



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

MEMBERS PRESENT: Donald Andolina, Tony McManus, Perry Plummer, Kirt Schuman, Marcia Colbath, Linda Merullo, Ronald Cole, Frank Torr, Doug Steele, Dean Trefethen, John Swartzendruber, Ron Stock

STAFF PRESENT: Bruce Woodruff, City Planner and Jacqueline Freeman, Recording Secretary

Chairman Cole brought the meeting to order at 7:01.

1. Citizens' Forum

There were no speakers.

2. Approval of the minutes.

Dean Trefethen motioned to approve the minutes of April 10, 2007.

Donald Andolina seconded.

Dean Trefethen stated that the date on the last paragraph on page 14 should be April 17, 2007.

VOTE U/A

3. Consideration and acceptance of a minor lot line adjustment of land for Mark Jones, Assessor's Map 11, Lots 11 & 11-1, zoned RM-10, located on Arch Street.*(P07-25)

This item was withdrawn.

4. Request for a waiver from the setback requirements of Chapter 149, Article IV, Section 149-15.A for a dumpster, Christopher Bolt applicant, for Dunkin Donuts, Assessor's Map 5, Lot 5, zoned B-2, located at 526 Central Avenue.*

To be heard after #5, as Mr. Bolt was running late.

5. Consideration and acceptance of a Conditional Use Application for Appledore Engineering, Inc. (Owner: Roman Catholic Bishop of Manchester, C/O St. Thomas Aquinas High School) Assessor's Map L, Lot 15 & 15A, zoned R-20, located at 197 Dover Point Rd.*(P07-19)

Chairman Cole stated he would step down as he is an abutter.

Perry Plummer stepped down because of a possible conflict.

Tony McManus took over the chair.

Kirt Schuman and Ron Stock took over the empty seats on the Board.



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Paul Connolly stated that revised plans were submitted. They agreed to add 3 foot high evergreen yews between the end of parking lot along Royer Lane and to an easterly direction of about 135 feet between the back side of the guardrail and the front side of the proposed fence. The hedge will prevent headlights from shining into the Royer and Gosse residences. He met with the engineer and with Bruce Woodruff to review issues of the Dover Point Rd. widening. They agreed to clean up the silt in the stormwater pipes. The gate adjacent to Royer Lane, off the southerly parking lot to the west of Notre Dame Hall, would prevent access into the L-shaped parking lot but would not hamper access or egress to the small nine-car parking lot on the southerly side of Notre Dame Hall. The school has agreed to keep that gate locked for most of the time. The school tractors and pickup trucks need to have access to the athletic fields to move equipment, material, etc. They will keep the gate closed during the morning arrival time and during the afternoon departure time and at times of special events, graduation, sporting events, etc.

Donald Andolina was concerned that once it's opened someone might forget to close it.

Paul Connolly said that there would be more than one point of operation for the gate. The main office and the maintenance crew would have remote controls.

Marcia Colbath commented that she would not vote in favor of this unless there was an exit onto Royer Lane. Not that she would want it used but for a safety standpoint it would be very important to have that access.

Paul Connolly said if the gate has to be crashed; it can be crashed in an emergency.

Donald Andolina motioned to remove this from the table.

Dean Trefethen seconded.

VOTE U/A

The public hearing was opened.

Robert Gosse, 10 Royer Lane, expressed his appreciation for the cooperation he has received. There are outstanding issues as with the landscaping between the wall and the parking lot. The trees that are shown on the drawing are 5 to 6 feet tall. They provide screening to the retaining wall but there would be no screening from the automobiles. The 3 foot hedge is a good addition. He asked the Planning Board to require a performance bond for that landscaping just as an insurance policy that the landscaping will be completed. They can't come to an agreement on the access onto Royer Lane. Other than the use of the maintenance people, they have not been given a good reason to have that access. There are many buildings in the City that have but one driveway in. Recently, a commercial building was approved where there was only one driveway in and out. St. Ann's Nursing Home has one driveway in. They have concerns for the safety of



