

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

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

2:00 PM

JANUARY 30, 2018

AGENDA

I. OLD BUSINESS

A. The application of **Thirty Maplewood, LLC, Owner**, for property located at **46-64 Maplewood Avenue** (previously 30 Maplewood Avenue), requesting Site Plan Approval for a proposed 5-story mixed-use building with a footprint of 17,410 ± s.f. and gross floor area of 53,245 ± s.f., including 22 dwelling units and 13,745 ± s.f. of retail use, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 125 as Lot 2A and lies within Character District 4 (CD4), the Downtown Overlay District (DOD) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.)

B. The application of **Goodman Family Real Estate Trust, Owner**, and **Aroma Joe's Coffee, Applicant**, for property located at **1850 Woodbury Avenue**, requesting Site Plan Review for a 785 ± s.f. restaurant/take-out building and 195 ± s.f. attached patio, with drive thru service and a walk-up window, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 239 as Lot 9 and lies within the General Business (GB) District. (This application was postponed at the January 2, 2018 TAC meeting.)

C. The application of **Islington Commons, LLC, Owner**, for property located at **410, 420, and 430 Islington Street**, requesting Site Plan Review to remodel three existing buildings into 4 units (Building #1 with 1,224 ± s.f. footprint and 2,273± s.f. gross floor area, Building #2 with 948± s.f. footprint and 1,942± s.f. gross floor area, Building #3 with 1,866 ± s.f. footprint and 5,950 ± s.f. gross floor area); and construct 3 duplex buildings and a single dwelling unit for 11 proposed units (Building #4 with 1,085± s.f. footprint and 2,712± s.f. gross floor area, Building #5 with 1,625 ± s.f. footprint and 4,063 ± s.f. gross floor area, Building #6 with 1,750 ± s.f. footprint and 4,956 ± s.f. gross floor area, Building #7 with 1,780 ± s.f. footprint and 4,900± s.f. gross floor area), with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 145 as Lots 34, 35 and 36 and lie within the Character District 4-L2 (CD4-L2) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.).

D. The application of **Foundry Place, LLC and Deer Street Associates, Owners**, for property located at **165 Deer Street**, ("Lots 2, 3, 4 & 5), requesting Site Plan Approval for the construction of a 5-story mixed use building (including a hotel, restaurant, and 1st floor parking garage) with a footprint of 22,073 ± s.f. and gross floor area of 104,020 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements to Lots 2, 3, 4 and 5. Said property is shown on Assessor Map 125 as Lot 17 and lies within the CD5 District and the Downtown Overlay District (DOD). (This application was postponed at the January 2, 2018 TAC Meeting)

E. The application of **Wentworth-Douglass Hospital, Applicant**, for property located at **56, 73 and 121 Corporate Drive**, requesting Site Plan Approval for the construction a 2-story, 25,000 ± s.f. medical office building and a 3-story, 60,000 ± s.f., medical office building, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 303 as Lots 4, 5, & 87 and lie within the Pease Airport Business Commercial (ABC) District. (This application was postponed at the January 2, 2018 TAC meeting.)

II. NEW BUSINESS

A. The application of **DG Bourassa, LLC, Owner**, for property located at **85 Heritage Avenue**, requesting Site Plan Review for the replacement of 4,300 ± s.f. of gravel and broken pavement with new pavement and the addition of 4,170 ± s.f. of new pavement, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 285 as Lot 5 and lies within the Industrial (I) District.

B. The application of **Bursaw's Pantry, LLC, Owner, and Robert and Kathy Dockham, Applicants**, for property located at **3020 Lafayette Road**, requesting Site Plan Review for the conversion of an existing building to a multi-use building, with the following uses: Basement level, 1,980 ± s.f. of gross floor area to be used for storage; 1st floor level, 2,235 ± s.f., of gross floor area for office use; 2nd floor level, 2,026 ± s.f., of gross floor area for two residential units; 3rd floor level, 1,731± s.f., of gross floor area for one residential unit, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 292 as Lot 152 and lies within the Mixed Residential B (MRB) District.

ACTION SHEET

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

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

2:00 PM

JANUARY 30, 2018

MEMBERS PRESENT: Juliet Walker, Chairperson, Planner Director; Peter Britz, Environmental Planner; Nicholas Cracknell, Principal Planner; David Desfosses, Engineering Technician; Ray Pezzullo, Assistant City Engineer; Eric Eby, Parking and Transportation Engineer; Patrick Howe, Fire Department. Robert Marsilio, Chief Building Inspector

MEMBERS ABSENT:

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I. OLD BUSINESS

A. The application of **Thirty Maplewood, LLC, Owner**, for property located at **46-64 Maplewood Avenue** (previously 30 Maplewood Avenue), requesting Site Plan Approval for a proposed 5-story mixed-use building with a footprint of 17,410 ± s.f. and gross floor area of 53,245 ± s.f., including 22 dwelling units and 13,745 ± s.f. of retail use, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 125 as Lot 2A and lies within Character District 4 (CD4), the Downtown Overlay District (DOD) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.)

Voted to **recommend Site Review approval** with the following stipulations:

1. Prior to submission for Planning Board, add additional information to the plans as noted by TAC including:
 - a. Update Detail H, Sheet D2 to reflect the Pinehall 4"x8" standard.
 - b. Revise L-3 Landscape Plan to include detail specifications for granite banding in the sidewalk.
 - c. Show brick sidewalk on Deer Street and Bridge Street to be constructed as part of this site plan approval.
 - d. Revise note on snow removal and clarifications in the easement agreement on responsibilities. Reference to snow storage being removed off-site will not be stored on City property.
 - e. Sewer pipe connections shall be revised to show 8" pipes with the exception of the grease trap which will be adjusted to a slope of 0.01 ft./ft.
 - f. Water meter locations shall be relocated to the sprinkler room, which will be a heated space.
 - g. Add a note that the elevator sump is to be watertight.
 - h. Remove 6" CI gas line from plan as it is out of service.

- i. The Tideflex valve shall be relocated to the outlet of DMH1 and an inside pipe friction mounted valve shall be specified.
 - j. Proposed grade marks shall be removed from the pavement on Deer and Bridge St.
 - k. The detail for handholes in the City sidewalk shall be updated as specified.
 - l. The detail for the thrust block behind hydrant shall be updated as specified.
 - m. The drawing should reflect grease trap structures capable of H2O loading.
 - n. On Sheet C5, show the approximate location of the power for the traffic signal cabinet to 2' off the curb line directly next to the gas line.
2. Architectural plans shall be reviewed and approved by the Fire Department prior to Planning Board review for regulations regarding remoteness measurements for the lower level mercantile space. Please provide verification that this has occurred.
 3. A third party inspection shall be required on all constructed improvements exterior to the building.
 4. Additional details on solid waste management and proposed plan for future tenants shall be provided prior to Planning Board review.
 5. Approval of this project shall be subject to the successful blockage of all groundwater from entering the drainage system. Any additional drainage/dewatering shall require amended approval.
 6. Final electrical design, including sidewalk clearance where electrical conduit enters the building, shall be reviewed with Eversource and confirmed with the Planning Department prior to the issuance of a building permit.
 7. The contractor shall provide shop drawings for all materials in the ROW for approval by the City prior to construction.
 8. The drainage study shall require further review and approval by DPW prior to Planning Board review.
 9. The Silva Cell detail shall be updated and approved by DPW prior to issuance of a building permit and shall require a third party inspector during construction.
 10. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.

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B. The application of **Goodman Family Real Estate Trust, Owner, and Aroma Joe's Coffee, Applicant**, for property located at **1850 Woodbury Avenue**, requesting Site Plan Review for a 785 ± s.f. restaurant/take-out building and 195 ± s.f. attached patio, with drive thru service and a walk-up window, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 239 as Lot 9 and lies within the General Business (GB) District. (This application was postponed at the January 2, 2018 TAC meeting.)

Voted to **postpone** to the February 27, 2018 Technical Advisory Committee Meeting.

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C. The application of **Islington Commons, LLC, Owner**, for property located at **410, 420, and 430 Islington Street**, requesting Site Plan Review to remodel three existing buildings into 4 units (Building #1 with 1,224 ± s.f. footprint and 2,273± s.f. gross floor area, Building #2 with 948± s.f. footprint and 1,942± s.f. gross floor area, Building #3 with 1,866 ± s.f. footprint and 5,950 ± s.f. gross floor area); and construct 3 duplex buildings and a single dwelling unit for 11 proposed units (Building #4 with 1,085± s.f. footprint and 2,712± s.f. gross floor area, Building #5 with 1,625 ± s.f. footprint and 4,063 ± s.f. gross floor area, Building #6 with 1,750 ± s.f. footprint and 4956 ± s.f. gross floor area, Building #7 with 1,780 ± s.f. footprint and 4,900± s.f. gross floor area), with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 145 as Lots 34, 35 and 36 and lie within the Character District 4-L2 (CD4-L2) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.).

