



**CITY OF DOVER**

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820  
Meeting Date: **Tuesday, May 24, 2011**  
Meeting Time: **7:00 pm**

**Members Present:** Marcia Gasses (Chair), Frank Torr (Vice Chair), Linda Merullo, Tom Clark, Dean Trefethen, Lee Skinner, Gary Green (Alternate), Dave White, Dennis Ciotti (Alternate)

**Members Not Present:** Jake Forget (Alternate), Ron Cole

**Staff Present:** Christopher Parker (Planning Director)

*The Chair called the meeting to order at 7:00 pm. G.Green (alternate) sat for vacant regular position, Dennis Ciotti (alternate) sat in for Ron Cole.*

### 1. CITIZENS' FORUM

*The Chair opened the Citizens Forum. No One Spoke. The Chair closed the Citizens Forum.*

### 2. APPROVAL OF THE PRIOR MINUTES

- April 26, 2011 Minutes.

Changes: G.Green would like it clarified what he asked changed on the previous minutes, as well as noting that David Clough offered kudos to the City staff. F.Torr noted spelling of Clough.

**Motion:** F.Torr motioned to approve the May 10, 2011 as amended.L.Merullo seconded. Vote: U/A.

### 3. OLD BUSINESS

#### A. Update regarding amendments to the Land Use Regulations

**Motion:** D.Trefethen motioned to remove this item from the table. L.Merullo seconded. Vote: U/A.

C.Parker explained changes made to the regulations. Discussion on amendments to Assisted Living Facility, and asked for board consensus to review and offer alternative density for Assisted Living uses in the R-40 district. Board agreed.

F.Torr has concerns about requiring pervious surfaces for internal walkways; would like to see criteria for allowing pervious. Discussion regarding this aspect ensued.

D.Ciotti and D.Trefethen had concerns regarding the site plan proposal to mandate a review of a drainage plan if during the construction phase it appears that the drainage isn't sufficient. T.Clark indicated where this would be triggered in the building permit process.

**Motion:** F.Torr motioned to place the item back on the table. D.Ciotti seconded. Vote: U/A

#### B. Consideration and possible vote of a request for a 90-day extension for John & Caroline McGlone, Assessor's Map I, Lot 124, zoned R-40, located at 25 Piscataqua Road (P09-16A) (5 lots) previously approved on 8/24/10. (A 90 day extension was granted on 2/22/11 to expire on 5/24/11).

C.Parker explained that due to relocation needs and other processes in place, the McGlones have not been able to meet all of the conditions of approval. They have asked for a 90 day extension for their project. The Planning Department recommends approval of the 90 day extension.

**Motion:** D.Trefethen made the motion to extend. Seconded by G.Green. Vote: U/A.



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### 4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit application for Mike McDonough, Assessor's Map 7, Lot 13-A, zoned R-20, located at 29 Boston Harbor Road. \*(P11-20)

M.McDonough spoke and explained that he was looking to obtain a Conditional Use Permit to replace a seawall to stabilize the shoreline on Little Bay, impacting 300 square feet (60 linear feet) of tidal buffer zone/shoreline within the Conservation District.

**Motion:** G.Green made the motion to accept. Seconded by L.Skinner. Vote: U/A.

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

C.Parker stated that the Planning Department recommends that the Planning Board approve the conditional use permit with the following conditions:

**Conditions to Be Met Prior to the Issuance of the Conditional Use Permit:**

1. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Permit By Notification.
2. The applicant shall adhere to the erosion and sediment controls measures set forth in the construction sequence section of the application.

**Motion:** F.Torr made the motion to approve with conditions. Seconded by D.Ciotti. Vote: U/A.

- B. Consideration and acceptance of a Conditional Use Permit application for 163 Spur Road LLC, Assessor's Map L, Lot 43, zoned R-20, located at 163 Spur Road. \*(P11-21)

Sherry Trefry, GZA Consultants, representing the applicant explained that the owner wished to obtain a Conditional Use Permit to impact 2,596 sq. ft. of the Conservation District (1,132 sq. ft. permanent impact, 1,464 sq. ft. temporary impact) for the removal of an existing garage and impervious driveway and the reconstruction of a garage and pervious driveway in a different location.

**Motion:** T.Clark made the motion to accept. Seconded by L.Merullo. Vote: U/A.

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

C.Parker stated that the Planning Department recommends that the Planning Board approve the conditional use permit with the following conditions:

**Conditions to Be Met Prior to the Issuance of the Conditional Use Permit:**

1. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Permit By Notification.
2. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Shoreland Protection Permit, or proof that one is not required.

**Motion:** G.Green made the motion to approve with conditions. Seconded by D.Ciotti. Vote: U/A.



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- C. Consideration and acceptance of a Conditional Use Permit application for Jean L. Reid Revocable Trust, Assessor's Map L, Lot 49-C, zoned R-20, located at 300 Dover Point Road. \*(P11-22)

Robert Stowell, Trittech Engineering represented the applicants, who wish to obtain a Conditional Use Permit to impact 286 sq. ft. of wetlands and 5,000 sq. ft. of wetland buffer for the upgrade an existing woods road to serve as a driveway to a proposed house.