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

the children on Royer Lane. Page C-3A, notes 10 and 11 say the gate would be closed 1 hour in the morning and 1 hour in the afternoon. That doesn't provide any information about school dances, baseball games, graduation or any large gatherings at the school. The shortest way out for a lot of students is right in front of his home. He has concerns regarding safety such as volume of traffic on Royer and Ayers Lane from students in the AM and in the PM and the speed and the acceleration that these students use on these roads. None of these students are experienced drivers. They are 16, 17, and 18 years old and most don't realize the impact that their actions can have. These lanes are narrow and without sidewalks even though there are bus stops for grammar school children. He asked if the City could be liable if their worst fears come true. Their request is that the gate be removed. If it is not removed, they request that there be strict restrictions. He asked what the consequences would be if 1, 2, 10 years down the road the gate is left open. There needs to be consequences with some teeth. He appreciates everyone's time but this gate is still an issue with the residents.

Peter Arkman, 37 Ayers Lane, stated his concerns are safety. Ayers Lane and Royer Lane are not meant to handle large volumes of traffic. There are 90 degree hairpin turns on Ayers Lane. He has witnessed students speeding on Ayers' Lane which is not a safe situation for pedestrians. The neighbors have called St. Thomas about this and were told to call the police and get the license plate. He said it is next to impossible to get the number of a speeding car. If the gate is approved they would expect to have clear definitive rules on usage of the gate and recourse if it is misused. There is too much discretion in the operation of the gate. They need to be made accountable. The parking lots are not aesthetically pleasing things. Environmentally they cover over land that filters rain and groundwater runoff. Parking lots do nothing but scar the land. He challenged St. Thomas to educate their student body to the detriments of paving over the land and take steps to reduce their dependence on cars. Promote ride sharing, bus transportation, etc. Require a minimum of 2 occupants in every car that uses the parking lot. He doesn't want any access to Royer Lane.

Cindy Spatson, Ayer Lane, has lived there over 31 years. She is a teacher and children are her passion in life and their safety is a concern of hers. She applauds St. Thomas's efforts in addressing the safety of their students. The St. Thomas students didn't speed on Royer and Ayer Lanes until they were paved. This is a neighborhood of young children. Students know when the gate will be open and they will take the shortcut. There are too many children that could be harmed. Dover has suffered too many pedestrian losses. She recognized the concerns of St. Thomas and they need to look at all the children. The children of Royer and Ayer's Lane need to be taken into consideration as well. Having the gate closed most of the time does not tell her what that means. She appreciates everything that the Planning Board and St. Thomas Aquinas has done in trying to solve these problems. Consider the safety of the students of St. Thomas students but don't forget the residents who live in that area.



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

David Dupont, former student of St. Thomas, a parent and a member of the finance committee stated if nothing is done, there will still be cars on Royer Lane. If you do nothing someone will be killed trying to pull out with the existing driveway. If anyone has driven before or after school or tried to get out onto Dover point Road, it is dangerous. It's a two million dollar project and they would not be spending the money, but would be putting it in classrooms or redoing something else in the school, if they didn't think this needed to be done. If you want to talk about safety, they will limit the traffic on Royer Lane and they'll redo the access. It is a well run school and something can be drafted that will be satisfactory with the Board to control the gate. They need to fix what is there and cannot leave it the way it is.

The public hearing was closed.

Bruce Woodruff he said that under **a. Conditional Use Permit** the applicant appeared before the Conservation Commission on April 2, 2007 and received a favorable recommendation with no conditions. Staff recommends that the Board approve the Conditional Use Permit as part of the site plan decision in **b.**

Bruce Woodruff stated the Planning Department recommends that the Board approve the site plan with 8 conditions, 1 waiver and 1 Conditional Use Permit.

