



**CITY OF DOVER**

## DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers – 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, September 11, 2012**  
Meeting Time: **7:00 pm**

### 1. CITIZENS' FORUM

### 2. APPROVAL OF THE PRIOR MINUTES

- August 28, 2012 Meeting Minutes

### 3. OLD BUSINESS

- A. Consideration and possible vote on an amendment to a previously approved Site Plan (8/24/10) for 2830 Holdings, LLC, Assessor's Map K, Lot 19C, zoned R-12, B-3 & ETP, located at 30 Dover Point Road and Thornwood Lane. (P10-09A) (4,000 sq. ft. Convenience Store and Vehicle Refueling and Recharging Station)
- B. Consideration and possible vote on a Site Review of land for STF Development Corp., Assessor's Map K, Lot 38, zoned R-12, located at 37 Dover Point Road. (Multi-Unit (8) townhouses with parking.) (P12-19)

### 4. NEW BUSINESS

- A. Discussion on Master Plan Process
- B. Legislative Update

### 5. STAFF COMMENTS

### 6. COMMITTEE REPORTS

### 7. ADJOURNMENT

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



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Meeting Type: Regular Meeting  
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**Members Present:** Frank Torr (Vice Chair), Dean Trefethen, Mayor; Dave White, Lee Skinner, Gary Green, Dennis Ciotti, Kirt Schuman, Jake Forget (Alternate), Dexter Tarbox (Alternate)

**Members Not Present:** Thomas Clark

**Staff Present:** Steve Bird (City Planner), Gail Pare (Recording Secretary)

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

### 1. ELECTION OF CHAIR

Vice Chair Frank Torr accepted nominations for the new Chair.

K.Schuman motioned to nominated Dennis Ciotti as Planning Board Chair. Seconded by G.Green.

The Board voted by secret ballot. The votes were tallied and the results were announced by Steve Bird. D.Ciotti was elected as Chair.

### 2. CITIZENS' FORUM

*Citizen's Forum open.*

Mary Hebbard, Spruce Lane spoke about the Visioning Chapter of the Master Plan. She asked not to approve this as part of the Master Plan. She voiced her opinion that this is a fraud. People like the City the way it is she stated. State RSA did not say to go out and hire a consultant. She spoke about sustainability and that this vision is not what Dover residents want. She asks for City surveys and to start the process over.

*Citizens Forum closed.*

The Chair announced that Item 4A, will be heard tonight. It will be reopened for any questions, but no vote will be decided tonight.

### 3. Approval of the Prior Minutes

- July 24, 2012 Regular Meeting Minutes.

**Motion:** F.Torr motioned to approve the minutes. Seconded by D.Trefethen. Vote: U/A

The Chair made a request to move item 5F under New Business ahead of schedule.

- F. Consideration and acceptance of a Conditional Use application for Friends Forever Real Estate, LLC (Owner: David Reall & Doreen Bovan), Assessor's Map 12, Lot 23, zoned RM-U, located at 16 Summer St. (Parking space reduction) \*(P12-26)

The variances that were granted on August 16, 2012 have been appealed by some abutters.



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The applicant has agreed that where as the variance granted by the ZBA has appealed, the Planning Board should not accept the application. The Planning Department recommends that the Planning Board vote to not accept the application due to the appeal of the variances.

**Motion:** G.Green motioned not to accept the application. Seconded by D.White. Vote: U/A

#### 4. OLD BUSINESS

- A. Consideration and possible vote on an amendment to a previously approved Site Plan (8/24/10) for 2830 Holdings, LLC, Assessor's Map K, Lot 19C, zoned R-12, B-3 & ETP, located at 30 Dover Point Road and Thornwood Lane. (P10-09A) (4,000 sq. ft. Convenience Store and Vehicle Refueling and Recharging Station)

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

Steve Haight, of Haight Engineering, PLLC, reintroduced the project. He stated a site walk was held on August 7, 2012 at peak hours and modifications were made to the plan subsequent the site walk. Some of the changes including the access onto Dover Point Road which was reduced to 32 ft wide. The left hand turn lane has also changed.

Kim Hazavartian, of TEPP, LLC, spoke about the traffic during peak hours. He discussed trip generation, and that this will not be a destination. He reviewed the on-screen plans, speaking about the left hand turn lanes for south and the north turns. He stated the turn lanes will operate well and minimize safety concerns. He spoke about the traffic analysis and a build out in the future with improvements in the plan. He explained that the left hand lane will work without a signal and become one left hand lane when a signal is installed.

D.Trefethen asked about the original site plan approval which eliminated the northern driveway. He stated with the addition to the access to one or two more parcels, he has two concerns: 1) trying to make a left hand turn and traveling across three lanes; and 2) it will become difficult when a traffic light is present and the rear property is built out. He asked if the intention is for repeat customers who will learn to use the signalized driveway when necessary.

K.Hazavartian spoke about the peak and off-peak times in which traffic will find the best route. He stated during peak times, motorists will circle back through the lot and exit using the traffic lights. Driver behavior will adjust throughout the day during non-peak and peak hours.

L.Skinner asked about the proposed exit onto Dover Point Road and if it is narrower than originally proposed. He asked what is the sacrifice in making that drive narrower.

K.Hazavartian stated the proposed lanes are 14 foot inbound, and two 9 foot outbound lanes. He pointed out that left turns onto Dover Point Road in the morning peak hours, are approximately 70 vehicles, or 1 per minute over the course of an hour. The afternoon peak hours will have a much lower volume, estimated to be about 30 vehicles, or one every 2 minutes. There will be gaps between cars and the volume will not be as large as some big shopping areas.

G.Green asked about the in/out configuration, and about people leaving Thornwood Lane. He asked if there will be cut through.

K.Hazavardian explained it is not a convenient cut through due to the layout.



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Chair Ciotti removed the item from the table. He entertained public comments.

Marilyn Follansbee, Dover Point Road spoke about a previous application to build a bank which included road widening, and access to Dover Point Road. She feels a shared driveway will not make it any safer, but in fact may make it more dangerous. She spoke about a sign near the Spaulding Turnpike advertising for a gas station, which will make it a destination location. She spoke about the widening of Dover Point Road and about the site walk. She feels that many times throughout the day there is increased traffic, bicyclists, joggers and walkers. She feels the safety issue of a gas station outweighs the other concerns.

Lynn Devlin, spoke about the rationale of the second driveway, and where the trees stop. She asked about the R12 zone, and the single family residential district. She feels having a red light is the way to go.

S.Haight spoke that they will extend the fence and make sure that the trees will be extended all the way up as possible. Due to a shared access, some of the trees will be removed to allow for the new driveway.

Kevin McEneaney, 8 Gold Post Road, one of the owners of the two abutting properties to the north of this property. There are currently two existing curb cuts which allows both right and left turns coming out and he expects them to remain. The second driveway to the north is owned by Ms. Devlin. He is in favor of the common driveway and thinks it is a good long term planning tool. If a common driveway is not approved, then they will be forced to have two driveways. Looking at the plan, the majority of the access is on his property, and an easement will be granted, which will limit the number of curb cuts. A left turn is absolutely necessary to the plan. In regards to the trees shown, the majority of the trees are on his property, and he suggests that the buffer be placed to the north to shield the most northerly abutter.

Chad Kageliery, Dover Point Road, spoke about permitted use on the property, and using his property rights to develop. The curb cut should be granted, and he referred to the new CITGO station on Central Avenue and compared the two. The City approves similar uses and he feels it's a fair and reasonable use of the property.

Susan Knowles, Finch Lane, would like to see something less intrusive than a gas station.

*Public hearing closed.*

Steve Bird spoke about the multiple letters received. Copies of the letters are in the file in the Planning Department.

### **Staff Recommendations:**

The Planning Department recommends the Planning Board discuss any issues resulting from the site walk. S.Bird asked the applicant to review historic traffic counts specific to and around school schedules. The goal is to try to identify any outstanding issues the Planning Board may have and make a list of conditions. This item will be placed on the September 11, 2012 agenda for a vote.

The Planning Department is working with the applicant on the following issues:

- The proposed driveway accessing Dover Point Road.
- The reduction of the width of all driveways to 32 feet to comply with Chapter 92-6-I.



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- The preparation of a Developer's Agreement that covers all subsequent conditions of approval.
- The preparation of Storm water Management Maintenance and Inspection Plan.
- The access easement with the owner of map K, lot 19A.
- The fair share of the off-site improvements associated with the signalization of the Thornwood Lane/Dover Point Road intersection.
- The fair share of the off-site improvements associated with the Central Avenue/Stark Avenue/East Watson Lane intersection.

G.Green spoke about introducing the second driveway, which is somewhat contradictory. He is glad the Board will take another month to review the plan. He questioned bullet #4 which is the preparation of the storm water management maintenance and inspection plan. Do these inspection plans get recorded?

S.Bird stated they get included in the Developer's Agreement which is recorded. Anyone buying the property would see the agreement on file. The City Engineer office will use these plans, and commercial projects are required to have a management plan for their storm water system. An Annual report is required and submitted to community services department. Annual letters are sent out to the developers to remind them of the reports that are due.

F.Torr asked about property screenings and he would like to see adequate screening and plan for the new driveway being planned later which would allow screening to the road.

S.Bird discussed an 8 foot white vinyl fencing and vegetative screenings would meet today's conditions, but screening will be impacted with further development.

