

**SOMERSWORTH SITE REVIEW TECHNICAL COMMITTEE  
MEETING MINUTES  
June 14, 2023**

MEMBERS PRESENT: George Kramlinger, Jeff Gallant, Michelle Mears, John Sunderland, Paul Robidas, and Michael Bobinsky

EXCUSED MEMBERS: Mike Hoage

STAFF PRESENT: Dana Crossley, Planning Technician  
Anna Stockman, Planning Secretary

The meeting was called to order at 10:05am.

- 1) Approval of Minutes: Sunderland MOVED to approve the minutes from the June 7<sup>th</sup> meeting. The MOTION is SECONDED by Bobinsky.  
The MOTION CARRIES 5-0-1, with Robidas in abstention.

2) **OLD BUSINESS**

- a. Any old business that may come before the Committee.  
No old business.

3) **NEW BUSINESS**

- a. **85 Elm Street Somersworth LLC are seeking a Site Plan Amendment to add 24 residential units and make revisions to parking including the addition of a parking lot on a property located at 85 Elm Street, 20 Green Street, and 67 Elm Street in the Business with Historic and Form-Based Codes Overlay (BHFBC) District, Assessor's Map 10 Lots 176 & 177, SITE#20-2022 & CUP#1-2023.**

**Ben Stebbins, Neil Hanson, and Robert Previti** were in attendance to represent the application. Robert provided a brief overview of the revisions they are proposing to make to the site plan. He stated since their site plan approval, they have purchased 67 Elm Street and would like to relocate parking over to that site and construct additional units in the area where parking was previously proposed. The revised site plan would increase their unit count to one hundred and fifty-eight (158) units. He said they have had positive conversations with other property owners in the area regarding their plan to add additional units and parking.

Robidas asked if the hotel will be demolished and a parking lot will be located on that site.

Previti responded yes, and stated a Demolition Permit has not yet been applied for, but approval to do so has been granted by the Historic District Commission. He noted the project's need for additional parking and stated these site plan amendments would fulfill that.

Mears stated they have one (1) year to pull the permit.

Previti stated the approval of these site plan revisions would allow them to remove a previously proposed curb cut on Church Street from their plans which was for the purpose of underground parking. He said there will also only be one entrance on Church Street as well.

Bobinsky asked for clarification on their plans for the timing of demolition.

Previti stated they plan to submit the application for the permit to do so soon.

Robidas asked for clarification on the buildings that will be demolished.

Previti responded the hotel at 67 Elm Street as well as three-to-four buildings on the 89 Elm Street parcel. He noted the building at 28 Green Street is not being demolished. He said the site will be reconfigured for parking.

Stebbins stated there is currently an electrician and a cabinet maker at the 28 Green Street site but overall, there are not many people there.

Bobinsky asked whether the amendment will affect the city lease agreement for parking on Main Street.

Previti responded no, it will not impact the agreement.

Bobinsky referenced page 1 of the applicant's revised Site Plan and asked what they are proposing in a pavement section that appears to be grayed out.

Hanson responded it will be a trench patch for the drainage line.

Bobinsky noted the plans don't reflect the limits of the project on Green Street.

Hanson stated because that is part of a condition of approval, the plans have not yet been updated to show that.

Bobinsky asked whether the revised Site Plan will include additional utilities to accommodate the increased number of proposed units. He stated the application for their new account will need to be modified to identify the twenty-four additional units by changing the total to one hundred and fifty-eight (158) units.

Hanson stated the building permit will only be changed minimally.

Sunderland stated he has no questions for the applicant.

Robidas stated he appreciates the effort to increase parking. He voiced his support for the project.

Gallant stated the applicant will need to increase the number of accessible parking spaces on the site to six or seven spaces. He asked if there will be an ADA accessible unit in the old building and noted that they are required to have at least one.

Hanson confirmed that is their plan.

Gallant stated it appears they will be adding eleven units in the basement of the building. He noted the locations of the stairs in the building and pointed out that the elevation plan doesn't line up with the revised Site Plan. He stated the intent is to have those stairs in the bump-outs.

Stebbins stated they are still tweaking the plans and will ensure they are updated accordingly.

