

CITY OF DOVER

## DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820  
Meeting Date: **Tuesday, January 24, 2012**  
Meeting Time: **7:00 pm**

### 1. CITIZENS' FORUM

### 2. APPROVAL OF THE PRIOR MINUTES

- January 10, 2012 Regular Meeting Minutes

### 3. OLD BUSINESS

- A. Public Hearing to consider amendments to Chapter 155, entitled "Subdivision of Land" of the code of the City of Dover. Amendments include a clarification about surety bonds; a requirement to post hours of construction and contact information; revising the requirements of a locus map; revising the requirements of elevations on a plat and construction sheets; clarification of easement locations; clarification of naming of right of ways; requirements for reviewing drainage studies during construction; updates to the storm water management requirements; clarification of blasting requirements; clarification of street paving composition; requiring a sign identifying a private roadway; clarifying storm sewer appurtenances; requirements if infrastructure is to be private; clarifying the size of a water main and the type of hydrants allowed; requirements for energy efficient street lighting; clarification that a certificate of occupancy may be withheld if fees are outstanding; clarifying the make up of the Technical Review Committee. The complete wording of each amendment is available in the Planning Department and on the City's website at [www.dover.nh.gov](http://www.dover.nh.gov).
- B. Public Hearing to consider amendments to Chapter 149, entitled "Site Review Regulations" of the code of the City of Dover. Amendments include revising the thresholds where site review is required; Technical Review Committee makeup; requirements for surety bonds and performance bonds; a requirement to post hours of construction and contact information; requirement to locate all wells on a site plan; requirement to install pervious materials for all internal walkways; requirement to install external sidewalks; requirements for pervious pavement to be used for vehicle storage areas of a certain size; clarification that a certificate of occupancy may be withheld if fees are outstanding. The complete wording of each amendment is available in the Planning Department and on the City's website at [www.dover.nh.gov](http://www.dover.nh.gov).
- C. Consideration and possible vote of a request for a 90-day extension for a minor lot line adjustment plan 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) (previously approved on 7/26/11)

### 4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Michael & Shelby Brewer, Assessor's Map 32, Lots 36-E & 36-F, zoned R-12, located at Fourth Street. (Encroachment into wetland buffer) \*(P11-61)

### 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  
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820  
Meeting Date: **Tuesday, January 10, 2012**  
Meeting Time: **7:00 pm**

**Members Present:** Dean Trefethen, Frank Torr (Vice Chair), Linda Merullo, Tom Clark, Dave White, Gary Green, Jake Forget (Alternate)

**Members Not Present:** Marcia Gasses (Chair), Lee Skinner, Kirt Schuman (Alternate)

**Staff Present:** Christopher Parker (Planning Director), Timothy Corwin (Assistant City Planner)

*The Chair called the meeting to order at 7:00 pm.*

### 1. ELECTION OF OFFICERS

F.Torr motioned to nominate M.Gasses as Planning Board Chair. J.Forget seconded.  
T.Clark motioned to nominate F.Torr as Planning Board Vice Chair. D.White seconded.

The Board voted by secret ballot. The votes were tallied and the results were announced by C.Parker. M.Gasses was elected as Chair, and F.Torr remains Vice Chair.

### 2. CITIZENS' FORUM

No one spoke.

### 3. APPROVAL OF THE PRIOR MINUTES

- December 20, 2011 Regular Meeting Minutes

**Motion:** D.Trefethen motioned to approve the December 20, 2011 Regular Meeting minutes, G.Green seconded. Vote: Unanimous approval.

### 4. OLD BUSINESS

- A. Public Hearing to consider amendments to Chapter 155, entitled "Subdivision of Land" of the code of the City of Dover. Amendments include a clarification about surety bonds; a requirement to post hours of construction and contact information; revising the requirements of a locus map; revising the requirements of elevations on a plat and construction sheets; clarification of easement locations; clarification of naming of right of ways; requirements for reviewing drainage studies during construction; updates to the storm water management requirements; clarification of blasting requirements; clarification of street paving composition; requiring a sign identifying a private roadway; clarifying storm sewer appurtenances; requirements if infrastructure is to be private; clarifying the size of a water main and the type of hydrants allowed; requirements for energy efficient street lighting; clarification that a certificate of occupancy may be withheld if fees are outstanding; clarifying the make up of the Technical Review Committee. The complete wording of each amendment is available in the Planning Department and on the City's website at [www.dover.nh.gov](http://www.dover.nh.gov).

No one spoke. Public hearing was recessed.

**Motion:** D.Trefethen motioned to table the amendments until January 24, 2012. D.White seconded. Vote: Unanimous approval.

- B. Public Hearing to consider amendments to Chapter 149, entitled "Site Review Regulations" of the code of the City of Dover. Amendments include revising the thresholds where site review is required;



CITY OF DOVER

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers – 288 Central Avenue Dover NH 03820  
Meeting Date: **Tuesday, January 10, 2012**  
Meeting Time: **7:00 pm**

Technical Review Committee makeup; requirements for surety bonds and performance bonds; a requirement to post hours of construction and contact information; requirement to locate all wells on a site plan; requirement to install pervious materials for all internal walkways; requirement to install external sidewalks; requirements for pervious pavement to be used for vehicle storage areas of a certain size; clarification that a certificate of occupancy may be withheld if fees are outstanding. The complete wording of each amendment is available in the Planning Department and on the City's website at [www.dover.nh.gov](http://www.dover.nh.gov).

