



CITY OF DOVER

DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, November 12, 2013**
Meeting Time: **7:00 pm**

1. CITIZENS' FORUM

2. APPROVAL OF THE PRIOR MINUTES

- October 22, 2013 Regular Meeting Minutes

3. OLD BUSINESS

- A. Consideration and possible vote on a Conditional Use Permit for the Residential-Commercial Mixed Use Overlay District for Summit Land Development (Owners: Varney Brook Lands, LLC, Thornwood Commons, LLC, Changing Places, LLC, and Dover Point Road 252, LLC), Assessor's Map K, Lots 19 & 19-1 and Map M, Lots 4, & 4-29 to 4-37, zoned ETP, located at Thornwood Lane. (conceptual site layout for 105 single family, 204 multi-family, and 130,100 square feet of commercial and retail buildings) *(P13-53)

4. NEW BUSINESS

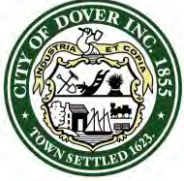
- A. Public Hearing on proposed zoning amendments to the Zoning Ordinance (Chapter 170), per NH RSA 675:2 & 675:7, to expand the Central Business District (CBD) along Broadway and portions of Silver Street, Central Avenue north and south of downtown, Locust Street, and Portland Avenue; to amend the CBD regulations; to create a CBD Downtown Gateway sub-district and a CBD Transit Oriented Development sub-district; and to amend the temporary sign regulations for the CBD, Cochecho Waterfront District, B-3 District, and B-5 District. 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.
- B. Consideration and acceptance of a Minor Lot Line Adjustment for Fred Attalla (Owners: Denise Frink Hoyt Revocable Trust & Richard & Eleanor Ford - Ford Family Trust), Assessor's Map 8, Lots 18 & 19, zoned R-20, located at 14 & 16 Leighton Road. *(P13-55)
- C. Consideration and acceptance of a Minor Lot Line Adjustment for Patrick Murray, Assessor's Map 35, Lots 59 & 59A, zoned R-12, located at 125 Sixth Street. *(P13-56)
- D. Consideration and acceptance of a Minor Lot Line Adjustment for CJM Durham, LLC & Fastdogs Realty, LLC, Assessor's Map E, Lots 31, 32 & 32-5, zoned ETP, located at Sixth Street, County Farm Road & 432 Sixth Street. *(P13-57)
- E. Consideration and acceptance of a Conditional Use Permit for reduced parking for Field & Foster Corp., Assessor's Map 3, Lot 42, zoned CBD, located at 459 Central Avenue. (18 multi-family units)* (P13-59)
- F. Consideration and acceptance of a Site Plan Review for Field & Foster Corp., Assessor's Map 3, lot 42, zoned CBD, located at 459 Central Avenue (change of use from 19 hotel suites to 18 multi-family units) *(P13-60)

5. STAFF COMMENTS

6. COMMITTEE REPORTS

7. ADJOURNMENT

* Indicates that if the application is accepted for discussion, the public hearing will be held the same evening, at which time any interested party may offer comment to the Planning Board. Persons with questions or wishing to see the plans are invited to visit the Planning Office, Monday through Thursday from 8:30 am to 5:30 pm. You may also view materials at www.dover.nh.gov, a map showing project locations can be found at www.dover.nh.gov/planhome.html. Follow us on Twitter @DoverNHPlanning and find us on Facebook at www.facebook.com/pages/Dover-NH/City-of-Dover-NH-Planning/446789895351



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Members Present: Dennis Ciotti (Chair), Tom Clark, Michael Weeden, Councilor; Frank Torr, Lee Skinner, Gary Green, Dave White, Catherine Plante (Alternate)

Members Not Present: Kirt Schuman (Vice Chair), Deborah Thibodeaux (Alternate), Dexter Tarbox (Alternate)

Staff Present: Christopher Parker (Planning Director), Diane Britt (Recording Secretary)

The Chair called the meeting to order at 7:02 p.m.

F.Torr sat in as Vice Chair.

1. CITIZENS' FORUM

Citizens Forum Open. Nobody spoke. Citizens Forum Closed.

M.Weeden arrived at 7:06 p.m.

2. APPROVAL OF THE PRIOR MINUTES

- October 8, 2013 Regular Meeting Minutes

Motion: F.Torr made the motion to approve the October 8, 2013 regular meeting minutes. Seconded by C.Plante.
Vote: U/A

The Chair announced that New Items 4B and 4C would not be heard tonight and will be heard at the November 12, 2013 meeting.

Motion: G.Green made the motion to continue Items 4B and 4C until the November 12, 2013 meeting. L.Skinner seconded. Vote: U/A

3. OLD BUSINESS

- A. Public hearing on the City's proposed Capital Improvements (CIP) FY 2015 – 2020. The CIP can be found on the City Web Site at www.dover.nh.gov.

Motion: L.Skinner made the motion to remove from the table. Seconded by T.Clark. Vote: U/A

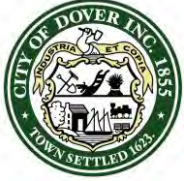
- B. Discussion and possible vote on the City's proposed Capital Improvements (CIP) FY 2015 – 2020.

Public Hearing Open. Nobody spoke. Public Hearing Closed.

C.Parker addressed the CIP. He encouraged the Board to discuss the merits of the proposed plan and any additions or amendments that the Board wishes to make.

F.Torr commented that the Third Street parking lot was a new item to the CIP this year and that he wished to hear more detail on this project.

C.Parker gave details of the current concept to locate the garage on Orchard Street and add a deck on Third Street. A benefit of building the deck would be to minimize the cost and size of the garage that would be needed. Due to the Council directive not to spend public taxpayer money on parking infrastructure, this project is listed under Special Revenue projects and parking revenue would pay for any improvements.



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F.Torr wanted an explanation as to why only engineering funds were in the CIP for the County Farm bridge replacement project.

C.Parker stated that for both the County Farm bridge and the bridge over Route 108 replacement projects the City wants to obtain as much grant or State bridge building aid as possible.

G.Green asked about the \$500K amount six years out for Silver Street.

C.Parker stated that as the project currently stands Silver Street from Central Ave to the Exit 8 intersection will be redone and a roundabout will be added. Design and engineering costs to re-do that intersection were put in the two years 2020 and 2021. The current \$3.8M water line project figure does not include the Exit 8 intersection.

G.Green asked for more detail on the economic development park.

C.Parker stated that because Enterprise Park is almost totally developed and there is not much available space for 100,000-200,000 square foot offices, this project would develop a park that is complementary to Enterprise Park and it would be larger in scope. The figure of \$1.3M next year is to purchase land and start the design process. It is in the Special Revenue Fund so that revenue brought in by the developer would go to pay off the bond.

F.Torr commented that the water and sewer rates keep going up and is concerned.

M.Weeden responded that the Council is concerned about the water and sewer rates. He explained that because of EPA regulations a new water treatment plant needs to be built in the future. He stated that he would bring this concern to the Council.

Motion: L.Skinner made the motion to recommend the City Council to accept the CIP as proposed.

G.Green seconded. Vote: U/A

- C. Consideration and possible vote on a Conditional Use Permit for STF Development (Owners: Taylor Family), Assessor's Map I, Lot 12, zoned RM-SU & R-20, located at 72 Durham Road. (13,500 sq. ft. of permanent and 1,000 sq. ft. of temporary impact to wetlands buffer for construction of driveway and retaining wall) (P13-38)
- D. Consideration and possible vote on a Site Plan Review for STF Development (Owners: Everett Taylor, etc.) Assessor's Map I, Lot 12, zoned RM-SU & R-20, located at 72 Durham Road. (12 dwelling units within 2 buildings & 36 parking spaces) (P13-37)

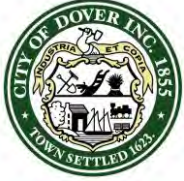
Both items will be discussed together and voted on separately.

Motion: L.Skinner made the motion to remove from the table. Seconded by F.Torr. Vote: 7/1

Christopher Berry of Berry Surveying & Engineering represented the applicant and the land owners. He explained some of the design changes.

Motion: G.Green made the motion to reopen the public hearing. Seconded by L.Skinner. Vote: U/A

Reopened Public Hearing.



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Charlene Courtemanche, Unit 47, The Garrison, President of Garrison Condominium Association, stated she has great concerns about the impact of this development on the abutters.

Coeli Hoover, Unit 23, The Garrison, a research ecologist, is concerned about some subsurface items.

Rita Taylor, 68 Durham Road, Dover, has concerns about the fence, street lights, and increased activity on Durham Road.

Alfred Catalfo, 82 Durham Road, also owns the house at 78 Durham Road. He stated that he is concerned about how water will flow to the south of the property. He also stated that he spoke with the Dover Police and that Route 108 is the second most patrolled street in the city.

Guiseppe Bellavita, Unit 5, The Garrison, commented that he would like an independent study to be done on the drainage issues for the area.

Public Hearing Closed.

C.Parker addressed some of the non-site plan specific items and the general process when a site plan is brought in to the City. He asked D.White to address the drainage.

D.White commented that his office has reviewed and approved the plan, and he would prefer to let C.Berry explain the specifics on the plans.

C.Berry gave more detail regarding water analysis and soil studies that have been done. A storm water pollution prevention plan is in place. He addressed the lighting requirements and fencing planned for this site.

G.Green asked if the units would be sold as condominiums. C.Berry stated the units being constructed are rental units but they may be sold in the future as condominiums.

STAFF RECOMMENDATION: (P13-38)

The Planning Department recommends the Planning Board approve the application for Conditional Use Permit (3C) with conditions:

1. The applicant shall revise the plan to widen by two feet the stone apron adjacent to the small parking lot closest to Durham Road and reduce the size of the lot by two spaces.
2. The applicant shall revise the plan to add silt fence between the small parking lot closest to Durham Road and the adjacent wetlands.

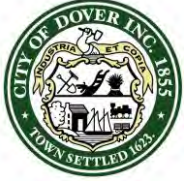
Motion: F.Torr made the motion to approve subject to conditions. Seconded by T.Clark. Vote: 7/1

STAFF RECOMMENDATION: (P13-37)

The Planning Department recommends the Planning Board approve the application for Site Plan Review (3D) with conditions:

Conditions to be Met Prior to Signing of the 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 have the Stormwater Management Maintenance and Inspection Plan approved by the Community Services Department.
4. The applicant shall have the landscape plan stamped by the Landscape Architect.



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5. The applicant shall submit colored architectural renderings of the proposed buildings.
6. The applicant shall revise the cover sheet to fix the title.
7. The applicant shall revise the plan to extend the 6-foot stockade fence an additional 70 feet westerly along the boundary of Map I, Lot 11.
8. The applicant shall revise the plan, sheet #1, to identify the abutters across Durham Road.
9. The applicant shall revise the plan to incorporate the amendments required by the Conditional Use Permit (P13-38).
10. The applicant shall revise sheet #6 of the plans to show replacement of the existing drain pipe in Durham Road from the drain manhole in front of the existing house to the downstream catch basin.
11. The applicant shall revise sheet #6 of the plans to change the two proposed catch basin sumps from 2 foot to 3 foot.
12. The applicant shall revise the plans to add a Utility Sheet.
13. The applicant shall revise the plans to depict the proposed location of a development sign.
14. The approval includes the granting of the waiver requested for the reasons stated by staff. The Board finds that the criteria of Chapter 149-19.A have been met.

Conditions to be Met Prior to any Construction Activity:

15. Hours of construction, as depicted on sheet #3, note #25, 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.
16. 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 from the rear of unit # 1 to the property line at the rear of unit #6. This shall be checked and approved by the Building Official and City Engineer.

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

17. Any new dwelling unit shall be assessed the current water/sewer investment fees in place at the time of application for water/sewer service.
18. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.
19. Any new dwelling unit shall pay the current impact fees in place at the time of building permit application.
20. In lieu of providing on-site active recreation, the applicant shall contribute the amount of \$4,500 to the City for improvements to recreational facilities.

G.Green stated he appreciated all the cooperation between Conservation Commission and the applicant, and that the Conservation Commission minutes helped him understand the flow of water and ease his concerns.

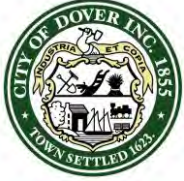
C.Plante questioned where the amount of \$4,500 came from for recreation and C.Parker explained that it was from a formula that takes into account the cost of certain recreational elements and the square footage that would have been required on site.

