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City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

TO:	Planning Board Members
FROM:	Planning Staff
DATE:	May 23, 2003
SUBJECT:	Staff recommendations for agenda items for the May 27, 2003 Planning Board Meeting

ITEM #3: Application for minor lot line adjustment of land for John E. MacLatchy and The City of Dover, Assessor's Map L, Lots 40-23, zoned R-20, located on Spur Road. (P03-23)

A N.H. Wetlands Bureau Permit was granted on September 11, 2001. The Planning Department recommends that the minor 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 final plat.
3. Revise the plat by adding the surveyor's stamp and signature.
4. This approval is contingent on the granting of a conservation easement to the Dover Conservation Commission for the area identified on the plat.
5. This approval is contingent on obtaining approval from the Dover City Council for conveyance of the city-owned right-of-way.

ITEM #4: Application for a Conditional Use Permit of land for Ray Bardwell, Assessor's Map L, Lot 45F, zoned R-20, located at 175 Spur Road. (P03-24)

The Conservation Commission reviewed the applicant's plan on November 4, 2002 and recommended approval of the Conditional Use Permit with three conditions (see enclosed minutes). A N.H. Wetlands Bureau Permit was granted on January 29, 2003. The Planning Department recommends that the Conditional Use Permit be approved with the following conditions:

1. The owner shall comply with the conditions of the N.H. Department of Environmental Services Wetlands Permit #2002-02567.
2. The owner shall install a silt fence around the disturbed soil areas to prevent run-off.
3. The owner shall take appropriate steps to manage excavated soils.
4. The owner shall replant the area of the current driveway to be removed and back lawn with a mixed vegetative buffer, prior to the issuance of a Certificate of Occupancy. The landscaping plan shall be approved by the Conservation Commission.

ITEM #5: Application for a minor subdivision of land for Tri-City builders, Inc., Assessor's Map 17, Lot 39, zoned R-12, located on Stark Avenue. (1 lot)(P03-25)

The Planning Department recommends that the minor subdivision 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 final plat.
3. Revise the plat by adding a note indicating that each lot contains a minimum of 12,000 square feet of non-wetland area.
4. Revise the plat by adding a note that each lot will be serviced by municipal water and sewer.
5. Revise the plat to show the dimensions of the access easements for the shared driveway.

ITEM #6: Application for a minor lot line adjustment of land for Brian Caven, Jean-Jacques & Monique Lasserre, Sareen Sarna & John Gesek, Ruth Wilson & City of Dover, Assessor's Map L, Lots 28, 29, 30, 33, 34, zoned R-20, located on Spur Road. (P03-26)

The Planning Department recommends that the minor lot line adjustment plats be approved with the following conditions:

1. Add the owner's signatures to the plats.
2. Provide the Planning Department with a digital version of the final plats.
3. Revise the plats to add the minimum building setback lines to all lots.
4. Revise the plats to add a note identifying the zoning district and dimensional requirements.
5. Revise the plat to add a 15-foot wide drainage easement along the northern property line of the Brian Caven lot to the City for the existing 30-inch culvert.
6. This approval is contingent on obtaining approval from the Dover City Council for conveyance of the city-owned right-of-way.

ITEM #7: Old Business

a. Discussion regarding Article VII-Extraction Industries

Enclosed is an updated version of the ordinance for your review. The changes made since the last version are all on the last page and are in italics.

ITEM #8: New Business

a. Request by Douglas Dodd General Contractor, Inc. for an Impact Fee Waiver for the subdivision know as Washington Highlands.

The subdivision was approved and under construction prior to the adoption of the Impact Fee Ordinance and the School Impact Fee. The City had issued building permits for lots #1 – 6 prior to the adoption of the School Impact Fee. The owner is requesting a waiver of the School Impact Fee for all remaining lots that have not received building permits (#7 – 24). Based on RSA 674:39, the Planning Department recommends approval of the waiver request for the School Impact Fees for all of the remaining lots in Washington Highlands.