

CITY OF DOVER

DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – City Hall, 288 Central Avenue
Meeting Date: **Tuesday, January 26, 2016**
Meeting Time: **7:00 pm**

1. CITIZENS' FORUM

2. APPROVAL OF THE PRIOR MINUTES

- January 12, 2016 Regular Meeting Minutes

3. OLD BUSINESS

4. NEW BUSINESS

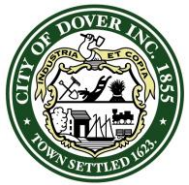
- A. Consideration and acceptance of a Site Plan Review for Berry Surveying & Engineering, (Owner: Oak Bluff Realty), Assessor's Map 40, Lot 38-A, zoned O, located at 56 New Rochester Road. (To construct a 9,900 sq. ft. office and residential building) *(P15-57)
- B. Consideration and possible vote of a Conditional Use Permit for Berry Surveying & Engineering (Owner: Oak Bluff Realty), Assessor's Map 40, Lot 38A, zoned O, located at 56 New Rochester Road. (Construction of parking lot, drainage and utilities in Conservation District of Willand Pond with impact of 1,000 sq. ft.) *(P16-01)
- C. Consideration and acceptance of a Site Plan Review for CLD Consulting Engineers, Inc., (Owner: William R. Dube Revocable Trust), Assessor's Map K, Lot 25-B, zoned B-3, located at 40 Dover Point Road. (To construct a 31,200 sq. ft. building with 79 parking spaces and 40,447 sq. ft. of vehicle display area) *(P15-58)
- D. Overview of Community Development Block Grant program presented by Community Development Planner Dave Carpenter.

5. STAFF COMMENTS

6. MEMBER COMMENTS

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 and Friday 8:30 am to 4:00 pm. You may also view materials at www.dover.nh.gov, a map showing project locations can be found at <http://www.dover.nh.gov/government/city-operations/planning/index>. Follow us on Twitter @DoverNHPlanning and find us on Facebook at <https://www.facebook.com/DoverNHPlanning>.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - City Hall, 288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, January 12, 2016**
Meeting Time: **7:00 pm**

Members Present: Frank Torr (Chair), Kirt Schuman (Vice Chair), Tom Clark, Catherine Plante, Christopher Lawrence, Gina Cruikshank, Maggie Fogarty (Alternate), Curtis J. Pratt (Alternate), Deborah Thibodeaux (Alternate Councilor)

Members Not Present: Dennis Ciotti (Councilor), Lee Skinner, Dave White

Staff Present: Christopher Parker (Assistant City Manager), Steve Bird (City Planner), Donna Benton (Assistant City Planner), Elena Piekut (Assistant City Planner), Dave Carpenter (Community Development Planner), Tracy Smith (Recording Secretary)

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

1. CONSIDERATION AND POSSIBLE VOTE ON REVISED PLANNING BOARD BYLAWS AND RULES

C.Parker clarified and reviewed the items for the Board members to consider.

Motion: T.Clark made a motion to amend the Planning Board Bylaws and Rules to allow Alternate Board Members to vote. Seconded by C.Plante. Vote U/A

Motion: T.Clark made a motion to approve the Planning Board Bylaws and Rules as amended. Seconded by G.Cruikshank. Vote U/A

K.Schuman welcomed G.Cruikshank as a regular Board member.

2. ELECTION OF OFFICERS

Motion: G.Cruikshank made a motion to nominate F.Torr as Planning Board Chair. Seconded by C.Lawrence. Vote U/A

Motion: C.Lawrence made a motion nominate K.Schuman as Planning Board Vice Chair. Seconded by F.Torr. Vote U/A

The Board voted by secret ballot. The votes were tallied and the results were announced by C.Parker. F.Torr was elected as Chair and K.Schuman was elected as Vice Chair.

3. CITIZENS' FORUM

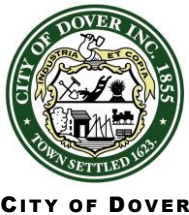
Citizens Forum Open. Nobody Spoke. Citizens Forum Closed

4. APPROVAL OF THE PRIOR MINUTES

- December 15, 2015 Regular Meeting Minutes

Motion: K.Schuman made a motion to approve the December 15, 2015 Regular Meeting Minutes. Seconded by G.Cruikshank. Vote U/A

5. OLD BUSINESS



DOVER PLANNING BOARD – MINUTES

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None

6. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Frank Leichthammer, Assessor's Map L, Lot 58G, zoned R-20, located at 15 Cote Drive. (to construct a garage in the Conservation District within 48' of a tidal river)*(P15-59)

C.Lawrence recommended a site walk for this application. He recused himself due to discussions he had with F.Leichthammer and abutters to the property. C.Parker clarified the reason for his recusal.

C.Parker gave an overview of the application.

Frank Leichthammer presented his application and stated the reason for the application is to build a garage. He stated he spoke with C.Lawrence who also spoke with Pat Rose. Laurie Leichthammer was also present.

F.Leichthammer answered questions regarding the location and information pertaining to the structure. He stated the Conservation Commission agreed with the location chosen by the applicant as acceptable, and they requested grass on both sides of the structure for runoff. He stated the State requirements regarding the reference line, and reviewed the reference line on the plan provided in the Planning packet. He stated the paved area would remain the same and the 20% threshold has not been exceeded. He also confirmed the property has not been professionally surveyed, and that there is a fence between properties, as well as a shed that belongs to P.Rose.

C.Plante confirmed with C.Parker that the Conservation Commission did not do a site walk on the property.

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

Public Hearing Open.

F.Torr read the email from the Gordon and Donna Sullivan, 19 Cote Drive, which stated their support of the application.

F.Leichthammer distributed copies of a signed petition of 13 abutters who have no objection with the application.

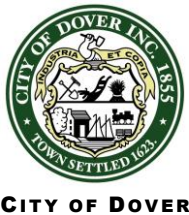
Patricia Rose, 17 Cote Drive, expressed her concerns and stated her objections to the application. See P15-59 file to review copy of the packet of material she provided.

Jeff Owens, 17 Cote Drive, spoke against the application and expressed concerns regarding drainage issues which affect his property and could possibly affect the State project pertaining to the Great Blue Heron.

F.Leichthammer stated his rebuttal and provided photocopies to show images of the privacy screens the abutters have placed on their property. He stated he has the building permits for review if needed.

Public Hearing Closed.

C.Parker reviewed the comments and explained the jurisdiction of the Planning Board. He stated the Conditional Use Permit (CUP) would not be granted without the Department of Environmental Services (DES) Wetland



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Permit. He clarified the regulations and setbacks associated with that District, and that the height pertains to the Building Department and Zoning Board.

STAFF RECOMMENDATION:

The Planning Department concurs with the Conservation Commission and requires that the garage is no closer to the river than the existing deck. 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. NH DES Wetlands Permit is granted and a copy of the permit submitted to the City.
2. The disturbed area around the garage be loamed and seeded with grass to mitigate the runoff.

C.Parker answered questions regarding erosion issues to the shoreline, options for the applicant on height issues regarding the structure, and the DES condition regarding the 20 ft. side setback and the reference line.

D.Thibodeaux recommended a site walk.

F.Torr requested a show of hands for those members who were in favor of a site walk. Vote 3/5 not in favor of site walk.

C.Parker answered questions regarding impervious surface calculation and conditions regarding the waiver. He addressed the request for a professional stamp on the plan, and a professional survey for the structure and boundaries, and added the following condition:

3. A survey of the structure in relation to the side setback, open space requirement, and reference line of the shoreline shall be submitted to the Department of Planning and Community Development. Said survey shall be reviewed and approved by the Director of Planning as being in conformity with material submitted and representations made by the applicant.

Discussion ensued regarding the regulations and reasons to consider the CUP. C.Parker explained the options regarding interpretation of the regulations and recommended the Board members consider the situation and hardship of the applicant and abutter. C.Pratt agreed with C.Plante regarding the need to adhere to the regulations.

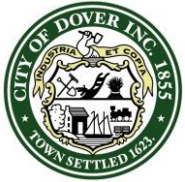
Motion: M.Fogarty made a motion to approve subject to staff recommended conditions. Seconded by G.Cruikshank. Vote 6/2 opposed

B. Discussion of Land Use Amendments

C.Parker reviewed each section of the distributed document with the Board members, and addressed additional comments regarding hedge/fence heights, building height, accessory dwelling units, packet materials, and Storm water permits. He stated the Board members would create subcommittees to work on the issues.

7. STAFF COMMENTS

C.Parker addressed the memo in the packet regarding upcoming topics and stated Dave Carpenter will go over the Community Development process with the Board members at the next meeting.



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C.Parker stated improvements were made to the abutter notices where a generic email had been created for abutters to review project files at City Hall and send their comments via email if unable to attend in person.

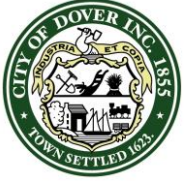
8. MEMBER COMMENTS

C.Parker addressed the Board member comments. He clarified the protocol for site visits made by individual Board members, and gave an overview regarding the Staff changes in Community Development and how that affected monitoring the block grant finances.

F.Torr clarified the 6/2 vote count for item 6.A, and that he prefers to give each person the necessary time to speak rather than setting a time limit. He explained L.Skinner's absence was due to a medical issue.

9. ADJOURNMENT

Motion: K.Schuman made a motion to adjourn at 8:49 p.m. Seconded by G.Cruikshank. Vote: U/A



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P15-57

Application Type: Site Plan Review
Applicant(s): Berry Surveying & Engineering
Owner(s): Oak Bluff Realty
Location: 56 New Rochester Road (Assessor's Map 40, Lot 38-A)
Meeting Date: January 26, 2016

INTENT: To construct a 9,900 sq. ft. building with 4 dwelling units, 1,500 sq. ft. commercial space and 8 parking spaces within 6,841 sq. ft. paved area.

LOTS/UNITS PROPOSED: 4 condominium units and 1,500 sq. ft. of commercial space

AGENDA ITEM #: 4-A

ACRES: 0.57 Acres

ZONING DISTRICT: Office (O)

EXISTING LAND USE: Single Family Residential

PROPOSED LAND USE: Residential and Office

SURROUNDING LAND USE: Residential and Office

ZBA ACTION: Variance granted to replace a non-conforming use (existing manufactured home with new manufactured home)
H69-16

ATTACHMENT: Site Plan application and plans; TRC minutes, traffic impact analysis

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices were sent by certified mail for this meeting

PERMITS REQUIRED:

- NHDES Shoreland Permit
- Conditional Use Permit

WAIVERS REQUESTED:

- Chapter 149-14(E)(1)--Lighting
- Chapter 149-14(C)(1)--Porous walkways

Summary of Request and Background

The applicant is requesting site plan approval to construct a 9,900 sq. ft. building with 4 residential units and 1,500 sq. ft. of office.

The applicant appeared before the Technical Review Committee on January 7, 2016 (see TRC minutes).

Consistency with Land Use Regulations

Chapter 149-4 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. The site is located in the Office District (O), which encourages a transition area including residential uses up to 4 units and commercial uses such as offices. This plan is consistent with those regulations.

Waiver Requests

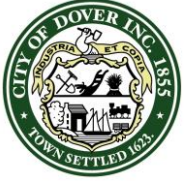
The applicant is requesting a waiver from Chapter 149-14.C.(1) to waive the requirement of internal walkways to be constructed of a pervious material. The applicant is also requesting a waiver from Chapter 149-14.E(1) to waive the requirement of parking lot lighting uniformity ratio of 5:1. The applicant has submitted a letter that includes the justification for the requests. The Planning Department supports the waivers for the reasons stated by the applicant.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the site 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 plan.
2. The applicant shall provide a digital version of the final plan to the Planning Department.
3. The force main location shall be approved by the City Engineer.
4. A streetscape plan pursuant to 149.13.A(17) will need to be provided to the satisfaction of the Assistant City Manager.
5. The Professional Engineer, Licensed Land Surveyor, and Soil Scientist shall stamp and sign the final plan set.
6. Storm Water Management Plan and Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer.
7. Revise plan to pave an apron around catch basin 1.
8. The approval includes the granting of the waivers requested for the reasons stated by the applicant. The Board finds that the criteria of Chapter 149-19.A have been met.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P15-57

Application Type: Site Plan Review
Applicant(s): Berry Surveying & Engineering
Owner(s): Oak Bluff Realty
Location: 56 New Rochester Road (Assessor's Map 40, Lot 38-A)
Meeting Date: January 26, 2016

Conditions to Be Met Prior to Any Construction

Activity:

9. Construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 8 AM-5 PM, with no Sunday hours. Hours of construction shall be documented on a site construction sign along with the contact information for the general contractor. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development.

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

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

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

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

56 New Rochester Road

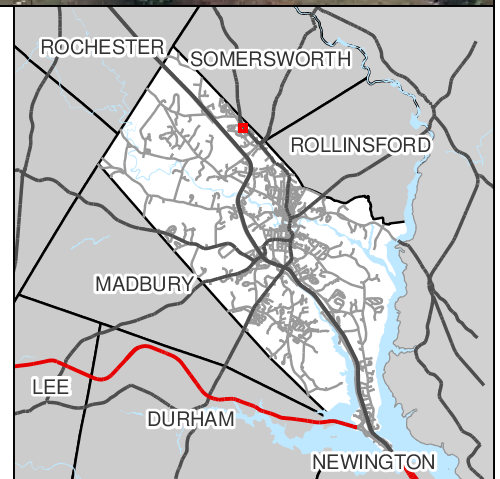
**Property Information**

Property ID 40038-A00000
Location 56 NEW ROCHESTER RD
Owner OAK BLUFF REALTY LLC

**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

The City makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated January 1, 2015





City of Dover, New Hampshire
SITE REVIEW APPLICATION

RECEIVED
Planning Office
[Revision Date: April 23, 2013]

Office Use Only	Project #:	<u>P15-57</u>	Date Received:	<u>JAN 15 2016</u>
	Amount Paid:		Time Received:	<u>Dover, New Hampshire</u>

APPLICANT AND OWNER INFORMATION

Name of Applicant: Berry Surveying & Engineering Telephone # 603-332-2863
Address of Applicant: 335 Second Crown Point Rd. Barrington, NH 03820
E-Mail Address: crberry@metrocast.net
Name of Property Owner (if different from applicant): Oak Bluff Realty Telephone # (603) 772-8860
Address of Property Owner: 242 Central Avenue, Dover NH 03820

PROPERTY INFORMATION

Address of Property: 56 New Rochester Rd. Dover, NH 03820
Assessor's Map # 40 Lot(s) # 38A
Zoning District(s) 0 Overlay District(s) _____
Size of Parcel: 24,870 sq. ft. 0.57 ac. Property Deed: Book 3077 Page: 036
Existing Use of Property: Residential

SITE PLAN INFORMATION

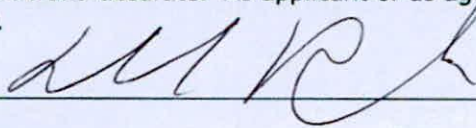
Describe Proposed Use: Residential/Commercial building with parking
Area of Parcel to be Developed: 18,000 SF sq. ft.
If Multi-family Residential, Specify Number of Units & Buildings Proposed: 4 Residential, 2 Commercial
Number of Parking Spaces: Existing 0 Proposed 8
Highway Access (check where applicable): ☒ City Street ☐ State Highway ☐ Urban Compact.
Number of Employees Total: _____ In Maximum Shift: _____
Disposition of Parcel: _____ Building Setbacks: _____
Building Footprint 3,300 sq. ft. Front Yard 12' ft.
Total Building Area 9,900 sq. ft. Rear Yard 15' ft.