No one spoke. Public hearing was recessed.

G.Green asked that Amendment 8, on page 2, be clarified by add revising the parking lot/area section and by adding the reference to the New Hampshire Stormwater Manual to new section F.

**Motion:** T.Clark motioned to table the amendments until January 24, 2012. G.Green seconded. Vote: Unanimous approval.

### 5. NEW BUSINESS

A. Discussion regarding Prioritization of suggested Land Use Regulation Changes.

C.Parker reviewed the amendments suggested and described the timeline proposed.

D.Trefethen requested that mobile homes have a more thorough review than just location allowed.

L.Merullo requested that a review of parking allocations not be tied to zoning amendments. Discussion ensued about separating the items. They were not separated.

### 6. STAFF COMMENTS

C.Parker noted that Norm Fracassa had asked to be replaced on the Master Plan Steering Committee. Staff requests that Jan Nedelka be appointed by the Planning Board. C.Parker noted the workshop schedule for 2012. C.Parker noted the results of the National Citizen Survey which shows an appreciation and understanding for the hard work the planning community is accomplishing in Dover.

C.Parker welcomed T.Corwin to the department.

T.Corwin addressed the Board and offered his background and is looking forward to working with the Board and all residents to continue to improve the City and Community of Dover.

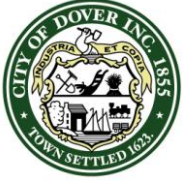
C.Parker congratulated M.Gasses and F.Torr on their positions.

### 7. COMMITTEE REPORTS

None

### 8. ADJOURNMENT

**Motion:** D.Trefethen motioned to adjourn the meeting at 7:36 pm. L.Merullo seconded. Vote: Unanimous approval.



**CITY OF DOVER**

## PLANNING BOARD - STAFF MEMO FILE #P11-61

Application Type: Conditional Use Permit  
Applicant: Michael and Shelby Brewer  
Owner: Michael and Shelby Brewer  
Location: Fourth Street (Assessor's Map 17, Lots 56 & 56-A)

**INTENT:** To obtain a Conditional Use Permit to impact 7,423± square feet of wetlands buffer to construct a single family dwelling and driveway.

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

**AGENDA ITEM #:** 4-A

**ACREAGE:** 3.97 acres

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

**EXISTING LAND USE:** Two vacant lots

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

**SURROUNDING LAND USE:** Single family houses

**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 a set of plans for review to impact the Wetlands Protection District to place a single family dwelling and driveway within the 50-foot wetlands buffer. Total buffer impact is 7,423 square feet. Two lots of record will be combined into one lot.

The applicant appeared before the Conservation Commission on December 12, 2011 and January 9, 2012 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 the Issuance of the Conditional Use Permit:**

1. The applicant shall complete the Lot Merger Form and have it recorded at the Strafford County Registry of Deeds.
2. The applicant shall revise the plan to delete the 10 foot wetland buffer line and impact area note.
3. The applicant shall revise the plan to correct the square footage of the 50 foot wetland buffer impact area.

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

4. The applicant shall have the surveyor stake the area of the proposed fill within the 50-foot wetland buffers on the lot. This shall be checked and approved by the Building Official and City Engineer.

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

5. Per Chapter 170-27.1-D-1-c, the applicant shall install wetland buffer signs at 25 foot intervals along a line a maximum of 15 feet from the house and garage. This shall be checked and approved by the Building Official and City Engineer.

has poster



# City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2010]

Office Use Only	Project #:	<u>P11-61</u>	Date Received:	<u>DEC 5 2011</u>
	Amount Paid:	<u>\$274.00</u> <u>CHK # 16389</u>	Time Received:	<u>DEC - 5 2011</u>
			By:	<u>GP</u>

### APPLICANT AND OWNER INFORMATION

Name of Applicant: MCENEANEY SURVEY ASSOCIATES Telephone # 603-742-0911

Address of Applicant: 24 CHESTNUT STREET DOVER, NH 03820

Name of Property Owner (if different from applicant): MICHAEL + SHELBY BREWER Telephone # 603-343-5270

Address of Property Owner: 73 FOURTH STREET DOVER, NH 03820

### PROPERTY INFORMATION

Address of Property: FOURTH STREET

Assessor's Map #: 32 Lot(s) #: 36E + 36F

Zoning District(s): R-12 Overlay District(s): WETLAND PROTECTION DISTRICT

Existing Use of Property: VACANT

### CONDITIONAL USE PERMIT INFORMATION

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

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

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

TO MERGE TWO (2) LOTS OF RECORD AND CONSTRUCT A SINGLE FAMILY DWELLING. CONSTRUCTION CANNOT AVOID ENCROACHMENT INTO WETLAND BUFFER.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: N/A

Name of Professional That Prepared Plans: MCENEANEY SURVEY ASSOCIATES INC.

