

**DOVER PLANNING BOARD
MINUTES OF MEETING
APRIL 27, 1999**

MEMBERS PRESENT: Jeff Peasley, Jeff Mason, Anthony McManus, Frank Torr,
Mike Bobinsky, Margaret Stevenson, Ron Cole(late)

MEMBERS ABSENT: Karin Crittenden, Chuck Maglaras, Paul Beecher, Reuben Hull,
Jerry Reese

STAFF PRESENT: Steven Stancel, Planning Director; Steven Bird, City Planner; and
Jacqueline Freeman, Recording Secretary

In the absence of the Chairman and Vice Chairman, Anthony McManus called for a vote
for a temporary Chairman until the arrival of Ron Cole.

Mike Bobinsky made the motion to appoint Tony McManus as Chairman.
Frank Torr seconded.

VOTE U/A

ITEM #1: Approval of minutes.

Mike Bobinsky made the motion to approve the minutes.
Frank Torr seconded.

VOTE U/A

**ITEM #2: Consideration and acceptance of an application for a minor lot line
adjustment of land for Garry Allen and George Day, Assessor's Map B,
Lots 8C & 8, zoned R-40, located on Sixth Street.**

Paul Connolly of Civilworks, explained the lot line adjustment.

Frank Torr made the motion to accept the application.
Mike Bobinsky seconded.

VOTE U/A

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

Frank Torr made the motion to approve with the following conditions:

1. Add all of the owners' signatures to the plat.
2. Add the lengths and bearings of lines L1 and L2 to the plat.
3. Add note indicating the existing lot sizes to the plat.
4. Add note verifying the number of square feet of upland area on lot B/8C.

Mike Bobinsky seconded.

VOTE U/A

ITEM #3: Consideration and acceptance for an application for a minor lot line adjustment for Barbara & Kenneth Godin and Intrinsic Design Perspective, Assessor's Map A, Lots 35A-2, 36-9, 36-10, zoned R-40, located on Varney Road and Parson's Lane.

Barbara Godin stated that they are taking land from the large parcel to enlarge the two smaller parcels. She said they plan to sell the land on Varney Road and keep the two lots on Parson's lane.

Mike Bobinsky made the motion to accept the application.

Peg Stevenson seconded.

VOTE U/A

The public hearing was opened.

There were no comments.

The public hearing was closed.

Steve Stancel stated that he wanted to be on record as saying that a potential corridor for Exit 10 comes very close to that land.

Mike Bobinsky made the motion to approve with the condition that both the owners' signatures be added to the plat.

Jeff Mason seconded.

VOTE U/A

ITEM #4: Consideration and acceptance of a request by Paul Hass, to clear approximately 5 trees along the right-of-way of a scenic road, Assessor's Map J, Lot 19I-1, zoned R-40, located on Old Garrison Road.

Paul Hass stated that the lot is half way between Bay View Road and Rabbit Road. He said that the power company has to cut approximately 5 trees in order to bring a pole in.

Jeff Mason made the motion to accept.

Frank Torr seconded.

VOTE U/A

The public hearing was opened.

There were no comments.

The public hearing was closed.

Frank Torr made the motion to approve

Mike Bobinsky seconded.

VOTE U/A

ITEM #5: Consideration and acceptance of an application for a major subdivision of land for Chad Kageleiry, (Owner Francine R. Chadwick) Assessor's Map I, Lot 50, zoned R-12, located on Mast Road.

Bob Stowell, of Tritech Engineering, represented the application. He stated the parcel was formerly known as Chadwick's Nursery. He said there will be 13 new lots with City water and sewer, and underground electric. He added that there is also gas out there. He described how the sewer would come in. Bob said the road will have a 24 foot wide pavement, curbing, and a sidewalk on one side. He stated that the shaded area of unclear title has been resolved and they have obtained a Quit Claim Deed.

Frank Torr asked if he had received a letter relative to pesticides being used on the property.

Bob Stowell stated that they received a copy that afternoon and have not had the chance to investigate the matter.

Mike Bobinsky asked for Bob's reaction to the looping of the water line into the Mathes Hill subdivision.

Bob Stowell stated that they spoke about looping the water as well as continuing the road. He said that the topo would not be good for the continuing of the road but they would be willing to contribute somehow on the water line.

Mike Bobinsky made the motion to accept the application.

Peg Stevenson.

VOTE U/A

The public hearing was opened.

Karen Hiller, 10 Grady's Lane, asked what the City is planning for sidewalks on Mast Road. She said the traffic has increased because of the Mathes Hill subdivision and now this one.