Paved Area 6,841 sq. ft.Side Yard: Right 10' ft.
Left 10' 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: Residential/CommercialHeight of Building: 40' Finished Floor Elevation: 203.00

Number of Seats (where applicable) _____

WAIVER REQUESTSSite Review Regulations section(s) to be waived: Lighting RatioJustification for waiver request(s) (*attach additional sheets as needed*): _____See separate sheet**SURVEYOR INFORMATION**Name of Surveyor and Company (Licensed in N.H.) Kenneth A Berry, LLS Berry Surveying & EngAddress 335 Second Crown Point Rd, Barrington, NH 03825 Telephone #: 332-2863Professional License #: 805 E-mail address: CRBerry@Metrocast.net
Christopher R Berry, PM**ENGINEER INFORMATION**Name of Engineer and Company (Licensed in N.H.) Kenneth A Berry, PE Berry Surveying & EngAddress 335 Second Crown Point Rd, Barrington, NH 03825 Telephone #: 332-2863Professional License #: 14243 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: _____Signature of Applicant (*if different from owner*): _____ Date: _____

Signature of Agent: _____

Date: _____

12-18-15

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: _____

12-18-15

AUTHORIZATION TO COMPLETE THE PROJECT ON SUBJECT PROPERTY

I, and my successors, hereby the City of Dover or its assigns to enter my property for the purpose of completing the site work as required by the approved plan should the letter or credit or other surety be called. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: _____

Date: _____

12-18-15

Signature of Applicant (if different from owner): _____

Date: _____

CERTIFICATION OF FEES

I, and my successors, hereby certify that I understand that the City of Dover collects impact fees, utility investment fees and inspection fees for projects developed in Dover. Said fees must be paid before a Certificate of Occupancy can be obtained for a structure, unless a different payment schedule is agreed to by the applicant and the City prior to approvals being issued by the Dover Planning Board. Additionally, should the property be in "Current Use" it will be subject to the Land Use Change Tax.

Signature of Property Owner: _____

Date: _____

Signature of Applicant (if different from owner): _____

Date: _____

12-18-15

UNIT #	OWNER (S) OF RECORD	MAILING ADDRESS

PLANNING BOARD

APPLICATION CHECKLIST & FEE SCHEDULE

- A. If you are submitting an application for Site Review or a Major Subdivision the applicant shall meet with the Technical Review Committee (TRC). Eight (8) copies of the application and preliminary plan must be submitted. _____
- B. Prior to the submission deadline for Planning Board, fifteen (15) copies of the application and fifteen (15) sets of plans must be submitted. Four (4) 22" x 34" and eleven (11) 11" x 17" (signed by owner). _____
- C. **TOTAL FEE** paid by cash or check made payable to "City of Dover"
1. Application fee for the following:
 - SUBDIVISION \$150.00 x # _____ new lots created = \$ _____
 - LOT LINE ADJUSTMENT \$200.00 (if more than two lots involved, add \$100.00 per lot) = \$ _____
 - SITE REVIEW - RESIDENTIAL \$100.00 x # 4 per dwelling unit = \$ 400.00
 - SITE REVIEW - NON-RESIDENTIAL (not to exceed \$10,000)
 - New construction \$.15 sq. ft. x # 1472 sq. ft. = \$ 220.80
 - Additions (new floor space) \$.10 per sq. ft. x # _____ sq. ft. = \$ _____
 - IMPERVIOUS PAVED AREA (for new development) OR IMPERVIOUS PARKING LOT ADDITIONS (not to exceed \$10,000) \$.07 sq. ft. x # 6841 = \$ 478.87
 - MOTEL/HOTEL \$35.00 x # _____ per lodging unit = \$ _____
 - CHANGE OF USE (not to exceed \$5,000)
 - Existing floor space \$.10 per sq. ft. x # _____ sq. ft. = \$ _____
 - CONDITIONAL USE PERMIT \$150.00 x # _____ per application = \$ _____
 - GRAVEL PIT/ EXTRACTION PERMIT
 - Application fee \$50.00 = \$ _____
 - Permit fee \$75.00 = \$ _____
 - EXTENSIONS OF/AMENDMENTS TO/WAIVERS FOR AN APPROVED PLAN (\$150.00 minimum) \$50.00 x # _____ per hour of review = \$ _____
 - REQUEST FOR REZONING \$150.00 = \$ _____
 - DRIVEWAY WAIVER - \$100.00 application fee = \$ _____
 - Letter of rejection from Engineering Department, diagram & letter from owner \$ _____
- D. **Mailing Labels (Avery 5160)** in triplicate including owner, engineer, architect, land surveyor, or soil scientist whose professional seal appears on the plat with names and addresses for notices.
1. Certified letters fee: # of abutters 11 X \$8.00 = \$ 88.00
 2. Applicant & Owner, engineer, architect, land surveyor or soil scientist
Certified letters fee # 2 of x \$8.00 = \$ 16.00
 3. First Class Mail fee (for individual owner of units within a condominium or other collective form of ownership): # of abutters _____ X \$1.00 = \$ _____
 4. Creating/Printing Abutter Labels fee per sheet 2 x \$10.00 = \$ 20.00
- E. **Foster's newspaper public notice fee** \$ 80.00
- F. **Digital Version of the Plan & Archive Fee** \$1.00 x # _____ per sheet of plan set = \$ _____
- TOTAL FEE** \$ 1303.67

CITY OF DOVER PLANNING DEPARTMENT SITE PLAN REVIEW CHECKLIST

This site plan review checklist, as required by Chapter 149-6-B(2), should be completed by the applicant. It is intended to assist the applicant in the planning process of preparing a site plan review application for Planning Board action. The type of project proposed will determine the types of information required to review a site plan, therefore, a **preapplication conference** with the Planning Department to determine the list of items that must be completed is strongly encouraged.

The applicant is cautioned that this checklist is only a guide and is not intended to be a complete list of all Site Review requirements. Please refer to the Site Review Regulations for full details.

APPLICANT: Berry Surveying & Engineering File Number: _____

PROJECT TITLE: _____

PROPERTY LOCATION: 56 New Rochester Rd, Dover, NH Tax Map: 40 Lot: 38A

DATE OF TECHNICAL REVIEW COMMITTEE MEETING: _____

	Provided?
1. Completed Application form	✓
2. Payment of application & review fees, with completed application checklist	✓
3. List of abutters and three sets of mailing labels	
3. Compact disk containing PDF of primary site plan sheet only	
4. Fifteen copies of site plan w/scale of not less than 1"=50' (4 full size plans and 11 plans at 11" x 17"). Plans shall contain the following items as appropriate:	
Location map w/3000' radius	✓
Proposed project name or title and planning file number	✓
Date, north arrow and scale	✓
Existing surveyed property lines with dimensions and bearings	✓
Names of all abutting property owners	✓
Name and address of owners and/or applicants;	✓
Signature and stamp of NH licensed land surveyor and engineer	✓
Existing and proposed building and structure locations	✓
Depict all zoning and special district boundaries (conservation, wetland, groundwater protection, flood hazard, etc.)	✓
Specify proposed finished floor elevations of buildings	✓
Existing and proposed grade contours at two foot intervals	✓
Location and materials of all water mains and capacity needed	✓
Location and materials of sanitary sewage facilities within project site and projected additional peak hour sewer load	✓
Location and size of existing and proposed electric, telephone, gas, cable and other underground utilities	✓
Lighting plan depicting all existing and proposed exterior light fixtures and a lighting level analysis for parking lots	✓
Location of parking layout delineating spaces and arrangement; note addressing minimum required spaces	✓
Location and width of existing and proposed access/egress ways	✓
Location of proposed fire lanes	✓
Depict all existing and proposed easements	✓
Depict pedestrian walkways and handicapped access	✓
Location of solid waste disposal facilities (dumpster, pad and screening, etc.)	✓

City of Dover – Site Plan Review Checklist

Page 2 of 2

	Provided?
Depict all service, storage, loading bays and utility areas	✓
Landscape plan depicting existing and proposed landscaping, prepared by a licensed Professional Landscape Architect	N/A
Depict Flood Hazard Zones	✓
Existing natural features	✓
Depict the surface areas of water bodies and wetlands	N/A
Depict the locations of wetlands and buffers	✓
A colored architectural plan showing all sides of buildings	✓
Neighborhood plan showing how project relates to abutting uses	✓
A colored rendering of the streetscape that will be created along the existing public right-of-way	✓
Storm Water Management Plan depicting the existing & proposed storm drainage system and engineered drainage analysis	✓
Storm Water Management System Operation & Maintenance Plan	✓
Erosion and Sedimentation Control Plan	✓
ROW & pavement lines of existing abutting streets	✓
5. Additional Information if appropriate	
Traffic Impact Assessment and Analysis (Standard or Advanced)	✓
Fiscal Impact Analysis (For more than 10 residential units)	✓
Waste water quantity & composition figures	✓
Depict test boring locations, groundwater elevations and soil profiles and/or soils types call-outs	✓
Depict 20 percent slope as required	✓
Ground and/or aerial photos of site and immediate area	✓
Location of proposed drive-in facilities	✓
Depict existing contours up to 100 ft. beyond project limits	✓
Dates and permit numbers of all required state and federal permits	✓
Proposed restrictive covenants or homeowners association documents	✓
Waiver requests to the Site Review Regulations, with written justification	✓
Conditional Use Permit applications	✓
Provide additional exhibits/technical data determined appropriate by the Planning Board or its staff as required	✓

REVIEWED BY: _____ DATE _____

REMARKS:



BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

www.BerrySurveying.Com

December 21, 2015

City of Dover Planning Board
Attn: Christopher Parker Director of Planning
288 Central Ave
Dover, NH 03820

RE: Proposed Site Plan Review, Tax Map 40, Lot 38A
Oak Bluff Realty, 56 New Rochester Road
Waiver Request #1

Mr. Chairperson and Members of the Dover Planning Board:

In accordance with to the Site Review standards Article 149-14 Section C(1) the following waivers are hereby requested:

1. Identification of Waiver Request:

Parking lot lighting uniformity ratio in the Office zone should be 5:1.

2. Explanation:

The on-site lighting as designed has a uniformity ratio of 5.5:1. Although a uniformity ratio of 5:1 is achievable, it would mean using more commercial style lighting at the rear of the proposed building, where the residential units are.

The lower lighting at the edge of the parking lot results in a greater difference between the average and minimum illumination, which leads to a slightly higher uniformity ratio. In order to bring the site into strict compliance, lighting would need to be used that would increase illumination at the limits of the property, which can be undesirable in a residential setting.

a. Granting the waiver will properly carry out the purpose and intent of the regulations.

The purpose of the regulation is to ensure safe and adequate lighting for any given use. The lighting as designed is a more appealing residential style that is appropriate for the residential units at the back of the building, and will provide safe and adequate lighting over the whole parking lot.

b. Strict conformity to the regulations would pose an unnecessary hardship to the applicant.

Meeting the uniformity ratio of 5:1 would mean the use of lights that are typically seen in commercial developments. The owner/applicant's intent is to design the rear of the building closer to a residential style, and the harsh lighting required to be in strict conformance of the regulations could make the residential units less desirable to potential residents.

Thank you for your time and attention to this matter and we hope you look favorably upon the request.

Respectfully,

BERRY SURVEYING & ENGINEERING



Christopher R. Berry SIT 567
Principal, President



BERRY SURVEYING & ENGINEERING
335 Second Crown Pt. Rd., Barrington, NH 03825
(603) 332-2863 / (603) 335-4623 FAX
www.BerrySurveying.Com



BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

www.BerrySurveying.Com

January 6, 2016

City of Dover Planning Board
Attn: Christopher Parker Chief Planner
288 Central Ave
Dover, NH 03820

RE: Proposed Site Plan Review
Oak Bluff Realty
56 New Rochester Road

Mr. Chairperson & Members of the Dover Planning Board:

In accordance with to the Site Review standards Article 149-14 Section C(1) following waivers are hereby requested:

1. Identification of Waiver Request:

"Internal walkways shall be constructed of a pervious material, such as pervious asphalt or concrete, open or pervious paving blocks, or similar technologies."

2. Explanation:

The drainage analysis and design for the management of stormwater on the site has been designed utilizing innovative engineering practices to infiltrate water back into the ground. The entire proposed parking lot, including the adjacent sidewalk, has been sloped so that surface water runoff will flow to an infiltration system which is designed to infiltrate all storm events up to the 100 Yr./ 24Hr rain event.

Lastly, with respect to porous materials around the proposed building, it is contrary to common engineering practice to try and infiltrate water at the exact edge of a building. Common practice is discharge stormwater away from the footings and foundations of structures.

a. Granting the waiver will properly carry out the purpose and intent of the regulations.

The purpose of the regulation is to infiltrate surface water runoff into the soil. The utilization of the bio-retention devices will accomplish this same objective and allow for provisions that the runoff is treated prior to entering the soil. There will be no point source discharge points on the proposal prior to runoff having been treated prior to discharge.

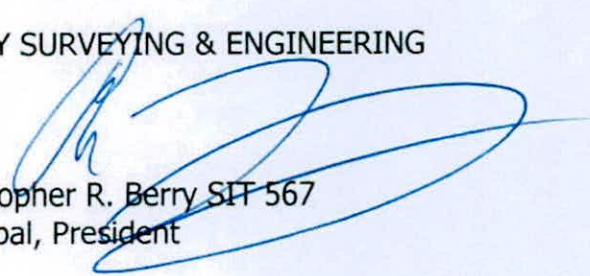
b. Strict conformity to the regulations would pose an unnecessary hardship to the applicant.

In this case, the owner / applicant desire to have concrete sidewalks especially adjacent to the parking lot. Longevity of investment is a primary concern. The cost of constructing the sidewalks utilizing pervious concrete methods is not warranted as the surface water runoff being collected and infiltrated into the soil while providing solid concrete sidewalks. The expense and construction logistics required are a hardship considering that it would be redundant especially in an instance where the technology being proposed by the porous material will not be affective due to the underlying soils.

Thank you for your time and attention to this matter and we hope you look favorably upon the request.

Very truly yours,

BERRY SURVEYING & ENGINEERING


Christopher R. Berry SIT 567
Principal, President



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Fax: (603) 335-4623

www.BerrySurveying.Com

January 8, 2016

City of Dover
288 Central Ave
Dover, NH 03820

Re: Site Plan Review
Berry Surveying & Engineering
Oak Bluff Realty
56 New Rochester (Tax Map 40 Lot 38-A)

Based on comments from the Technical Review Committee Minutes P-15-57, we respectfully submit the following comments and revisions. Our comments are in **bold**.

PLANNING COMMENTS

1. Impact fees and water and sewer investment fees will be assessed.
No comment required.

2. Label commercial entrances
All entrances are shown on Sheet 3

3. Add "Employee Parking Only" signs on gravel spaces
Now provided on Sheet 3

4. Have Engineering comment on forced main
Forced main now shown on Sheet 2 and Utility design sheet

5. Please revise the plan set to:
Indicate no Sunday hours in Construction note
Now shown on Sheet 3

Indicate zoning district boundaries (B-3 and 0)
Now shown on Sheet 2

Better differentiate lighting fixtures on lighting plan
Now shown on lighting plan

6. Please provide:

Colored architectural renderings
To be provided by applicant.

A streetscape plan
To be provided by applicant.

Traffic assessment and analysis
Now provided.

7. The Professional Engineer and Licensed Land Surveyor will need to sign and date final plans.

Understood.

8. Storm Water Management Plan depicting the existing and proposed storm drainage system and engineered drainage analysis needed to the satisfaction of the City Engineer.

Previously provided.

9. Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer.

Previously provided.

POLICE DEPARTMENT COMMENTS

1. Add No Parking/Fire Lane signage alongside building

Now provided on Sheet 3

ENGINEERING COMMENTS

1. Recommend paving an apron around cb1

Now provided.

2. Where does the roof drain to?

Front drains to catch basin #1

Back drains to parking lot and rain garden #1

3. Provide the size and type of service lines

Now provided on utility sheet

4. Relocate water service to across the street to directional drill

Now shown on utility sheet



BERRY SURVEYING & ENGINEERING

335 Second Crown Pt. Rd., Barrington, NH 03825

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www.BerrySurveying.Com

5. Should a right turn-out lane be added at the entrance?

It is our assessment it is not warranted due to low trip volume.

6. Some minor edits are needed on the detail sheets

Now provided

Very truly yours,

BERRY SURVEYING & ENGINEERING

Christopher R. Berry, Project Manager

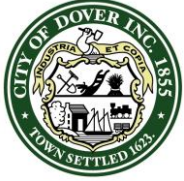


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CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P15-57

Application Type: Site Plan Review
Applicant(s): Berry Survey & Engineering
Owner(s): Oak Bluff Realty
Location: 56 New Rochester (Tax Map 40, Lot 38-A)
Date: January 7, 2016

INTENT: Site plan to construct a 9,900 sq. ft. building with 4 dwelling units and 8 parking spaces within 6,841 sq. ft. paved area.