Address: 24 CHESTNUT STREET DOVER, NH 03820 Telephone #: 603-742-0911

Professional License #: NH ULS 6661 E-mail address: Kevin@surveyph.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: \_\_\_\_\_

Signature of Applicant (if different from owner): Kenn McKinley Date: 12/5/11

Signature of Agent: N/A \_\_\_\_\_ Date: \_\_\_\_\_

**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: \_\_\_\_\_



Michael & Shelby Brewer  
73 Fourth Street  
Dover, NH 03820

Michael & Shelby Brewer  
73 Fourth Street  
Dover, NH 03820

Michael & Shelby Brewer  
73 Fourth Street  
Dover, NH 03820

P11-61

George & Holly Whitehead  
85 Fourth Street  
Dover, NH 03820

George & Holly Whitehead  
85 Fourth Street  
Dover, NH 03820

George & Holly Whitehead  
85 Fourth Street  
Dover, NH 03820

P11-61

Tyler Parkhurst  
Amanda Petruzelli  
95 Fourth Street  
Dover, NH 03820

Tyler Parkhurst  
Amanda Petruzelli  
95 Fourth Street  
Dover, NH 03820

Tyler Parkhurst  
Amanda Petruzelli  
95 Fourth Street  
Dover, NH 03820

P11-61

William & Lisa Nordaby  
80 Fourth Street  
Dover, NH 03820

William & Lisa Nordaby  
80 Fourth Street  
Dover, NH 03820

William & Lisa Nordaby  
80 Fourth Street  
Dover, NH 03820

P11-61

Edward J. George Family Trust  
151 Roberts Road  
Rollinsford, NH 03869

Edward J. George Family Trust  
151 Roberts Road  
Rollinsford, NH 03869

Edward J. George Family Trust  
151 Roberts Road  
Rollinsford, NH 03869

P11-61

Sixth Street Station  
Condominium Owners Association  
10 Station Drive  
Dover, NH 03820

Sixth Street Station  
Condominium Owners Association  
10 Station Drive  
Dover, NH 03820

Sixth Street Station  
Condominium Owners Association  
10 Station Drive  
Dover, NH 03820

P11-61

West Environmental, Inc.  
48 Stevens Hill Road  
Nottingham, NH 03290

West Environmental, Inc.  
48 Stevens Hill Road  
Nottingham, NH 03290

West Environmental, Inc.  
48 Stevens Hill Road  
Nottingham, NH 03290

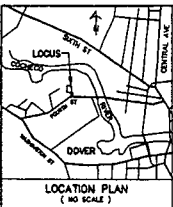
P11-61

McEaney Survey Associates, Inc.  
24 Chestnut Street  
Dover, NH 03820

McEaney Survey Associates, Inc.  
24 Chestnut Street  
Dover, NH 03820

McEaney Survey Associates, Inc.  
24 Chestnut Street  
Dover, NH 03820

P11-61



**REFERENCE PLANS:**

- 1.) PLAN OF LOTS A & B - PRISCILLA LEGO FARRIS, DOVER, NEW HAMPSHIRE, SCALE: 1" = 50', DATED: JULY, 1973; BY: G.L. DAVIS & ASSOCIATES, RECORDED S.C.R.D. PLAN 36, POCKET 1, FOLDER 4.
- 2.) PLAN OF LOT NOS. 1 & 2 - BRUCE E. & CAROL N. NADEAU, DOVER, NEW HAMPSHIRE, SCALE: 1" = 50', DATED: MAR., 1976; BY: G.L. DAVIS & ASSOCIATES, RECORDED S.C.R.D. PLAN 31, POCKET 1, FOLDER 12.
- 3.) PLOT PLAN OF LOT NO. 3 FOR BRUCE & CAROL NADEAU, DOVER, N.H. SCALE: 1" = 50', DATED: 7-6-77; BY: G.V. ROE, S.C.R.D. PLAN 17C-44.
- 4.) SUBDIVISION OF LAND DOVER, N.H. - TIMOTHY PEARSON, P.O. Box 684, DOVER, N.H. SCALE: 1" = 40', DATED: AUGUST 28, 1979; BY: JOHN W. DUBOIS ASSOCIATES, INC. RECORDED S.C.R.D. PLAN 27-35.
- 5.) PRELIMINARY BOUNDARY PLAN - MICHAEL AND SHELBY BREWER, FOURTH STREET, DOVER, NEW HAMPSHIRE, SCALE: 1" = 40', ISSUED: APRIL 1, 2010; BY: TRITECH ENGINEERING CORP. NOT RECORDED.



88 / 87

ARTHUR C. TASKER  
103 FOURTH STREET  
DOVER, NH 03820  
1784 / 038

88 / 86C

TYLER J. PARKHURST  
AMANDA J. PETRUZZELLI  
95 FOURTH STREET  
DOVER, NH 03820  
3873 / 318

88 / 86P 88 / 86R

**PARCEL AREA**  
172,822 S.F. ±  
3.97 Ac. ±

IMPACT AREA TO 50 FOOT BUFFER LINE = 30,420 S.F. ±  
IMPACT AREA BETWEEN 10 FOOT LINE AND 50 FOOT BUFFER LINE = 23,820 S.F. ±

81 / 108

SIXTH STREET STATION CONDOMINIUM OWNERS ASSOCIATION  
10 STATION DRIVE  
DOVER, NH 03820  
2362 / 107

- LEGEND**
- I.R.(fd) - IRON ROD (FOUND)
  - S.S.(fd) - STEEL STAKE (FOUND)
  - I.R.(rd) - IRON ROD WITH ID CAP #661 (SET)
  - I.R.(ms) - SEWER MANHOLE
  - - UTILITY POLE
  - - LIGHT POST
  - - STRAFFORD COUNTY REGISTRY OF DEEDS
  - - - - - WETLAND LINE