Crossley stated the applicant should submit an updated narrative to the Department of Development Services. She said they will also need easement documents submitted and either an authorization letter or signature from Claud that acknowledges the proposed development on his property. She said the lot should be updated to reflect the new ownership. She noted the parking lot at 67 Elm Street will need to be landscaped, as well as along Washington Street and that corner and pointed towards a section of City regulations that discuss the screening of parking. She asked the applicant if they could provide a detail for fencing and a retaining wall at 67 Elm Street.

Stebbins stated there's an existing retaining wall that will be used. He said there is an easement at the church that will be used to access two existing parking spaces.

Previti noted there is also an existing stairway that will be improved.

Crossley stated the lot is in the Historic District and said that any exterior work will require their review, including the addition of a fence. She asked the applicant whether they have a snow storage plan for the parking lot.

Previti stated they will develop and provide the City with a plan for snow storage.

Crossley asked if they can provide updated drainage for 28 Green Street and 67 Elm Street.

Stebbins responded yes and noted they will likely need full site plan approval before moving forward.

Crossley asked if they can put a crosswalk across Church Street for their residents. She further asked if they are proposing any lighting the parking lot. She reminded the applicants they will need to go back before the Historic District Commission for the main structure. She asked if they plan to install any Electric Vehicle (EV) charging stations?

Stebbins responded yes, and indicated they will incorporate a crosswalk and lighting in future plans.

Mears stated the Historic District Commission will review their proposal for additional units as well as any proposed exterior changes.

Stebbins stated they will put conduit in the parking lot to make the lot EV-ready in case there is any demand for it.

Mears asked the applicant to identify the locations of where they would like to potentially locate the charging stations in their plan.

Stebbins responded yes, and noted they are thinking of offering designated spots for compact cars.

Mears and Robidas voiced their support for the idea.

Crossley asked if the EV spaces would count as more than one spot in the parking calculation?

Mears stated that it wouldn't take away from the standard, but rather help to meet the standard.

Previti stated if there is no demand for EV chargers, they will not be installed.

Kramlinger asked the applicant if there will be any changes to the Church Street and Green Street access turn outs.

Hanson stated the preciously proposed garage will be removed from the site plan which will improve the plan to grade Green Street. He noted that through the initial Planning Board process, there was mountable curb so a fire truck could make it in to a parking lot.

He further asked if there will be any changes to their ability to circumnavigate the parking lot. He requested the applicant provide another set of turning radiuses if any changes that were made would impact the Fire Department's ability to navigate the site with a ladder truck. He said he wants to make sure under normal circumstances the Fire Department can access the site.

The applicants responded yes. Hanson noted there will be a slight improvement to grading on Green Street so they said they will plan to keep all of the previously proposed mountable curbing.

Kramlinger asked if there has been any discussion about the intersection between Church Street and Elm Street.

Hanson stated in order to increase fire truck accessibility, they would have to raise Elm Street which is not feasible.

Kramlinger stated a ladder truck cannot navigate from Elm Street onto to Church Street. He noted the importance of making sure there are no obstacles that would impact the Fire Department's ability to turn in the parking lot and then travel to the top of Church Street.

Kramlinger referenced an earlier request he had made regarding the extension of a bump-out on the building. He stated this would improve the accessibility of the southern face of the 89 Elm Street building and enable an ambulance or ladder truck to back up into the site.

Previti stated that would be in conflict with the Historic District Commission's request to keep the area between the buildings green. He said it might be best to put a bump-out on another side of the structure, such as on the south side of Langelier Court.

Kramlinger stated the bump-out would not need to be the entire length of the building. He said being able to access the eastern side of the building would give them another avenue of approach. He asked the applicants to clarify their roles in the project.

Previti stated he and Stebbins are co-owners and Previti takes care of legal. Hanson is the Civil Engineer.

Kramlinger requested that moving forward, any design and construction teams involved in the project meet with him to discuss fire protection.

Stebbins noted that Pro Con will be leading the construction of the project, and they will install a fire protection system that would notify tenants by mobile device with fire safety notifications.

Mears referenced the slight change in the size of the building and asked if that could be provided to the Historic District Commission.

Stebbins noted the proposed changes would make the building is slightly smaller and more conforming and stated there would be only a two hundred-to-three hundred square foot difference in the building's footprint.

