



CITY OF DOVER

DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820
Meeting Date: **Tuesday, September 13, 2011**
Meeting Time: **7:00 pm**

1. CITIZENS' FORUM

2. APPROVAL OF THE PRIOR MINUTES

- July 26, 2011 Regular Meeting Minutes.
- August 23, 2011 Regular Meeting Minutes.

3. OLD BUSINESS

- A. Discussion and possible vote on a Conditional Use Permit for Aranco Oil Company, Assessor's Map 38, Lot 28, located at 874 Central Avenue. (increase on site impervious area) (P11-30)
- B. Discussion and possible vote on a Site Plan Review of land for Aranco Oil Company, Assessor's Map 38, Lot 28, zoned B-3 located at 874 Central Avenue. (demo existing structure & construct a 2,800 sq. ft. convenience store & gasoline sales) (P11-35)
- C. Discussion and possible vote on a Site Plan Review of land for LDSJ Holdings, LLC (Owner: Beulah Eldredge & Betharlene Weeden Miller, Trustees, Weeden Family Revocable Trust) Assessor's Map D, Lots 16 & 16-A, zoned B-4, located at 385 Sixth Street. (Construction of a 5,544 sq. ft. Dental Office Building) (P11-37)
- D. 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 5/24/11 to expire on 8/24/11)

4. NEW BUSINESS

- A. Discussion and possible vote on a Conditional Use Permit for Dover Point Road 252, LLC, Assessor's Map K, Lot 25, zoned B-3, located at 38 Dover Point Road. (2,282 sq. ft. of pavement within the wetland buffer) * (P11-43)
- B. Discussion and possible vote on a Site Plan Review of land for Dover Point Road 252, LLC, Assessor's Map K, Lot 25, zoned B-3, located at 38 Dover Point Road. (Construction of a 22,330 sq. ft. Parking Lot) * (P11-41)
- C. Presentation by Strafford Regional Planning Commission on Fluvial Erosion Hazards.

5. STAFF COMMENTS

6. COMMITTEE REPORTS

7. 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, Monday through Thursday from 8:30 am to 5:30 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. Follow us on Twitter @DoverNHPlanning and find us on Facebook at www.facebook.com/pages/Dover-NH/City-of-Dover-NH-Planning/446789895351



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820
Meeting Date: **Tuesday, July 26, 2011**
Meeting Time: **7:00 pm**

Members Present: Marcia Gasses (Chair), Frank Torr (Vice Chair), Ron Cole, Dean Trefethen, Dave White, Linda Merullo, Lee Skinner, Gary Green (Alternate), Jake Forget (Alternate)

Members Not Present: Tom Clark, Dennis Ciotti (Alternate)

Staff Present: Steve Bird (City Planner), Jean Glidden (Recording Secretary)

The Chair called the meeting to order at 7:00 pm and announced that Items 3.A. & 3.B will not be heard tonight.

1. CITIZENS' FORUM

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

2. APPROVAL OF THE PRIOR MINUTES

- June 28, 2011 Regular Meeting Minutes.

Motion: F.Torr motioned to approve the June 28, 2011 Regular Meeting minutes. G.Green seconded. Vote: U/A.

3. OLD BUSINESS

- A. Consideration and possible vote on a Site Review of land for STF Development, Assessor's Map I, Lot 18-1, zoned RM-SU/R-20, located on Durham Road/Route 108. *(P11-13)
- B. Consideration and possible vote on a Conditional Use application for STF Development, Assessor's Map I, Lot 18-1, zoned RM-SU/R-20, located on Durham Road/Route 108. *(P11-14)

Items 3.A & 3.B will not be heard.

4. NEW BUSINESS

- A. Consideration, acceptance and possible vote on a Conditional Use Permit for wetlands impact for Summit Land Development, (Owner: Fortuna North LLC), Assessor's Map D, Lot 17-F, zoned B-4, located at 343 Sixth Street. *(P11-25)
- B. Consideration, acceptance and possible vote on a Conditional Use Permit for reduced parking spaces for Summit Land Development, (Owner: Fortuna North LLC), Assessor's Map D, Lot 17-F, zoned B-4, located at 343 Sixth Street. *(P11-29)
- C. Consideration, acceptance and possible vote on a Site Review of land for Summit Land Development, (Owner: Fortuna North LLC), Assessor's Map D, Lot 17-F, zoned B-4, located at 343 Sixth Street. (9,000 sq. ft. building for medical office) *(P11-26)

Chair announced that all three applications will be discussed with separate votes for each application.

Robert Stowell, Tritech Engineering represented the applicant. Proposal is to construct a one story, 9,000 sq. ft. medical office building with associated parking and drainage. This property is located on the corner of Sixth Street and Indian Brook Drive. This was before this Board in February to subdivide the five acre parcel. This has been before the Conservation Commission with favorable recommendations.



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B.Stowell continued with item B. The conditional use permit is to allow a reduction in parking spaces for a medical office building. This facility requires 51 parking spaces and this building will be used as a dialysis center and parking needs are dramatically less. Based on the knowledge of their needs we are asking to change 51 spaces to 36 parking spaces.

B.Stowell continued with item C. We have been through Technical Review Committee (TRC) on May 26, 2011 and July 14, 2100. This property was created under the Transfer of Development Rights (TDR) ordinance (Chapter 170.27.2). The applicant is proposing to use the TDR ordinance to obtain relief from the parking lot setback and building setback requirements. Parking spaces are proposed to be as close as 15 feet from the property line where 25 feet would be required. We have applied for a waiver to allow a driveway 215 feet from an existing driveway, where 230 feet is required. In speaking with Mr. Woodruff he is recommending a site distance of 200 feet.

L.Merullo confirmed that the reduced parking was addressed at TRC. She stated that she attended the meetings and is in full support of this project and that the developer will enhance landscaping to hide parking. She added that she is in agreement with the reduced parking for this use and added that this will be a quality project for the City of Dover.

D.Trefethen questioned the reduced parking spaces and if this use changes, would the site have room to add parking spaces if needed. B.Stowell stated that this is the northerly end of the parcel and this is a very specific and long term lease for this use. D.Trefethen asked if this could be subdivided. B.Stowell said not likely, but there is room left for future development. D.Trefethen confirmed additional parking will be addressed if needed.

G.Green stated that Councilor Trefethen and Mr. Cole have addressed his concerns, however asked if this is approved conditional on this use and it changes five or ten years down the road, how would it be handled at staff level and would like to see it placed as a condition of approval that it would require returning to this board if the use changes.

S.Bird stated that this particular use is justifying the reduction of number of parking spaces and is based on a certain set of facts and a certain use. It is a good idea to tie this conditional use approval to this particular use. If the use changes significantly that permit would be null and void, therefore they would have to come up with an alternative parking plan. He noted that you can make it so that a particular use requires revisiting the board.

L.Skinner questioned the conceptual plans. He noted that he does understand the logic for the waiver request of 36 parking spaces. If you are back here in ten years because of a different use and parking spaces have to be added, is there workable land on this property to add parking spaces. B.Stowell stated that as it is presented we have five acres and this development is an acre and a half. Until we come in with the next proposal we would need to give this more thought at that time. If this were a true medical office it would require more parking than this use. When we do come in with the next use it would probably need shared parking and would come back before the board and receive input at that time.

M.Gasses stated that we can bring this back to make sure parking is adequate for that use. She stated that we can make it a requirement, if it is a change of use, it would trigger another review by the Planning Board and we would determine that the parking satisfies that use or it would be another application.



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F.Torr asked why the parking is not in the rear of the building as the Board normally will set a precedence that it is located in the rear of a building. B.Stowell explained that this was discussion at TRC and we will hide it will landscape.

Motion: G.Green made the motion to accept the application (Item A - P11-25). L.Merullo seconded. Vote: U/A.

Motion: L.Merullo motioned to accept the application (Item B - P11-29). L.Skinner seconded. Vote: U/A

Motion: J.Forget motioned to accept the application (Item C - P11-26). R.Cole seconded. Vote: U/A

Public Hearing Open on items A, B & C. Nobody spoke. Public Hearing Closed.

S.Bird noted that the building setback will be 35 feet rather than 55 feet as submitted, however still comes under TDR. B.Stowell agreed.

S.Bird continued with Item A, (P11-25) and noted that the Planning Department recommends approval of the conditional use permit for the wetlands with the following conditions:

Conditions to Be Met Prior to the Issuance of the Conditional Use Permit for Wetlands Impact:

1. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Wetland Permit.

Motion: L.Merullo motioned to approve with amended staff conditions. G.Green seconded. Vote: U/A.

S.Bird continued with Item B, (P11-29) and noted that an additional memo dated July 21, 2011 was submitted after the packet went out and is listed as condition #1. After the submittal and receiving that document we are recommending approval of the conditional use permit and deleting condition #1.

Discussion took place regarding adding a condition regarding the use.

Conditions to Be Met Prior to the Issuance of the Conditional Use Permit for reduced parking spaces:

1. A formal agreement between the Planning Board and the applicant shall be prepared and recorded at the Strafford County Registry of Deeds.
2. The applicant shall revise the site plan to add a note stating that any change of use will require the owner to return to the Planning Board for reconsideration of the Conditional Use Permit.

Motion: L.Merullo motioned to approve with amended staff conditions. R.Cole seconded. Vote: U/A.

S.Bird continued with Item C, (P11-26) and noted that the Planning Department recommends that the Planning Board approve the site review 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 plan set submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plan.
3. The applicant shall add surveyor and engineer stamps and signatures to the appropriate sheets of the plan.



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4. The approval includes the granting of the requested waiver for the driveway for the reasons stated by the applicant and as outlined above. The Board finds that the criteria of Chapter 149-19-A have been met.
5. The approval includes the granting of the requested TDR waiver for parking and building setbacks, per Chapter 170-27.2, F-4.
6. The applicant shall add the NH Wetlands Permit number to the plan.
7. The applicant shall provide the Planning Department with proof that the EPA Notice of Intent permit has been filed.

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

8. The new building shall pay the current impact fees in place at the time of building permit application.
9. Hours of construction shall be documented on a site construction sign along with the contact information for the general contractor. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development.

Conditions to Be Met Prior to Issuance of a Certificate of Occupancy:

10. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

Motion: L.Merullo made the motion to approve with staff recommendations, R.Cole seconded.

Vote: U/A.

- D. Consideration and acceptance of a Minor Lot Line Adjustment of land for Cocheco Country Club, (Owner: Cocheco Country Club, First Hole LLC, & Cocheco Waters LLC,) Assessor's Map N, Lots 8A, 15 & 16, zoned R-40, located at 145 Gulf Road. *(P11-31)

Nobody present. (See below item H)

Motion: R.Cole motioned to table the application. G.Green seconded. Vote: U/A

M.Gasses announced that she would be stepping down for the next two items.

Vice Chair F.Torr announced both items P10-50A & P11-34.

- E. Consideration and acceptance of an amendment to a previously approved (March 22, 2011) Open Space Subdivision of land for Changing Places, LLC, Assessor's Map A, Lot 45A-2-1, 45A-2-2 & 45A-2-3, zoned R-40, located at Olive Meadow Lane. *(P10-50A)
- F. Consideration and acceptance of a Minor Lot Line Adjustment of land for Changing Places LLC, (Owner: Changing Places LLC & Jeffrey & Anne Bean) Assessor's Map A, Lots 45 & 45A-2-1, zoned R-40, located at Olive Meadow Lane & 517 Sixth Street. *(P11-34)

Attorney Schulte explained the applications. The proposal is to convey land to relocate the driveway from Sixth Street on to Olive Meadow Lane. The applicant is asking to reduce no-cut zone from 50 feet to 30 feet. Mr. Bean is obtaining title to some of the buffer area and his home is more than 225 feet from any new home on these lots. Mr. Bean and Mr. O'Neil are present.

D.White confirmed that the developer would be responsible to relocate driveway and asked if this was part of the development plan. Attorney Schulte said we are looking to change Olive Meadow Lane and it is part of his project.



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Motion: R.Cole motioned to accept the application (Item E – P10-50A). L.Merullo seconded. Vote: U/A

Motion: R.Cole motioned to accept the application (Item F – P10-34). G.Green seconded. Vote: U/A

Public Hearing Open on Item E and Item F.

F.Torr read a letter for the record in support of request (in file) submitted by Jeffrey Bean.

