



**CITY OF
DOVER**

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center – Room 306, 61 Locust Street
Dover, NH 03820
Meeting Date: **Tuesday, April 24, 2012**
Meeting Time: **7:00 pm**

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

Members Not Present: Jake Forget (Alternate)

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

The Chair called the meeting to order at 7:01pm. She introduced Dexter Tarbox as a new member of the board.

1. CITIZENS' FORUM

Citizen's Forum open.

John Scruton, 99 Sixth Street spoke about his concerns with side walks and shoulders. He feels that sidewalks give the illusion of safety and he has concerns with them having drainage issues, ice skim, and being snow buried. He feels that shoulders are better and safer than sidewalks. He said he spoke to Dean Peschel and would like to speak to Planning Director Christopher Parker about building better 8 ft shoulders in the City.

Citizen's Forum closed.

2. Approval of Regular Meeting Minutes

- March 27, 2012 Regular Meeting Minutes

Motion: G.Green motioned to approve the March 27, 2012 minutes. Seconded by D.Ciotti.
Vote: U/A.

- April 10, 2012 Workshop Meeting Minutes

Motion: G.Green motioned to approve the April 10, 2012 workshop minutes with amendments. Seconded by D.Ciotti. Vote: U/A.

The Chair announced that New Business items 4.A and 4.B will not be heard tonight.

3. OLD BUSINESS

- A. Consideration and possible vote on 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)**
- B. Consideration and possible vote on 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)**



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Motion: F.Torr motioned to remove from the table. Seconded by D.White. Vote: U/A.

Atty. Chris Wyskiel, represents the Housing Partnership on this continued hearing. He requested to address items A & B at the same time. He introduced John Chagnon (Ambit Engineering), Marty Chapman and Jack Peduzzi (Housing Partnership). Changes have been made to the plan and have been submitted to the Planning Dept. Concerns that were brought up at the site walk will be addressed tonight. The recommendations included landscape plantings, easements, and the utility boxes on the corner. It was recommended that the fencing on the easterly boundaries have solid material 4 ft. fencing due to the parking lights shining in on the lower level units, as well as a new retaining wall on the easterly boundary as well.

Lighting concerns were discussed including lighting on the corner of Park St. and Dover St. Abutters had concerns about street lamp illuminating and the amount of parking. Atty. Wyskiel spoke about the national statistic figures on parking and feels parking on site is sufficient. There would be limits to no more than 2 vehicles per unit, with one assigned and designated space per unit and one additional space which would be on a first come basis. The developer has agreed to pay for the installation of a bus shelter on the COAST northbound service to encourage public transportation. The agreement about the parking limitation would be recorded at the registry of deeds for all owners. Atty.Wyskiel clarified the name of the ownership of the building, the tax revenues, and how that will work.

Atty. Wyskiel pointed out there would be an easement area on the site plan which is to be completed before any building permits. Closing requirements will be met by the end of the summer. The ZBA had granted a variance February 26, 2012, with a condition to upgrade recreational space, and to make changes to the Park Street Park under the suggestion of the Planning Director Christopher Parker and Recreation Director Gary Bannon which was discussed previously.

C.Parker discussed the follow up on stop signs at Dover Street at Park Street and Ham Street at Park Street. The Transportation Advisory Commission has agreed to changes in the plan, and the developer will pay for the upgrades. Those recommendations would have to go to the City Council for an amendment to chapter 170.66 C.Parker mentioned at the previous hearing that an abutter pointed out that in the past two years, 29,000 vehicles have been registered in the City. C.Parker apologized that he did not include the statistics in the packet, but did speak to the City Clerk. There are approximately 16,000 households in Dover, which equates to 1.8 vehicles per household - which keeps the 2 vehicles per unit numbers in mind. A pea stone walking path currently around the Park Street park, will be paved, which will correct the drainage issues and trees will be planted. He requested a vote on item B, Conditional Use first, then the Site Plan.

