DOVER PLANNING BOARD – MINUTES

CITY OF DOVER

Meeting Type:	Regular Meeting
Meeting Location:	McConnell Center Room 306, 61 Locust Street
Meeting Date:	**Tuesday, August 23, 2016**
Meeting Time:	**7:00 pm**

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

Members Not Present:

Staff Present: Christopher Parker (Assistant City Manager), Donna Benton (Assistant City Planner), Elena Piekut (Assistant City Planner), Dave Carpenter (Community Development Planner), Tracy Smith (Recording Secretary), Dan Barufaldi (Economic Development Director of Dover Business and Industrial Development Authority (DBIDA))

The Chair called the meeting to order at 7:00 p.m. He congratulated C.Plante on being reappointed to the Planning Board.

1. CITIZENS' FORUM

The Chair confirmed for the public that there would be a public hearing for item 3.A and there would be an opportunity to speak then.

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- July 26, 2016 Regular Meeting Minutes
- July 13, 2016 Transportation Master Plan Steering Committee Minutes

Motion: K.Schuman made a motion to approve the July 26, 2016 Regular Meeting Minutes as amended with T.Clark's correction and the July 13, 2016 Transportation Master Plan Steering Committee Minutes. Seconded by G.Cruikshank. Vote U/A

C.Parker clarified the Planning Board appointed the Steering Committee, and because the group has ceased, the Planning Board would have to approve the Minutes from their last meeting.

T.Clark stated a correction to the July 26, 2016 Regular Meeting Minutes to reflect the first discussion on page 3 item 6, Member Comments, began with his compliment on the work that had been done on Silver Street.

D.White arrived at 7:02 p.m.

3. OLD BUSINESS

A. Consideration and public hearing 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) at the request of Dover Business and Industrial Development Authority.

C.Parker gave an overview of the process of the previous meetings involving the project, and the Rezoning Analysis report (original located in file) created in response to those meetings. Copies of the report were provided for the public, and distributed to the Board in their packets. C.Parker provided the location of where to obtain the report online. He reviewed the Rezoning Analysis report with the Board and public, and compared the residential development and setbacks that could be placed on the site in the existing R-40 zone with the commercial development and setbacks that could be placed in the proposed I-4 zone. He addressed the City Council goal to increase the commercial tax base via rezoning as stated in the report. He recommended the Public Hearing be tabled to make certain there is a second opportunity for the public to attend, and stated a decision could be at the September 13, 2016 Planning Board meeting.

C.Parker explained the roles of the Planning Board and City Council as it pertains to the rezoning process for K.Schuman.

D.Ciotti stated the report was informative and useful.

Discussion ensued regarding changes to be made to improve the report.

Discussion continued regarding page five of the report regarding the percentage of land zoned residential, and the objective of the rezoning project to reduce property taxes.

T.Clark stated the report was professionally done and informative.

Public Hearing Opened.

Chris Triconi, 28 Quail Drive, spoke against the proposal and stated his concerns regarding the need for specific data to be collected which would provide information regarding the environmental impacts, to include drainage, noise and light pollution impacts, the impact to property values due to tree removal. He further stated the need for a traffic summary to address the traffic concerns, especially pertaining to tractor trailer activity.

Rachel Kline, 32 Quail Drive, spoke against the proposal and stated that she purchased her home in July and was not made aware of the rezoning project. She stated her concerns regarding light and noise pollution, the impact to property values and wildlife. She requested an environmental analysis to address water/drainage issues from wetland areas.

Jake Banaian, 11 Quail Drive, spoke against the proposal and stated his agreement with his neighbors. He stated he was told when he purchased his property that the surrounding area was protected wetlands and the buffer properties could not be developed. He addressed the 75 ft. setback and distributed pictures to the Board members to show the back of his house. He requested the Board visit the neighborhood to view the properties.

Chris Langellotti, 453 Sixth Street, spoke against the proposal and stated his agreement with his neighbors.

Nevin Brown, 7 Quail Drive, spoke against the proposal and his agreement with his neighbors.

Rachael Kline distributed maps to the Board members.

Jim Civiello, 3 Quail Drive, spoke against the proposal and his agreement with his neighbors.