Public Hearing Closed

S.Bird continued with Item E, (P10-50A) and noted that the planning department supports the request to amend the approved subdivision plat. He added that the building setback on those three lots will remain at 50 ft. from the rear property line. Based on that change we recommend approval 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 stamp and signature to the plat.
4. The applicant shall revise the plat to add a note that there is a 30 foot rear no-cut, no disturb buffer.
5. The approval includes the granting of the waiver to reduce the rear buffer from 50 feet to 30 feet, 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.
6. The applicant shall revise the plat to revise the rear building setback to 50 feet.

L.Merullo questioned the 30 foot no-cut versus the 50 foot no-cut and what happens to future uses.

S.Bird said the intent written in to the regulations abutting owners that would potentially be impacted by new homes in a subdivision. This abutting lot by the fact that the lot line adjustment is being proposed is being incorporated into the subdivision. Mr. Bean has submitted a letter of support and that is why they are supporting it and feel comfortable with the reduction. As indicated in the memo any new house would be more than 250 ft from the Bean residence.

Motion: L.Skinner made the motion to approve with staff recommendations. R.Cole seconded. Vote: U/A.

S.Bird continued with Item F (P11-34) and noted that the Planning Department recommends that the Planning Board approve the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signatures 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 stamp and signature to the plat.
4. The applicant shall revise the plat to add the Planning File #P11-34 to the title block.
5. The applicant shall revise the plat to relocate the proposed driveway to the Bean lot to enter onto Olive Meadow Drive in a location where the road width is 24 feet or extend the 24 foot road width to the proposed driveway location.

Motion: R.Cole motion to approve with staff recommendations. L.Merullo Seconded. Vote: U/A



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M.Gasses resumed her position as Chair.

G. Consideration and acceptance of a Minor Lot Line Adjustment of land for Berry Surveying & Engineering, (Owner: Fenton & David Groen) Assessor's Map 17, Lots 56 & 56A, zoned R-12, located at 67 & 75 Central Avenue. *(P11-33)

Chris Berry, Berry Surveying & Engineering represented the applicant and explained the application as submitted (in file). The owner would like to reconfigure the lot lines between two existing lots, transferring equal 521 square feet parcels between the two lots. There is no change in the number of lots.

Motion: F.Torr made the motion to accept the application. G.Green seconded. Vote: U/A.

Public Hearing Open. Nobody spoke. Public Hearing Closed.

D.Trefethen questioned the lot line adjustment and asked what the intention was for this request. Mr. Berry said that they would like to have a one car garage.

S.Bird noted that the Planning Department recommends that the Planning Board approve the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signatures 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 stamp and signature to the plat.
4. The applicant shall revise the plat to add the Planning File #P11-33 to the title block.
5. The applicant shall revise the plat to add the owner information for the two abutters across Central Avenue.
6. The applicant shall revise the plat by labeling the driveways.

Motion: L.Merullo motioned to approve with staff recommendations. R.Cole seconded. Vote: U/A.

H. Consideration and acceptance of a Minor Lot Line Adjustment of land for Cocheco Country Club, (Owner: Cocheco Country Club, First Hole LLC, & Cocheco Waters LLC,) Assessor's Map N, Lots 8A, 15 & 16, zoned R-40, located at 145 Gulf Road. *(P11-31)

Joseph Kane approached the podium @ 8:04 pm and stated that he represents the applicant. He apologized for being tardy and asked to continue with his application.

Motion: G.Green motioned to remove the item from the table. R.Cole seconded. Vote: U/A

J.Kane continued to explain his application. He mentioned that Steve Woods was not present. He gave a background of the project. The applicant has submitted a set of plans asking to reconfigure the lot lines between three existing lots.

D.Trefethen questioned the request. S.Bird stated that the end result will be an even land swap among the parties. The lot size will not change. S.Bird noted that this has been indicated to us that Mr. Woods has future development plans for Map N, Lot 8A. This will assist in moving the project forward.



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Motion: D.Trefetehen made the motion to accept the application. F.Torr seconded. Vote: U/A

Public Hearing Open. Nobody spoke. Public Hearing Closed.

S.Bird addressed the waiver request from Cocheco Country Club (in file) and stated that the Planning Department supports the request. He noted that the Planning Department recommends that the Planning Board approve the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Add the owner's signature to the plat.
2. Provide a digital version of the plat to the Planning Office.
3. The approval includes the granting of the waiver requested 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.
4. The applicant shall revise the plat to add the Planning File #P11-31 to the title block.
5. The applicant shall revise the plat to label the lot lines to be eliminated or add the line style to the legend.
6. The applicant shall relocate or remove the accessory structure that would encroach on the proposed lot line near area A. Any relocation shall provide a minimum ten foot setback from all property boundaries. Proof that this has been accomplished shall be provided to the Planning Department.

Motion: D.Trefetehen made the motion to approve with staff recommendations. R.Cole seconded. Vote: U/A
M.Gasses mentioned a couple of letters requesting extensions. These requests are not on the agenda and going forward would like to be made aware of them and placed on the agenda. She asked Mr. Bird if we had an extension application to list a project. S.Bird said no, the regulations do not require public hearing or abutter notification. The Planning Director is allowed to grant a 90 day extension in the form of a letter. This is an extension to allow them to meet the conditions of approval.

S.Bird provided background for Sherman School Street Condominium project P10-39 & P10-40 extension request (in file). They are requesting a 45 day extension.

L.Merullo questioned the extension and asked about the construction schedule.

G.Green questioned parking. S.Bird explained the project and said that this has to meet multiple conditions of approval. One of the conditions is making sure that there will be a formal agreement for spaces to be dedicated to this project.

Motion: R.Cole made the motion to grant the 45 day extension. L.Skinner seconded. Vote: U/A

G.Green recused himself.

S.Bird provided background on the Cooper project P10-16 extension request (in file) DOT driveway permit has been delayed. The process is taking longer than they hoped. They are asking for a 90 day extension.

Motion: R.Cole made the motion to grant the 90 day extension. L.Merullo seconded. Vote: U/A

5. STAFF COMMENTS

L.Merullo asked for an update on Gladiola Way. D.White stated that they do not have any further development. M.Gasses asked if the Planning Department could add this item under staff comment and provide an update at the next meeting.



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6. COMMITTEE REPORTS

L.Skinner stated that the Conservation Commission and the Open Lands Committee met and had some great ideas. We went over individual ideas. It was a productive and very helpful discussion.

M.Gasses stated that the next Planning Board meeting will be August 23, 2011.

7. ADJOURNMENT

Motion: F.Torr motioned to adjourn the meeting at 8:38 pm. L.Merullo seconded. Vote: U/A

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Meeting Time: **7:00 pm**

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

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

Staff Present: Bruce Woodruff (City Planner), Gail Pare (Recording Secretary)

The Chair called the meeting to order at 7:04 pm. and announced that since Old Business, Items ,B and ,C will not have public hearings, anyone wishing to speak should do so during Citizen's Forum.

1. CITIZENS' FORUM

The Chair opened the Citizens Forum

Jason Wall, Hemlock Forest, spoke regarding the Appaloosa Project, requesting an update when the plans would be finalized. He voiced concern about storm water runoff towards the lot line. Mr. Wall also mentioned that the two additional buildings of five units and six units could have their roof lines rain guttered in such a way that water would run off to the parking lot side of the buildings as opposed to the back side of the buildings given the size and design of the buildings.

Sharon Cuddy Somers, - Attorney from Donahue, Tucker, and Ciandella, representing the interest of some of the homeowners of the Gladiola Way/Autumn Ridge development. She submitted a letter dated 8/23/11 (in file) from D.T. & C. Attorney's. Ms. Somers voiced concerns that the development was not constructed in conformance with the approved plan and that the applicant has not complied with the conditions of the approval. They concur with the action plan by the Planning Board in April, and also by the homeowner at the April 26, 2011 meeting. Three issues arose:

- #1 the roadway is in poor condition and requires repair;
- #2, the drainage is not working, and related to road conditions;
- #3 A need to form a Homeowner Association.

Ms. Somers stated that her clients, the homeowners, were unaware that there was a need to form an association when they purchased their properties. Ms. Somer urged the City to take enforcement actions to preserve the integrity of the approval process. She recommends the City bring an order against the developer under RSA 676:15.

The Chair closed the Citizens Forum

2. APPROVAL OF THE PRIOR MINUTES

- June 28, 2011 Regular Meeting Minutes.

M.Gasses explained that this item is to amend the June 28, 2011 minutes, to correct an address for file P11-27. M.Gasses received a phone call from resident of 2 Union St., to advise the Board that this project was not occurring at her home; research found the Assessing records had had two "2 Union Streets". The amendment is to strike 2 Union Street and replace it with the correct address, 31-82 Union Street.

Motion: T.Clark motioned to approve the June 28, 2011 minutes as amended. Seconded by L.Merullo. Vote: U/A

- July 26, 2011 Regular Meeting Minutes.



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Motion: F.Torr moved to approve the July 26, 2011 minutes. Seconded by G.Green. Vote: U/A.
G.Green brought up some items missing from the July 26, 2011 minutes, regarding page 2 of 7, the 4th and 5th paragraphs, which were discussed in conversation but not mentioned and should be. He said his comments are missing regarding the waiver for this particular property – questioning “change of use” on the property in the future. After a lengthy discussion he feels these comments are important enough to have the minutes amended.

M.Gasses offered to table the approval of these minutes, review and amend the minutes.

Motion: D.Trefethen motioned to table the approval of the minutes of 7/26/11 and have the minutes updated correctly. Seconded by L.Skinner. Vote: U/A

1. OLD BUSINESS

- A. Update on a Site Review and a Conditional Use application of land for STF Development, Assessor’s Map I, Lot 18-1, zoned RM-SU/R-20, located on Durham Road/Route 108. (P11-13 and P11-14)

Motion: Mayor Trefethen motioned to remove from the table. Seconded by G.Green. Vote: U/A

Chris Berry with Berry Surveying & Engineering and updated the board on the progress of the plan and in regards to the abutters, giving them a chance to speak before the next meeting. Mr. Berry spoke about buffer replantings, and concerning storm water runoffs previously discussed – offered to look at a hard capture system with City Engineers. Stated he has appointments with staff in upcoming weeks. No questions from the board.

Motion: D.Trefethen motioned to put this item back on the table. Seconded by D.White. Vote: U/A

M. Gasses confirmed that re-notification to abutters would take place.

- B. Final compliance hearing for an Open Space Subdivision of land for Gladiola Lane Development, LLC, Assessor’s Map A, Lot 28, located at Gladiola Way related to Autumn Ridge Subdivision. (P06-40)

D.White recused himself to present to the board as staff. D.White reviewed the notice of decision for the compliance hearing held on April 26, 2011 which outlined a list of findings and an action plan. He reported on the Action Plan and Compliance Schedule Review of the applicant. The developer complied or partially complied with three items in the findings list. The developer failed to comply with the remaining items.

M.Gasses asked if there any questions on any items. M.Gasses went through each line item and asked board members as a group for a vote on each item.

- A. Formation of a Homeowner’s Association to provide for the care and maintenance of open spaces areas by the property owners; Vote U/A
- B. Extension of the Performance Guaranty to secure the performance of the installation and completion of the public improvements; Vote U/A
- C. Amending the scope of the performance guaranty to secure the performance of the installation and completion of the public improvements; Vote U/A



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- D. Increasing the amount of the performance guaranty to secure the performance of the installation and completion of the public improvement; M.Gasses addressed and asked what was dollar amount increase. D.White states existing letter of credit \$90,000. Board asked to increase to \$109,152.06 and developer did not increase. Vote U/A
- E. Abating the placement of water on a street; D.Trefethen questioned evidence of action? D.White states no action from the developer. Vote U/A
- F. Abating the violation of local ordinance regarding driveway cuts; D.White states driveway cuts have not been corrected. G.Green states importance due to management of storm water runoff; D.White states driveway cuts continues to be a contributing factor. Vote U/A
- G. Abating the incorrect installation concrete curbing; D.White – no action has been taken. Mr. Green asks this would be a drainage issue? D.White states not a drainage issue: when curbing was installed, concrete was improperly installed. Vote U/A
- H. Planting of trees; D.White states this has not taken place. Vote U/A
- I. Planting of street trees; D.Whites states this has not taken place. Vote U/A
- J. Correcting the cracks in the street paving; G.Green.questioned cracks were where 2 lanes of base pavement came together; D.White - won't speculate – could be drainage issue, but nothing has been done to correct the cracks in the street. G.Green not convinced. Vote 6 to 1. G.Green.
- K. Filing a compliance plan by June 1st; Vote U/A
- L. Filing a status report for the compliance activities of the Developer by July 1st; Vote U/A
- M. Completion of the Compliance Schedule by August 1st. Vote U/A
- N. Improper grading and failure to prevent ponding and erosion of property. D.Trefethen asked D.White if fixing the drainage system would require work on private property? D.White states that relating to the right of way and grading which occurred offsite, it contributes to water drainage in the street causing ponding in the future right of way. Can we correct without going onto private property? D.White states these issues can be corrected without access to private property. Vote U/A.
- O. Improper design of the storm water drainage system consistent with acceptable engineering practices. It was found by the Independent drainage consultant improper installation consistent with acceptable engineering practices. Vote U/A

M.Gasses asked for a vote from the board on the Notice of Decision provided by planning staff.
M.Gasses then requested a roll call vote on the Notice of Decision.

