



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Mark Speidel, Ken Mavrogeorge, Frank Torr, Tom Clark, Fergus Cullen (Councilor), Kyle Pimental, and Erinn Kaspari

Members Not Present (excused): Hayley Harmon (Vice Chair)

Members Not Present (un-excused): Stephanie George (Alternate)

Staff Present: Donna Benton, Director of Planning and Development; Mike Asciola, City Planner

G. Cruikshank called the meeting to order at 7:00 p.m., noted items New Business B, C, and F will be continued to another meeting. And noted Erinn Kaspari will sit in for Vice Chair Harmon.

1. CITIZENS' FORUM

Citizens Forum Open

No one spoke

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

June 14, 2022 Regular Meeting Minutes

Motion: F. Torr moved to approve the minutes as submitted. Seconded by T. Clark

Vote: All in favor with Pimental abstaining

3. OLD BUSINESS

A. Public hearing to consider amendments to Chapter 170 entitled "Zoning Ordinance" of the code of the City of Dover. Amendments include changes to vehicle refueling and recharging stations and auto service stations, self-storage facilities criteria, rezoning of lots on Fisher St and Rutland St to HR, amending Gateway District Table of Use, replacing sub-grade with "fully below-grade", adding solar/green roof requirements to the C, CM, and IT Districts, and fixing an errant reference in the sign ordinance.

D. Benton noted the board has been looking at these amendments since February and this is the second of three public hearings for public input.

Public hearing opened.

Elizabeth Bratter, 16 St John St commented about drive thru buffers and screening and green roof/solar requirements

Christopher Parker, Deputy City Manager spoke on behalf of the Dover Business Industrial Development Authority and commented that they endorsed these amendments. They also suggest two changes regarding self-storage.

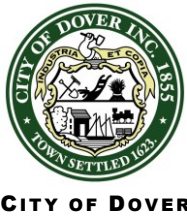
Motion: T. Clark moved to table the public hearing to July 26th. Seconded by: M. Speidel. Vote: U/A

Public hearing tabled.

4. NEW BUSINESS

A. Consideration and possible adoption of the 2022 Community Infrastructure Chapter of the Master Plan.

D. Benton described to the board the updated 2022 Community Infrastructure Master Plan Chapter draft and general process. She thanked the consultant, committee members, and city staff who helped put this



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Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

chapter together. She announced that Liz Kelly from Resilience Planning and Design was here with a brief presentation and to answer any questions.

Motion: F. Cullen voted to adopt the 2022 Facilities and Utilities Chapter of the Master Plan. Seconded by: T. Clark. Vote: U/A

- B.** Consideration and acceptance of a Minor Subdivision for Canney Brook Engineering and Consulting, CBF2 LLC., (Owners: Canney Brook Engineering and Consulting, CBF2 LLC. and Helen F. Preston Revocable Trust of 2009), Assessor's Map K, Lot 6, zoned R-40, located at 105 Middle Road and Back Road. (2 new lots) (P22-09)

Motion: T. Clark moved to continue this item to July 26, 2022. Seconded by: M. Speidel. Vote: U/A

- C.** Consideration and acceptance of a Conditional Use Permit for Unitil Granite State Transmission, Assessor's Map M, Lot 47-C, zoned R-12, located at Gerrish Road. (Proposal is to construct a pipeline inspection equipment station which will impact 3,500 s.f. of wetlands.) *(P22-36)

Motion: F. Torr moved to continue this item to August 23, 2022. Seconded by: M. Speidel. Vote: U/A

- D.** Consideration and acceptance of a Transfer of Development Rights for John P. Warren, Assessor's Map 32, Lot 21, zoned R-12 and located at 16 Prospect Street. (Proposal is to relocate current apartment in rear of house to above a newly constructed garage.) *(P22-40)

D. Benton introduced the proposed project to relocate an apartment in rear of an existing three (3) family residential structure to above a newly constructed detached garage. The applicant requests a TDR unit to allow the unit to be relocated. The request will not create an additional residential unit on the property. This application was not heard by the Technical Review Committee, as it was below the review threshold. Should the applicant wish to create an additional unit rather than move the unit, the Board would need to be clear on that vote tonight.

Jack Warren, owner, represented the application.

