRUCTION STANDARDS.

## COMMERCIAL DEVELOPMENT ONE CONGRESS STREET PORTSMOUTH, N.H.

NO.	DESCRIPTION	DATE
2	DETAIL V	12/20/22
1	DETAIL S	10/18/22
0	ISSUED FOR COMMENT	9/6/22

### REVISIONS

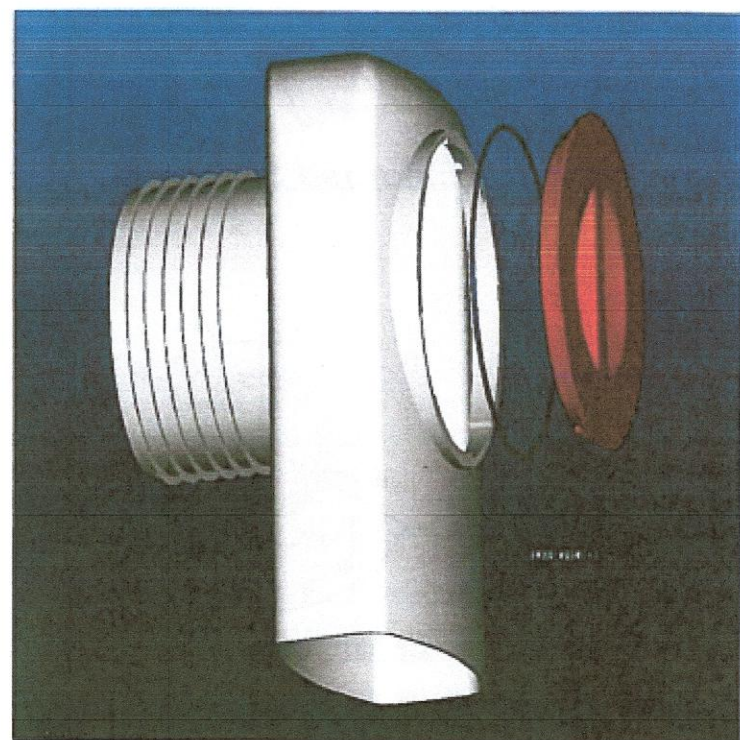


SCALE: AS SHOWN

SEPTEMBER 2022

DETAILS

D4

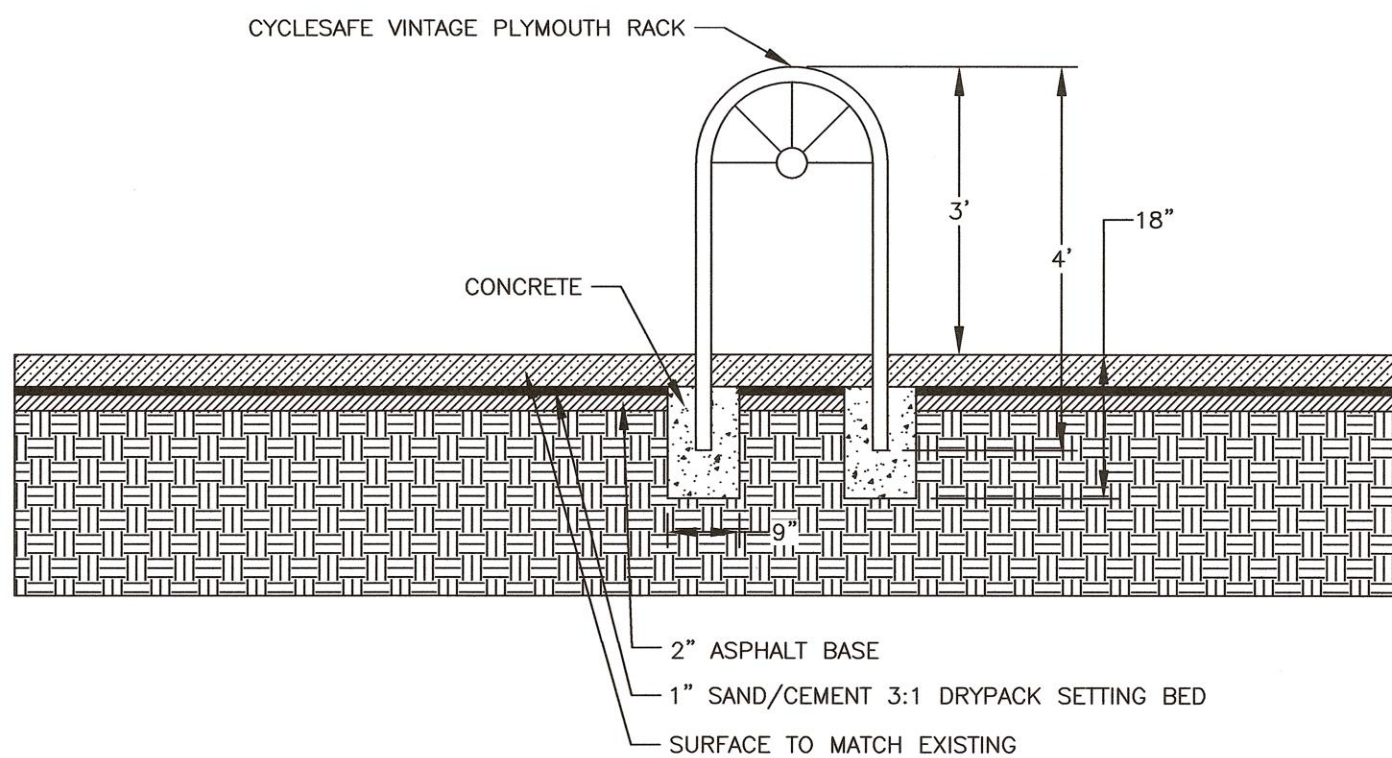


### NOTES:

1. ALL CATCH BASIN OUTLETS TO HAVE "ELIMINATOR" OIL AND FLOATING DEBRIS TRAP MANUFACTURED BY KLEANSTREAM (NO EQUAL)
2. INSTALL DEBRIS TRAP TIGHT TO INSIDE OF STRUCTURE.
3. 1/4" HOLE SHALL BE DRILLED IN TOP OF DEBRIS TRAP.

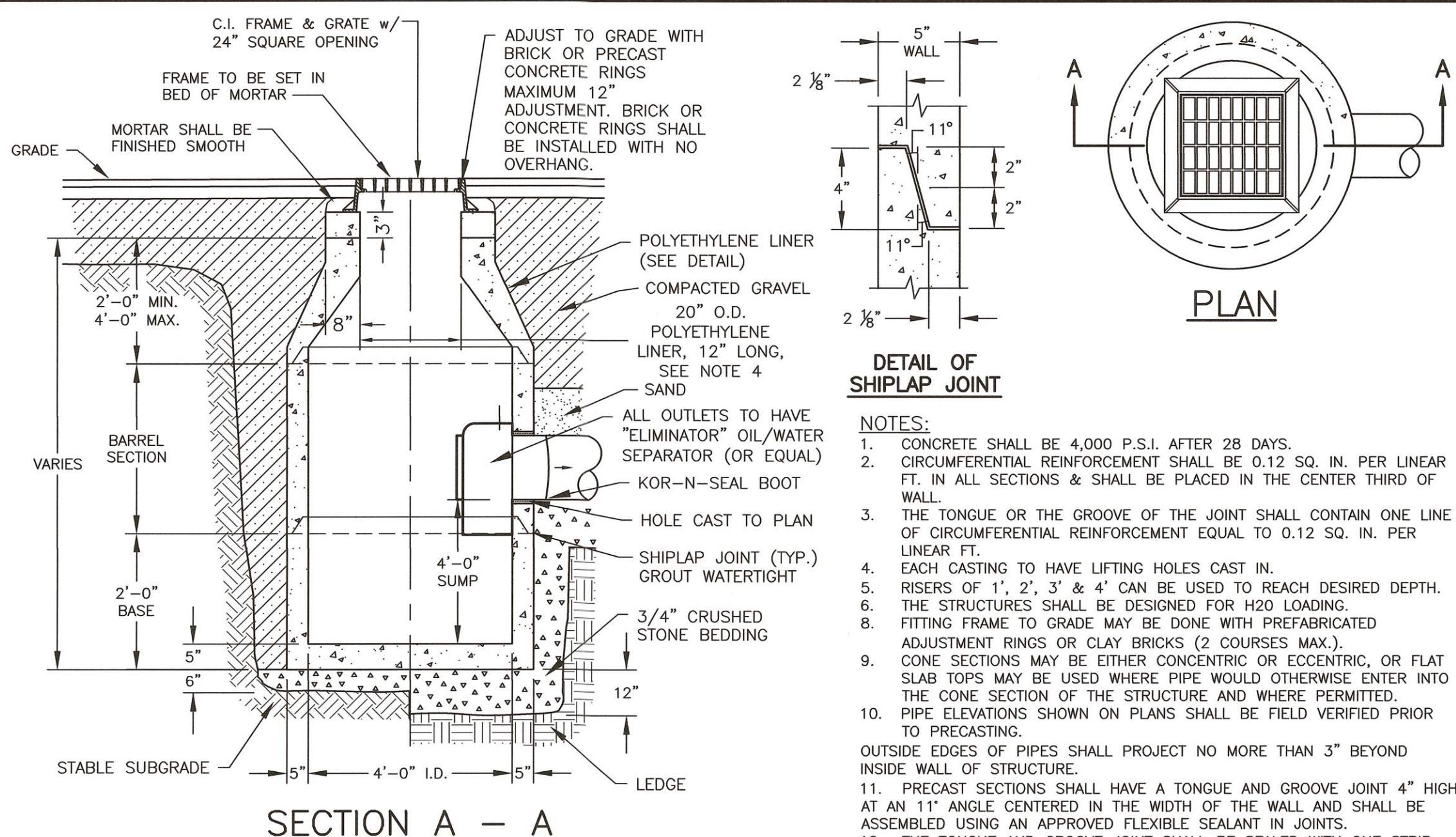
## CATCH BASIN OIL TRAP THE "ELIMINATOR"

NTS



## BIKE RACK

NTS



## SECTION A - A

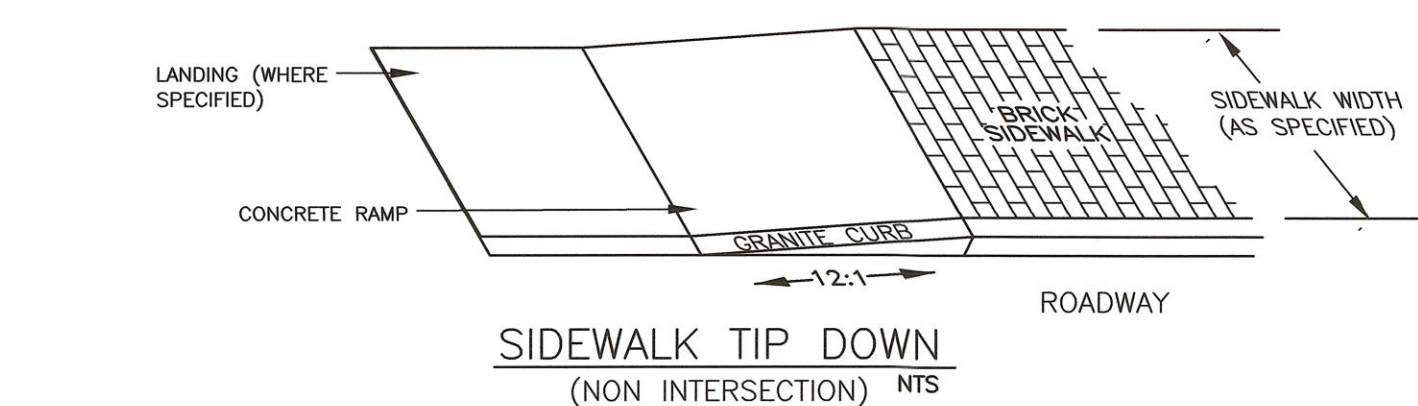
## CATCH BASIN DETAIL

C5

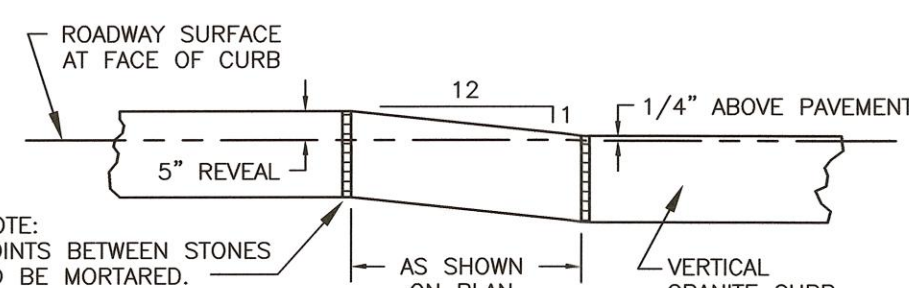
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### NOTES:

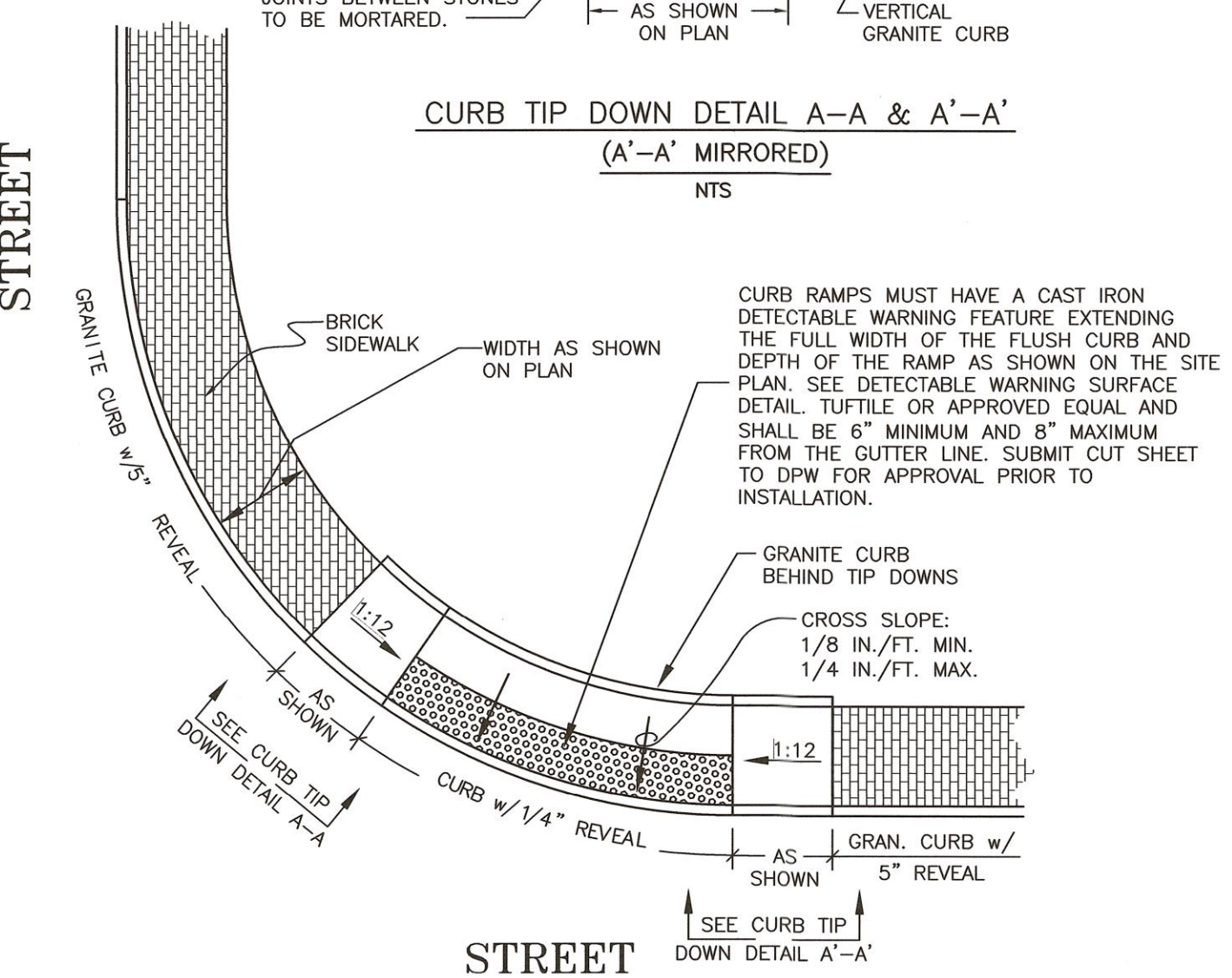
1. CONCRETE SHALL BE 4,000 P.S.I. AFTER 28 DAYS.
2. CIRCUMFERENTIAL REINFORCEMENT SHALL BE 0.12 SQ. IN. PER LINEAR FT. IN ALL SECTIONS & SHALL BE PLACED IN THE CENTER THIRD OF WALL.
3. THE TONGUE OR THE GROOVE OF THE JOINT SHALL CONTAIN ONE LINE OF CIRCUMFERENTIAL REINFORCEMENT EQUAL TO 0.12 SQ. IN. PER LINEAR FT.
4. EACH CASTING TO HAVE LIFTING HOLES CAST IN.
5. RISERS OF 1', 2', 3' & 4' CAN BE USED TO REACH DESIRED DEPTH.
6. THE STRUCTURES SHALL BE DESIGNED FOR H2O LOADING.
7. FITTING FRAME TO GRADE MAY BE DONE WITH PREFABRICATED ADJUSTMENT RINGS OR CLAY BRICKS (2 COURSES MAX.).
8. CONE SECTIONS MAY BE EITHER CONCENTRIC OR ECCENTRIC, OR FLAT SLAB TOPS MAY BE USED WHERE PIPE WOULD OTHERWISE ENTER INTO THE CONE SECTION OF THE STRUCTURE AND WHERE PERMITTED.
9. PIPE ELEVATIONS SHOWN ON PLANS SHALL BE FIELD VERIFIED PRIOR TO PRECASTING.
10. OUTSIDE EDGES OF PIPES SHALL PROJECT NO MORE THAN 3" BEYOND INSIDE WALL OF STRUCTURE.
11. PRECAST SECTIONS SHALL HAVE A TONGUE AND GROOVE JOINT 4" HIGH AT AN 11° ANGLE CENTERED IN THE WIDTH OF THE WALL AND SHALL BE ASSEMBLED USING AN APPROVED FLEXIBLE SEALANT IN JOINTS.
12. THE TONGUE AND GROOVE JOINT SHALL BE SEALED WITH ONE STRIP OF BUTYL RUBBER SEALANT.
13. "ELIMINATOR" OIL/WATER SEPARATOR SHALL BE INSTALLED TIGHT TO INSIDE OF CATCHBASIN.



## SIDEWALK TIP DOWN (NON INTERSECTION) NTS



## CURB TIP DOWN DETAIL A-A & A'-A' (A'-A' MIRRORRED) NTS



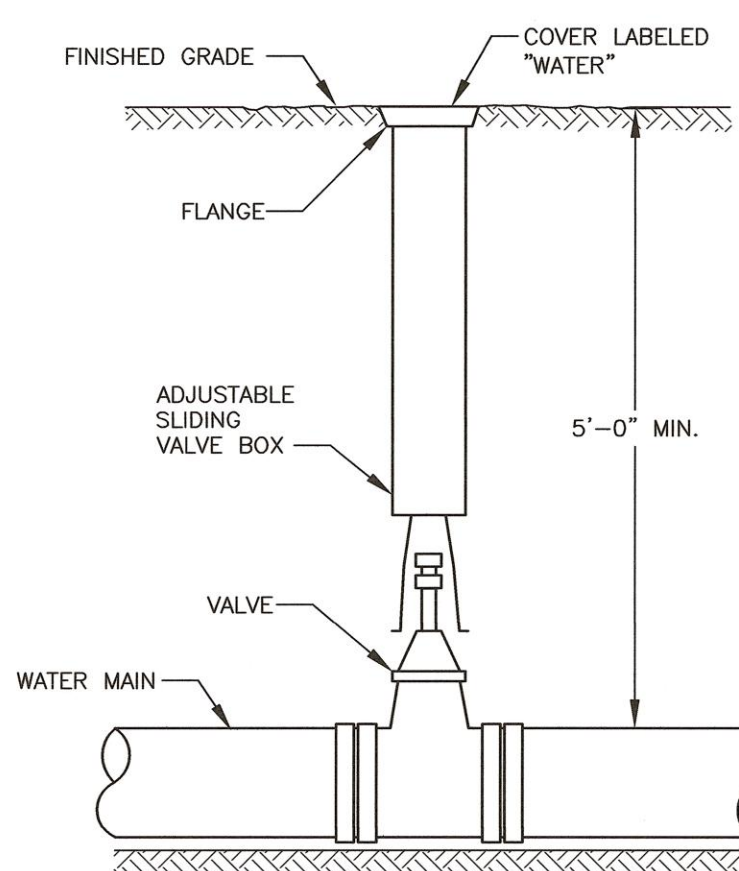
## SIDEWALK TIP DOWN AT INTERSECTION NTS

## TYPICAL SIDEWALK TIP DOWNS

WITH FLUSH CURB RAMP IS ELIMINATED

S

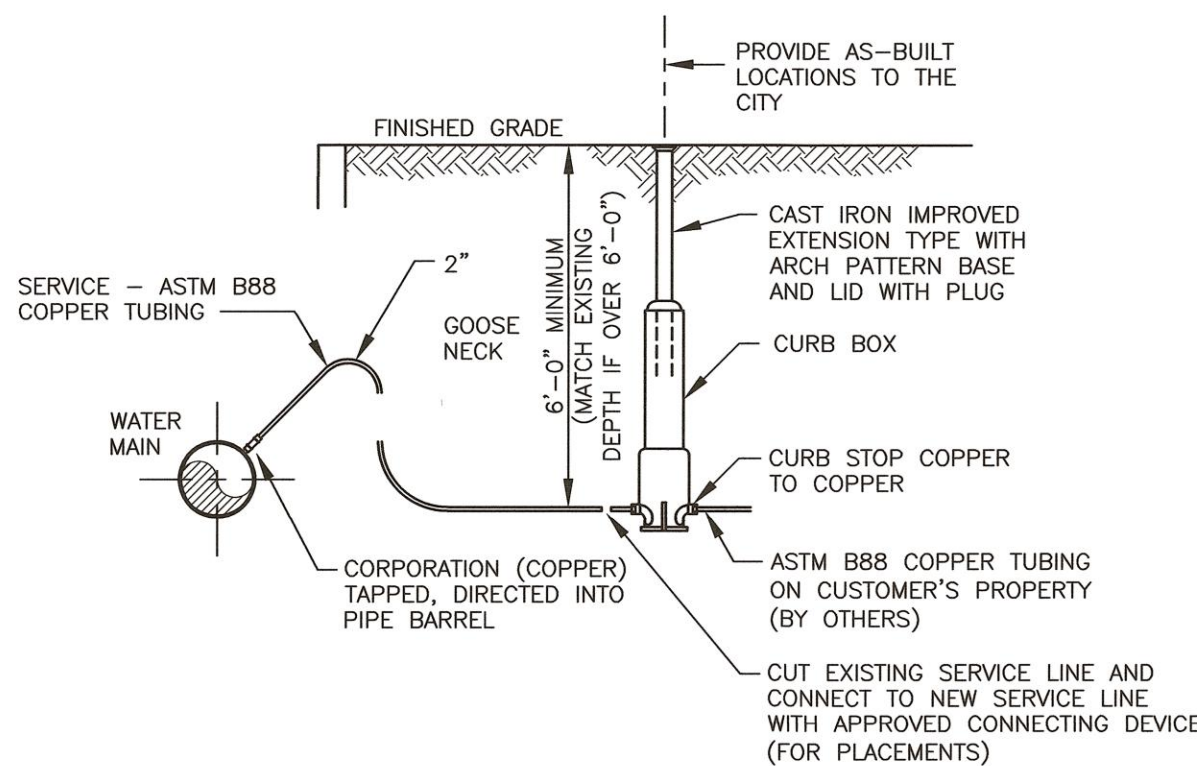
C3



## VALVE AND BOX DETAIL NTS

### NOTES:

1. GATE VALVE TO BE LOCATED WITHIN ROADWAY PAVEMENT WHERE POSSIBLE.
2. PROPER SIZE VALVE BOX SHALL BE INSTALLED WHERE GATE VALVES ARE SHOWN ON PLANS.



