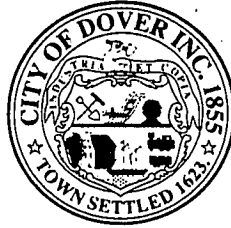


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City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

TO:	Planning Board Members
FROM:	Planning Department Staff
DATE:	April 6, 2001
SUBJECT:	<i>Staff recommendations for agenda items for the April 10, 2001 Planning Board Meeting</i>

ITEM #2: Old Business

a. Discussion and possible vote for Brooks Pharmacy, located at 683 Central Avenue.

The following is a list of outstanding issues regarding this application. The Planning Department will have a recommendation for Planning Board action the night of the meeting.

1. Add the owner's signatures to the plan.
2. Submit a completed Lot Merger Form to combine the four existing lots into one lot prior to obtaining a building permit.
3. Revise the Lighting Analysis plan to reduce the Uniformity Ratio to 6:1.
4. Provide the Planning Department with a copy of an executed access easement between the applicant and the owner of Map 27 Lot 222, prior to obtaining an occupancy permit.
5. Waivers requested for the 5% interior parking lot landscaping requirement and minimum island size requirement (250 square feet minimum). Enlarging island may require removing two parking spaces.
6. Revise the plan to add the standard note regarding providing a letter of credit.
7. Revise the Existing Conditions Plan to tie the survey into the Dover GIS system and add the surveyor's stamp and signature.
8. Revise the plan to add a note that the applicant is responsible for trimming vegetation along Oak Street to provide safe sight distance.
9. Provide the Planning Department and City Engineer with engineering and construction plans for the widening of Central Avenue and associated restriping prior to obtaining a building permit.
10. The applicant shall prepare traffic signal optimization study and submit it to the Planning Department for approval prior to obtaining an occupancy permit.
11. Provide the Planning Department with a copy of an executed right-of-way easement between the applicant and the City for the Oak Street encroachment.
12. Revise sheet A1.5 to add landscaping to the island adjacent to the ATM.
13. Possible improvements to existing crosswalk on Central Avenue across from market.
14. Revise plan to add engineer's signature to engineer stamps.
15. See memo dated 4/6/01 from City Engineer.

b. Discussion and possible vote for Tuttle Subdivision, (Little John's Creek) located on Dover Point Road.

The Planning Department staff recommends that the application remain on the table. The applicant is still making plan revisions resulting from discussions during the public hearing and site walk.

c. Discussion regarding next step for growth management.

This issue needs to be discussed by the Planning Board.

ITEM # 3: New Business

a. Discussion regarding implementation of Community Facility Fees (Impact Fees)

Please review the draft Impact Fee Ordinance which sets forth the justification and purpose for assessing impact fees. The calculations and formulas for setting the actual fees are still being developed. The Planning Department staff will be looking for some guidance from the Planning Board on what capital facilities we should collect impact fees for. This is a policy decision that needs to be discussed.