Voted to **recommend Site Plan approval** with the following stipulations:

1. Prior to Planning Board submission, add additional information to the plans as noted by TAC including:
 1. The plans shall reflect that the underground utilities coming from the pole in front of 404 Islington Street shall be run under the sidewalk, a minimum of 3.5' back from the face of the curb and sidewalk shall be repaved after installation.
 2. Building numbers shall be included in the table on Sheet D6 outlining Gross Floor Area and building footprints.
 3. Update Sheet C1 reference to C2 for Zoning requirements.
 4. Plans shall indicate that water, sewer and drain lines are "private".
 5. Size of Islington water main shall be specified for purposes of tie in. Add note to test pit the main to verify size.
 6. Fire hydrant detail should not have a drain hole or any reference to plugging a drain hole, the crushed stone shall be removed from the detail, and detail shall include a thrust block behind the hydrant.
 7. Detail S, Sheet C4 note to be revised to reflect the actual location of the project. A note shall be added that specifies the water main is to be bagged for protection and needs brass wedges in the joints for continuity per City standards.
 8. Sewer manholes shall show solid brick shelves with watertight booted connections and must meet NH DES and City standards.
 9. Add note that third party inspection shall be required on water main, sewer and drainage system construction and repairs to City streets.
 10. References to doghouse drain manholes shall be removed from the plans.
 11. The landscape plan shall be updated to reflect the method for protecting the existing shade trees intended to be preserved.
 12. The snow removal note shall be updated to clarify that it will not be stored on City property.
 13. A note shall be added to outline solid waste removal plans.
2. A revised drainage study shall be reviewed and approved by DPW prior to Planning Board review.
3. A revised vehicle turning template with suggested design changes incorporated shall be reviewed and approved by the Planning Department and DPW prior to Planning Board review.

- 4. The plans shall note that the three new duplexes shall have 13D sprinkler systems.
- 5. The sewer shall be replaced and manhole updated in the area along State Street fronting the proposed development as a condition of Site Plan Review approval. Improvements shall be done in coordination with DPW.
- 6. Draft water access easement shall be submitted prior to Planning Board review. Please contact the Planning Department for a sample template.

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D. The application of **Foundry Place, LLC and Deer Street Associates, Owners**, for property located at **165 Deer Street**, (“Lots 2, 3, 4 & 5), requesting Site Plan Approval for the construction of a 5-story mixed use building (including a hotel, restaurant, and 1st floor parking garage) with a footprint of 22,073 ± s.f. and gross floor area of 104,020 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements to Lots 2, 3, 4 and 5. Said property is shown on Assessor Map 125 as Lot 17 and lies within the CD5 District and the Downtown Overlay District (DOD). (This application was postponed at the January 2, 2018 TAC Meeting)

Voted to **recommend Site Plan approval** with the following stipulations:

- 1. Prior to Planning Board submission, add additional information to the plans as noted by TAC including:
 - 1. The Planting List on Sheet L2 shall be updated to reflect the updated list on drawing SK-L.1. submitted.
 - 2. Signs regarding valet parking shall be updated to reflect TAC specifications and a note shall be added to the site plan that signs require a separate permit.
 - 3. The plans shall be updated to reflect that the 6 proposed wheel stops shall be replaced with bollards.
 - 4. The R3-2 sign shall be updated to reflect a 24"x24" size.
 - 5. The crosswalk striping shall be updated to reflect the City standard.
 - 6. The plans shall note that construction of the deck located in the Deer Street ROW shall require a license.
 - 7. References to snow storage shall be updated to reflect that snow storage removed off-site shall not be stored on City property.
- 2. A revised stormwater management design shall be reviewed by the City’s third party peer reviewer (CMA) and approved by the Planning Department and DPW prior to Planning Board submission.
- 3. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.
- 4. A draft of the sidewalk maintenance agreement between DSA and the City shall be submitted prior to Planning Board review. Please contact the Planning Department for a sample template.
- 5. DSA shall provide a standard surety for Lot 2 work in addition to Lot 3 prior to issuance of a building permit.
- 6. A license shall be required from City Council to allow the outdoor dining area as shown on the plans.
- 7. The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City.

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E. The application of **Wentworth-Douglass Hospital, Applicant**, for property located at **56, 73 and 121 Corporate Drive**, requesting Site Plan Approval for the construction a 2-story, 25,000 ± s.f. medical office building and a 3-story, 60,000 ± s.f., medical office building, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 303 as Lots 4, 5, & 87 and lie within the Pease Airport Business Commercial (ABC) District. (This application was postponed at the January 2, 2018 TAC meeting.)

Voted to **recommend Site Plan approval** with the following stipulations:

1. Applicant shall review the 3” domestic line proposed and confirm if it can be changed to 4” for maintenance purposes.
 2. A note to be added to the plans that installation and construction of sewer, water, and drain lines and concrete sidewalk in the ROW installations will require 3rd party oversight.
 3. Plans to be revised to reflect a yield sign instead of the stop sign on the entrance to Building A.
 4. Plans to be updated to reflect wheel stops removed where curb is proposed and bollards for accessible spaces.
 5. Plans to be updated to show a space designated for turnaround on the long dead end parking aisle behind Building B.
 6. Yield line markings must be accompanied by a YIELD sign on the building A driveway.
 7. Crosswalk line detail to be updated to city standard.
 8. The 2” private water line in the City ROW shall be capped and abandoned at the main.
 9. The City has also reviewed the stormwater and drainage and makes the following recommendations with the understanding that the project will be subject to additional review by the PDA to ensure compliance with the requirements of the Pease stormwater discharge permit as well as NHDES as part of the AOT permit process.
 - a. Updated plans and drainage report should be provided to the City’s Planning Department reflecting the future revisions that were referenced in the January 16, 2018 letter from VHB.
 - b. PDA staff may want to consider having Underwood do a peer review of the revised plans to confirm if all issues raised in the third party review have been addressed
 - c. From the ESHWT elevations provided in Sand Filter Detail (Sht. C-7.1), it appears that the top of the sand filter and/or its filter media is in the groundwater for Sand Filter A & B.
 - d. The developer must obtain sewer and water connection permits from the City. Permits require that complete final design plans must be submitted. Note that several design assumptions that have been made in the current plan set will need to be verified/confirmed by DPW prior to issuing a connection permit.
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II. NEW BUSINESS

A. The application of **DG Bourassa, LLC, Owner**, for property located at **85 Heritage Avenue**, requesting Site Plan Review for the replacement of 4,300 ± s.f. of gravel and broken pavement with new pavement and the addition of 4,170 ± s.f. of new pavement, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 285 as Lot 5 and lies within the Industrial (I) District.

Voted to **recommend Site Plan approval** with the following stipulations:

1. Plans shall note that the Oil/water separator to be cleaned at least once yearly on a set schedule.
2. Rain garden maintenance notes shall be updated to reflect that the diseased vegetation shall be removed.

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B. The application of **Bursaw’s Pantry, LLC, Owner, and Robert and Kathy Dockham, Applicants**, for property located at **3020 Lafayette Road**, requesting Site Plan Review for the conversion of an existing building to a multi-use building, with the following uses: Basement level, 1,980 ± s.f. of gross floor area to be used for storage; 1st floor level, 2,235 ± s.f., of gross floor area for office use; 2nd floor level, 2,026 ± s.f., of gross floor area for two residential units; 3rd floor level, 1,731± s.f., of gross floor area for one residential unit, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 292 as Lot 152 and lies within the Mixed Residential B (MRB) District.

Voted to **recommend Site Plan approval** with the following stipulations:

Prior to Planning Board review:

1. A new tap out into water line on Ocean Road shall be added to the plans for the purpose of fire suppression.
2. Applicant shall provide documentation from NH DOT on the need for an updated driveway permit.
3. Applicant to consider updating architectural elevations to reflect updated dormer design as specified by TAC.
4. Plans to be updated to show a stormwater treatment depression/swale in the area of proposed removed pavement on the site fronting on Ocean Rd.
5. Plans to be updated to include a list of reference plans as required by Site Plan Regulations.
6. Plans to include the note required per Section 2.5.4.2E of the Site Plan Regulations.
7. Location of snow storage areas and/or off-site snow removal should be clarified on the plans and note that snow will not be store on City property.
8. The single exit enclosure from the apartments cannot serve the basement per NFPA 101 – 2015 ed section 30.2.4.5. Updated floorplan to be reviewed and approved by the Fire Department prior to Planning Board review.
9. Plans shall note the existing sidewalk is to be overlaid as part of the Site Plan approval.
10. Plans shall note that any wall within 10' of the property line is to be fire-rated.

Prior to the issuance of a building permit:

- 1.The existing sewer service shall be evaluated/video to determine if its condition is acceptable.

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III. ADJOURNMENT

A motion to adjourn at 4:21 p.m. was made, seconded and passed unanimously.

