

CITY OF DOVER

## DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820  
Meeting Date: **Tuesday, November 29, 2011**  
Meeting Time: **7:00 pm**

### 1. CITIZENS' FORUM

### 2. APPROVAL OF THE PRIOR MINUTES

- November 8, 2011 Regular Meeting Minutes

### 3. OLD BUSINESS

- A. Public Hearing and possible vote on zoning amendments to the Zoning Ordinance (Chapter 170). The full text of the amendments is available in the Planning Department and at [www.dover.nh.gov](http://www.dover.nh.gov) located under City Documents and View Current City Reports.
- B. Consideration and possible vote on a Conditional Use Permit for FW Webb, Assessors Map H, Lot 40-B, zoned B-4, located at 218 Knox Marsh Road. (P11-55)
- C. Consideration and possible vote on a Site Review of land for FW Webb, Assessors Map H, Lot 40-B, zoned B-4, located at 218 Knox Marsh Road. (65,000 square foot retail, warehouse and distribution building) (P11-56)
- D. Consideration and possible posting of amendments to the land use regulations.

### 4. NEW BUSINESS

- A. Consideration and acceptance of a Minor Subdivision of land for Maureen & Michael Ryan, Assessor's Map 10, Lot 162, zoned R-12, located at 15 Arch Street. (1 new lot) \*(P11-50)
- B. Consideration and acceptance of a Conditional Use Permit for Dahn & Norma Tibbett, Assessors Map N, Lot 13B, zoned R-40, located at Gulf Road. \*(P11-58)
- C. Consideration and acceptance of a Site Plan Review of land for Coheco Mills, LLC, (Owner: Dover Mills Partnership) Assessors Map 2, Lots 37, 37A; Assessors Map 3, Lots 63, 63B, & 45, zoned CBD, located at 100 Main Street, 43 & 51 Washington Street. (Change of use of 120,000 sq. ft. office space to 120 residential units) \*(P11-60)

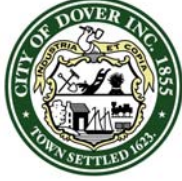
### 5. STAFF COMMENTS

### 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](http://www.dover.nh.gov), a map showing project locations can be found at [www.dover.nh.gov/planhome.html](http://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](http://www.facebook.com/pages/Dover-NH/City-of-Dover-NH-Planning/446789895351)



CITY OF DOVER

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
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Meeting Date: **Tuesday, November 8, 2011**  
Meeting Time: **7:00 pm**

**Members Present:** Marcia Gasses (Chair), Frank Torr (Vice Chair), Tom Clark, Lee Skinner, Gary Green, Jake Forget (Alternate), Kirt Schuman (Alternate).

**Members Not Present:** Mayor Dean Trefethen, Linda Merullo, Dave White, Ron Cole

**Staff Present:** Christopher Parker (Planning Director), Gail Pare (Recording Secretary)

*The Chair called the meeting to order at 7:02 pm*

### 1. CITIZENS' FORUM

*Citizens Forum Open. Nobody addressed the board. Citizens Forum Closed.*

### 2. APPROVAL OF THE PRIOR MINUTES

- October 25, 2011 - Regular Meeting Minutes

**Motion:** F.Torr motioned to approve the October 25, 2011 minutes. K.Schuman seconded. Vote: U/A.

### 3. OLD BUSINESS

- A. Consideration and possible vote on the City's proposed Capital Improvements Program (CIP) FY 2013 – FY 2018. The CIP can be found on the City Web Site at [www.dover.nh.gov](http://www.dover.nh.gov) under Online City Archives – Financial Information.

C.Parker asked the board for any questions/concerns on the CIP.

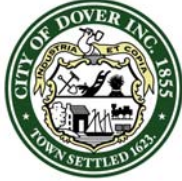
G.Green asked Chief Colarusso to explain police department projects.

Chief Colarusso stressed the current need for a new facility. There is a need for a new police facility for several reasons. It has been in the CIP for many years. The current facility is old school, and in the basement of City hall which was built in the early 1900's. The staff has expanded to every inch of the current building. Architects propose almost 38,000 sf., almost double the current size. There is a need for additional office space, evidence storage, and for privacy purposes. There is no designated/secure area for residents to file reports, to be interviewed and crime investigations are not secure. Currently visitors are taken through and into the secure portion of the building but then the security falls short. Building security is not up to code for today's standards. Some staff members have to share desks and the hallways have copiers, shredders and other equipment in them. The electrical is inadequate. There is no training facility and no firing range – these are currently shared spaces through the generosity of Somersworth and Rochester units.

G.Green is asking the Chief for a recommended price for the facility and the land search.

The Chief commented that currently the City is looking into the Orchard Street lot which is already City owned in the downtown area, which would not take tax revenue away from the City.

G.Green asked about air quality in the current police station. He also asked about centralizing the firing range within the local communities.



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The Chief said the air quality is inadequate and heating & cooling systems are in need of upgrades. If Strafford County would be open to the idea, there could be local partnerships, and the City could sell memberships for local residents to use at a cost; he estimates several hundred thousand dollars would be needed to build a firing range within the facility.

Mike Limanni of the Dover School Dept. presented for the board members. With today's economy Dover does not want to build a new high school. He stated directly concerning the high school which includes a media center; he mentioned discussions to use the old projector room in the media center. Using more common sense would be to use a portion of the auditorium which has equipment already in place that could be shared. He stated that the high school and the community both use the auditorium which has access to the entire building and shared entrances. He went on to say with a high school renovation in the works, renovating saves the district money. There will be a feasibility study which includes costs to renovate, financing, borrowing, and building three new classrooms.

Chair Gasses brought up the email from Jan Nedelka.

C.Parker read the email regarding sidewalks for the Court Street areas. He discussed water mains and drainage issues. He feels it is a fair request but cannot speak for the Community Services Department.

T.Clark feels it makes sense to move it forward.

G.Green supports the request as well. He feels Silver Street has an allocation in 2013.

C.Parker read the "Certificate of Adoption" dated November 8, 2011. If approved, it would get sent to the City Council in support of CIP recommendation.

T.Clark motioned to pass the resolution for the Certificate of Adoption. Seconded by K.Schuman.  
Vote: U/A

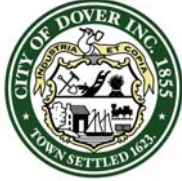
- B. Consideration and possible posting of amendments to the land use regulations.

This item was deferred to November 29, 2011 Planning Board Meeting per Chris Parker.

#### 4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for FW Webb, (Owner: Eileen Cecchetti & Gail Cappuccilli), Assessor's Map H, Lot 40-B, zoned B-4, located at 218 Knox Marsh Road. (Groundwater protection district lot coverage and parking space reduction) \*(P11-55)
- B. Consideration and acceptance of a Site Plan Review of land for FW Webb, (Owner: Eileen Cecchetti & Gail Cappuccilli), Assessor's Map H, Lot 40-B, zoned B-4, located at 218 Knox Marsh Road. (65,000 square foot retail, warehouse and distribution building) \*(P11-56)

Mark McLeod from the H.L. Turner Group who represents the applicants and FW Webb presented to the board. M.McLeod gave a brief overview for the Conditional Use Permit and the Site Plan Review. The FW Webb facility would be similar to other facilities in the area. The facility will have approximately 20 employees. The current facility does not meet their needs – and they have searched many new sites. The 218 Knox Marsh Rd. meets all the facilities needs. They are proposing that



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storm water being managed is currently being treated, no increase in the discharge. It would be pretreated through vegetative swales and infiltration. The building is a proposed 65,000 sf facility which replaces the old building. It includes warehouse/office and special use self service retail areas for contractors. There would be a showroom for kitchen/bath supply products. The retail area is by appointment. There would be an external storage area in the rear for durable goods. He addressed the recent TRC notes. A Use Variance was granted by the zoning board previously. Traffic studies and feasibility studies have been done privately as well. Discussions between the fire department and City Engineers are ongoing.

G.Green asked about pervious pavements for the front entrance vs. the loading dock areas. He was concerned with the increased number of rain events in Strafford County and wanted to make sure this was addressed.

M.McLeod mentioned the water table in the front is very different than that in the back of the site. There would be no offsite discharge.

**Motion:** T.Clark motioned to accept Item A of the application. Seconded by G.Green. Vote: U/A

**Motion:** G.Green motioned to accept Item B of the application. Seconded by K.Schuman. Vote: U/A

*Open public hearing on Item A and Item B. Nobody spoke to the board. Public hearing closed.*

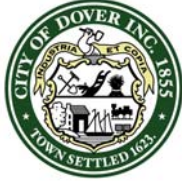
The Planning Department recommends the Planning Board accept the application, and table the application until the November 29, 2011 meeting. A site walk was scheduled for Saturday, November 12<sup>th</sup> at 9:00 a.m. The Conservation Commission will be invited to the Site Walk.

