



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, October 23, 2012**
Meeting Time: **7:00 pm**

Members Present: Frank Torr (Vice Chair), Tom Clark, Gary Green, Kirt Schuman, Dave White, Lee Skinner, Dexter Tarbox (Alternate).

Members Not Present: Dennis Ciotti (Chair), Dean Trefethen, Mayor; Jake Forget.

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. Nobody spoke. Citizens forum closed.

2. APPROVAL OF THE PRIOR MINUTES

- September 25, 2012 Regular Meeting Minutes.
- October 9, 2012 Workshop Minutes.

Motion: G.Green motioned to approve the minutes with corrections noted. Seconded by T.Clark.
Vote: U/A

Motion: T.Clark motioned to move Item 4 E & F before Item 3 A. Seconded by D.White. Vote: U/A

3. OLD BUSINESS

- A. Discussion 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 located under City Documents and View Current City Reports.

Motion: G.Green motioned to remove from the table. Seconded by K.Schuman. Vote: U/A.

C.Parker gave an overview of the proposed zoning amendments, which held two public hearings in the spring of 2012. Parker discussed two changes which include the Little Bay Waterfront District and the R-40 District. Amendment #8 which removes the requirement that 3-4 dwelling units in the LBW District be located on the second floor or above and strikes footnote #7 from the amendment. He discussed a letter received from former Board member Linda Merullo who spoke about the B-4 District, which did not allow for adequate setback requirements and signage. Ms. Merullo feels that the Board should deny the proposed amendment all together. No changes were made.

G.Green discussed Amendment #15 the Manufactured Home amendment changes. Green had concerns that the proposed amendment allowed Manufactured Housing by right on any lot in the R-40 district. He questioned why it is necessary to do this, thinking about possibilities vs. probabilities. He mentioned that the demand for affordable housing is going down; however, there is a waiting list for subsidized housing, which is different. Green stated that demand is shrinking as the student population is moving back to Durham, which is building a 600 unit rental facility. He mentioned that there is a workforce housing coalition working on concept designs for the downtown area, which he feels there is a need for. Green would like to suggest a compromise and move the Amendment down to "special exception" which means abutters will be notified.



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Motion: G.Green motioned to include Manufactured Housing in the R-40 District as a Special Exception, subject to the following regulations: A., B., C., D. in the table provided to the Board. Seconded by D.Tarbox.

Discussion after the motion:

Parker clarified that Green is amending Amendment #15 which deals with mobile homes. The amendment changes the name mobile home to manufactured housing and creates the manufactured housing in the R-40 without a restriction of it being within a mobile home subdivision; which Green has no problem with adding to the motion.

T.Clark responded to Green's comments. Mobile homes have not been manufactured since 1985 as we know them. In regards to the current manufactured housing, once they're installed you can't tell the difference as far as appearance compared to stick-built homes. He doesn't feel this is necessary and there should not be an extra restriction on the signing of manufactured housing.

D.Tarbox questioned if manufactured homes would be allowed singularly or in groups.

Parker confirmed that manufactured housing parks are allowed by special exception, and Mr. Green had asked to make single units meet three of the four requirements that the manufactured housing parks also have to meet.

K.Schuman stated it is difficult to force people as to how they use their home, and as an economical means of construction, then subject them to additional regulation because they chose alternate methods of construction. It comes down to fundamental property rights. He is opposed to this.

Vote: 2/5 *Motion: Failed*

Motion: T.Clark motioned to amend Amendment #7 to include the area on Oak Street that contains the armory building, be included in the B-3 rezoning area since this area is not conducive of residential development. Seconded by D.White. Vote: U/A.

Motion: T.Clark motioned to approve the amendments as presented. Seconded by D.White. Vote: U/A.

C.Parker will submit all amendments to the City Council for approval.

- B. Consideration and possible vote on an Open Space Subdivision of land for River Valley Development Corp., (Owner: Gulf Landing Properties LLC) Assessor's Map N, Lot 8-A, 8-A-A, 8-A-TM1, and 8-A-TM2, zoned R-40, located at Gulf Road. (20 new lots) *(P12-20)

F.Torr stated he will discuss items 3B (P12-20), 3C, (P12-25) and 3D (P12-30).

