



CITY OF DOVER

DOVER PLANNING BOARD - MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers – 288 Central Avenue, Dover, NH 03820
Meeting Date: Tuesday, October 13, 2009
Meeting Time: 7:00 pm

REGULAR MEMBERS PRESENT: Frank Torr, Dean Trefethen, Linda Merullo, Ron Cole, Doug Steele, Marcia Gasses, Don Andolina, John Swartzendruber

REGULAR MEMBERS ABSENT: Perry Plummer

ALTERNATE MEMBERS PRESENT: Lee Skinner, Jan Nedelka

STAFF PRESENT: Christopher Parker, Planning Director, Steve Bird, City Planner

Workshop called to order at 7:02 pm.

Lee Skinner sat in for Perry Plummer.

1. INTRODUCTION AND REVIEW OF SUBDIVISION AND SITE PLAN REGULATION CHANGES

Parker handed out packets with Subdivision and Site Regulation proposals. He then went over the following subdivision proposals:

1. Update the number of adhesive labels required with submission from 2 to 3 sets
2. Update the length the Planning Board has to deliberate on a project from 90 days to 65 per State of NH RSA
3. Update the number of adhesive labels required with submission from 2 to 3 sets
 - a. Parker mentioned that he is working on a proposal to remove redundant requirements
4. Update the fees to reflect the universal Fee Schedule
5. Update the date of the FIRM maps to May 17, 2005
6. Remove requirement of street numbers on preliminary plat
7. Increase the number of blue or black prints required at final submission
8. Update the date of the FIRM maps to May 17, 2005
9. Update the number and placement of street trees required on a public street
10. Update the requirements of a landscape plan.
11. Update the zoning districts to reflect the proposed rezoning
12. Update the waivers provision to mimic State of NH statute
13. Update the fees to reflect the universal Fee Schedule
14. Streamline definitions sections and to increase readability
 - a. Defined words will appear in caps
 - b. Replace the dash with the word “means” in definitions
 - c. Remove the definition for “Family”
 - i. Trefethen asked if this was a legal requirement
 1. Parker answered yes.
 - d. Update the definition of the “Technical Review Committee”

Other changes being worked on:

- Blasting regulations
- Traffic Calming measures
 - To go to TAC first
- Matrix to combine application requirements for Major/Minor Subdivisions and Lot Line Adjustments
- Bond requirements for snow plowing



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Parker went over the following site review proposals:

1. Update the membership of the Technical Review Committee to replace Building Official with Zoning Administrator
2. Update the office where the applications are found.
3. Update the number of adhesive labels required with submission from 2 to 3 sets
4. Update the deadlines for Planning Board submission
5. Update the fees to reflect the universal Fee Schedule
6. Update the requirements of a landscape plan.
7. Update the parking requirements and create a matrix to replace text
8. Update the zoning districts to reflect the proposed rezoning
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13. Update the fees to reflect the universal Fee Schedule
14. Update the waivers provision to mimic State of NH statute
15. Streamline definitions sections and to increase readability

Other changes being worked on:

- Blasting regulations
- Transportation Demand Management
 - To go to TAC first

Workshop ended at 7:33 pm.