Motion: F. Torr moved to accept and declared no regional impact for the application. Seconded by T. Clark. Vote: U/A.

Public hearing opened.

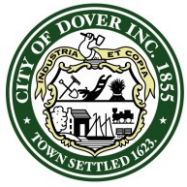
Don Briand, abutter at Washington St supports the application, but is concerned about the displacement of rainwater onto his property due to the new garage.

Catherine Casey, abutter supports the application, but has concerns about parking on the property.

Public hearing closed.

D. Benton addressed public comment.

Mr. Warren addressed the parking and water concerns. K. Mavrogeorge suggested a condition of approval for engineering.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

Consistency with Land Use Regulations

§170-27.2 provides for additional density to be purchased through Transfer of Development Rights. The process allows the applicant to come to the Board with a plan indicating the TDR but does not trigger the need of full site plan review.

The proposed TDR creates no additional units and relocates an existing unit into a newly constructed an accessory structure.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board vote to find the criteria of the TDR ordinance has been met with the following conditions:

Conditions to Be Met Prior to Granting of the TDR:

1. Proposed garage and TDR unit footprint may not exceed the existing multifamily building.
2. Record deed restriction for TDR unit at SCRD to the satisfaction of the Planning Director.
3. Revise plan and resubmit for Final Planning Board signature with:
 - 3.1. Add owner's signature
 - 3.2. Update title to TDR Plan
 - 3.3. Add TDR unit to "proposed" garage
 - 3.4. Add note to the plan that no additional dwelling units may added to the property without review and approval by the Planning Board or Zoning Board.
 - 3.5. One of the existing Certificate of Occupancy be relinquished or Planning Board agree to an extra unit and payment of the TDR fees is provided.
4. Prior to construction, coordinate with engineering office on drainage/stormwater

Motion: F. Torr moved to approve the TDR with the recommended conditions. Seconded by T. Clark.
Vote: U/A

- E. Consideration and acceptance of a Minor Lot Line Adjustment for Northam Survey LLC., (Owners: Carrie & Scott Vaughn and Gabriel P. & Brittany R. Edgar & Paul T. & Susan D. Edgar), Assessor's Map D, Lots 18A & 18P, zoned R-12, located at 101 & 103 Glenwood Avenue. (Between 2 lots) *(P22-42)

D. Benton explained the applicant is before the board requesting to complete a lot line adjustment between two lots, totaling in 3,000± s.f. The lots would still meet the minimum lot area post adjustment, as well as the required frontage. As a Lot Line Adjustment, this application did not appear before the TRC.

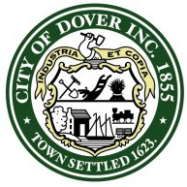
Eric Salovitch, Northam Survey, LLC represented the application explaining that the lot line between the two properties is curved and both owners agree to have it straightened out. One party is interested in selling, and this would make the boundaries clearer for the new owners.

Motion: F. Torr moved to accept and declared no regional impact for the application. Seconded by T. Clark. Vote: U/A.

Public hearing opened.

No one spoke

Public hearing closed.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

Consistency with Land Use Regulations

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 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 for recording at Strafford County Registry of Deeds which additionally shall include:
 - a. Planning File Number P22-42
 - b. Add line of intent as a plan note (Common Note 1)
 - c. Revise references to the satisfaction of the City Assessor
 - d. Revise signature block to be 2" x 2" blank square
 - e. The owner's signatures
 - f. The LLS stamp and signature
 - g. Indicate which lot the tree near new property line is on

As staff started verbally reading the conditions of approval (previously read into record by Surveyor Erik Salovitch), further discussion on the application ensued regarding two questions. Afterwards, the Chair understood there to be an intended motion by F.Torr, or an assumed motion, to approve the lot line adjustment subject to the staff conditions outlined above, seconded by T.Clark.

