



CITY OF DOVER

DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers
Meeting Date: Tuesday, January 26, 2010
Meeting Time: 7:00 pm

1. ELECTION OF OFFICERS

2. CITIZENS' FORUM

3. APPROVAL OF MINUTES

- December 15, 2009
- January 12, 2010

4. OLD BUSINESS

- A. Consideration and possible vote on an amendment to the conditions of approval from the Planning Board meeting of March 13, 2007 for a site review of land for The Village at Thornwood Commons and as amended on September 22, 2009, Assessor's Map M, Lot 4, zoned ETP located on Middle Road. (P06-55).
- B. Discussion on Proposed Site Review and Subdivision Regulation Amendments.

5. NEW BUSINESS

- A. Consideration and acceptance of lot line adjustments of land for Daniel & Jacqueline Ayer, (Owned by Jacqueline & Daniel W Ayer Revocable Trust), Assessor's Map N, Lot 18, Lot 18-4 & Lot 18-5, zoned R-40, located off McKone Lane *(P10-01)
- B. Consideration and acceptance of a conditional use permit for Bridget Finnegan, Assessor's Map F, Lot 13A, zoned R-40, located at 62 French Cross Road * (P10-03)
- C. Consideration and acceptance of a conditional use permit for St Thomas Aquinas High School (Owned by NH Catholic Charities), Assessor's Map L, Lot 15A, zoned R-20, located on 197 Dover Point Road. *(P10-05)
- D. Consideration and acceptance of a subdivision of land for 74 Industrial Park LLC, Assessor's Map G, Lot 3A, zoned I-2, located at 74 Industrial Park Road & Littleworth Road. *(P10-06)
- E. Public Hearing on the availability of NH Coastal Program Grant funds to be used for an engineering feasibility study for the relocation of the Cochecho River Pedestrian Bridge.

6. STAFF COMMENTS

7. COMMITTEE REPORTS

8. ADJOURNMENT

* Indicates that if the application is accepted for discussion, the public hearing will be held the same evening, at which time any interested party may offer comment to the Planning Board.

Persons with questions or wishing to see the plans are invited to visit the Planning Office, weekdays from 8:00 am to 4:00 pm. You may also view materials at www.dover.nh.gov, a map showing project locations can be found at www.dover.nh.gov/planhome.html.



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CITY OF DOVER - ORDINANCE

POSTED January 00, 2010

Ordinance Number: **O – yyyy.mm.dd -**
Ordinance Title: Site Review Regulation Amendments
Chapter: 149

1. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Section 149-4, Applicability, Section B(7), to read as follows:

“(7) Notwithstanding the above criteria, the Technical Review Committee by majority vote, may require any project which has a significant projected impact on traffic, health, welfare, **environmental quality**, and safety issues to appear before the Planning Board for Site Review.”

2. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Section 149-6, Application Requirements, Section A, first paragraph, to read as follows:

“The Technical Review Committee shall be comprised of the Planning Board Chairperson, who shall act as chairperson, the Community Services Director, City Engineer, Fire Chief, Police Chief, ~~Building Official~~, **Zoning Administrator**, Economic **Development** Director and Planning Director ~~who shall serve as secretary~~. All Committee members shall have a designated alternate available in their absence.”

3. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Section 149-6, Application Requirements, Section B (1) to read as follows:

“A completed application form, available at the **Department of Planning Board and Community Development** office.”

4. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Section 149-6, Application Requirements, Section B (6), third sentence, to read as follows:

“In addition to the abutters list, ~~three~~ **two** duplicate sets of adhesive address labels for all abutters shall be submitted for use by staff in preparing certified mailings.”

5. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Section 149-6, Application Requirements, Section C, to read as follows:

“C. The applicant shall file the application with the Planning Board Office at least **fifteen (15)** ~~twenty (20)~~ days prior to the Planning Board meeting at which time the application will be accepted and a public hearing held.”

6. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Section 149-10 – Construction of improvements; certificates of occupancy, by adding Section F to read as follows:

“F. All site improvements which require blasting of land shall meet the following requirements prior to any blasting occurring:

- (1) The applicant shall prepare a pre-blast survey of all structures within five hundred (500) feet of the external boundaries of the proposed lot to be developed. This survey, along with a monitoring plan, shall be on file with the Dover Fire and Rescue. Upon recommendation of the Fire Chief, the Planning Board may require a pre-blast survey of all structures within one thousand (1,000) feet.



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- (2) The applicant shall hold a neighborhood meeting to review the blasting plan and pre-blast survey, with representatives of the Fire and Rescue and the blasting company in attendance, prior to any on-site blasting. Abutters within one thousand (1000) feet of the external boundary of the project parcel shall be notified by certified mail (paid for by the applicant) of the meeting no less than ten (10) days prior to the meeting.
 - (3) Permit holders shall be in compliance with NFPA 495, The Code for the Manufacture, Transportation, Storage, and Use of Explosive Materials, in addition to all other ordinances and codes set forth in the City of Dover Fire Prevention Code, which specifically prohibits the overnight storage of explosives or blasting agents. Further all storage magazines shall be locked in the open position at the end of the days' operation, for easy inspection by City Officials.
 - (4) Blasting permits may be obtained by calling the Dover Fire and Rescue during normal business hours. The permits are only active for the dates and times specified on the permit.
 - (5) Permit holders shall hold insurance against claims for damages for personal injury and property which may arise from performance of the work.
 - (6) Hours of operation for the blasting shall be no earlier than 8:00 am and no later than 6:00 pm Monday through Friday, excluding federal holidays.”
7. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Section 149-12, Inspections, fourth and fifth sentences, to read as follows:
- “Any improvements **completed covered** without inspection will be considered not accepted. All fees and costs connected with inspection for the review of plans, construction and specifications shall be paid for by the developer, **at a rate set forth in the City of Dover Adopted Schedule of Fees, as amended annually.** ~~at a rate of 1.5 times payroll costs for all time in excess of three hours.”~~
8. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-13, Site Development Plan, Section A(12), to read as follows:
- “(12) **A landscape plan that delineates the arrangement, species and dimensions of all existing and proposed landscaping materials. The landscape plan, in sufficient detail to indicate compliance with these regulations, shall be prepared by a Professional Landscape Architect who is licensed by the State of NH. The licensed Landscape Architect shall sign the plan. The landscape plan shall be certified by the licensed Landscape Architect and include their State of NH license number.** ~~Consideration shall include the preservation and supplementation of existing dominant vegetation and the screening of parking and service areas from the public view.”~~
9. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-13, Site Development Plan, Section A, by adding a new paragraph (20), to read as follows:



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“(20) Traffic Impact Assessment and Analysis – All development projects that require site plan review shall prepare a Traffic Impact Assessment and Analysis that complies with the standards contained in Chapter 155 – Land Subdivision Regulations, Section 155-9-I, as amended.”

AND

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-13, Site Development Plan, Section B, first sentence, to read as follows:

“The information required by A(1) through A(~~20 19~~) of this section must be supplied.”

10. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-14, Site Development Design Criteria, Section D, to read as follows:

“D. Parking.

(1) Paved on-site parking shall be provided in accordance with the ~~following~~ requirements of the **Parking Regulation Table**.

A parking plan shall be submitted that delineates the number of **striped** parking spaces and the parking arrangement. No on-street parking is permitted. Whenever a use existing on the effective date of this chapter is changed thereafter to a new use, parking facilities and access shall be provided as required herein for such new uses. The following parking standards represent minimum requirements and may be increased as part of the approval of a site development plan.

PARKING REGULATION TABLE*

Columns are cumulative, not exclusive.

| Use * | Vehicle parking spaces | | | | | | Bicycle Spaces provided in bike rack(s) |
|-------------------|------------------------|-----------|-------------------------------|---------|---------------------------------------|---|--|
| | Per Unit | Per Seats | Per Employee on maximum shift | Per bed | Per Square footage (GLA) ¹ | Notes | |
| Adult Day Care | | | 6 | | | | 1 per 1,000 sf |
| Auditorium | | 0.25 | | | | | 1 per 1,000 sf |
| Auto Parts Retail | | | | | 300 | | 1 per 1,000 sf |
| Auto Repair | | | 1 | | | Plus 3 spaces per service bay | |
| Bar/nightclub | | 1 | | | | plus eating and drinking requirement | 1 per 500 sf |
| Bed and Breakfast | | | | 1 | | | |
| Car dealership | | | | | 1000 | sf is for the total developed area of the lot | |
| Carpet retailer | | | | | 600 | | 1 per 500 sf |



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PARKING REGULATION TABLE*

Columns are cumulative, not exclusive.

| Use * | Vehicle parking spaces | | | | | | Bicycle |
|--|------------------------|-----------|-------------------------------|---------|---------------------------------------|--|---------------------------------|
| | Per Unit | Per Seats | Per Employee on maximum shift | Per bed | Per Square footage (GLA) ¹ | Notes | Spaces provided in bike rack(s) |
| Child Care | | | 1 | | | plus 1 per 3 children at maximum capacity | 1 per 1,000 sf |
| Church | | 0.25 | | | | | 1 per 1,000 sf |
| Congregate Care Facility Apartment style | 1 | | 1 | | | | 1 per 20 units |
| Congregate Care Facility Nursing home style | 2 | | 1 | | | | 1 per 20 units |
| Eating and Drinking Establishment | | 0.5 | 1 | | | See Bar/nightclub for additional requirement | 1 per 500 sf |
| Eating and Drinking Establishment – take out | | | 1 | | 300 | | 1 per 500 sf |
| Education Institution (9-12, College) | | | 1 | | | plus 1 per 6 students at maximum capacity | 2 spaces per classroom |
| Education Institution (K-8) | | 0.2 | 1 | | | per seat calc. by the largest assembly room | 3 spaces per classroom |
| Elderly Assisted Care Home | | | 1 | 2 | | | 1 per 20 beds |
| Funeral Home | | | | | | 8 spaces per chapel, 10 spaces minimum | 1 per 500 sf |
| Furniture dealer | | | | | 600 | | 1 per 500 sf |
| Gasoline Service Station | | | 1 | | | plus 2 spaces per gas dispenser | 1 per 500 sf |
| Grocery Store | | | | | 200 | | 1 per 500 sf |
| Group Home | | | 1 | 0.5 | | | 1 per bed |
| Hardware store | | | | | 600 | | 1 per 500 sf |
| Hospital | | | | 0.5 | | | 1 per 3,000 sf |
| Hotel/Motel | | | | | 400 | 1.1 per guest room; SF is added if meeting space is included | 1 per 20 rooms |
| Laundry | | | | | 300 | | 1 per 500 sf |
| Manufacturing | | | | | 500 | | 1 per 3,000 sf |
| Municipal Building | | | | | 400 | | 1 per 1,000 sf |
| Museum | | | 1 | | 250 | public floor area | 1 per 500 sf |
| Nursing Home | | | | 0.5 | | | 1 per 20 beds |
| Office - General | | | | | 325 | | 1 per 1,000 sf |



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PARKING REGULATION TABLE*

Columns are cumulative, not exclusive.

| Use * | Vehicle parking spaces | | | | | | Bicycle |
|-----------------------------------|------------------------|-----------|-------------------------------|---------|---------------------------------------|--|---------------------------------|
| | Per Unit | Per Seats | Per Employee on maximum shift | Per bed | Per Square footage (GLA) ¹ | Notes | Spaces provided in bike rack(s) |
| Office – medical/dental | | | 1 | | 200 | | 1 per 1,000 sf |
| Office - Professional | | | 5 | | | plus 1 space per staff member | 1 per 1,000 sf |
| Personal Service Establishment | | | | | 300 | | 1 per 1,000 sf |
| Pharmacy | | | | | 200 | | 1 per 500 sf |
| Real Estate | | | | | 300 | | 1 per 1,000 sf |
| Recreation (commercial or public) | | | | | 300 | | 1 per 1,000 sf |
| Residential (1 or 2 units) | 2 | | | | | | |
| Residential (3 or more units) | 3 | | | | | plus 1 space per bedroom over three bedrooms | 1 per unit |
| Retail - General | | | | | 250 | | 1 per 500 sf |
| Rooming House | | | | 1 | | | 1 per 20 beds |
| Self storage | 0.1 | | 1 | | | | |
| Shopping plaza/center | | | | | 200 | | 1 per 500 sf |
| Theater | | 0.25 | | | | | 1 per 15 seats |
| Wholesale Distribution | | | | | 800 | | 1 per 3,000 sf |

* = If a use is not listed, the Director of Planning shall determine the use, Mixed Uses shall be the sum of all uses.

¹ GLA = Gross Leasable Area

(2) Notwithstanding the requirements established in D1 above, required parking spaces for the ~~B-2, UMUD~~ **Central Business (CBD)** and CWD Zoning districts are as follows:

- (a) Construction of new floor spaces shall be accompanied by a number of parking spaces as required in D1 above.
- (b) Conversions or changes of use that result in an increase in residential units shall require a number of parking spaces in accordance with D1 above.
- (c) Parking spaces required in ~~B-2, UMUD~~ **Central Business (CBD)** and CWD zoning districts may be located off-site up to 1000 feet. The spaces may be located in a municipal parking lot and leased from the City, or leased from a private landowner.

(3) Conditional Use Permit for Reduction in Number of Parking Spaces



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- (a) A Conditional Use Permit may be granted by the Planning Board (RSA 674:21 II) after proper public notice and public hearing for the purpose of altering any provisions of Chapter 149-14-D, Parking Regulation Table, provided that the proposed project complies with the following standards:
- (1) The applicant shall submit an analysis justifying a request for reduced parking requirements.
 - (2) The conditional use permit application shall describe the limits of any parking area subject to the reduced requirements and the reduction applicable to each use.
 - (3) The applicant shall submit an analysis and/or a parking study substantiating the availability of nearby alternative parking to be used as a credit towards reducing parking requirements. The applicant must show that the use(s) can be adequately served by a combination of on and off street parking.
 - (4) The applicant shall submit data and/or a transit study that indicates that existing and planned transit service in the vicinity justifies the reduction requested. The Planning Board shall make the determination.
 - (5) The applicant shall submit a Traffic Reduction and/or Transportation Management Plan which outlines the measure(s) to be taken to permanently reduce parking demand. The plan may include any/all of the following initiatives:
 - a. facilitate employee/customer use of mass transit.
 - b. facilitate employee/customer use of ride share/van pool program.
 - c. establish alternative work hours/flex time program.
 - d. provide incentives to encourage non-vehicular trips, i.e. pedestrian and bicycle alternatives.
 - e. provide preferred parking for ride share/van pool participants.
 - f. create shuttle bus service to/from train/bus stations.
 - g. establish an information center to coordinate ride share/van pool efforts among separate uses within a structure or complex.
 - (6) There shall be no detrimental effects on surrounding properties by any proposal.
- (b) A Conditional Use Permit may also be granted by the Planning Board to allow a decrease in the off-street parking requirements for a building or buildings in close proximity serving more than one use. To obtain such an approval, the applicant must conclusively demonstrate that one or more such uses will generate a demand for parking spaces primarily during periods when the other use or uses are not in operation. Calculations for parking reduction shall be consistent with nationally accepted parking publications such as Shared Parking, (Urban Land Institute, Washington, DC, 1990). The location of all shared parking spaces shall conform with the provisions outlined in Chapter 149-14-D(2) unless determined otherwise by the Planning Board.



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- (c) Any Conditional Use Permit approval shall apply only to the application specified at the time of approval and shall not be transferable to a different application, building expansion, or change of use regardless of size. Any subsequent change(s) to a project or plan that has a shared parking agreement shall be subject to review by the Planning Director. If the proposed parking demand is determined to increase, the project shall be referred to the Planning Board for further review.

