

**DOVER PLANNING BOARD
MINUTES OF MEETING
AUGUST 26, 2003**

MEMBERS PRESENT: John Swartzendruber, Donald Andolina, Dennis Ciotti, Allen Schintzius, Frank Torr, Ron Cole, Beth Thompson, Margaret Stevenson, Anthony McManus, Pete Lavoie, (Eric Tooke, late)

MEMBERS ABSENT: Parks Christenbury

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

Chairman Ron Cole brought the meeting to order at 7:00 PM.

ITEM #1: Citizens' Forum

No one spoke.

Chairman Cole explained that when the Councilor's seat is vacant, it can only be filled by law, by another Councilor.

Chairman Cole explained that under Old Business, ITEM 6a would not be addressed this evening. Also, ITEM 6b, the Open Space Subdivision for Charles Robbins, would not be addressed because they were still working with the Planning Department. Mr. Cole stated that he had the staff contact several of the people at Westwood Circle so they would not have to come to the meeting and then find out they would not be heard.

ITEM #2: Approval of the minutes.

Beth Thompson made the motion to approve.
Frank Torr seconded.

Tony McManus said that there was a small typo on page 6, 3rd paragraph, at the beginning of line 5, the word should be space rather than pace.

VOTE U/A Abstained – Pete Lavoie

ITEM #3: Consideration and acceptance of an 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)

Kevin McEneaney represented the applicant. He stated that this was a site plan for two apartment buildings on Portland Ave. He said that they went to the Zoning Board of Adjustment to seek a special exception to allow four units on each of the lots. Kevin McEneaney went over the proposed parking spaces for the project. He said that there are

2 spaces per unit and they are proposing a separate parking lot for Lot 129. He pointed out the various other parking space locations. He said that they are proposing a concrete sidewalk that will connect to the existing sidewalks on either side of the project. He said that the drainage will flow to the back of the lot and the roof drains will also be directed to the back of the lot. Kevin stated that the new buildings will be sprinklered as required. They will provide screening from the parking area, from the street and the adjoining lots. They will also provide lighting to light the parking lot.

Tony McManus asked if there was an agreement in the subdivision plan that there would be no further development in the back of the lot.

Kevin McEneaney stated that the agreement for no further development was recorded as a note on the subdivision plan.

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.

Beth Thompson made the motion to approve with the following conditions:

1. Add the owners' signatures to the plan.
2. Revise the plan to add a 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.

Peg Stevenson seconded.

VOTE U/A

ITEM #4: Consideration and acceptance of an 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)

David Hanna stated that the lot line adjustment would add the remainder of the open field to the back of his parcel.

Beth Thompson made the motion to accept.
Dennis Ciotti seconded.

VOTE U/A

The public hearing was opened.
There were no comments.
The public hearing was closed.

Steve Stancel noted that a letter was received from an abutter who was in favor of the lot line adjustment.

Tony McManus made the motion to approve with the following conditions:

1. Add the owners' signatures to the plat.
2. Provide the Planning Department with a digital version of the final plat.

Peg Stevenson seconded.

VOTE U/A

ITEM #5: Consideration and acceptance of an application for a minor lot line adjustment of land for FernBelknap LL, Assessors Map 10, Lot 75 & 75B, zoned RM-10, located on Belknap Street.*(P03-46)

Kevin McEneaney stated that this is a simple lot line adjustment plan to clear up an encroachment. He explained how these lots were in an area of some very small lots that were created a number of years ago. He said that the lots are non-conforming and the rear lot lacks frontage, setbacks, etc. He said that nearly all of the lots in the area are in the same situation. He said that the lot in the rear is accessed by a common driveway just to the south of unit #11. Kevin pointed to the encroachment where the line goes through the front portion of the house. He said that this plan will get rid of the encroachment although the new lot line will not meet the setback requirements. He added that they tried to keep it as minimal as possible.

Beth Thompson made the motion to approve.

Tony McManus 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.

Alan Schintzius seconded.

VOTE U/A

ITEM #6: Old Business

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

Withdrawn – until plan received.

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

Withdrawn - Postponed to Sept. 9, 2003

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.

Steve Stancel stated that, initially, they were recommending that the waiver be denied, however, after deliberation with the staff, they believe that the lot line adjustment which was completed on this project two years ago triggers the four year exemption in RSA 674:39. He said that given this new development, they are recommending that it be approved.

Frank Torr made the motion to approve.

Tony McManus seconded.

VOTE U/A

Abstained – Dennis Ciotti

Steve Stancel stated that the Municipal Law Lecture Series is always a great lecture series for Planning and Zoning Boards alike. He said that the closest lecture area is at the Newmarket Town Hall on October 15, 22, 29. He strongly recommended that the Board members attend these. He said to fill out the form and to get them back to the Planning Department and the City will pick up the cost.

Ron Cole spoke about the Municipal Volunteer Award. He said if anyone had a nomination to make to leave it with the Planning Office.

Steve Stancel spoke about the site walk on Westwood Circle. He said that he suggested to the applicant that he try to substantiate a little better his proposed yield plan because he wasn't convinced that the yield plan was doable. He said that between Friday night and this morning the developer submitted a new yield plan and that is why this was postponed until September 9.

Ron Cole mentioned that Tony McManus suggested that because of this particular application, the Board should probably take another look at the OSS.

Steve Stancel stated that the Board could schedule a workshop to discuss possible changes to the OSS or have it as an agenda item on a light agenda. He said that the second meeting in September would allow them some time for research.

Ron Cole said that the September 23, 2003 sounded good and suggested that the Board also discuss having a workshop with the new members on October 14, at 6:00 PM, just prior to the regular meeting.

Ron Cole announced a workshop on the Subdivision Regulation on the 23rd as part of the regular meeting.

Steve Stancel stated that they have been putting together a lot of information and data from across the State and will put it all together in a neat orientation package to create a nice orientation.

ITEM #8: Adjournment

Beth Thompson made the motion to adjourn.

Frank Torr seconded.

VOTE U/A