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Respectfully submitted,

Jane Shouse
 Administrative Assistant
 Planning Department

MINUTES

SITE PLAN REVIEW TECHNICAL ADVISORY COMMITTEE PORTSMOUTH, NEW HAMPSHIRE

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

2:00 PM

JANUARY 30, 2018

MEMBERS PRESENT: Juliet Walker, Chairperson, Planner Director; Peter Britz, Environmental Planner; Nicholas Cracknell, Principal Planner; David Desfosses, Engineering Technician; Ray Pezzullo, Assistant City Engineer; Eric Eby, Parking and Transportation Engineer; Patrick Howe, Fire Department. Robert Marsilio, Chief Building Inspector

MEMBERS ABSENT:

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I. OLD BUSINESS

A. The application of **Thirty Maplewood, LLC, Owner**, for property located at **46-64 Maplewood Avenue** (previously 30 Maplewood Avenue), requesting Site Plan Approval for a proposed 5-story mixed-use building with a footprint of 17,410 ± s.f. and gross floor area of 53,245 ± s.f., including 22 dwelling units and 13,745 ± s.f. of retail use, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 125 as Lot 2A and lies within Character District 4 (CD4), the Downtown Overlay District (DOD) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.)

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

John Chagnon from Ambit Engineering, Robbi Woodburn from Woodburn and Company Landscape Architecture, Alan Yeaton from AIA, and Steve Kelm were there to speak to the application. Mr. Chagnon addressed the TAC comments.

- (Item #13) Brick pavers shall be manufactured by Pinehall 4"x8" the new std. – Detail H, Sheet D-2 – "Pinehill" should be corrected to "Pinehall" and Note B under "Methods of Construction" should be updated to reflect the Pinehall 4"x8" std.
 - Mr. Chagnon responded that the misspelling would be corrected.
- The granite banding in the sidewalk needs to be at least 3" thick and shown in a detail for approval.
 - Mr. Chagnon responded that this would be revised to be included in the detail.
- Note on the Site Plan now says "brick sidewalk by DSA", this is not shown on the DSA lot 3 plans. Also, how is the lighting being dealt with? There are streetlights to be installed in this stretch. The sidewalk (and lighting) should be shown on this plan as it will be the applicant's

responsibility to install. DSA is only installing the conduit and will be required to patch whatever surface exists.

- Mr. Chagnon responded that the area at the Bridge Street opening to the intersection and the Deer Street don't have the brick sidewalk. The applicants are coordinating with other parties regarding this sidewalk. The City is working on this as a part of the Foundry Place Project. There is a change order request that has been submitted to replace the surface with brick.
- The Lighting is shown on the landscape plan. The lighting plan shows the location of the lights. Ms. Walker questioned if the applicants were working with Deer Street Associates (DSA) to include it in their project? Mr. Chagnon responded that they were working with DSA on the sidewalk not the lighting. The light bases would be installed at the same time. Ms. Walker noted that should still be shown on the site plan because it is part of the package. Mr. Chagnon confirmed it would be added.
- Note 7, sheet C3, do not associate snow removal from site with City snow removal. Any reference to snow storage being removed off-site should include language that the snow will not be stored on City property.
 - Mr. Chagnon responded that they would revise note 7 on sheet C3. The City asked Mr. Kelm to expand the sidewalk right up to the building along Deer Street and Maplewood Avenue. The easement plan shows the sidewalk easement on the building. There is a note in the plan that details the applicants would not be the principle party to remove the snow on the sidewalk, but the developers need to cooperate with the City. It would be the responsibility of the property owner to maintain. Ms. Walker questioned if the easement identified that the City was responsible for snow removal? Mr. Kelm responded that it did not get into that level of detail. Ms. Walker responded that should be included in the easement. Mr. Chagnon added that the City would maintain the sidewalk on the street. The other sidewalk would be the property owner's responsibility. It would be shared access.
- The gas meters are now shown (over?) the only entrance out of the garage. Are they inside or outside?
 - Mr. Chagnon responded that the gas meters were originally under the ramp. After meeting with Unutil the gas meters were moved to where the water meters were and the water meters were moved to the sprinkler room.
- Third party inspection will be required on all improvements exterior to the building.
 - Mr. Chagnon confirmed that was fine.
- Any approval of this project is subject to the successful blockage of all groundwater from entering the drainage system.
 - Mr. Chagnon confirmed that was fine.
- On sheet C5, the power going to the City cabinet is for multiple traffic signals and is 2' off the curb line, directly next to the gas line that the applicant is showing. Please show the approximate location on the plans so the contractor can see that it is there.
 - Mr. Chagnon responded that the drawing will show the line and it will be moved to be 2 feet from the curb.
- Minimum pipe slope on a 6" pipe is .01 ft/ft.
 - Mr. Chagnon agreed about the sewer pipe size and slope. The grease interceptor will have a change of slope and the other pipes will be upsized to 8 inch pipes.
- Will there need to be a large electrical disconnect in the small alley where the electrical conduit is planned to enter the building? If so, is there room enough for it?

- Mr. Chagnon responded that an exterior disconnect is not expected. If there was then there is enough width in the sidewalk for the public to pass by safely.
- Domestic water meter is still being shown in unheated space.
 - Mr. Chagnon confirmed that the sprinkler would be relocated.
- The elevator sump to be watertight.
 - Mr. Chagnon agreed.
- Remove 6" CI gas from plan, it is out of service.
 - Mr. Chagnon confirmed that they would review all the sheets to make sure it is removed.
- The Tideflex valve is still shown on the 'inlet' of Dmh1 instead of the outlet. Should the style of valve should be the type that gets friction mounted inside the pipe?
 - Mr. Chagnon confirmed that the outlet pipe would be moved.
- Because the drainpipe under the sidewalk drains the roof, it is to be owned by the development and needs a license in the ROW.
 - Mr. Chagnon responded that was correct. The license plan is part of the package and in the submitted documents.
- The applicant is to not show proposed grades in the pavement on Deer or Bridge St unless they are planning to reconstruct the street.
 - Mr. Chagnon responded that this would be deleted from the drawing.
- Handholes in the City sidewalk for lighting should match the detail shown on the NHDOT standard Plans, item 614.511 with a cover marked 'ELECTRIC'.
 - Mr. Chagnon responded that this would be updated in the detail.
- The thrust block behind hydrant shall be precast concrete block 2x2x2', not a flat rock.
 - Mr. Chagnon responded that this would be updated in the detail.
- The contractor shall provide shop drawings for all materials in the ROW for approval by the City.
 - Mr. Chagnon responded that this would be updated.
- Grease trap structures must be capable of H2O loading.
 - Mr. Chagnon agreed.
- The drainage study is not complete. The design point is indicated to be 3540 but the individual subcatchments have not been routed to this location and added together. This should be done for both the existing and proposed conditions so that an 'apples to apples' study can be compared.
 - Mr. Chagnon disagreed with this comment, and noted that they believed the study is complete. Everything has been accounted for in the modeling software. Ms. Walker asked if further discussion was needed on this? How should this be addressed? Mr. Desfosses responded that he needed to take another look at it. There may be more clarification needed on this to make sure everything is addressed. Ms. Walker suggested that it should be a condition to address this before the application goes to the Planning Board.
- What supports the lateral soil loading adjacent to the Silva Cell installation? The detail needs a little more clarification.
 - Mr. Chagnon responded that there would be geo-textile fabric going up both sides. That can be added to the detail. There was a note added about the preconstruction meeting. The hope is that the third party inspector could be added to that meeting to make sure the installation could be done correctly.

- Ramp grade may limit the ability of drivers coming up the ramp to see pedestrians crossing the entrance on the sidewalk. The driver needs to be able to see a 2 foot tall object in front of the car, and the hood of the car may limit that sight line. The plans and info provided do not contain enough info to determine that this is not a problem.
 - Mr. Yeaton responded that the ramp for the drawing show vehicles in various positions. From the edge of the garage to the curbing it is 14 feet. There is clear visibility all the way up and is comparable to existing ramps in town. Mr. Eby noted that the driver's eye height should be 2.5 feet. The model looks a little higher, but that doesn't matter because it's relative to the hood of the car. Mr. Yeaton responded that he compared it to the hood of his own car, which is 27 inches from the ground. The visibility was good. Mr. Eby questioned what if this was out at the street level. Mr. Yeaton responded that the actual change is about 3 inches so at the edge of the sidewalk you can still see it clearly. Mr. Eby clarified that this ramp was 14% grade. Mr. Yeaton confirmed that was correct the architectural standard was used for the ramp pitch. Mr. Pezzullo commented that this was very tight. Is there any way to make that grade lower or does it need to be steep because of the garage? Mr. Yeaton responded that it needed to be that steep. Mr. Eby questioned when would the garage door be triggered to open to let the car see out. Mr. Yeaton responded that there would be a notifying device. Mr. Chagnon showed where the detector was located to start opening the door. Mr. Eby questioned how does the door know to shut again? Mr. Kelm responded that it's on a timer. If the car doesn't get out by a certain time then the door will start to lower. If the door senses a car then it would raise back up. Mr. Eby questioned if people would set off the sensor. Mr. Kelm responded that the sensor is located closer to the door and that door is not a means of egress for pedestrians. Mr. Chagnon added that it would probably look for something bigger than a pedestrian. Ms. Walker asked Mr. Eby what he thought. Mr. Eby responded that he was good with it.
- Parking – is the handicap space adequate at 8 feet in width within the garage?
 - Mr. Chagnon responded that they understood that was the standard.
- Retaining Wall – Is the retaining wall granite? Can some of it function as a seat wall and do any sections require railings?
 - Ms. Woodburn responded that portions of them could be. The top of the wall next to 30 Maplewood Avenue starts at seat height and then drops down as it goes along. Half of that wall will be seat height. The other side will have a railing, so that won't be able to be a seat wall. The ramp on the south side has railings as well.
- HVAC – is all the mechanic equipment for the units being located within the roof structure?
 - Mr. Chagnon responded that some would be on the roof and some would be in the basement. Mr. Cracknell added that the if the applicants needed to go back through HDC for the industrial locations, then it could be an administrative approval. Mr. Howe questioned if the plan included garage ventilation. Mr. Chagnon pointed out where the vents were located for that.
- Tree Grates – is the proposed grate consistent with what the city uses downtown in the historic district?
 - Ms. Woodburn confirmed that they are the same grate.
- Solid Waste – Where will each of the unit store and handle solid waste?
 - Mr. Chagnon responded that there would be a dedicated dumpster located at 30 Maplewood Avenue. 46 Maplewood Avenue has a deeded right to use it. Ms. Walker questioned what each unit would do with their trash in the interim before it goes to the dumpster. Mr. Chagnon responded that it would be like any household. When the