LOTS/UNITS PROPOSED: 4 units

AGENDA ITEM #: 1

ACREAGE: 0.65 acres

ZONING DISTRICT: Office (O)

EXISTING LAND USE: Single-family residential

SURROUNDING LAND USE:
Residential, Commercial, and Recreational

ZBA ACTION: Variance granted to replace a non-conforming use (existing manufactured home with new manufactured home)
H69-16

PERMITS REQUIRED:

- Conditional Use Permit
- NHDES Shoreland Permit

WAIVERS REQUESTED:

- Chapter 149-14(E)(1)--Lighting
- Chapter 149-14(C)(1)--Porous walkways

ATTENDANCE:

Members:

Donna Benton, Planning
Elena Piekut, Planning/Zoning
Thomas Clark, Building/Fire
Marn Speidel, Police
Dave White, Engineering
Dan Barufaldi, Economic Development
Frank Torr, Planning Board

Others:

Christopher Parker, Planning
Jim Maxfield, Building/Fire
Dave Paolini, Owner
Chris Berry, Applicant

Approval of 12/17/15 Meeting Minutes

Motion to approve December 17, 2015 meeting minutes by Tom Clark and seconded by Dave White. Vote U/A.

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Label commercial entrances
- Add "Employee Parking Only" signs on gravel spaces
- Have engineering comment on force main
- Please revise the plan set to:
 - Indicate no Sunday hours in Construction note
 - indicate zoning district boundaries (B-3 and O)
 - Better differentiate lighting fixtures on lighting plan
- Please provide:
 - colored architectural renderings
 - a streetscape plan
 - Traffic Assessment and Analysis
- The Professional Engineer and Licensed Land Surveyor will need to sign and date final plans
- Storm Water Management Plan depicting the existing and proposed storm drainage system and engineered drainage analysis needed to the satisfaction of the City Engineer
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer

Police Department Comments:

- Add No Parking/Fire Lane signage alongside building

Engineering Comments:

- Recommend paving an apron around cb1
- Where does the roof drain too?
- Provide the size and type of service lines
- Relocate water service to across the street to directional drill
- Should a right turn-out lane be added at the entrance?
- Some minor edits are needed on the detail sheets

Fire/Inspections Comments:

- Addressed previously

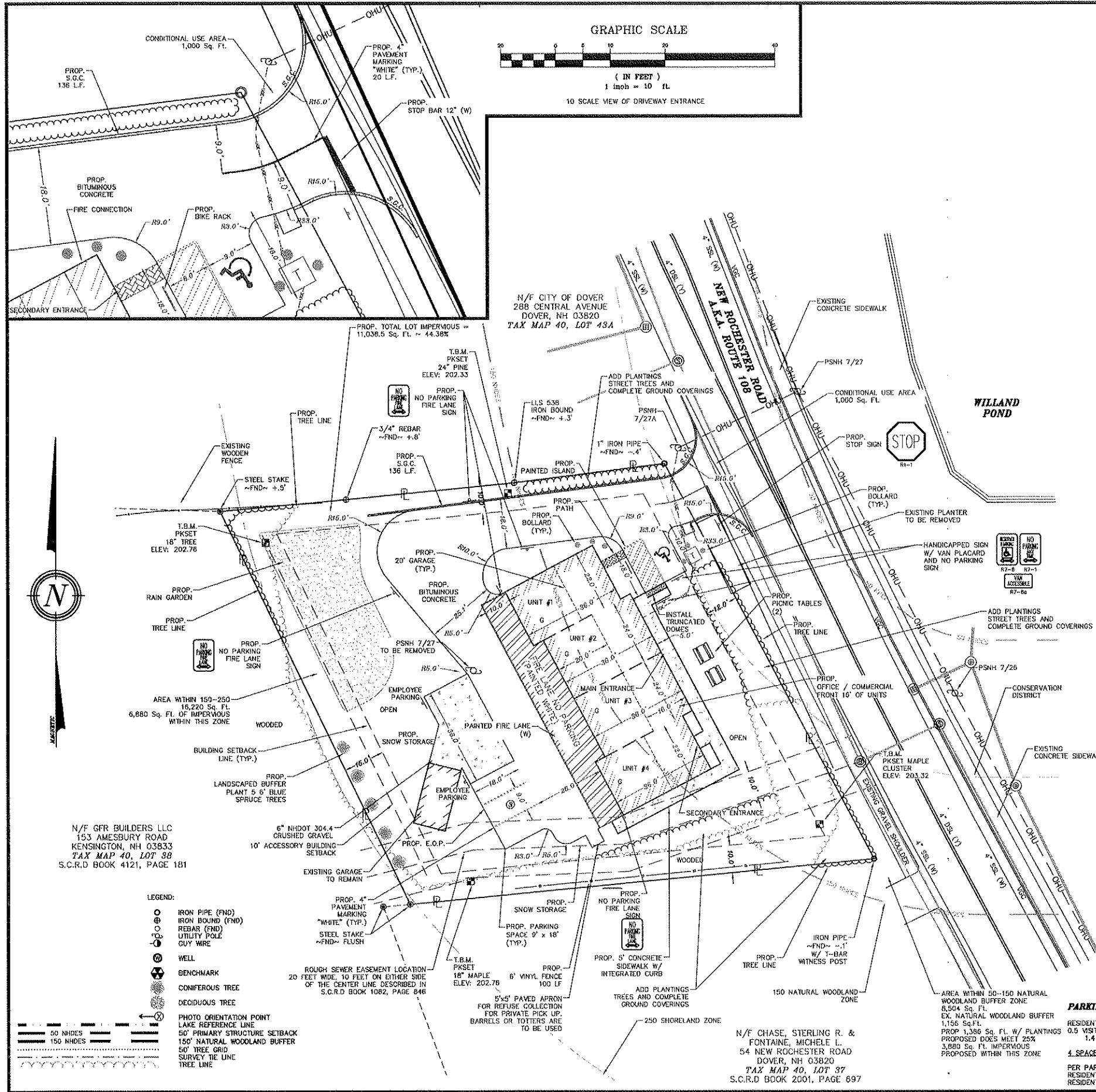
Economic Development Comments:

- None

Planning Board Comments:

- None

S:\Department\Planning\Planning_Share\Planning Board\TRC\2016
TRC\MINUTES\2016.01.07_PlanningTechnicalReviewCommittee.56 New Rochester
Berry.Minutes.Final Draft.docx



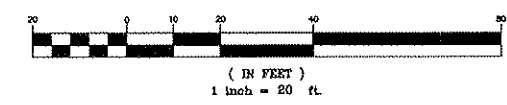
NOTES:

- 1.) THE INTENT OF THIS PLAN SET IS TO DEMONSTRATE THE SITE PLAN DESIGN OF PROPOSED OFFICE/COMMERCIAL SPACE WITH FOUR RESIDENTIAL UNITS IN ONE BUILDING ON NEW ROCHESTER ROAD.
- 2.) CURRENT OWNER: OAK BLUFF REALTY
242 CENTRAL AVE.
DOVER, NH 03820
- 3.) THE PROJECT PARCEL IS TAX MAP 40, LOT 38A
56 NEW ROCHESTER ROAD
DOVER, NH 03820
- 4.) LOT AREA: 24,870 Sq. Ft., .57 Ac.
- 5.) TITLE REFERENCE FOR THE PROJECT PARCEL IS THE STRAFFORD COUNTY REGISTRY OF DEEDS, (S.C.R.D.) BOOK NO. 3077, PAGE NO. 36
- 6.) LOCUS PARCEL IS SUBJECT TO EASEMENTS AS NOTED. SEE EXISTING CONDITIONS PLANS FOR LOCATIONS.
- 7.) ZONING NOTES: OFFICE DISTRICT (O) CONSERVATION DISTRICT OVERLAY 100' FROM WILLAND POND
MINIMUM LOT SIZE: 10,000 SQUARE FEET
MINIMUM FRONTAGE: 100.0' FEET
BUILDING SETBACK REQUIREMENTS:
FRONT 12 FEET
SIDE 10 FEET
REAR 15 FEET
MAXIMUM LOT COVERAGE: 50 PERCENT
MAXIMUM BUILDING HEIGHT: 65 FEET
ACCESSORY BUILDING SETBACK 10 FEET
- 8.) PROPERTY LINE INFORMATION HAS BEEN OBTAINED FROM A SURVEY PERFORMED BY BERRY SURVEYING & ENGINEERING IN SPRING 2013 WITH AN ERROR OF CLOSURE GREATER THAN 1 IN 30,000 UNDER NO SNOW CONDITIONS.
- 9.) THE SUBJECT PARCEL IS NOT LOCATED WITHIN AREAS DETERMINED TO BE WITHIN THE 0.2 PERCENT ANNUAL CHANCE FLOODPLAIN AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO.: 330145 0310 D, MAP NO.: 33017003400 DATED MAY 17, 2005.
- 11.) AS-BUILT PLANS OF THE SITE SHALL BE SUBMITTED ON A REPRODUCIBLE MYLAR MEDIUM AND IN A DIGITAL DXF FORMAT ON DISK TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF PROJECT. AS-BUILT PLANS SHALL BE PREPARED AND CERTIFIED CORRECT BY A L.L.S. OR P.E.
- 12.) EXTERIOR LIGHTING SHALL BE CUT-OFF TYPE FIXTURES PER CHAPTER 149-14-E AND SHALL PROVIDE LIGHTING DIRECTED ON-SITE ONLY. SEE LIGHTING PLAN WITH LIGHTING LEGEND AND LOCATIONS ON SHEET 8 OF 19.
- 13.) TOPOGRAPHIC SURVEY PERFORMED BY BERRY SURVEYING & ENGINEERING IN SPRING OF 2013 UNDER NO SNOW CONDITIONS AND IS SHOWN AT 1 FOOT INTERVALS.
- 14.) DATUM: PROJECT DATUM IS BASED ON GPS COORDINATES ESTABLISHED WITH A TOPCON HIPER SR RECEIVER IN XXXX AND REPRESENTED IN NEW HAMPSHIRE STATE PLANE COORDINATES NAD 1983 AND VERTICALLY BY NAVD 1988.
- 15.) THE PROPOSED STRUCTURE SHALL BE SERVED BY A SPRINKLER SYSTEM AS REQUIRED UNDER CHAPTER 108-30 OF THE CODE OF THE CITY OF DOVER AND THE 2009 STATE BUILDING CODES.
- 16.) SPRINKLER CONNECTIONS MUST BE FLUSHED IN ACCORDANCE WITH NFPA 24 AND A CONTRACTOR'S MATERIALS AND TEST CERTIFICATE FOR UNDERGROUND PIPING FORM MUST BE COMPLETED.
- 17.) FIRE DEPARTMENT CONNECTIONS SHALL BE LOCATED ON THE STREET SIDE OF THE BUILDING PER NFPA 13.
- 18.) A SECURITY SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 58, ARTICLE I, SECTION 58-2 OF THE CODE OF THE CITY OF DOVER.
- 19.) ALL ON-SITE UTILITIES SHALL BE INSTALLED UNDERGROUND.
- 20.) THE SUBJECT PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
- 21.) ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO APPLICABLE CITY AND STATE CODES.
- 22.) BACKFLOW PREVENTORS SHALL BE PROVIDED FOR BOTH FIRE AND DOMESTIC WATER LINES.
- 23.) ALL EROSION CONTROL NOTES SHALL INCLUDE PROVISIONS FOR CONSTRUCTION SEQUENCING, TEMPORARY EROSION CONTROL MEASURES, AND PERMANENT STANDARDS SUCH AS LOAM SPREAD RATE FOR DISTURBED AREAS, RATES OF LIME, TYPE AND RATES FOR FERTILIZER, AND SEED AND MULCH MIXTURE WITH RATES OF APPLICATION.
- 24.) THE LIMITS OF CONSTRUCTION DISTURBANCE SHALL BE STAKED, FLAGGED AND CLEARLY IDENTIFIED PRIOR TO THE COMMENCEMENT OF SITE WORK.
- 25.) ALL TREATMENT SWALES TO BE CONSTRUCTED SHALL HAVE SOD BOTTOMS.
- 26.) A LETTER OF CREDIT FOR THE COST OF RE-VEGETATING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED PRIOR TO ANY EARTH DISTURBING ACTIVITY OCCURS. COORDINATE WITH CITY OF DOVER, COMMUNITY SERVICES AND ENGINEERING DEPARTMENT.
- 27.) A PRE-CONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE DESIGN ENGINEER, THE EARTHWORK CONTRACTOR, AND THE CITY ENGINEER SHALL OCCUR PRIOR TO ANY EARTH DISTURBING ACTIVITY.
- 28.) BUILDING ADDRESSES SHALL BE ASSIGNED BY THE BUILDING INSPECTOR AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
- 29.) THE PROPOSED USE FOR THE SITE IS RESIDENTIAL (4 UNITS) AND OFFICE (2 UNITS.)
- 30.) THE FOLLOWING FEDERAL AND STATE PERMITS HAVE BEEN ISSUED FOR THE SUBJECT PROPERTY:
NH NATURAL HERITAGE BUREAU: COMPLETE SHORELAND IMPACT PERMIT: 2015-02446
- 31.) LIST ANY VARIANCES OR SPECIAL EXCEPTIONS GRANTED BY THE ZONING BOARD OF ADJUSTMENT FOR THE PROPOSED STRUCTURE: NONE
- 34.) THIS PLAN PROPOSES 18,000 SQ. FT. OF DISTURBANCE.
- 35.) CALL DIG SAFE PRIOR TO BEGINNING WORK (1-888-344-7233)
- 36.) ALL CONSTRUCTION SHALL CONFORM TO THE STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION. CONSTRUCTION SHALL ALSO CONFORM TO THE CITY OF DOVER POLICIES AND PRACTICES.
- 37.) WRITTEN DIMENSION ON THIS PLAN TAKE PRECEDENCE OVER SCALED DIMENSIONS. THE CONTRACTOR SHALL USE CAUTION WHEN SCALING REPRODUCED PLANS. IN THE EVENT OF A CONFLICT BETWEEN THE PLAN SET AND ANY OTHER DRAWINGS AND/OR SPECIFICATIONS, THE ENGINEER SHALL BE NOTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR IS TO CONFIRM ALL ELEVATIONS. CONFLICTS WILL BE REPORTED TO THE DESIGN ENGINEER PRIOR TO CONSTRUCTION.
- 38.) THERE IS CLEAR SITE DISTANCE IN BOTH THE NORTH AND SOUTH DIRECTIONS AT THE PROPOSED ENTRANCE OF THE SITE.
- 39.) SNOW STORAGE AREAS ARE AS SHOWN ON THIS SITE PLAN. EXCESS SNOW WILL BE REMOVED FROM THIS SITE AND DISPOSED OF IN A QUALIFIED LOCATION.
- 40.) THE APPLICANT IS ABLE TO MAKE LIKE CHANGES TO PRODUCTS SO LONG AS THE DESIGN ENGINEER APPROVES THAT THEY MEET THE DESIGN INTENT. THE DESIGN ENGINEER IS TO NOTE THE PROPOSED PRODUCT CHANGE AND SEND REQUEST FOR REVIEW TO THE CITY ENGINEER FOR APPROVAL.
- 41.) REFUSE IS TO BE COLLECTED BY INDIVIDUAL USERS IN INDIVIDUAL UNITS AND PLACED IN TOTTENS OR BARRELS, AND THEN PLACED AT THE DESIGNATED LOCATION FOR PRIVATE PICK UP.
- 42.) THERE IS TO BE NO CONSTRUCTION OF ANY KIND ON SUNDAYS

PARKING REQUIREMENTS:

RESIDENTIAL (NDM CDD-6) MAX 1.4 SPACES PER UNIT PLUS
0.5 VISITOR SPACES PER UNIT
1.4 * 4 UNITS + 0.5 * 4 UNITS = 7.6 SPACES
4 SPACES PROPOSED
PER PARKING REGULATION TABLE IN CHAPTER 149, ONLY
RESIDENTIAL PARKING IS PROVIDED WHERE COMMERCIAL AND
RESIDENTIAL USES ARE CO-LOCATED.

