

CITY OF DOVER

DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting
Meeting Location: Media Access Center - Room 306 - McConnell Center
Meeting Date: **Tuesday, March 27, 2012**
Meeting Time: **7:00 pm**

1. CITIZENS' FORUM

2. APPROVAL OF THE PRIOR MINUTES

- February 28, 2012 Regular Meeting Minutes & March 13, 2012 Workshop Meeting Minutes.

3. OLD BUSINESS

- A. Discussion and possible vote on Community Development Block Grant (CDBG) funding requests for Fiscal Year 2012/2013.
- B. Consideration and acceptance of an amendment to conditions of approval of a previously approved (11/29/11) Site Plan for FW Webb, Assessor's Map H, Lots 40-B, zoned B-4, located at 218 Knox Marsh Road. (P11-56)

4. NEW BUSINESS

- A. Public Hearing to solicit public input on Dover Land Use regulation changes and areas that may need to be reviewed.
- B. Pursuant to NH RSA 674:4 & 675:6, a public hearing on the 2012 Conservation and Open Space Chapter of the Master Plan. The chapter is available for viewing on the City's web site under Current Reports.
- C. Consideration and acceptance of a Site Review of land for the Dover Housing Authority, Assessor's Map 20, Lot 87, zoned RMU, located at 28 Union Street. (New parking lot) ***(P12-05)**
- D. Consideration and acceptance of a Site Review of land for The Housing Partnership (Owner: Sidney Robbins Family Trust), Assessor's Map 27, Lot 20, zoned RM-U, located at 1 Dover Street. (42 multi-family units) ***(P12-07)**
- E. Consideration and acceptance of a Conditional Use application for The Housing Partnership (Owner: Sidney Robbins Family Trust), Assessor's Map 27, Lot 20, zoned RM-U, located at 1 Dover Street. (Reduced parking spaces) ***(P12-06)**
- F. Consideration and acceptance of a Minor Lot Line Adjustment for Brian D. Short, Assessor's Map 8, Lots 31 & 32, zoned R-20, located at 1 & 3 Wentworth Terrace. ***(P12-08)**
- G. Consideration and acceptance of a Minor Subdivision of land for Rob Brady/Cochecho Waters LLC, Assessor's Map N, Lot 8A, zoned R-40, located at 20 Kings Highway. (1 new lot) ***(P12-09)**
- H. Consideration and acceptance of a Conditional Use application for Prime Circle, LLC, c/o Newland Development LLC, Assessor's Map D, Lot 2-A, zoned B-3, located at Indian Brook Drive, Central Avenue & Webb Place. (Reduced parking spaces) ***(P12-10)**

5. STAFF COMMENTS

6. COMMITTEE REPORTS

7. ADJOURNMENT

* Indicates that if the application is accepted for discussion, the public hearing will be held the same evening, at which time any interested party may offer comment to the Planning Board.

Persons with questions or wishing to see the plans are invited to visit the Planning Office, Monday through Thursday from 8:30 am to 5:30 pm. You may also view materials at www.dover.nh.gov, a map showing project locations can be found at www.dover.nh.gov/planhome.html. Follow us on Twitter @DoverNHPlanning and find us on Facebook at www.facebook.com/pages/Dover-NH/City-of-Dover-NH-Planning/446789895351



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Members Present: Marcia Gasses, (Chair), Frank Torr (Vice Chair), Dean Trefethen, Mayor; Tom Clark, Lee Skinner, Kirt Schuman, Gary Green, Dennis Ciotti (Alternate)

Members Not Present: Dave White, Gary Green, Jake Forget (Alternate)

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

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

1. CITIZENS' FORUM

Citizen's Forum open. No one spoke. Citizen's Forum closed.

Approval of Regular Meeting Minutes

- January 14, 2012 Regular Meeting Minutes

Motion: F.Torr motioned to approve the minutes, with corrections noted. Seconded by D.Trefethen. Vote: U/A. D.Ciotti abstained.

2. OLD BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Colin McGarty, Seacoast Kettlebell LLC (Owner: Freetrade Inc.) Assessors Map 30, Lot 18, zoned I-1, located at 23 Horne Street. (4,900 square foot personal training studio) *(P12-01)

Motion: F.Torr motioned to remove from the table. Seconded By K.Schuman. Vote: U/A.

Colin McGarty of Seacoast Kettlebell spoke to board. C.McGarty addressed the site walk concern of putting up a chain/barrier and stated he is going to put a chain up at the end of the property.

L.Skinner asked about the location of the chain and asked if the property owner was in agreement.

Reopen the public hearing:

Carole Robinson, 1-3 Berry Brook Ct. spoke. She is impressed that a site walk was requested in a timely manner. She spoke on behalf of her tenants and some neighbors that want to work together to make the Kettlebell studio work for the neighborhood. C.Robinson presented a list of concerns and suggestions for the board to consider including safety issues, traffic control, children and driver safety, eliminating large vehicle traffic, increased traffic in the early morning and after normal hours.

C.Robinson also stated she wants to maintain a quiet residential neighborhood. She discussed the use of jersey barriers, a chain link fence or just a chain across. The neighbors would prefer a fence where the original location was located. C.Robinson then suggested signage – “no thru way” or a “dead-end” sign. Adjacent homes would not like to see spotlights shining on homes, and she recommended possibly having motion detection lights installed. Additional concerns included changing the location of the entry door, handicap ramp and handicap parking, shades on the windows after dark, hours of operations, and a minimal noise standard.



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Beth Setear, 29 Horne St., owns property on Berry Brook Ct. She referenced another gym in the old Moore Business building and that residents abutting that gym are a good 75 ft away. The Kettlebell gym is approximately 32 feet from neighboring homes. She is concerned about the hours of operation, and the number of attendees for each class and hopes that there would be limitations.

Rick Callahan & Charlene, 32 Horne St., is directly across from Berry Brook Ct., spoke to the board and feels much progress since the initial meeting. A blocking fence or a locked gate is important. He supports the noise and lighting issues, but is concerned if neighbors are unhappy who they can complain to. R.Callahan wants neighbors to be protected in their rights of privacy and how to solve critical problems as they arrive in the future. C.Callahan also wants to know about the parking.

C.Parker stated a condition of approval would include a parking plan.

Jason Gagnon, 45 Hough Street stated his backyard abuts the property at 23 Horne St. His tenants and he both have small children. He felt eliminating truck driving is important to him and the neighborhood. He is a current member of the Kettlebell club and feels Seacoast Kettlebell fosters a sense of community, a common interest, and a business like this strengthens the community.

Chris Donnolly, 34 Maple St. stated he is a longtime resident of Maple Street and supports the Kettlebell club. He supports Mr. McGarty as a good community member.

Richard Wilson, 75 Horne St. stated traffic on Horne St. is primarily cars. He supports the club which he feels eliminates truck traffic.

Ben Lylestrom, 26 Cornerstone Dr., stated he is a Dover police officer. He mentioned the high traffic area of Horne St. B.Lylestrom feels that Seacoast Kettlebell is a good program. He stated its members are mindful of noise and activities and understand the neighborhood.

Dave Martinelli, 1 Meridian Dr., supports the Kettlebell club. He feels the club would be a benefit to the neighborhood. The club is an older and mature age membership club and is not a hangout.

Karen Collins, 11 Snows Ct., feels the Kettlebell club creates a good community because of the people in charge and who run the business. They do an excellent job at modeling behaviors, communicating and embracing the community feel. The community is involved and they know what the behavioral expectations are for the gym. She feels that the owners of Kettlebell will do an excellent job.

Deputy Mayor Bob Carrier, 31 Hough St., supports the Kettlebell and feels it's a win-win for the neighborhood.

Rick Hebbard, 97 Spruce Ln., does not support the use of a chain. He described a previous incident years ago and he feels a chain would be dangerous to children, vehicles at night, and would be a negligent and reckless act.

Public hearing closed

D.Trefethen questioned C.Parker on the potential noise concerns.



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C.Parker responded that the City does not have a noise ordinance. It would be a neighborly request. He encourages a similar response.

Handicap parking would be close to the doors of the building.

C.Parker stated parking would be close to the handicap entrance, and that no outlet signs would be taken into consideration.

F.Torr asked about a gate or chain and if it were cleared by the Fire Dept. The Fire Dept. declined the Jersey barrier option. The Police brought up the potential hazard of a chain. The Police Dept. prefers a fence with a locked gate, that would be opened for limited deliveries or emergency needs. The building owner understands and will instruct everyone to use the Horne Street access and not the Berry Ct. entrance.

A discussion ensued between the board members and the Planning Director. Further concerns were noted about emergency access, parking in front of the gate, limited deliveries, snow removal and snow plowing. Lighting issues were also discussed.

C.Parker feels a full fence with a gate apparatus is best. He is recommending a lock box key entry system for snow removal.

Chair Gasses brought up the hours of operation and feels the hours of operation listed on the application are not unreasonable.

STAFF RECOMMENDATION:

The Planning Department recommends approval of the Conditional Use Permit with the condition that a fence and gate system be installed to close the driveway onto Berry Brook Court prior to the issuance of a Certificate of Occupancy:

1. A fence and gate system shall be installed to close the driveway onto Berry Brook Court. Said gate shall be locked, except for in unusual circumstances, such as deliveries and emergency access.
2. The applicant shall work with the building owner to draft a parking layout plan for the building, submitted to the Planning Department.
3. The applicant shall work with the Community Services Department to develop a snow removal plan.
4. If the applicant installs any outdoor lighting it shall conform with Site Review Regulations, Chapter 149.

D.Ciotti asked about Sunday hours.

C.McGarty stated the hours of operation are: Classes on Sunday at 9am, 10am, 11am, and closed by noon.

F.Torr and L.Skinner felt the owner is trying to grow his business. Limiting his hours is arbitrary.

D.Ciotti stated he is not amending the hours, he was clarifying the hours.

There will be no limit to the hours of operation.



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K.Schuman spoke to changes in the ordinances. He feels this outcome is cohesive with the neighborhood and provides a good reuse of space. This is the third time Kettlebell has had to expand in five years and that's a good thing.

Motion: F.Torr motioned to grant the Conditional use Permit. K.Schuman seconded with conditions of approval. Vote: U/A. D.Ciotti abstained.

The Board took a 5 minute recess.

4. NEW BUSINESS

A. Public Hearing to hear Community Development Block Grant (CDBG) funding requests for Fiscal Year 2012/2013. All applicants for CDBG funding will be given the opportunity to present their application to the Board.

D.Trefethen asked if next meeting will have the recommended award amount.

L.Skinner asked if the \$486,226 was a good number.

Open public hearing.

Welfare Security Deposits: \$10,000 Request

Lena Nichols, Director of Dover Welfare, spoke. The needs of the organization are: Funds for security deposits for low-income persons who are currently homeless or in danger of imminent homelessness.

Community Partners: \$10,700 Request

Michele Donovan, Program Director of Community Support, spoke. Needs of organization: Funds for security deposits and/or first month's rent for affordable housing.

Cross Roads House: \$10,000 Request

Email received from the Chris Sterndale, Director who could not attend due to a scheduling conflict. Needs of organization: Funds for increased operating costs.

Seymour Osman Comm. Center: \$4,740 Request

Thad Mandsager, Executive Director, spoke. Needs of organization: Funds for low-income students in the SOCCA after school program serving students who require academic enrichment with a homework lab afterschool.

AIDS Response: \$15,000 Request

Kristin Fuller, Director, spoke. Needs of organization: Funds to provide case management and support services to persons living with HIV/AIDS; also medical/dental resources, nutritional counseling/use of food pantry, transportation, utility and housing assistance.

A Safe Place: \$3,500 Request

Marsie Sebestro, Director, spoke. Needs of organization: Funds for domestic abuse, direct services, advocacy assistance, shelter, outreach programs, groceries, clothing and personal hygiene items.

Homeless Center for Strafford County: \$10,000 Request



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Susan Ford, Executive Director, spoke. Needs of organization: Funds needed for operating costs. Also, weekly case management and referral services to help residents live a more self sufficient life.

Court Appointed Special Advocate: \$1,000 Request

Jenny Sheehan, Supervisor, spoke. Needs of organization: Funds for recruiting, training, and screening Dover volunteers who act as Guardians ad Litem for local abused children in the NH court system.

My Friend's Place (MFP): \$9,000 Request

Bob O'Connor, Director, spoke. Needs of organization: Funds for basic shelter services, and shelter improvements.

MFP Transitional Housing: \$3,000 Request

Bob O'Connor, Director, spoke. Needs of organization: Funds for the transitional housing program.

Avis Goodwin Comm. Health: \$5,123 Request

Susan Fitzgerald Reicher, Director spoke. Needs of organization: Funds for the (PC) Primary Care program which provides quality preventative health care for uninsured and disadvantaged persons.

Community Action Weatherization: \$25,000 Request

Mary Schofield, Director, spoke. Needs of organization: Funds for weatherization measures for low-income housing.

The Housing Partnership: \$210,000 Request

Jack Peduzzi, Senior Project Manager, spoke. Needs of organization: Expansion of existing services and assist in providing affordable housing in Dover.

The Triangle Club: \$40,000 Request

Mike Kimball, Treasurer, spoke. Needs of organization: Upgrading heating and air conditioning systems, improvements to flooring, plumbing, and paving the parking lot.

Closed the public hearing

C.Parker advised that Planning Board will hold a workshop meeting on Tuesday, March 13, 2012 to discuss the CDBG requests.

- B. 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)**

Kevin McEaney represents the Brewer's. K.McEaney handed out the proposed site plan which includes a request to build a new house behind the existing house and merges the two lots. There are currently three lots. Changes to the location of the house, changes to the angle of the garage, and the driveway will be made. Details of the property being in a flood zone were discussed and there would be a 15 ft fill extension. The Conservation Commission has made recommendations for native landscape species. The landscape plan will be approved by the City.

C.Parker asked about ownership of the three lots. An easement will be provided for the front lot to access the rear lot. The parents of the Brewers will purchase the front house to live in.

D.Trefethen asked if the back two lots would become one lot.