Motion: G.Green made the motion to approve with conditions. Seconded by D.White. Vote: 7/1

4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Douglas Dodd General Contractor, Inc., (Owner: John Leonard & Wiley Parsons), Assessor's Map B, Lot 21-13, zoned R-40, located at 127 Boxwood Lane. (wetland buffer encroachment for fence, rocks and mulch bed) (P13-46)

Brief recess at 8:20 p.m and resumed at 8:22 p.m.



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Douglas Dodd stated that he built the house on the property, explained how and why rocks were placed at the edge of the buffer zone. The rocks were from the excavation of the driveway. The owners asked if the rocks which were on the lot could be used to make a design off to the side of the driveway. He admitted he was vaguely aware that it was on the edge of the buffer zone but felt that it would protect the buffer zone. On inspection he was told that the rocks were in the buffer zone and were technically protecting any use of the buffer, but this was a violation because they were not the original material.

L.Skinner questioned how one normally avoids encroachment into the wetland buffer zone.

D.Dodd answered that the wetland buffer zone is normally flagged and marked by a silt fence of some sort.

Discussion continued regarding the encroachment.

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

Public hearing opened. Nobody spoke. Public hearing closed.

C.Parker stated the Conservation Commission decided not to endorse the conditional use permit because the rocks could be removed the same way they were placed.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board decline the application for Conditional Use Permit for the following reasons:

1. The applicant has not demonstrated a need for the encroachment.
2. The applicant has not demonstrated that the impact was not avoided to the greatest extent possible.
3. The applicant has not demonstrated that impact was minimized to the greatest extent possible.

C.Parker commented that the Planning Department feels that this is asking for forgiveness rather than permission.

G.Green drove by the property and has a photo of the rocks that he submitted to the members.

L.Skinner stated he also drove by the property and he feels the objective is not to disturb the land again.

Motion: D.White made the motion to approve with conditions that the stones would remain and a fence would be placed along the buffer line from the tail end of the stones to the right of way along the buffer line.

Discussions regarding clarification of the conditions ensued along with placement of a fence.

M.Weeden asked how long owners have lived there.

D.Dodd answered owners have lived in the house since August. Discussion continued regarding the conditions.

Motion on the table. L.Skinner seconded.

C.Plante clarified placement of fence.

STAFF RECOMMENDATION:



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The Planning Department recommends the Planning Board approve the application for Conditional Use Permit (4A) with amended conditions:

1. The applicant shall install a fence from the tail end of the stone pile to the right of way, along the wetlands buffer line. Please see enclosed drawing to clarify location.
2. The wetlands buffer area north east of the fence shall remain in a natural state in accordance with 170-27 G. (1)(b).

Vote: 6/2

The Chair announced that New Business Items 4B and 4C would not be heard tonight and will be scheduled for the November 12, 2013 meeting.

- B. Consideration and acceptance of a Minor Lot Line Adjustment for The Patrice D. Foster Revocable Trust of 2003, Assessor's Map L, Lots 89A & 89B, zoned R-20, located at 192 & 194 Dover Point Road. *(P13-48)
- C. Consideration and acceptance of an Open Space Subdivision of land for Carleen's Way, LLC (Owner: The Patrice D. Foster Revocable Trust of 2003, The Hayward Family Revocable Trust of 1998 and The Catherine F. Hayward Revocable Trust of 2012), Assessor's Map L, Lots 89I-1, 89I-2 & 89B, zoned R-20, located at 188, 192 & 194 Dover Point Road. (3 existing lots subdivided into 7 lots) *(P13-49)

Motion: G.Green made the motion to continue to the November 12, 2013 Planning Board meeting. L.Skinner seconded. Vote: U/A.

- D. Consideration and acceptance of a Conditional Use Permit for the Residential-Commercial Mixed Use Overlay District for Summit Land Development (Owners: Varney Brook Lands, LLC, Thornwood Commons, LLC, Changing Places, LLC, and Dover Point Road 252, LLC), Assessor's Map K, Lots 19 & 19-1 and Map M, Lots 4, & 4-29 to 4-37, zoned ETP, located at Thornwood Lane (conceptual site layout for 105 single family, 204 multi-family, and 130,100 square feet of commercial and retail buildings) (P13-53)

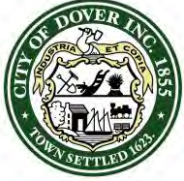
Chad Kageleiry of Summit Land Development is the applicant. He explained the other applicants listed are owners of pieces of the property that were covered under the original mixed use master plan but they have no economic or titled interest and this is just a technicality that they had to be listed as applicants. The application is a request for an amended mixed use plan conditional use permit from an original plan which was approved in December of 2007. The recent zoning changes by the City of Dover will allow this mixed use concept, which has a greater mix of uses with residential as part of that plan. There has been an updated traffic study, an economic impact study, and the project engineer is present for any questions.

Motion: M.Weeden made the motion to accept the application. Seconded by C.Plante. Vote: U/A

Public hearing opened.

Richard Hill, 9 Jacqueline Drive (Sawyer Green), spoke in support of the project with a few concerns which included increased traffic on the main road, Thornwood Drive, possible restriction of incoming construction traffic to Dover Point Road while construction is underway, and assurance that completion of the project will occur in a reasonable amount of time.

C.Parker stated that the Planning Board would like to work with the applicant and come up with conditions for the developers agreement and then bring back the public hearing at the November 12, 2013 Planning Board meeting.



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D.Ciotti confirmed with C.Parker that a golf cart path is planned for this proposal.

G.Green questioned the concept plan. He stated that the plan appears different. In the senior housing section there are 13 less units than what was considered earlier and the commercial area is a different configuration. The multi-family units have gone from 8 to 7, and appears that the previous plan had three stories. This one has four stories.

D.White said he would like to see a small roundabout to differentiate between residential and commercial.

T.Clark commented that this is a much better plan for scope and intent, and when the time comes he will support it.

Motion: T.Clark made the motion to table. Seconded by D.White. Vote: U/A

Brief recess @ 9:05 and resumed at 9:07 p.m. M.Weeden left at 9:07 p.m.

E. Consideration and acceptance of a Minor Subdivision for Mitchell Putnam, LLC, Assessor's Map A, Lot 3, zoned R-12, located at 73 Old Rochester Road. (1 new lot) (P13-54)

Kevin McEneaney, McEneaney Survey Associates, represented the applicant and summarized this R-12 zone, 2-lot subdivision regarding location, size, city services to the property, existing building, soil testing, there are no wetland buffers, and the fact that an application to the State has been submitted for subdivision approval.

G.Green confirmed with K.McEneaney where the septic system would be located on the new lot and also confirmed that the existing structures would remain on the old lot.

D.White confirmed with C.Parker that a single family dwelling would be allowed on the lot and asked if an accessory structure would be allowed as shown on the plan.

K.McEneaney stated the existing shed could be removed as a condition of approval.

D.White asked where the driveway would be on the new lot and K.McEneaney answered that it would depend on the type of house that is built, but a driveway permit would be required.

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

Public hearing opened. Nobody spoke. Public hearing closed.

STAFF RECOMMENDATION:

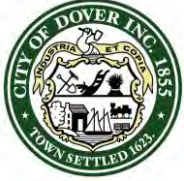
The Planning Department recommends the Planning Board approve the application for Minor Subdivision with conditions:

Conditions to Be Met Prior to Signing of the 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 revise the plat to add the Planning File number P13-54 to the title block.
4. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Subdivision Permit and add the permit number to the plat.

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

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



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Other Conditions:

6. Any new dwelling units shall be assessed the current water investment fees in place at the time of application for water service.
7. Should a building permit not be issued for Map A Lot 3-1 by 2/1/2014, the shed shall be removed.

Motion: D.White made the motion to approve with conditions. Seconded by G.Green. Vote: U/A

5. STAFF COMMENTS

C.Parker gave some updates:

- The Planning Board is finishing requests for proposals for land use chapter of the master plan. The Planning Board will establish a steering committee to work with the staff and a consultant. He asked for anyone who wished to be on that committee to let him know.
- MIT Climate Change Project – Next session is on November 7, 2013 and December 2, 2013 and potentially another one in November as well. He encouraged everyone to take part in this unique opportunity.
- The Energy Commission is down to three members and he encouraged anyone interested to join that commission.

T.Clark confirmed with C.Parker that due to state regulations only one Planning Board member could be on that commission and he offered to join that commission.

F.Torr commented that the Arch Street project contractor and the Central Avenue and Silver Street project contractor are doing excellent jobs, and that the Old Mill project is looking good. He also commented that it is good to see positive things happening.

6. COMMITTEE REPORTS - NONE

7. ADJOURNMENT

Motion: L.Skinner made the motion to adjourn. Seconded by C.Plante. Vote: U/A

P13-53



November 7, 2013

Mr. Chris Parker
 City of Dover, Planning Department
 288 Central Avenue
 Dover, NH 03820

Dear Chris,

Per our meeting yesterday, I would like to request a one month delay in seeking approval for the revised Master Plan for Thornwood Commons.

After hearing board comments at the last meeting, I wanted to modify the concept addressing these items. For the December meeting the Plan will show:

1. Walking trail system
2. Roadway round-about for traffic calming
3. Additional "street level" retail/office
4. Less single-family housing
5. More green area/buffering to single family
6. Larger senior living component
7. Additional multi-family housing
8. Reduced "big box" retail

Staff also had some questions, which I can clarify.

1. Development component table will be revised to reflect modified plan.
2. I will update commercial/residential ratios and establish phasing plan
3. Modified Economic Impact Study and Traffic Study reflecting changes to modified plan.
4. Note: residential units greater than yield plan of 186 will be provided via TDR payment (per code).
5. Note: Any units developed in "Village Theme" shall not be restricted (per code).

Hopefully this more detailed information will meet staff and Board ^{age up} satisfaction so that the revised Conditional Use Permit will be granted at the December meeting. The current CUP will expire in January, so this timing is important.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad".

Chad Kageleiry

P13-53



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 City of Dover, Planning Department
 288 Central Avenue
 Dover, NH 03820

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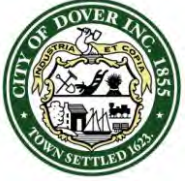
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Sincerely,

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Chad Kageleiry



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P13-55

Application Type: Minor Lot Line Adjustment
Applicant(s): Fred Attalla
Owner(s): Denise Frink Hoyt Revocable Trust and Richard & Eleanor Ford - Ford Family Trust
Location: 14 and 16 Leighton Road (Assessor's Map 8, Lots 18 & 19)

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

LOTS/UNITS PROPOSED: None

AGENDA ITEM #: 4-B

ACREAGE: 1.17 Acres

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

EXISTING LAND USE: Two single family houses

PROPOSED LAND USE: Same

SURROUNDING LAND USE: Single family residential

ZBA ACTION: N/A

ATTACHMENT: Lot Line Adjustment plan and application

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED: None

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has submitted plans to reconfigure the lot lines between two existing lots. 0.069 acres (3,029 square feet), which includes 15.13 feet of frontage on Leighton Road, will be transferred from Map 8, Lot 19 to Map 8, Lot 18. There is no change in the number of lots.

Consistency with Land Use Regulations

Chapter 155-18 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board approve the application for the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signatures shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyors stamp and signature to the final plat.
4. The applicant shall revise the plat to add the Planning File number P13-55 to the title block.



