



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, September 27, 2022**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Hayley Harmon (Vice Chair), Ken Mavrogeorge, Frank Torr, Mark Speidel, Kyle Pimental, Fergus Cullen (Councilor), George DeBoer (Alternate) and Jon Elliard (Alternate)

Members Not Present (excused): Erinn Kaspari, Tom Clark

Members Not Present (un-excused):

Staff Present: Donna Benton, Director of Planning and Development

G. Cruikshank called the meeting to order at 7 p.m. and announced George DeBoer would sit for Tom Clark and Jon Elliard would sit for Erinn Kaspari.

1. CITIZENS' FORUM

Citizens Forum Open

Jake Banaian, 11 Quail Dr spoke about the Conservation Commission and their duties, drought conditions, hours of operation, the zoning changes to the neighborhood, vegetation buffers, security, and phase II plans.

Douglas Porter, 29 Quail Dr shares the concerns expressed by Mr. Banaian. He spoke about the land as wetlands before it was zoned industrial. No one in the neighborhood expected a project to go in at that location due to the wetlands. He is concerned about property value, nearness of the structure to the homes and phase II. He encouraged more wetlands research.

Nevin Brown, 7 Quail Dr thanked the board for doing the site walk. He is in solidarity with his neighbors and is interested in what phase II will include.

Barbara Civiello, 3 Quail Dr is concerned about the slippery slope of these zoning changes. She is concerned about the wetlands. She and the other neighbors have come before boards to speak before. She requests the board discuss what will happen to this parcel of land and the adjacent land.

Kathleen Colitti, 12 Quail Dr explained she moved to that area of town in 1994 because it was a rural neighborhood. She was not in favor of the zoning change to allow for these development proposals. She is concerned about the wetlands and why this facility has to come to this neighborhood when they have land available at their property down the street.

Kerryellen Vroman, 24 Quail Dr agrees with her neighbors' concerns. She spoke about the neighborhood being changed over the years. This development needs to be looked at in the context of what comes next and what is coming on Quality Way in the future. She is concerned about the wetlands – she walked it and it is wet the whole way through.

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

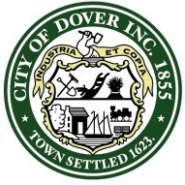
September 13, 2022 Regular Meeting Minutes

Motion: F. Torr moved to approve the minutes as amended. Seconded by K. Mavrogeorge. Vote: U/A

3. OLD BUSINESS

The Vice Chair noted Items 3A, B, and C will be heard together.

- A.** Public hearing and possible vote of a Conditional Use Permit for Storage Barn, LLC, (Owners: TSB Properties, LLC) Assessor's Map D, Lot 12-2, zoned IT, located at Production Drive. (Proposal is to allow Self-Storage Use in the IT District.) *(P22-66/COND-2022-0018)



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B. Public hearing and possible vote of a Conditional Use Permit for Storage Barn, LLC, (Owners: TSB Properties, LLC) Assessor's Map D, Lot 12-2, zoned IT, located at Production Drive. (Proposal is to allow 10,310 sf of wetland buffer impact.) *(P22-51/COND-2022-0003)

C. Public hearing and possible vote of a Site Review for Storage Barn, LLC, (Owners: TSB Properties, LLC) Assessor's Map D, Lot 12-2, zoned IT, located at Production Drive. (Proposal is to construct five (5) storage buildings totaling 12,000 sf) *(P22-50/SITE-2022-0004)

Motion: F. Cullen voted to remove all three items from the table. Seconded by: F. Torr. Vote: U/A

D. Benton reminded the Board and public that these items were tabled at the previous meeting to hold a site walk. She recapped the site walk and confirmed this application was submitted before the amendments were posted for this district.

D. Benton addressed public comment:

- Conservation Commission
- Hours of operation
- Adjacent lot is in front of TRC currently and information is available to the public about the project
- Though staff does try to keep a master view, each project does, by law, need to be addressed individually with the board as they are separate parcels with separate ownership.