property owner is ready to empty their kitchen trash they would take to the dumpster. Mr. Kelm added that 30 Maplewood Avenue brings their individual trash out to the dumpster. Mr. Chagnon commented that there is room in the basement. Mr. Kelm confirmed that if the current plan was problematic, then there is room in the basement to add trash storage. Mr. Cracknell questioned how many units would be in the other building. Mr. Kelm responded that there would be 22 units. It's not a matter of how much trash there will be, but how the trash is handled. This can be revised.

- For the parking lot ramp proposed it seems dangerous to have such a steep ramp come to a sidewalk. How will the driver see what is coming into the garage or across the sidewalk with such a steep slope?
 - Mr. Chagnon responded that this was addressed in the exhibit. People going up will be going very slowly. There will be a light to notify pedestrians that someone is exiting the garage.
- Although moving the second egress in the lower level mercantile space has increased the remoteness measurements to meet the 1/3 rule, it does not appear to meet the qualitative requirement of NFPA 101 – 2015 ed section 7.5.1.3.2. Additionally it appears as though the common path of travel limitations are exceeded from the far corner of the mercantile space (see attached file).
 - Mr. Yeaton responded that this could be addressed by relocating a door. Mr. Howe questioned where the door would be relocated? Mr. Yeaton responded that the elevator machine room would move to be behind the elevator. Then a door would be put in where the elevator machine room was originally. Mr. Howe confirmed that sounded good.
- We will also be recommending that 46-64 Maplewood Ave be required to cover half the costs of the pavement and overlay of Deer St and Bridge St (\$47,812), a fair share allocation of the Russell St Roundabout (\$17,000), a fair share allocation to the cost of the Downtown Circulation Study updates \$7,000, and a fair share allocation of the water main replacement on Deer St (\$52,000). Back up documentation is attached.
 - Mr. Chagnon responded that they just received that information the day before the TAC Meeting. They will take the opportunity to review and then set up a meeting with the Planning Department to review everything. This should be completed before the Planning Board Meeting.

Mr. Pezzullo questioned if other units in the plan like benches would meet the City's standards. Ms. Woodburn responded that those details have already been cleared with the Historic District Commission.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Mr. Marsilia moved to **recommend Site Review approval**, seconded by Mr. Eby with the following stipulations:

1. Prior to submission for Planning Board, add additional information to the plans as noted by TAC including:

1. Update Detail H, Sheet D2 to reflect the Pinehall 4"x8" standard.
2. Revise L-3 Landscape Plan to include detail specifications for granite banding in the sidewalk.
3. Show brick sidewalk on Deer Street and Bridge Street to be constructed as part of this site plan approval.
4. Revise note on snow removal and clarifications in the easement agreement on responsibilities. Reference to snow storage being removed off-site will not be stored on City property.
5. Sewer pipe connections shall be revised to show 8" pipes with the exception of the grease trap, which will be adjusted to a slope of 0.01 ft./ft.
6. Water meter locations shall be relocated to the sprinkler room, which will be a heated space.
7. Add a note that the elevator sump is to be watertight.
8. Remove 6" CI gas line from plan as it is out of service.
9. The Tideflex valve shall be relocated to the outlet of DMH1 and an inside pipe friction mounted valve shall be specified.
10. Proposed grade marks shall be removed from the pavement on Deer and Bridge St.
11. The detail for handholes in the City sidewalk shall be updated as specified.
12. The detail for the thrust block behind hydrant shall be updated as specified.
13. The drawing should reflect grease trap structures capable of H2O loading.
14. On Sheet C5, show the approximate location of the power for the traffic signal cabinet to 2' off the curb line directly next to the gas line.

2. Architectural plans shall be reviewed and approved by the Fire Department prior to Planning Board review for regulations regarding remoteness measurements for the lower level mercantile space. Please provide verification that this has occurred.

3. A third party inspection shall be required on all constructed improvements exterior to the building.

4. Additional details on solid waste management and proposed plan for future tenants shall be provided prior to Planning Board review.

5. Approval of this project shall be subject to the successful blockage of all groundwater from entering the drainage system. Any additional drainage/dewatering shall require amended approval.

6. Final electrical design, including sidewalk clearance where electrical conduit enters the building, shall be reviewed with Eversource and confirmed with the Planning Department prior to the issuance of a building permit.

7. The contractor shall provide shop drawings for all materials in the ROW for approval by the City prior to construction.

8. The drainage study shall require further review and approval by DPW prior to Planning Board review.

9. The Silva Cell detail shall be updated and approved by DPW prior to issuance of a building permit and shall require a third party inspector during construction.

10. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.

The motion passed unanimously.

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B. The application of **Goodman Family Real Estate Trust, Owner, and Aroma Joe’s Coffee, Applicant**, for property located at **1850 Woodbury Avenue**, requesting Site Plan Review for a 785 ± s.f. restaurant/take-out building and 195 ± s.f. attached patio, with drive thru service and a walk-up window, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 239 as Lot 9 and lies within the General Business (GB) District. (This application was postponed at the January 2, 2018 TAC meeting.)

The Chair read the notice into the record.

Mr. Britz moved to **postpone** to the February 27, 2018 Technical Advisory Committee Meeting, seconded by Mr. Cracknell. The motion passed unanimously.

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C. The application of **Islington Commons, LLC, Owner**, for property located at **410, 420, and 430 Islington Street**, requesting Site Plan Review to remodel three existing buildings into 4 units (Building #1 with 1,224 ± s.f. footprint and 2,273± s.f. gross floor area, Building #2 with 948± s.f. footprint and 1,942± s.f. gross floor area, Building #3 with 1,866 ± s.f. footprint and 5,950 ± s.f. gross floor area); and construct 3 duplex buildings and a single dwelling unit for 11 proposed units (Building #4 with 1,085± s.f. footprint and 2,712± s.f. gross floor area, Building #5 with 1,625 ± s.f. footprint and 4,063 ± s.f. gross floor area, Building #6 with 1,750 ± s.f. footprint and 4956 ± s.f. gross floor area, Building #7 with 1,780 ± s.f. footprint and 4,900± s.f. gross floor area), with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 145 as Lots 34, 35 and 36 and lie within the Character District 4-L2 (CD4-L2) and the Historic District. (This application was postponed at the January 2, 2018 TAC meeting.).

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Doug Larosa from Ambit Engineering, Robbi Woodburn from Woodburn and Company Landscape Architecture, Rob Harbeson from Market Square Architects and Taylor McMaster were there to speak to the application. Mr. Larosa confirmed that all of the items from the last meeting have been addressed.

- (Item #6) – Vehicle Turning Exhibit #2 does not appear to be included in the submission as stated.