Motion: Motion to approve the Lot Line Adjustment with the recommended conditions. Seconded by T. Clark. Vote: U/A

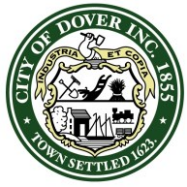
- F. Consideration and acceptance of a Transfer of Developments Rights Request for Scott & Heidi Drapeau & Anthony Sillitta, (Owners: Scott & Heidi Drapeau and Anthony Sillitta), Assessor's Map 35, Lot 1, zoned R-12, located at 77 Sixth Street. (Requesting to purchase 1 new lot) *(P22-43)

Motion: M. Speidel moved to continue this item to July 26, 2022. Seconded by: E. Kaspari. Vote: U/A

- G. Consideration and acceptance of Conditional Use Permit for Jeffrey Loring, Assessor's Map 15, Lot 106, zoned Gateway, located at 132-134 Central Avenue. (Proposal is to remove existing garage and construct a 1-unit residential building behind the existing duplex whereas the front buildout is 54% whereas 60% is required, a side setback of 5' where 10 is required and front build to line of approximately 100' where 20' is required). *(P22-45)

D. Benton introduced the proposal to remove existing garage and construct a one (1) unit residential building behind the existing duplex whereas the front buildout is 54% whereas 60% is required, a side setback of 5' where 10' is required and front build to line of approximately 100' where 20' is required.

The property is within the Gateway Zoning District which has a density requirement of 4,000 sf.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

Jeff Loring, owner, represented the application noting that the reasons not to add to the back of the duplex: keep the green space, work well for parking, and maintain the look of the lot. He mentioned a few of the conditions for approval and asked for some clarifications.

The board asked some clarifying questions which were answered.

Motion: F. Torr moved to accept and declared no regional impact for the application. Seconded by T. Clark. Vote: U/A.

Public hearing opened.

No one spoke

Public hearing closed.

Consistency with Land Use Regulations

§170-20.B.(1) Zoning Ordinance allows for Conditional use approval for relief from the standards herein may be granted by the PLANNING BOARD (RSA 674:21 II) after proper public notice and public hearing provided that the proposed project complies with the standards of §170-20B.(1)(a)-(i).

Planning Staff believes this proposal is consistent with the §170-20.B.(1)(a)-(i) criteria as described in the applicant's narrative. The applicant's design supports the intent and goals of the Gateway District, to be a mixed use transitional neighborhood from less densely developed area to the urban core of the City.

STAFF RECOMMENDATION:

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

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

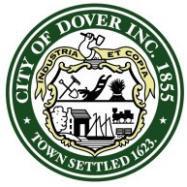
1. A survey or plan performed by a NH licensed land surveyor and/or engineer be submitted to the satisfaction of the Planning Director to ensure compliance with dimensional regulations and granting of Conditional Use Permit.
2. A Development Agreement per Chapter 170-27.B.(3) be signed and recorded at the Strafford County Registry of Deeds.
3. Add rear setback dimension to plan.
4. Existing trees on subject property to remain in place unless determined to be diseased or a safety hazard by the City Arborist.
5. Define on the plan the walkway between parking area and structure.

M. Speidel expressed concerns about the side setback being less than 10'.

Motion: T. Clark moved to approve the Conditional Use Permit with the recommended conditions. Seconded by F. Cullen. Vote: 7-1 with Speidel opposed.

- H.** Consideration and acceptance of a Minor Subdivision for Fortuna North III, LLC. Assessor's Map D, Lot 17-F, zoned Commercial, and located at 343 Sixth Street. (1 new lot) *(P22-41)

D. Benton explained the applicant is proposing to subdivide Assessor's Map D Lot 17-F into two lots, resulting in the creation of one new lot. Both lots would be accessed from Sixth Street. The lots are



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DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

proposed to be serviced by municipal water and sewer. As a minor subdivision, this application did not appear before the TRC.

Kevin McEneaney represented the application.

T. Clark mentioned a previous condition to stake out a green orchid and asked for that condition to be added.

Motion: T. Clark moved to accept and declared no regional impact for the application. Seconded by F. Cullen. Vote: U/A.

Public hearing opened.

No one spoke

Public hearing closed.

Consistency with Land Use Regulations

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

STAFF RECOMMENDATION - Minor Subdivision:

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

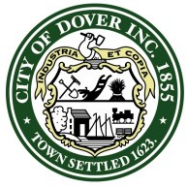
Conditions to Be Met Prior to Signing of Plans:

1. Provide physical and digital copies (including CAD) of complete plan set for recording at Strafford County Registry of Deeds which additionally shall include:
 - 1.1. The owner's signatures
 - 1.2. Include Planning File Number, P22-41
 - 1.3. Stamp and signature of the LLS
 - 1.4. Add signature block, 2" by 2" square
 - 1.5. Add note 10 that wetlands survey will need to occur before any development on new vacant lot.
 - 1.6. Stake out and note to plan indicating steel fence posts and wetland placards around green orchids.