1. The waiver requested for the interior parking lot landscaping requirement of 8% where 4.3% is provided is recommended because of the location of the lower parking lot and because of the amount of landscaping provided on the perimeter of the more visible lots.
2. The NHDOT Driveway Permit be submitted to the Planning Department prior to plan signing.
3. The NH Department of Environmental Services Site Specific Permit be submitted to the Planning Department prior to plan signing.
4. The EPA Notice of Intent Permit be submitted to the Planning Department prior to plan signing.
5. The Conditional Use Permit for impacts to 20% slopes be approved as part of this conditional approval.
6. That the lot merger between Map L, Lot 15-1 and 15-2 be approved as part of this approval; further that the Lot Merger Form be submitted to the Planning Department prior to plan signing.
7. The parking and access easements for Map L, Lot 15A (the St. Ann Parcel) be submitted to the Planning Department prior to plan signing.
8. The plans showing the improvements to Dover Point Road be submitted, reviewed and approved by the City Engineer prior to plan signing.
9. Add a note to the plan that states that suitable screening at least 7 ft. in height shall be provided and maintained where parking areas adjoin residential uses.
10. Add a note to the plan indicating that the existing treatment swale is to be cleaned as part of the work for this plan.



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Bruce Woodruff said that he will leave it up to the Board but his recommendation with regard to the gate is that an additional condition be considered that they will have the gate closed during peak access and egress hours. The maintenance folks have a remote control to use to open the gate and then to close it. This is something to consider.

Tony McManus asked about the low shrubs.

Paul Connolly explained from the base of the wall to the top is 4 to 6 feet. At the top of the wall they are adding 3 feet of evergreens that will reach to the top of the car hoods to prevent headlight glare from the parking lot. To go beyond that, would prevent school personnel from being able to see what is happening outside the parking lot, they would not be able to look over a 7 foot screening.

Bruce Woodruff said this is a classic case for asking for a Variance. He would be remiss if he didn't say that to not do this is going against the Zoning Ordinance.

Marcia Colbath asked if there is a height limit for fencing and if that a fence can be placed on a berm. She asked, in this case, if this would go by the same rule.

Bruce Woodruff answered yes. The answer is whether the plants can be planted on top of the wall between the edge of pavement and the fence.

Paul Connolly said that he discussed this with Steve Bird. Trees could not be planted on the wall because the root mass would push the wall over. There is a 10 foot grass panel between the wall and the edge of pavement that will sustain and keep the shrubs healthy.

Linda Merullo asked how long the existing gate had been in place.

Paul Connolly said there are no gates at all and the school was constructed in 1959. He said that there are three drive cuts on Royer Lane and this would reduce that down to two.

Linda Merullo said currently there is no gate and what is being proposed for Royer Lane is a gate that will be closed most of the time. She wasn't sure how a gate would be hurting the abutters when there is nothing there right now. She agrees with Mr. DuPont that the most important safety feature is redoing the access and egress on Dover Point Road. If this project doesn't go forward it will result in more accidents on to Dover Point Rd. than there would ever be on Royer Lane. It is very important that this project goes through with the highly regulated gate. The school will send out all kinds of literature on the use of the gate. This is a huge improvement.

Donald Andolina asked if they were asking for a waiver of a 7 foot hedge.



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Paul Connolly said they are not only filling the letter of the requirement by what they are providing with the landscaping, as the folks in the neighborhood requested, but they will maintain and keep the existing trees along Royer Lane plus planting additional shrubbery between the trees on Royer Lane. In their minds they are fulfilling the letter of the law.

Paul Connolly explained that they don't want to make it 7 feet because there has to be some level of security and control exerted by the administration of St. Thomas over what happens on and around the property.

