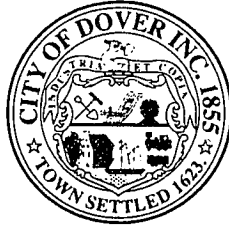


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# City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

## MEMORANDUM

**TO:** Planning Board Members  
**FROM:** Planning Staff  
**DATE:** July 17, 1998  
**SUBJECT:** *Staff recommendations for agenda items for the July 28, 1998 Planning Board Meeting*

**ITEM #2: 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 and south 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 agreed upon loading zone restrictions for the parents.

**ITEM #3: Application for a Minor Lot Line Adjustment of land for Megan Martineau (Owners, Megan Martineau and Davidson Rubber Co., Inc.), Assessor's Map G, Lots 4G & 3B, zoned I-1, located on Industrial Park Road and Littleworth Road.**

Planning Staff recommends granting the minor lot line adjustment plat with the following conditions:

1. Add the owners' signatures to the plat.
2. Revise plat to include building setback lines.

**ITEM #4: Application for a Major Subdivision of land for MJS Engineering (Owner Ismalia Perry), Assessor's Map A, Lot 36-1, zoned R-40, located on Varney Road. (19 lots)**

Planning Staff recommends that the Board accept the application, open the public hearing, then table the application to schedule a site walk of the property. The following are outstanding concerns:

1. Add the owners' signatures to the plat.
2. Revise plat to include building setback lines.
3. Add GIS coordinates to the plat.
4. Add proposed street names to the plat.
5. Add Conservation district setbacks -50'.
6. Add the required notes/items from the standard note sheets.
7. Address the Engineering comments under separate cover.
8. Phase lines are required on plans.
9. Agree by a note on the plat to preserve the existing "historic" Oak Tree.
10. The extent of the water on the property from the recent "50 year storm event" raises questions about home site and septic design considerations. Ensure designs take all the water into account.
11. Conservation Commission application submitted 7-1-98.
12. Add proposed monumentation to the plat.
13. Add street light locations - one at each cul-de-sac and at Varney Road.
14. Need State Subdivision Permit approval.

15. Need site specific permit approval. (or letter).
16. Need two street trees per lot or leave trees on each lot. (add note).
17. Require trimming of brush for sight distance (add note).
18. Require future ROW access for road extension for (to) adjacent lot 19.
19. Additional topo/wetland information beyond property is needed in order to make a decision on future ROW.
20. The Fire Department notes that the development is "outside of City water district." They are recommending the houses be sprinklered or bring City water. The development will have significant response times.
21. The City Engineer requires a report that the road design is adequate for the "wet" conditions (read: filter fabric)
22. Dean Peschel to review the issue of excess drainage into the Beaver Pond.
23. A discussion of the number of houses permitted in Phase I to occur with City engineer and Building Official.
24. Re-examine septic reserve area on lots 9 + 10.
25. Designate one adjacent lot owner to maintain cul-de-sac islands.

**ITEM #5: Application for a Major Subdivision of land for Park Avenue Development Corp. (Owner Robert Moreau), Assessor's Map M, Lot 76, Zoned R-40, located on Dover Neck Road. (25 lots)**

Planning Staff recommends that the Board accept the application, open the public hearing, then table the application to schedule a site walk of the property. The following are outstanding concerns:

1. Add the owners' signatures to the plat.
2. Revise plat to include building setback lines.
3. Need Engineer and Surveyor stamps added to the plat.
4. Need Owner's signature on plat.
5. Revise Note 6 to add: 30,000 sq. ft. minimum lot area for municipal water/sewer.
6. Need drainage calculations.
7. Sidewalk to be added on one side of 24 ft. wide roadway.
8. Cash contributions for recreation.

9. Developer shall be required to make a cash contribution for upgrade of Dover Neck Road or they can widen Dover Neck from the subdivision roads to Ruthie's Run.
10. A Conditional Use permit from the Board is required because of roadway wetland crossings.
11. A NH Wetland Board Dredge and Fill permit is required.
12. Show limits of flood plain on plan.
13. Provide detailed wetland report.
14. Waiver for 24' road required.
15. Add a note concerning limits of disturbance. Revise the legend to reflect existing tree line.
16. Possible future 50' wide access to be provided. The engineer shall provide additional information with regard to wetland areas and topography on the adjacent parcel to aid in making the determination as to whether the future ROW is required.
17. Drainage easements to the City.
18. Possible water line easement to also go into sewer easement into Brickyard Estates.
19. Pin all easements and any future ROWs.
20. Show underground telephone and cable.

**ITEM #6: 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 be approved pending the receipt of Engineering comments with the following conditions:

1. Add the owners' signatures to the subdivision plan.
2. Need the NH Wetlands Board permit and NH WSPCC Site Specific Permit.
3. A conditional use permit from the Board is also required.
4. A waiver of 12" water line requirement in some of the new roads is required from the Board.
5. A waiver for 24' pavement width is required from the Board.
6. Need to review proposed road names for duplication.

7. Applicant to provide a 50' wide future access and utility easements from both Wildewood Lane and Boxwood Lane to the abutting parcel.
8. Need specific plans for tot lot.
9. Need engineers stamp on plan sheets 10-24.
10. Need to add proposed lot numbers for the new lots, as assigned by tax assessor, to the final plat submittal.
11. Need elevations of catch basin rims, inverts and sumps.
12. Need to provide either two new or existing street trees per lot.
13. Add note that all on-site utilities will be installed underground.
14. Add note that the limits of construction disturbance in Wetland District shall be staked, flagged and clearly identified prior to the commencement of site work.
15. Revise note #37 by replacing the word "limited" with the word "prohibited".

**b. Discussion and possible vote for posting additional zoning changes.**