Steve Haight, CivilWorks NE represented the application noting regulations are met. No wetlands are going to be affected by being filled for this project. There is no phase II for this project. It is a stand-alone project. All requirements have been met for regulations, intent, zoning, site review and conservation.

Discussion ensued among the board members and applicant.

Jessica Smith, owner explained the reason for 24-hour service is mostly to accommodate their contractor clients who come at 5am and load up their equipment for the day. There are quiet hours in place to prevent full move-ins in the middle of the night without prior approval.

She commented that this is a pretty low-intensity use. This property is zoned industrial, and it would be hard to find a less intensive industrial use for the abutters. They also live on site.

She answered follow up questions regarding emergencies, contact information being posted, hours, security.

Steve Haight addressed the project currently being brought for discussion before TRC. It meets all of the requirements for the zone and the use would be manufacturing or warehouse.

He addressed the proposed storm water management system that's within the wetland buffer.

He noted the applicant is willing to add the arborvitae on the west edge.

STAFF RECOMMENDATION-USE CUP:

The Zoning Table for IT indicates a CUP can be granted to allow SELF-STORAGE USE if certain criteria are met including:

- The minimum front SETBACK shall be double the SETBACKs required in the district.
- Any storage unit BUILDING visible from the STREET shall be located to be perpendicular to the STREET, with no storage unit doors facing the STREET.
- The architectural design standards of Chapter 149-14L (8) (b) shall be adhered to.



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The Planning Department Staff finds that the proposed development conforms to all applicable CUP standards of the Zoning Ordinance for the IT District.

The Planning Department recommends that the Planning Board vote to approve the Conditional Use Permit with the following subsequent conditions:

Subsequent Conditions to Be Met Prior to Signing of the Plans:

1. Approval of CUP for wetland buffer impacts (P22-51) & Site Plan (P22-50);
2. A note be added to the plan the Planning Board granted the CUP for Self Service Storage Use (P22-66) in the IT District, and
3. A Development Agreement be entered between the applicant and the Planning Board and recording at the SCRD.
4. A note be added to the plan that emergency phone number be posted and visible on site.

Motion: F. Torr moved to approve the Conditional Use Permit with the recommended conditions and finds it meets the criteria outlined. Seconded by K. Mavrogeorge. Vote: U/A

STAFF RECOMMENDATION-ENVIRONMENTAL CUP:

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 existing site conditions there were no additional design alternatives for the impacts, which have been minimized. Staff believes this proposal is consistent with the cited standards.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board vote to approve the Conditional Use Permit with the following subsequent conditions:

Subsequent Conditions to Be Met Prior to Issuance of the Conditional Permit:

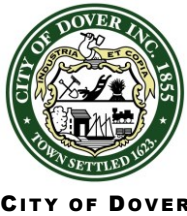
1. Approval of Use CUP(P22-66) & Site Plan (P22-50);
2. Add the following notes to the plan:
 - 2.1. The Planning Board Granted the P22-51 CUP for Impact to a Wetland Buffer;
 - 2.2. The conditional use approval shall apply only to the project specified at the time of approval and shall not be transferable to a different project; and
 - 2.3. Indicate snow storage be located in a way that the snowmelt is directed into the deep sump catch basins with applicable signage onsite.

Motion: M. Speidel moved to approve the Conditional Use Permit with the recommended conditions and further found that the application met the criteria outlined. Seconded by F. Torr. Vote: U/A

STAFF RECOMMENDATION: SITE PLAN

§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 that the Planning vote to approve the Site Plan with the following subsequent conditions, as the plans meet the standards outlined:



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Subsequent Conditions to Be Met Prior to Signing of the Plans:

1. Approval of P22-66 & P22-51;
2. Revise plan and resubmit for Final Planning Board signature with the following revisions:
 - 2.1. Add owner's signature; and
 - 2.2. Add LLS, PE, and CWS stamps and signatures to Plan Set.
 - 2.3. Add deer resistant arborvitae along northern edge of pavement and building 1

Subsequent Conditions to Be Met Prior to Construction:

3. A site construction sign with the contact information for the general contractor must be displayed in a location approved by the City Engineer or Planning Director; and
4. A pre-construction conference is held with representatives from the site excavation firm, Engineering Office, Planning Department, and Inspection Services.