88 / 88

GEORGE R. WHITEHEAD  
HOLLY L. WHITEHEAD  
85 FOURTH STREET  
DOVER, NH 03820  
1003 / 018

82 / 80D

MICHAEL BREWER  
SHELBY BREWER  
DOVER, NH 03820  
3314 / 748

No.	Bearing	Distance
L1	N10°41'25"W	52.72'
L2	S37°13'30"E	39.78'

No.	Central Angle	Radius	Arc Length	Chord Length	Chord Bearing
C1	86°42'28"	25.00	37.83	34.33	S46°34'54"E

NO.	DATE	DESCRIPTION	BY	CHK
11-1833		BOUNDARY		
PROJECT NO		TYPE		FIELDBOOK & PAGES

88 / 4

EVELYN B. REYNOLDS TRUST  
EVELYN B. REYNOLDS, TR  
84 FOURTH STREET  
DOVER, NH 03820  
1127 / 330

88 / 8

WILLIAM S. NORDABY  
LISA NORDABY  
80 FOURTH STREET  
DOVER, NH 03820  
2118 / 148

88 / 2

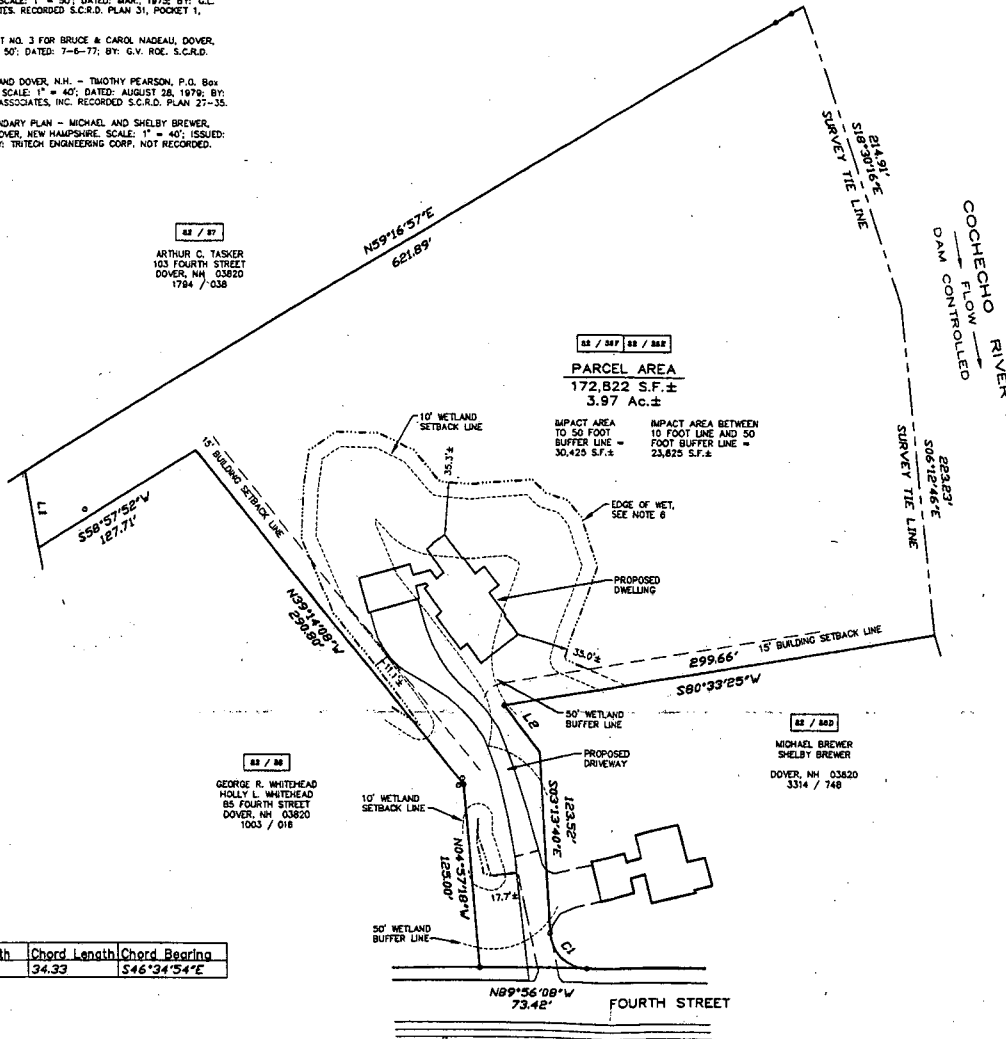
EDWARD J. GEORGE FAMILY TRUST  
ELLEN A. ARRIGONI  
151 ROBERTS ROAD  
ROLLINSFORD, NH 03869  
1675 / 756

