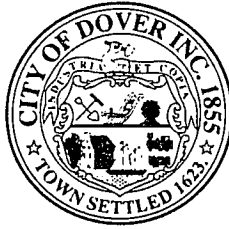


STEVEN J. STANCEL
Director



288 Central Avenue
Dover, New Hampshire 03820-4169
Tel: (603) 743-6008
Fax: (603) 743-6097

City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

TO: Planning Board Members
FROM: Planning Staff
DATE: May 7, 1998
SUBJECT: *Staff recommendations for agenda items for the May 12, 1998 Planning Board Meeting*

ITEM #2: Application for a minor lot line adjustment of land for Lynwood & Sally Carter, Assessor's Map D, Lots 8L & 8T, zoned R-12, located at 20 Maplewood Avenue.

Planning Staff recommend approval of the minor lot line adjustment plan with the following conditions:

1. Add the owners' signatures to the lot line adjustment plat.

ITEM #3: Application for a site plan for a maintenance building for Dover Housing Authority, Assessor's Map 33, Lot 2, zoned RM-8, located on Whittier Street.

Planning Staff recommend approval of the Site Plan with the following conditions:

1. Add the owners' signatures to the site plan.
2. Provide adequate screening for the dumpster.
3. Locate and add the missing existing drainage pipe to the plan.
4. Revise plan to show adequate landscaping by adding one more tree to the triangular island at the head of the parking area. Landscape trees shall be a minimum of 5 ft. in height.
5. Provide a copy of the boring logs to the City Engineer.

ITEM #4: Application for a site plan of land for Strafford County Head Start, (Owner Dover Housing Authority) Assessor's Map 33, Lots 2, zoned RM-8, located at 62 Whittier Street.

Planning Staff recommend approval of the Site Plan with the following conditions:

1. Revise site plan to provide an exterior light at the rear of new building.
2. Add standard notes 1, 15, and 20 to the site plan.
3. A joint effort between DHA and the City to construct speed tables at two locations on Whittier shall be a condition of approval.
4. The two-way entrance should be narrowed to 28-ft. wide on the site plan.
5. Eliminate parking space 10 from the plan as there is a vehicle/vehicle conflict.
6. A 3-ft. sump is required in the detail of the new catch basin.
7. Add the existing sewer line at SE corner of new building to the site plan.
8. Revise the abandoned water line note to indicate that it will be cut and capped.
9. Revise site plan to add curb stops to the parking spaces along the area where the slope is 3:1.

ITEM #5: Application for major subdivision of land for Wallace Woods, LLC, (Owners Richard, Anna & Duane Kay/Anna R. Kay 1997 Trust) Assessor's Map G, Lots 27 & 29, zoned R-20, located on Columbus Avenue. (20 lots)

Planning Staff recommend approval of the major subdivision plan with the following conditions:

1. Add the owners' signatures to the subdivision plan.
2. Provide the NH WSPCC Subdivision Permit to the Planning Department.
3. Complete the subdivision application under # of dwellings.
4. Add a note to the plat indicating the status and use of the existing shop on property.
5. Wetlands Board and Conservation Commission approval needed for wetland fill. Must comply with any conditions attached. Provide the permit numbers on the plat. A conditional use permit from the Board is also required.

6. A waiver of 12" water line requirement in the new road is required from the Board.
7. The agreement with the City for cost sharing to extend water line (city share estimated at \$50,000) needs to be finalized between the developer and City Council.
8. A waiver for 24' pavement width is required from the Board.
9. The applicant should provide sewer easements for future extensions in the area, or agree to do so in the future.
10. Meet the conditions included in the City Engineer's memo of 4/29/98.
11. A waiver is required for the length of cul-de-sac over 1000-ft.
12. Surveyor and engineer stamps are required on the plat.

ITEM #6: Public Hearing to propose amendments to the Executive and Technology Park (ETP) District and a related Site Review Regulation amendment to add design standards for the development in the ETP District.

A memo and a copy of the amendments were provided in the previous Planning Board packet.

ITEM #7: Old Business

a. Discussion and possible vote on proposed 70 room hotel located on Central Avenue by Express Realty.

The site plan will be reviewed by the Conservation Commission at their May 11th meeting. Revised plans were not submitted as of the date of this memo, so neither the Engineering or Planning Departments have had an opportunity to review the revised plans. The Planning staff will make a recommendation at the meeting that will include comments from the Conservation Commission and Engineering. The following is the current list of possible conditions of approval:

1. Plans need engineer's and surveyor's stamps.
2. Need a subdivision plan that contains the required elements and notes.
3. Need revision dates on all plan sheets.
4. Need the proper site plan notes relocated from sheet 2 of 6 to sheet 3 of 6.

5. Add a note that the hotel owner will maintain the section of the roadway along their property frontage.
6. Resolve issues regarding hydro-geological study and recommendations. Final study recommendations shall be included in design of site.
7. Submit Boston Market as-built in mylar and digital form prior to plan signing.
8. Provide exterior building lighting (four sides) on site plan.
9. Meet the conditions outlined in the City Engineers April 20, 1998 memo.
10. Revise detail sheet to show catch basin frames and grates having 30" diameter and a minimum three-foot sump.
11. Provide gas utilities on plans if gas is to be provided.
12. Add note to plan indicating that the site is in the secondary groundwater protection zone and that maximum lot coverage is 20%.
13. Add all abutters across roadways to sheet 2 of 6 of the plans.
14. There will be an off-site improvement fee of \$11,395 for sewer improvements.