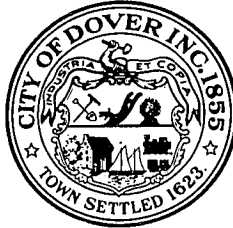


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# City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

## MEMORANDUM

TO:	Planning Board Members
FROM:	Planning Department Staff
DATE:	September 5, 2003
SUBJECT:	<i>Staff recommendations for agenda items for the September 9, 2003 Planning Board Meeting</i>

**ITEM #3: Application for a minor subdivision of land for Rick Drew (Owners James & Karen Towle Rev. Trust) Assessor's Map I, Lot 4A, zoned R-12, located on Mast Road. (P03-50)**

The Planning Department recommends that the subdivision 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 correct Note #1 – R-12 District is Medium-Density Residential.
4. Revise the plat to correct Note #2 – add all the dimensional requirements for the R-12 District.
5. Revise the plat to add the minimum building setback lines to Lot 4A.
6. Revise the plat by adding a note that the lot will be served by municipal water and sewer.
7. Revise the plat to add two GIS points so that the survey is tied into the Dover GIS system.
8. Revise the plat to add the common subdivision plat notes # 1, 7, 12, 22, 23, and 25.
9. Revise the plat to show a proposed 30-foot wide sewer easement along the existing sewer line after confirming the actual location with the Community Services Department.

**ITEM #4: Application for a minor subdivision of land for Austin & Edna Nickerson, Assessor's Map 33, Lot 71 & 72, zoned R-12, located on Washington Street/Brookline Ave. (P03-47)**

The Planning Department recommends that the subdivision 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 surveyor's stamp and signature.
4. Revise the plat to show the portions of the property that are in the Conservation District.

**ITEM #5: Application for a minor lot line adjustment of land for Linda Moreau, Assessor's Map 25, Lots 72, 73, 73A, zoned R-12, located on Cocheco Street. (P04-49)**

The applicant has requested that the application be withdrawn.

**ITEM #6: Application for a site plan of land for Pilot Construction, Inc., (Yvon Cormier Construction Corp.) Assessor's Map D, Lot 2, zoned B-3, located on Webb Place/Winshire Gardens. (P03-44)**

Please review the applicant's traffic impact analysis and a review memo from Planning Staff. The Planning Department recommends that the site plan be approved with the following conditions:

1. Add the owner's signatures to the plan.
2. Provide the Planning Department with a lighting plan and analysis to prove compliance with Chapter 149-14-E-2(b).
3. Revise the plan by adding the deed reference in a note.
4. Revise the plan by specifying that the fence will be seven feet tall and be a stockade fence or approved upgrade.
5. The applicant agrees to work with the NH Department of Transportation to develop a plan to stabilize the steep bank in the area northeast of the proposed building.
6. The applicant agrees to make the off-site improvements to the Webb Place/Central Avenue intersection as recommended in the traffic impact analysis. A plan depicting the details of the improvements shall be prepared and submitted to the Planning Department for approval prior to the issuance of the building permit. The improvements shall be completed and accepted by the City prior to the issuance of a certificate of occupancy or secured by a letter of credit.
7. Due to the fact that there is no specific tenant for the medical office space, the number of medical professionals occupying the space shall be limited to 14 (100 spaces/7 per professional [assuming 5 spaces per professional and 2 support staff] = 14). The Building Inspector shall have the right to alter this number based on actual building occupancy.

**ITEM #7: Application for a site plan of land for Liege Corporation, (30 International Drive, LLC) Assessor's Map G, Lot 31-5, zoned I-2, located on Crosby Road. (P03-39)**

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

1. Add the owner's signatures to the plan.
2. Provide the Planning Department with an architectural rendering of the proposed building that depicts the bottom 4-feet of the building being decorative block or brick.

**ITEM #8: Old Business**

**a. Discussion and possible vote on a preliminary Open Space Subdivision, located on Westwood Circle. (3 Lots)(P03-40)**

Please review the enclosed revised yield plan. The Planning Department recommends approval of the concept OSS plan with the following conditions that should be incorporated into the final plat:

1. There shall be a shared driveway for the two new lots. The driveway shall be located along the common boundary line of the two lots.
2. There shall be limited tree removal to allow for the construction of the shared driveway, and the balance of the trees shall remain to buffer the abutting properties.
3. The open space shall remain in its natural condition, with no removal of trees or shrubs.
4. The 50-foot buffer area on Map F, Lot 18F-2 shall be left in its natural state, except for minimal clearing necessary for the driveway.

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

Please review the enclosed driveway plan submitted by the applicant. The Planning Department recommends approval of the driveway waiver with the following conditions:

1. The applicant shall remove the existing pavement on his property that is within 5 feet of the property line and loam and seed or landscape the area.
2. All work within the public right-of-way shall be coordinated with the Community Services Department.