(3 4) Parking Lot Design Standards

- (a) Parking spaces shall comply with the following dimensions:

| Angle degrees | Stall Width (feet) | Curb Length (feet) | Length of space (feet) | Aisle Width* (feet) |
|---------------|--------------------|--------------------|------------------------|---------------------|
| 90° | 9 | 9 | 18 | 22 |
| 75° | 9 | 9.5 | 19.5 | 20 |
| 60° | 9 10 | 10.4 | 21 | 20 16 |

*When garages are erected for meeting a developer's parking requirements, aisle widths shall be increased to twenty-four (24) feet.

- (b) One-way accessways (internal ~~roadway~~ **aisle**) shall be a minimum of twelve (12) feet wide, and two- way accessways shall be a minimum of twenty- four (24) feet in width; ~~or as section 149-14C dictates.~~
- (c) Entrance islands shall support a curve radii illustrated in Sketch A.
- (d) Parking lots shall be designed so as to avoid vehicles backing into the street.
- (e) Parking lots and driveway entrances for non-residential uses shall be designed to prevent vehicles on the City street from queuing up while waiting to access the site. The Planning Board may require that the applicant hire a traffic consultant to prepare a traffic impact study to determine if the development proposal will generate traffic volumes that require traffic control measures such as deceleration or acceleration lanes, adequate turning radii for driveways, or driveways designed with adequate entrance depth.”

11. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-14, Site Development Design Criteria, Section E, paragraph 2(b), to read as follows:

“(b) Parking area lighting standards are as shown in the Table below.

PARKING LOT LIGHTING STANDARDS



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| | Zoning Districts – B-3, B-4, B-5, I-1, I-2, I-4, and ETP | Zoning Districts – O, B-1, B-2, UMUD , CBD and CWD | Zoning Districts – RM-6, RM-8, RM-10, RM-12, RM-SU and RM-U RM-20 |
|---|--|--|---|
| Mounting Height (Maximum)* | 25 feet | 20 feet | 20 feet |
| Minimum Illumination Level (at darkest spot of the parking lot) | No less than 0.3 foot-candles No more than 0.5 foot-candles | No less than 0.2 foot-candles No more than 0.4 foot-candles | No less than 0.2 foot-candles No more than 0.3 foot-candles |
| Uniformity Ratio ** | 6:1 | 5:1 | 4:1 |

* Mounting height is the vertical distance between the surface being illuminated and the bottom of the lighting fixture.

** Uniformity ratio is the ratio of average illumination to minimum illumination.”

12. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-14, Site Development Design Criteria, Section G – Landscaping, Section 3, to add a new paragraph (c) to read as follows:

(c) The use of interior landscaping islands and perimeter landscaping areas for storm water treatment and bioretention is acceptable if the areas still provide a visual buffer.”

13. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-14, Site Development Design Criteria, Section L – Architectural Design Guidelines, Section (5), paragraphs (a) and (b), to read as follows:

“(a) ~~B-2, UMUD CBD. These~~ **This** zones encompasses the downtown areas and ~~are~~ **is** highly sensitive because of the importance and challenge of maintaining a pleasing pedestrian environment. This is the Central Business District, which includes the areas along Washington Street from Chestnut Street to Main Street, all of Main Street, and a section of Central Avenue from Sixth Street to Silver Street. As one travels closer to the core areas traditionally the buildings are taller, closer to the sidewalk, built of more substantial materials, and more elaborate in design and detailing.

(b) CWD. These areas are not as sensitive as existing neighborhoods in which existing residents could be vulnerable to new development over which they have little control. New commercial structures, are not being built in traditional neighborhoods, however this zone is adjacent to the existing downtown core, and should feel as if it is an extension of the ~~B-2, UMUD CBD~~ district. The architecture of the waterfront areas should encourage the development of marine, history or tourism related land uses and activities, which take advantage of the peculiar characteristics of the waterfront as well as its central location in Dover and its proximity to the historic area.”

AND



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Chapter: **149**

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-14, Site Development Design Criteria, Section L – Architectural Design Guidelines, Section (6), paragraph (k), to read as follows:

“(k) Whenever possible, signage on buildings in the ~~B-2 and UMUD~~ **CBD** districts are encouraged to follow the mill motif criteria as set out in the sign ordinance (Chapter 170.32.P).”

AND

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-14, Site Development Design Criteria, Section L – Architectural Design Guidelines, Section (7), paragraph (b), second paragraph, to read as follows:

“If practical, it is preferred that buildings contain at least two stories. Alternatively, a single story building should have a relatively steep roof or a high parapet. It is ~~especially important~~ **required** in the ~~B-2 and UMUD~~ **CBD** zones for buildings to be multistory in order to reinforce the sense of enclosure of the street.”

AND

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-14, Site Development Design Criteria, Section L – Architectural Design Guidelines, Section (7), paragraph (g), second paragraph, to read as follows:

“It is preferable that windows be vertical or at least “no more squat than square” (except as described in ~~B-2/UMUD~~ **CBD** area, below). Horizontally shaped windows are discouraged. Where horizontal windows are sought, a series of contiguous vertical windows with mullions in between should be used arranged in a horizontal band.”

14. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-16, Schedule of Fees, to read as follows:

“149-16. Schedule of fees. [Amended per Planning Board 04-23-91, 11-15-91, 02-26-96, 01-14-03, and 08-26-08]

- A. The Planning Board shall levy a fee ~~of one hundred (100) dollars per~~ **as set forth in the City of Adopted Dover Schedule of Fees, as amended annually, for each** dwelling unit resulting from new additions, and changes of use.
- B. The Planning Board shall levy a fee ~~of thirty-five (35) dollars per~~ **as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for each** lodging unit for motel/hotel development.
- C. The Planning Board shall levy a review fee ~~of fifteen (\$.15) cents per square foot of floor space~~ **as set forth in the City of Dover Adopted Schedule of Fees, as amended annually,** for all new non-residential construction. The Planning Board shall levy a review fee ~~of ten (\$.10) cents per~~



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~~square foot of floor space as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for additions to existing non-residential structures. A levy of ten (\$.10) cents per square foot of existing floor space fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, shall be placed on any applicant requesting a change of use. Said fees shall not exceed ten thousand dollars for new non-residential construction, nor five thousand (\$5,000) dollars for additions to existing non-residential structures or changes of use. The Planning Board shall levy a review fee of seven (\$.07) cents per square foot of~~ **as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for parking lots and paved areas.**

D. The Planning Board shall levy a fee ~~of one hundred and fifty (\$150) dollars as set forth in the City of Dover Adopted Schedule of Fees, as amended annually,~~ for applicants requiring ~~only~~ a Conditional Use Permit.

E. The Planning Board shall levy a fee ~~of fifty (\$50) dollars per hour, with a three hour minimum,~~ **as set forth in the City of Dover Adopted Schedule of Fees, as amended annually,** for the review of applications for time extensions, **per Chapter 149-9-B,** to approved site plans to cover staff time.

F. In addition to the application fees outlined in section A thru E, the Planning Board shall require the applicant be responsible for paying the cost of mailing certified notices to abutters as well as paying the cost of advertising or posting the application.”

15. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-19, Variances and waivers, to read as follows:

“149-19. ~~Variances and w~~ Waivers.

~~When, in the judgement of the Planning Board, the public convenience and welfare of the citizens of Dover will be substantially served, the Board may take any action it deems necessary to modify the requirements of this chapter.~~

A. The Planning Board may waive specific provisions of these regulations. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that:

- (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or**
- (2) Specific circumstances relative to the subdivision, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.**

B. In granting waivers, the Planning Board may require such conditions as will in the Board's judgment, secure substantially the objectives of the standards or requirements of these regulations.

C. Procedures. A petition for any such waiver shall be submitted in writing by the applicant at the time when the application is filed for consideration by the Planning Board. The petition



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shall state fully the grounds for the waiver and all of the facts relied upon by the petitioner. The basis for any waiver granted by the Planning Board shall be recorded in the minutes of the Planning Board.”

16. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-21, Definitions, first sentence, to read as follows:

“As used in this chapter, the following terms **appearing in CAPITAL LETTERS** shall have the meanings indicated:”

AND

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-21, Definitions to include all definitions listed in 149-22.

AND

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-21, Definitions, by adding the following definition:

“GROSS LEASABLE AREA means the gross floor area available for leasing to a tenant.”

AND

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by deleting Chapter 149-22, Definitions for Architectural Design Guidelines.

AND

Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising Chapter 149-21 “Definitions”, by replacing any use of a “-“ with the word “means”.



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POSTED 01/00/10

Ordinance Number: **O – yyyy.mm.dd -**
Ordinance Title: Subdivision of Land Regulation Amendments
Chapter: 155

1. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-9, Application Submittal and Review, Section E, third and fourth sentences, to read as follows:

“The names of all abutters shall be obtained from City records ~~or the Strafford County Registry of Deeds~~ not more than five (5) calendar days before the date of filing. In addition to the abutters list, ~~three two~~ duplicate sets of adhesive address labels for all abutters shall be submitted for use by staff in preparing certified mailings.”

2. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-9, Application Submittal and Review, to add a new Section I, to read as follows:

“I. Traffic Impact Assessment and Analysis – All proposed major subdivisions shall be reviewed by the Technical Review Committee and/or Planning Board to ascertain that adequate provisions have been made by the applicant for traffic safety. To facilitate this review, the applicant shall provide a Traffic Impact Assessment and Analysis to document existing traffic conditions in the vicinity of a proposed development project, to describe the volume and effect of projected traffic generated by the proposed project, and to identify measures proposed to mitigate any adverse impacts on traffic. All analyses must meet the minimum requirements of a “Standard” analysis. If any of the following thresholds apply, then an “Advanced” analysis must be completed:

1. Trip generation exceeding 1,000 average daily trips or 100 peak hour trips. Peak hour is defined as any of the following:
 - a. AM peak hour (7-9 AM);
 - b. PM peak hour (4-6 PM);
 - c. Saturday midday peak hour (11AM-1PM); and
 - d. peak hour generator for certain land uses (e.g., school, movie theater) if it falls outside the three previously listed periods. Analysis of Saturday midday peak only applies to retail uses.
2. The Planning Department may require an “Advanced” analysis because of special circumstances.

The requirements for a “Standard” or an “Advanced” analysis are contained in the Planning Department document entitled, “City of Dover Traffic Impact Assessment and Analysis Standards”. This document is available in the Planning Department and can be found on the City web-site. Applicants are strongly encouraged to consult with the staff of the Planning Department early in the project design regarding the scoping of the Traffic Impact Assessment and Analysis, including consideration of the study area boundary and any special considerations for the area that the development is proposed. A draft of the Traffic Impact Assessment and Analysis shall be completed prior to the final Technical Review Committee meeting so that it can be included in the discussion. A complete version of the analysis shall be finished prior to the first meeting at which the application will be presented to the Planning Board so that abutters and the Planning Board will have an opportunity for review.”

3. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-10, Actions by the Board/Public Hearings, Section B, second sentence and Section C, first sentence, to read as follows:



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“The Board shall act to approve, conditionally approve or disapprove within ~~ninety (90)~~ **sixty-five (65)** days after accepting the application subject to extension or waiver as set forth in paragraph C below (RSA 676:4-I (c)).”

AND

“C. The Planning Board may apply to the City Council for an extension not to exceed an additional ~~ninety (90)~~ **sixty-five (65)** days before acting to approve, conditionally approve, or disapprove an application.”

4. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by deleting in their entirety, Chapter 155-12 and Chapter 155-13, and reserving the sections, as follows:

~~“155-12. Preliminary Plat Approval. Reserved.~~

~~A. Approval of the preliminary plat application shall not qualify the preliminary plat layout for recording with the Strafford County Registry of Deeds.~~

~~B. Preliminary plat approval shall confer upon the applicant the following rights and privileges:~~

- ~~(1) That the approval for the preliminary plat application will remain in effect for a period not to exceed one (1) year.~~
- ~~(2) The applicant may, during this period, submit all or portions of said preliminary plat for final plat approval.~~
- ~~(3) In the event that the subdivision is being developed in phases, the applicant may, by prior written mutual agreement with the Planning Board, receive a preliminary plat approval for a period not to exceed two (2) years.~~

~~C. Any applicant that receives preliminary plat approval subject to conditions precedent, must comply with the conditional precedent by the time of submission of the final plat. Additional public hearings, in accordance with 155-11, will be held by the Board to determine if the applicant has complied with all conditions precedent, except as noted below (RSA 676:4-I(i)).~~

- ~~(1) A public hearing is not required to determine compliance with conditions precedent if the Planning Director certifies in writing to the Board that the applicant has satisfactorily complied with the conditions precedent and that the conditions imposed by the Board were:
 - ~~(a) Minor plat changes whether or not imposed by the Board as a result of a public hearing, compliance with which is administrative and which does not involve discretionary judgement; or~~
 - ~~(b) Conditions which are in themselves administrative and which involve no discretionary judgement on part of the Board; or~~
 - ~~(c) Conditions with regard to the applicant's possession of permits and approvals granted by other boards or agencies.~~~~

- ~~(2) All other conditions precedent shall require a public hearing and notice as required in 155-11.~~



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155-13. ~~Final Plats.~~ Reserved.

A. ~~Within the time limitations previously specified in 155-12, the applicant shall file with the Planning Board an application for approval of a final plat. The application shall include the following elements:~~

~~(1) Fifteen (15) copies of the final plat layout and the plat construction detail sheets, as described in 155-29 and 155-30, respectively, in this chapter.~~

~~(2) Comply in all respects with the approved preliminary plat application.~~

B. ~~Final plat applications shall be submitted in accordance with the provisions of 155-9."~~

5. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-14, Final Plat Certification; Recording, Performance and Maintenance Guaranty, Section E, to read as follows:

"E. An applicant may, at the discretion of the Planning Board, be required to enter into an escrow agreement with the City as security for the performance of its obligation under 155-25, in lieu of filing an irrevocable letter of credit. Such escrow agreements shall be executed on forms provided by the **City Engineer** ~~Planning Director~~ and shall be certified as to their sufficiency by the ~~City Attorney~~."

6. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-18, Application Submittal and Review for Minor Lot Line Adjustments and Boundary Agreements, Section C, fourth sentence, to read as follows:

"In addition to the abutters list, ~~three~~ **two** duplicate sets of adhesive address labels for all abutters shall be submitted for use by staff in preparing certified mailings."

7. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Article IV, Open Space Subdivisions, Chapter 155-22, General Requirements, Section C, first paragraph, to read as follows:

"C. Minimum project area permitted for an open space subdivision shall be as follows: **[Amended 07-05-88, 02-11-03, and 02-10-04 per Planning Board]**

| <u>Zoning District</u> | <u>Contiguous Acres Required</u> | |
|------------------------|----------------------------------|------------------------|
| | <u>Residential Only</u> | <u>With Commercial</u> |
| R-40 | No Minimum | 50 acres |
| R-20 | 15 acres | 50 acres |
| R-12 | 5 40 acres | 20 acres" |



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8. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Article IV, Open Space Subdivisions, Chapter 155-22, General Requirements, Section F, Dimensional Requirements, to read as follows:

| MINIMUM YARDS DISTANCE AROUND INDIVIDUAL UNITS IN CLUSTERS | | | MINIMUM BUILDING SETBACKS FOR SUBDIVISION LOTS | |
|--|---------|---|---|---------------------|
| Street Sides of Units | | Other Sides of Between Units | Abutting A Street | Abutting A Lot Line |
| R-40 | 20 feet | 20 30 feet | 20 feet | 20 feet |
| R-20 | 15 feet | 15 25 feet | 15 feet | 15 feet |
| R-12 | 10 feet | 10 20 feet | 10 feet | 10 feet |

9. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Article IV, Open Space Subdivisions, Chapter 155-22, General Requirements, Section F(2), to read as follows:

“(2) If a parcel of land is covered by more than one of the R-40, R-20 or R-12 Zoning Districts, and more than fifty (50) percent of the parcel lies in the more restrictive district, **the more restrictive regulations** shall apply to the entire parcel.”

10. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-24, Performance Requirements, by adding a new Section F, to read as follows:

“F. All subdivision improvements which require blasting of land shall meet the requirements of Chapter 149-10-F, prior to any blasting occurring.”

11. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-27, Inspection of Improvements, by adding a fifth sentence, to read as follows:

“All fees and costs connected with inspection for the review of plans, construction and specifications shall be paid for by the developer, at a rate set forth in the City of Dover Adopted Schedule of Fees, as amended annually.”

12. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-28, Preliminary Plat Layout, Section N, to read as follows:

“N. The 100 year flood elevation data shall be provided for that portion of the subdivision located within a "Special Flood Hazard Area" as designated on the Flood Boundary and Flooding Maps and Flood Insurance Rate Maps for the City of Dover, dated **May 17, 2005** ~~April 15, 1980~~, or later.”

13. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-28, Preliminary Plat Layout, Section O, to read as follows:



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~~“O. Street address or numbers for each structure or dwelling unit that could be constructed on the site.~~
Reserved.

14. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-29, Final Plat Layout, Section A, third sentence, to read as follows:

~~“Four (4)~~ **Five (5)** black or blue line prints of the final plat layout shall be submitted per requirements specified in 155-14.”

15. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-29, Final Plat Layout, Section B, to read as follows:

~~“B. Information to be shown on final plat layout shall be as follows:~~
include all of the information on the preliminary plat, as required by Chapter 155-28, and the following information

- ~~(1)~~ (1) Proposed subdivision name or identifying title which shall not duplicate or closely approximate that of any other development in the City.
- ~~(2)~~ (2) Date, approximate true North point and scale.
- ~~(3)~~ (3) Name, address and signature of owner, subdivider and stamp of registered land surveyor.
- ~~(4)~~ (4) Names of owners of record of abutting properties or developments.
- ~~(5)~~ (5) Locations, names and widths of existing streets, highways and easements, building lines, parks or other public property.
- ~~(6)~~ (2) Locations and widths of all streets and sidewalks, together with names of streets, street numbers for all structures and location, dimensions and status of all easements proposed by the subdivider.
- ~~(7)~~ (3) Lot areas in square feet.
- ~~(8)~~ (4) Lot lines with accurate dimensions and bearings of a sufficient scale to determine readily the location, bearing and length of all lines. The survey information shall be tied into the City's Geographical Information System coordinate system if the benchmarks exist within one-half (1/2) mile of the parcel being subdivided. **[Amended 01-14-03 per Planning Board]**
- ~~(9)~~ (5) Radius of all curves and length of arcs.
- ~~(10)~~ (6) Location, material and approximate size of all permanent monuments.
- ~~(11)~~ (7) The accurate outline of all property which is offered or to be offered for dedication for public use, with the purpose intended thereon, and of all property that is proposed to be reserved by deed covenant for the common use of the property owners of the subdivision.



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- ~~(12)~~ **(8)** Minimum building line setback on all lots.
- ~~(13)~~ **(9)** A Storm Water Management and Erosion Control Plan prepared in accordance with the design standards in Chapter 155-35, if it is determined to be necessary by the Technical Review Committee during its review process, as outlined in Chapter 155-9-F or Chapter 155-16.
[Amended 08-26-08 per Planning Board]
- ~~(14)~~ Where proposed, show location of water mains, hydrant plant and essential equipment.
- ~~(15)~~ **(10)** Where proposed, show location of sanitary system.
- ~~(16)~~ **(11)** All elevations shall be referenced to the United States Geological Survey, provided that bench marks exist within one-half (1/2) mile of the boundary of the subdivision.
- ~~(17)~~ **(12)** All dimensions shall be shown in feet and decimals of a foot.
- ~~(18)~~ **(13)** All proposed restrictive covenants.
- ~~(19)~~ The 100 year flood elevation data shall be provided for that portion of the subdivision located within a "Special Flood Hazard Area" as designated on the Flood Boundary and Flooding Maps and Flood Insurance Rate Maps for the City of Dover, dated April 15, 1980 or later.
- ~~(20)~~ **(14)** Dates and permit numbers of all necessary permits from governmental agencies from which approval is required by Federal or State law.
- ~~(21)~~ A location map at a scale of one (1) inch equals one thousand (1,000) feet, showing the entire subdivision and its relation to the surrounding area within a radius of three thousand (3,000) feet.
- ~~(22)~~ Zoning or special district classification.
- ~~(23)~~ All relevant features including existing structures, railroads, bodies of water, watercourses, significant vegetation, soil types and seasonally wet areas, that may influence the design of the subdivision.
- ~~(24)~~ **(15)** An approved subdivision does not absolve the subdivider or subsequent owner from conforming with the regulations, ordinances and laws of the City of Dover, the State of New Hampshire or the U.S. Government. Specifically before construction, City and/or State approval of the design of any leach field, septic system of sewer system or sewer system connection well and City approval of driveway access and building codes must be obtained.”

16. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-35, Storm Water Management, Erosion Control, and Flood Hazards, Section 2-b, first sentence, to read as follows:



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“Drainage calculations and storm water management measures to achieve water quality, recharge, and peak discharge control shall be prepared in conformance with the Best Management Practices outlined in the **following** documents;:

- (1) **"STORMWATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL HANDBOOK FOR URBAN AND DEVELOPING AREAS IN NEW HAMPSHIRE,"** Rockingham County Conservation District, NH Department of Environmental Services (DES), Soil Conservation Service (now the Natural Resources Conservation Service), August 1992, as amended;
- (2) **"NEW HAMPSHIRE STORMWATER MANUAL"** NH Department of Environmental Services (DES), December 2008, as amended; and
- (3) **any published DES regulations."**

17. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-35, Storm Water Management, Erosion Control, and Flood Hazards, Section 2-e, by adding a fourth sentence, to read as follows:

“Copies of all SWPPP inspection reports prepared during construction shall be submitted to the Dover Community Services Department as they are completed.”

18. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-36, Parks, Open Space, Natural Features, Section E, to read as follows:

“E. Street tree planting. Any ~~new street~~ **newly constructed roadway** that is the result of a major subdivision shall include the planting of ~~no less than one~~ **deciduous** shade trees ~~per 60 feet of frontage~~ **selected from the City of Dover’s approved list of street trees. The trees, with a minimum height at planting of eight feet, shall be planted** within the Right of Way ~~in front~~ **along the frontage** of all developed lots where residential development is to take place. **In accordance with a Landscaping Plan submitted by the applicant (which also takes into account the character of the area),** the Planning Board and the Community Services Director shall duly approve the planting of such vegetal elements at staggered intervals on opposite sides of the street. **[Amended 01-14-03 per Planning Board]”**

19. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-36, Parks, Open Space, Natural Features, by revising Section F, to read as follows:

“F. ~~Buffer Zones. The Planning Board may require the designation of buffer zones of at least fifty (50) feet in width around surface water, wetlands or other natural features which may be adversely affected by erosion or stormwater runoff. The Planning Board may require a vegetative buffer to provide screening where non-residential developments abut a residential zone.~~ **Perimeter Landscaping. In order to reduce the visual impact of new subdivisions to abutting properties, the Planning Board shall require an applicant for a major subdivision to prepare a perimeter landscaping plan. The purpose of the landscaping plan shall be to provide natural vegetation screening along the perimeter of the original lot(s) being subdivided. Whenever possible, existing trees and shrubs shall be preserved and used to satisfy the screening**



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requirements. The landscaping plan shall depict the species and sizes of the proposed trees and shrubs and identify any existing plants that will be preserved. Any trees proposed to be planted, shall have a minimum height of eight feet at the time of planting. Trees and shrubs shall include a mix of deciduous and evergreen species and shall be species tolerant to the climatic conditions of Dover. The Planning Board may allow alternative screening methods such as a combination of fencing, plantings and earthen berms only if preferred by the abutting property owner(s). Vegetation used as a buffer for screening purposes must maintain understory.”

20. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-48, Private Roads, first paragraph, to read as follows:

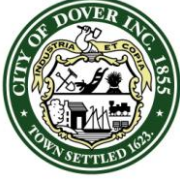
| | | |
|---------------------------|-------------------------------|--|
| | 3 and 4 Parcels | 5 or more Parcels in R-12, R-20, R-40, RM-8, RM-10, RM-12, RM-20 RM-SU, RM-U or Nonresidential Districts |
| Right-of-way Width (feet) | 30 | 50 |
| Road Width (feet) | 16 | 24-32* |
| Base Course | 12 inches bank-run gravel (A) | 12 inches bank-run gravel (A) 6 inches crushed gravel (B) 1 ½ inch binder and inch topcoat (C) 3 foot gravel shoulder (D) (A road profile shall be submitted with subdivision applications. Said profile shall be rendered by a qualified registered engineer.) |

21. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-51, Waivers, to read as follows:

“A. ~~When in judgement of the Planning Board, special circumstances exist where strict conformity with any specific requirements of these regulations would cause extraordinary and unnecessary hardships, the Board may waive certain portions of the regulations so that substantial justice may be achieved and the public interest secured, provided that such waivers shall not have the effect of nullifying the intent and purpose of the Zoning Ordinance or the Master Plan.~~ **The Planning Board may waive specific provisions of these regulations. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that:**

- (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or**
- (2) Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations.**

B. In granting waivers, the Planning Board may require such conditions as will in the Board's judgment, secure substantially the objectives of the standards or requirements of these regulations.



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C. The Planning Board shall not approve waivers unless it shall make findings based upon the evidence presented to it in each specific case that:

- (1) The granting of the waiver will not be detrimental to the public safety, health, or welfare or injurious to other adjacent property;
- (2) The conditions upon which the request for a waiver is based are unique to the property for which the waiver is sought and are not applicable generally to other property;
- (3) Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out; and,
- (4) The waiver will not, in any manner, vary the provisions of the Zoning Ordinance, Master Plan or Official Map.

DC. Procedures. A petition for any such waiver shall be submitted in writing by the applicant at the time when the application is filed for consideration by the Planning Board. The petition shall state fully the grounds for the waiver and all of the facts relied upon by the petitioner. **The basis for any waiver granted by the Planning Board shall be recorded in the minutes of the Planning Board.**”

22. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-53, Fees, to read as follows:

“155-53. Fees.

A. Application Fees. Any application for approval of a subdivision shall be accompanied by a non-refundable fee per new lot of ~~one hundred and fifty dollars (\$150)~~ **as set forth in the City of Dover Adopted Schedule of Fees, as amended annually**, to cover the cost of reviewing the application. An application for a minor lot line adjustment or boundary change shall be accompanied with a non-refundable fee of ~~one hundred dollars (\$100.00)~~ **as set forth in the City of Dover Schedule of Fees, as amended annually**. In addition, the applicant shall be responsible for paying the cost of mailing certified notices to abutters as well as paying the cost of advertising or posting the application. **[Amended 01-14-03 and 08-26-08 per Planning Board]**

B. Additional Fees. Any applicant may be required to pay additional reasonable fees, as well as the fees for notice under 155-53 (A), as imposed by the Board to cover costs of special investigative studies, review of documents and other matters which may be required by a particular application (RSA 676:4-I (g)). A fee of ~~fifty dollars (\$50) per hour with a three hour minimum~~ **as set forth in the City of Dover Adopted Schedule of Fees, as amended annually**, shall be charged the applicant for staff time spent reviewing requests for time extensions to approved subdivisions, **per Chapter 155-24. [Amended 11-15-91 and 08-26-08 per Planning Board]**



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C. Inspection Fees. All fees and costs connected with inspections and engineering review of plans and specifications for improvements shall be paid for by the applicant, at a rate determined by the City Engineer and the Community Services Director.”

23. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-54, Adoption, second sentence, to read as follows:

“Copies shall also be filed with the New Hampshire Office of ~~State~~ **Energy and Planning** as required by RSA 675:9.”

24. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-60, Definitions, first sentence, to read as follows:

“For the purpose of this chapter, the terms used herein **appearing in CAPITAL LETTERS** are defined as follows:”

AND

Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-60, Definitions, by replacing any use of a “-“ with the word “means”.

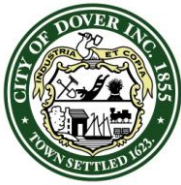
25. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-60, Definitions, by revising the definition of “APPLICATION, COMPLETE” to read as follows:

“APPLICATION, COMPLETE **means** an application for subdivision approval which contains sufficient information to invoke jurisdiction of the Planning Board. A complete application shall include all the items listed in Section 155-9 for a major subdivision and Section 155-17 for a minor subdivision. The ~~ninety (90) day~~ period for review does not start until a complete application has been submitted by the subdivider and accepted by the Board. The owner of the land must sign the application before it is filed with the Planning Board.”

26. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-60, Definitions, by deleting the definition of “FAMILY”.

27. Chapter 155 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Chapter 155-60, Definitions, by amending the definition of “TECHNICAL REVIEW COMMITTEE” to read as follows:

“TECHNICAL REVIEW COMMITTEE - Shall be comprised of the Planning Board Chairperson, who shall act as chairperson, the Community Services Director, City Engineer, Fire Chief, Police Chief, ~~Building Official~~ **Zoning Administrator**, Economic Development Director and Planning Director ~~who shall serve as secretary~~. All Committee members shall have a designated alternate available in their absence.”



CITY OF DOVER

PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, December 15, 2009**
Meeting Time: **7:00 pm**

MEMBERS PRESENT: Ronald Cole (Chair), Frank Torr (Vice Chair), Marcia Gasses, Doug Steele, Linda Merullo, Dean Trefethen, Perry Plummer, Jan Nedelka (Alternate), and Lee Skinner (Alternate).

MEMBERS ABSENT: John Swartzendruber and Don Andolina.

STAFF PRESENT: Christopher Parker (Planning Director), Steve Bird (Planner) and Michelle Beauchamp (Recording Secretary).

OTHERS PRESENT: Robert Stowell, Attorney Christopher Boldt, Stephen Wood, Duane Hyde (Nature Conservancy) and Barry Gier.

J. Nedelka sat in for J. Swartzendruber. L. Skinner sat in for D. Andolina.

The Chair called the meeting to order at 7:02PM.

1. CITIZENS' FORUM – NONE

2. APPROVAL OF MINUTES

F. Torr made the motion to approve the minutes of December 8, 2009. L. Merullo seconded. J. Nedelka noted that he believed the minutes should reflect that he sat in for P. Plummer and L. Skinner sat in for D. Andolina. Vote: Unanimous

3. OLD BUSINESS

A. Consideration and vote on the City's proposed Capital Improvements Program (CIP) FY 2011 – FY 2016. The CIP can be found on the City Web Site at www.dover.nh.gov under Online City Archives - Financial Information.

C. Parker noted that the Planning Board had a public hearing last week on the CIP and tonight the Board may make recommendations to the Council as to what the CIP should entail.

J. Nedelka noted that under the Cultural/Recreation portion in FY2015, it includes \$200,000 allocated to park improvements for Amanda Howard Park. He stated that he spoke with the Recreation Director and does not feel that the level of funding is justified.

J. Nedelka made the motion to remove the \$200,000 in park improvements for the Amanda Howard Park. L. Merullo seconded.

M. Gasses noted that she would rather leave the figure in since it is far enough out and whether it is taken out or left in will not be an impact. J. Nedelka noted that the Recreation Chapter of the Master Plan notes that the Amanda Howard Park is the second least used park with only 1-2% of the population aware that it is even there. He added that the Henry Law Park, which is used by 60% of the



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PLANNING BOARD - MINUTES

Meeting Type: Regular Meeting
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Meeting Time: **7:00 pm**

population, does not have that type of allocation or earmark and he felt that it was not consistent with Master Plan Vision for the City.

