DOVER PLANNING BOARD – MINUTES

CITY OF DOVER

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - City Hall, 288 Central Avenue
Meeting Date: **Tuesday, February 9, 2016**
Meeting Time: **7:00 pm**

Members Present: Frank Torr (Chair), Kirt Schuman (Vice Chair), Dennis Ciotti (Councilor), Tom Clark, Dave White, Catherine Plante, Maggie Fogarty (Alternate), Curtis J. Pratt (Alternate), David Landry

Members Not Present: Lee Skinner, Christopher Lawrence, Gina Cruikshank

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

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

1. CITIZENS' FORUM

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- January 26, 2016 Regular Meeting Minutes

Motion: K.Schuman made a motion to approve the January 26, 2016 Regular Meeting Minutes. Seconded by D.Ciotti. Vote U/A

3. OLD BUSINESS

F.Torr welcomed D.Landry as a new Planning Board member.

4. NEW BUSINESS

K.Schuman stated items 4.A and 4.B would be heard together.

A. Consideration and acceptance of a Site Plan Review for Vitas Management & Development Co., LLC, (Owner: Profero Management and Holdings, LLC), Assessor's Map 11, Lot 2, zoned B-3, located at 181 Silver Street. (Proposal is to construct a 72,360 sq. ft. Assisted Living Facility with 76 units, a 2,930 sq. ft. Bank, a 66,000 sq.ft. Medical Office Building, a 2,400 Coffee Shop, and an 85 unit hotel with a 13,900 sq. ft. footprint. The mixed use site propose 407 parking spaces). *(P15-56)

B. Consideration and acceptance of a Conditional Use Permit for Vitas Management and Development Company, LLC (Owner: Profero Management and Holdings, LLC), Assessor's Map 11, Lot 2, zoned B-3, located at 181 Silver Street. (Proposal is for a non-residential development with a wetland impact of 24,454 sq. ft.). *(P15-55)

F.Torr stated he is listed as an abutter with this project and explained that he has no financial interest in the project and would sit in. There was no objection.

C.Parker gave an overview of the applications and stated the City has been working with the applicant and the New Hampshire Department of Transportation (NHDOT) regarding four right of ways that converge at Exit 8 and Silver Street. The applicant agreed to a development agreement with the City regarding the roundabout cost. He stated the Conditional Use Permit is pending Conservation Commission review, and would also attend the site walk if scheduled.

Bob Clark, Allen & Major Associates, Inc., represented the applicant and explained the details regarding the project and the reason for the waiver. He displayed and explained the plans regarding the buildings, parking, sidewalks, storm water, utilities, landscaping and screening. Kevin Dandrade from The Engineering Corp, Inc, (TEC), Jim Gove, Ari Pollack, Jim Vitas, Alex Vailas, and representatives from the assisted living were also present.

K.Dandrade stated the details regarding the traffic summary. He stated they have been working with the City and NHDOT regarding the focus on the gateway and the roundabout. He displayed plans and explained the challenges to the site regarding the horizontal curve and the traffic calming feature of the roundabout with a center island and landscaping.

B.Clark answered questions and clarified information in the plans regarding the dumpsters, the tree line and vegetation, walkways, parking locations, lighting, and refurbishing the existing signs. C.Parker stated the signs fall under administrative review and the existing signs would have a new face.

Discussion ensued regarding the landscaping and plowing. C.Parker suggested the roundabout be named the McIntosh Circle to recognize the family in the area. As part of the gateway, there will be a "Welcome to Dover" sign there with landscaping. He stated they will work with the team on the landscaping. He explained there will be snow plowing maintained between the City and the State for that area.

Discussion continued regarding the need for a traffic calming effect with the roundabout. K.Dandrade stated they would advocate for a single lane rather than double, and confirmed that a large tractor trailer could maneuver the single lane. He confirmed there would be space available for emergency vehicles, and snow would pile up on the island and not the apron of the roundabout.

B.Clark displayed the plans and clarified the areas to collect storm water. He explained the storm water, what islands will have tree plantings, and the parking design intent in response to D.Landry's questions.

D.Ciotti requested information regarding the back of the assisted living facility and lighting. B.Clark stated the information regarding the trees and landscaping proposed and displayed plans to show the area. C.Parker stated the height of elevation for the lighting will be shown at the site walk.

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

Public Hearing Opened.

Dennis Duffy, 163 Silver Street, stated his concerns regarding building near the wetlands, traffic safety and congestion, as well as possible problems in the event of an evacuation. He further stated his concern regarding the impact to the surrounding homes in the area. He requested how far the property would be from his property line. F.Torr stated it would be staked out at the site walk. C.Parker clarified the setback information.