Motion: T. Clark moved to approve the Minor Subdivision with the recommended conditions. Seconded by F. Torr. Vote: U/A

- I. Consideration and acceptance of a Site Review for Dover Housing Authority Assessor's Map 33, Lot 1-A, zoned RM-U, located at 48 Whittier Street. (Proposal is to construct a six-unit multi-family residential building utilizing TDR to purchase 4 units.) *(P21-37)

D. Benton provided the Board with an overview of the proposal to construct a six (6)-unit multi-family residential building utilizing TDR to purchase four (4) units on a 0.37 acre vacant lot on Whittier Street in the Urban Density Multi Residential (RM-U) District. All proposed units will be HUD restricted units to increase the attainable housing stock within the City. TDR Fees will be waived due to the HUD rental restrictions option being chosen.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

This application was most recently before the Technical Review Committee on May 27, 2021.

Christopher Berry, Berry Survey and Engineering, represented the application and explained the details of the project.

Motion: F. Torr moved to accept and declared no regional impact for the application. Seconded by T. Clark. Vote: U/A.

Public hearing opened.

Lynn Marie Reid, 1 Arcola St is concerned about traffic and pedestrian safety.

Public hearing closed.

D. Benton clarified there was a traffic study done during the TRC process. No improvements were determined necessary for this project.

Consistency with Land Use Regulations

§170-27.2 provides for additional density to be purchased through Transfer of Development Rights. The process allows the applicant to come to the Board with a plan indicating the TDR but does not trigger the need of full site plan review.

The applicant seeks a waiver of the no cut no disturb 30' perimeter buffer requirement of §170-27.2.G.(7) due to the characteristics and circumstances of the subject parcel.

STAFF RECOMMENDATION- Waiver:

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

Condition to be Met Prior to the Signing of the Plans:

1. Add a note that the Planning Board approved a waiver of the no cut no disturb 30' perimeter buffer requirement of §170-27.2.G.(7).

Motion: F. Torr moved to grant the waiver and that §153-21 has been met. Seconded by: T. Clark. Vote: U/A.

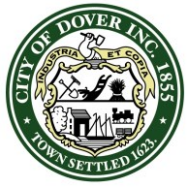
STAFF RECOMMENDATION - TDR:

The Planning Department recommends that the Planning vote to find the criteria of the TDR ordinance has been met with the following conditions:

Conditions to Be Met Prior to Granting of the TDR:

1. Add note to the plan that no additional dwelling units may added to the property without Planning Board approval and note TDR restrictions.
2. Provide draft deed/leases noting TDR/HUD restrictions to the Planning Department.
3. Submit a development agreement to be reviewed in consultation with the Legal Department and recorded at the SCRDP indicating the HUD rental restriction, income verification requirements, TDR restrictions.

Motion: F. Torr moved to approve the Transfer Development Rights application with the recommended conditions. Seconded by T. Clark. Vote: U/A



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

STAFF RECOMMENDATION – Site Plan:

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

Conditions to Be Met Prior to Signing of the Plans:

1. Address the following concerns to the satisfaction of the City Engineer:
 - 1.1. Revise detail C5 to show the underdrain in relation to the porous pavement section;
 - 1.2. Consider reducing the amount of porous pavement on property by limiting porous pavement to parking spaces. Porous in areas of high vehicle movements (aisles and entrance) are not recommended;
 - 1.3. Provide a sign identifying porous asphalt is present and that there are restrictions on deicing materials on porous surfaces are noted in the inspection and maintenance plan that is provided;
 - 1.4. Provide a commitment to maintain stormwater and specifically the porous pavement that can be recorded at the registry of deeds; and
 - 1.5. According to the BMP worksheets, groundwater is expected to be into the filter media, applicant shall provide a liner below the porous pavement section or explain how the system will properly function as submitted.
2. Revise plan and resubmit for Final Planning Board signature and then recording at the SCRCD with:
 - 2.1. Add owner's signature;
 - 2.2. Add architect stamp and signature to Architectural Plan Set;
 - 2.3. Add LLS signature to Sheet 2 of Site Plan Set; and
 - 2.4. Remove reference to Shoreland file no. 2021-02336 accepted 7/26/2021 as it is no longer applicable due to the use of pervious pavement.