D.Ciotti stated K.McEneaney has offered to give up his two curb cuts, in exchange for access off the gas station lot. D.Ciotti requested that it needs to be shown on the plans. He also wants to see the placement of the trees on the plans.

S.Haight clarified they will extend the trees and fence down as far as they can go, and show the easements and the trees on the plans, but based on future development out back, those trees may be moved with further development.

D.Ciotti asked about the runoff to the road and if someone were driving north and jogging or running, there is no curb runoff.

S.Haight explained there is a 4 foot shoulder along the entire frontage. There is no defined edge now. He is widening out Dover Point Road, and adding the 4 foot wide bicycle lane.

**Motion:** F.Torr motioned to table until the September 11, 2012 meeting. Seconded by L.Skinner.

Vote: U/A

- B. Pursuant to NH RSA 674:4 & 675:6, a vote on adoption of the Visioning Chapter of the Master Plan. The chapter is available for viewing in the Planning Department and on the City's web site under View Current City Reports.

S.Bird gave a brief background about the Draft Vision Chapter. Previously, presentations were given by consultants, many members of the Board were involved, there was a public hearing on July 24, 2012. He



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referred to the staff memo dated August 23, 2012 from Planning Board Director Christopher Parker. He reviewed the proposed minor changes to the draft. The Staff recommends the Board approve the chapter with these changes.

**Motion:** F.Torr motioned to remove from the table. Seconded by L.Skinner. Vote: U/A.

G.Green stated he wrote a memo to the staff, which he then read to the Board. He discussed his reasons to request the changes in the wording of the document. With the public outcry and much controversy in the press linking the word sustainability with Agenda 21, he has taken a second look at the Dover 2023 Master Plan proposal. In this world of unintended meanings, could we remove the word “sustainability” and substitute it with “maintaining” on page 25, meaning “maintaining economic development”. On page 26, the word “stability”, meaning “environmental stability” could be substituted with environmental stability on page 27. Sustainability may appear in other places, and he asks that the word be removed from the chapter all together. He complimented the Steering Committee, and the public for its participation. By removing the word would not change the meaning, but remove much of the controversy. He stated the Chapter is a wonderful chapter, and he is not critical of the Master Plan.

L.Skinner agrees with some of the wording, which does not change the content; its not going to gain supporters who are not there already.

D.Trefethen spoke about some of the words in the visioning statement have taken on a negative political nature. Citizens have volunteered there time, be on a Board or commission, and also willing to take this extra step, and participate in that as well. It’s a testament to the citizens of Dover. He is ready to vote on it with the suggested changes.

D.Ciotti spoke about the citizens, board members, commissions, they are all citizens of Dover. Many people put in many hours to work on this visioning chapter. Regardless of the wording, he supports the visioning chapter.

K.Schuman as Chair of the Steering Committee, he is proud of the process and the plan. It does not need to be a public process. The fact is, that it was a multi month effort to include all the citizens, and he is proud of the effort and the outcome of the document.

**Motion:** K.Schuman motioned to adopt the visioning chapter. Seconded by G.Green. Vote: U/A.

- C. Public Hearing and possible vote on proposed zoning amendments to the Zoning Ordinance (Chapter 170), per NH RSA 675:2 & 675:7. The full text of the amendments is available in the Planning Department and at [www.dover.nh.gov](http://www.dover.nh.gov) located under City Documents and View Current City Reports.

**Motion:** D.Ciotti motioned to removed from the table. Seconded by F.Torr. Vote. U/A

S.Bird gave an overview of zoning changes.  
*Public hearing open*

Janice Gardner, Dover Point Road, spoke about amendment #16 of the draft zoning amendments. This would amend chapter 170-12 by revising the footnote for the R-20 district to add a kennel standard. She suggested to the Board, that there is already a state statue in place, state statue, 466:31 entitled dogs menace,



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or nuisance, or vicious. She gave a brief description of the statue including the civil penalties enforced through the animal control officer 466:31(a). She said distances don't matter, it is enforcement.

Mary Hebbard, spoke that some 25 zoning amendments is a huge amount of changes to review all at once. She would like to see maps and color shadings, to help the citizens understand. She stated what you intend to propose is hard to understand for the common citizen. Additionally she spoke about amendment #8 spoke on behalf of Jack Newick, who was unable to attend. Adding the new Little Bay Waterfront District, does not say changing to a working waterfront district. Changes in the district affect current businesses because new residents may impact the outcome. It adds to the mixed use district. With mixed use, commercial on the bottom, residential on the top; will affect the way the working waterfront businesses operate.

*Public hearing closed.*

S.Bird spoke about the concerns of Ms. Gardner. He stated most people just had questions about the rezoning and how does it affect them.

G.Green who served on the subcommittee and attended the neighborhood meeting for the waterfront district. He was surprised by the neighborhood support. Mr. Newick would have received the invite for the neighborhood meetings.

D.Trefethen has a concern about the Little Bay Waterfront district, he is not sure the staff has captured what the neighborhood desired through this amendment. He would like further discussion with item #8.

S.Bird further discussed the proposed changes in the Little Bay Waterfront district.

G.Green wants to confirm that the current businesses would become non-conforming.

S.Bird confirmed none of the businesses would be affected.

S.Bird reviewed the three proposed amendment changes in the Little Bay Waterfront district. He mentioned that he has no problem holding off on a decision and take more time to review further.

D.Trefethen asked about the proposed change in amendment #18, retaining the conversion of existing dwelling to accommodate not more than 2 units. He asked if it make the district more restrictive.

S.Bird states it retains the right of uses of the ADU.

**Motion:** D.Trefethen motioned to table until the September 25, 2012 meeting. Seconded by F.Torr.  
Vote: 7/1 (D.Tarbox opposed.)

### 5. NEW BUSINESS

- A. Consideration and acceptance of a Site Review of land for STF Development Corp., Assessor's Map K, Lot 38, zoned R-12, located at 37 Dover Point Road. (Multi-Unit (8) townhouses with parking.) \*(P12-19)

*Lee Skinner recused himself from the above case.*



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Paul Connelly, appearing on behalf of STF (David and Robert Paolini, principals). He gave a brief overview of the proposed multi-unit (8) townhouses with parking. He stated that the Zoning Board of Adjustment requested two additional parking spaces and they will be added to the far end of the building. He stated the approximate footprint size and widths of the units. He discussed that there will be a 6" water service installed. He spoke about impervious and pervious areas, storm water flow and systems. Landscaping screenings were discussed and that he stated traffic assessments, storm water drainage reports, and assessments have been submitted.

K.Schuman asked about the rationale for requesting shared curb cuts.

P.Connolly responded.

S.Bird stated this proposed driveway is directly opposite Thornwood Lane.

D.Trefethen questioned the development, and the possible congregate care facility next door which will affect traffic in the future.

S.Bird feels it should be answered through a traffic assessment study through Dana Lynch.

D.Ciotti asked if the intent is the same access from Lot K – 37. He did not see an easement.

P.Connolly stated it is in the notes given to Planning staff. He referred to note #7 in staff packets.

D.White questioned the location of the two parking spaces added and what about the snow removal plan.

P.Connolly showed the locations to staff on the plans. He stated there is approximately 12 feet of grassy area where snow could be pushed.

D.Ciotti asked why the Zoning Board of Adjustment variances were granted.

P.Connolly explained.

D.Trefethen echoed what D.Ciotti said and he feels that the garages are not always used for parking, but for stuff.

*K.Schuman left the meeting at 8:58 pm.*

G.Green questioned that four of the garages will be two car garages. P.Connolly confirmed.

**Motion:** F.Torr motioned to accept the application. Seconded by D.White. Vote: U/A.

*Open public hearing*

Marilyn Follansbee, 25 Dover Point Road, who was first opposed to the plan, likes the look of the buildings, and the garages.

Dan Gabriel, Gulf Road, owner of Map K, 19-26, reviewed the plan and he has no objection.



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*Public hearing closed.*

### **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.

S.Bird feels a site walk may not be needed. He gave a list of items that would need to be looked at. A list of outstanding issues was emailed to the applicant. He hopes all issues will be worked out prior to the September 11, 2012 meeting.

**Motion:** D.White motioned to table the application until the September 11, 2012. Seconded by D.Tarbox. Vote: U/A.

*Lee Skinner returned 9:06 pm.*

- B. Consideration and acceptance of a Conditional Use application for Jerry and Lori Terpstra, Assessor's Map B, Lot 8-D, zoned R-40, located at 620 Sixth Street. (wetland and buffer impacts) \*(P12-21)

Bruce Crawford, Ambit Engineering, represents the applicants. He gave an overview of the application. He stated that when it rains, the applicants have a slow draining water issue. They would like to use their yard better. He referred to the site plan. The solution is to dig out approximately 12,000 s.f., of clay soil and replace it with a sandy soil, and perimeter drain. The Conservation Commission required a mitigation plan. He stated that approval is needed to cross through the buffer, and State approval was needed to disturb the buffer. He discussed plantings, trees, and shrubs.

D.White asked where the septic system is.

B.Crawford responded in the front yard.

S.Bird asked about removing the clay soil, and where the removed soil will be taken.

B.Crawford responded that is up to the site contractor who will remove it from the site. There is no room on the site to repurpose it.