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



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Open the public hearing.

George Whitehead who lives on Fourth Street is here in support of the plan. He feels it is a good plan. He requested that some of the drainage be restored to the natural drainage of the Cocheco River. He does not want to see any delays in the approvals.

Brian Stern feels there should be an exception to the no move areas, in regards to the native species.

Closed the public hearing.

C.Parker recommends approval 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 complete a cross access easement over the new lot and have it recorded at the Strafford County Registry of Deeds in favor of Lot 32/36D.

Conditions to Be Met Prior to any Earth Disturbance Activity:

3. The applicant shall have the surveyor stake the area of the proposed fill within the 50-foot wetland buffers on the lot and install silt fence or other suitable erosion control device. 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:

4. The plantings shown on the proposed landscape plan prepared by Norm Fracassa shall be installed by the applicant.
5. Per Chapter 170-27.1-D-1-c, the applicant shall install wetland buffer signs at 25 foot intervals along the 20 foot wetland buffer line. This shall be checked and approved by the Building Official and City Engineer.

Motion: F.Torr motioned to approve the Conditional Use Permit. Seconded by Mr. Clark. Vote U/A.

- C. Consideration and acceptance of an Application for a one-year Extension to an approved Open Space Subdivision Plan for Brian Stern, Assessor's Map E, Lot 45, zoned R-40, located on Tolend Road/Lika Drive. Previously approved March 23, 2006. **(P05-71A)**

B.Stern purchased this property from his neighbor to protect his boundary lines. He spoke about impact fees and his concerns.

Closed the public hearing.

Staff recommends the extension with the following conditions:

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

1. Any new dwelling unit shall be assessed the current impact fees in place at the time of building permit application.
2. Any new dwelling unit shall be assessed the current water investment fees in place at the time of building permit application.

Motion: Tom Clark motioned to the one-year extension with conditions. Seconded by D.Ciotti. Vote: U/A



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D. Consideration and acceptance of a Major Subdivision of land for Graystone Builders, Inc. (Owner: Lionel & Kristina Paradis) Assessor's Map F, Lot 2, zoned R-40 & I-4, located at 180 Tolend Road. (4 lots) ***(P12-04)**

Christopher Berry who represents Graystone Builders and the property owners Luke & Kristina Paradis. They own a farm on the 63+ acres. They would like to subdivide 4 lots off the front/eastern side of the property.

C.Berry stated there will be an additional change to two of the lots. Due to wetlands a proposed change in the rear boundary lines will be made to accommodate the 50 ft rule. The major wetland areas will remain on the larger portion of the land the owner retains. There is a proposed close-shared driveway at the entrances.

They are requesting a waiver to the open space requirement for the front.

Chair Gasses asked about buffers and one of the lots appears narrow and unbuildable. (Lot 2-2) M.Gasses is concerned where the home would be placed in regards to the buffers.

C.Berry pointed to the buffer area which is 50 ft wide. Lot 1 is wide enough. On Lot 2-2, he described that the width is larger than 50 ft and closer to 75 ft. He feels a modest ranch or architectural style cape would fit. C.Berry recommends that the buffers are clearly marked in case Graystone Builder's does not build on this site and other builders would know the buffer location.

C.Parker discussed the Planning staff also had the same concerns.

D.Trefethen asked that all four lots have had septic system tests completed. Due to the wetland areas he feels this is a concern.

C.Berry pointed to the 4,000 sq. septic areas and discussed test pits and water tables.

Clark asked about Lot 2-4 showing wells on site. C.Berry stated this was a clerical area. He wants to review the driveways on Lot 2-2 and why they couldn't share the driveway at the curve cut and then split off.

C.Berry feels with direction from the board the driveways could be reworked.

Motion: L.Skinner motioned to accept the application. Seconded by D.Ciotti. Vote: U/A

Open public hearing. Nobody spoke. Closed public hearing.

Planning staff recommends approval as follows.

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyor's and wetland scientist stamps and signature to the appropriate sheets.
4. The approval includes the granting of the requested waiver for the reasons stated by the applicant and as outlined above. The Board finds that the criteria of Chapter 155-51-A have been met.
5. The applicant shall add the plan number, P12-04, to the title block on all sheets.
6. The applicant shall revise note #14 on sheet 2 to reference Chapter 170-10-E.
7. The applicant shall revise sheet #2 to add the zoning districts to the zone boundary line.
8. The applicant shall revise the plat to add a legend.
9. The applicant shall revise the plat to add the water lines and hydrant locations.



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10. The applicant shall the plat to add the common note #23 regarding street addressees being assigned by the Building Inspector.
11. The applicant shall revise the plat to tie the survey into the Dover GIS points.
12. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.
13. The applicant shall revise the plat to remove the errant note about the well location form Lot 2-4.

Conditions to Be Met by the Applicant Prior to Any Land Clearing:

14. Per Chapter 170-27.1-D-1-c, the applicant shall install wetland buffer signs at 75 foot intervals along the wetland buffer line in any area where development is proposed within 20 feet of the wetland buffer. This shall be checked and approved by the Building Official and City Engineer.

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

15. Any new dwelling unit shall be assessed the current impact fees in place at the time of building permit application.
16. Any new dwelling unit shall be assessed the water investment fee.

D.Trefethen commented that he appreciates the effort to have a shared driveway but stated there would still be a problem with shared maintenance, plowing, paving. He does not support the shared driveway.

T.Clark wants to remove the condition – of a shared driveway.

Motion: D.Trefethen motioned to grant the request for the subdivision. Seconded by D.Ciotti. Vote: U/A.

STAFF COMMENTS

The Gladiola Way project has gone to litigation. Tremendous progress is being done to resolve the issues of the residents.

C.Parker reminded the Board about the City Council workshop, March 7, 2012, covering the recommendations of the Master Plan which will be held at the McConnell Center in the Media Center.

On Saturday March 10, 2012 at the Dover Middle School, 9am-noon – there will be the City Wide Conversations – Dover 2023 which is a community wide project to shape the vision for what Dover can be as it reaches its 400th anniversary in 2023.

Chair Gasses welcomed back D.Ciotti to the Planning Board. She also thanked Linda Merullo for her many years of dedicated service to the Board.

COMMITTEE REPORTS

K.Schuman – March 10th – Community Conversations – looking for moderators. Training sessions are scheduled. www.dover2023.com going live in a few hours and the community can use interactively. It coincides with Dover's 400th. Anyone interested in being a moderator please talk with Kurt Schuman.

M.Gasses updated the Board on the Commercial/Industrial Advisory Committees work which met twice. They are reviewing where the zones are, what parcels are included – going forward looking at surrounding parcels and possible changes including changes to site regulations. The next meeting is Thursday, 8:30 a.m. March 1, 2012.

L.Skinner updated the Board on the progress with the Open Space and Conservation Master Plan chapter which met two weeks ago.



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Chris mentioned the Chamber Forum meeting on March 14th at 8:30am at the McConnell Center.

ADJOURNMENT

Motion: L.Skinner motioned to adjourn at 9:53 pm. D.Ciotti seconded. Vote: U/A.

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Members Not Present: Dave White, Jake Forget (Alternate)

Staff Present: Steve Bird (City Planner), Richard Jones (Community Development Coordinator), Gail Pare (Recording Secretary)

The Chair called the meeting to order at 7:05 pm.

1. DISCUSSION REGARDING: Community Development Block Grant (CDBG) funding requests for Fiscal Year 2012/2013.

Rick Jones handed out the current recommendations of the staff to the Board. In describing the recommendations, Jones explained the funding formula and the limitations or caps placed upon each of the areas. Jones also explained there was a loss of \$145,000 in grant money, so the CDBG funds available are lower this year. He explained that the Public Service Agency funds are not interchangeable with the Administrative, Rehabilitation, Public Facilities, and Economic Development funds. He asked in considering each agency's request, there would be a minimum fund per agency of \$3000. There are also loan pools that are refunded to the program and put back in later.

R.Jones stated that the Housing Partnership has requested a large amount of money. They originally requested a grant, but the money requested was too large for a grant, so the CDBG would offer a loan. The current proposal is at 15 years, 1% interest.

M.Gasses asked about renting. Rick Jones stated CDBG has become more of a rehab program due to changes in HUD and OSHA. He stated that \$4560 has been returned from the Housing Rehab funds. R.Jones explained how the Community Action Weatherization program works. When homeowners receive funding from the rehab program, a lien is placed on their property. They don't pay anything back until the ownership of the home is reassigned or the homeowner dies.

Frank Torr asked about the funds if the program were cancelled.

R.Jones explained that due to the lien on the home, the money would always get paid back.

D.Trefethen made a suggestion specific to the Welfare Security Deposit request. He feels that the City pays one way or another; he would like to minimize impact on taxpayers.

R.Jones responded that the Welfare Security Deposit loans go directly to the landlord. The Welfare Dept. gets the money back each year, which they turn around and re-spend. (There are approximately \$2500-\$3500 deposits annually).

M.Gasses asked what the Housing Partnership plan would be and how would the housing benefit the community and the population targeted?

R.Jones responded that most housing applicants are low-moderate income people but it also provides rental housing that is subsidized for the most vulnerable. He stated that by building the 42 unit apartments, it would free up other units within the city.



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M.Gasses asked how many subsidized units are in the City. Jones responded 1008 units currently.

G.Green asked if there is a waiting list for subsidized housing units in Dover. R.Jones stated that Section 8 housing units (3 bedroom units) have approximately a wait of 2 years. The action plan is to create low income housing in the city.

R.Jones mentioned the affordability reports. The fair market rent per unit is \$1003 and tenants would have to earn an average of \$19.29 hourly to afford the rent. In the Housing Partnership 42-units, tenants would pay 30% of their income in rent.

R.Jones brought up the property tax structure – which RSA allows them to pay a limited tax on the property based on rental income and performance whichever is higher of the two. There is a 10 year reduced tax program. There is only one other property in the City that has a reduced tax rate – the property is off Mill Street.

2. DISCUSSION REGARDING: Conservation and Open Space Chapter of the Dover Master Plan – Lee Skinner.

Chair Gasses introduced Lee Skinner, Chair of the Conservation and Open Space Steering Committee, who gave a presentation on the 2012 Update to the Conservation & Open Space Chapter progress to date.

Lee Skinner welcomed William Hunt and Anne Kotlus of the Conservation and Open Space Chapter Steering Committee. Steve Bird is staff support to the committee. Other committee members not present were Thomas Fargo, Barbara Lehocky, Dorothy Wagner, and Samuel Chouinard.

L.Skinner gave an overview and purpose of the committee. Today's presentation looks back from the year 2000 through 2012 and depicts Where We Were, What We've Done Since, and Where We Are.

L.Skinner's presentation started off with the history of the Conservation Commission which the City Council started in 1973. Over the past 40 years, there have been two primary periods of active land protection/conservation efforts in Dover, the first during the mid to late 1980s and the second from 2003 to 2009. These periods of activity were in response to growth in residential development. In both cases, Dover's conservation efforts were motivated by two goals: 1) to preserve the changing rural character of Dover, and 2) to slow the rate of residential development in an effort to manage increasing costs of providing municipal services. With the encouragement of the Conservation Commission, the Planning Board prepared and adopted many zoning ordinances designed to protect natural resources. He explained the Conservation Easement process and he stated that there are financial incentives for them – and the cost is usually less than what it would cost to pay for the purchase of acreage.

Mr. Skinner discussed Wellheads which protect the water supply at the underground stage. He explained that if the wellhead no longer functions or is contaminated the protection would cease.

The Master Plan Chapter of 2000 had recommendations: 1) establish an open space committee; 2) develop a clear criteria open space acquisition and protection; 3) prepare a detailed open space acquisition plan; 4) create a mechanism for funding; 5) and complete an accurate inventory of currently protected open space parcels.

This has all been completed.



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Meeting Date: **Tuesday, March 13, 2012**
Meeting Time: **7:00 pm**

More than 10 years have passed since the Master Plan Chapter for Conservation was last reviewed. The results of the efforts in the last decade have been dramatic. Currently, there are 280 tracts of conservation land totaling more than 3,000 acres which is permanently protected in Dover. The single greatest contributor to actual increases is the growth of the Conservation Easements. Almost 1,000 acres of land have been protected by this mechanism. In many instances, the easements have been purchased, and many purchases have been facilitated by the use of matching funds. We now have accurate inventory and there is a Conservation map.

L.Skinner discussed Public Access, No Public Access, Restricted Access, and the Public Access Map. There is a balance of protected lands, should we reorient or redefine acquisition priorities in the future. The City should consider worthy parcels and what enhancements they make to the City. He also showed two wellheads in the City – one is the Bouchard wellhead and the other is the Hughes wellhead. City wellheads have the least protection.

The plan of action for the Conservation Commission, the Open Lands Committee (OLC) and the Planning Department is to raise public awareness of conservation lands, re-invigorate the Conservation Commission and the OLC committees.

D.Ciotti asked about the calculations of open land along the rivers and if he included the 100 ft. buffers being included in the open land/unbuildable land along rivers.

L.Skinner commented that the committee did not include any calculations of available land. He said he was unable to calculate how much open space remains in Dover. He referred back to the Kane/Ingraham data and used that number. Master Plan Chapter 2000 said there were 18,500 acres in Dover and land area 55% was still undeveloped. Additionally, UNH had done a test in 1998 and had mixed numbers – He felt both results for undeveloped spaces were inconclusive.

S.Bird explained there are some TDR lots up near Member's Way, protected by conservation easements or deed restrictions. They are included as they are protected by conservation easements. S.Bird discussed the easement protection process, easement documents, and allowed uses.

D.Trefethen asked about educating and informing Dover citizens on conservation land, and the monitoring and enforcement of conservation land. He feels the City website should have more information for Conservation land. This will increase public awareness.

3. PRESENTATION AND DISCUSSION REGARDING: Proposed zoning, subdivision regulation and site review regulation amendments distributed March 13, 2012.

