



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 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, Christopher Lawrence (Alternate), Maggie Fogarty (Alternate), Gina Cruikshank (Alternate)

Members Not Present: Catherine Plante

Staff Present: Steve Bird, City Planner, Tracy Smith (Recording Secretary)

The Chair called the meeting to order at 7:01 p.m.

1. CITIZENS' FORUM

Citizens Forum Open.

Bob Berry, 7 Madelyn Drive, stated there has been an improvement in communication with the developer, Changing Places, LLC; however, he expressed concerns regarding the need to create a list and timeline to complete the project. He stated the areas that still need completion regarding street light installation, safety hazards regarding uncovered manhole covers which are above grade pending repaving of the road, and drainage issues. He requested the Planning Board consider the incompleteness of this development before allowing approval to another development.

Jim Carrier, 15 Theresa Drive, stated his concerns regarding the street and property drainage not flowing well, the need to adjust storm drains and utility stubs, and road paving completion. He stated he is not in favor of future development with the developer, Changing Places, LLC, until the current issues are resolved.

Pat Quigley, 9 Theresa Drive, expressed concerns regarding the drainage issues on his property. He asked the Planning Board to consider this issue before allowing the developer, Changing Places, LLC, to continue any new developments.

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- May 26, 2015 and June 9, 2015 Regular Meeting Minutes.

Motion: K.Schuman made a motion to approve the May 26, 2015 Regular Meeting Minutes. Seconded by F.Torr.
Vote: U/A

Motion: K.Schuman made a motion to approve the June 9, 2015 Regular Meeting Minutes. Seconded by F.Torr.
Vote: U/A

3. OLD BUSINESS

- A. Continued Public Hearing and possible vote on proposed zoning amendments to the Zoning Ordinance (Chapter 170), per NH RSA 675:2 & 675:7. The full text of the amendments is available in the Planning Department and at <http://1.usa.gov/1dhEyC0>.

Motion: K.Schuman made a motion to remove the Zoning Ordinance from the table. Seconded by B.Garrison. Vote U/A



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

Public Hearing Open

Tony McManus, 39 Glen Hill Road, spoke in favor of the Heritage District and suggested the area be extended to include Central Avenue from Silver Street to Stark Avenue and possibly rezoned in order to preserve the buildings from commercial development and maintain the architectural and historical integrity of the community. He also expressed concerns regarding the height restriction in downtown, suggesting to restrict by floor and not by height to create uniformity. He spoke in favor of the proposal for setbacks and frontage in the downtown area.

D.Ciotti stated he wants the Board members to review the emails between T.McManus and the Planning Department.

Cynthia Ellis, 449 Middle Road, spoke against Amendment #4 and how this would impact her future opportunity in Dover. She explained the location of her garage, which she wanted to alter to an ADU and explained how the new amendment would make this difficult, resulting in the only option to apply for a variance to make this possible.

Dave Acridge, 180 Locust Street, spoke in favor of the Heritage District and suggested the consideration to an additional condition use to consider low impact retail that is conducive to the area and limit the hours of operation.

Laurie Smith, 36 Fisher Street, spoke in favor of the Heritage District stating the need to preserve the architectural history.

Phyllis Woods, 1 Barry Street, requested clarification regarding Amendment #14 and the impact this would have on the Smith Wells and the acreage up to Plaza Drive, adding her property borders this area.

Kevin McEneaney, 8 Gold Post Road, stated in the CBD District, the requirement is to have commercial on the first floor, where the height is 14 ft.-16 ft., adding the height on the upper floors are lowered to 11 ft.

Public Hearing Tabled

S.Bird addressed the abutter concern regarding Amendment #14, stating this is not meant to change the protection but change the map regarding these wells, and the expanding protection of existing and future wells.

S.Bird reviewed the proposed Amendment changes within the memo that was distributed to the Planning Board, and recommended these changes be included in the amendment.