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

*Open public hearing. Nobody spoke. Public hearing closed.*

Conservation Commission met on August 13, 2012, and a compromise was agreed to. The wetland buffer is mostly lawn, and by restoring some of the wetland vegetation, or replanting in the buffer area, this would help mitigate some of the issues, and this would have a fairly low impact. The Conservation Commission recommends endorsing the application as recommended, if the applicant prepares a landscaping plan, and the Planning Department finds it acceptable. S.Bird stated that he has reviewed the landscaping plan, finds it acceptable and recommends approving the application with the following conditions:

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



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1. The Applicant shall file the Permit by Notification with the Department of Environmental Services via the City Clerk.
2. The applicant shall have the surveyor stake the area of the proposed fill within the wetlands and 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 Completion of the Earth Disturbance Activity:**

3. The plantings shown on the proposed landscape plan prepared by Doug Grenier of g2+1, LLC shall be installed by the applicant and a verification report, with photographs, shall be submitted to the Planning Department.

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

- C. Consideration and acceptance of a Waiver Request for Daniel & Stacy Furman, Assessor's Map E, Lot 50-2, zoned R-40, located at 10 Pacific Dr. (relief from 50 ft. "No-cut" zone to install an above ground pool & deck) \*(P12-22)

Daniel Furman presented on his case. He gave a brief overview of the size of his back yard. He is requesting an exception to condition #4 and would like to install a locking gate in lieu of the fence. He discussed the location of the proposed decks, the septic system, and where he would like the pool.

D.Trefethen asked about the no cut zone, which is mostly grass. He asked about the location of the septic system which is also in the no cut zone.

S.Bird stated that a waiver was requested in 2011. Original plan was part of OSS with no lot lines. The developer came back to the Board and has created lot lines around house locations, which led to lots that had very little buildable area. It is unfortunate, and this is the third property in this neighborhood asking for waivers. There are hardly any trees in the no cut zone, and that the back tree line is heavily treed. This area is lawn and lacking of trees. Open Space regulation has been discussed to address this issue about the remaining buffer. They have not come up with a perfect solution.

G.Green asked about impervious surface and the percentage of the lot size.

S.Bird responded that in the R-40 district, lot coverage is 10%.

D.Trefethen asked about the property line adjacent to the driveway, if any structures are behind the proposed pool area.

S.Bird stated he did a site walk last week, and he is confident in the location of the septic plan.

**Motion:** F.Torr motioned to accept the application. Seconded by D.Trefethen. Vote: U/A.

*Open public hearing:*

Linda Mikula, 52 Upper Factory Road and husband questioned the location of the pool. They asked if it would be fenced in.

S.Bird responded that applicant asked for a retractable locking gate.



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Art Burke, owns land at 40 Upper Factory Road spoke in opposition. He opposes the waiver on three points. 1) He feels the 50 ft. buffer should be respected. 2) Above ground pools and decks are unattractive, and 3) there are children in the neighborhood, and in ground or above ground pools provide possible dangers.

*Public hearing closed.*

### **Staff recommendation:**

The Planning Department recommends the Board find that the criteria of Chapter 155-51-A have been met and that the waiver be approved with the following conditions:

1. The applicant shall not remove any of the existing trees to install the pool, which shall be verified prior to the issuance of any permits from the Building Inspection Office.
2. The applicant shall plant two 6 to 8 foot tall arborvitae in the southeast corner of the lot to increase screening, which shall be verified prior to the issuance of any permits from the Building Inspection Office.
3. The deck shall maintain a minimum setback of 15 feet from the lot lines.
4. The applicant shall install a fence that complies with Chapter 170-16-A.

The applicant has asked for modification for fence which Chapter 170-16-F allows.

D.Trefethen has no issue with the retractable locking ladder.

L.Skinner asked S.Bird to change the wording in #4 for conditions of approval to: The applicant shall comply with Chapter 170-16-F. and add condition #5: The applicant shall calculate the amount of impervious surface on the lot.

**Motion:** D.Trefethen motioned to approve the application with conditions. Seconded by L.Skinner.

Vote: U/A

- D. Consideration and acceptance of a Minor Subdivision of land for Eric Goldfine, SERPT, Assessor's Map A, Lot 15-1, zoned R-12, located at Route 16B (Somersworth Tax Map 65 Lot 2). (1 additional lot). \*(P12-23)

Doug Larosa, Trittech Engineering represented the applicant. He gave an overview of the proposed subdivision. They will be on the agenda for the City of Somersworth Planning Board on September 19, 2012. He referred to the lot development plan.

D.Trefethen asked if the septic systems would be within the wetland setbacks for both Dover and Somersworth.

D.Larosa stated the Dover plan has been designed and meets all requirements. The State has provided approval for onsite septic.

**Motion:** F.Torr motioned to accept the application. Seconded by D.White. Vote: U/A.

*Open public hearing. Nobody spoke. Public hearing closed.*

### **Staff recommendation:**



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The Planning Department recommends that the Planning Board approve the subdivision plat with the following conditions:

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

1. The owner's signatures shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall revise the plat to add the planning file number P12-23 to the title block.
4. The applicant shall revise the plat to correct the minimum setbacks in note #7 and on the lots.
5. The applicant shall revise the plat to add Old Rochester Road to the Route 16B road name.
6. The applicant shall obtain a NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.
7. The applicant shall obtain a NH Department of Transportation Driveway Permit and add the permit number to the plat.
8. The applicant shall obtain approval of the plat from the City of Somersworth Planning Board.
9. The driveway to access the new house on lot 2 shall comply with NFPA 1 (2009 Edition), Chapter 18.
10. The applicant shall revise the plat and change the house number to Lot 15 Lot 1-1.

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

11. Any new dwelling unit shall be assessed the current impact fees in place at the time of building permit application.
12. Any new dwelling unit shall be assessed water investment fees unless the water is from the City of Somersworth.

**Motion:** L.Skinner motioned to approve with conditions. Seconded by D.Tarbox. Vote: U/A

- E. Consideration and acceptance of an Open Space Subdivision of land for Joanne Johnson, Assessor's Map H, Lot 2A, zoned R-40, located at 18 Freshet Road (Madbury Tax Map 9, Lot 67). (2 additional lots). \*(P12-24)

Scott Frankiewicz, Brown Engineering represented the application. The existing lot is approximately 9.7 acres, is partially in Madbury, but the majority is in Dover. The Zoning Board of Adjustment approved two variances in Madbury. The two new lots share a common driveway which will expand from 16 ft to 20 ft. There is an Open Space component on the back side of the property.

D.White questioned why the open space did not incorporate more wetlands.

S.Frankiewicz responded that it was the owner's preference.

**Motion:** F.Torr motioned to accept the application. Seconded by D.White. Vote: U/A.

*Public hearing open. Nobody spoke. Closed Public hearing.*

The Madbury Planning Board still has to approve, once Dover approves the application to move forward.

The Planning Department recommends that the Planning Board approve the subdivision application with the following conditions:



**CITY OF DOVER**

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, August 28, 2012**  
Meeting Time: **7:00 pm**

### 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 revise the plat to add the Planning File #P12-24 to the title block.
4. The applicant shall add a neighborhood plan to the plan set.
5. The applicant shall obtain approval of the plat from the Madbury Planning Board.
6. The applicant shall obtain a NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.
7. The common driveway to access the two new house lots shall comply with NFPA 1 (2009 Edition), Chapter 18.
8. The applicant shall submit proposed Homeowner's Association documents, addressing driveway maintenance, access easements, open space maintenance, and preservation of natural vegetation in the 50-foot exterior buffer. These documents shall be reviewed by the Planning Department, with consultation by the City General Legal Counsel for compliance with conditions of approval.

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

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

**Motion:** D.White motioned to approve the application. Seconded by L.Skinner. Vote: U/A.

G. Consideration and acceptance of a Conditional Use application for Dean Peschel (Owner: Sixth Street Station Association), Assessor's Map 31, Lot 103, zoned RM-U, located at Station Drive. (Remove culvert & stabilize stream bed for Berry Brook) \*(P12-27)

Dean Peschel represented himself. This project is part of the Berry Brook watershed. The brook is not functioning as a free flowing brook right now. 2+ years ago UNH helped the City and applied for grants to rebuild the watershed. A wooden footbridge would be installed for access to the remainder of the property. New vegetation will be planted along the watershed.

**Motion:** F.Torr motioned to accept the application. Seconded by D.Trefethen. Vote: U/A.

*Public hearing open*

Alexandra Barbehenn, 80 Sixth Street, asked where this site is relative to her property.

D.Peschel explained the site location and the location of the new bridge to Ms. Barbehenn. He explained that the culvert will be removed, and replaced with a new footbridge which will be installed.

*Public hearing closed.*

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

### Conditions to Be Met Prior to the Issuance of the Conditional Use Permit:

1. The applicant shall provide the Planning Department with a copy of the NH Department of



**CITY OF DOVER**

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, August 28, 2012**  
Meeting Time: **7:00 pm**

Environmental Services Shoreland Permit.

**Motion:** L.Skinner motioned to approve the application with staff recommendations. Seconded by D.Tarbox. Vote U/A

### 5. STAFF COMMENTS:

- S.Bird apologized for the lateness of the staff packets. Planning Department staff has been reviewing ways to make the packet timing and pickup better. This includes requesting applicant information sooner, and considering changing the location of the packet pickup. Staff will update the Board at a later time.
- L.Skinner suggested the packets could be brought to the public library.
- D.Ciotti requested that recommendations be presented to the Planning staff.
- D.Ciotti mentioned a letter received from Linda Merullo which was handed out tonight. Please review on your own.

