

**DOVER PLANNING BOARD  
MINUTES OF MEETING  
JULY 13, 2004**

**MEMBERS PRESENT:** Ron Cole, Frank Torr, Pete Lavoie, Donald Andolina, John Swartzendruber, Dennis Ciotti, Dean Trefethen, Beth Thompson

**MEMBERS ABSENT:** Anthony McManus and Eric Tooke

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

**ITEM #1: Citizens' Forum**

There were no speakers.

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

Beth Thompson made the motion to approve.

Dennis Ciotti seconded.

**VOTE U/A**

Chairman Cole announced that the Cotswold Subdivision, located on Columbus Avenue has been postponed and will be heard at the July 27<sup>th</sup> meeting.

**ITEM #3: Consideration and acceptance of an application for a Conditional Use Permit for Woodwind Farms, LLC, Assessor's Map N, Lot 8-1, zoned R-40, located at 287 Gulf Road.\*(P04-28)**

Dana Lynch, with CivilWorks, represented the owner Steve Wood. He said that they propose to build a small accessory structure. He said that the property contains approximately 93 acres and is predominantly open fields. The confluence of Fresh Creek and the Cochecho River is a point of land that is predominantly pine covered. One year ago Mr. Wood received approval from the NH Wetlands Bureau for a dock facility. Mr. Wood decided that he would like to use his property by putting a small accessory structure with a wooden stairway leading from that structure down to the dock. The proposal for the stairway is to build it on concrete piers, therefore minimizing the amount of land disturbance. There would be a few saplings but no large trees taken down and no stumps removed to construct the stairs. It is approximately a 90 foot long stairway on an approximately 33% grade. The location that was chosen is the most direct route to the docking facility. The stairway will avoid disturbance of that land, the creation of a beaten down pathway and an opportunity for erosion to take place. The structure is intended primarily as a place to keep equipment associated with boating activities and to use for family picnics giving them a chance to utilize and enjoy their property to its fullest. They went before the Conservation Commission last night and heard some

concerns from abutters. The Conservation Commission Chairman decided to do a site walk which was done this afternoon and will over the next two weeks, call a special meeting to vote on this application. Their recommendation will be in place prior to the next Planning Board meeting. Dana Lynch said that he came tonight to present the proposal and to answer any questions.

Frank Torr made the motion to accept the application

Beth Thompson seconded.

**VOTE U/A**

The public hearing was opened.

There were no comments.

Chairman Cole recessed the public hearing until comments and recommendations were received from the Conservation Commission.

Don Andolina made the motion to table the application.

Dean Trefethen seconded.

**VOTE U/A**

**ITEM #4: Application for a minor subdivision of land for VAM Enterprises, Inc., Assessor's Map H, Lots 4 & 5, zoned I-1, and located on Progress Drive. (2 lots) (P04-29)**

Joe Vitco, one of the shareholders of VAM Enterprises, stated that this property was purchased in the 1970's and two buildings were constructed on the property. About the time that the second building was constructed, the tax maps showed two separate properties with two separate buildings. This corporation has been in a situation in the courts for about 14 years and as part of the court supervised dissolution there is a request to subdivide this property officially. He said that that is why they are before the Board.

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 said that the applicant has requested waivers from Chapter 155-28, G&H, which requires soil information and existing contours on the plat. The Planning Department agrees that the soil data is unnecessary because wetland delineations has been performed and existing contours are not needed because no site work is being proposed. The applicant has also requested a waiver from the requirement that pavement be five feet from a side property line due to the existing shared driveway. He gave the staff recommended conditions of approval.

Steve Ellis, of Millette Engineering, stated there will be a shared driveway between the two properties. They would have to get a wetlands permit in order to get a driveway to the second parcel.

Steve Stancel explained that the City tax maps already show this as two separate parcels, and the applicant was already receiving two different tax bills. For whatever reason there was only one deed.

Donald Andolina made the motion to approve the application and the waivers with the following staff recommended conditions of approval:

1. Add the owner's signature to the plat.
2. Approval includes the granting of the three waivers requested.
3. Provide the Planning Department with a digital version of the survey.
4. Provide the Planning Department with a copy of the proposed access easement deed prior to the final approval of the plat.

John Swartzendruber seconded.

**VOTE U/A**

**ITEM #5: Old Business**

Dean Trefethen stated that the Appointments Committee meeting is tomorrow night before the City Council meeting and they will be bringing forth recommendations for regular members. He said that his understanding is that there are not many applicants out there.

Dennis Ciotti stated that the Class VI Roads Committee will meet again tomorrow. He said that it has been slow progress. They are tackling Old Garrison Road tomorrow. Some of their work is all done waiting for a proposal to send to City Council with regard to the disposition of these Class VI roads. Many of them are cut and dry and some are housecleaning measures out in the Industrial Park. He said that they will have recommendations in two weeks tops.

Frank Torr stated that the Waterfront Development Committee discussed the history of the parking and traffic flow. Last week they took a tour of the site and talked about the dredging and the spoils disposition. The next meeting is Monday, July 19<sup>th</sup> in the City Manager's Office.

Ron Cole asked if there has been any discussion regarding the old jail.

Frank Torr answered that it has been touched upon and at some point there will probably be contact made with the owners of that facility but at this point in time nothing has happened.

Donald Andolina stated with regard to the gravel pits that Mr. Martel, Mr. Severino, Dean Peschel, Bruce Woodruff, Mr. Chandler, an abutter, and himself went to the gravel pit site. He said that Mr. Martel agreed to remove all the stumps and the other debris at the foot of the slope and spread loam and seed it by August 15th. Dean Peschel and Bruce Woodruff will follow up and report back to the Planning Board. He said that he got the same kind of cooperation from Mr. Severino. He added that Mr. Chandler seemed satisfied that the action to be taken would relieve the problems.

Steve Stancel said with regard to the memo in the packets, that a letter was received from Dover Sand and Gravel where the owner indicated that he is working on the reclamation but he failed to give a date on when that might be forthcoming. Steve Stancel recommended that the Planning Board hold a public hearing at the first meeting in August to discuss which direction to go, either revocation of the gravel permit or continuance if progress is being made.

Steve Stancel stated that Mr. Martel indicated that he would like until August 15<sup>th</sup> for his bond because of the sale of the bonding company.

Steve Stancel stated that Tony McManus is the McConnell Center Reuse representative. The committee has been meeting on a monthly basis. They were able to secure about \$32,000 worth of grants which they have used to hire a consultant. They have broken up into subcommittees. The latest concept is that the building would be a community center with a mix of human service agencies and City agencies that deal with recreation, health and education. The time and place for the next meeting is at the Portsmouth Community Campus on July 22<sup>nd</sup>, at 8:30 AM. They hope that by the end of September to have enough information pulled together to have a workshop with the City Council to bring them up to date and then by December have a full report.

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

Ron Cole stated that there is a letter from the Center for Land Conservation Assistance in the packet. He said that this workshop would be beneficial and suggested that the members attend.

#### **ITEM #7: Adjournment**

Beth Thompson made the motion to adjourn.  
Frank Torr seconded.

**VOTE U/A**