Conditions to Be Met Prior to Building Permit:

3. Payment of the water/sewer fees at time or request of service.
4. Development agreement has been recorded.
5. Construction sign with hours of operation has been installed to the satisfaction of the City Engineer and Planning Director.

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.
8. Surety or other form of security acceptable to the City is provided for any unfinished work.

Motion: T. Clark moved to approve the Site Plan application with the recommended conditions. Seconded by F. Torr. Vote: U/A

The Vice Chair noted Items 4J, K, and L will be heard together.

- J. Consideration and acceptance of a Conditional Use Permit for Equine Properties, LLC., Assessor's Map H, Lot 37A, zoned Commercial, located at 239 Knox Marsh Road. (Proposal is to allow 10,699 square feet of wetland buffer.) *(P21-05)
- K. Consideration and acceptance of a Conditional Use Permit for Equine Properties, LLC., Assessor's Map H, Lot 37A, zoned Commercial, located at 239 Knox Marsh Road. (Proposal is 33.8% impervious cover in a Secondary Groundwater Protection Zone, where 20% is allowed.) *(P22-46)



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

- L. Consideration and acceptance of a Site Review for Equine Properties, LLC., Assessor's Map H, Lot 37A, zoned Commercial, located at 239 Knox Marsh Road. (Proposal is to construct two(2) three-story mixed-use buildings with 26 residential units on the second and third stories and non-residential uses on the first story of each building, 12 single family residences, and a private roadway to provide access) *(P21-04)

D. Benton introduced the proposed project as a multi-family, mixed-use development consisting of two (2) three-story mixed-use buildings with 26 residential units on the second and third stories and non-residential uses on the first story of each building, 12 single family residences, and a private roadway to provide access in two phases. The development requires two (2) CUP requests for wetland buffer disturbance and additional impervious surface in the Secondary Groundwater Protection Zone. The development as proposed, requires the Board to grant waivers of §157-32.G, for 3% road grade within 75' of an intersection and §153-14.K.(1)(a), to require 70% of parking behind the principal buildings.

The applicant seeks a CUP for an impervious surface cover of 33.8% exceeding the 20% maximum requirement of the Groundwater Protection Secondary Zone. A second CUP for wetland buffer impact 10,394 sf of permanent buffer disturbance and 456 sf of temporary disturbance is also requested for the proposed development. All of this disturbance will be for the construction of the proposed road and relating grading through the buffer, as well as the construction of a gravel wetland for stormwater treatment.

The site is proposed to be serviced by municipal water and sewer. The plan appeared before the TRC on February 11, 2021, June 24, 2021, & February 24, 2022. The CUPs were endorsed by the Conservation Commission at their July 12, 2021 meeting.

Christopher Berry, Berry Survey and Engineering represented the application. He explained the single family home that used to be there has been demolished. The applicants had taken the plan to ZBA prior to the zoning change which now allows for much of what is proposed. They had received zoning board approval for the mixed-use buildings (which are now allowed by right) and also for the 12 additional units.

He described the details of the proposed project.

The board members asked some clarifying questions which were answered by Mr. Berry.

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

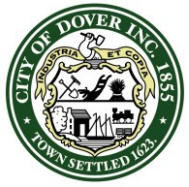
Public hearing opened.

Richard Keyes 251 Knox Marsh Rd is an abutter and is concerned about traffic, wondered if the traffic study has occurred, and would like more information about lighting.

Brandon Kimble, 756 Knox Marsh Rd is concerned about traffic and the extra traffic anticipated as well as the added impervious surfaces being asked for. There is currently some pooling.

Mr. Berry addressed public comment regarding traffic. He asked the state to reduce the speed in that area. He encouraged the City to look into this. He also explained the proposed lighting and drainage for the site.

