

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, December 14, 2021**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Dennis Ciotti (Councilor), Hayley Harmon (Vice Chair), Dave White, Kyle Pimental, Frank Torr, Tom Clark, Dave Landry, Mark Speidel, Erinn Reville (Alternate)

Members Not Present (excused): Jackie Walker (Alternate), Steph George (Alternate)

Members Not Present (un-excused): None

Staff Present: Donna Benton, City Planner

The Chair called the meeting to order at 7:00 p.m.

1. CITIZENS' FORUM

Citizens Forum Open.

The Chair read a letter from Christopher Parker of Fourth St thanking D. Ciotti for his time on the Planning Board and City Council.

Citizens Forum Closed.

2. APPROVAL OF THE PRIOR MINUTES

November 9, 2021 Regular Meeting Minutes

Motion: F. Torr moved to approve the minutes as submitted. Seconded by D. White. Vote: U/A

3. OLD BUSINESS

- A. Consideration and possible vote of a Minor Subdivision for Dahn H. & Norma M. Tibbett, (Owner: Jahn H. & Susan G. Janetos), Assessor's Map N, Lot 13, zoned R-40, located at Oak Street. (1 new lot) *(P21-78)

Motion: F. Torr moved to remove this item from the table. Seconded by: D. Ciotti. Vote: U/A

D. Benton noted the Board accepted this item at their last meeting when a question about the utility easement was asked shedding light on the fact that a lot line needed to change and the Board then tabled the item. Staff have since received updated plans which can be found in the Board member's packets. The revised request has provided the necessary information to eliminate the need for two of the three previously requested waivers, leaving the topographic survey as the only waiver request for this application.

K. McEneaney, McEneaney Survey represented the application and commented that the plan has been revised since the last meeting correcting the lot line issue. They also corrected an incorrect abutter owner name and removed two of their waiver requests. They have no issues with the staff proposed conditions for approval.

Public Hearing Opened

No one spoke. No calls or emails were received.

Public Hearing Closed

D. Ciotti confirmed with the applicant that all parties are satisfied with the revised plan.

STAFF RECOMMENDATION:

Section 157-51 of the Land Subdivision Regulations state the "Planning Board may waive specific provisions of these regulations. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that: (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or



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(2) Specific circumstances relative to the subdivision, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.”

Staff believe criterion 1 has been met as the smaller lot does not can show the minimum lot size is possible without steep slopes.

STAFF RECOMMENDATION-Waiver:

The Planning Department recommends the Planning Board vote to grant the waiver with the following conditions:

1. Add a note that any further subdivision of N-13-1 will require a full survey, and reference to the US Geological Survey and not LIDAR.
2. Add a note to the plat that the Board granted a waiver to Chapter 157-28.B (11) (topo survey) and that the Board found the criteria of Chapter 157-51.A have been met.

Motion: F. Torr moved to approve the waiver with conditions, as the request is consistent with the regulations. Seconded by D. White. Vote: U/A.

STAFF RECOMMENDATION-Minor Subdivision:

The Planning Department recommends that the Planning Board vote to approve the application with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The applicant shall revise the current use map provided to the satisfaction of the City Assessor.
2. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - a. The signature and stamp of LLS
 - b. The owner's signatures for recording at Strafford County Registry of Deeds.
 - c. Maintain a 2”X2” box for the Dover Planning Board approval stamp

Motion: F. Torr moved to approve the Minor Subdivision with conditions. D. White seconded. Vote: U/A

B. NEW BUSINESS

- A. Consideration and acceptance of a Minor Lot Line Adjustment for Settlement on 6th LLC and Karen Ewer Gray, Assessor's Map B, Lots 5 & 4-M, zoned R-40, located at 574 Sixth Street. *(P21-86)

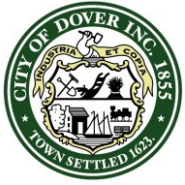
D. Benton noted that the Planning Board conditionally approved a subdivision/TDR project for this lot at the last meeting and one of the conditions of approval was for the lot line adjustment plan which was included in the November packet be approved by the Planning Board to remediate the existing shed encroachment. The applicant is here tonight to answer any questions.