Discussion ensued regarding the proposed Amendment changes and the responses received from the property owners. The Planning Board members agreed with a show of hands to table the Amendment changes and have an additional meeting on July 14, 2015 to review these changes and responses. D.Ciotti stated letters were received from Cynthia Ellis, Otis Perry, Jack Mettee, as well as, a letter received from C.Plante stating her opinion on the height restriction.

Motion: K.Schuman made a motion to table the proposed zoning amendments for review on July 14, 2015.

Seconded by B.Garrison. Vote: U/A

- B. Consideration and possible vote 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)
- C. Consideration and possible vote 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.B and 3.C from the table. Seconded by D.White. Vote: U/A



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

Public Hearing Opened

The Board members agreed to table the item to the end of the meeting to give the abutters time to review the updated plans provided by the developer.

Public Hearing Tabled

K.Schuman requested the applicant give an update on the changes.

Bob Stowell, Tritech Engineering Corporation, represented the applicant. He introduced Attorney Schulte, Doug Larosa, Tritech Engineering Corporation, and representatives from Changing Places. He addressed the changes made to the application regarding issues associated with the drainage and maintenance issues.

Motion: L.Skinner made a motion to table items 3.B and 3.C to give abutters time to review the updated plan. Seconded by F.Torr. Vote: U/A

4. NEW BUSINESS

- A. Consideration and acceptance of a Minor Lot Line Adjustment for 7 South, LLC (Owners: 7 South, LLC and State of NH Department of Transportation), Assessor's Map 15 Lot 4, zoned B-5, located at Central Avenue and Spaulding Turnpike Exit 7. *(P15-31)

K.McEneaney, McEneaney Survey Associates, represented the applicant stating the lot line adjustment involves four tracts which were recently merged, adding the applicant wants to reconfigure the lot lines between an existing lot and right of way for the Spaulding Turnpike resulting in .02 acres being transferred from the State of NH to lot 15-4. He stated he received an email from the State Department of Transportation Engineer in charge of project, who submitted the following changes:

Signature block: strike wording **and Chief Engineer**

Plan title block: add **and right of way adjustments**.

K.McEneaney asked for these to be added to the conditions of approval.

D.Ciotti requested the document showing the Department of Transportation approval. K.McEneaney stated he could provide a copy of the email with the approval process and asked if this could be added in the conditions of approval.

F.Torr stated at one time the Land Use and Utilization Committee also needed to approve the transfer. K.McEneaney stated he was not aware of that being part of the approval process and would confirm the information.

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

Public Hearing Open. Nobody Spoke. Public Hearing Closed.

STAFF RECOMMENDATION:



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the lot line adjustment plat with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The owners' 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 note #10 to indicate the date of the wetlands review and note the certified wetlands scientist who performed the observation.
4. The applicant shall revise the plat to add the Planning File number P15-31 to the title block.
5. The applicant shall revise the plat to revise the NH DOT signature block and the title block as required by NH DOT.
6. The applicant shall provide proof that the Governor and Council approved the transfer of land.
7. The applicant shall provide proof that the Land Use and Utilization Committee has approved the transfer of land.

Motion: L.Skinner made a motion to approve subject to staff recommendations. Seconded by K.Schuman. Vote U/A

- B. Consideration and acceptance of a Minor Subdivision, for Varney Brook Lands, LLC, Assessor's Map K, Lot 19, zoned ETP, located at Thornwood Lane (1 new lot). *(P15-32)
- C. Consideration and acceptance of a Minor Lot Line Adjustment for Varney Brook Lands, LLC (Owners: Varney Brooks Lands, LLC and Dover Point Road 252, LLC), Assessor's Map K, Lots 19 & 19-2, zoned ETP, located at Thornwood Lane. *(15-33)

D.Ciotti stated the Board members would hear items 4.B and 4.C together, but vote on them separately.

Kevin McEneaney, McEneaney Survey Associates, represented the applicant displayed plans for the Board stating the application is to subdivide an existing lot on Thornwood Lane to make two lots to accommodate a roundabout. The sizes would be 5.2 and 11.35 acres creating one additional lot. He further stated the lot line adjustment is to adjust the lot lines between four lots on Thornwood Lane, as well as the right of way with no change in the number of lots. He clarified the location of the existing right of way and the access.