D.Trefethen noted that it could be reduced to a much lesser amount and if the plans or need changes, there would be a place holder for planning. He agrees that amount may be too high and may need to be \$25-\$50,000 as a bookmark. F.Torr noted that the Boards role is to see if it compares to the Master Plan and the role of the Council is to look at the financial aspect of it. He noted that it should be a recommendation to Council to consider eliminating/reducing the figure.

J.Nedelka understands but contends that it is in direct conflict with the Master Plan. He added that it was allocating money and it is the first allocation of significance to a specific park and it is the least used park in the City. Based on the survey, most people in Dover do not want more parks; they want the City to take care of the ones they have. His rationale is that the funds should be used for the parks that are used the most first, not the least.

P.Plummer agrees with M.Gasses that it is easier to push something back in the future rather than remove it and then try to get it back in the 6-year cue. It would be easier to leave it for a planning standpoint and/or move it back a year or two rather than remove it. M.Gasses noted that it is an existing park and by not addressing it, we would be abandoning it. She added that we are attempting to maintain the one that exists, which is what the community wants. She noted that several years from now we will determine what needs to be done.

L.Skinner suggested that Board send its recommendation to the Council to consider a reduction. L.Merullo noted that the Board is bringing this up at the last minute and the Recreation Director may have plans for the park. She added that she would not want to take it out without having all the facts and suggested that it be left alone.

L.Merullo rescinded her second to the motion. J. Nedelka withdrew his motion.

The Chair noted that it has been the practice of Planning Board to make recommendations to the City Council.

J.Nedelka made the motion that the Planning Board recommend to the City Council to review the Amanda Howard Park Capital Improvement with additional consideration. L.Merullo seconded.
Vote: Unanimous

The Chair noted that the Board really needs to take a look at the Capital Improvement Plan in the up coming years. There was a general discussion regarding schools. F.Torr requested that the School Board look at all options. The Chair added that it would take a lot of examination and hopes to be on the 2014 Committee.

L.Skinner made the motion to recommend the CIP as presented with the one modification to the City Council. F.Torr seconded. Vote: Unanimous



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- B. Consideration and possible vote, pursuant to NH RSA 674:4 & 675:6, to adopt the Community Facilities and Utilities Chapter of the Dover Master Plan. Copies of the plan are available for public inspection in the Planning Department in City Hall and on the City website at www.dover.nh.gov under City Reports.

S.Bird presented the replacement pages which have changed since public hearing last week. He noted that he did receive some suggested minor changes from Planning Board members. He added that if the Board accepts the changes, then the Board could adopt the chapter as amended.

L.Skinner questioned if Table E (Sewer Mains with Worst Condition) had been deleted. S.Bird stated that the table is not deleted; the amendment was to change the title of the table and make it more explanatory. He added that each sewer main in the system for its conditions with 1-being the best and 5-being the worst.

L.Merullo made the motion to adopt the Community Facilities & Utilities Chapter to the Master Plan as amended. D.Steele seconded. F.Torr thanked S.Bird and others who worked on the chapter. S.Bird thanked the Committee members that worked on the chapter. He included Dave Landry, Don Andolina (Planning Board Rep), William Colbath, Tom Humphrey, Bill Belanger and Paul Vlasich (Community Services). Vote: Unanimous favor.

- C. Consideration and possible vote on an amendment (insert lot lines) to a previously approved (July 25, 2006) open space subdivision of land (without lot lines) for MPJ Development LLC, (Owner: David & Jacqueline Tromba) Assessor's Map E, Lot 50, zoned R-40, located on Pacific Lane & Upper Factory Road. *(P05-72A) (6 lots)

C.Parker noted that the Planning Board recently approved the Open Space Subdivision, prior to recording there was a request made to adjust one of the internal lot lines and he felt that instead of having it recorded twice, it made more sense to do an amendment to the approval.

B.Stowell noted that Lot #6, the northwesterly lot along the river, could be better utilized to shift the lot line. He added that the area and open space would remain the same as proposed.

M.Gasses asked where the access for Lot 50-6 would be. She noted that it seems you would need to go through a wetland buffer to access the lot. R.Stowell noted that it was part of original approval to encroach on the 50-foot buffer.

D.Trefethen made the motion to accept the amendment. M.Gasses seconded. Vote: Unanimous.

The Chair opened the public hearing. No comment was made. The Chair closed public hearing.

C.Parker noted that the Planning Department recommends approval with all previously issued conditions of approval to still apply to the plan.

D.Steele made the motion to approve with conditions. P.Plummer seconded. Vote: Unanimous



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4. NEW BUSINESS

- A. Consideration and acceptance of a subdivision of land for Stephen Wood, (Owner: Montgomery Childs), Assessor's Map N, Lot 8A, zoned R-40, located at 20 Kings Highway off of Gulf Road. *(P09-32) (1 lot)

The Chair stepped down from the Board.

C.Boldt noted that he was representing the applicant. He presented a plan to create out of lot 8A (referred to as 8 B), an 11-acre parcel along the river with no road frontage. He added that this had been granted a variance on December 3, 2009. It will go on file after Mr. Wood purchases the property from Mr. Childs, and before Mr. Wood's deeds out to the Nature Conservancy. Like institution. He noted that he would like to add an additional condition to the staff report with various conditions to address future access issues if lot 8A ever gets developed. He noted that the primary access point for that development will be along the existing driveway at or near where the existing driveway cut comes in onto Gulf Road. The adjacent Wisteria Drive is secondary access or emergency access if that is the requirement put in place by future Planning Board members.

C.Boldt noted that on Note #4 he suggested that the ZBA December 9, 2009 approval letter and its documentation be recorded at the Registry of Deeds instead of all the wording on the plan. He noted that there was a typo on the Della Penta designation, it improperly lists the Bents and Lot 8A-4 address should be Naples FL. He noted that the 12-foot access to get to 8 B should be 20-feet, which is what the Nature Conservancy requires. F.Torr noted that at the top left of the plan David Ayer should read Daniel Ayer.

P.Plummer made the motion to accept. D.Steele seconded. Vote: Unanimous

F.Torr, as the Acting Chair, opened the public hearing. No comment was made. F.Torr closed the public hearing.

C.Parker noted that the applicant submitted plans to subdivide one lot into two lots. The existing house would be on a 31-acre lot and the new lot would become 11-acres. He added that the new lot would be conveyed to a recognized conservation entity and have no development value. He noted that the Planning Department recommends approval with the following conditions:

1. Add the owners' signature to the plat.
2. Provide the Planning Department with a digital version of the plat.
3. The applicant shall provide the Planning Department with a copy of the NH DES subdivision Permit.
4. The applicant shall comply with the conditions set forth by the ZBA on December 3, 2009 (This may be documented by recording the letter).
5. The applicant shall revise the plat to correct the Della Penta address and remove John & Linda Bent as Trustees.



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6. The applicant shall revise the plat to correct the addresses, of the owner of Lot N 8A-4 and owner information for Lot N 1, 18-2 through 18-5.
7. The applicant shall revise plat to show a 20-foot access easement over Kings Highway.
8. The applicant shall revise the plan to add a note which reads: Primary access for future development of Lot 8A shall be on to Gulf Road at or near the driveway cut for the existing driveway (known locally as "Kings Highway") as shown on the Plan. Secondary and/or emergency access for such future development may be via the existing adjacent access on to Wisteria Drive to the extent at that time required/allowed by the Planning Board and/or allowed by the owner of such adjacent access.

L.Merullo made the motion to approve with conditions as set forth by the Planning Staff. J.Nedelka seconded. Vote: Unanimous

The Chair joined the Board.

- B. Consideration and acceptance of a conditional use permit for the Dover Housing Authority, Assessor's Map 23, Lot 16 & Lot 32, zoned CBD, located at Central Towers, Henry Law Avenue *(P09-34) (Construction of a retaining wall within areas of steep slope to support the expansion of parking lot.)

R.Stowell noted that Tri Tech has been working with the Dover Housing Authority to recapture spaces and gain more parking. A lot of scenarios were reviewed. The plan before the Board involved the Dover Housing Authority to acquire property from an abutting parcel. The new parking configurations fit with the Henry Law improvements. It has a one-way access in on the northerly end of the site and exits onto George Street. This plan recaptures spaces, adds spaces and conforms to the new improvements. The plan does require a conditional use permit and the applicant is requesting waivers from property lines. In some places the setback to abutting properties is as close as 3-feet. The plan requires the construction of a retaining wall and reflects the Technical Review comments.

D.Trefethen questioned if the configuration of the new parking lot and future edge of payment left an opportunity for any landscaping between the parking lot and the street. R.Stowell noted that the plan is to have grass. D.Trefethen questioned how snow removal and storage would be addressed. R.Stowell stated that a snow blower would be used and most will be trucked off site. P.Plummer asked if the entrance was modified to accommodate the ladder truck. R.Stowell noted that the raised island is now only slightly raised. He added that this will let public know they have to get around it but the Fire Department would be fine. M.Gasses questioned if the abutters with the 3-foot setback had any complaints. R.Stowell noted that the abutter sold the lot on the corner which is being utilized and in exchange they will get 3 parking spaces in the parking lot. M.Colbath asked what the distance between the structure and parking spaces was. R.Stowell stated that there is a 12-foot driveway between the parking spaces and the structure.

L.Merullo asked if it was possible to have landscaping to soften the area. R.Stowell stated that he would only recommend it for an 8-foot wide strip for bushes or trees to establish a root system. It was noted that the City plans a walkway along George Street. C.Parker noted that landscaping was a good idea when the plans get finalized and sidewalk is in place.



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D.Steele made the motion to accept plan. P.Plummer seconded. Vote: Unanimous

The Chair opened the public hearing. No comment was made. The Chair closed the public hearing.

C.Parker noted that the applicant appeared before the Conservation Commission on December 7, 2009 and received a favorable endorsement. RSA 674:54 provides for the planning board review of governmental land uses and nonbinding written comments relative to conformity or nonconformity of the proposal with normally applicable land use regulations. The Planning Department recommends approval of the Conditional Use Permit.

D.Trefethen moved to approve with conditions as recommended by the Planning Department.
L.Merullo seconded. Vote: Unanimous

- C. Consideration and acceptance of a site review of land for the Dover Housing Authority, Assessor's Map 23, Lot 16 & Lot 32, zoned CBD, located at Central Towers, Henry Law Avenue, per RSA 674:54. (New parking lot)*(P09-33)

D.Trefethen made the motion to accept. J.Nedelka seconded. Vote: Unanimous

The Chair opened the Public Hearing. No comment was made. The Chair closed the public hearing.

C.Parker noted that the applicant appeared before the Technical Review Committee on December 3, 2009 (TRC Notes enclosed). The applicant appeared before the Conservation Commission on December 7, 2009 and received a favorable endorsement. RSA 674:54 provides for the planning board review of governmental land uses and nonbinding written comments relative to conformity or nonconformity of the proposal with normally applicable land use regulations. The Planning Department recommends approval of the site plan, with the following recommendations:

1. The Planning Board grants the waiver based on the reasons outlined in the written wavier request.
2. The applicant shall record the Lot Merger Form at the Strafford County Registry of Deeds.
3. The applicant shall work with the City Engineer to phase in a sidewalk along Henry Law Avenue.
4. The plan for the maintenance of storm water facilities shall be reviewed and approved by the City's Environmental Projects Manager.
5. The applicant shall work with the Community Services Department to determine if the relocation of the water quality unit to Henry Law Park is advantageous.
6. The applicant shall submit engineered plans for the retaining wall to the City Engineer for review and approval prior to construction of the wall.
7. The applicant shall revise the plat showing the surveyor stamp.
8. The applicant shall revise the plat showing the engineer stamp and the applicant shall submit an as built when the engineering of the project is complete.

F.Torr made the motion to approve with condition recommended by the Planning Department.
J.Nedelka seconded. Vote: Unanimous



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5. STAFF COMMENTS

C.Parker noted that the new Zoning Ordinance is being proof read by staff and should be ready by the end of the week. The consultants are finalizing the road impact fee and it should be ready in January. The multi-space meter parking system will be going live on January 4, 2010 and we are doing some public education and outreach to help get information to shop owners. He stated that on January 26, 2010 we will be getting rid of the easel and everything will be done electronically.

6. COMMITTEE REPORTS

D.Trefethen noted that the City Council passed a resolution that limits the term for Chairs and Vice Chairs. He added that the State law exempts land use boards and would be a voluntary effort/decision of this Board. The Chair noted that the Board will vote for officers on the January 26, 2010.

The Chair noted thanked J.Nedelka for his contributions as an alternate on the Board. He added that things slowed down and this allowed the planning staff to work on a number of things like the Master Plan and the Zoning Changes. He thanked the Board for doing a wonderful job this year.

7. OTHER BUSINESS

8. ADJOURN

D.Trefethen made the motion to adjourn at 7:59PM. D.Steele seconded. Vote: Unanimous



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MEMBERS PRESENT: Ronald Cole (Chair), Frank Torr (Vice Chair), Marcia Gasses, Doug Steele, Linda Merullo, Dean Trefethen, Perry Plummer, John Swartzendruber, Don Andolina and Lee Skinner (Alternate).

STAFF PRESENT: Christopher Parker (Planning Director), Steve Bird (Planner) and Michelle Beauchamp (Recording Secretary).

OTHERS PRESENT: Anthony McManus

The Chair called the meeting called to order at 7PM.

A. Review: Site Review and Subdivision Regulation Amendments.

S.Bird reviewed the summary from other boards of proposed Site Review Regulation Amendments:

1. Revise Section 149-4 to add Environmental Quality as criteria Technical Review Committee (TRC) uses to send a project to Planning Board. He noted that most of the existing criteria dealt with traffic, welfare and safety issues.
2. Revise Chapter 149-6 to update the description of the TRC. He noted that this would update the Building Official to be the Zoning Administrator, revise the title of the Economic Development and removing Planning Director as a Secretary for the TRC.
3. Revise Chapter 149-6 to update the name of the Planning Department. This would correct the name from Planning Board to Planning and Community Development.
4. Revise Chapter 149-6 to increase abutter labels from 2 to 3 copies for certified letters.
5. Revise Chapter 149-6 to decrease the deadline for applications from 20 days to 15 days to be consistent.
6. Revise Chapter 149-10 to add standards for blasting procedures in site plans. The new section would deal with standards for procedures for developments that are doing any blasting. It outlines criteria for calling neighborhood meetings and includes a standard 500 feet and ability for Planning Board to increase it to 1,000 feet in special circumstances.
7. Revise Chapter 149-12 by removing reference to specific fee and referring to the City of Dover Adopted Schedule of Fees, which is adopted annually.
8. Revise Chapter 149-13 by requiring that a landscape plan be prepared and stamped by a licensed landscape architect.
9. Revise Chapter 149-13 to add a new section on requiring a Traffic Impact Assessment and Analysis. The wording would set standards for traffic impact analysis and require a threshold for a standard traffic impact study and what it should cover.
10. Revise Chapter 149-14, Site Development Design Criteria to reduce the required road widths. This includes reductions in the private driveway and internal road standards for multi family developments.



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Road width for 5-24 residential units would be 20-22 feet; 20 would be the minimum threshold for fire code reasons. More than 24 units would range from 22-32 feet. L.Merullo questioned if the minimum standard should be 18 feet. P.Plummer noted that it would depend on the length of access and if the unit has a sprinkler system. C.Parker noted that he advocates decreasing impervious surfaces so the Board could leave it as is.