Steve Stancel stated that it was discussed at TRC, with the City Engineer and the Community Services Department with regard to this section of the road. He said that there is a need and it is an area that has to be looked at in the near future. The City Engineer has indicated that it won't be an easy or inexpensive project. There are drainage issues, widening of the road with rights-of-way takings. He recommended that she call her City Councilor and call the Community Services Department.

Dean Trefethen, 9 Daniel Lane, just bought a house in Mathes Hill. He said he is not against the subdivision but was concerned with the increase in traffic and the condition of the pavement on Spruce Lane. He echoed the need for sidewalks.

Susan Brown, 80 Mast Road, was concerned with having to connect to the sewer line and asked for guarantees in writing that there will be no damage to her property when the ledge has to be blasted. She wanted to know who would police another developer if Chad Kageleiry were to sell the project.

Steve Stancel explained that the approved plan becomes a matter of record and the new buyer has to adhere to the plan and the conditions. He said that the project has to be constructed according to the plan. He said that the City Engineer oversees the project to be sure everything is being built to specifications.

Mike Bobinsky explained that when the City allows a contractor to work in a right-of-way they must post a performance bond, liability insurance in the event that there are any claims that arise. Mike told Ms. Brown that she will have to connect to the sewer if that line is within 100 feet of her property line. He said there is a procedure to appeal that and that is through the DUC. He said that the connection adds value to the property and it is at a lesser expense than at another time.

Nancy Roberge, asked if she would have to hook up even if she did not want to. She said she is also concerned about the number of houses on Mast Road and the availability of room in the Garrison School. She asked if they will be bussing children to Horne Street. She stated that the Planning Board needs to sit down and figure this out.

Mike Bobinsky explained that the contractor is required to install all utilities whether water, sewer, or drainage to City standards and then they become City property. We try to maximize the service area of that utility line for the overall benefit of the people. Mike explained the DUC process.

Bruce Smith, 76 Mast Road, came in late and wanted to hear about the sewer line.

Bob Stowell explained the location of the proposed sewer line.

Kevin Harrison, 11 Daniel Lane, asked for a time table for the project. He was concerned for the Garrison School and if there had been any communication with the School Board.

Chad Kageleiry stated that construction would start in July.

Steve Stancel stated that there is an RFP to complete the Community Facility & Utilities section of the Master Plan. He said that study will be conducted in the next three months and will look at the capacity of the Dover school system. He said that based on the findings of that study, this Board will be in charge of proposing zoning changes to further slow down growth. He said that the Board went through an extensive rezoning process during the last year where they have attempted to slow down growth while also providing more opportunities for economic development. He said that the market being what it is, the developers are streaming to Dover. He said that he has spoken with Jerry Daley regarding the capacity of the schools in relation to the need of a growth moratorium. He

said that a moratorium is very serious step and you have to have a very good foundation with solid statistical reasons and analysis to do that. He said that there are now 458 approved units in the City that haven't been built, 309 of those are single family house lots. He said that with everything that is coming in in the next two months, counting this project, there will be an additional 185 single family house lots for a total of 494. He said when we multiply out the average elementary school student per household, if all 494 units were to come on the market tomorrow, we would have 119 elementary school children. He said that developers today are building as they sell as opposed to building to spec. He said that we haven't seen the building permits jump off the page, they have been an even 70 - 80 units per year. There were 25 permits for the first quarter of this year, so we are predicting about 100 permits this year. He said with the new middle school coming on line, the class that's in third grade now will be going to the new Jr. High in the fall of 2000. That class is going to alleviate 268 students out of the elementary school system, or 12 classrooms. It appears as though there will be plenty of room. He said that Garrison School may see a burgeoning population and that may be a factor of needing to redistrict in the future. He said that another factor is that the Christian Academy is moving into the old Seaborne Hospital next year and they currently have 35 Dover students attending in Portsmouth so we anticipate that there will probably be 100 Dover students when they move here and many from the Garrison School district. Steve added that he thinks we will be OK.

The public hearing was closed.

Steve Stancel stated that staff recommends that this be tabled to a site walk. He said that some of the bigger issues is investigating the water line looping into Mathes Hill. He said they are attempting to work with both developers in terms of looping, and the potential for road extensions, as well as recreation facilities. He said that we also need some topography information and drainage calculations.

Peg Stevenson made the motion to table.

Mike Bobinsky seconded.

VOTE U/A

The site walk was scheduled for Monday, May 3, 1999, at 6:00 PM at the site.

Steve Stancel stated that the abutters are welcome to join the Board for the site walk and asked Bob Stowell to stake out the center line.