Motion: F.Torr made a motion to accept the applications for items 4.B and 4.C. Seconded by K.Schuman. Vote: U/A

Public Hearing Open. Nobody Spoke. Public Hearing Closed.

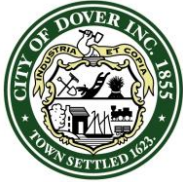
STAFF RECOMMENDATION: (P15-32)

The Planning Department recommends approval of 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.
3. The applicant shall add the surveyor's stamp and signature to the plat.
4. The applicant shall revise the plat to add the Planning File number P15-32 to the title block.
5. The applicant shall revise the plat by adding the minimum building setback lines for RCM to the new lot.

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



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

6. The new buildings shall be assessed the current impact fees in place at the time of building permit application.
7. The new buildings shall be assessed the current water and sewer investment fees in place at the time of application for water and sewer service.

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

STAFF RECOMMENDATION: (P15-33)

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' 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 P15-33 to the title block

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

- D. Consideration and acceptance of a Waiver for First Rate Real Estate Group, LLC, Assessor's Map 2, Lot 76, zoned CBD, located at 11 Court Street (proposal is to waive the pavement setback requirement of 5 ft. on side and rear property lines and 10 ft. on front property lines per Site Review Regulations 149-15C). *(P15-34)

K.McEneaney, McEneaney Survey Associates, represented the applicant stating the applicant is requesting a waiver to the site review requirement which states that pavement must be setback 10 ft. from the front lot line and 5 ft. from the side and rear lot line, in order to construct 11 parking spaces below this threshold for 2 Silver Street, adding the owners wanted to install impervious pavement to address drainage issues which would be addressed with the Technical Review Committee (TRC). He read the waiver request which provided additional details.

B.Garrison verified with S.Bird the use is acceptable.

Discussion ensued regarding the need for a fence due to concerns with headlights shining in on the next home, snow removal runoff and storage, and the possibility of tenants walking through private property.

Discussion continued regarding the addressed concerns and the process pertaining to the TRC. S.Bird suggested the Planning Board recommend these issues be addressed at the TRC with conditions of approval.

K.McEneaney addressed the concerns stating there is limited space for fencing, adding one or two spaces could be used for snow removal, and the tenants would be advised not to trespass on private property. He further stated the owners discussed paving up to 5 ft. with a gravel ribbon as a buffer which could meet the requirement and then a waiver would not be needed. He added they wanted the Planning Board input before going to the TRC. He suggested the installation of a 4 ft. fence to block the headlights and a chain link fence in the other areas.

Discussion continued regarding the concerns and the voting options with conditions.

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



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

Public Hearing Open. Nobody Spoke. Public Hearing Closed.

Discussion continued with concerns and wanting TRC review prior to approval.
B.Garrison stated he is opposed to it and the impact to this area due to the long term effects.

Motion: L.Skinner made a motion to table the item pending TRC review and comments. Seconded by D.White.
Vote: 8/1 (Opposed: B.Garrison)

K.McEneaney requested the next item be delayed to after the other items were heard.

The Chair requested a five minute recess at 8:56 p.m.

The meeting resumed at 9:02 p.m.

- A. Consideration and possible vote 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. Consideration and possible vote 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 D.White. Vote: U/A

Attorney Jim Schulte addressed the issues discussed with the abutters and the agreement made regarding the drainage issues and the changes made to the work hours of operation. He stated the proposal is Monday through Friday as proposed, and Saturday 9 a.m. through 2 p.m. with no heavy construction permitted. He explained conditions regarding completing the roadway. He asked for guidance from the Planning Board regarding the cul-de-sac and center island, adding the Homeowner's Association (HOA) will be responsible for the maintenance. He stated the proposal for the language on the drainage issues is pending the response from AOT back from the State.

D.Ciotti suggested a chain gate be provided for abutters to keep workers from starting work too early. J.Schulte stated the application is not opposed to providing this.

Discussion ensued regarding the revised Staff Memo with the recommendation and conditions of approval, and the conditions that have already been met.

