

**DOVER PLANNING BOARD
MINUTES OF MEETING
JUNE 10, 2003**

MEMBERS PRESENT: Allen Schintzius, Dennis Ciotti, Margaret Stevenson, Tony McManus, Beth Thompson, Pete Lavoie, Frank Torr, Joyce El Kouarti

MEMBERS ABSENT: Parks Christenbury, Ronald Cole

STAFF PRESENT: Steven Stancel, Planning Director and Jacqueline Freeman, Recording Secretary

Tony McManus chaired the meeting and brought it to order at 7:00 PM.

Joyce El Kouarti did not sit on the Board.

ITEM #1: Citizens' Forum

There were no speakers.

ITEM #2: Approval of the minutes of the last meeting.

Beth Thompson made the motion to approve.

Peg Stevenson seconded.

VOTE U/A

Abstained – Allen Schintzius and Frank Torr

ITEM #3: Consideration and acceptance of an application for a minor lot line adjustment of land for Doug Dodd, (Owner Paul Martel) Assessor's Map I, Lots 47-7 & 47-2, zoned R-12, located on Benjamin Way/Danielle Ln. * (P03-29)

Kevin McEaney represented the applicant and stated that this was a simple lot line adjustment. He said that the purchasers of Lot 39 are desirous of not having the detention pond on their land, therefore, the lot line adjustment will place the pond on the larger parcel that will soon be conveyed to the City of Dover. The pond will then be owned and maintained by the City.

Dennis Ciotti made the motion to accept the application

Frank Torr seconded.

VOTE U/A

The public hearing was opened.

There were no comments.

The public hearing was closed.

Peg Stevenson made the motion to approve 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 two GIS coordinate points.

Beth Thompson seconded.

VOTE U/A

ITEM #4: Consideration and acceptance of a Minor Subdivision of Land for William Hoginski, Assessor's map F, Lot 18M, zoned R-40, located on Westwood Circle* (P03-30)

Mr. Hoginski stated that he is representing his wife, Barbara who is the owner. He explained that the land is roughly 9 acres. The subdivision will leave about 1 ½ acres with lot 24, the current house that they live in, and the remaining 7 ½ acres would go to lot 23 where they wish to build a house. He said that they have gone before the Zoning Board of Adjustments and received a variance for the frontage. He said that they have done two test pits on lot 23 and one on lot 24. He said that the wetlands have been flagged and the elevations are entered on the plot plan.

Frank Torr made the motion to accept the application.

Beth Thompson seconded.

VOTE U/A

The public hearing was opened.

There were no comments.

The public hearing was closed.

Beth Thompson made the motion to approve with the 9 recommended conditions as follows:

1. Add the owner's signature to the plat.
2. Provide the Planning Department with a digital version of the final plat.
3. Add the surveyor's signature to the final plat.
4. Revise the plat by adding to note #11 the square footage of upland for lot 18M.
5. Revise the plat by revising note #5 to add that the property is within the Secondary Groundwater Protection District.
6. Revise the plat by deleting the lot lines that are labeled "former lot lines".
7. Revise the plat to add two GIS coordinate points.
8. Revise the plat to identify the ownership of the small triangle of land located next to L3.
9. Provide the Planning Department with a copy of the NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.

Frank Torr seconded.

VOTE U/A

ITEM #5: Consideration and acceptance of a site review of land for GC/AAA Associates, Assessor's Map 38, Lot 11, zoned B-3, located at 903 Central Avenue.*(03-27)

Kevin McEneaney represented the applicant and stated that this site plan is for an expansion of an existing commercial building. He said that it currently contains a combination of three different businesses. He said that there is a personal service establishment, as well as retail businesses. He said that this site is located south of Wendy's. He said that the proposed addition to the building will be in rear of the building and will be approximately 6,000 sq. ft. The addition is for Atlas Title Co, an office use. The parking requirements, using 1 space for every 300 sq. ft., come up to a minimum requirement of 52 spaces and they have 58 spaces. At the easel, Mr. McEneaney pointed out the existing parking and the existing traffic pattern. He then explained the new proposed traffic pattern along with the proposed parking. He added that they have spoken with Bruce Woodruff who is in agreement with their scenario. The lighting will be on the building and pointing down, keeping the lighting on site. Kevin explained that this parcel is in a Secondary Groundwater Protection Zone, where they are required to provide infiltration whenever a site is covered in excess of 20%. He said that they are at about 40% with the buildout that they are proposing.

He said that there is a fairly large basin for infiltration and detention located in the southeast corner of this parcel that was constructed by the State of NH during the reconstruction process of the Weeks Traffic Circle in 1995. He said that as part of that process they required an additional right-of-way on Central Avenue and at that time they had a taking of a small section of the lot and in exchange for that taking they agreed to construct and size the detention and recharge pond sufficiently so that this site could be fully developed. Kevin McEneaney handed out a letter from the State. He said that they are waiting for confirmation from Engineering that the recharge is sufficient but they feel confident that that is the case. He read the last line of the 2nd paragraph of the letter from the State as follows: As agreed to previously, this pond will serve Mr. Shaheen's development at a future date. He said that there is also a sketch of the detention basin attached to the letter. They have gone to TRC and they are making some revisions to their plans. The Conservation Commission has tabled this pending further information with the detention basin. He said that they expect to be back before the Planning Board at the next meeting.

Tony McManus asked about the parking in terms of the actual number of people who are actually going to be working there and if the 58 spaces would be necessary. He thought that if fewer spaces were necessary, it would cut down on the paved area.

Kevin McEneaney stated that that could be looked at. He said that in discussions with the Planning staff, their feeling was that this could potentially be fully retail at some point in the future and the spaces would be necessary. Kevin said that right now we are planning office space and decreasing the impervious surface could be looked at.

Beth Thompson made the motion to accept the application.

Dennis Ciotti seconded.

VOTE U/A

The public hearing was opened.

There were no comments

The public hearing was closed.

Steve Stancel stated that the Planning staff recommends that this item be tabled as some of the minor details need to be worked through. He said that he would leave it with the Board whether they want to do a site walk or not.

Tony McManus asked the Board if they wanted to schedule a site walk or to just go individually to review the site on their own. The consensus was that the members would go individually.

Beth Thompson made the motion to table.

Peg Stevenson seconded.

VOTE U/A

ITEM #6: Old Business

There was none.

ITEM #7: New Business

Joyce El Kouarti called the Board's attention to a flyer in their packets called "Exploring Vernal Pools" which will be held on Thursday, June 12, 2003.

Steve Stancel stated that on next Wednesday, at 11:00 AM the City is participating in a video conference put on by the American Public Works Assoc. He said that it will be held at the Mast Road Conference Room and the topic is Where does Public Works Fit in the Smart Growth Plan.

ITEM #7: Adjournment

Beth Thompson made the motion to adjourn.

Frank Torr seconded.

VOTE U/A