**Motion:** F.Torr motioned to table both Item A and Item B (P11-55 and P11-56) until the November 29<sup>th</sup> meeting. Seconded by G.Green. Vote: U/A.

- C. Consideration and acceptance of a Site Plan Review of land for City of Dover School District (SAU #11 – Horne Street School) Assessor's Map 36, Lot 30, zoned R-12, located at 78 Horne Street, per RSA 674:54. (Reconstruct pavement & reconfigure parking/student drop off) \*(P11-49)

Dana Lynch of Civilworks spoke on behalf of the Dover School District. He introduced Mike Limanni of the Dover School District. Mr. Lynch's presentation is to reconstruct the pavement and reconfigure parking at the student drop off areas due to unsafe parking concerns. He showed the board the current parking areas and put together a concept plan. They are proposing to grind up the current pavement and recycle it – and install new drains to relieve some ground water issues. Additional plans include reconfiguring the parking near Roosevelt Ave., which creates a more long-term parking solution, and a better student drop-off/pick-up area. The current stairway to the playground needs improvement, and currently poses hazards to the students, and tends to bottleneck the students exiting/entering. The plan includes replacing the stairs with a handicap ramp, which would zigzag back, improving student access/departure time in an event of an emergency, and provide better access to the playground/parking areas.

T.Clark asked about the stairway and questioned removing them. The TRC stated they did not need to be removed, but replaced.



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Mr. Lynch stated he would speak with Chief Driscoll.

Mike Limanni stated given the cost, they could have left the stairs, but wanted to find a safer option for the children and the timing is right, given the upgrades to the parking lot and student drop off areas.

**Motion:** G.Green motioned to accept. Seconded by F.Torr. Vote: U/A.

*Public hearing open. Nobody spoke to the board. Public hearing closed.*

The Planning Department recommends the Planning Board approve the application with the following nonbinding recommendations:

### 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 the surveyors and engineers stamps and signatures to all appropriate sheets.
4. The approval includes the granting of the waiver for no survey of the entire lot 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.

**Motion:** G.Green motioned to approve with non-binding staff recommendations. Seconded by K.Schuman. Vote: U/A.

- D. Consideration and acceptance of a Site Plan Review of land for City of Dover, (Owner: City of Dover & Washington Street Mill LLC) Assessor's Map 23, Lots 14 & 15, zoned CBD, located at Henry Law Park & Washington Street, per RSA 674:54. (Relocation of Pedestrian Bridge) \*(P11-57)

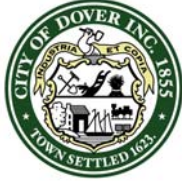
K.Schuman stated to the board he is a partner with an adjoining business. He asked the board if anyone objected to him sitting in on the case. The board had no objection for him to stay.

Ray Bardwell, a committee member on the bridge project spoke. He feels it is good for the City and a great educational tool for the City. It would connect people to the Children's Museum and other educational experiences in the area.

Kevin McEneaney of McEneaney Survey Associates presented the bridge project to the Board. He thanked the Fire Chief and his department for saving the bridge after a recent fire. He presented the new location which includes curving it to keep in use of the handicap ramp on the One Washington side, and creating a new handicap ramp on the Children's Museum side which is in line with the ADA guidelines. The bridge ends would be at a 14.5' height, above the 11-12 foot flood zone height. Any construction within that area has had DES permission.

K.Schuman asked about the handicap ramp and sidewalk and the landing area to the sidewalk area. He felt it lands nowhere.

K.McEneaney stated they could look further into the landing location.



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C.Parker asked when the bridge would move.

K.McEaney stated the bridge move is proposed for this winter 2011/2012 to Henry Law Park. In the spring 2012, it would be relocated after repairs.

K.Schuman asked about the river walk improvements near the Children's Museum.

G.Green asked about the DES permitting. No feedback from them to date. K. McEaney will follow up with the DES this week.

**Motion:** T.Clark motioned to accept the application. Seconded by J.Forget. Vote: U/A

*Public hearing open. Nobody spoke to the board. Public hearing closed..*

The Planning Department recommends the Planning Board approve the application with the following nonbinding recommendations:

### **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 obtain a NH Department of Environmental Services Wetlands Permit and add the permit number to the plan.

**Motion:** F.Torr motioned to approve. Seconded by G.Green. Vote: U/A

### **5. STAFF COMMENTS**

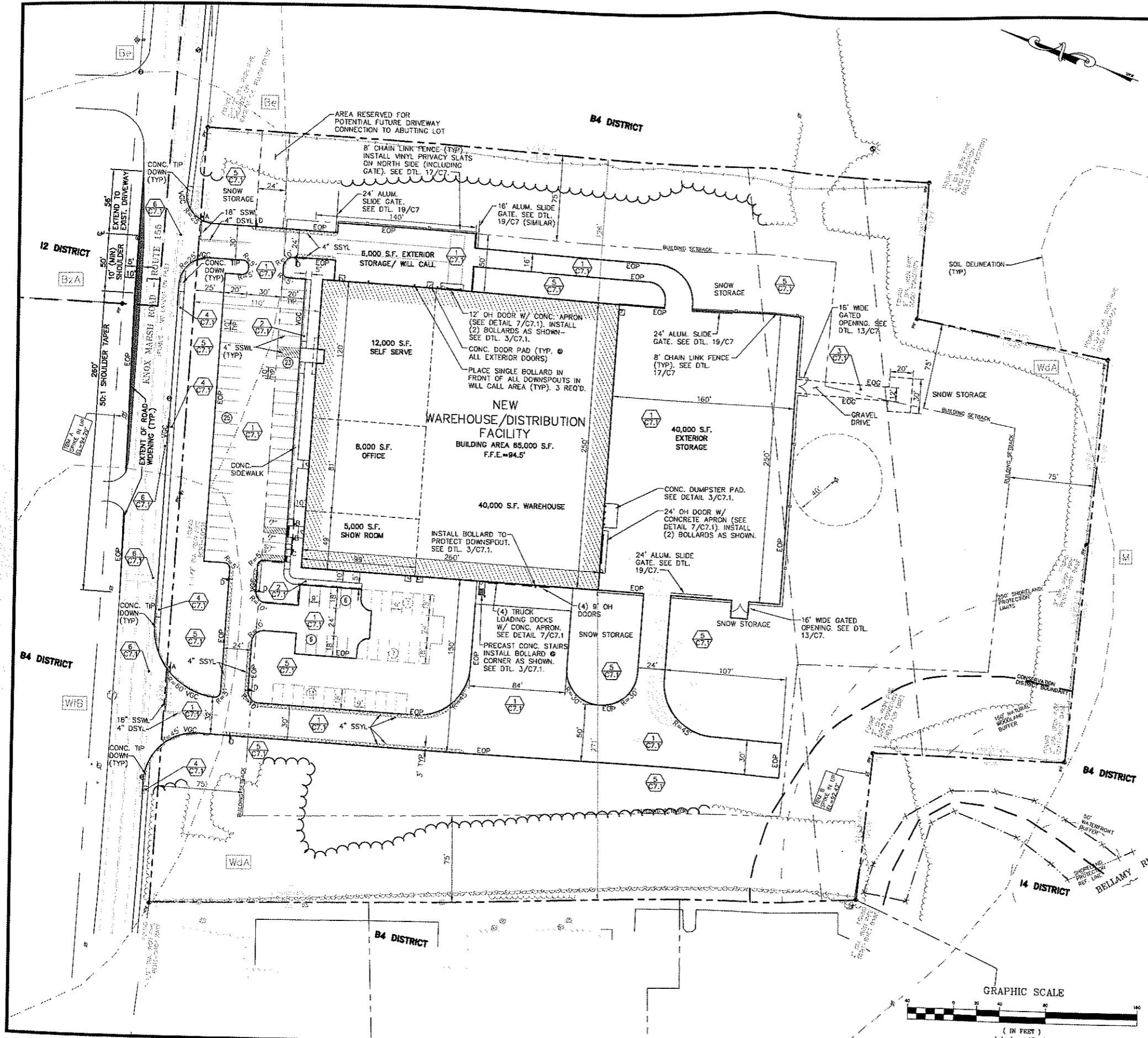
Ron Cole is submitting his letter of resignation after 20 yrs of service to the Planning Board. On the 2011/2012 Planning Board Schedules - the 2011 has been revised for December. The 12/27/11 meeting has been moved to 12/20/2011. There will be no workshop meetings in December, and workshops will resume in January. The 2012 schedule has also been released.

### **6. COMMITTEE REPORTS**

None

### **7. ADJOURNMENT**

**Motion:** K.Schuman motioned to adjourn the meeting at 8:32 pm. Seconded by J.Forget. Vote: U/A



**PLANNING AND ZONING NOTES**

THE INTENT OF THIS SITE PLAN IS TO DETAIL THE PROPOSED DESIGN OF FW WEBB WAREHOUSE/DISTRIBUTION FACILITY PLANNED FOR THIS SITE.