Dean Trefethen agrees with the applicant with regard to the shrubs. He suggested placing restrictions on the number of occupants that need to be in vehicles before entering the parking lot. He said Dover High School tried very hard to regulate vehicles to the point of instituting \$100.00 parking fee which encourages more than one person in vehicles to share the cost. Students that don't pay the fee become a nuisance to the neighbors because they are going to park somewhere else. No sooner is a no parking sign put on one street then they start on another street. St. Thomas has a lot of ride sharing because they come from all over and most cars are pretty full. He suggested on sheet C-3A notes 10 & 11, the wording in the conditions of approval be changed with the following "Gate only to be opened for the egress of maintenance people and must be closed immediately after each use." With radio control the gate can be opened at the immediate moment when someone is going through and other than that, it should be closed.

Dean Trefethen made the motion to amend the conditions.
Ron Stock seconded.

Donald Andolina agreed with Dean's comments but wondered if it shouldn't have included emergency vehicles.

Marcia Colbath said that she feels that it is too restrictive considering that Royer Lane is a public right of way and St. Thomas should have more flexibility. She felt the administration at St. Thomas would operate that gate in a proper fashion.

Frank Torr agreed. This is getting into a property right issues when you start putting restrictions on something that people have had for some period of time. St. Thomas is putting forth a gigantic safety improvement for Royer Lane and Dover Point Rd. and all the citizens that travel those roads. He is reluctant to see too many restrictions put on the gate. St. Thomas has been a good neighbor. The administration of the school will follow through with their commitments.

Tony McManus asked Dean to state his motion.



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Dean Trefethen said that his motion is to replace Notes 10 and 11 to be replaced with “gate only to be opened for maintenance people and must be closed after each use.”

VOTE 3 – 5

Opposed – Ron Stock, K Schuman, M. Colbath. J.
Swartzendruber, Frank Torr

Tony McManus asked if there were any further motions before adopting the recommendations of the staff.

Dean Trefethen said that Notes 10 and 11 needs to change as the wording does not agree with what has been stated publicly in this meeting by the applicant.

Dean Trefethen made the motion that Notes 10 and 11 be changed before final sign off to agree with the stated intentions of the applicant.

Marcia Colbath asked if the applicant could state their intentions more concisely for the record. Doug Steele seconded.

Paul Connolly stated for the record the intention is to keep the gate closed during morning arrival, afternoon dismissal and during special events. The only time the gates would be open would be for maintenance and associated activities. For instance, in June there is a major undertaking to erect a tent for 1,700 people on the athletic fields. This would take the good part of a Saturday morning and afternoon for the maintenance people and the subcontractors that are there to erect and disassemble the tenting facility. As needed for maintenance and operations they would like to have the gate open. Keep the gate closed for arrival, dismissal and for all special, including but not limited to, events such as graduation, dances, athletic events and concerts

Jeff Quinn, Principal of the school, stated that they are trying to be good neighbors. He felt the neighbors will be happy with the net results of the gate. He plans education for parents and for students. The gates will be closed as a matter course. During the school day when the students are on campus, there is very little coming and going onto the campus. He can't count the number of times that the maintenance crew has to access field during the day. His athletic staff makes multiple trips back and fourth from the main building to the athletic field and that can happen on Saturday. The gate will be closed as a matter of course. He can't predict when the gate will be opened and closed. He knows that it will be closed during the rush hour events. He asked that they not put restrictions that will hamper them in conducting the business on campus during the course of the school day or on weekends when need be.

Tony McManus said there is a motion that has been made and seconded.



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Dean reiterated the motion that the wording on notes 10 & 11 be changed to agree with the stated intentions of the applicant.

VOTE U/A

Tony McManus asked for a motion on **a. Discussion and acceptance of a Conditional Use Permit for St. Thomas Aquinas High School, located on Dover Point Road. (P07-19)**

Donald Andolina made the motion to approve the Conditional Use Permit as part of the site plan. Marcia Colbath seconded.

VOTE U/A

Tony McManus asked for the vote for the site plan which includes the waiver for the interior parking lot landscaping and the Conditional Use Permit as amended by Dean Trefethen's motion.

Frank Torr said he wanted to see item #9 changed to the 3 feet height. He didn't know if the Chair wanted to vote on the motion on the floor and then amend it.