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

Atty. J.Schulte represented the applicants. He introduced Chris Berry of Berry Surveying and Engineering and Mike Patenaude of River Valley Development. Schulte gave an overview of the proposed open space



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subdivision plan which will create 20 new lots, a waiver request for a 50 foot buffer, and a minor lot line adjustment. He discussed the 2005 approval for the Wisteria Drive subdivision which connects Wisteria Drive to the dirt access road owned by the applicant. He stated that the applicant discussed with Chief Driscoll that certain times of the year it would be too risky to drive heavy equipment on the dirt access road. Driscoll has requested that the connector road be paved and have a Knox lock. Schulte discussed that the waiver would be for the length of the road. The alternative would be not to gate it, and then the waiver would not be required. There are safety concerns from Wisteria Drive as vehicles come from Maine going westbound, and it is unsafe for vehicles to sit on Gulf Road waiting to turn onto Wisteria Drive. In 2005, there was discussion to move the entrance to Wisteria Drive, but it didn't happen. The safety argument seems to argue in favor of connectivity between the two projects. Schulte handed out the open space subdivision plan from 2005 which mentions connectivity, for access and utilities. The developer will do whatever the Planning Board wishes.

With the gate they need a waiver. They need a waiver for the buffer and the boundary line adjustment. The original design included a gravel access road which will now be paved, there will now be a small drainage issue. Chris Berry explained the drainage conditions. In conclusion, there will be less access water runoff post construction.

G.Green confirmed with Schulte there is an easement from this subdivision and there is access to the waterway.

Schulte stated that the easement to the conservation land is being relocated to the cul-de-sac and is moving closer to the country club, adjacent to lots 9 and 10. When the land was sold there was a right of way reserved, and the easement will run along the right of way to get onto the conservation land. The deeds for the lots that reference it will be noted and it will also be listed in the homeowner association documents.

Chris Berry, project manager, reviewed the drainage on the overview plan.

C.Parker stated if the gate is in place, a waiver is needed for connectivity purposes between subdivisions. (Chapter 155, Section 32b.) The applicant has not asked for the waiver.

Schulte mentioned the residents on Child's Drive and Wisteria Drive who belong to the Country Club will have direct access to the club directly from Child's Drive.

K.Schuman asked C.Berry to speak on the drainage changes and focus on the paving of the road.

Berry discussed that it is tipped away, has a swale and a culvert at the end.

G.Green questioned C.Berry if this is subject to previous regulations.

Public hearing open on all three items. 3B, 3C, 3D.

David Della Penta, 32 Wisteria Drive, is passionately against the connector road. He would like to see a Knox-box gate or delete the connector all together and about the necessary costs affected by the homeowner association.



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Charlie Reid, 262 Gulf Road, lives directly across from Wisteria Drive. He would like to see the gate; Saddletrail and Winterberry have more lots for sale. He brought up the police report and a traffic study from 2005. It summarized stopping issues and site distance as only 4 feet.

John Bent, 18 Wisteria Drive, spoke about the other residents of Wisteria Drive. He understands that the construction between the developments will happen. He stated that Wisteria Drive was approved as a private drive with 6 properties and not for drive-thru traffic; an open connector road will deflate the property values.

Richard Connelly, 24 Wisteria Drive, spoke about objective facts vs. subjective facts. A letter was submitted that four neighbors will be adversely affected. He does not want to see a connector road to Wisteria Drive and Child's Drive and signs do not make people stay away or slow down. He is not against the subdivision but wants to protect the neighbors.

Mrs. Della Penta said an additional 20-40 cars would go through Wisteria Drive for a development intended for six homes if there is a connector road.

Public hearing closed.

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

Parker spoke to the Board on what to consider and clarified that the primary access for Child's Drive will be off Gulf Road. A secondary access road will be off of Wisteria Drive, if the primary was off Wisteria it would violate the previous approvals, and not be allowed.

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 applicant shall revise the plat cover sheet title to remove the lot line revision and remove that plan from the plan set.
5. The applicant shall revise the plat to add a 50-foot wide right-of-way for the connector road, remove any notation of a gate and depict a 20-foot wide paved roadway.
6. The applicant shall revise the open space calculations to remove the right-of-way for the connector road from the open space.
7. The applicant shall revise Sheet #4, the lot merger plan, to show the configuration of map N, lot 8A, after the lot line adjustment plan (P12-30) has been approved.
8. The approval includes the granting of the requested waiver for the buffer for the reasons stated by the applicant and staff. The Board finds that the criteria of Chapter 155-51-A have been met.
9. The applicant shall provide the Planning Department with a copy of the following permits and add the permit numbers to the plat:
 - NH Department of Environmental Services Subdivision Permit
 - NH Department of Environmental Services Alteration of Terrain Permit
 - NH Department of Environmental Services Wetlands Permit
 - NH Department of Transportation Driveway Permit