THE REFERENCE FOR THE PROJECT PARCEL IS SHOWN AS LOT 40B, MAP H OF THE CITY OF DOVER ASSESSOR'S MAPS, THOUGH THE PARCEL IS LISTED IN THE STRAFFORD COUNTY REGISTRY OF DEEDS AS 2 INDIVIDUAL LOTS

**CURRENT OWNER:** LOT 1  
EILEEN E. CECCHETTI & GAIL CAPPUCCELLI  
218 KNOX MARSH ROAD  
DOVER, NH  
DEED BOOK 3704, PAGE 313  
5.2 ACRES

LOT 2  
MICHAEL CECCHETTI  
(SURVIVED BY EILEEN E. CECCHETTI)  
218 KNOX MARSH ROAD  
DOVER, NH  
DEED BOOK 797, PAGE 216  
5.6 ACRES

THE PROJECT PARCELS CONTAIN 10.8 ACRES (468,781 S.F.) OF LAND.

**ZONING DIMENSIONAL & DENSITY REQUIREMENTS**  
ZONING DISTRICT: B4 HOTEL/RETAIL DISTRICT

MIN. LOT SIZE:	REQ'D. 5 ACRES (247,800 S.F.)	PROVIDED 10.8 ACRES (468,781 S.F.)
MIN. LOT FRONTAGE:	400 FT	674 FT
MIN. YARD SETBACKS:	75 FT	75 FT
	(ALL SIDES)	
MAX. LOT COVERAGE:	33% (BLDG)	14% (BLDG)
	33% (PVT)	24% (PVT)
FOR EACH-		
	BLDG.=1.5 AC (65,000 SF)	PVT.=2.6 AC (112,975 SF)

THIS PROPERTY IS LOCATED IN THE SECONDARY GROUNDWATER PROTECTION DISTRICT WHICH LIMITS LOT COVERAGE TO 20% (93,756 S.F.)

MAX. BLDG. HEIGHT: 55 FT 37 FT

**PARKING REQUIREMENTS**

MINIMUM PARKING SPACE SIZE: 16'-FEET BY 9'-FEET

SIZE OF PROPOSED PARKING SPACES:  
20'-FEET BY 10'-FEET (NORTH SIDE OF BLDG)  
18'-FEET BY 9'-FEET (WEST SIDE OF BLDG)  
20'-FEET BY 8'-FEET (ACCESSIBLE SPACE)

NUMBER OF SPACES REQUIRED:  
OFFICE-GENERAL: 1 SPACE/325 SF  
RETAIL-GENERAL: 1 SPACE/250 SF  
WAREHOUSE: 1 SPACE/1000 SF  
WHOLESALE DISTRIBUTION 1 SPACE/800 SF

PARCEL IS LOCATED IN THE SECONDARY GROUNDWATER PROTECTION DISTRICT, WHICH LIMITS MAXIMUM LOT COVERAGE TO 20% (2.16 AC/93,756 S.F.)

**PARKING COUNT**

TOTAL REQUIRED-	
OFFICE:	8000 SF/325 = 25
WAREHOUSE:	40,000 SF/1000 = 40
WHOLESALE DISTRIBUTION:	17,000 SF/800 = 22
TOTAL REQUIRED	87
TOTAL PROVIDED	60

ACCESSIBLE PARKING PER ADA REQUIREMENTS  
ACCESSIBLE SPACES REQUIRED - 3  
ACCESSIBLE SPACES PROVIDED - 3

ACCESSIBLE VAN SPACES REQUIRED - 1  
ACCESSIBLE VAN SPACES PROVIDED - 1

IT IS EXPECTED THAT THE FACILITY WILL HAVE 120 EMPLOYEES.

THE PROPOSED STRUCTURE SHALL BE SERVED BY A SPRINKLER SYSTEM AS REQUIRED UNDER CHAPTER 109-30 OF THE CODE OF THE CITY OF DOVER AND THE 2009 STATE BUILDING CODES.

A SECURITY SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 5B, ARTICLE I, SECTION 5B-2 OF THE CODE OF THE CITY OF DOVER.

ALL ON-SITE UTILITIES SHALL BE INSTALLED UNDERGROUND.

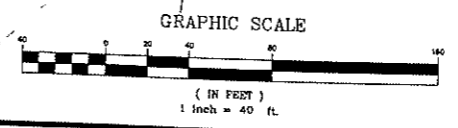
THE SUBJECT PARCELS ARE SERVED BY MUNICIPAL WATER AND SEWER.

ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO APPLICABLE CITY AND STATE CODES.

BACKFLOW PREVENTERS SHALL BE PROVIDED FOR BOTH FIRE AND DOMESTIC WATER LINES.

**NOTES:**

1. THE DEVELOPER IS REQUESTING A CONDITIONAL USE PERMIT FOR THE PURPOSE OF REDUCING THE TOTAL NUMBER OF PARKING SPACES TO BE CONSTRUCTED. THIS PLAN INDICATES THOSE SPACES THAT ARE PROPOSED TO BE CONSTRUCTED AS WELL AS THE DELINEATION OF AREAS WHERE THE FULL NUMBER OF SPACES COULD BE PROVIDED.
2. THE DEVELOPER IS REQUESTING A CONDITIONAL USE PERMIT FOR THE PURPOSE OF EXCEEDING THE ALLOWABLE IMPERVIOUS COVERAGE OF 20% WITHIN THE SECONDARY GROUNDWATER PROTECTION OVERLAY DISTRICT.
3. THE DEVELOPER HAS SUBMITTED A LOT MERGER APPLICATION TO THE CITY OF DOVER.
4. ON SEPTEMBER 15, 2011 THE CITY OF DOVER ZONING BOARD OF ADJUSTMENT GRANTED THE DEVELOPER A REQUEST FOR A VARIANCE TO CONSTRUCT THIS FACILITY (FILE 211-17).



**TURNER GROUP**

**THE H.L. TURNER GROUP Inc.**  
ARCHITECTS - ENGINEERS - BUILDING SCIENTISTS  
27 LOCKE ROAD  
CONCORD, NEW HAMPSHIRE 03301  
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**JMC**  
JM COULL, INC.  
Building New Visions  
20 POWDER MILL ROAD  
MAYNARD, MA 01754  
PHONE: (978) 461-0330  
FAX: (978) 461-0275  
CONSTRUCTION MANAGER



**F.W. WEBB COMPANY**  
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Electronic images of these documents may be used for the purpose of preparing shop drawings and construction drawings for this project only. It is intended to use them for any other purpose. The Architect's or Engineer's seals shall not appear on any documents that are modified by others. The Architect shall bear no responsibility for any modifications to the original documents by others.

**ISSUED FOR**

<input type="checkbox"/>	PERMITTING
<input type="checkbox"/>	SCHEMATIC DESIGN
<input checked="" type="checkbox"/>	DESIGN DEVELOPMENT
<input type="checkbox"/>	BID
<input type="checkbox"/>	CONSTRUCTION
<input checked="" type="checkbox"/>	NOT FOR CONSTRUCTION

2	11.18.11	PER CITY REVIEW COMMENTS
1	11.02.11	PER TRC COMMENTS

**PROVISIONS**

PROJECT TITLE / ADDRESS  
**J.M. COULL, INC.**  
**F.W. WEBB PROPOSED WAREHOUSE FACILITY**  
218 KNOX MARSH ROAD  
DOVER, NEW HAMPSHIRE

Tax Map H, Lot 40B

PROJ. NO.: 2693  
SCALE: 1"=40'  
DESIGN BY: MWM  
DRAWN BY: MWM  
CHECK BY: DRG  
ISSUE DATE: 10.14.11

**SITE PLAN**

**C2.0**

INDUSTRY: CMV FILE NAME: C2

P:\2010 J.M. Coull F.W. Webb - Dover NH\2010\09\01\01 C2.dwg, 11/19/2011 12:50:22 PM, ttrustin, C:\Users\260682.dwg



has poster o 11/29

RECEIVED  
NOV 10 2011

RECEIVED  
OCT 03 2011  
[Revision Date: July 19, 2010]

**City of Dover, New Hampshire**  
**SUBDIVISION APPLICATION**

Office Use Only	Project #:	<u>P11-50</u>	Date Received:	<u>10-6-11</u>
	Amount Paid:	<u>298.00</u>	Time Received:	<u>1:31 pm (SP)</u>

CL# 176

**APPLICANT AND OWNER INFORMATION**

Name of Applicant: Maureen & Michael Ryan Telephone # 742-1219

Address of Applicant: 15 Arch Street

Name of Property Owner (if different from applicant): SAME Telephone # \_\_\_\_\_