Motion: D.Trefethen motioned that the developer has failed to comply on all counts specified in the Notice of Decision. Seconded by G.Green.

F.Torr called the roll and all votes were in the affirmative. Vote: U/A

- C. Consideration and acceptance of a amendment to a previously approved (07/26/11) Open Space Subdivision of land for Changing Places, LLC, Assessor's Map A, Lots 45 & 45A-2-1, zoned R-40, located at Olive Meadow Lane. *(P10-50A)

Attorney James Schulte spoke in detail about the delay in the construction of the parking lot, and building permits. The City is still waiting for final approval from the State of N.H. L.Skinner asked about deadlines. Discussion ensued about buyers and the need for building permits. Two state agencies: Fish & Game and the Dam Bureau. Attorney Schulte stated his clients are prepared to post the bond to make sure work gets done. He asked the Board if there are any time limits. His Clients want to do the project and get building permits.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

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G.Green questioned – how was \$30,000 amount derived and is it sufficient. Additional discussion ensued from Attorney Schulte. D.White replied he had developed the costs in his role as City Engineer.

Staff Comments: Planning Dept. supports the amendment to condition #20 as requested.

Motion: D.White motioned to amend the condition of approval to eliminate the requirement of building the Watson Road Trail head parking lot gate system prior to the first building. Spoke about amount of bond, discussed ensued on amount. D.White wants two bonds – including \$30,000 for the trail head and also include the other outstanding items on the site. M.Gasses wants both.

Motion: D.White amended his original motion to read: amending the condition of approval to eliminate the requirement of building the Watson Road Trail head parking lot gate system prior to the first building permit and posting a letter of credit for outstanding items including the trail head system which would be \$30,000. Seconded by F.Torr. Clarification: There will be two separate letters of credit. Vote: U/A

4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Aranco Oil Company, Assessor's Map 38, Lot 28, zoned B-3, located at 874 Central Avenue. (increase on site impervious area) *(P11-30)
- B. Consideration and acceptance of a Site Plan Review of land for Aranco Oil Company, Assessor's Map 38, Lot 28, zoned B-3 located at 874 Central Avenue. (demo existing structure & construct a 2,800 sq. ft. convenience store & gasoline sales) *(P11-35)

The chair requested to hear both items at the same time.

Attorney Malcolm McNeil introduced Floyd Hayes from Aranco Oil, John Chagnon from Ambit Engineering, and Steve Rickerich of Ranson Environmental. The project went to the TRC on July 28 and the Conservation Commission on July 11th.

Attorney McNeil gave a detailed description of current facility, showing existing conditions of property. Owners want to upgrade current facility with new facility including convenience store, changes to canopy. There are no wetlands on site. The plan is to convert existing gas station and service bay with convenience store, and 4 fueling stations with 65-70% drainage improvements. The underground tanks will be upgraded, and there will be 13 parking spaces. Detailed discussion ensued about easements, city wells, and increase in impervious areas. Attorney McNeil further discussed improvements to infrastructure.

G.Green confirmed no traffic study was necessary per B.Woodruff. L.Merullo concerned about traffic impacts and Conditional Use and canopy size. L.Merullo does not agree with two-way traffic pattern entering/existing site and safety issues. Detailed discussions from the board regarding canopy size, traffic patterns, and esthetics of the canopy were discussed.

G.Green commented on traffic pattern and increase in traffic – in two-way. G.Green suggested a traffic study as police were not present at the TRC meeting. The City did not require a traffic study.

L.Skinner made an observation that multiple businesses along the Central Avenue also have multiple entrances/exits – statistics show two exits on most businesses.



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Attorney McNeil requests this property be treated uniquely. D.Trefethen states current pumps up-grade. Will also request new signage that will conform with current requirements for city.

J.Chagnon (Ambit Engineering, representing Aranco Oil) showing elevation of property. Entrances are on high point of Central Ave. He spoke in detail about runoffs and capturing from canopy and roof runoffs, surface drainage. He discussed improvements to impervious areas and runoff issues. Two pump islands now parallel to the road, proposed will be four pump stations perpendicular to the road. Entrances will be revised per recommendation of engineers to narrow the entrances for safety reasons. See supplemental analysis on driveway plans in file. Recommended 36 ft entrances to allow proper exiting flow. TRC reviewed the plan. Exhibits shown to the Board. M.Gasses asked about distances between two entrances – approximately 110 ft.

L.Merullo questioned if runoff will enter Central Ave from canopy and asked about ground grates to catch runoff and be treated. L.Merullo brought up additional concerns about high traffic patterns on Central Ave. and would like further review for future projects along that strip in the future. She is also concerned about Fuel Trucks exiting left out of the lot and north on Central.

Steve Rickerich of Ranson Environmental, VP and a professional geologist. He discussed land use and environment issues - going from existing service garage and gas pumps – spoke about improvements to site. Petroleum storage circa 1990 and 1998, with new upgraded 2011 tanks. He spoke in detail about containment of underground spills, leak monitoring, and above ground spills containment. There are regulatory requirements about leaks and system to check and correct leaks in the future. A larger canopy improves water management for runoff. L.Skinner asked about detention ponds. Steve Rickerich furthermore states the current oil-water separator which has a catch basin, serviceable unit and requires some maintenance. There are no detention ponds but some small catch basins that could breed mosquitoes.

Motion: D.Trefethen motioned to accept item A, Conditional Use Permit, seconded by F.Torr.
Vote U/A

Public Hearing Open: No public comments.

Motion: F.Torr made the motion to table the public hearing and table this item to September 13, 2011.
Seconded by L.Merullo. Vote: U/A

Motion: – F.Torr made the motion to accept item B, Seconded by D.White. Vote: U/A

Public Hearing Open: No public comments.

B.Woodruff noted that the Planning Department recommends the Planning Board accept the application, open the public hearing, and then table the application until the September 13th meeting. The Board could schedule a site walk if it feels the need for it.

Motion: F.Torr motioned to table the public hearing and table the item until September 13, 2011 meeting.
Seconded by G.Green. Vote: U/A

The Site walk was set for Tuesday, September 6, 2011 at 6:00pm. The board recommends using cones and caution tape to minimally interrupt business during the site walk. The pros and cons of the requested waivers will be discussed at the site walk.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820
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- C. Consideration and acceptance of a Minor Subdivision of land for LDSJ Holdings, LLC (Owner: Beulah Eldredge & Betharlene, Weeden, Miller, Trustees, Weeden Family Revocable Trust) Assessor's Map D, Lots 16 & 16-A, zoned B-4, located at 385 Sixth Street. (1 new lot) *(P11-36)
- D. Consideration and acceptance of a Site Plan Review of land for LDSJ Holdings, LLC (Owner: Beulah Eldredge & Betharlene Weeden Miller, Trustees, Weeden Family Revocable Trust) Assessor's Map D, Lots 16 & 16-A, zoned B-4, located at 385 Sixth Street. (Construction of a 5,544 sq. ft. Dental Clinic Building) * (P11-37)

The chair requested to hear both items at the same time.

Dr. Josh Howard, introduced the project. Business since 1975 which his father started and will create local construction jobs, and new employees for the facility. He explained to the board that a digital site walk and a virtual drive-by will be shown to the Board. Dr. Howard then turned over to Jonathan Ring and Jonathan Halle. They showed a virtual drive by tour from the intersection by Liberty Mutual towards Measured Progress, and again from opposite direction. Stakes on property where building will be, also showing parking lot location, the barn is falling down and will be removed. The site has been cleaned up, and the lot is open to the back by the marsh. The Site Plan was discussed by Jonathan Halle of Warren Street Architects and Jonathan Ring of Jones & Beech Engineers. At the TRC meeting it was suggested consolidating two curb cuts to one, removing 9 spaces, and suggested moving the building to the right but due to setbacks, parking setbacks, and 100 ft residential setbacks, they were unable to move the building or parking spaces. Additional comments were discussed about the drop off and pick up for patients on the plan, concrete sidewalks, landscaping, and a future maximum 3 room addition. Discussed in detail the drainage and catch basins on south side and gravel wetlands. Underground power, electric, cable, natural gas from Sixth St. were also mentioned. Lighting details were shown, 12 ft poles, and signage with two lights will be installed.

Jonathan Halle spoke in detail about the landscaping plans including trees and perennials. A building Floor Plan was shown and interior plans of the building were shown.

Jonathan Halle discussed the neighborhood plan along Sixth St. A traffic analysis was done. A discussion ensued about traffic flow which can handle 134 to 216 trips per day. Mr. Halle stated patient access to the building, the doctor's and deliveries all have separate entrances.

Dr. Howard wants to break ground by October 1st and obtain a conditional approval today.

M.Gasses entertained questions regarding subdivision this evening.

D.Trefethen asked if the TDR is part of the subdivision. B.Woodruff responded that it is part of subdivision. The grading and drainage to buffer the site was also discussed.

D.Trefethen asked about site walk. The Board concurred the site walk is not necessary as the board is familiar with the site.

M.Gasses entertained acceptance of the minor subdivision of land..

Motion: T.Clark made the motion to accept item C, Minor Subdivision of land for LDSJ Holdings, LLC, Seconded by L.Merullo. Vote: U/A.



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Public Hearing Open – No public comments.

Jeff Weeden of 387 Sixth Street, spoke. He is an owner of the property and also an abutter. This was his grandmother's house. He spoke on behalf of himself and his wife and feels it would be beneficial to the city for the new dental facility.

Public Hearing Closed.

Staff Comments: B.Woodruff stated that the Planning Department recommends that the Planning Board accept the application, hold the public hearing, and 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 add the Planning file number, P11-36 to the title block.
5. The applicant shall revise the plat to change "Town" to "City" in the title block.
6. The applicant shall revise the plat to add a note explaining the history of lot 16A as it relates to the City tax maps and deeds that were filed.
7. The applicant shall revise sheet #1 of the plat by changing "Proposed Conservation Easement" to "Proposed Conservation Restriction".

Motion: D.Trefethen motioned to approve the application with staff conditions. F.Torr Seconded. Vote: U/A

Item D was then discussed.

L. Merullo questioned the existing grade being 3-4 ft below street level. Engineering states existing grade falls off, the proposed site would be filled higher to elevation to avoid ledge on the property. L.Merullo questioned the landscape with seasonable plantings and is concerned about the plant list. She wants to make sure there is year-round coverage including evergreens and shrubs. Discussion from the Board about the site walk ensued. D.Trefethen feels a site walk is not necessary as the Board is familiar with the site.

M.Gasses entertained a motion to accept the application.

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

Public Hearing Open. No public comments. Public Hearing Closed

Staff Recommendations: B.Woodruff recommends tabling the application until the September 13th meeting as staff is still reviewing the plan and the traffic study on this application.

Discussions by the board ensued about the topography, landscaping and walkways.

M.Gasses recommends foregoing the site walk and return on September 13th with concerns.

F.Torr mentioned the wide boards in the barn and the possibility of recycling them for future use.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

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Motion: D.White motioned to table item D until the September 13, 2011 meeting. Seconded by T.Clark.
Vote: U/A.