### 6. ADJOURNMENT:

**Motion:** G.Green motioned to adjourn at 10:18 pm. Seconded by D.White. Vote: U/A.



**CITY OF DOVER**

## PLANNING BOARD - STAFF MEMO FILE #P10-09A

Application Type:	Site Review Amendment
Applicant(s):	2830 Holdings LLC
Owner(s):	2830 Holdings LLC
Location:	Dover Point Road and Thornwood Lane (Assessor's Map K, Lot 19C)

**INTENT:** To obtain approval of amendments to a previously conditionally approved site plan for a convenience store with vehicle refueling and recharging station.

**LOTS/UNITS PROPOSED:** 0 Lots

**AGENDA ITEM #:** 3-A

**ACREAGE:** 1.78 acres

**ZONING DISTRICT:** Thoroughfare Business (B-3), Executive & Technology Park (ETP) & Medium-Density Residential (R-12)

**EXISTING LAND USE:**  
Vacant lot

**PROPOSED LAND USE:**  
Convenience store with vehicle refueling and recharging station.

**SURROUNDING LAND USE:**  
Single Family Houses and Commercial Development

**TRC DATE:** February 18, 2010 and July 8, 2010

**ZBA ACTION:** Special Exception for gas station granted by ZBA in June of 2010

**ATTACHMENT:** Site plan and application

**APPLICATION IS COMPLETE:** Yes

**NOTICES SENT:** Certified letters sent to all abutters for July 24, 2012 meeting

**PERMITS REQUIRED:** None

**WAIVERS REQUESTED:** None

### Summary of Request and Background

The applicant has submitted a set of amended plans for a proposed 4,000 square foot commercial building for a convenience store with six fuel dispensers, and 34 parking spaces. The proposed amendments are the elimination of the drive-thru lane and restaurant, the increase in building size from 3,055 to 4,000 square feet, the reconfiguration of the parking lot, and the addition of a driveway onto Dover Point Road which would be shared with the abutting lot.

The Planning Board accepted the application on July 24, 2012 and tabled the item. A site walk was held on August 7, 2012.

### Consistency with Land Use Regulations

The purpose of the B-3 District is to provide an environment that encourages efficient and attractive automobile oriented commercial development along major highways outside of the downtown. This application is consistent with this purpose.

### STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board approve the amended site review application with the following conditions:

### Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature shall be added to the final plan set submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plan.
3. The applicant shall revise the plan to add the planning file number P10-09A to the title block on all sheets.
4. The applicant shall revise the plan to reduce the width of all driveways to 32 feet to comply with Chapter 92-6-I.
5. The applicant shall prepare language for the easement for installation of future traffic signals and equipment easement for review by the Planning Department, with consultation by the City General Legal Counsel for compliance with conditions of approval.
6. The applicant shall prepare language for the easement for the installation of a sidewalk along Thornwood Lane from Dover Point Road to the first driveway for review by the Planning Department, with consultation by the City General Legal Counsel for compliance with conditions of approval.
7. The applicant shall prepare a Developer's Agreement that covers all subsequent conditions of approval. The agreement shall be submitted for review by the Planning Department, with consultation by the City General Legal Counsel for compliance with conditions of approval. The agreement shall be recorded at the Strafford County Registry of Deeds at the applicant's expense.



**CITY OF DOVER**

## PLANNING BOARD - STAFF MEMO FILE #P10-09A

Application Type:	Site Review Amendment
Applicant(s):	2830 Holdings LLC
Owner(s):	2830 Holdings LLC
Location:	Dover Point Road and Thornwood Lane (Assessor's Map K, Lot 19C)

8. The applicant shall prepare a Stormwater Management Maintenance and Inspection Plan and have it approved by the Community Services Department.

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

9. The applicant shall provide the Planning Department with a copy of the proposed access easement with the owner of map K, lot 19A.
10. The owner shall be responsible for providing a form of security for their fair share of 10.7 percent of the off-site improvements associated with the signalization of the Thornwood Lane/Dover Point Road intersection.
11. The owner shall be responsible for providing a form of security for their fair share of 11.7 percent of the off-site improvements associated with the Central Avenue/Stark Avenue/East Watson Lane intersection.
12. Any new building shall pay the current impact fees in place at the time of building permit application.
13. Any new building shall be assessed the current water/sewer investment fees in place at the time of building permit application.
14. Construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 8 AM-5 PM, with no Sunday hours. 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.

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

15. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.
16. Any signs proposed for the site shall comply with Chapter 170-32.

**LEGEND**

- PROPERTY LINE
- - - LIMIT OF WETLAND
- - - LIMIT OF BROOK
- - - BUILDING SETBACK
- - - EXISTING SEWER EASEMENT
- - - PROPOSED FENCE
- - - EXISTING SIGN
- - - PROPOSED SIGN
- 5R CURB RADIUS
- SOC SLOPED GRANITE CURB
- PCC PRECAST CONCRETE CURB
- SWL SOLID WHITE LINE
- DYL DOUBLE YELLOW LINE
- [D] PROPOSED DUMPSTER
- [P] ACCESSIBLE PARKING SPACE
- [↑] PAINTED ARROWS
- [S] PROPOSED SIDEWALK
- [C] PROPOSED CONCRETE SIDEWALK/PAD
- [E] SIGNAL EQUIPMENT LOCATION
- [D] SIDEWALK LOCATION

**BICYCLE RACK REQUIREMENTS**

MINIMUM NUMBER OF BIKE STORAGE SPACES: 5% TOTAL REQUIRED PARKING	REQUIRED 2 SPACES	PROVIDED 5 SPACES
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**DRIVEWAY REQUIREMENTS**

# OF DRIVEWAYS 1/400 FT OF FRONTAGE (ARTERIAL ROAD)	1	2
# OF DRIVEWAYS 1/125 FT OF FRONTAGE (LOCAL ROAD)	3	2
MINIMUM DISTANCE FROM INTERSECTION (LOCAL ROAD -35 MPH)	155'	*135
MINIMUM DRIVEWAYS SEPARATION (LOCAL ROAD -35 MPH)	155'	*110

\* A WAIVER WAS GRANTED  
(SEE NOTICE OF DECISION AUG. 31, 2010)

**REFERENCE PLAN**

- "EXISTING CONDITIONS PLAN OF LAND" PREPARED FOR 2830 HOLDINGS LLC, TAX MAP K, LOT NO. 19C, DOVER POINT ROAD & THORNWOOD LANE, CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE; DOVER PLANNING FILE NO. P10-09; PREPARED BY MCENEANEY SURVEY ASSOCIATES, INC.; SCALE: 1"=30'; DATE: AUGUST 2012.