GRAPHIC SCALE



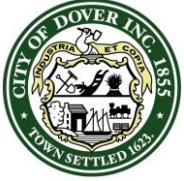
DOVER PLANNING # 15-057

REVISION	DATE	DESCRIPTION
1/5/16	12/22/15	REVISIONS PER PRELIM. TRC COMMENTS MINOR UTILITY AND SITE PLAN REVISIONS
#2	#1	

PROPOSED SITE PLAN
LAND OF
OAK BLUFF REALTY
56 NEW ROCHESTER ROAD
DOVER, N.H.
TAX MAP 40, LOT 38A

BERRY SURVEYING & ENGINEERING
335 SECOND CROWN POINT ROAD
BARRINGTON, NH 03825 (603)352-2863
SCALE: 1 IN. EQUALS 20 FT.
DATE: DECEMBER 17, 2015
FILE NO.: DB 2013-095

SHEET 3 OF 19



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P16-01

Application Type: Conditional Use Permit
Applicant(s): Berry Surveying & Engineering
Owner(s): Oak Bluff Realty
Location: 56 New Rochester Road (Assessor's Map 40, Lot 38A)
Meeting Date: January 26, 2016

INTENT: To obtain a Conditional Use Permit (CUP) to construct a parking lot, drainage and utilities in the Conservation District of Willand Pond with 1,000 sq. ft. of impact

LOTS/UNITS PROPOSED: 4 condominium units and 1,500 sq. ft. of commercial space

AGENDA ITEM: # 4-B

ACREAGE: 0.57 Acres

ZONING DISTRICT: Office (O)

EXISTING LAND USE: Single Family residential

PROPOSED LAND USE: Residential and Office

SURROUNDING LAND USE: Residential, Commercial, and Recreational

ZBA ACTION: Variance granted to replace a non-conforming use (existing manufactured home with new manufactured home)
H69-16

ATTACHMENTS:

- Conditional Use Permit Application
- Conservation Commission Minutes from January 11, 2016

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:

- NH DES Shoreland Permit

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant is requesting a Conditional Use Permit to construct a parking lot, drainage and utilities in the Conservation District of Willand Pond with 1,000 sq. ft. of impact.

The Conservation Commission endorsed the NHDES application and CUP due to the roadway being in between the site and Willand Pond.

Consistency with Land Use Regulations

The Conservation District ordinance provides for Conditional Use Permits to allow impacts to land within 100 feet of the reference line to a water body if standards related to demonstration of need, avoidance, minimization, and mitigation are met. This proposal is consistent with those standards.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board accept the application, open a public hearing and approve the Conditional Use Permit with the following condition:

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

1. NH DES Shoreland Permit is granted and a copy of the permit submitted to the City.
2. The Site Plan (P15-57) shall be approved.

56 New Rochester Road

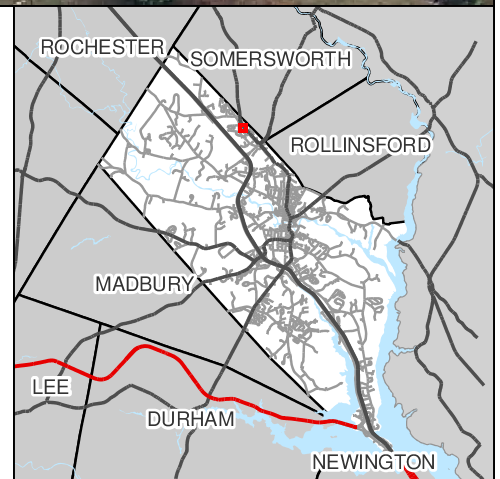
**Property Information**

Property ID 40038-A00000
Location 56 NEW ROCHESTER RD
Owner OAK BLUFF REALTY LLC

**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

The City makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated January 1, 2015





City of Dover, New Hampshire

CONDITIONAL USE PERMIT APPLICATION

[Revision Date: September 29, 2015]
RECEIVED
Planning Office

Office Use Only

Project #:

P16-01

Date Received:

JAN 15 2016

Amount Paid:

Time Received:

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: Oak Bluff Realty Telephone # 742-2121

Address of Applicant: 242 Central Avenue

E-Mail Address:

Name of Property Owner (if different from applicant): Same Telephone #

Address of Property Owner: Same

PROPERTY INFORMATION

Assessor's Map # 40 Lot(s) # 38A

Address of Property: 56 New Rochester Road

Zoning District(s) Office Overlay District(s)

Existing Use of Property: Single family house

CONDITIONAL USE PERMIT INFORMATION

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

- | | | |
|---|---|---|
| ☒ Conservation District | ☐ RCM Use Overlay District | ☐ I-1 District Uses |
| ☐ Groundwater Protection | ☐ Off-Street Parking and Loading | ☐ Alternative Treatment Center |
| ☐ Wetland Protection District | ☐ Central Business District | |

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

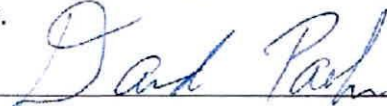
See attached.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: NH Natural Heritage Bureau: Complete

Shoreland Impact Permit: 2015-02446

Name of Professional That Prepared Plans: Kenneth Berry, P.E.Address 335 Second Crown Point Road Telephone #: 335-2863Professional License #: 14243 E-mail address: crberry@metrocast.net**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.

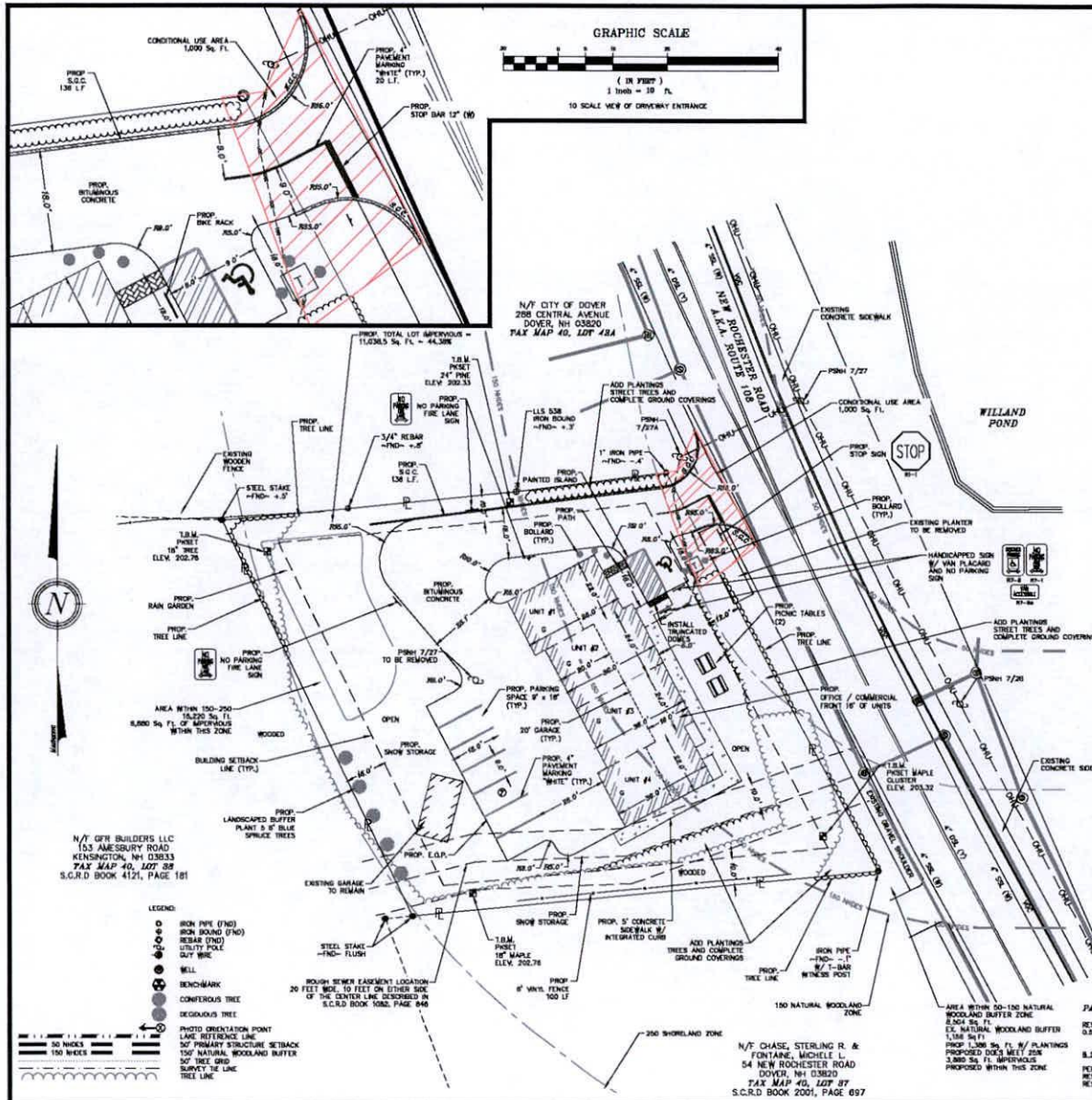
Signature of Property Owner:  Date: 1-4-15

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

Signature of Agent:  Date: 1-4-15**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: 1-4-15



- NOTES:**
- THE INTENT OF THIS PLAN SET IS TO DEMONSTRATE THE SITE PLAN DESIGN OF PROPOSED OFFICE/COMMERCIAL SPACE WITH FOUR RESIDENTIAL UNITS IN ONE BUILDING ON NEW ROCHESTER ROAD.
 - CURRENT OWNER: OAK BLUFF REALTY
242 CENTRAL AVE.
DOVER, NH 03820
 - THE PROJECT PARCEL IS TAX MAP 40, LOT 38A
56 NEW ROCHESTER ROAD
DOVER, NH 03820
 - LOT AREA: 24,870 Sq. Ft., 57 Ac.
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 - LOTUS PARCEL IS SUBJECT TO EASEMENTS AS NOTED, SEE EXISTING CONDITIONS PLANS FOR LOCATIONS.
 - ZONING NOTES: OFFICE DISTRICT (O)
MINIMUM LOT SIZE: 10,000 SQUARE FEET
MINIMUM FRONTAGE: 100.0 FEET
BUILDING SETBACK REQUIREMENTS:
FRONT: 15 FEET
SIDE: 10 FEET
REAR: 15 FEET
MAXIMUM LOT COVERAGE: 50 PERCENT
MAXIMUM BUILDING HEIGHT: 80 FEET
 - PROPERTY LINE INFORMATION HAS BEEN OBTAINED FROM A SURVEY PERFORMED BY BERRY SURVEYING & ENGINEERING IN SPRING 2013 WITH AN ERROR OF CLOSURE GREATER THAN 1 IN 50,000 UNDER NO SNOW CONDITIONS.
 - THE SUBJECT PARCEL IS NOT LOCATED WITHIN AREAS DETERMINED TO BE WITHIN THE 0.2 PERCENT ANNUAL CHANCE FLOODPLAIN AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 330148 CD10 D, MAP NO. 13007300000 DATED MAY 17, 2006.
 - AS-BUILT PLANS OF THE SITE SHALL BE SUBMITTED ON A REPRODUCIBLE MYLAR MEDIUM AND IN A DIGITAL DWT FORMAT ON SDK TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF PROJECT. AS-BUILT PLANS SHALL BE PREPARED AND CERTIFIED CORRECT BY A L.L.S. OR P.E.
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 - DATUM: PROJECT DATUM IS BASED ON GPR COORDINATES ESTABLISHED WITH A TOPCON Hiper Receiver R1000X AND REPRESENTED IN NEW HAMPSHIRE STATE PLANE COORDINATES NAD 83 AND VERTICALLY BY NAVD 83.
 - THE PROPOSED STRUCTURE SHALL BE SERVED BY A SPRINKLER SYSTEM AS REQUIRED UNDER CHAPTER 109-30 OF THE CODE OF THE CITY OF DOVER AND THE 2009 STATE BUILDING CODES.
 - SPRINKLER CONNECTIONS MUST BE FLAGGED IN ACCORDANCE WITH NFPA 24 AND A CONTRACTOR'S MATERIALS AND TEST CERTIFICATE FOR UNDERGROUND PIPING FORM MUST BE COMPLETED.
 - FIRE DEPARTMENT CONNECTIONS SHALL BE LOCATED ON THE STREET SIDE OF THE BUILDING PER NFPA 13.
 - A SECURITY SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 58, ARTICLE 1, SECTION 58-2 OF THE CODE OF THE CITY OF DOVER.
 - ALL ON-SITE UTILITIES SHALL BE INSTALLED UNDERGROUND.
 - THE SUBJECT PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
 - ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO APPLICABLE CITY AND STATE CODES.
 - BACKFLOW PREVENTORS SHALL BE PROVIDED FOR BOTH FIRE AND DOMESTIC WATER LINES.
 - ALL EROSION CONTROL NOTES SHALL INCLUDE PROVISIONS FOR CONSTRUCTION REQUIREMENTS, TEMPORARY EROSION CONTROL MEASURES, AND PERMANENT STANDARDS SUCH AS SOIL SPREAD RATE FOR DISTURBED AREAS, RATES OF LAKE, TYP, AND RATES FOR FERTILIZER, AND SEED AND MULCH MIXTURE WITH RATES OF APPLICATION.
 - THE LIMITS OF CONSTRUCTION DISTURBANCE SHALL BE STAKED, FLAGGED AND CLEARLY IDENTIFIED PRIOR TO THE COMMENCEMENT OF SITE WORK.
 - ALL TREATMENT TANKS TO BE CONSTRUCTED SHALL HAVE 300 BOTTOMS.
 - A LETTER OF CREDIT FOR THE COST OF RE-VISITING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED PRIOR TO ANY EARTH DISTURBING ACTIVITY OCCURS. COORDINATE WITH CITY OF DOVER, COMMUNITY SERVICES AND ENGINEERING DEPARTMENT.
 - A PRE-CONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE DESIGN ENGINEER, THE EARTHWORK CONTRACTOR, AND THE CITY ENGINEER SHALL OCCUR PRIOR TO ANY EARTH DISTURBING ACTIVITY.
 - BUILDING ADDRESSES SHALL BE ASSIGNED BY THE BUILDING INSPECTOR AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
 - THE PROPOSED USE FOR THE SITE IS RESIDENTIAL (4 UNITS) AND OFFICE (3 UNITS).
 - THE FOLLOWING FEDERAL AND STATE PERMITS HAVE BEEN ISSUED FOR THE SUBJECT PROPERTY:
NH NATURAL HERITAGE BUREAU: COMPLETE
SHORELAND IMPACT PERMIT: 2015-02448
 - LIST ANY VARIANCES OR SPECIAL EXCEPTIONS GRANTED BY THE ZONING BOARD OF ADJUSTMENT FOR THE PROPOSED STRUCTURE: NONE
 - THIS PLAN PROPOSES 18,000 SQ. FT. OF DISTURBANCE.
 - CALL DIS SAFE PRIOR TO BEGINNING WORK (1-800-344-7233)
 - ALL CONSTRUCTION SHALL CONFORM TO THE STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION. CONSTRUCTION SHALL ALSO CONFORM TO THE CITY OF DOVER POLICES AND PRACTICES.
 - WRITTEN DIMENSION ON THIS PLAN TAKE PRECEDENCE OVER SCALED DIMENSIONS. THE CONTRACTOR SHALL USE CAUTION WHEN SCALING RETROFOLDED PLANS. IN THE EVENT OF A CONFLICT BETWEEN THIS PLAN SET AND ANY OTHER DRAWINGS AND/OR SPECIFICATIONS, THE ENGINEER SHALL BE NOTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR IS TO CONFIRM ALL ELEVATIONS. CONFLICTS WILL BE REPORTED TO THE DESIGN ENGINEER PRIOR TO CONSTRUCTION.
 - THERE IS CLEAR SITE DISTANCE IN BOTH THE NORTH AND SOUTH DIRECTIONS TO THE PROPOSED ENTRANCE OF THE SITE.
 - SNOW STORAGE AREAS AS SHOWN ON THIS SITE PLAN, EXCESS SNOW WILL BE REMOVED FROM THIS SITE AND DISPOSED OF IN A QUALIFIED LOCATION.
 - THE APPLICANT IS ABLE TO MAKE LIKE CHANGES TO PRODUCTS SO LONG AS THE DESIGN ENGINEER APPROVES THAT THEY MEET THE DESIGN INTENT. THE DESIGN ENGINEER IS TO NOTE THE PROPOSED PRODUCT CHANGE AND SEND REQUEST FOR REVIEW TO THE CITY ENGINEER FOR APPROVAL.