S.Bird reviewed the two Site Review Regulation amendments:

- Clarifying Chapter 149 Site Review Regulations & Technical Review Committee requirements
- Clarifying Site Development Design Criteria

S.Bird reviewed the four Subdivision of Land Regulation changes:

- Clarifying Chapter 155 General Requirements
- Improvements to Sidewalks
- Telephone, Electric Utilities and Street Lights
- Land Use Subdivision Regulation Definitions



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Media Access Center – Room #306 – McConnell Center
Meeting Date: **Tuesday, March 13, 2012**
Meeting Time: **7:00 pm**

D.Trefethen asked about the sidewalk width, and setting minimum street tree areas which is not in the regulations. He feels review is needed in the area of – the grass area between the sidewalk and the curb.

S.Bird reviewed the eleven (11) Dover Zoning Ordinance Amendments proposed.

- Definitions to include Lots and Rooming House
- Amending the 2009 Zoning Map from Urban Density Multi-residential (RM-U) to Central Business District (CBD) as described in the amendments; and changing from Office (O) to Central Business District (CBD) as described in the amendments.
- Amendments from Special Exceptions to Additional Regulations – specifically, any special exception which has not been acted upon in accordance with the approval of the Zoning Board of Adjustment within four (4) years of the date of said approval shall be considered null and void.
- Rooming houses as a permitted use in the office zone as an additional option for affordable housing. And, Group Home for minors in the office district.
- The Terminology change for manufactured housing (replacing mobile home) and changes permitted use for any manufactured housing in any R-40 district to be compliant with the RSA # 674:31-a.; Applicability of Tables of Use and Dimensional Regulations by District; and Definition of Mobile Home Subdivision.
- Accessory Dwelling Unit, in the RM-SU, RM-U, and B-1 Districts. Remove the word *following*. To clarify that an Accessory Dwelling Unit is not categorized as a duplex. It is an owner-occupied structure, rented to a relative, or an unknown renter, and it is not an in-law apartment.
- Revising the Permitted Use to add the use Child Care Home and to revise the definition of Child Care Facility. A child care facility, group child care home, family child care home are redefined.
- Revising Location in the Residential-Commercial Mixed Use Overlay District.
- Revising Residential-Commercial Mixed Use Overlay District – reducing the parcel size from 50 acres to 20 acres.
L.Skinner questioned why 50 acres vs. 20 acres size.
- Revising Article Chapter 170-52 Zoning Board of Adjustment, Section C, Powers and Duties.

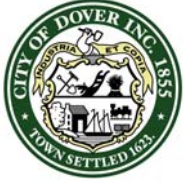
The Subcommittee that meets on Commercial Industrial Zoning Districts in general, including expansions and regulations related to those non residential areas, parking lots, lighting, driveways has a meeting planned for Monday, March 19, 2012 at 8:30 a.m. in the Second Floor Conference Room – City Hall.

The Dover 2023 Visioning Sessions are taking place throughout the months of March and April.

K.Schuman spoke to the Board and discussed the schedule for the City wide sessions. The online survey is now available.

4. ADJOURNMENT

Motion: L.Skinner motioned to adjourn the meeting at 8:41 pm. T.Clark seconded. Vote: U/A.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P12-05

Application Type:	Site Plan Review
Applicant:	Dover Housing Authority
Owner:	Dover Housing Authority
Location:	28 Union Street (Assessor's Map 20, Lot 87)

INTENT: Site Plan review for Dover Housing Authority to expand a parking lot, adding 26 parking spaces.

LOTS/UNITS PROPOSED: None

AGENDA ITEM #: 4-C

ACREAGE: 1.02 acres

ZONING DISTRICT: Urban Density Multi-Residential (RMU) District

EXISTING LAND USE:
Multi-family residential and single family house

PROPOSED LAND USE: Parking lot

SURROUNDING LAND USE:
Multi-family residential, duplexes and single family houses

ZBA ACTION: None

ATTACHMENTS:
Site Plan and application

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED: N/A

WAIVERS REQUESTED: N/A

Summary of Request and Background

The applicant has applied for Site Plan review to construct a new 26 space parking lot on the parcel where a house was recently removed.

The applicant appeared before TRC on March 8, 2012 (TRC Notes enclosed).

Consistency with Land Use Regulations

This project is located in the Urban Density Multi-Residential (RMU) District which encourages moderate/high density housing types in urban neighborhoods located close to downtown. This application is consistent with these standards.

STAFF RECOMMENDATION:

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

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature shall be added to the final plan set submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plan.
3. The applicant shall revise the plan to remove references to lot #88 on the cover sheet and in the title block.

Conditions to Be Met Prior to Any Land Disturbance:

4. Hours of construction shall be documented on a site construction sign along with the contact information for the general contractor. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development.



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: July 19, 2010]

Office Use Only	Project #:	<u>RD-05</u>	Date Received:	<u>2/24/2012</u>
	Amount Paid:	<u>\$316.00</u>	Time Received:	

CE# 0321669

APPLICANT AND OWNER INFORMATION

Name of Applicant: Dover Housing Authority Telephone # 742-5804

Address of Applicant: 62 Whittier Street, Dover

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

Address of Property Owner: _____

PROPERTY INFORMATION

Address of Property: Union Street

Assessor's Map # 20 Lot(s) # 87 & 88

Zoning District(s) RMU Overlay District(s) N/A

744 357

Size of Parcel: 44,816 sq. ft. 1.02 ac. Property Deed: Book 3879 Page: 699

Existing Use of Property: Multi-Unit Residential (24 units)

SITE PLAN INFORMATION

Describe Proposed Use: Removal of existing house (Lot 88), Construct new parking

Area of Parcel to be Developed: approx. 12,000 sq. ft.

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

Number of Parking Spaces: Existing 13 Proposed 26

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

Number of Employees Total: 0 In Maximum Shift: N/A

Disposition of Parcel:	Building Setbacks:
Building Footprint <u>N/A</u> sq. ft.	Front Yard <u>N/A (no change)</u> ft.

Total Building Area <u>3,578 E / 2,600 P</u> sq. ft.	Rear Yard <u>N/A (no change)</u> ft.
--	--------------------------------------

Paved Area <u>8,865 E / 10,700 P</u> sq. ft.	Side Yard: Right <u>N/A (no change)</u> ft.
	Left <u>N/A (no change)</u> 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: _____ Finished Floor Elevation: _____

Number of Seats (where applicable) _____

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Paul J. Connolly, P.E., P.L.S.

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

Professional License #: L.L.S. #683 E-mail address: civilworksdover@comcast.net

ENGINEER INFORMATION

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

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

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

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: Mary Glowinski, Deputy Director Date: 2/21/2012

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

Signature of Agent: Dana C. Lynch, P.E. Date: 2/21/12

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.

Signature of Property Owner: _____ Date: _____

**PROJECT NARRATIVE
ACCOMPANYING
SITE REVIEW APPLICATION
FOR
UNION COURT PARKING EXPANSION**

Overview

The proposed project is a combination of maintenance and upgrades to be constructed by the Dover Housing Authority at the Union Court Elderly Housing facility. The site is located at the corner of Court Street and Union Street and includes 24 units of housing in three (3) structures. Parking availability includes thirteen (13) spaces.

The Dover Housing Authority recently purchased a property on Tax Map 20, Lot 88 which included a vacant structure. This structure has been razed as Phase 1 of this project and a Lot Merger has been filed to combine Lot 88 with the Union Court site, Lot 87.

The proposed work will include general site maintenance work and remediation of site erosion issues. Specifically, existing sidewalks will be rebuilt, clotheslines removed, and strategically placed yard drains installed.

The existing parking area will be reconstructed and expanded to 26 parking spaces. Improvements will include a sidewalk and vertical granite curbing, additional lighting, a relocated/reconstructed trash bin storage area, and landscaping. Despite these improvements, the total impervious area will only increase by about 850 sq. ft. or less than two (2) percent of the total lot area.

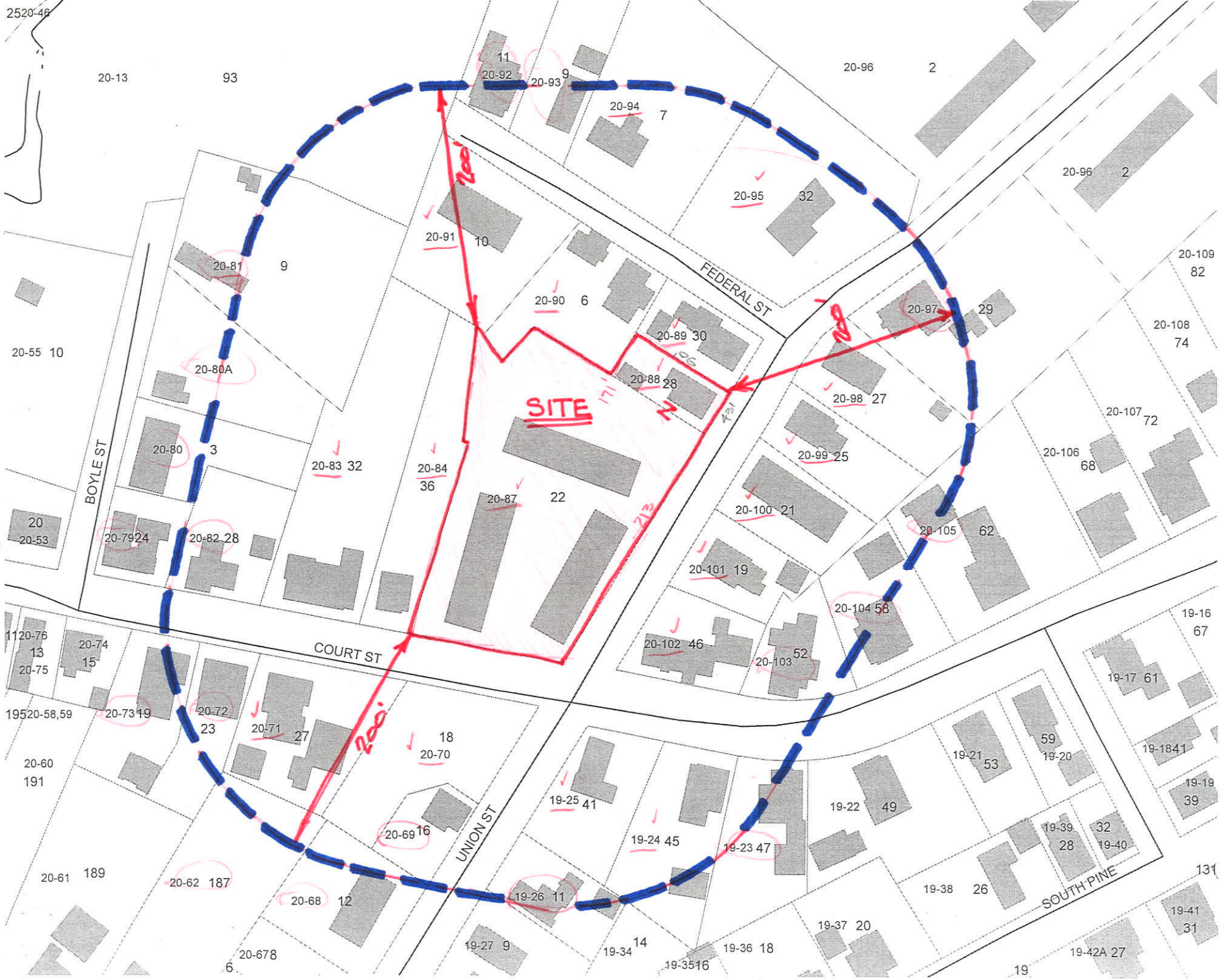
There are no proposed alterations to City utility services or changes in use. Modifications to electric, telephone, fire alarm services may be required to permit removal of an existing riser pole. Said work will be coordinated with the appropriate utilities.

<u>TAX MAP</u>	<u>LOT NO.</u>	<u>NAME & ADDRESS</u>
19	23	Lilypad Revocable Trust Carole E. Robinson Trustee P.O. Box 290, Topsfield, MA 01983-0290
19	24	George A. Poulin 45 Court Street, Dover, NH 03820
19	25	Henry T. Raymond P.O. Box 1489, Portsmouth, NH 03801
19	26	Mary Gail Duffy Irrevocable Family Trust Mary Gail Duffy, Trustee 11 Union Street, Dover, NH 03820
20	62	Charles N. Caviris & Hope M. Frudakis 185 Central Avenue, Dover, NH 03820
20	68	Jacqueline A. & Max I. Goldstein 23 Ireland Drive, Berwick, ME 03901-2108
20	69	Ellen K. Jensen 16 Union Street, Dover, NH 03820
20	70	Arthur E. Burke 2 Union Street, Dover, NH 03820
20	71	27 Court Street, LLC 69 Gosport Road, Portsmouth, NH 03801
20	73	Claire E. Kraft P.O. Box 1493, Dover, NH 03821-1493
20	79	Robert Michael 26 Court Street, Dover, NH 03820
20	80	Elizabeth D. Chicknavorian P.O. Box 397, Dover, NH 03821-0397
20	80A	222 Properties, LLC P.O. Box 397, Dover, NH 03821-0397

<u>TAX MAP</u>	<u>LOT NO.</u>	<u>NAME & ADDRESS</u>
20	81	Catherine & Charles Boyle 9 Boyle Street, Dover, NH 03820
20	83	Paul S. Ford 816 Middle Street, Portsmouth, NH 03801-5021
20	84	Jerry Garay 36 Court Street, Dover, NH 03820
20	87, 88 100	Dover Housing Authority 62 Whittier Street, Dover, NH 03820
20	89	Dennis Sullivan 30 Union Street, Dover, NH 03820
20	90	Evelyn L. & James J. Pettis 6 Federal Street, Dover, NH 03820
20	91	Federal Street Condos 10 Federal Street, Dover, NH 03820
20	92	Dennis R. Pelletier & George O. Pelletier, Jr. 11 Federal Street, Apt. 2, Dover, NH 03820-4194
20	93	Timothy & Judith Mullaney 9 Federal Street, Dover, NH 03820
20	94	Pettis Family Trust, c/o Joseph & Marie Pettis 7 Federal Street, Dover, NH 03820
20	95	Mark A. & Dianne B. Pettis 32 Union Street, Dover, NH 03820
20	97	Mary B. Donnelly 60 Babcock Street, Apt. 87, Brookline, MA 02446-5920
20	98	Dana & Janette Palmer 27 Union Street, Dover, NH 03820