Christopher Berry, Berry Surveying and Engineering represented the applicant and noted the proposal is to move the lot line so the encroachments are on the subject parcel.

Motion: F. Torr moved to accept the application and noted that this is not a development of regional impact. Seconded by D. White. Vote: U/A

Public Hearing Opened

No one spoke. No calls or emails were received.



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Public Hearing Closed

STAFF RECOMMENDATION:

Chapter 157-17 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board to accept the application, open the public hearing, and vote to approve the application with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - a. The signature and stamp of LLS and CWS
 - b. The owners' signatures for recording at Strafford County Registry of Deeds.
 - c. Revising the Planning File #P21-86
 - d. Add common note 12

Motion: T. Clark moved to approve the Minor Lot Line Adjustment with conditions, as the request is consistent with the regulations. Seconded by H. Harmon. Vote: U/A.

B. Consideration and acceptance of a Minor Lot Line Adjustment for Tyler & Jessica Foster, (Owners: Arch Street Dover, LLC. & Tyler & Jessica Foster), Assessor's Map 11, Lots 13 & 14, zoned R-12, and located at Arch Street & 20 Arch Street. (2 lots) *(P21-83)

D. Benton noted the applicant is requesting to move about 2.08 acres from the vacant lot to the house lot off of Arch Street. As a lot line adjustment this did not go before the TRC.

Christopher Berry, Berry Surveying and Engineering represented the applicant noting to the intent to increase the area around the home lot.

D. Ciotti inquired why the lot contains a narrow, long piece of land. Mr. Berry noted there is another transaction potentially underway which requires the lot to be 10 acres. This narrow piece of land allows the 10 acres and provides access to the abutting piece. The owners have started a community garden on the 10-acre lot and want to retain access to that.

Motion: F. Torr moved to accept the application and noted that this is not a development of regional impact. Seconded by T. Clark. Vote: U/A

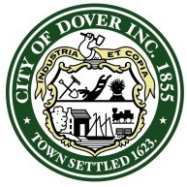
Public Hearing Opened

Bruce Wilson, member of HOA of Washington Highlands asked if this is the appropriate time to find out the intended use for the conservation area.

No calls or emails were received.

Public Hearing Closed

Mr. Berry noted it is difficult to answer Mr. Wilson's question at this time because the information is not yet public. The applicants are making the 10-acre lot less developable and aim to conserve the property.



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D. Benton noted there was an agenda item on Conservation Commission meeting to purchase this property. The exact use is not yet known.

STAFF RECOMMENDATION:

Chapter 157-17 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations. The Planning Department recommends the Planning Board vote to approve the application with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - e. The signature and stamp of LLS
 - f. The owners' signatures for recording at Strafford County Registry of Deeds.
 - g. Revising the Planning File #21-83

Motion: T. Clark moved to approve the Minor Lot Line Adjustment with conditions, as the request is consistent with the regulations. Seconded by D. Ciotti. Vote: U/A.

- C. Consideration and acceptance of a Minor Lot Line Adjustment for the Gregory A Patch and Lisa M. Patch Family Revocable Trust of 2020, Assessor's Map 39, Lots 64, 64-1 & 64-2, zoned Gateway, located at 31 New Rochester Road & Lake Street. *(P21-82)

D. Benton noted that the applicant is requesting to adjust the lot lines between three lots. Tract A moves 728 s.f. from lot 64-1 to lot 64. Tract B moves 250 s.f. from lot 64-2 to lot 64-1 and Tract C moves 645 s.f. from parcel 64-2 to lot 64. All lots remain conforming as there is not a minimum lot size or frontage in the Gateway District. As a Lot Line Adjustment, this application did not appear before the TRC.

K. McEneaney, McEneaney Survey represented the application. There will be an access easement from Lake St for 39-64-1.

Motion: F. Torr moved to accept the application and noted that this is not a development of regional impact. Seconded by T. Clark. Vote: U/A

Public Hearing Opened

No calls or emails were received.

