

**DOVER PLANNING BOARD
MINUTES OF MEETING
JULY 27, 2004**

MEMBERS PRESENT: John Swartzendruber, Donald Andolina, Anthony McManus, Frank Torr, Dean Trefethen, Dennis Ciotti, Beth Thompson, Pete Lavoie, Ronald Cole, and Eric Tooke (late)

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

Chairman Cole brought the meeting to order at 7:00 PM.

Chairman Cole announced that ITEM #5 (a.) Cotswold Subdivision would not be addressed this evening.

ITEM #1: Citizens' Forum

No one spoke

ITEM #2: Approval of minutes

Don Andolina made the motion to approve the minutes.

Beth Thompson seconded.

VOTE U/A

Abstained – Tony McManus

ITEM #3: Consideration and acceptance of a minor lot line adjustment of land for 192 Washington Square LLC and City of Dover, Assessor's Map 10, Lots 40, 41, 42, zoned RM-6, located on Washington St.* (P04-30)

Atty. Jim Schulte stated that he was representing the applicant. He stated that the City has not yet received the deed to the property from the State. He said that the document should be here within a couple of weeks and when the City receives the deed then they will come back. He asked that this be postponed probably for 30 days. The City will then own the property and be in a position to actually subdivide it.

Chairman Cole indicated that the item would be placed on a future agenda.

ITEM #4: Consideration and acceptance of a minor subdivision of land for Susan Gonye/Sarah Shaheen/Katherine Hughes/Stephen Gonye, Assessor's Map L, Lot 71, zoned R-20, located at 231 Dover Point Road.*(1 lot)(P04-32)

Kevin McEaney represented the applicants and stated that it is a simple subdivision. There is an existing 200 year old cape that sits on the property very close to Dover Point Road. The land area is approximately 1.16 acres and the proposal is to divide the property approximately in half. He said that Lot #1, containing the existing house, is

about 25,332 sq. ft. and Lot #2, at 25,181 sq. ft will be built on by Susan Gonye. Both lots are serviced by municipal water and individual septic systems. There is currently a septic system in place for the house that is there. They have conducted test pits and perk tests and that information has been sent to the State for subdivision approval. This property was granted a Variance in October of 2003 because it lacks sufficient frontage for two lots in an R-20 zone which requires 125' of frontage for each lot. It was shy by approximately 14 feet. He said that that one of the conditions of approval for the Variance was that the existing driveway be closed and a common driveway be placed along the common lot line between the two lots. It is shown on the plan to take place at the time that the Building Permit is issued. A portion of the pavement closest to Dover Point Road on the existing driveway would be moved to insure that that would not be used separately. He suggested that it might be a condition of approval for Planning Board as well.

Beth Thompson made the motion to accept the application.

Frank Torr seconded.

VOTE U/A

The public hearing was opened.

There were no comments.

The public hearing was closed.

Steve Stancel gave the Planning Department's recommended conditions of approval as follows:

1. Add the owner's signature to the plat.
2. Provide the Planning Department with a digital version of the survey.
3. Provide the Planning Department with a copy of the proposed access easement deed prior to final approval of the plat.
4. Provide the Planning Department with a copy of the NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.
5. Revise the plat by adding two GIS points.
6. Revise the plat by adding a note certifying the amount of wetlands on the property.
7. Copy of the State Driveway Permit be submitted prior to issuance of a Building Permit.

Donald Andolina suggested that a number 8 be added to say "to remove the existing asphalt driveway."

Kevin McEneaney said that they are showing on the plan that a portion of the old driveway is to be removed. He said that he doesn't believe that there is an intent to be using the entire driveway. He thinks they would like to tie the new driveway to the existing driveway.

Dennis Ciotti asked if it was the intent of the homeowner to move the approx septic system on lot 1, to the rear of the lot. Dennis was concerned that the new driveway would pave over some of the existing septic system.

Kevin McEneaney stated that the State requires them to show a 4K area in case the existing system has a problem and they need a replacement system. Currently, the system that is in there now is properly functioning so there is no plan to construct a new system in the 4K area.

Kevin McEneaney stated that the paved portion would not interfere with the edge of the system that is there now. The system that is there now is an old system and it probably does not meet the current setback from the foundation which is 35' from the foundation drains. The intent is not to pave over any portion of the existing system.