<u>TAX MAP</u>	<u>LOT NO.</u>	<u>NAME & ADDRESS</u>
20	82, 99 104	Ruby M. Palmer Rev. Trust, Ruby & Randy Palmer, Trustees 60 Court Street, Dover, NH 03820
20	101	Randy A. & Teresa C. Palmer Rev. Family Trust Randy A. & Teresa C. Palmer, Trustees 19 Union Street, Dover, NH 03820
20	102	David A. & Maureen C. Kennedy 16 Heritage Drive, Hampton, NH 03842
20	103	Vincent Sillitta 39 Glenwood Avenue, Dover, NH 03820
20	105	William A. & Kimberly K. Tower, Jr. 62 Court Street, Dover, NH 03820
Engineer of Record:		Civilworks, Inc. P.O. Box 1166, Dover, NH 03821-1166

1"=100'



20-13

93

11
20-92

20-93

20-96

2

20-94 7

20-95 32

20-96 2

20-91 10

20-109 82

20-81 9

20-90 6

FEDERAL ST

20-97 29

20-108 74

20-55 10

20-80A 3

20-88 28

20-98 27

20-107 72

BOYLE ST

20-80 3

20-83 32

20-84 36

20-100 21

20-106 68

20-53

20-79 24

20-82 28

20-87 22

20-99 25

20-105 62

COURT ST

1120-76 13

20-74 15

20-101 19

20-104 56

19-16 67

19520-58,59

20-73 19

20-72 23

20-71 27

20-87 22

20-102 46

20-103 52

19-17 61

20-60 191

20-73 19

20-71 27

20-70 18

19-25 41

19-22 49

19-21 53

59 19-20

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19-19 39

20-61 189

20-62 187

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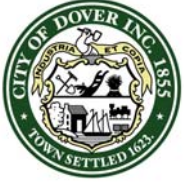
19-36 18

19-37 20

19

19-42A 27

19-41 31



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P12-07

Application Type: Site Plan Review
Applicant: The Housing Partnership
Owner: Sidney Robbins Family Trust
Location: 1 Dover Street (Assessors Map 27, Lot 20)

INTENT: Site Plan review for proposed redevelopment of an existing five story mill building into 42 workforce rental housing units and construction of 60 parking spaces.

LOTS/UNITS PROPOSED: 42 apartments

AGENDA ITEM #: 4-D

ACREAGE: 1.01 acres

ZONING DISTRICT: Urban Density Multi-Residential (RMU) District

EXISTING LAND USE:
Warehouse

PROPOSED LAND USE: 42 apartments

SURROUNDING LAND USE:
Multi-family residential, duplexes and single family houses; retail commercial

ZBA ACTION: Three variances granted by Zoning Board of Adjustment on 2/16/12 for use, building height and reduced open space.

ATTACHMENTS:
Site plan and application

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:

- Conditional Use Permit for reduced parking spaces

WAIVERS REQUESTED:

- Waiver to Chapter 149-14-C-1 which requires sidewalks to be constructed of pervious material, for the sidewalk on the north side of the building

Summary of Request and Background

The applicant has applied for Site Plan review to redevelop an existing five story mill building into 42 workforce rental housing units and construct 60 parking spaces.

The applicant appeared before TRC on March 8, 2012 (see enclosed TRC Notes).

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 Urban Density Multi-Residential (RMU) District which encourages moderate/high density housing types in urban neighborhoods located close to downtown. This application is consistent with these standards.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board accept the application, open the public hearing, and then table the application to a date certain so that a site walk can be held.



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: July 19, 2010]

Office Use Only	Project #:	<u>P12-07</u>	Date Received:	<u>2/27/12</u>
	Amount Paid:	<u>\$4850.00</u>	Time Received:	<u>FEB 27 2012</u>

APPLICANT AND OWNER INFORMATION

Name of Applicant: The Housing Partnership Telephone # 766-3131

Address of Applicant: PO Box 466, Portsmouth, NH 03802

Name of Property Owner (if different from applicant): Sidney Robbins Family Trust Telephone # _____

Address of Property Owner: 110 - 116 Washington Street, Dover, NH 03820

PROPERTY INFORMATION

Address of Property: 1 Dover Street

Assessor's Map # 27 Lot(s) # 20

Zoning District(s) RM - U Overlay District(s) _____

Size of Parcel: 43,763 sq. ft. 1.0046 ac. Property Deed: Book 1515 Page: 224

Existing Use of Property: Warehouse

SITE PLAN INFORMATION

Describe Proposed Use: Proposed Redevelopment to 42 Residential Dwelling Units

Area of Parcel to be Developed: 43,763 sq. ft.

If Multi-family Residential, Specify Number of Units & Buildings Proposed: 42 Units, One Building

Number of Parking Spaces: Existing Not striped Proposed 60 plus 11 off site

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

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

Disposition of Parcel:	Building Setbacks:
Building Footprint <u>11,971</u> sq. ft.	Front Yard <u>10</u> ft.
Total Building Area <u>53,855</u> sq. ft.	Rear Yard <u>30</u> ft.
Paved Area <u>21,000</u> sq. ft.	Side Yard: Right <u>95</u> ft.
	Left <u>9</u> ft.

City Water? Yes ___ No How far is city water from the property? Connected to Building
City Sewer? Yes ___ No How far is city sewer from the property? Connected to Building

BUILDING INFORMATION

Type of Building to be Built: Renovation of existing brick building
Height of Building: 52 feet Finished Floor Elevation: 75.14
Number of Seats (where applicable) _____

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) John R. Chagnon, LLS, Ambit Engineering
Address 200 Griffin Road, Unit 3, Portsmouth, NH 03801 Telephone #: 603-430-9282
Professional License #: 738 E-mail address: jrc@ambitengineering.com

ENGINEER INFORMATION

Name of Engineer and Company (Licensed in N.H.) John R. Chagnon, PE, Ambit Engineering
Address Same as Above Telephone #: _____
Professional License #: 7651 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: _____ Date: _____
Signature of Applicant (if different from owner): [Signature] Date: 2/23/12
Signature of Agent: [Signature] Date: 2/23/12

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: APPLICANT [Signature] Date: 2/23/12
UNDER P&S

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): [Signature] Date: 2/23/12

Signature of Agent: [Signature] Date: 02/23/12

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: [Signature] Date: 2/23/12
APPLICANT
UNDER P+S

AUTHORIZATION

RICHARD L. ROBBINS, STANLEY B. ROBBINS AND JUDITH E. WEISNER, AS TRUSTEES OF THE SIDNEY ROBBINS FAMILY TRUST, with a mailing address of 14 Lisa Beth Circle, Dover, NH 03820 ("Robbins Family Trust"), hereby authorize **THE HOUSING PARTNERSHIP: A NON-PROFIT CORPORATION**, a New Hampshire non-profit corporation with a mailing address of P. O. Box 466, Portsmouth, NH 03801 ("The Housing Partnership") to act in the name, place and stead of the Robbins Family Trust with respect to certain specific actions concerning the property owned by the Robbins Family Trust located at One Dover Street in the City of Dover, New Hampshire, and depicted on Dover Assessors Map 27 as Lot 20 (the "Property").

The acts hereby authorized are specifically limited to the following acts necessary in order for The Housing Partnership to fulfill its obligations pursuant to a certain Purchase and Sale Agreement by and between The Housing Partnership and the Robbins Family Trust dated January 23, 2012 relating to the Property (the "Agreement"):

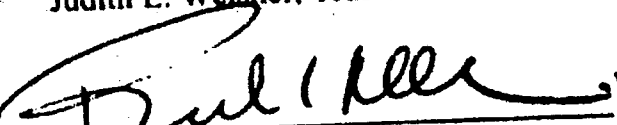
1. Filing of Applications with the City of Dover including applications before the Dover Zoning Board of Adjustment and Planning Board, in order to construct a 40 unit affordable housing project as contemplated by the Agreement;
2. Taking steps necessary to file or obtain any permits or applications necessary, whether local, state or federal, for The Housing Partnership's development and subsequent use of the Property as a 40 unit affordable housing project as identified in the Agreement.

The Housing Partnership shall provide the Robbins Family Trust with copies of any and all documents, reports, applications, correspondence or any other paperwork completed or filed in connection with this Authorization or the Agreement. A fully executed copy of this Authorization may be relied upon as if it were an original.


IN WITNESS WHEREOF, Judith E. Weisner, Richard L. Robbins and Stanley B. Robbins, as Trustees of the Sidney Robbins Family Trust, hereby execute this Authorization on January ____, 2012.

SIDNEY ROBBINS FAMILY TRUST

By: _____
Judith E. Weisner, Trustee

By: 
Richard L. Robbins, Trustee

Witness


Witness

By: _____
Stanley B. Robbins, Trustee

Witness

Exh. 1
(3 of 3)

AUTHORIZATION

RICHARD L. ROBBINS, STANLEY B. ROBBINS AND JUDITH E. WEISNER, AS TRUSTEES OF THE SIDNEY ROBBINS FAMILY TRUST, with a mailing address of 14 Lisa Beth Circle, Dover, NH 03820 ("Robbins Family Trust"), hereby authorize **THE HOUSING PARTNERSHIP: A NON-PROFIT CORPORATION**, a New Hampshire non-profit corporation with a mailing address of P. O. Box 466, Portsmouth, NH 03801 ("The Housing Partnership") to act in the name, place and stead of the Robbins Family Trust with respect to certain specific actions concerning the property owned by the Robbins Family Trust located at One Dover Street in the City of Dover, New Hampshire, and depicted on Dover Assessors Map 27 as Lot 20 (the "Property").

The acts hereby authorized are specifically limited to the following acts necessary in order for The Housing Partnership to fulfill its obligations pursuant to a certain Purchase and Sale Agreement by and between The Housing Partnership and the Robbins Family Trust dated January 23, 2012 relating to the Property (the "Agreement"):

1. Filing of Applications with the City of Dover including applications before the Dover Zoning Board of Adjustment and Planning Board, in order to construct a 40 unit affordable housing project as contemplated by the Agreement;
2. Taking steps necessary to file or obtain any permits or applications necessary, whether local, state or federal, for The Housing Partnership's development and subsequent use of the Property as a 40 unit affordable housing project as identified in the Agreement.

The Housing Partnership shall provide the Robbins Family Trust with copies of any and all documents, reports, applications, correspondence or any other paperwork completed or filed in connection with this Authorization or the Agreement. A fully executed copy of this Authorization may be relied upon as if it were an original.

IN WITNESS WHEREOF, Judith E. Weisner, Richard L. Robbins and Stanley B. Robbins, as Trustees of the Sidney Robbins Family Trust, hereby execute this Authorization on January 30, 2012.

SIDNEY ROBBINS FAMILY TRUST

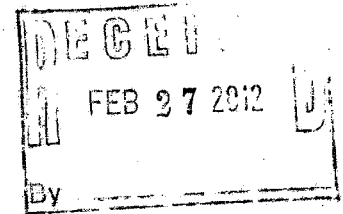
Witness By: Judith E. Weisner, Trustee

Witness By: Richard L. Robbins, Trustee

Witness By: Stanley B. Robbins (Trustee)
Stanley B. Robbins, Trustee

Exh. 1
(2 of 3)

City of Dover Planning Board
The Housing Partnership, Applicant



<u>Tax Map</u>	<u>Lot #.</u>	<u>Owner(s) of Record</u>	<u>Mailing Address</u>
27	2	Roman Catholic Bishop	P. O. Box 310 Manchester, NH 03105
27	3	SAA	
27	4	SAA	
27	12	William R. and Patricia Palmer	4 Park Street Dover, NH 03820
27	13	Donna M. Cordeiro and Blaine A. Glidden	16 Niles Street Dover, NH 03820
27	14	Park Street Condo Association (For all four unit owners)	c/o Beth Kelsch 9 Meadow Crossing Drive Gorham, ME 04038
27	14-1	Carlos A. Otero	1015 Aocoa Place #255 Kailua, HI 96734
27	14-2	Karen M. McCarthy	1 Randall Street Salem, MA 01970-2320
27	14-3	Elizabeth R. Phillips	143 1/2 Sixth Street Dover, NH 03820
27	14-4	Bethany A. Kelsch	9 Meadow Crossing Drive Gorham, ME 04038
27	15	Same as 27/2	
27	16	Dana and Susan Wirkala	93 East Street Duxbury, MA 02332
27	17	Michelle Freni and Stacey A. Marotta	18 Hemlock Avenue York, ME 03909
27	19	Frederick S. Gray, III	P. O. Box 443 New Castle, NH 03854

27	21	Michelle and James Kurtz and Brett and Nicole Wilson	220 Gulf Road Dover, NH 03820
27	22	Douglas Amato	24 Dover Street Dover, NH 03820
27	23	Seth Williams and Somchai Phonekeo	26 Dover Street Dover, NH 03820
27	24	Lorraine E. Blanchette, Trustee of the Lorraine Blanchette Liv. Trust	18 East Street Dover, NH 03820
27	25	Ray Paradis	2 Nute Road Dover, NH 03820
27	26	Parlini O'Rourke, Trustee of the Parlini O'Rourke Rev. Fam. Trust	2858 Leicester Terrace the Villages, FL 32126-6378
27	27	Dana and Sharon Moore, Trustees	25 Mallard Lane Dover, NH 03820
27	28A	James McCreal	27 Ham Street Dover, NH 03820
27	28B	SAA	
27	29	Richard and Robin Shaffer	20 Lucy Creek Drive Beaufort, SC 29907-2221
27	30	Holgate Limited Partnership	130 Central Avenue Dover, NH 03820
27	31	SAA	
27	32	Kenneth S. and Stacie R. Chu	5 Deer Creek Run Dover, NH 03820
27	33	Robert H. Slater and Curtis C. Simonson	17 Packman Street, Apt. 1 Salem, MA 01970
27	34	Cherries Industries, LLC	34 Seagull Lane Eliot, ME 03903
27	35	Black Dog Realty, LLC	35 Haddon Farm Lane Newington, NH 03801