Atty.Wyskiel spoke about the increase in stop signs, and discussed adding two signs to the 4 way stop. He spoke about the limit on the number of vehicles, and the number of recreational vehicles should be limited. Statistics show that this type of housing rental would have minimal private vehicles compared to other housing or single family dwellings.

T.Clark questioned ownership and does the ZBA need to be re-notified. He also asked about moving the utility box on the corner.



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C.Parker stated it is a tax generating property and the intent is to have taxes paid by the Housing Partnership. He discussed the location of the transformer and had the city Electrical Inspector review its current location, which is the most optimal location. In review, due to other utilities, it is not optimal to move the current utilities.

Atty.Wyskiel gave feed back to T.Clark's comments. Discussion ensued.

D.Ciotti asked about the lease limits on the parking spaces and if it prohibits the ownership of owners owning more than two vehicles. He asked if handicapped spots are assigned.

Marty Chapman spoke about the number of handicapped spots. 42 spaces will be assigned, and (4) handicapped spots would be part of the other spots. He spoke about the demographics of people having more than one car.

D.Ciotti asked if off site parking would be allowed. Discussion ensued.

John Chagnon, Ambit Engineering, discussed the revisions to plans which included a sidewalk easement plan which has been revised due to the consultation with City Staff. It reduced the street side from 10 ft to 8 ft and would allow for parallel parking due to sidewalk. Fencing changes would be made as solid fencing, and included adding plantings to hide the utility features. Additionally, adding two stop signs, sidewalk details, retaining wall changes and gutters which ties into the drainage and is subject to approval.

C.Parker asked about trash collection and the number of proposed collections. Marty Chapman and John Chagnon discussed that collections would be two times per week.

T.Clark confirmed with J.Chagnon that changing the sidewalks from pervious to impervious is intended to not introduce additional groundwater.

Reopen public hearing.

Karen McCarthy owns property across the street. She is concerned about parking, and with 1.8 cars per unit, she feels cars would park in the street, and she stated that they already have problems with people parking in their condominium lot.

Bonnie Greaney, 3-5 Dover Street, is concerned about parking and the number of lots, which will create an overflow. She suggested Dover Street going to one-way which would help in the winter with the snow. She stated sidewalks don't get plowed on Dover Street. She appreciates the stop sign additions, which will prevent speeding. She requested crosswalks and signage, and asked for pedestrian signs heading to the park on Park Street. She asked for paving and benches in the Park Street Park. She would like to see speed bumps if a one way street is not feasible. She mentioned the bus schedule, which diminishes when UNH is on break, and the schedule decreases and tenants should be aware of that.

Public hearing closed.



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C.Parker spoke about the TAC meeting suggestions. TAC does support cross walks in this situation. A discussion about the one way and Park Street & Dover Street upgrades are in the CIP. He mentioned that starting on June 25; the Route 2 buses will run every hour for five years.

M.Gasses confirmed with Marty Chapman that screening potential tenants and the number of vehicles ties to the number of adults per unit. Economic realities would be roughly one vehicle per unit.

G.Green questioned J.Chagnon about the (7) one (27) two and (8) three bedrooms on the plan and felt the numbers of one and two bedroom units were incorrect.

Jack Peduzzi of the Housing Partnership clarified that the plan calls for (9) one (25) two and (8) three bedroom units. He stated there may be a misprint on the plan sheets

K.Schuman asked about modifying the plans as a condition of approval to reflect the proper count of the number of bedrooms.

Motion: L.Skinner motioned to table this until the correct amount is noted. Seconded by G.Green. Vote: 2/7.

D.Trefethen asked about the number of parking spaces and sidewalks on Dover Street and asked about snow removal plans.

John Chagnon stated the management team would consider snow removal plans, and there would not be any overnight parking allowed on the streets.

F.Torr feels parking is a great concern and feels the plans should be corrected. He stated he does not agree with the parking numbers.

