



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 13, 2023**
Meeting Time: **7:00 pm**

Members Present: Kyle Pimental, Ken Mavrogeorge, Tom Clark, Fergus Cullen (Councilor), Erinn Kaspari, George DeBoer (Alternate), Jon Elliard (Alternate), Melina Gambino (Alternate)

Members Not Present (excused): Gina Cruikshank (Chair), Mark Speidel, Hayley Harmon (Vice Chair)

Members Not Present (un-excused): None

Staff Present: Donna Benton, Director of Planning and Community Development

K. Pimental called the meeting to order at 7p.m and explained that he will be chairing, E. Kaspari will be Vice Chairing, M. Gambino will sit in for H. Harmon, J. Elliard will sit for the vacant seat and G. DeBoer will sit for Mark Speidel. He explained the citizens' forum process.

1. CITIZENS' FORUM

Citizens Forum Open

No one spoke

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- May 23, 2023 Regular Meeting Minutes

Motion G. DeBoer moved to approve May 23, 2023 Regular Meeting Minutes. Seconded by: T. Clark. Vote: U/A

3. OLD BUSINESS

None

4. NEW BUSINESS

- Lot Line Adjustment for Northam Survey, LLC, located at 120 Garrison Road and 20 Seaborne Drive recommended to be continued to June 27 Planning Board meeting.
- Consideration and possible vote of a Conditional Use Permit for Chinburg Development, LLC, Assessor's Map N, Lot 13-1, zoned R-40, located at Gulf Rd and Oak St. (Proposal is to construct a road and driveways, as well as the installation of drainage structures and systems with associated grading as part of a 12-lot open space subdivision, creating 11,956 square feet of impact to the Conservation District (steep slopes in excess of 20%)). *(COND-2023-0034)
- Consideration and possible vote of Conditional Use Permit for Chinburg Development, LLC, Assessor's Map N, Lot 13-1, zoned R-40, located at Gulf Rd and Oak St. (Proposal is to construct a road and driveways, as well as the installation of drainage structures and systems with associated grading as part of a 12-lot open space subdivision, creating 32,089 square feet of impact to wetland buffers). *(COND-2023-0039)
- Consideration and possible vote of an Open Space Subdivision for Chinburg Development, LLC, Assessor's Map N, Lot 13-1, zoned R-40, located at Gulf Rd. and Oak St. (Proposal is to subdivide one lot into 11 new lots). *(SUBD-2023-0001)
- CUP for VC Dover Investment, LLC located at 30 Grapevine Drive recommended to be continued to June 27th Planning Board meeting.
- Site Review for VC Dover Investment, LLC located at 30 Grapevine Drive recommended be continued to June 27th Planning Board meeting



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G. Public hearing on Community Trail extension off Bellamy Road, recommended to be continued to June 27th Planning Board meeting.

Motion: T. Clark moved to continue all New Business items to the June 27th, 2023 Regular meeting at 7pm.
Seconded by: G. DeBoer. Vote: U/A

5. STAFF COMMENTS

- D. Benton explained the procedural error and all items are being requested to continue to June 27th.
- TRCs since last meeting:
 - Another TRC for a Site Review for Brady Sullivan Properties, located at 25-26 Karolina Drive. (Proposal is to add a 4,600 s.f. building with outdoor patio, walkways, and parking restriping to add ADA spaces.) (SITE-2023-0001).
 - Site Review for Norman Kotoch, NAK Management & Consulting, LLC, agent (Owners: MHC 155 (Dover NH) LLC), located at 56 Sixth Street. (Proposal is to construct a 37,930 s.f. two story climate-controlled self-storage facility, where a 59,450 s.f. four-story storage building previously existed).
- TRCs coming up:
 - Site Review Amendment for John Kniphfer (Owner: Kniphfer, LLC), located at 43 Back River Road. (Proposal is for a daycare use and to install a second driveway to help with traffic flow at drop off and pick up with associated parking.) (WAIV-2023-0004).
 - Site Review for Cooperative Alliance for Seacoast Transportation (COAST), located at 42 Sumner Drive. (Proposal is to build a 28,700 s.f vehicle storage building and 17,000 s.f. administration, operations and maintenance building.) (SITE-2023-0002).
 - Site Review Amendment for Dewberry Engineers, Inc. (Owners: Giri Dover 200, INC.) located at 200 Sterling Way. (Proposal is to install Electric Vehicle Charging Station in parking lot) (WAIV-2023-0005).
- A resolution for the Housing Committee was approved. Applicants are now being sought for members to that committee including anyone interested in the Planning Board rep to see staff.
- A proclamation for Frank Torr should be occurring at Council tomorrow night.
- The Community Trail expansion public community meetings will occur on June 27^h at the CTAC meeting and June 13th Planning Board
- The Vision Chapter is drafted and being reviewed by staff, then the sub-committee and will now be before the Board on July 25th.
- D.Benton explained the requests coming in to remove the size restriction on TDR units such as 23 Lundy Point and the PB concurred they were ok with the change once the difference in fees have been paid.

6. MEMBER COMMENTS

- E. Kaspari will be starting a new job in July closer to Dover which will help for attending meetings.

7. ADJOURNMENT

Motion: T. Clark moved to adjourn at 7:07pm. Seconded by G. DeBoer. Vote: U/A