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10. The applicant shall submit proposed Homeowner's Association Documents, addressing road maintenance, drainage infrastructure, open space ownership, 50-foot and 100-foot buffers remaining in their natural state, and preservation of perimeter landscaping. These documents shall be reviewed by the Planning Department, with consultation by the City Attorney on compliance with conditions.
11. The applicant shall submit sample deed language to the Planning Department documenting the no cut/disturb requirements to future lot owners.
12. The applicant shall have the Stormwater Management Maintenance and Inspection Plan approved by the Community Services Department.

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

13. A sign shall be erected on the site alerting those traveling the roadway that they are on a roadway that is not accepted or maintained by the City of Dover, and they travel at their own risk. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development prior to land disturbance.
14. Construction hours shall be limited to Monday-Friday 7am-6pm, Saturday 8am-5pm, 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 Building Permit:

15. A letter of credit shall be established with the City Engineer for all remaining site work.

Conditions to Be Met Prior to the Issuance of the First Certificate of Occupancy:

16. Any new dwelling unit shall be assessed the current impact fees in place at the time of building permit application.
17. The applicant shall submit documentation that a Homeowner's Association has been formed.

Chair Torr stated there will be three separate votes on the three cases.

G.Green spoke to the abutters and voiced his opinions.

F.Torr objects to the notation of the removal of the gate.

K.Schuman feels the applicant meets all the regulations.

L.Skinner commented about the traffic, safety factors, and he would support with the Knox-box.

D.White feels there is a safety component by not having a gate.

T.Clark wants to consider that the entrance/exit is safer.

K.Schuman commented on the 2005 approvals that mentioned the access road, and safety issues.

G.Green asked about signage. Discussion ensued.

Motion: T.Clark motioned to approve with conditions. Seconded by K.Schuman. Vote: 5/2. *Vote passed.*



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- C. Consideration and possible vote on a Conditional Use Permit for River Valley Development Corp., Assessor's Map N, Lot 8-A, zoned R40, located at Gulf Road (steep slopes, wetland and buffer impacts) *(P12-25)

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

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

1. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Wetlands Permit.
2. The applicant shall prepare development plans for lots #1 and #2 to prove that no additional wetland buffer disturbance will be required.

Conditions to Be Met Prior to any Earth Disturbance Activity:

3. The applicant shall have the surveyor install a silt fence along the 50-foot wetland buffers on lots #1 and #2. 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. Per Chapter 170-27.1-D-1-c, the applicant shall install wetland buffer signs at fifty foot intervals along the 50-foot wetland buffer line on lots #1 and #2. This shall be checked and approved by the Building Official and City Engineer.

Motion: K.Schuman motioned to approve with conditions. Seconded by T.Clark. Vote: U/A.

- D. Consideration and possible vote on a Minor Lot Line Adjustment for River Valley Development Corp., Cochecho Country Club and First Hole, LLC, Assessor's Map N, Lots 8-A, 15 & 16, zoned R-40, located at Gulf Road. *(P12-30)

The Planning Department recommends the Planning Board approve the application 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 #P12-30 to the title block.
5. The applicant shall revise the plat by adding the metes and bounds of the eastern property line for map N, lot 8A.
6. The applicant shall revise the plat to add the proposed land area of map N, lot 8A.
7. The approval includes the granting of the waiver requested for the reasons stated by the applicant and by staff. The Board finds that the criteria of Chapter 155-51-A have been met.

Motion: K.Schuman motioned to approve with conditions. Seconded by T.Clark. Vote: U/A.

8:57 pm recess. Resume 9:05 pm

- E. Preliminary public hearing per Chapter 155-22-C-1, for consideration and possible vote on an Open Space Subdivision of land for Salmon Falls Holdings, LLC, Assessor's Map 11, Lots 16 & 16-1, zoned R-12, located at Arch Street (3 duplexes) *(P12-28)



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Motion: K.Schuman motioned to remove from table. Seconded by L.Skinner. Vote: U/A.

The Planning Department recommends the Planning Board determine as to whether the applicant can process the application as an open space subdivision or if a conventional subdivision would be preferred.