G.Green had the same concern for parking. He mentioned a recent email to Director Parker, which stated in 2009, he was approached by a parishioner about the possibility that the St. Charles Church could be a spot to use for parking. We were asked if the City could make a temporary agreement with the church. He feels the developer should speak with Director Parker.

C.Parker spoke to the Diocese and they are interested in solely a sale of the property.

Chair Gasses reviewed the concerns of the parking. She asks the Board what they feel is an adequate number of spaces required and that it is unfair to the developer to state they have inadequate parking when we haven't given them a number.

K.Schuman noted that this plan has its challenges and the plan as presented takes all the challenges of the site into consideration. He referred to the site walk, where there were plenty of open spaces on both sides of Park Street and Dover Street. He stated that overnight guests would be limited, and the broader challenge is the abutting properties having tenants with parking that is already over the limits. He feels that there is ample parking for the majority of the time during the year, and having the enforcement of the overflow parking is a good plan. He thinks that the free market will handle the parking issues or people will just find another place to live.



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Chair Gasses suggested having the one bedroom units being limited to one vehicle.

Atty.Wyskiel welcomes that limitation.

D.Ciotti feels a great job was done on the plan to revitalize the mill, but it is a one acre lot which has limits. There are no outlets for additional parking or consideration for overflow parking. Discussion ensued.

C.Parker feels the market will decide. He stated that Chair Gasses limit on the one bedroom units is good. We should encourage the use of public transportation within urban density. He then gave his recommendation for the board to vote on the conditional use permit first, or tabling everything, and give some guidance.

Chair Gasses feels the board should give guidance. Discussion ensued.

G.Green shares the same ideas of D.Ciotti. He feels that less than half the requirement for parking is extreme. He feels the board is not qualified to give a number.

T.Clark agrees with K.Schuman about modifying the plans as a condition of approval. The parking analysis was provided. Discussion ensued.

T.Clark agrees with G.Green that the board is not being qualified to give a number. He feels it is a very desirable project and the parking issue will be self correcting. He feels the City needs to make the decision and reconsider the required spaces and that the City should look back to previous plans.

D.Trefethen stated that most housing units in the City have adequate parking for most properties, but he would support the 2 vehicles per unit scenario, which equals 84.

Board members discussed tabling or voiding the conditional use request.

F.Torr suggests tabling both the Site Plan Review and the Conditional Use application, to solve the issue of parking of 2 per unit. He is looking for a solution from the developer.

Board discussion continued after a lengthy discussion.

C.Parker feels there should be a need for extra parking including on-street parking for visitors.

K.Schuman feels the parking regulations should be reevaluated, including a winter parking management plan. This keeps in line with the Master Plan.

D.White spoke about the parking issues and he feels it will level itself out. He is okay with it the way it is.



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G.Green spoke about tax credits from the narrative which listed an amount \$63,535 as an estimate of taxes paid. He asked if that figure was net of all the tax credits. He asked about the waiver on the conditional use permit and the site review.

C.Parker stated he could have it amended to read sidewalks to northern and east sides.

Atty.Wyskiel feels the developer has adequately proved their case, but welcomes a brief tabling. He spoke about tax credits which he stated are a financing vehicle – Congress awards tax credits to states develop affordable housing. There will be low interest loans to fill in the differences. It has nothing to do with tax payments to the city.

L.Skinner spoke about gray areas in the plan. He spoke about the market and the tenants who would rent there. He referenced back to the School Street condo project.