City of Dover, New Hampshire MINOR LOT LINE ADJUSTMENT APPLICATION

[Revision Date: February 12, 2013]

Office Use Only	Project #:	<u>P13-55</u>	Date Received:	<u>Oct 21 2013</u>
	Amount Paid:	<u>\$345.</u>	Time Received:	_____

APPLICANT INFORMATION

Name of Applicant: Fred Attalla Telephone # 603-812-0183

Address of Applicant: 16 Leighton Road, Dover, NH 03820

FIRST PROPERTY OWNER AND PARCEL INFORMATION

Denise Frink Hoyt Revocable Trust

Name of 1st Property Owner (if different from applicant): (see above) Telephone # 603-812-0183

Address of 1st Property Owner: Same as Applicant

Address of Property: 16 Leighton Road

Assessor's Map # 8 Lot(s) # 18

Property Deed: Book 3825 Page: 15

Zoning District(s) R - 20 Overlay District(s) _____

Size of Existing Parcel (sq. ft.): 6,571 SF Size of Proposed Parcel (sq. ft.): 9,600 SF

SECOND PROPERTY OWNER AND PARCEL INFORMATION

Name of 2nd Property Owner (if different from applicant): Ford Family Trust Telephone # _____

Address of 2nd Property Owner: Richard & Eleanor Ford, 51 Sherman Street, North Chelmsford, MA 01863

Address of Property: 14 Leighton Road

Assessor's Map # 8 Lot(s) # 19

Property Deed: Book 2111 Page: 327

Zoning District(s) R - 20 Overlay District(s) _____

Size of Existing Parcel (sq. ft.): 44,373 SF Size of Proposed Parcel (sq. ft.): 41,344 SF

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

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) John Chagnon, Ambit Engineering

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

Professional License #: 738 E-mail address: jrc@ambitengineering.com

SIGNATURES

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

Signature of First Property Owner: Revere Trust, Hough Rev Trust ^{c/o Fred Citallo} Date: 10/18/13

Signature of Second Property Owner: Dover Family Rev Liv Trust ^{David Ford TRUSTEE} Date: 10/21/13

Signature of Applicant (if different from owner): Fred Citallo ^(spouse) Date: 10/18/13

Signature of Agent: [Signature] Date: 10/12/13

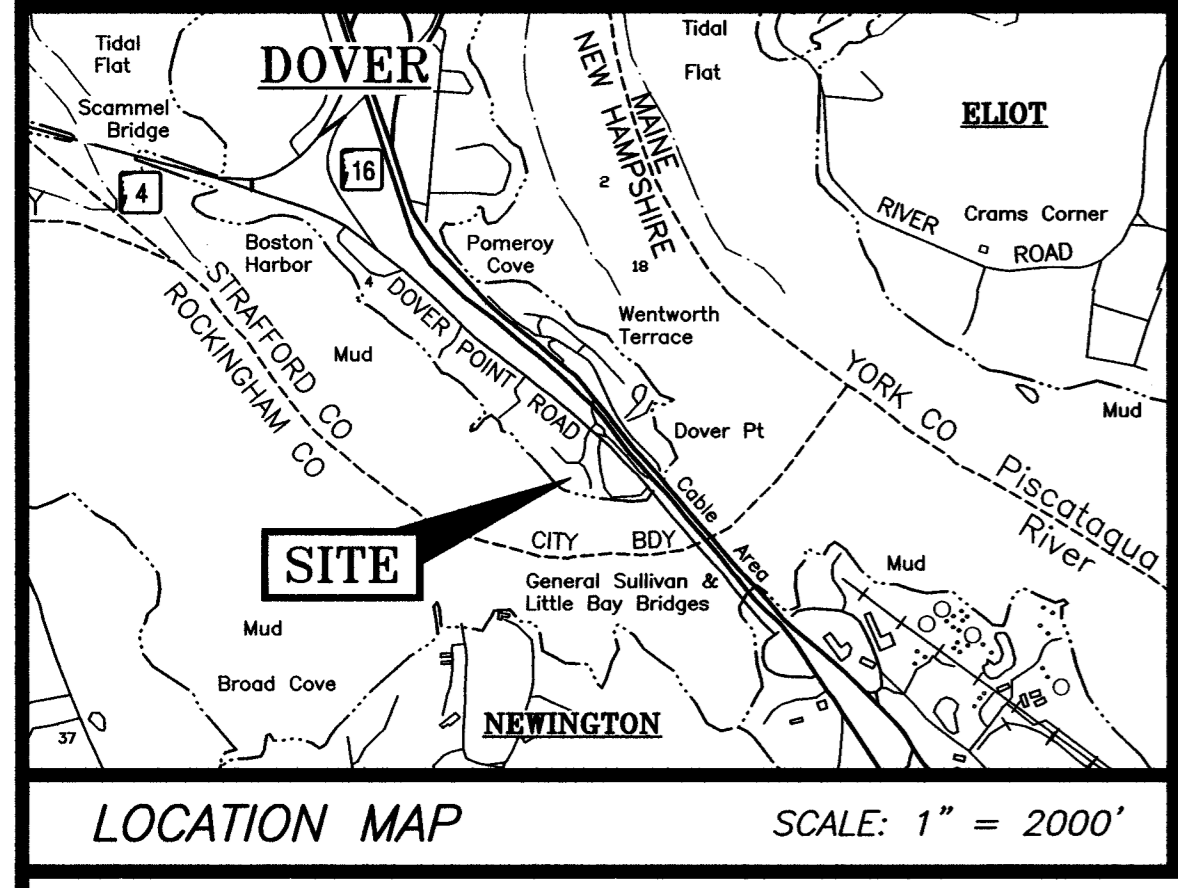
AUTHORIZATION TO ENTER SUBJECT PROPERTY

I hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: Revere Trust, Hough c/o ^{Rev Trust} Date: 10/18/13
Fred Citallo ^(spouse)

ABUTTER'S LIST
JN 2222
Denise F. Hoyt Attalla
16 Leighton Road, Dover NH

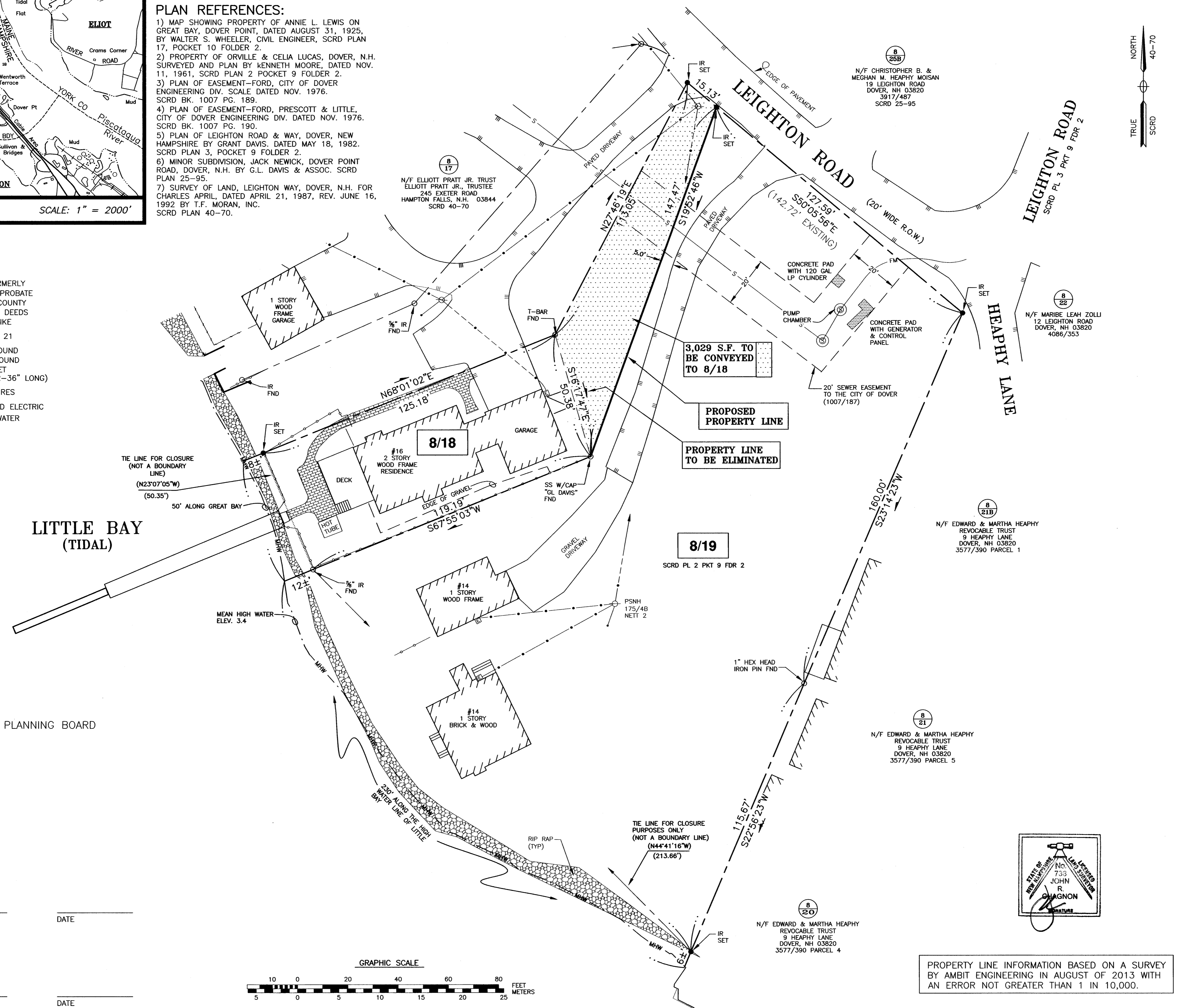
MAP	LOT	NAME(S)	PO BOX	STREET ADDRESS	CITY/STATE/ZIP
8	17	Elliot S. Pratt, Jr. Trustee of the Elliot S. Pratt, Jr. Revocable Trust		20 Leighton Road	Dover, NH 03820
8	20	Edward & Martha Heaphy Rev. Living Trust, Edward & Martha Heaphy, Trustees		9 Heaphy Lane	Dover, NH 03820
8	21	Same as Above			
8	21B	Same as Above			
8	22	Maribe Leah Zolli		12 Leighton Road	Dover, NH 03820
8	25B	Christopher B. Moisan & Meghan M. Heaphy Moisan		19 Leighton Road	Dover, NH 03820
	Engineer	Ambit Engineering, Inc. Civil Engineers & Land Surveyors		200 Griffin Road, Unit 3	Portsmouth, NH 03801
	Easement Holder	Dave White, PE City Engineer, Dover Community Services		271 Mast Road	Dover, NH 03820
	Applicant				
8	18	Denise F. Hoyt Attalla, Trustee of the Denise Frink Hoyt Attalla Revocable Trust		16 Leighton Road	Dover, NH 03820
	Applicant				
8	19	Ford Family Trust		51 Sherman Street	North Chelmsford, MA 01863



- PLAN REFERENCES:**
- 1) MAP SHOWING PROPERTY OF ANNIE L. LEWIS ON GREAT BAY, DOVER POINT, DATED AUGUST 31, 1925, BY WALTER S. WHEELER, CIVIL ENGINEER, SCRD PLAN 17, POCKET 10 FOLDER 2.
 - 2) PROPERTY OF ORVILLE & CELIA LUCAS, DOVER, N.H. SURVEYED AND PLAN BY KENNETH MOORE, DATED NOV. 11, 1961, SCRD PLAN 2 POCKET 9 FOLDER 2.
 - 3) PLAN OF EASEMENT-FORD, CITY OF DOVER ENGINEERING DIV. SCALE DATED NOV. 1976. SCRD BK. 1007 PG. 189.
 - 4) PLAN OF EASEMENT-FORD, PRESCOTT & LITTLE, CITY OF DOVER ENGINEERING DIV. DATED NOV. 1976. SCRD BK. 1007 PG. 190.
 - 5) PLAN OF LEIGHTON ROAD & WAY, DOVER, NEW HAMPSHIRE BY GRANT DAVIS. DATED MAY 18, 1982. SCRD PLAN 3, POCKET 9 FOLDER 2.
 - 6) MINOR SUBDIVISION, JACK NEWICK, DOVER POINT ROAD, DOVER, N.H. BY G.L. DAVIS & ASSOC. SCRD PLAN 25-95.
 - 7) SURVEY OF LAND, LEIGHTON WAY, DOVER, N.H. FOR CHARLES APRIL, DATED APRIL 21, 1987, REV. JUNE 16, 1992 BY T.F. MORAN, INC. SCRD PLAN 40-70.