- Mr. Larosa handed out the turning radius models. The models included a 19-foot vehicle comparable to an F150 truck pulling into the tightest space on 430. Another turning showing a 16.5 foot vehicle, which is comparable to the Lexus crossover, that can pull directly in without crossing over any aisle. Then another showing the exact same vehicle backing up. The last exhibit is a vehicle backing out of the tightest space in 430 with an average sized vehicle. That doesn't have to be backed out into the main driveway.
- Ms. Walker questioned if there were any comments on the exhibits? Mr. Eby noted that it did not work with the turning templates that he used. If the cars were Mini Coopers, then it works. If the cars are longer, then it will not work. Mr. Eby had concerns what would happen when there were cars in the other spaces around the tight spot. Mr. Larosa responded that not all of the exhibits were done with a 19-foot car because standard American cars aren't 19 feet. There is 32 feet from the back of one parking space to the back of the other space. Typically 30 feet is an acceptable width for cars to back up. Mr. Chagnon added that the car in the left hand parking spot does not have the ability to scoot to the west. They could back out and pull into the driveway to back out a little more and get out. Mr. Eby agreed. Ms. Walker noted that the models should show what a car would realistically do. Mr. Cracknell questioned how much would the driveway need to increase to make it work. Mr. Larosa responded that 35 feet would make it work. However, residential allows for 30 feet. Mr. Larosa added that he can show additional exhibits with 19 foot cars. Mr. Cracknell noted that the parking area would be more comfortable if a couple more feet were added. Mr. Chagnon commented that would impact all the site constraints. Mr. Cracknell noted that a couple of feet would make this more comfortable. That would be better. Mr. Eby and Mr. Pezzullo agreed.
- Mr. Larosa commented that the Fire turning was modified to give it 18 feet. There's an overhang on the Fire Truck is 84 inches over the ground. The overhang goes over one spot a little bit but the height is above the cars. Mr. Howe noted that the applicants agreed to add residential 13 D sprinklers in the back three buildings because it would be hard to get the tower truck in the cul-de-sac.
- (Item #28) – Building numbers added to the table on Sheet D6 would help to clarify GFA and footprints for each building proposed on the site.
- (Item #30) – Reference to Sheet C2 cited, but does not appear to be included on Sheet C1.
 - Mr. Larosa confirmed that a note would be added.
- (Item #42) – Indication that water, sewer and drain lines are “private” should be added to the plans.
 - Mr. Larosa confirmed that a note would be added.
- (Item #45) – A draft access easement shall be provided to the Planning Dept. prior to Planning Board review.
 - Mr. Larosa confirmed that would be fine.



- This area in the ellipse is in need of sewer replacement. It is not suitable for additional flows until replaced. The pipe is currently 15" clay and it needs to be replaced in kind with new PVC. The sewer manhole at the intersection of Columbia also needs to be replaced. The video is available for viewing. State St will need to be milled and paved in the utility connection/replacement area.
 - Mr. Larosa spoke with the owners of Islington Commons LLC and they have agreed that they will replace sewer manhole and the 130 feet of sewer pipe.
- The UGU coming from the pole in front of 404 Islington needs to be run under the Islington sidewalk, minimum 3.5' back from the face of curb. Repave sidewalk after installation.
 - Mr. Larosa confirmed that a note would be added and the location would be revised.
- Specify the size of the Islington main for purposes of tie in. The tapping sleeve should be a 14" x 8", but add note to test pit the main to verify size before ordering.
 - Mr. Larosa confirmed that a note would be added.
- Fire hydrants do not have drain holes anymore, there is nothing to plug. The crushed stone is not needed on the detail, there is nothing to drain. They do need a thrust block behind them as well.
 - Mr. Larosa confirmed that the fire hydrant detail would be revised.
- Detail S/C4, change notes to reflect actual location of project. Water main to be bagged for protection and needs brass wedges in the joints for continuity, see Portsmouth Stds.
 - Mr. Larosa responded that he would take the note for Seabrook off.
- Sewer manholes need solid brick shelves with watertight booted connections and must meet D.E.S. and C.O.P. standards.
 - Mr. Larosa confirmed that this detail would be revised.
- Third party inspection will be required on Water main, Sewer and Drainage system construction and repairs to City Streets.
 - Mr. Larosa confirmed that a note would be added on the utility plan.
- Doghouse drain manholes are not allowed.
 - Mr. Larosa confirmed that this would be revised.

- TAC will be recommending review of the drainage study by a third party reviewer. The point of the study is to find out what the effect the development would have on the City's stormwater system. Because the stormwater is flowing into a closed stormwater system, the applicant should be matching **both** the flowrate pre vs post and **when** the peak flow hits the system. If the peak time cannot be matched, it will be necessary to study the closed drainage system to show that the hydrograph peak time shift is not a problem. There also still appears to be issues with the accuracy of the model as the existing time of concentration flow path is shown ending past the studies' catchment area instead of the hydrograph being routed to the nearest catch basin. Because the drainage system in this area is so flat, it is critical to the City that the stormwater be modeled accurately. The Department still believes that the existing flow leaving the site may take longer to get into the stormwater system than what is being shown in the study due to the relatively flat, rough, undulating terrain between the parcel and Columbia St.
 - Mr. Larosa responded that they made great progress the day before the TAC Meeting. Mr. Desfosses met them on the site and clarified how to make the study more accurate. This will be updated and resubmitted.
- Vehicle turning movements for Units 428/430 not provided. To exit the parking spaces for these units will require the vehicles to back up while turning into the main drive aisle of the development. There is not room to back up, then turn and head out into the main drive aisle.
 - Mr. Larosa responded to this comment when answering the first comment.
- 5 foot wide sidewalks within the site are preferred.
 - Mr. Larosa confirmed this was fine.
- Tree Preservation – the method for protecting the existing shade trees intended to be preserved should be detailed.
 - Ms. Woodburn responded that there are notes on page 2 however the notes need some revision.
- Walkways – If the level of impervious surface within the property is a factor I would suggest that the walkways be narrowed to 4 feet in width given the level of pedestrian traffic.
 - Mr. Larosa responded that their preference would be to have 5-foot wide sidewalks.
- Snow Storage – If should be confirmed that the proposed areas are sufficient.
 - Mr. Larosa responded that there is a note on the plan that says the snow will be removed off site if required. Ms. Walker commented that the note should indicate that the snow would not be put on City property. Mr. Larosa confirmed that would be updated.
- HVAC – Where are the mechanic units being located and screened?
 - Mr. Harbeson responded that the design has not been reviewed at this point. This will have to go back to the Historic District Commission for an administrative approval. Ms. Walker confirmed that this could be an administrative approval as long as it's not a substantial change.
- Solid Waste – Will this be handled inside the proposed structures? How will removal be handled?
 - Mr. Larosa responded that they anticipate the condo association would hire an outside contractor. Ms. Walker questioned if this was included as a note. Mr. Larosa confirmed that it would be added.
- There are still concerns with the truck turning template.
 - Mr. Larosa talked about the concerns in an earlier comment.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Ms. Walker noted that most of the comments are tweaks to the plan. Should this come back to TAC or can it move to the Planning Board? The drainage study should be seen and approved by the DPW before the Planning Board Meeting.

Mr. Cracknell suggested a plan revision. The driveway should be shortened to 21 feet, and consider moving the second house a little to the south. Mr. Larosa responded that they would look at this. Ms. Walker questioned what the goal driveway width was. Mr. Eby noted that it's more than the width. If a turn around area were added then the traffic flow would be better. Mr. Larosa questioned if there was a pavement setback requirement from property line. Ms. Walker responded that there was not. Mr. Larosa responded that they would work directly with Mr. Eby. Ms. Walker added that if revisions we made, then they could be reviewed before the Planning Board Meeting.

Mr. Cracknell moved to **recommend Site Plan approval**, seconded by Mr. Howe with the following stipulations:

1. Prior to Planning Board submission, add additional information to the plans as noted by TAC including:
 1. The plans shall reflect that the underground utilities coming from the pole in front of 404 Islington Street shall be run under the sidewalk, a minimum of 3.5' back from the face of the curb and sidewalk shall be repaved after installation.
 2. Building numbers shall be included in the table on Sheet D6 outlining Gross Floor Area and building footprints.
 3. Update Sheet C1 reference to C2 for Zoning requirements.
 4. Plans shall indicate that water, sewer and drain lines are "private".
 5. Size of Islington water main shall be specified for purposes of tie in. Add note to test pit the main to verify size.
 6. Fire hydrant detail should not have a drain hole or any reference to plugging a drain hole, the crushed stone shall be removed from the detail, and detail shall include a thrust block behind the hydrant.
 7. Detail S, Sheet C4 note to be revised to reflect the actual location of the project. A note shall be added that specifies the water main is to be bagged for protection and needs brass wedges in the joints for continuity per City standards.
 8. Sewer manholes shall show solid brick shelves with watertight boot connections and must meet NH DES and City standards.
 9. Add note that third party inspection shall be required on water main, sewer and drainage system construction and repairs to City streets.
 10. References to doghouse drain manholes shall be removed from the plans.
 11. The landscape plan shall be updated to reflect the method for protecting the existing shade trees intended to be preserved.
 12. The snow removal note shall be updated to clarify that it will not be stored on City property.
 13. A note shall be added to outline solid waste removal plans.

2. A revised drainage study shall be reviewed and approved by DPW prior to Planning Board review.
3. A revised vehicle turning template with suggested design changes incorporated shall be reviewed and approved by the Planning Department and DPW prior to Planning Board review.
4. The plans shall note that the three new duplexes shall have 13D sprinkler systems.
5. The sewer shall be replaced and manhole updated in the area along State Street fronting the proposed development as a condition of Site Plan Review approval. Improvements shall be done in coordination with DPW.
6. Draft water access easement shall be submitted prior to Planning Board review. Please contact the Planning Department for a sample template.

