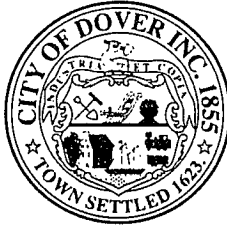


STEVEN J. STANCEL
Director



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: July 8, 1998
SUBJECT: *Staff recommendations for agenda items for the July 14, 1998 Planning Board Meeting*

ITEM #2: Application for a site plan of land for United States Postal Service (Owner, United States Postal Service/City of Dover), Assessor's Map 1, Lot 40, zoned RM-6, located on the corner of Washington/Chestnut Streets.

The applicant has requested a wavier from Section 149-15(C) to permit paving within five feet of the property line and within Green Street. Planning Staff recommends granting the wavier, as this plan implements a recommendation from the Master Plan. Planning Staff recommend approval of the revised site plan with the following conditions:

1. Add the owner's signature and engineer's stamp to the plan.
2. Revise plan to relocate the fire hydrant to the north side of Green Street, at the end of Fayette Street.
3. Revise plan to add details for the concrete sidewalk, drop inlet structure and drain manhole.
4. Revise plan to indicate that the existing hydrant main at the main line will be cut and capped.
5. Revise plan to indicate that the left over piece of concrete sidewalk off Chestnut Street (near the relocated tree) will be removed.
6. Ensure that the existing trees to be relocated can be replanted without encroaching on an existing utility vault north of the Green Street ROW.
7. Submit the draft agreement between the US Postal Service and the City regarding parking, access and maintenance of the former Green Street right-of-way. The agreement must go to Council for their review and approval as a condition of approval of this plan.
8. Fix the typo error on the catch basin by the Post Office.

ITEM #3: Application for a minor lot line adjustment of land for Glen and Leigh Jerry, Assessor's Map H, Lots 6 & 6-3, zoned R-20, located on Durham Road.

The applicant has requested to be withdrawn from the agenda at this time. The plan will be submitted again at a future meeting

ITEM #4: Application for a change of use for St. Mary's Academy (Owner, Roman Catholic Bishop of Manchester), Assessor's Map 9, Lot 89, zoned Office, located at 110 Locust Street.

Planning Staff recommend approval of the site plan with the following conditions:

1. Add the owner's signature to the plan.
2. Complete the striping of the existing Church Street parking lot to provide thirty spaces.
3. Show location of existing water and sewer lines on the plan.
4. Revise plan to add note regarding the number of parking spaces required by the proposed use.
5. Add additional landscaping along retaining wall to provide screening to abutters.
6. Add note to plan indicating trash disposal plan.
7. Design and construct a widened Church Street adjacent to the new school that includes a pick-up/drop-off zone, two travel lanes, and parallel parking spaces on the north side of Church Street.
8. Planning Staff recommends that the Parking and Traffic Subcommittee of the City Council review the recommendations of the applicant's traffic consultant for possible traffic flow changes, including: (1) Making Church Street east of Academy Street one way westbound; (2) Making Academy Street one way northbound; and (3) Allowing right hand turns only out of both ends of Kirkland Street. Said changes to be sent to the City Council for their review and approval as the Committee sees fit
9. Prohibit Academy staff from using on-street parking spaces.
10. Schedule kindergarten and pre-school classes so that arrivals and departures do not occur at the same time as at "My School".
11. Enforce the loading zone restrictions for the parents.

ITEM #5: Old Business

- a. **Discussion and possible vote on a major subdivision for BAK Land, Inc., (Dan Gabriel), located on Sixth Street.**

Planning Staff recommend that the plan remain on the table. See the previous Planning Board memo for the list of outstanding concerns for this project.