Address of Property Owner: \_\_\_\_\_

**PROPERTY INFORMATION**

Address of Property: 15 Arch Street

Assessor's Map # 10 Lot(s) # 1162

Zoning District(s) ~~R-12~~ R-12 Overlay District(s) \_\_\_\_\_

Size of Parcel: .57 AC (24,650 S.F.) Property Deed: Book 1991 Page: 205

Existing Use of Property: SINGLE FAMILY RESIDENCE

**SUBDIVISION INFORMATION**

Subdivision Type: Major (4 + net new lots): \_\_\_\_\_ Minor (3 or fewer lots):  Open Space: \_\_\_\_\_

Existing Number of Lots: 1 Proposed Number of Lots: 2

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

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

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

Estimated Length of Proposed Roads: N/A feet Public or Private Road? \_\_\_\_\_

**SURVEYOR INFORMATION**

Name of Surveyor and Company (Licensed in N.H.) MCENEANEY SURVEY ASSOCIATES

Address 24 CHESTNUT STREET DOVER NH 03820 Telephone #: 742-0911

Professional License #: NH LLS 1661 E-mail address: Kevin@surveynh.com

**ENGINEER INFORMATION**

Name of Engineer and Company (Licensed in N.H.) N/A

Address \_\_\_\_\_ Telephone #: \_\_\_\_\_

Professional License #: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**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.

X Signature of Property Owner: Michael J. Ryan Date: 10/4/11

Signature of Applicant (if different from owner): \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORIZATION TO ENTER SUBJECT PROPERTY**

I hereby authorize members of the Dover Planning Board, Planning Department 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.

X Signature of Property Owner: Michael J. Ryan Date: 10/4/11

**CITY OF DOVER SUBDIVISION  
LIST OF ABUTTERS**

Pursuant to RSA 676:4, the State Law of New Hampshire, the City of Dover is required to notify the applicant, abutters (including holders of conservation easements), and any professional whose seal is on the plan, of the public hearing by certified mail, return receipt requested. The applicant must obtain the abutter information from the records of the Tax Assessor's Office (not more than five days prior to filing) in order to process the subdivision application.

**ABUTTER** is defined as the owner of record of a parcel of land located in New Hampshire and that adjoins or is directly across the street or stream from the land under consideration by the Planning Board. For a condominium or other collective form of ownership, abutter means the officers of the collective or association. (See additional requirement below)

**Owner:**

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS
10	162	Mauveen & Michael Ryan	15 Arch Street Dover NH 03820

**Applicant (if different from owner):**

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS
—	—	—

**Surveyor and/or Engineer:**

NAME	COMPANY	MAILING ADDRESS
Kevin McEneaney	McEneaney Survey Associates	24 Chestnut Street Dover NH 03820

**Conservation Easement Holder:**

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS
—	—	—	—

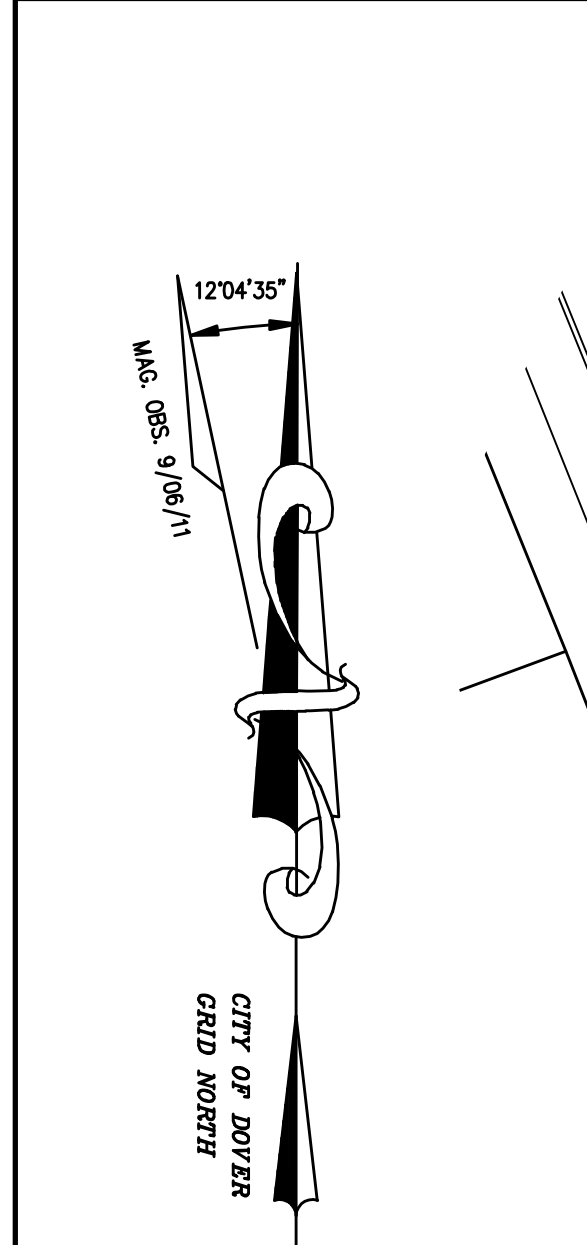
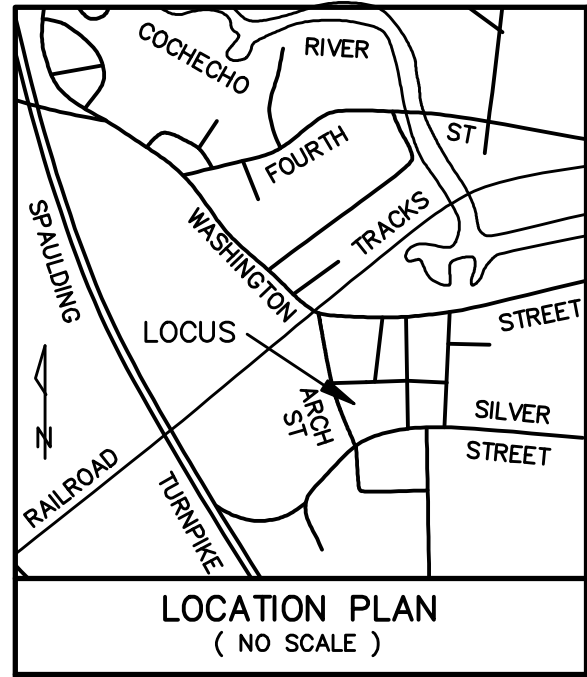
**Abutters:**

TAX MAP	LOT #	OWNER (S) OF RECORD	MAILING ADDRESS
10	161-1	Robert + Nancy Carroll	17 Arch Street Dover NH 03820
10	180	Pad + Kristine Nadeau	13 Madison Lane Kingston NH 03848
10	179	Robert + Julie Doyle	22 West Concord Street Dover NH 03820
10	178	Mark Wiley + Janice Fickett	41 Danielle Lane Dover NH 03820
10	166	David + Erin Dauphinais	137 Silver Street Dover NH 03820
10	164	Eleanor Bryant	PO Box 865 Dover NH 03821-0865
10	163	Mary + Noreen Dillon	34 Ridge Road Concord NH 03301
11	10	William + Carol Boc Per. Trust	8 Arch Street Dover NH 03820
11	11	Joseph + Margaret Talbert	PO Box 1454 Dover NH 03821-1454

If a condominium association is an abutter to a major and/or open space subdivision, add below all owners of individual units that are located within two hundred (200) feet of the common property line for notification by first class mail.