Public Hearing Closed

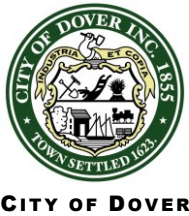
STAFF RECOMMENDATION:

Chapter 157-17 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

The Planning vote to approve the application with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:



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- a. The signature and stamp of LLS
- b. The owners' signatures for recording at Strafford County Registry of Deeds.
- c. Revising the Planning File #P21-82
- d. Add common notes 5 (SCRD) and 12 (serviced by).

Motion: D. Ciotti moved to approve the Minor Lot Line Adjustment with conditions, as the request is consistent with the regulations. Seconded by D. White.

- D. Consideration and acceptance of an amendment to conditions of approval for a Conditionally Approved Site plan for One First Street, LLC, Assessor's Map 6, Lot 20, zoned CBD-General, located at 1 First Street. (Proposal is to move two conditions of approval to be before Building Permit rather than signed plans. *(P21-30A)

D. Benton noted that this project is located at the former court house between First and Second Streets that the Planning Board conditionally approved in August. As the applicant has worked with staff to address the conditions of approval, two topics have proven more timely than expected. The first being whether a generator is required and if so, where it would be located. The second being the easement plan and draft easement deed which the applicant has started with the city but surveyor's schedules are very busy right now. Moving these conditions of approval to "Prior to Building Permit" would allow the applicant to get the plans signed by the Planning Board Chair and to submit for a foundation permit.

Motion: D. White moved to accept the application and noted that this is not a development of regional impact. Seconded by D. Ciotti. Vote: U/A

Public Hearing Opened

No calls or emails were received.

Public Hearing Closed

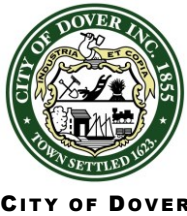
STAFF RECOMMENDATION:

Chapter 153-4 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. This amendment continues to have the plan be consistent with those regulations.

The Planning Department recommends the Planning Board accept the application for the amendment, open the public hearing, and vote to amend the previous Site Plan approval by moving previous conditions 1b, 2f, and 2g to be "Prior to Issuance of a Building Permit" and an additional condition be added under "Prior to Signing of the Plans" that "Two location options for the proposed generator be added to the plan to the satisfaction of the Building Official." Staff also recommends amending the previous decision letter with these updates.

Motion: T. Clark moved to approve the amendment to the conditions of approval and for the Notice of Decision to be amended to move conditions 1b, 2f, and 2g to be addressed "Prior to Issuance of a Building Permit". Seconded by F. Torr. Vote: U/A

- E. Consideration and acceptance of a Conditional Use Permit for Daka Properties, LLC., (Owner: Little Bay Development, LLC.), Assessor's Map 8, Lot 9, zoned LBW, located at 423 Dover Point Road. (Proposal is to conduct maintenance dredging at a 44-slip marina, replace float guide piles and replace the existing



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bulkhead as well as construct a concrete pad, repair riprap and restore stone fill behind the bulkhead, creating 659 s.f. of Conservation District impacts and 561 s.f. of wetland buffer impacts. *(P21-79)

D. Benton explained that the marina Little Bay Marina needs some maintenance which impacts 659 s.f. of Conservation District impact and 561 s.f. of wetland buffer impact. The Conservation Commission endorsed the CUP application at their November meeting.

Duncan Mellor, CivilWorks NE, represented the application. 98 sq. ft. of the impact is a concrete pad for anchoring the gangway to the marina. 11 sq. ft. of existing riprap will be repaired. There will be 550 sq. ft. of stone fill restoration. Conservation impact is the concrete pad and stone fill.

K. Pimental asked a few questions:

Living shoreline approach is not viable - why is that?

Is sea level rise being addressed?

Mr. Mellor explained the technical answers to these questions.

Is the concrete pad where the previous refueling location was? Yes. Will there be a fueling station there?
No.

Motion: F. Torr moved to accept the application and noted that this is not a development of regional impact. Seconded by D. White. Vote: U/A

Public Hearing Opened

No calls or emails were received.