## TYPICAL WATER SERVICE CONNECTION

V

C4

## WATER MAIN & SERVICE CONNECTION

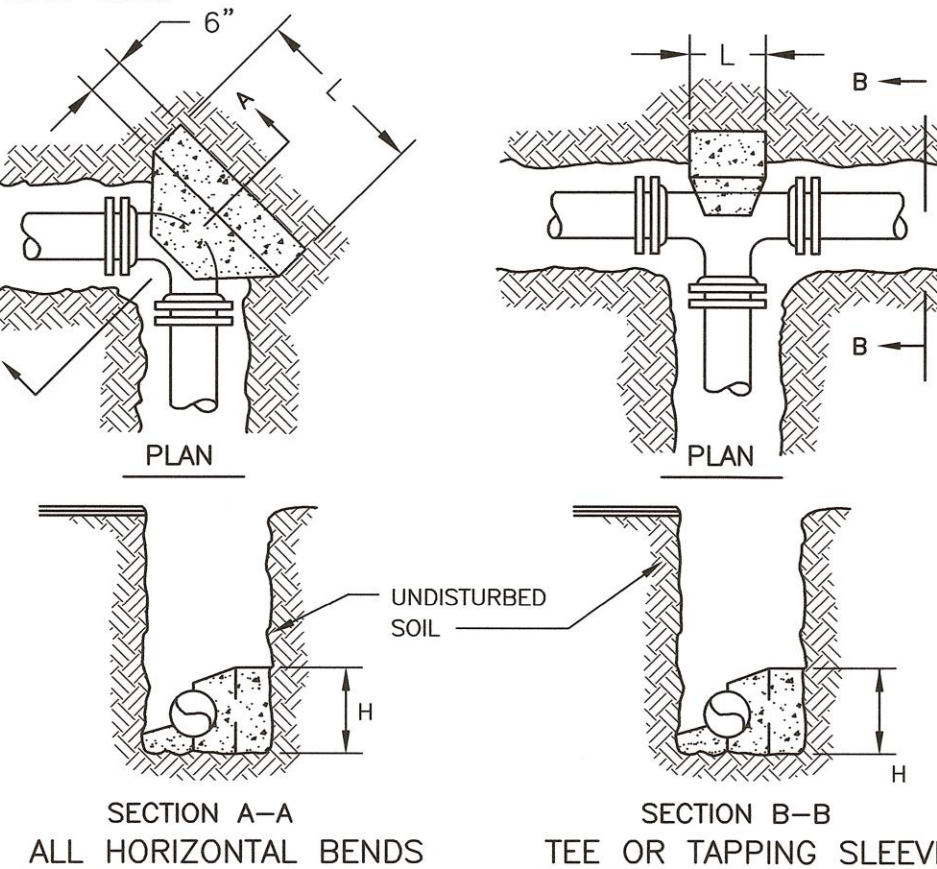
HORIZONTAL ANCHOR DIMENSIONS FOR PIPE INSTALLATION IN ROCK											
UP TO 150 P.S.I. WORKING PRESSURE											
PIPE SIZE	TEE OR TAP SLEEVE		90° BEND		45° BEND		22 1/2° BEND		11 1/4° BEND		ROD DIA.
	H	L	H	L	H	L	H	L	H	L	
4"	0'-9"	1'-0"	0'-9"	1'-0"	0'-9"	1'-0"	0'-9"	1'-0"	0'-9"	1'-0"	1'-0"
6"	0'-9"	1'-0"	0'-9"	1'-0"	0'-9"	1'-0"	0'-9"	1'-0"	0'-9"	1'-0"	1'-0"
8"	1'-2"	1'-2"	1'-2"	1'-2"	1'-2"	1'-2"	1'-2"	1'-2"	1'-2"	1'-2"	1'-0"
10"	1'-4"	1'-4"	1'-4"	1'-4"	1'-4"	1'-4"	1'-4"	1'-4"	1'-4"	1'-4"	1'-0"
12"	1'-8"	1'-8"	1'-8"	1'-8"	1'-8"	1'-8"	1'-8"	1'-8"	1'-8"	1'-8"	1'-0"

\* - FOR 3" AND SMALLER PIPES

HORIZONTAL ANCHOR DIMENSIONS FOR AVERAGE SOIL CONDITIONS											
UP TO 150 P.S.I. WORKING PRESSURE											
PIPE SIZE	TEE OR TAP SLEEVE		90° BEND		45° BEND		22 1/2° BEND		11 1/4° BEND		ROD DIA.
	H	L	H	L	H	L	H	L	H	L	
4"	1'-0"	2'-0"	1'-0"	2'-0"	1'-0"	1'-4"	0'-9"	1'-0"	0'-6"	1'-0"	1'-0"
6"	1'-0"	2'-0"	1'-0"	2'-0"	1'-0"	1'-4"	0'-9"	1'-0"	0'-6"	1'-0"	1'-0"
8"	1'-4"	2'-8"	1'-4"	2'-8"	1'-4"	1'-6"	1'-0"	1'-0"	0'-9"	1'-0"	1'-0"
10"	1'-8"	3'-4"	1'-8"	3'-4"	1'-8"	2'-0"	1'-3"	1'-3"	1'-0"	1'-0"	1'-0"
12"	2'-0"	4'-0"	2'-0"	4'-0"	2'-0"	2'-2"	1'-6"	1'-6"	1'-3"	1'-3"	1'-0"

\* - FOR 3" AND SMALLER PIPES

- NOTES:
- 1) TABLES ARE BASED ON AN ALLOWABLE SOIL PRESSURE OF 3000 PSF ON UNDISTURBED EARTH BEHIND THE ANCHOR BLOCK. WHERE SOIL HAS BEEN DISTURBED BY ADJACENT EXCAVATIONS OR WHERE SOIL CANNOT WITHSTAND SUCH A PRESSURE, THE TABLE DOES NOT APPLY.
  - 2) WHERE ENTIRE DEPTH OF PIPE IS BELOW THE TOP SURFACE OF SOUND ROCK, USE "HORIZONTAL ANCHOR DIMENSIONS FOR PIPE INSTALLATION IN ROCK" TABLE.



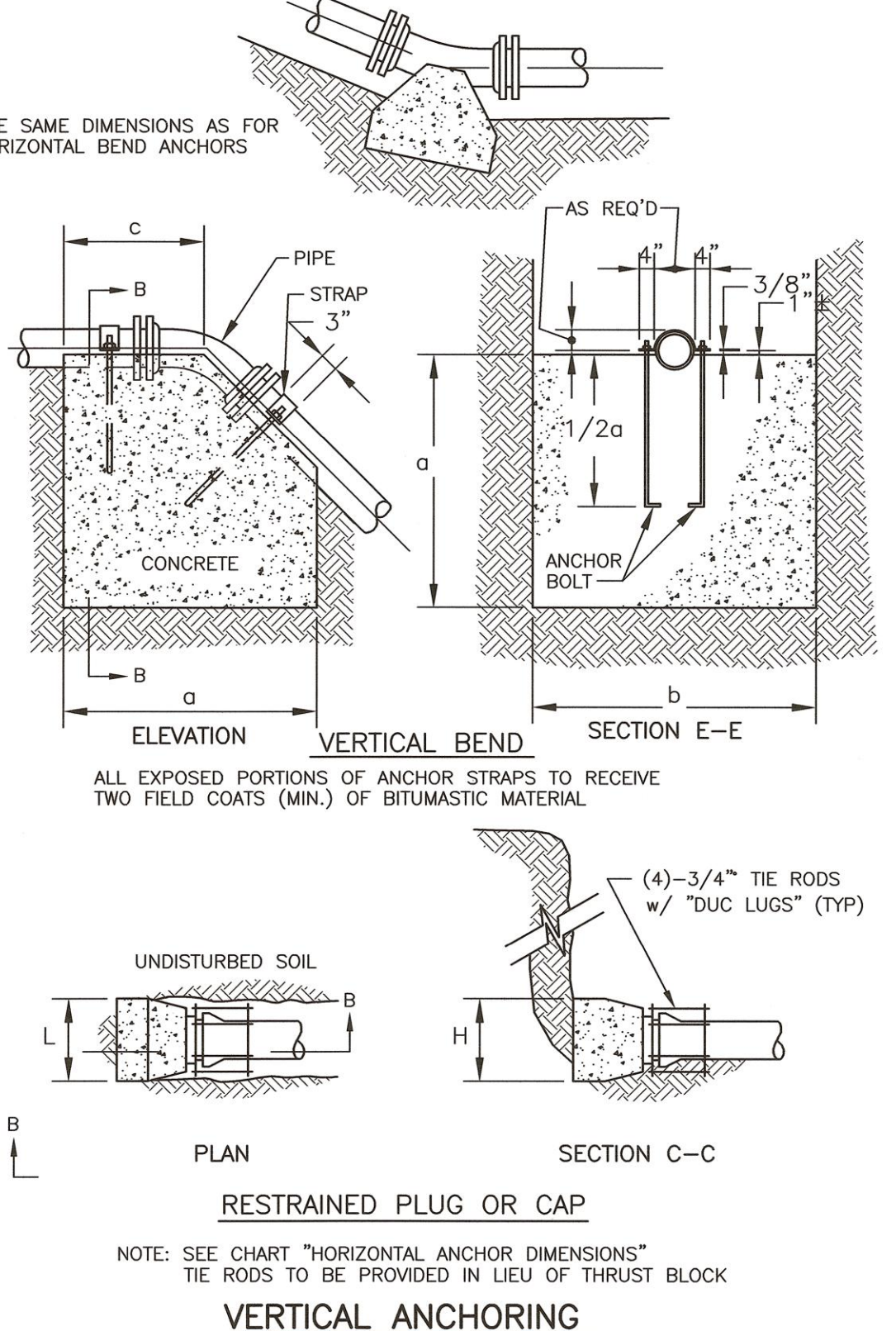
## HORIZONTAL ANCHORING

## PRESSURE PIPE ANCHORING DETAILS

INSTALL PER PORTSMOUTH REQUIREMENTS NTS

VERTICAL ANCHOR DIMENSIONS											
UP TO 150 P.S.I. WORKING PRESSURE											
PIPE SIZE	45° BEND			22 1/2° BEND			11 1/4° BEND			ROD DIA.	ROD DIA.
	a	b	c	a	b	c	a	b	c		
4"	3'-0"	3'-0"	2'-0"	3/4"	2'-6"	2'-3"	1'-6"	3/4"	2'-0"	2'-0"	1'-6"
6"	3'-0"	3'-0"	2'-0"	3/4"	2'-6"	2'-3"	1'-6"	3/4"	2'-0"	2'-0"	1'-6"
8"	3'-6"	3'-6"	2'-6"	3/4"	3'-0"	3'-0"	1'-9"	3/4"	2'-6"	2'-6"	1'-3"
10"	4'-3"	4'-0"	3'-0"	3/4"	3'-6"	3'-3"	2'-0"	3/4"	2'-9"	2'-9"	1'-6"
12"	4'-9"	4'-6"	3'-3"	3/4"	4'-0"	3'-9"	2'-6"	3/4"	3'-3"	3'-3"	1'-9"

\* - FOR 3" AND SMALLER PIPES

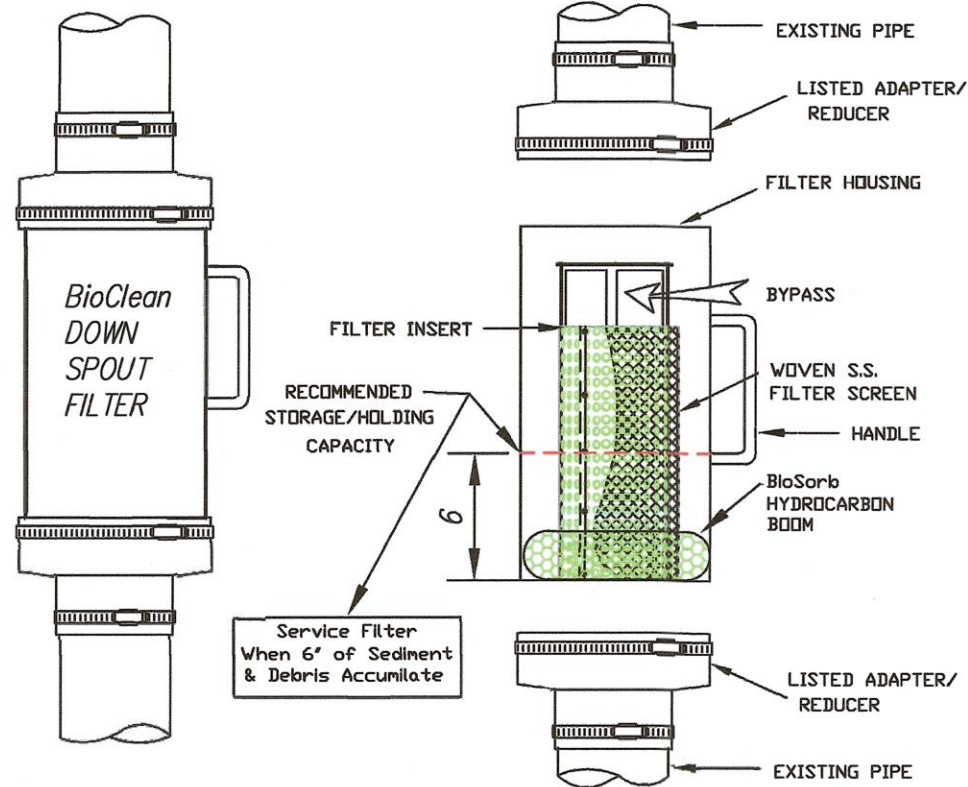


## VERTICAL ANCHORING



SERVICE MANUAL  
(Cleaning Procedures)

Bio Clean DOWNSPOUT FILTER  
Screen Type With Hydrocarbon Boom



TOOLS AND EQUIPMENT NEEDED:

1. Medium size flat screed driver
2. BioSorb hydrocarbon boom. 25-1/2" X 2" dia.  
(Call Bio Clean to order)
3. Trash container or bag
4. Wooden dowel approx. 3' x 1/2" dia.

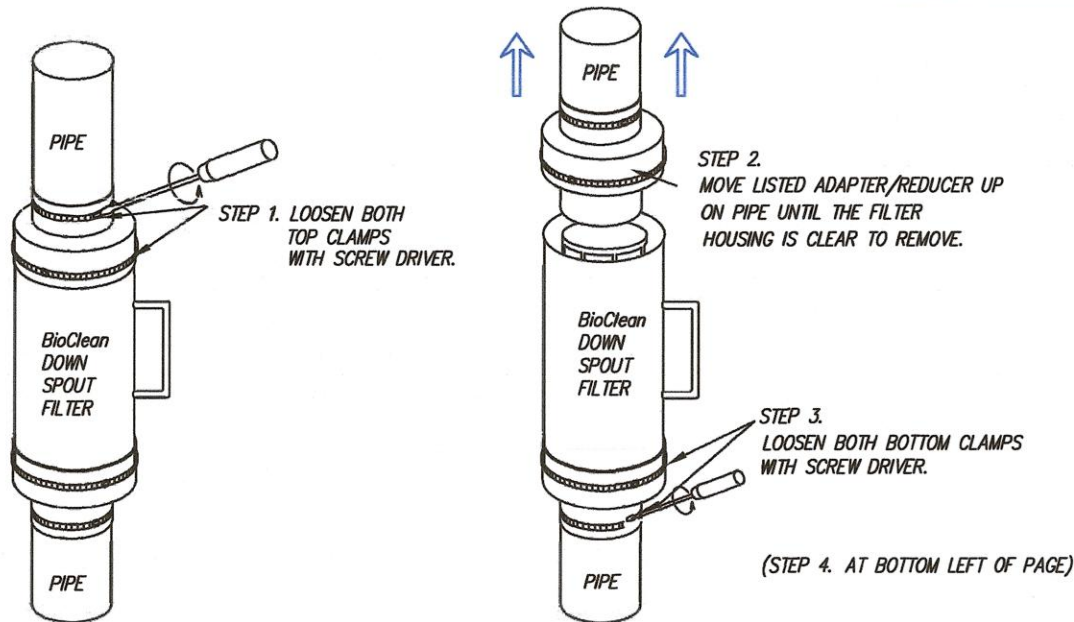
DETAIL OF PARTS



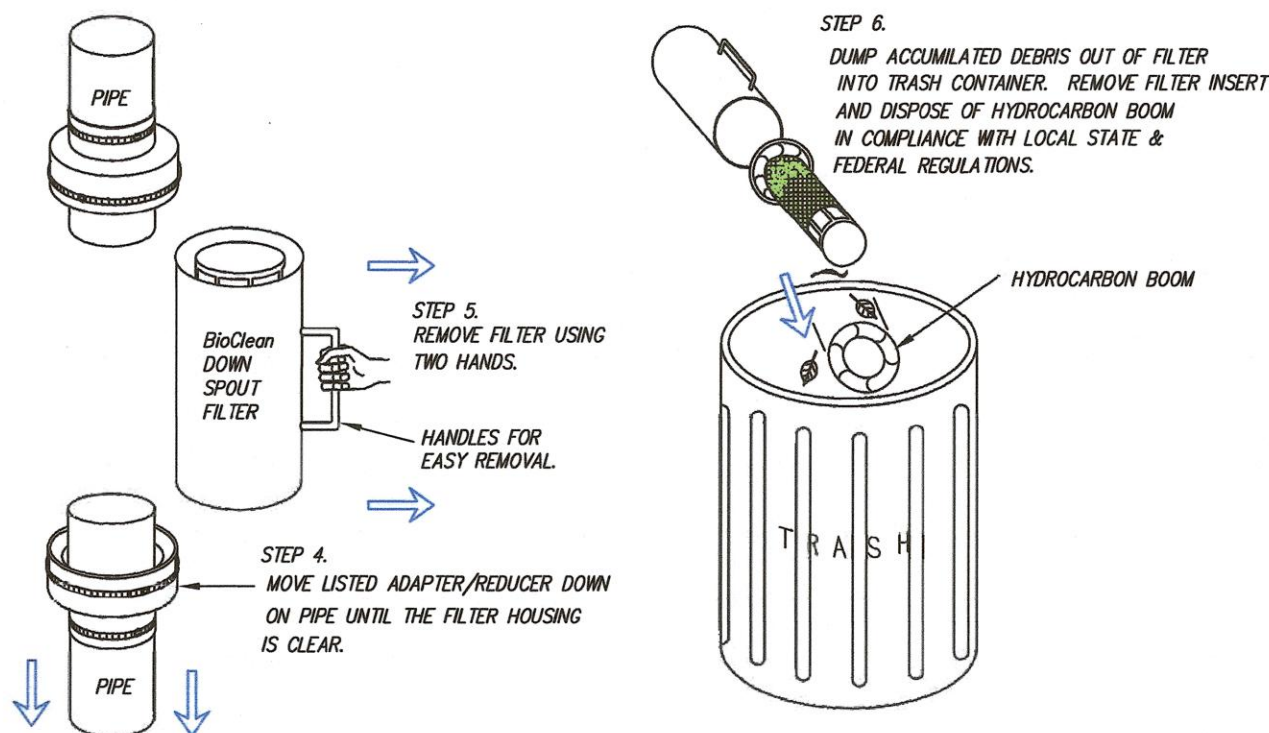
P.O. BOX 869, Oceanside, Ca. 92049  
(760) 433-7640 Fax (760) 433-3176  
www.biocleanenvironmental.net

PAGE 1 OF 5

REMOVING FILTER

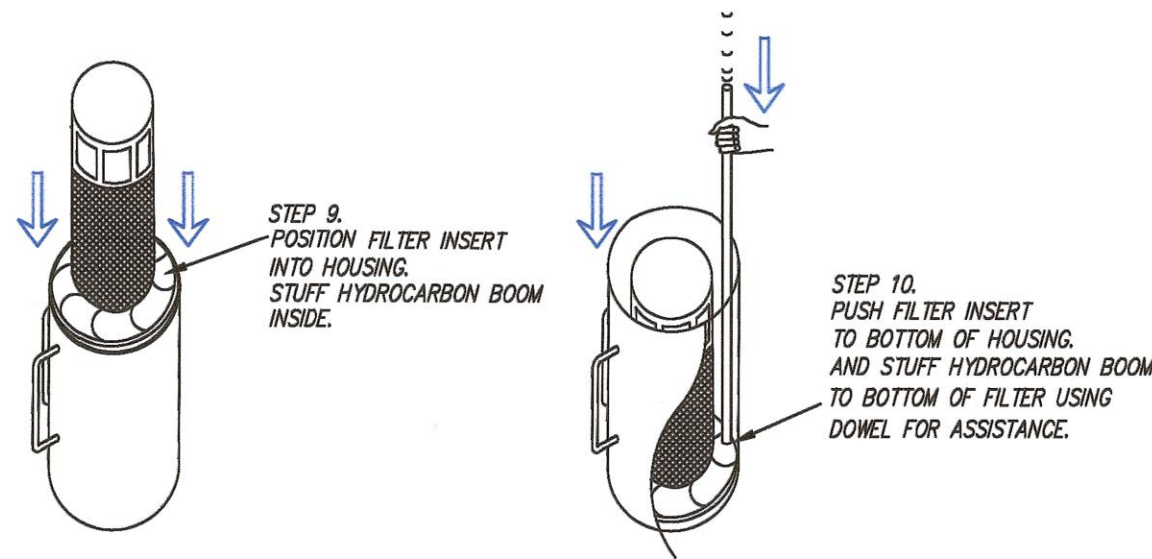


CLEANING FILTER



PAGE 2 OF 5

REPLACING FILTER INSERT



PAGE 3 OF 5

DOWNSPOUT FILTER

MAINTENANCE:

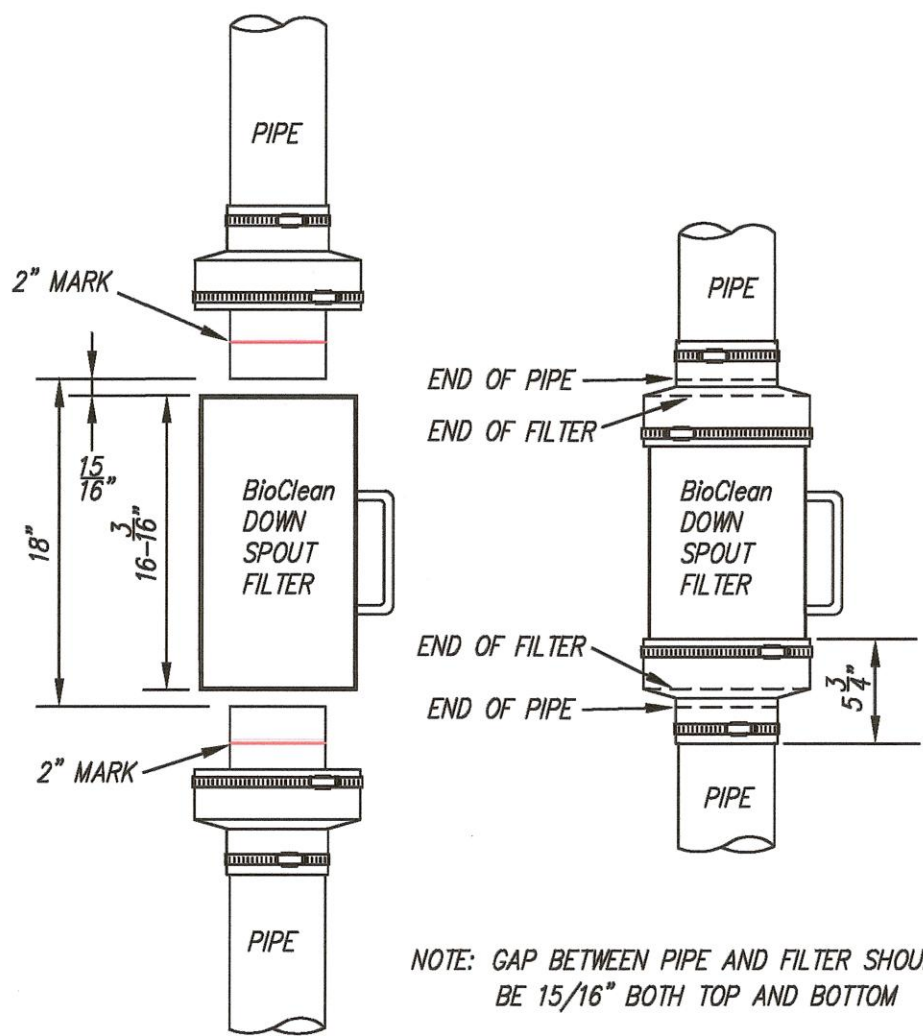
THE FILTER IS DESIGNED TO ALLOW FOR THE USE OF MANUAL OR VACUUM REMOVAL OF CAPTURED MATERIALS IN THE FILTER STRUCTURE. FILTERS CAN BE CLEANED EASILY BY SIMPLY LOOSENING THE METAL CLAMPS AND REMOVING THE FILTER. THE HYDROCARBON ADSORBENT MEDIA THEN IS REMOVED AND THE TRASH AND DEBRIS CAN BE REMOVED FROM THE STRUCTURE. AT EACH CLEANING, NEW HYDROCARBON ADSORBENT MEDIA SHOULD BE REINSTALLED.

