

**DOVER PLANNING BOARD  
MINUTES OF MEETING  
AUGUST 23, 2005**

**MEMBERS PRESENT:** Dennis Ciotti, Frank Torr, Donald Andolina, Dean Trefethen, ,  
Beth Thompson, Tony McManus, Ron Cole, Bryan Cahoon,  
Frank Torr

**MEMBERS ABSENT:** Pete Lavoie, John Swartzendruber

**STAFF PRESENT:** Steven Stancel, Planning Director and Jacqueline Freeman,  
Recording Secretary

Chairman Ron Cole brought the meeting to order at 7:02 PM.

Ron Cole announced that there are some vacancies on the Board and that anyone who wanted to sign up could fill out an application at the City Clerk's Office.

**ITEM #1: Citizens' Forum**

There were no speakers.

Chairman Cole announced that ITEM a. & b. , under Old Business, Liberty Mutual and PRPC Development would not be heard.

**ITEM #2: Approval of minutes.**

Frank Torr made the motion to approve the minutes.  
Beth Thompson seconded.

Tony McManus stated that on page 14, his statement should read as follows: He felt that removing the ledge would "not" address the problem.

**VOTE U/A**

**ITEM #3: Consideration and acceptance of an amendment to a site plan and Conditional Use of land for DeStefano & Associates, Inc.,(New England Equine Medical & Surgical Center) (Owner Davis Bartol Erikson Holdings, LLC) zoned ETP, Assessor's Map D, Lot 17, located at 15 Members Way.\*(P05-46)**

Doug LaRosa introduced John DeStefano and Stephanie Dunn. He explained that this plan is to amend the crematorium facility location to the north of the property which will increase the privacy of the facility and improve separation from residential areas. The facility will be located in a stand of evergreens. They met with the Conservation Commission on August 1. The owner has agreed to place 18 acres of the 37 acres into conservation easements.

Tony McManus said that the Board was told that the original location was the best location and wanted to know what had changed.

Doug LaRosa stated that the owner felt that this location was better than the original because it is more isolated. After more investigation, they found that this new location is further away from the main building and the building would be surrounded by huge evergreen trees.

Dennis Ciotti asked if the building would encroach into the wetlands. He asked if the building was much larger than the original.

Doug LaRosa answered that it was 1,800 sq. ft. bigger than the previous building. He said that it is a drive-thru facility, which increases the size. A truck would drive up to the building, the doors would open and they would unload and then drive out. He said that there was a freezer for smaller animals. He said that the addition is an office that will be associated with the crematorium. The actual crematorium size went from 30 X 50 to 40 X 50.

Steve Stancel asked if there would be other animals besides horses that would use this crematorium.

Stephanie Dunn stated that the possibility exists for the operator of the crematorium to do a pick-up service to some small animal hospitals in the general area. He would go out once a week with his truck picking up small animals that have been frozen by the veterinary facility. They would be stored in the freezer until such time as they are cremated and then returned again to the veterinarian facility that they came from.

Tony McManus asked if this was a change of use.

Stephanie Dunn explained that most of the animals go to Middleboro, MA or up to Turner, ME to a veterinary support service. Both of those facilities, because of the transport involved, are fairly expensive propositions for the pet owner to their veterinarian. The crematorium ovens have changed so much over the last number of years that it has become a very expensive proposition to put in so that most small animal hospitals don't have them. There are no state regulations for an animal crematorium in reference to the handling of the animals but there are emission standards.

Dennis Ciotti asked if there are now two ovens.

Stephanie Dunn stated that only 1 oven would be put in. The reason for the potential of another is because you can only put one horse in at a time. It has the capacity of 1,200 lbs. and most horses are now between 1,000 and 1,200 lbs. It takes a 24 hour period for the cremation and the handling of the ashes. As their hospital volume increases they may be faced with the potential of putting in the second oven to handle the flow so they don't have horses waiting in line to be cremated.

Discussion ensued with regard to the size of the freezer.

Dean Trefethen said that he thinks one larger facility would be better than having a lot of other crematoriums.