Emily Rose, 7 Quail Drive, spoke against the proposal and stated her agreement with her neighbors.

D.Barufaldi spoke in favor of the proposal and addressed the abutter concerns regarding property values. He compared this project to other communities in the surrounding area which did not pursue commercial development, and the economic impact to their community.

Scott Johnson, DBIDA member, spoke in favor of the proposal and explained the directive by the City Council. He addressed the abutter concerns and impact regarding possible residential or commercial development, and stated residential development inquiries were made to the owner of the property. He stated there would be change to the site, and if the property is not rezoned, there could be cluster houses developed there. He further stated with commercial development, concerns would be better addressed regarding setbacks, landscaping and buffers to the property.

Kerry Ellen McLeod, 24 Quail Drive, spoke against the proposal and addressed the comments made by D.Barufaldi and S.Johnson. She stated her concern regarding the wetland area and the impact of light, noise, and drainage/flooding impacts to the neighborhood by developing the area.

Susan Treleaven, 454 Sixth Street, spoke against the proposal and stated her agreement with her neighbors.

F.Torr suggested a meeting take place with the Planning Staff, DBIDA members, and the abutters.

Public Hearing Tabled.

C.Parker addressed the abutter concerns regarding the wetlands, and explained any development regarding wetlands would be investigated. He stated there is no plan for the property, and clarified the goal of the rezoning project to establish land for industrial development and enable long term economic sustainability. He stated the type of commercial development that could go on the site. He further addressed abutter concern regarding a traffic study, and noise/light pollution. He explained that stormwater management, tree buffers and landscaping requirements are stricter for commercial development than residential development. He stated material could be added to the report to help clarify data, and provided the location of email addresses for abutters to send additional comments/concerns.

Discussion ensued regarding residential developer interest in the property, consideration to the abutter concerns, and the attempt to provide the least impact to the abutters through commercial development, and the need to reduce property taxes by promoting commercial development.

F.Torr stated the next Public Hearing on this item would be on September 13, 2016 at 7 p.m. in the Council Chambers at City Hall.

Motion: D.Ciotti made a motion to table the item. Seconded by D.White. Vote U/A

B. Pursuant to NH RSA 674:4 & 675:6, a public hearing and possible adoption of the 2016 Transportation Chapter of the Master Plan. The chapter is available for viewing on the City's web site under the Master Plan Page on the Planning Department's webpage, at the Dover Public Library, and in the Planning Department at City Hall.

C.Parker gave an overview regarding the previous meeting recommendation presented to the Board, the people and VHB involved in the work of the Transportation Chapter of the Master Plan, and stated D.Carpenter was present to answer questions. He recommended the Board hold a public hearing and adopt the Chapter.

Public Hearing Opened.

Bryant Hardwick, 129 Portland Avenue, spoke in favor of the proposal.

Noelle Lazarus, 5 Gilman Street, stated her concern regarding closing Merry Street, and the traffic and safety concern with using Ridge Street.

Greg Lazarus, 5 Gilman Street, stated his agreement with Noelle Lazarus.

Public Hearing Closed.

C.Parker stated that the language regarding Merry Street was a carryover from the previous Chapter, and the Access Management Study recommended using the light at the Hannaford plaza for access into the Merry Street neighborhood. He further stated this will be reviewed, but would not be determined at this meeting. He thanked the public for their comments and stated he would like to keep their contact information as the investigation progresses.

Discussion ensued regarding COAST and Wildcat transit shelters, stops and ridership improvements.

Discussion continued regarding connectivity and pedestrian crosswalk improvements needed on Route 155 in the winter months, sidewalk improvements at Chestnut and Washington Streets, and the recommendation regarding a sidewalk management plan.

Discussion continued regarding connectivity as an objective regarding subdivision developments, promoting this in the matrix by revising the Site and Subdivision regulations to provide connectivity between projects, and to review the objective in the January goal setting.

C.Parker read the Certificate of Adoption of the 2016 Transportation Chapter of the Master Plan to the Board members, and confirmed for D.Ciotti the motion would include the recommendations from the 2000 Transportation Chapter that are located on page six and seven of the New Chapter draft document distributed to the Board. He stated these uncompleted recommendations would be added to the matrix.

