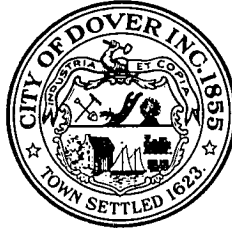


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City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

TO:	Planning Board Members
FROM:	Planning Department Staff
DATE:	October 8, 2004
SUBJECT:	<i>Staff recommendations for agenda items for the October 12, 2004 Planning Board Meeting</i>

ITEM #3: Public Hearing to consider a petition seeking the designation of Back Road as a Scenic Road as provided in Chapter 143 of the Dover City Code and RSA 231:157.

Please review the City Council resolution and the petition submitted by residents of Back Road. The City Council is scheduled to take up the petition on October 13th and set a date for a public hearing. The City Council resolution asks the Planning Board and the Conservation Commission to review the issue and submit a recommendation to the Council.

ITEM#4: Application for a minor subdivision of land for David Bibber, Assessor's Map E, Lot 67A, zoned R-12, located at 1 Whittier Falls Lane. (1Lot)(P04-51)

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

1. Add the owner's signature to the plat.
2. Provide the Planning Department with a digital version of the plat.
3. Add the surveyor's signature and stamp to the plat.
4. Revise the plat to add two GIS points.

ITEM #5: Application for a Conditional Use Application for William Coneys, Assessor's Map M, Lot 52-8, zoned R-20, located at 17 Ivans Lane. (P04-49)

The applicant met with the Conservation Commission on October 4, 2004 and received a favorable recommendation. The Planning Department recommends that the Conditional Use Permit be granted with the following condition:

1. The applicant shall comply with the erosion and sediment control plan as submitted.

ITEM #6: Application for a minor lot line adjustment of land for Rita Frechette Living Trust, (Owner Peter Russell Rev. Living Trust) Assessor's Map 39, Lots 93 & 95, zoned B-5, located at 20 New Rochester Rd. (P04-50)

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

1. Add the owner's signatures to the plat.
2. Provide the Planning Department with a digital version of the plat.
3. Revise the plat to add the minimum building setback lines to both lots.
4. Revise the plat to add two GIS points.
5. Revise the plat to add the name "Hotel Drive" to the access road.
6. Revise the plat by adding the Strafford County Registry of Deeds recording number to reference plan #1.

ITEM #7: Application for a minor subdivision of land for Dover Building Partners, Assessor's Map H, Lot 18, zoned RM-20/R-20, located on Knox Marsh Rd. (P04-45)

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

1. Add the owner's signature to the plat.
2. Provide the Planning Department with a digital version of the plat.
3. Add the surveyor's signature and stamp to the plat.
4. Revise the plat by adding two GIS points.
5. Provide the Planning Department with a copy of the proposed access easement, which shall stipulate that no parking is permitted within the easement area.

ITEM #8: Application for a minor lot line adjustment of land for Back River Road Realty Trust, (Owner Karen Hoeksema) Assessor's Map 16, Lot 16 & 20, zoned R-12, located on Back River Road. (P04-33)

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

1. Add the owner's signatures to the plat.
2. Add the surveyor's signature and stamp to the plat.
3. Provide the Planning Department with a digital version of the plat.
4. Revise the plat by adding the minimum building setback lines to Lot #16.
5. Revise the plat by adding all abutters located across Back River Road.
6. Revise the plat by adding two GIS points.

ITEM #9: Application for a major subdivision of land for Back River Road Realty Trust, Assessor's Map 16, Lot 20, zoned R-12, located on Back River Road. (P04-34)(20 lots)

The applicant appeared before the Technical Review Committee on July 29, 2004 (see enclosed TRC notes). The Planning Department recommends that the application be accepted, the public hearing be opened to receive public input and the application be tabled so that the Planning Board can schedule a site walk.

ITEM #10: Application for a major subdivision of land for Saunders & Westcott Assocs., LLC, Assessor's Map A, Lot 19, zoned R-40, located on Varney Road (P04-47)(17 lots)

The applicant appeared before the Technical Review Committee on September 30, 2004 (see enclosed TRC notes). The Planning Department recommends that the application be accepted, the public hearing be opened to receive public input and the application be tabled so that the Planning Board can schedule a site walk.

ITEM #11: Old Business

a. Discussion and possible vote on driveway waiver for Paula Reid, Lexington St. (P04-43)

The applicant and Mr. Gillis have reached an agreement regarding the drainage from the driveway. A copy of the agreement is enclosed for your review. The Planning Department recommends approval of the driveway waiver, subject to the signed agreement.

b. Discussion and possible vote on a lot line adjustment for 192 Washington Square LLC, located on Washington St. (P04-30)

The City and the NH Department of Transportation have approved the purchase of parcel #40 and the deed has been received from the State of New Hampshire. The Planning Department recommends that the lot line adjustment plat be approved with the following conditions:

1. Add the owner's signatures to the plat.
2. Provide the Planning Department with a digital version of the plat.
3. The applicant shall complete the purchase of the City property to the satisfaction of the City Attorney and prepare and record revised deeds for both parcels.
4. Revise the plat to show the area of the access easement that the applicant has agreed to grant to the City. This easement will be approximately seven feet wide along the western property line.
5. Provide the City with an access easement for subject property in a format acceptable to the Planning Department and record the easement.

c. Discussion and possible vote on a site review of land for 192 Washington Square, located on Washington St. (04-31) (7 units)

The City and the NH Department of Transportation have approved the purchase of parcel #40 and the deed has been received from the State of New Hampshire. The applicant has requested waivers from the requirement to have parking five feet from the side lot line and ten feet from the front lot line, and the requirement to have on-site active recreation. The Planning Department supports the waiver request for the parking because there is currently a building in that location and a stockade fence will provide screening. The Planning Department would support the recreation waiver if the applicant agreed to contribute \$2,000 for off-site recreation facilities. The Planning Department recommends that the site plan be approved with the following conditions:

1. Add the owner's signature to the plan.
2. Approval includes the granting of a Conditional Use Permit, with the condition that the applicant submits an operation and maintenance plan for the stormwater system that is acceptable to the City Engineer.
3. Approval includes the granting of the two requested waivers.
4. Revise the plan to add a name for the private drive, said name acceptable to the City.
5. Revise the plan to reduce the size of the decks so that they encroach no more than three feet into the side setback.
6. Provide the Planning Department with a lighting plan and analysis that complies with Chapter 149-14E-2.
7. The applicant shall contribute to the City the sum of \$2,000 for off-site recreation facilities, in lieu of providing recreational facilities on the property. Said contribution shall be paid prior to obtaining a building permit.
8. The applicant shall comply with the conditions contained in the memo dated 10/6/04 from the Assistant City Engineer.

d. Discussion on Haven Farm at Alden Woods, located off Wildewood Lane.(P04-42)

The Planning Board conducted a site walk on this property on September 30, 2004. The Planning Department recommends that this application remain on the table until the next meeting to give the applicant time to address all outstanding issues.

e. Discussion and possible vote on revocation of the Excavation Permit for Dover Sand & Gravel, (Owner Pruven Aggregates, Inc.) Assessor's Map H, Lot 61 and 59, located on Mast Road.

The Planning staff has been in contact with the owner, who indicated that he was having difficulty obtaining a bond. The owner was told that a letter of credit was also an acceptable form of security and that the security or a letter explaining the status of the security had to be submitted by October 8, 2004. As of the writing of this memo, the Planning Department has not received anything from the owner. The Planning Department recommends that the Planning Board suspend the excavation permit and order a cease and desist on all excavation and related activities until the security is submitted.

ITEM #12: New Business