Frank Torr made the motion to approve with the following conditions

1. Add the owner's signature to the plat.
2. Provide the Planning Department with a digital version of the survey.
3. Provide the Planning Department with a copy of the proposed access easement deed prior to final approval of the plat.
4. Provide the Planning Department with a copy of the NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.
5. Revise the plat by adding two GIS points.
6. Revise the plat by adding a note certifying the amount of wetlands on the property.
7. Copy of the State Driveway Permit be submitted prior to issuance of a Building Permit.
8. Remove the portion of the existing driveway as specified by the ZBA in 2003.

Tony McManus seconded.

VOTE U/A

ITEM #5: Old Business

- a. **Discussion and possible vote on Changing Places, Cotswold Subdivision, located on Columbus Ave. (P03-68) WITHDRAWN**
- b. **Discussion and possible vote on a Conditional Use Permit application for Woodwind Farm, located on 287 Gulf Road. (P04-29)**

Donald Andolina made the motion to remove this item from the table.

Dean Trefethen seconded.

VOTE U/A

Dana Lynch, Civilworks, stated that the proposal is to build a stairway and an accessory building for storage of seasonal equipment in a Conservation District. He said that since

the last meeting the Conservation Commission has voted and made a favorable recommendation. They are now waiting for the State permit.

Tony McManus stated that the building is a pretty good size building and asked if there was any intention of having a kitchen and a bathroom.

Dana Lynch said that there is no application in for a septic system or a well as there is no water supply to it. That is not part of his plan at this point in time. It is for storage of kayaks, life jackets and canoes. It will also be screened in for the summer. The building is 1,200 ft away from the house so when they are using the waterfront they can stay there to enjoy lunch or to get out of inclement weather.

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

Frank Torr made the motion to approve with the following conditions:

1. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Wetlands Permit.
2. The applicant shall comply with the construction notes on the plan.

Dennis seconded.

VOTE U/A

Abstained – Tony McManus

Ron Cole welcomed Donald Andolina and John Swartzendruber as regular members of the Board. They were appointed by the City Council Appointments Committee.

Donald Andolina asked about the Class VI Roads meeting and if there was anything additional to report.

Dennis Ciotti stated that they had a meeting scheduled for Wednesday, July 28, at 1:00 PM, in the Council Conference Room. They have several resolutions to bring forth at the next Planning Board Meeting.

Dean Trefethen stated with regard to the Dover Point rezoning, that he has asked the Mayor to schedule a workshop with the full City Council sometime in the near future to discuss how the Council would like to proceed with such matters. Also, he wants to get some direction to the Planning Board since this particular proposal has been before the Board three times and approved twice and defeated twice by the City Council. He felt that it would be a good idea for the City Council to give the Board some direction on how they wanted the Board to proceed in the future on civil matters.

ITEM #6: New Business

Tony McManus asked what the status of the Land Use portion of the Master Plan was and if it would be worthwhile to look at it.

Steve Stancel stated that it was done last in 1998 and it is about time to start collecting data for that portion.

Tony McManus stated that we should start to reevaluate the entire City.

Ron Cole asked about doing another "Speak Out Dover."

Steve Stancel stated that it is a matter of staff time.

Ron Cole stated that he would sit down with Steve Stancel within the next couple of weeks and start to plot what direction to take. He said that he feels that the character of the community has changed. He said that he would be interested in doing a survey and comparison on how the community felt then and how it feels now. He thought that there would be significant differences.

Steve Stancel stated that the Planning Department holds Technical Review Committee meetings periodically to review projects before they come to the Planning Board. It would be good having a representative from the Planning Board to come to the meetings. The next one is Thursday at 1:30 PM.

Ron Cole said that he would like any interested members to contact him. He said that they have a crack staff in Planning and there is Fire, Police and Engineering in attendance as well. He said that having a member of the Planning Board can shed some light on a project.

Steve Stancel stated that the meetings are open to the public so any member can go to any of them and he thinks that it is important because sometimes Board members express frustration because by the time that the plan gets to the Planning Board a lot of the details have been worked out. If you go to the TRC, you can really roll up your sleeves and go through the plan.

ITEM #7: Adjournment

Beth Thompson made the motion to approve.

Frank Torr seconded.

VOTE U/A