The motion passed unanimously.

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D. The application of **Foundry Place, LLC and Deer Street Associates, Owners**, for property located at **165 Deer Street**, (“Lots 2, 3, 4 & 5), requesting Site Plan Approval for the construction of a 5-story mixed use building (including a hotel, restaurant, and 1st floor parking garage) with a footprint of 22,073 ± s.f. and gross floor area of 104,020 ± s.f., with related paving, lighting, utilities, landscaping, drainage and associated site improvements to Lots 2, 3, 4 and 5. Said property is shown on Assessor Map 125 as Lot 17 and lies within the CD5 District and the Downtown Overlay District (DOD). (This application was postponed at the January 2, 2018 TAC Meeting)

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Gregg Mikolaities from August Consulting, Bob White, Mike Penny, Andrew Dunton and Tracy Kozack were present to speak to the application.

- Planting List on Sheet L2 – TAC – Taxus cuspidata “Adams” description is missing “Evergreen” detail as included on SK-L.1 from the supplemental info provided.
 - Mr. White confirmed this would be updated.
- Confirm that the stipulations regarding the water main replacement, traffic mitigation and stormwater study are listed as agreed to.
 - Mr. Mikolaities responded that they agreed in concept. They still needed to meet with the City Staff to understand the pricing.
- The sign on Lot 4 directing motorists to the valet parking should add wording to let drivers know that **only** valet parking and drop-off should use this entrance, and that this is the only entrance to the hotel. It is likely that drivers will attempt to enter at the exit driveway closer to the hotel, which will cause confusion and congestion. This sign will likely be the most important element in getting drivers to correctly use the proposed driveways. With the future development of Lots 4 and 5, the traffic using this driveway will increase and it will be critical to make sure only traffic intending to use the valet parking or drop-off at the hotel is added to this driveway. It may be helpful to add another direction sign at the intersection of Bridge and Foundry Place to direct hotel drop-off traffic to this driveway, so that vehicles approaching the

hotel from Bridge Street do not turn down Foundry Place expecting to find an entrance to the hotel.

- Ms. Kozack agreed with the recommendations on the sign. The terms “valet” and “drop off only” will be added to the freestanding sign on Lot 4. They will pursue a variance for the sign. The team will review the font and symbol sizes. Two “do not enter” signs will be added on the backs of the stop signs at the exit driveway on Lot 4.
- The comments in the Sebago peer review letter should be addressed as well.
 - Mr. Mikolaities confirmed this was completed.
- The 6 proposed wheel stops should be replaced with bollards to reduce tripping hazards and to allow for better maintenance of the lot.
 - Mr. Mikolaities agreed with the comment.
- The R3-2 sign should be 24”x24”.
 - Mr. Mikolaities agreed with the comment.
- Crosswalk striping detail is not city standard.
 - Mr. Penny addresses this comment later in the discussion.
- What are the steps and decking made of along the front of the building? A license will be required for a portion of the deck that is located within Deer Street.
 - Ms. Kozack responded that the granite deck has a granite block base with a structural steel frame. The guardrail detail is as shown on drawings. Ms. Walker noted that a license would be required for the deck. Can it be out of the right of way? It’s not the materials that require the license. It’s the fact that it’s being constructed in the City right of way. If that could be avoided then a license would not be required. The more approvals this project needs makes this project more complicated. Is this really that essential to the whole project? Ms. Kozack understood, and would consider that advice. More detail was added to the transformer screening.
- Planting Plan: The planting and screening plan behind the building is significantly improved and will help soften the edge of the building. The chain-link fence should be black.
 - Mr. Mikolaities agreed that the chain link should be black.
- Any reference to snow storage being removed off-site should include language that the snow will not be stored on City property.
 - Mr. Mikolaities agreed with the comment.
- This is a quick summary of the mitigation costs TAC will be recommending tomorrow.
- TAC will be recommending the following for contributions to required off-site improvements:
 - 1) 50% of the pavement and overlay of Deer St and Bridge St -- \$38,250
 - 2) Traffic signal coordination and pedestrian signal upgrade -- \$12,000 and \$15,000
 - 3) 1/3 of the installation of video detection on the traffic signals -- \$30,000
 - 4) 1/3 of the recommended DSA contribution to the Russell St Roundabout -- \$17,000
 - 5) 1/3 of the recommended DSA contribution to the Downtown Circulation Study -- \$7,000
 - 6) Fair share contribution to a stormwater study for the area – we are working on getting more detail on this and will hopefully be able to provide this to you at the TAC meeting
 - 7) We will also recommend adding a 25% contingency for items 1 through 3, which will be an additional \$23,800.
 - Mr. Mikolaities responded that they understood the mitigation in concept.

Bob White and Mike Penny addressed the storm water comments. Mr. Penny agreed to a lot of the comments and started the design process. It is not finished yet. The goal is to get more finalized designs back to the Planning Department as soon as possible. Ms. Walker commented that it would be

a tight turn around time for the Planning Department to review this before the next Planning Board Meeting.

Mr. Penny noted that a major change is that an underground infiltration area was added in the main drive aisle of the garage. This will provide enough mitigation to handle ½ inch of entire runoff of the roof. Not all of the roof runoff will go there, but that gives an idea of the volume it can handle. The detail for the surface and overflow outlets still needs to be worked out. Improvements will be made to the drainage feature behind the garage. It will be able to accommodate instant volume and provide more treatment before the water overflows. That is consistent with how the storm water flowed before. The runoff volume will be significantly less than it is currently. Some of the parking spots will be converted to permeable pavers. A trench drain will be put in to address runoff at the drive around. Significant changes were made to the vegetated area. The goal is to direct the roof runoff into the silva cells and planting strips for treatment and infiltration. The combination of all those measures will improve the storm water treatment on the site.

Ms. Walker asked the Committee if they had any questions. Mr. Britz questioned where the water table was. Mr. Penny replied that the garage is right on top of it. Mr. Mikolaities commented that they are trying to work within the space. Mr. Penny added that infiltrating on this site could impact water quality, but the issue of City storm water is already there. The goal is to capture as much runoff as possible. Mr. Pezzullo commented that the applicants should make sure there is enough capability for garage system maintenance. Mr. Penny responded that the trench drain would be in the front. Mr. Pezzullo questioned what was in the center of the plan? Does that connect to the infiltration units? Mr. Penny confirmed that it did not.

Mr. Mikolaities noted that everything that was talked about for the storm water management has been incorporated. The traffic peer review should be discussed. Ms. Walker noted that the signage was part of that. Mr. Eby commented that the “do not enter” sign could be confusing. A hotel entrance sign should be added to direct people. Mr. Mikolaities confirmed that would be added. Ms. Walker noted that the sign locations could be shown on the plan, but the applicants will need separate permitting for the signs.

Mr. Penny responded to the comment about the crosswalk striping. That has now been removed from the plan, so it’s not an issue.

Mr. Eby commented that the turning template exhibits show the trash truck and a car. What if there is a bigger truck? Ms. Walker added that the concern is that trucks may be idling in the right of way. Mr. Mikolaities responded that the operator would work with the hotel to verify the trucks. Ms. Walker commented that it would be useful to have documentation of that and it should be noted on the site plan. Mr. Mikolaities confirmed that would be added.

Mr. Howe questioned if the gates to access the setback in the railroad would be locked? Mr. White responded that the access gates would be for emergency access and maintenance. The public would not access these gates. Mr. Howe noted that if the gates were locked then the Fire Department would want a key. If the gates were not locked, then there’s no problem. Mr. White responded that the gates would not be locked.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Ms. Walker noted that even if the revised storm water management plan was submitted prior to the next Planning Board Meeting, the Planning Department would need time to review it. It may get postponed because of this. The application may not have to come back to TAC, but it may be postponed to the next Planning Board Meeting. Ms. Walker asked that the applicants consider the decking as well.

Mr. Desfosses moved to **recommend Site Plan approval**, seconded by Mr. Cracknell with the following stipulations:

1. Prior to Planning Board submission, add additional information to the plans as noted by TAC including:
 1. The Planting List on Sheet L2 shall be updated to reflect the updated list on drawing SK-L.1. submitted.
 2. Signs regarding valet parking shall be updated to reflect TAC specifications and a note shall be added to the site plan that signs require a separate permit.
 3. The plans shall be updated to reflect that the 6 proposed wheel stops shall be replaced with bollards.
 4. The R3-2 sign shall be updated to reflect a 24"x24" size.
 5. The crosswalk striping shall be updated to reflect the City standard.
 6. The plans shall note that construction of the deck located in the Deer Street ROW shall require a license.
 7. References to snow storage shall be updated to reflect that snow storage removed off-site shall not be stored on City property.
2. A revised stormwater management design shall be reviewed by the City’s third party peer reviewer (CMA) and approved by the Planning Department and DPW prior to Planning Board submission.
3. An agreement shall be reached regarding fair share contributions proposed as part of Site Plan Technical Advisory Review prior to Planning Board review.
4. A draft of the sidewalk maintenance agreement between DSA and the City shall be submitted prior to Planning Board review. Please contact the Planning Department for a sample template.
5. DSA shall provide a standard surety for Lot 2 work in addition to Lot 3 prior to issuance of a building permit.
6. A license shall be required from City Council to allow the outdoor dining area as shown on the plans.
7. The applicant shall prepare a Construction Management and Mitigation Plan (CMMP) for review and approval by the City.