88 / 1

GEORGE, JR. & GLEENA LAW TRUSTS  
72 FOURTH STREET  
DOVER, NH 03820  
3376 / 252

88 / 85

SCOTT A. ARRIGONI  
ELLEN A. ARRIGONI  
400 SLOGO ROAD  
ROLLINSFORD, NH 03869  
1883 / 203



**NOTES:**

- 1.) OWNERS OF RECORD:  
MICHAEL BREWER  
SHELBY BREWER  
24 LEXINGTON STREET  
DOVER, NEW HAMPSHIRE 03820  
S.C.R.D. VOL. 3314 PAGE 0748
- 2.) [88 / 86P] - DENOTES TAX MAP AND PARCEL NUMBER.
- 3.) ZONING DISTRICT: R-12.  
ZONING REQUIREMENTS AND PROVISIONS:  
MINIMUM LOT SIZE = 12,000 S.F.  
MINIMUM FRONT YARD SETBACK = 100 FEET  
BUILDING SETBACKS:  
FRONT = AVG. OF NEIGHBORHOOD  
SIDE = 15 FEET  
REAR = 30 FEET
- 4.) PER FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 330145; PANEL 0310; SUFFIX E; MAP NUMBER 33017003100; EFFECTIVE DATE MAY 17, 2000.  
THE SUBJECT PARCEL IS LOCATED WITHIN:  
SHADED ZONE X: AREAS OF 0.2 PERCENT ANNUAL CHANCE FLOOD, AND  
ZONE AE: SPECIAL FLOOD HAZARD AREAS (SFHA) SUBJECT TO INUNDATION BY THE 1 PERCENT ANNUAL CHANCE FLOOD, BASE FLOOD ELEVATIONS DETERMINED.
- 5.) BASIS OF BEARINGS IS THE CITY OF DOVER / GEOD CORP. GRID.
- 6.) WETLANDS SHOWN ARE AS DELINEATED BY MARK WEST, C.W.S., OF WEST ENVIRONMENTAL, INC. AND LOCATED BY THIS OFFICE. WETLANDS DELINEATED PER NHDES EN-1014.03.

**WEST ENVIRONMENTAL INC.**  
48 STEVENS HILL ROAD  
NOTTINGHAM, NH 03260 (603) 734-4288

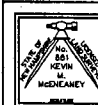
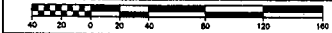
"I HEREBY CERTIFY THAT THIS PLAN IS BASED ON AN ACTUAL GROUND SURVEY PERFORMED WITH A TOTAL STATION, BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, SAID SURVEY MEETS OR EXCEEDS THE MINIMUM PRECISION REQUIREMENTS FOR SURVEY CLASSIFICATION 'U' AS SET FORTH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

"I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN." (RSA 876:18)

DATE: / KEVIN M. McNEANEY LLS # 801

PLAN OF LAND  
PREPARED FOR  
MICHAEL AND SHELBY BREWER  
TAX MAP 32, LOT Nos. 36D & 36E  
FOURTH STREET  
CITY OF DOVER  
COUNTY OF STRAFFORD  
STATE OF NEW HAMPSHIRE

DOVER PLANNING FILE NO. P 11-  
DRAWN BY: R/W FILE: C:\OPK\103311\1033-1  
SCALE: 1" = 40' DATE: DECEMBER 29, 2011



**McNeaney Survey Associates, Inc.**  
P.O. Box 881 - 24 CHESTNUT STREET  
DOVER, NH 03820 (603) 742-0911

SURVEYING - PLANNING - CONSULTING

**Glidden, Jean**

---

**From:** Parker, Christopher G.  
**Sent:** Tuesday, December 13, 2011 1:13 PM  
**To:** Glidden, Jean  
**Subject:** FW: Brewer

For the file.

Chris

Christopher G. Parker, AICP  
*Director of Planning and Community Development*  
**City of Dover, NH**  
288 Central Avenue  
Dover, NH 03820-4169  
e: [c.parker@dover.nh.gov](mailto:c.parker@dover.nh.gov)  
p: 603.516.6008 f: 603.516.6007

*Dover: First in New Hampshire, First with you!*

[www.dover.nh.gov](http://www.dover.nh.gov)

<http://dovernhplanning.blogspot.com/>

**Facebook:** [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)

**Twitter:** @DoverNHPlanning

---

**From:** [Kev425@aol.com](mailto:Kev425@aol.com) [mailto:[Kev425@aol.com](mailto:Kev425@aol.com)]

**Sent:** Tuesday, December 13, 2011 12:03 PM

**To:** Parker, Christopher G.

**Subject:** Brewer

Chris

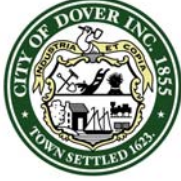
The Con Com tabled the Brewer application last night. They would like us to try to minimize the impact as much as we can. So we will not be on the Planning Board agenda in December. If you could pull us from that meeting we will shoot for the January meeting.

Thanks  
Kevin

---

Please consider conserving our natural resources before printing this e-mail and/or any attachments.

This electronic message and any attachments may contain information that is confidential and/or legally privileged in accordance with NH RSA 91-A and other applicable laws or regulations. It is intended only for the use of the person and/or entity identified as recipient(s) in the message. If you are not an intended recipient of this message, please notify the sender immediately and delete the material. Do not print, deliver, distribute or copy this message, and do not disclose its contents or take any action in reliance on the information it contains unless authorized to do so. Thank you.



CITY OF DOVER

## DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room - 288 Central Avenue Dover NH  
Meeting Date: Monday, January 9, 2012  
Meeting Time: 5:30 pm

**MEMBERS PRESENT:** Bill Hunt (Chair), Lauren Jacoby, Cora Quisumbing-King, Debra Calabro, Ron Hebert

**STAFF PRESENT:** Steve Bird (City Planner); Dave White (City Engineer); Chris Parker (Planning Director); Tim Corwin (Assistant Planner)

**OTHERS PRESENT:** Kevin McEneaney, Carl Demare

The meeting was convened by Chair Hunt at 5:30 PM.

Hunt recognized Chris Parker, who asked for a couple minutes of the Commission's time. He thanked members for their service and continued efforts. Parker introduced Tim Corwin, the new Assistant City Planner, who started last week. He will be doing code enforcement and may occasionally fill in for Bird.

