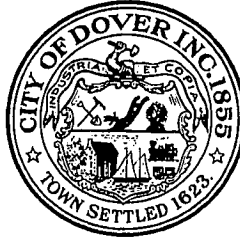


Christopher G. Parker, AICP
Director
c.parker@ci.dover.nh.us



288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6008
Fax: (603) 516-6007
www.ci.dover.nh.us

City of Dover, New Hampshire
Department of Planning & Community Development

MEMORANDUM

TO:	Planning Board Members
FROM:	Planning Department Staff
DATE:	November 13, 2008
SUBJECT:	Staff recommendations for agenda items for the November 18, 2008 Planning Board Meeting

3. NEW BUSINESS

- A. Public Hearing to hear comments on the City's proposed Capital Improvements Program (CIP) FY 2010 - FY 2015. The CIP can be found on the City's Web Site at www.ci.dover.nh.us.**

Please remember to bring your copy of the CIP. The Planning Board will discuss the CIP later in the agenda under Old Business.

4. OLD BUSINESS

- A. 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.

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

4. 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.
5. Each new lot is subject to the sewer investment fee in place at the time of building permit.
6. The applicant shall submit \$2,500.00 at the time of the Building Permit for each building lot and McKone Lane shall be maintained as is at this time.

B. Consideration and possible vote of 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. Please review the enclosed letter from the Planning Department that was sent to all abutters reminding them of this meeting and an aerial photograph of the area.

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 20 percent slope impact.
5. Revise sheet #2 the plat to label the road as a proposed public right-of-way to be deeded to the City and not as lot 5-10.
6. Revise sheets #2, 3, and 4 by removing the polygon on Lot # 5-5.
7. The applicant shall submit a proposed deed transferring the right-of-way to the City, said deed shall be reviewed by the Planning Department, and approved as to form by the City Attorney, but not signed until the right-of-way is ready to be transferred.
8. 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:

9. The applicant shall install all vegetation proposed along abutting parcels.
10. 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.
11. Any new dwelling unit shall be assessed the school impact fee of \$3,195 at the time of building permit application.
12. The applicant shall pay the Community Services Vehicle Capital Improvement Program fee, in the amount determined by the Community Services Director.

Conditions to Be Met by the Applicant Prior to Any Road or Land Clearing:

13. The applicant shall hold a neighborhood meeting with representatives of the Fire Department and the blasting company in attendance, prior to any on-site blasting or land clearing, to review the blasting plan.
14. The applicant agrees to have the surveyor stake the no cut buffer along the outside of lots 5-1, 5-2, and 5-3. This shall be checked and approved by the Building Official and City Engineer.
15. The applicant shall provide the Planning Department with proof that the Environmental Protection Agency Notice of Intent Permit has been filed.

C. Discussion and consideration of CIP.

Please review the enclosed CIP/Master Plan comparison sheet prepared by the Planning Department.

5. STAFF COMMENTS

6. COMMITTEE REPORTS

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