Subsequent Conditions to Be Met Prior to Building Permit:

5. Payment of the water investment fees at time or request of service;

Subsequent Conditions to Be Met Prior to Occupancy:

6. Issuance of Certificate of Occupancy;
7. Payment of Impact Fees as noted in the invoice attached to the Decision Letter; and
8. Surety or other form of security acceptable to the City is provide for any unfinished work.

Motion: K. Pimental moved to approve the Site Plan with the recommended conditions and further found that all applicable regulations and legal standards have been met. Seconded by F. Torr. Vote: U/A

4. NEW BUSINESS

- A.** Consideration and acceptance of a Conditional Use Permit for Public Service Company of New Hampshire, d/b/a Eversource Energy, Assessor's Map 24, Lot 132 & Map 25, Lots 43B & 80, zoned Gateway & R-12 and R-40, located in the utility ROW between Oak Street & Atlantic Avenue. (Proposal is to replace six deficient wooden utility poles creating 2,100 sf of temporary wetland impact and 14,900 sf of temporary impact to wetland buffers within the Wetlands Protection & Conservation Districts).
*(P22-67/COND-2022-0028)

D. Benton introduced the Conditional Use Permit (CUP) request to permit 2,100 sf of temporary wetland impact and 14,900 sf of temporary impact to wetland buffers within the Wetlands Protection & Conservation Districts in order to replace deficient wooden utility poles in the Utility ROW. The wetland and wetland buffer impacts will be temporary impacts in order to position equipment and machinery to replace the existing structures.

She stated this CUP permit application was endorsed by the Conservation Commission at their September 12, 2022 meeting

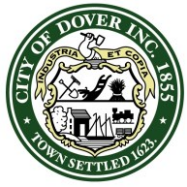
Kris Wilkes, VHB represented the proposed application.

Motion: F. Torr moved to accept and declared no regional impact. Seconded by M. Speidel. Vote: U/A.

Public hearing opened.

No one spoke

Public hearing closed.



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STAFF RECOMMENDATION:

The Wetlands Protection District ordinance §170.27.1.F. 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.

The Conservation District Ordinance §170.27.C.(1) provides for Conditional Use Permits for "...utility rights-of-way, communications equipment, easements, including power lines and pipe lines, if essential to the productive use of land not so zoned and if so located and constructed as to minimize any detrimental impact of such uses upon the wetlands or other environmentally sensitive areas, where it is physically impossible to locate such ways over land not so zoned. ...".

Planning staff feels that the applicant considered the criteria and attempted to create minimal wetlands disturbance on the site. The applicant's detailed CUP application clearly demonstrates the understanding of the requirements and compliance to the criteria of §170-27.F.(1)(a)-(e) as well as, §170.27.C.

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

Subsequent Conditions to be Met Prior to Issuance of Conditional Use Permit:

1. Copies of the NHDES Permit be submitted to the Planning Department and added to the plan set coversheet; and
2. Add the following notes and items to the final plan set:
 - 2.1. Utility Easement Holders:
Name
Street address
Municipality, State, Zip Code

Authorized Signature;
 - 2.2. The limits of construction disturbance that are located in or within the 50 ft. of Conservation and Wetland Districts shall be staked, flagged and clearly identified prior any earth disturbing activity occurs;
 - 2.3. File # (P22-67) to all sheets;
 - 2.4. The following federal and state permits have been issued for the subject property: (*List permit type, number and date of issuance.*);
 - 2.5. Applicant shall complete Land Use Development Tracking Form, most recently revised version, utilizing the online Pollution Tracking and Accounting Pilot Project (PTAPP) portal.
<https://www.unh.edu/unhsc/ptapp> and provide proof to the Planning Department; and
 - 2.6. Provide 2" x 2" blank area for Planning Board Approval stamp in the lower right corner.