Bruce Woodruff asked if we could be sure that the 3 foot high evergreens shrubs would be planted on top of the wall. They are not shown on the plan.

Tony McManus stated that can be made part of the approval. Tony asked if everyone understood that would be part of the approval.

Frank Torr asked if we need to make an amendment after it's proposed.
Tony asked if he wanted to make an amendment

Frank Torr made a motion to approve subject to the conditions set forth by the Planning Department and afterward he'll make a motion to amend it

Dean Trefethen seconded.

Frank Torr motioned to amend the motion to include the 3 feet on condition #9 subject to the discussion that took place.

Tony McManus asked for the vote on the amendment.

VOTE U/A

Tony McManus asked for the vote for full approval with the two amendments that have been made.

VOTE U/A



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Ron Cole took over the chair. Tony McManus went back to his seat. Perry Plummer took over his seat. Ron Stock and Kirt Schuman went back to the audience.

4. Request for a waiver from the setback requirements of Chapter 149, Article IV, Section 149-15.A for a dumpster, Christopher Bolt applicant, for Dunkin Donuts, Assessor's Map 5, Lot 5, zoned B-2, located at 526 Central Avenue.*

Chris Boldt, Donahue, Tucker and Ciandella, stated that he filed a waiver application at behest of the Building Official. He said that the dumpster has been there for at least 23 years. They are requesting the waiver despite the Site Plan Regulations wouldn't require it. He questions that there is jurisdiction because this is not new construction, Change of Use or an expansion of existing use. This is a dumpster that is located in the alleyway to the rear of the Dunkin Donuts. It can not be seen well from Central Avenue and slightly seen from Fourth St. (Exhibit A). It is in front of the power pole (Exhibit B). They are asking for permission to keep doing what they have been doing forever. Mr. Boldt said that Mr. Selega has been a tenant of the property for 23 years and the dumpster has always been in its present location.

Donald Andolina asked if he had the documentation requested in Tom Clark's memo.

Mr. Boldt said that they do not have dumpster tickets going back 23 years. He is at a loss as to what to produce. He thought that staff was of the mind that that wasn't the issue. The issue was do we come in and ask for a waiver.

Marcia Colbath said that she has no issue with this. Looking at the building and the site, it is the only place that the dumpster could have gone. It is fine as long as they provide screening. They can't meet any setbacks. It is what it is.

Frank Torr made the motion to accept the application.

Marcia Colbath seconded.

VOTE U/A

The public hearing was opened.

Atty. Alex Nossif represented Peter Mantos. He passed around a photo showing Mr. Mantos' residence, which is located in the rear of the Dunkin Donuts where he runs a shop from that location. He has been there for 45 years, predating the Dunkin Donuts. The issue is the harsh impact that Mr. Mantos suffers as a result of this dumpster. His building is on the property line and the dumpster is 2, 3, or 4 feet from his residence. There is not only odor but noise associated with this dumpster. They are balancing the issues of an operating business vs. the impact of a direct abutter. What is a reasonable alternative? Atty. Boldt's presentation skipped over this issue. In his view there are reasonable alternatives. There are alternatives in sighting the



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

dumpster. Looking at the property straight on, the dumpster could go in the 1st parking space most proximate to Mr. Mantos where it could be accessed by the trash hauler from the side street. Dunkin Donuts now truck the donuts in. A solution is to use an internal compactor and have a regular trash removal. They are compacting cardboard and donuts and muffins that are past code. The question is what expense would they incur and what is a reasonable expense they should be asked to incur vs. a diminution of property values (noise, odors, etc.) for not only Mr. Mantos but the people in that area. They indicate they only have 2 or 3 removals per week and the dumpster is a fairly large one but not a huge one. We are not talking about a huge amount of trash. He said that they are weighing the expense born by Dunkin Donuts in getting rid of the trash without diminishing the property value of an abutter that pre-exists them. What is the expense of internal compacting or the cost of losing a parking space? Should we ask Dunkin Donut to give up one parking space in order to regress the economic harm being suffered by Mr. Mantos.