**SITE NOTES:**

- THE PURPOSE OF THIS PLAN IS TO SHOW THE SITE RECONFIGURATION TO ACCOMMODATE THE ELIMINATION OF THE PREVIOUSLY APPROVED DRIVE-THROUGH, THE INCREASE IN BUILDING FOOTPRINT FROM 3,055 SF TO 4,000 SF AND THE ADDITION OF AN ENTRANCE/EXIT ONTO DOVER POINT ROAD FROM THE SITE. THE NEW ENTRANCE/EXIT ONTO DOVER POINT ROAD WILL BECOME A SHARED DRIVE WITH THE ADJUTING LOT TAX MAP K, LOT 19A.
- STRIPES ON-SITE PARKING AREAS AS SHOWN, INCLUDING PARKING SPACES, STOP BARS, HANDICAP SYMBOLS, PAINTED ISLANDS, CROSS WALKS, ARROWS, LEGENDS AND CENTERLINES (ALL MARKINGS EXCEPT CENTERLINE AND MEDIAN ISLANDS TO BE CONSTRUCTED USING WHITE TRAFFIC PAINT; CENTERLINE AND MEDIAN ISLANDS TO BE CONSTRUCTED USING YELLOW TRAFFIC PAINT. ALL TRAFFIC PAINT SHALL MEET THE REQUIREMENTS OF AASHTO M248 TYPE "F").
- ALL PAVEMENT MARKINGS AND SIGNS TO CONFORM TO "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES", "STANDARD ALPHABETS FOR HIGHWAY SIGNS AND PAVEMENT MARKINGS", AND THE AMERICANS WITH DISABILITIES ACT REQUIREMENTS, LATEST EDITIONS.
- SEE DETAILS FOR PARKING STALL MARKINGS, HANDICAP SYMBOLS, SIGNS AND SIGN POSTS.
- CENTERLINES SHALL BE FOUR (4) INCH WIDE YELLOW LINES. STOP BARS SHALL BE EIGHTEEN (18) INCHES WIDE.
- ON-SITE PAINTED ISLANDS SHALL BE FOUR (4) INCH WIDE DIAGONAL LINES AT 3'-0" O.C. BORDERED BY FOUR (4) INCH WIDE LINES.
- THE CONTRACTOR SHALL EMPLOY A LICENSED ENGINEER/SURVEYOR TO DETERMINE ALL LINES AND GRADES. DESIGN ENGINEER TO PROVIDE COORDINATES FOR EDGE OF PAVEMENT, P.C.S & P.T.S.
- CLEAN AND COAT VERTICAL FACE OF EXISTING PAVEMENT AT SAWCUT LINE WITH RS-1 EMULSION IMMEDIATELY PRIOR TO PLACING NEW BITUMINOUS CONCRETE.
- ALL MATERIALS AND CONSTRUCTION SHALL CONFORM WITH APPLICABLE FEDERAL, STATE AND/OR TOWN CODES & SPECIFICATIONS.
- ALL WORK SHALL CONFORM TO THE CITY OF DOVER COMMUNITY SERVICES DEPARTMENT STANDARD SPECIFICATIONS.
- DOVER POINT ROAD IS CURRENTLY MAINTAINED BY THE CITY OF DOVER. ALL WORK WITHIN THE ROAD SHALL BE COORDINATED WITH CITY.
- CONTRACTOR TO SUBMIT AS-BUILT PLANS ON REPRODUCIBLE MYLARS AND IN DIGITAL FORMAT (.DWG FILE) ON DISK TO THE OWNER AND ENGINEER UPON COMPLETION OF THE PROJECT. AS-BUILTS SHALL BE PREPARED AND CERTIFIED BY A LICENSED LAND SURVEYOR OR PROFESSIONAL ENGINEER.
- SEE ARCHITECTURAL DRAWINGS FOR ALL CONCRETE PADS & SIDEWALKS ADJACENT TO BUILDING.
- CONTRACTOR TO PROVIDE BACKFILL AND COMPACTION AT CURB LINE AFTER CONCRETE FORMS FOR SIDEWALKS AND PADS HAVE BEEN STRIPPED. COORDINATE WITH BUILDING CONTRACTOR.
- ALL LIGHT POLE BASES NOT PROTECTED BY A RAISED CURB SHALL BE PAINTED YELLOW.
- SNOW STORAGE WILL BE ACCORDING TO THE OPERATION AND MAINTENANCE PLAN AND WITHIN AREAS AS INDICATED.
- PRIOR TO CONSTRUCTION A STORMWATER POLLUTION AND PREVENTION PLAN AND NOTICE OF INTENT SHALL BE SUBMITTED FOR AN NPDES CONSTRUCTION PERMIT.
- OFF-SITE IMPROVEMENTS SHALL BE CONSTRUCTED ACCORDING TO THE APPROVED CONSTRUCTION DRAWINGS. ALL OFF-SITE MARKINGS SHALL BE REFLECTIVE AND THERE SHALL BE NO DIAGONAL STRIPING IN ROADWAY.
- A PRE-CONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE DESIGN ENGINEER, THE EARTHWORK CONTRACTOR AND THE CITY ENGINEER SHALL OCCUR PRIOR TO ANY EARTH DISTURBING ACTIVITY.
- A LETTER OF CREDIT FOR THE COST OF REVEGETATING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED.
- SPECIAL EXCEPTION CASE NUMBER Z-1001 WAS GRANTED ON JUNE 17, 2010 FOR THE GASOLINE STATION WITHIN A B-3 THOROUGHFARE BUSINESS DISTRICT. THE FOLLOWING ARE THE SPECIAL EXCEPTION REQUIREMENTS:
  - THE USE OF LAND FOR A GASOLINE AND AUTO SERVICE STATION MAY ONLY BE PERMITTED UPON THE DETERMINATION THAT THE PROPERTY VALUES OF ADJACENT LAND WILL NOT BE COMPROMISED. ANY GASOLINE AND AUTO SERVICE STATION WHICH DISCONTINUES OPERATIONS FOR A PERIOD IN EXCESS OF NINETY (90) DAYS SHALL BE REQUIRED TO FILE A NEW APPLICATION FOR A SPECIAL EXCEPTION WITH THE ZONING BOARD OF ADJUSTMENT. SUCH CONDITIONS MAY INCLUDE BUT NEED NOT BE LIMITED TO THE PROVISION OF ADEQUATE AND PROPERLY MAINTAINED SCREENING AROUND LAND SO USED.
  - THE MINIMUM LOT SIZE SHALL BE SIXTY THOUSAND (60,000) SQUARE FEET, THE MINIMUM LOT WIDTH SHALL BE ONE HUNDRED FIFTY (150) FEET. TWENTY-FIVE PERCENT (25%) OF THE SUBJECT PARCEL SHALL BE OPEN GREEN SPACE. THE TOTAL PERMITTED SIGN AREA SHALL NOT EXCEED ONE HUNDRED (100) SQUARE FEET.
- EXTERIOR LIGHTING SHALL BE CUT-OFF TYPE FIXTURES PER CHAPTER 148-14-E AND SHALL PROVIDE LIGHTING DIRECTED ON-SITE ONLY.
- THE SUBJECT PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
- THE LIMITS OF CONSTRUCTION DISTURBANCE THAT ARE LOCATED IN OR WITHIN 50 FT OF THE CONSERVATION OR WETLAND DISTRICTS SHALL BE STAKED, FLAGGED AND CLEARLY IDENTIFIED PRIOR TO THE COMMENCEMENT OF SITE WORK.
- BUILDING ADDRESS SHALL BE ASSIGNED BY THE BUILDING INSPECTOR AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
- A SECURITY ALARM SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 68, ARTICLE I, SECTION 68-2 OF THE CODE OF THE CITY OF DOVER.
- LIMIT OF NHDOT URBAN COMPACT ZONE AND STATE PERMITTING TO BE VERIFIED.
- CONFIRM PYLON SIGN LOCATION PRIOR TO CONSTRUCTION. FINAL LOCATION SHALL BE BASED ON SIGHT DISTANCES AND SHALL NOT CONFLICT WITH PROPOSED FUTURE INTERSECTION IMPROVEMENTS.
- ALL OFF-SITE SIGN POSTS SHALL BE 2' SQUARE, GALVANIZED AND WITH BREAKAWAY BASES.
- THIS ENTRANCE/EXIT ONTO DOVER POINT ROAD WILL BE SHARED BY PARCELS K-19C AND K-19A AND IS DEFINED WITHIN THE "RECIPROCAL ACCESS AGREEMENT" WHICH WILL BE PART OF THIS PLAN WHEN THE PLAN IS APPROVED. THE A COPY OF THE FULL "AGREEMENT" IS ON FILE WITH THE DOVER PLANNING OFFICE. WHEN THIS PLAN IS APPROVED THE EXISTING PAVED ACCESS FOR PARCEL K-19A WILL BE ABANDONED.
- WHEN PARCEL K-19A IS DEVELOPED, ACCESS TO THE PARCEL WILL BE ALLOWED FROM THE SHARED DRIVEWAY. AS REQUESTED BY THE PLANNING BOARD A "POTENTIAL" ACCESS HAS BEEN SHOWN FOR REFERENCE ONLY AND THE ACTUAL LOCATION IS SUBJECT TO CHANGE AND WILL BE DEFINED ON FUTURE DEVELOPMENT PLANS FOR PARCEL K-19A. THE DEVELOPER OF PARCEL K-19A WILL DESIGN AND IMPLEMENT THEIR ACCESS TO THE SHARED DRIVEWAY AND WILL RELOCATE THE FENCE AND VEGETATED SCREENING AS APPROPRIATE TO MAINTAIN SCREENING.

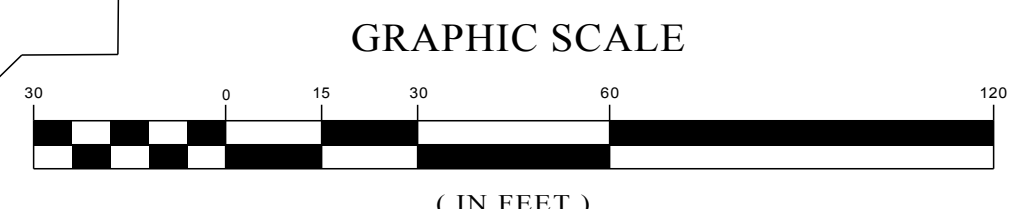
**DIMENSIONAL REQUIREMENTS**

	REQUIRED	PROVIDED
MINIMUM LOT AREA	*60,000 SF	±77,707 SF
OUTSIDE CONSERVATION DISTRICT	43,560 SF	±58,954 SF
MINIMUM LOT FRONTAGE	125'	±174'
MINIMUM LOT WIDTH	*150'	±165'
FRONT YARD SETBACK	50'	±160'
SIDE YARD SETBACK (ABOUT A LOT)	12'	12'
SIDE YARD SETBACK (ABOUT A STREET)	50'	±78'
REAR YARD SETBACK	15'	±83'
MAXIMUM BUILDING COVERAGE	50%	*110%
MINIMUM LOT OPEN SPACE	*25%	55%
MAXIMUM BUILDING HEIGHT	40'	<40'
MINIMUM SIGN SETBACK	0'	2'
MAXIMUM SIGN HEIGHT	30'	<30'
MINIMUM INTERIOR PARKING LANDSCAPE	5%	±5.9%

\* ZONING REQUIREMENTS SPECIFIC TO GASOLINE AND AUTO SERVICE STATIONS  
\*\* INCLUDES GAS DISPENSOR OVERHANG

**PARKING REQUIREMENTS**

	REQUIRED	PROVIDED
PARKING STALL SIZE (90°)	9'x18'	9'x20'
MINIMUM ACCESS WAY WIDTH	22'	24'
MINIMUM OF SPACES:		
GASOLINE SERVICE STATION (2 SPACES PER GAS DISPENSER + 1 SPACE PER EMPLOYEE) (6 DISPENSERS & ±3 EMPLOYEES)	15 SPACES	
RETAIL (1 SPACE PER 250 SF) (±4,000 SF)	16 SPACES	
<b>TOTAL</b>	<b>31 SPACES</b>	<b>34 SPACES</b>