MAINTENANCE NOTES:

1. BIO CLEAN ENVIRONMENTAL SERVICES, INC. RECOMMENDS CLEANING AND DEBRIS REMOVAL MAINTENANCE A MINIMUM OF TWO TO FOUR TIMES PER YEAR, AND REPLACEMENT OF MEDIA BOOMS A MINIMUM OF TWICE A YEAR.
2. THE DOWNSPOUT FILTER CAN BE CLEANED BY LOOSING THE METAL CLAMPS AT BOTTOM AND TOP OF RUBBER BOOTS. REMOVE THE FILTER BY GRASPING THE HANDLES, SLIDE DOWN THE BOTTOM BOOT OVER THE OUTFLOW PIPE AND SLIDE UP THE TOP BOOT OVER INFLOW PIPE. PLACE THE FILTER ON THE GROUND. DISPOSE OF ANY TRASH AND SEDIMENTS COLLECTED IN FILTER.
3. ONCE THE FILTER IS FREE, REMOVE THE INTERIOR INSERT. REMOVE THE HYDROCARBON ADSORBENT MEDIA BY UNWRAPPING IT FROM THE INTERIOR INSERT AND REPLACING WITH A NEW MEDIA, WRAPPING IT THE SAME WAY.
4. PLACE THE INTERIOR INSERT BACK INTO THE FILTER.
5. PLACE THE FILTER BACK IN LINE WITH THE PIPE AND SLIDE BACK THE TOP AND BOTTOM BOOTS IN PLACE AND TIGHTEN THE METAL CLAMPS SECURELY.
6. EVALUATION OF THE HYDROCARBON MEDIA SHALL BE PERFORMED AT EACH CLEANING. IF THE MEDIA IS FILLED WITH HYDROCARBONS AND OILS IT SHOULD BE REPLACED.
7. TRANSPORT ALL DEBRIS, TRASH, ORGANICS AND SEDIMENTS TO APPROVED FACILITY FOR DISPOSAL IN ACCORDANCE WITH LOCAL AND STATE REQUIREMENTS.
8. THE HYDROCARBON MEDIA WITH ABSORBED HYDROCARBONS IS CONSIDERED HAZARDOUS WASTE AND NEEDS TO BE HANDLED AND DISPOSED OF AS HAZARDOUS MATERIAL. PLEASE REFER TO STATE AND LOCAL REGULATIONS FOR THE PROPER DISPOSAL OF USED MOTOR OIL/FILTERS.
9. FOLLOWING MAINTENANCE AND/OR INSPECTION, THE MAINTENANCE OPERATOR SHALL PREPARE A MAINTENANCE/INSPECTION RECORD. THE RECORD SHALL INCLUDE ANY MAINTENANCE ACTIVITIES PERFORMED, AMOUNT AND DESCRIPTION OF DEBRIS COLLECTED, AND CONDITION OF FILTER.
10. THE OWNER SHALL RETAIN THE MAINTENANCE/INSPECTION RECORD FOR A MINIMUM OF FIVE YEARS FROM THE DATE OF MAINTENANCE. THESE RECORDS SHALL BE MADE AVAILABLE TO THE GOVERNING MUNICIPALITY FOR INSPECTION UPON REQUEST AT ANY TIME.
11. ANY TOXIC SUBSTANCE OR ITEM FOUND IN THE FILTER IS CONSIDERED AS HAZARDOUS MATERIAL AND CAN ONLY BE HANDLED BY A CERTIFIED HAZARDOUS WASTE TRAINED PERSON (MINIMUM 24-HOUR HAZWOPER).

APPROPRIATE INSTALLATION

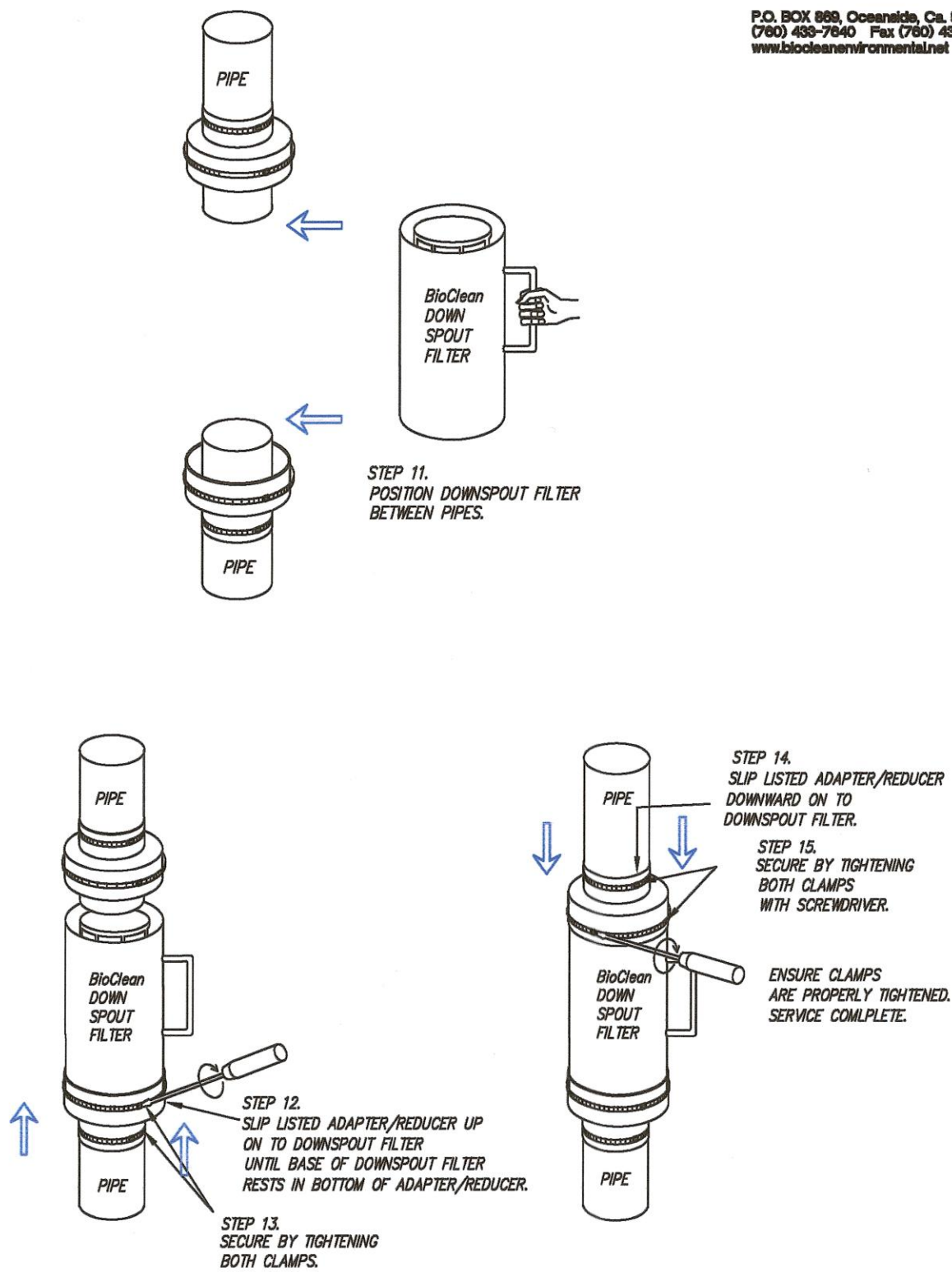
FILTER CENTERED BETWEEN PIPES WITH EVEN GAPS ON TOP AND BOTTOM



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www.biocleanenvironmental.net

PAGE 5 OF 5

REPLACING FILTER



PAGE 4 OF 5



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Portsmouth, N.H. 03801-7114  
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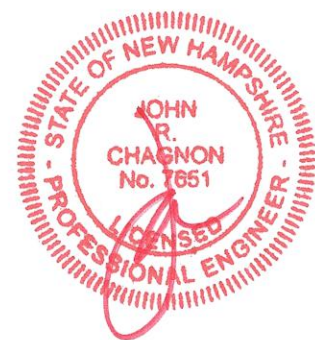
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COMMERCIAL  
DEVELOPMENT  
ONE CONGRESS STREET  
PORTSMOUTH, N.H.

NO.	DESCRIPTION	DATE
2	ADDED MAINTENANCE	12/20/22
1	ISSUED FOR APPROVAL	10/18/22
0	ISSUED FOR COMMENT	9/6/22

REVISIONS



SCALE: AS SHOWN

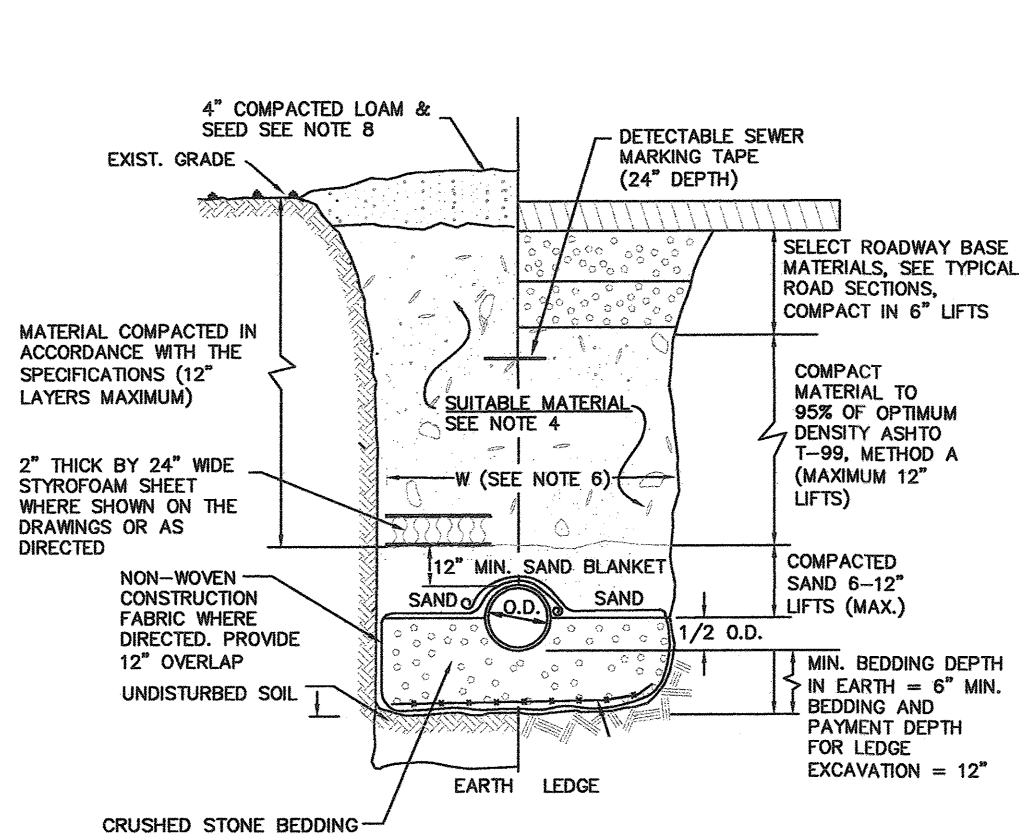
AUGUST 2022

DETAILS

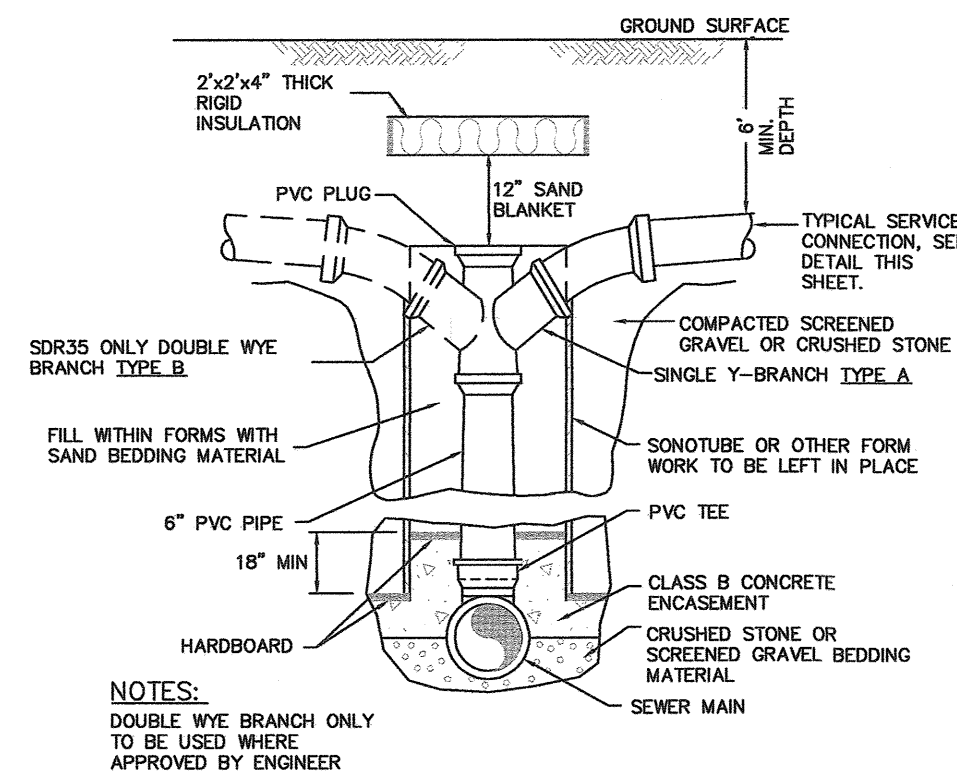
D5



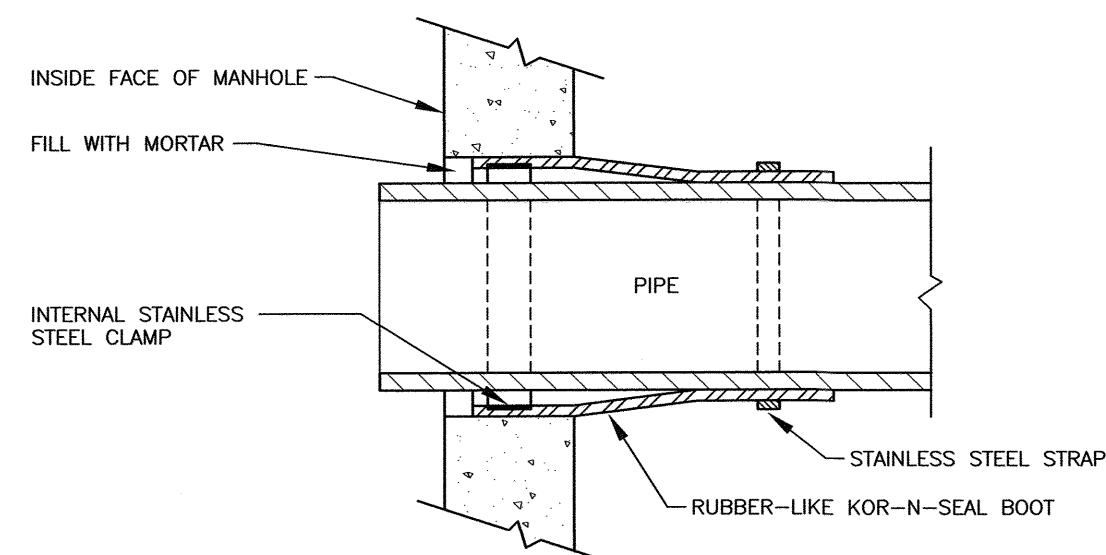
A:\053\IN 3400's\3400's\3406\2021 Survey and Site Plan\Plans & Specs\Site\3406 Details 2022.dwg, 1/23/2023 3:52:46 PM, Canon TX-3000.pcl



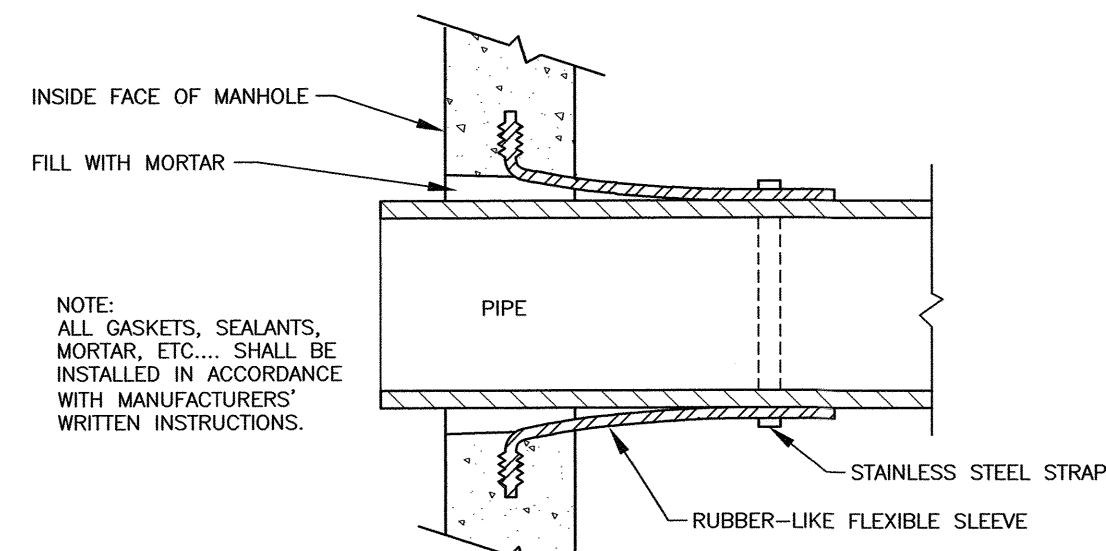
TRENCH - GRAVITY SEWER



PVC SEWER SERVICE CHIMNEY WITH WYE



KOR-N-SEAL JOINT SLEEVE  
(OR ACCEPTABLE SUBSTITUTE)

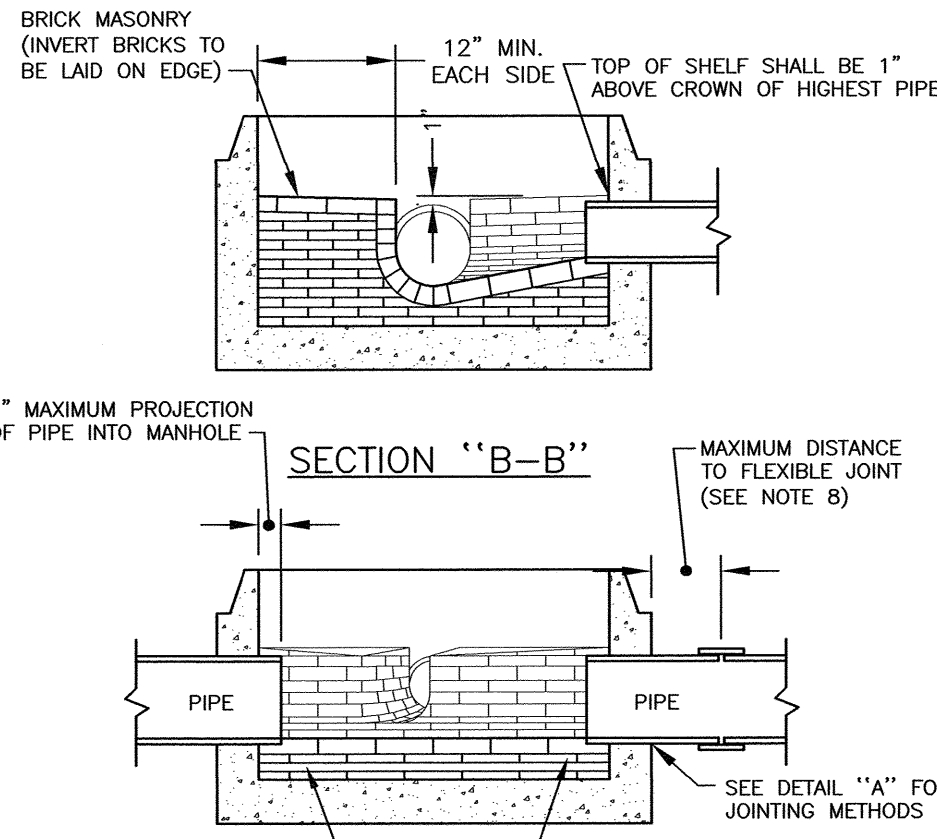


LOCK-JOINT FLEXIBLE MANHOLE SLEEVE  
(OR ACCEPTABLE SUBSTITUTE)

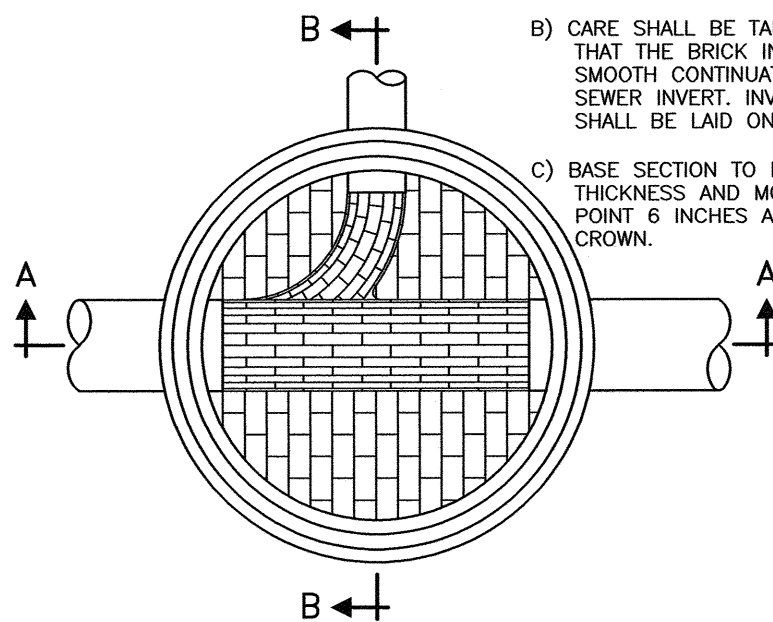
DETAIL "A" - PIPE TO MANHOLE JOINTS

APPROVED BY THE PORTSMOUTH PLANNING BOARD

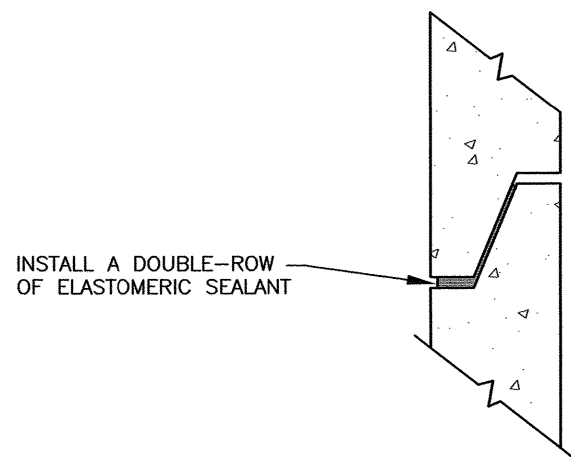
CHAIRMAN \_\_\_\_\_ DATE \_\_\_\_\_



SECTION "A-A"



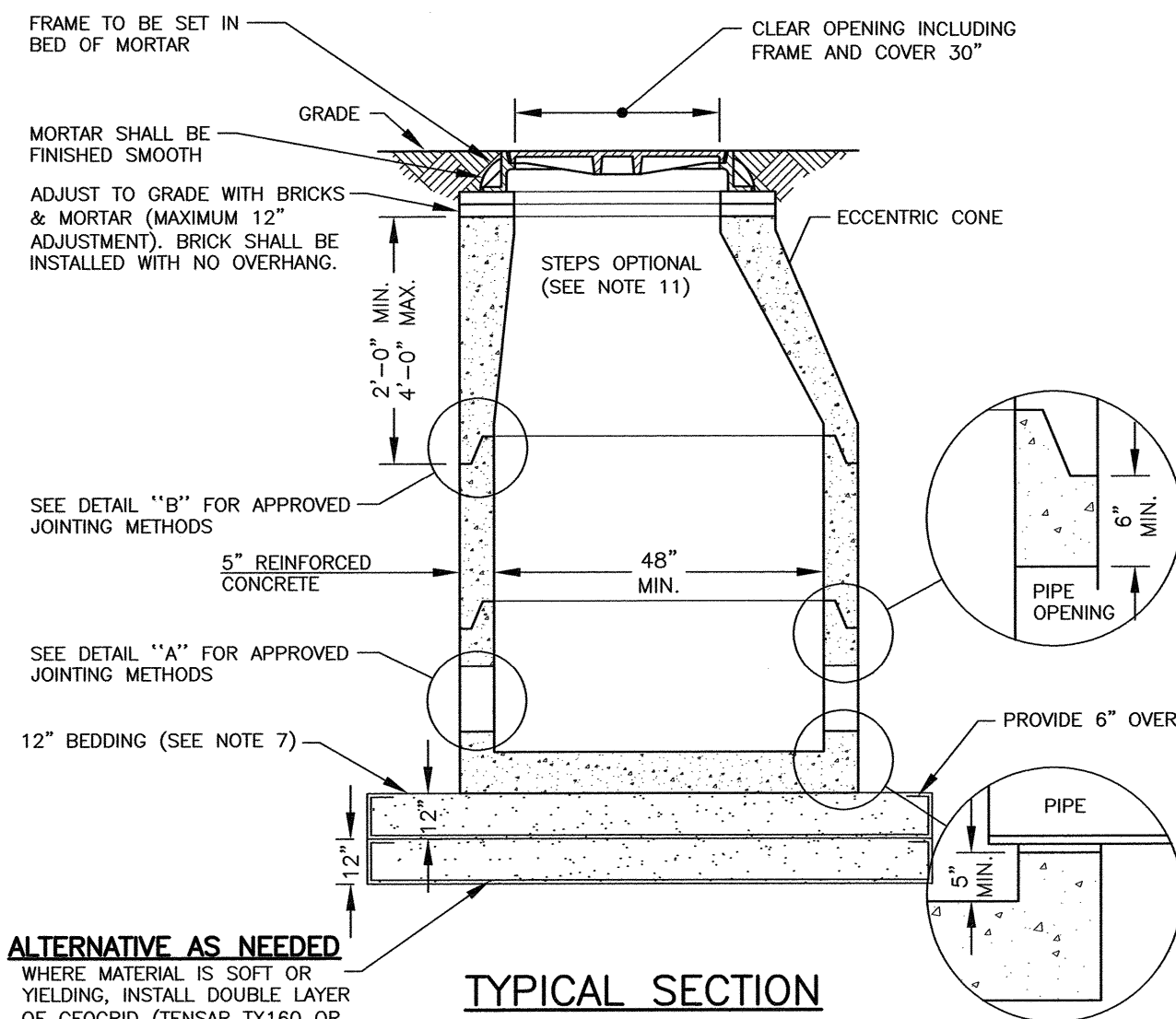
TYPICAL MANHOLE - PLAN VIEW



ELASTOMERIC SEALANT

NOTE:  
ALL GASKETS AND SEALANTS SHALL BE INSTALLED IN  
ACCORDANCE WITH MANUFACTURERS' WRITTEN INSTRUCTIONS.