N/A

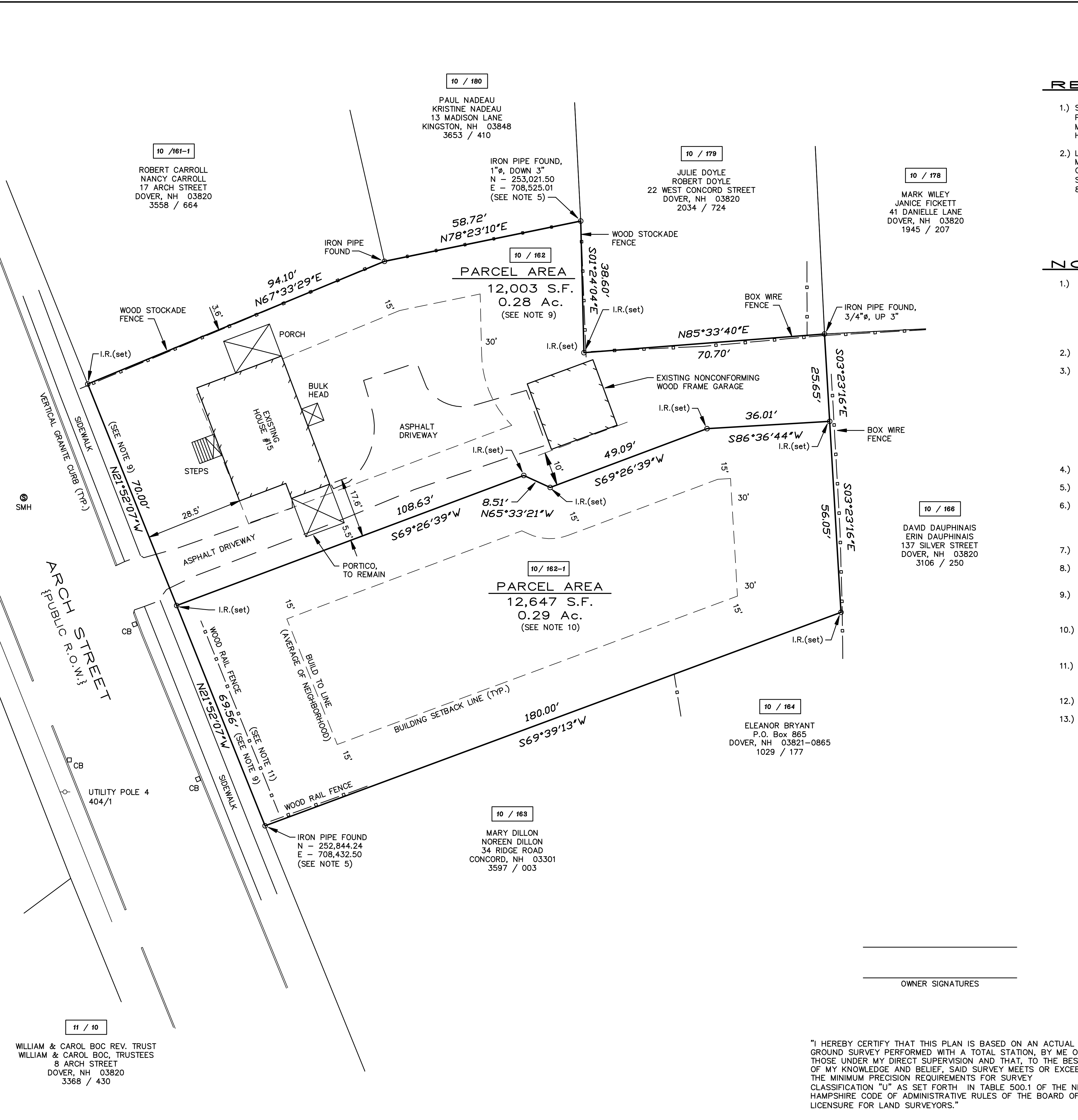
UNIT #	OWNER (S) OF RECORD	MAILING ADDRESS



**11 / 11**  
 JOSEPH JALBERT  
 MARGARET JALBERT  
 P.O. Box 1454  
 DOVER, NH 03821-1454  
 3813 / 718

**LEGEND**  
 I.R.(set) - IRON ROD W/ PLASTIC I.D. CAP (SET)  
 -○- UTILITY POLE  
 □ CB - CATCH BASIN  
 ⊙ SMH - SEWER MANHOLE  
 - - - EDGE OF PAVEMENT  
 S.F. - SQUARE FEET  
 AC. - ACRE  
 ∅ - DIAMETER  
 TYP. - TYPICAL  
 S.C.R.D. - STRAFFORD COUNTY REGISTRY OF DEEDS  
 R.O.W. - RIGHT OF WAY

NO.	DATE	DESCRIPTION	BY	CHK
REVISIONS				
11-1944		SUBDIVISION	11-05	13-21
PROJECT NO		TYPE	FIELDBOOK & PAGES	
For Registry of Deeds Use				



**REFERENCE PLANS:**

- SUBDIVISION PLAT DOVER, STRAFFORD COUNTY, NEW HAMPSHIRE PREPARED FOR JACK B. MIDDLETON. SCALE: 1" = 20'; DATED: MAY 8, 1991, REVISED THROUGH 6/7/91; BY: GEMETRES BLUE HILLS. RECORDED S.C.R.D. PLAN 38A-139.
- LOT LINE ADJUSTMENT PLAN PREPARED FOR MARK W. & SUZANNE M. JONES, TAX MAP 11, LOT No.s 11, 11-1 & 14, ARCH STREET, CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE. SCALE: 1" = 50', DATED: AUGUST 4, 2009, REVISED THROUGH 8/3/09; BY THIS OFFICE. RECORDED S.C.R.D. PLAN 97-64.

**NOTES:**

- OWNER OF RECORD:  
 MAUREEN RYAN  
 MICHAEL RYAN  
 15 ARCH STREET  
 DOVER, NEW HAMPSHIRE 03820  
 S.C.R.D. VOL. 1991, PAGE 205.
- 10 / 162** - DENOTES TAX MAP AND PARCEL NUMBER.
- ZONING DISTRICT R12.  
 MINIMUM LOT SIZE = 12,000 S.F.  
 MINIMUM LOT FRONTAGE = 100 FEET (SEE NOTE 9)  
 BUILDING SETBACK REQUIREMENTS:  
 FRONT (BUILD TO) = AVERAGE OF NEIGHBORHOOD  
 REAR = 30 FEET  
 SIDE (ABOUT A LOT) = 15 FEET  
 SIDE (ABOUT A STREET) = AVERAGE OF NEIGHBORHOOD  
 MAXIMUM LOT COVERAGE = 30 PERCENT  
 MAXIMUM BUILDING HEIGHT = 35 FEET
- TOTAL PARCEL AREA = 24,650 S.F. / 0.57 ACRES
- BASIS OF BEARING IS GRID NORTH PER CITY / GEOD CORP.
- PER FLOOD INSURANCE RATE MAP 33017C03100, EFFECTIVE DATE: MAY 17, 2005;  
 ZONE "X": AREAS DETERMINED TO BE OUTSIDE THE FEDERALLY DESIGNATED 0.2 PERCENT ANNUAL CHANCE FLOODPLAIN.
- THERE ARE NO WETLANDS LOCATED ON THE SUBJECT PARCEL.
- FREESTANDING ACCESSORY STRUCTURES ARE ALLOWED TO BE 10' FROM THE SIDE AND REAR PROPERTY LINES.
- REFERENCE IS MADE TO A NOTICE OF DECISION BY THE CITY OF DOVER ZONING BOARD OF ADJUSTMENT DATED OCTOBER 23, 2010 FILE Z 10-15.
- THE NEW PARCEL 10/162-1 WILL BE LIMITED TO A SINGLE FAMILY DWELLING UNIT PER THE ZONING BOARD OF ADJUSTMENT VARIANCE APPROVAL DATED 10/23/10, FILE Z 10-15.
- THE DRIVEWAY FOR NEW PARCEL 10 / 162-1 SHALL BE SITUATED ON THE SOUTH SIDE, NO CLOSER THAN FIVE FEET FROM THE BOUNDARY LINE.
- BOTH PARCELS WILL BE SERVICED BY MUNICIPAL SEWER AND WATER.
- A DIGITAL COPY OF THE APPROVED PLAN WILL BE PROVIDED TO CITY OF DOVER PLANNING DEPARTMENT UPON FINAL APPROVAL.

**SUBDIVISION PLAN OF LAND**  
 PREPARED FOR  
**MAUREEN AND MICHAEL RYAN**  
 TAX MAP 10, LOT No. 162  
**15 ARCH STREET**  
 CITY OF DOVER  
 COUNTY OF STRAFFORD  
 STATE OF NEW HAMPSHIRE

DOVER PLANNING FILE No. P 11-50  
 DRAWN BY: KJP, RJM FILE: CPK\1944\11-1944  
 SCALE: 1" = 15' DATE: SEPTEMBER 16, 2011

OWNER SIGNATURES

**McEaney**  
**Survey**  
**Associates, inc.**

P.O. Box 681 - 24 CHESTNUT STREET  
 DOVER, NH 03820 (603) 742-0911

SURVEYING - PLANNING - CONSULTING

"I HEREBY CERTIFY THAT THIS PLAN IS BASED ON AN ACTUAL GROUND SURVEY PERFORMED WITH A TOTAL STATION, BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, SAID SURVEY MEETS OR EXCEEDS THE MINIMUM PRECISION REQUIREMENTS FOR SURVEY CLASSIFICATION "U" AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS."