LEGEND:

- N/F NOW OR FORMERLY
- RP RECORD OF PROBATE
- SCRD STRAFFORD COUNTY
- RR SPK RAILROAD SPIKE
- MAP 11/LOT 21
- IR FND IRON ROD FOUND
- IP FND IRON PIPE FOUND
- IR SET IRON ROD SET (5/8" REBAR-36" LONG)
- OVERHEAD WIRES
- - - UNDERGROUND ELECTRIC
- MHW MEAN HIGH WATER



AMBIT ENGINEERING, INC.
 Civil Engineers & Land Surveyors
 200 Griffin Road - Unit 3
 Portsmouth, N.H. 03801-7114
 Tel (603) 430-9282
 Fax (603) 436-2315

- NOTES:**
- 1) PARCELS ARE SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP 8 AS LOTS 18 & 19.
 - 2) OWNERS OF RECORD:
 - LOT 18
DENISE FRINK HOYT REVOCABLE TRUST
DENISE F. HOYT ATTALLA, TRUSTEE
16 LEIGHTON ROAD
DOVER, N.H. 03820
3825/15
 - LOT 19
FORD FAMILY REVOCABLE LIVING TRUST
RICHARD & ELEANOR FORD, TRUSTEES
51 SHERMAN STREET
NORTH CHELMSFORD, MA 01863
2111/327 (PARCEL 1)
 - 3) PARCELS ARE PARTIALLY IN FLOOD HAZARD ZONE AE (EL.7) AS SHOWN ON FIRM PANEL 33017C0405D, EFFECTIVE MAY 17, 2005.
 - 4) EXISTING LOT AREAS (TO MEAN HIGH WATER):

LOT 18: 6,571 ± S.F. 0.1508 ± AC.	LOT 19: 44,373 ± S.F. 1.0187 ± AC.
---	--

 PROPOSED LOT AREAS:

LOT 18: 9,600 ± S.F. 0.2204 ± AC.	LOT 19: 41,344 ± S.F. 0.9491 ± AC.
---	--
 - 5) PARCELS ARE LOCATED IN THE LOW DENSITY RESIDENTIAL R-20 DISTRICT.
 - 6) DIMENSIONAL REQUIREMENTS:
 MIN. LOT AREA: 20,000 S.F.
 FRONTAGE: 125 FEET
 SETBACKS:
 FRONT: AVERAGE NEIGHBORHOOD (5' MINIMUM)
 SIDE: 20 FEET
 REAR: 30 FEET
 LOT COVERAGE: 30%
 BUILDING HEIGHT: 35 FEET
 - 7) THE PURPOSE OF THIS PLAN IS TO SHOW A PROPOSED LOT LINE RELOCATION BETWEEN TAX MAP 8, LOT 18 & LOT 19.
 - 8) LOT 8/18 PARCEL 1 INCLUDES A RIGHT OF WAY USE OVER LAND NOW OR FORMERLY OF ANNIE LEWIS AND ANY RIGHT REMAINING TO THE WELL AND RIGHT OF WAY TO THE WELL AS SHOWN ON PLAN REFERENCE (SCRD PLAN 17 POCKET 10 FOLDER 2).
 - 9) LOT 8/19 IS SUBJECT TO THOSE REMAINING RIGHTS, IF ANY OF 8/18 TO THE RIGHT OF WAY TO THE WELL AND RIGHTS TO TWIN STATE GAS & ELECTRIC COMPANY TO MAINTAIN POLES.
 LOT 8/19 IS SUBJECT TO A 20' WIDE SEWER EASEMENT TO THE CITY OF DOVER. (SEE 1007/187 FOR DEED AND PLAN.) CITY SEWER LINE CROSSES AREA TO BE CONVEYED TO LOT 8/18.
 - 10) DATUM: NAVD 88 PER GPS.

NO.	DESCRIPTION	DATE
1	ISSUED FOR APPROVAL	10/18/13
0	ISSUED FOR COMMENT	9/23/13

LOT LINE RELOCATION PLAN
TAX MAP 8 - LOTS 18 & 19
 FOR
DENISE FRINK HOYT
REVOCABLE TRUST
 &
FORD FAMILY REVOCABLE
LIVING TRUST
 14 & 16 LEIGHTON ROAD
 CITY OF DOVER
 COUNTY OF STRAFFORD
 STATE OF NEW HAMPSHIRE

J:\JOB52\IN2200s\IN2222\2013_Survey\Plans & Specs\Site\2222\LR01.dwg, LLR PLAN 22534

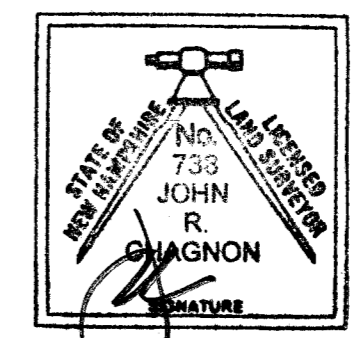
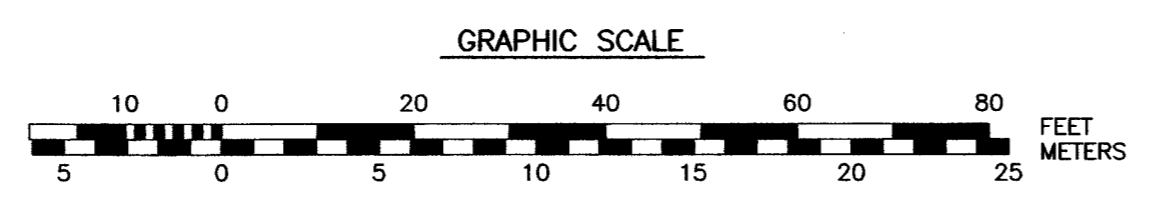
APPROVED BY THE DOVER PLANNING BOARD

OWNER'S SIGNATURE _____ DATE _____

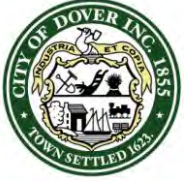
NAME _____

OWNER'S SIGNATURE _____ DATE _____

NAME _____



PROPERTY LINE INFORMATION BASED ON A SURVEY BY AMBIT ENGINEERING IN AUGUST OF 2013 WITH AN ERROR NOT GREATER THAN 1 IN 10,000.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P13-56

Application Type: Minor Lot Line Adjustment
Applicant(s): Patrick Murray
Owner(s): Patrick Murray
Location: 125 Sixth Street (Assessor's Map 35, Lots 59 & 59A)

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

LOTS/UNITS PROPOSED: None

AGENDA ITEM #: 4-C

ACREAGE: 4.96 Acres

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

EXISTING LAND USE: One single family house and one vacant lot

PROPOSED LAND USE: Same

SURROUNDING LAND USE: Single family residential

ZBA ACTION: N/A

ATTACHMENT: Lot Line Adjustment plan and application

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED: None

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has submitted plans to reconfigure the lot lines between two existing lots. 0.4 acres (17,622 square feet), which includes 16.74 feet of frontage on Sixth Street, will be transferred from Map 35, Lot 59 to Map 35, Lot 59A. There is no change in the number of lots.

Consistency with Land Use Regulations

Chapter 155-18 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board approve the application for the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signatures shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyors stamp and signature to the final plat.
4. The applicant shall revise the plat to add the Planning File number P13-56 to the title block.



City of Dover, New Hampshire MINOR LOT LINE ADJUSTMENT APPLICATION

[Revision Date: February 12, 2013]

Office Use Only	Project #:	<u>713-56</u>	Date Received:	_____
	Amount Paid:	<u>\$433.00</u>	Time Received:	<u>OCT 28 2013</u>

OX# 17152

APPLICANT INFORMATION

Name of Applicant: PATRICK MURRAY Telephone # _____

Address of Applicant: 17 HILLCREST DRIVE DOVER, NH 03820

FIRST PROPERTY OWNER AND PARCEL INFORMATION

Name of 1st Property Owner (if different from applicant): SAME Telephone # _____

Address of 1st Property Owner: _____

Address of Property: 125 SIXTH STREET DOVER NH 03820

Assessor's Map # 35 Lot(s) # 59

Property Deed: Book 3980 Page: 619

Zoning District(s) R-12 Overlay District(s) N/A

Size of Existing Parcel (sq. ft.): 34,958 Size of Proposed Parcel (sq. ft.): 17,336

SECOND PROPERTY OWNER AND PARCEL INFORMATION

Name of 2nd Property Owner (if different from applicant): SAME Telephone # _____

Address of 2nd Property Owner: _____

Address of Property: SIXTH STREET (VACANT)

Assessor's Map # 35 Lot(s) # 59A

Property Deed: Book 1768 Page: 742

Zoning District(s) R-12 Overlay District(s) N/A

Size of Existing Parcel (sq. ft.): 180,891 Size of Proposed Parcel (sq. ft.): 198,416

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

SURVEYOR INFORMATION

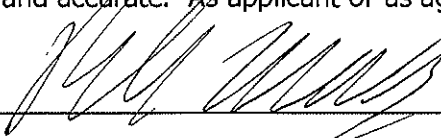
Name of Surveyor and Company (Licensed in N.H.) McEWEANEY SURVEY ASSOCIATES, INC.

Address 24 CHESTNUT STREET DOVER, NH 03820 Telephone #: 742-0911

Professional License #: KEVIN McEWEANEY #6661 E-mail address: Kevin@surveynh.com

SIGNATURES

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

Signature of First Property Owner:  Date: 10/25/17


Signature of Second Property Owner: SAME Date: _____

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

Signature of Agent: _____ Date: _____

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner:  Date: 10/25/17

ABUTTERS LIST
 for
LOT LINE ADJUSTMENT APPLICATION
 Tax Map 35, Lot 59 & 59A
 (updated 10/24/13)

<u>Tax Map / Lot#</u>	<u>Owner</u>	<u>Address</u>
35 / 59, 59A (locus) 35 / 56K, 36 / 23	Patrick Murray	17 Hillcrest Drive Dover, NH 03820
34 / 13C	Teresa J. & Brian R. Lunt	114 Sixth Street Dover, NH 03820
34 / 14	Mary L. Sapienza Cynthia A. Jobin	120 Sixth Street Dover, NH 03820
34 / 15	Andrew T. & Joie M. Townsend	122 Sixth Street Dover, NH 03820
34 / 16	Janet S. Iacobucci	124 Sixth Street Dover, NH 03820
34 / 17, 17A	Kara L. Evans	3 Autumn Street Dover, NH 03820
34 / 17B	Dennis & Lucie Callahan	1 Autumn Street Dover, NH 03820
34 / 18	Robert & Lorraine Dusingberre Kate D. Dusingberre	126 Sixth Street Dover, NH 03820
35 / 56A	Lena M. Clark	27 Hillcrest Drive Dover, NH 03820
35 / 56B	Gordon S. & Susan O. Smith	25 Hillcrest Drive Dover, NH 03820
35 / 56M	Robert E. & Marjorie S. Fisher	23 Hillcrest Drive Dover, NH 03820
35 / 56Q	Nancy J. Murray 1995 Trust Cambridge Trust Company	116 North Main Street Concord, NH 03301

ABUTTERS LIST
 for
LOT LINE ADJUSTMENT APPLICATION
 Tax Map 35, Lot 59 & 59A
 (updated 10/24/13)

Tax Map / Lot#	Owner	Address
35 / 56R, 56V	Susan E. Keenan Revocable Trust Susan E. Keenan, Trustee	31 Hillcrest Drive Dover, NH 03820
35 / 57	John F. Scruton	99 Sixth Street Dover, NH 03820
35 / 58	Bickford Family Revocable Trust of 2000 Linwood E., Jr. & Sandra Bickford, Trustees	119 Sixth Street Dover, NH 03820
35 / 58A	Braden J. MacDonald	117 Sixth Street Dover, NH 03820
36 / 61	Pamela & Wallace Gray	129 Sixth Street Dover, NH 03820
Surveyor:	McEneaney Survey Associates, Inc. Kevin McEneaney, LLS	24 Chestnut Street Dover, NH 03820