DETAIL "B" - HORIZONTAL JOINTS



SEWER MANHOLE DETAILS

INSTALL PER PORTSMOUTH REQUIREMENTS

NTS

GENERAL NOTES

1) IT IS THE INTENTION THAT THE MANHOLE, INCLUDING ALL COMPONENT PARTS, HAVE ADEQUATE SPACE, STRENGTH AND LEAK PROOF QUALITIES CONSIDERED NECESSARY FOR THE INTENDED SERVICE. SPACE REQUIREMENTS AND CONFIGURATIONS, SHALL BE AS SHOWN ON THE DRAWING. MANHOLES SHALL BE AN ASSEMBLY OF PRECAST SECTIONS, WITH STEEL REINFORCEMENT, WITH ADEQUATE JOINTING, OR CONCRETE CAST MONOLITHICALLY IN PLACE WITH REINFORCEMENT. IN ANY APPROVED MANHOLE, THE COMPLETE STRUCTURE SHALL BE OF SUCH MATERIAL AND QUALITY AS TO WITHSTAND LOADS OF 8 TONS (H-20 LOADING) WITHOUT FAILURE AND PREVENT LEAKAGE IN EXCESS OF ONE GALLON PER DAY PER VERTICAL FOOT OF MANHOLE, CONTINUOUSLY FOR THE LIFE OF THE STRUCTURE. A PERIOD GENERALLY IN EXCESS OF 25 YEARS IS TO BE UNDERSTOOD IN BOTH CASES.

2) BARRELS AND CONE SECTIONS SHALL BE PRECAST REINFORCED CONCRETE, OR POURED IN PLACE REINFORCED CONCRETE IF POURED AS A COMPLETE MANHOLE.

3) PRECAST CONCRETE BARREL SECTIONS, CONES AND BASES SHALL CONFORM TO ASTM C478.

4) LEAKAGE TEST MAY NOT BE FEASIBLE, BUT SHALL CONFORM TO ENV-WQ 704.17.

5) INVERTS AND SHELVES: MANHOLES SHALL HAVE A BRICK PAVED SHELF AND INVERT, CONSTRUCTED TO CONFORM TO THE SIZE OF THE PIPE AND FLOW. AT CHANGES IN DIRECTIONS, THE INVERTS SHALL BE LAID OUT IN CURVES OF THE LONGEST RADIUS POSSIBLE AND TANGENT TO THE CENTERLINE OF THE SEWER PIPES. SHELVES SHALL BE CONSTRUCTED TO THE ELEVATION OF THE HIGHEST PIPE CROWN AND SLOPED TO DRAIN TOWARD FLOWING THROUGH CHANNEL. UNDERLAYMENT OF INVERT AND SHELF SHALL CONSIST OF BRICK MASONRY.

6) FRAMES AND COVERS: MANHOLE FRAMES AND COVERS SHALL BE OF HEAVY DUTY DESIGN AND PROVIDE A 30-INCH CLEAR OPENING. A THREE INCH (MINIMUM HEIGHT) WORD "SEWER" FOR SEWERS AND "DRAIN" FOR DRAINS SHALL BE PLAINLY CAST INTO THE CENTER OF EACH COVER. CASTINGS SHALL CONFORM TO CLASS 30, ASTM A48.

7) BEDDING: SCREENED GRAVEL AND/OR CRUSHED STONE, FREE FROM CLAY, LOAM, ORGANIC MATTER AND MEETING ASTM C33 STONE SIZE NO. 67.

8) FLEXIBLE JOINT: A FLEXIBLE JOINT SHALL BE PROVIDED WITHIN THE FOLLOWING DISTANCES:

100% PASSING 1 INCH SCREEN  
90%-100% PASSING 3/4 INCH SCREEN  
20%- 55% PASSING 3/8 INCH SCREEN  
0%- 10% PASSING #4 SIEVE  
0%- 5% PASSING #8 SIEVE

9) SHALLOW MANHOLE: IN LIEU OF A CONE SECTION, WHEN MANHOLE DEPTH IS LESS THAN 6 FEET, A REINFORCED CONCRETE SLAB COVER MAY BE USED HAVING AN ECCENTRIC ENTRANCE OPENING AND CAPABLE OF SUPPORTING H-20 LOADS.

10) MANHOLE STEPS MAY BE PERMITTED UPON REQUEST BY THE OWNER AS SECONDARY ADDITIONAL SAFETY FEATURE SUPPLEMENTARY TO THE PRIMARY PORTABLE LADDER ENTRY AND WHEN INSTALLED UNDER THE FOLLOWING CONDITIONS:

- THE STEPS SHALL BE MANUFACTURED OF 5/8ths INCH ROUND STAINLESS STEEL, PLASTIC COVERED STEEL OR PLASTIC. THEY SHALL BE SHAPED SO THAT THEY CANNOT BE PULLED OUT OF THE CONCRETE WALL IN WHICH THEY ARE EMBEDDED.
- THE STEPS SHALL BE EMBEDDED IN THE CONCRETE BY THE MANUFACTURER DURING MANUFACTURE OR IMMEDIATELY FOLLOWING REMOVAL OF FORMS. SECURING THE STEPS WITH MORTAR IN DRILLED OR CAST HOLES, WILL NOT BE ACCEPTABLE.
- THE STEPS SHALL BE OF THE DROP TYPE WITH A DEPRESSED SECTION FOR HANDHOLD. APPROXIMATELY 14" x 10" IN DIMENSION.

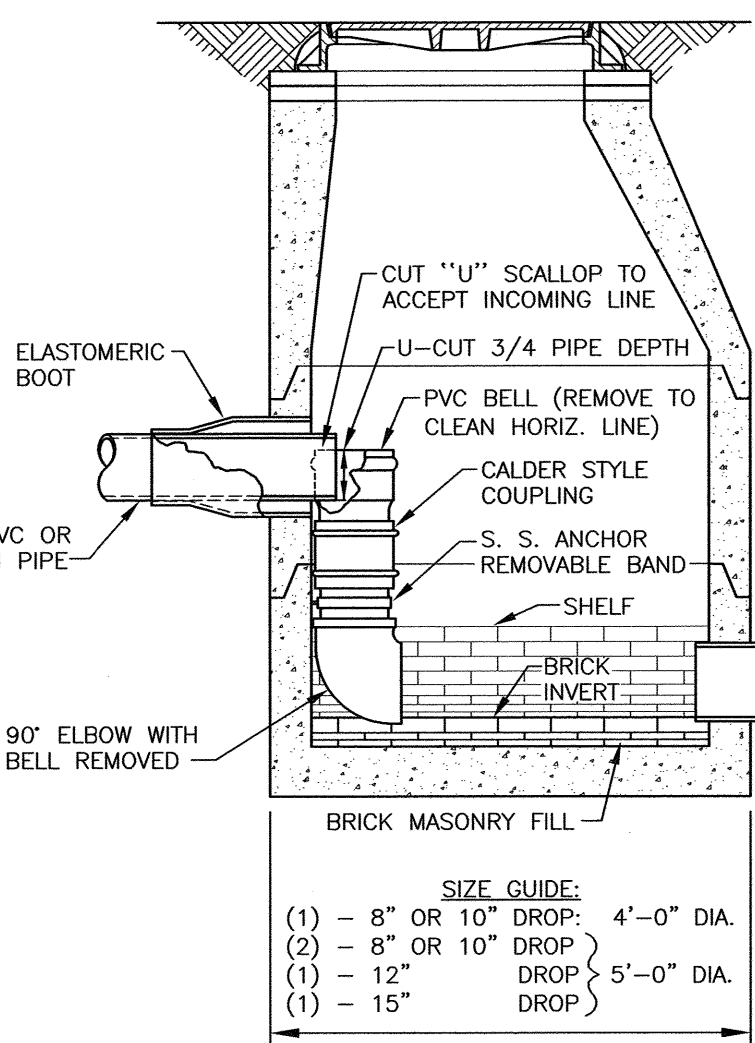
11) HORIZONTAL JOINTS BETWEEN SECTIONS OF PRECAST CONCRETE BARRELS SHALL BE OF A TYPE APPROVED BY THE ENGINEER, WHICH TYPE SHALL, IN GENERAL, DEPEND FOR WATER TIGHTNESS UPON AN ELASTOMERIC OR MASTIC-LIKE GASKET, IN 2 ROWS.

12) PIPE TO MANHOLE JOINTS SHALL BE ONLY AS APPROVED BY THE ENGINEER AND IN GENERAL, WILL DEPEND FOR WATERTIGHTNESS UPON EITHER AN APPROVED NON-SHRINKING MORTAR OR ELASTOMERIC SEALANT.

13) THE PURPOSE OF THIS PLAN IS TO SHOW STANDARDS FOR SEWER CONSTRUCTION.

14) ALL WORK SHALL BE IN COMPLIANCE WITH NHDES CODE OF ADMINISTRATIVE RULES PART ENV-WQ 704 DESIGN OF SEWERAGE.

15) BASE SECTIONS SHALL BE OF MONOLITHIC CONSTRUCTION TO A POINT AT LEAST 6 INCHES ABOVE THE CROWN OF THE LARGEST INCOMING PIPE.



INSIDE DROP MANHOLE

GENERAL NOTES

1) MINIMUM PIPE SIZE FOR HOUSE SERVICE SHALL BE FOUR INCHES.

2) PIPE AND JOINT MATERIALS:

A. PLASTIC SEWER PIPE

1. PIPE AND FITTINGS SHALL CONFORM TO THE FOLLOWING ASTM STANDARDS:

ASTM STANDARDS	GENERIC PIPE MATERIAL	SIZES APPROVED
D3034	*PVC (SOLID WALL)	8" THROUGH 15" (SDR 35)
F679	PVC (SOLID WALL)	18" THROUGH 27" (T-1 & T-2)
F794	PVC (RIBBED WALL)	8" THROUGH 36"
AWWA C900	PVC (SOLID WALL)	8" THROUGH 18"

\*PVC: POLYVINYL CHLORIDE

2. JOINT SEALS FOR PVC PIPE SHALL BE OIL RESISTANT COMPRESSION RINGS OF ELASTOMERIC MATERIAL CONFORMING TO ASTM D-3212 AND SHALL BE PUSH-ON BELL AND SPIGOT TYPE.

3) DAMAGED PIPE SHALL BE REJECTED AND REMOVED FROM THE JOB SITE.

4) JOINTS SHALL BE DEPENDENT UPON A NEOPRENE OR ELASTOMERIC GASKET FOR WATER TIGHTNESS. ALL JOINTS SHALL BE PROPERLY MATCHED WITH THE PIPE MATERIALS USED. WHERE DIFFERING MATERIALS ARE TO BE CONNECTED, AS AT THE STREET SEWER WYE OR AT THE FOUNDATION WALL, APPROPRIATE MANUFACTURED ADAPTERS SHALL BE USED.

5) HOUSE SEWER INSTALLATION: THE PIPE SHALL BE HANDLED, PLACED AND JOINTED IN ACCORDANCE WITH INSTALLATION GUIDES OF THE APPROPRIATE MANUFACTURER. IT SHALL BE CAREFULLY BEDDED ON A 4 INCH LAYER OF CRUSHED STONE AND/OR GRAVEL AS SPECIFIED IN NOTE 10. BEDDING AND REFILL FOR DEPTH OF 12 INCHES ABOVE THE TOP OF THE PIPE SHALL BE CAREFULLY AND THOROUGHLY TAMPED BY HAND OR WITH APPROPRIATE MECHANICAL DEVICES.

6) THE PIPE SHALL BE LAID AT A CONTINUOUS AND CONSTANT GRADE FROM THE STREET SEWER CONNECTION TO THE FOUNDATION AT A GRADE OF NOT LESS THAN 1/4 INCH PER FOOT. PIPE JOINTS MUST BE MADE UNDER DRY CONDITIONS. IF WATER IS PRESENT, ALL NECESSARY STEPS SHALL BE TAKEN TO DEWATER THE TRENCH.

7) TESTING: WHEN REQUIRED BY THE GOVERNING AUTHORITY, TESTING SHALL CONFORM TO ENV-WQ 704.09.

8) ILLEGAL CONNECTIONS: NOTHING BUT SANITARY WASTE FLOW FROM HOUSE TOILETS, SINKS, LAUNDRY ETC. SHALL BE PERMITTED. ROOF LEADERS, FOOTING DRAINS, SUMP PUMPS OR OTHER SIMILAR CONNECTIONS CARRYING RAIN WATER, DRAINAGE OR GROUND WATER SHALL NOT BE PERMITTED.

9) HOUSE WATER SERVICE SHALL NOT BE LAID IN SAME TRENCH AS SEWER SERVICE, UNLESS IT IS ON A SHELF 12" HIGHER, AND 18" APART.

10) BEDDING: SCREENED GRAVEL AND/OR CRUSHED STONE, FREE FROM CLAY, LOAM, ORGANIC MATTER AND MEETING ASTM C33 STONE SIZE NO. 67.

100% PASSING	1 INCH SCREEN
90%-100% PASSING	3/4 INCH SCREEN
20%- 55% PASSING	3/8 INCH SCREEN
0%- 10% PASSING	#4 SIEVE
0%- 5% PASSING	#8 SIEVE

WHERE ORDERED BY THE ENGINEER, OVEREXCAVATE UNSTABLE TRENCH BOTTOM AND BACKFILL WITH CRUSHED STONE.

11) LOCATION: THE LOCATION OF THE TEE OR WYE SHALL BE RECORDED AND FILED IN THE MUNICIPAL RECORDS. IN ADDITION, A FERROUS METAL ROD OR PIPE SHALL BE PLACED OVER THE TEE OR WYE AS DESCRIBED IN THE TYPICAL "CHIMNEY" DETAIL, TO AID IN LOCATING THE BURIED PIPE WITH A DIP NEEDLE OR PIPE FINDER.

12) CAST-IN-PLACE CONCRETE: SHALL CONFORM TO THE REQUIREMENTS FOR CLASS A (3000 PSI) CONCRETE OF THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS AS FOLLOWS:

CEMENT: 6.0 BAGS PER CUBIC YARD  
WATER: 5.75 GALLONS PER BAG OF CEMENT  
MAXIMUM AGGREGATE SIZE: 3/4 INCH

13) BACKFILL UP TO SUBBASE GRAVEL SHALL BE WITH EXCAVATED SOIL FROM TRENCHING OPERATIONS. COMPACT IN 8" LIFTS WITH VIBRATORY PLATE COMPACTORS TO 90% OF MODIFIED PROCTOR DENSITY. IF FINE-GRAINED, COMPACT WITH POGO STICKS OR SHEEPSFOOT ROLLERS. PLACE NO LARGE ROCKS WITHIN 24" OF PIPE. TRENCHES THAT ARE NOT ADEQUATELY COMPACTED SHALL BE RE-EXCAVATED AND BACKFILLED UNDER THE SUPERVISION OF THE DESIGN ENGINEER OR GOVERNING BODY. UNSUITABLE BACKFILL MATERIAL INCLUDES CHUNKS OF PAVEMENT, TOPSOIL, ROCKS OVER 6" IN SIZE, MUCK, PEAT OR PIECES OF PAVEMENT.

14) THE CONTRACTOR IS SOLELY RESPONSIBLE FOR JOB-SITE SAFETY AND COMPLIANCE WITH GOVERNING REGULATIONS.

15) ORDERED EXCAVATION OF UNSUITABLE MATERIAL BELOW GRADE. REFILL WITH BEDDING MATERIAL. FOR TRENCH WIDTH SEE TRENCH DETAIL.

16) SAND BLANKET: CLEAN SAND, FREE FROM ORGANIC MATTER, SO GRADED THAT 90% - 100% PASSES A 1/2 INCH SIEVE AND NOT MORE THAN 15% WILL PASS A #200 SIEVE. BLANKET MAY BE OMITTED FOR DUCTILE IRON AND REINFORCED CONCRETE PIPE PROVIDED THAT NO STONE LARGER THAN 2 INCHES IS IN CONTACT WITH THE PIPE.

17) BASE COURSE GRAVEL, IF ORDERED BY THE ENGINEER, SHALL MEET THE REQUIREMENTS OF DIVISION 300 OF THE LATEST EDITION OF THE:

STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION  
OF THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF TRANSPORTATION.

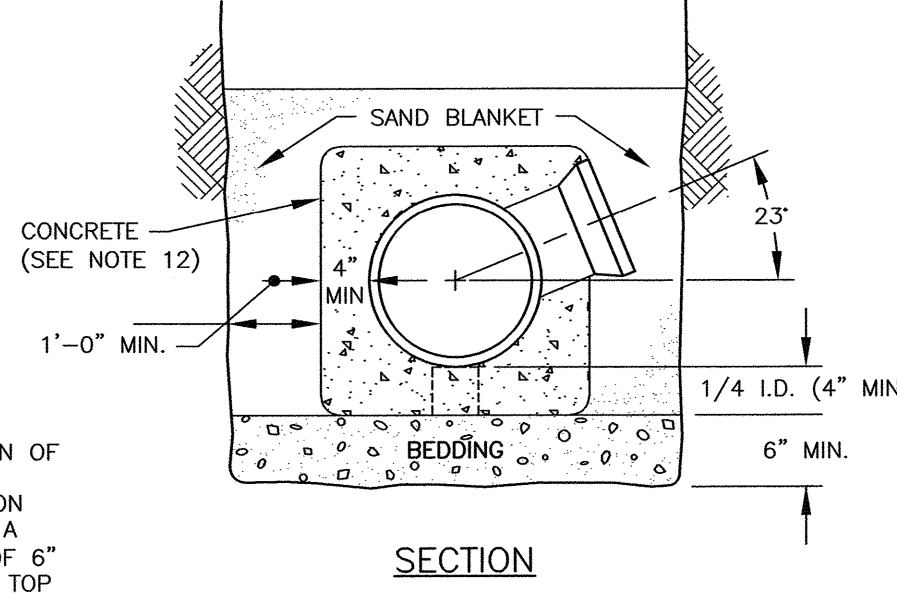
18) IF FULL ENCASEMENT IS UTILIZED, DEPTH OF CONCRETE BELOW PIPE SHALL BE 1/4 I.D. (4" MIN.) BLOCK SUPPORT SHALL BE SOLID CONCRETE BLOCKS.

19) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION.

20) THE PURPOSE OF THIS PLAN IS TO SHOW STANDARDS FOR SEWER CONSTRUCTION.

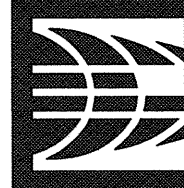
21) ALL WORK SHALL BE IN COMPLIANCE WITH NHDES CODE OF ADMINISTRATIVE RULES PART ENV-WQ 704 DESIGN OF SEWERAGE.

WATER MAIN CROSSING-CONCRETE ENCASEMENT WILL EXTEND 10' ON EITHER SIDE OF WATER PIPE. CONCRETE WILL BE A MINIMUM OF 6" THICK AROUND PIPE.



CONCRETE FULL ENCASEMENT

NOT TO SCALE



AMBIT ENGINEERING, INC.

Civil Engineers & Land Surveyors

200 Griffin Road - Unit 3  
Portsmouth, N.H. 03801-7114  
Tel (603) 430-9282  
Fax (603) 436-2315

NOTES:

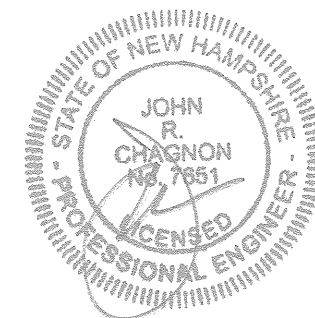
1) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.

2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.

3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION. (NHDES DECEMBER 2008).

COMMERCIAL DEVELOPMENT  
ONE CONGRESS STREET  
PORTSMOUTH, N.H.

NO.	DESCRIPTION	DATE
2	NOTE 8, TRENCH, CHIMNEY DETAIL, BB	1/25/23
1	TITLE	10/18/22
0	ISSUED FOR COMMENT	9/6/22



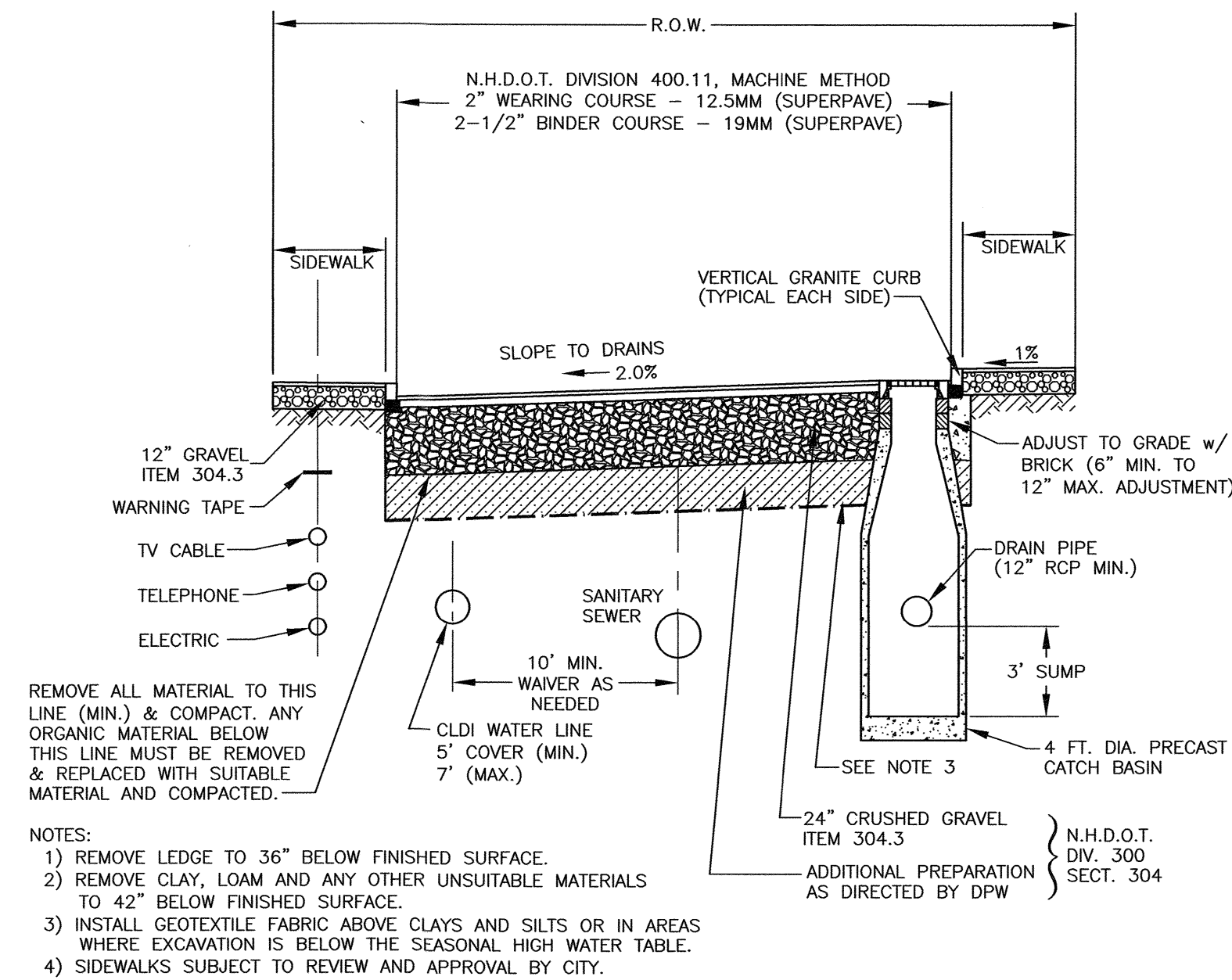
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AUGUST 2022

SEWER  
DETAILS

D6



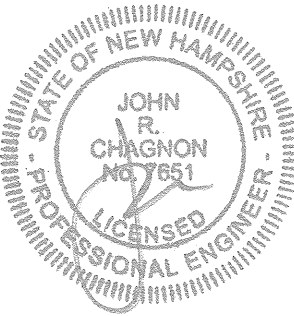


W C4 W P1 HIGH STREET ROADWAY CROSS SECTION NTS

- NOTES:**
- 1) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.
  - 2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.
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COMMERCIAL  
DEVELOPMENT  
ONE CONGRESS STREET  
PORTSMOUTH, N.H.