Public Hearing Closed

STAFF RECOMMENDATION:

The Conservation District ordinances provide for Conditional Use Permits to allow impacts to the Conservation District if standards related to demonstration that the use is essential to the productive use of land, a soil erosion and sedimentation control plan is submitted, state and federal approvals have been applied for, and a written review by the Conservation Commission has been sought.

Staff feels that the applicant considered the criteria and designed the concrete pad, erosion control sock, and use of stone fill resists the movement of the bulkhead.

The Wetlands Protection District ordinance provides for Conditional Use Permits to allow impacts to wetlands and wetland buffers if standards related to demonstration that no practicable alternative exists, impact avoidance was considered, impacts were minimized, and mitigation has been sought.

Staff feels that the applicant reviewed options and due to the shoreline and existing marina, there was no partible alternative for the impacts, which have been minimized. Staff believes this proposal is consistent with the cited standards.

The Planning Department recommends the Planning vote to approve the Conditional Use Permit with the following condition, as the plans meet the standards outlined:

1. Copies of the NHDES Wetlands Dredge and Fill permit, US Army Corps of Engineering, and Natural Heritage Bureau are provided to the Planning Department.



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K. Pimental asked the board if they want to get a second opinion whether a hybrid approach to the living shoreline is something they want to look at. He suggested one person they could reach out to for more information. The Dover City Climate Adaptation Masterplan states these efforts are likely to retain functions of natural systems.

The board began to discuss this and asked Mr. Mellor for his input. Mr. Mellor addressed the issue noting the abutter has a dock and boat and the hybrid may cut into his property.

Motion: D. White moved to grant the Conditional Use Permit with conditions, as the request is consistent with the regulations. Seconded by D. Landry. Vote: U/A

F. Torr commented that there has been a huge improvement with what has been done in that area.

F. Consideration and acceptance of a Site Review for Q, LLC., (Owner: Quality Way, LLC), Assessor's Map D, Lot 11-4, zoned IT, located at Quality Way & Venture Drive. (Proposal is to construct a 7,400 s.f. addition to the existing building to expand their manufacturing and product testing capabilities. The expansion would also include previously approved future additional parking. *(P21-77)

D. Benton noted the applicant is requesting to construct a 7,400 s.f. addition to an existing light manufacturing facility for product testing to total 38,200 s.f. plus an additional 10 parking spaces to the site. The lot is serviced by public water and sewer. The Technical Review Committee most recently reviewed this case on and November 4, 2021. The applicant is requesting one waiver for landscaping and will work on the lighting uniformity ratio to meet the regulations which is a recommended condition of approval rather than seek a waiver.

Jase Gregoire, CivilWorks NE, represented the application.

Motion: F. Torr moved to accept the applications and noted that this is not a development of regional impact. Seconded by T. Clark. Vote: U/A

Public Hearing Opened

No calls or emails were received.

Public Hearing Closed

STAFF RECOMMENDATION-WAIVER:

Section 153-21 of the Land Subdivision Regulations state the "Planning Board may waive specific provisions of these regulations. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that:

- (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or
- (2) Specific circumstances relative to the subdivision, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations."

Staff believe criterion 2 has been met as the existing site is heavily vegetated and the expansion is in the rear of the building.

STAFF RECOMMENDATION Waivers:

The Planning Department recommends the Planning Board vote to grant the waivers with the following condition:



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1. Add a note to the plat that the Board granted a waiver to Chapter 153-14.G)(landscaping) and that the Board found the criteria of Chapter 153-21.A have been met.

D. Ciotti noted he is listed as an abutter to this property, but he has sold that property, so is no longer an abutter.

Motion: T. Clark moved to grant the landscaping waiver and found the criteria of Chapter 153-21.A have been met. Seconded by F. Torr. Vote: U/A

STAFF RECOMMENDATION:

Chapter 153-4 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. This plan is consistent with those regulations. The Planning Department recommends the Planning Board vote to approve the Site Plan with the following conditions:

Conditions to Be Met Prior to the Signing of Plans:

1. Provide Letter to serve from Eversource.
2. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - a. Signature and stamp of PE, LLA, and LLS
 - b. Owner's signature
 - c. Revised lighting plan with allowed uniformity ratio
 - d. To the satisfaction of the Building Official confirm site is designed to meet accessibility requirements.
 - e. Add provided column to zoning note

Conditions to Be Met Prior to any Demolition or Construction Activity:

3. A site construction sign with the contact information for the general contractor must be located and approved by the City Engineer or Assistant City Manager.