DOVER PLANNING # 15-057

REVISION	DATE	DESCRIPTION
1	12/22/15	MAJOR UTILITY AND SITE PLAN REVISIONS

PROPOSED SITE PLAN
 56 NEW ROCHESTER ROAD
 DOVER, NH
 TAX MAP 40, LOT 38A

BERRY SURVEYING & ENGINEERING
 335 SECOND CROWN POINT ROAD
 BARRINGTON, NH 03825 (603)332-2883
 SCALE: 1 IN. EQUALS 20 FT.
 DATE: DECEMBER 17, 2015
 FILE NO.: DB 2013-085

STATE OF NEW HAMPSHIRE
 A
 SURVEY
 NO. 14243
 EXPIRATION DATE: 12/31/2018

SHEET 3 OF 18



BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

www.BerrySurveying.Com

Director Christopher Parker
City of Dover Planning Department
288 Central Ave
Dover, NH 03820

RE: Conditional Use Application for 56 New Rochester Road, Assessor's Map 40 Lot 38A

Mr. Parker,

On behalf of Oak Bluff Realty, Berry Surveying & Engineering submits for Planning Board approval a Conditional Use Permit Application to construct a parking lot, requiring 1,000 square feet of disturbance within 100' of Willand Pond. Of the disturbed area, approximately 500 square feet of pavement will remain within the 100' buffer. The remainder is temporary disturbance related to the construction of the driveway and installation of underground electric lines.

The proposed driveway is to be installed in the same location as the existing driveway, so permanent disturbance in the 100' buffer will be minimal.

The approval of this Conditional Use Application would allow the developer to construct a mixed use building and associated parking, including the necessary stormwater treatment infrastructure.

Based on the information above, we respectfully request the approval of this Conditional Use Permit Application to allow for construction within 100' of Willand Pond.

Thank you for your time and attention to this matter and we look forward to working with you on this project.

Berry Surveying & Engineering

Christopher R. Berry SPT 567
Principal, President



CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Conference Room, City Hall, 288 Central Avenue
Meeting Date: Monday, January 11, 2016
Meeting Time: 5:30 pm

Clark: We are working on that issue with the city engineer.

Donovan: You could shrink the size of the detention basins and rain garden if you include some porous pavement as part of the plan.

Hunt: Could you explain the compensatory mitigation?

Gove: We had a preliminary meeting with DES, EPA and the Army Corps about this project. We first have to try to minimize the impacts and avoid to the greatest extent possible. The ARM fund payment is an option if you can't avoid all the impacts. The money goes to DES to be spent on wetland protection projects in the watershed. It is usually a timing issue for funding to be provided to the municipality instead of going into the ARM fund. The project has to be ready to go by the time the project starts.

Bird: What is the ratio of protected wetlands to impacted wetlands?

Gove: The DES rules require a minimum of 10 to 1, but the EPA is involved and they require 15 to 1.

Bird: I would like to explore the option of keeping the money in Dover to protect some conservation property that is under consideration, as long as it doesn't cause any delay.

Pollack: We are willing to work with you but we do not want to have any delay in the project. We had asked Dover for any shovel ready projects but we were told that there were none.

Gasses: While Dover comes first, I will let you know that there is a conservation project in Barrington where the Southeast NH Land Trust is working to preserve a large property. It is within the watersheds that would benefit Dover in the long run. It is ready to go and they are looking for additional funding.

Hunt: We will ask Bird to let us know when the site walk is scheduled and then put this item on a future agenda.

C. City of Dover Conditional Use Permit for Oak Bluff Realty (Agent: Berry Surveying & Engineering), Assessor's Map 40, Lot 38A, located at 56 New Rochester Road.

Ben Clark was present to explain the proposal to construct a parking lot, drainage and utilities within the Conservation District of Willand Pond, which is across the street from the subject parcel. Proposal will impact 1,000 sq. ft. within the Conservation District. The storm water will go to the rain garden in the rear of the lot. There will be no impacts to Willand Pond.

Joyce: How much of the existing area is impervious now?

Clark: The existing driveway is gravel. About 500 square feet is proposed, which will be the paved driveway.

Joyce: Is there any subsurface drainage proposed?

Clark pointed out the drainage shown on sheet #4, including catch basins in the driveway and the rain garden. The erosion and sediment control plan was reviewed.

Gasses made a motion to endorse the Conditional Use Permit application, Joyce seconded. Vote: Unanimous

5. REPORT FROM THE CHAIR

A. Review of Correspondence Received From NH Department of Environmental Services

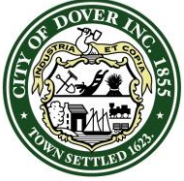
Bird reviewed the following letters from the DES Wetlands Bureau:

1. Restoration plan monitoring report approval from NHDES for Tam and Nancy Doan at 16 Dover Point Road.
2. Response from Louis Berger Group to NHDES for Whittier Street Bridge for City of Dover.

6. OTHER BUSINESS:

7. ADJOURNMENT

Gasses moved to adjourn the meeting at 7:00 pm, Donovan seconded. Vote: Unanimous



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P15-58

Application Type: Site Plan Review
Applicant(s): CLD Consulting Engineers, Inc.
Owner(s): William R. Dube Revocable Trust
Location: 40 Dover Point Road (Assessor's Map K, Lot 25-B)
Meeting Date: January 26, 2016

INTENT: To construct a 31,200 sq. ft building with 79 parking spaces and 40,447 sq. ft. of vehicle display areas

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 4-C

ACRES: 3.31 Acres

ZONING DISTRICT: Thoroughfare Business (B-3)

EXISTING LAND USE: Car Dealership

PROPOSED LAND USE: Car Dealership

SURROUNDING LAND USE: Commercial, Cemetery

ZBA ACTION: None

ATTACHMENTS: Site Plan application and plans; TRC minutes, waiver requests

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices were sent by certified mail for this meeting

PERMITS REQUIRED: None

WAIVERS REQUESTED:

- Chapter 149-13(A)(20)—Traffic Impact Assessment
- Chapter 149-14(D)(6)(g)—Porous Pavement
- Chapter 149-14(C)(1)—Porous walkways
- Chapter 149-15(C)— 5 ft. Pavement Setback

Summary of Request and Background

The applicant is requesting site plan approval to construct a 31,200 sq. ft. car dealership building with 85 parking spaces and 40,447 sq. ft. of vehicle display area.

The applicant appeared before the Technical Review Committee on December 17, 2015 (see TRC minutes).

Consistency with Land Use Regulations

Chapter 149-4 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. The site is located in the Thoroughfare Business District (B-3), which encourages efficient and attractive automobile oriented commercial development along major highways of the downtown including commercial uses such as automobile sales. This plan is consistent with those regulations.

Waiver Requests

The applicant is requesting a waiver from:

- Chapter 149-13(A)(20) to waive the requirement of a Traffic Impact Assessment and Analysis
- Chapter 149-14(D)(6)(g) to waive the requirement that porous pavement to be used with pavement areas over 1.5 acres
- Chapter 149-14.C.(1) to waive the requirement of internal walkways to be constructed of a pervious material
- Chapter 149-15(C) to waive the 5 foot setback requirement for pavement

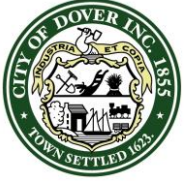
The applicant has submitted a letter that includes the justification for the requests. The Planning Department supports the waivers for the reasons stated by the applicant.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board accept the application, open the public hearing, and approve the site 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 plan.
2. Applicant shall provide:
 - a. digital version of plan set
 - b. a landscape plan stamped and signed by a L..A which includes the 5% internal landscaping as required
 - c. a legible print of the lighting plan
3. The Professional Engineer and Licensed Land Surveyor will need to sign and date final plans.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P15-58

Application Type: Site Plan Review
Applicant(s): CLD Consulting Engineers, Inc.
Owner(s): William R. Dube Revocable Trust
Location: 40 Dover Point Road (Assessor's Map K, Lot 25-B)
Meeting Date: January 26, 2016

4. Storm Water Management Plan and Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer
5. Revise plan set to:
 - a. Correct the entrance widths which exceed those allowed
 - b. Include a water trench detail
 - c. Add a note regarding location of off-site vehicle display during construction
 - d. Correct lot number behind site to 19-02 not 19-002 or 19-2000
 - e. Add a note that Vehicle Display Areas shall not encroach into Right-of-way as that would be violation of NH RSA 262:40-c and Dover City Code 166-16F.

Conditions to Be Met Prior to Any Construction Activity:

6. Construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday and Sunday 8 AM-5 PM. Hours of construction shall be documented on a site construction sign along with the contact information for the general contractor. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development.

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

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

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

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

40 Dover Point Road

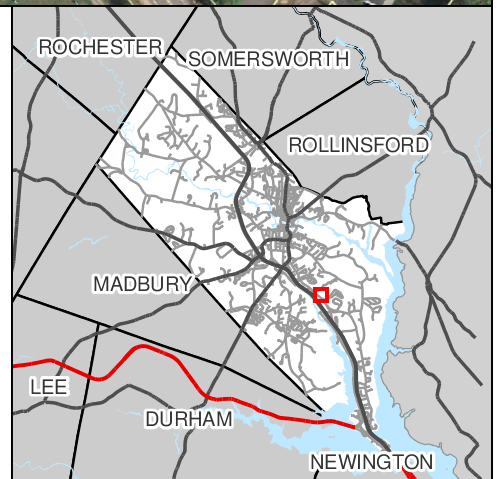
**Property Information**

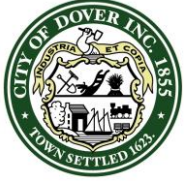
Property ID K0025-B00000
Location 40 DOVER POINT RD
Owner DUBE WILLIAM R TRUSTEE
DUBE WILLIAM R RECOVERABLE

**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

The City makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated January 1, 2015





CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P15-58

Application Type: Site Plan Review
Applicant(s): CLD Consulting Engineers, Inc.
Owner(s): William R. Dube Revocable Trust
Location: 40 Dover Point Road (Tax Map K, Lot 25-B)
Date: December 17, 2015

INTENT: Site plan to construct a 31,200 sq. ft building with 79 parking spaces and 40,447sq. ft. of vehicle display areas

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 1

ACREAGE: 3.31 acres

ZONING DISTRICT: Thoroughfare
Business (B-3)

EXISTING LAND USE: Car Dealership

SURROUNDING LAND USE:
New Car Dealership

ZBA ACTION: None

PERMITS REQUIRED: None

WAIVERS REQUESTED: None
submitted

ATTENDANCE:

Members:

Christopher Parker, Planning
Elena Piekut, Planning/Zoning
Thomas Clark, Building/Fire
Marn Speidel, Police
Dave White, Engineering
Dan Barufaldi, Economic Development

Others:

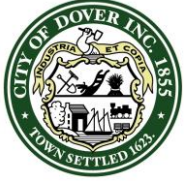
Gretchen Young, Engineering
Donna Benton, Planning
Rick Lundborn, CLD
Rick Dolce, CLD
Craig Jewett, Jewett Construction
Debbie Reed, Applicant
Charlie Reed, Applicant

Approval of 11/5/15 Meeting Minutes

Motion to approve November 5, 2015 meeting minutes by Tom Clark and seconded by Dave White. Vote U/A.

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Please provide
 - floor plans
 - streetscape plan
 - digital version of the plan set
 - a landscape plan prepared by a licensed Professional Landscape Architect
 - a neighborhood plan to include required details per Chapter 149-13.A(16)
 - a lighting plan
 - Traffic Assessment and Analysis
- The Professional Engineer and Licensed Land Surveyor will need to sign and date final plans
- Need Pervious pavement required or a waiver shall be granted
- Confirm pedestrian walkways are porous
- Please add
 - A bike rack
 - the zoning district boundaries
 - the water line capacity
 - the location and size of existing and proposed electric, telephone, gas, cable, etc.
 - a depiction of all service, storage, loading bays, and utility areas
 - Planning Department File Number P15-58 to title on cover sheet and on the title block on each sheet
 - a day to the date on the title block
 - area of building on sheet 3
- Storm Water Management Plan depicting the existing and proposed storm drainage system and engineered drainage analysis needed to the satisfaction of the City Engineer
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer
- Correct Map/Lot #'s throughout plan set
- Confirm abutters are correct
- Clarify parking calculations and use new regulations
- 5% internal landscaping is required (may use painted islands)
- Applicant to pay impervious parking lot area fees
- Label abutting property owner across the street
- Remove Dover Planning Board signature block (the City uses its own stamp)



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P15-58

Application Type: Site Plan Review
Applicant(s): CLD Consulting Engineers, Inc.
Owner(s): William R. Dube Revocable Trust
Location: 40 Dover Point Road (Tax Map K, Lot 25-B)
Date: December 17, 2015

Police Department Comments:

- Vehicle Display Areas shall not include the areas within the Right-of-Way. This is a violation of NH RSA 262:40-c and Dover City Code 166-16F. Current practice of putting vehicles in the Right of Way must stop
- Revise plan to indicate that the proposed edge of pavement along the north property line matches the existing pavement

Engineering Comments:

- Five foot setbacks from property lines are required for paving. This project paves up to and over the property lines in several locations. Waivers and cross easements may be required if they cannot meet the setbacks
- Entrance widths exceed those allowed. We should work with the applicant to reduce these entrance widths and allowing for large trucks. (Chapter 92-6I)
- Landscaping and lighting plans should be developed
- We need to discuss how the future building will be serviced with water. Can the existing line be reused or the hydrant line be utilized instead of crossing Dover Point with a new water service
- Specify the size and type of water service
- Don't sandwich the watermain between the gas and UGE
- Is the existing sewer service being used or is a new one being installed in the same location? Please specify SDR35 for sewer pipe
- On sheet D1 specify a schld 40 to SDR35 gasketed coupling. Community Services can provide a detail if needed
- On sheet D1-pipe trench detail-the stone bedding should be to the springline for sewer and drainage
- Please include a water trench detail.

- Would like to discuss the stormwater treatment options further. Our goal would be to see some form of treatment of the pavement runoff before it enters the wetlands
- Please explain why the infiltration rate is assumed to be 3" per hour. The NRCS shows a Windsor soils with an infiltration rate of 1.42 in/hr which with a factor of safety of 2 (as required by nhdes) the infiltration rate used would be 0.7 in/hr or field verified
- Please provide a site specific detail of the stormtech system with header pipes etc. to help ensure proper construction in the field
- No porous pavement has been proposed, as is required in Section D (5) (g) of the City of Dover site plan regulations. Staff would support a waiver from this regulation, if the intent of the requirement is met though other equivalent means of stormwater mitigation. The city is currently contemplating adopting revised stormwater regulations based on the Southeast Watershed Alliance model stormwater ordinance. The proposed revisions to the regulations require that redevelopment projects with more than 40% of existing impervious area implement LID techniques onsite to provide treatment for at least 50% of the entire site area. Staff would support a proposal that could meet this requirement, whether through the use of porous pavement or other LID techniques

Fire/Inspections Comments:

- Indicate location of Fire Lane
- Confirm that number of accessible parking spaces complies with applicable regulations
- Provide info regarding location of off-site vehicle display during construction

Economic Development Comments:

- Handling both on site dealerships as one property will make for a better end product in terms of drainage on both sides and the shared use of stocked car parking and ingress/egress for each

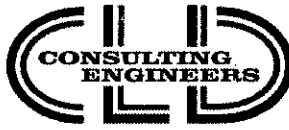
Planning Board Comments:

- N/A

Motion to adjourn by Tom Clark and seconded by Dave White.

Vote: U/A

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TRC\Minutes\12-17-15\2015.12.17_Dube P15-58.docx



December 1, 2015

Mr. Christopher G. Parker, AICP
City of Dover
City Hall
288 Central Avenue
Dover, New Hampshire 03820

RECEIVED
Planning Office

JAN 11 2016

Dover, New Hampshire

Re: Bill Dube Ford Toyota Scion
William R. Dube Revocable Trust
40 Dover Point Road, Dover, NH 03820
Tax Map K, Lot 25B
Site Review Permit Application
CLD Reference: 15-0188

Dear Mr. Parker:

On behalf of William R. Dube Revocable Trust, CLD Consulting Engineers Inc. is submitting a Site Review Application for the Bill Dube Ford Toyota Scion building which is being proposed for the current site of the existing dealership.