Meeting recessed at 9:32 pm, Resumed at 9:37 pm

- E. Consideration and acceptance of a Site Plan Review of land for MSC Civil Engineers & Land Surveyors, Inc. (Owner: The New Meadows, Inc.) Assessor's Map 4, Lot 35-D, zoned RM-SU/B-4, located at 1 Lilac Lane. (Proposed storage units) *(P11-38)

B.Woodruff informed the Planning Board that the applicant wanted them to vote to postpone this application until the September 27, 2011 meeting, which would give them the time necessary to make plan revisions in response to TRC comments made on August 11, 2011.

Motion: D.Trefethen made the motion to postpone until the September 27, 2011 meeting. Seconded by F.Torr. Staff recommended no certified mail notices, but all abutters will receive first class notification only. Vote: U/A.

- F. Consideration and acceptance of a Conditional Use Permit for Berry Brook Condominium Association (Owner: Cynthia Dupuis), Assessor's Map 30, Lot 19B, zoned I-1, located at 34-40 Ash Street. *(P11-39)

Steve McNally from Raymond Peterson Engineers represents the applicant, Cynthia Dupuis for the Conditional Use Permit. The plan calls for replacement of a retaining wall that is currently rotted. He states the Conservation Commission supports the plan. He discussed the plan, the type of wall load, and the geo-textile materials to be used. The Conservation Commission asks that an opinion be obtained by DES which permit is appropriate. Permit by Notice not appropriate. He states the Expedited Minimal Impact Permit, or Standard Dredge and Fill Permit are appropriate. NH DES recommends the Expedited Minimal Impact Permit. We are waiting for additional feedback from the Division of Historical Resources and the Natural Heritage Bureau. He discussed the areas of disturbance, which are minimal.

D.White asks about the plan, and who owns the pipe.

D.White wants to amend the plan to remove the name City of Dover.

Motion: L.Merullo motioned to accept the application. Seconded by T.Clark. Vote: U/A

Public Hearing open. No public comments. Public Hearing closed.

B.Woodruff states that The Conservation Commission recommended approval on August 8, 2011 to replace the retaining wall and the planning staff recommends the approval of the Conditional Use Permit conditional use with one condition:

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 Wetlands Permit.

Motion: D.White made the motion to approve the application with the staff recommendations from Planning and to remove the wording "owned by the City of Dover" from the pipe, on the plan. Seconded by L.Skinner.
Vote: U/A



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
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G. Consideration and acceptance of a Minor Subdivision of land for Kelley Nelson, Assessor's Map I, Lot 25C, zoned R-40, located at 48 Basil's Place. (1 new lot) *(P11-40)

Kevin McEneaney, with McEneaney Survey, represents Kelley Nelson for a 2 lot subdivision on Basil's Place. He presented the proposed plan. The original Basil's Place subdivision was approved in 1988 as a 7 lot subdivision with a private road. He discussed current and proposed acreage and frontage size. The Nelson home is currently on 14.15 acres. The lot with the Nelson home will be 12.08 acres and the new vacant lot will have 2.70 acres.

One note to add to the plan is that a new easement is required. A portion of the paved road of Basil Place actually encroaches on Nelson property and the Nelson's will grant easements to current residents of Basil's Place affected to continue to use the roadway as it is located right now.

D.White asks if the easement should be on two parcels or one parcel. K.McEneaney states it should be on both parcels.

L.Skinner asked if the original parcel would not already have a signed right of way from the original approval. Discussion ensued about the roadway portion and that it is not within the existing right of way of Basil's Place, but goes outside of the existing right of way. The area will increase to include the constructed portion of the driveway.

Motion: T.Clark motioned to accept the application. Seconded by F.Torr. Vote: U/A

Public hearing open. No public comments. Public hearing closed.

B.Woodruff recommends approving the application for subdivision 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 add the Planning file number, P11-40 to the title block.
5. The applicant shall provide the Planning Department with a copy of the NHDES Subdivision Permit and add the permit number to the plat.
6. The applicant shall revise the plat to add a note indicating that the owner of Map I, Lot 25C and -25C-8 will grant an access easement to the other lot owners on Basil's Place.

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

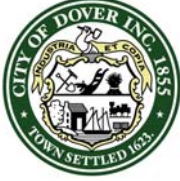
7. Any new house shall be subject to the current impact fees in place at the time of building permit application.

Motion: T.Clark motioned to approve with staff recommendations. Seconded by L.Skinner. Vote: U/A

Motion: G.Green motioned to amend to add both lot numbers, Lot 25C and 25C-8. Seconded by T.Clark. Vote: U/A

2. STAFF COMMENTS

B.Woodruff spoke.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

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- There will be a van tour on 9/13/11 at 6:00 pm;
- Strafford Regional Planning Commission (SRPC) will give a presentation on Fluvial Erosion Hazards, and the board needs to address new business and items A, B, and D in this agenda.
- 9/27/11 revisit zoning amendments

3. COMMITTEE REPORTS

M.Gasses congratulated the City of Dover for being recognized for being in the top 100 communities to live in – in the United States.

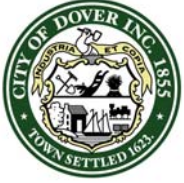
M.Gasses congratulated Chief Driscoll for his 30th anniversary at the fire station.

L.Merullo congratulated Mayor Trefethen as the new Mayor, and staying on the planning board.

B.Woodruff mentioned the community trail event. They are looking for volunteers for September 8th for the Community Trail Servapalooza..

4. ADJOURNMENT

Motion: L.Merullo motioned to adjourn the meeting at 10:00 pm. Seconded by L.Skinner. Vote: U/A



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P11-30

Application Type: Conditional Use Permit
Applicant: Aranco Oil Company
Owner: Aranosian Oil Company, Inc.
Location: 874 Central Avenue (Assessors Map 38, Lot 28)

INTENT: To obtain a Conditional Use Permit to expand the on site impervious area above 20%; from 55% existing to 62% proposed in a Secondary Groundwater Protection District.

LOTS/UNITS PROPOSED: Convenience Store with gasoline sales

AGENDA ITEM #: 3-A

ACREAGE: 33,320 square feet

ZONING DISTRICT: Thoroughfare Business District (B-3); Groundwater Protection District

EXISTING LAND USE: Gas station with service bays

PROPOSED LAND USE: Convenience Store with gasoline sales

SURROUNDING LAND USE: Commercial, retail uses and single family residential

ZBA ACTION: None

ATTACHMENTS: Conditional use application

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Notices were sent by certified mail to abutters

PERMITS REQUIRED:

- City of Dover Conditional Use Permit for Groundwater Protection District

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has submitted a set of plans for review to increase the area of impervious area from 55% to 62 % for a proposed convenience store with gas pumps.

The applicant received an endorsement of the application from the Dover Conservation Commission on July 11, 2011 (see enclosed minutes).

The Planning Board accepted the application on August 23, 2011 and conducted a site walk on September 6, 2011.

Consistency with Land Use Regulations

The Groundwater Protection ordinance provides for Conditional Use Permits to allow an increase in impervious surfaces if standards related to storm water management, retention and percolation of development generated storm water runoff, and the removal of oil and gasoline from parking lot runoff are met. This application meets these standards.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board approve the Conditional Use Permit application.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P11-35

Application Type: Site Plan Review
Applicant: Aranco Oil Company
Owner: Aranosian Oil Company, Inc.
Location: 874 Central Avenue (Assessors Map 38, Lot 28)

INTENT: Site plan review for the construction of a 2,800 square foot convenience store with gasoline pumps

LOTS/UNITS PROPOSED: Convenience Store with gasoline sales

AGENDA ITEM #: 3-B

ACREAGE: 33,320 square feet

ZONING DISTRICT: Thoroughfare Business District (B-3); Groundwater Protection District

EXISTING LAND USE: Gas station with service bays

PROPOSED LAND USE: Convenience Store with gasoline sales

SURROUNDING LAND USE: Commercial, retail uses and single family residential

ZBA ACTION: None

ATTACHMENTS: Site plan application and plans

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Notices were sent by certified mail to abutters

PERMITS REQUIRED:

- City of Dover Conditional Use Permit for Groundwater Protection District

WAIVERS REQUESTED:

- Waiver to allow overhead utilities where underground is required
- Waiver to allow paving in 5 foot rear setback

Summary of Request and Background

The applicant has submitted a set of plans for review to construct a 2,800 square foot convenience store with gasoline pumps and 13 parking spaces.

The applicant appeared before the Technical Review Committee (TRC) on July 28, 2011.

The Planning Board accepted the application on August 23, 2011 and conducted a site walk on September 6, 2011.

The applicant has applied for two waivers, one to allow overhead utilities where underground is required and one to allow paving within five feet of the rear property line. The City Engineer has worked with Public Service of NH to allow the electrical line to be placed underground, so the waiver request has been withdrawn. The paving waiver is reasonable given the shallow site and the need for a sidewalk for pedestrian safety, so the Planning Department supports this waiver.

Consistency with Land Use Regulations

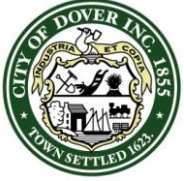
Chapter 149-4 of the Site Review Regulations of the City Code provides for site review approval. This property is located in the B-3 District, which has as its purpose to provide an environment that encourages efficient and attractive automobile oriented, moderately sized commercial development along major highways outside of the downtown. This plan is consistent with those regulations.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board approve the site plan with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature shall be added to the final plan set submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plan.
3. The approval includes the granting of the waiver for paving within five feet of the lot line for the reasons stated by the applicant and the Planning Department. The Board finds that the criteria of Chapter 149-19-A have been met.
4. The applicant shall revise the lighting plan to comply with Chapter 149-14-E-2.
5. The applicant shall have the Stormwater Management Maintenance and Inspection Plan approved by the Community Services Department.
6. The applicant shall agree that all on-site vehicle storage will terminate.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P11-35

Application Type: Site Plan Review
Applicant: Aranco Oil Company
Owner: Aranosian Oil Company, Inc.
Location: 874 Central Avenue (Assessors Map 38, Lot 28)

7. The applicant shall revise Sheet C-3 to show the electrical line underground.
8. The applicant shall revise the plans to extend the retaining wall to the front property line.
9. The applicant shall revise the plans to depict painted lane lines and arrows at the both entrances.
10. The applicant shall revise the plans to relocate the sidewalk by the southern entrance to the east of the utility pole.
11. The applicant shall revise the plan to show the replacement of the sidewalk from the northernmost driveway of map 38, lot 29 to the northern property line of the subject lot with a concrete sidewalk.

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

12. The new building shall pay the current impact fees in place at the time of building permit application.
13. The new building shall be assessed the current water/sewer investment fees in place at the time of building permit application.
14. Construction hours shall be limited to Monday-Friday 7am-6pm and Saturday and Sunday 7am-5pm. Hours of construction shall be documented on a site construction sign along with the contact information for the general contractor. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development.

Conditions to Be Met Prior to Issuance of a Certificate of Occupancy:

15. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P11-37

Application Type:	Site Plan Review
Applicant:	LDSJ Holdings, LLC
Owner:	Beulah Eldredge & Betharlene Weeden Miller, Trustees, Weeden Family Revocable Trust
Location:	385 Sixth Street (Assessor's Map D, Lots 16 & 16-A)

INTENT: Site Plan review for the construction of a 5,544 square foot dental office building and 43 parking spaces.

LOTS/UNITS PROPOSED: None

AGENDA ITEM #: 3-C

ACREAGE: 5.01 acres

ZONING DISTRICT: Hotel/Retail District – B-4

EXISTING LAND USE: Vacant lot with barn

PROPOSED LAND USE: Dental office building

SURROUNDING LAND USE: Single family residential and office buildings

ZBA ACTION: None

ATTACHMENTS:
Site plan application and plans

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Notices were sent by certified mail to abutters

PERMITS REQUIRED: None

WAIVERS REQUESTED: Waiver requested to Chapter 149-13-A-12 to have landscape plan prepared by a person that is not a licensed Landscape Architect.

Summary of Request and Background

The applicant has submitted a set of plans asking to construct a 5,544 square foot dental office building and 43 parking spaces. The project will be serviced by municipal water and sewer.

The applicant appeared before the Technical Review Committee (TRC) on August 11, 2011.

The Planning Board accepted the application on August 23, 2011. The applicant submitted revised plans and a waiver request on September 7, 2011.

