



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.

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;



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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.

No one spoke. Public hearing was recessed.

G.Green asked that Amendment 8, on page 2, be clarified by revising the parking lot/area section and by adding a 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, specifically in regards to the RCM zoning district.

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



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