The project site is located at 40 Dover Point Road, within the Thoroughfare Business (B-3) Zone. This application proposes to demolish the existing auto dealership and service center building and replace it with a redesigned building, offering improved servicing capability and efficiency. In order to maintain business during construction the new building will be constructed on the southern portion of the site, allowing uninterrupted operation of the existing dealership. Upon completion of the proposed building, the existing building will be removed to allow for vehicle display area.

Impacts to immediate areas will be minimal, as the function of the site will remain consistent. New underground utility lines will be installed to service the property. Signage and perimeter lighting will remain the same, with only minor modifications to accommodate the proposed building positioning.

Currently the property is almost entirely covered by pavement and building. The intention of the proposed site development is to slightly reduce impervious coverage, and implement stormwater infiltration for the proposed building roof area. Although impervious coverage is not increasing for this development, the infiltration system is designed to exceed the required New Hampshire Department of Environmental Services (NH DES) Water Quality Standards for this roof area. The balance of the site will continue to run overland, as it currently does, toward the Varney Brook.

To aid in the Town's review of this submission, we have included a site plan review checklist. In addition, mailing labels in triplicate have been included, for use in notifying abutters as required per Chapter 149-6.

I look forward to the opportunity to present this project to the Planning Board at the next available meeting. If you have any questions, please do not hesitate to contact me at (207) 363-0669 x314 or rickl@cldengineers.com.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Richard R. Lundborn'.

Richard R. Lundborn, P.E.

FSD:rrl
Enclosures



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: April 23, 2013]

Office Use Only	Project #:	<u>P15-58</u>	Date Received:	<u>Planning Office</u>
	Amount Paid:	<u> </u>	Time Received:	<u>JAN 11 2016</u>

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: CLD Consulting Engineers, Inc. Telephone # 207-363-0669

Address of Applicant: 316 U.S. Route 1, Suite D, York, ME 03909

E-Mail Address: rickl@cldengineers.com

Name of Property Owner (if different from applicant): William R Dube Revocable Trust Telephone # 603-749-5500

Address of Property Owner: 252 Dover Point Road, Dover, NH 03820

PROPERTY INFORMATION

Address of Property: 40 Dover Point Road, Dover, NH 03820

Assessor's Map # K Lot(s) # 25B (and 19-002 for purposes of abutters)

Zoning District(s) B-3 Overlay District(s) Wetland Protection District

Size of Parcel: 146,083 sq. ft. 3.35 ac. Property Deed: Book 1715 Page: 4

Existing Use of Property: Auto Dealership

SITE PLAN INFORMATION

Describe Proposed Use: Auto Dealership

Area of Parcel to be Developed: 90,000+/- Graded Disturbance; 135,000 Total incld Repaving sq. ft.

If Multi-family Residential, Specify Number of Units & Buildings Proposed:

Number of Parking Spaces: Existing 250 (per tax card) Proposed 135 (per Chapter 149-14)

Highway Access (check where applicable): X City Street State Highway

Number of Employees Total: 55 In Maximum Shift: 40

Disposition of Parcel:

Building Setbacks:

Building Footprint 31,200 sq. ft.

Front Yard 50 ft.

Total Building Area 31,200 sq. ft.

Rear Yard 15 ft.

Paved Area 135,000+/- sq. ft. Side Yard: Right 12 ft.
Left 12 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: New Auto Dealership

Height of Building: Building 25ft; Entry Element 29ft Finished Floor Elevation: 50.0

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.) Doucet Survey, Inc.

Address 102 Kent Place, Newmarket, NH 03857 Telephone #: 603-659-6560

Professional License #: _____ E-mail address: email@doucetsurvey.com

ENGINEER INFORMATION

Name of Engineer and Company (Licensed in N.H.) Richard Lundborn, P.E.

Address 316 U.S. Route 1, Suite D, York, ME 03909 Telephone #: 207-363-0669

Professional License #: 10943 E-mail address: rickl@cldengineers.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.

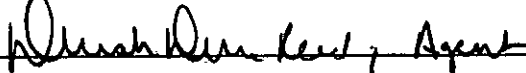
Signature of Property Owner: [Signature] Date: 12/1/15

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

Signature of Agent:  Date: 12/1/15

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:  Agent Date: 12/1/15

AUTHORIZATION TO COMPLETE THE PROJECT ON SUBJECT PROPERTY

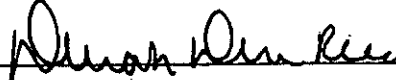
I, and my successors, hereby the City of Dover or its assigns to enter my property for the purpose of completing the site work as required by the approved plan should the letter or credit or other surety be called. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner:  Date: 12/1/15

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

CERTIFICATION OF FEES

I, and my successors, hereby certify that I understand that the City of Dover collects impact fees, utility investment fees and inspection fees for projects developed in Dover. Said fees must be paid before a Certificate of Occupancy can be obtained for a structure, unless a different payment schedule is agreed to by the applicant and the City prior to approvals being issued by the Dover Planning Board. Additionally, should the property be in "Current Use" it will be subject to the Land Use Change Tax.

Signature of Property Owner:  Date: 12/1/15

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

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.

Owner:

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS
K	25B (& 19-002)	William R. Dube Revocable Trust	252 Dover Point Road, Dover, NH 03820

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS
Rick Lundborn, PE	CLD Consulting Engineers, Inc.	316 US Route 1, Suite D, York, ME 03909

NAME	COMPANY	MAILING ADDRESS
Steven Michaud, LLS	Doucet Survey, Inc.	102 Kent Street, Newmarket, NH 03857
Rick Lundborn, PE	CLD Consulting Engineers, Inc.	316 US Route 1, Suite D, York, ME 03909

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS

[illegible]

UNIT #	OWNER (S) OF RECORD	MAILING ADDRESS

PLANNING BOARD

APPLICATION CHECKLIST & FEE SCHEDULE

- A. If you are submitting an application for Site Review or a Major Subdivision the applicant shall meet with the Technical Review Committee (TRC). Eight (8) copies of the application and preliminary plan must be submitted. _____ x _____
- B. Prior to the submission deadline for Planning Board, fifteen (15) copies of the application and fifteen (15) sets of plans must be submitted. Four (4) 22" x 34" and eleven (11) 11" x 17" (signed by owner). _____
- C. **TOTAL FEE** paid by cash or check made payable to "City of Dover"
1. Application fee for the following:
- SUBDIVISION \$150.00 x # _____ new lots created = \$ _____
 - LOT LINE ADJUSTMENT \$200.00 (if more than two lots involved, add \$100.00 per lot) = \$ _____
 - SITE REVIEW - RESIDENTIAL \$100.00 x # _____ per dwelling unit = \$ _____
 - SITE REVIEW – NON-RESIDENTIAL (not to exceed \$10,000)
 New construction \$.15 sq. ft. x # 31,200 sq. ft. = \$ 4,680.00
 Additions (new floor space) \$.10 per sq. ft. x # _____ sq. ft. = \$ _____
 - IMPERVIOUS PAVED AREA (for new development) OR IMPERVIOUS PARKING LOT ADDITIONS (not to exceed \$10,000) \$.07 sq. ft. x # -14,599 = \$ _____
 - MOTEL/HOTEL \$35.00 x # _____ per lodging unit = \$ _____
 - CHANGE OF USE (not to exceed \$5,000)
 Existing floor space \$.10 per sq. ft. x # _____ sq. ft. = \$ _____
 - CONDITIONAL USE PERMIT \$150.00 x # _____ per application = \$ _____
 - GRAVEL PIT/ EXTRACTION PERMIT
 Application fee \$50.00 = \$ _____
 Permit fee \$75.00 = \$ _____
 - EXTENSIONS OF/AMENDMENTS TO/WAIVERS FOR AN APPROVED PLAN (\$150.00 minimum) \$50.00 x # _____ per hour of review \$ _____
 - REQUEST FOR REZONING \$150.00 = \$ _____
 - DRIVEWAY WAIVER – \$100.00 application fee = \$ _____
 Letter of rejection from Engineering Department, diagram & letter from owner \$ _____
- D. **Mailing Labels (Avery 5160)** in triplicate including owner, engineer, architect, land surveyor, or soil scientist whose professional seal appears on the plat with names and addresses for notices.
- 1. Certified letters fee: # of abutters 11 X \$8.00 = \$ 88.00
 - 2. Applicant & Owner, engineer, architect, land surveyor or soil scientist
 Certified letters fee # 5 of x \$8.00 = \$ 40.00
 - 3. First Class Mail fee (for individual owner of units within a condominium or other collective form of ownership): # of abutters 60 X \$1.00 = \$ 60.00
 - 4. Creating/Printing Abutter Labels fee per sheet _____ x \$10.00 = \$ _____
- E. **Foster's newspaper public notice fee** \$ 80.00
- F. **Digital Version of the Plan & Archive Fee** \$1.00 x # 17 per sheet of plan set = \$ 17.00
- TOTAL FEE** \$ 4,965.00

CITY OF DOVER PLANNING DEPARTMENT SITE PLAN REVIEW CHECKLIST

This site plan review checklist, as required by Chapter 149-6-B(2), should be completed by the applicant. It is intended to assist the applicant in the planning process of preparing a site plan review application for Planning Board action. The type of project proposed will determine the types of information required to review a site plan, therefore, a **preapplication conference** with the Planning Department to determine the list of items that must be completed is strongly encouraged.

The applicant is cautioned that this checklist is only a guide and is not intended to be a complete list of all Site Review requirements. Please refer to the Site Review Regulations for full details.

APPLICANT: CLD Consulting Engineers, Inc. File Number: P15-58

PROJECT TITLE: Bill Dube Ford Toyota Scion

PROPERTY LOCATION: 40 Dover Point Road, Dover, NH Tax Map: K Lot: 25B

DATE OF TECHNICAL REVIEW COMMITTEE MEETING: December 17, 2015

	Provided?
1. Completed Application form	X
2. Payment of application & review fees, with completed application checklist	X
3. List of abutters and three sets of mailing labels	X
3. Compact disk containing PDF of primary site plan sheet only	X
4. Fifteen copies of site plan w/scale of not less than 1"=50' (4 full size plans and 11 plans at 11" x 17"). Plans shall contain the following items as appropriate:	X
Location map w/3000' radius	X
Proposed project name or title and planning file number	X
Date, north arrow and scale	X
Existing surveyed property lines with dimensions and bearings	X
Names of all abutting property owners	X
Name and address of owners and/or applicants;	X
Signature and stamp of NH licensed land surveyor and engineer	X
Existing and proposed building and structure locations	X
Depict all zoning and special district boundaries (conservation, wetland, groundwater protection, flood hazard, etc.)	X
Specify proposed finished floor elevations of buildings	X
Existing and proposed grade contours at two foot intervals	X
Location and materials of all water mains and capacity needed	X
Location and materials of sanitary sewage facilities within project site and projected additional peak hour sewer load	X
Location and size of existing and proposed electric, telephone, gas, cable and other underground utilities	X
Lighting plan depicting all existing and proposed exterior light fixtures and a lighting level analysis for parking lots	X
Location of parking layout delineating spaces and arrangement; note addressing minimum required spaces	X
Location and width of existing and proposed access/egress ways	X
Location of proposed fire lanes	X
Depict all existing and proposed easements	X
Depict pedestrian walkways and handicapped access	X
Location of solid waste disposal facilities (dumpster, pad and screening, etc.)	X

	Provided?
Depict all service, storage, loading bays and utility areas	X
Landscape plan depicting existing and proposed landscaping, prepared by a licensed Professional Landscape Architect	X
Depict Flood Hazard Zones	
Existing natural features	X
Depict the surface areas of water bodies and wetlands	X
Depict the locations of wetlands and buffers	X
A colored architectural plan showing all sides of buildings	X
Neighborhood plan showing how project relates to abutting uses	X
A colored rendering of the streetscape that will be created along the existing public right-of-way	X
Storm Water Management Plan depicting the existing & proposed storm drainage system and engineered drainage analysis	X
Storm Water Management System Operation & Maintenance Plan	X
Erosion and Sedimentation Control Plan	X
ROW & pavement lines of existing abutting streets	X
5. Additional Information if appropriate	
Traffic Impact Assessment and Analysis (Standard or Advanced)	
Fiscal Impact Analysis (For more than 10 residential units)	
Waste water quantity & composition figures	
Depict test boring locations, groundwater elevations and soil profiles and/or soils types call-outs	
Depict 20 percent slope as required	
Ground and/or aerial photos of site and immediate area	
Location of proposed drive-in facilities	
Depict existing contours up to 100 ft. beyond project limits	
Dates and permit numbers of all required state and federal permits	
Proposed restrictive covenants or homeowners association documents	
Waiver requests to the Site Review Regulations, with written justification	X
Conditional Use Permit applications	
Provide additional exhibits/technical data determined appropriate by the Planning Board or its staff as required	

REVIEWED BY: _____ DATE _____

REMARKS:

Property data updated December 16, 2015

Subject Properties
K0025-B00000 40 DOVER POINT RD

Abutters ID	Owner Name	Owner Name2	Owner Address	Owner City	Owner Ste	Owner Zip
K0019-002000	DOVER POINT RD 252 LLC		40 DOVER POINT RD	DOVER		03820
K0025-A00000	EVERSOURCE		PO BOX 330	MANCHESTER	NH	03105-0330
K0039-000000	ROMAN CATHOLIC BISHOP		577 CENTRAL AVE	DOVER	NH	03820
K0019-B00000	JBACK REALTY LLC		34 DOVER POINT RD	DOVER	NH	03820
K0024-000000	DOVER POINT OFF PARK ASSC		42 DOVER POINT ROAD	DOVER	NH	03820

THE FOLLOWING PROPERTIES ARE FIRST CLASS:

K0024-A00004	GXP PROPERTIES LLC		64 JODI LN	STRAFFORD	NH	03590
K0024-A00005	MARTINDALE PAUL T		12 PINE ST	LYNNFIELD	MA	01940
K0024-A00002	COBB SALLY A TRUSTEE	ROBIE REALTY TRUST	30 APPELVALE DR	DOVER	NH	03820
K0024-A00003	CHANGING PLACES LLC		42 DOVER POINT RD UNIT J	DOVER	NH	03820-4668
K0024-A00013	ISLAMIC SOCIETY OF THE SEACOAST AREA		PO BOX 684	DOVER	NH	03821
K0024-A00015	DESILETS ELAINE G		PO BOX 35	DOVER	NH	03821-0035
K0024-A00016	BAY STATE ELECTRICAL DESIGN	INC	5 BARTLETT ST	DOVER	NH	03820-2613
K0024-C00001	DEVELOPMENTAL SERVICES OF	STRAFFORD COUNTY INC	113 CROSBY RD SUITE #1	DOVER	NH	03820
K0024-C00002	HARTNETT MARTHA K REV INTERVIVOS TRUST	HARTNETT MARTHA K TRUSTEE	10 GOV SAWYER LN	DOVER	NH	03820
K0024-C00003	POMERLEAU REAL ESTATE INVESTMENT LLC		42 E DOVER POINT RD	DOVER	NH	03820-4663
K0024-C00004	SCHERF RICHARD R 2005 REVOCABLE TRUST	SCHERF RICHARD R TRUSTEE	PO BOX 1236	BOYNTON BEACH	FL	33425-1236
K0024-C00006	HOOK MEADOW INVESTMENTS LLC		221 LEE HOOK RD	LEE	NH	03861
K0024-C00007	AIREY DOVER POINT ASSET LLC		23 WALNUT AVENUE	NORTH HAMPTON	NH	03862
K0024-B00001	BURROWS CAPITAL LLC		44 H DOVER POINT RD	DOVER	NH	03820
K0024-B00003	MERTENS REALTY LLC		107 BOULDER DR	BARRINGTON	NH	03825-6229
K0024-B00004	INDIAN LAKE REAL ESTATE HOLDING LLC		14 POND PATH	NORTH HAMPTON	NH	03862
K0024-A00009	PLIMPTON TODD W		44-7 DOVER POINT OFFICE PARK	DOVER	NH	03820
K0024-A00011	GRAYWOLF PROPERTIES LLC		1 LIBBY LN	RYE	NH	03870
K0024-B00005	INDIAN LAKE REAL ESTATE HOLDING LLC		14 POND PATH	NORTH HAMPTON	NH	03862
K0024-B00006	ORTHODOC PROPERTIES LLC		79 CURZON MILL RD	NEWBURYPORT	MA	01950
K0024-A00007	FOSTER MARGERY & JAMES	AKA DOVER POINT OFFICE PARK ASSOCIATES	450 RIVER RD	ELIOT	ME	03903
K0024-A00017	LEWIS STEPHEN M &	LEWIS PATRICIA E	6 SULLIVAN FARM DR	ROCHESTER	NH	03868-5721
K0024-A00018	MCGARTY RAYMOND F &	MCGARTY NANCY	5 WINGATE LN	DOVER	NH	03820
K0024-A00019	WHITE KATHLEEN L		134 COURT ST	DOVER	NH	03820
K0024-A00020	REID JAMES REVOCABLE TRUST	REID JAMES TRUSTEE	7 RIVERWOODS DR APT F118	EXETER	NH	03833-4385
K0024-A000B1	INTEGRATED FITNESS OF DOVER LLC		42 DOVER POINT RD	DOVER	NH	03820
K0024-A00008	JENIS THEODORE &	JENIS SHEILA	23 ISAAC LUCAS CIRCLE	DOVER	NH	03820