D.Trefethen moved to table both A & B. Seconded by F.Torr. Vote: 6/3. (D.White, K.Schuman, L.Skinner *opposed*)

4. NEW BUSINESS

- A. Consideration and acceptance of a Minor Lot Line Adjustment for Changing Places, LLC and Fred & Shaheen Conroy, Assessor's Map A, Lots 45A-2-4 & 47A-1, zoned R-40 located at Olive Meadow Lane and 505 Sixth Street. ***(P12-03)**
Case not heard.
- B. Consideration and acceptance of an Amended Open Space Subdivision Plan for Changing Places, LLC and Temple Israel of Dover, Inc. Assessor's Map A, Lots 45A-2, 45A-2-4, 45A-2-5, 45A-2-6, & 45A-2-7, zoned R-40, located at Olive Meadow Lane. ***(P10-50C)** (2 additional lots)
Case not heard.
- C. Discussion regarding proposed zoning ordinance, subdivision regulation and site review regulation

The (7) **Site Review Regulation** amendments to Chapter 149 were discussed.

Board members discussed the cost of a regular parking space which is approximately \$10,000 per space vs. the cost for an electric vehicle charging station space which is approximately \$13,000 to \$14,000 per space. Discussion ensued about the number of vehicles registered in Dover that may have an electric vehicle. Dover would be first in the state to have the regulation.

L.Skinner feels that the electrical charging stations are an idea that their time has not yet come.

C.Parker stated that due to privacy laws, the City clerk cannot disclose the number of electric cars registered in Dover.

D.Trefethen likes this part of the regulation and defining it. He has a problem of it being required at this point in time.



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T.Clark mentioned that Dover is under the 2009 electrical code, and the electric vehicle parking units are under the 2012 code, which the City will adopt.

K.Schuman feels it should not be required. He agrees with the rest of the proposed changes. He feels we should start looking into the electric vehicles charging stations

C.Parker will revise to make it optional. There are incentives to have them. Discussion ensued.

The **Subdivision of Land Regulation** amendments to Chapter 155, regarding street lighting plans were discussed.

D.White questioned the liability issue of the lighting and the wording in the Regulation that assumes liability.

The **Zoning ordinance** amendments of Chapter 170 were discussed.

- Rooming House was clarified in the Zoning ordinance. Discussion ensued.
- Farm as a Permitted Use in the R-20 and R-40 district was updated.
- Accessory Dwelling Units wording was clarified and updated. Discussion ensued.
- Single Family Dwelling now includes Manufactured Housing.
- In detail the Signs in the B4 district, Sixth Street, and Rte 155 were discussed. The board is considering changing the B4 signage requirements for freestanding signs which cannot be on a pole, but must be at a low level. Signs must reflect the paint scheme of your building. Also, in 2013 no more land use/zoning changes will be made unless there is a need and drastic in nature.
- C.Parker reviewed the new and improved Zoning maps.
- Rezoning B1 zone and adding the new Little Bay Waterfront (LBW) District was added.
- On May 15, 2012 two neighborhood meetings will be held. At 7pm the Central Avenue (Office/CBD and RMU 12) will meeting; At 8pm the Dover Point Road neighborhood meeting will be held. The goal is that on May 22, 2012 the Board can post what they recommend. Every abutter from within/outside 100 ft of a property will be invited.

STAFF COMMENTS

- C.Parker stated the Dover 2023 is winding down. On Tuesday, May 1, 2012 we added a session at 8 am will be held in the Library lecture hall. He thanked the Steering Committee and the facilitators. The final meeting is May 5th. The final presentation of the Vision is June 12, 2012. On June 26, 2012 a public hearing. The online participation count was similar to the attendance; input was low, outcome is great.
- The gravel pits are coming – the annual renewal of the pits will be discussed on May 22, 2012 at the next regular Planning Board Meeting.
- On May 16, 2012 at 9 am and 7 pm – Coast transportation is having a public hearing on adjustments to routes.

4. COMMITTEE REPORTS:



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- T.Clark spoke on the Steering Committee Turnpike improvements which run all the way to the north country and renovations to the pedestrian bridge.

ADJOURNMENT

Motion: G.Green motioned to adjourn at 9:53 pm. Seconded by K.Schuman. Vote: U/A.