D.Trefethen questioned why there are different standards for the roads. S.Bird noted that these standards have in place since Dover has had Site Plan Regulations. The question will be asked of the City Engineer and to see if he is comfortable with this graduated standard. D.Steele noted that the standards have to do with traffic.

11. Revise Chapter 149-14, Site Development Design Criteria to revise parking space requirements and used a table for the different land uses. Some of the new requirements include new uses, bicycle racks and different isle widths.
12. Revise Chapter 149-14, Site Development Design Criteria to update the Zoning Districts in the lighting table. The older zoning districts that Dover no longer has have been replaced with the new districts.
13. Revise Chapter 149-14, Site Development Design Criteria to permit storm water treatment and bioretention in landscaping islands and perimeter landscaped areas. This would allow developers to use these green technologies. C.Parker noted that the State of NH required that these become incorporated into Dover's Site Plan Regulations as part of the October 2007 action letter from State to Dover regarding Willand Pond. Grass for stormwater management. D. Steele Wentworth has trees in some of the island to absorb the water. S.Bird
14. Revise Chapter 149-14 to update the Zoning Districts in the Architectural Design Guidelines.
15. Revise Chapter 149-16, Schedule of Fees, by removing references to specific fees and referring to the Adopted Schedule of Fees.
16. Revise Chapter 149-19, Variances and Waivers with a complete rewrite to outline waiver requirements. S.Bird noted that the Planning Board does not grant variance but does grant waivers to regulations. This section sets guidelines that are in conformity with recent court cases. I would require that the Board would need to determine the finding before granting a waiver. He added that the waivers would need to be in writing ahead of the meeting and recorded in the minutes.
17. Revise Chapter 149-21, Definitions to specify that all definitions are to be capitalized, moving all Architectural Design Guidelines definitions to this section, adding a definition for Gross Leasable Area, and changing the format of the definitions.

There was a general discussion regarding parking regulations. S.Bird noted that these regulations are only in Site Plan and under unique circumstance the Board can grant waivers. It was noted that we are trying to use know resources such as the ITE manual.

C.Parker noted that the blasting regulations came to light after recent projects abutter concerns. He noted that the P.Plummer suggested the minimum 500 foot pre-blast survey, but the regulation allows the Planning Board to have discretion and include additional abutters. He added that the P.Plummer has drafted a more



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comprehensive blasting regulation that is before the City Attorney. He added that the State requires a 100-foot pre-blast survey. L.Merullo questioned if there was a minimum distance requirement for blasting next to your abutter. P.Plummer noted that he would look into that. C.Parker noted that the Bureau of Mines may regulate that. It was noted that abutters within 1,000 feet would be notified. P.Plummer stated that these regulations would exceed State standards. He added that this is a highly regulated business.

S.Bird reviewed the summary of proposed Subdivision Regulation Amendments with the Board.

1. Revise Chapter 155-9 to delete SCRD as a source for abutters and use the City records. It also increases the abutter labels from 2 to 3.
2. Revise Chapter 155-9 to add a new section on requiring a Traffic Impact Assessment and Analysis.
3. Revise Chapter 155-10 by changing the time period for Planning Board action from 90 to 65 days as required by State law.
4. Delete in their entirety, Chapter 155-12 – Preliminary Plat Approval and Chapter 155-13 – Final Plats. C.Parker noted that it was a precursor for TRC.
5. Revise Chapter 155-14 to require escrow agreements be on forms approved by the City Engineer.
6. Revise Chapter 155-18 to increase abutter labels from 2 to 3 for lot line adjustments.
7. Revise Chapter 155-22 - Open Space Subdivisions to decrease the minimum acres required for R-12 from 10 to 5 acres. S.Bird noted that this would make the OSS more useful in the R-12 district. C.Parker added that it increases buffers between existing neighborhoods and proposed developments with the no cut buffer.
8. Revise Chapter 155-22 - Open Space Subdivisions to set the minimum side setbacks between units in clusters to 30 feet in R-40, 25 feet in R-20 and 20 feet in R-12. This revision clarifies the minimum yard between units. D.Trefethen suggested changing the word yards to distance. C.Parker noted that a footnote should also be added to state that measurements are in feet.
9. Revise Chapter 155-22 - Open Space Subdivisions to clarify development on parcels in more than 1 district.
10. Revise Chapter 155-24 to add standards for blasting in subdivisions.
11. Revise Chapter 155-27 to add a reference to the City adopted inspection fees.
12. Revise Chapter 155-28 by updating the date of the Flood Insurance Rate Maps to May 17, 2005. .
13. Revise Chapter 155-28 to delete the requirement to put street numbers on the plan.
14. Revise Chapter 155-29 to increase the number of copies of the final plan from 4 to 5.



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15. Revise Chapter 155-29 to require that final plats include all information on a preliminary plat plus some additional information.
16. Revise Chapter 155-35 to add the New Hampshire Stormwater Manual as a design standard on stormwater management.
17. Revise Chapter 155-35 to require SWPPP inspections be submitted to the Community Services Department so that the Department can keep track of inspections and keep developers in compliance with plan.
18. Revise Chapter 155-36 by amending the street tree planting requirements.
19. Revise Chapter 155-36 by adding perimeter landscaping requirements to increase buffers and decrease the impact on neighbors.
20. Revise Chapter 155-48, Private Roads to update the Zoning Districts in the table. It was noted that the requirements are different. C.Parker noted that he would speak with D.White to update this.
21. Revise Chapter 155-51, Waiver requirements.
22. Revise Chapter 155-53, Removing any references to specific fees and referring to the Adopted Schedule of Fees.
23. Revise Chapter 155-54 to update the agency name to be Office of Energy and Planning.
24. Revise Chapter 155-60, Definitions to specify that all definitions are to be capitalized and to change the format of the definitions.
25. Revise Chapter 155-60, Definitions by revising the definition of Complete Application.
26. Revise Chapter 155-60, Definitions by deleting the definition of Family.
27. Revise Chapter 155-60, Definitions by revising the definition of Technical Review Committee to be consistent

C.Parker would like to come back before the Board on the January 26th with some of the answers and post a public hearing in February.

C.Parker presented the Board with copies of the revised Zoning Ordinance. He thanked the staff for their review and noted that the document which was 117 pages is now down to 100 pages and a much more user friendly document.

C.Parker reviewed the suggested zoning changes and noted that it should always reflect the needs of the community. He added that suggestions were received from the Energy Advisory Committee, Transportation Advisory Committee, Zoning Board of Adjustment, Conservation Commission and the Open Lands Committee. He noted the following area of concern from various boards and staff:



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1. Chapter 149 - New Section – The Transportation Advisory Committee (TAC) suggested a Transportation Demand Management (TDM) Section. TDM is the application of strategies and policies to reduce automobile travel demand or to redistribute this demand in space or in time. The staff recommended that this incorporate it into the current Site Plan Regulation changes. C.Parker suggested that they hold off on the TDM until B.Woodruff can hold a workshop with the Board.
2. Chapter 149/155 - New Section – TAC suggested to require multi-modal opportunities. This would encourage bike and pedestrian as well as public transit options. The staff recommended that this be incorporated into the current site plan regulations changes. C.Parker suggested that they hold off on this.
3. Chapter 149/155 - New Section – TAC suggested to require Traffic Impact Assessments, which includes a level of service standards and thresholds for developers to provide a traffic study or memorandum report. The staff recommends that this be incorporated into the current site plan regulations changes.
4. Chapter 155 - Section 32 (Street Layout) – TAC suggested to implement design requirements for lower speed limits on local roads. The staff recommended that this be incorporated into current Site Plan Regulation changes.
5. Chapter 155 - New Section – The Open Lands Committee suggested to require developer to mark the boundaries of easement areas with the “conservation easement placards” pinned (nailed) to trees along the boundary lines. The staff recommended that this can be accomplished administratively during negotiations with a property owner as a condition of easement acceptance.

M.Gasses noted that they are required to monitor the easement and this would easily identify the boundaries. C.Parker questioned who would maintain the markers and will the funds come from the Conservation fund. D.Andolina likes boundaries marked but it is unrealistic to think that the markers are going to be there forever. He questioned what would happen if there were no trees along the boundaries and would it be possible to delineate the easement by GPS? C.Parker noted that the Conservation Commission would need to purchase a GPS. M.Gasses noted that a GPS would not be accurate enough. She added that the Conservation Commission has a legal obligation to monitor the easements and it would make things easier if it was written in the ordinance. The Board agreed to keep this on the list.

6. Chapter 170 – It was recommended by Staff to reorganize the chapter to improve flow, however, the department may not have the resources.
7. Chapter 170 - Section 3 (Purpose) – It was recommended by Staff to remove the word “morals” from the purpose statement.
8. Chapter 170 - Section 6 (Definitions) – The Zoning Board of Adjustment (ZBA) suggested reviewing the definition of “Customary Home Occupation” and allowed uses for relevancy. The ZBA suggested reviewing various elderly housing styles for consistency with the State of NH. The ZBA suggested reviewing the definition of “Personal Service Establishment” and the allowed uses for relevancy. The staff recommended the review of all definitions in Chapter 170 for similar reasons. The Board agreed.



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9. Chapter 170- Section 12 (Table of Use) – The Staff suggested to consider adding a Conditional Use Permit to create a Conservation Lot. This would allow the subdivision of a parcel, without frontage to create a non-buildable lot or conservation purposes. The ZBA suggested creating a Special Exception for a duplex unit for home health care for family members. This would remove the need for a variance.

After a lengthy discussion regarding variances for in-laws with medical conditions. It was noted that it was difficult to monitor when the medical hardship is still needed. It was noted that it could be a condition on the deed which needs to be recorded that reflects that the unit had to be removed once the need ceased to exist. C.Parker noted that if the Board made this an allowed use then they would not need to go before ZBA. The Chair noted that morally we should be doing this, but legally we can in fact do it but it will not be perfect. There was a general discussion on what triggers the second unit. D.Trefethen noted that it should remain in the ZBA's hands but the method of getting there can be handled administratively. The Board agreed to remove this from list.

10. Chapter 170 – Section 12 (Table of Use) - The ZBA suggested to revise agricultural limitations to encourage more sustainable farming practices and allow for urban farming. The staff recommended to review as requested. C.Parker noted that there is a difference between chickens and pigs. He added that pets do not have to be domestic animals. D.Andolina noted that a 100 foot distance may not be enough for any odor. It was suggested that poultry be removed from swine. The Board agreed to leave this on the list.
11. Chapter 170 – Section 12 (Table of Use) -The ZBA suggested to reconsider creation of average setback and build to lines. The staff recommended that the board wait and see how the regulation is used before changing it. The Board agreed.
12. Chapter 170 – Section 12 (Table of Use) The ZBA suggested to review and consider revising the Pre-1964 Duplex Conversion with constraints. The staff recommended review and consider removing all together, as well as modification. The Board agreed to review.
13. Chapter 170 – Section 12 (Table of Use) – the ZBA suggested to create a Special Exception for workforce housing. This would move to comply with NHRSA. The staff recommended to review as requested. C.Parker noted that over 50% of Dover is rentable and allows duplexes in a majority of the zones. He added that there is adequate workforce housing, but if an applicant comes before city the onus is on them. The Board agreed to review.
14. Chapter 170 – Section 12 (Table of Use) The ZBA suggested to review uses allowed in R-40. Consider other districts as preferred location. The staff recommended review as requested. L.Merullo noted that R-40 is single family and should remain the way the Master Plan intended. She added that Dover has enough zones for other uses. The Board agreed to review.
15. Chapter 170-Section 12(Table of Use) – The ZBA suggested to reconsider creation of District tables, recombine into one larger table. The staff suggested the Board wait and see how the regulation is used before changing.
16. Chapter 170 – Section 12 (Tables of Use) The staff recommended to develop purpose statements for each zoning district.



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Meeting Date: **Tuesday January 12, 2010**
Meeting Time: **7:00 PM**

17. Chapter 170 – Section 30.2 C)1 (Extraction Permit Notification) The ZBA suggested notice requirements are revised to allow for abutter information to be obtained solely from City records. The staff recommended looking at universal notice procedures and not simple extraction notices.
18. Chapter 32 L L) (Elections Signs) The staff recommended to revise to comply with NH RSA regarding placement in a ROW.
19. Chapter 31 (Fences) The staff recommended to revise to create a setback from ROW for the erection of fences. C.Parker noted that this has become a public safety issue. He added that fences can create a visual barrier for people backing out of their driveways or people walking along the sidewalk.
20. Chapter 170 – It was suggested that the board consider support for the artistic development and incorporate art into land use recognition. The staff suggested that the board review and consider as appropriate. C.Parker noted that the Master Plan suggests that projects over a certain size should have public art component. He noted that he would like to ask the Arts Commission to work on this.
21. The Dover Energy Advisory Committee (DECA) suggested to review energy recommendations from 2007 Land Use Chapter and implement an Alternative Energy Chapter of the Code. The Staff will work with the DEAC outside of the above recommendations to review the code and will bring forward product at a later date. C.Parker suggested hiring a consultant to do an energy audit of our code and then work with the DECA to create an alternative energy code.

Master Plan, Section 4 Recommendations –

Non-Residential

Commercial/Retail

- C1-Make pervious surfaces mandatory in projects where there is over 1 acre of paving.
- C-3-Strengthen site and building design by revising the Architectural Design Guidelines and making them standards. C.Parker noted that recommends this for next year.

Institutional

- IN1 – Update definitions for elderly care facilities.

Mixed Use

- MU5-Create and adopt a special exception criteria to allow small non-residential uses to be located in existing residential neighborhoods. C.Parker suggested a special exception or a conditional use permit. L.Merullo noted that she would be concerned about traffic, parking and what the businesses could be. C.Parker noted that it should be more pedestrian friendly uses.



CITY OF DOVER

PLANNING BOARD WORKSHOP - MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday January 12, 2010**
Meeting Time: **7:00 PM**

Streetscape –

Public - Downtown

S6-Streetlights, mailboxes, trash receptacles and other obstructions are placed within the tree strip.
L.Merullo questioned if the tree strip would be crowded.

S9-Streetlights are low height and wattage and appear frequently toward neighborhood centers (Approximately ever 30 feet) and less frequently toward rural areas.

Private - Downtown

S13-Develop a plan to migrate all utilities in the urban core to underground.

Other

General

G3-Define a historic district and encourage use of an Historic district Commission as outlined in Chapter 30 “Historic districts” of the City of Dover Code. C.Parker noted that this Commission would be similar to the Conservation Commission and plan an advisory role.

Natural

N2-Create public spaces and thoroughfares that are at least partially fronted by significant natural amenities.

N6-Identify strategic locations for landscaping improvements along corridors to improve aesthetics, and amend street tree requirements to create a landscaping.

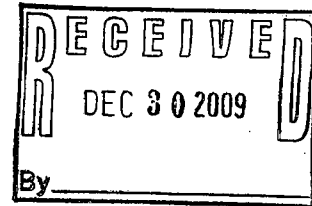
Energy

E1-Adopt mandatory LEEDS certification for multi-family/commercial/industrial/office projects over a certain size. It was noted that the Energy Advisory committee will review recommendations and bring them before the Planning Board.

C.Parker recommended that the next meeting start at 6:30PM on January 26th as a workshop session to review these suggestions. The Board agreed. The Chair noted that the regular meeting will start at 7PM.

D.Trefethen moved to adjourn at 9:25PM. D.Andolina seconded Vote: Unanimous.

Pole SS



December 30, 2009

Mr. Chris Parker
City of Dover, Planning Department
288 Central Avenue
Dover, NH 03820

RE: Thornwood Common Pond Reconstruction

Dear Chris,

I am writing to request a waiver to a condition of a planning board approval on March 13, 2007 (Condition #3) for my project at The Village at Thornwood Commons.