Property data updated December 16, 2015

Subject Properties

K0019-002000 DOVER POINT RD

Abutters

ID	Owner Name	Owner Name2	Owner Address	Owner City	Owner S	Owner Zip
K0021-000000	DOVERBROOK LLC		306 DAHLIA DR	WAYLAND	MA	01778-2825
K0019-000000	VARNEY BROOK LANDS LLC		340 CENTRAL AVE STE 202	DOVER	NH	03820
K0025-B00000	DUBE WILLIAM R TRUSTEE	DUBE WILLIAM R RECOVERABLE TRUST	252 DOVER POINT RD	DOVER	NH	03820
K0023-000000	MARKET SQUARE CONDOMINIUM	C/O RIVER VALLEY DEVELOPMENT CORP	9 PATRIOT DR	DOVER	NH	03820-4708
K0022-B00000	LARA CHRISTOPHER &	SAPIENZA LEIGH-ANNE	48 1/2 DOVER POINT RD	DOVER	NH	03820
K0022-000000	PAOLINI BROTHERS DEVELOPMENT LLC		15 BRIARWOOD LN	DOVER	NH	03820

THE FOLLOWING PROPERTIES ARE FIRST CLASS:

K0021-000001	HANSCOM LUCILLE R		2 CONSTITUTION WAY	DOVER	NH	03820-4926
K0021-000002	KARAS PATRICIA A &	KARAS CHRIS D	4 CONSTITUTION WY	DOVER	NH	03820-4926
K0022-000001	SEARLES PAULA J		1 HARVEST DR	DOVER	NH	03820
K0022-000010	PAOLINI ROBERT V TRUSTEE	JNM REALTY TRUST	54 DOVER POINT RD STE 103	DOVER	NH	03820
K0022-000002	DICOSMO ALESSIA M		2 HARVEST DR UNIT 2	DOVER	NH	03820
K0022-000003	PAOLINI ROBERT V TRUSTEE	JNM REALTY TRUST	54 DOVER POINT RD STE 103	DOVER	NH	03820
K0022-000004	KIMBALL KAREN E		4 HARVEST DR	DOVER	NH	03820
K0022-000005	DABBS THURMAN CARLO		5 HARVEST DR	DOVER	NH	03820
K0022-000006	ROGERS JUSTIN M		12261 CLIVEDEN ST	HERNDON	VA	20170-2547
K0022-000007	WILSON AMY MARIE		7 HARVEST DR	DOVER	NH	03820-4939
K0022-000008	LEVASSEUR THOMAS TRUSTEE	LEVASSEUR THOMAS REVOCABLE TRUST	8 HARVEST DR	DOVER	NH	03820
K0022-000009	ALLEN PAUL M &	ALLEN LYNN	9 HARVEST DR	DOVER	NH	03820
K0023-000001	PATENAUE MICHAEL P &	PATENAUE ROBIN	1 PATRIOT DR	DOVER	NH	03820
K0023-000010	WALLACE THOMAS L		10 PATRIOT DR	DOVER	NH	03820
K0023-000011	MEROFF MARY & WILLIAM TRUSTESS	MEROFF MARY REVOCABLE TRUST	11 PATRIOT DR	DOVER	NH	03820
K0023-000012	GAGNON ROBERT J		12 PATRIOT DR	DOVER	NH	03820
K0023-000002	GENNARO MATTHEW JAMES		3 PATRIOT DR	DOVER	NH	03820
K0023-000003	GENNARO MATTHEW JAMES		3 PATRIOT DR	DOVER	NH	03820
K0023-000004	NESS GEOFFREY D		4 PATRIOT DR	DOVER	NH	03820
K0023-000005	RICHARDS JACOB H		5 PATRIOT DR	DOVER	NH	03820
K0023-000006	TURNER ASHLIN W		6 PATRIOT DR	DOVER	NH	03820
K0023-000007	THUMBS UP REALTY LLC		89 STARK AVE	DOVER	NH	03820
K0023-000008	MEROFF PROPERTIES LLC		11 PATRIOT DR	DOVER	NH	03820
K0023-000009	PATENAUE MICHAEL P &	PATENAUE ROBIN	9 PATRIOT DR	DOVER	NH	03820

December 1, 2015

Re: Agent Authorization
Tax Map K Lot 25
Bill Dube Ford Toyota Scion
40 Dover Point Road
Dover, NH 03820

To Whom It May Concern:

I hereby authorize Debbie Reed as a representative of Bill Dube, Inc. to act as agent and signatory on behalf of myself, William R. Dube, Trustee of William R. Dube Revocable Trust in regard to the proposed Site Plan on Tax Map K Lot 25, 40 Dover Point Road, Dover, NH, the site of the current Bill Dube Ford Toyota Scion dealership. This authorization to act as agent and signatory applies to any and all permits required for the project as well as public meetings, coordination with The City of Dover, State of NH agencies, The USEPA and utility companies.

Authorized and approved this FIRST day of December 2015

By: William R. Dube

**Bill Dube Ford Toyota Scion
40 Dover Point Road, Dover, NH 03820
Tax Map K, Lot 25-B**

Waiver Request

January 11, 2016

Site Review Regulations

The following summarizes the request for waivers of submittal requirements for the subject project, per the requirements in Chapter 149 of the City of Dover Site Review Regulations:

Site Review Regulations Chapter 149-13-A(20); Traffic Impact Assessment and Analysis;

This project is the redevelopment of the Bill Dube Ford Toyota Scion dealership. The existing entrances are being maintained on Dover Point Road no new franchises are being added. While the Building is increasing in size from 22,150-sf to 38,931-sf when including the second floors in both existing and proposed buildings, 2,800-sf of the proposed building is service drive thru, consisting of 6 covered parking spaces, and an additional 1,104-sf is dedicated to new vehicle delivery, a covered area for receiving new vehicles. The proposed building's total useable area is 35,027-sf.

Considering the above; the facility is getting 12,877-sf larger. This size increase includes, increased office sizes for the office staff, a better appointed parts department (storage) as well as additional service bays. However the size increase is not so large nor adding any services not already offered on the site that would create a huge increase in traffic generation.

Therefore, a waiver is requested to 149-13A(20) requiring a Traffic Impact Assessment. It is felt that for this proposal it would not offer any meaningful information.

Site Review Regulations Chapter 149-14; Site Development Design Criteria, Item (D)(5)(g);

The applicant is constructing a new vehicle sales and service building for an existing dealership. The new building will be located to the south of the existing building, with pavement area for the site reducing slightly. Being an auto dealership the existing pavement cross-section is presumed to be layered with 3"-4" inches of asphalt, 6"+ of crushed gravels, and 12" of bank run gravel; of which none of these soil layers are conducive to porous pavement.

As part of the proposed work the majority of the site will simply be repaved. No real grading is taking place on the northern end of the property. Therefore the sub-pavement material will remain intact; thusly making it not conducive to pervious pavement without the removal of over 18-inches of material. Most of the remaining paved area, while being regraded, will only be regraded slightly to accommodate the new building, this regrading is not enough to accommodate the cross section of a porous paving system.

In an effort to make storm water improvements to the site, the design does incorporate infiltration chambers in the area of the existing buildings footprint. These chambers are designed to be deep enough to take advantage of native soils on site which are well drained. By placing the infiltration chambers in the area of the existing building footprint there is less likelihood of interacting with road gravels. The

design will reduce the peak flow rate and volume leaving the property by infiltrating roof runoff from the new building.

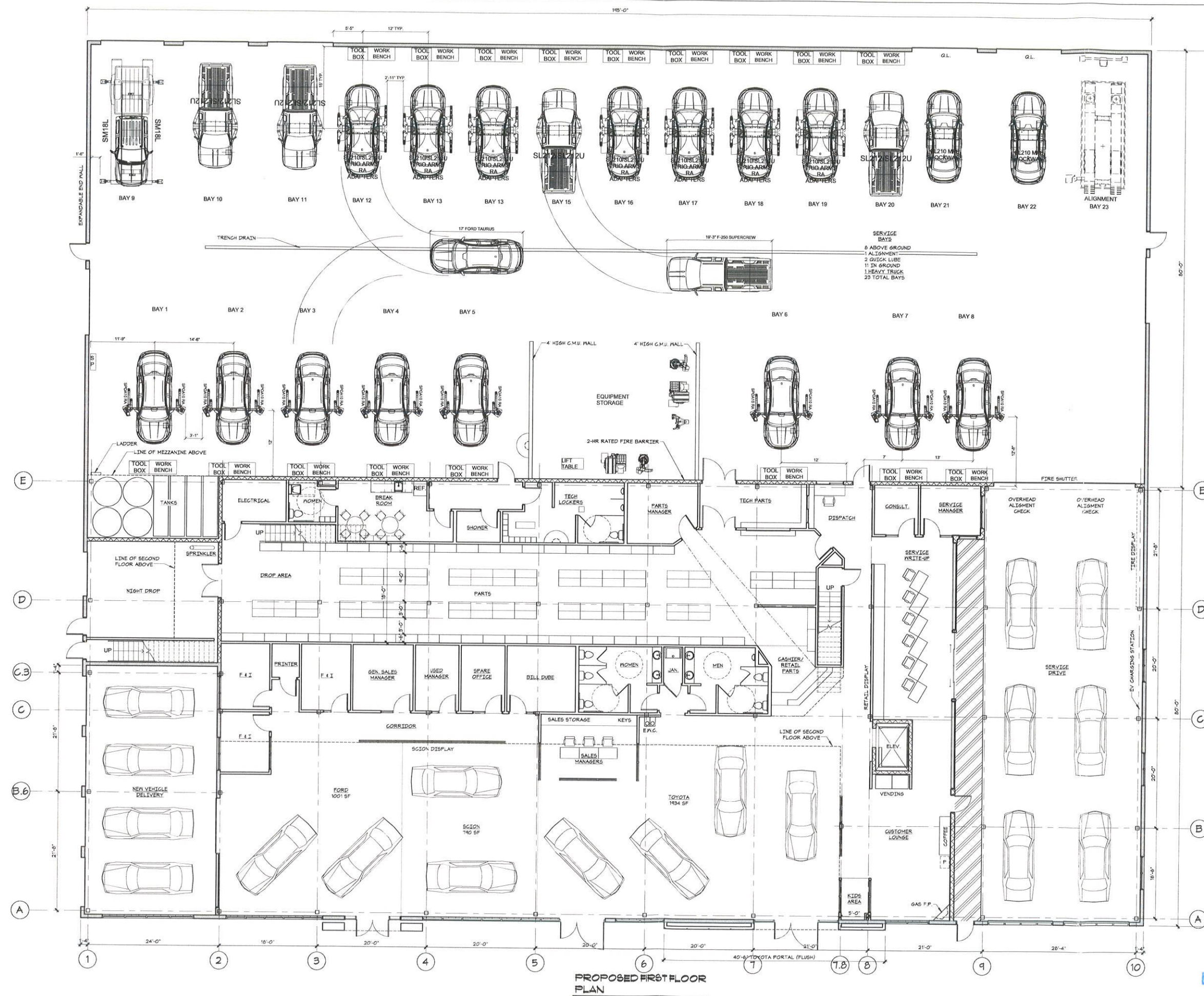
Being this lot is currently paved and not expanding beyond existing paved areas, along with the inclusion of infiltration chambers, a waiver is requested.

Site Review Regulations Chapter 149-14; Site Development Design Criteria, Item (C)(1);

The applicant will be installing an entrance walkway along the front of the proposed building, to accommodate the adjacent parking spaces. Along this walkway there are four (4) entrances built into the building façade, at which two (2) of those locations vehicles will be driven in and out of for display on the show room floor. Porous pedestrian walkways would be less adequate in handling vehicle loading in this application. Additionally, during winter storms this entrance walkway will be treated with de-icing products. These products will reduce the ability of the porous surfaces to infiltrate storm water, while the porous surface itself will reduce the effectiveness of the de-icing products, and create a more hazardous walking surface. For these reasons a waiver is being requested.

Site Review Regulations Chapter 149-15 - Physical Arrangements, Item (C);

The applicant will be repaving the asphalt parking lot to its existing limits as part of this site development application. Currently, pavement extends to the northwesterly (side) and north easterly (rear) property lines. At the northwesterly property line pavement traverses from the subject property to the adjacent property at 38 Dover Point Road. The proposed intent is to maintain the continuous pavement along this property as vehicles travel back and forth between properties, satisfying *149-14(J) Interconnection Between Parcels*. Additionally, because the respective adjoining property owners at these locations are the same entities as the subject property, pavement will be reinstalled to the same extents. For these reasons a waiver is being requested.



PROPOSED FIRST FLOOR PLAN

RECEIVED
Planning Office
JAN 15 2016
Dover, New Hampshire

JEWETT
AUTOMOTIVE
DESIGN & CONSTRUCTION

BRUCE
RONAYNE
HAMILTON
ARCHITECTS

THIS DESIGN AND THE DRAWINGS THEREON PREPARED FOR THIS PROJECT ARE THE PROPERTY OF THE ARCHITECT. BRUCE RONAYNE HAMILTON ARCHITECTS, INC. AND THE DESIGN AND/OR DRAWINGS MAY NOT BE USED IN WHOLE OR IN PART FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. BRUCE RONAYNE HAMILTON ARCHITECTS, INC. NO DESIGN OR DRAWING SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. BRUCE RONAYNE HAMILTON ARCHITECTS, INC.

