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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:	October 19, 2001
SUBJECT:	<i>Staff recommendations for agenda items for the October 23, 2001 Planning Board Meeting</i>

ITEM #2: Application for a Minor Subdivision of land for John & Robert Torr, Assessor's Map H, Lot 4, zoned B-4 & I-4, located on Durham Rd/Mast Rd. (P01-54)

The Planning Department recommends that the minor subdivision plat be approved with the following conditions:

1. Add both of the owner's signatures to the plat.
2. Add the surveyor's signature to the plat.
3. Revise the plat by adding the proposed tax map and lot numbers as assigned by the Tax Assessor.
4. Revise the plat by revising Note #3 to add the Groundwater Protection District.
5. Revise the plat by relocating the I-4/B-4 zone line so that it is 1,000 feet from the centerline of Route 108.

ITEM #3: Application for a Conditional Use Permit for Robert LaBrie & Maureen Kelliher, Assessor's Map L, Lot 58Y, zoned R-20, located at 27 Cote Dr. (P01-55)

The applicant met with the Conservation Commission on October 1, 2001 (see enclosed minutes). The Planning Department recommends that the Conditional Use Permit be approved with the following condition:

1. Provide the Planning Department with a copy of the NH Wetlands Bureau Permit.
2. The applicant shall utilize best management practices for sediment erosion and run-off control, including the use of a silt fence and hay bales during the construction process.
3. The applicant shall provide a buffer strip re-vegetation plan, subject to the Conservation Commission's approval.
4. The State's Shoreland Protection Act, specifically the elimination of fertilizer use within 25 feet of the shoreline, shall be adhered to.

ITEM #4: Application for a Minor Subdivision of land for Rokon International Inc. (Owner DIDA), Assessor's Map D, Lot 11-1, Zoned I-4, located on Venture Drive. (P01-56)

The applicant has requested that his applications for subdivision and site review be postponed until the November 27th meeting (see enclosed letter).

ITEM #5: Application for a site review of land for Rokon International Inc./Opechee Construction Corp (Owner DIDA), Assessor's Map D, Lot 11-1, Zoned I-4, located on Venture Drive. (P01-51)

The applicant has requested that his applications for subdivision and site review be postponed until the November 27th meeting (see enclosed letter).

ITEM #6: Old Business

a. Discussion and possible vote for Motiva, located on Silver Street.

Please review the enclosed letter from Attorney Malcolm McNeill, the additional traffic information from Don Rhoades, the revised plan and floor plan, and the memo from Dave White dated 10/19/01. It will be up to the Planning Board to decide to proceed at this meeting or delay as requested by the applicant. The Planning Department will be prepared to offer recommendations either way.

b. Discussion and possible vote for Bellamy Mill Apts., located on Mill Street. (28 units)

The applicant has requested that the Planning Board consider granting conditional approval at this meeting. The following is a list of issues associated with this application:

1. The applicant has agreed to the following off-site improvements:
 - Widen Mill Street to 20 feet of pavement with a new overlay and one foot gravel shoulders from Sawyer Mills and "Ten Commandments" to the project site. Engineering plans depicting these improvements shall be submitted for approval prior to the signing of the plan. Improvements shall be completed by the applicant and accepted by the City prior to the issuance of an occupancy permit.
 - Relocate approximately 200 feet of sloped granite curb and associated pavement widening along the easterly side of Mill Street in front of Sawyer Mills. Engineering plans depicting these improvements shall be submitted for approval prior to the signing of the plan. Improvements shall be completed by the applicant and accepted by the City prior to the issuance of an occupancy permit.
 - Applicant agrees to contribute \$2,000 to the City for the Central Avenue corridor improvements and signal coordination project. Said contribution shall be paid prior to the issuance of an occupancy permit.
 - Applicant agrees to contribute \$10,400 to the City for the Charles Street sewer pump station upgrade. Said contribution shall be paid prior to the issuance of an occupancy permit.
2. The applicant shall resolve the Mill Street right-of-way issue to the City's satisfaction.
3. The applicant shall provide the Planning Department with a copy of the NH Wetlands Bureau permit and add the permit number to the plan.
4. Provide a lighting plan and analysis that complies with Chapter 149-14-E.
5. Provide a floor plan to insure that each unit is a minimum of 600 square feet.
6. Revise plan to add two GIS points.

7. The applicant shall prepare and submit a storm-water facility maintenance plan to the Conservation Commission for their approval.
8. Revise the plan by adding metes and bounds for the property line at the southern end of the Mill Street right-of-way.
9. Revise the plan to add a line table to Sheet #2.
10. Add the owner's signature to the plans.
11. Add surveyor and engineer stamps and signatures to the appropriate plans.
12. Additional issues contained in the City Engineer's memo dated 10/19/01.

ITEM # 7: New Business