0	ISSUED FOR COMMENT	12/20/22
NO.	DESCRIPTION	DATE
REVISIONS		



SCALE: AS SHOWN      AUGUST 2022

DETAILS

D7





6 February 2023

Rick Chellman, Planning Board Chairman  
City of Portsmouth  
1 Junkins Avenue  
Portsmouth, NH 03801

**RE: Extension of Site Plan and CUP Approvals, Tax Map 125, Lot 3, 238 Deer Street  
(LU - 20 – 238)**

Dear Mr. Chellman and Planning Board Members:

On behalf of 238 Deer Street, LLC we hereby submit the attached request for inclusion on the Agenda for the **February 16th Planning Board** meeting. The project consists of the re-development of the existing site to a Mixed-Use Building that will contain Retail on the first floor and 21 Micro-Housing units on the second, third, and penthouse floors. Extension of Site Plan Approval and linking the CUP Approval to run concurrently with the Site Plan approval is hereby requested. This proposal is a step to meet the urgent need for housing in the downtown with affordable market rate housing, as the proposed housing units are micro units and not luxury housing. We look to the Planning Board to assist at this time and grant the requested relief.

Extension Request

Site Approvals were granted as follows:

- 1) On February 18, 2021, a Conditional Use Permit was granted by the Planning Board to allow no on-site parking where 12 parking spaces are required. The conditional use permit was granted an extension for a period of one year on February 17, 2022 and is due to expire on February 17, 2023.
- 2) On September 28, 2021, variances for requests for various forms of dimensional relief were granted by the Zoning Board of Adjustment. The variances will remain valid for two years from the date granted.
- 3) On November 3, 2021, the Historic District Commission approved the demolition of the building and the construction of the proposed micro unit apartment building. The approval was extended on November 2, 2022 and is due to expire on November 2, 2023.
- 4) On March 17, 2022, the Planning Board granted site plan approval for the project; this approval is due to expire on March 17, 2023 unless a building permit is issued or an extension is granted by the Planning Board. Our request is that you grant a one year extension of this approval; and include the Conditional Use Permit Approval Condition running with and as a part of the Site Plan approval. As stated below the Parking Conditional Use Permit (CUP) was a critical “threshold issue” which needed to be obtained before the

Site Plan approval process could be completed. Due to the passage of time between the CUP and Site Plan approvals the timing of the completion of the tasks required to obtain a building permit are impacted; as stated below. Satisfying the Parking CUP condition prior to the completion of the Site Plan approval process is difficult.

Therefore, and at this time, we request that the Planning Board grant an extension to the March 17, 2022, Site Plan approval. Simultaneously, we request that the Planning Board modify the condition in the Conditional Use Permit that the applicant produce a lease or an option for seven off-street parking spots for use by the tenant of the proposed building such that satisfying the condition can coincide with the extended term of the site approval, as a part of the Site Plan approval.

The basis for request for extension stems from the lengthy time frame which was required to obtain the approvals by the various land use boards and by the fact that that are practical timing and sequencing issues associated with meeting the various conditions of approval. More specifically, this project required various forms of relief from all land use boards for a project which requires demolition and then construction within the Historic District. The initial relief received, namely, the Conditional Use Permit, was a threshold issue because moving forward with the building design would not be possible without first addressing the threshold issue of parking. Once that relief was obtained, then the design and approval process proceeded as quickly as possible first through the HDC process and then to the ZBA to obtain various forms of relief. As a result, it was not until a year later that the Planning Board was in a position in which to grant Site Plan approval and since that time the applicant has worked diligently with abutters and the City to secure and/or provide necessary easements. To date, we have secured some, but not all, of the easements required from private parties. The access easement to the City is now fully executed and we are waiting for the mortgage holders to issue subordination agreements.

The one issue which has proved to take the most time to complete is the CUP Condition regarding the lease or option for seven parking spaces. Subsequent to receiving the February 2021 Conditional Use Permit, the applicant has contacted several parties, including Ricci Lumber, Granite State Minerals, Kim Rogers (DSA) and Tom Balon, among others, in the immediate vicinity or within an easily walkable distance to determine whether an option or lease would be possible. The applicant was told by several parties that they might be interested in such an arrangement but that they would not commit due to the uncertainty of knowing when the lease could be executed and the option would be triggered. We are confident that once the site review approval becomes final and the anticipated start date for construction is known, that we will be able to secure a lease or option to lease parking spaces with such option being triggered upon the issuance of a certificate of occupancy.

238 Deer Street, LLC is committed to providing much needed micro housing units to the Portsmouth downtown. In addition to lively first floor commercial space this proposed new building will add 21 additional housing units, all under 500 square feet in size. Thank you for your attention to this matter. We look forward to presenting this proposal in person at the Board's February meeting.

Sincerely,

*John R. Chagnon*

John R. Chagnon, PE  
238 Deer Street Team

January 25, 2023

Planning Board  
City of Portsmouth  
1 Junkins Avenue  
Portsmouth, NH 03801

Dear Planning Board Members,

At its regularly scheduled meeting of Thursday April 21, 2022, the City of Portsmouth Planning Board granted a Wetland Conditional Use Permit to the property owner at 325 Little Harbor Road to replace the existing single family structure, carriage house, shed, barn, and paddock; construct a garage, pool, pool cabana playground; and renovate the existing barn and shed with all associated electric, gas, water, and sewer updates as required on private property and within the public right of way resulting in 195,656 S.F. of impact in the tidal buffer area and 17, 189 S.F. of temporary impact to in the tidal wetland area. This was granted with the following stipulations:

2.a) For each review identified and provided for in the Land Management Plan, an update and report of findings will also be provided to the Planning Board.

2.b) There will be an inspection and report submitted to the Planning Board on the bridge status and safety every 5 years.

An updated Land Management Plan dated December 2022 has been received by the Planning and Sustainability Department and is attached for your review. We have also included the original management plan for your reference (dated fall 2021). This updated report will also be submitted to the Conservation Commission for review at their February 2023 meeting. If you have any questions or need additional information please do not hesitate to contact me at [kehomet@cityofportsmouth.com](mailto:kehomet@cityofportsmouth.com)

Sincerely,

Kate Homet  
Associate Environmental Planner  
Planning & Sustainability Department  
City of Portsmouth



# Land Management Plan

A Narrative for Invasive Plant Management  
and Native Plant Restoration

325 Little Harbor Road, Portsmouth, NE

Fall 2021



PARTERRE  
ECOLOGICAL



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## Introduction and Primary Goals

The Dilorenzo residence is located at 325 Little Harbor Road in Portsmouth. The 11-acre island lies near the mouth of the Piscataqua River and the majority of the site is within the 100' tidal river buffer. An inventory of existing native and invasive plant species can be found in this plan.

The primary goal of this plan is to seek approval from the Portsmouth Conservation Commission to offset home construction and landscape improvements within the 100' Tidal buffer. We propose to remove invasive species on site and to restore the area with native species that will benefit the ecosystem around Piscataqua Rive and reduce further incursion of invasive species on the island. An inventory of existing native and invasive plant species can be found in this plan.

We propose removing invasive species by low-impact manual hand methods and cut & dab herbicide application by licensed applicators. All invasive species greater than 1" in caliper will be cut and dabbed with herbicide to reduce the chance of erosion along the banks. All existing erosion will be stabilize and any soil disturbed during planting will be stabilized and seeded with native wildflower mix. Techniques are outlined in the report. After removal of invasive species we will restore with native shrubs and perennials that will help prevent resurgence of the invasive plants and enhance the existing ecology.



A mass of invasive Multiflora Rose along the edges of the horse paddock with maturing Black Swallowtail pods hanging from the stem. The majority of the western portion of the island is healthy pine/oak forest, but invasives are dense in areas with historically high disturbance. We propose managing all invasive species and replacing with native alternatives.





## 325 Little Harbor Road

### Invasive Plant Inventory

Mature invasive species have developed isolated populations along the tidal river buffer and threaten to spread into an otherwise healthy native ecosystem. We propose controlling invasive plant species that have developed self sustaining populations on the Dilorenzo's property and restoring with native species. The physiology of the invasive plants has enabled them to out compete the native plant community and compromise the ecological value of the native plant community. The dominant invasive plants, including Multiflora Rose and Barberry, disrupt the formation of a native understory by filling ecological niches and resisting any browsing by native species. A very small Japanese Knotweed population exists near the southwestern corner of the paddock. It can spread quickly in coastal areas and should be managed before it can establish itself. All invasive perennials and shrubs with viable fruit will be removed from the site. Poison Ivy is a native species with valuable ecological benefits. We propose control the and areas of human traffic.

#### ***Invasive Plant Species Identified:***

*Acer platanoides*, Norway Maple  
*Alliaria petiolata*, Garlic Mustard  
*Berberis thunbergii*, Japanese Barberry  
*Celastrus orbiculatus*, Asiatic Bittersweet  
*Cynanchum louiseae*, Black Swallowwort  
*Elaeagnus umbellata*, Autumn Olive  
*Fallopia japonica*, Japanese Knotweed  
*Frangula alnus*, Glossy Buckthorn  
*Lonicera morrowii*, Morrow's Honeysuckle  
*Rhamnus cathartica*, Common Buckthorn  
*Rosa multiflora*, Multiflora Rose

#### ***\* Likely Invasive Plant Species Identified:***

*Artemisia vulgaris*, Mugwort  
*Deutzia scabra*, Fuzzy Deutzia  
*Ligustrum vulgaris*, Common Privet  
*Rhodotypos scandens*, Jetbead  
*Vitus sp.*, Grape (Native but control)

\* While not listed as an Invasive Species by ISC (New Hampshire Invasive Species Committee) these species can dominate the shrub layer and crowd out native trees and shrubs. We recommend removal of along with listed invasive plant species in wetland buffers and replace with native shrubs and trees.



Black Swallowwort releasing seedheads in the paddock. The majority of this area is a healthy goldenrod/blackberry meadow with patches of Milkweed, but Black Swallowwort can establish itself quickly and releases compounds in the soil to limit its competitor. Without intervention there will likely be a large infestation.







Property area



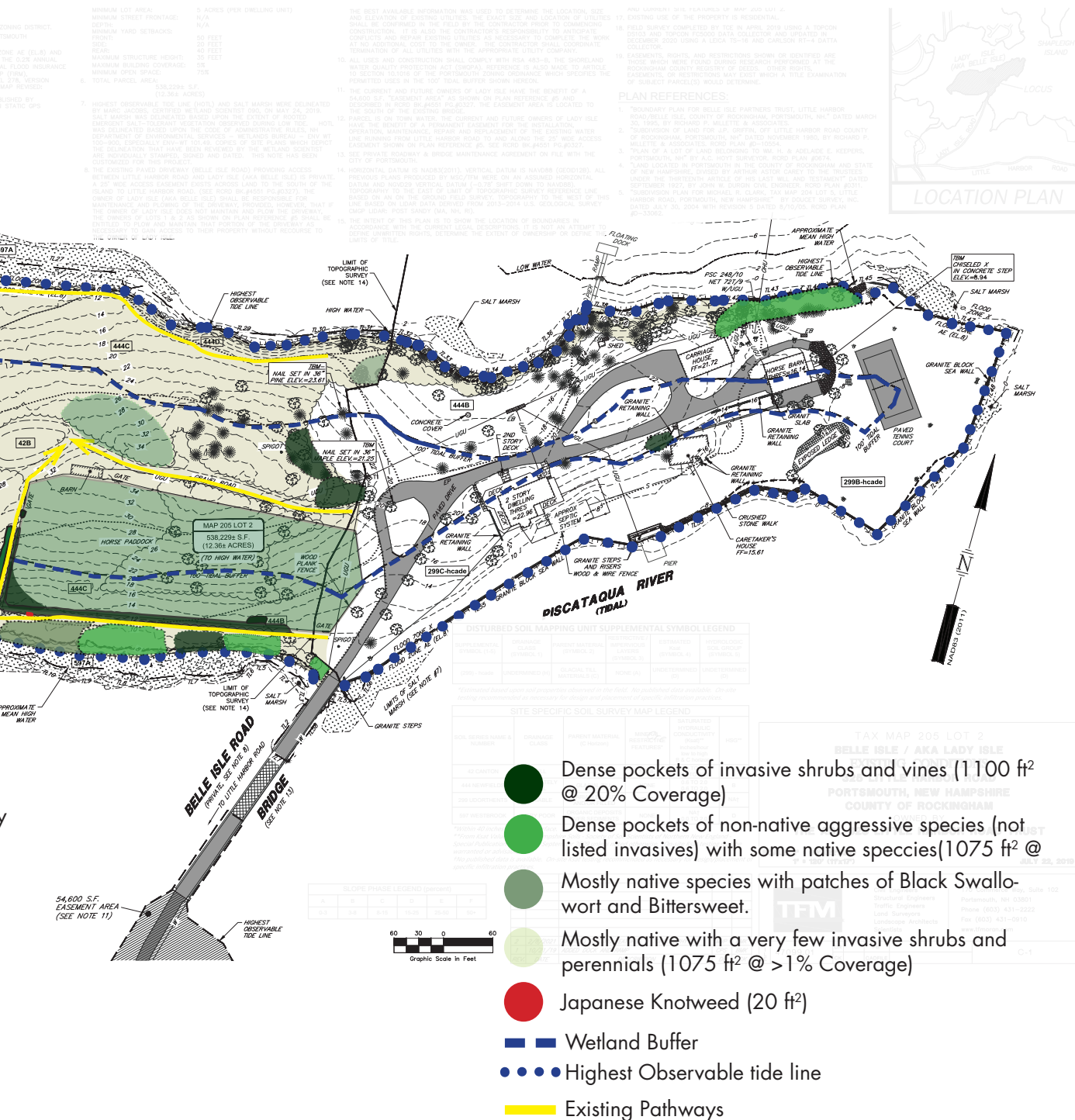
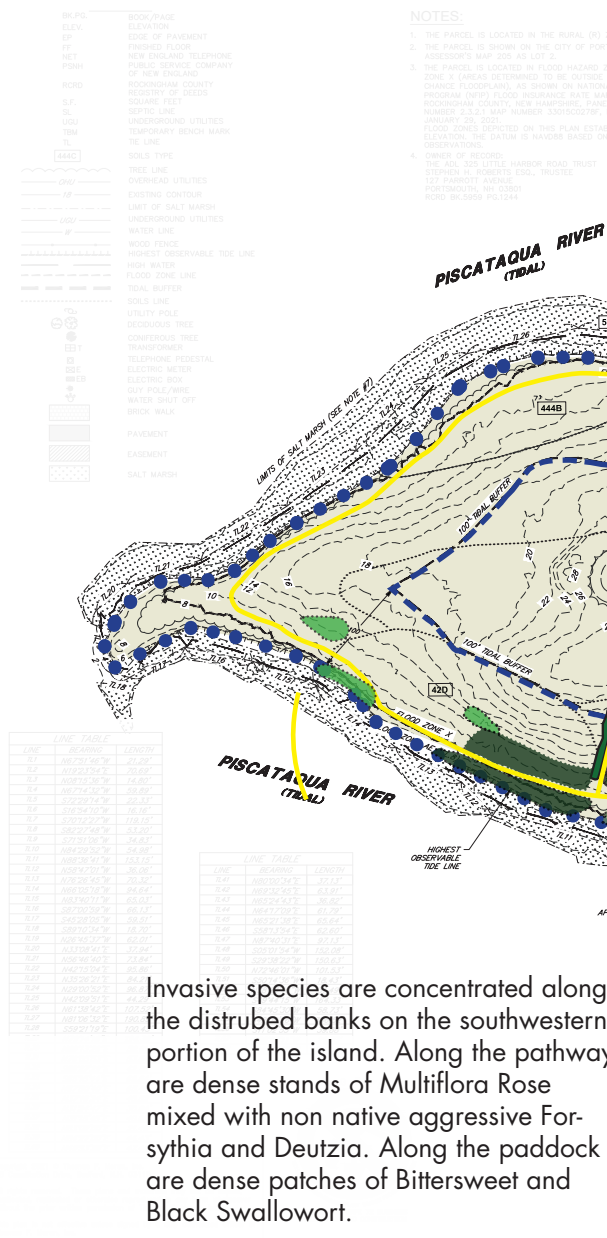
**MAP FOR REFERENCE ONLY  
NOT A LEGAL DOCUMENT**

City of Portsmouth, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 4/1/2019  
Data updated 7/17/2019

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.







**325 Little Harbor Road**  
**Invasive Plant Images**



Japanese Barberry with Deutzia and Black Swallowwort at the edge of the forest



Garlic Mustard seedheads with Mugwort on the northern bank



Japanese Barberry with viable fruits



Autumn Olive in the open paddock



A single small population of Japanese Knotweed on site should be managed as soon as possible





## 325 Little Harbor Road

### Invasive management techniques

We propose a combination of manual hand removal and cut & dab herbicide to control invasive plant species within the identified project areas over a phased time line. Once the initial identified invasive plant species have been removed by manual methods (described below), we propose seeding all exposed soil with native seed blend and begin planting identified tree, shrub and perennial plant species selected from the native plant community list that will increase the density and diversity of the existing wetland buffers.

#### Manual Hand Removal Methods:

Manual methods of invasive plant management will include hand pulling or cutting. To minimize soil disturbance, shallow-rooted invasive plants less than 1" in caliper will be hand pulled from the soil. Invasive plant species greater than 1" in diameter will be cut. All invasive plant material will be disposed of off site. Manual hand pulling and cutting will remove all invasive plants from the wetland buffer.

**Cut and Dab and Foam application:** All invasive plant species that have a base greater than 1" in caliper are proposed for herbicide application methods. Although invasive, the root systems of plants greater than 1" in caliper usually have extensive fibrous root systems, providing soil stabilization. So we propose a cut & dab method of application of a Triclopyr based herbicide (Garlon) or Glyphosate based herbicide approved for wetland use (trade name Rodeo) on individual cut stumps. Licensed Pesticide Applicators will complete all aspects of the proposed restoration. For treatment of perennial species that cannot be controlled with cut and dab or by manual methods should be treated by a foam based herbicide that is wiped onto the leaves using a cotton glove. This hyper-specific treatment limits any treatment of non-target plants. No treatment will occur in areas of standing water.



Qualified applicators with necessary Personal Protective Equipment paint the stems of invasive species after cutting



Proposed cut stump treatment (below) using hand tools and applying marking dye to eliminate possibility of treatment of stump twice, or missing stump entirely. (Above) Foam treatment allows highly specific placement of herbicide to remove invasive perennials that limits disturbance and protects surrounding species





## 325 Little Harbor Road

### Asiatic Bittersweet ID and Management

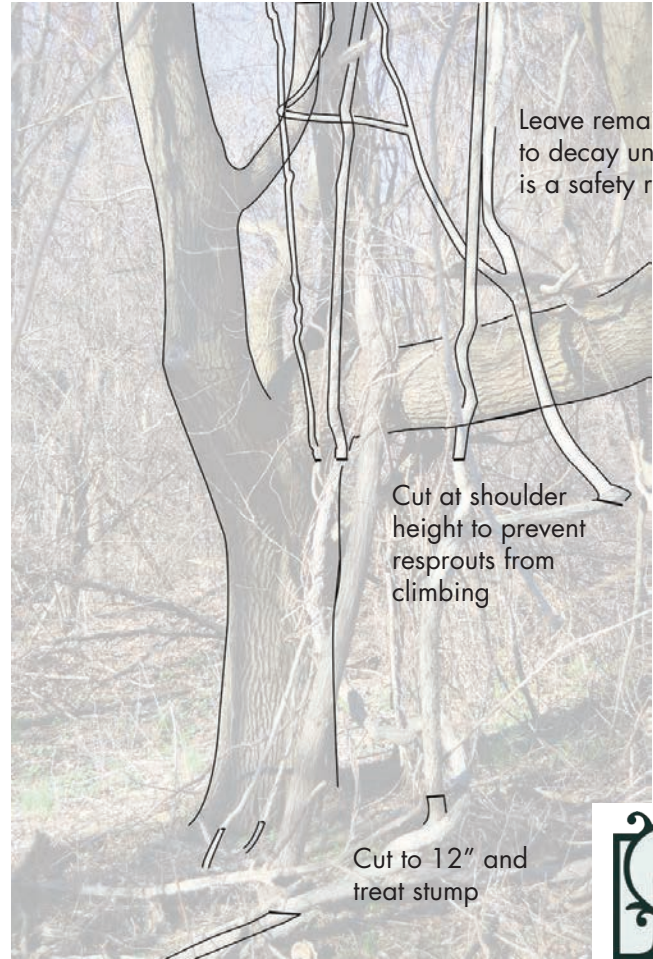
Invasive Bittersweet (*Celastrus orbiculatus*) have the capacity to girdle, weaken, and even kill mature canopy trees. Without some frequency of removal, they will eventually open large holes in the canopy while suppressing saplings from filling the holes. They readily resprout after being cut and can damage the aesthetic and ecological value of meadows.

Mature stems produce thousands of bright red berries that mature in late fall and are spread by birds.

Removing the entire vines from trees is often dangerous and unnecessary (unless it poses safety risk). Our team recommends making cuts at shoulder height followed by a cut at 12" and immediate herbicide treatment. Bittersweet aggressively suckers after cutting so it is important to cut and treat during or after its flowering period (late June to December).



Identification: Alternate, circular light green leaves 2-5 in. long. Distinctive, large light colored vine. Red berries with orange casing appearing in late fall. Seedlings have light green leaves. Deep orange roots.



Leave remainder to decay unless it is a safety risk

Cut at shoulder height to prevent resprouts from climbing

Cut to 12" and treat stump

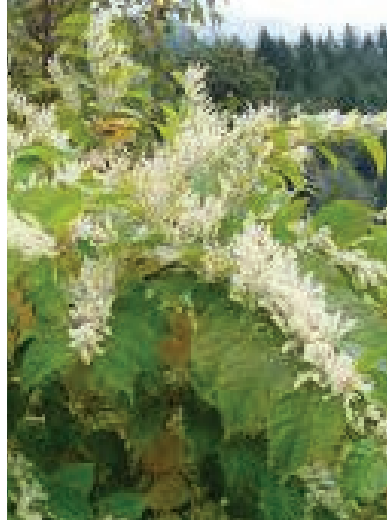




## 325 Little Harbor Road Japanese Knotweed Management

Japanese Knotweed (*Fallopia japonica*) is one of the most difficult invasive species to control. Its main mode of spreading is through cut portions of its rhizomes or stem, which can actively resprout even when 1 inch in length. Growing 10-15' and shading out any competitors, Japanese Knotweed can quickly form a monoculture. It can take 2-5 seasons to fully contain through repeat herbicide treatments. It is at its weakest point during the flowering stage, when nutrients are flowing back into the roots (Aug, Sept.) Unfortunately, taproots can extend over 6' below the ground making organic eradication nearly impossible without excavation. There are two ways to approach treatment.

1. Cut and treat: For smaller areas, involves cutting the stem between the 1st and 3rd node and adding a 66% solution of Aquaneat (glyphosate), generally 5 oz per treated stem. If density is less than 5 ft per plant treat every third stem. Do this for 2-5 seasons.
2. Cut in May, wipe leaves in fall or apply to stem in fall: In this case, dense stands of Knotweed are mown in end of May so when they regrow they are at hip height by August. They can then be easily wiped with a 6.0% Aquaneat (glyphosate) solution



Identification: Herbaceous perennial, with long heart shaped leaves. Young sprouts can be red, rhubarb in nature. Extensive roots can spread and colonize quickly and can reach 15 ft. at maturity.



Japanese Knotweed cut in preparation for a fall herbicide foliar wipe treatment (top left). Treatment of Japanese Knotweed stems using a cut and fill method (above). A combination of cut and fill in the first season and foliar wipe in the second has shown to be effective. Foliar wipe can be accomplished by applying herbicide to a glove and wiping leaves or by utilizing a foaming agent to help herbicide stick to the leaves (left). It is a highly specific treatment with little risk of drift.



## Management Calendar for Treatment and Planting

Task	March/ April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
<i>Remove Garlic Mustard and Lesser Celandine seedlings by hand or smothering</i>									
<i>Cutting of Japanese Knotweed</i>									
<i>Cut and dab of woody invasive species</i>									
<i>Treatment of Japanese Knotweed</i>									
<i>Invasive vine management and cut and dab treatment</i>									
<i>Restoration planting</i>									
<i>Treatment of Black Swallowwort</i>									
<i>Mowing of meadows</i>									



*Optimal timing and efficiency*



*Not optimal but mostly effective*



*Possible, but not ideal*





## 325 Little Harbor Road

### Native Plant Inventory

Within the tidal river buffer is a diverse native plant community dominated by mature Oaks and White Pines with Chokeberry, Black Cherry, Arrowwood Viburnum, and lowbush Blueberry in the understory. In the sunnier areas is a wet meadow featuring Rough Goldenrod, Allegheney Blackberry, Sumac, Common Rush and Elderberry. An occupied Belted Kingfisher nest was found during the site visits. We propose utilizing these existing native plant species as indicators of what naturally inhabits this plant community and propose additional planting of these species and diversifying with other native trees, shrubs and perennials.