Dennis Ciotti said that he is in favor of doing this. He said that as a Board, they knew nothing about crematoriums and they are taking their word for this. He said that he hopes that something bad doesn't come of it because we are doubling the size and the capacity of the crematorium and know nothing about it.

Steve Stancel reminded the Board that the Planning Department researched this when it came through the first time. They were provided with a report on this particular system with numbers on emissions and particles in the air. This study verifies that this is a very clean and efficient system.

Frank Torr made the motion to accept the application.  
Beth Thompson seconded.

**VOTE U/A**

The public hearing was opened.  
There were no comments.  
The public hearing was closed.

Steve Stancel stated that the applicant appeared before the Conservation Commission on August 1, 2005 and the TRC on August 11, 2005. The Conservation Commission recommended approval. The applicant asked for a waiver to permit the access road to the crematorium to remain gravel. Given the limited traffic that will use the road, the Planning Department supports the waiver request and recommends approval of the site plan and Conditional Use Permit with 4 conditions as follows:

1. Add the owner's signature to the plan.
2. Add the engineer's seal and signature to the plan.
3. Approval includes granting the waiver for allowing the access road to the crematorium to be gravel.
4. Approval includes the granting of a Conditional Use Permit.

Donald Andolina made the motion to approve subject to the four recommended conditions as listed above.

Beth Thompson seconded.

**VOTE U/A**

**ITEM #4: Consideration and acceptance of a site plan and Conditional Use of land for 171 Watson Rd. of Dover Holding Corp., (Measured Progress III), Assessor's Map E, Lots 27, 27B & 27D, zoned ETP, located on Education Way. \*(P05-45)**

Nathan Alison, TFMoran, stated that he had prepared several renderings for review. One was an overall site review plan with Education Way crossing through the center of the site. He said that the office building is under construction, the processing center is occupied and running. This proposal is the construction of a parking lot to augment the parking in the processing area, as well as the proposal to build a daycare facility and supporting parking. Some of the parking spaces are missing for the processing center. The parking spaces were displaced by the construction of the transformer pad and several other structures. Some of the parking that is being proposed at this time is replacement for the parking spaces which were lost in that portion of the site. The total number of spaces originally designed for the processing center was 264 spaces. 220 spaces were actually constructed leaving a deficit of 44 spaces that were not constructed. The proposal to build the parking and phase III involves the construction of 160 spaces. The actual need by Measured Progress is about 85 spaces. 75 of those spaces are not required at this time. The need for an additional 40 more parking spaces at the processing center is due to the fact that there is an overlap of about 1 or 1 1/2 hours during the middle of the day where you have 2 shifts that are occupying this facility. Some of the shortage is due to the fact that people are impatient they don't want to look around for spaces that may be open. The daycare center will be used exclusively by Measured Progress employees.

Nathan Alison explained there were so many parking spaces around the daycare facility because the traffic comes in as the shifts come in and that there is a need for additional spaces above and beyond what the ordinance would require. They will come in with a revised plan that shows 24 spaces rather than the one that is being proposed of 38 spaces.

Mr. Alison stated that the site is sewered by a trunk line that is located by the Cochecho River. This line is being entered by a sewer main which was constructed in Education Way and serves the processing center and the office building. The daycare facility needs to connect to this sewer system. In looking at all the different paths that are available by gravity to sewer this site, there is no path that did not pass through the wetlands or the buffers. Recognizing this they are proposing a pump station and a force main which will go back to a main in Education Way.

Mr. Alison spoke on storm water management and water quality. The Conservation Commission expressed their concern about making sure that they utilize as many features as possible for storm water management strategy that have to do with cars, but also the sediment and salt situation. They have multiple ways of treating this type of material. They are using a combination of detention basins and long swales and catch basins.

Mr. Alison said that the site is so large that they have many places where they can place snow. They have prepared a landscaping plan that they feel complies with the requirements. All the lighting fixtures on the site are consistent with the ordinance of either 19' or 28' lighting standards. He showed a rendering of the daycare showing a colonial building with a hip roof, vinyl clapboards and possible wooden clapboard sides. It is a walkout facility so that the basement is exposed at the lowest level, which is on the southern side of the facility.