The applicant has applied for a wavier to Chapter 149-13-A-12 to have landscape plan prepared by a person that is not a licensed Landscape Architect (see attached letter dated 9/7/11). The Planning Department supports this request because the plan was prepared by a registered architect who has nearly completed the landscape architect licensing requirements.

This application proposes to utilize the Transfer of Development Rights ordinance (Chapter 170-27.2). The applicant is proposing to use the TDR ordinance to obtain relief from the 50-foot wetland setback and 100-foot pond setback requirements. Drainage facilities, grading, generator pads and a patio are proposed to be within the wetlands and pond buffers. The total disturbance within the wetlands buffer is 13,100 square feet and the total impervious in the wetlands buffer is 235 square feet. Chapter 170-27.2, F-4, specifically allows for the Planning Board to waive setbacks for parking, paved areas, and buildings to promote intensive development of suitable development sites.

Consistency with Land Use Regulations

Chapter 149-4 of the Site Review Regulations of the City Code provides for site review approval. This property is located in the B-4 District, which has as its purpose to provide an environment that encourages efficient and attractive commercial development on a larger scale along major highways outside of the downtown. This plan is consistent with those regulations.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board approve the site plan with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature shall be added to the final plan set submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plan.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P11-37

Application Type:	Site Plan Review
Applicant:	LDSJ Holdings, LLC
Owner:	Beulah Eldredge & Betharlene Weeden Miller, Trustees, Weeden Family Revocable Trust
Location	385 Sixth Street (Assessor's Map D, Lots 16 & 16-A)

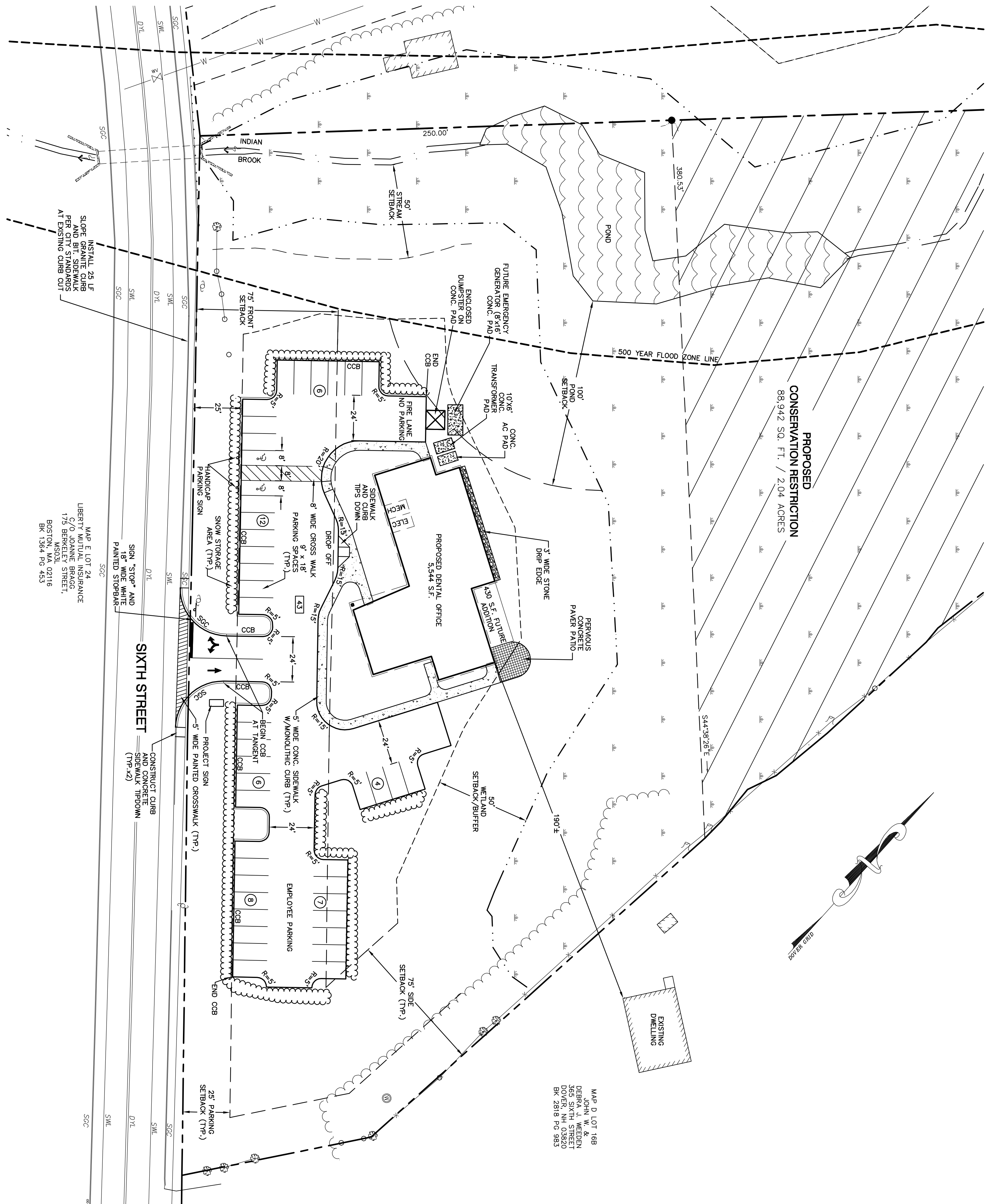
3. The applicant shall have the subdivision plat (P11-36) recorded at the Strafford County Registry of Deeds.
4. The applicant shall have the Stormwater Management Maintenance and Inspection Plan approved by the Community Services Department.
5. The approval includes the granting of the requested TDR waiver for development within the wetland and pond setbacks, per Chapter 170-27.2, F-4.
6. The approval includes the granting of the licensed landscape architect waiver for the reasons stated by the applicant and the Planning Department. The Board finds that the criteria of Chapter 149-19-A have been met.
7. The applicant shall amend sheet D-1 of the plan to revise the sewer and drainage trench details by specifying stone bedding only.
8. The applicant shall amend sheet D-1 of the plan to revise the sloped granite detail by specifying asphalt instead of concrete.
9. The applicant shall revise sheet LA1.1 of the plan to identify any existing trees that will be preserved in the front of the lot between the street and the parking lot. The revised landscape plan shall be reviewed and approved by the Planning Department and City Engineer.
10. The applicant shall have the subdivision executed deed shall be recorded at the Strafford County Registry of Deeds.
12. The new building shall pay the current impact fees in place at the time of building permit application.
13. The new building shall be assessed the current water/sewer investment fees in place at the time of building permit application.
14. Construction hours shall be limited to Monday-Friday 7am-6pm, and Saturday and Sunday 8am-5pm. Hours of construction shall be documented on a site construction sign along with the contact information for the general contractor. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development.

Conditions to Be Met Prior to Issuance of a Certificate of Occupancy:

15. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

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

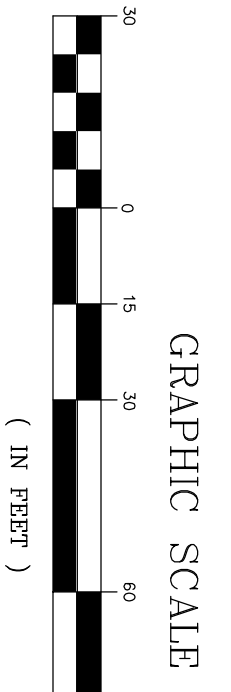
10. The applicant shall contribute funds in the amount of \$3,768 to the City for traffic signal improvements to the Indian Brook Drive/Sixth Street and Venture Drive/Sixth Street intersections. This amount is the development's fair share based on an impact calculation using a rational nexus approach.
11. The applicant shall provide the proposed wording for the deed restriction for the TDR sending area. This document shall be reviewed by the Planning Department, with consultation by the City Attorney on the proper form of the document. The



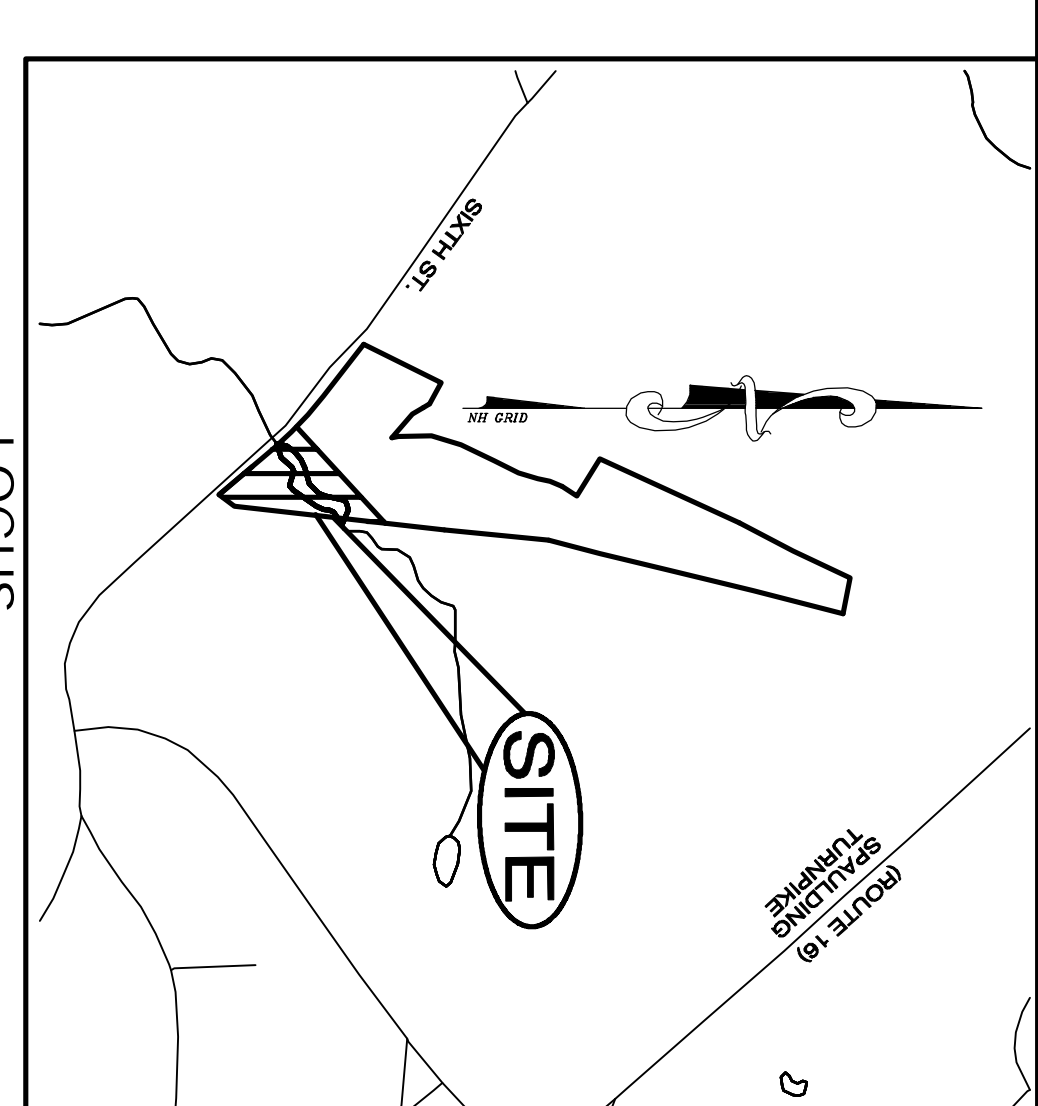
Design: JSR	Draft: TED	Date: 9/11/11
Checked: JSR	Scale: 1"=30'	Project No.: 11066
Drawing Name: 11066-PLAN.dwg		
THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM JONES & BEACH ENGINEERS, INC. (JBE). ANY ALTERATIONS, AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO JBE.		