The public hearing was closed.

Bruce Woodruff explained that in 1994 – 1995 the State required that the City do something with the railroad crossing on Chestnut, Fourth and Central Ave. To that end the Planning Department worked to minimize the impact of some very strange design that DOT came up with. One idea was to eliminate the crossing that had existed at Fourth St., across the railroad, thereby eliminating one of the three crossings. This is important because the Planning Dept. negotiated in good faith with the owners of the buildings. Mr. Selema, the owner of Dunkin Donuts, gave up a piece of his land so they could relocate Fourth St. An exchange was to do some improvements to their parking area and maximize the parking but it left no viable place to put a dumpster in the front. Secondly, the dumpster has been there since the time of that plan in 1997. The building inspector has been working on dumpsters in the downtown and trying to get them to comply with screening and health requirements one at a time. The dumpsters that are on the two abutting lots are also in the setbacks and are also not screened. They are within 50 feet of this dumpster. The reason for this waiver is to try to get the screening, the fence and the post done that would move that dumpster a bit closer to the Dunking Donuts. The Planning Department is recommending approval of the setback waiver for this dumpster as long as the fencing, screening and moving it over a little bit is adhered to.

Perry Plummer asked if we are opening ourselves up for the next two property owners. Is the Board setting precedence?

Bruce Woodruff said the Building Inspector is working on a program to either eliminate dumpsters in the downtown, share a dumpster and to get fencing and screening so that the downtown is a better looking and smelling place.



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Dean Trefethen said in the written recommendation is the idea of having a smaller dumpster. Is that being eliminated?

Bruce Woodruff answered that it was. The applicant could go to a smaller size enclosure but he isn't sure that the truck would be smaller. A very much smaller dumpster that gets wheeled out could be done but would affect the applicant's business by increasing the pick up and thereby increasing the cost. He will leave that up to the Board.

Donald Andolina said he felt that there are some alternatives available to the applicant and he doesn't feel that granting the waiver is justified. He will be voting against this.

Frank Torr said that he doesn't agree. The dumpster is not visible from Central Avenue and you have to look for it on Fourth St.. The alternative is to put it out like a sore thumb in a parking space which defeats what Tom Clark is trying to achieve.

Frank Torr made the motion to approve the waiver for a dumpster, provided the applicant meet screening requirements and move it toward their building as far practically possible and excluding the alternative size.

Marcia Colbath seconded.

VOTE 8 – 1 Opposed – Donald Andolina

6. New Business

a. Realignment of Seacoast Metropolitan Planning Organization (MPO).

Cynthia Copeland, Executive Director of Strafford Regional Planning Commission, spoke on behalf of the Seacoast MPO to ask for the support of the City for the realignment and predestination of the Seacoast MPO. The MPO is mandatory federal legislation with three primary objectives to provide regional planning for transportation by access to federal funds for transportation projects and to ensure that the region stays within the air quality budget for the State of NH. In order to go ahead with this process they need 75% of the communities to support this action. They are about half way through and by mid May they will be able to go to the Governor and say they have been successful. Carol Murray, the former Commissioner of DOT, supports this. The Department of DOT still supports this even though there has been a change in the Commission. There will be no change in the funding. The funding for transportation planning funds is per capita so the formula stays the same. There is no change in the staffing and there are fewer meetings for commissioners to attend and the meetings are more local. The Federal and State and local funds for transportation funding are drying up. Federal agencies are looking at integration of transportation and land use. Up until this time our commission has not been able to meet as one body to address transportation planning and land use conservation and



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

natural resources. They've had separate decision making bodies. Now they can go forward with true integration and have discussions that address all the issues.