#### Native Plant Species Identified:

*Acer rubrum*, Red Maple  
*Acer sacharinum*, Sugar Maple  
*Aronia melanocarpa*, Black Chokeberry  
*Betula populifolia*, Gray Birch  
*Betula papyrifera*, Paper Birch  
*Iva frutescens*, Bigleaf Marsh-elder  
*Juncus tenuis*, Path Rush  
*Juniperus virginiana*, Eastern Red Cedar  
*Kalmia latifolia*, Mountain Laurel  
*Myrica pensylvanica*, Bayberry  
*Parthenocissus quinquefolia*, Virginia Creeper  
*Pinus strobus*, Eastern White Pine  
*Prunus serotina*, Black Cherry  
*Prunus virginiana*, Chokecherry

*Toxicodendron radicans*, Poison Ivy  
*Quercus alba*, White Oak  
*Rosa virginiana*, Virginia Rose  
*Rhus typhina*, Staghorn Sumac  
*Rubus allegheniensis*, Allegheny blackberry  
*Sambucus canadensis*, Elderberry  
*Solidago bicolor*, Silverrod  
*Solidago sempervirens*, Sea-side Goldenrod  
*Solidago rugosa*, Rough-leaved Goldenrod  
*Swida amonum*, Silky Dogwood  
*Tilia americana*, American Basswood  
*Vaccinium corymbosum*, High-bush Blueberry  
*Viburnum dentatum*, Arrowwood Viburnum



Silverrod alongside Blue-stem Goldenrod and Carex. sp



Gray Birch along the bank





**325 Little Harbor Road**  
**Invasive Plant Images**



Staghorn Sumac along the banks with Arrowwood Viburnum and Virginia Rose in the foreground

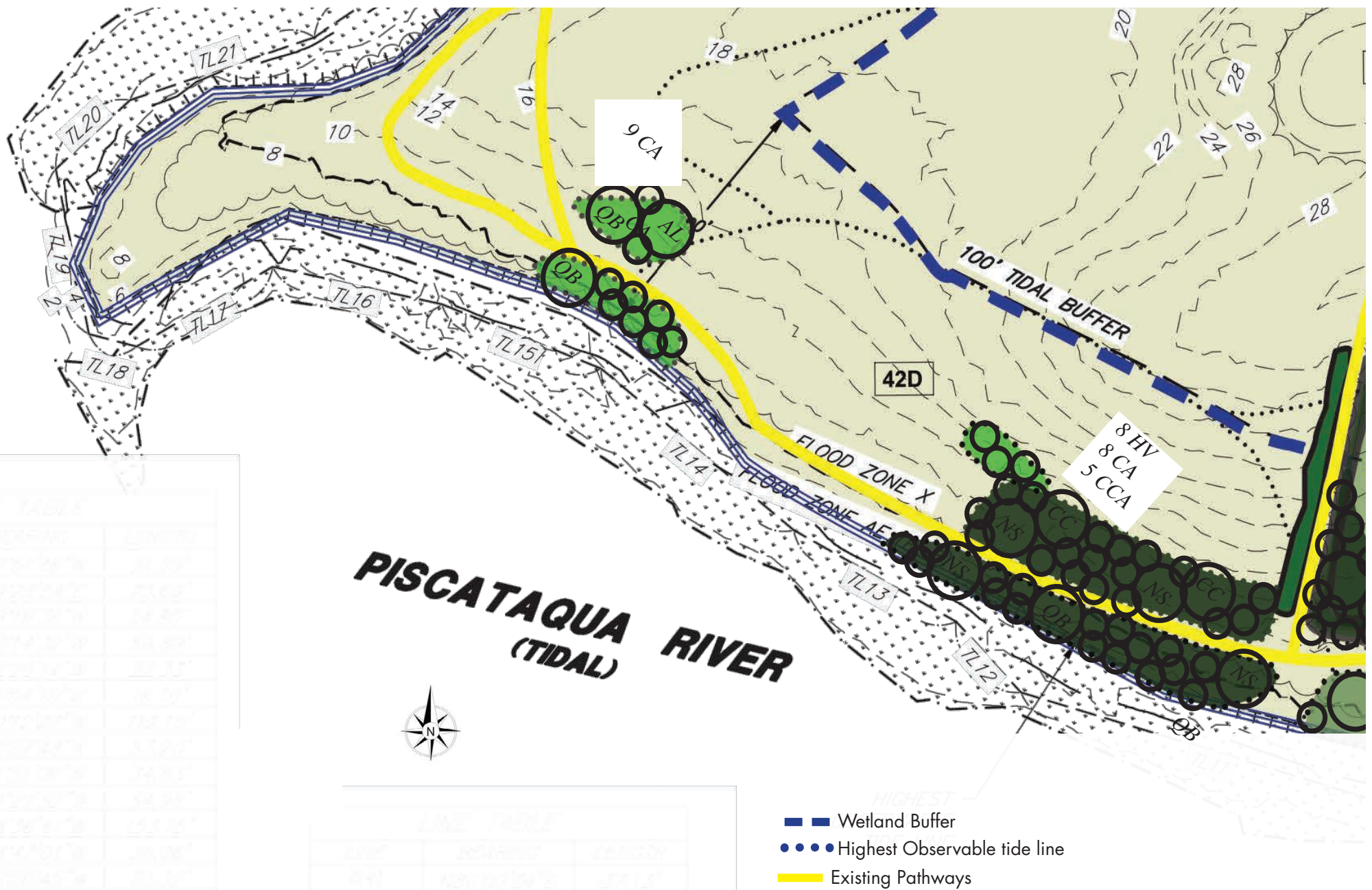


Marsh Elder along with Beechgrass line the western banks of the island





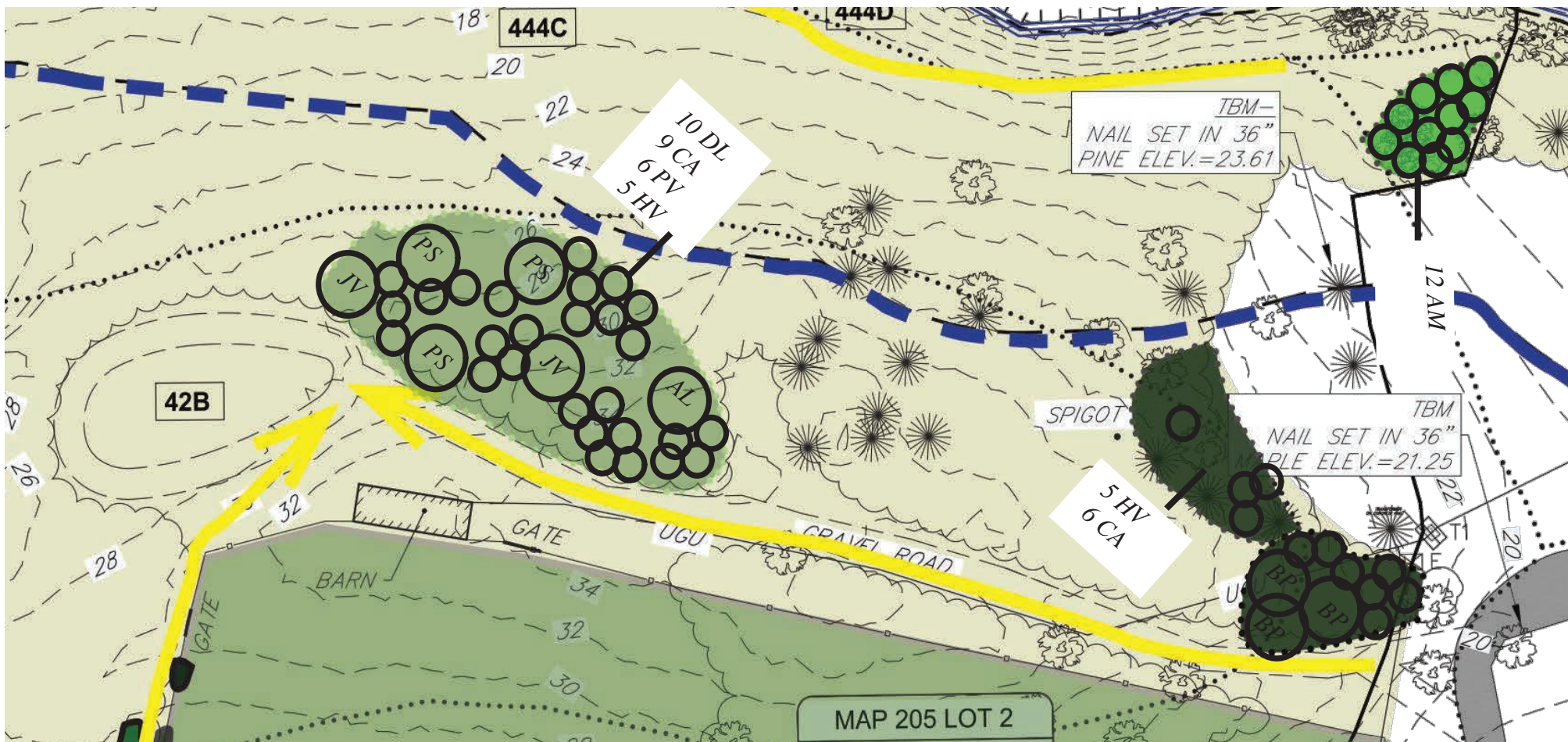






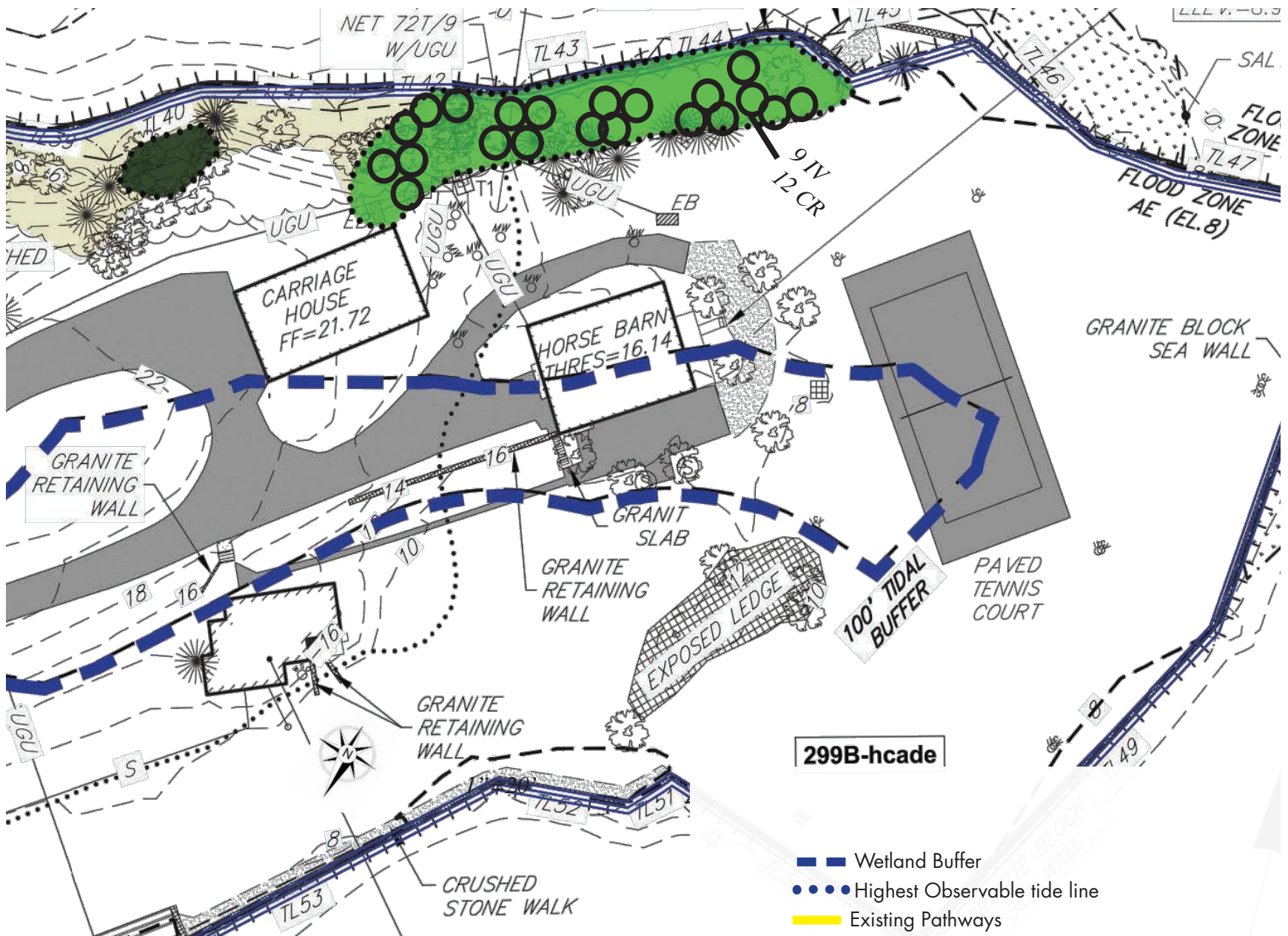






- — — Wetland Buffer
- . . . Highest Observable tide line
- — — Existing Pathways







## 325 Little Harbor Road

### Native Restoration Strategies

After invasive plant species have been removed from the wetland buffer, the area will be planted with one to five gallon native conservation grade New England native trees, shrubs and perennials from local seed and cutting sources. It is proposed that native plants will have greater than 90% coverage by the conclusion of the 3 year Order of Conditions. Native plants proposed for installation will add diversity of existing native plants, provide habitat and forage for wildlife, and reduce storm water and sediment flow wetland areas. Plants proposed for installation include:

	Quantity	Size	Scientific name	Common name
Within 100' Tidal River Buffer	4	3-4'	<i>Amelanchier laevis</i>	Shadblow Serviceberry
	2	3-4'	<i>Acer rubrum</i>	Red Maple
	12	3-4'	<i>Aronia melanocarpa</i>	Black Chokecherry
	5	3-4'	<i>Betula papyrifera</i>	Paper Birch
	2	3-4'	<i>Carpinus caroliniana</i>	Ironwood
	44	3-4'	<i>Clethra alnifolia</i>	Summersweet
	5	3-4'	<i>Cornus amomum</i>	Silky Dogwood
	12	3-4'	<i>Cornus racemosa</i>	Gray Dogwood
	10	3-4'	<i>Diervilla lonicera</i>	Northern Bush Honeysuckle
	18	3-4'	<i>Hamamelis virginiana</i>	Witchazel
	9	3-4'	<i>Ilex verticillata</i>	Winterberry
	2	3-4'	<i>Juniperus virginiana</i>	Eastern Red Cedar
	24	3-4'	<i>Myrica pennsylvatica</i>	Bayberry
	6	3-4'	<i>Nyssa sylvatica</i>	Black Tupelo
	6	3-4'	<i>Prunus virginiana</i>	Chokecherry
	3	3-4'	<i>Prunus serotina</i>	Black Cherry
	7	3-4'	<i>Quercus bicolor</i>	Swamp White Oak
	9	3-4'	<i>Rhus typhina</i>	Staghorn Sumac
	16	3-4'	<i>Rosa virginiana</i>	Virginia Rose

After planting the conservation grade native shrubs and trees and slope stabilizing perennials, we propose the area be seeded with a custom Dormant seed mix at recommended seeding rates. This dense seed mix will supply a matrix of vegetative growth to cover disturbed soils, and reduce recolonization of invasive plant species. These mixes include:

New England Showy New England Wildflower mix  
New England Understory Grass and Forb Mix



## **325 Little Harbor Road Maintenance Schedule**

The recommendations for restoration take into consideration the long term health of the wetland. Once the invasive plant species have been managed in a locus area and any native plants installed, a long-term maintenance plan will be set in motion with the goal of continued control of invasive plant species on site, serve, and sustain native plant populations, and improve the native plant diversity and aesthetic beauty of the wetland.

### **Fall - Winter 2021**

- Complete invasive species management of Buckthorn and woody invasive plant species by cut and dab methods
- Identify and manually hand-pull identified invasive shrubs and vines under 1' in caliper
- Cover all disturbed soil along with native seed mix

### **Winter 2021-Spring 2022**

- Continue utilizing control methods of invasive plant management to exhaust seed bank
- Begin planting native plant species according to approved quantities and varieties
- Monitor plant response and continue hand pulling and herbicide application methods on re sprouting invasive plant species
- Cover exposed soils Conservation seed mix

### **Summer 2022**

- Cut and dab/Foam application to Japanese Knotweed and remaining invasive shrub and tree species
- Continue utilizing control methods of invasive plant management to exhaust seed bank
- Continue planting native plant species according to approved quantities and varieties

### **Fall 2022 - Summer 2023**

- Monitor plant response and continue hand pulling and herbicide application methods on re sprouting invasive plant species
- Followup treatment of Japanese Knotweed (Mowing in spring, treating in fall)
- Cover exposed soils Conservation seed mix
- Monitor native species for plant health

### **Ongoing Maintenance and Monitoring:**

- After the treatments of fall 2023, the management plan should be re-evaluated. If management treatments have been successful, only monitoring and minimal hand removal should be required to keep invasive plant species from being reintroduced. Native trees, shrubs, and herbaceous forbs should dominate the wetland buffer.
- Implementation of the LMP should be completed by qualified professionals including:
  - NH Licensed pesticide applicator
  - Certified Massachusetts/NH Invasive Species Management
  - MCH Massachusetts Certified Horticulturist
- Monitoring reports shall be submitted to conservation at the end of each growing season indicating invasive species management efforts and establishment of the restoration plantings.





## Bittersweet

### Description:

*Celastrus orbiculatus*, Asiatic Bittersweet is a deciduous climbing vine common in areas of disturbance in our New England forests. It has glossy, rounded leaves that are alternate with finely toothed margins. The leaves turn yellow in the fall. The fruiting plants produce small greenish flower clusters from leaf axils that mature in fall to produce high numbers of fruiting seed. The seed are noticeably yellow, globular capsules that split open at maturity to reveal red-orange fruiting seeds. Roots are also distinctly orange.



### Habitat:

Bittersweet spreads easily into forest edges, woodlands, unmanaged meadows and old fields. Most disturbed sites that are not being actively managed that receive full sun are susceptible. The vine can tolerate shade but is often found in more open, sunny areas.



### Management:

Asiatic Bittersweet management is a combination of manual hand pulling with cut & dab herbicide treatments. For established plants, vines should be cut to ground to reduce mass. Persistent root infestations will require repeat cutting and treatments over several seasons. Rake any seeds present, bagging in plastic bags, tying, and disposing of correctly.

*Celastrus orbiculatus*,  
Asiatic Bittersweet







## Honeysuckle

### **Description:**

*Lonicera morrowii*, Morrow's honeysuckles are upright, deciduous shrubs that typically have a multi-stem mounding appearance. Oval leaves are opposite along the stem with smooth edges (no teeth or lobes) and hairy on the underside. Mature stems are often hollow on the interior and peeling on the outer bark. In the spring pairs of fragrant, tubular flowers less than an inch long are borne along the stem in the leaf axils. The fruits are red to orange, and fleshy .



### **Habitat:**

Honeysuckles are relatively shade-intolerant and most often occur in forest edges, abandoned fields, and other open, upland habitats. Woodlands and open meadows, especially those that have been grazed or otherwise disturbed and are left unmanaged are also highly susceptible. Morrow's Honeysuckle have the greatest habitat diversity and are capable of invading wetland edges and other uncommon habitat types.



### **Management:**

Morrows Honeysuckle management is a combination of mechanical mowing and manual hand pulling with cut and dab herbicide treatments. When feasible, the root system is generally shallow and plants can be uprooted easily. Persistent root re sprouting may require repeat cutting with herbicide application over several seasons to fully control.

*Lonicera morrowii*,  
Morrow's Honeysuckle





## Buckthorn

### **Description:**

*Frangula alnus*, Glossy Buckthorn is a deciduous shrub that grows up to 20 ft. tall. The oblong leaves are up to 2" long, arranged alternately along the stem and are dark green on the surface, glossy above and slightly pubescent beneath. The leaves turn yellow in the fall, and remain on the plant when most other species have already lost their leaves. The yellow-green flowers are arranged in 1-8 flowered sessile, glabrous umbels. This plant flowers after the leaves expand, from May to September. The fruit ripen from red to black July to August.

### **Habitat:**

Buckthorn thrives in early successional habitat. Abandoned agricultural or pasture lands, an opening in canopy within woodland, or unmanaged meadows are common areas. Buckthorn will also tolerate wetland soils where it can form dense stands that suppress the growth of native plant species. The seed is readily dispersed by birds, and the extended productivity of the fruit into winter allows the plant to be dispersed through the entire season.



### **Management:**

Manual methods of hand-pulling seedlings is recommended. For larger saplings, a 'Weed Wrench' is effective. Mature Buckthorn can also be cut and the stump application of Triclopyr based herbicide. Rake any seeds present, bagging and disposing of correctly.



*Frangula alnus*,  
Glossy buckthorn







## Multiflora Rose

### **Description:**

*Rosa multiflora*, Multiflora Rose is a shrub with arching canes with a mounding shape in the landscape. The leaves are divided into five to eleven sharply toothed leaflets. The base of each leaf stalk has a pair of fringed bracts which is a key identifier of the plant from other wild rose. Beginning in early summer, clusters of showy white flowers appear. The flowers are followed by developing red fruit, or hips, during the summer that remain on the plant through the winter.



### **Habitat:**

Multiflora Rose thrives in early successional habitat. The rose has a wide tolerance for various soil, moisture, and light conditions. It occurs in dense woods, along river banks and roadsides and in open unmanaged fields. It can form a dense understory that suppresses growth of native plant species. The seed is readily dispersed by birds, and the extended productivity of the fruit into winter months allows wide spread distribution of the plant.



### **Management:**

Manual methods of hand-pulling seedlings is effective. For more established shrubs, a combination of pruning to reduce mass followed by cut & dab treatments with a Triclopyr based herbicide is recommended. Persistent root infestations may require repeat cutting over several seasons. Rake any seeds present, bagging and disposing of correctly.

*Rosa multiflora*,  
Multiflora rose





## IDENTIFICATION AND QUALIFICATION OF APPLICANT

This plan has been developed by Miles H. Connors, Director of Ecological Services at Parterre Ecological, a division of Parterre Garden Services. Parterre Ecological Services provides Land Management Planning, expert Invasive Plant Management services, Native Plant Restoration strategies, and ongoing Maintenance and Monitoring in natural area restorations.

### PLAN AUTHOR AND QUALIFICATIONS

Miles Hilton Connors  
Director of Ecological Services  
mconnors@parterreecological.com

Parterre Garden Services  
67 Smith Place, unit 12A  
Cambridge MA 12138

Miles holds an Bachelor of Science degree in Environmental Planning and Policy and Biology, with a Masters of Science in Sustainable Landscape Planning and Design. Miles is also a Massachusetts Certified Horticulturist, holds an Invasive Plant Certification from UMASS Amherst and is a Licensed Pesticide Applicator.

Members of the Parterre Ecological team are licensed Massachusetts Pesticide Applicators, are Massachusetts Certified Horticulturists and hold an Invasive Plant Certification from UMASS Amherst.





## Precedent Images of a Restoration Project completed in 2020



1. Existing Conditions - Client under an enforcement order to restore buffer after tree & shrub removal and hydroseeding turf



2. After installation of sediment control, we mechanically mowed area and seeded with New England Conservation and Wildlife Seed Mix



3. Covered exposed loam with straw erosion control blanket: BioNet S75BN and staple into existing slope



4. Layout native plant species suitable for an Oak Hickory Forest plant community



5. Native plant species installed: *Quercus rubra*, *Kalmia latifolia*, *Ostrya virginiana*, *Corylus americana*, *Betula lenta*, *Fagus grandiflora* and *Viburnum acerfolium*





# Land Management Annual Monitoring Report

325 Little Harbor Rd.  
Portsmouth, NH

December 2022



*Prepared By:*  
*Ryan Corrigan*  
*Project Manager of Ecological Services*

Parterre Garden Services  
2 Republic Road  
North Billerica, MA 01880  
617.492.2230 (office)  
[rcorrigan@parterregarden.com](mailto:rcorrigan@parterregarden.com)



**PARTERRE**  
ECOLOGICAL



## Work Completed 2022

### Spring to Fall 2022 Invasive Species Management:

During the Spring and Summer of 2022, the Parterre Ecological team managed extensive invasive species on site including Oriental Bittersweet (*Celastrus orbiculatus*), Japanese and European Barberry (*Berberis*), Multiflora Rose (*Rosa multiflora*), Black Swallowwort (*Cynanchum louiseae*), Glossy Buckthorn (*Frangula alnus*), and Japanese Knotweed (*Fallopia japonica*). Woody invasive species were cut and chipped in the spring, then re-cut and treated with approved stem-based herbicide (Garlon 3a) in the summer. The small patch of Japanese Knotweed on site was treated in the summer with an approved foam-based herbicide applied directly to the leaves (Rodeo). Black Swallowwort was mowed at specific times of the year to prevent it from going to seed. After the first season of management, approximately 75% of invasive species were eradicated.