Motion: M. Speidel moved to approve the Conditional Use Permit with subsequent recommended conditions and to further find in support that all applicable regulations and legal standards have been met based off the presentation by the applicant. Seconded by J. Ellliard. Vote: U/A

- B.** Consideration and acceptance of a Minor Subdivision for Jahn H. & Susan G. Janetos, Assessor's Map N, Lot 13-F, zoned R-40, located at Gulf Road & Oak Street. (2 new lots) *(P22-68/SUBM-2022-0004)



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D. Benton introduced the proposal to subdivide Assessor's Map N, Lot 13-F, a 12.53 ± acre parcel into three (3) lots. The lots front on Gulf Road but it is proposed that lots 13-F-1 & 2 will access the lots through a 30' access & utility easement to avoid wetland impact. Lot 13-F will use Gulf Road for access through an existing driveway. The lots are proposed to be serviced by municipal water and on-site individual wastewater treatment systems. However, staff feels there may be a future option to tie into public sewer. As a minor subdivision, this application did not appear before the TRC.

Kevin McEneaney, McEneaney Survey represented the application and explained the details.

This is a frontage subdivision- all parcels have frontage on existing city roads.

Lot 13-F will be 1.53 ac and access off Gulf rd from an existing driveway.

Lot 13-F-1 will be 2.13 ac and will be accessed off Oak st via an existing 30' utility easement.

Lot 13-F-2 will be 8.87 ac and will be accessed off Oak st via an existing 30' utility easement.

He explained the City sewer system is not available from Gulf rd. Some discussion ensued among the board, Mr. McEneaney and Mr. Haight regarding sewer locations.

Motion: F. Torr moved to accept and declared no regional impact. Seconded by M. Speidel. Vote: U/A.

Public hearing opened.

D. Benton read into the record three emails received today to the office:

- Michael Day, 104 Gulf Rd
- George Heilshorn, 108 Gulf Rd
- Dahn Tibbett, Gulf Rd

Public hearing closed.

D. Benton addressed public comment:

- Access/easement
- 2018 distance/ building permit
- Complaint form was sent to the state so they can address if needed.
- Wetlands

Mr. McEneaney addressed public comment:

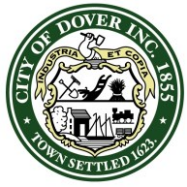
- Frontage
- Wetlands
- Addresses

K. Pimental pointed out an error in the floodplain note that should be edited. The change will be made.

STAFF RECOMMENDATION:

The plan is consistent with §157-15 of the City of Dover's Land Subdivision Regulations, which provides for subdivision of existing lots.

The Planning Department recommends that the Planning Board vote approve the minor subdivision with the following subsequent conditions:



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Subsequent Conditions to Be Met Prior to Signing of Plans:

1. Provide a stamped memo from a PE or CWS that the each lot has sufficient area and soil types to support individual wastewater treatment systems as described in §157-41 or provide a copy of the NHDES Subdivision Permit; and
2. Provide physical and digital copies (including CAD) of complete plan set for recording at Strafford County Registry of Deeds, which additionally shall include:
 - 2.1. The owners' signatures;
 - 2.2. Include the Planning File #P22-68;
 - 2.3. The stamp and signature of the CWS and LLS on the final plans
 - 2.4. Revision of Note 9.) on Subdivision plan to "Wetlands were delineated by Damon E. Burt, Certified Wetlands Scientist, Certification Number 163, in accordance with Chapter 170-27.1 of the Zoning Ordinance, on August 8, 2021.";
 - 2.5. Add "This property falls within the following zoning overlay districts: Wetlands Protection District." To Subdivision Plan Note 5; and
 - 2.6. Add note stating "The installation of electric power, cable television and telephone lines shall be underground throughout the site for which development is proposed. Subdivision plans shall show any easements for these services."
 - 2.7. Revise note 6 on plan regarding Flood Hazard Areas