REV.	DATE	REVISION	BY
2	9/7/11	REVISED PER CITY COMMENTS	TED
1	8/16/11	REVISED PER TRC COMMENTS	TED
0	07/28/11	ISSUED FOR REVIEW	TED

J/B Jones & Beach Engineers, Inc.
 Civil Engineering Services
 88 Portsmouth Ave.
 PO Box 218
 Stratham, NH 03886
 603-779-4746
 FAX: 603-779-0297
 E-Mail: JBE@JONESANDBEACH.COM



- SITE NOTES: (CONTINUED)**
- SNOW TO BE STORED AT EDGE OF PAVEMENT AND IN AREAS SHOWN ON THE PLANS, OR TRUCKED OFFSITE TO AN APPROVED SNOW DUMPING LOCATION.
 - DUMPSTER IS NOT TO BE PICKED UP BETWEEN 7:00 PM AND 7:00 AM.
 - AS-BUILT PLANS OF THE SITE SHALL BE SUBMITTED ON A REPRODUCIBLE MYLAR OR SHOWN ON A COMPUTER MONITOR TO THE CITY ENGINEER AND THE CITY ENGINEER'S OFFICE UPON COMPLETION OF PROJECT. AS-BUILT SHALL BE PREPARED AND CERTIFIED CORRECT BY A L.L.S. OR P.E.
 - THE PROPOSED STRUCTURE SHALL BE SERVED BY A SPRINKLER SYSTEM AS REQUIRED UNDER CHAPTER 109, ARTICLE IV, SECTION 109-29 (AS REQUIRED BY 2009 INTERNATIONAL BUILDING CODE AND 2006 EDITION NFPA 101 LIFE SAFETY CODE) OF THE CODE OF THE CITY OF DOVER.
 - A LETTER OF CREDIT FOR THE COST OF RECEIVING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED PRIOR TO ANY EARTH DISTURBING ACTIVITY OCCURS.
 - A PRECONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE DESIGN ENGINEER, AND THE CITY ENGINEER SHALL OCCUR PRIOR TO ANY EARTH DISTURBING ACTIVITY.
 - A SECURITY ALARM SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 584, ARTICLE I, SECTION 584-2 OF THE CODE OF THE CITY OF DOVER.
 - THE LIMITS OF CONSTRUCTION DISTURBANCE THAT ARE LOCATED WITHIN THE 50' CLEARLY IDENTIFIED PRIOR TO ANY EARTH DISTURBING ACTIVITY COORDINATE WITH THE CITY OF DOVER.
 - FINAL STREET ADDRESS WILL BE ASSIGNED AT TIME OF BUILDING PERMIT ISSUE.
 - LOT 16-A HAS BEEN GRANTED TO OBTAIN DEVELOPER RIGHTS ON TAX MAP ENLARGEMENT FOR SITE PLAN DEVELOPMENT.
 - CIVIL PLANS END FIVE (5') FEET FROM BUILDING, FOR ALL DETAIL AND CONNECTIONS TO BUILDING, REFER TO ARCHITECTURAL PLANS.
 - INTERIOR LANDSCAPE CALCULATION IS 6.992 WHICH EXCEEDS THE 5% REQUIREMENT.



- SITE NOTES:**
- THE INTENT OF THIS PLAN IS TO REMOVE EXISTING STRUCTURES AS SHOWN ON SHEET C1 AND CONSTRUCT A DENTAL OFFICE PROJECT TO BE SERVED BY A PUBLIC WATER COMPLETE FIFTEEN (15) SHEET PLAN SET IS ON FILE AT THE PLANNING BOARD OFFICE.
 - ZONING DISTRICT: B4
 - LOT AREA MINIMUM = 5 ACRES
 - LOT FRONTAGE MINIMUM = 400'
 - BUILDING SETBACKS (MINIMUM):
 FRONT SETBACK = 75'
 SIDE SETBACK = 75'
 REAR SETBACK = 75'
 - PARKING LOT SETBACK = 25'
 - BUILDING SETBACK FROM RESIDENCE = 150'
 - MIN. LOT COVERAGE = 33%
 - PARKING CALCULATIONS: 1 PER EMPLOYEE MAX SHIFT = 15, PLUS 1 PER 200 SF. = 2,171 - TOTAL REQUIRED = 43, PROPOSED = 43
 - TOTAL BUILDING FOOTPRINT = 5,544 S.F. (FUTURE) = 5,974)
 - TOTAL IMPERVIOUS = 27,281 S.F.
 - TOTAL DISTURBANCE IN 50' BUFFER = 13,100 S.F.
 - TOTAL IMPERVIOUS IN 50' BUFFER TO BE CONSTRUCTED = 238 S.F.

- THIS PLAN SET HAS BEEN PREPARED BY JONES & BEACH ENGINEERS, INC. FOR MUNICIPAL AND STATE APPROVALS AND FOR CONSTRUCTION BASED ON DATA OBTAINED FROM ON-SITE FIELD SURVEY AND EXISTING MUNICIPAL RECORDS. ENGINEER WMADE CONSERVATIVE FIELD OBSERVATIONS FROM DATA SHOWN ON THE DESIGN PLANS, INCLUDING ANY UNFORESEEN CONDITIONS, SURFACE OR OTHERWISE, FOR EVALUATION AND RECOMMENDATIONS. ANY CONTRADICTION OR DISCREPANCY BETWEEN THE DATA AND THE DESIGN PLANS SHALL BE THE RESPONSIBILITY OF THE CLIENT. CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS, MUST BE RESOLVED BEFORE RELATED CONSTRUCTION HAS BEEN INITIATED. CONTRACTOR TO ALWAYS CONTACT DIG SAFE PRIOR TO DIGGING ONSITE OR OFFSITE TO ENSURE SAFETY AND OBEY THE LAW.
- ALL CONSTRUCTION SHALL CONFORM TO CITY STANDARDS AND REGULATIONS, AND NH02 STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, AND WHICHEVER IS MORE STRINGENT.
- SUBJECT PROPERTY IS NOT LOCATED WITHIN FEDERALLY DESIGNATED 100 YEAR FLOOD HAZARD ZONE PER COMMUNITY PANEL NO. 330700310D DATED MAY 17, 2009.
- ALL CONSTRUCTION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY ZONING REGULATIONS AND THIS DOCUMENT IS TO BE KEPT ONSITE AT ALL TIMES AND UPDATED AS REQUIRED.
- PRIOR TO THE START OF CONSTRUCTION, THE CONTRACTOR SHALL COORDINATE WITH THE CITY ENGINEER TO OBTAIN AND/OR PAY ALL THE NECESSARY LOCAL PERMITS, FEES AND BONDS.
- ALL PROPOSED SIGNAGE SHALL CONFORM WITH THE CITY ZONING REGULATIONS, UNLESS A VARIANCE IS OTHERWISE REQUESTED.
- ALL SIGNAGE AND PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE (M.U.T.C.D.) AND NH02 STANDARDS AND SPECIFICATIONS (NON-REFLECTORIZED PAVEMENT MARKINGS), UNLESS OTHERWISE NOTED.
- ALL PARKING STALLS SHALL BE SEPARATED USING 4" WIDE SOLID STRIPES. STRIPING SHALL HAVE TWO COATS OF PAINT, ALKO BASKIN SYNTHETIC RESIN. FEDERAL SPECIFICATION TTP-115 TYPE 1, IN A COLOR OF WHITE.
- ALL STOP BARS SHALL BE 18" IN WIDTH IN A COLOR OF WHITE. ALL TRAFFIC ARROWS SHALL BE PAINTED IN A COLOR OF WHITE.
- ALL CURBING TO BE SLOPED GRANITE WITH A MINIMUM RADIUS OF 2', UNLESS OTHERWISE NOTED.
- ALL BUILDING DIMENSIONS SHALL BE VERIFIED WITH THE ARCHITECTURAL AND/OR CIVIL ENGINEER PRIOR TO CONSTRUCTION. BUILDING DIMENSIONS AND AREAS TO BE OUTSIDE OF MASONRY, UNLESS OTHERWISE NOTED.

PLAN NO. P11-37
 DOVER, NH

SITE PLAN

JD HOWARD DENTAL OFFICE
 WEEDEN FAMILY RECOGNIZABLE TRUST
 B. ELDRIDGE & B. MILLER, TRUSTEES
 447 SIXTH STREET
 DOVER, NH 03820
 BK 3537 / PG 0042

OWNER OF RECORD: B. ELDRIDGE & B. MILLER, TRUSTEES, 447 SIXTH STREET, DOVER, NH 03820

PROJECT PARCEL
 DOVER, NH
 TAX MAP D LOTS 10 & 16A

OWNERS OF RECORD
 WEEDEN FAMILY RECOGNIZABLE TRUST
 B. ELDRIDGE & B. MILLER, TRUSTEES
 447 SIXTH STREET
 DOVER, NH 03820
 BK 3537 / PG 0042

APPLICANT
 LDSJ HOLDINGS, LLC
 51 GROVE ST GREENLAND, NH, 03840
 ATTN: MRS. LYDIA HOWARD

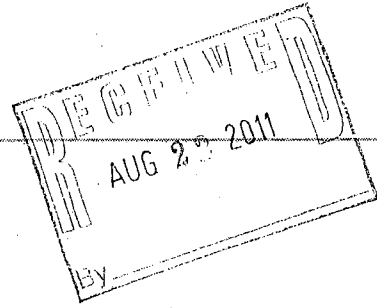
TOTAL LOT AREA
 218,237 S.F.
 5.01 AC

DRAWING NO. **C2**
 SHEET 7 OF 15
 JBE PROJECT NO. 11066

Glidden, Jean

(709-116A)

From: Trish seaford [haileys_comet@hotmail.com]
Sent: Monday, August 22, 2011 11:24 AM
To: Glidden, Jean
Subject: FW: Extension



From: haileys_comet@hotmail.com
To: c.parker@dover.nh.gov
Subject: RE: Extension
Date: Wed, 17 Aug 2011 13:54:32 -0400

Good afternoon Chris,

I am emailing you in regards to the McGlone subdivision. Unfortunately we are going to have to ask for one more Extension and hope this will be it. I am having a difficult time finding an attorney to do the HOA document. I have already contacted 4 and have had no success with them. The last office gave me the name of attorney Tanguay out of Dover who I am now going to try. Also, Daniel is finishing up some questions and answers that Dave White had with Dover Engineering Department. To the best of my knowledge this is all we need. I'm sorry this has been dragged out so long but things are very close now and will soon be finalized.

Thank you again for your time and patience with this project,

Patricia McGlone Seaford

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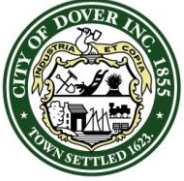
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CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P11-43

Application Type: Conditional Use Permit
Applicant: Dover Point Road 252, LLC
Owner: Dover Point Road 252, LLC
Location: 38 Dover Point Road (Assessors Map K, Lot 25)

INTENT: To obtain a Conditional Use Permit to pave a gravel parking lot that is partially within a wetland buffer.

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 4-A

ACREAGE: 1.509 acres

ZONING DISTRICT: Thoroughfare Business District (B-3)

EXISTING LAND USE: Auto service center

PROPOSED LAND USE: Auto service center

SURROUNDING LAND USE: Commercial, office, retail uses and cemetery

ZBA ACTION: None

ATTACHMENTS: Conditional Use application and plan

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Notices were sent by certified mail to abutters

PERMITS REQUIRED:
• City of Dover Conditional Use Permit

WAIVERS REQUESTED: Waiver requested to Chapter 149-15-C to allow pavement within five feet of the side property line.

Summary of Request and Background

The applicant has submitted a set of plans for review to pave 22,330 square feet of a gravel parking lot. 2,282 square feet of the pavement is within the 50-foot wetland buffer.

The applicant is scheduled to appear before the Conservation Commission on September 12, 2011.

Consistency with Land Use Regulations

The Wetland Protection District ordinance provides for Conditional Use Permits to allow impacts to wetlands and wetland buffers if standards related to demonstration of need, avoidance, minimization, and mitigation are met. This application meets these standards.

STAFF RECOMMENDATION:

Since the applicant is scheduled to appear before the Conservation Commission on September 12, 2011, the day before the Planning Board meeting, the Planning Department will wait until it receives a recommendation from the Conservation Commission prior to making its recommendation.