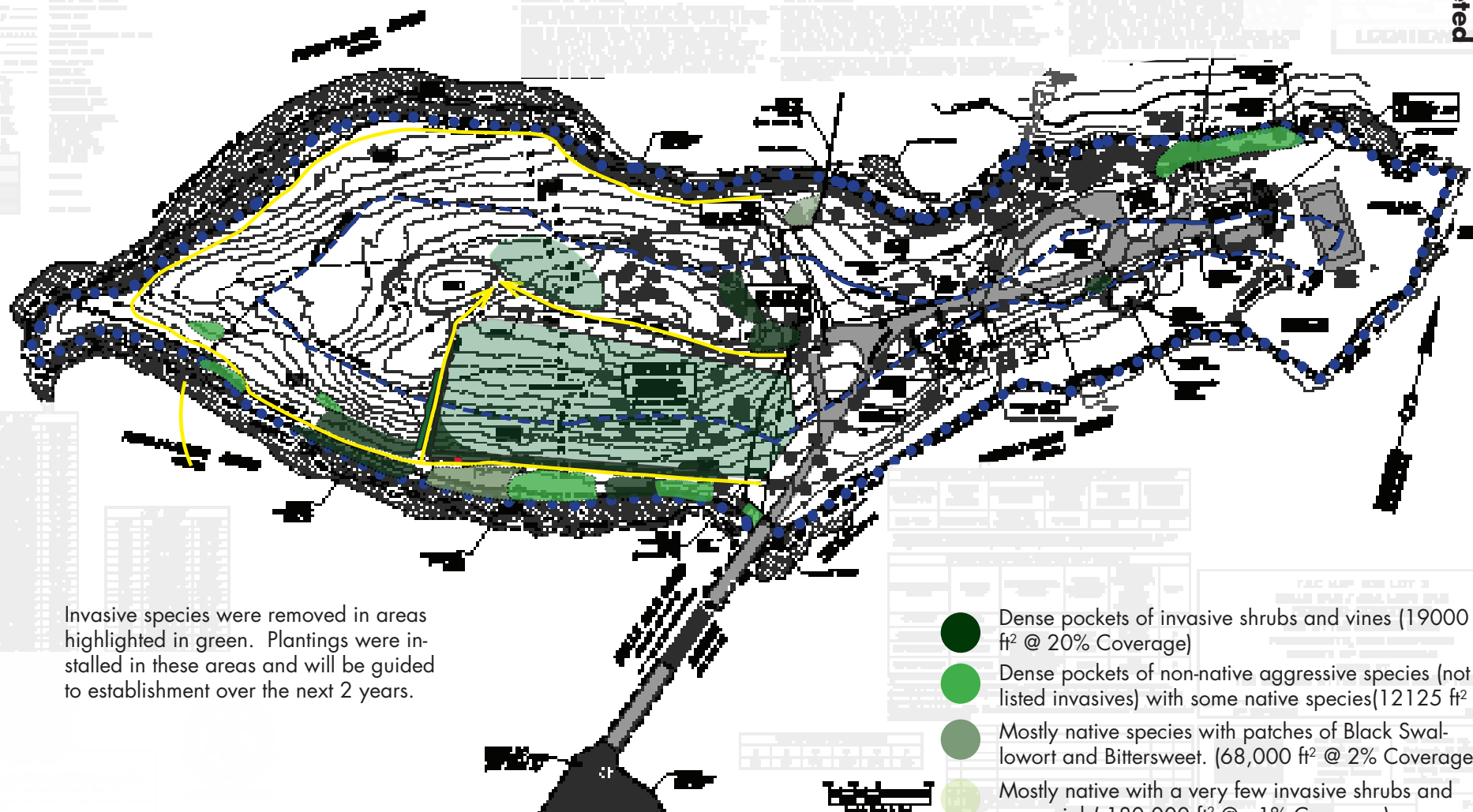
### Native Plant Restoration:

During Fall of 2022, Parterre Ecological installed native trees and shrubs per the approved planting plan within the Land Management Plan with modifications based on plant availability and suitability within the wetland buffer. Plantings were installed in pockets where dense invasive species were removed and deer fencing was placed around susceptible plantings. All plantings per the Land Management Plan were installed in 2022 and will be guided to establishment in 2023 and 2024.



*Northern Bayberry installed along the lower pasture fence where Multiflora Rose previously dominated.*





Invasive species were removed in areas highlighted in green. Plantings were installed in these areas and will be guided to establishment over the next 2 years.

- Dense pockets of invasive shrubs and vines (19000 ft<sup>2</sup> @ 20% Coverage)
- Dense pockets of non-native aggressive species (not listed invasives) with some native species (12125 ft<sup>2</sup> @ 20% Coverage)
- Mostly native species with patches of Black Swallowwort and Bittersweet. (68,000 ft<sup>2</sup> @ 2% Coverage)
- Mostly native with a very few invasive shrubs and perennials ( 180,000 ft<sup>2</sup> @ <1% Coverage)
- Japanese Knotweed (20 ft<sup>2</sup>)
- Wetland Buffer
- Highest Observable tide line
- Existing Pathways



## Invasive Species Management



*Established  
Multiflora Rose  
and Bittersweet  
along the  
Pasture Fence  
before cutting  
and chipping*



*Established  
Multiflora Rose  
and Bittersweet  
along the  
Pasture Fence  
after cutting  
and chipping*



*Invasive species  
were chipped  
in the spring to  
avoid fruiting  
branches which  
could further  
spread of  
seedlings*



## Invasive Species Management



*Established European Barberry cut and dabbed allowing light to native Canada Mayflower.*



*Left: Treated stump of Oriental Bittersweet that was established in a Norway Spruce.*

*Right: Foam-herbicide treatment of Japanese Knotweed*





## 2022 Installed Plantings:

Per the order of conditions, the removal of invasive species and disturbance within the wetland was offset with planting of native shrubs and trees listed below. Plants susceptible to deer browsing were caged and compost was added to holes where soil was particularly thin. Where soil was disturbed, the soil was over-seeded with a native understory mix listed below.

	Quantity	Size	Scientific name	Common name
Within 100' Tidal River Buffer	4	3-4'	<i>Amelanchier laevis</i>	Shadblow Serviceberry
	2	3-4'	<i>Acer rubrum</i>	Red Maple
	20	3-4'	<i>Aronia melanocarpa</i>	Black Chokecherry
	5	3-4'	<i>Betula papyrifera</i>	Paper Birch
	2	3-4'	<i>Carpinus caroliniana</i>	Ironwood
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	12	3-4'	<i>Cornus racemosa</i>	Gray Dogwood
	10	3-4'	<i>Diervilla lonicera</i>	Northern Bush Honeysuckle
	18	3-4'	<i>Hamamelis virginiana</i>	Witchazel
	9	3-4'	<i>Ilex verticillata</i>	Winterberry
	2	3-4'	<i>Juniperus virginiana</i>	Eastern Red Cedar
	24	3-4'	<i>Myrica pennsylvatica</i>	Bayberry
	6	3-4'	<i>Nyssa sylvatica</i>	Black Tupelo
	6	3-4'	<i>Prunus virginiana</i>	Chokecherry
	3	3-4'	<i>Prunus serotina</i>	Black Cherry
	7	3-4'	<i>Quercus bicolor</i>	Swamp White Oak
	24	3-4'	<i>Rhus glabra</i>	Smooth Sumac
	16	3-4'	<i>Rosa virginiana</i>	Virginia Rose

New England Understory Grass and Forb Mix:

Virginia Wildrye (*Elymus virginicus*), Canada Wild Rye (*Elymus canadensis*), Partridge Pea, (*Chamaecrista fasciculata*), Red Fescue, (*Festuca rubra*), Spiked Gayfeather/Marsh Blazing Star (*Liatris spicata*), Sensitive Fern (*Onoclea sensibilis*), Zigzag Aster (*Aster prenanthoides*/Symphyotrichum prenanthoide), Hollow-Stem Joe Pye Weed (*Eupatorium fistulosum*/Eutrochium fistulosum), White Avens, (*Geum canadense*), Eastern Columbine (*Aquilegia canadensis*), Path Rush (*Juncus tenuis*)





## Native Plant Restoration:



*Northern Bush Honey-suckle and Gray Birch installed along the forest edge*



*Summersweet installed where Barberry was previously established*



*Caging of Black Chokecherry (*Aronia melanocarpa*) to protect from deer*





## Proposed Management for 2023:

Building off the momentum for invasive species management and native plant restoration Parterre will continue management of significantly reduced Japanese Knotweed into 2023

### Spring 2023

- Monitor plant response and continue hand pulling and herbicide application methods on re sprouting invasive plant species

### Summer 2023

- Monitor plant response and continue hand pulling and herbicide application methods on re sprouting invasive plant species
- Spot water native shrubs and trees through dry months for plant establishment
- Seasonally mow pasture where Black Swallowwort is established to prevent it from going to seed.

### Fall 2023

- Continue utilizing control methods of invasive plant management to exhaust seed bank
- Followup treatment to Japanese Knotweed

### 2023

#### Ongoing Maintenance and Monitoring:

- After the treatments of 2023, the management plan should be re-evaluated. If management treatments have been successful, only monitoring and minimal hand removal should be required to keep species from being reintroduced



Arrowwood  
Viburnum  
(Viburnum  
dentatum)  
established  
amongst removed  
invasive species







RESOURCES & PUBLICATIONS

- Federal Funding and Resources
- Advertising Opportunities
- Classifieds
- Court Update -2021 Edition
- Important Dates Calendars - iCal
- Important Dates Calendars - Printable Pdfs
- Municipal Directory
- NHMA Shop
- NewsLink
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- Surveys and Data
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## Crafting Rules of Procedure for Your Public Body

*Stephen C. Buckley, Esq.*

This article is presented to address some of the most frequently asked questions on the essential content of rules of procedure for a public body in New Hampshire. Even though not all public bodies in New Hampshire municipalities are required to have rules of procedure, it is generally recommended that written rules governing public meetings should be established and followed by all public bodies.

Establishing rules of procedure for public meetings has several benefits. First, it allows for meetings to be run in an efficient and consistent manner. Second, it allows for the members of the public body and residents to debate matters of public concern in a courteous and respectful manner that lessens the likelihood of discontent and friction. Third, rules provide guidance to public body members on how they are to interact and engage with municipal employees and members of the public. Fourth, rules of procedure ensure continuity and stability during transition years when new members of the public body are elected or appointed to office. (paraphrased from *Model Rules of Procedure for Council Meetings*, published by the League of Oregon Cities, March 2017).

### *When are rules of procedure required by law?*

All land use boards are required to have rules of procedure that concern the method of conducting its business. RSA 676:1. This would include the planning board, historic district commission, inspector of buildings, building code board of appeals, zoning board of adjustment, heritage commission, historic district commission, agricultural commission and housing commission. A recreation or park commission established under RSA Chapter 35-B is vested with the authority to adopt rules of procedure, as can the moderator at town meeting, RSA 40:4. Rules of Procedure for a Zoning Board of Adjustment must prescribe the time period for appealing an administrative zoning decision. RSA 675:5, I.

### *Must our rules of procedure follow Robert's Rules of Order?*

While *Robert's Rules of Order*, 11th Edition, is considered the authoritative reference on parliamentary procedure, it much too unwieldy to exclusively guide the public meeting business of municipal boards and commissions that have often have 12 or fewer members. If referred to at all in local rules of procedure, *Robert's Rules* would only provide guidance, and not be binding on the presiding officer. *Robert's Rules* itself recognizes that in small bodies of less than a dozen members "some of the formality necessary in a large assembly would hinder business." *Robert's Rules* does provide abbreviated procedures for small boards. *Robert Rules*, §49, pp. 487 – 488.

### *Should our rules of procedure provide for election of certain officers, such as chair, vice-chair and secretary?*

Local land use boards are required to have a chairperson elected from the appointed or elected members, and they may create other offices, such as vice-chair and secretary, as deemed necessary. RSA 673:8. Land use board officers have a term of one year and may be re-elected at the end of their term. In the case of planning boards, an ex-officio member (governing body member, etc.) cannot serve as chairperson. RSA 673:9. Otherwise, it is essential that all other municipal boards, bodies and commissions have a presiding officer or chairperson and a vice-chair in case of the absence of the chair.

### *What duties should be given/vested in the chair/presiding officer?*

The chairperson should be delegated the responsibility to prepare the agenda for each meeting in consultation with the municipal staff and other board members. The Chair could also be delegated the responsibility to sign official correspondence for the public body and represent the public body before other boards, commissions and state agencies. The Chair would open each meeting, announce the sequence of items to be heard on the agenda, and state any changes in the order of matters to be heard. The Chair would also recognize applicants and presenters to speak, state questions/motions to be put to a vote and decide all questions of order and decorum. Other responsibilities that could be delegated to the Chair would be the ability to schedule emergency and special meetings.

### *Should our rules of procedure describe the types of meeting our public body might have?*

It is a good idea to describe in the rules of procedure the types of meetings your public body may have, such as the following:

- Regular Meetings: State in your rules the date, time and place of the regular meetings of your public body.
- Special Meetings: Provide for the possibility of a special meeting called at the discretion of the Chair to address urgent matters that cannot wait until the next regular meeting.
- Emergency Meetings: As permitted by RSA 91-A:2, II, an emergency meeting can be held with less than 24 hours' notice when the chair determines that immediate, undelayed action is imperative. Notice of an emergency meeting shall be provided as soon as practicable and employ other means that are reasonably available to inform the public that a meeting is to be held. The minutes of the emergency meeting shall clearly spell out the need for the emergency meeting.

### *Should our rules address remote participation when a member cannot attend in person?*

The Right-to-Know law permits, but does not require, that public bodies allow a member to participate remotely. If your public body will permit remote participation, the following would be appropriate content for your rules of procedure:

- The member's attendance must be "not reasonably practical," and that reason must be stated in the minutes of the meeting.
- Except in an emergency, at least a quorum of the public body must be physically present at the location of the meeting. The determination that an emergency exists is to be made by the chair, and the facts upon which that determination is based must be included in the minutes.
- All votes taken during such a meeting must be by roll call vote.
- Each part of a meeting that is required to be open to the public must be audible "or otherwise discernable" to the public at the physical location of the meeting.
- Any member participating remotely must identify anyone present at the remote location.

### *What type of notice of a public meeting should be provided for in our rules of procedure?*

The Right-to-Know Law requires a minimum of 24 hours' notice to the public prior to a public meeting. The notice must:

- Be given at least 24 hours in advance, not including Sundays or holidays
- Include the date, time and place of the meeting
- Be published in a newspaper *or* posted in two "prominent" public places in the municipality, one of which may be the public body's official website.

Other statutes also may require more notice, particularly when a hearing is required. For example, planning board hearings require 10 days' notice under RSA 676:4, I(d); ZBA hearings require five days' notice under RSA 676:7; select board's hearings on highway petitions require 14 days' notice under RSA 43:2 and RSA 43:3; and budget hearings require 7 days' notice under RSA 32:5.

### *Should our rules of procedure provide that the public notice include an agenda stating the matters to be addressed at our meetings?*

The only required contents of the public meeting notice are the date, time and place of the meeting. The law does not require that the purpose of the meeting or a meeting agenda be included in the notice. However, many public bodies do include such information, which certainly can benefit the public. If your own local rules of procedure require you to post an agenda, then local rules giving more access take precedence, RSA 91-A:2, II.

### *What rules should we have governing public comment versus public hearings?*

The Right-to-Know Law does not give the public the right to speak at a public meeting. Of course, when a statute requires a public body to hold a public *hearing*—such as a budget hearing—the public must be given the opportunity to speak and weigh in because that's the purpose of a public hearing. Other statutes also provide that specific individuals have a right to speak at a public hearing, such as a hearing on an application for a variance where the applicant, abutters, or other parties whose rights are being affected have the right to be heard.

On the other hand, a public body may permit, but is not required, to allow the public to comment at regular meetings that are not public hearings. Whether your public body wants to permit public comment or not, here are some suggested guidelines that could be included in your rules to address how to handle public hearings, or, an optional public comment period:

#### Public Hearings:

- Persons wishing to speak shall sign the "hearing roster" with the person's name and address prior to the commencement of the public hearing at which the person wishes to speak
- Each person shall, prior to giving testimony, provide his or her name, shall indicate whether they are a resident, state their address, and address their remarks to the public body.
- Speakers at hearings on legislative or administrative matters will be subject to a limited time period. Speakers at a hearing on a quasi-judicial matter could be afforded longer time periods as may be warranted based on the status of the speaker:

- Applicant or affected party. Quasi-judicial hearing only.
- Appellant, if other than applicant. Quasi-judicial hearing only
- Other interested persons.
- Rebuttal by applicant or party. The scope of rebuttal is limited to matters which were introduced during the hearing.

#### Public Comment (not at public hearings):

- Public comment will take place after the business portion of the meeting is completed.
- One person speaks at a time (no interrupting).
- No one speaks until recognized by the chair.
- Speaker must sign-in to indicate an intent to speak during public comment.
- The speaker must identify him or herself when beginning to speak.
- Public comment is a time for members of the public to speak; it is not a "question and answer session" with the public body.
- Each speaker will be limited to limited time period.

### *Are there suggested procedures for handling voting on motions and motions for reconsideration?*

The Right-to-Know Law requires that minutes of public meetings, indicate the names of public body members whom made or seconded each motion. A motion that receives a tie vote fails. A motion to reconsider may only be made by a member who voted on the prevailing side. No voting at public meeting can take place using a secret ballot.

### *What are the suggested procedures for nonpublic sessions?*

A public body is never *required* to enter nonpublic session. A public body may use a nonpublic session only for very limited purposes, all of which are listed in RSA 91-A:3, II. If none of these purposes applies, the discussion may not be held in nonpublic session. The requirements for entering nonpublic session are set out in RSA 91-A:3, I, and are very clear:

- A public body may enter nonpublic session only "pursuant to a motion properly made and seconded."
- The motion must state on its face the specific exemption in RSA 91-A:3, II, that is relied upon as the purpose for the nonpublic session, and all discussions and decisions made during the session must be confined to the matters set out in the motion.
- The vote on the motion must be by roll call. A simple majority is all that is required.

Minutes of the nonpublic session must be kept, which must contain: the names of members present, the names of persons appearing before the public body, and a brief description of the subject matter discussed and final decision(s) made. The minutes also must "record all actions in such a manner that the vote of each member is ascertained and recorded." Upon returning to public session, the board should determine if one of the following conditions exist to justify keeping the nonpublic meeting minutes nonpublic, or sealed:

- Disclosure would adversely affect the reputation of a person other than a member of the board;
- Disclosure would render the proposed action ineffective; or
- The discussion in the minutes pertains to terrorism.

The vote to seal the nonpublic meeting minutes is only made when the public body returns to public session.

### *What is the best practice for handling public meeting minutes?*

The Right-to-Know Law provides that minutes of public meetings shall contain the following minimum contents: (1) names of members present; (2) other people participating (although it is not necessary to list everyone *present*); (3) a brief summary of subject matter discussed; and (4) any final decisions reached or action taken; (5) indicate the names of public body members who made or seconded each motion.

A public body must have compiled its draft (i.e., "unapproved") minutes by the fifth business day after the meeting. Those minutes, although not yet reviewed and approved by the body, must be made available to anyone who requests to see or copy them. It does not matter that they have not yet been approved—they are still the minutes, and they cannot be withheld.

*Stephen C. Buckley is Legal Services Counsel with the New Hampshire Municipal Association. He may be contacted at 603.224.7447 or at [legalinquiries@nhmunicipal.org](mailto:legalinquiries@nhmunicipal.org).*

### March/April 2019

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#### Crafting Rules of Procedure for Your Public Body

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#### LEGAL Q&A: Legal Services Department: 2018 Year-in-Review

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Planning Board Rules and Procedures

CITY OF PORTSMOUTH, NEW HAMPSHIRE  
PLANNING BOARD

RULES AND PROCEDURES



ADOPTED FOLLOWING A PUBLIC HEARING: September 28, 2000

Last Amended by the Planning Board: January 16, 2014

[February 16, 2023](#)

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## Planning Board Rules and Procedures

### PLANNING BOARD RULES AND PROCEDURES

#### A. Adoption and Purpose.

These rules of procedure have been adopted at a regular meeting of the planning board on the most recent date noted on the cover page. Any changes to these rules of procedure shall be adopted at a regular meeting of the board by majority vote and shall be placed on file with the City clerk for public inspection. (NH RSA 676:1)

These following Rules and Procedures have also been adopted by the Board pursuant to State Statutes<sup>4</sup> and are presented herein as an aid for better understanding better the responsibilities of the Planning Board and its methods of conducting business.

1. These Rules and Procedures may be amended by a majority vote with at least six votes in support at a duly called Board meeting; providing, that five days written notice of the meeting date is given and that such notice shall specify the amendment to be voted on.

#### B. Board Membership and Officers.

1. Membership: The Planning Board shall consist of nine voting members and two-three alternates. Board Membership, selection, qualification, term, removal of Members and filling of vacancies shall conform to NH Revised Statutes Annotated,<sup>2</sup> the City Charter and applicable City Ordinances and Regulations.<sup>3</sup>
2. Officers: Board members shall elect annually from its membership in January of each year a Chair and Vice-Chair. Unless voted to the contrary by the Board, the vote shall be conducted by secret ballot. The concurring votes of five members in attendance at a meeting shall be necessary to initiate the elect eachion of Officers.
3. Duties of the Chair: The Chair shall:
  - a) preside at all meetings; shall
  - b) Prepare the agenda for each meeting in consultation with City staff;
  - c) Approve the agenda prior to its posting;
  - d) Sign Board correspondence and documents related to Board matters and decisions including plans and letters of decision;
  - e) Have authority to sign agreements with outside legal and other consultants to the Planning Board only after a majority vote by the Planning Board specifically granting such authority;
  - f) Appoint alternate Board Members to sit in the absence of a regular Board members;
  - g) have complete voting privileges on all matters, including the election of officers; and,
- 3- g) report any discussion or action relative to the Board that has taken place since the last meeting.
4. Duties of the Vice-Chair: The Vice-Chair shall assist the Chair and, in the absence of the Chair, shall have all the powers and duties of the Chair.
5. In the absence of the Chair and Vice-Chair, Board members present and constituting a quorum shall appoint a member of their group as Acting-Chair for purposes of conducting business at that meeting.
6. Duties of Alternate Board Members: An alternate shall sit in the absence, for whatever reason, of a Board Member and shall have all responsibilities becoming of a Board Member in that instance. Additionally, it is the Board's practice to include Alternate members in all Board proceedings so that they may be available to participate as may be required. When serving as an Alternate, the Alternate Member shall not further participate in Board deliberations, once a motion is formally placed on the table, nor does the Alternate Member

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## Planning Board Rules and Procedures

have voting authority; except, when replacing a Board member.

Duties of the Secretary: The Secretary<sup>4</sup> shall cause to be kept a complete and accurate record of proceedings of all meetings; record the roll; conduct Board correspondence and fulfill such duties as the Chair [and the Board](#) may request. Pursuant to City Ordinances, the Secretary shall act as advisor to the Board on matters coming before it. In this capacity, the Secretary shall work on materials<sup>5</sup> that will further the City's Master Plan and its Master Planning Process. These materials include, such other reports, studies or other topical items that come before the Board and which are deemed to be appropriate to be so included in the Master Planning Process. The Secretary may appoint an Acting Secretary to take meeting minutes and perform other appropriate duties.

### C. Meetings – Controlling Length of, Types of and Scheduling.

At the start of a Regular Meeting, if an Agenda has not been previously divided by the Chair, any Board Member may request a polling of the membership to determine whether or not the Agenda should immediately be divided at some designated point. On an affirmative vote, the Board shall then so act to ascertain if a consensus exists to divide the Agenda in order that the public may be informed, before the meeting formally starts.

~~However, if~~ a decision is not made to divide an Agenda, and the Board's business continues to 10:00 PM; then, the Board shall immediately determine by majority vote, whether to remain working past 10:30 PM and complete the Agenda or to continue any business, which has been not yet been considered before 10:30 PM to a date and time certain (usually, the next Regular Meeting of the Board). One exception to this rule shall be to allow the Board to consider any time sensitive materials as which may be identified by the Chair.

1. Notice of Regular Meetings: Regular Meetings shall be held monthly, the date and time to be selected by majority vote of the Board.<sup>6</sup> The Board's Secretary shall make notice of such meetings by sending out a written notice to all Members at least three days before the meeting indicating the time and the place of the meeting.
2. Special Meetings: These may be called by the Chair, or the Chair at the request of three or more Members, or by the Secretary and the Chair or Vice Chair. The Chair shall select the date, time and place of the Special Meeting. The Secretary shall give at least twenty-four hour written notice of the meeting.
3. The Secretary shall provide a meeting Agenda and a briefing on that agenda to each Board member.<sup>7</sup> The Secretary shall make these materials available for public inspection in the Planning Department Office following delivery to the Board.

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<sup>1</sup> NH RSA 676:1.

<sup>2</sup> NH RSA 673:2, ~~and the Charter and the~~ [the Charter-Administrative Code](#) of the City of Portsmouth.

<sup>3</sup> Board composition: The City Manager, a City Councilor, the Chief Building Inspector and six persons appointed by the Council as sitting members and two who are appointed as alternate representatives.

<sup>4</sup> The Planning Director shall act as the Board's Secretary but shall be without vote.



## Planning Board Rules and Procedures

### D. General Order of Proceedings.

At each Regular Meeting the following Agenda format shall be followed; unless, otherwise modified by the Board.

1. Approval of Minutes;
2. Unfinished Business;
3. Public Hearings;
4. New Business;
5. City and Board Business;
6. Communications and Other Business; and,
7. Adjournment

### Quorum Requirements.

Five Board members in attendance at a meeting are necessary to form a quorum. No Board member shall leave a meeting without the permission of the Chair, if such presence is necessary to maintain a quorum.