27	36	Gillian H. Tierney and George H. Shea, III	18 Walker Avenue Kittery, ME 03904
27	37	Mark Arsenault	19 Whitehorse Farms Rye, NH 03870
27	38	24-26 New York St., LLC	78 Walker Lane Fremont, NH 03044
27	39	TNT New York Street Group, LLC	P. O. Box 2063 Dover, NH 03821
27	40	Cheryl A. Arsenault	32 New York Street Dover, NH 03820
27	41	Sarah B. Wrapper	63 Middle Road Deerfield, NH 03037-1606
27	42	Andrew D. Ellison	36 New York Street Dover, NH 03820
27	43	Investments of RLH III, LLC	263 Rochester Hill Road Rochester, NH 03867
27	46	Christopher L. Stevens and Melissa J. Stevens	14 Isaac Lucas Circle Dover, NH 03820
27	47	Eagan E. Kelley	29-31D Dover Street Dover, NH 03820
27	48	Renesselaer Properties Ltd.	P. O. Box 633 Greenland, NH 03840-0633
27	49	Jennifer S. Graham	P. O. Box 956 Hollis, NH 03049-0956
27	50	Joseph and Kathryn Forbes-Fisher	36 River Street Exeter, NH 03833
27	51	Thomas E. and Kathryn Forbes-Fisher	P. O. Box 1806 Dover, NH 03821
27	52	Bonnie L. Greaney	P. O. Box 1274 Dover, NH 03821-1274

27	105	Kimon Lalas	151 Ten Rod Road Rochester, NH 03867
27	106	Mimi's New Hope, LLC	31 North River Lake Road Nottingham, NH 03290
27	107	Huts to Homes, LLC	P. O. Box 525 Barrington, NH 03825
27	109	Theodore T. Karambatsos and Evangelia G. Karambatsos	1 East Concord Street Dover, NH 03820
27	128	Steven Bucknam and Gino Filicetti	10 Gifford Farm Road Stratham, NH 03885
27	129	David James Peck and Bethany Jenilee Peck	8 Ham Street Dover, NH 03820
27	130	Irene R. Carrier, Trustee of the Irene R. Carrier Rev. Trust 1998	50 F.W. Hartford Drive Portsmouth, NH 03801
27	131	Todd A. Amazeen	4 Ham Street Dover, NH 03820
27	150	Patti Kemen Enterprises, LLC and John Kemen Sr. Properties, LLC	500 Sixth Street Dover, NH 03820
Owner:		Sidney Robbins Family Trust	110-116 Washington Street Dover, NH 03820
Applicant:		The Housing Partnership	PO Box 466 Portsmouth, NH 03802
Engineer:		Ambit Engineering, Inc.	200 Griffin Road, Unit 3 Portsmouth, NH 03801
Architect:		Lassel Architects PA	370 Main Street South Berwick, ME 03908
Attorney:		Wyskiel, Boc, Tillinghast & Bolduc, P.A.	561 Central Avenue Dover, NH 038
Preservation Consultant:		Tremont Preservation Services	21 Market Street Ipswich, MA 01938



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MAR 14 2012
BY: [Signature]



LA
LASSEL
ARCHITECTS, PA
610 BRANTLEY
510 MARKET STREET
DOVER, NH 03820
603.271.8400

THE HOUSING PARTNERSHIP

WOODBURY MILLS
DOVER STREET
DOVER, NH

REVISIONS:

RENDERING

SCALE	DRAWN BY
DATE	ALAN
FEB 26, 2012	CHECKED BY
REF: RAJE	OK
P:\THP\DOVER\ROBBINS WARE HOUSE\RT\PM	

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A3.3



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P12-06

Application Type:	Conditional Use Permit for Reduced Parking
Applicant:	The Housing Partnership
Owner:	Sidney Robbins Family Trust
Location:	1 Dover Street (Assessors Map 27, Lot 20)

INTENT: Conditional Use Permit to allow for a reduction in the number of required parking spaces from 126 to 60, based on the proposed 42 multi-family units.

LOTS/UNITS PROPOSED: 42 apartments

AGENDA ITEM #: 4-E

ACREAGE: 1.01 acres

ZONING DISTRICT: Urban Density Multi-Residential (RMU) District

EXISTING LAND USE:
Warehouse

PROPOSED LAND USE: 42 apartments

SURROUNDING LAND USE:
Multi-family residential, duplexes and single family houses; retail commercial

ZBA ACTION: Three variances granted by Zoning Board of Adjustment on 2/16/12 for use, building height and reduced open space.

ATTACHMENTS:
Conditional Use Permit Application

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:

- Conditional Use Permit for reduced parking spaces

WAIVERS REQUESTED:

- Waiver to Chapter 149-14-C-1 which requires sidewalks to be constructed of pervious material, for the sidewalk on the north side of the building

Summary of Request and Background

The applicant has applied for a Conditional Use Permit per Chapter 170-44-I, to reduce the number of parking spaces from the 126 required to 60 parking spaces.

The applicant appeared before TRC on March 8, 2012.

Consistency with Land Use Regulations

The Off-Street Parking and Loading ordinance provides for a Conditional Use Permit to allow a reduction in the number of required parking spaces provided the applicant submits an analysis justifying the request.

The applicant has submitted a traffic and parking assessment prepared by Kim Eric Hazarvartian of TEPP, LLC, dated February 27, 2012.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board accept the application, open the public hearing, and then table the application to a date certain so that a site walk can be held.



City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2010]

Office Use Only	Project #:	<u>P12-06</u>	Date Received:	<u>2/27/12</u>
	Amount Paid:	<u>See P12-07</u> <u>City 503080</u>	Time Received:	<u>FEB 27 2012</u>

APPLICANT AND OWNER INFORMATION

Name of Applicant: The Housing Partnership Telephone # 766-3131

Address of Applicant: PO Box 466, Portsmouth, NH 03802

Name of Property Owner (if different from applicant): Sidney Robbins Family Trust Telephone # _____

Address of Property Owner: 110 - 116 Washington Street, Dover, NH 03820

PROPERTY INFORMATION

Address of Property: 1 Dover Street

Assessor's Map #: 27 Lot(s) #: 20

Zoning District(s): RM - U Overlay District(s): _____

Existing Use of Property: Warehouse

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 checked="" type="checkbox"/> Off-Street Parking and Loading | |
| <input 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:
Proposed property redevelopment to 42 Residential Dwelling Units. Due to site constraints the property will only support 60 on site parking spaces. An analysis of the justification for the reduction from the Parking Regulation Table is a part of this application.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status:
DES Sewer Discharge Permit - will be applied for after PB Approval.

Name of Professional That Prepared Plans: John Chagnon, PE, Ambit Engineering

Address: 200 Griffin Road, Unit 3, Portsmouth, NH 03801 Telephone #: 603-430-9282

Professional License #: PE: 7651 E-mail address: jrc@ambitengineering.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): [Signature] Date: 2/23/12

Signature of Agent: [Signature] Date: 02/23/12

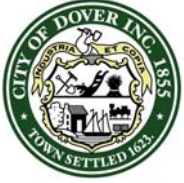
AUTHORIZATION TO ENTER SUBJECT PROPERTY

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: [Signature] Date: 2/23/12

APPLICANT

UNDER P+S



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P12-08

Application Type: Minor Lot Line Adjustment
Applicant(s): Brian D. Short
Owner(s): Brian D. Short and Mary Ann Hemming Short
Location: 1 & 3 Wentworth Terrace (Assessor's Map 8, Lots 31 & 32)

INTENT: To adjust the lot lines between two existing lots, with no increase in the number of lots.

LOTS/UNITS PROPOSED: Two single family house lots

AGENDA ITEM #: 4-F

ACREAGE: 3.457 Acres

ZONING DISTRICT: Low-Density Residential District – R-20

EXISTING LAND USE: Single family house on each lot

PROPOSED LAND USE: Single family house on each lot

SURROUNDING LAND USE: Single family houses and state park

ZBA ACTION: None

ATTACHMENTS: Lot line adjustment plan (OVER)

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 reconfigure the lot lines between two existing lots, transferring 0.51 acres from one lot to the other lot. There is no change in the number of lots.

Consistency with Land Use Regulations

Chapter 155-18 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. 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 lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signatures shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyor stamp and signature to the plat.
4. The applicant shall revise the plat to add the Planning File #P12-08 to the title block.
5. The applicant shall revise the plat to correct the front setback in note #2, based on the recent zoning amendment.



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MAR - 5 2012

City of Dover, New Hampshire MINOR LOT LINE ADJUSTMENT APPLICATION

[Revision Date: July 19, 2010]

Office Use Only	Project #: <u>112-00</u>	Date Received: <u>3/5/12</u>
	Amount Paid: <u>\$20.00</u>	Time Received: _____

APPLICANT INFORMATION

Name of Applicant: Brian D Short Telephone # 603 502 2424
 Address of Applicant: 1 Wentworth Ter Dover NH

FIRST PROPERTY OWNER AND PARCEL INFORMATION

Name of 1st Property Owner (if different from applicant): Same Telephone # _____
 Address of 1st Property Owner: 1 Wentworth Ter Dover
 Address of Property: 1 Wentworth Ter Dover
 Assessor's Map # 8 Lot(s) # 31
 Property Deed: Book 3146 Page: 156
 Zoning District(s) R20 Overlay District(s) _____
 Size of Existing Parcel (sq. ft.): 96,443 Size of Proposed Parcel (sq. ft.): 74,409

SECOND PROPERTY OWNER AND PARCEL INFORMATION

Name of 2nd Property Owner (if different from applicant): Same Telephone # 603 502 2424
 Address of 2nd Property Owner: 3 Wentworth Ter Dover
 Address of Property: 3 Wentworth Ter Dover
 Assessor's Map # 8 Lot(s) # 32
 Property Deed: Book 3391 Page: 723
 Zoning District(s) R20 Overlay District(s) _____
 Size of Existing Parcel (sq. ft.): 54,144 Size of Proposed Parcel (sq. ft.): 76,168

[Use additional application form if more than two lots are being adjusted]

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) James Verra & Associates
 Address 101 Shattuck way Telephone #: 603 436 3557

Professional License #: _____ E-mail address: JamesV@JVA-Surveyors.com
JVA@JVA-Surveyors.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 First Property Owner:  Date: 2-23-12

Signature of Second Property Owner:  Date: 2-23-12

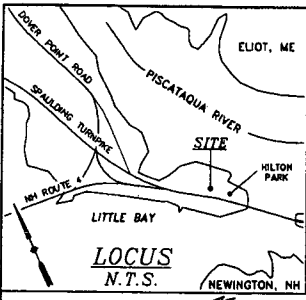
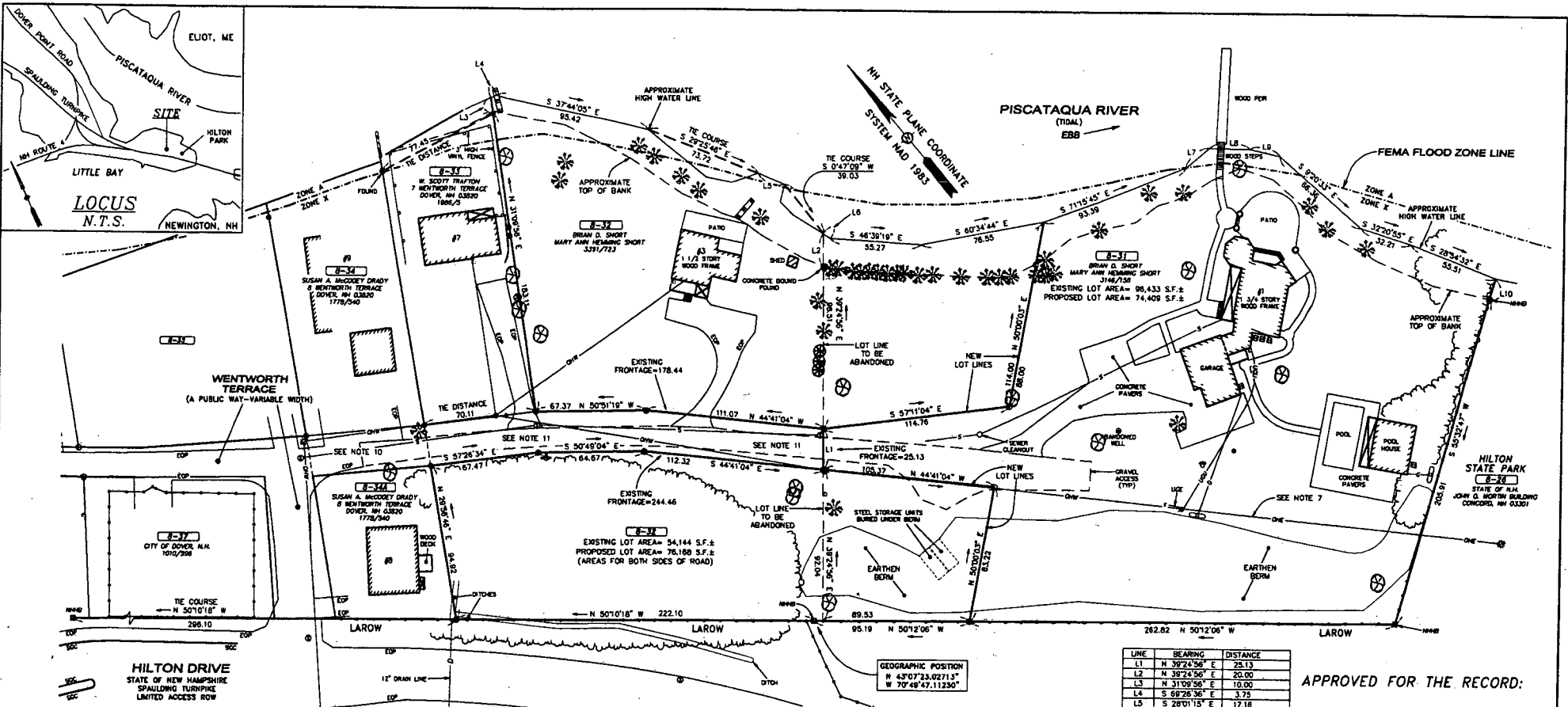
Signature of Applicant (if different from owner): _____ Date: _____

Signature of Agent: _____ Date: _____

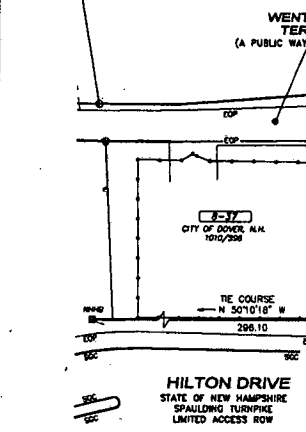
AUTHORIZATION TO ENTER SUBJECT PROPERTY

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.