C.Parker discussed the case. He stated that this is the first of two steps. He asked the Board to consider a conventional or open space subdivision. The applicant would meet with the abutters and bring a concept plan and then come back to the Board to move forward. This is a rare occurrence as a voluntary open space subdivision.

Hank Brandt, owner of Salmon Falls Holdings presented his case. He apologized for not being as informative with the abutters as he should have. Currently, there have been active negotiations with the abutters and he looks forward to working with them.

Reopen the public hearing.

Cathy Vanderweil, 20 Arch Street, read a letter on behalf of the abutters that support a voluntary open space subdivision. While they do not yet support any particular plan, they urged the Board to grant approval of the applicant's request to develop an open space concept and schedule a work session with both the applicant and the abutters to better share ideas and concepts with the Board so that a mutually acceptable plan can be developed. They do so with the following understandings:

- The units to be built will be of such design and caliber to complement the neighborhood and protect surrounding property values.
- The applicant indicated that when the units are eventually sold, they seek a sales range in the high \$300 to low \$400,000 with the proper market support.
- That the units be either single family or duplex in design.
- That the overall design will not cluster all of the structures right on the edge of the street nor group them so far back that as to infringe on the privacy of the residents of 34 and 36 Arch Street or at the street side 41 and 43 Arch Street.
- That the development of the property in this manner shall prevent the creation of a road potentially linking this property with abutting properties and future developments.
- That to maximum the goals of good design it may be preferable to reconstruct the existing 3 unit building along the northerly edge of the property and be adjacent to Arch Street instead of its current location. To that end, they would support an amendment to the ZBA's variance approval to allow such relocation.
- That the redevelopment of the house at 40 Arch Street be included in the applicants overall plans; To that end, they support the renovation and reconstruction and if necessary relocation of the existing structure into not more than two (2) dwelling units of similar design and caliber as outlined above.
- That should a plan acceptable to the applicant ultimately be approved by the City, the applicant has agreed to terminate his appeal of the rezoning that occurred in 2010/2011.

(For the record, the above letter was signed by Carol and William Boc, 8 Arch Street; Jane and George Sherwood, 43 Arch Street; Robert Carroll and Nancy Coady Carroll, 17 Arch Street; Peter and Patricia Driscoll, 41 Arch Street; Janet Perry, 37 Arch Street; Doreen Leighton, 39 Arch Street; Cathy Vanderweil and Franklin Vanderheide, 20 Arch Street).



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Peter Driscoll, 41 Arch Street, wants to see a conventional cul-de-sac. He said personally he is compromising and agreeing to the petition. He signed in favor of.

Jane Sherwood, lives at 43 Arch Street with her husband George. She feels the project is too large for the area and poses traffic and safety concerns for children and people walking dogs on Arch Street.

Hank Brandt confirmed the number of units will not change, only the design development and confirmed he agreed with all the points in the petition. He asked that the original plan be disregarded as they will start from scratch.

Public hearing closed.

Parker wants to be assured that the multiple elements read off were agreeable to the developers and the abutters.

F.Torr complimented both sides with communicating and negotiating.

Parker commented that there was demonstrated support by the abutters and the Board should consider granting the voluntary Open Space Subdivision to the applicant.

K.Schuman commented the Board is providing direction to the applicant, but still has the final say and can back down the developer's plans if necessary. The communication between the neighborhood and the developer will pull together a great plan which will compliment the neighborhood.

Motion: K.Schuman motioned to provide guidance and go ahead with the open space route. Seconded by G.Green. Vote: U/A.

G.Green congratulated both sides for working together to find a solution.

Parker will work with the applicant and the abutters, invite the Board and schedule a meeting which will be date specific and legally conforming.

4. NEW BUSINESS

- A. Consideration and acceptance of a Site Review of land for Comcast (Owner: Karen Caswell), Assessor's Map E, Lot 29, zoned ETP, located at 410 Sixth Street. (Demo existing dwelling and construct a 1,796 sq. ft. facility with 5 parking spaces for service and maintenance of communication equipment) *(P12-31)

Dana Lynch of Civilworks represented the applicants. Utilities will include power by Public Service of NH, underground lines and fiber optic cables. The facility will not need water or sewer. Lighting will be building mounted and simple. Outside lighting will be on a timer eliminating much of the light pollution to the abutters. He discussed the landscaping plans to screen the generators and create a visual barrier to the abutters to the South. Drainage will employ a pervious pavement on the site and the parking will be a standard paved area. There will be no change in drainage patterns. A detailed maintenance schedule will be filed. A streetscape plan was not presented and one waiver was requested.