Bruce Woodruff stated that the City has a transportation improvement program where they go out and seek federal and state monies to the tune of 80% to the City's 20%. The place that starts is the MPO. If Dover wants to continue to access State transportation funds it has to be in the MPO. The most important thing is that it eliminates that extra layer of bureaucracy and eliminates duplicate processes. It saves time and money and it fosters better integration between land use planning and transportation initiatives. We don't think it's fair or useful to talk about a Route 1 project in Hampton and prioritize it against a fast trans project or community trail or any other intersection project in Dover and have those monies compete. That's why we are for splitting this MPO into the Strafford Region and the Rockingham Region. He said they are looking for a recommendation to send to the City Council to make the recommendation.

Tony McManus made the motion to make the recommendation to the City Council that the City support the proposal.

Dean Trefethen was concerned that the MPO currently covers the Little Bay Bridges and this proposal splits the jurisdiction in two. He wondered how that is going to work with the split.

Cynthia Copeland said that the draft TIS has been completed and the work of the taskforce to the point of supporting the production of the environmental impact statement is done but with any project that stretches out over several years you need to have due diligence on the process and to insure that the project moves forward and the agreements have been agreed to. Bruce Woodruff and Tom Fargo were members of the taskforce and are still attentive with what is going on. What they have agreed to for the two regional planning commissions is to keep their Seacoast Air Quality and Traffic Model functioning so that will still be there doing the larger interregional studies. They will continue to collaborate on a Memorandum of Understanding (MOU) on a coordinated plan that is working with Human Services and public transit to provide transit for people with low income or have other needs to get to work, hospital, etc. Because of COAST and Wildcat Transportation crossing between the regions, they will keep that a functioning collaboration through an MOU. The third area is called the Intelligent Transportation System and that is the signalization process such as the emergency boards that you see along the Spaulding warning people of accidents. That also crosses the boundaries and has greater effects than just this area. So it will be transit, functions, the model and the intelligent transportation systems which will be getting a larger roll in the future. They are considering that and they see value in keeping those parts united.

Chairman Cole stated that the motion is to recommend the support of the realignment of the Seacoast Metropolitan Organization from Planning to the City Council.

VOTE U/A



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Cynthia Copeland explained that Dover has the ability to have 4 representatives on the Planning Commission and Frank Torr is the only one that we have. She looks forward to have full membership again.

b. Seacoast Commuter Options Transportation Management Association (TMA) presentation and discussion.

Gloria Stowell, Pease Development Authority, spoke about Seacoast Commuter Options of which Cheryl Phoenix is the Director. She explained it is an organization that is available to help commuters find ways to work other than driving by themselves. These groups are called Transportation Management Associations (TMA's). They are trying to get traffic off the roadways, improve air quality and save on gas, etc. This was started by PDA when they were awarded a SEMAC grant. There are dues paying employers that are members and see benefits for themselves and for their employees. Much of their time is spent meeting with prospective clients and getting the word out of this program that maybe there is a better way to manage their parking than to just build infrastructure. With regard to the bridge project that could start as soon as next year, they feel that it would be great to have this in place because commuters will be screaming by then for something to help. They have had some success with Wentworth-Douglass Hospital and others but when it comes time to write that check they are reluctant. We need to take action with global warming and skyrocketing gas prices. She said that PDA has applied for a grant to keep them going. They have \$240,000 from CEMAQ and they have to provide a local match of \$60,000. It's \$20,000 a year for three years. PDA is going to contribute toward that local match and the City of Portsmouth will help out. She is going to speak to the Town of Newington in a couple of weeks and they are trying to get the PDA, Dover, Newington and Portsmouth to split that \$20,000 per year and it would go a long way. The most successful TMA's are those with support from all the communities. The way it will work is just to get the word out to a lot of people. She asked for Dover's support.

Discussion ensued with regard to the Park n' Ride.