Signature of Property Owner:  Date: 2-23-12



LOCUS N.T.S.
NEWINGTON, NH



- LEGEND:**
- IRON ROD TO BE SET, UNLESS NOTED OTHERWISE
 - IRON PIPE FOUND
 - BOUND AS DESCRIBED
 - ▭ NEW HAMPSHIRE HIGHWAY BOUND
 - ▭ CHAIN LINK FENCE
 - SEWER MANHOLE
 - HYDRANT
 - WATER SHUT OFF VALVE
 - LIGHT POLE
 - UTILITY POLE W/TRANSFORMER
 - GUY
 - ELECTRIC METER
 - S - SEWER LINE
 - G - GAS LINE
 - D - DRAIN LINE
 - OH - OVERHEAD WRES
 - U - UNDERGROUND UTILITIES
 - SG - SLOPED FACED GRANITE CURB
 - SCRD - STRAFFORD COUNTY REGISTRY OF DEEDS
 - 8-31 - TAX SHEET - LOT NUMBER
 - DECAIDUOUS TREE
 - CONIFEROUS TREE
 - UNDERGROUND SHRUB
 - TREE LINE
 - LAROW - LIMITED ACCESS RIGHT OF WAY

NOTES:

- OWNER OF RECORD.....BRIAN D. SHORT & MARY ANN HEMMING SHORT
ADDRESS.....1 WENTWORTH TERRACE, DOVER, NH 03820
DEED REFERENCE.....3146/156 & 3391/723
TAX SHEET / LOT.....8-31 & 8-32
- ZONED.....R-20 MINIMUM LOT AREA=20,000 S.F.*
FRONTAGE=125'
REAR YARD SETBACK=30'
*THE LOCUS PARCELS ARE SUBJECT TO THE RIVERFRONT RESIDENTIAL OVERLAY DISTRICT AND THE MINIMUM REQUIRED LOT SIZE IS 60,000 S.F. FOR THE R-20 ZONE.
- THE RELATIVE ERROR OF CLOSURE WAS LESS THAN 1 FOOT IN 15,000 FEET.
- THE LOCATION OF ALL UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE AND ARE BASED UPON THE FIELD LOCATION OF ALL VISIBLE STRUCTURES (IE CATCH BASINS, MANHOLES, WATER GATES ETC.) AND INFORMATION COMPILED FROM PLANS PROVIDED BY UTILITY COMPANIES AND GOVERNMENTAL AGENCIES. ALL CONTRACTORS SHOULD NOTIFY, IN WRITING, SAID AGENCIES PRIOR TO ANY EXCAVATION WORK AND CALL DIG-SAFE @ 1-888-DIG-SAFE.
- PORTIONS OF THE LOCUS PARCELS LIE IN SPECIAL FLOOD HAZARD AREA ZONE A (NO BASE FLOOD ELEVATIONS DETERMINED) AS SHOWN ON FLOOD INSURANCE RATE MAP, STRAFFORD COUNTY, MAP NO. 3301004040, EFFECTIVE DATE MAY 17, 2003. ZONE LINE TAKEN FROM FEMA "DFIRM" FOR STRAFFORD COUNTY.
- ON SITE GEOGRAPHIC POSITION ESTABLISHED USING TRIMBLE 4800 GPS UNITS USING NGS "OPUS" SOLUTION.
DATUM: NAD 1983
REF FRAME: NAD_83 (CONR86)(EPOCH:2002.0000)

7. PARCEL 8-31 IS SUBJECT TO A UTILITY EASEMENT IN FAVOR OF PUBLIC SERVICE COMPANY OF N.H. ET AL. SEE SCRD BOOK 865, PAGE 330.

8. PARCEL 8-32 MAY BE SUBJECT TO A UTILITY EASEMENT IN FAVOR OF THE TOWN STATE GAS & ELECTRIC COMPANY, SEE SCRD BOOK 503, PAGE 430.

9. PARCELS 8-31 & 8-32 SERVED BY PUBLIC WATER SUPPLY (NOT SHOWN HEREON) AND TIED TO THE CITY OF DOVER SEWER SYSTEM.

10. SEE CONVEYANCE BY JAMES F. & SHIRLEY A. WOODCOY TO THE STATE OF N.H. DATED 1/3/1935, SEE SCRD BOOK 639, PAGE 444, PARCEL 2.

11. SEE CONVEYANCE BY CLYDE L. WHITEHOUSE TO THE STATE OF N.H. DATED 12/31/1954, SEE SCRD BOOK 639, PAGE 341, PARCEL 2.

12. PARCELS 8-31 & 8-32 ARE SUBJECT TO THE RIGHTS OF THE STATE OF N.H. SEE SCRD BOOK 839, PAGE 444, DATED 1/3/1935 & SCRD BOOK 639, PAGE 341, DATED 12/31/1954.

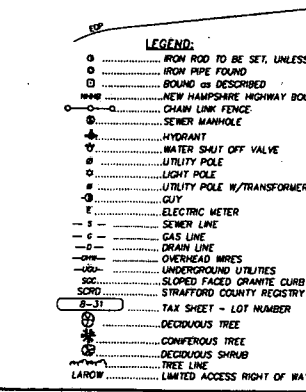
REFERENCE PLANS:

- PLANS OF PROPOSED LS 1821(1), N.H. NO. P-2692-E SPAULDING TURNPIKE, SHEETS 30 & 31, SCRD BOOK 15, FOLDER 3, PLANS 3 & 4.
- PLAN OF LAND BELONGING TO THE ESTATE OF CLYDE L. WHITEHOUSE, DOVER POINT, DOVER, N.H., DATED 8/1970, SCRD PLAN 43, PACKET 2, FOLDER 17.

LINE	BEARING	DISTANCE
L1	N 39°24'56" E	23.13
L2	N 39°24'56" E	20.00
L3	N 31°09'56" E	10.00
L4	S 69°28'36" E	3.75
L5	S 28°01'15" E	17.18
L6	N 18°32'01" E	5.20
L7	N 89°46'37" E	18.78
L8	S 49°10'54" E	25.22
L9	S 37°24'28" E	18.83
L10	S 55°32'47" E	13.00

GEOGRAPHIC POSITION
N 43°07'23.02713"
W 70°49'47.11230"

APPROVED FOR THE RECORD:
CHAIRMAN DOVER PLANNING BOARD _____ DATE _____



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MAR - 5 2012

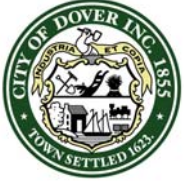
REV. NO.	DATE	DESCRIPTION	APPROVED
1		LOT LINE ADJUSTMENT PLAN 1 & 3 WENTWORTH TERRACE DOVER, NEW HAMPSHIRE ASSESSOR'S PARCELS 8-31 & 8-32	

LOT LINE ADJUSTMENT PLAN 1 & 3 WENTWORTH TERRACE DOVER, NEW HAMPSHIRE ASSESSOR'S PARCELS 8-31 & 8-32

for
BRIAN D. SHORT & MARY ANN HEMMING SHORT

JAMES VERRA and ASSOCIATES, INC.
101 SPAULDING HWY SUITE 4
NEWINGTON, N.H. 03801-7878
603-436-3333

DATE: 3/1/12
JOB NO: 23405
SCALE: 1" = 80'
DWG NAME: 23405
PLAN NO: 23405
SHEET: 1 of 1



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P12-09

Application Type: Minor Subdivision
Applicant: Rob Brady/Cocheco Waters LLC
Owner: Cocheco Waters LLC
Location: 20 Kings Highway/Gulf Road (Assessor's Map N, Lot 8A)

INTENT: To subdivide a 31.041 acre lot on Kings Highway/Gulf Road into two lots.

LOTS/UNITS PROPOSED: One single family house lot and one vacant lot.

AGENDA ITEM #: 4-G

ACREAGE: 31.041 acres

ZONING DISTRICT: Rural Residential District – R-40

EXISTING LAND USE: Single family home

PROPOSED LAND USE: One single family house lot and one vacant lot.

SURROUNDING LAND USE: Single family residential and golf course

ZBA ACTION: None

ATTACHMENTS:
Subdivision application and plans

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Notices were sent by certified mail to abutters

PERMITS REQUIRED:

- NH Department of Environmental Services Subdivision Permit

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has submitted plans showing the subdivision of the existing lot into 2 lots with frontage on Gulf Road. The existing house would remain on a lot of 2.15 acres. The vacant lot would be 28.88 acres. The existing house has a septic system and well.

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-40 District, which is to provide for single family neighborhoods in rural areas, with larger lot sizes and homes served by on-site septic systems and wells. 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 application with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyor's stamp and signature to the plat.
4. The applicant shall revise the plat to add the Planning File #P12-09 to the title block.
5. The applicant shall revise the plat to label the smaller lot with the house as lot N-8A and label the larger lot as lot N-8A-1.
6. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.

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

7. Any new dwelling unit shall be assessed the current impact fees in place at the time of building permit application.



City of Dover, New Hampshire
SUBDIVISION APPLICATION

RECEIVED
MAR 12 2012

BY: [Revision Date: July 19, 2010]

Office Use Only	Project #:	<u>AP12-09</u>	Date Received:	<u>3/12/12</u>
	Amount Paid:	<u>\$1300.00</u>	Time Received:	

APPLICANT AND OWNER INFORMATION

Name of Applicant: Rob Brady / Cocheco Waters Telephone # (603) 781-0503
 Address of Applicant: 36 Three Rivers Farm Rd. / 25 Portland Ave. #2 Dover
 Name of Property Owner (if different from applicant): Cocheco Waters LLC Telephone # (603) 781-0503
 Address of Property Owner: 25 Portland Ave #2, Dover, N.H.

PROPERTY INFORMATION

Address of Property: 20 Kings Highway, Dover, N.H.
 Assessor's Map # N Lot(s) # 8A
 Zoning District(s) R-40 Overlay District(s) Riverfront Residential Conservation, Wetland Protection
 Size of Parcel: 31.041 Acres Property Deed: Book 3823 Page: 0521
 Existing Use of Property: single family dwelling

SUBDIVISION INFORMATION

Subdivision Type: Major (4 + net new lots): Minor (3 or fewer lots): X Open Space:
 Existing Number of Lots: 1 Proposed Number of Lots: 2
 City Water? Yes X No How far is city water from the property? 1/2 mile
 City Sewer? Yes X No How far is city sewer from the property? 3/4 mile
 Highway Access (check where applicable): City Street X State Highway
 Estimated Length of Proposed Roads: 0 feet Public or Private Road? private

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Doucet Survey
 Address 102 Kent Place, New Market, NH Telephone #: (603) 659-6560
 Professional License #: 824 E-mail address: bill@doucetsurvey.com

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: [Signature] Date: 3/12/12

Signature of Applicant (if different from owner): [Signature] Date: 3/12/12

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.

Signature of Property Owner: [Signature] Date: 3/12/12

ABUTTER LIST
DOVER TAX MAP/LOT N/8A

UPDATED 3/12/12

TAX MAP/LOT #:

OWNER OF RECORD:

APPLICANTS:

Rob Brady
36 Three Rivers Farm Rd.
Dover, NH 03820

Coheco Waters, LLC
25 Portland Road, Unit 2
Dover, NH 03820

OWNER:

Coheco Waters, LLC
25 Portland Road, Unit 2
Dover, NH 03820

ABUTTERS:

N/8A-4

Donald & Beverly Ann Reed
1032 Manitou Park Road
Tower, MI 55790

N/8A-3

David & Diane Moore
246 Gulf Road
Dover, NH 03280

N/8A-2

Robert & Patricia Decolfmacker Trust
232 Gulf Road
Dover, NH 03820

N/8A-1

Michele & James Kurtz
220 Gulf Road
Dover, NH 03820

N/11

Robert & Margaret Carter
210 Gulf Road
Dover, NH 03820

N/15

Coheco Country Club
PO Box 267
145 Gulf Road
Dover, NH 03820

N/8-3-1

Bent Family Trust
John & Linda Bent, Trustees
18 Wysteria Lane
Dover, NH 03820

N/16

First Hole, LLC
145 Gulf Road
Dover, NH 03820

N/8-3-2

Richard E. Conley 2003 Rev. Trust
Richard E. Conley
24 Wisteria Drive
Dover, NH 03820

N/8B

State of New Hampshire
Fish & Game Department
11 Hazen Drive
Concord, NH 03301

N/8-3-3,4,5

Dover Narrows, LLC
9 Patriot Drive
Dover, NH 03820

N/18

Daniel & Jacqueline Ayer Rev. Trust
Daniel & Jacqueline Ayer, Trustees
160A Back Road
Dover, NH 03820

N/19

Daniel W. Ayer Rev. Trust
Daniel W. Ayer, Trustee
160A Back Road
Dover, NH 03820

N/20-3

Matt R. Williams, III
PO Box 2232
Dover, NH 03821

N/20-4

Matthew F. & Robin T. Kamil
42 Mallard Lane
Dover, NH 03820

OTHER INTERESTED PARTIES:

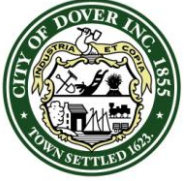
Duane Hyde
The Nature Conservancy
22 Bridge Street, 4th Floor
Concord, NH 03301

SURVEYOR:

William Doucet, LLS
Doucet Survey, Inc.
102 Kent Place
Newmarket, NH 03857

ATTORNEY FOR APPLICANT:

Christopher L. Boldt, Esq.
Donahue, Tucker & Ciandella
104 Congress Street, Suite 304
Portsmouth, NH 03801



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P12-10

Application Type: Conditional Use Permit for Reduced Parking
Applicant: Prime Circle, LLC, c/o Newland Development, LLC
Owner: Prime Circle, LLC, c/o Newland Development, LLC
Location: Indian Brook Drive, Central Avenue & Webb Place (Assessor's Map D, Lot 2-A)

INTENT: Conditional Use Permit to allow for a reduction in the number of required parking spaces from 115 to 103, based on the proposed change of use from retail use to an eating and drinking establishment (Five Guys Burgers) with 86 seats.