PROJECT: **BILL DUBE TOYOTA/FORD**
DOVER, NEW HAMPSHIRE

SUBJECT: **PROPOSED FIRST FLOOR PLAN**

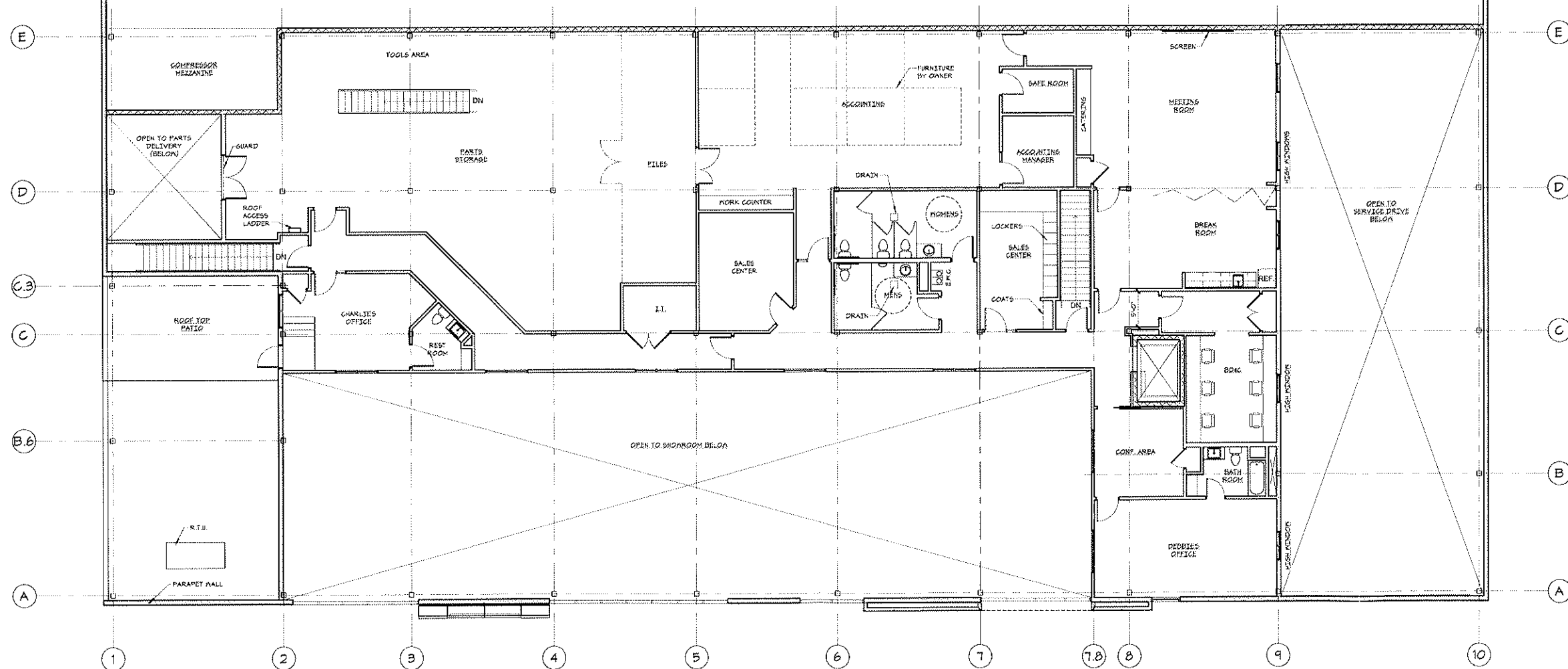
DATE: 9-24-15
DRAWN BY: KS

SHEET NO. **SD-1**

DATE: 9-24-15
DRAWN BY: KS

REV. NO. 1
DESCRIPTION OF REV.

REV. DATE

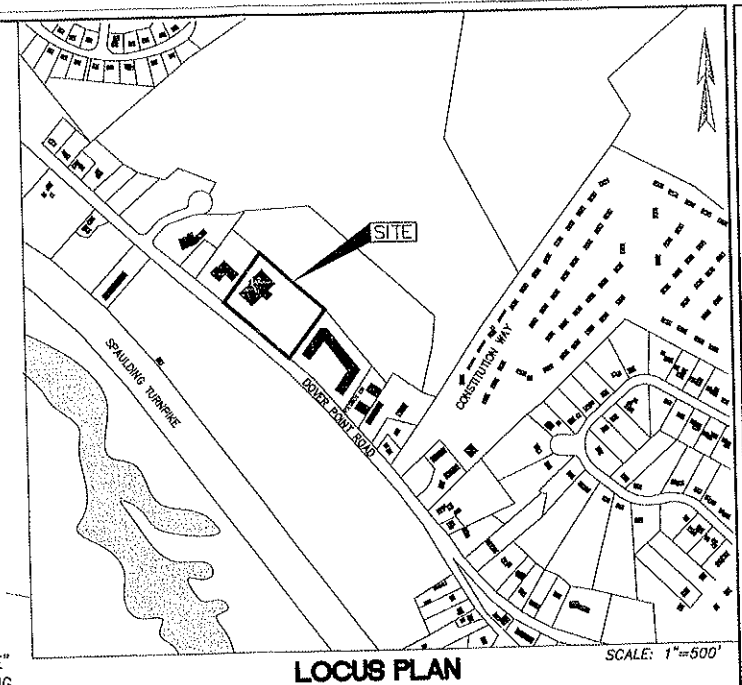
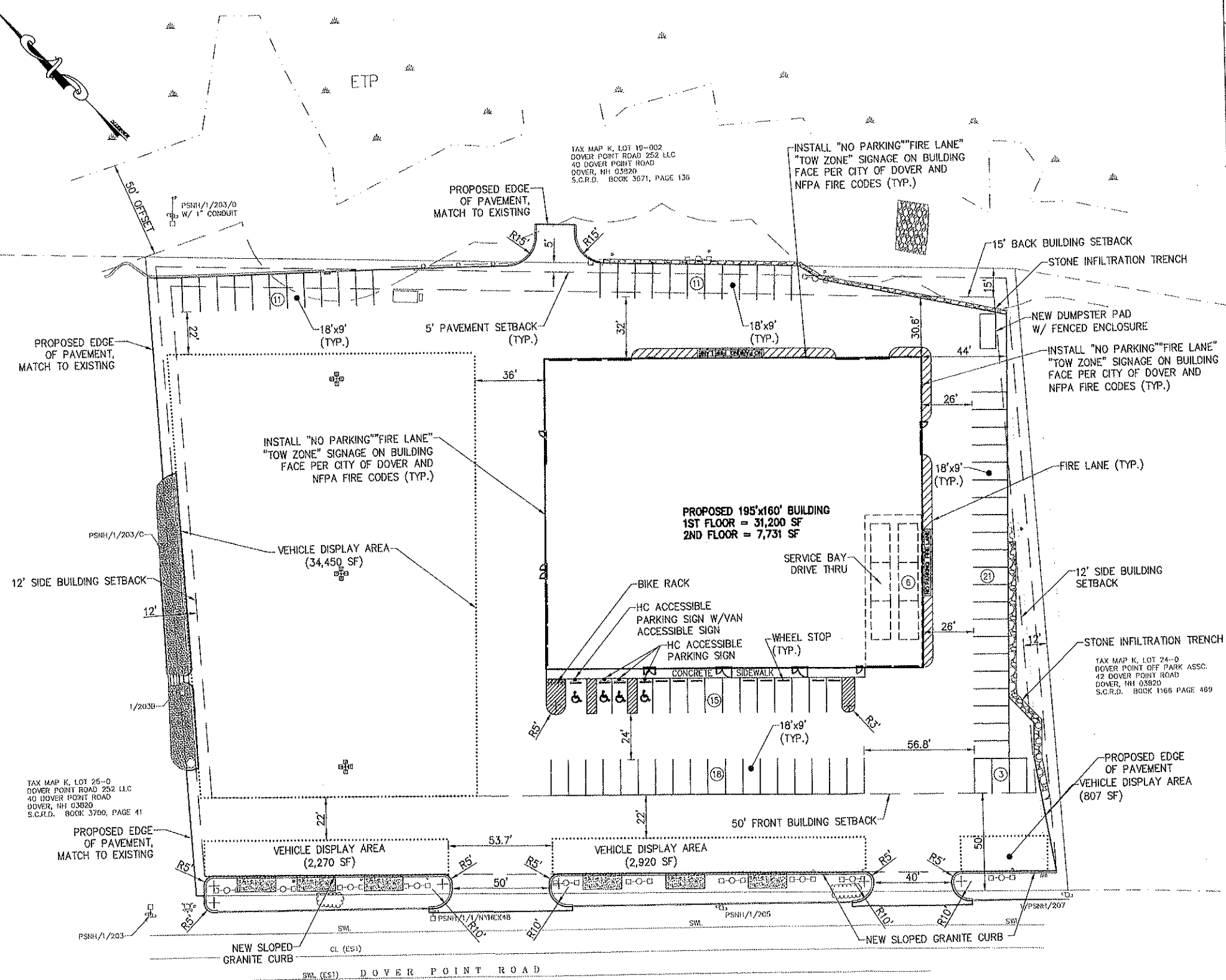


PROPOSED SECOND FLOOR PLAN

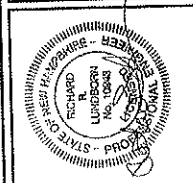
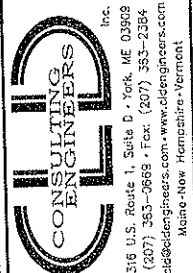
THIS DESIGN AND THE DRAWINGS THEREON, PREPARED FOR THE PROJECT, ARE THE PROPERTY OF THE ARCHITECT, BRUCE RONAYNE HAMILTON ARCHITECTS, INC., AND THE DESIGN AND/OR DRAWINGS SHALL NOT BE REPRODUCED OR IN ANY MANNER FOR ANY USE OTHER THAN FOR THE ORIGINAL PROJECT FOR WHICH THE DESIGN AND/OR DRAWINGS WERE PREPARED. WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE ARCHITECT, BRUCE RONAYNE HAMILTON ARCHITECTS, INC., NO DESIGN OR PART THEREOF SHALL BE USED IN ANY OTHER PROJECT. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THE DESIGN AND/OR DRAWINGS, OR FOR ANY CONSEQUENCES ARISING THEREFROM.

REV. NO.	DESCRIPTION OF REV.	REV. DATE

PROJECT:	BILL DUBE TOYOTA/FORD DOVER, NEW HAMPSHIRE
SUBJECT:	PROPOSED SECOND FLOOR PLAN
DATE:	9-25-15
DESIGNED BY:	KS
CHECKED BY:	
DATE:	
PROJECT NO.:	1567
SCALE:	1/8" = 1'-0"
SHEET NO.:	SD-2



#	DATE	REVISION
#	DATE	REVISION
#	DATE	REVISION
NO.	DATE	REVISION
DRAWN: DAD		DESIGNED: POD
		CHECKED: FSD
		APPROVED: RRL



BILL DUBE, INC.
40 DOVER POINT ROAD
DOVER, NH 03820

PLANNING DEPT. FILE P15-58
TAX MAP K LOT 25-B
WILLIAM R. DUBE REV TRUST
252 DOVER POINT ROAD
DOVER, NH 03820
SITE PLAN

SCALE: 1"=30'	JOB NO. 15-0188
DATE: DEC. 11, 2015	DWG. C1 6 OF 16

U.S. Fish & Wildlife Service

Proposed Great Thicket National Wildlife Refuge

*A Coordinated Response to Wildlife Decline in
the Northeast*

Draft Land Protection Plan and Environmental Assessment For Review

The Challenge

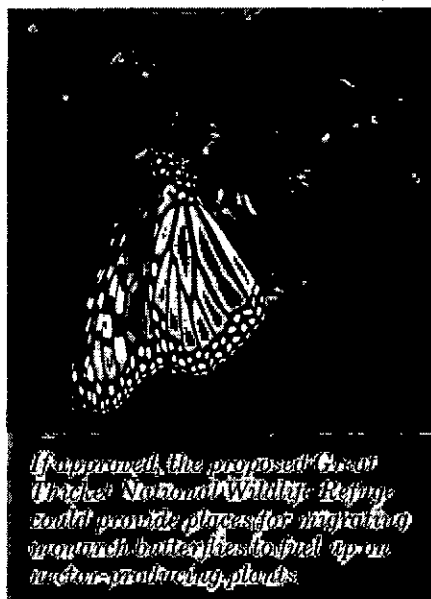
Over the past century, many shrublands and young forests across the Northeast have been cleared for development or have grown into mature forests. As this habitat has disappeared from much of the landscape, the populations of more than 65 songbirds, mammals, reptiles, pollinators, and other wildlife that depend on it have fallen alarmingly.

The U.S. Fish and Wildlife Service (Service), state wildlife agencies, private landowners and dozens of conservation organizations have responded to this urgency by restoring and protecting shrublands and young forest in New England and New York. Despite significant progress, experts have determined that more permanently protected and managed land is needed to restore wildlife populations and return balance to Northeast woodlands.

Our Proposal

To address this need, the Service is proposing to establish Great Thicket National Wildlife Refuge, a system of public lands that would be dedicated to managing shrubland habitat for wildlife and enjoyed by visitors whenever possible.

The Service has worked with state wildlife agencies and other conservation partners using species information, modeling and spatial analysis to identify 10 refuge acquisition focus areas, across six states, including Maine, New Hampshire, Massachusetts, Connecticut, Rhode Island and New York.



Benefits For Wildlife and Communities

The dynamic, short-lived shrubland and young forest habitats provide food and shelter for New England cottontails, American woodcock, ruffed grouse, monarch butterflies, box turtles and scores of other species. Habitat management ranging from cutting and prescribed burning to shrub planting, as well as protection of naturally sustained shrublands like wetlands, would ensure these creatures and vibrant habitat remain a part of our landscape.

While the refuge, like all national wildlife refuges, would be managed specifically for wildlife, we would seek to provide wildlife-dependent recreational opportunities whenever possible. The agency gives special consideration to hunting, fishing,

Tom Koerner/USFWS

Where are we in the planning process?

- | | |
|--|--|
| ☒ | Preplanning |
| ☒ | Consult with State Agency Partners and other Experts |
| ☒ | Develop and Analyze our Proposal* |
| We are here ☒ | Release Draft Land Protection Plan and Environmental Assessment for Public Review and Comment |
| ☐ | Review Public Comments, Develop Responses, and Adjust Final Plan as Needed |
| ☐ | Prepare Final Land Protection Plan |
| ☐ | Regional Director Prepares a Finding of No Significant Impact* |
| ☐ | Seek Director's Approval of Final Plan |
| ☐ | Release Final Plan and Begin Implementation |

* The National Environmental Policy Act requires federal agencies to evaluate their proposed actions. This law also requires that the agency issue a Finding of No Significant Impact explaining how the chosen action will not have a significant effect on the human environment.

*New England cottontail***American woodcock****Blue-winged warbler****

wildlife observation, wildlife photography, environmental interpretation and environmental education, and uses a specific process to evaluate the feasibility of those public uses as land is acquired.

National wildlife refuges don't just provide a boost to wildlife. They are strong economic engines for local communities across the country. A 2013 national report Banking on Nature found that refuges pump \$2.4 billion into the economy and support more than 35,000 jobs. Spending by refuge visitors generated nearly \$343 million in local, county, state and federal tax revenue in 2011. Recognizing that there can be a tax loss when placing land in government ownership, the Service offsets this loss by annually contributing funds through the refuge revenue sharing program to the county or other local unit of government.

The Public Process

Before the Service can purchase lands to become part of the National Wildlife Refuge System, we must complete a rigorous strategic planning and public process.

The draft land protection plan and environmental assessment for the proposed Great Thicket National Wildlife Refuge will be available for public review for 45 days. The

plan explains the need for land conservation and how our proposed actions complement other conservation activities, and describes each of the 10 focus areas across the six states. The agency will evaluate comments and make a final decision in 2016 on whether to establish the refuge and begin working with interested landowners.

If the plan is approved after the public comment period, the agency could begin working with willing and interested landowners to acquire approximately 15,000 acres through conservation easements or fee-title acquisition. Current refuge staff would manage all acquired lands within existing resources. **If the plan is approved, this process would take decades, as the Service works strictly with willing sellers only and depends on funding availability to make purchases.**

The National Wildlife Refuge System is the largest network of lands in the nation dedicated to wildlife conservation, with 563 national wildlife refuges covering more than 150 million acres. A hundred years in the making, the refuge system is a network of habitats that benefits wildlife, provides unparalleled outdoor experiences for all Americans, and protects a healthy environment.

Send your comments by March 4, 2016 via:

- Email northeastplanning@fws.gov with "Great Thicket LPP" in the subject line
- Mail to Beth Goldstein, Natural Resources Planner, U.S. Fish and Wildlife Service, 300 Westgate Center Drive, Hadley, MA 01035-9589
- Fax to 413/253 8480

For more information:

Contact Beth Goldstein, beth_goldstein@fws.gov, 413/253 8564, or Bill Zinni, bill_zinni@fws.gov, 413/253 8522

Learn more at:

<http://www.fws.gov/northeast/refuges/planning/lpp/greatthicketLPPhtml>



*New England cottontail

In a multi-agency conservation strategy, state and federal biologists highlighted land protection and management as necessary for long-term conservation of the region's only native rabbit, the New England cottontail.

**American woodcock

This proposed land protection effort could ensure that the iconic American woodcock finds the young forest needed for its breeding song and flight.

***Blue-winged warbler

If this proposed land protection plan is realized, declining blue-winged (pictured) and prairie warblers would receive a considerable push toward population goals established by wildlife managers.