**11 / 10**  
 WILLIAM & CAROL BOC REV. TRUST  
 WILLIAM & CAROL BOC, TRUSTEES  
 8 ARCH STREET  
 DOVER, NH 03820  
 3368 / 430

**10 / 163**  
 MARY DILLON  
 NOREEN DILLON  
 34 RIDGE ROAD  
 CONCORD, NH 03301  
 3597 / 003

**10 / 164**  
 ELEANOR BRYANT  
 P.O. Box 865  
 DOVER, NH 03821-0865  
 1029 / 177

**10 / 166**  
 DAVID DAUPHINAIS  
 ERIN DAUPHINAIS  
 137 SILVER STREET  
 DOVER, NH 03820  
 3106 / 250

**10 / 179**  
 JULIE DOYLE  
 ROBERT DOYLE  
 22 WEST CONCORD STREET  
 DOVER, NH 03820  
 2034 / 724

**10 / 178**  
 MARK WILEY  
 JANICE FICKETT  
 41 DANIELLE LANE  
 DOVER, NH 03820  
 1945 / 207

**10 / 180**  
 PAUL NADEAU  
 KRISTINE NADEAU  
 13 MADISON LANE  
 KINGSTON, NH 03848  
 3653 / 410

**10 / 161-1**  
 ROBERT CARROLL  
 NANCY CARROLL  
 17 ARCH STREET  
 DOVER, NH 03820  
 3558 / 664



**CITY OF DOVER**

## PLANNING BOARD - STAFF MEMO FILE #P11-50

Application Type: Minor Subdivision  
Applicant(s): Maureen and Michael Ryan  
Owner(s): Maureen and Michael Ryan  
Location: 15 Arch Street (Assessor's Map 10, Lot 162)

**INTENT:** To subdivide an existing parcel on Arch Street into two lots.

**LOTS/UNITS PROPOSED:** One new single family house lot

**AGENDA ITEM #:** 4-A

**ACREAGE:** 0.57 Acres

**ZONING DISTRICT:** Medium-Density Residential District – R-12

**EXISTING LAND USE:** Single family house

**PROPOSED LAND USE:** Existing single family house on one lot and single family house on new lot

**SURROUNDING LAND USE:** Single family houses and duplexes

**ZBA ACTION:** Variance for frontage was granted by Zoning Board of Adjustment on October 21, 2010

**ATTACHMENTS:** Subdivision plan and application

**APPLICATION IS COMPLETE:** Yes

**NOTICES SENT:** Abutter notices were sent by certified mail to all abutters

**PERMITS REQUIRED:** None

**WAIVERS REQUESTED:** None

### Summary of Request and Background

The applicant has submitted a plan asking to subdivide an existing lot into two lots, one would be 12,003 square feet and the other would be 12,647 square feet. Each lot would be serviced by municipal water and sewer.

### Consistency with Land Use Regulations

Chapter 155-15 of the Land Subdivision Regulations of the City Code provides for subdivisions of existing lots. The plan is consistent with the purpose of the R-12 District, which is to provide for single family neighborhoods near the elementary schools, with smaller lot sizes and homes served by municipal water and sewer. This plan is consistent with those regulations.

### STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the subdivision plat with the following conditions:

#### Conditions to Be Met Prior to Signing the Plat:

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.



# City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2010]

Office Use Only	Project #:	<u>PI-58</u>	Date Received:	<u>DEC 16 2011</u>
	Amount Paid:	<u>\$ 266</u>	Time Received:	<u>OCT 24 2011</u>

CE# 1735

### APPLICANT AND OWNER INFORMATION

Name of Applicant: Dahn & Norma Tibbett Telephone # \_\_\_\_\_

Address of Applicant: 20 Clark Lane, Marshfield, MA 02050

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

Address of Property Owner: \_\_\_\_\_

### PROPERTY INFORMATION

Address of Property: Gulf Road, Dover, NH

Assessor's Map #: N Lot(s) #: 13B

Zoning District(s): R-40 Overlay District(s): Wetlands Protection District

Existing Use of Property: Vacant

### CONDITIONAL USE PERMIT INFORMATION

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

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Conservation District                  | <input type="checkbox"/> RCM Use Overlay District       | <input type="checkbox"/> I-1 District Uses |
| <input type="checkbox"/> Groundwater Protection                 | <input type="checkbox"/> Off-Street Parking and Loading |  |
| <input checked="" type="checkbox"/> Wetland Protection District | <input type="checkbox"/> Central Business District      |  |

Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:

Placing septic system leach field closer than 75' (51') to jurisdictional wetlands and grading associated with same closer than 50' to jurisdictional wetland. Also, grading associated with garage and driveway construction located closer than 50' to jurisdictional wetland and within the wetland buffer.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: (will be applied for)

NHDES Individual Sewage Disposal System Construction Approval

Name of Professional That Prepared Plans: Paul J. Connolly, P.E., P.L.S.

Address: c/o Civilworks, Inc., PO Box 1166, Dover, NH 03821-1166 Telephone #: 749-0443

Professional License #: NH PE #5176  
NH LLS #683 E-mail address: civilworksdoover@comcast.net  
NH DES Designer #594

**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. *Norma Subject*

Signature of Property Owner: *Dolan M Yalbert* Date: 10-10-11

Signature of Applicant (if different from owner): \_\_\_\_\_ Date: 10-10-11

Signature of Agent: *Norma Subject* Date: 10-10-11

**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.

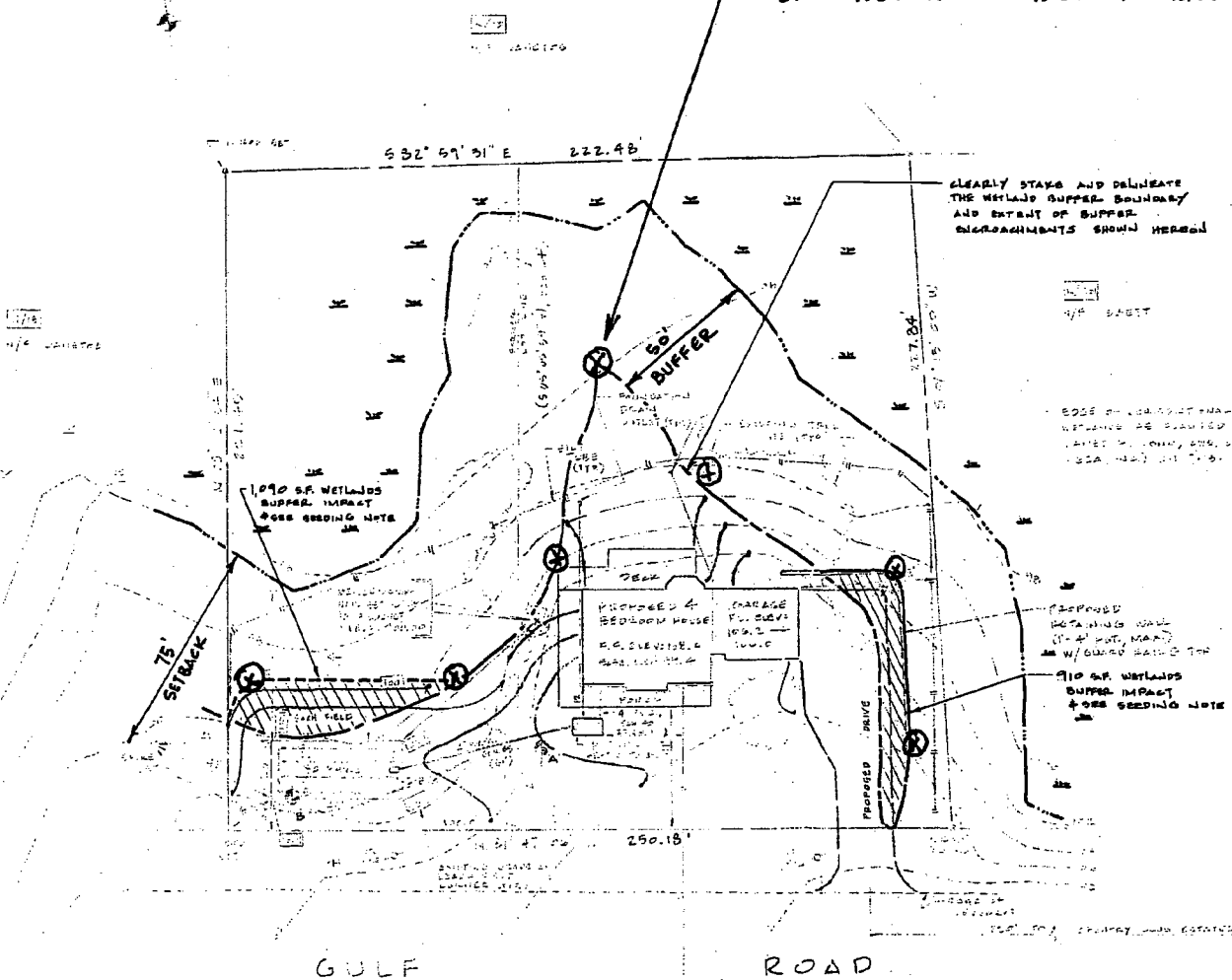
Signature of Property Owner: *Dolan M Yalbert* Date: 10/10/11  
*Norma Subject*



## LIST OF ABUTTERS

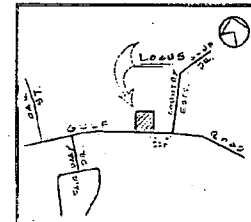
<u>MAP</u>	<u>LOT</u>	<u>OWNER'S NAME AND ADDRESS</u>
N	13	John Janetos 104 Gulf Road, Dover, NH 03820
N	13B	Norma M. & Dahn Tibbett 20 Clark Lane, Marshfield, MA 02050
N	13E	Ahn Marie Tibbett & Michael Alan Day 2A Country Club Estates Drive, Dover, NH 03820
N	14A	Edward M. & Sarah L. Townsend 117 Gulf Road, Dover, NH 03820
N	15	Cochecho Country Club 145 Gulf Road, Dover, NH 03820
N	13F	Jahn & Susan Janetos 28 Waterloo Circle, Dover, NH 03820

**PROPOSED LOCATIONS (7 TOTAL)  
OF WETLAND BUFFER BADGES/SIGNS**



CLEARLY STAKE AND DELINEATE THE WETLAND BUFFER BOUNDARY AND EXTENT OF BUFFER. ENCROACHMENTS SHOWN HEREIN.