Bruce Woodruff said that the Park n' Ride does fold into the issues of the Seacoast Commuter Options, the TMA and whether Dover should participate as an observer or financial partner. If you have read the Transportation Master Plan it advocates support of TMAs and putting into place alternatives to single occupancy vehicle. This is a good time to begin because of the bridge and turnpike constructions, concerns with gas prices and of safety. The bottom line is that Seacoast Commuter Options can go out to the large employers either in Dover like Liberty, Measured Progress and Wentworth-Douglas Hospital and present incentives for people to use. The alternatives being worked on in the City is the Fast Trans Systems, the community trail and alternatives like bike lockers at parking lots. The park n' ride will entail an express commuter bus service. All of these things will come together to help minimize the congestion because of



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

the construction of the bridges. He's check the City's Transportation Improvement Program fund balance and the financial analysis is out about 12 years. They do have extra money and none of this money is tax money but it is dedicated money that comes with vehicle registration and it's totally dedicated to transportation projects. He said that the four previous projects that have been completed, with the exception of one, have come in under budget. There is extra money that can be transferred with the approval of the Council. What they are looking for is the recommendation from the Planning Board stating that this is a good idea and should be funded through TIP money.

Tony McManus said that the potential is enormous if it can be funded and the Planning Board should take a lead with working with the employers and schools with regard to this program to try to eliminate the use of cars rather than paving over the landscape. For the amount of money they are looking for he feels that for three years it is worth it. He will contact the County as he feels they should contribute also.

Tony McManus made the motion to recommend to the Council that Dover participate to the extent of \$5,000 annually for the next three years.

Donald Andolina seconded.

Gloria Stowell said their website address is seacoastcommuteroptions.com. She Wentworth-Douglass Hospital has signed up for the ride matching and they are putting up preferential parking spaces near the doors so the carpoolers can park closer. The program is evolving.

Marcia Colbath said that retail and healthcare are projected to grow and many of those workers depend of the busses. Anything to help employers to help get employees to their facilities is worthwhile.

Dean Trefethen said that he would support this. He suggested the resolution that the source of the money is from the transportation funds. If the money is not from taxes it will make it easier.

VOTE U/A

6. New Business

b. Seacoast Commuter Options Transportation Management Association (TMA) presentation and discussion.

Bruce Woodruff said in the packet the on the Amtrack DownEaster NH Survey that was done at the end of the year. Dover took part in this survey and they helped to develop the questionnaire. He said that pages 3 and 13 talk about Dover and Exeter and says that 55% of



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2007**
Meeting Time: **7:00 pm**

Dover Rail Station passengers are not from Dover. That is the highest rate of the 3 stations in NH. To that end one of the initiatives that the Planning Dept. is to try to deflect some of the funding that the City provides to run that station and to get a more regional share of the cost. They talked to the Legislature last year and they haven't had the chance to explain what it all means but they are still trying to do that.

7. Committee Reports

Frank Torr said the Waterfront Committee met last evening and had a report on the Term Sheet. It can be found on the City's website. There will be a public hearing on the Term Sheet on April 30, 7:00 pm in the McConnel Center Cafeteria. He said that after the public hearing it will go to the City Council. The appraisal came before them last evening and they opted to keep it private until the City's appraisal is in and do a joint release. They had a report from the consultant that the project is financially feasible both for the City and the developer.

Dean Trefethen said that the Class VI Committee met once and will be meeting on the 1st of May. They will start work on reviewing the recommendations of the original Class VI Committee at the next meeting and then tackle the few roads that have not been dealt with, mainly Old Garrison Rd.

Kirt Schuman stated that the Economic and Land Use Master Plan Update Committee is meeting at 8:00 am this Saturday in the McConnell Center Cafeteria. They are waiting for the results of the survey which is critical. He said that the City Manager has released his initial proposed budget. The City staff is doing a great job in Steve's Stancel's absence but the proposal has the elimination of a position. He said that having four planners would allow them to be a progressive organization and continue to do the good things they are doing. With three we'll do a good job but he feels that it won't be as good as a job.

Site walk on Saturday at 10:00 at the New Meadows parking by the power lines.

8. Adjournment

Donald Andolina made the motion to adjourn.

John Swartzendruber seconded.

VOTE U/A