**Motion:** F.Torr made the motion to accept. Seconded by D.Ciotti. Vote: U/A.

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

C.Parker stated that the Planning Department recommends that the Planning Board approve the conditional use permit with the following conditions:

**Conditions to Be Met Prior to the Issuance of the Conditional Use Permit:**

1. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Wetland Permit.
2. The applicant shall have the subdivision plan (P11-23) approved and recorded at the Strafford County Registry of Deeds.

L.Merullo questioned the gravel driveway width. T.Clark explained that if a driveway is not twenty (20) feet wide, the home needs to be sprinklered, according to the life safety code. It is the homeowners decision whether they widen the drive or sprinkler the building.

**Motion:** F.Torr made the motion to approve with conditions. Seconded by L.Skinner. Vote: U/A.

- D. Consideration and acceptance of a Minor Subdivision of land for Jean L. Reid Revocable Trust, Assessor's Map L, Lot 49-C, zoned R-20, located at 300 Dover Point Road. \*(P11-23) (1 new lot)

Robert Stowell, Trittech Engineering represented the applicants, who wish to subdivide an existing parcel on Dover Point Road into two lots.

**Motion:** F.Torr made the motion to accept. Seconded by D.Ciotti. Vote: U/A.

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

C.Parker stated that the Planning Department recommends that the Planning Board approve the subdivision application with the following conditions:

**Conditions to Be Met Prior to Signing of Plans:**

1. The owner's signature shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyor's stamp and signature to the plat.
4. The applicant shall revise the plat to label the common access easement as a water and sewer line easement also.
5. The applicant shall revise the plat to add the Planning file number to the title block.
6. The applicant shall revise the plat to add the side setback line on the north side of the proposed lot line.



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### Conditions to Be Met Prior to the Issuance of a Building Permit:

7. The applicant shall install wetland buffer signs at intervals no less than fifty feet along the wetland buffers that are within twenty feet of the proposed driveway and house location, per Chapter 170-27.1-D-1.
8. Any new house shall be subject to the current impact fees in place at the time of building permit application.

**Motion:** F.Torr made the motion to approve with conditions. Seconded by L.Skinner. Vote: U/A.

- E. Consideration and acceptance of a Minor Subdivision of land for Edward J. George Family Trust, Assessor's Map E, Lot 65, zoned R-20, located at 65 Tolend Road. \*(P11-24) (1 new lot)

Mike Prevert, Civil Consultants represented the applicant, who wish to subdivide an existing parcel on Tolend Road into two lots. He explained that he is asking for three waivers, regarding the locus map, a soils survey for the parent lot and topography for the parent lot.

M.Prevert explained the location map with a 3,000 foot radius would be too large for the plan. Since there is no development proposed for the 31.692 acre lot at this time, there is no need for soils and topography information.

**Motion:** L.Merullo made the motion to accept. Seconded by T.Clark. Vote: U/A.

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

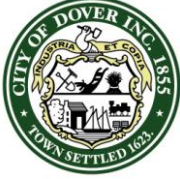
C.Parker stated that the Planning Department recommends that the Planning Board approve the subdivision application with the following conditions:

### Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyor's stamp and signature to the plat.
4. The approval includes the granting of the three requested waivers for the reasons stated by the applicant and as outlined above. The Board finds that the criteria of Chapter 155-51-A have been met.
5. The applicant shall revise the plat to add the Planning file number to the title block.
6. The applicant shall revise the plat by revising note #8 to reflect the correct front build to requirement.
7. The applicant shall revise the plat by revising the legend so that all text is legible.
8. The applicant shall revise the plat by adding common subdivision plan notes #4 and #23.
9. The applicant shall revise the plat by adding the new tax map and lot number for the new lot as assigned by the Tax Assessor.
10. The applicant shall provide the Planning Department with a copy of the NHDES Subdivision Permit and add the permit number to the plat.
11. The applicant shall revise the plat by removing the note that Old Whitchers Road is a Class VI Roadway.

### Conditions to Be Met Prior to the Issuance of a Building Permit:

12. Any new house shall be subject to the current impact fees in place at the time of building permit application.



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**Motion:** L.Merullo made the motion to approve with conditions. Seconded by D.Ciotti. Vote: U/A.

### 5. STAFF COMMENTS

C.Parker noted that the City received a grant from the EPA to have a consultant review the City Code from a sustainability view point. This will occur in early June.

### 6. COMMITTEE REPORTS

Conservation Master Planning process continues.

### 7. ADJOURNMENT

**Motion:** L.Merullo motioned to adjourn the meeting at 8:06 pm. D.Ciotti seconded. Vote: U/A