Terry Picard, 192 Silver Street, requested information regarding H84-6 and H79-17 and stated her concerns regarding height issues for the area, the hotel/restaurant capacity and selling liquor, as well as the impact to the wetland and the wildlife. She requested clarification to the small retail space on the plan which was not listed, and requested the wording be removed. She stated her concerns with Dunkin Donuts and the impact of this coffee shop to the neighborhood, and requested a more traditional coffee shop be located at the site.

Barbara Trow, 192 Silver Street, stated she shared the same concerns as T.Picard and expressed additional traffic concerns, as well as traffic and noise concerns caused if Dunkin Donuts were allowed to be located there. She further stated her concerns regarding the lighting on the signs and the number of safety lights.

Dawn Duffy, 163 Silver Street, stated her concern regarding the traffic study and asked if there would be an independent traffic study completed when school is in session.

Public Hearing Tabled.

C.Parker addressed the abutter concerns regarding the wetlands, evacuation and public safety, the variance regarding the signs and that the existing signs can only be refaced, H84-6, and that the hotel will not have a banquet or conference room. He clarified the proposed buildings, the uses and what the Board is being asked to approve, and the coffee shop is an eating/drinking establishment which Dunkin Donuts falls into. He stated the restaurant could sell liquor, but that Dunkin Donuts does not; however, if Dunkin Donuts folds another restaurant could go in that does. He stated he received two emails regarding this matter and will follow-up. He further stated the City does limit the hours of the drive-through. He further addressed the traffic concerns and traffic study.

C.Parker addressed the email from Mark and Suzanne Jones and their concerns as abutters regarding the wetlands impact, a proposed a roadway connection through his project, loading zone, screening, perimeter landscaping, wildlife impact, and density. He stated a copy of the email would be supplied to the applicant.

B.Clark displayed plans and addressed the abutter concerns regarding the setbacks.

C.Plante stated her concerns with the traffic study being completed in August with a spot check in January, adding that UNH was not in session either time. C.Parker stated there will be a request for an update for a traffic study when school is in session.

K.Schuman requested justification on the maximum for parking, and addressed shared parking. B.Clark explained the parking space amounts are user specific for safety and the design is to interconnect and yet giving the buildings their own space.

D.Landry suggested this project for the ARM fund for wetland mitigation and improving the existing wetland. C.Parker explained the wetland project, and stated this project would generate funds for the ARM fund.

D.Landry suggested the parking lots be evaluated, and explained parking lot designs in Florida which create a big and yet private feel with trees making parking lots attractive. C.Parker stated they can look at the landscaping and islands again to make adjustments.

STAFF RECOMMENDATION: (P15-56) (P15-55)

The Planning Department recommends that the Planning Board table the discussion to schedule a site walk for this project.

Discussion ensued regarding the site walk, the areas to be staked out, and the need to coordinate with the Conservation Commission for their review of the Conditional Use Permit application on March 14, 2016. The site walk was scheduled for February 20, 2016 at 9:15 a.m. with a follow-up meeting for March 22, 2016.

Motion: K.Schuman made a motion to table items 4.A and 4.B to March 22, 2016. Seconded by D.Ciotti. Vote U/A

C. Overview of Community Development Block Grant program presented by Community Development Planner Dave Carpenter.

D.Carpenter informed the Board members of the process and timeline for review of the program. He stated the applicants would be presenting their applications for review at the March 8, 2016 Planning Board meeting. He answered questions regarding how those applications that have received funds are monitored, as well as eligibility of applicants.

C.Parker stated the Board members would receive the applicant information at the February 23, 2016 meeting in binders to review the information prior to the March 8, 2016. He explained the time available for review, feedback, and evaluating the numbers with the overall deadline of May 15, 2016.

5. STAFF COMMENTS

C.Parker addressed the Master Plan Transportation Chapter and the topics that will be addressed, the need for more than one Planning Board member, and outreach to the Community to encourage involvement. There will be Committees established as part of the Chapter update.

C.Parker reminded the Board members of the Office of Energy and Planning conference on April 23, 2016. Any Board members interested need to contact the Planning Department.

C.Parker stated there are plans to move forward to complete the Community trail due to grant funds received last year. The project is expected to be completed in a year to a year and a half.

C.Parker addressed the flyer distributed to the Board members regarding the Open Lands Committee Full Moon Snowshoe Hike on February 20, 2016.

6. MEMBER COMMENTS

D.Ciotti stated a citizen asked why the Community trail was not plowed or maintained for pedestrians. C.Parker explained the sidewalk maintenance plan and clarified the recreational areas are cleared after the main sidewalks. He stated he would notify the Staff at the Community Service Department of the concern.

7. ADJOURNMENT

Motion: K.Schuman made a motion to adjourn at 9:01 p.m. Seconded by D.Ciotti. Vote: U/A