D.White stated he is not in favor of the cul-de-sac due to plowing maintenance or the stop signs, adding he would like condition item #14 removed because according to some studies he has read, he does not feel this will slow traffic. B.Garrison stated he thought the stop signs could be a safety item due to the amount of road forcing drivers to pay attention.

Motion: K.Schuman made a motion to remove the public hearing from the table. Seconded by B.Garrison. Vote: U/A



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

Bob Berry, 7 Madelyn Drive, stated his concern with the drainage at Thornwood which has not been resolved, and further concern there will be drainage problems with the new development due to the same developer.

Andrew Dorais, 81 Emerald Lane, spoke in favor of the stop sign, center island and cul-de-sac, and working hours as agreed with the developer.

David Brown, 84 Emerald Lane, spoke in favor of the stop sign, gate, and the island. He stated he would get more yard if the island was removed from the plans; however, he would rather have the island, adding it would be safer for the kids.

Marc Goodman, 72 Emerald Lane, spoke in favor of the stop sign.

Jennifer MacNeil, 87 Emerald Lane, spoke in favor of the center island and the three way stop sign. She quoted the recommendations of the Master Plan used to shape the City and referred to the illustrations showing the islands placed in for safety. She further stated she is for enforcing pavement between the public and private road. She added the agreed construction hours needs to be placed in writing.

Christopher Young, 80 Emerald Lane, spoke in favor of the cul-de-sac and the stop sign. He stated lighting above the cul-de-sac is needed, adding all lights were removed.

Charlie MacNeil, 87 Emerald Lane, spoke in favor of the cul-de-sac and stating his reason being for the safety of the children and people in area, adding the stop signs will assist to control traffic. He further stated the pavement should be addressed and the curbs are falling apart. He agreed to the work hours, adding he wanted more information regarding the chain fence.

Public Hearing Tabled

S.Bird requested a consensus from the Board members regarding the conditions for the stop sign and the cul-de-sac.

Motion: B.Garrison made a motion to include a requirement of stop signs as indicated on Susanna Drive and Emerald Lane. Seconded by L.Skinner. Vote: 8/1: (Opposed by D.White)

Motion: B.Garrison made a motion to accept the cul-de-sac with the center island with the maintenance requirements by the HOA. Seconded by C.Lawrence. Vote: 8/1 (Opposed: D.White)

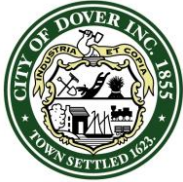
S.Bird stated the conditions and the changes made to the Staff Memo recommendations.

STAFF RECOMMENDATION: (P14-57)

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

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

1. The subdivision plan (P14-58) shall be approved.
2. The erosion and sediment control features shall be installed prior to any earth disturbance activities.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

3. The Stormwater Operation and Maintenance Plan shall include maintenance of all signs indicated on sheet NR-1 of the Subdivision plan (P14-58) and the HOA documentation shall include that the HOA will maintain the signs.
4. Any fertilizer used to help revegetate areas of earth disturbance shall be non-phosphorous.

Motion: K.Schman made a motion to approve subject to staff recommendations. Seconded by B.Garrison. Vote: U/A

STAFF RECOMMENDATION: (14-58)

The Planning Department recommends the Planning Board approve the application for the open space subdivision 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 submit proposed deed covenants for the new house lots, which addresses the storm water easements, and wetlands buffers. These documents shall be reviewed by the Planning Department, with consultation by the City Attorney on compliance with conditions.
4. The applicant shall submit proposed Homeowner's Association Documents, addressing maintenance of the drainage infrastructure and utilities, open space ownership, cul-de-sac island, landscaping and maintenance access to the open space lot, and preservation of perimeter landscaping. These documents shall be reviewed by the Planning Department, with consultation by the City Attorney on compliance with conditions.
5. The applicant shall revise the plan set as follows to address concerns expressed by the City Engineer, to his satisfaction:
 - a. Grade all easements to the rain gardens to accommodate easy access with equipment from the roadway.
 - b. Add a note that underdrain and/or fabric may be added as conditions onsite warrant, by the engineer.
 - c. On sheet C-9- typical 1&2, correct the road pavement thickness to 1.5" of top and 2.5" of binder.
 - d. On sheet C-12-typical 2, correct water service size to 1.5".
 - e. Revise the plans to show a drainage easement on lots 39-45.
 - f. Add a construction note, that prior to paving the road, the asphalt submittal for the roadway shall be reviewed and approved by the City Engineer.

