

CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – City Hall, 288 Central Avenue
Meeting Date: **Tuesday, April 28, 2015**
Meeting Time: **7:00 pm**

Members Present: Dennis Ciotti (Chair), Kirt Schuman (Vice Chair), William Garrison (Councilor), Frank Torr, Lee Skinner, Dave White, Tom Clark, Catherine Plante, Christopher Lawrence (Alternate), Maggie Fogarty (Alternate), Gina Cruikshank (Alternate)

Members Not Present:

Staff Present: Christopher Parker, Assistant City Manager, Tracy Smith (Recording Secretary)

The Chair called the meeting to order at 7:03 p.m.

1. CITIZENS' FORUM

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- April 14, 2015 Regular Meeting Minutes.

Motion: K.Schuman made a motion to approve the April 14, 2015 Regular Meeting Minutes. Seconded by F.Torr.
Vote: U/A

3. OLD BUSINESS

- A. Update on a Conditional Use Permit for Changing Places, LLC (Owner: Jeffrey & Darlene White), Assessor's Map F, Lot 15, zoned R-40, located at Emerald Lane. Proposal is to build a subdivision road and associated utilities that will impact 4,900 sq. ft. of the 50-foot wetlands buffer. *(P14-57)
- B. Update on an Open Space Subdivision for Changing Places, LLC (Owner: Jeffrey & Darlene White), Assessor's Map F, Lot 15, zoned R-40, located at Emerald Lane. (49 lots) *(P14-58)

Motion: K.Schuman made a motion to remove items 3.A and 3.B from the table. Seconded by L.Skinner. Vote U/A

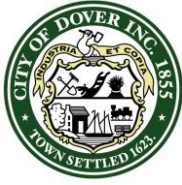
C.Parker gave the update stating the application came before the Board in September 2014 followed by a site walk in October 2014. Staff is working with the applicant regarding reworking the drainage study and drainage plan.

Bob Stowell of Tritech Engineering represented the applicant. He introduced Attorney Schulte, Doug Larossa of Tritech Engineering, and representatives from Changing Places. He addressed the updates made to the application since the site walk.

C.Parker addressed the last sheet of the plan packet labelled NR1 regarding where the wetland buffer signs will be to educate homeowners. B.Stowell stated the identifiers will also match the deed.

C.Parker confirmed the location of a three way stop at Emerald and Emerald on the SP1 illustration with B.Stowell. Discussion ensued regarding the possible issue length of the driveways for lots #28, #29, and #30 for building code. B.Stowell stated lot #28 has the longest driveway and the other lots are at a maximum of 125 ft.

C.Parker asked about a tot lot in the design. B.Stowell stated the location has been determined but the design is still pending.



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T.Clark asked about the differences in this application with 49 lots from the original application approved in 2005 with 37 lots. B.Stowell stated it was different developer with a different configuration at the time, as well as different wetland regulations. C.Parker stated the Planning Board reduced the setback in R-40 district years ago which added to the changes. He further stated the City Planner did a comparison of the two applications' yield plan.

Motion: K.Schuman made a motion to reopen the public hearing. Seconded by C.Plante. Vote U/A

Marc Goodman of 72 Emerald Lane stated he liked the work that been done; however, he is hoping there will be a buffer at the entrance and a landscaped space in the center of the circle. He also asked what the work hours will be for construction.

Al Pratt, Water Service Engineer for the City of Portsmouth stated the property abuts the property on the City reservoir. He did look at the plan and thanked them for the work.

Patricia Silberblatt of 17 Westwood Circle stated a concern regarding the environmental impact for this development. She further stated her concern regarding the New England Cottontail rabbits which inhabit the area and are listed as endangered species. She asked what research has been done regarding this issue and how will the rabbits be protected.

Anne Kotlus of 19 Westwood Circle asked the location of the buffer zone and the total area of the protected wetland buffer zone. C.Parker stated there is a 50 ft. buffer in one continuous open space and 4900 ft. wetland buffer and the location.

Christopher Young of 80 Emerald Lane stated his concern with finishing the paved area and painting from Susanna Crossing to the end of the cul-de-sac before development. He agreed with Marc Goodman's earlier statement regarding the buffer zone and the need to have something to slow traffic.

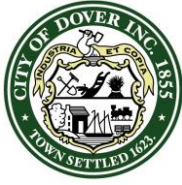
Bill Hoginski of 29 Westwood Circle stated his concern for bike riders and school buses on Emerald Lane stating it's a narrow street, adding the difficulty to pass if someone parks their car in front of the house.

Public Hearing Tabled

B.Stowell addressed the abutter concerns stating the cul-de-sac with a center island was discussed with Staff and they can look at that for next month. He stated the width of the road is 24 ft. wide with no parking on one side which is standard. He further stated his office contacted the NH Fish & Game regarding the wildlife on the site which does not show it's inhabited by Cottontail rabbits. He added there is a substantial strip around the area to provide a buffer for wildlife and the applicant wants to proceed with what everyone will agree on.

B.Garrison suggested a stop sign or a three way stop sign at Susanna and Emerald Lane to slow down traffic. C.Parker stated this would have to go to the Transportation Advisory Board which could recommend this suggestion to the City Council.

Discussion ensued regarding issues associated with the cul-de-sac, pavement, traffic and maintenance issues and the need for direction for the next meeting. D.Ciotti stated the standard procedure is to eliminate cul-de-sacs because they are difficult to pave and plow; however, what the developers chooses is up to them.