Motion: M. Speidel moved to approve the Minor Subdivision with subsequent recommended conditions and to further find in support that all applicable regulations and legal standards have been met based off the presentation by the applicant. Seconded by G. DeBoer. Vote: U/A

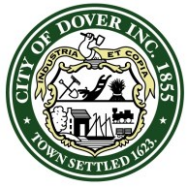
The Vice Chair noted Items 4C and D will be heard together.

- C. Consideration and acceptance of a Conditional Use Permit for Weave Filtration, LLC, (Owners: DBIDA) Assessor's Map D, Lot 11-7, zoned IT, located at Quality Way. (Proposal is for the construction of a 23,125 sf building creating 5,075 sf of wetland buffer impact mostly associated with the grading and drainage). *(P22-48/COND-2022-0002)
- D. Consideration and acceptance of a Site Review for Weave Filtration, LLC., (Owner: DBIDA) Assessor's Map D, Lot 11-7, zoned IT, located at Quality Way. (Proposal is to construct a 23,125 sf building for manufacturing with office space) *(P22-47-SITE-2022-0003)

D. Benton introduced the proposed development for a proposed 23,125 sf light manufacturing facility / office building with associated parking on Quality Way. The development will be serviced by municipal water and sewer. This lot was created through the TDR Ordinance §170.27.2. This application was most recently before the Technical Review Committee on August 18, 2022.

A Conditional Use Permit (CUP) is requested for wetland buffer impact a total of 5,075 sf. The impact is primarily for the associated grading (2,957 sf), drainage (1,800 sf), pavement (285 sf), and the building (33 sf). This CUP permit application was endorsed by the Conservation Commission at their September 12, 2022 meeting (draft minutes attached), with the request that the Planning Board "...receive indication that vernal pools were looked for and that the existing functions and values of the wetlands will not be impaired." Staff has since received a letter from Damon Burt, certified wetlands scientist that no vernal pools or potential vernal pools were noted.

The proposed development is requesting three waivers of the City's development regulations.



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The waiver request is to allow two driveways for access to the site and allow them to be approximately 90 feet apart, a waiver request is to allow parking in the front of the building, and to allow through TDR the parking to be within 17.5 feet of the property line.

Joseph Griffin, Civilworks, presented the applications.

Motion: F. Torr moved to accept and declared no regional impact for both applications. Seconded by M. Speidel. Vote: U/A.

Public hearing opened.

Douglas Porter, 29 Quail posed a few questions about the project including distance of disturbance from his property line, where the parking lot is, concerned about light pollution, noise level, is there hazardous material and how is it disposed of, traffic and hours of operation.

Barbara Civiello, 3 Quail is concerned about the impact to the Quail Dr neighborhood, wetlands, buffers and zones. She asked some process questions for the board in relation to Conservation Commission and state approvals and how that relates to Planning Board.

Jake Banaian, 11 Quail is concerned about Quail Dr being hit from all sides by these commercial projects. He mentioned events of 2016 and comments from City officials claiming the land would not be developed. He is not pleased with the City of Dover prospering at the residents' expense.

Public hearing closed.

Mr. Griffin addressed public comment:

- From the lot line, the closest building is 240'. The closest residence is 400' from the building.
- Approx. 30 employees
- No hazardous materials onsite- producing water filtration devices.
- Anticipating two shifts of operation
- Lighting has been minimized per City recommendation. Added a couple lights to the back of the warehouse along the property line. All lighting is dark-sky/ pointed down.
- He explained the layout of the site plan including parking areas.
- Trucks would be expected between 8am-8pm, but usually during the day.