Mears asked if the project will involve repaving the parking lot at 28 Green Street.

Previti responded yes, and stated parking won't be added but the lot will be reconfigured.

Gallant asked if it is in their site work plans to allow for enough parking for construction crews.

Previti stated there will be a staging area and space dedicated to construction parking.

Mears asked what they are proposing for stormwater treatment.

Hanson responded they are seeking an Alteration of Terrain (AoT) Permit, which he said they will be eligible for.

Previti stated they will focus on the building amendments for now and then return before the Planning Board for approval of the parking revisions.

Mears stated they will need a Conditional Use Permit for the parking lot.

Crossley asked if there is an easement for accessing the 67 Elm Street parking lot.

Previti stated the current owner will maintain access to his parking spaces in the lot. He said there will probably be a separate deed.

Mears asked if the applicants could provide ADA updates in time for the next meeting. She stated the proposal will go before the Planning Board on June 21<sup>st</sup> and the parking lot at 67 Elm Street will need approval for drainage.

Crossley stated the Planning Office will follow up with the applicants with comments prior to the Planning Board meeting.

Mears stated the draft covenant will be sent to Previti and Stebbins.

- b. **ROSO Soccer Club is seeking site plan approval for reconstruction of athletic fields to remove an existing baseball field and construct two soccer fields on a property located at 23 Tates Brook Road, in the Residential/Single Family (R1) District, Assessor's Map 32 Lot 6F, SITE#07-2023.**

**Hilary Badger** of Norway Plains Associates was in attendance to represent the application. She provided an overview of the proposal, which includes the installation of two soccer fields, the removal of an existing baseball field, and shifting the parking lot on the site. She stated they are hoping they will not need to add additional parking on the site. There will be minor grading of the terrain of the existing parking lot.

Robidas asked about the reason for removing the baseball field.

Badger stated the Soccer Club would prefer to have soccer fields as the ball fields no longer have much use.

Bobinsky referenced irrigation and asked how that will be proposed or planned. He stated there is a proposed well on the plan and noted his concern about its proximity to the City's water system.

Badger stated there is currently an abandoned well on the property that has previously been used to service the snack shack that is on the site. She said no sewer is proposed. She said the new well would also be used to water the grass as that is not a current use of the existing well.

Bobinsky stated to avoid being in conflict with the City's Sewer Ordinance, the City would prefer the water to be connected to the City's system. He stated if water would only be used for irrigation and landscaping, the City could provide them with a meter intended only for water so they would not be charged for a sewer component.

Badger stated they would follow up with the City to confirm the irrigation plan.

Gallant asked whether there is currently a septic system for the shack.

Badger stated there are no bathrooms on the site. Porta potties are brought to the site during summer months.

Crossley asked whether there will be any ADA parking spaces and whether there could be signage for it.

Badger responded yes, and stated the parking lot is going to be ADA compliant as far as grading goes.

Crossley stated the current driveway is gravel and won't be paved. She said they will need a waiver for that. She said for safety purposes, it is important for there to be some identification at the property entrance or just the address for the site.

Badger asked if they could modify the existing sign to add the number.

Crossley responded yes. She asked if the site is gated in the winter. She noted there is no new landscaping indicated in the application and further asked if there is any irrigation.

Badger responded yes; the site is gated in the winter. She stated there is no irrigation beyond movable sprinklers. There is no underground system.

Crossley noted the City would need a waiver from third party review for the drainage report the applicant submitted. She stated the City would also need to have pollutant tracking information submitted prior to pre-construction and post construction as well. She noted that is a new aspect in the City's regulations. She stated if they move forward with the well, it will require a Department of Environmental Services (DES) permit.

Robidas noted it would be helpful to the Planning Board to have pictures of the current landscaping if the applicant plans to pursue a waiver from additional landscaping. These pictures would serve in lieu of a site walk.

**c. Any other new business that may come before the Committee.**

No other new business.

**MOTION:** Robidas made a MOTION to ADJOURN.

The MOTION was SECONDED by Bobinsky.

The MOTION CARRIES 6-0.

The meeting was adjourned at 10:52am.

Respectfully submitted,

Anna Stockman  
Planning Secretary Site Review Technical Committee