**SEEDING NOTE:**  
ANY AND ALL DISTURBANCES WITHIN THE WETLAND BUFFER SHALL BE RESTORED WITH AT LEAST 4" OF HIGH QUALITY TOPSOIL/LOAM AND SEEDED WITH A CONSERVATION SEED MIX.



- NOTES**
- SEE SHEET 22 OF 22 FOR SYSTEM PROFILE, SYSTEM SECTION DETAILS, SOIL LOGS, GENERAL NOTES, NATIONAL NOTES, SWIFT DATA, BENCH DATA, CURB CALCULATIONS AND LEGEND.
  - SURFACE WATER WITHIN 75 FEET OF SYSTEM SHALL BE DIVERTED TO EXISTING DRAINAGE.
  - SHADING INDICATES DRAINAGE PATTERN.
  - ALL WORK SHALL BE IN ACCORDANCE WITH THE 1960 MASS. REGS. 800 CMR 12.00.

**LOCATION MAP**

NO.	DATE	BY	REVISION

**CONDITIONAL USE PERMIT & SUBSURFACE DISPOSAL SYSTEM PLAN**

LOT No: 13 B, TAX MAP N  
 STREET ADDRESS: GULF ROAD  
 CITY / TOWN: DOVER, NH 03320  
 OWNER OF RECORD: DAUN & NORMA TIBBETT  
 20 CLARK LANE  
 MARSHFIELD, MA 02050  
 APPLICANT:

**civilworks**  
 ENGINEERS & SURVEYORS  
 Dover, NH 603-749-0443

DESIGN BY	PJC
DRAWN BY	PJC
SCALE	AS SHOWN
DATE	11-11-11
SHEET	1 OF 2
PROJECT	07101

NOTES:  
 SHOULD SYSTEM FAILURE OCCUR, THE SYSTEM MAY HAVE TO BE REBUILT IN PLACE.



**CITY OF DOVER**

## PLANNING BOARD - STAFF MEMO FILE #P11-58

Application Type:	Conditional Use Permit
Applicant:	Dahn & Norma Tibbett
Owner:	Dahn & Norma Tibbett
Location:	Gulf Road (Assessor's Map N, Lot 13-B)

**INTENT:** Request for a Conditional Use Permit to allow a septic system closer than 75 feet to a wetland and associated grading within the 50-foot wetlands buffer. Also grading for a driveway within the 50-foot wetlands buffer is proposed.

**LOTS/UNITS PROPOSED:** One single family house

**AGENDA ITEM #:** 4-B

**ACREAGE:** 1.22 Acres

**ZONING DISTRICT:** Rural Residential District - R-40

**EXISTING LAND USE:** Vacant single family house lot

**PROPOSED LAND USE:** One single family house

**SURROUNDING LAND USE:** Single family houses and golf course

**ZBA ACTION:** None

**ATTACHMENTS:** Conditional use plan and application

**APPLICATION IS COMPLETE:** Yes

**NOTICES SENT:** Abutter notices were sent by certified mail to all abutters

**PERMITS REQUIRED:**

- City of Dover Conditional Use Permit

**WAIVERS REQUESTED:** None

### Summary of Request and Background

The applicant has submitted plans asking to place fill within the 50-foot wetlands buffer for the construction of a house and septic system on an existing lot. The total area of buffer impact is 1,090 square feet for the septic system and 910 square feet for the driveway. Additionally the proposed septic system is 51 feet from the wetlands, where 75 feet is required.

The applicant appeared before the Conservation Commission on November 14, 2011 and received an endorsement (minutes enclosed).

### Consistency with Land Use Regulations

The Wetlands 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:

The Planning Department recommends that the Planning Board approve the conditional use permit with the following conditions:

### Conditions to Be Met Prior to any Earth Disturbance Activity:

1. Per Chapter 170-27.1-D-1-c, the applicant shall install a minimum of seven wetland buffer signs along the 50-foot wetlands buffer line as shown the plan prepared by Civilworks. This shall be checked and approved by the Building Official and City Engineer.



# City of Dover, New Hampshire SITE REVIEW APPLICATION

RECEIVED  
Revision Date: July 19, 2010  
NOV - 3 2011

Office Use Only	Project #: <u>P11-60</u>	Date Received: _____
	Amount Paid: <u>\$1122.00</u>	Time Received: _____

### APPLICANT AND OWNER INFORMATION

Name of Applicant: Cocheco Mills, LLC Telephone # 868-5995

Address of Applicant: 8 Newmarket Road, Suite 2, Durham, NH 03824

Name of Property Owner (if different from applicant): Dover Mills Partnership Telephone # \_\_\_\_\_

Address of Property Owner: 100 Main Street, Suite 100, Dover, NH 03820

### PROPERTY INFORMATION

Address of Property: 100 Main Street, 51 Washington Street, 43 Washington Street  
Map 2, Lots 37, 37A

Assessor's Map # 2, 3 Lot(s) # Map 3, Lots 63, 63B, & 45

Zoning District(s) CBD Overlay District(s) N/A  
1184 249

Size of Parcel: ----- sq. ft. 4.1 ac. Property Deed: Book 1930 Page: 520, 524, 529

Existing Use of Property: Mixed-use office and retail

### SITE PLAN INFORMATION

Describe Proposed Use: Change of use of 120,000 s.f. office space to 120 residential units over 3 phases

Area of Parcel to be Developed: No site alterations sq. ft.

If Multi-family Residential, Specify Number of Units & Buildings Proposed: 120 units & 0 buildings

Number of Parking Spaces: Existing 170 on-site Proposed no change  
450 off-site

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

Number of Employees Total: --- In Maximum Shift: ---

Disposition of Parcel:

Building Setbacks:

Building Footprint No change sq. ft.

Front Yard N/A ft.

Total Building Area No change sq. ft.

Rear Yard N/A ft.

Paved Area No change sq. ft.

Side Yard: Right N/A ft.  
Left N/A 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: N/A

Height of Building: varies (no change) Finished Floor Elevation: varies (no change)

Number of Seats (where applicable) N/A

**SURVEYOR INFORMATION**

Name of Surveyor and Company (Licensed in N.H.) Dana C. Lynch, P.E.

Address Civilworks, Inc., P.O. Box 1166, Dover, NH 03821-1166 Telephone #: 749-0443

Professional License #: 5745 E-mail address: civilworksdoher@comcast.net

**ENGINEER INFORMATION**

Name of Engineer and Company (Licensed in N.H.) \_\_\_\_\_

Address \_\_\_\_\_ Telephone #: \_\_\_\_\_

Professional License #: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**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: Vann H. Sweett Pres. JGS Enterprises Inc. G.P. Date: 11/1/11

Signature of Applicant (if different from owner): [Signature] Date: 11/1/11

Signature of Agent: Dana C. Lynch, P.E. Date: 11/1/11

**AUTHORIZATION TO ENTER SUBJECT PROPERTY**

I, and my successors, hereby authorize members of the Dover Planning Board, Planning Department 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: Vann H. Sweett Pres. JGS Enterprises Inc. G.P. Date: 11/1/11

**AUTHORIZATION TO COMPLETE THE PROJECT ON SUBJECT PROPERTY**

I, and my successors, hereby the City of Dover or its assigns to enter my property for the purpose of completing the site work as required by the approved plan should the letter or credit or other surety be called. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: Van H. Sweett Pres. JGS Enterprises Inc <sup>G.P.</sup> Date: 11/1/11

Signature of Applicant (if different from owner): [Signature] Date: 11/1/11

**CERTIFICATION OF FEES**

I, and my successors, hereby certify that I understand that the City of Dover collects impact fees, utility investment fees and inspection fees for projects developed in Dover. Said fees must be paid before a Certificate of Occupancy can be obtained for a structure, unless a different payment schedule is agreed to by the applicant and the City prior to approvals being issued by the Dover Planning Board. Additionally, should the property be in "Current Use" it will be subject to the Land Use Change Tax.