The motion passed unanimously.

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E. The application of **Wentworth-Douglass Hospital, Applicant**, for property located at **56, 73 and 121 Corporate Drive**, requesting Site Plan Approval for the construction a 2-story, 25,000 ± s.f. medical office building and a 3-story, 60,000 ± s.f., medical office building, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said properties are shown on Assessor Map 303 as Lots 4, 5, & 87 and lie within the Pease Airport Business Commercial (ABC) District. (This application was postponed at the January 2, 2018 TAC meeting.)

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Dave Fenstermacher the Site Civil Engineer and Dale Tagliente the Architect were present to speak to the application. There are a few items that require a little more coordination with the City, but most of the comments have been addressed.

- 3” domestic should probably be changed to 4”, 3” is not common and will be too hard to repair if the line breaks.
 - Mr. Fenstermacher responded that the information would be passed on and updated.
- Send updated plans back to Underwood for confirmation that they are amenable to this final set.
 - Ms. Walker added that this was not necessary. It is up to the PDA if they want to do that.
- Sewer, Water and Drain Line and concrete sidewalk in the ROW installations will require 3rd party oversight.
 - Mr. Fenstermacher responded that this general note would be added to the plan.
- A yield sign should be considered instead of the stop sign on the entrance to Building A.
 - Mr. Fenstermacher confirmed this would be fine.
- The SP signs should be on the near, right hand side of the driveway, rather than across the driveway, for better visibility.
 - Mr. Fenstermacher responded that the intent was to have the sign across the way instead of to the right. This would eliminate confusion, so that people wouldn’t take the quick left. Mr. Eby commented that a sign to the right would be a natural sight point. Mr. Fenstermacher responded that they would look into this further.
- Wheel stops pose a trip and fall hazard for pedestrians and should be replaced with bollards where ped walkways are in proximity.
 - Mr. Fenstermacher responded that this would be adjusted in the plans.
- The double yellow centerline on the Building A driveway should be solid up to the crescent island, not broken.
 - Mr. Fenstermacher responded that this was where someone would be dropping off a passenger, then driving back to get in the parking lot. The intent was to keep it as a broken centerline to show that it can be crossed. Mr. Eby responded that it might be confusing, and it could show that a driver could go either way. Mr. Fenstermacher suggested that a “keep right” sign could be added. Mr. Eby confirmed that would be fine.
- R7-8P sign should be 18”x9”

- Mr. Fenstermacher responded that typically it's only 12 inches. It could be done either way. Mr. Eby noted that he had not seen the smaller signs. Mr. Fenstermacher confirmed that more detail could be provided.
- Loading area behind Building B will block 3 parking spaces.
 - Mr. Fenstermacher responded that based on the use of the building there would not be a lot of loading and unloading. Designated spots would be striped for this.
- Long dead end parking aisle behind Building B should have area for vehicles to turn around if all spaces are full.
 - Mr. Fenstermacher confirmed that the plan would be updated accordingly.
- Yield line markings must be accompanied by a YIELD sign on the building A driveway.
 - Mr. Fenstermacher confirmed that they would take another look at this.
- Crosswalk line detail not city standard.
 - Mr. Fenstermacher confirmed that they would take a look at this. Mr. Eby commented that it should be 1-foot bar then 1-foot space.
- The island added to the access lane to building A is concerning. The required 20' width of the fire department access lane is not met without counting the island. Will the island support the imposed load of fire apparatus? How will the island be maintained to ensure it is clear of snow or other obstructions at all times?
 - Mr. Fenstermacher responded that the island would be constructed with the same mountable material utilized at roundabouts to accommodate emergency vehicle loads. The intent is to keep the island clear of snow.
- The City has also reviewed the stormwater and drainage and makes the following recommendations with the understanding that the project will be subject to additional review by the PDA to ensure compliance with the requirements of the Pease stormwater discharge permit as well as NHDES as part of the AOT permit process.
 - Updated plans and drainage report should be provided to the City's Planning Department reflecting the future revisions that were referenced in the January 16, 2018 letter from VHB
 - Mr. Fenstermacher confirmed this would be submitted to AOT tomorrow.
 - PDA staff may want to consider having Underwood do a review of the revised plans to confirm if all issues raised in the third party review have been addressed
 - Mr. Fenstermacher confirmed they had constant communication with the PDA on this.
 - From the ESHWT elevations provided in Sand Filter Detail (Sht. C-7.1), it appears that the top of the sand filter and/or its filter media is in the groundwater for Sand Filter A & B.
 - Mr. Fenstermacher confirmed this would be checked.
 - The developer must obtain sewer and water connection permits from the City. Permits require that complete final design plans must be submitted. Note that several design assumptions that have been made in the current plan set will need to be verified/confirmed by DPW prior to issuing a connection permit.
 - Mr. Fenstermacher confirmed they would coordinate with the DPW.
 - Pezzullo – there's a 2 inch water line up the easement road. That line is a private line put in for the benefit of the lot on building A. if that's not going to be used disconnect at the main.
 - Mr. Fenstermacher confirmed that was fine.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Mr. Desfosses moved to **recommend Site Plan approval**, seconded by Mr. Britz with the following stipulations:

1. Applicant shall review the 3” domestic line proposed and confirm if it can be changed to 4”for maintenance purposes.
2. A note to be added to the plans that installation and construction of sewer, water,and drain lines and concrete sidewalk in the ROW installations will require 3rd party oversight.
3. Plans to be revised to reflect a yield sign instead of the stop sign on the entrance to Building A.
4. Plans to be updated to reflect wheel stops removed where curb is proposed and bollards for accessible spaces.
5. Plans to be updated to show a space designated for turnaround on the long dead end parking aisle behind Building B.
6. Yield line markings must be accompanied by a YIELD sign on the building A driveway.
7. Crosswalk line detail to be updated to city standard.
8. The 2” private water line in the City ROW shall be capped and abandoned at the main.
9. The City has also reviewed the stormwater and drainage and makes the following recommendations with the understanding that the project will be subject to additional review by the PDA to ensure compliance with the requirements of the Pease stormwater discharge permit as well as NHDES as part of the AOT permit process.
 1. Updated plans and drainage report should be provided to the City’s Planning Department reflecting the future revisions that were referenced in the January 16, 2018 letter from VHB.
 2. PDA staff may want to consider having Underwood do a peer review of the revised plans to confirm if all issues raised in the third party review have been addressed
 3. From the ESHWT elevations provided in Sand Filter Detail (Sht. C-7.1), it appears that the top of the sand filter and/or its filter media is in the groundwater for Sand Filter A & B.
 4. The developer must obtain sewer and water connection permits from the City. Permits require that complete final design plans must be submitted. Note that several design assumptions that have been made in the current plan set will need to be verified/confirmed by DPW prior to issuing a connection permit.

The motion passed unanimously.

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II. NEW BUSINESS

A. The application of **DG Bourassa, LLC, Owner**, for property located at **85 Heritage Avenue**, requesting Site Plan Review for the replacement of 4,300 ± s.f. of gravel and broken pavement with new pavement and the addition of 4,170 ± s.f. of new pavement, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 285 as Lot 5 and lies within the Industrial (I) District.

The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

Eric Weinrieb from Altus Engineering and Gary Bourassa from DG Bourassa LLC were there to speak to the application. The proposal is to pave the existing construction yard and expand parking for the building. There will be no changes to the existing building. There are no wetlands on the site. When the whole area was laid out the property lines was not followed. Therefore, some fencing is on the next parcel. The proposed expansion to the yard includes realignment to the entranceway. That way there will be head in parking on both sides. The landscaped area will not be touched. An exterior wash down area will be added. This project has received an administrative approval to install an oil water separator. After a discussion with DPW it was determined that a structure should be over that area. Runoff will be directed off site into two different swales. A new high point will be created which will direct the runoff to rain gardens and a swale. This will reduce the peak runoff and the volume of runoff in the municipal system. A couple lights were added on the site for pedestrians. There are not a lot of landscape improvement opportunities, but a tree will be added in the landscape island.