### 1. ANNUAL NOMINATIONS AND ELECTION OF OFFICERS FOR 2012

Hunt explained that the floor was open for nominations for officers. Hunt said that Marcia Gasses has indicated that she would serve again as Vice Chair if no one else wants to. Calabro said that while she did not have many duties, she would be willing to serve.

Jacoby nominated Calabro to serve as Secretary, Quisumbing-King seconded. Hunt asked for additional nominations, but there were none. Vote: Unanimous

Hebert nominated Gasses to serve as Vice Chair, Quisumbing-King seconded. Hunt asked for additional nominations, but there were none. Vote: Unanimous

Calabro nominated Hunt to serve as Chair, Hebert seconded. Hunt asked for additional nominations, but there were none. Vote: Unanimous

### 2. APPROVAL OF THE PRIOR MINUTES

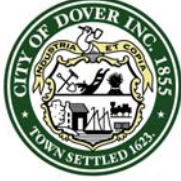
*Quisumbing-King moved to approve the December 12, 2011 minutes as presented, Jacoby seconded. Vote: Unanimous*

### 3. OLD BUSINESS

- A. City of Dover Conditional Use Permit for Michael and Shelby Brewer (Agent: McEneaney Survey Associates) Assessor's Map 32, Lots 36-D & 36-E, zoned R-12, located on Fourth Street. Proposal is to place a single family dwelling and driveway within the 50-foot wetlands buffer. Total buffer impact is between 4,478 and 7,423 square feet. **Tabled on December 12, 2011.**

Hunt asked for a motion to remove this item from the table. *Quisumbing-King moved to remove the item from the table, Calabro seconded. Vote: Unanimous*

Kevin McEneaney was present to explain the proposal to place a single family dwelling and driveway within the 50-foot wetlands buffer. Total buffer impact is between 4,478 and 7,423 square feet depending on the amount of fill and slope required. The plan has been revised to reduce the buffer impacts since



CITY OF DOVER

## DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room - 288 Central Avenue Dover NH  
Meeting Date: Monday, January 9, 2012  
Meeting Time: 5:30 pm

the previous meeting. He had prepared two plans, one showing the one house relocated to reduce the buffer impacts and one to show how two houses could be located if the two lots were to remain and not be merged. The second is for comparison purposes only. The house has been relocated 20 feet from the river. The square footage of impact was calculated assuming an average fill extending six feet from the house at a 3 to 1 slope. One benefit will be the removal of an extensive amount of invasive species. They will also clean up all the debris that has been deposited on the property by flood waters.

He feels it should qualify as a lot of record and should not need a Conditional Use Permit, but the Planning Director did not agree. The lots are going to be combined. He was not able to do the topography due to the heavy vegetation, including invasive species. The lot is in the floodplain and the house will need to be built up by two feet. There will be no basement in the house.

Hebert asked about the slope from the slab.

McEneaney: It will be a 3 to 1 slope that will average six feet from the building.

Hunt: The driveway is very close to the wetlands. Will erosion control measures be installed?

McEneaney: There will be silt fencing installed around the perimeter of the site to control the sediment runoff.

*Calabro motioned to endorse the application, Jacoby seconded. Vote: four in favor, one opposed (Hebert). Motion passes.*

#### 4. NEW BUSINESS

- A. NH Department of Environmental Services Dredge and Fill Permit for the City of Dover located along Tolend Road and Watson Road. Proposal is to rehabilitate 3.7 miles of Tolend Road and Watson Road with associated drainage and slope improvements. The total impact to roadside ditch line wetlands is 37,070 square feet.

Jacoby stated that she lives on Tolend Road so she will step down for this application.

Dave White, Dover City Engineer, was present to explain the proposal. The wetland impacts will require mitigation, which is proposed to be placing a conservation easement and deed restriction on a city owned parcel on Glen Hill Road.

Quisumbing-King asked about the orange or red flagging that she saw along the road.

White said that the wetlands have been flagged but those would be pink and black.

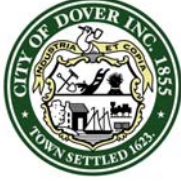
Hebert asked about the width of the road.

White: The road will be widened to 28 feet and it is 24 or 26 feet now in places.

Hunt: Who is the easement going to be granted to?

White: We talked to the Strafford Rivers Conservancy about taking the easement but they did not want it due to the history of the use of the property. The City will place a deed restriction on the property.

Calabro: Will any of the work impact the Tolend Road Landfill?



CITY OF DOVER

## DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room - 288 Central Avenue Dover NH  
Meeting Date: Monday, January 9, 2012  
Meeting Time: 5:30 pm

White: No the work is only along the roadway and the landfill cleanup involves removing the contaminants from the groundwater.

*Hebert motioned to endorse the application, Calabro seconded. Vote: Unanimous*

Jacoby rejoined the Commission.

### 5. REPORT FROM THE CHAIR

A. Letter Dated 11/30/11 from Newington Board of Selectmen Regarding Nitrogen in Great Bay

Hunt explained that we had received another letter from Newington regarding nitrogen in Great Bay and said that no action was necessary. Other towns will have to make similar decisions. Dover put a flyer in the last water bill.