34/17C

Eileen M. Williams

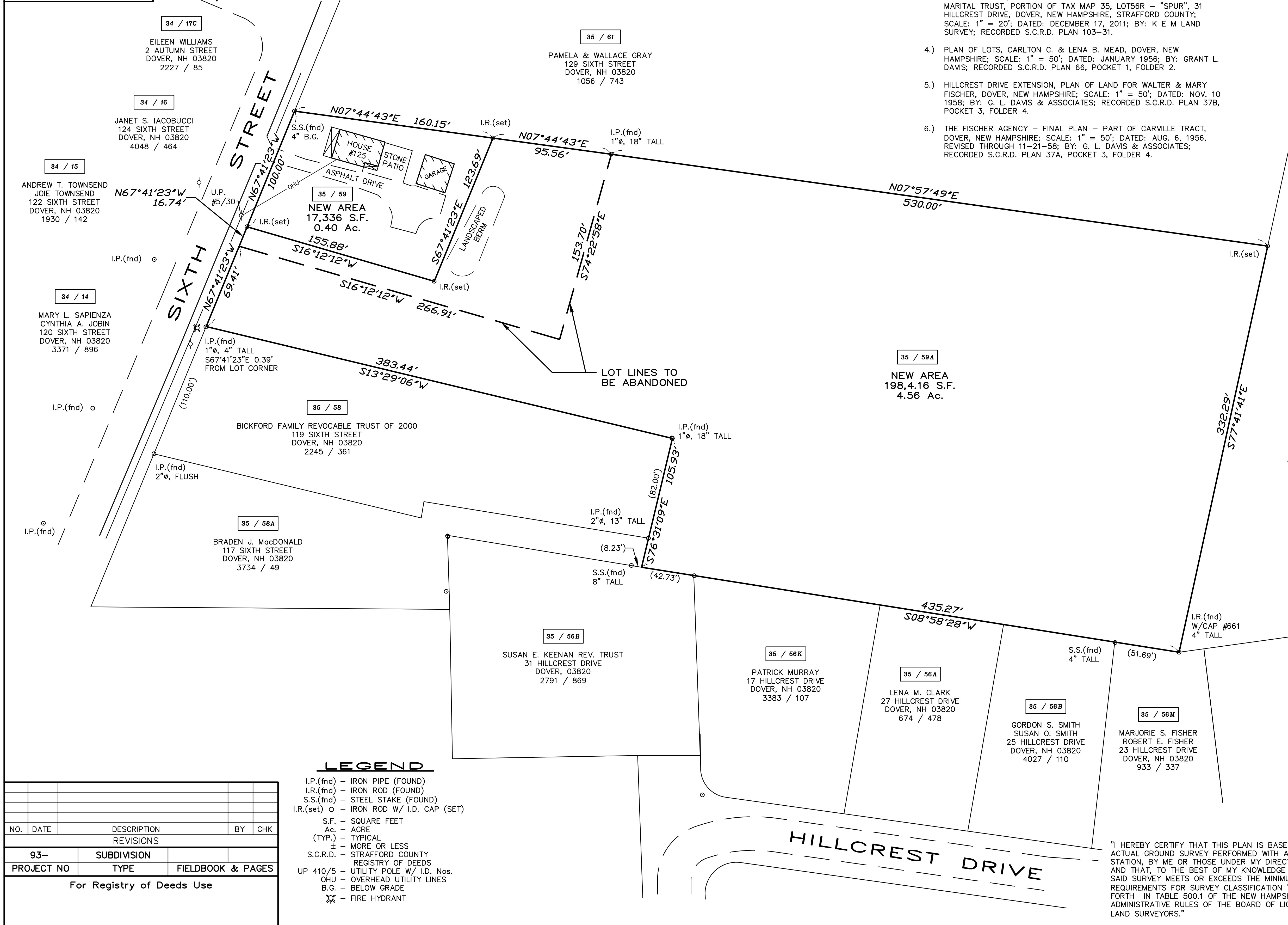
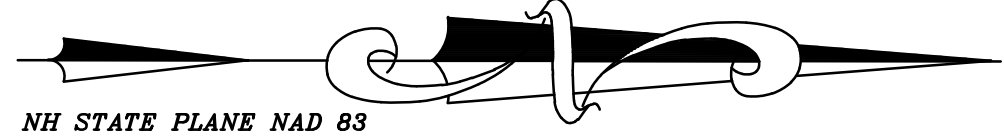
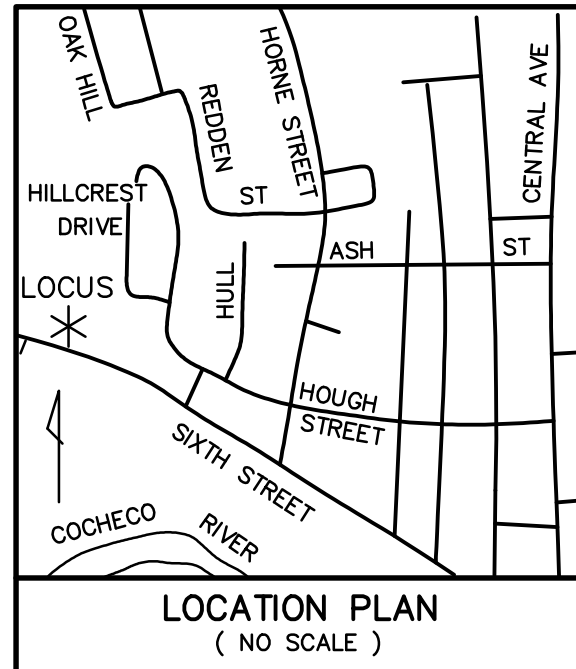
2 Autumn Street
Dover NH 03820

REFERENCE PLANS:

- 1.) PLAN OF LOT LINE ADJUSTMENTS PREPARED FOR PATRICK MURRAY AND HELEN AND SIDNEY PETERMAN, HILLCREST DRIVE, DOVER, NEW HAMPSHIRE; SCALE: 1" = 30'; DATED: JUNE 13, 1994; BY THIS OFFICE; RECORDED S.C.R.D. PLAN 44-65.
- 2.) LOT LINE ADJUSTMENT PLAN PREPARED FOR ROBERT & DOROTHY LEWIS AND PATRICK MURRAY, TAX MAP 36, LOT No.s 22 & 24, 16 WHITTIER STREET & 17 HILLCREST DR., CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE; SCALE: 1" = 100'; DATED: NOVEMBER 30, 2004 AND REVISED THROUGH 12/20/04; BY: THIS OFFICE; RECORDED S.C.R.D. PLAN 78-22.
- 3.) PLAN OF LAND FOR SUSAN E. KEENAN, TRUSTEE OF THE SUSAN E. KEENAN REVOCABLE TRUST, TAX MAP 35, LOT56V - LOT 13, PORTION OF TAX MAP 35, LOT56R - LOT 14 AND THE PHILIP E. KEENAN MARITAL TRUST, PORTION OF TAX MAP 35, LOT56R - "SPUR", 31 HILLCREST DRIVE, DOVER, NEW HAMPSHIRE, STRAFFORD COUNTY; SCALE: 1" = 20'; DATED: DECEMBER 17, 2011; BY: K E M LAND SURVEY; RECORDED S.C.R.D. PLAN 103-31.
- 4.) PLAN OF LOTS, CARLTON C. & LENA B. MEAD, DOVER, NEW HAMPSHIRE; SCALE: 1" = 50'; DATED: JANUARY 1956; BY: GRANT L. DAVIS; RECORDED S.C.R.D. PLAN 66, POCKET 1, FOLDER 2.
- 5.) HILLCREST DRIVE EXTENSION, PLAN OF LAND FOR WALTER & MARY FISCHER, DOVER, NEW HAMPSHIRE; SCALE: 1" = 50'; DATED: NOV. 10 1958; BY: G. L. DAVIS & ASSOCIATES; RECORDED S.C.R.D. PLAN 37B, POCKET 3, FOLDER 4.
- 6.) THE FISCHER AGENCY - FINAL PLAN - PART OF CARVILLE TRACT, DOVER, NEW HAMPSHIRE; SCALE: 1" = 50'; DATED: AUG. 6, 1956, REVISED THROUGH 11-21-58; BY: G. L. DAVIS & ASSOCIATES; RECORDED S.C.R.D. PLAN 37A, POCKET 3, FOLDER 4.

NOTES:

- 1.) OWNER OF RECORD:
PATRICK MURRAY
17 HILLCREST DRIVE
DOVER, NEW HAMPSHIRE 03820
S.C.R.D. VOL. 3980, PAGE 619
S.C.R.D. VOL. 1768, PAGE 742
S.C.R.D. VOL. 1726, PAGE 756
- 2.) 35 / 59 - DENOTES TAX MAP AND PARCEL NUMBER.
- 3.) ZONING DISTRICT IS R-12 (MEDIUM DENSITY RESIDENTIAL DISTRICT).
- 4.) ZONING DIMENSIONAL AND DENSITY REQUIREMENTS:
MINIMUM LOT SIZE = 12,000 S.F.
MINIMUM FRONTAGE = 100 FEET
MAXIMUM LOT COVERAGE = 30 PERCENT
MINIMUM BUILDING SETBACKS, PRINCIPAL:
FRONT (BUILD TO LINE) = NEIGHBORHOOD AVG. = 37'
SIDE = 10
REAR = 10 FEET
MINIMUM BUILDING SETBACKS, ACCESSORY:
FRONT / ABUT A STREET = NEIGHBORHOOD AVG.
SIDE = 10 FEET
REAR = 10 FEET
MAXIMUM BUILDING HEIGHT = 35 FEET
- 5.) PLAN INTENT: TO ADJUST THE LOT LINES BETWEEN PARCELS 35/59 AND 35/59A AS SHOWN.
- 6.) PARCEL AREAS:
PARCEL ORIGINAL NEW
35/59 34,958 S.F. 17,336 S.F.
35/59A 180,891 S.F. 198,416 S.F.
- 7.) THE SUBJECT PARCEL IS LOCATED WITHIN AREAS DETERMINED TO BE OUTSIDE THE 0.2 PERCENT ANNUAL CHANCE FLOODPLAIN AS SHOWN ON FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 330145; PANEL 0310; SUFFIX D; MAP NUMBER 33017C0310D; EFFECTIVE DATE MAY 17, 2005.
- 8.) BASIS OF BEARING AND COORDINATE SYSTEM ARE NH STATE PLANE NAD 83, BASED ON GPS SURVEY.
- 9.) A DIGITAL DXF COPY OF THE APPROVED PLAN WILL BE PROVIDED TO CITY OF DOVER PLANNING DEPARTMENT UPON FINAL APPROVAL.
- 10.) STREET ADDRESSES FOR EACH LOT SHALL BE ASSIGNED BY THE BUILDING INSPECTOR AT THE TIME OF ISSUANCE OF A BUILDING PERMIT. EXISTING HOUSE ADDRESS IS 125 SIXTH STREET.
- 11.) PRIOR TO ANY EARTH DISTURBING ACTIVITY CONTACT DIGSAFE AT 1-888-344-7233.



NO.	DATE	DESCRIPTION	BY	CHK
REVISIONS				
93-		SUBDIVISION		
PROJECT NO	TYPE	FIELDBOOK & PAGES		
For Registry of Deeds Use				

LEGEND

- I.P.(fnd) - IRON PIPE (FOUND)
- I.R.(fnd) - IRON ROD (FOUND)
- S.S.(fnd) - STEEL STAKE (FOUND)
- I.R.(set) o - IRON ROD W/ I.D. CAP (SET)
- S.F. - SQUARE FEET
- Ac. - ACRE
- (TYP.) - TYPICAL
- ± - MORE OR LESS
- S.C.R.D. - STRAFFORD COUNTY REGISTRY OF DEEDS
- UP 410/5 - UTILITY POLE W/ I.D. Nos.
- OHU - OVERHEAD UTILITY LINES
- B.G. - BELOW GRADE
- ⊗ - FIRE HYDRANT

LOT LINE ADJUSTMENT PLAN
PREPARED FOR
PATRICK MURRAY
TAX MAP 35, LOT No.s 59 & 59A
SIXTH STREET
CITY OF DOVER
COUNTY OF STRAFFORD
STATE OF NEW HAMPSHIRE

DRAWN BY: R/JM FILE: C:\> \\
SCALE: 1" = 40' DATE: JANUARY 2009

No. 661
KEVIN M. McNEANEY
SURVEYOR

M

S

A

Survey Associates, inc.

P.O. Box 681 - 24 CHESTNUT STREET
DOVER, NH 03820 (603) 742-0911

SURVEYING - PLANNING - CONSULTING

"I HEREBY CERTIFY THAT THIS PLAN IS BASED ON AN ACTUAL GROUND SURVEY PERFORMED WITH A TOTAL STATION, BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, SAID SURVEY MEETS OR EXCEEDS THE MINIMUM PRECISION REQUIREMENTS FOR SURVEY CLASSIFICATION "U" AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS."



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P13-57

Application Type: Minor Lot Line Adjustment
Applicant(s): CJM Durham, LLC
Owner(s): CJM Durham, LLC & Fastdogs Realty, LLC
Location: 420 Sixth Street, County Farm Road and 432 Sixth Street (Assessor's Map E, Lots 31, 32 & 32-5)

INTENT: To adjust the lot lines between three existing lots, with the end result being a reduction to two lots.

LOTS/UNITS PROPOSED: None

AGENDA ITEM #: 4-D

ACREAGE: 26.23 Acres

ZONING DISTRICT: Executive
Technology Park District (ETP)

EXISTING LAND USE: One lot with a kennel and single family house, one lot with a single family house and one vacant lot

PROPOSED LAND USE: Same

SURROUNDING LAND USE: Single family residential, offices, industrial uses, and nursing home

ZBA ACTION: N/A

ATTACHMENT: Lot Line Adjustment plan and application

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED: None

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has submitted plans to reconfigure the lot lines between three existing lots. 5.25 acres will be transferred from Map E, Lot 32-5 to Map E, Lot 32. The remainder of Map E, Lot 32-5 will be combined with Map E, Lot 31 to create an 18.98 acre lot.

Consistency with Land Use Regulations

Chapter 155-18 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board approve the application for the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signatures shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyors stamp and signature to the final plat.
4. The applicant shall revise the plat to add the Planning File number P13-57 to the title block.