Dean Trefethen asked how the Phase I parking did not get built to either the correct number of spaces or to the plan.

Nathan Alison said that those spaces were replaced by either green space because it looks attractive, or by some of the pads associated with some of the utilities. The real traffic problem has been caused by the fact that there is an overlap of the working shifts.

Dean Trefethen asked if this additional parking, which is going to make up for the spaces that didn't get built previously, would be greater than would be needed for the proposed daycare facility. He asked if the Board could have assurance that the parking being proposed for phase III won't be a problem.

Dee Willson said that they have had a peak season for processing work. They created spaces along Education Way and utilized some of the island areas that were not yet curbed. He explained how they have gotten to 85 spaces. He said that the plan calls for 15% more than would be used because people drive around and miss a spot and end up parking on the grass. They wanted a bit of a buffer in the system. The office building does not have a multi-shift operation. The process building runs three shifts. He said that they hired a much larger second shift than they anticipated.

Dean Trefethen asked if the daycare would be run by Measured Progress or an outside facility.

Dee Willson said that they currently have a operation which is run under the direction of Measured Progress and it is anticipated that it will continue that way. They are always willing to look at other options as time goes on but that is the current plan.

Tony McManus said that the Board approved the site plan based on the submission that was given. He said that it sounds like they decided to do something else and as a result lost 40 spaces. He asked if there was some misunderstanding.

Bob Duval said that during the construction of phase I, the uses that were anticipated for that processing building changed a little bit and it became more of an office building in the front and as a result, there was a greater need for a more attractive environment. The parking field, which originally didn't seem objectionable, started to seem objectionable. Their business has increased and the truck traffic at the loading docks turned out to be a lot more significant than was expected. The pad that they needed was larger than originally anticipated which eliminated some spaces. They decided to see if they could come back to this Board for permission to relocate some of those spaces and at the same time they could solve the overall parking picture, which had a deficit because of the shift overlap and because the parking was calculated too precisely to the actual peak percentage. They recommend, at this time, to allow for the effective utilization factor to make sure that they don't have to come back. He said where they are placing the parking now will guarantee that they would not have to come back. They are asking for a bit more than they need, to be sure that they will not be coming back a third time for a parking problem.

Donald Andolina asked for the capacity of the childcare facility and how many parking spaces would be needed at that facility.

Nathan Alison stated there would be about 50 children. He said that he thought that there were now 38 spaces and they would take them down to 24 spaces which is what is needed. The dumpster would be placed away from the building and nearer the driveway.

Don Andolina asked why they would need 24 spaces if people would be dropping the children and then moving on.

Nathan Alison said that they want to have as much staffing as possible and there could be 8 to 10 vehicles loading and unloading at one time simply because of the shifts. The personnel requirement might be 10 or 12 spaces. He said that there will be times such as for Christmas parties when additional spaces will be needed.

Nathan Alison explained that the new technologies may be applicable in other climates but pervious paving may not work up here because of the ground being frozen and very cold. It may or may not be very optimal here but they will look at it.

Bob Duval stated that to the best of their research there have not been any previous parking spaces constructed in this climate yet. There is an experiment in Bedford using that surface to see if it can survive in this climate and the salt, etc. They are hoping that in a few years we can see if it can be effective. They hesitate to propose it until they get more data.

Frank Torr made the motion to accept the application.

Beth Thompson seconded.

**VOTE U/A**

The public hearing was opened.

There were no comments.

The public hearing was recessed.

Steve Stancel recommended this item be tabled for a site walk. He said that we could work with Measured Progress and get a tour of the two buildings that are out there.

Chairman Cole set up a site walk for Tuesday, September 6<sup>th</sup> at 5:30, meeting at 50 Education Way, at the processing building.

Dennis Ciotti made the motion to table the application.

Dean Trefethen asked with regard to the parking spaces that were approved and were not built if the staff should have caught that or if it is something that is not looked at.

