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City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

TO:	Planning Board Members
FROM:	Planning Department Staff
DATE:	October 23, 2008
SUBJECT:	Staff recommendations for agenda items for the October 28, 2008 Planning Board Meeting

3. NEW BUSINESS

A. Consideration and acceptance of a minor lot line adjustment of land for Michael & Joy Dunphy, Assessor's Map G, Lots 28-1C & 28-1D, zoned R-20, located on Littleworth Road. (P08-38)

The Planning Department recommends approval of the lot line adjustment plat with the following conditions:

1. Add the owners' signatures to the plat.
2. Add the surveyor's stamp and signature to the plat.
3. Provide the Planning Department with a digital version of the plat.
4. Revise the plat to add the Planning File Number (P08-38) to the title block on the sheet.
5. Revise the plat to add the I-4 – Assembly and Office District dimensional and density requirements to note #4.
6. Revise the plat by correcting the zoning district line label from Industrial to I-4.
7. Revise the plat by adding a plan intent note.
8. Revise the plat by labeling the existing driveway as gravel.

B. Consideration and acceptance of a minor lot line adjustment of land for Jacqueline & Daniel W. Ayer, Assessor's Map N, Lots 18 & 19, zoned R-40, located on Mckone Lane. (P08-41)

The Planning Department recommends approval of the lot line adjustment plat with the following conditions:

1. Add the owners' signatures to the plat.
2. Add the surveyor's stamp and signature to the plat.
3. Provide the Planning Department with a digital version of the plat.
4. Revise the plat to add the Planning File Number (P08-41) to the title block on the sheet.
5. Revise the plat by adding the Strafford County Registry of Deeds recording number to reference plans #2 and #3.

C. Consideration and possible vote of a minor subdivision of land for Jacqueline & Daniel W. Ayer, Assessor's Map N, Lot 18, zoned R-40, located on Mckone Lane. (P08-42) (3 lots)

The Planning Department recommends approval of the minor subdivision plat with the following conditions:

1. Add the owners' signatures to the plat.
2. Add the surveyor's stamp and signature to the plat.
3. Provide the Planning Department with a digital version of the plat.
4. Revise the plat to add the Planning File Number (P08-42) to the title block on the sheet.
5. Revise the plat to label the accessory structure that straddles the lot line between lots #4 and #5 and add a note requiring the removal of the structure prior to the signing of the plat. The applicant shall provide the Planning Department with a letter certifying the removal.
6. Revise the plat by adding the Strafford County Registry of Deeds recording number to reference plans #2 and #3.
7. Revise the plat to identify the 20 percent slope areas on each lot.
8. Any new dwelling unit shall be assessed the school impact fee of \$3,654, the recreation impact fee of \$1,184, the police impact fee of \$276, and the fire impact fee of \$530 at the time of building permit application.
9. Each new lot is subject to the sewer investment fee in place at the time of building permit.

D. Discussion on proposed Capital Improvements Program Fiscal Years 2010 - 2015.

The CIP booklet will be available at the meeting.

4. OLD BUSINESS

A. Consideration and possible vote on a major subdivision of land and conditional use permit for KPRP, 165 Henry Law Ave, LLC, Assessor's Map 21, Lot 5, zoned R-12, located at 165 Henry Law Avenue. (P08-25) (9 lots)

Please remember to bring the application materials for this project from the October 14, 2008 meeting.

The applicant has submitted a set of revised plans for your review. The Planning Department has developed a list of potential recommended conditions of approval of the subdivision plat and the Conditional Use Permit. The City Engineer is conducting a final review of the plan and drainage study and plans to have a list of additional conditions available at the meeting. The Planning Department will review the City Engineer's proposed conditions to make sure that none of them would require that the Planning Board hold a compliance hearing and will have a recommendation for action at the meeting.

Conditions to Be Met Prior to Signing of Plans:

1. Add the owners' signatures to the plat.
2. Add the surveyor's stamp and signature to the plat.
3. Provide the Planning Department with a digital version of the plat.
4. The approval includes granting the Conditional Use Permit for the slope impact.

5. Revise the plat to label the road as a proposed public right-of-way to be deeded to the City.
6. The applicant shall submit the proposed wording for the drainage easement, wetlands and buffer preservation deed, and no-cut buffer deed to the Planning Department for review and approval, with consultation by the City Attorney on the proper form of the documents.

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

7. The applicant shall agree to hold a neighborhood meeting with representatives of the Fire Department and the blasting company prior to any on-site blasting to review the blasting plan.
8. In lieu of providing on-site recreation, the applicant agrees to contribute funds for off-site recreation facilities at Maglaras Park, in the amount of \$5,000.
9. Any new dwelling unit shall be assessed the school impact fee of \$3,195 at the time of building permit application.
10. The applicant shall pay the Community Services Vehicle Capital Improvement Program fee, in the amount of \$1,946.

5. STAFF COMMENTS

6. COMMITTEE REPORTS