City of Dover, New Hampshire MINOR LOT LINE ADJUSTMENT APPLICATION

[Revision Date: February 12, 2013]

Office Use Only	Project #:	<u>P13-57</u>	Date Received:	_____
	Amount Paid:	<u>\$433.00</u> <u>City 1155</u>	Time Received:	<u>OCT 28 2013</u>

APPLICANT INFORMATION

Name of Applicant: CJM Durham, LLC Telephone # 674-3583

Address of Applicant: 24 Surrey Lane, Durham, NH 03824

FIRST PROPERTY OWNER AND PARCEL INFORMATION

Name of 1st Property Owner (if different from applicant): same Telephone # _____

Address of 1st Property Owner: _____

Address of Property: Sixth Street and County Farm Road (vacant)

Assessor's Map # E Lot(s) # 31
E 32-5

Property Deed: Book 2397 Page: 340
2397 347

Zoning District(s) ETP Overlay District(s) Wetland Conservation

Size of Existing Parcel (sq. ft.): 435,600 Size of Proposed Parcel (sq. ft.): 826,769
(remainder Lot 32-5 combined with Lot 31)

SECOND PROPERTY OWNER AND PARCEL INFORMATION

Name of 2nd Property Owner (if different from applicant): Fastdogs Realty LLC Telephone # 842-4117

Address of 2nd Property Owner: 23 Browning Drive, Dover, NH 03820

Address of Property: 432 Sixth Street

Assessor's Map # E Lot(s) # 32

Property Deed: Book 3851 Page: 861

Zoning District(s) ETP Overlay District(s) None

Size of Existing Parcel (sq. ft.): 87,120 Size of Proposed Parcel (sq. ft.): 228,681

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

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Kevin McEneaney
McEneaney Survey Associates, Inc.

Address P.O. Box 681, Dover, NH Telephone #: 742-0911

Professional License #: 661 E-mail address: msa@surveynh.com

SIGNATURES

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

Signature of First Property Owner: Janice W Poole Date: 10-28-13

Signature of Second Property Owner: [Signature] Date: 10.28.13

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

Signature of Agent: _____ Date: _____

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: Janice W Poole Date: 10-28-13

CJM DURHAM, LLC ABUTTERS

TAX MAP	LOT NO.	OWNER NAME AND ADDRESS	DEED REFERENCE (Book/Page)
D	12	Elmer, Jr. & Beulah Eldridge Revocable Trust 447 Sixth Street, Dover, NH 03820	3596/748
D	13-1 13-5	Cramer Fabrics, Inc. 20 Venture Drive, Dover, NH 03820	1694/733 1694/733
D	13-2	17 Production Drive, LLC 17 Production Drive, Dover, NH 03820	2396/56
B	1K	Sheila B. & Douglas M. Madsen 25 County Farm Road, Dover, NH 03820	3104/908
B	1L	Lindsay Perret 31 County Farm Road, Dover, NH 03820	3523/253
B	1M	Clark Family Revocable Trust 17 County Farm Road, Dover, NH 03820	2323/172
B	1 1N	Andrew O. & Otis E. Perry 92 Coffeetown Road, Deerfield, NH 03037	3613/698 3630/280
E	27B 27C 27D	171 Watson Road of Dover Holding Corp. P.O. Box 1217, Dover, NH 03821	2938/889 3699/79 2938/892
E	28	Christine E. & Michael C. Castaldo 12 Education Way, Dover, NH 03820	3435/145
E	29	Karen Caswell 410 Sixth Street, Dover, NH 03820	2761/63
E	31 32-5	CJM Durham, LLC 24 Surrey Lane, Durham, NH 03824	2397/340 2397/347
E	32	Fastdogs Realty, LLC 23 Browning Drive, Dover, NH 03820	3851/861
E	32-4	SGI Realty, LLC 150 Garrison Road, Dover, NH 03820	3667/823

E

33

Measured Progress, Inc.
P.O. Box 1217, Dover, NH 03821

2308/378

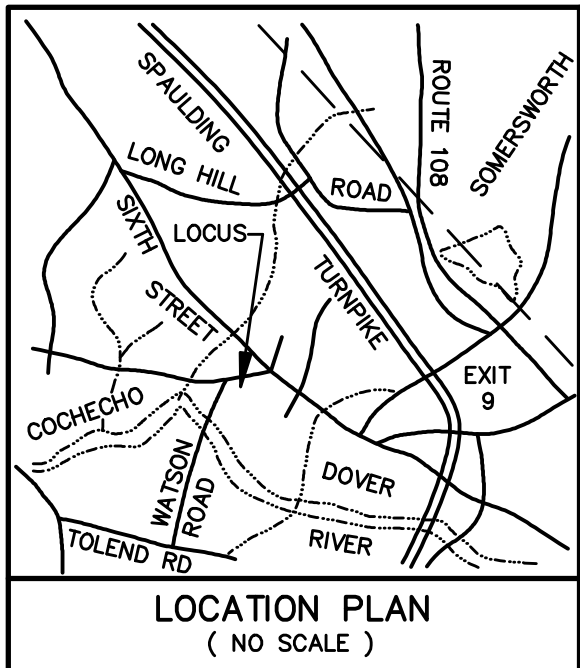
Engineer: Dana C. Lynch, P.E.
Civilworks, Inc.
P.O. Box 1166, Dover, NH 03821

Surveyor: Kevin McEneaney, LLS
McEneaney Survey Associates, Inc.
P.O. Box 681, Dover, NH 03821

Soil Scientists: Steven D. Riker, CWS
Sandpiper Environmental Services, LLC
P.O. Box 1634, Dover, NH 03821

James H. Long, CWS, CSS
N.H. Soil Consultants, Inc.
12 Caverno Drive, Lee, NH 03861

Mark C. West, CWS
West Environmental, Inc.
48 Stevens Hill Road, Nottingham, NH 03290



NOTES:

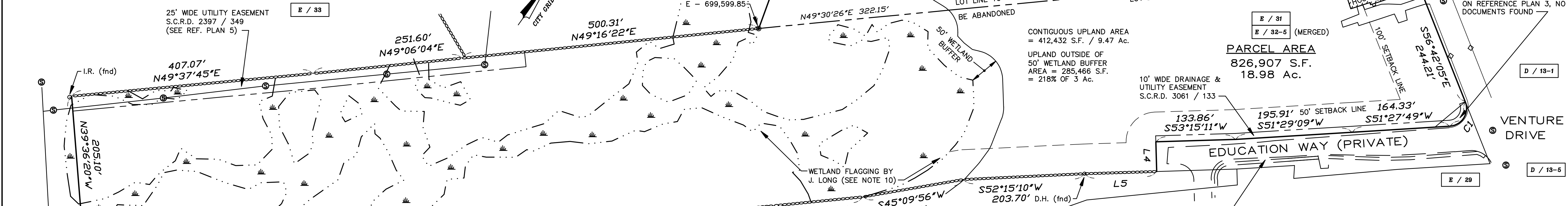
- OWNERS OF RECORD:
 - E / 31 CJM DURHAM, LLC
24 SURREY LANE
DURHAM, NEW HAMPSHIRE 03824
S.C.R.D. VOL. 2397, PAGE 340
 - E / 32-5 CJM DURHAM, LLC
24 SURREY LANE
DURHAM, NEW HAMPSHIRE 03824
S.C.R.D. VOL. 2397, PAGE 347
 - E / 32 FASTDOGS REALTY, LLC
23 BROWNING DRIVE
DOVER, NEW HAMPSHIRE 03820
S.C.R.D. VOL. 3851, PAGE 861
- E / 31 - DENOTES TAX MAP AND PARCEL NUMBER.
- ZONING DISTRICT IS ETP (EXECUTIVE AND TECHNOLOGY PARK)
- ZONING DISTRICT REQUIREMENTS:
 - MINIMUM LOT SIZE = 3 ACRES
 - MINIMUM FRONTAGE = 0 FEET
 - * BUILDING SETBACK REQUIREMENTS:
 - FRONT (EXISTING) = 50 FEET
 - FRONT (NEW) = 100 FEET
 - SIDE = 50 FEET
 - REAR = 50 FEET
 - MAXIMUM LOT COVERAGE = 33 PERCENT
 - MAXIMUM BUILDING HEIGHT = 55 FEET
- PLAN INTENT: TO ADJUST THE BOUNDARY LINES BETWEEN PARCEL E / 32 AND E / 32-5 AS SHOWN, TRACT "A" (5.25 ACRES) IS TO BE ADDED TO PARCEL E / 32. PARCEL E / 32 IS PRESENTLY DEVELOPED AS SHOWN ON REFERENCE PLAN 5. ADDITIONALLY, TO FURTHER COMBINE THE REMAINDER OF PARCEL E / 32-5 AND PARCEL E / 31 AS SHOWN. PARCELS ARE TO BE SERVICED BY MUNICIPAL SEWER AND WATER. ALL PROPOSED LOTS CONTAIN A MINIMUM OF 3 ACRES OF CONTIGUOUS UPLANDS, WITH 60 PERCENT (78,408 S.F.) UPLAND OUTSIDE OF THE 50 FOOT WETLAND BUFFER.
- PARCEL AREAS:

PARCEL	EXISTING	PROPOSED
E / 31	14.23 ACRES	18.98 ACRES
E / 32	2.00 ACRES	7.25 ACRES
E / 32-5	10.00 ACRES	(MERGED WITH E / 31)
- THE SUBJECT PARCEL IS LOCATED WITHIN AREAS DETERMINED TO BE OUTSIDE THE 0.2 PERCENT ANNUAL CHANCE FLOODPLAIN AS SHOWN ON FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 330145; PANEL 0310; SUFFIX D; MAP NUMBER 33017C0310D; EFFECTIVE DATE MAY 17, 2005.

LEGEND

- I.P. (fnd) - IRON PIPE (FOUND)
- I.R. (fnd) - IRON ROD (FOUND)
- D.H. (fnd) - DRILL HOLE (FOUND)
- I.R. (set) - IRON ROD W/ I.D. CAP (SET)
- - EDGE OF PAVEMENT
- - CURBING LINE
- - STONEWALL
- - EDGE OF WETLAND
- - WETLAND
- A1 - WETLAND I.D. FLAG
- S.F. - SQUARE FEET
- Ac. - ACRE
- (TYP.) - TYPICAL
- ± - MORE OR LESS
- S.C.R.D. - STRAFFORD COUNTY REGISTRY OF DEEDS
- UP 410/5 - UTILITY POLE W/ I.D. Nos.
- ⊙ - SEWER MANHOLE
- ⊙ - FIRE HYDRANT
- - CATCH BASIN

- BASIS OF BEARING IS THE CITY OF DOVER GIS SYSTEM STATIONS TR390 AND TR391A WHICH WERE USED TO DETERMINE LOCATION, ORIENTATION AND VERTICAL DATUM.
- A DIGITAL DXF COPY OF THE APPROVED PLAN WILL BE PROVIDED TO CITY OF DOVER PLANNING DEPARTMENT UPON FINAL APPROVAL.
- WETLANDS SHOWN WERE DELINEATED IN ACCORDANCE WITH THE 1987 CORPS. OF ENGINEERS WETLANDS DELINEATION MANUAL, AND LOCATED BY SURVEYS PERFORMED BY MCENEANEY SURVEY ASSOCIATES, INC., BY: STEVEN D. RIKER; CWS No. 219; SANDPIPER ENVIRONMENTAL SERVICES, LLC; FLAGGED ON SEPT. 3, 2013. LOCATED OCTOBER 2013.
- JAMES H. LONG, C.W.S. No. 007. FLAGGED ON JUNE 29 AND SEPTEMBER 15, 2005. LOCATED OCTOBER 2005.
- MARK WEST, C.W.S. No. 010 FLAGGED DURING AUGUST 2007 AND DECEMBER 2007. LOCATED AUGUST, 2007 AND DECEMBER 2007.
- STREET ADDRESSES FOR EACH LOT SHALL BE ASSIGNED BY THE BUILDING INSPECTOR AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
- THE 25 FOOT WIDE EASEMENT IN FAVOR OF PARCEL E / 32-4 AS SHOWN ON REFERENCE PLAN 2 HAS BEEN RELEASED PER S.C.R.D. BOOK 2397, PAGE 344.