On September 22, 2009, the Planning Board amended Condition #3 to allow only four Certificates of Occupancy be granted on Phase I of the residential portion of the property prior to completion of the pond capping and dam reconstruction ("pond reconstruction"). This condition was inserted by the Planning Board to assure the completion of the pond reconstruction.

Through no fault or lack of effort or commitment by the developers, the pond reconstruction has been delayed.

We originally began the reconstruction process by draining the pond in mid-July of 2008. This crucial, initial process was delayed by our inability to get final approval from NHDES because the conservation easement the developers gave to the City took months to finalize. As soon as this easement was recorded, we got the necessary restoration permit and work began. We pumped the approximately 4,000,000 gallons of water out of the pond into the streambed on the downgrade side of the dam, then installed a temporary drainage 24" culvert through the 90' base of the dam to allow the stream to "free flow" and not collect in the pond bottom. Appropriate sediment control measures were taken. Now, all water exiting the pond is going to the correct location. Before this culvert was installed, pond overflow was going around the dam and causing heavy erosion along an adjoining streambed. This problem has ceased.

Until the pond was empty we could not assess the condition of the sediment in the pond bottom, which according to our restoration permit, had to be either excavated or encapsulated. It took until early fall 2008 for the pond to dry out enough to begin necessary testing. After performing a series of tests which identified the location, depth, consistency and stability of the subject sediment, it was determined (with NHDES input) that encapsulation was the preferred method of remediation. However, given the complexities of the encapsulation process which involved driving trucks and earthmoving equipment onto the pond bottom and covering the 2+ acre area with sand, it was determined that, given the heavy seasonal rains, the pond bottom was still too soft (as it continued to de-water) and the work should wait until summer of 2009 when the pond bottom would be more stable.

Again, due to heavy rains in summer 2009, the pond capping could not begin until October, when the pond was sufficiently dry and stabilized. Even though the work was interrupted a few times due to heavy rain storms, the pond capping portion of the project is now 100% complete. All work was inspected and approved by NHDES. The cost of this work was \$106,000 and is paid in full.

Remaining work until project completion is now only the reconstruction of the dam/pond outlet structure. This involves removing the 24" temporary culvert and replacing it with a 48" concrete pipe, 90' through the base of the dam. On the inward side of that pipe it will be connected to a concrete inlet structure 8' in diameter by 15' high with a grate top and a valve gate near the bottom.

This dam work could not begin until the pond bottom was complete. By the time the pond was done and review meetings and pre-construction meetings involving NHDES Dam Bureau, Horizon Engineers (dam designer), civil engineers, contractors, inspectors and developers were held and a firm plan and schedule were agreed upon, it was mid-December. Work began in earnest. All necessary material was delivered on site and paid for.

We needed 10 days of decent weather to complete everything, however after two days of work there was a heavy rain which complicated the process. Approximately 20% of this portion of the work was completed until that rain event, which, coupled with the now-freezing temperatures, made necessary compaction of aggregate materials impossible. It would have been unsafe and a waste of time to attempt to complete the work this winter. It was determined that the best course of action was to wait until summer 2010 when the ground has dried sufficiently to allow proper construction methods. The total cost of the dam construction is \$122,000, which includes all necessary labor and material. All material is purchased and on site. The only missing component for the entire project completion is the labor to install the structures, estimated at \$40,000.

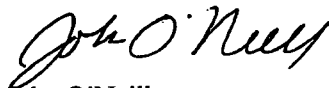
We believe that if not for Acts of God (the unusual seasonal rains) the process has encountered, this project would have been finished months ago. However, given the complexity of the required work, certain weather conditions are necessary and without those decent weather conditions, we could not work. From a financial standpoint, we are 80% complete, needing only one week of good weather to complete the labor on the job.

It should also be noted that since the pond reconstruction project began in July 2008, over 300,000 SF of impervious surfaces (the former greenhouse facility) has been removed and the pond is no longer even necessary as a drainage detention facility. However, the pond was part of our overall plan and we are committed to restoring it

Given the developers' efforts and financial commitment to date, we believe the City has adequate security that the pond reconstruction will be completed as soon as weather permits, we request that the condition limiting the number of certificates of occupancy for Phase I of the residential project be amended to allow up to 15 Certificates of Occupancy.

Thank you for your consideration.

Sincerely,



John O'Neill
Changing Places, LLC

c: Summit Land Development

CHRISTOPHER G. PARKER, AICP
Director
c.parker@ci.dover.nh.us



288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6008
Fax: (603) 516-6007
www.ci.dover.nh.us

City of Dover, New Hampshire
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

September 28, 2009

Changing Places, LLC
233 Central Avenue
Dover, NH 03820

Re: Consideration and possible vote on an amendment to the conditions of approval from the Planning Board meeting of March 13, 2007 for a site review of land for The Village at Thornwood Commons, Assessor's Map M, Lot 4, zoned ETP located on Middle Road. (P06-55)

Dear Mr. O'Neil *John*

Please be advised that the Dover Planning Board, on Tuesday, September 22, 2009, voted to amend item 3 of the developers agreement, dated June 30, 2008, to allow for up to four certificates of occupancy to be issued prior to any required dam site repairs

If you have any questions, please do not hesitate to contact my office.

Sincerely,


Christopher G. Parker, AICP
Director of Planning and Community Development

CGP/jgb

CC: Building Inspection Office
Engineering Office
Berry Surveying and Engineering

Amount Paid \$404.²⁴ CK#363

Date Received 12/04/09

File Number P10-01

Time Received 10:10AM

**CITY OF DOVER
MINOR LOT LINE ADJUSTMENT
APPLICATION**

Name of Applicant: JACQUELINE & DANIEL W. AYER REV TRUST Phone # 603-792-3191

Signature of Applicant: Daniel W. Ayer

Land Owner's Name: (if different from applicant) _____

Land Owner' Address: 160 B BACK Rd
DOVER, NH 03820

Signature of Property Owner: Daniel W. Ayer

| | | | | |
|--------------------------------|---------------------------|-----------------------|-------------------|---------|
| Square Footage of Original Lot | <u>Jacqueline</u> N118 | <u>Ayer</u> N118-4 | <u></u> N118-5 | sq. ft. |
| | <u>226,916</u> | <u>54,198</u> | <u>261,926</u> | sq. ft. |

| | | | | |
|---------------------------------------|----------------|---------------|----------------|---------|
| Square Footage of Newly Created Area: | <u>338,343</u> | <u>90,989</u> | <u>113,158</u> | sq. ft. |
| | | | | sq. ft. |

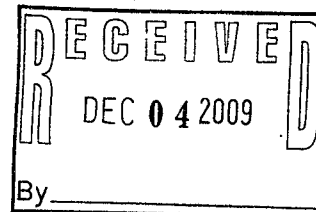
Location of Lot: SOUTH EASTBURY OFF MCKENB LANE

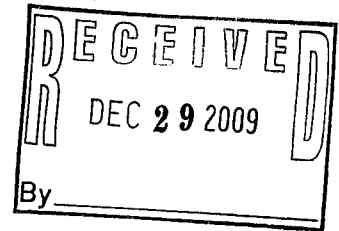
Zoning District R-40 Assessor's Map N Lot 18, 18-4, + 18-5

Professional Certification

Preparer of Plat: K. B. M. LAND SURVEY, INC

Phone #: 792-2782 Profession SURVEYOR





To: Honorable Chair and Members of the Dover Planning Board

From: Daniel W. Ayer

Date: 12/28/09

Subj: Lot Line Adjustment for Jacqueline Ayer Rev. Trust and Daniel W. Ayer Rev. Trust

Please accept this note as explanation of why I am requesting this change in lot configuration at my McKone Lane property. In the fall of 2008, I was granted a lot line adjustment and minor subdivision on this property, which expanded the land area that I hold in current use. This expansion of current use land allowed the assessment to continue in current use after my conveyance of an adjacent parcel to the nature conservancy. However, a portion of the two lots granted in the subdivision remained in a non-current use status. By allowing me this lot line adjustment, all of the non-current use land will be within one lot, which will then conform to the required needs of assessment.

Please understand that all of the requirements of the previous approvals are contained in this new request.

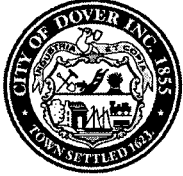
May I thank you in advance for your consideration and approval of this lot line adjustment application.

Respectfully,

A handwritten signature in cursive script that reads "Daniel W. Ayer".

Daniel W. Ayer

P.S. I have asked Ken Moore Land Survey to attend your meeting on January 26, 2010 to answer any questions you may have. Also, if I had known of these needs by the City Assessor I would have requested the minor sub in the configuration you now have before you.



CITY OF DOVER

PLANNING BOARD – STAFF MEMO FILE: P10-01

| | |
|-------------------|---|
| Application Type: | Lot Line Adjustment Plan |
| Applicant: | Daniel & Jacqueline Ayer |
| Owner: | Jacqueline & Daniel W Ayer Revocable Trust |
| Location: | McKone Lane (Assessor's Map N, Lot 18, 18-4 & 18-5) |

INTENT: To adjust the lot lines between three existing lots, with no increase in the number of lots.

LOTS/UNITS PROPOSED:

Three existing lots reconfigured

AGENDA ITEM #: 5-A

ACREAGE: 12.45 acres

ZONING DISTRICT:

R-40

EXISTING LAND USE:

Single Family House and two vacant lots

PROPOSED LAND USE:

Single Family House and two vacant lots

SURROUNDING LAND USE:

Single Family Houses and Conservation Land

ZONING HISTORY: Zoned R-40 in 1979

ZBA ACTION: None

ATTACHMENTS:

Lot Line Adjustment plan and application

PERMITS REQUIRED:

None

WAIVERS REQUESTED:

None

The applicant has submitted a set of plans asking to reconfigure the lot lines between three existing lots on McKone Lane. There is no change in the number of lots.

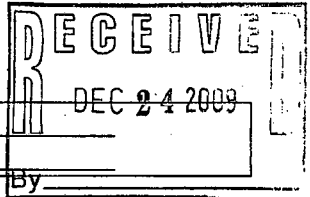
The Planning Department recommends approval of the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plats:

1. Add the owners' signature to the plat.
2. Provide the Planning Department with a digital version of the plat.
3. The applicant shall add the surveyor's stamp and signature to the plat.
4. The applicant shall revise the plat by adding the Planning Board file number in the title block.
5. The applicant shall revise the plat by correcting the front, rear and abut a street setback requirements in note #5 and on the plan.
6. The applicant shall revise the plat by correcting the spelling of the word "registry" in the legend.
7. The applicant shall revise the plat by correcting the spelling of the word "Cochecho" in the location plan.

lan

P10-03



Account # 209 37
Amount Pd. \$232.70

Date Received: _____
Time Received: _____

CONDITIONAL USE APPLICATION CITY OF DOVER PLANNING BOARD

GENERAL INFORMATION

Date: December 23, 2009 Telephone #: 862-1465

Name of Applicant: Bridget Finnegan

Address of Applicant: P.O. Box 163, Durham NH 03824

Signature of Applicant: Bridget Finnegan

Name of Property Owner: Same

Address of Property Owner: Same

Signature of Property Owner: Bridget Finnegan

Address of Property Being Developed: 62 French Cross Road

Assessor's Map #: F Lot #: 13A

Zoning District R-40

2. APPLICANT'S PROPOSED ACTIONS (check where applicable)

_____ Activity in Dover Conservation District - Describe activity _____

Impact to Dover Wetlands - Describe impact To replace an existing leachfield servicing an existing 2 bedroom house. The Zoning Ordinance states the leachfield will be 75' from any wetlands. Do to the nature of the lot we can not meet the 75' requirement. We can design the leachfield so that it is 43.2', 46.3' and 47.9' from the wetlands. The septic tank would be 31.1' from the wetlands and sealed, grouted and waterproof. These setbacks do not meet the requirements of NHDES Subsurface Systems Bureau and we will be asking for waivers to NHDES to allow for placement of the system..

_____ Other

3. THE FOLLOWING PERMITS HAVE BEEN OBTAINED AND ARE ATTACHED

- _____ Army Corps of Engineers
- _____ New Hampshire Wetlands Board
- _____ Other



**State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES**

Subsurface Systems Bureau
6 Hazen Drive, P.O. Box 95, Concord, NH 03302-0095
603-271-3501 FAX 603-271-6683
TDD Access: Relay NH 1-800-735-2964



APPLICATION FOR INDIVIDUAL SEWAGE DISPOSAL SYSTEM APPROVAL

FOR OFFICE USE ONLY

TOTAL FEE \$300.00

Fee Paid _____ Date Received _____

Failed System/Replacement _____ Expedite _____

Check No. _____

Waiver Request _____ Holding Tank _____

PLEASE PRINT OR WRITE LEGIBLY. COMPLETE ENTIRE FORM

1. System Location:

CITY/TOWN: DOVER CITY/TOWN APPROVAL OBTAINED: YES IF YES/DATE: _____

STREET/LOCATION: 62 FRENCH CROSS ROAD LOT NO.: 13A TAX MAP NO.: F

SUBDIVISION NAME: _____ REGISTRY BOOK NO.: 3619 PAGE NO. 956

STATE APPROVAL NO. PRE 1967 COUNTY: STRAFFORD PROBATE NO. _____ (If Applicable)

2. Water Supply:

MUNICIPAL WATER SUPPLY xx COMMUNITY _____ WELL ON LOT _____ OTHER _____

3. Lot OWNER'S Name: BRIDGET FINNEGAN STREET: P.O. BOX 163

CITY/TOWN: DURHAM STATE: NH ZIP: 03824 TEL. NO. 862-1465

4. APPLICANT'S Name: JONATHAN D. BERRY STREET: 148 SECOND CROWN POINT ROAD

CITY/TOWN: BARRINGTON STATE: NH ZIP: 03825 TEL. NO. 332-2863

Designer's Name: JONATHAN D. BERRY Permit No. 1428 P.E. _____
(P.E. required if 2,500 GPD or more)

5. Amended Plan _____ Revised Plan _____ Previous Construction Approval No. _____

THE STATEMENT BELOW MUST BE SIGNED AND DATED BY THE APPLICANT AND OWNER(S)

Owner(s):

THE UNDERSIGNED CERTIFY THAT THEY ARE THE PRESENT OWNERS OF THE PROPERTY BEING APPLIED FOR AND THAT THEY HAVE SEEN THE PLANS AND THEY ARE IN ACCORDANCE WITH THEIR NEEDS AND DESIRES. THE UNDERSIGNED FULLY UNDERSTANDS THAT SHOULD THIS PLAN BE APPROVED, NO WAIVERS TO THE CONSTRUCTION APPROVAL WILL BE ALLOWED. ANY CHANGES WILL REQUIRE A NEW SUBMISSION (WITH FEE) REVIEW AND APPROVAL.

Date: 12-23-09 Signed: Bridget Finnegan
Owner(s)

Applicant:

To the best of my knowledge, the data and information which I have submitted to obtain approval for construction from the New Hampshire Department of Environmental Services is true and correct. I understand that an approval based upon incorrect data may be subject to revocation. I also understand that NO CONSTRUCTION OF ANY STRUCTURE SERVICED BY THE PROPOSED SYSTEM, NOR THE SYSTEM ITSELF, MAY COMMENCE WITHOUT PRIOR WRITTEN DEPARTMENT APPROVAL. I HAVE COMPLIED WITH ALL LOCAL REGULATIONS OR ORDINANCES RELATIVE TO CONSTRUCTION OF SEWAGE DISPOSAL SYSTEMS AND HAVE OBTAINED ALL OTHER APPROVALS THAT MAY BE REQUIRED FOR OTHER WORK RELATED TO CONSTRUCTION OF THE SEWAGE DISPOSAL SYSTEM. The applicant herewith certifies, where applicable, that the approved off-site, municipal or community, water supply is available at the lot line.

