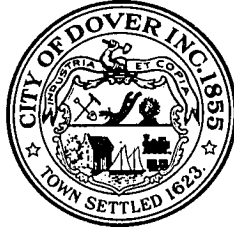


STEVEN J. STANCEL  
Director  
eve.stancel@ci.dover.nh.us



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 AND COMMUNITY DEVELOPMENT

### MEMORANDUM

<b>TO:</b>	<b>Planning Board Members</b>
<b>FROM:</b>	<b>Planning Staff</b>
<b>DATE:</b>	<b>July 25, 2003</b>
<b>SUBJECT:</b>	<b>Staff recommendations for agenda items for the July 29, 2003 Planning Board Meeting</b>

**ITEM #3: Application for a minor lot line adjustment of land for Prebble Beach Trust, Assessor's Map G, Lots 10-17 & 10-18, zoned R-12, located on Taylor Road. (P03-37)**

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

1. Add the owner's signature to the plat.
2. Provide the Planning Department with a digital version of the final plat.
3. Revise the plat to add the wetland setbacks as shown on the original subdivision plat.
4. Revise the plat to label the proposed lot line.
5. Revise the plat to add the bearing and distance of the lot line to be eliminated.

**ITEM #4: Application for a Driveway Waiver for Michael Ham, Assessor's Map 32, Lot 18, zoned R-12, located at 335 Washington St. (P03-38)**

The Planning Department recommends that the application for the driveway waiver be tabled until a more accurate plot plan can be provided and issues related to use of the existing driveway can be clarified.

**ITEM #5: Application for a site plan of land for Temple Israel of Dover, Inc., Assessor's Map A, Lot 45A-2, Zoned R-40, located at 515 Sixth Street. (P03-34)**

The applicant met with the Conservation Commission on May 5, 2003 (see enclosed minutes). The Technical Review Committee reviewed the site plan on June 26, 2003 (see enclosed TRC notes). A list of issues is provided below. Depending on public comments, the Planning Board may want to have a sitewalk.

1. Add owner's signature to the site plan.
2. Consider granting a conservation easement on the back portion of the parcel to the Conservation Commission.
3. Applicant has requested a waiver for the 20-foot wide driveway.
4. Provide the Planning Department with a copy of the NH Site Specific Permit and add the permit number to the plan.

5. Provide the Planning Department with a copy of the NH Wetlands Bureau Permit and add the permit number to the plan.
6. Provide the Planning Department with an analysis of the lighting plan.
7. Provide the Planning Department with proof that the applicant has filed a Notice of Intent and Storm Water Pollution Prevention Program with the Environmental Protection Agency.

**ITEM #6: Old Business**

- a. **Discussion and possible vote on an amendment to the Dover Zoning Map changing from Medium Density Residential (R-12) to Thoroughfare Business (B-3) an area of 1.6 acres located at 26 Dover Point Road.**

The Planning Board held a public hearing on this matter on July 8, 2003.

- b. **Discussion and possible vote on a major subdivision, for Anastasia Savramis 96 Revocable Trust, located off of Woodland Rd. (P03-20) (12 lots)**

The Planning Department recommends that the subdivision plat and Conditional Use Permit be approved with the following conditions:

1. Add the owner's signature to the plat.
2. Provide the Planning Department with a digital version of the final plat.
3. Provide the Planning Department with a copy of the NH Wetlands Bureau Permit and add the permit number to the plan.
4. Revise the plat to add the amount of upland area for each lot that contains wetlands.
5. The existing garage on the property shall be removed prior to recording the plat.
6. Revise Sheet C-1 to correct the species of existing trees in front of 7 Woodland Road.
7. The applicant shall be required to complete the off-site improvements to Woodland Road as shown on the plat prior to the issuance of the first occupancy permit.
8. The applicant shall grant a right-of-way to the City for the future access over Lot #11 prior to the issuance of the first building permit.
9. The applicant shall provide evidence that an agreement has been reached with the Governor Sawyers Lane Homeowners Association regarding the maintenance of the pond.
10. The applicant shall pay the Community Services Vehicle Capital Improvement Program fee of \$2,380 prior to the issuance of the first building permit.
11. In lieu of providing on-site recreation facilities, the applicant shall contribute \$2,400 for improvements to existing recreational facilities prior to the issuance of the first building permit.
12. Any outstanding issues from the City Engineer.

**ITEM #7: New Business**

- a. **Lot merger for Christine Boulanger, Map 21, Lots 24 and 24A, located on Samuel Hanson Ave.**

The Planning Department recommends approval of the lot merger.

- b. **Request for an Impact Fee Waiver for Ralph & Pamela Chasse, Map D, Lot 5-17, located at 2 Evergreen Valley Dr.**

This lot was part of a subdivision approved by the Planning Board on March 14, 1995, and the plat was recorded on October 11, 1995. RSA 674:39 states, in part, that subdivision plats that have been approved and recorded are exempt from zoning ordinance amendments for four

years, provided that substantial completion of the improvements on the plat have occurred and that active and substantial development has begun within 12 months. According to City records, there was no active and substantial development until March 31, 1999, when the first building permit was issued for the subdivision. This was 41 months after recording the plat.

RSA 674:39 also states that approved and recorded plats are vested if substantial completion of the improvements as shown on the plat has occurred within four years of recording. As of October 11, 1999, the improvements shown on the plat such as the roads, drainage facilities and ball field were not substantially complete. The building permit for 2 Evergreen Valley Drive was applied for on May 5, 2003.

The authority for impact fees was adopted as Chapter 170-28.7 in the zoning ordinance. Due to the fact that the subdivision and this lot did not comply with the provisions of RSA 674:39, the Planning Department recommends that the waiver be denied.