- Oil/water separator to be cleaned at least once yearly on a set schedule.
 - Mr. Weinrieb confirmed that could be provided once a year.
- Will the gate be electric? A Knox key switch will be required.
 - Mr. Weinrieb responded that it is not the intent to have a locking gate. Mr. Howe responded that if there was no lock, then this was fine. What is the width? Mr. Bourassa responded that it is 24 feet wide.
 - Mr. Cracknell questioned what the curb would be. Mr. Weinrieb responded that parking lot is all flush. Signs in barrels will mark the two handicapped spaces. The other 7 spaces exist today. Mr. Cracknell questioned why it was granite on the other side. Mr. Weinrieb responded that it's a new lot. The new pavement line will be saw cut. Mr. Cracknell questioned why the existing 15 spaces wouldn't be paved. Mr. Bourassa responded that they would probably be overlaid.
 - Mr. Britz questioned what would go in the rain garden. Mr. Weinrieb responded that only river stone would be in the rain garden. This site is going to have more sediment than a typical parking lot. Mr. Britz requested they add a note in the maintenance plans to remove any plantings and maintain the river stone.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Mr. Britz moved to **recommend Site Plan approval**, seconded by Mr. Desfosses with the following stipulations:

1. Plans shall note that the Oil/water separator to be cleaned at least once yearly on a set schedule.
2. Rain garden maintenance notes shall be updated to reflect that the diseased vegetation shall be removed.

The motion passed unanimously.

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B. The application of **Bursaw’s Pantry, LLC, Owner, and Robert and Kathy Dockham, Applicants**, for property located at **3020 Lafayette Road**, requesting Site Plan Review for the conversion of an existing building to a multi-use building, with the following uses: Basement level, 1,980 ± s.f. of gross floor area to be used for storage; 1st floor level, 2,235 ± s.f., of gross floor area for office use; 2nd floor level, 2,026 ± s.f., of gross floor area for two residential units; 3rd floor level, 1,731± s.f., of gross floor area for one residential unit, with related paving, lighting, utilities, landscaping, drainage and associated site improvements. Said property is shown on Assessor Map 292 as Lot 152 and lies within the Mixed Residential B (MRB) District.

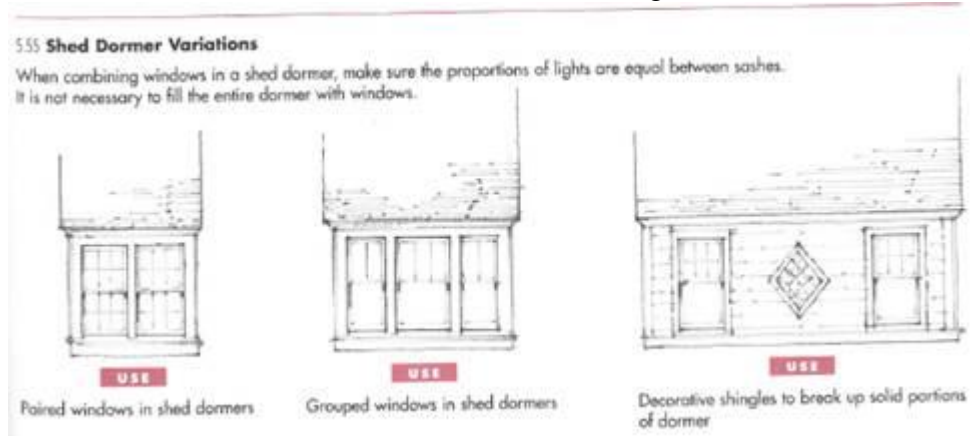
The Chair read the notice into the record.

SPEAKING TO THE APPLICATION

John Chagnon with Ambit Engineering and Bob Dockham from Dockham Builders were there to speak to the application. The property was previously a convenience store with a parking lot. The proposed use involves adding a 3rd story with a new roof with dormer space. Some pavement will be taken out to make the curb cut more defined. A split rail fence will be added along the walkway. Mr. Dockham runs a construction business. They currently have an office on Lafayette Road. This project will create some residential units above to make it a mixed-use project. The property is in the MRB District. Mr. Dockham had to get a variance for the setbacks and that was received earlier this month.

- If Fire suppression is required, a new tap out in Ocean Road will need to be made.
 - Mr. Chagnon responded that the water main is on the other side of the street. The goal is to avoid going across the street, but the plans can show it going across the street if that’s required. Mr. Desfosses responded that it was required. Mr. Chagnon confirmed that was fine.
- DOT driveway permit may be required for change in use. Applicant needs to document discussions with DOT on this matter.
 - Mr. Chagnon responded that they would talk to the DOT. Is all of Ocean Drive DOT? Mr. Eby confirmed that was correct.
- Roof Projections – the proposed gable dormers are too wide, oversized and appear top-heavy for the roof surface. I would suggest that the width of the dormers either be narrowed to have window and trim match the width of window below – given the width is likely needed to support interior program space – that the design shift to shed dormer variations that pair or group windows within smaller shed dormers along the front roof surface. See attached example:

- Mr. Chagnon read the response from the architect. The width of the dormers is required to support the space. Narrower dormers may improve the outdoor appearance, but it would make the indoors awkward and less useful. Narrow dormers will appear undersized on this roof. The owner expressed interest in the gable dormers with single windows. Mr. Cracknell clarified that he had no issues with an 8-foot wide dormer. Paired windows would balance the building better.



- It is not clear what will be done for stormwater treatment. There appears to be room to build a treatment swale at the rear of the parking lot or consider porous pavement for infiltration of stormwater on-site.
 - Mr. Chagnon responded that one step is a reduction in the impervious surface by 700 square feet. The slope of the lot could be a good place to do something with the removed pavement. There may be an overlay but it's all pavement removal. Mr. Britz suggested they could put in a planted flowerbed to slow down the runoff. It could be a swale or treatment area. Mr. Chagnon confirmed that would be fine.
- List of Reference Plans is cited as being located on Sheet C1 in the checklist but appears to be missing.
 - Mr. Chagnon confirmed this would be added back on.
- Include the note required per Section 2.5.4.2E of the Site Plan Regulations.
 - Mr. Chagnon confirmed this would be added.
- Location of snow storage areas and/or off-site snow removal should be clarified on the plans.
 - Mr. Chagnon confirmed this would be added to the plan. It will probably be along the edge and a little in the area in front. Ms. Walker clarified that it would not be stored on City property.
- The single exit enclosure from the apartments cannot serve the basement per NFPA 101 – 2015 ed section 30.2.4.5.
 - Mr. Chagnon confirmed that was what the revised plan shows, so hopefully it works now. Mr. Howe questioned if there was a way to have the basement not exit to that stairwell? It looks like it comes into the same foyer as the apartment exit. That makes it a shared exit with the basement. Mr. Chagnon confirmed that he would talk to the architect.
- The existing sewer service must be evaluated/video to determine if its condition is acceptable.
 - Mr. Chagnon confirmed this would be fine.
- Sidewalk may need to be replaced along Ocean Road.

- Mr. Chagnon responded that the plan shows where the sidewalk will be added. The project won't be touching the existing sidewalk. Mr. Desfosses commented that he was not sure where it was on the list of sidewalk assessment. It could probably just be overlaid. Mr. Chagnon confirmed that would work. Mr. Desfosses noted the sidewalk is slightly depressed. Mr. Chagnon responded that they would look at it.

Mr. Marsilia commented that the rear elevation would have to fire rate the wall and the return wall needs to be 10 feet away from the property line. It looks like the project is within requirements for the windows. Mr. Dockham confirmed that was fine.

PUBLIC HEARING

The Chair asked if anyone was present from the public wishing to speak to, for, or against the application. Seeing no one rise, the Chair closed the public hearing.

DISCUSSION AND DECISION OF THE BOARD

Mr. Desfosses to **recommend Site Plan approval**, seconded by Mr. Cracknell with the following stipulations: **Prior to Planning Board review:**

1. A new tap out into water line on Ocean Road shall be added to the plans for the purpose of fire suppression.
2. Applicant shall provide documentation from NH DOT on the need for an updated driveway permit.
3. Applicant to consider updating architectural elevations to reflect updated dormer design as specified by TAC.
4. Plans to be updated to show a stormwater treatment depression/swale in the area of proposed removed pavement on the site fronting on Ocean Rd.
5. Plans to be updated to include a list of reference plans as required by Site Plan Regulations.
6. Plans to include the note required per Section 2.5.4.2E of the Site Plan Regulations.
7. Location of snow storage areas and/or off-site snow removal should be clarified on the plans and note that snow will not be store on City property.
8. The single exit enclosure from the apartments cannot serve the basement per NFPA 101 – 2015 ed section 30.2.4.5. Updated floorplan to be reviewed and approved by the Fire Department prior to Planning Board review.
9. Plans shall note the existing sidewalk is to be overlaid as part of the Site Plan approval.
10. Plans shall note that any wall within 10' of the property line is to be fire-rated.

Prior to the issuance of a building permit:

- 1.The existing sewer service shall be evaluated/video to determine if its condition is acceptable.

The motion passed unanimously.

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III. ADJOURNMENT

Mr. Desfosses moved to adjourn the meeting at 4:21 pm, seconded by Mr. Pezzullo. The motion passed unanimously.

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Respectfully submitted,

Becky Frey,
Acting Secretary for the Technical Advisory Committee