Mike Bobinsky stated that the sidewalk construction on Mast Road is not on our current Capital Improvements Program. He asked if that should be funded out of the General Fund or out of Capital Improvements or should that be funded out of some sort of impact fees from developers. He said it is one of the outstanding items on this project that has to be addressed with regard to how much do you look to developers to make that investment, not just in their subdivision but along Mast Road.

ITEM #6: Old Business.

a. Discussion and possible vote on Heron Cove subdivision, located on Watson Road.

Peg Stevenson made the motion to remove this item from the table.
Frank Torr seconded.

VOTE U/A

Bob Stowell stated that they have been to the Conservation Commission and have received a favorable recommendation. He said that he received a memo from Engineering and they will continue to work with them on the pump station design. Bob passed out a sketch of the easement. He spoke on the future extension of the road.

Mike Bobinsky asked Bob Stowell if he was in agreement to the 6 Planning staff recommendations and 12 recommendations from the Assistant City Engineer's memorandum dated 4-27-99.

Bob Stowell stated that he was in agreement.

Steve Stancel stated that the applicant has requested 3 waivers, one for the length of the road which is 1,400 feet vs. 1,000 allowed; for a road width of 24 feet where 28 feet is required; and of the 8 inch water line where 12 inches is required. Based on information provided, the staff recommends granting the waivers. Steve gave the 6 staff conditions and stated that condition #7 would be the 12 Engineering conditions of their memo dated 4-27-99.

Steve explained that they have been attempting to obtain a recreation fee from all developers and it's usually approximately \$200.00 per lot. He said the monies are used to upgrade existing recreation facilities in the nearby area. The closest one will be the future soccer fields on the County land if that project goes through.

Mike Bobinsky made the motion to approve the application and the three waivers with the following conditions:

1. Add the owner's signatures to the plat.
2. Revise the plat to correct the shoreland setback notation to be 150 feet.
3. Revise the plat to add a note requiring that the deeds for each lot include references to the City of Dover ordinances which pertain to management of the Conservation District areas (wetlands and shoreland protection).
4. Add State Wetlands Board permit number to the plat and provide copy to the Planning Department.
5. Add surveyor and engineer stamps and signatures to the plat.
6. Submission of a \$3,200 contribution for recreation facilities, due at the time of bonding.
7. The 12 City Engineering comments from Memorandum dated 4/27/99 as follows:

1. The plans need to be stamped by an engineer
2. Underground utilities (electric, catv, telephone) need to be shown on the plan.
3. Sight distance on Watson Road could be improved by cutting back the brush on the uphill side with-in the City ROW.
4. A waiver needs to be requested for a 24 foot side road.
5. A waiver needs to be requested for an 8 in watermain. The Engineering Department supports an 8 inch watermain in this subdivision.
6. The sewer pump station design, calculations, and specifications need to be submitted and approved. The Engineering Department has been working with the Consultant on preliminary plans for the pump station but has received no final plans as of yet.
7. Details of the forcemain bridge crossing need to be submitted.
8. Air release and clean outs should be added to the sewer forcemain.
9. A better inside drop detail needs to be submitted for the forcemain tie in to the existing sewer manhole and a note to reconstruct the sewer invert of the manhole should be added.
10. According to test pit data received for the future road location, the Engineering Department feels that the road cross-section should include underdrains and the road base should be increased with an additional 6 inch of bankrun gravel, 12 inches of sand, or a geo-textile fabric.
11. The drainage easements should be a minimum of 30 ft. in width.
12. A utility easement for future utility extensions should be included across lot 6.

Jeff Mason seconded.

VOTE U/A

Ron Cole arrived at 8:06 and took over the Chair.

Tony McManus took his regular seat.

b. Discussion and possible vote on an Alternative Design Subdivision (ADS) concept design, located on Middle and Hawthorne Roads.

Jeff Peasley made the motion to take this item off the table.

Tony McManus seconded.

VOTE U/A

Atty. Malcolm McNeill stated that they are at the stage where they are respectfully requesting the approval of the ADS concept.

Margaret Stevenson made the motion to approve the ADS concept.

Tony McManus seconded.

VOTE U/A

c. Discussion regarding proposed Site Review Regulation changes.

Steve Stancel stated that we received a memo from Atty. McNeill regarding the changes and asked the Board if they had any comments.

Steve Bird went over the changes that he made to the proposed Site Review Regulations since receiving comments from the Board. He went over his memo dated 4/27/99 in response to Atty. McNeill's memo listing his concerns.

Steve Stancel explained that if this draft is accepted, it will then be posted and will go to a public hearing.

Tony McManus stated that he felt that the draft dated April 23, 1999, is a good product.