OWNER OF RECORD/AUTHORIZED REPRESENTATIVE

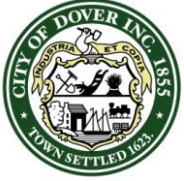
**SITE PLAN**

**2830 HOLDINGS, LLC**  
340 CENTRAL AVENUE  
SUITE 202  
DOVER, NH 03820

**MAP K, LOT 19**  
THORNWOOD LANE  
30 DOVER POINT ROAD  
DOVER, NH 03820

**HAIGHT ENGINEERING, PLLC**  
CIVIL ENGINEERS  
P.O. BOX 11666, 181 WATSON ROAD  
DOVER, NEW HAMPSHIRE  
603.750.4266. F-AX 603.749.7348

DATE	SCALE	DRAWN BY	DESIGN BY	APPROVED BY	PROJECT NO.	REV. PER CITY COMMENTS	DATE	APPD	NO.
7-9-2012	1"=30'	SRD	SRD	SRD	1217	1	8-22-12		



**CITY OF DOVER**

## PLANNING BOARD - STAFF MEMO FILE #P12-19

Application Type: Site Plan Review  
Applicant: STF Development Corp.  
Owner: STF Development Corp.  
Location: 37 Dover Point Road, (Tax Map K, Lots 38)

**INTENT:** Site plan review for eight units of multi-family townhouses with parking and associated infrastructure

**LOTS/UNITS PROPOSED:** 8 multi-family units

**AGENDA ITEM #:** 3-B

**ACREAGE:** 0.94 Acres

**ZONING DISTRICT:** Medium-Density Residential District (R-12)

**EXISTING LAND USE:** Vacant

**SURROUNDING LAND USE:** Single family houses, commercial and a cemetery

**ZBA ACTION:** Received use variance for multi-family from Zoning Board of Adjustment on 2/16/12. Also received a variance to allow the building to have a larger setback from the front lot line and a variance to allow parking spaces inside the garages to not have independent access to a driveway on 8/16/12.

**ATTACHMENTS:** Site plan; application; traffic impact analysis, and ZBA decision letters

**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 applied for Site Plan review to build an 8-unit townhouse building and 28 parking spaces with a driveway off of Dover Point Road.

The applicant appeared before TRC on July 26, 2012. The Planning Board accepted the application, held the public hearing and tabled the application on July 24, 2012.

### **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 Medium-Density Residential District (R-12), but has received three variances to allow a multi-family building in the district.

### **STAFF RECOMMENDATION:**

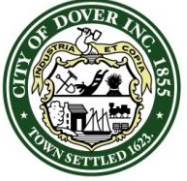
The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the site plan application with the following conditions:

### **Conditions to Be Met Prior to Signing of Plans:**

1. The owner's signature shall be added to the final plan 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 plans to add the surveyor and engineer's stamps and signatures to the appropriate sheets.
4. The applicant shall revise the plan to add a street name that is acceptable to the Building Official.
5. The applicant shall prepare a lighting plan that complies with Chapter 149-14-E-2.
6. The applicant shall have the Stormwater Management Maintenance and Inspection Plan approved by the Community Services Department.
7. The applicant shall calculate the development's fair share contribution to the off-site improvements associated with the signalization of the Thornwood Lane/Dover Point Road intersection, including adding signal heads. Said calculation shall be reviewed and approved by the Planning Department.
8. The applicant shall submit a colored Streetscape Plan.

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

9. The applicant shall provide the Planning Department with a copy of the proposed access easement with the owner of map K, lot 37.
10. All new dwelling units shall be assessed the current water/sewer investment fees in place at the time of building permit application.



**CITY OF DOVER**

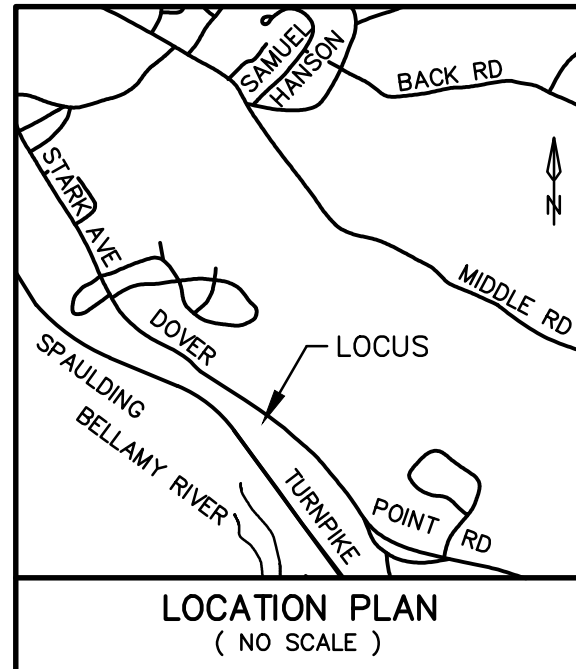
## PLANNING BOARD - STAFF MEMO FILE #P12-19

Application Type: Site Plan Review  
Applicant: STF Development Corp.  
Owner: STF Development Corp.  
Location: 37 Dover Point Road, (Tax Map K, Lots 38)

11. Construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 8 AM-5 PM, with no Sunday hours. 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.