Date December 22, 2009 Signed: [Signature] 1428
Applicant Permit No.

Shoreland Protection Certification

Introduction

The New Hampshire Shoreland Protection Act (RSA 483-B) requires that applicants for environmental permits which involve work in the protected shoreland demonstrate to the satisfaction of the department (of environmental services) that the proposal meets or exceeds the development standards of this chapter. The certification contained herein is an acceptable vehicle for such a demonstration.

- The protected shoreland is defined to be all land located within 250 feet of a reference line. The reference line means:
- (a) For natural fresh water bodies without artificial impoundments, the natural mean high water level as determined by the Department of Environmental Services;
 - (b) For artificially impounded fresh water bodies with established flowage rights, the limit of the flowage rights; and for water bodies without established flowage rights, the waterline at full pond as determined by the elevation of the spillway crest;
 - (c) For coastal waters, the highest observable tide line, which means a line defining the furthest landward limit of tidal flow, not including storm events, which can be recognized by indicators such as the presence of a strand line of flotsam and debris, the land ward margin of salt tolerant vegetation, or a physical barrier that blocks further flow of the tide;
 - (d) For rivers, the ordinary high water mark.

In the case of rivers, the law applies to all fourth order or higher streams of the state with the exception of rivers or river segments designated for management and protection under RSA 483 prior to January 1, 1993. Lists of fourth order and higher streams and river segments designated under RSA 483 are available at no cost from the Department of Environmental Services.



State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES
 Subsurface Systems Bureau
 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095
 603-271-3501 FAX 603-271-6683



485-A Waiver Request

Note: A separate form is required for each rule/section/item for which a waiver is requested.

Owner=s Name: **BRIDGET FINNEGAN**
 Lot/Subdivision: **TAX MAP F, LOT 13A**
 Project Location - Street/City: **62 FRENCH CROSS ROAD, DOVER**

Applicant/Designer=s Name: **JONATHAN D. BERRY** Permit No: **1428**
 Address: **148 SECOND CROWN POINT ROAD**
 City: **BARRINGTON** State: **NH** Zip: **03825**

RSA 485-A:41, IV allows the Commissioner to grant waivers. These may be granted in accordance with Administrative Rules Section Env-Ws 1001.02 of Chapter Env-Ws 1000. (See reverse side of this form).

REQUIRED INFORMATION: (Use additional pages if necessary & attach backup calculations and data)

1. Rule/Section for which waiver is being sought:

Number: **Env-Ws1008.04, MINIMUM DISTANCES**
 Rule/Section requirement: **50 FEET FROM THE LEACH BED TO POORLY DRAINED WETLANDS. REQUESTING 43.2', 46.3' AND 47.9' FROM THE LEACH BED TO POORLY DRAINED WETLANDS.**

2. Reason waiver necessary: **DUE TO THE SMALL SIZE OF THE LOT AND OTHER RESTRICTING FACTORS ON THE LOT THE LEACH BED IS BEING DESIGNED IN THE BEST LOCATION FOR IT.**

Hardship caused by adhering to rule: **A NEW SEPTIC SYSTEM WILL NOT BE ABLE TO BE INSTALLED TO REPLACE THE EXISTING NON-STATE APPROVED LEACH FIELD.**

3. Explanation of alternative sought by waiver: **THE ALTERNATIVE SOUGHT IS TO LEAVE A DISTANCE OF 43.2', 46.3' AND 47.9' FROM THE LEACH BED TO THE POORLY DRAINED WETLAND. THE NEW STATE APPROVED SYSTEM WILL ALLOW FOR CLEANER DISCHARGE INTO THE GROUND.**

4. Full explanation of how granting of requested waiver is consistent with the intent of RSA 485-A: **THERE IS ALREADY AN EXISTING SEPTIC SYSTEM ON THE LOT THAT IS NOT STATE APPROVED AND BY BEING ABLE TO CONSTRUCT A NEW SYSTEM IT WILL HELP TO REDUCE THE CHANCE OF WATER CONTAMINATION BY APPLYING CURRENT STANDARDS AND DESIGNS TO TREAT THE EFFLUENT FROM THE USE OF THE EXISTING HOUSE.**

5. Demonstrate how the alternatives proposed are at least equivalent to the specific requirements contained in the rule: **THE ALTERNATIVE ALLOWS FOR A BUFFER TO THE POORLY DRAINED WETLAND. WITH THE CHANGE TO THE ENVIRO SEPTIC SYSTEM IT WILL ALSO BE PUTTING CLEANER WATER INTO THE GROUND.**

REQUIRED SIGNATURES: Owner=s signature acknowledges agreement and consent to this waiver:

Applicant: *Bridget Finnegan*
 Signature

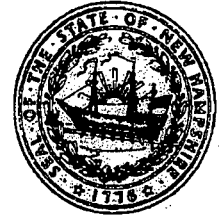
12-23-09
 Date

Owner: *Jonathan D. Berry*
 Signature

12-23-09
 Date



State of New Hampshire
 DEPARTMENT OF ENVIRONMENTAL SERVICES
 Subsurface Systems Bureau
 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095
 603-271-3501 FAX 603-271-6683



485-A Waiver Request

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 Lot/Subdivision: **TAX MAP F, LOT 13A**
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Applicant/Designer=s Name: **JONATHAN D. BERRY** Permit No: **1428**
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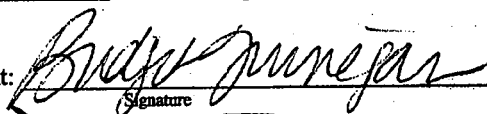
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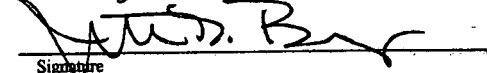
REQUIRED INFORMATION: (Use additional pages if necessary & attach backup calculations and data)

1. Rule/Section for which waiver is being sought:
 Number: **Env-Ws1008.04, MINIMUM DISTANCES**
 Rule/Section requirement: **50' FROM SEPTIC TANK TO POORLY DRAINED WETLAND.**
REQUESTING 31.3'
2. Reason waiver necessary: **DUE TO THE SMALL SIZE OF THE LOT AND OTHER RESTRICTING FACTORS ON THE LOT THE LEACH BED IS BEING DESIGNED IN THE BEST LOCATION FOR IT.**

 Hardship caused by adhering to rule: **A NEW SEPTIC SYSTEM WILL NOT BE ABLE TO BE INSTALLED TO REPLACE THE EXISTING NON-STATE APPROVED LEACH FIELD.**
3. Explanation of alternative sought by waiver: **THE ALTERNATIVE SOUGHT IS TO LEAVE A DISTANCE OF 31.3' FROM THE SEPTIC TANK TO THE POORLY DRAINED WETLAND. THE TANK WILL BE SEALED AND GROUTED WITH PIPING WITH AN SDR GREATER THAN OR EQUIVALENT TO 26**
4. Full explanation of how granting of requested waiver is consistent with the intent of RSA 485-A: **THERE IS ALREADY AN EXISTING SEPTIC TANK ON THE LOT THAT IS IN ABOUT THE SAME LOCATION. BY REPLACING THE EXISTING TANK AND BEING SURE THE NEW TANK IS WATERPROOF IT WILL MINIMIZE POTENTIAL FOR GROUND CONTAMINATION.**
5. Demonstrate how the alternatives proposed are at least equivalent to the specific requirements contained in the rule: **THE ALTERNATIVE ALLOWS FOR A BUFFER TO THE POORLY DRAINED WETLAND AND THE INSTALLATION OF NEW SEPTIC COMPONENTS WILL PREVENT EFFLUENT FROM REACHING THE WETLAND.**

REQUIRED SIGNATURES: Owner=s signature acknowledges agreement and consent to this waiver:

Applicant: 
 Signature

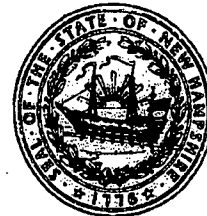
Owner: 
 Signature

12-23-09
 Date

12-23-09
 Date



State of New Hampshire
 DEPARTMENT OF ENVIRONMENTAL SERVICES
 Subsurface Systems Bureau
 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095
 603-271-3501 FAX 603-271-6683



485-A Waiver Request

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Applicant/Designer=s Name: **JONATHAN D. BERRY** Permit No: **1428**
 Address: **148 SECOND CROWN POINT ROAD**
 City: **BARRINGTON** State: **NH** Zip: **03825**

RSA 485-A:41, IV allows the Commissioner to grant waivers. These may be granted in accordance with Administrative Rules Section Env-Ws 1001.02 of Chapter Env-Ws 1000. (See reverse side of this form).

REQUIRED INFORMATION: (Use additional pages if necessary & attach backup calculations and data)

- Rule/Section for which waiver is being sought:
 Number: **Env-Ws1021.04, EXTENSION OF FILL.**
 Rule/Section requirement: **THE FINISH GRADE OVER THE BED SHALL EXTEND FOR A MINIMUM OF 5' BEYOND THE BED BEFORE TAPERING OFF TO A 3:1 SLOPE. REQUESTING 2:1 SLOPE.**
- Reason waiver necessary: **DUE TO THE SMALL SIZE OF THE LOT AND OTHER RESTRICTING FACTORS ON THE LOT THE LEACH BED IS BEING DESIGNED IN THE BEST LOCATION FOR IT.**

 Hardship caused by adhering to rule: **A NEW SEPTIC SYSTEM WILL NOT BE ABLE TO BE INSTALLED TO REPLACE THE EXISTING NON-STATE APPROVED LEACH FIELD.**
- Explanation of alternative sought by waiver: **THE ALTERNATIVE SOUGHT IS TO HAVE 2:1 SIDE SLOPES SO THAT ACCESS TO THE EXISTING SHED IS NOT PROHIBITED. THE EDA WILL ONLY BE RAISED 2' SO THERE WILL BE LITTLE IMPACT USING 2:1 SIDE SLOPES.**
- Full explanation of how granting of requested waiver is consistent with the intent of RSA 485-A: **BY BEING ABLE TO INSTALL A NEW SEPTIC SYSTEM IT WILL REPLACE A SYSTEM OF UNKNOWN AGE OR STYLE REDUCING THE CHANCE OF CONTAMINATION OF GROUND WATER.**
- Demonstrate how the alternatives proposed are at least equivalent to the specific requirements contained in the rule: **THE ALTERNATIVE ALLOWS FOR THE CONSTRUCTION OF THE EDA WITH SIDE SLOPES OF 2:1 AND WITH THE PROPOSED HEIGHT OF THE EDA THERE WILL BE LITTLE IMPACT TO THE SURROUNDING AREA.**

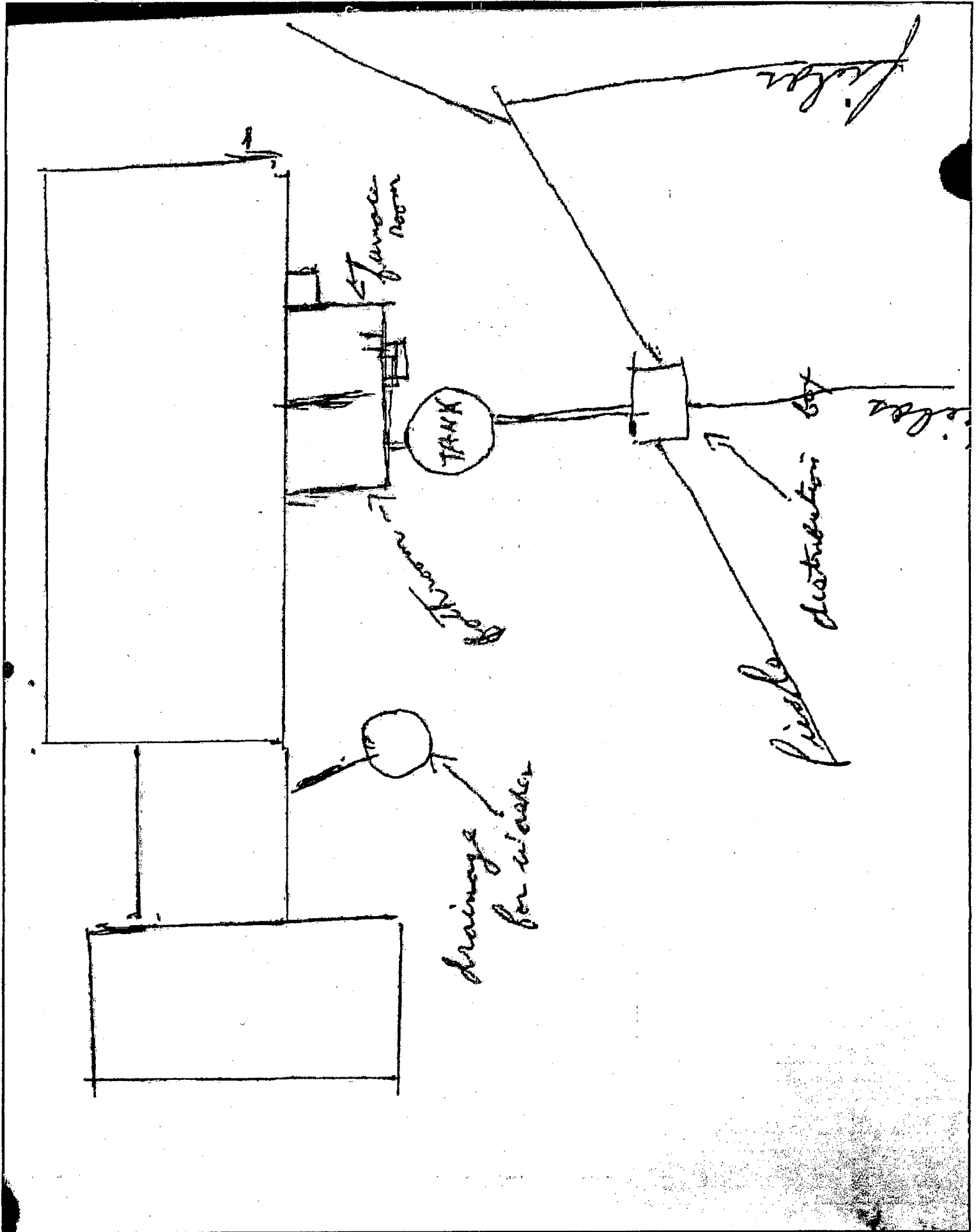
REQUIRED SIGNATURES: Owner=s signature acknowledges agreement and consent to this waiver:

Applicant: *Bridget Finnegan*
 Signature

12-23-09
 Date

Owner: *Jonathan D. Berry*
 Signature

12-23-09
 Date



Water

Shower room

TANK

Toilet room

Distribution Box

drainage for washer

Water

62 FRENCH CROSS RD MAP/LOT: F0013-A00000 F-1 ZONING: R-40 LIVING UNITS: 1 CLASS: R - 101 CARD # 1 OF 1

| | | | | |
|--|--|--|--------------------------|--|
| CURRENT OWNER/ADDRESS FINNEGAN BRIDGET A PO BOX 163 DURHAM NH 03824 DEED BOOK: 2590 DEED PAGE: 300 DEED DATE: 20020930 | | LAND DATA: TYPE SIZE INFLUENCE FACTORS % LAND VALUE PRIMARY 0.530 TOT. ACRE 0.530 | TOTAL LAND VALUE: 66,300 | NBHD ID: 102.00 - ASSESSMENT INFORMATION - PRIOR CURRENT LAND 69,700 66,300 BUILDING 99,400 91,800 TOTAL 169,100 158,100 - PROPERTY VISIT HISTORY - 20030213 RC ENTRY GAINED 20010726 BC ENTRY & SIGN APP. REVIEW |
|--|--|--|--------------------------|--|