Public hearing closed.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
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Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

Summary of Waiver Requests:

The applicant is requesting the Board grant a waiver from the §157-32.G requirement that the Board to allow -4% grad off Knox Marsh rather than 3% within 75' of an intersection. The applicant believes that although the proposed roadway has -4% road grade within 75' of the intersection, it will still be a safe intersection. The road is designed to transition from a -4% grade to a 2% grade. And they believe this will allow for a safe platform for vehicles to stop at. The -4% slope is a requirement of NHDOT and the applicant would be nonconforming to NHDOT regulations if held to the City's requirement set forth in §157-32.G.

The applicant is also requesting the Board grant a waiver from the §153-14.K.(1)(a) to require 70% of parking behind the principal buildings where 47% is being proposed. Due to the street facing location of the commercial uses access to the mixed-use buildings, parking is provided in the front for pedestrian access and safety.

Consistency with Land Use Regulations – Waiver

§153-21 of the Site Plan Review Regulations and §157-51 of the Land Subdivision Regulations both 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 RECOMMENDATION- Waiver:

Planning Staff finds the waiver requests are supported under criterion (1) above and the intent of the requirements are upheld.

Motion: T. Clark moved to grant the waivers and that §153-21 and §157-51 requirements have been met. Seconded by: F. Torr. Vote: U/A.

Consistency with Land Use Regulations - CUP Wetlands

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.

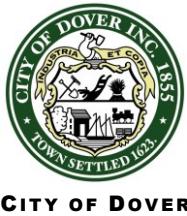
Staff feels that the applicant reviewed options and due to existing site conditions, there were no additional design alternatives for the impacts, which have been minimized and mitigation actions taken to improve the impacted wetland buffer function. Staff believes this proposal conforms to the standards set forth in §170-27.1.F.(1) and is consistent with the CUP's intent and purpose.

STAFF RECOMMENDATION - CUP Wetlands:

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

Condition to Be Met Prior to Signing of Plans:

1. Site Plan (P21-04) and Conditional Use Permit (P22-46) be approved.



DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

Motion: F. Torr moved to approve the Wetlands Protection District CUP application with the recommended condition. Seconded by K. Mavrogeorge. Vote: U/A

Consistency with Land Use Regulations - CUP Secondary Groundwater Protection Zone:

The Secondary Groundwater Protection Zoning Ordinance §170-28.3., provides for Conditional Use Permits approved by the Planning Board to allow certain land uses within the Groundwater Protection Primary and Secondary Zones and provide additional development performance standards.

Staff feels that the applicant reviewed options and due to existing site conditions related to hydrology and poor soil drainage and mitigation actions taken to improve the impacted hydrological function. Staff believes this proposal conforms to the standards set forth in §170-28.3. is consistent with the CUP's intent and purpose.

STAFF RECOMMENDATION - CUP Secondary Groundwater Protection Zone:

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

Conditions to Be Met Prior to Signing of Plans:

1. Site Plan (P21-04) and Conditional Use Permit (P21-05) be approved.
2. Applicant must resubmit and receive Conservation Commission endorsement of the current site plan as the impervious surface increased from 28.6% to 33.8%.
3. NHDES grant the waiver of the Water Recharge requirements of Env-Wq 1507.04(b)

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

4. The applicant shall prepare the Development Review Model required by Chapter 170-28.3-G and submit it to the City Engineer for review and approval.

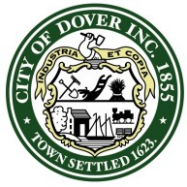
Motion: T. Clark moved to approve the Secondary Groundwater Protection Zone CUP application with the recommended conditions. Seconded by K. Pimental. Vote: U/A

STAFF RECOMMENDATION – Site Plan:

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

Conditions to Be Met Prior to Signing of Plans:

1. Conditional Use Permit (P21-05) and Conditional Use Permit (P22-46) be approved.
2. The applicant shall provide the Planning Department with a digital version of the final plan set.
3. Provide a CAD file to the satisfaction of the Asset Management Administrator's satisfaction.
4. The applicant shall enter into a development agreement with the City of Dover to provide a payment in lieu of construction of a sidewalk towards Progress Drive;
5. Notice of Restriction be filed regarding the living space square foot restriction;
6. Letter to serve from Eversource.
7. The applicant shall revise the plan set to:
 - 7.1. Add owners' signatures;
 - 7.2. Revise street name spelling;



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 28, 2022**
Meeting Time: **7:00 pm**

- 7.3. Add all professional signatures and stamps for each submission;
- 7.4. Add permit numbers when received; and
- 7.5. Add snow storage details.