B. Discussion of House Bill 1512-FN - An act relative to the authority of conservation commissions

Bird explained that there are at least three bills that impact conservation commissions that have been filed in the state legislature that we should follow. HB 1512 was recently withdrawn by the sponsor, but there are two more bills – HB 1515 and HB 1545, that should be monitored. He summarized the content of the bills. These bills will be heard by the Municipal and County Government committee and Dover has Dot Hooper a state representative on the committee.

Calabro: We should take a position against these bills.

There was a discussion about how to communicate the concerns to the state legislature.

Hunt: I would be willing to contact Representative Hooper to let her know of the Commission's opposition to the two remaining bills.

*Jacoby motioned to have the Conservation Commission oppose HB 1515 and HB 1545 and have the Chair contact Representative Hooper to let her know that the bills are not in the best interests of land conservation, Quisumbing-King seconded. Vote: Unanimous.*

### 6. OTHER BUSINESS

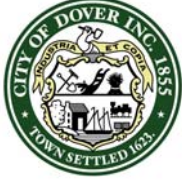
Hunt asked Bird if he had any information on the appointment of new members.

Bird: At the December meeting the Appointment Committee and City Council appointed Ron Hebert as a full member and appointed a new person, Kevin Perron, as a new member. He has not heard if Perron has been notified or sworn in.

Hunt asked Bird to contact the City Clerk to determine the status of the new member.

Hebert stepped down on the next agenda item.

A. Update on Morrison Lane Conservation Easement Monitoring



CITY OF DOVER

## DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room - 288 Central Avenue Dover NH  
Meeting Date: Monday, January 9, 2012  
Meeting Time: 5:30 pm

Bird explained that he had spoke with Don Keirstead of the Natural Resources Conservation Service and he offered to assist in the preparation a management plan. Bird will arrange a meeting with him and the Board of Directors to see if he can help them.

Bird distributed copies of the Conservation Commission handbook. Each copy is numbered and Bird will keep track of who has which book.

Quisumbing-King brought in her copy of the conference material on “Forging the Link” and asked Bird to keep the material in his office for members to review.

### 7. ADJOURNMENT

*Quisumbing-King motioned to adjourn at 6:35 PM. Hebert seconded. Vote: Unanimous*

DRAFT



**CITY OF DOVER**

## DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room - 288 Central Avenue Dover NH  
Meeting Date: Monday, December 12, 2011  
Meeting Time: 5:30 pm

**MEMBERS PRESENT:** Bill Hunt (Chair), Marcia Gasses, Lauren Jacoby, Cora Quisumbing-King, Debra Calabro

**STAFF PRESENT:** Steve Bird (City Planner)

**OTHERS PRESENT:** John Whitcomb, Tom Murphy, Kevin McEneaney

The meeting was convened by Chair Hunt at 5:30 PM.

### 1. APPROVAL OF THE PRIOR MINUTES

*Gasses moved to approve the November 14, 2011 minutes as presented, Quisumbing-King seconded. Vote: Unanimous*

### 2. OLD BUSINESS

### 3. NEW BUSINESS

- A. NHDES Minimum Impact Expedited Permit for NH Department of Transportation (Agent: John Whitcomb – BL Companies), Assessor's Map 8, Lot 26, zoned R-20, located at Hilton Park on US Route 4/NH Route 16 for the Little Bay Bridge project.

John Whitcomb of BL Companies was present to explain the proposal, which is to impact 200± sq. ft. of shore land to construct a natural gas pipeline by means of a horizontal directional drill under Little Bay/Piscataqua River, as part of the Little Bay bridge project. The existing natural gas pipeline is on the bridge, but has to move. This location was the best of three alternatives studied. The drilling starts on the Newington side with a small drill bit under the river through the bedrock, exiting on the Dover side. The larger drill head is attached and the drill goes from Dover to Newington and at the same time pulling the steel pipe through the hole. The pipe goes about 30-feet below the river. Construction will take as little as 3 weeks or as much as 3 months.

Quisumbing-King asked how the area of impact was calculated.

Whitcomb: It is the area within the shoreland. It is a pit that is dug around the area that pipe comes up to contain the mud.

Calabro asked about how they detect gas leaks.

Murphy: The pressure in the pipeline is constantly monitored in the whole system.

*Gasses motioned to endorse the application, Calabro seconded. Vote: Unanimous*

The Chair signed five copies of the application so that it can be filed with the City Clerk.



**CITY OF DOVER**

## DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room - 288 Central Avenue Dover NH  
Meeting Date: Monday, December 12, 2011  
Meeting Time: 5:30 pm

- B. City of Dover Conditional Use Permit for Michael and Shelby Brewer (Agent: McEneaney Survey Associates) Assessor's Map 32, Lots 36-D & 36-E, zoned R-12, located on Fourth Street.

Kevin McEneaney was present to explain the proposal to place a single family dwelling and driveway within the 50-foot wetlands buffer. Total buffer impact is 30,425 square feet. This was part of a three lot subdivision from 1979. A house was built on the lot closer to Fourth Street a few years ago. He feels it should qualify as a lot of record and should not need a Conditional Use Permit, but the Planning Director did not agree. The lots are going to be combined. He was not able to do the topography due to the heavy vegetation, including invasive species. The lot is in the floodplain and the house will need to be built up by 1 ½ feet. There will be no basement in the house.

Gasses said that this subdivision would not be approved under today's rules.

Hunt displayed a colored version of the plan that showed the buildable area and the amount of buffer impact proposed.

Gasses had concerns with the proposal but did not think that there was much we could do. She motioned to endorse the application with the understanding that the applicant is aware of the difficulties of developing the site and of the potential for flooding. There was no second.

