

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

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

2:00 PM

December 3, 2024

ACTION SHEET

I. APPROVAL OF MINUTES

- A.** Approval of minutes from November 5, 2024 Site Plan Review Technical Advisory Committee Meeting.

No action was taken on the minutes.

II. NEW BUSINESS

- A.** The request of **Jeffrey S. Nawrocki Revocable Trust (Owner)**, for property located at **299 Hanover Street** requesting a parking Conditional Use Permit from Section 10.1112.14 to allow three parking spaces where 11 are required. Said property is located on Assessor Map 125 Lot 10 and lies within the Character District 4L-1 (CD4-L1) District. (LU-24-160)

The Committee voted to find the parking demand analysis acceptable.

Motion: *P. Brit;* **Second:** *S. Wolph*

Motion passed with all in favor.

- B.** The request of **One Market Square LLC (Owner)**, for property located at **1 Congress Street, 21 (15) Congress Street** requesting a Parking Conditional Use Permit from Section 10.1112.14 of the Zoning Ordinance to allow 21 parking spaces where 53 parking spaces are required; and Site Plan Approval to merge the lots of 1 Congress Street and 15 Congress Street for a mixed-use development with associated site improvements. Said property is located on Assessor Map 117 Lot 14 and Map 117 Lot 12 and lies within the Character District 4 (CD-4), Character District 5 (CD-5) and Historic and Downtown Overlay Districts. (LU-22-12)

*The Committee voted to **recommend approval** of the project moving forward as two separate buildings unless the Planning Board has a different interpretation or the applicant seeks a Conditional Use Permit for building footprint and with the following **conditions**:*

- 1. 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. *Later review and approval of all off-site areas including but not limited to Ladd St, High St and Haven Ct planned improvements will be required in a separate reviewing action.*
3. *The City makes no guarantee on the timeline that the proposed Fleet Street utility improvements will be constructed. The applicant must therefore show the existing utilities in Fleet Street and how any proposed work will be incorporated into the existing Fleet St pipe network. A separate sheet should be provided showing the proposed Fleet Street improvement design and how any new improvements on Haven Ct or the Newberry building will eventually interface.*
4. *Proposed elevation changes to Haven Ct may affect the foundations, walls etc. of the Hanover Municipal parking garage. Third party review of structures and foundations will be required by the City.*

Motion: *S. Wolph; Second D. Desfosses*
Motion passed with all in favor.

- C. The request of **Durgin Square LLC (Owner)**, for property located at **1600 Woodbury Avenue** requesting amended Site Plan approval for the addition of EV charging stations in existing parking lot with associated equipment and transformer. Said property is located on Assessor Map 238 Lot 16 and lies within the Gateway Corridor (G1) District. (LU-24-182)

The Committee voted to **recommend approval** with the following **conditions**:

1. *Include separate conduit trench detail for Right of Way (ROW) areas showing concrete encasement around primary conduit and replacement in kind of gravels, sidewalks, curbs and pavements. City standard requires 95% compaction within City ROW.*
2. *Confirm riser requirements on utility pole with Eversource (Rigid steel or sch 80 PVC).*
3. *Keep conduit crossing Durgin Lane 15 feet from any trees and protect trees during construction.*
4. *A license will be required by both Eversource and the applicant for the new utility pole and conduit in the right of way.*

Motion: *P. Britz; Second: D. Desfosses*
Motion passed with all in favor.

III. ADJOURNMENT

Meeting adjourned at 3:21 pm