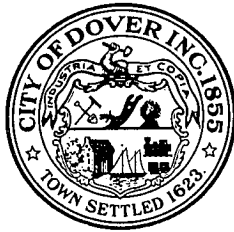


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DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

TO:	Planning Board Members
FROM:	Planning Department Staff
DATE:	August 8, 2003
SUBJECT:	Staff recommendations for agenda items for the August 12, 2003 Planning Board Meeting

ITEM #3: Application for a preliminary approval of an Open Space Subdivision of land (OSS) by Charles Robbins (owners Ricky & Dyanna Ledger), Assessor's May F, Lot 18F, zoned R-40, located on Westwood Circle. (3 lots) (P03-40)

The Planning Department has been working with the applicant to make sure that the conventional subdivision plan is valid. The Planning Department will have a recommendation at the meeting.

ITEM #4: Application for a minor lot line adjustment of land for Ezra Green's Farm, LLC, Assessor's Map F, Lots 23A-36 and 23A-37, zoned R-40, located on Ezra's Way. (P03-41)

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 bearing and distance of the lot line to be eliminated.
4. Revise the plat to add the abutters' names to all lots.
5. Revise the plat to add the existing and proposed monumentation.

ITEM #5: Application for a minor lot line adjustment of land for Todd Palmer, Assessor's Map F, Lots 16 and 16E, zoned R-40, located on Palmer Drive. (P03-42)

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

1. Add both of the owner's signatures to the plat.
2. Provide the Planning Department with a digital version of the final plat.
3. Revise the plat to add minimum building setback lines to both lots.
4. Revise the plat to add as an abutter the owner of Map F, Lot 18P.

ITEM #6: Old Business

- a. **Discussion and possible vote on lot line adjustment for Prebble Beach Trust, 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 a note that the electric hookup to the garage located on Lot 18 will be removed prior to the issuance of a building permit for that lot.

- b. **Discussion and possible vote on a Driveway Waiver for Michael Ham, located at 335 Washington St.(P03-38)**

The Planning Department has not received any additional information from the applicant, so we recommend that the application remain on the table.

ITEM #7: New Business