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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:	August 22, 2003
SUBJECT:	Staff recommendations for agenda items for the August 26, 2003 Planning Board Meeting

ITEM #3: Application for a site plan of land for McBeau LLC, Assessor's Map 24, Lots 129, 129-1 & 129-2, zoned RM-10, located at 113 Portland Avenue. (P03-43)

The Planning Department recommends that the site plan be approved with the following conditions:

1. Add the owner's signatures to the plan.
2. Revise the plan to add note specifying the access easement for the two parking spaces and walkway on lot 129-1 in favor of lot 129.
3. Revise the plan to add a note that the roof drains will empty to the rear of the buildings.
4. Provide the Planning Department with architectural renderings of the proposed buildings. The building design should match the architectural style of the existing apartment building and the surrounding neighborhood.
5. The site plan shall not be signed until the subdivision plat (P03-33) creating these lots is signed and recorded at the Registry of Deeds.

ITEM #4: Application for a minor lot line adjustment of land for David Hanna, (owner William Leavitt) Assessor's Map J, Lots 19-E-4 & 19-E, zoned R-40, located on Old Garrison Road. (P03-45)

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.

ITEM #5: Application for a minor lot line adjustment of land for FernBelknap LL, Assessor's Map 10, Lot 75 & 75B, zoned RM-10, located on Belknap Street. (P03-46)

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.

ITEM #6: Old Business

- a. 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, as requested by the applicant's attorney (see enclosed letter).

- b. Discussion and possible vote on preliminary Open Space Subdivision plan (OSS) for Charles Robbins, located on Westwood Circle.(P03-40)**

The Planning Board is conducting a site walk on Friday, August 22nd at 5:30 PM.

ITEM #7: New Business

Request for an Impact Fee Waiver for Fredrick A. Zoeller, Map B, Lot 6E, located at 40 County Farm Cross Road

The lot in question was created by a subdivision in 1974 and has remained vacant since then. The Planning Board approved a lot line adjustment plat in 2001 that reduced the size of the lot. 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.

The authority for impact fees was adopted as Chapter 170-28.7 in the zoning ordinance. Due to the fact that this lot has existed for 29 years and does not comply with the provisions of RSA 674:39, the Planning Department recommends that the waiver be denied.