City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2010]

Office Use Only	Project #:	<u>P11-43</u>	Date Received:	
	Amount Paid:	<u>\$150.00</u>	Time Received:	<u>4:00 PM</u>

(S)

APPLICANT AND OWNER INFORMATION

AUG 18 2011

Name of Applicant: Dover Point Road 252, LLC Telephone # _____

Address of Applicant: 40 Dover Point Road, Dover, NH 03820

Name of Property Owner (if different from applicant): Same Telephone # _____

Address of Property Owner: Same

PROPERTY INFORMATION

Address of Property: 38 Dover Point Road

Assessor's Map #: K Lot(s) #: 25

Zoning District(s): B-3 Overlay District(s): Conservation District
Wetland Protection District

Existing Use of Property: Automotive Service Center

CONDITIONAL USE PERMIT INFORMATION

Type of Conditional Use Permit (Check All That Apply):

- Conservation District
- RCM Use Overlay District
- I-1 District Uses
- Groundwater Protection
- Off-Street Parking and Loading
- Wetland Protection District
- Central Business District

Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:
Pave gravel parking lot; a portion of which falls within the 50' Wetland Buffer/ Conservation District.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status:
None

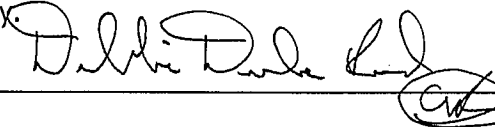
Name of Professional That Prepared Plans: Robert J. Stowell
Tritech Engineering Corporation

Address: 755 Central Avenue, Dover, NH 03820 Telephone #: (603) 742-8107

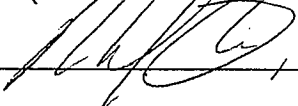
Professional License #: 9903 E-mail address: rjs@tritecheng.com

SIGNATURES

I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

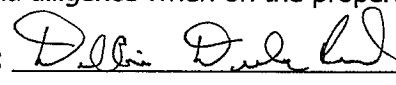
Signature of Property Owner:  Date: 8/12/11

Signature of Applicant (if different from owner): _____ Date: _____

Signature of Agent:  PRESIDENT Date: 08/29/11

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I hereby authorize members of the Dover Planning Board, Planning Department, Conservation Commission and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner:  Date: 8/12/11

Abutters List

Site Plan Review & Conditional Use Permit

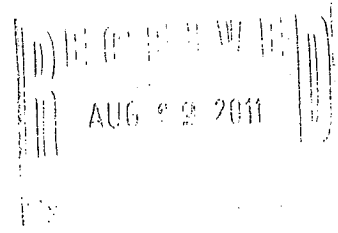
Dover Point Road 252, LLC

Tax Map K, Lot 25

Dover Point Road
Dover, New Hampshire

Job No. 10158

Page 1 of 1



Abutters:

Map K, Lot 19

Varney Book Lands, LLC
340 Central Avenue, Ste 202
Dover, NH 03820

Map K, Lot 39

Roman Catholic Bishop of Manchester
577 Central Avenue
Dover, NH 03820

Map K, Lot 19A

2830 Holdings LLC
340 Central Avenue, Ste 202
Dover, NH 03820

Map K, Lot 25A

Public Service Co, of NH
PO Box 330
Manchester, NH 03801

Map K, Lot 25B

William R. Dube Revocable Trust
William R. Dube, Trustee
252 Dover Point Road
Dover, NH 03820

Owner/Applicant

Map K, Lot 25

Map K, Lot 19-2

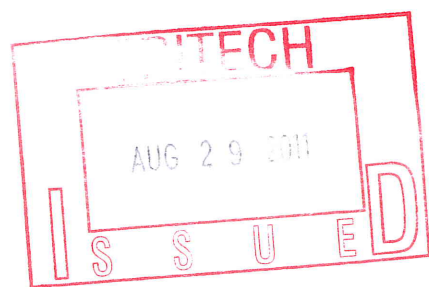
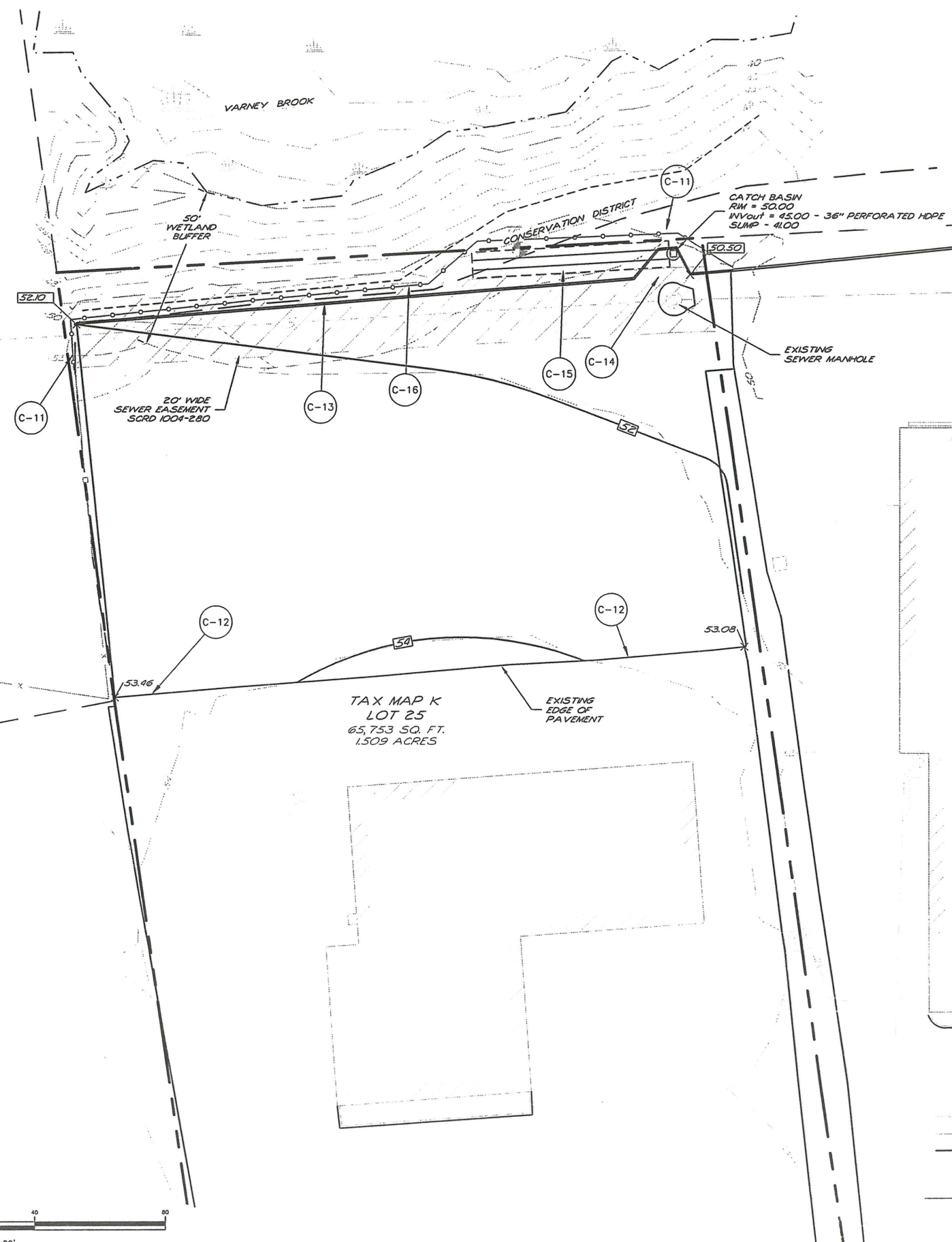
Dover Point Road 252 LLC
40 Dover Point Road
Dover, NH 03820

Agent:

Tritech Engineering Corporation
755 Central Avenue
Dover, NH 03820

N

TRITECH
ENGINEERING CORPORATION



NOTES

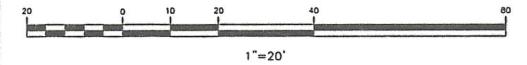
1. INTENT: TO SHOW THE PROPOSED PAVED PARKING ON TAX MAP K LOT 25.
2. CURRENT OWNER: DOVER POINT ROAD 252, LLC.
40 DOVER POINT ROAD
DOVER, NEW HAMPSHIRE
3. LOT AREA: 65,753 SQ.FT. - 1.509 ACRES
4. TAX MAP K LOT 25
5. PROJECT DEED REFERENCE: BOOK 3700 PAGE 41
6. ZONING: B-3
MIN. LOT SIZE: 20,000 SQ.FT.
MIN. FRONTAGE: 125 FT
MIN. BUILDING SETBACKS:
FRONT: 50 FEET
SIDE: 12 FEET
REAR: 15 FEET
7. BASIS OF BEARING: DOVER GIS SYSTEM WAS USED TO DETERMINE DIRECTION, LOCATION & ELEVATION.
8. THE RAW UNADJUSTED CLOSURE OF OUR RANDOM POINT TRAVERSE WAS 1 PART IN 34,000 AND WAS ACCOMPLISHED USING A LEICA TC703 TOTAL STATION, DURING THE MONTHS OF MARCH AND APRIL, 2005.
9. PROJECT PLAN REFERENCE: BOUNDARY PLAN
E&W REALTY COMPANY AND
WILLIAM DUBE REVOCABLE TRUST
DOVER POINT ROAD
DOVER, NEW HAMPSHIRE
TRITECH ENGINEERING CORP.
DECEMBER 1, 2008
10. SUBJECT PARCELS ARE NOT LOCATED WITHIN A FEDERALLY DESIGNATED FLOOD HAZARD BOUNDARY, (COMMUNITY-PANEL NUMBER 33017C0340D, EFFECTIVE DATE: MAY 17, 2005).
11. DURING THE MONTH OF JANUARY, 2005 NH SOILS CONSULTANTS CONDUCTED AN ON-SITE WETLANDS DELINEATION OF THE SUBJECT PARCEL. WETLANDS WERE IDENTIFIED BASED ON THE CITY OF DOVER ZONING ORDINANCE (170-27.1) AND ON STATE AND FEDERAL CRITERIA OUTLINED IN THE "CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL" (DEPT. OF THE ARMY, 1987). ON THIS SITE, WETLANDS BASED ON LOCAL CRITERIA SHARE THE SAME BOUNDARIES WITH THOSE BASED ON STATE AND FEDERAL CRITERIA.
12. EXISTING UTILITIES - ALL INFORMATION ON, AND LOCATION OF EXISTING UTILITIES ARE APPROXIMATE AND BASED ON FIELD INFORMATION, AVAILABLE PLANS, AND BASED ON INFORMATION PROVIDED BY THE CONTRACTOR.

C-1 CONSTRUCTION NOTES:

1. THE CONTRACTOR IS REQUIRED UNDER NEW HAMPSHIRE LAW TO CONTACT "DIG SAFE" AT 1-800-225-4977, 72 HOURS PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL MAINTAIN THE "DIG SAFE" LOCATIONS THROUGH OUT THE DURATION OF THE PROJECT. THE CONTRACTOR SHALL BEAR THE COST TO REPAIR ANY UTILITIES DAMAGED DURING THE COURSE OF THE WORK.
2. ALL MATERIALS AND CONSTRUCTION SHALL CONFORM WITH THE APPLICABLE CITY AND STATE CODES.
3. EXISTING UTILITIES - ALL INFORMATION ON, AND LOCATION OF, EXISTING UTILITIES ARE APPROXIMATE AND BASED ON FIELD INFORMATION AND AVAILABLE PLANS. EXACT LOCATIONS AND DEPTHS TO BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
4. AS-BUILT PLANS OF THE SITE SHALL BE SUBMITTED ON A REPRODUCIBLE MYLAR MEDIUM AND IN A DIGITAL DXF FORMAT TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF THE PROJECT. AS-BUILTS SHALL BE PREPARED AND CERTIFIED CORRECT BY A LICENSED LAND SURVEYOR OR PROFESSIONAL ENGINEER.
5. ALL CONSTRUCTION SHALL CONFORM WITH THE STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION"; HERINAFTER REFERRED TO AS THE "STANDARD SPECIFICATIONS" AND ALSO WITH THE "CITY OF DOVER SPECIFICATIONS".
6. AS REQUIRED BY THE CITY OF DOVER PLANNING DEPARTMENT, A PRE CONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE EARTHWORK CONTRACTOR, TRITECH ENGINEERING CORPORATION, AND THE CITY ENGINEER SHALL OCCUR PRIOR TO THE START OF ANY EARTHWORK.
7. LAND CLEARING SHALL BE LIMITED TO MINIMAL AMOUNTS DURING PARKING LOT CONSTRUCTION.
8. ALL ON-SITE UTILITIES SHALL BE INSTALLED UNDERGROUND.
9. THE LIMITS OF CONSTRUCTION DISTURBANCE THAT ARE LOCATED IN OR WITHIN 50 FEET OF CONSERVATION OR WETLAND DISTRICTS SHALL BE FLAGGED AND CLEARLY IDENTIFIED PRIOR TO THE START OF SITE WORK.
10. A LETTER OF CREDIT FOR THE COST OF REVEGETATING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED PRIOR TO THE START OF ANY EARTHWORK.
11. INSTALL SILT FENCE PER DETAIL 11, SHEET SP-2.
12. MATCH EXISTING PAVEMENT.
13. INSTALL CAPE COD BERM PER DETAIL 4, SHEET SP-2
14. END CAPE COD BERM, 10' FROM CORNER OF PARKING LOT TO ALLOW STORMWATER TO LEAVE PAVEMENT.
15. INSTALL INFILTRATION SYSTEM PER DETAIL 7, SHEET SP-2 PLACE 4" LOAM AND SEED ON TOP
16. PLACE 4" LOAM AND SEED ON ALL GRAVEL AREAS OUTSIDE PROPOSED PAVEMENT.