No.	Bearing	Distance
L1	N73°33'24"E	45.21'
L2	S55°53'52"E	122.85'
L3	S53°15'11"W	101.81'
L4	S36°44'49"E	50.00'
L5	S53°15'11"W	121.40'
L6	S53°58'51"W	85.26'
L7	S59°36'16"W	119.48'
L8	S46°12'03"W	60.51'

REFERENCE PLANS:

- MINOR SUBDIVISION PREPARED FOR KEVIN KELLEY - DOVER, NEW HAMPSHIRE. SCALE: 1" = 100'; DATED: APRIL 1, 1988; BY THIS OFFICE. RECORDED S.C.R.D. PLAN 34A-38.
- MINOR SUBDIVISION OF LAND PREPARED FOR TRELIA ASSOCIATES, TAX MAP E, LOT No. 32, SIXTH STREET & COUNTY FARM ROAD, CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE. SCALE: 1" = 50'; DATED: AUGUST 29, 2001, REVISED THROUGH 10/9/01; BY THIS OFFICE. RECORDED S.C.R.D. PLAN 63-65.
- BOUNDARY LINE ADJUSTMENT PLAN 171 WATSON ROAD OF DOVER HOLDING CORPORATION AND CJM DURHAM, LLC, SIXTH STREET, DOVER, NEW HAMPSHIRE. SCALE: 1" = 200'; DATED: JUNE 8, 2004, REVISED THROUGH 8/2/04; BY: TRITECH ENGINEERING CORP. RECORDED S.C.R.D. PLAN 76-56 & 76-57.
- AS-BUILT PLAN FOR FASTDOGS REALTY, LLC (TAX MAP E, LOT 32), SIXTH STREET, DOVER, NEW HAMPSHIRE. SCALE: 1" = 30'; DATED: AUGUST 10, 2011; BY: DOUCET SURVEY, INC. NOT RECORDED.
- AS-BUILT SITE PLAN OF "WATSON FIELDS" PREPARED FOR SGI REALTY, LLC, TAX MAP E, LOT No. 32-4, WATSON & COUNTY FARM ROADS, DOVER, STRAFFORD COUNTY, NEW HAMPSHIRE. SCALE: 1" = 50'; DATED: OCTOBER 2009, REVISED THROUGH 3/5/10; BY THIS OFFICE. NOT RECORDED.

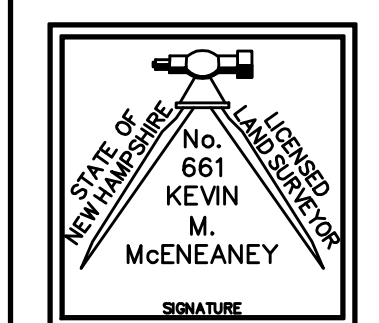
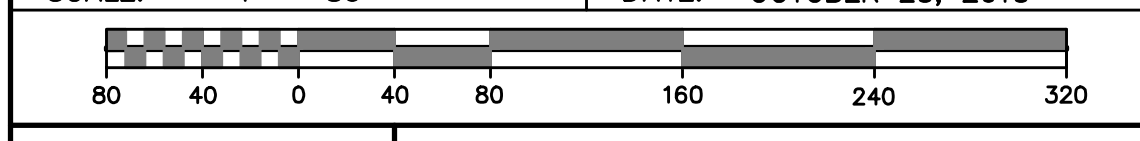
LIST OF ABUTTERS

MAP / LOT	OWNER ADDRESS	BOOK/PAGE	MAP / LOT	OWNER ADDRESS	BOOK/PAGE
D / 12	Elmer, Jr. & Beulah Eldridge Revocable Trust 447 Sixth Street, Dover, NH 03820	3596/748	B / 1	Andrew O. & Otis E. Perry 92 Coffeetown Road Deerfield, NH 03037	3613/698
D / 18-1	Cramer Fabrics, Inc. 20 Venture Drive Dover, NH 03820	1694/733	E / 27B	171 Watson Road of Dover Holding Corp. P.O. Box 1217 Dover, NH 03821	2938/889
D / 18-5	Cramer Fabrics, Inc. 20 Venture Drive Dover, NH 03820	1694/733	E / 27C	171 Watson Road of Dover Holding Corp. P.O. Box 1217 Dover, NH 03821	3699/79
D / 18-2	17 Production Drive, LLC 17 Production Drive Dover, NH 03820	2396/56	E / 27D	171 Watson Road of Dover Holding Corp. P.O. Box 1217 Dover, NH 03821	2938/892
B / 1K	Sheila B. & Douglas M. Madsen 25 County Farm Road Dover, NH 03820	3104/908	E / 28	Christine E. & Michael C. Castaldo 12 Education Way Dover, NH 03820	3435/145
B / 1L	Lindsay Perret 31 County Farm Road Dover, NH 03820	3523/253	E / 29	Karen Caswell 410 Sixth Street Dover, NH 03820	2761/63
B / 1M	Clark Family Revocable Trust 17 County Farm Road Dover, NH 03820	2323/172	E / 32-4	SGI Realty, LLC 150 Garrison Road Dover, NH 03820	3667/823
			E / 33	Measured Progress, Inc. P.O. Box 1217 Dover, NH 03821	2308/378

No.	Central Angle	Radius	Arc Length	Chord Length	Chord Bearing
C1	108°09'54"	30.00	56.64	48.59	S02°37'08"E

LOT LINE ADJUSTMENT PLAN
PREPARED FOR
CJM DURHAM, LLC
AND
FASTDOGS REALTY, LLC
TAX MAP E, LOT Nos. 31, 32 & 32-5
SIXTH STREET & COUNTY FARM ROAD
CITY OF DOVER
COUNTY OF STRAFFORD
STATE OF NEW HAMPSHIRE

DOVER PLANNING FILE No. P 13-____
DRAWN BY: RJM FILE: VR CP\1285\13-1285 2013
SCALE: 1" = 80' DATE: OCTOBER 23, 2013

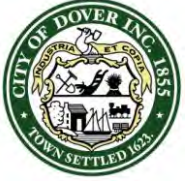


McEaney
Survey
Associates, inc.

P.O. Box 681 - 24 CHESTNUT STREET
DOVER, NH 03820 (603) 742-0911

SURVEYING - PLANNING - CONSULTING

"I HEREBY CERTIFY THAT THIS PLAN IS BASED ON AN ACTUAL GROUND SURVEY PERFORMED WITH A TOTAL STATION, BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, SAID SURVEY MEETS OR EXCEEDS THE MINIMUM PRECISION REQUIREMENTS FOR SURVEY CLASSIFICATION "U" AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS."



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P13-59

Application Type: Conditional Use Permit for Reduced Parking
Applicant: Field & Foster Corp.
Owner: Field & Foster Corp.
Location: 459 Central Avenue (Assessor's Map E, Lot 42)

INTENT: To obtain a Conditional Use Permit to allow for a reduction in the number of required parking spaces from 36 to 23 (17 on-site and 6 spaces leased from the City), based on the proposed 18 multi-family dwelling units.

LOTS/UNITS PROPOSED: 18 multi-family units

AGENDA ITEM #: 4-E

ACREAGE: 0.32 Acres

ZONING DISTRICT: Central Business District (CBD)

EXISTING LAND USE: 19 Hotel Suites and parking lot

PROPOSED LAND USE: 18 multi-family units

SURROUNDING LAND USE: Multi-family residential, restaurants, offices, hotel, and retail uses

ZBA ACTION: N/A

ATTACHMENTS: Conditional Use Permit application and narrative

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:

- City of Dover Conditional Use Permit

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has applied for a Conditional Use Permit per Chapter 170-44-I, to reduce the number of parking spaces from the 36 required to 23 parking spaces.

Consistency with Land Use Regulations

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

The applicant has submitted a narrative and sample lease agreements that limit the tenants to one parking space for the 3 one bedroom units and 12 studio units and to two parking spaces for the 3 two bedroom units. The Dover Parking Manager has submitted a memo indicating that the applicant will be able to lease six on-street parking spaces on Chapel Street for a five year term.

STAFF RECOMMENDATION:

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

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

1. The Site Plan for the change of use must be approved.
2. The provisions limiting the number of parking spaces based on the type of unit shall be incorporated into the lease agreements signed by each tenant.
3. The applicant shall submit proof that parking permits for six parking spaces have been obtained from the Dover Parking Manager for on-street parking on Chapel Street for a five year term.
4. A formal agreement between the Planning Board and the applicant shall be prepared and recorded at the Strafford County Registry of Deeds.



City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: May 16, 2013]

Office Use Only	Project #: <u>713-59</u>	Date Received: _____
	Amount Paid: <u>\$1607.50</u>	Time Received: <u>OCT 28 2013</u>

APPLICANT AND OWNER INFORMATION

Name of Applicant: Field & Foster Corp. Telephone # 207-363-3850
 Address of Applicant: 481 Central Ave Dover, NH 03820
 E-Mail Address: office@stugeneck.com
 Name of Property Owner (if different from applicant): _____ Telephone # _____
 Address of Property Owner: PO Box 70 York Harbor, ME 03911

PROPERTY INFORMATION

Assessor's Map # 3-42 Lot(s) # 1
 Zoning District(s) CBD Overlay District(s) _____
 Existing Use of Property: Commercial

CONDITIONAL USE PERMIT INFORMATION

Type of Conditional Use Permit (Check All That Apply):

- | | | |
|--|--|--|
| <input type="checkbox"/> Conservation District | <input type="checkbox"/> RCM Use Overlay District | <input type="checkbox"/> I-1 District Uses |
| <input type="checkbox"/> Groundwater Protection | <input checked="" type="checkbox"/> Off-Street Parking and Loading | |
| <input type="checkbox"/> Wetland Protection District | <input type="checkbox"/> Wetland Protection | |

Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:

Convert Suites to Residential Apartments.
City requires more parking spaces to accommodate Residential
Apartments than we have available on our property.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: _____

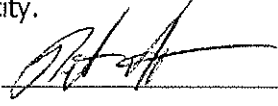
Name of Professional That Prepared Plans: _____

Address _____ Telephone #: _____

Professional License #: _____ E-mail address: _____

SIGNATURES

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

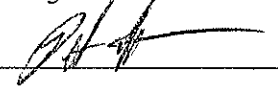
Signature of Property Owner:  _____ Date: 10/21/13

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

Signature of Agent: _____ Date: _____

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I, and my successors, hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner:  _____ Date: 10/21/13

Field & Foster Corp
P.O. Box 70
York Harbor ME 03911

Field & Foster Corp
P.O. Box 70
York Harbor ME 03911

Field & Foster Corp
P.O. Box 70
York Harbor ME 03911

8 Chapel St LLC
P.O. Box 241
Stratham NH 03885-0241

8 Chapel St LLC
P.O. Box 241
Stratham NH 03885-0241

8 Chapel St LLC
P.O. Box 241
Stratham NH 03885-0241

Cocheco Mills Holdings LLC
3 Penstock Way
Newmarket NH 03857

Cocheco Mills Holdings LLC
3 Penstock Way
Newmarket NH 03857

Cocheco Mills Holdings LLC
3 Penstock Way
Newmarket NH 03857

Jules Moreau
12 Chapel Street
Dover NH 03820

Jules Moreau
12 Chapel Street
Dover NH 03820

Jules Moreau
12 Chapel Street
Dover NH 03820

Jonathan Giegengack
60 Wibird Street
Portsmouth NH 03801

Jonathan Giegengack
60 Wibird Street
Portsmouth NH 03801

Jonathan Giegengack
60 Wibird Street
Portsmouth NH 03801

Ash Street Realty Trust
20 Stonegate Lane
Wolfeboro NH 03894

Ash Street Realty Trust
20 Stonegate Lane
Wolfeboro NH 03894

Ash Street Realty Trust
20 Stonegate Lane
Wolfeboro NH 03894

Donna Sgrignuoli
22 Tolend Road Ext
Dover NH 03820

Donna Sgrignuoli
22 Tolend Road Ext
Dover NH 03820

Donna Sgrignuoli
22 Tolend Road Ext
Dover NH 03820

Petra J. Barstow
528 Dennett Street
Portsmouth NH 03801

Petra J. Barstow
528 Dennett Street
Portsmouth NH 03801

Petra J. Barstow
528 Dennett Street
Portsmouth NH 03801

Moreau R & D Trustees
90 Portland Avenue
Dover NH 03820

Moreau R & D Trustees
90 Portland Avenue
Dover NH 03820

Moreau R & D Trustees
90 Portland Avenue
Dover NH 03820

John W. Sullivan
14 N Street
Hampton NH 03842

John W. Sullivan
14 N Street
Hampton NH 03842

John W. Sullivan
14 N Street
Hampton NH 03842

Sojourn Property Management
750 Exeter Road
Hampton NH 03842

Sojourn Property Management
750 Exeter Road
Hampton NH 03842

Sojourn Property Management
750 Exeter Road
Hampton NH 03842

Phofolos Family Revocable Trust of
2001
136 Broadway
Dover NH 03820

Phofolos Family Revocable Trust of
2001
136 Broadway
Dover NH 03820

Phofolos Family Revocable Trust of
2001
136 Broadway
Dover NH 03820

Big T Realty Inc
161 Clement Road
Rollinsford NH 03869

Big T Realty Inc
161 Clement Road
Rollinsford NH 03869

Big T Realty Inc
161 Clement Road
Rollinsford NH 03869

Pillar Investment Corp
340 Central Avenue #202
Dover NH 03820

Pillar Investment Corp
340 Central Avenue #202
Dover NH 03820

Pillar Investment Corp
340 Central Avenue #202
Dover NH 03820

Bramford Investment Co LLC
466 Central Avenue Suite 12
Dover NH 03820

Bramford Investment Co LLC
466 Central Avenue Suite 12
Dover NH 03820

Bramford Investment Co LLC
466 Central Avenue Suite 12
Dover NH 03820

Dover Housing Authority
62 Whittier Street
Dover NH 03820

Dover Housing Authority
62 Whittier Street
Dover NH 03820

Dover Housing Authority
62 Whittier Street
Dover NH 03820

P13-59

November 7, 2013

NOV 07 2013

Field & Foster Corporation
481 Central Avenue
Dover, NH 03820

Re. Parking Restrictions

Planning Board Members,

Supplemental to the narrative submitted with the Change Of Use permit application & Conditional Use permit application for 459 Central Avenue this document is intended to further clarify how we intend to restrict tenant parking based on unit size and lease restrictions. Twelve of our eighteen units are open concept studio style that range in size from 400 square feet and do not exceed 575 square feet. We do not see the possibility of these small spaces being conducive for more than one person to live in.