Conditions to Be Met Prior to any Construction:

8. A site construction sign with the contact information for the general contractor must be located and approved by the City Engineer or Planning Director.
9. The wetland buffer placards be installed every 30 feet;
10. Off-site traffic improvements to the satisfaction of the City Engineer and NHDOT in consultation with the TAC be added to the plan.

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

11. Payment of Water and Sewer Investment Fees;
12. The applicant shall provide payment for active and passive recreation. Active Rec fee will be \$500 per unit. Passive Rec fee will be \$500 per unit as well;

Conditions to Be Met Prior to Occupancy:

13. Impact fees per unit shall be paid per the invoice attached to the Notice of Decision;
14. Confirmation, by staff, that the wetlands buffer signs are in place, or replaced if damaged during construction;
15. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work;
16. Issuance of the Certificate of Occupancy.

Motion: F. Cullen moved to approve the Secondary Site Plan application with the recommended conditions. Seconded by E. Kaspari. Vote: U/A

5. STAFF COMMENTS

- *TRCs since last meeting:*
 - Site Review using Transfer of Development Rights Knox Marsh Development LLC.'s 8 unit residential development, zoned G, located at 757 Central Avenue;
 - Site Review for City of Dover Recreation Skate Park
 - Site Review for Bonterra Farms accessory building, located at 31 Saddle Trail Drive.
- *Upcoming TRCs:*
 - Site Review for Dover Coast, LLC., located at 725 Central Ave & 4 Brick Road to construct a new 4 story apartment building with 13 units;
 - Site Review using Transfer of Development Rights for Heron Bay Partners, LLC located at Cielo Drive to construct 51 TDR age restricted (55+) units in seven (7) townhouse style multi-family buildings in place of the two previously approved congregate care buildings;
 - Site Review located at 6 Trask Drive to pave 5,400 sf of private driveway;
 - Site Review for Weave Filtration, LLC, located at Quality Way to construct a 23,125 sf building for manufacturing with office space. A CUP for wetland impact will also appear before the Planning Board; and
 - Site Review for Storage Barn, LLC, Assessor's Map D, Lot 12-2, zoned IT, located at Production Drive to construct five (5) storage buildings totaling 12,000 sf. A CUP for wetland impact will also appear before the Planning Board.



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- RFP for Vision Chapter of the Master Plan is out, then we will be looking for a PB representative for that steering committee.
- Still looking for members to serve on a subcommittee regarding the Gateway District.
- We have received applications for the alternate vacancies and is expected to be filled soon. The Appointments Committee meeting on June 1st was cancelled and yet to be rescheduled.
- New permitting software will launch July 1st. Plans will be filed electronically.
- Congratulations to Jackson Kaspari who successfully defended his PhD dissertation yesterday.
- Congratulations to Mike Asciola for passing his AICP exam.

6. MEMBER COMMENTS

- T. Clark commented he prefers to receive the packets electronically, but they are many pages (500-1400) and difficult to maneuver through.
 - Board members gave added info on how to review separate batches of information by using the agenda links and meeting materials tab
 - Other board members agreed to have the traffic studies/ drainage research pulled out and accessible as a separate document.
- F. Torr commented:
 - encouraged other members of the board to make motions
 - round-about at Silver St is something the City should be proud of regarding maintenance
 - sign pollution: example = on 108 directional sign/ weight limit sign. Example = one on his road which is rusted out
 - K. Mavrogeorge noted a consultant just went through and assigned condition ratings to all signs. They have been photographed and located on GIS. They will be updated as needed.
- K. Pimental noted:
 - he wasn't sure where the crosswalk is that the woman mentioned, but that area is where the trails link up and it is very dangerous for pedestrians to cross
 - the Dover Download podcast is really great. He listened to all three episodes that are out.

7. ADJOURNMENT

Motion: F. Torr moved to adjourn at 9:07 pm. Seconded by M. Speidel. Vote: U/A