D. Benton addressed public comment:

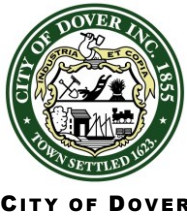
- Conservation Commission endorses applications, sometimes with conditions. Those minutes are shared with the Planning Board along with application materials. The Planning Board is the entity to vote on the approval of the Conditional Use Permit.

F. Cullen asked about the timeline. Ideally permitting will be completed by spring and work would begin.

STAFF RECOMMENDATION: CUP

The Wetlands Protection District ordinance §170.27.1.F. 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.

Planning Staff feels that the applicant considered the criteria and attempted to create minimal wetland/wetland buffer disturbance on the site.



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The Planning Department recommends that the Planning Board vote to approve the Conditional Use Permit with the following subsequent conditions, as the plans meet the standards outlined.

Subsequent Conditions to be Met Prior to Issuance of Conditional Use Permit:

1. Site Plan (P22-47) be approved;
2. Copies of the NHDES Permit be submitted to the Planning Department and added to the plan set coversheet; and
3. A note be added to the Site Plan (P22-47) stating the Planning Board conditionally approved the Conditional Use Permit (P22-48) on September 27, 2022.

Motion: K. Pimental moved to approve the Conditional Use Permit with subsequent recommended conditions and to further find in support that all applicable regulations and legal standards have been met based off the presentation by the applicant. Seconded by H. Harmon. Vote: U/A

STAFF RECOMMENDATION - Waivers/Relief:

Section 153-21 of the Site Plan Review Regulations states 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:

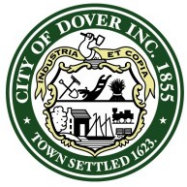
- (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or
- (2) Specific circumstances relative to the subdivision, or conditions of the land in such site plan, indicate that the waiver will properly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

Planning Staff believes that waivers identified as #1 & #2 above meet both standards above as presented in the applicant's waiver request narrative. The location of the property at the end of a cul-de-sac creates unique site characteristics and granting these waivers will not create unsafe conditions and be in general conformance with the Site Review Regulations and intent.

Regarding Waiver request #3, Section 170-27.2.F.(4) of the Zoning Ordinance states "SETBACKs for parking, paved areas, and BUILDINGs may be waived by the PLANNING BOARD, and be consistent with the intent to promote intensive development of suitable development sites. Notwithstanding, BUILDINGs shall be at least one hundred fifty (150) feet from residential STRUCTUREs that exist on the date of enactment of the IT and CM Zoning districts, and seventy five (75) feet from the LOT LINE of a disagreeing residential ABUTTER."

The area where the applicant seeks relief from the parking standard of the IT District is well in excess of 150 feet from any residential structure. Planning Staff believes that the small relief request to locate parking 7.5 feet closer than allowed in the IT District is consistent with the intent of the TDR to accommodate intensive development on suitable lands and the general intent of the IT District with no negative impact to the aesthetic quality of the IT District.

The Planning Department recommends that the Planning vote to grant the waivers with the following subsequent conditions:



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Subsequent Conditions to be Met Prior to the Signing of the Plans:

1. Add a note that the Planning Board approved waivers for: (1) §153-14.H.(1) – to allow two (2) driveways; (2) §153-15. C.; and (3) to allow front of building parking area (IT); and have found the criteria of Chapter 153-21.A. have been met; and
2. Add a note that the Planning Board approved a waiver for §170-12.09 * Parking Setback to allow a parking area within 17.5 feet of the lot line through the Industrial TDR provision of 170-27.2.F.(4).

K. Pimental wondered if there is a concern of allowing two driveways here and potentially two more at the next lot therefore having four driveways at one cul-de-sac area.

Mr. Griffin noted factors for driveway placement are speed and sight lines. This is essentially a dead end, so speeds are decreasing, and sight lines are good.

Mr. Haight noted they've done a few concepts for DBIDA and it's likely an extension will come off the cul-de-sac and additional driveways would come off the extension.