6. The applicant shall provide the Planning Department with a copy of the NH Department of Environmental Services Alteration of Terrain Permit and add the permit number to the plan.
7. The applicant shall revise the plan to add landscaping to cul-de-sac to the satisfaction of City Engineer.

Conditions to Be Met Prior to Any Construction Activity:

8. Unless phase II of Emerald Woods is accepted as a City street, the applicant and owner of the portion of Emerald Lane from Susannah's Crossing and cul de sac shall develop an agreement guaranteeing the condition of the road. Said agreement shall be approved by the City Engineer.
9. Construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 9 AM to 2 PM with no large or heavy construction equipment allowed, and no Sunday hours. Hours of construction shall be documented on



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

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.

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

10. Add gate at construction entrance that shall be locked during any non-construction hours until the first Certificate of Occupancy.
11. On a lot by lot basis, the applicant shall install wetland buffer signs, bio-retention signs, and conservation district signs as shown on sheet NR-1. This shall be checked and approved by the Building Official and City Engineer.
12. Any new dwelling unit shall be assessed the current impact fees in place at the time of building permit application.
13. Any new dwelling units shall be assessed the current water/sewer investment fees in place at the time of application for water/sewer service.
14. The applicant shall install two MUTCD “Stop” signs on Emerald Lane, at the intersection of Susannah’s Crossing.
15. The applicant shall have the tot lot design including proposed equipment approved by the Recreation Director.

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

16. The applicant shall submit documentation that a Homeowner’s Association has been formed.
17. The tot lot equipment shall be installed, the fit out complete, and the land underneath the tot lot shall be conveyed to the City of Dover.
18. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

Motion: B.Garrison made a motion to approve subject to staff recommendations. Seconded by K.Schuman. Vote U/A

- A. Consideration and acceptance of a Site Plan Review for Dubois Family 2003 Revocable Trust, Assessor’s Map 22, Lot 3, zoned RM-U, located at 80 Henry Law Avenue. (Proposed 12 multi-family units within five buildings with associated parking). *(P15-17)

K.McEneaney, McEneaney Survey Associates, represented the applicant stating the duplexes would be one and two bedroom units. He displayed the plans and described which units would have garages, adding there would be 12 surface spaces. He further stated this development is consistent with the area, and the issues stipulated at TRC have been addressed.

Discussion ensued regarding the turning radius. K.McEneaney confirmed this was completed and stated the duplexes would have a sprinkler system.

Discussion ensued regarding snow storage. K.McEneaney stated there will be a revised plan for drainage and there is additional parking which could be used for snow storage, adding the parking there will be sufficient to meet the parking requirements.

S.Bird requested clarification regarding the vegetation border on River St. K.McEneaney stated the intent is to keep the larger trees which will stabilize the soil on the steep slope and cut the brush trees.

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



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 306
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, June 23, 2015**
Meeting Time: **7:00 pm**

Public Hearing Open. Nobody Spoke. Public Hearing Closed.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board table the application so that a site walk can be scheduled.

The Chair scheduled the site walk for Tuesday, June 30, 2015 at 6 p.m. F.Torr asked the encroachment be marked to show the location.

Motion: L.Skinner made a motion to table item 4.E so that a site walk can be scheduled. Seconded by F.Torr. Vote: U/A

5. STAFF COMMENTS

S.Bird stated the Planning Department is in the process of interviewing and hiring new staff, adding someone was hired for July and possibly two for August.

6. COMMITTEE REPORTS

NONE

7. ADJOURNMENT

Motion: K.Schuman made a motion to adjourn at 10:44 p.m. Seconded by B.Garrison. Vote: U/A