LOTS/UNITS PROPOSED: none

AGENDA ITEM #: 4-H

ACREAGE: 1.87 acres

ZONING DISTRICT: Thoroughfare Business District (B-3)

EXISTING LAND USE:
Retail, medical office, restaurant

PROPOSED LAND USE: Eating and drinking establishment

SURROUNDING LAND USE: Multi-family residential, eating and drinking establishments, hotels, and retail commercial

ZBA ACTION: None

ATTACHMENTS:
Conditional Use Permit Application and plan

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:

- Conditional Use Permit for reduced parking spaces

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has applied for a Conditional Use Permit per Chapter 170-44-I, to reduce the number of parking spaces from the 115 required to 103 parking spaces.

Consistency with Land Use Regulations

The Off-Street Parking and Loading ordinance provides for a Conditional Use Permit to allow a reduction in the number of required parking spaces provided the applicant submits an analysis justifying the request.

The applicant has submitted a parking assessment prepared by TriTech Engineering Corp., dated March 19, 2012.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board approve the Conditional Use Permit application with the following condition:

1. A formal agreement between the Planning Board and the applicant shall be prepared and recorded at the Strafford County Registry of Deeds.



RECEIVED
MAR 12 2012

City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2010]

Office Use Only	Project #:	<u>P12-10</u>	Date Received:	<u>March 12, 2012</u>
	Amount Paid:	<u>283.00</u>	Time Received:	

Ch# 2726

APPLICANT AND OWNER INFORMATION

Name of Applicant: Prime Circle LLC Telephone # (603) 601-6048
c/o Newland Development LLC

Address of Applicant: 1070 Ocean Boulevard, Hampton NH 03842

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

Address of Property Owner: _____

PROPERTY INFORMATION

Address of Property: 15 Web Place (Future home of 5 Guys Burgers)

Assessor's Map #: D Lot(s) #: 2A

Zoning District(s): Business B-3 Overlay District(s): Groundwater Protection District

Existing Use of Property: Retail IV, Medical Office, Restaraunt

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:

The addition of a new 86-seat eating and drinking establishment adds to the number of required parking spaces for the multi use, multi tenant parking area. A recalculation of the entire multi use, multi tenant site indicates the site parking is slightly deficient. A parking study showing how parking peaks may be integrated to meet the requirements for granting a Conditional Use Permit is submitted for review and approval.

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

Robert J. Stowell

Name of Professional That Prepared Plans: Tritech Engineering Corporation

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

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

SIGNATURES

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

Signature of Property Owner: *Janet T. Reed* Date: _____

Signature of Applicant (if different from owner): *Janet T. Reed* Date: 3.12.12

Signature of Agent: *[Signature]* Date: _____
For Palm & Ciccia
President

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: *Janet T. Reed* Date: 3.12.12
For Palm & Ciccia

City of Dover
288 Central Avenue
Dover, NH 03820

Empire North Properties, LLC
171 Great Road
Acton, MA 01720

RW Realty, Incorporated
1 Webb Place
Dover, NH 03820

Charles and Maria Sourmaidis
PO Box 351
Adamsville, RI 02801

Richmond Dover Realty, LLC
C/O Stop & Shop Supermarket Co.
RE Tax 10th Floor
1385 Hancock Street
Quincy, MA 02169

Dover Hospitality LLC
Attn: Mary Anne Lord
PO Box 248
Westport, MA 02790

DJX Realty Holdings, LLC
755 Central Avenue
Dover, NH 03820

Prime Circle LLC
210 Commerce Way
Suite 100
Portsmouth, NH 03801

Malcolm R. McNeill, Jr., Esquire
McNeill, Taylor & Gallo, P.A.
180 Locust Street
P.O. Box 815
Dover, NH 03821-0815

Tritech Engineering Corporation
755 Central Avenue
Dover, NH 03820

City of Dover
288 Central Avenue
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180 Locust Street
P.O. Box 815
Dover, NH 03821-0815

Tritech Engineering Corporation
755 Central Avenue
Dover, NH 03820

012-10



TRITECH

ENGINEERING CORPORATION

755 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03820

TELEPHONE 603.742.8107
FACSIMILE 603.742.3830

March 19, 2012
Amended March 21, 2012

Christopher G. Parker, AICP
Director of Planning and Community Development
City of Dover, Planning Department
288 Central Avenue
Dover, New Hampshire 03820

Subject: Conditional Use Permit – P12-10
Prime Circle, LLC
Tax Map D, Lot 2-A
Indian Brook Drive, Central Avenue & Webb Place
Dover, New Hampshire
JN 12107



Dear Christopher:

Per Section 149:14,D,4a the City of Dover Site Review Regulations we are submitting information to request a Conditional Use Permit for a reduction in the number of parking spaces.

1. The Blockbuster Video Store has vacated the Prime Circle property at Weeks Crossing. Prime Circle, LLC would like to lease a portion of the space to "Five Guys' Burgers and Fries". Five Guys' will occupy approximately 3,500 square feet of the building with an 86 seat Restaurant. There will be the balance of the Blockbuster Video space, approximately 3,700 square feet and 3,600 square feet of Medical Office Space available for lease at the building.

Based on the Site Review Regulations for the existing and proposed uses, the parking required slightly exceeds the amount of parking available.

- i. The site currently has 103 spaces; "Parking Regulation Table" indicates 115 spaces are required.

As part of the Microtel Inn & Suites Site Plan Review Approval in 2006 (see Exhibit 6), the Planning Board approved a Cross Easement for parking between the Microtel Site and the Prime Circle Site (see Exhibit 5).

This Cross Easement provides the Prime Circle Property access to all of the Microtel's 60 parking spaces.

Our Conditional Use request/analysis includes the Microtel Site as an additional land use and includes their 60 spaces as additional available spaces.

Our Parking Counts (see Exhibit 3) indicate that the maximum number of cars in the Microtel Parking Space at any given time is 10. 50 parking spaces were available.

The four uses of the Prime Circle Site have off-peaks for parking requirements. Exhibit 2 shows that maximum required peak parking is 94 spaces. 103 spaces are available. This conclusively illustrates that the on-site parking requirement is met.

Adding the Microtel spaces to our analysis increases available parking. Exhibit 2 indicates that the peak parking requirement for the combined sites is 144 spaces. There are 163 spaces available during the peak parking requirement. This strengthens the conclusion that the on-site parking requirements is met.

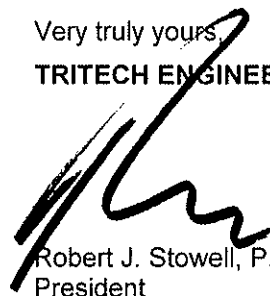
Five Guys Burgers parking requirements indicate they use less parking spaces than the City of Dover Site Review Regulation require. Exhibit 9 indicates the parking requirements provided by Five Guys Burgers and Fries "for a typical location" is 28 spaces. The City of Dover requires 49 spaces for this use. The anticipated parking requirements by Five Guys is 21 spaces fewer than the required spaces by Site Review Regulations. This supports the conclusion that the on-site parking requirements are met.

- ii. The proposed Site Plan, Sheet CU-1 indicates the limit of 103 Prime Circle owned spaces and a total of 163 spaces available including the Microtel site.
 - iii. Our analysis substantiating alternative parking is available is the same as the Microtel Analysis above. Prime Circle LLC has a parking cross easement (see Exhibit 5) with Microtel, therefore, we have included all the Microtel spaces and use in our Exhibit 2 Shared Parking Analysis.
 - iv. Currently transit service is available in front of Chili's/Pinecrest Lane, and is in close proximity (approximately 500 feet +/-) to this site.
 - v. Traffic reduction and a traffic management plan are proposed. *Prime Circle LLC will have tenants post ride sharing on a central bulletin board to encourage employees to share rides. Prime Circle LLC will have tenants post the following information so it is available to employees: Coast Bus Schedule, C&J Trailways Schedule, Amtrak Downeaster Schedule, and the Dover NH Community Guide (samples enclosed).*
The following information will also be posted:
Transit Service Available:
 - For Coast Bus "Fast Trans" call (603) 743-5777 or www.coastbus.org ½ Hour in advance, and a Coast Bus will stop directly in front of the building.
 - Coast Bus #1 stops directly in front of building, see Route #1 Map.
 - Amtrak at Dover Transportation Center, call 1-800-USA-RAIL or www.amtrakdowneaster.com. For more information call Dover Chamber Visitor Center (603) 742-2218 or visit www.dovernh.org
 - C&J Trailways at Dover Park & Ride – free parking available, call 1-800-258-7111 or www.ridecj.com
 - vi. By reducing the required number of on-site parking spaces from 115 spaces to 103 spaces, no detrimental effects to the surrounding properties are anticipated.
2. In Section 1 above, we have shown by Exhibit 2 that our uses will generate a demand for parking spaces during periods when the other uses are not in high demand or operation. These calculations are consistent and based on the publication "Shared Parking, Urban Land Institute, 2nd Edition 2005".
3. Attached please find the following:
- Parking Requirements – Exhibit 1
 - Shared Parking Calculations – Exhibit 2
 - Parking Counts 03/08/2012 thru 03/11/2012 – Exhibit 3
 - Parking Occupancy Rates from TDM Encyclopedia of Shared Parking – Exhibit 4
 - Cross Easement Agreement w/Microtel – Exhibit 5
 - Microtel Approved Site Plan (11 x 17) – Exhibit 6
 - Prime Circle, LLC Queuing Plan & Parking Study (11 x 17) – Exhibit 7
 - Prime Circle, LLC Conditional Use Permit Plan CU-1 (11 x 17) – Exhibit 8
 - Five Guys Burgers and Fries Parking Requirements – Exhibit 9

Please advise should you have any questions.

Very truly yours,

TRITECH ENGINEERING CORP.



Robert J. Stowell, P.E., L.L.S.
President

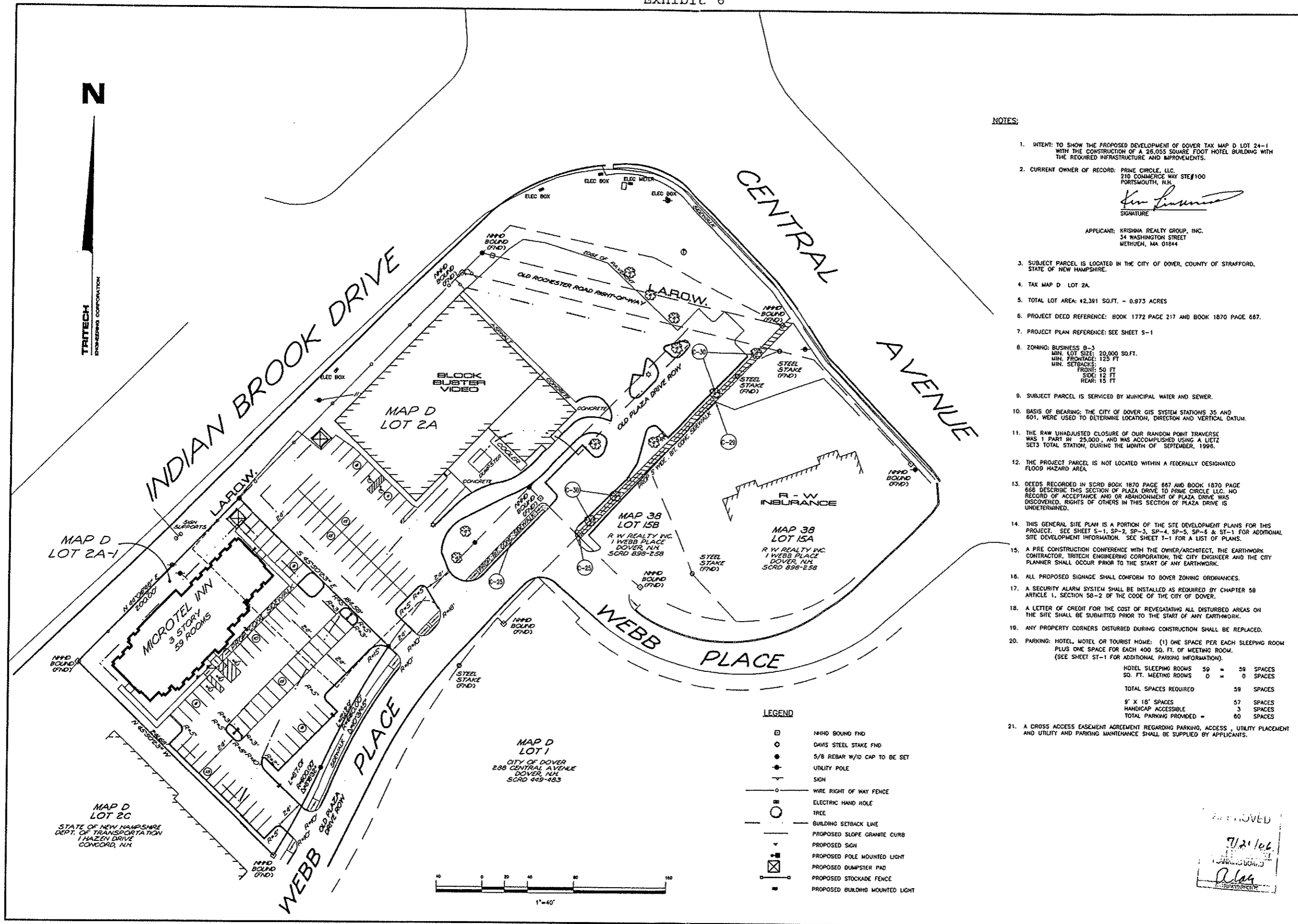
RJS / nas

Enclosures

cc: Prime Circle, LLC
Attorney Malcolm McNeill

N

TRITECH
ENGINEERING CORPORATION

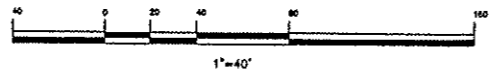


NOTES:

- INTENT: TO SHOW THE PROPOSED DEVELOPMENT OF DOVER TAX MAP D LOT 24-1 WITH THE CONSTRUCTION OF A 26,055 SQUARE FOOT HOTEL BUILDING WITH THE REQUIRED INFRASTRUCTURE AND IMPROVEMENTS.
- CURRENT OWNER OF RECORD: PRIME CIRCLE, LLC
210 COMMERCE WAY STE#100
PORTSMOUTH, N.H.
[Signature]
SIGNATURE
APPLICANT: KRISHNA REALTY GROUP, INC.
34 WASHINGTON STREET
METHUEN, MA 01844
- SUBJECT PARCEL IS LOCATED IN THE CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE.
- TAX MAP D LOT 2A.
- TOTAL LOT AREA: 42,391 SQ.FT. - 0.973 ACRES
- PROJECT DEED REFERENCE: BOOK 1772 PAGE 217 AND BOOK 1870 PAGE 687.
- PROJECT PLAN REFERENCE: SEE SHEET S-1
- ZONING: BUSINESS B-3
MIN. LOT SIZE: 20,000 SQ.FT.
MIN. FRONTAGE: 125 FT
MIN. SETBACKS:
FRONT: 50 FT
SIDE: 12 FT
REAR: 15 FT
- SUBJECT PARCEL IS SERVICED BY MUNICIPAL WATER AND SEWER.
- BASIS OF BEARING: THE CITY OF DOVER GIS SYSTEM STATIONS 35 AND 601, WERE USED TO DETERMINE LOCATION, DIRECTION AND VERTICAL DATUM.
- THE RAW UNADJUSTED CLOSURE OF OUR RANDOM POINT TRAVERSE WAS 1 PART IN 25,000, AND WAS ACCOMPLISHED USING A LIETZ SET3 TOTAL STATION, DURING THE MONTH OF SEPTEMBER, 1998.
- THE PROJECT PARCEL IS NOT LOCATED WITHIN A FEDERALLY DESIGNATED FLOOD HAZARD AREA.
- DEEDS RECORDED IN SCRD BOOK 1870 PAGE 687 AND BOOK 1870 PAGE 688 DESCRIBE THIS SECTION OF PLAZA DRIVE TO PRIME CIRCLE LLC. NO RECORD OF ACCEPTANCE AND OR ABANDONMENT OF PLAZA DRIVE WAS DISCOVERED. RIGHTS OF OTHERS IN THIS SECTION OF PLAZA DRIVE IS UNDETERMINED.
- THIS GENERAL SITE PLAN IS A PORTION OF THE SITE DEVELOPMENT PLANS FOR THIS PROJECT. SEE SHEET S-1, SP-2, SP-3, SP-4, SP-5, SP-6 & ST-1 FOR ADDITIONAL SITE DEVELOPMENT INFORMATION. SEE SHEET T-1 FOR A LIST OF PLANS.
- A PRE CONSTRUCTION CONFERENCE WITH THE OWNER/ARCHITECT, THE EARTHWORK CONTRACTOR, TRITECH ENGINEERING CORPORATION, THE CITY ENGINEER AND THE CITY PLANNER SHALL OCCUR PRIOR TO THE START OF ANY EARTHWORK.
- ALL PROPOSED SIGNAGE SHALL CONFORM TO DOVER ZONING ORDINANCES.
- A SECURITY ALARM SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 58 ARTICLE 1, SECTION 58-2 OF THE CODE OF THE CITY OF DOVER.
- A LETTER OF CREDIT FOR THE COST OF REVEGETATING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED PRIOR TO THE START OF ANY EARTHWORK.
- ANY PROPERTY CORNERS DISTURBED DURING CONSTRUCTION SHALL BE REPLACED.
- PARKING: HOTEL, HOTEL OR TOURIST HOME: (1) ONE SPACE PER EACH SLEEPING ROOM PLUS ONE SPACE FOR EACH 400 SQ. FT. OF MEETING ROOM.
(SEE SHEET ST-1 FOR ADDITIONAL PARKING INFORMATION).

HOTEL SLEEPING ROOMS	59	=	59	SPACES
SQ. FT. MEETING ROOMS	0	=	0	SPACES
TOTAL SPACES REQUIRED			59	SPACES
8' X 18' SPACES			57	SPACES
HANDICAP ACCESSIBLE			3	SPACES
TOTAL PARKING PROVIDED			60	SPACES

- LEGEND
- NW/ND BOUND (FND)
 - DAVIS STEEL STAKE (FND)
 - 5/8 REBAR W/D CAP TO BE SET
 - UTILITY POLE
 - SIGN
 - WIRE RIGHT OF WAY FENCE
 - ELECTRIC HAND HOLE
 - TREE
 - BUILDING SETBACK LINE
 - PROPOSED SLOPE GRANITE CURB
 - PROPOSED SIGN
 - PROPOSED POLE MOUNTED LIGHT
 - PROPOSED DUMPSTER PAD
 - PROPOSED STOCKADE FENCE
 - PROPOSED BUILDING MOUNTED LIGHT



TRITECH
ENGINEERING CORPORATION

708 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03803
TELEPHONE 603 742 8707
FAX 603 742 3630

REVISIONS

DATE	DESCRIPTION
2/7/06	REV. PER TRC COMMENTS
3/7/06	REV. PER P.E. COMMENTS
4/5/06	REV. PER CONDITIONS OF APPROVAL

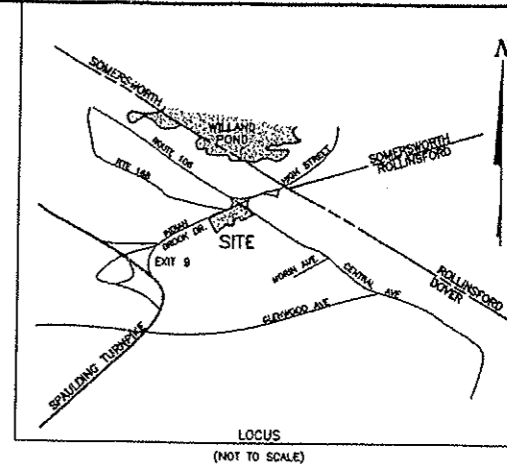
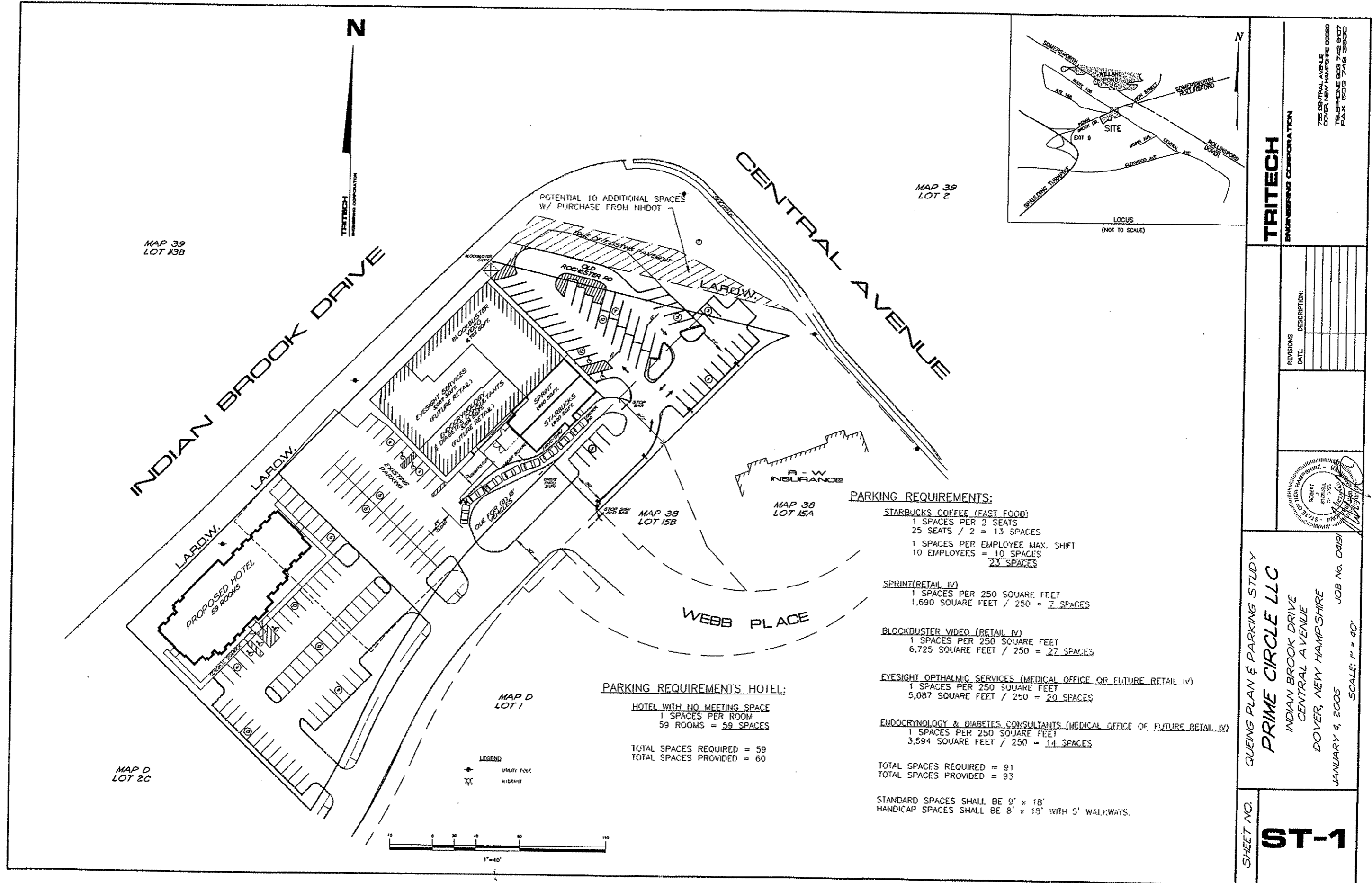
NOV 21 2006

GENERAL SITE PLAN

MICROTEL INN & SUITES
INDIAN BROOK DRIVE AND WEBB PLACE
DOVER, NEW HAMPSHIRE

FEBRUARY 3, 2006 JOB NO. 05771
SCALE: 1" = 40'

SHEET NO. **SP-1**



MAP 39
LOT K3B

MAP 39
LOT 2

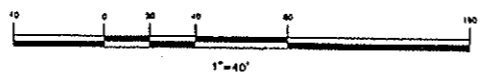
MAP 38
LOT 15B

MAP 38
LOT 15A

MAP D
LOT 2C

MAP D
LOT 1

LEGEND
 ● UTILITY POLE
 - - - HYDRANT



PARKING REQUIREMENTS:

STARBUCKS COFFEE (FAST FOOD)
 1 SPACES PER 2 SEATS
 25 SEATS / 2 = 13 SPACES
 1 SPACES PER EMPLOYEE MAX. SHIFT
 10 EMPLOYEES = 10 SPACES
23 SPACES

SPRINT (RETAIL IV)
 1 SPACES PER 250 SQUARE FEET
 1,690 SQUARE FEET / 250 = **7 SPACES**

BLOCKBUSTER VIDEO (RETAIL IV)
 1 SPACES PER 250 SQUARE FEET
 6,725 SQUARE FEET / 250 = **27 SPACES**

EYESIGHT OPHTHALMIC SERVICES (MEDICAL OFFICE OF FUTURE RETAIL IV)
 1 SPACES PER 250 SQUARE FEET
 5,087 SQUARE FEET / 250 = **20 SPACES**

ENDOCRINOLOGY & DIABETES CONSULTANTS (MEDICAL OFFICE OF FUTURE RETAIL IV)
 1 SPACES PER 250 SQUARE FEET
 3,594 SQUARE FEET / 250 = **14 SPACES**

TOTAL SPACES REQUIRED = 91
 TOTAL SPACES PROVIDED = 93

STANDARD SPACES SHALL BE 9' x 18'
 HANDICAP SPACES SHALL BE 8' x 18' WITH 5' WALKWAYS.

PARKING REQUIREMENTS HOTEL:

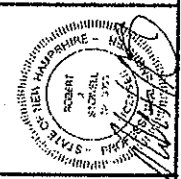
HOTEL WITH NO MEETING SPACE
 1 SPACES PER ROOM
 59 ROOMS = 59 SPACES

TOTAL SPACES REQUIRED = 59
 TOTAL SPACES PROVIDED = 60

TRITECH
 ENGINEERING CORPORATION

786 CENTRAL AVENUE
 DOVER, NEW HAMPSHIRE 03860
 TELEPHONE 603 748 8807
 FAX 603 748 8800

REVISIONS DATE:	DESCRIPTION:



QUEING PLAN & PARKING STUDY
PRIME CIRCLE LLC
 INDIAN BROOK DRIVE
 CENTRAL AVENUE
 DOVER, NEW HAMPSHIRE
 JANUARY 4, 2005
 JOB NO. 04191
 SCALE: 1" = 40'

SHEET NO.
ST-1