Bird referred to Chapter 170-27.1 and reminded the Commission of the need to minimize the buffer impacts. Even if this was a lot of record, the Building Inspector would require the house be placed to minimize the impacts. He would like to see a grading plan or topography,

Gasses: What is the size of the house footprint?

McEneaney measured the house and garage on the plan. The main house is 47' x 40' (1,880 sq. ft), but there are numerous bump outs. The garage is 24' x 36' (864 sq. ft.).

Bird: If it is two stories, it is larger than 5,000 square feet, not including the 3 car garage.

There was a discussion of ways to redesign the house and garage to reduce the amount of buffer impact, including moving the house, reducing the footprint of the house, moving the driveway turnout, etc.

Hunt asked about their construction schedule.

McEneaney said it would be in the spring.

*Gasses motioned to table the application, Quisumbing-King seconded. Vote: Unanimous*

#### 4. REPORT FROM THE CHAIR

Hunt reminded the members about the joint meeting set for tomorrow night at the library and the City Council meeting on Wednesday night for the Forbes/Parks conservation easement purchase.



**CITY OF DOVER**

## DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room - 288 Central Avenue Dover NH  
Meeting Date: Monday, December 12, 2011  
Meeting Time: 5:30 pm

### 5. OTHER BUSINESS

#### A. Update on Morrison Lane Conservation Easement Monitoring

Bird distributed to the Commission copies of an e-mail that he had received from the association regarding the new Board of Directors recently elected and their willingness to address the issues regarding the lack of a management plan and the encroachments. Bird indicated that he had visited the site earlier today with four members of the board and had walked around to view the recently located rear property corners. They were able to locate almost all of them.

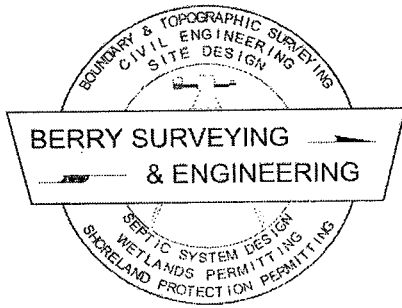
#### B. Joint Meeting with Community Trail Committee and Open Lands Committee on December 13<sup>th</sup>.

Bird reported that he had contacted the Executive Director of the NH Association of Conservation Commissions to find out about purchasing copies of the Conservation Commission Handbook and about joining the NH Association of Conservation Commissions. The annual cost of joining would be \$860 and that if Dover joined, she would send us 10 free copies of the handbook, which cost \$30 each. Members were concerned about the total cost of membership versus the benefits. Bird will find out how the dues are calculated, probably based on population.

Bird agreed to scan the handbook so members could have access to it.

### 6. ADJOURNMENT

*Quisumbing-King motioned to adjourn at 6:42 PM. Jacoby seconded. Vote: Unanimous*



## **BERRY SURVEYING & ENGINEERING**

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

[www.BerrySurveying.Com](http://www.BerrySurveying.Com)

City of Dover Planning Department  
Attn: Director Christopher Parker  
288 Central Ave  
Dover, NH 03820

January 17, 2012

RE: Groen Lot Line Revision Extension.

Ms. Chairman and Members of the Dover Planning Board,

On behalf of Fenton and David Groen we are requesting an extension of the approved lot line revision to January 30<sup>th</sup> of 2012. All of the conditions of approval have been met to include setting the required boundary monuments.

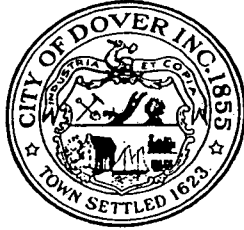
We originally sent the final mylar to the Groen's office for final signatures requested in writing that they deliver to the planning department with the check required for recording. Delivery was not made to the Groen's for some unknown reason and therefore it was not taken care of as we directed. Assuming the plan had been signed and recorded Berry Surveying and Engineering never followed up with an administrative extension request.

We apologize for the delay and confusion. We hope the board looks favorably on this request being that it doesn't change the merits of the original approval.

Berry Surveying & Engineering

Christopher R. Berry President

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



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

## City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

### NOTICE OF DECISION

August 2, 2011

Chris Berry  
Berry Surveying & Engineering  
335 Second Crown Point Road  
Barrington, NH 03825

Re: 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)

Dear Mr. Berry,

Please be advised that on Tuesday, July 26, 2011 the Dover Planning Board voted to conditionally approve the above referenced plan. The specific conditions are included with this letter. Please bring the following to the Planning Department:

- Four (4) blue prints
- One (1) Mylar
- One (1) DWG file format of the plan
- One (1) PDF digital version of the plan
- One (1) Check payable to the Strafford County Registry of Deeds with the correct recording fee so that the Planning Department may record your Mylar.

The plans must be submitted within ninety (90) days from Planning Board approval. Upon receipt and review, the Planning Board Chairman will sign them approved.

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

Sincerely,

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

CC: Building Inspection Office  
Engineering Office  
Fenton Groen  
David Groen

**Conditions to be met prior to signing of the plans:**

**Submitted    Reviewed**

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 #11-33 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.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Your input as a customer is very important and valuable to our department. Please take a moment to fill out this customer survey and let us know how we are doing: [http://www.dover.nh.gov/plan\\_cservicesurvey.htm](http://www.dover.nh.gov/plan_cservicesurvey.htm)