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

Public hearing open. Nobody spoke. Public hearing closed.

The Planning Department recommends that the Planning Board 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 by revising note #8 on sheet #2 to add the date of the FEMA map.
5. The applicant shall have the Stormwater Management Maintenance and Inspection Plan approved by the Community Services Department.
6. The approval includes the granting of the waiver requested for the reasons stated by the applicant and by staff. The Board finds that the criteria of Chapter 149-19-A have been met.

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

7. 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:

8. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

Motion: T.Clark motioned to approve with conditions. Seconded by K.Schuman. Vote: U/A.

B. Consideration and possible vote on an amendment to the conditions for a previously approved Site Plan (10/25/11) for Changing Places, LLC, Assessor's Map 28, Lot 9-C, zoned Office, located at 6 Brick Road. (Change collection date of impact fees to be paid prior to issuance of a certificate of occupancy) *(P11-42)

Atty. Jim Schulte represented the applicants. The applicant is requesting a change in the collection date of impact fees to be paid prior to the issuance of a certificate of occupancy instead of at time of the building permit.

Motion: G.Green motioned to accept the application. Seconded by D.White. Vote: U/A.

Public hearing open. Nobody spoke. Public hearing closed.

The Planning Department recommends that the Planning Board approve the amendment to condition #15 so that impact fees would be due prior to the issuance of a certificate of occupancy.

K.Schuman confirmed if timing is an issue and that there would be no changes to the ordinance, just better communication.



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G.Green questioned Parker if this is the norm.

Parker stated it would be on a case by case, but this is the norm.

Motion: D.Tarbox motioned to approve the amendment to the previously approved Site Plan, changing the date of payment of the impact fees as requested. Seconded by D.White. Vote: U/A.

- C. Consideration and acceptance of a Waiver Request for Tory and Ryanne Bianchi, Assessor's Map E, Lot 50-1, zoned R-12, located at 8 Pacific Drive. (Relief from the 50 foot "no-cut" buffer to install a hot tub)*(P12-32)

Mr. Bianchi handed out an updated plan which includes the location of the leach field and the propane tank. He stated that there is no other buildable area on the lot. They have small children and locating the hot tub within eye sight of the deck is a reasonable request. He does not want to place it on the leach field. The hot tub is in place and he was unaware of the 25 ft. no cut/no disturb zone until he was contacted by the Zoning Board.

G.Green confirmed with the applicant that the hot tub is used year round. Green is torn about how the applicant found out about the no-cut zone issue.

Parker stated this has been before the Board numerous times and it's not relevant that it's a hot tub, it's the no-cut zone. A fence is the property line and not in the no cut zone.

Schuman questioned the relief on a previous request for a waiver relief. Discussion ensued.

Motion: K.Schuman motioned to accept the application. Seconded by G.Green. Vote: U/A.

Public hearing open.

Scott Olsen, 48 Upper Factory Road, commented that he does not have a problem with this request. He feels there will be more problems with a clustered Open space Subdivision. Use this case as an example for the future.

Shawn Labrie, 59 Upper Factory Road, commented he has no objection to the hot tub. The developer put the no cut zone right up to the homes in this neighborhood. There were problems with the development from the beginning. That is the problem.

Linda Mikula, Upper Factory Road, stated the neighborhood is compacted and boxed in. If there are options she asks that the Board consider them. She does not have a problem with the hot tub.

Public hearing closed.

The Planning Department recommends the Board find that the criteria of Chapter 155-51-A have not been met and that the waiver be denied.

G.Green stated it's not easy. There are options.



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D.Tarbox is not in favor of granting the waiver.

D.White feels that the no-cut is already disturbed and the Board should request to add more trees back in. You have a fence and arborvitae and asked the Board if adding more trees would help.

Discussion ensued.

Clark agrees with White to restore the no cut area; the fence and the arborvitae will help as a privacy screen and a sound barrier.

L.Skinner commented he is imagining into the future and the impact that the approval will cause to all occupants, all abutters, and it has its ramifications.

Motion: T.Clark motioned to approve with the following conditions: Seconded by: D.White. Vote: U/A.

1. That the applicant submits a landscaping plan for the review of the City Engineer and the Planning Dept.
2. That the electrical permit not be issued until the landscaping plan has been deemed suitable by the City.