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

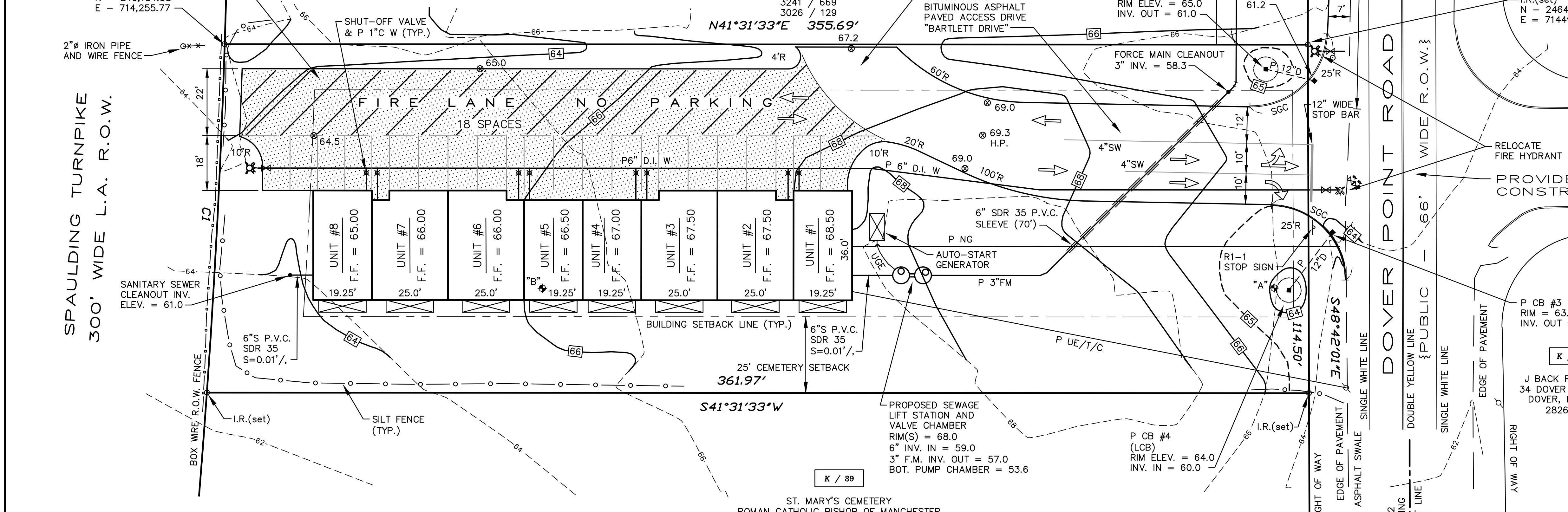
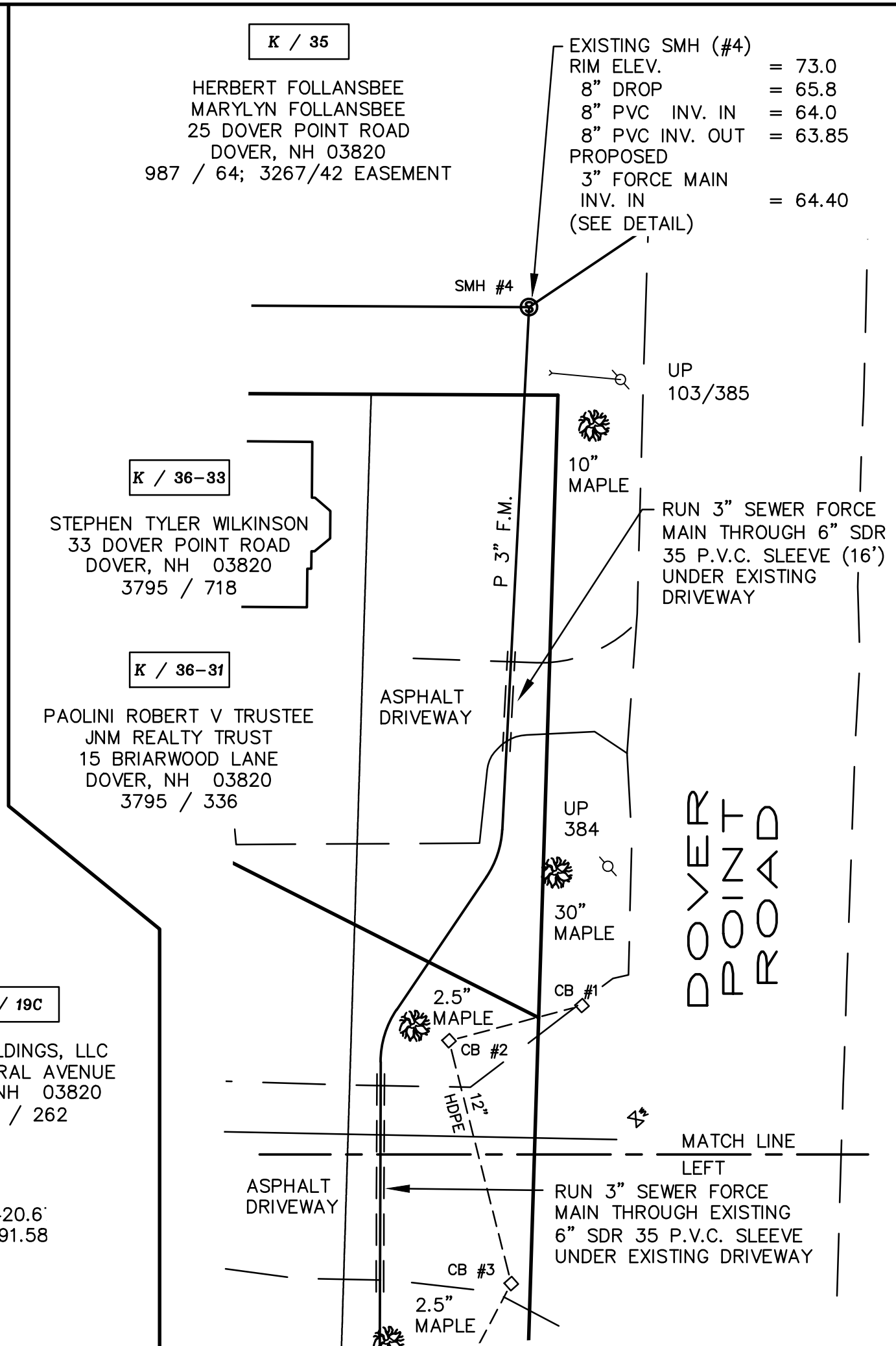
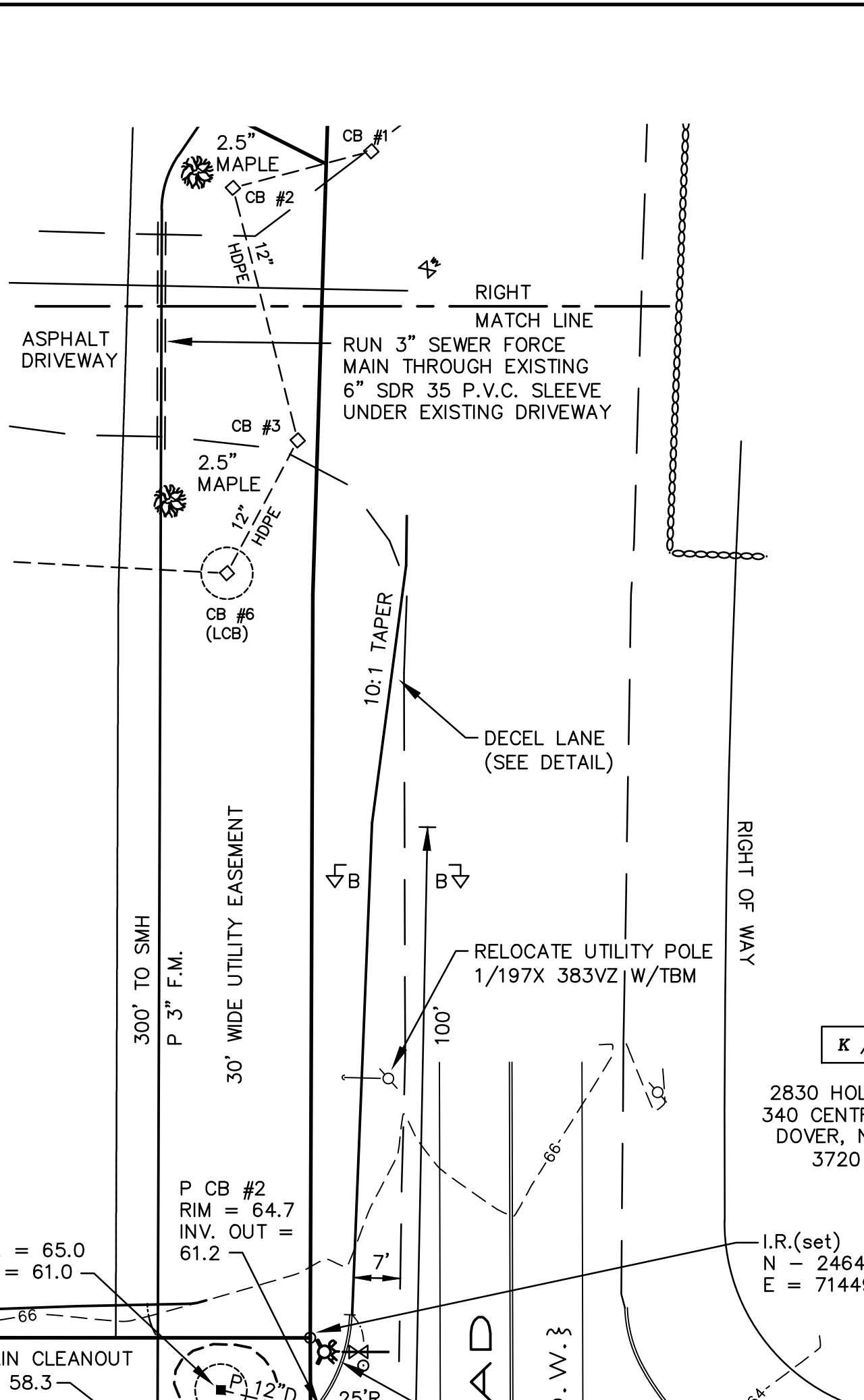
12. All new dwelling units shall pay the current impact fees in place.
13. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.
14. The owner shall provide a form of security acceptable to the City for their fair share of the off-site improvements associated with the signalization of the Thornwood Lane/Dover Point Road intersection.
15. In lieu of providing on-site active and passive recreation, the applicant shall contribute the amount of \$2,400 to the City for improvements to recreational facilities.
16. The applicant shall install a paved temporary turnaround in compliance with NFPA 1, Chapter 18, if the connecting driveway has not been built.



**NOTES:**

- OWNERS OF RECORD / APPLICANT:  
STF DEVELOPMENT CORP  
242 CENTRAL AVE  
DOVER, NEW HAMPSHIRE 03820  
REF. S.C.R.D. VOL. 3771, PAGE 979
- K / 38** - DENOTES TAX MAP AND PARCEL NUMBER.  
TOTAL PARCEL AREA = 41,044 S.F. / 0.94 Ac.
- ZONING DISTRICT IS R-12 (MEDIUM DENSITY RESIDENTIAL)  
MINIMUM LOT SIZE = 12,000 S.F.  
MINIMUM LOT FRONTAGE = 100'  
BUILDING SETBACK REQUIREMENTS:  
REAR = 30 FEET  
SIDE ABUT A LOT = 15 FEET  
SIDE ABUT A STREET = BUILD TO LINE  
FRONT = BUILD TO LINE  
NO CLOSER THAN FIVE FEET,  
NO GREATER THAN TWENTY-FIVE FEET  
MAXIMUM LOT COVERAGE = 30 PERCENT  
MAXIMUM BUILDING HEIGHT = 35 FEET
- THE INTENT OF THIS PLAN IS TO DEPICT THE PROPOSED LOCATION OF EIGHT (8) RESIDENTIAL UNITS AND CORRESPONDING PARKING FACILITIES.
- DENSITY CALCULATION  
ONE (1) RESIDENTIAL UNIT PER 5,000 S.F. OF NET LOT AREA
- THE PROPOSED USE IS 8 RESIDENTIAL UNITS IN ONE (1) BUILDING.
- TOTAL AREA OF BUILDING FOOTPRINT = 5,723 S.F.
- PARKING SPACES REQUIRED FOR THE PROPOSED USE = 24 SPACES.  
PARKING SPACES PROVIDED = 30 SPACES (INCLUDING GARAGES).
- PARKING SPACE SIZE = 9' WIDE x 18' LONG.
- ALL EXISTING UTILITY LOCATIONS ARE APPROXIMATE AS SHOWN. THE CONTRACTOR SHALL VERIFY THEIR EXACT LOCATIONS WITH THE RESPECTIVE UTILITY OWNERS PRIOR TO WORK BEING PERFORMED, CALL DIGSAFE AT 1-888-344-7233.
- THE PLANS AND SPECIFICATIONS ARE INTENDED TO BE EXPLANATORY OF THE WORK TO BE DONE AND OF EACH OTHER, BUT SHOULD ANY OMISSION, ERRORS OR DISCREPANCIES APPEAR, THEY SHALL BE SUBJECT TO CORRECTION AND INTERPRETATION BY THE "DESIGN ENGINEER" THEREBY DEFINING AND FULFILLING THE INTENT OF THE PLANS.
- ALL DISTURBED AREAS NOT OTHERWISE CALLED FOR SURFACE TREATMENT SHALL RECEIVE 4" OF HIGH QUALITY LOAM AND SHALL BE SEEDED WITH GRASS. SEE PERMANENT SEEDING NOTES. ALL TREATMENT SWALES SHALL HAVE SOD BOTTOMS.
- PAVEMENT / PARKING STRIPING TO BE 4" WIDE / WHITE.
- CONTACT INDIVIDUAL UTILITY COMPANIES TO DETERMINE CONDUIT SIZES AND SCHEDULES.
- AS-BUILT DRAWINGS OF THE SITE SHALL BE SUBMITTED ON A REPRODUCIBLE MYLAR MEDIUM AND IN A DIGITAL FORMAT TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF PROJECT. AS-BUILTS SHALL BE PREPARED AND CERTIFIED CORRECT BY A L.L.S. OR P.E.
- THE PROPOSED STRUCTURE SHALL BE SERVED BY A SPRINKLER SYSTEM AS REQUIRED UNDER CHAPTER 109, ARTICLE IV, SECTION 109-29 (AS REQUIRED BY 2009 I.B.C. AND NFPA 1 AND 101 LIFE SAFETY CODE) OF THE CODE OF THE CITY OF DOVER.