Signature of Property Owner: Van H. Sweett Pres. JGS Enterprises Inc <sup>G.P.</sup> Date: 11/1/11

Signature of Applicant (if different from owner): [Signature] Date: 11/1/11

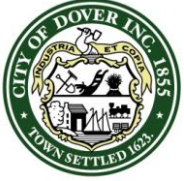
## LIST OF ABUTTERS

<u>MAP</u>	<u>LOT</u>	<u>OWNER'S NAME AND ADDRESS</u>
2	35	Strafford National Bank, c/o TD Bank 380 Wellington Street, Tower B, 12th Floor London Ontario N6A 4S4
2	35A	Bank of New Hampshire, c/o TD Bank 380 Wellington Street, Tower B, 12th Floor London Ontario N6A 4S4
2	36	Cocheco Falls Dam P.O. Box 178, South Berwick, ME 03908
2	37, 37A	Dover Mills Partnership 100 Main Street, Suite 100, Dover, NH 03820
2	50	388 Central Avenue Condos 388 Central Avenue, Dover, NH 03820
2	51	Peter G. & Paula Georgakilas, Trustees Peter G. & Paula Georgakilas Living Revoc. Trust 62 Silver Street, Dover, NH 03820-3951
2	75A	Seer Properties, LLC 400 Central Avenue, Dover, NH 03820
2	75B	Karelitz Properties, LLC 400 Central Avenue, Dover, NH 03820
2	75C	Robert S. Karelitz Revocable Trust c/o Robert S. Karelitz, Trustee 113 Madbury Road, Durham, NH 03824
2	78	Holgate Limited Partnership 130 Central Avenue, Dover, NH 03820
2	79, 80	Raymond N. Guillemette 2005 Trust Raymond N. Guillemette, Trustee 7 Hayes Lane, Dover, NH 03820
2	81	364 Central Avenue Associates, LLC 80 Nashua Road, Suite 24, Londonderry, NH 03053
3	1, 1A, 22, 22A	Allan B. Krans & Hamilton R. Krans, Jr. 29 Main Street, Dover, NH 03820
3	2	Lisa Gentile, Trustee Gentile Realty Trust 23 Boxwood Lane, Dover, NH 03820

<u>MAP</u>	<u>LOT</u>	<u>OWNER'S NAME AND ADDRESS</u>
3	3, 18	Dean A. Fournier Revocable Trust Dean A. Fournier, Trustee 348 Tolend Road, Dover, NH 03820
3	12	Charles E. George, Trustee CEG School Street Realty Trust 481 High Street, Somersworth, NH 03878
3	13	Nina & Vassilios A. Gatzoulis 25 Rogers Street, Dover, NH 03820
3	14, 15	John W. Gray Revocable Trust 94 John W. Gray, Trustee 7 Patriots Way, Rye, NH 03870
3	16, 63B	Cochecho Overlook Limited Partnership 100 Main Street, Suite 100, Dover, NH 03820
3	19	Cassandra M. Cardillo & Michael B. McCracken 43 Main Street, #1, Dover, NH 03820
3	23	Edward J. George Family Trust 151 Roberts Road, Rollinsford, NH 03869
3	23-1, 25	City of Dover 288 Central Avenue, Dover, NH 03820
3	31	Big J Realty, Inc. 161 Clement Road, Rollinsford, NH 03869
3	42	Field and Foster, LLC 481 Central Avenue, Dover, NH 03820
3	63, 66	Dover Mills Partnership 100 Main Street, Suite 100, Dover, NH 03820
3	63A	Picker House, LLC c/o CP Management, Inc. 11 Court Street, Suite 100, Exeter, NH 03833
3	64	Pillar Investment Corp. 340 Central Avenue #202, Dover, NH 03820
3	67	421 Central Avenue, LLC 113 Bunker Hill Avenue, Stratham, NH 03885
6	1	Brian & Stephanie Fischer 46 North River Road, Lee, NH 03824

<u>MAP</u>	<u>LOT</u>	<u>OWNER'S NAME AND ADDRESS</u>
6	20	Helen & Gregorios Koutrelakos 5 Fairfield Drive, Dover, NH 03820
6	21-1	Build Upon, LLC 32 Joco Drive, Tynsboro, MA 01879
6	21-2	Marker 21 Holdings, LLC 163 Central Avenue, Dover, NH 03820
6	21-3	Cartelli's, LLC 446 Central Avenue, Dover, NH 03820
6	21A	Peter T. & Joan Henry 454 Central Avenue, Dover, NH 03820
6	36	Bamford Investment Co., LLC 466 Central Avenue, Suite 12, Dover, NH 03820
23	2, 3, 4	Robert S. Mairs 17 Portland Avenue, Dover, NH 03820
23	5	James C. & Peggy C. Frangos 35 James Farm Road, Lee, NH 03824-6529
23	7	James, Kathleen L. & George Melitas 483 Egret Circle, Barefoot Bay, FL 32976-7483
23	8	Henry N. & Jean Jones 14 Young Street, Dover, NH 03820
23	11	Gloria L. & Joseph Allis Revocable Trust 2 Jan Lane, Newmarket, NH 03857-2187
23	14	Washington Street Mill, LLC 8 Newmarket Road, Suite 2, Durham, NH 03824
23	15	City of Dover c/o C/S Recreation/Gym & Pool 61 Locust Street, #124, Dover, NH 03820-3753
ENGINEER:		Altus Engineering, Inc. 133 Court Street, Portsmouth, NH 03801
CONSULTANT:		Civilworks, Inc. P.O. Box 1166, Dover, NH 03821-1166





**CITY OF DOVER**

## PLANNING BOARD - STAFF MEMO FILE #P11-60

Application Type: Site Plan Review  
Applicant: Cocheco Mills, LLC  
Owner: Dover Mills Partnership  
Location: 100 Main Street, 43 & 51 Washington Street (Assessors Map 2, Lots 37, 37A; Assessors Map 3, Lots 63, 63B, & 45)

**INTENT:** Site Plan Review to change the use of 120,000 square feet of the existing mill buildings into 120 residential units, in three phases.

**LOTS/UNITS PROPOSED:** 120 multi-family units

**AGENDA ITEM #:** 4-C

**ACREAGE:** 4.1 acres

**ZONING DISTRICT:** Central Business District (CBD)

**EXISTING LAND USE:**  
Commercial/Office

**PROPOSED LAND USE:** Mixed use building with commercial, office and multi-family residential

**SURROUNDING LAND USE:** Multi-family residential and Commercial/Office

**ZBA ACTION:** None

**ATTACHMENTS:** Site Review Plan and application

**APPLICATION IS COMPLETE:** Yes

**NOTICES SENT:** Abutter notices were sent by certified mail to all abutters

**PERMITS REQUIRED:** None

**WAIVERS REQUESTED:** Minimum Site Plan requirements

### Summary of Request and Background

The applicant has submitted a set of plans to change the use of 120,000 square feet of the existing mill buildings into 120 residential units. The project is proposed to be phased, with 60 units in Building #2 in phase 1, 30 units in Building #5 in phase 2, and 30 units in Building #3 in phase 3.

The applicant appeared before TRC on November 10, 2011 (see enclosed TRC notes).

The applicant had a Technical memorandum on trip generation prepared by Civilworks, Inc. on October 26, 2011. A copy of the memorandum is enclosed.

The applicant had a Fiscal Impact Analysis prepared by Civilworks, Inc. in October of 2011. A copy of the analysis is enclosed.

### Waiver Request

The applicant has requested a waiver to the minimum site plan requirements because the building already exists and the use of the building is changing from office to residential. Since this is a change of use, most of the site plan requirements are unnecessary. For these reasons, the Planning Department supports the granting of the requested waiver.

### Consistency with Land Use Regulations

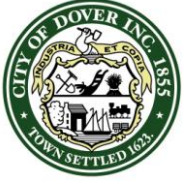
Chapter 149-4 of the Site Review Regulations of the City Code provides for site review approval. This project is located in the Central Business District (CBD) and is governed by the Form Based Code. The CBD encourages a mixture of residential and non-residential uses in multi-story buildings that are close to the street and that use durable construction materials. This application meets these standards.

### 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 waiver for minimum site plan requirements 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.



**CITY OF DOVER**

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

4. The applicant shall complete the Lot Merger Form and record the document at the Strafford County Registry of Deeds.
5. The new dwelling units shall pay the current impact fees in place at the time of building permit application.
6. The new buildings shall be assessed the current water/sewer investment fees in place at the time of building permit application.

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

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