LEGEND

- - - - - EXISTING 2' CONTOUR
- - - - - EXISTING 10' CONTOUR
- - - - - PROPOSED CONTOUR
- — — — — EXISTING SEWER LINE
- — — — — EXISTING SEWER MANHOLE
- — — — — PROPOSED SILT FENCE



TRITECH
ENGINEERING CORPORATION

765 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03802
TELEPHONE 603 742 8107
FAX 603 742 9630

REVISIONS	DATE	DESCRIPTION

SITE DEVELOPMENT PLAN

DOVER POINT ROAD 252, LLC.

38 DOVER POINT ROAD

DOVER, NEW HAMPSHIRE

JUNE 20, 2011 JOB NO. 10158

SCALE: 1" = 20'

SHEET NO.

SP-1



City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2010]

Office Use Only	Project #:	<u>P11-43</u>	Date Received:	
	Amount Paid:	<u>\$150.00</u>	Time Received:	<u>4:00 PM</u>

(S)

APPLICANT AND OWNER INFORMATION

AUG 28 2011

Name of Applicant: Dover Point Road 252, LLC Telephone #

Address of Applicant: 40 Dover Point Road, Dover, NH 03820

Name of Property Owner (if different from applicant): Same Telephone #

Address of Property Owner: Same

PROPERTY INFORMATION

Address of Property: 38 Dover Point Road

Assessor's Map #: K Lot(s) #: 25

Zoning District(s): B-3 Overlay District(s): Conservation District
Wetland Protection District

Existing Use of Property: Automotive Service Center

CONDITIONAL USE PERMIT INFORMATION

Type of Conditional Use Permit (Check All That Apply):

- Conservation District
- RCM Use Overlay District
- I-1 District Uses
- Groundwater Protection
- Off-Street Parking and Loading
- Wetland Protection District
- Central Business District

Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:
Pave gravel parking lot; a portion of which falls within the 50' Wetland Buffer/ Conservation District.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status:
None

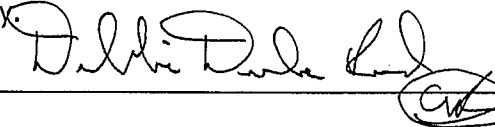
Name of Professional That Prepared Plans: Robert J. Stowell
Tritech Engineering Corporation

Address: 755 Central Avenue, Dover, NH 03820 Telephone #: (603) 742-8107

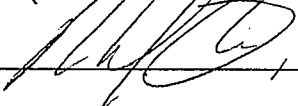
Professional License #: 9903 E-mail address: rjs@tritecheng.com

SIGNATURES

I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

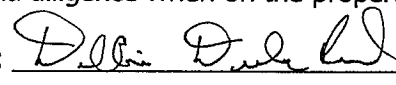
Signature of Property Owner:  Date: 8/12/11

Signature of Applicant (if different from owner): _____ Date: _____

Signature of Agent:  PRESIDENT Date: 08/29/11

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I hereby authorize members of the Dover Planning Board, Planning Department, Conservation Commission and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner:  Date: 8/12/11

Abutters List

Site Plan Review & Conditional Use Permit

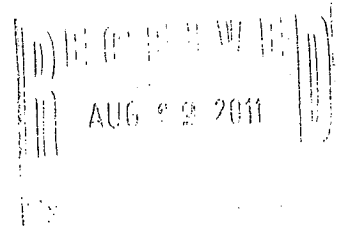
Dover Point Road 252, LLC

Tax Map K, Lot 25

Dover Point Road
Dover, New Hampshire

Job No. 10158

Page 1 of 1



Abutters:

Map K, Lot 19

Varney Book Lands, LLC
340 Central Avenue, Ste 202
Dover, NH 03820

Map K, Lot 39

Roman Catholic Bishop of Manchester
577 Central Avenue
Dover, NH 03820

Map K, Lot 19A

2830 Holdings LLC
340 Central Avenue, Ste 202
Dover, NH 03820

Map K, Lot 25A

Public Service Co, of NH
PO Box 330
Manchester, NH 03801

Map K, Lot 25B

William R. Dube Revocable Trust
William R. Dube, Trustee
252 Dover Point Road
Dover, NH 03820

Owner/Applicant

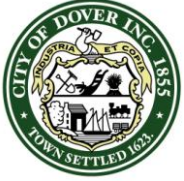
Map K, Lot 25

Map K, Lot 19-2

Dover Point Road 252 LLC
40 Dover Point Road
Dover, NH 03820

Agent:

Tritech Engineering Corporation
755 Central Avenue
Dover, NH 03820



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P11-41

Application Type: Site Plan Review
Applicant: Dover Point Road 252, LLC
Owner: Dover Point Road 252, LLC
Location: 38 Dover Point Road (Assessors Map K, Lot 25)

INTENT: Site Plan Review for the paving of a 22,330 square foot gravel parking lot.

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 4-B

ACREAGE: 1.509 acres

ZONING DISTRICT: Thoroughfare Business District (B-3)

EXISTING LAND USE: Auto service center

PROPOSED LAND USE: Auto service center

SURROUNDING LAND USE: Commercial, office, retail uses and cemetery

ZBA ACTION: None

ATTACHMENTS:
Site Plan application and plan

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Notices were sent by certified mail to abutters

PERMITS REQUIRED:

- City of Dover Conditional Use Permit

WAIVERS REQUESTED: Waiver requested to Chapter 149-15-C to allow pavement within five feet of the side property line.

Summary of Request and Background

The applicant has submitted a set of plans for review to pave 22,330 square feet of an existing gravel parking lot located behind the existing auto service center.

The applicant has applied for a waiver to allow paving within five feet of the side property line. The area along the western lot line is already a gravel parking lot, so the impact would be minimal. The area along the eastern lot line is used to access the adjacent car dealer lot. The Planning Department would support the waiver request because the area is already a gravel parking lot that is impacted.

Consistency with Land Use Regulations

Chapter 149-4 of the Site Review Regulations of the City Code provides for site review approval. This property is located in the B-3 District, which has as its purpose to provide an environment that encourages efficient and attractive automobile oriented, moderately sized commercial development along major highways outside of the downtown. This plan is consistent with those regulations.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board approve the 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 plan set submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plan.
3. The approval includes the granting of the requested waiver to allow paving within five feet of the side property line for the reasons stated by the applicant and as outlined above. The Board finds that the criteria of Chapter 149-19-A have been met.
4. The applicant shall revise the plan to delete notes C-8 and C-16.
5. The applicant shall revise the plat to add the plan number P-41 to the title block on all sheets.



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: July 19, 2010]

Office Use Only	Project #:	<u>P11-41</u>	Date Received:	<u> </u>
	Amount Paid:	<u>\$1563.10 \$180.00</u>	Time Received:	<u> </u>

AUG 9 2011

APPLICANT AND OWNER INFORMATION

Name of Applicant: Dover Point Road 252, LLC Telephone #

Address of Applicant: 40 Dover Point Road, Dover, NH 03820

Name of Property Owner (if different from applicant): Same Telephone #

Address of Property Owner: Same

PROPERTY INFORMATION

Address of Property: 38 Dover Point Road

Assessor's Map # K Lot(s) # 25

Zoning District(s) B-3 Overlay District(s) Conservation District
Wetland Protection District

Size of Parcel: sq. ft. ac. Property Deed: Book Page:

Existing Use of Property: Automotive Service Center

SITE PLAN INFORMATION

Describe Proposed Use: Automotive Service Center with gravel parking lot
paved and infiltration/drainage provided

Area of Parcel to be Developed: 0 sq. ft.

If Multi-family Residential, Specify Number of Units & Buildings Proposed: N/A

Number of Parking Spaces: Existing Proposed

Highway Access (check where applicable): City Street State Highway

Number of Employees Total: N/A In Maximum Shift: N/A

Disposition of Parcel: Building Setbacks:

Building Footprint sq. ft. Front Yard ft.

Total Building Area sq. ft. Rear Yard ft.

Paved Area Proposed 22,330 sq. ft. Side Yard: Right ft.
Left ft.

City Water? Yes No How far is city water from the property? _____

City Sewer? Yes No How far is city sewer from the property? _____

BUILDING INFORMATION

Type of Building to be Built: _____

Height of Building: _____ Finished Floor Elevation: _____

Number of Seats (where applicable) _____

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Robert J. Stowell
Tritech Engineering Corporation

Address 755 Central Avenue, Dover, NH 03820 Telephone #: (603) 742-8107

Professional License #: 884 E-mail address: rjs@tritecheng.com

ENGINEER INFORMATION

Name of Engineer and Company (Licensed in N.H.) Robert J. Stowell
Tritech Engineering Corporation

Address 755 Central Avenue, Dover, NH 03820 Telephone #: (603) 742-8107

Professional License #: 9903 E-mail address: rjs@tritecheng.com

SIGNATURES

I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Property Owner: [Handwritten Signature] Date: 8/4/11

Signature of Applicant (if different from owner): _____ Date: _____

Signature of Agent: [Handwritten Signature] Date: 08/04/11

AUTHORIZATION TO ENTER SUBJECT PROPERTY

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Signature of Property Owner: _____ Date: _____

Waiver Request to Maintain Existing Pavement Setback

Site Regulation Section 149-15.C

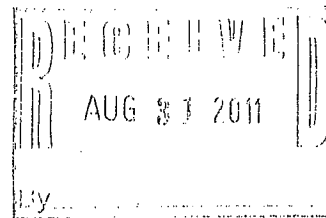
Dover Point Road 252, LLC

Tax Map K, Lot 25

Dover Point Road

Dover, New Hampshire

Job No. 10158



P11-41

In Accordance with Chapter 149 Variances and Waivers, Dover Code Site Review Regulations, City of Dover, we are formally requesting a waiver from Section 149-15.C. of the Physical Arrangement requirement which states that "All paving and/or storage shall not be permitted within five (5) feet of any side or rear property line, and no parking or paving, except for entrances/exits, shall be permitted within ten (10) feet of any front property line. These spaces shall be maintained as landscaped area."

As required by Article IX of the Dover Code, Administration and Enforcement, Chapter 155-51, Waivers, we submit the following for the waiver as requested by the City Planner:

Waiver

- 1.) Granting relief from Section 149-15.C. of the requirement of the Physical Arrangement is not detrimental to the best interest of public health and safety in that the proposed paving location is no less conforming than the existing pavement/gravel parking area location.
- 2.) The condition upon which the request for waiver is based are unique to the property for which the waiver is sought and are not applicable generally to other property in that the site is currently paved to the limits of proposed pavement. Currently the pavement on-site does not meet the 10' and 5' setback requirements and this property is unique in that a portion of the pavement is existing and the proposed pavement will be no less conforming than the existing pavement/gravel parking area.
- 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 in that the goal of ordinance is to allow for driveways within this 10' and 5' offset. Currently the area of concern is paved to a point for a driveway and then is gravel; in the future, the area of concern will be paved for a driveway/parking area.
- 4.) The waiver will not, in any manner, vary the provisions of the Zoning Ordinance, Master Plan, or Official Map in that the waiver does not have any material impact on these documents or their interpretation.