Motion: D.White made a motion to adopt the proposed 2016 Transportation Chapter, and include in the Matrix found in Section 3, the recommendations from the 2000 Transportation Chapter that are listed on page six and seven of the new Chapter. Seconded by G.Cruikshank. Vote U/A

C. Discussion of possible amendments to Chapter 170-32 (Signs), to be in compliance with Reed V. Town of Gilbert.

C.Parker gave an overview regarding the previous meeting information, and compromises provided to reflect the concerns brought by the Board at the previous meeting. He stated E.Piekut would present the information.

E.Piekut addressed the materials distributed to the Board and the changes made to the Zoning amendments (original located in file). The three significant changes were as follows:

1. To permit temporary signs in more zoning districts. Industrial and commercial zones now have the opportunity to advertise on site with a permit.

2. Clarify that banner type temporary signs are permitted in B-3 and B-5 zones.

3. To provide an entity with a specific permit and process to have a sign in public right of way locations on a short term basis, which is subject to the same required insurance and hold harmless agreement as other temporary signs. The sign would be an A frame type sign no bigger than 6 sq ft.

She explained the application time frame and display period, and recommended the Board amend the posted amendments and schedule a public hearing for September 13, 2016.

C.Parker clarified the term "entity" is meant to include for-profit or non-profit organization. He stated preference will be given to Dover base entities.

T.Clark requested clarification on how would this would affect the deli on Ham Street. E.Piekut explained that they could apply for an offsite sign in one of the specified locations.

Discussion ensued regarding designated areas for signs and how these locations are safer for sight distance, clarification for the application process for non-Dover entities, and suggestions made to improve and make more specific the wording in the zoning amendment.

Discussion continued regarding the display periods to properly manage the signs, an updated application be provided to the Board for review, the fee schedule to be amended, and insurance provisions. C.Parker stated he will meet with the City Attorney regarding the insurance provisions.

Motion: D.Ciotti made a motion to repost the amendments for a hearing on September 13, 2016. Seconded by C.Plante. Vote U/A

4. NEW BUSINESS

A. CDBG Program Update- Staff will provide an update on CDBG related activities.

C.Parker stated changes were made to the policies and applications based on feedback received from the Board and Housing Urban Development (HUD). He further stated there were reallocation of funds initially intended for Southeastern Services. This reallocation was approved by HUD. He added D.Carpenter would present the details on this information.

D.Carpenter explained the CDBG Program monitoring by HUD, and the revisions made regarding the application, application procedure/timeline, and review criteria. He distributed a draft document to the Board showing these changes. He explained the reallocation of funds intended for Southeastern Services to the McConnell Center for the Dover Childrens Center, and that this reallocation was approved by HUD.

D.Carpenter explained for D.Ciotti the process of reallocating unused CDBG funds.

Discussion continued regarding the process of the reallocation without Board member involvement.

5. STAFF COMMENTS

C.Parker thanked D.Carpenter for his work on the Master Plan Chapter and CDBG, and E.Piekut for her work on the sign amendments.

He addressed the Site and Subdivision regulations distributed to the Board, and that the Zoning regulations would be distributed after the Sign regulations are ratified and the decision is made regarding Production Drive.

C.Parker also addressed the feedback received regarding the Master Plan.

He recognized G.Cruikshank and wished her a happy birthday.

6. MEMBER COMMENTS

D.Ciotti addressed the Glenwood and Crescent Drive rezoning project in comparison to the Production/Quail Drive project and suggested scenarios be provided with possible residential or commercial changes in order for the abutters to have a better view and education of the project.

Discussion ensued regarding how the comparison should be provided to the abutters in narrative format so a false impression is not created, improvements to the Rezoning Analysis report, the need for DBIDA to provide the data requested by the abutters in visual format by hiring a surveyor, providing information to the abutters regarding residential or commercial possibilities and showing the commercial restrictions, and the need to have a meeting with all parties involved.

F.Torr addressed the Stormwater Management problems with D.White. C.Parker explained the development on Quail Drive is 26 years old and the Stormwater Management available now would be more advanced.

F.Torr complemented the abutters on their approach and comments.

7. ADJOURNMENT

Motion: K.Schuman made a motion to adjourn at 9:47 p.m. Seconded by G.Cruikshank. Vote U/A