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<sup>5</sup> Including but not limited to the following: studies, reports, plans, maps and similar work products.

<sup>6</sup> Usually the Board's regular meeting is on the third Thursday of the month. If another meeting is necessary to complete the Board's business, it is usually scheduled either for the next regular Board meeting or for some other day (usually the fourth Thursday of the month in this instance).

<sup>7</sup> Agenda items, other than applications requiring a Public Hearing, should be submitted to the Planning Department at least five days before the meeting.

## Planning Board Rules and Procedures

### E. Brief Overview of the Statutory Duties of the Planning Board.

1. To prepare and amend a Master Plan for the City and as may be appropriate for areas lying within the City.<sup>8</sup> In this capacity the Board has the "responsibility" for promoting the public's "interest in" and "understanding of" of the Master Plan (RSA 674:1 (a)).

4.2. ~~In conjunction with the Master Plan, the~~ The Board has the authority to make any investigations, maps and reports and recommendations "which relate to the planning and development of the municipality (RSA 674:1 (b))."

2.3. To report and formulate recommendations to appropriate public officials and agencies programs for development of the City, programs for the "erection of public structures" and programs for municipal improvements. In this capacity the Board shall consult with appropriate officials, the public and provide financing recommendations.<sup>9</sup>

3.4. To "attend municipal planning conferences or meetings, or hearings upon pending municipal planning legislation."

4.5. On the performance of these duties, Board members may make site inspections, examinations and surveys "as are reasonably necessary" to complete these responsibilities.

5.6. To make recommendations to the legislative body (City Council) of amendments of the Zoning Ordinance or Zoning Map.

6.7. The City Council may grant to the Board such powers "as may be necessary to enable it to fulfill its function, promote municipal planning, or carry out the purposes of this Title" (Title LXIV, Planning and Zoning).<sup>10</sup>

7.8. Subdivisions. To "approve or disapprove, in its discretion, plats and to approve or disapprove plans showing the extent to which and the manner in which streets within subdivisions shall be graded and improved and to which streets, water, sewer and other utility mains, piping, connections or other facilities within subdivisions shall be installed." <sup>11</sup>

8.9. Site Plan Review. To "review and approve or disapprove site plans for the development or change or expansion of use of tracts for nonresidential uses or for multi-family dwelling units ... whether or not such development includes a subdivision or resubdivision of the site". <sup>12</sup>

9.10. To exercise any other authority or responsibility contemplated by State or local law.

10.11. Pursuant to the direction of the City Council, to represent the City before the Rockingham Regional Planning Commission.

<sup>8</sup> The Master Plan initiates the Board's process of preparing/adopting conforming Bylaws. These consist of the following: Zoning Ordinance and Zoning Map; Subdivision Rules and Regulations; Site Review Regulations; an annual Capital Improvement Plan; and an Official Map. (In Portsmouth, the Official Map is usually deemed to be the Zoning Map).

<sup>9</sup> The Board's annual Capital Improvement Plan addresses this responsibility.

<sup>10</sup> NH RSA 674:1.

<sup>11</sup> NH RSA 674:35.

<sup>12</sup> NH RSA 674:43.

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## Planning Board Rules and Procedures

### F. General Procedures.

1. The Board intends to review, consider and act on completed applications. To accomplish this intention, the Board's application process and calendar is readily available to the public.<sup>13</sup> Accordingly, information presented for the Board's consideration that follows the lapse of an application time requirement (i.e. presented at a meeting), may serve as cause for the Board to determine whether or not the application is complete and if the proper action should be to table the application so as to allow the Board more time to consider the new information. To avoid this possibility, applicants are encouraged to make the original application as complete as possible and to avoid submitting new materials.<sup>14</sup> The Board also acknowledges that responses to the Administrative Memorandum should not constitute new information, unless, otherwise questioned by the Board.
2. Each application shall be considered and acted upon immediately following the close of its presentation and Public Hearing.
3. A motion shall be carried by a majority of Members present and voting in the affirmative; unless, other rules should require a greater number voting in the majority.<sup>15</sup>
4. When a question is put to the Board, each member present shall vote; except, if such vote would be excluded by a conflict of interest (see Definitions).
5. Roll call votes shall be taken at the request of the Chair, a Board member or the applicant.
6. With these Rules and Procedures, the Board shall conduct its business in accord with Roberts Rules of Order; except, when these rules would dictate otherwise.
7. Planning Board members shall advise the Membership of any contact with an applicant or a representative of the applicant before the initiation of an action on that matter. If a Board member has any questions concerning a contact, these should be discussed either with the Planning Director or the City Attorney as soon as possible.
8. Procedure for Public Hearings
  - (a) Public hearings of the Board shall follow the following procedure:
    - (1) Presentation by the proponent
    - (2) Questions by Planning Board members
    - (3) Public comment to, for or against the application or proposal:
      - (a) All comment shall be directed to the Chair
      - (b) First round: maximum of 3 minutes per person; oral comment only
      - (c) Second round: maximum of 10 minutes per person; may include presentations
      - (d) Third round: maximum of 10 minutes per person; oral comment only
    - (4) Chair closes public hearing
    - (5) Discussion on Findings of Fact
    - (6) Motion(s) on Findings of Fact
    - (7) Discussion on Motion(s) on Findings of Fact
    - (4)(8) Vote on Findings of Fact
    - (5)(9) Motion(s) on the application or proposal
    - (6)(10) Discussion on the motion(s)
      - (a) No further public comment
      - (b) No addition by the applicant or proponent unless in answer to a question from the Board

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## Planning Board Rules and Procedures

<sup>13</sup> See City's Web page located at:

<sup>14</sup> See appropriate time requirements contained in the Subdivision Regulations and Site Review Criteria.

<sup>15</sup> For example, the waiving of a requirement in the Board's Subdivision Rules and Regulations would require a two-thirds majority vote of the Board (at least six votes in support).

### (7)(11) Vote on the motion(s)

- (b) If the public hearing is continued to a subsequent meeting of the Board, the procedure outlined above shall also be followed at the continued hearing.
- (c) The Planning Board may modify the above procedure for an individual application by a concurring vote of 6 members of the Board.

### 9. Electronic or Multimedia Presentations

- (a) The Planning Board encourages (and, in some cases, requires) applicants to provide their materials in electronic format (PDF). The purpose of this is twofold: to publish application materials on the Planning Department's website for public review, and to project the application materials on a screen in the hearing room so that it can be more easily seen by Board members and the public. Applicants for subdivision or site plan approval must submit their materials at the same time as their paper applications.
- (b) In addition, applicants are allowed to submit modified plans as PowerPoint, PDF or multimedia presentations in a format that is easier to display or view (for example, colored site plans and renderings). Any such presentations must be submitted to the Planning Department by the close of business on the day preceding the public hearing.
- (c) Members of the public may use PowerPoint, PDF or multimedia presentations in a public hearing during the second round of public comment, subject to the 10-minute time limit specified in paragraph 8(3)(c) above. Any such presentation must be submitted to the Planning Department by the close of business on the day preceding the public hearing, as is required of the applicant.
- (d) Other presentation formats may be permitted during a public hearing subject to the prior approval by the Planning Director.

### G. General Practice and Guidelines.

1. When, for purposes of conducting a Public Hearing, Board attendance at the meeting is five members, the applicant shall be afforded the opportunity to request that the application or item be rescheduled to the next available meeting. Any such rescheduling shall not count against any time standards requiring the Board to act.
2. In instances where there are more than five members participating in a Public Hearing associated with a duly advertised application; the Board, at its sole discretion, may conduct a Public Hearing so as to afford the public, who have responded to the Public Hearing Notice, their opportunity to participate and comment on an application.
3. Board Decisions and Motions:
  - The Board shall decide to either Approve, Conditionally Approve or Disapprove an application (RSA 676:4); Board decisions are not final until one of these decisions has been reached.



## Planning Board Rules and Procedures

- A motion that receives a tie vote of the Board means the motion fails to pass.
- A motion shall receive a majority vote of the Board in order to pass.
- The Board shall issue a written Letter of Decision to the Applicant, including Findings of Fact conforming with the Board's decision and signed by the Chair.
- 
- A motion to grant that fails to pass means the motion and thereby the item is denied.
- A motion to deny that fails to pass means only that the motion itself fails. Therefore, a positive motion to grant shall then be required in order to complete consideration of the item.
- A motion to grant that receives a tie vote means the motion and the item fails to pass.

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## Planning Board Rules and Procedures

4. Appeals: In general, appeals from a Planning Board action shall be filed with the Rockingham County Superior Court within thirty days of the Planning Board's action.<sup>16</sup> Other appeals would only be considered by the Board for action upon a recommendation by administrative staff.

### H. Definitions.

1. **Bylaw:** The term when used in reference to legislative action taken by a city, town, county or village district shall have the same meaning as an ordinance and shall be subject to the same procedures for enactment.<sup>17</sup>
2. **Conflict of Interest:** Disqualification of Member. No member of a local land use board (see definition) "shall participate in deciding or shall sit upon the hearing of any question which the board is to decide in a judicial capacity if that member has a direct personal or pecuniary interest in the outcome which differs from the interest of other citizens, or if that member would be disqualified for any cause to act as a juror upon the trial of the same matter in any action at law ..... When uncertainty arises as to the application (of the above) to a board member in particular circumstances, the board shall, upon the request of that member or another member of the board, vote on the question of whether that member should be disqualified. Any such request and vote shall be advisory and nonbinding, and may not be requested by persons other than board members, except as provided by local ordinance or by a procedural rule ..... " <sup>18</sup>
3. **Ex Officio Member:** Any member who holds office by virtue of an official position and who shall exercise all the powers of regular members of a local land use board.<sup>19</sup>
4. **Local Governing Body:** Board of Selectmen in a town; City Council or Board of Alderman in a City, etc.<sup>20</sup>
5. **Local Land Use Board:** Means a Planning Board, Historic District Commission, Inspector of Buildings, Building Code Board of Appeals, or Zoning Board of Adjustment established by a local legislative body.<sup>21</sup>

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<sup>16</sup> NH RSA 677:15.

<sup>17</sup> NH RSA 21:45.

<sup>18</sup> NH RSA 673:14.

<sup>19</sup> NH RSA 672:5.

<sup>20</sup> NH RSA 672:6.

<sup>21</sup> NH RSA 672:7.



**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
PLANNING BOARD**

**RULES AND PROCEDURES**



**ADOPTED FOLLOWING A PUBLIC HEARING: September 28, 2000**

Last Amended by the Planning Board: January 16, 2014  
February 16, 2023

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## **PLANNING BOARD RULES AND PROCEDURES**

### **A. Adoption and Purpose.**

These rules of procedure have been adopted at a regular meeting of the planning board on the most recent date noted on the cover page. Any changes to these rules of procedure shall be adopted at a regular meeting of the board by majority vote and shall be placed on file with the City clerk for public inspection. (NH RSA 676:1)

These Rules and Procedures have also been adopted by the Board as an aid for better understanding the responsibilities of the Planning Board and its methods of conducting business.

### **B. Board Membership and Officers.**

1. Membership: The Planning Board shall consist of nine voting members and three alternates. Board Membership, selection, qualification, term, removal of Members and filling of vacancies shall conform to NH Revised Statutes Annotated,<sup>2</sup> the City Charter and applicable City Ordinances and Regulations.<sup>3</sup>
2. Officers: Board members shall elect annually from its membership in January of each year a Chair and Vice-Chair. The concurring votes of five members in attendance at a meeting shall be necessary to elect each Officer.
3. Duties of the Chair: The Chair shall:
  - a) preside at all meetings;
  - b) Prepare the agenda for each meeting in consultation with City staff;
  - c) Approve the agenda prior to its posting;
  - d) Sign Board correspondence and documents related to Board matters and decisions including plans and letters of decision;
  - e) Have authority to sign agreements with outside legal and other consultants to the Planning Board only after a majority vote by the Planning Board specifically granting such authority;
  - f) Appoint alternate Board Members to sit in the absence of a regular Board members;
  - f) have complete voting privileges on all matters, including the election of officers; and,
  - g) report any discussion or action relative to the Board that has taken place since the last meeting.
4. Duties of the Vice-Chair: The Vice-Chair shall assist the Chair and, in the absence of the Chair, shall have all the powers and duties of the Chair.
5. In the absence of the Chair and Vice-Chair, Board members present and constituting a quorum shall appoint a member of their group as Acting-Chair for purposes of conducting business at that meeting.
6. Duties of Alternate Board Members: An alternate shall sit in the absence, for whatever reason, of a Board Member and shall have all responsibilities becoming of a Board Member in that instance. Additionally, it is the Board's practice to include Alternate members in all Board proceedings so that they may be available to participate as may be required. When serving as an Alternate, the Alternate Member shall not further participate in Board deliberations, once a motion is formally placed on the table, nor does the Alternate Member have voting authority; except, when replacing a Board member.

Duties of the Secretary: The Secretary<sup>4</sup> shall cause to be kept a complete and accurate record of proceedings of all meetings; record the roll; conduct Board correspondence and fulfill such duties as the Chair and the Board may request. Pursuant to City Ordinances, the Secretary shall act as advisor to the Board on matters coming before it. In this capacity, the Secretary shall work on materials<sup>5</sup> that will further the City's Master Plan and its Master

Planning Process. These materials include, such other reports, studies or other topical items that come before the Board and which are deemed to be appropriate to be so included in the Master Planning Process. The Secretary may appoint an Acting Secretary to take meeting minutes and perform other appropriate duties.

C. Meetings – Controlling Length of, Types of and Scheduling.

At the start of a Regular Meeting, if an Agenda has not been previously divided by the Chair, any Board Member may request a polling of the membership to determine whether or not the Agenda should immediately be divided at some designated point. On an affirmative vote, the Board shall then so act to ascertain if a consensus exists to divide the Agenda in order that the public may be informed, before the meeting formally starts.

If a decision is not made to divide an Agenda, and the Board's business continues to 10:00 PM; then, the Board shall immediately determine by majority vote, whether to remain working past 10:30 PM and complete the Agenda or to continue any business, which has been not yet been considered before 10:30 PM to a date and time certain (usually, the next Regular Meeting of the Board). One exception to this rule shall be to allow the Board to consider any time sensitive materials as which may be identified by the Chair.

1. Notice of Regular Meetings: Regular Meetings shall be held monthly, the date and time to be selected by majority vote of the Board.<sup>6</sup> The Board's Secretary shall make notice of such meetings by sending out a written notice to all Members at least three days before the meeting indicating the time and the place of the meeting.
2. Special Meetings: These may be called by the Chair, or the Chair at the request of three or more Members, or by the Secretary and the Chair or Vice Chair. The Chair shall select the date, time and place of the Special Meeting. The Secretary shall give at least twenty-four hour written notice of the meeting.
3. The Secretary shall provide a meeting Agenda and a briefing on that agenda to each Board member.<sup>7</sup> The Secretary shall make these materials available for public inspection in the Planning Department Office following delivery to the Board.

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<sup>1</sup> NH RSA 676:1.

<sup>2</sup> NH RSA 673:2, the Charter and the the Administrative Code of the City of Portsmouth.

<sup>3</sup> Board composition: The City Manager, a City Councilor, the Chief Building Inspector and six persons appointed by the Council as sitting members and two who are appointed as alternate representatives.

<sup>4</sup> The Planning Director shall act as the Board's Secretary but shall be without vote.

D. General Order of Proceedings.

At each Regular Meeting the following Agenda format shall be followed; unless, otherwise modified by the Board.

1. Approval of Minutes;
2. Unfinished Business;
3. Public Hearings;
4. New Business;
5. City and Board Business;
6. Communications and Other Business; and,
7. Adjournment



Quorum Requirements.

Five Board members in attendance at a meeting are necessary to form a quorum. No Board member shall leave a meeting without the permission of the Chair, if such presence is necessary to maintain a quorum.

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<sup>5</sup> Including but not limited to the following: studies, reports, plans, maps and similar work products.

<sup>6</sup> Usually the Board's regular meeting is on the third Thursday of the month. If another meeting is necessary to complete the Board's business, it is usually scheduled either for the next regular Board meeting or for some other day (usually the fourth Thursday of the month in this instance).

<sup>7</sup> Agenda items, other than applications requiring a Public Hearing, should be submitted to the Planning Department at least five days before the meeting.

E. Brief Overview of the Statutory Duties of the Planning Board.

1. To prepare and amend a Master Plan for the City and as may be appropriate for areas lying within the City.<sup>8</sup> In this capacity the Board has the “responsibility” for promoting the public’s “interest in” and “understanding of” the Master Plan (RSA 674:1 (a)).
2. The Board has the authority to make any investigations, maps and reports and recommendations “which relate to the planning and development of the municipality (RSA 674:1 (b)).”
3. To report and formulate recommendations to appropriate public officials and agencies programs for development of the City, programs for the “erection of public structures” and programs for municipal improvements. In this capacity the Board shall consult with appropriate officials, the public and provide financing recommendations.<sup>9</sup>
4. To “attend municipal planning conferences or meetings, or hearings upon pending municipal planning legislation.”
5. On the performance of these duties, Board members may make site inspections, examinations and surveys “as are reasonably necessary” to complete these responsibilities.
6. To make recommendations to the legislative body (City Council) of amendments of the Zoning Ordinance or Zoning Map.
7. The City Council may grant to the Board such powers “as may be necessary to enable it to fulfill its function, promote municipal planning, or carry out the purposes of this Title” (Title LXIV, Planning and Zoning).<sup>10</sup>
8. Subdivisions. To “approve or disapprove, in its discretion, plats and to approve or disapprove plans showing the extent to which and the manner in which streets within subdivisions shall be graded and improved and to which streets, water, sewer and other utility mains, piping, connections or other facilities within subdivisions shall be installed.”<sup>11</sup>
9. Site Plan Review. To “review and approve or disapprove site plans for the development or change or expansion of use of tracts for nonresidential uses or for multi-family dwelling units ... whether or not such development includes a subdivision or resubdivision of the site”.<sup>12</sup>
10. To exercise any other authority or responsibility contemplated by State or local law.
11. Pursuant to the direction of the City Council, to represent the City before the Rockingham Regional Planning Commission.

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<sup>8</sup> The Master Plan initiates the Board’s process of preparing/adopting conforming Bylaws. These consist of the following: Zoning Ordinance and Zoning Map; Subdivision Rules and Regulations; Site Review Regulations; an annual Capital Improvement Plan; and an Official Map. (In Portsmouth, the Official Map is usually deemed to be the Zoning Map).

<sup>9</sup> The Board’s annual Capital Improvement Plan addresses this responsibility.

<sup>10</sup> NH RSA 674:1.

<sup>11</sup> NH RSA 674:35.

<sup>12</sup> NH RSA 674:43.

F. General Procedures.

1. The Board intends to review, consider and act on completed applications. To accomplish this intention, the Board's application process and calendar is readily available to the public.<sup>13</sup> Accordingly, information presented for the Board's consideration that follows the lapse of an application time requirement (i.e. presented at a meeting), may serve as cause for the Board to determine whether or not the application is complete and if the proper action should be to table the application so as to allow the Board more time to consider the new information. To avoid this possibility, applicants are encouraged to make the original application as complete as possible and to avoid submitting new materials.<sup>14</sup> The Board also acknowledges that responses to the Administrative Memorandum should not constitute new information, unless, otherwise questioned by the Board.
2. Each application shall be considered and acted upon immediately following the close of its presentation and Public Hearing.
3. A motion shall be carried by a majority of Members present and voting in the affirmative; unless, other rules should require a greater number voting in the majority.<sup>15</sup>
4. When a question is put to the Board, each member present shall vote; except, if such vote would be excluded by a conflict of interest (see Definitions).
5. Roll call votes shall be taken at the request of the Chair, a Board member or the applicant.
6. With these Rules and Procedures, the Board shall conduct its business in accord with Roberts Rules of Order; except, when these rules would dictate otherwise.
7. Planning Board members shall advise the Membership of any contact with an applicant or a representative of the applicant before the initiation of an action on that matter. If a Board member has any questions concerning a contact, these should be discussed either with the Planning Director or the City Attorney as soon as possible.
8. Procedure for Public Hearings
  - (a) Public hearings of the Board shall follow the following procedure:
    - (1) Presentation by the proponent
    - (2) Questions by Planning Board members
    - (3) Public comment to, for or against the application or proposal:
      - (a) All comment shall be directed to the Chair
      - (b) First round: maximum of 3 minutes per person; oral comment only
      - (c) Second round: maximum of 10 minutes per person; may include presentations
      - (d) Third round: maximum of 10 minutes per person; oral comment only
    - (4) Chair closes public hearing
    - (5) Discussion on Findings of Fact
    - (6) Motion(s) on Findings of Fact
    - (7) Discussion on Motion(s) on Findings of Fact
    - (8) Vote on Findings of Fact
    - (9) Motion(s) on the application or proposal
    - (10) Discussion on the motion(s)
      - (a) No further public comment
      - (b) No addition by the applicant or proponent unless in answer to a question from the Board



<sup>13</sup> See City's Web page located at:

<sup>14</sup> See appropriate time requirements contained in the Subdivision Regulations and Site Review Criteria.

<sup>15</sup> For example, the waiving of a requirement in the Board's Subdivision Rules and Regulations would require a two-thirds majority vote of the Board (at least six votes in support).

(11) Vote on the motion(s)

- (b) If the public hearing is continued to a subsequent meeting of the Board, the procedure outlined above shall also be followed at the continued hearing.
- (c) The Planning Board may modify the above procedure for an individual application by a concurring vote of 6 members of the Board.

9. Electronic or Multimedia Presentations

- (a) The Planning Board encourages (and, in some cases, requires) applicants to provide their materials in electronic format (PDF). The purpose of this is twofold: to publish application materials on the Planning Department's website for public review, and to project the application materials on a screen in the hearing room so that it can be more easily seen by Board members and the public. Applicants for subdivision or site plan approval must submit their materials at the same time as their paper applications.
- (b) In addition, applicants are allowed to submit modified plans as PowerPoint, PDF or multimedia presentations in a format that is easier to display or view (for example, colored site plans and renderings). Any such presentations must be submitted to the Planning Department by the close of business on the day preceding the public hearing.
- (c) Members of the public may use PowerPoint, PDF or multimedia presentations in a public hearing during the second round of public comment, subject to the 10-minute time limit specified in paragraph 8(3)(c) above. Any such presentation must be submitted to the Planning Department by the close of business on the day preceding the public hearing, as is required of the applicant.
- (d) Other presentation formats may be permitted during a public hearing subject to the prior approval by the Planning Director.

G. General Practice and Guidelines.

- 1. When, for purposes of conducting a Public Hearing, Board attendance at the meeting is five members, the applicant shall be afforded the opportunity to request that the application or item be rescheduled to the next available meeting. Any such rescheduling shall not count against any time standards requiring the Board to act.
- 2. In instances where there are more than five members participating in a Public Hearing associated with a duly advertised application; the Board, at its sole discretion, may conduct a Public Hearing so as to afford the public, who have responded to the Public Hearing Notice, their opportunity to participate and comment on an application.
- 3. Board Decisions and Motions:
  - The Board shall decide to either Approve, Conditionally Approve or Disapprove an application (RSA 676:4); Board decisions are not final until one of these decisions has been reached.

- A motion that receives a tie vote of the Board means the motion fails to pass.
- A motion shall receive a majority vote of the Board in order to pass.
- The Board shall issue a written Letter of Decision to the Applicant, including Findings of Fact conforming with the Board's decision and signed by the Chair.
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4. Appeals: In general, appeals from a Planning Board action shall be filed with the Rockingham County Superior Court within thirty days of the Planning Board's action.<sup>16</sup> Other appeals would only be considered by the Board for action upon a recommendation by administrative staff.

H. Definitions.

1. **Bylaw:** The term when used in reference to legislative action taken by a city, town, county or village district shall have the same meaning as an ordinance and shall be subject to the same procedures for enactment.<sup>17</sup>
2. **Conflict of Interest:** Disqualification of Member. No member of a local land use board (see definition) "shall participate in deciding or shall sit upon the hearing of any question which the board is to decide in a judicial capacity if that member has a direct personal or pecuniary interest in the outcome which differs from the interest of other citizens, or if that member would be disqualified for any cause to act as a juror upon the trial of the same matter in any action at law..... When uncertainty arises as to the application (of the above) to a board member in particular circumstances, the board shall, upon the request of that member or another member of the board, vote on the question of whether that member should be disqualified. Any such request and vote shall be advisory and nonbinding, and may not be requested by persons other than board members, except as provided by local ordinance or by a procedural rule....." <sup>18</sup>
3. **Ex Officio Member:** Any member who holds office by virtue of an official position and who shall exercise all the powers of regular members of a local land use board.<sup>19</sup>
4. **Local Governing Body:** Board of Selectmen in a town; City Council or Board of Alderman in a City, etc.<sup>20</sup>
5. **Local Land Use Board:** Means a Planning Board, Historic District Commission, Inspector of Buildings, Building Code Board of Appeals, or Zoning Board of Adjustment established by a local legislative body.<sup>21</sup>

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<sup>16</sup> NH RSA 677:15.

<sup>17</sup> NH RSA 21:45.

<sup>18</sup> NH RSA 673:14.

<sup>19</sup> NH RSA 672:5.

<sup>20</sup> NH RSA 672:6.

<sup>21</sup> NH RSA 672:7.