

DOVER PLANNING BOARD
MINUTES OF WORKSHOP

Held: July 30, 1985
Council Chambers
Municipal Building
Dover, NH

Present: George Maglaras, Chair, J. Andrew Galt, H. Les Elder, Harold Preston, Vice Chair, Craig Williams, Robert Seaver, Otis Perry.

Others: Richard Selleck, Acting Planning Director, Berrie Donovan, Recording Secretary.

Mr. Maglaras called the meeting to order at 7:20 P.M.

1. Proposed revision of the Site Review Ordinance.

The Board discussed ways to increase their awareness of planning matters in the City. Mr. Selleck noted that recent changes such as regular meetings of the Site Review Screening Committee and sign-offs for Building Permits have increased the Board's awareness. Mr. Maglaras concurred, stating that weekly participation in the SRSC meetings gives the Board its opportunity to become familiar with proposals through its representative.

Mr. Selleck indicated concern over enforcement of the provisions incorporated into approved plans and noted he is in the process of hiring an Assistant Building Inspector. He also stated that he has recommended to the Acting City Manager that the position of the Building Inspector be entirely separate from the Planning Department to avoid potential conflict of interest.

The Planning Board recommended Site Review approval for the development or conversion of 10,000 square feet of any industrial or manufacturing activity in the UMUD zoning district in order to have more control over the parking requirements. Mr. Maglaras stressed flexibility in parking requirements and expressed concern over the fact that the City is not getting the type of conversions needed because the parking requirements are unrealistic. Mr. Galt stated that with this stipulation on conversions, the City can be aware of the types of development and infrastructures.

Mr. Preston suggested making the Planning Board Chairperson,

Chairperson of the Site Review Screening Committee so the Planning Board can be more aware of City development. Mr. Seaver commented that the Planning Director is available in City Hall on a daily basis and should remain the Chairperson of the Committee for the sake of continuity. Mr. Perry noted that the Planning Department staff should be subordinate to elected public officials and therefore the Planning Board Chairperson should be the Committee Chair. It was determined that it is more important for the Planning Board to maintain an awareness of development and therefore the Chairperson of the Site Review Screening Committee should be the Chairperson of the Planning Board.

Mr. Preston cited a letter from the Water Resources Board suggesting that land and water resources be added to the list of area of impact of a proposed project in the application requirements.

The Board discussed the 90 day period upon which they have to act on a proposal after formal acceptance. Formal acceptance, stated Mr. Maglaras upon questioning from Mr. Galt, is determined to be the date of the first public hearing. Mr. Preston noted that the 90 days is necessary for the City Engineer to review the plan.

The Board discussed the issue of Temporary Certificate of Occupancy with regard to enforcement of contingencies placed upon completion of the project. Mr. Selleck expressed concern over the fact that developers obtain a temporary Certificate of Occupancy and never complete the project to specs. Mr. Preston suggested requiring cash or a letter of credit from a bank upon obtaining the Temporary Certificate of Occupancy to guarantee that the developer will in fact complete the project as it was designed. The Board agreed that the Building Inspector should have the authority to require a performance bond, an escrow account or an irrevocable letter of credit from a developer before issuing a Temporary Certificate of Occupancy.

In order to absolve the City from any obligation with regard to the plowing, rubbish collection, etc., on private roads, Mr. Perry suggested changing 149-10-B-1 by eliminating the words "the City" with regard to the determination of temporary occupancy permits.

Mr. Maglaras noted that the City Council Ordinance Committee wanted to put a physical barrier in the R-12 zone as part of the zoning ordinance. He explained to the Committee that that requirement is currently in the Site Review Ordinance and that the Planning Board has been using it consistently.

Mr. Perry suggested making any projected additional peak hour sewer load volume information a necessary element of the site development design criteria.

Mr. Maglaras suggested including the Cocheco Waterfront District in the non-binding on site parking standards along with the B-2 and UMUD zones.

Mr. Galt suggested making the minimum design standard for parking 22 feet with regard to aisle width. The Board agreed aisle width for garages should be increased to 24 feet.

Mr. Elder suggested deleting the requirement for landscaping along the Cocheco Waterfront District as it is redundant having already been suggested as a requirement for the site development plan.

The Board discussed the parking situation in the CWD. In response to a question from Mr. Elder, Mr. Maglaras suggested wording elsewhere in the Site Review Ordinance to the effect that all residential re-development require on-site parking. Mr. Elder suggested deleting the entire section of the Ordinance on the Cocheco Waterfront District (149-16- A & B). Mr. Galt noted that decisions could be made on a site by site basis. The Board concurred.

2. Stripping of land along the Cocheco Waterfront.

Mr. Maglaras expressed concern over the indiscriminate stripping of land along the Cocheco River and suggested some strengthening of the Conservation District Ordinance. He cited parcels along the River that have been stripped in such a fashion as to allow severe erosion.

Mr. Maglaras suggested a ride down the River to observe the destruction of the land at 6:00 P.M. on Tuesday, August 7, 1985.

Mr. Maglaras adjourned the meeting at 10:35 P.M.