

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - City Hall, 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, October 27, 2015**
Meeting Time: **7:00 pm**

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

Members Not Present: Kirt Schuman (Vice Chair)

Staff Present: Christopher Parker (Assistant City Manager), Donna Benton (Assistant City Planner), Douglas W Steele (Deputy City Manager)

The Chair called the meeting to order at 7:03 p.m, and appointed M.Fogarty to sit in for K.Schuman.

1. CITIZENS' FORUM

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- September 22, 2015 Regular Meeting Minutes & October 7, 2015 joint Meeting Minutes with City Council

Motion: F.Torr made a motion to approve the September 22, 2015 Regular Meeting & October 7, 2015 joint Meeting Minutes with City Council Minutes. Seconded by W.Garrison. Vote U/A

3. OLD BUSINESS

None

4. NEW BUSINESS

- A. Discussion on the City's proposed Capital Improvements (CIP) FY 2017-2022. The CIP can be found on the City Web Site at www.dover.nh.gov, and in the Library, City Clerk's office, and Planning Department.

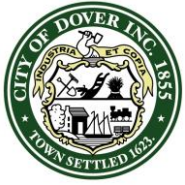
D.Steele gave an overview of the pavement management system used by the City. Discussed:

- \$24.9M backlog in paving
- \$91.4M value of all Dover roads
- Goal is to pave roads when the PCI is between 50 and 70
- New automated review system
- Variables used to determine when a road gets paved.

Discussion ensued about improvements needed to Back River Road and Durham Road intersection and need to improve along with High School Construction.

Discussion ensued about delaying the Garrison Elementary School.

Discussion ensued regarding the role of the Planning Board in the process. Members of the Board discussed concerns with the School Debt limits and questioned the financing of the Dover High School project. The Board requested the Finance Director attend to explain at the next meeting.



CITY OF DOVER

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- B. Impact Fee Waiver Request for Mast Landing, LLC & Mast Landing Bond, LLC, Assessor's Map H, Lot 4-3, located at 250 Mast Road. (Waiver of School Impact Fee per 170.23-F-1-a, for Congregate Care Senior residential units).

C.Parker gave an overview of the waiver request and explained the basis for ordinance.

Cyndi Taylor, the applicant, gave an overview of the facility and explained how it won't have any impact on the school system.

L.Skinner questioned requirements to live in the facility, and what services are provided to tenants.

M.Fogarty confirmed that residents have leases and contracts for services.

C.Lawrence has concerns about setting a precedent both in allowing the waiver and in establishing that schools are for youth education only, believes they are a community asset and should be supported by all.

C.Parker gave an overview of impact fees and how they are used and applied.

Discussed ensued about removing the waiver provision from the ordinance and about the use of all of the waiver provisions. Board will discuss at its goal setting in January.

STAFF RECOMMENDATION:

The Planning Department recommends that the waiver for school impact fees be approved with the condition that the existing Development Agreement and property deed be amended to reflect the age restriction of 62 and over, prior to the issuance of a certificate of occupancy.

Motion: F.Torr made a motion to grant the waiver. Seconded by D.White. Vote 5/4

- C. Consideration and acceptance of a Minor Lot Line Adjustment for Berry Surveying & Engineering, (Owner: Steven & Briana Hyde), Assessor's Map M, Lots 78 & 79D, zoned R-40, located at 45 Dover Neck Road.
*(P15-51)

C.Parker reviewed the history of the application, including the variance granted by the Zoning Board to allow 2 units on one of the lots.

Chris Berry, Berry Surveying & Engineering, represented the applicant and explained the application.

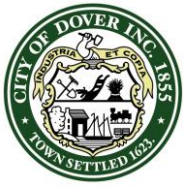
Motion: F.Torr made a motion to accept the application. Seconded by L.Skinner. Vote U/A

Public Hearing Opened

Kathleen Daily, 46 Isaac Lucas Circle, has concerns about the duplex and concerns about bringing more development to the area.

George Daily, 46 Isaac Lucas Circle, shared those concerns and added concerns about the water and sewer system.

Steven Hyde reminded the Board that the zoning ordinance allows for the conversion of a single family to a duplex.



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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' 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 final plat.
4. The applicant shall revise the plat to include a note regarding the variance (including section number and date granted) with the conditions as listed in the meeting minutes.
5. The applicant shall revise the plat to add a note that minimal tree cutting will occur between lots 78A and 79D and that prior to any tree cutting or construction activity, the wooded buffer shall be staked and labeled.
6. The applicant shall revise note 9 to indicate that both lots 78 & 79D shall tie into municipal water and sewer. Lot 78 shall tie in if the existing septic does not receive State Septic System approval or if it fails.
7. The applicant shall revise the plat to add a note that the new property must meet all Building and Fire Codes (i.e. driveway length and width).

Discussion ensued relative to the existing house connection to the city sewer and being consistent with previously approved plans on the street.

Motion: D.White made a motion to approve subject to staff recommendations. Seconded by T.Clark. Vote 7/2

5. STAFF COMMENTS

C.Parker:

- o Reminded the board about the meet and greet on November 10
- o Noted one regular meeting in November
- o Recapped the therapeutic cannabis meeting NH DHHS held
- o Reminded the Board about Board development opportunities
- o Congratulated D.Benton on recent marriage.

6. MEMBER COMMENTS

None

7. ADJOURNMENT

Motion: F.Torr made a motion to adjourn at 9:15 p.m. Seconded by D.White. Vote: U/A