

CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Room 306, 61 Locust Street
Meeting Date: **Tuesday, June 28, 2016**
Meeting Time: **7:00 pm**

Members Present: Frank Torr (Chair), Dennis Ciotti (Councilor), Tom Clark, Dave White, Lee Skinner, Gina Cruikshank, Catherine Plante, David Landry

Members Not Present: Kirt Schuman (Vice Chair)

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

The Chair called the meeting to order at 7:01 p.m. The Chair recognized L.Skinner to sit in for K.Schuman.

1. CITIZENS' FORUM

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- June 14, 2016 Regular Meeting Minutes

Motion: L.Skinner made a motion to approve the June 14, 2016 Regular Meeting Minutes. Seconded by G.Cruikshank. Vote U/A

3. OLD BUSINESS

4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Peter & Anne Strachan, Assessor's Map L, Lot 29, zoned R-20, located at 125 Spur Road. (Proposal is for the replacement of existing house and construction of new garage with Accessory Dwelling Unit, with temporary impacts of 2,454 sq. ft. and 1,433 sq. ft. of permanent impacts to Bellamy River Conservation District). *(P16-16)

C.Parker gave an overview of the application.

Steve Riker, Ambit Engineering represented the application, displayed plans for viewing, and explained the proposed plan. Peter and Anne Strachan, and Anne Whitney, architect, also were present.

A.Whitney explained the architecture of the house and the reasons for renovation and repair. She clarified the reason for building in the conservation district.

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

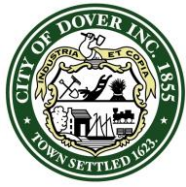
Public hearing opened. Nobody spoke. Public hearing closed.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board 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 Wetlands Permit is granted and a copy of the permit submitted to the City.



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C.Parker clarified for D.Ciotti that the demolition permit would be part of the building permit process for reconstruction.

Motion: D.Ciotti made a motion to approve the Conditional Use Permit subject to staff recommended conditions. Seconded by G.Cruikshank. Vote U/A

- B. Consideration and acceptance of a Conditional Use Permit per Chapter 170-20-B(1) for David Pratt, Assessor's Map 31, Lot 90, zoned CBD-Residential, located at 43 Fifth Street (Proposed conversion of existing duplex to a single family, with installation of new foundation to support 2nd & 3rd floor deck closer than 8 feet). *(P16-18)

C.Parker gave an overview of the application.

David Pratt presented a power point display for viewing, and explained the proposed plan for his application.

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

Public Hearing opened. Nobody spoke. Public hearing closed.

STAFF RECOMMENDATION

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

Conditions to Be Met Prior to Signing of Plans:

1. The owner's signature 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 applicant shall be subject to a formal agreement between the Planning Board and the applicant. Said agreement shall be recorded at the Strafford County Registry of Deeds per Chapter 170-20-B(3).

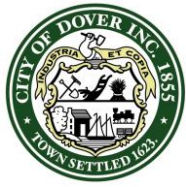
C.Parker clarified the agreement for T.Clark.

Motion: G.Cruikshank made a motion to approve the Conditional Use Permit subject to staff recommended conditions. Seconded by L.Skinner. Vote U/A

- C. Discussion on citywide rezoning opportunities with the Dover Business and Industrial Development Authority and discussion on a proposed amendment to rezone a 16 acre parcel, known as Assessor's Map D, Lot 12, located at 447 Sixth Street and Production Drive from Rural Residential (R-40) to Assembly and Office (I-4).

C.Parker stated the reason for the discussion regarding the rezoning projects and the City Council goals for rezoning.

Dan Barufaldi, Economic Development Director of Dover Business and Industrial Development Authority (DBIDA), presented the reasons for the rezoning recommendations. He presented a video for viewing, and referred to the Strategic Intentions packet provided to the Board members. The following DBIDA members were also present: Tim Dargan, Scott Johnson, Sam Haddadin, and Karen Weston, Mayor.



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C.Parker requested input from the Board to provide a report containing information to properly evaluate the rezoning projects at future meetings.

Discussion ensued regarding the reasons for rezoning, consideration to create new zones, evaluating land for commercial use rather than residential, temporary zones to stop subdivisions on parcels until the area is rezoned, consideration of the residents when evaluating rezoning areas, and clarification with the material provided in the packet.

Discussion continued regarding clarification of the process as parcels are identified, the need to educate the citizens regarding rezoning, and that information will be provided in the report regarding what could be placed on the parcels if not rezoned.

C.Parker read suggestions for the report to include the existing zone and what it would be changed to, a residential carrying capacity, how many units could be obtained under the existing zoning, the capacity for industrial or business growth, estimated potential wetland and steep slope findings, utility aspects, transportation and consideration of possible improvements for commercial access, what buffers and setbacks are in place, basic dimensional information regarding lot sizes and road locations, proximity to other zones, and the tax evaluation change to determine the value of the development and the zoning percentage. He requested feedback from the Board, and stated a template would be created to provide a model template for developers.

Discussion ensued regarding the scoring process regarding the parcels, recommended estimated evaluation of what the City would look like when the projects were completed, evaluation of locations of developable land and wetlands, the need to encourage manufacturing for job creation versus retail and entertainment, and possible State participation in the development process.

D.Barufaldi clarified for D.Landry there is one piece of property remaining at Enterprise Park. He also explained the wetlands on the property.

Discussion ensued regarding an overlay to show where conservation easements exists relative to proposed rezoning properties.

C.Parker stated he will work with D.Barufaldi and F.Torr regarding rescheduling for Production Drive in the Fall. There will be a renote for Production Drive, Sixth Street, and Quail Drive. He further stated he will research whether to open a new public hearing or reset the last one.

5. STAFF COMMENTS

C.Parker reminded the Board there will be only one meeting in July and August, and stated there would be further review of the tabled sign amendment. He further stated the Board members will receive site, subdivision, and zoning code papers at the next meeting.

6. MEMBER COMMENTS

7. ADJOURNMENT

Motion: L.Skinner made a motion to adjourn at 8:30 p.m. Seconded by G.Cruikshank. Vote U/A