Tony made the motion to accept the Site Review Regulation draft, dated April 23, 1999, and to refer it to a public hearing. He said that this does not include the memo with any changes made in regard to Atty. McNeill's memo.

Jeff Peasley seconded.

Jeff Mason stated that the architectural changes open the door to a lot of subjectivity as far as personal taste.

Steve Bird stated that the architectural changes will give the Board a foot in the door and will provide some guidelines.

Mike Bobinsky stated that they will provide for some flexibility and some input with regard to aesthetics and compatibility to adjacent buildings and surrounding neighborhoods. Mike said that this is a start and we can see how this goes in the future.

Anthony McManus stated that he would like to leave it as it is now. He said we may get some input at the public hearing. He said that this is just putting the developer on notice that we want this information, which we do not have now, and that we do expect to have some input in the final product.

Ron Cole stated that we don't want to micromanage this to death prior to having the public input. Ron stated that he is hoping that we will get some interested parties when we do the advertising.

VOTE U/A

d. Middleton Building Supply

Steve Stancel stated that Middleton Building Supply is requesting a 30 day extension.

Tony McManus made the motion to grant the 30 day extension.

Jeff Mason seconded.

VOTE U/A

e. Conifer Commons a/k/a Glenwood Estates, on Glenwood Avenue

Steve Stancel stated that Conifer Common's approval runs out and Civilworks provided us with a letter requesting a one year extension.

Anthony McManus made the motion to grant the 1 year extension of approval to April 28, 2000.

Frank Torr seconded.

VOTE U/A

Frank Torr expressed a concern with projects coming in with cul-de-sacs. He feels it causes a major problem for Community Services. Frank stated that the ADS already has 2 cul-de-sacs.

Tony McManus said that he asked what the development plans were for Chadwick Farm and for Mathes Drive, the land in back. He said that he is leaning toward making the extension of the roadway into that project a condition of approval. He said that he noted in the plan that they already have a 30 foot right of way for an easement.

Mike Bobinsky stated that they do understand cul-de-sacs from a marketing perspective. He said that there are wetlands issues that come into play and there are terrain concerns. He said that we have heard a bit about that from Mr. Stowell and we will hear more as that development unfolds with the negotiations and the difficulties. He said that one thing that his department has petitioned for in the FY 2000 is additional equipment to accommodate the growth that we are experiencing.

Steve Stancel stated that we can attempt to look at cul-de-sacs. He said that in the past we have always been very flexible in waiving the 1000 foot length, and perhaps in the future, we should not be so flexible unless there is some obvious advantage to the City. He said with Heron Cove there were some advantages to the City in terms that we were able to extend the sewer line and get a sewer pump station out of it. He added that we may want to make the cul-de-sac smaller. He said to eliminate it altogether is going to be difficult because of the shapes of the lots that are out there. Adams Estates, for example, would have difficulty looping, because of wetland issues and the topography. The other issue with the off-site improvements fees is as soon as we complete these two sections of the Master Plan, we will have the foundation available to propose impact fees again. The issue of the sidewalk on Mast Road is very difficult unless there are impact fees in place or you have a project that is in the CIP. He said it is very difficult to legally leverage money for off site improvements from the developer. If we can get Mast Road sidewalks in the CIP, if the City is willing to make it that type of priority, then we can start collecting money from these types of projects.

Tony McManus asked if we can make it a condition of approval that they provide a sidewalk for their portion of the frontage of Mast Road and then make it a condition for Mathes Hill to do the same. It would create a sidewalk for 250 feet, but it's a start.

Steve Stancel stated that Engineering would have to take a look at it to see if it would work on that side of the road.

Ron Cole asked Steve if the \$25,000, that the Planning Department recommended be allocated for the Master Plan Study, was taken out by the City Manager.

Steve Stancel stated that it was. He said that they proposed \$25,000 for the Transportation Section of the Master Plan and the Manger has recommended that it not be funded in the budget. Steve said that he spoke to the Council last Saturday and in his presentation he urged them to put it back in.

Tony McManus stated that it might be worthwhile to contact some Councilors.

Ron Cole said, "If you don't know where you're going, you won't get there." He said that as chair of the Strafford Regional Planning Commission, he has a vested interest. He said that SRPC has bid the lowest on the Transportation study by approximately \$19,000.

Steve Stancel stated that they spoke to private consultants as to what it would cost to complete the Transportation Section, and their fees were anywhere from \$40,000 to \$60,000.

Ron Cole stated that he recommends that the Board members contact their City Councilor and suggest that it might be a good idea to put this back in.

ITEM #7: New Business

There was none.

ITEM #8: Adjournment

Jeff Mason made the motion to adjourn.

Jeff Peasley second.

VOTE U/A