Condition to Be Met Prior to Issuance of a Building Permit:

4. Water and sewer investment fees shall be paid at the time of request of service.

Conditions to Be Met Prior to Occupancy:

5. Issuance of a certificate of occupancy.
6. Impact fees shall be paid per the invoice included with the Notice of Decision.
7. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

Motion: T. Clark moved to approve the Site Plan with conditions, as the request is consistent with the regulations. Seconded by D. White. Vote: U/A

The Vice Chair noted Items 4G, H, and I will be heard together.

- G. Consideration and acceptance of a Minor Lot Line Adjustment for Downtown Dover Storage, LLC. & Clayton Randall Living Revocable Trust, Assessor's Map 4, Lots 3 & 5, zoned CBD-General, located at 12 & 14 Broadway. *(P21-52)



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- H. Consideration and acceptance of a Conditional Use Permit for Downtown Dover Storage, LLC., Assessor's Map 4, Lot 5, zoned CBD-General, located at 14 Broadway. (Proposal is to construct a 14,888 sq. ft. 4-story residential building with 24 units with parking and 3,450 s.f. of ground floor retail where the retail space does not meet the required 20% minimum gross floor area). *(P21-51)
- I. I. Consideration and acceptance of a Site Review for Downtown Dover Storage, LLC., Assessor's Map 4, Lot 5, zoned CBD-General, located at 14 Broadway. (Proposal is to construct a 14,888 sq. ft. 4-story residential building with 24 units with parking and 3,450 s.f. of ground floor retail). *(P21-29)

D. Benton noted that the applicant has worked with staff and the TRC for quite some time before bringing the plan before the Board tonight. After reviewing several different concepts, the applicant was able to design a building that met most of the requirements in the Central Business District and will convert an abandoned building in the downtown to a mixed use building and reactivate that lot on Broadway. The Technical Review Committee most recently reviewed this case on August 26 and November 18, 2021. Before the site plan, a lot line adjustment is needed along with a conditional use permit to allow less than the required 20% of non-residential space in the building.

Christopher Raymond, TEC Engineers represented the application.

Motion: F. Torr moved to accept the applications and noted that this is not a development of regional impact. Seconded by T. Clark. Vote: U/A

Public Hearing Opened

One call was received from an abutter regarding parking on the site and the additional 4 street spaces.

Public Hearing Closed

STAFF RECOMMENDATION:

Chapter 157-17 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations. The Planning Department recommends the Planning Board vote to approve the application with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - a. The signature and stamp of LLS
 - b. The owners' signatures for recording at Strafford County Registry of Deeds.
 - c. Revising the Planning File #21-52
 - d. Move notes section up to ensure a 2"x2" blank space in lower right corner
 - e. Add setback and build-to-lines
 - f. Add common notes: 8 and 10
 - g. Add plan titles to reference plans

Motion: D. White moved to approve the Minor Lot Line Adjustment with conditions, as the request is consistent with the regulations. Seconded by D. Landry. Vote: U/A

STAFF RECOMMENDATION:



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Staff feels that the non-residential unit being on the ground floor and along the frontage on Broadway activates this lot in the intended way and supports the issuance of the CUP. The Planning Department recommends the Planning vote to approve the Conditional Use Permit with the following conditions:

Conditions to Be Met Prior to the Issuance of a Conditional Use Permit:

1. The Minor Lot Line Adjustment plan (P21-52) be approved.
2. The site plan (P21-29) be approved.
3. Revise site plan to add note calculating the percentage of non-residential and that the Planning Board issued a Conditional Use Permit to allow for less than the 20% required area to be non-residential.

D. Benton clarified for K. Pimental that 8% of the total building is non-residential. Almost all of their parking is on-site which limits their non-residential locations. Staff prefers this option over other options that were proposed.