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C.Parker clarified the construction hours as 7a.m. – 6 p.m., Monday through Friday and that there will be a sign displayed with contact information if there is activity beyond these hours, adding that he would contact the applicant about the possibility of Saturday hours if it would get the project done quicker.

C.Parker addressed the rabbit habitat stating the Planning Department discussed the issue with the NH Fish & Game, as well as the Conservation Commission who determined that the habitat is abundant at the Ezra Green subdivision and is contained there.

Motion: K.Schuman made a motion to table the subdivision application. Seconded by L.Skinner. Vote U/A

4. NEW BUSINESS

- A. Consideration and acceptance of a Minor Subdivision of land for H53 Mast Road, LLC, Assessor’s Map H, Lot 53, zoned I-4 & R-40, located on Mast Road. (1 new lot) *(P15-02A)
- B. Consideration and acceptance of an amended Conditional Use Permit for H53 Mast Road, LLC, Assessor’s Map H, Lot 53, zoned I-4 & R-40, located on Mast Road. (Impervious coverage greater than 20% - increasing from 30.9% to 33.9%) *(P15-08A)

Motion: K.Schuman made a motion to accept the application. Seconded by B.Garrison. Vote: U/A

Kevin McEneaney of McEneaney Survey Associates, Inc. represented the applicant.

L.Skinner recused himself. C.Lawrence was recognized by the Chair to sit in on his behalf.

K.McEneaney displayed plans for the amended subdivision stating there would be no addition lots, just a different configuration. He stated the new lot sizes. He further stated the Conditional Use Permit amendment is just math issue which would reduce Lot #2 in size in the Stonewall Kitchen project, adding the impervious area goes up and there are no changes in the development.

C.Plante asked the purpose of the change in lots. K.McEneaney stated Lot #2 will not be affected due to the shape, and there is potential use for a larger lot in the front and a chance to use it for Lot #1.

Motion: K.Schuman made a motion to accept the application. Seconded by B.Garrison. Vote: U/A

K.McEneaney confirmed Lot #1 is the Stonewall Kitchen site for development.

Public Hearing Open. Nobody Spoke. Public Hearing Closed.

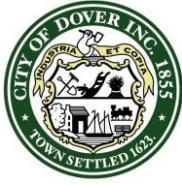
STAFF RECOMMENDATION: (P15-02A)

The Planning Department recommends that the Planning Board approve the subdivision plan 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.

Motion: K.Schuman made the motion to approve subject to staff recommendations. Seconded by G.Cruikshank.



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Vote: U/A

STAFF RECOMMENDATION: (P15-08A)

The Planning Department recommends that 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 erosion and sediment control features shall be installed prior to any earth disturbance.

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

2. The applicant shall prepare a revised Development Review Model required by Chapter 170-28.3-G and submit it to the City Engineer for review and approval.

Motion: K.Schuman made the motion to approve subject to staff recommendations. Seconded by C.Plante. Vote: U/A

L.Skinner returned to his seat.

- C. Consideration and acceptance of a Minor Lot Line Adjustment for 150 Venture Drive, LLC, Assessor's Map D, Lots 9A & 11A. *(P15-21)

G.Cruikshank recused herself. C.Lawrence was recognized by the Chair to sit in on her behalf.

C.Parker gave an overview of the application stating the intent is to redesign the lots with the purpose to add the driveway to the lot containing the building.

Kevin McEneaney of McEneaney Survey Associates, Inc. represented the applicant stating the location of the existing building and the driveway on lot D9A. He displayed plans for the Board and stated the applicant wants to add 1.38 acres to lot D9A to complete the driveway.

Motion: K.Schuman made a motion to accept the application. Seconded by C.Lawrence. Vote: U/A

Public Hearing Open. Nobody Spoke. Public Hearing Closed.

STAFF RECOMMENDATION:

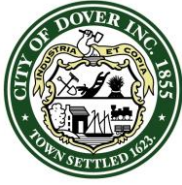
The Planning Department recommends that the Planning Board approve the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owners' signature shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall revise the plat to add the Planning File number P15-21 to the title block.
4. The applicant shall revise the plat to add the existing conservation easement area and add a book and page reference for the conservation easement deed.

Motion: F.Torr made the motion to approve subject to staff recommendations. Seconded by L.Skinner. Vote: U/A

G.Cruikshank returned to her seat.



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Discussion and possible posting of Zoning Amendments

C.Parker addressed the changes to the Zoning Amendment as listed on the document distributed to the Board members.

C.Plante asked about the wording regarding the build to and setbacks wording to averages on page 4. C.Parker clarified this wording is in the R-12 district only.

C.Parker clarified the information on page 7 pertaining to the Alternative Treatment Center regarding the guidelines for the manufacturing and dispensing.

Discussion ensued regarding the change to the extraction and excavation permits moved to every two years and the Planning Board could place a condition of approval on an application of an annual review if needed; otherwise, the application renewals would be on an annual basis through the Planning Department.

Motion: T.Clark made a motion to post all the Zoning Amendment changes as proposed by the Planning Department. Seconded by D.White. Vote U/A

5. STAFF COMMENTS

C.Parker stated from May through September, there will only be one Planning Board meeting each month. The next Planning Board meeting will be May 26, 2015.

C.Parker addressed the information in the memo distributed to the Board members regarding the American Planning Associations National Planning Conference.

6. MEMBER COMMENTS

7. ADJOURNMENT

Motion: K.Schuman made a motion to adjourn at 8:32 p.m. Seconded by G.Cruikshank. Vote: U/A