



PLANNING & DEVELOPMENT DEPARTMENT  
City Hall Annex  
33 Wakefield Street,  
Rochester, New Hampshire 03867-1917  
(603) 335-1338 - Fax (603) 330-0023  
Web Site: [www.rochesternh.net](http://www.rochesternh.net)

**Notice of Decision of Minor Site Review**

<b>Applicant:</b>	Phillip Tewell
<b>Project location:</b>	540 Portland Street
<b>Type of project:</b>	Home Occupation II
<b>Case #</b>	111 – 51 – R1 – 24
<b>Date of decision:</b>	January 24, 2024

Dear Mr. Tewell,

Your application for the proposed Home Occupation II at 540 Portland Street, has been **approved with conditions** by the Minor Site Review Committee. The following conditions shall apply:

- 1) Retail must be by appointment only,
- 2) The floor area of the use can be no larger than 500 sf,
- 3) A sign is allowed but must be unlit, and
- 4) 2hr rating separation is required from a one- and two-family dwelling and a mercantile occupancy.
- 5) Other permits. It is the responsibility of the applicant to obtain all other local, state, and federal permits, licenses, and approvals which may be required as part of this project. Contact the City of Rochester's Building, Zoning and Licensing Department at 332-3508 regarding building permits. Please also contact the City of Rochester Fire Department at 330-7182 to ensure that the proposed building meets all Fire Codes. Finally, please contact the Department of Public Works for any stormwater, sewer, or water permits or fees that are required.

APPEAL PROCESS: Pursuant to RSA 677:15, an aggrieved party may appeal this decision to the Strafford County Superior Court within 30 days of the date the Board voted to approve or disapprove the application, or to the ZBA pursuant to RSA 676:5, III within 30 days of the date the Board made its decision.

Thank you for working with City Staff through this process. If you have any questions, please contact the Planning Department (603-335-1338).

Sincerely,

  
Shanna B. Saunders  
Director, Planning and Community Development

cc: File  
SP-24-1