~~D. Consideration and acceptance of a Conditional Use Permit for Summit Land Development, Thornwood Commons LLC, and Dover Point Road 252 LLC (Owners: Varney Lands LLC, Thornwood Commons LLC & Dover Point Road 252 LLC) Assessor's Map K, Lots 6, 19 & 19-1, zoned ETP (RCM Overlay), located at Thornwood Lane. (For a mixed-use commercial and residential master concept plan) *(P12-33)~~

This application has been withdrawn from tonight's agenda.

E. Public hearing to hear comments on the City's proposed Capital Improvements Program (CIP) FY 2014 – 2019. The CIP can be found on the City Web Site at www.dover.nh.gov/finhome.htm.

Public hearing open. Nobody spoke. Public hearing closed.

F. Discussion regarding Police and Education portions of the proposed Capital Improvements Program (CIP). FY 2014 – 2019.

C.Parker addressed the CIP. Tonight he had invited the Police Chief and a representative from the School Department to discuss the Police and Schools portion of the CIP program.

He introduced Police Chief Anthony Colarusso who gave an overview of the needs of the Police Dept. in police records and dispatch. He presented a booklet of pictures of the current status of the Police Dept. and noted that the pictures are available on the City Web Site for the general public. The Chief entertained questions.

L.Skinner confirmed with the Chief that the current Records Bureau windows and dispatch area are not fortified. The Chief stated that there is some thicker paneling but it is not up to standards and there are some security issues.



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The Chief stated that the Parking Manager has been working closely with the Parking Commission and the Planning Dept. and Bill Simons has most of the answers. The Chief feels that step one would be to decide if they are going to build a police facility. If not, it's off the table. Step two would be locating an exact location.

F.Torr asked if the parking garage would be on the same site as the Police Station/parking garage.

Chief responded that the current concept would be that they would be adjacent to each other on the same lot, the Orchard Street lot.

Parker stated the City has been working on the parking garage concept for over a year. There is an operational benefit of locating City Hall, District Court, and potential Police facility logistics together.

Chief stated there is a need for a new police facility and a parking garage in the downtown.

K.Schuman asked the Chief about using City owned property. There are benefits of having public buildings in the downtown and on City owned property.

G.Green mentioned that last year there was no architectural design and now the design is done; he asked if there should be a joint building committee. He would support that as a recommendation.

Parker stated that is a standard operating procedure to have a building committee.

B.Simons, Parking Manager, discussed the CIP budget. The City will pay for the parking facility through its own income, and any sale of parking lots for infill would have to go into the Capital Reserve fund. They would recommend a 25-year level debt bond. The number one location is Orchard Street parking lot. There are concerns with the timing of the build and they have some strong numbers on the cost to build it. An RFP is being reviewed on the First Street parking and two very strong proposals have been received from contractors.

G.Green said there would be benefits to use joint contractors.

D.Tarbox confirmed with Simons that there would be cost savings for building the two facilities at the same time.

Simons stated with the ground work, it would take 6-9 months, as the garage is pre-built. The challenge is in the groundwork and what is in the ground.

F.Torr asked about private property and utilizing part of the Aubuchon Hardware property.

C.Parker stated the owners may negotiate but a very happy with their current situation.

Mike Limani, Business Administrator for the School District discussed future plans of the high school. They need to start planning on a new high school now, with design work in 2013 and start physical work in 2015.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, October 23, 2012**
Meeting Time: **7:00 pm**

Parker pointed out that a big item is continued maintenance on existing buildings and putting money into a facilities line item for maintaining current school properties throughout the process.

5. STAFF COMMENTS:

- Item 4D, discussions with Summit Land Development, this item will be on the November 13 workshop agenda; review the 2006 original approval and look at further options; Workforce Housing Coalition in Dover and the charrette will be presented at the workshop.
- Parker thanked the Board for a respectful and thoughtful discussion tonight, listening to the abutters, and actively engaging in the planning process.
- We have begun looking at Zoning in/out of town and holding interviews with the Planning Board members who will meet with the consultants to discuss and provide feedback. It will include property owners, and developers.
- Law Lecture Series – C.Parker to provide slides on the series.

L.Skinner asked for a clarification of the November 13 workshop and if it is appropriate to hear the Summit Land Development case at a workshop. Parker stated he will check with C.Kageliery to verify if he is looking for other than a discussion.

6. ADJOURNMENT:

Motion: L.Skinner motioned to adjourn at 10:35 pm. Seconded by T.Clark. Vote: U/A.