Steve Stancel stated that he would take some of the responsibility. He explained that Measured Progress did come to the Planning Office and the Engineering Office during

construction and they made a case that the 44 spaces weren't really needed at that time and the number of spaces that were approved on the plan was above and beyond what our regulations require. The City tries to limit impervious surfaces and if the spaces are not needed, we try not to have them on a plan so we did ok eliminating those 44 spaces. He said that sometime during the spring they started having problems with cars parking in the road, at which point we approached Measured Progress and told them that they would have to correct the problem. This plan is Measured Progress coming to us to correct that problem. It is not uncommon as projects get into the construction phase that there are minor changes and decisions that are required to be made very quickly by the Engineering or Planning Offices. If they were to add or change the position of the building we would send that back to Planning Board. In retrospect, we probably should have sent this back to Planning Board, given the problems that we had.

Tony McManus said that it sounds like a change of use in that they decided to use more office space than what was contemplated and that is what triggered some of the changes that took place. He said that we will look at the area at the site walk.

Steve Stancel stated that the TRC notes show that we do have questions. He said that we know that something is going on in that corridor because of traffic difficulties with cars that are heading southbound on Sixth Street wanting to turn on Indian Brook. We are seeing long delays. In Measured Progress' original traffic analysis there wasn't supposed to be a problem and now along comes Liberty Mutual and we are showing that there is a problem. He said that something in-between has happened out there so we need to take a look.

Beth Thompson seconded.

**VOTE U/A**

#### **ITEM #6: New Business**

Steve Stancel explained the handout regarding the proposed Residential-Commercial Mixed Use Overlay District. He said that interest has been expressed from a developer to redevelop the Thornwood Farms parcels off of Dover Point Rd. Both parcels are interesting parcels and represent some interesting obstacles in terms of traffic and environment. The staff has been attempting to put together something called the Residential-Commercial Mixed Use Overlay District (RCM).

Steve Stancel explained that Dover does have a PUD and it allows non-residential on residential zoned land if you have 50 acres or more. It allows elderly residential in a non-residential zone as part of a mixed-use project in order to stimulate the mixed-use and the economic development portion of the project. This is being handed out to the Board to be studied and will be discussed again in greater detail on the 13<sup>th</sup>. The 50 acre parcel must have access directly on a State maintained road. They use that as a definition of a major arterial road. There are maybe 3 or 4 parcels or locations in the City where this could apply and they are all very similar. He will get those out to the Board on September 13<sup>th</sup>.

Donald Andolina asked for an explanation of a PUD.

Steve Stancel explained that a PUD is a Planned Unit Development. It generally is a mixed-use development where you have residential and commercial together. You may have smaller retail or office users. There was a concept plan brought before this Board about 6 months ago, on the Durham Road. He said that for something like that to move forward, it would require a zoning change and this is something that would allow this.

Steve Stancel said that there are no approved plans out there, but there are some concept plans. The history of the Thornwood Farms parcel is that several years ago it was zoned R-40 and a prime residential development area. There were some concepts that were brought before the Board showing as many as 200 units. At the time the Planning Board was in the middle of a rezoning process and had identified that parcel for ETP zoning, so the land got zoned ETP. Since that time, there have been some issues with the ownership of the parcel that has gone through receivership. There are some very specific issues with that parcel in terms of contamination and cost to correct that contamination. This presents a possible option to assist in eventually getting the parcel developed.

Dean Trefethen said that, traditionally, we have tried to bundle as many changes to the Zoning Ordinance together so that we only have to go through that process once. He said that he has a couple of things in his mind that he would like to see some tweaking on and he asked if everyone could pull their thoughts together for the next meeting and summarize what they potentially want to do.

Steve Stancel said that and anytime that the Board wants to begin working on a new group of changes that is fine with the staff. He said this proposal would affect maybe 3 or 4 or 5 parcels in the City and we would only have to notify the owners of those parcels plus everyone within 200 feet. Other changes which might affect the entire City would require broad range notification which then increases cost and timeframe greatly.

Chairman Cole asked for a volunteer to join the trail committee.

Donald Andolina volunteered.

Ron Cole read a copy of Mindy Anderson's resignation for the Board. He said that she is a bright young woman and always asked good questions. She will be missed.

### **ITEM #8: Adjournment**

Beth Thompson made the motion to adjourn.

Frank Torr seconded.

**VOTE U/A**