K. Pimental asked if there is a maintenance plan for the porous pavement. Yes, and there will be signs.

Motion: F. Torr moved to approve the waiver with the recommended condition and further finds it meets criteria outlined. Seconded by K. Mavrogeorge. Vote: U/A

STAFF RECOMMENDATION – Site Plan:

§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.

§153-14.J.(2) requires easements for future connection between parcels unless the Planning Board finds per §153-14.J.(3) the requirement is not feasible. The applicant provided rationale for the Planning Board to find the interconnection is not feasible due to wetland/wetland buffer impact, topography, and the fact industrial type uses are unlikely to attract the same user during their trip. The City Engineer provided a written note that the western side would not be feasible but the eastern side could connect in the future if an emergency access is needed so there is a recommended condition to add a note to the plan.

The Planning Department recommends that the Planning Board vote to approve the Site Plan with the following subsequent conditions, as the plans meet the standards outlined:

Subsequent Conditions to Be Met Prior to Signing of the Plans:

1. Approval of Conditional Use Permit (P22-48);
2. Revise plan and resubmit for Final Planning Board signature with the following additions:
 - 2.1. A note stating "An easement can be provided for a possible future connection to the adjacent lot if deemed necessary for emergency vehicle access to the adjacent lot.";
 - 2.2. A note stating "Any deed related items to the transfer of the property be reviewed by the City Attorney while still owned by DBIDA.";
 - 2.3. Screening of mechanicals;
 - 2.4. A note detailing the porous pavement maintenance requirements;
 - 2.5. Owner's signature; and
 - 2.6. All LLS, LA, PE and CWS stamps and signatures to Final Plan Set.

Subsequent Conditions to Be Met Prior to Construction:

3. A site construction sign with the contact information for the general contractor must be displayed in a location approved by the City Engineer or Planning Director.



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Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, September 27, 2022**
Meeting Time: **7:00 pm**

Subsequent Conditions to Be Met Prior to Building Permit:

4. Payment of the water and sewer investment fees at time or request of service.

Subsequent Conditions to Be Met Prior to Occupancy:

5. Issuance of Certificate of Occupancy;
6. Payment of Impact Fees as noted in the invoice attached to the Decision Letter; and
7. Surety or other form of security acceptable to the City is provided for any unfinished work.

Motion: M. Speidel moved to approve the Site Plan with subsequent recommended conditions and to further find in support that all applicable regulations and legal standards have been met based off the presentation by the applicant. Seconded by J. Elliard. Vote: U/A

- E. Discussion and public hearing on the City's proposed Capital Improvements (CIP) FY 2024-2029. The CIP can be found on the City Web Site at www.dover.nh.gov and in the Library, City Clerk's office, and the Planning Department. *

D. Benton noted this is the first of two public hearings and she is happy to answer any questions the Board has. The book is available online as well as the video outline.

The board members asked specific questions and made suggestions about items in the CIP document.

K. Pimental sees many CIP plans and Dover's is one of the best.

Public hearing opened.

No one spoke

Public hearing closed.

5. STAFF COMMENTS

- Rachel Blonigen will be starting Planning Office Assistant Position job offer next week. Rachel has been the Assessing Technician with the City for approximately six (6) years and the Planning Department is excited for her addition to the team.
- Vision Chapter Steering Committee kicked off last week
- Apple Harvest Day-we have two booths this year, one right by the TDR bank parking lot for our Community Trail and Vision Chapter and then also at the EV Car Show on St. Thomas St.
- Staff will be reaching out to those on the Gateway subcommittee
- No TRCs held since last meeting.
- No new TRCs currently scheduled, just follow up TRCs.

6. MEMBER COMMENTS

- Kyle Pimental
 - Lafayette trail sign
- Appoint Tess Beem to the Vision Chapter Steering Committee
- Signed plans included:
 - P22-08 - Krystin Ward/Todd Diggins – CUP – 3 Wentworth Terrace

7. ADJOURNMENT

Motion: M. Speidel moved to adjourn at 9:26 pm. Seconded by G. DeBoer. Vote: U/A