

**DOVER PLANNING BOARD
MINUTES OF MEETING
AUGUST 22, 2000**

MEMBERS PRESENT: David Landry, Jeff Mason, Reuben Hull, Jerry Reese, Ron Cole, Frank Torr

MEMBERS ABSENT: Margaret Stevenson, Anthony McManus, Paul Beecher, Jeff Peasley, Chuck Maglaras, Pete Lavoie

STAFF PRESENT: Steve Bird, City Planner and Jacqueline Freeman, Recording Secretary

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

ITEM #1: Approval of minutes

Jerry Reese made the motion to approve the minutes.

Jeff Mason seconded.

VOTE U/A

ITEM #2: Consideration and acceptance of an application for a minor lot line adjustment of land for Stephen & Jayne Rewucki and Clifford & Laura Zabkar, Assessor's Map A, Lots 13X & 127, zoned R-12, located on Shawnee Lane/Mohawk Drive.

Kevin McEaney represented the applicants.

Jerry Reese made the motion to accept the application.

David Landry seconded.

VOTE U/A

The public hearing was opened.

There were no comments.

The public hearing was closed.

Jerry Reese made the motion to approve with the following conditions:

1. Add both owners' signatures to the plat.
2. Relocate the shed onto Map A, Lot 127 so that it complies with setback requirements, prior to final approval of the plat.

Frank Torr seconded.

VOTE U/A

ITEM #3: Consideration and acceptance of an application for a minor lot line adjustment of land for Mathes Hill properties and Kevin McEaney,

Assessor's Map I, Lots 34B & 47-20, zoned R-12, located on Spruce Lane/Danielle Lane.

Kevin McEaney stated that he purchased the extra land so he could gain access to Daniel Lane with a driveway and get access to City sewer and water and underground utilities.

Frank Torr made the motion to accept the application.
Jeff Mason seconded.

VOTE U/A

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

Jerry Reese made the motion to approve with the following conditions:

1. Add both owners' signatures to the plat.
2. Revise plat to show a side setback line from the new property line of Lot I, Map 47-20.

Reuben Hull seconded.

VOTE U/A

ITEM #4: Old Business

a. Request for a 60 day extension from Northam Builders for Dovetail Commons, located of Corbin Drive.

Ron Cole stated that a memo was received from Malcolm McNeill requesting an extension for Dovetail Lane. Ron said that this is their second 60 day extension.

Reuben Hull made the motion to approve.
Frank Torr seconded.

VOTE 4 – 1

Opposed – David Landry

b. Request for a 90 day extension for a subdivision plan for Albert & Christine Estes, Assessor's Map A, Lots 52 & 52D-1

Bob Stowell, Trittech Engineering, stated that they are waiting to received their Dredge & Fill Permit from the State.

Jeff Mason made the motion to approve the 90 day extension.
Frank Torr seconded.

VOTE U/A

c. Scenic Roads Ordinance

Steve Bird stated in regard to buffers along Scenic Roads, that he has contacted the Office of State Planning and the Strafford Regional Planning Commission and has posted this on the State wide internet posting area. He said that he got a few responses but his general impression from talking to planners throughout the state is that this is a fairly new area. He said that he has come up with a draft ordinance for the Board to review. He said the ordinance is designed as an overlay district and applies to Scenic Roads only. Steve said that Old Garrison Road, David Tuttle Road and Rochester Neck Road are Dover's scenic roads. This proposal would create a 25 foot wide overlay district along the rights-of-way of all scenic roads. He said that this is aimed at the vegetative buffer on the private land because the vegetation on the public land is already governed under the State law on Scenic Roads. Steve said this ordinance requires that the existing vegetative buffer has to be maintained in its natural state except for three provisions which he read. Steve asked the Board to review the ordinance and said that comments will be taken at a future meeting.

ITEM #5: New Business

a. Dover Main Street Design Guidelines

Reuben Hull spoke from the podium. He introduced Debra Dineen, Executive Director of the Main Street Program. He said that the draft of the Dover Main Street Design Guidelines are architectural and streetscape guidelines for business owners and building owners in the Main Street jurisdiction. He said this is not really a Historic District per say, but is a district that is historic. He said that they do not want this to sound legal or binding because it is not binding, they are merely guidelines and recommendations. He said that the goals and objectives are incentives for improvement of the downtown area. He said that Steve Bird and Pete Lavoie are on the committee, so they have gotten input from representatives of the Planning staff. He said that on September 7th, Dover Main Street will be hosting a property owners' forum to unveil this document in its final format. He said that the committee felt that this should be brought before the Planning Board for review and discussion in terms of what they are trying to do and what the objectives are and how this relates to what the Planning Board and Planning Department are looking for City-wide in the commercial district. He said that they are trying not to overstep their bounds or regulate and would like to hear of any concerns. Reuben read the goals. He said that he is looking for an endorsement, but he would not expect that tonight.

Jerry Reese asked who the committee members were.

Reuben Hull stated that Kerry Forbes, Kathy Beaudoin, Tom Massingham, Pete Lavoie, Ken Latshaw, Tim Sheldon and Steve Bird are some of the committee members.

Tim Sheldon stated that the concept is to provide technical assistance to property owners in the downtown. Things such as historic review, architectural field, landscaping,

repointing. He said it would be like a one stop shopping and recommendations and general design concepts. He said that if someone asks for assistance they can guide them and put them in touch with experts. He said that they have purchased software and there are volunteers that are willing to sit down with people.

David Landry suggested having a workshop and perhaps drawing an actual perimeter of the downtown area.

Ron Cole stated that he wanted to be sure that the each member of Board received a copy of the document. He set up a workshop for Tuesday, August 29, 2000, at 7:00 PM.

ITEM #5: New Business

Steve Bird stated that the memo in the packets from the Office of State Planning relating to cell towers is for information purposes only. He said that a new State law was passed relative to how towns should handle cell towers and the biggest change is that all municipalities within 20 miles of any tower being proposed will have to be notified.

Steve Bird said that OSP will be preparing a model ordinance and he said that he will be sending them a copy of Dover's in case they don't have it already. He said that as part of this memo they have sent us a list of the cell towers that they have on their data base for Dover and it only contained two towers. He said that we have since sent them a list of the 5 towers that we have on our records so they can update their data base.

Steve Bird said that the department is still working on impact fees. He said that he has managed to get quite a few examples from other communities and he is reviewing a handbook that he has received from the State. He said that impact fees may be an issue that may warrant extra discussion or a workshop in the future.

Steve Bird stated that the latest draft of the Transportation Chapter of the Master Plan is being presented for the Board's review and comment. He said that the Board may wish to have a workshop with the Strafford Regional Planning Commission. Steve said that Bruce Woodruff was instrumental in working on this chapter. He said that the Board will have to schedule a public hearing before it is officially adopted.

ITEM #6: Adjournment

Jerry Reese made the motion to adjourn.

Reuben Hull seconded.

VOTE U/A