Three of our eighteen units are single bedroom with an attached open concept living/dining area with a total living area no larger than 675 square feet. Again, we do not see these spaces being conducive for more than one person to live in.

The remaining three units in our building have two bedrooms and range in size from 900 square feet and do not exceed 1,200 square feet. We expect two people to occupy these units and have accounted for such occupancy in our total proposed parking availability.

To further ensure tenant compliance with parking regulations parking permits will be issued upon lease signing. Open concept and one bedroom units will be issued 1 parking permit per lease, and two bedroom units will be issued 2 parking permits per lease. Lessees will also acknowledge via lease initialing parking restrictions as put forth in the lease document (see attached).

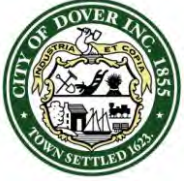
Lastly, there is an abundance of on-street parking available for visitors and guests to utilize located on Central Ave. directly in front of 459 Central Ave.

Thank you for your time and consideration.

Respectfully,



Peter Foster
Field & Foster Corp



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P13-60

Application Type: Site Plan Review
Applicant: Field & Foster Corp.
Owner: Field & Foster Corp.
Location: 459 Central Avenue (Assessor's Map E, Lot 42)

INTENT: Site Plan Review for changing the use from 19 hotel suites to 18 multi-family dwelling units.

LOTS/UNITS PROPOSED: 18 multi-family units

AGENDA ITEM #: 4-F

ACREAGE: 0.32 Acres

ZONING DISTRICT: Central Business District (CBD)

EXISTING LAND USE: 19 Hotel Suites and parking lot

PROPOSED LAND USE: 18 multi-family units

SURROUNDING LAND USE: Multi-family residential, restaurants, offices, hotel, and retail uses

ZBA ACTION: N/A

ATTACHMENTS: Letter from applicant dated 10/24/13

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:

- City of Dover Conditional Use Permit

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant has applied to change the use of the existing building from 19 hotel suites to 18 multi-family dwelling units with 17 on-site parking spaces and 6 parking spaces leased from the City.

Consistency with Land Use Regulations

Chapter 149-4-C of the Site Review Regulations of the City Code provides for site review approval for the change of use of existing structures. This project is located in the Central Business District (CBD), which allows multi-family housing units. This plan is consistent with those requirements.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board accept the application and approve the Site Plan Review and Change of Use with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The Conditional Use Permit for reduced parking (P13-59) shall be granted.

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

2. Any new dwelling unit shall pay the current impact fees in place at the time of building permit application.
3. Any new dwelling unit shall be assessed the current water/sewer investment fees in place at the time of application for water/sewer service.



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: April 23, 2013]

Office Use Only	Project #:	<u>R3-60</u>	Date Received:	_____
	Amount Paid:	_____	Time Received:	<u>OCT 28 2013</u>

APPLICANT AND OWNER INFORMATION

Name of Applicant: Field & Foster Corp Telephone # 207-363-3850
 Address of Applicant: 481 Central Ave. Dover, NH 03820
 E-Mail Address: Office@Stageneck.com
 Name of Property Owner (if different from applicant): _____ Telephone # _____
 Address of Property Owner: PO Box 70 York Harbor, ME 03911

PROPERTY INFORMATION

Address of Property: 459 Central Ave. Dover, NH 03820
 Assessor's Map # 3-42 Lot(s) # 1
 Zoning District(s) CBD Overlay District(s) _____
 Size of Parcel: 7,500 +/- sq. ft. .32 ac. Property Deed: Book 1279 Page: 155
 Existing Use of Property: Hotel / Commercial Retail

SITE PLAN INFORMATION

Describe Proposed Use: Change From Commercial to Commercial Residential
 Area of Parcel to be Developed: N/A sq. ft.
 If Multi-family Residential, Specify Number of Units & Buildings Proposed: 18 Units 1 Building
 Number of Parking Spaces: Existing 17 Proposed 23
 Highway Access (check where applicable): _____ City Street _____ State Highway
 Number of Employees Total: 0 In Maximum Shift: 0
 Disposition of Parcel: _____ Building Setbacks:
 Building Footprint 2,225 +/- sq. ft. Front Yard 0 ft.
 Total Building Area 13,662 +/- sq. ft. Rear Yard 0 ft.

Paved Area 5,275 +/- sq. ft.

Side Yard: Right _____ ft.
Left _____ ft.

City Water? Yes ___ No How far is city water from the property? _____

City Sewer? Yes ___ No How far is city sewer from the property? _____

BUILDING INFORMATION

Type of Building to be Built: N/A

Height of Building: _____ Finished Floor Elevation: _____

Number of Seats (where applicable) _____

WAIVER REQUESTS

Site Review Regulations section(s) to be waived: _____

Justification for waiver request(s) (*attach additional sheets as needed*): _____

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) _____

Address _____ Telephone #: _____

Professional License #: _____ E-mail address: _____

ENGINEER INFORMATION

Name of Engineer and Company (Licensed in N.H.) _____

Address _____ Telephone #: _____

Professional License #: _____ E-mail address: _____

SIGNATURES

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

Signature of Property Owner: [Signature] Date: 10/21/13

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

**CITY OF DOVER CONDITIONAL USE
LIST OF ABUTTERS**

Pursuant to RSA 676:4, the State Law of New Hampshire, the City of Dover is required to notify the applicant, abutters (including holders of conservation easements), and any professional whose seal is on the plan, of the public hearing by certified mail, return receipt requested. The applicant must obtain the abutter information from the records of the Tax Assessor's Office (not more than five days prior to filing) in order to process the site review application.

ABUTTER is defined as the owner of record of a parcel of land located in New Hampshire and that adjoins or is directly within two hundred (200) feet (including land across the street or waterway) of the proposed site under consideration by the Planning Board. For a condominium or other collective form of ownership, abutter means the officers of the collective or association. (See additional requirement below)

Owner:

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS
3-42		Field & Foster Corp.	PO Box 70 York Harbor, ME 03911

Applicant (if different from owner):

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS

Surveyor and/or Engineer:

NAME	COMPANY	MAILING ADDRESS

Conservation Easement Holder:

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS

Abutters:

TAX MAP	LOT #	OWNER (S) OF RECORD	MAILING ADDRESS
3-44		8 Chapel St. LLC	PO Box 241 Steatham, NH 03825-0241
3-45		Catharine Mills Holdings LLC	3 Penstock Way Newmarket, NH 03857
3-46		Moreau, Julie S	12 Chapel St. Dover, NH 03820
3-47		Griegenack, Jonathan	60 Whited St. Portsmouth, NH 03801
3-49		Ash St. Realty Trust	20 Shoggett Ln Whitefish, NH 03894
3-50		Szygowski, Dennis	22 Titcomb Rd. Ext. Dover, NH 03820
3-51		Burstein, Peter J &	528 Donath St. Portsmouth, NH 03801
3-54		Moreau R&D Trustees	90 Portland Ave. Dover, NH 03820
3-55		City of Dover	288 Central Ave. Dover, NH 03820
3-56		City of Dover	288 Central Ave. Dover, NH 03820
3-58		Sullivan, John W.	14 N St. Hampton, NH 03842
3-59		Sullivan, John W.	14 N St. Hampton, NH 03842
3-60		Sejourn Property Management LLC	750 Exeter Rd. Hampton, NH 03842-1022
3-61		Sejourn Property Management LLC	750 Exeter Rd. Hampton, NH 03842-1022
3-62		Photo 5 Family Renewable Trust 5201	136 Broadway Dover, NH 03820
3-31		Big T Realty Inc.	161 Clement Rd. Berlin, NH 03869
3-63		Catharine Mills Holdings LLC	3 Penstock Way Newmarket, NH 03857
3-64		Pillar Investment Corp	346 Central Ave #200 Dover, NH 03820
6-36		Broomfield Investment Corp LLC	466 Central Ave Suite 12 Dover, NH 03820
24-56		Dover Housing Authority	62 Whittier St. Dover, NH 03821

October 24, 2013

Field & Foster Corporation
481 Central Avenue
Dover, NH 03820

Re. Change Of Use Narrative

Planning Board Members,

The attached Site Review Application is a request for approval for a Change Of Use at 459 Central Ave. Dover, NH (The Franklin Block). Presently, The Franklin Block operates as nineteen suites which are rented nightly by the Downtown Dover Days Inn. In addition, two thousand five hundred square feet of retail space is rented by Suits With Style.

On December 1, 2013 Field & Foster Corporation will be selling the Days Inn hotel and the land on which it is built. We will, however, be retaining The Franklin Block. Our goal is to change the use of nineteen suites to eighteen residential apartments consisting of fifteen one-bedroom apartments and three two-bedroom apartments. We request a Change Of Use be granted to Field & Foster Corporation to convert the Franklin Block from Commercial to Commercial Residential.

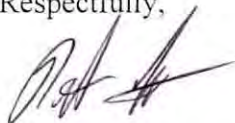
Field & Foster Corporation will retain seventeen parking spaces as part of The Franklin Block. Chris Parker, Director of Planning for the City of Dover, and I have discussed that one permitted parking space designated for each of the fifteen one-bedroom apartments and two permitted parking spaces designated for each of the three two-bedroom apartments will be satisfactory. Therefore, in conversation with Chris, it is understood that the City will require more parking than is available in our seventeen space lot for the proposed use.

Bill Simmons, Parking Director for the City of Dover, has conveyed that six parking spaces are available to be leased to Field & Foster Corporation for a five year period (see attached). Furthermore, Field & Foster Corporation agrees to the conditions set forth in Bill Simmons attached letter.

Due to the existing configuration of The Franklin Block suites, very little construction work will be needed to bring them on-line as apartments. The sprinkler and alarm systems are current as well as heating and electrical services. We hope to install new doors and locks on several units as well as re-paint the interior during the month of December with a goal to rent the apartments starting January 1, 2014.

Thank you for your time and consideration.

Respectfully,



Peter Foster
Field & Foster Corp



DOVER POLICE DEPARTMENT

Dover, New Hampshire

Memorandum

TO: Christopher Parker, Planning Director

FROM: William Simons, Parking Manager

RE: Parking for Field and Foster Development

DATE: October 23, 2013

This memo confirms that Peter Foster has contacted my office and would be able to obtain six on-street parking permits for Chapel Street at rates established by the City of Dover Fee Schedule, which is currently at \$45/month. These permits should be available for the 5 year term required by the Planning Board.

In the event the spaces are no longer available due to city initiated modifications of the roadway or use of the spaces by short term users, these permits will be moved to the Third Street parking lot where there is also sufficient availability.

Mr. Foster is also aware that these permits are not valid during the Winter Parking Ban and permit holders will need to move their vehicles to city controlled parking lots or make other arrangements.