Sale info not verified by assessor's office

| SALES DATA: | | PERMIT DATA: | | | |
|-------------|-------------|--------------|------------|------|----------------|
| Date | Type | Price | Valid Date | # | Purpose |
| 20020927 | LAND + BLDG | 169,000 | 19990503 | 7501 | 1,400 ADDITION |
| 19931101 | LAND + BLDG | | | 4 | |

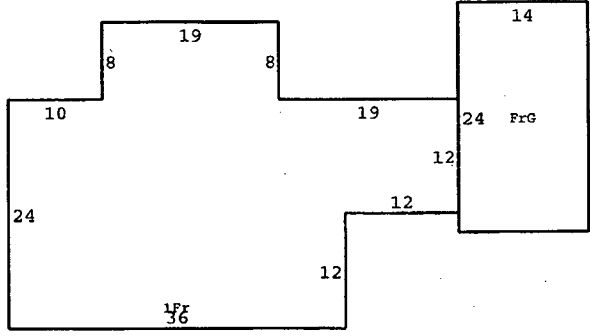
| ADDITION DATA: | | | | | |
|----------------|--------------|--------------|-------------|------|-------|
| Lower Level | First Floor | Second Floor | Third Floor | Area | Value |
| A | Frame Garage | | | 336 | 9600 |
| B | | | | | 00 |
| C | | | | | 00 |
| D | | | | | 00 |
| E | | | | | 00 |
| F | | | | | 00 |
| G | | | | | 00 |
| H | | | | 0 | 00 |

| DWELLING DATA: | | COST APPROACH COMPUTATIONS | |
|--------------------------|----------------|----------------------------|----------|
| Style: | RANCH | Base Price | 116,020 |
| Story Ht. | 1.00 | Plumbing | |
| Attic: | NONE | Additions | 9,600 |
| Walls: | ALUM/VINYL | Unfin. Area | |
| Bedrooms: | 2 | Basement | -8,620 |
| Total Rooms: | 5 | Attic | |
| Full Baths: | 1 | Heat/AC Adj. | |
| Half Baths: | | FBLA | |
| Add'l Fixtures: | | Rec Rm | |
| Total Fixtures: | 5 | Fireplace | |
| Basement: | SLAB/CRAWL | Bsmt. Gar. | |
| Fin Bsmt. Living Area: | | SUBTOTAL | 117,000 |
| Basement Rec Room Area: | | Grade Factor | 1.00 |
| Heating System: | GAS FORCED AIR | C & D factor | |
| Heating Type: | BASIC | TOTAL RCN | 117,000 |
| FIREPLACE WB: | / Mtl: / | % Good | 0.75 |
| Basement Garage (# cars) | | Market Adj. | |
| Ground Flr Area: | 1160 | Nbhd/Style Adj. | |
| Total Living Area: | 1160 | TOTAL RCNLD | \$87,800 |
| Quality Grade: | C | | |
| Condition: | AVERAGE | | |
| Marketability: | AV | | |
| Year Built: | 1956 | | |
| Eff. Year Built: | | | |
| Unfinished Area: | | | |
| Unheated Area: | | | |

| OUTBUILDING DATA | | | | | | | | |
|------------------|-----|------|-------|-------|-----|------|----|---------|
| Type | Qty | Yr | Size1 | Size2 | Grd | Cond | Ma | Value |
| RS3 | 1 | 1976 | 1 | 638 | C | A | | \$2,450 |
| RS3 | 1 | 1967 | 1 | 400 | C | A | | \$1,540 |

VALUE FLAG:5
NOTES:

OUTBUILDING TOTAL: \$4,000



Certified List of Abutters
City of Dover, Tax Map F, Lot 13A

Applicant: Bridget Finnegan

Mailing Address: P.O. Box 163, Durham NH 03824

Project Address: 62 French Cross Road

| Tax Map-Lot # | Name | Address | Town |
|----------------------|-------------|----------------|-------------|
|----------------------|-------------|----------------|-------------|

Owner of Project Lot:

| | | | |
|---------|-------------------|--------------|------------------|
| F - 13A | Finnegan, Bridget | P.O. Box 163 | Durham, NH 03824 |
|---------|-------------------|--------------|------------------|

Legal Abutters to Project Lot:

| | | | |
|--------|-----------------|----------------------|-----------------|
| F - 13 | Grant, Doris L. | 54 French Cross Road | Dover, NH 03820 |
|--------|-----------------|----------------------|-----------------|

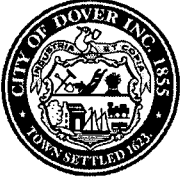
| | | | |
|---------|---------------------|---------------|----------------------|
| C - 34A | Woodward, Harvey W. | 62 Stage Road | Nottingham, NH 03290 |
|---------|---------------------|---------------|----------------------|

Project Surveyor and/or Engineer:

| | | |
|---|-----------------------------|----------------------|
| Berry Surveying & Engineering 603-332-2863 | 148 Second Crown Point Road | Barrington, NH 03825 |
|---|-----------------------------|----------------------|

Project Soil Scientist / Wetland Scientist:

| | | |
|----------------|--------------|---------------------|
| Marc E. Jacobs | P.O. Box 417 | Greenland, NH 03840 |
|----------------|--------------|---------------------|



CITY OF DOVER

PLANNING BOARD – STAFF MEMO FILE: P10-03

Application Type: Conditional Use Permit
Applicant(s): Bridget Finnegan
Owner(s): Bridget Finnegan
Location: 62 French Cross Road, Dover, NH (Assessor's Map F, Lot 13A)

INTENT: To obtain a Conditional Use Permit to construct a replacement septic system within the Conservation District.

LOTS/UNITS PROPOSED: 0

AGENDA ITEM #: 5-B

ACREAGE: 0.43 acres

ZONING DISTRICT: R-40 Rural Residential

EXISTING LAND USE: Single Family residential – 2 bedrooms

PROPOSED LAND USE Single Family residential – 2 bedrooms

SURROUNDING LAND USE: Single Family residential

ZONING HISTORY: Zoned R-40 in 1979

ZBA ACTION: N/A

ATTACHMENTS: Septic System design plan

PERMITS REQUIRED:
Conditional Use Permit
NH DES Septic System Design Permit

WAIVERS REQUESTED:
None

The applicant has submitted a set of plans for review. The applicant wishes to replace an existing septic system with a new septic system within the Conservation District. The leach field would be 43.2 feet from the wetlands and the septic system would be 31.1 feet from the wetlands, where 75 feet is required.

The applicant appeared before the Conservation Commission on January 4, 2010. The Conservation Commission voted to endorse the application, with no recommendations. The Planning Department recommends approval of the Conditional Use Permit with the following conditions:

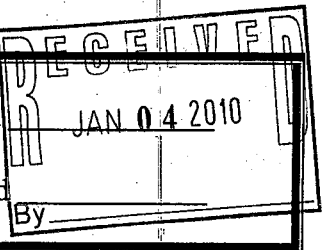
1. The applicant shall obtain a NH Department of Environmental Services Septic System Design Permit and provide a copy to the Planning Department.

Amount Paid \$28756 - CK#47218
B200 - Acc fee - Cash
Account # P10-05

Date Received

JAN 04 2010

Time Received



CONDITIONAL USE APPLICATION CITY OF DOVER PLANNING BOARD

GENERAL INFORMATION

Date: 12-21-09

Telephone #: 749-0443

Name of Applicant: St. Thomas Aquinas High School

Address of Applicant: 197 Dover Point Road, Dover, NH 03820

Signature of Applicant [Signature]

Name of Property Owner: N.H. Catholic Charities

Address of Property Owner: P.O. Box 686, Manchester, NH 03101

Signature of Property Owner [Signature]

Address of Property Being Developed: 197 Dover Point Road

Assessor's Map #: L Lot #: 15A

Zoning District: R-20

2. APPLICANT'S PROPOSED ACTIONS (check where applicable)

Activity in Dover Conservation District – Describe activity Installation of a baseball batting cage
and form hitting area on synthetic turf.

Impact to Dover Wetlands – Describe impact _____

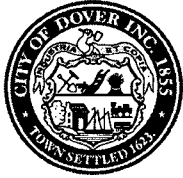
Other _____

3. THE FOLLOWING PERMITS HAVE BEEN OBTAINED AND ARE ATTACHED

- N/A Army Corps of Engineers
- N/A New Hampshire Wetlands Board
- N/A Other

LIST OF ABUTTERS

| <u>Tax Map</u> | <u>Lot No.</u> | <u>Name & Address</u> |
|----------------|----------------|---|
| L | 15 | Roman Catholic Bishop of Manchester 197 Dover Point Road, Dover, NH 03820 |
| L | 15A | N.H. Catholic Charities, Inc. P.O. Box 686, Manchester, NH 03101 |
| L | 15B | Joanne A. Bloom 83 Spur Road, Dover, NH 03820 |
| L | 15C | Janice Reilly 103 Spur Road, Dover, NH 03820 |
| L | 82 | Patrick M. Murray 17 Hillcrest Drive, Dover, NH 03820 |
| L | 83-D | Cami D. & Robyn Britton 2 Evans Drive, Dover, NH 03820 |
| L | 83-F | Michael & Krysten Maddocks 6B Evans Drive, Dover, NH 03820 |
| L | 88 | Lorna Rae M. & Carroll L. Smith Family Trust of 1993 196 Dover Point Road, Dover, NH 03820 |
| L | 89-A | Patrice D. Foster 194 Dover Point Road, Dover, NH 03820 |
| L | 89-B | Therese D. Foster Rev. Trust 192 Dover Point Road, Dover, NH 03820 |
| L | 89-C | Jonathan A. Lummus 198 Dover Point Road, Dover, NH 03820-4632 |
| L | 89-E | Thomas H. & Kelly A. Duval 196 ½ Dover Point Road, Dover, NH 03820 |



CITY OF DOVER

PLANNING BOARD – STAFF MEMO FILE: P10-05

| | |
|-------------------|--|
| Application Type: | Conditional Use Permit |
| Applicant(s): | St Thomas Aquinas High School |
| Owner(s): | NH Catholic Charities |
| Location: | 197 Dover Point Road (Assessor's Map L, Lot 15A) |

INTENT: To obtain a Conditional Use Permit to allow the installation of proposed batting cages and form hitting area on synthetic turf.

The applicant has submitted a set of plans asking to install proposed batting cages and form hitting area on synthetic turf. The installation would take place in the 50-foot wetlands buffer, which is part of the Conservation District.

LOTS/UNITS PROPOSED: 0

The applicant appeared before the Conservation Commission on January 4, 2010. The Conservation Commission voted to endorse the application with the recommendation that the applicant use only organic fertilizer on the site. The Planning Department recommends approval of the Conditional Use Permit with the following conditions:

AGENDA ITEM #: 5-C

ACREAGE: N/A

ZONING DISTRICT: R-20

1. The applicant shall add the engineer's stamp and signature to the plan.
2. The applicant shall add the plan number in the title block.
3. The applicant shall develop and implement an organic fertilizer program for the site.

EXISTING LAND USE:

St. Ann's Home and athletic fields

PROPOSED LAND USE:

St. Ann's Home and athletic fields

SURROUNDING LAND USE:

Nursing home, high school and single family homes

ZONING HISTORY: Zoned R-20 in 1979

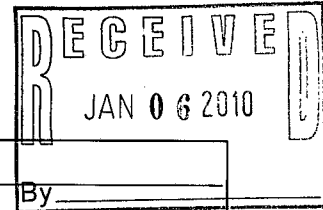
ZBA ACTION: None

ATTACHMENTS: Site Plan and Conditional Use Application

PERMITS REQUIRED:

Conditional Use Permit

WAIVERS REQUESTED: None



| | |
|--------------------------|---------------------|
| Account # <u>P10-06</u> | Date Received _____ |
| Amount Pd. <u>249.78</u> | Time Received _____ |
| | By _____ |

**CITY OF DOVER
SUBDIVISION APPLICATION**

Applicant (s) Name 74 Industrial Park LLC Phone (603) 427-5100

Applicant (s) Address 210 Commerce Way, Ste 150 Portsmouth, NH 03801

Signature of Applicant(s) *Ed/Leo Manan*

Land Owner's Name(s) (if different from applicant) Same

Land Owner's Address (es) _____

Signature of Land Owner _____

Area of entire tract 16.542 acres, 720,582 square feet

Area being subdivided 8.089 acres, 352,342 square feet

Proposed number of lots 1

Zoning District I-2 Assessor's Map G Lot Nos. 3A

Special District(s) _____ Flood Hazard Zone _____ Conservation Zone _____ Other WPD

Development Data

Construction of Homes:

1. Number of dwelling units N/A 2. Number of buildings N/A

Construction of Apartments:

1. Number of dwelling units N/A 2. Number of buildings N/A

Construction of non-residential units: Yes _____ No x, Explain _____

Professional Certification

Preparer of Plat Tritech Engineering Corporation, 755 Central Ave., Dover, NH 03820

Phone #: (603) 742-8107 Profession Professional Engineer & Licensed Surveyor

Abutters List

Subdivision of Land

74 Industrial Park LLC

Tax Map G, Lot 3A

74 Industrial Park Road & Littleworth Road
Dover, New Hampshire

Job No. 09116

Page 1 of 1

Abutters:

Map G, Lot 2

Riley Trust 1991
Fred E. Riley, Trustee
64 Littleworth Road
Dover, NH 03820

Map G, Lot 3B

85 Industrial Park II, LLC
PO Box 949
No. Chelmsford, MA 01863

Map G, Lot 3C

45 Industrial Park Associates LLC
500 Green Street
Woodbridge, NJ 07095-2023

Map G, Lot 4E

Willmanch Corporation
C/o Tax Department
PO Box 28606
Atlanta, GA 30358-0606

Map G, Lot 41

BT-New Yo LLC
PO Box 28606
Atlanta, GA 30358-0606

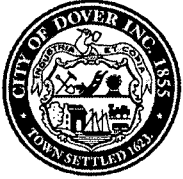
Owner/Applicant:

Map G, Lot 3A

74 Industrial Park LLC
210 Commerce Way, Ste 150
Portsmouth, NH 03802

Agent:

Tritech Engineering Corporation
755 Central Avenue
Dover, NH 03820



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P10-06

Application Type: Minor Subdivision
Applicant(s): 74 Industrial Park LLC
Owner(s): 74 Industrial Park LLC
Location: 74 Industrial Park Road (Assessor's Map G, Lot 3A)

INTENT: To subdivide an existing parcel into two lots on Industrial Park Road.

The applicant has submitted a set of plans asking to subdivide an existing lot in the industrial park into two lots. Both lots would be serviced by municipal water and sewer.

LOTS/UNITS PROPOSED: One additional lot

The Planning Department recommends approval of the subdivision plan with the following conditions:

AGENDA ITEM #: 5-D

Conditions to Be Met Prior to Signing of Plans:

ACREAGE: 16.542 acres

1. Add the owners' signature to the plat.
2. Provide the Planning Department with a digital version of the plat.
3. The applicant shall add the surveyor's stamp and signature to the plat.

ZONING DISTRICT:
I-2

EXISTING LAND USE:

Industrial building and parking

PROPOSED LAND USE:

Industrial building and parking and vacant lot

SURROUNDING LAND USE:

Industrial park

ZONING HISTORY: Zoned I-2 in 1979

ZBA ACTION:

None

ATTACHMENTS:

Subdivision plan and application

PERMITS REQUIRED:

None

WAIVERS REQUESTED:

None