- ALL ON-SITE UTILITIES SHALL BE INSTALLED UNDERGROUND. ALSO, SEE NOTE 14.
- ALL MATERIALS AND CONSTRUCTION SHALL CONFORM WITH APPLICABLE CITY AND STATE CODES.
- BACKFLOW PREVENTORS SHALL BE PROVIDED FOR DOMESTIC WATER LINES.
- EXTERIOR LIGHTING SHALL BE "CAPELLA MOTION SENSOR 15 1/2" HIGH BLACK OUTDOOR WALL LIGHT" MOUNTED ON THE BUILDING, AND SHALL PROVIDE LIGHTING DIRECTED ON-SITE ONLY.
- THE LIMITS OF CONSTRUCTION DISTURBANCE THAT ARE LOCATED IN OR WITHIN 50 FEET OF CONSERVATION AND WETLAND DISTRICTS SHALL BE STAKED, FLAGGED AND CLEARLY IDENTIFIED PRIOR TO THE COMMENCEMENT OF SITE WORK.
- ALL TEMPORARY LOAM STOCKPILES SHALL RECEIVE TEMPORARY EROSION CONTROL MEASURES.
- A LETTER OF CREDIT FOR THE COST OF REVEGETATING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED PRIOR TO ANY EARTH DISTURBING ACTIVITY OCCURS.
- A PRE-CONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE DESIGN ENGINEER, THE EARTHWORK CONTRACTOR AND THE CITY OF DOVER ENGINEER SHALL OCCUR PRIOR TO ANY EARTH DISTURBING ACTIVITY.
- PROPOSED WATER SERVICE PIPING SHALL BE 6" DUCTILE IRON, CL. 52, CEMENT LINED AND POLYWRAPPED PER AWWA STANDARDS. 1" FIRE PROTECTION SERVICE/DOMESTIC SERVICE WILL BE TAPPED FROM SAID 6" PIPE.
- PROPOSED SANITARY SEWER PIPING SHALL BE 6" P.V.C., SDR 35, SEWER SERVICE SHALL BE 4" P.V.C. SDR 35.
- LIMIT CUTTING OF TREES AND VEGETATION TO THE MINIMUM REQUIRED ON-SITE.
- ON FEBRUARY 16, 2012 THE CITY OF DOVER ZONING BOARD OF ADJUSTMENT GRANTED A VARIANCE FROM SECTION 170-12 OF THE CITY'S ZONING ORDINANCE TO ALLOW FOR AN EIGHT (8) UNIT TOWNHOUSE STYLE DWELLING TO BE DEVELOPED ON THE SUBJECT SITE, ZBA No. 11-23. ON AUGUST 16, 2012, THE CITY OF DOVER ZONING BOARD OF ADJUSTMENT GRANTED VARIANCES TO ALLOW THE BUILDING TO HAVE A LARGER SETBACK FROM THE FRONT PROPERTY LINE (Z 12-14) AND TO ALLOW PARKING SPACES INSIDE GARAGES TO NOT HAVE INDEPENDENT ACCESS TO A DRIVEWAY (Z 12-13).
- SNOW STORAGE SHALL BE ALONG BOTH SIDES OF THE ACCESS DRIVEWAY AND ALONG SOUTHERLY AND WESTERLY SIDES OF THE "FIRE LANE"
- THERE ARE NO WETLANDS ON THE SUBJECT PARCEL.
- SPRINKLER CONNECTIONS MUST BE FLUSHED IN ACCORDANCE WITH NFPA 24 AND A CONTRACTOR'S MATERIAL AND TEST CERTIFICATE FOR UNDERGROUND PIPING FORM MUST BE COMPLETED.
- FIRE DEPARTMENT CONNECTIONS SHALL BE LOCATED ON THE STREET SIDE OF THE BUILDING PER NFPA 13.
- A SECURITY SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 58, ARTICLE I, SECTION 58-2 OF THE CODE OF THE CITY OF DOVER. (IF A BUSINESS ESTABLISHMENT OR MULTI-FAMILY DWELLING CONTAINED IN A NEW, ALTERED OR REPAIRED STRUCTURE)
- BUILDING ADDRESSES SHALL BE ASSIGNED BY THE BUILDING INSPECTOR AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
- PROVIDE T.E.C. "B" AROUND THE RIMS OF ALL CATCH BASINS.



NO.	DATE	DESCRIPTION	BY	CHK
2	9-1-12	REVISE PER PLANNING DEPARTMENT COMMENTS	RJM	KMM
1	8-6-12	REVISE PER TRC COMMENTS	RJM	KMM
REVISIONS				
12-1982	SITE DEVELOP	11-11	63-66	
PROJECT NO	TYPE	FIELDBOOK & PAGES		

**SANITARY SEWER STRUCTURE SCHEDULE**

PROPOSED SEWAGE LIFT STATION AND VALVE CHAMBER	EXISTING SMH (#4)
RIM(S) = 68.0	8" PVC DROP = 73.0
6" PVC INV. IN = 59.0	8" PVC INV. IN = 65.8
3" PVC F.M. INV. OUT = 57.0	8" PVC INV. OUT = 64.0
BOT. PUMP CHAMBER = 53.6	3" PVC INV. OUT = 63.85
	PROPOSED 3" PVC FORCE MAIN INV. IN = 64.40

No.	Central Angle	Radius	Arc Length	Chord Length	Chord Bearing
C1	02°10'44"	3014.79	114.65	114.65	N45°33'39"W

**STORM DRAINAGE STRUCTURE SCHEDULE**

* SEE NOTE 34	*PCB #1 (LEACHING CATCH BASIN)	*PCB #3
RIM = 65.0	RIM = 65.0	RIM = 63.9
INV. IN (PCB #2) = 61.0 12" HDPE	INV. OUT (PCB #4) = 60.2 12" HDPE	INV. OUT (PCB #4) = 60.2 12" HDPE
*PCB #2	RIM = 64.7	*PCB #4 (LEACHING CATCH BASIN)
RIM = 64.7	INV. OUT (PCB #1) = 61.2 12" HDPE	RIM = 64.0
EXISTING CB #1	RIM = 68.7	INV. IN (PCB #3) = 60.0 12" HDPE
RIM = 68.7	INV. IN (CB #1) = 63.5 12" HDPE	RIM = 68.0
INV. OUT (CB #2) = 64.6 12" HDPE	INV. OUT (CB #3) = 63.5 12" HDPE	INV. OUT (CB #3) = 63.0 12" HDPE
SUMP = 64.0	SUMP = 63.0	LCB #6 (LEACHING CATCH BASIN)
EXISTING CB #3	RIM = 67.9	RIM = 67.7
RIM = 67.9	INV. IN (CB #2) = 63.2 12" HDPE	INV. IN (CB #5, S.WEST) = 62.8 12" HDPE
INV. OUT (LCB #6) = 63.0 12" HDPE	INV. IN (CB #3) = 62.6 12" HDPE	INV. IN (CB #3) = 62.6 12" HDPE
SUMP = 61.8	SUMP = 60.7	SUMP = 60.7

**PROPOSED SITE PLAN OF BARTLETT PLACE**  
PREPARED FOR  
**STF DEVELOPMENT CORP**  
TAX MAP K, LOT No. 38  
37 DOVER POINT ROAD  
CITY OF DOVER  
COUNTY OF STRAFFORD  
STATE OF NEW HAMPSHIRE

DOVER PLANNING FILE No.	P 12-19
DRAWN BY: RJM	FILE: VR CP\1982\12-1982
SCALE: 1" = 20'	DATE: JUNE 27, 2012

**McEneaney Survey Associates**  
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Dover, NH 603-749-0443