Motion: D. White moved to grant the CUP. Seconded by D. Landry. Vote: U/A

STAFF RECOMMENDATION:

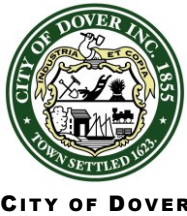
Chapter 153-4 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. This plan is consistent with those regulations.

The Planning Department recommends the Planning Board vote to approve the Site Plan with the following conditions:

Conditions to Be Met Prior to the Signing of Plans:

1. Provide:
 - a. Letter from Licensed Pest Control Specialist regarding if a pest management plan is needed.
 - b. Letter to serve from Eversource.
 - c. Copy of draft cross access easements
 - d. Copy of lease or HOA documents to be reviewed by the Planning Department with consultation by the City Attorney.
2. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - a. Signature and stamp of PE, LLA, and LLS
 - b. Owner's signature
 - c. Provide 2"x2" space on lower right corner of sheet C-7 for Dover's approval stamp
 - d. Add electric vehicle readiness
 - e. Add plan titles to references
 - f. Revise lighting plan add height of fixtures and be signed by a PE.
 - g. Add location of parking meter
 - h. To the satisfaction of the Building Official confirm:
 1. the location of the FDC
 2. accessibility of dumpster
 3. exterior water shut off location

Conditions to Be Met Prior to any Demolition or Construction Activity:



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3. A site construction sign with the contact information for the general contractor must be located and approved by the City Engineer or Assistant City Manager. Site Construction sign shall indicate level of visibility/noise/vibration disturbance anticipated each day.
4. Public art presented to Dover Arts Commission and Planning Staff and added to the site plan.
5. If pest control is required, the plan shall be implemented with proper monitoring.

Condition to Be Met Prior to Issuance of a Building Permit:

6. Water and sewer investment fees shall be paid at the time of request of service.

Conditions to Be Met Prior to Occupancy:

7. Issuance of a certificate of occupancy.
8. Impact fees shall be paid per the invoice included with the Notice of Decision.
9. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.
10. Parking meter installed at expense of the applicant to the satisfaction of the Parking Manager.
11. Public art installed.

K. Pimental asked for clarification where the public art will be on site. D. Benton noted the applicant hasn't met with the Arts Commission yet, so the location isn't yet determined.

M. Speidel asked how many parking spaces are on lot 4-5. There are 30 covered spaces. There will be one spot per unit with 6 visitor spaces.

M. Speidel asked if there is an agreement in place between the owners to ensure there will always be access. Yes, there will be an easement in place.

F. Torr noted this is a great project for this area of town and will be a great improvement there.

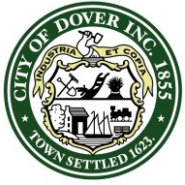
Motion: D. White moved to approve the Site Plan with conditions, as the request is consistent with the regulations. Seconded by D. Ciotti. Vote: U/A

5. STAFF COMMENTS

- D. Benton updated the Board on:
 - The only TRC since the last meeting was November 18th which was a second TRC for 14 Broadway.
 - The one applicant staff has offered the Assistant City Planner job to accepted and will be starting in early January. The other opening is on hold for now.
 - There won't be an in-person meet and greet in January so both January meetings will have new business as well as the goal setting and officer elections on the 11th.
 - Big thanks to Dennis for all of his time and effort volunteering this many years on the Planning Board and City Council. He's been a leader on the Board and will certainly be missed.
 - D. Benton wished them all happy holidays.

6. MEMBER COMMENTS

- F. Torr agreed with C. Parker and D. Benton in thanking D. Ciotti for his service to Dover.
- The Chair signed the site plans for 54 Back River Road and a lot line adjustment for Dover NH Car Wash LLC
- G. Cruikshank also thanked D. Ciotti for his time on the Planning Board.



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Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, December 14, 2021**
Meeting Time: **7:00 pm**

- M. Speidel also thanked D. Ciotti and thanked G. Cruikshank for the job she does as Chair. She makes it look easy and it is not an easy job.

7. ADJOURNMENT

Motion: D. Ciotti moved to adjourn at 8:10pm. Seconded by F. Torr. Vote: U/A