

CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - City Hall, 288 Central Avenue
Meeting Date: **Tuesday, February 14, 2017**
Meeting Time: **7:00 pm**

Members Present: Kirt Schuman (Chair), Gina Cruikshank (Vice Chair), Dennis Ciotti (Councilor), Tom Clark, Dave White, David Landry, Lee Skinner, Catherine Plante, Hayley Harmon (Alternate), Tristan Donovan (Alternate)

Members Not Present: Frank Torr, James Burdin (Alternate)

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

The Chair recognized T.Donovan to sit in for F.Torr, and called the meeting to order at 7:00 p.m.

1. CITIZENS' FORUM

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed.

2. APPROVAL OF THE PRIOR MINUTES

- January 24, 2017 Regular Meeting Minutes

Motion: D.Ciotti made a motion to approve the January 24, 2017 Regular Meeting Minutes. Seconded by D.Landry. Vote U/A

3. OLD BUSINESS

There was no Old Business.

4. NEW BUSINESS

- A. Consideration and acceptance of a Minor Lot Line Adjustment for John Janetos, Edward & Ahn Murphy, and Ahn Marie Tibbett & Michael Alan Day, Assessor's Map N, Lots 13, 13C, & 13E, zoned R-40, located at Gulf Road and 2A & 8 Country Club Estates Drive. (*P16-38)

C.Parker gave an overview of the application.

Dana Lynch, PE, Civilworks New England, represented the applicant, displayed a plan for viewing, and presented the proposed plan. Edward and Ahn Murphy, and Michael Alan Day were also present.

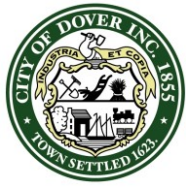
D.Lynch clarified the original lot line of the property in comparison to the new lot lines for L.Skinner.

Motion: D.Ciotti made a motion to accept the application. Seconded by T.Clark. Vote U/A

Public hearing opened. Nobody Spoke. Public Hearing Closed.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board approve the lot line adjustment plat with the following conditions:



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Conditions to Be Met Prior to Signing of Plans:

1. The owners' signatures shall be added to the final plat submitted for signature.
2. The applicant shall provide the Planning Department with a digital version of the final plat.
3. The applicant shall add the surveyor's stamp and signature to the final plat.
4. Revise the plat to:
 - a. show all existing structures
 - b. add a location map per Chapter 155-18
 - c. include a revised current use plan to the satisfaction of the City Assessing staff.

C.Parker explained an existing condition that pertains to the property from a previous subdivision.

Discussion ensued regarding the location and stone wall indicator of a possible road, its accessibility, and clarification that it is a Class Six road, in Rollinsford.

Motion: D.Ciotti made a motion to approve the Minor Lot Line Adjustment to include the conditions set by the Planning Department. Seconded by T.Clark. Vote U/A

G.Cruikshank stated items 4.B, 4.C, and 4.D would be heard together.

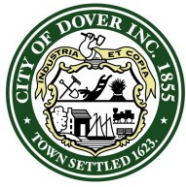
- B. Consideration and acceptance of a Site Plan Review for Okad of Dover, LLC, Assessor's Map 37, Lots 35, 36, 37 & 38 zoned B-3, located at 824, 826, 828 Central Avenue and 8 Glenwood Avenue. (Proposal is to develop a 7,000 sq. ft restaurant and 21,247 sq. ft. of retail service including a 2,072 s.f. bank with a total of 141 parking spaces.) (*P16-39)
- C. Consideration and acceptance of a Conditional Use Permit for Okad of Dover, LLC, Assessor's Map 37, Lots 35, 36, 37 & 38 zoned B-3, located at 824, 826, 828 Central Avenue and 8 Glenwood Avenue. (The CUP is for the 2,850 s.f. impact of wetland and associated buffer.)(*P17-08)
- D. Consideration and acceptance of a Conditional Use Permit for Okad of Dover, LLC, Assessor's Map 37, Lots 35, 36, 37 & 38 zoned B-3, located at 824, 826, 828 Central Avenue and 8 Glenwood Avenue. (The CUP is for the 50.6% total impervious surface coverage in the Secondary Groundwater Protection Zone.)(*P17-09)

C.Parker provided an overview and status of items outstanding with the applications. He recommended the Board hear the applications, hold the public hearing and table the items and the public hearing in order to hold a site walk. He stated the applications would be reviewed at the Planning Board meeting on March 14, 2017 in order to provide completion of the outstanding items.

Richard J. Friberg, PE, TEC, Inc., represented the applicant, displayed a plan for viewing, and presented the proposed plan. James Mitchell of Tropic Star Development, LLC, was also present.

R.Friberg displayed the renderings for viewing and explained the mechanicals and screening for C.Parker.

Discussion ensued regarding the location of a parapet wall, clarification of the unnecessary hardship pertaining to the waiver application, options regarding donation of the houses that would be demolished, traffic concerns, location and clarification of the wetland replication area, clarification of the storm water treatment and flow into the wetlands, consideration of 50 ft. buffer instead of the driveway, obtaining a license/maintenance agreement regarding the landscaping, clarification of sub-surface gravel filters used instead of porous pavements due to oil leaks in order to protect Berry Brook, ground water and Berry Brook treatment protection issues, clarification of



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the gravel wetland treatment, that a drainage easement would be obtained from the City and part of the license agreement, clarification of drainage issues, confirmation and location of residential buffer, dumpster location, consideration of UNH peer review recommendation of pervious or impervious pavement, stormwater run-off calculation for City and State standards, no waivers for pervious pavement for sidewalks, snow removal maintenance plan part of drainage plan due to the salt issues, wetland flag/line location and creating new wetlands areas, confirmation that there are existing sidewalks and that there would be a sidewalk network and pedestrian push buttons, confirmation that tabling/recessing all three items on the agenda.

Motion: T.Clark made a motion to accept the applications for items 4.B, 4.C, and 4.D. Seconded by T.Donovan. Vote U/A

Public hearing opened.

Brian Kelley, 2 Crescent Avenue, addressed the neighborhood meeting and thanked the applicant for listening to the abutters.

Otis Perry, 91 Court Street, stated his traffic concern.

Public Hearing Recessed.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board table the item to March 14, 2017.

C.Parker confirmed for D.Ciotti that there would be 12 ft. arborvitae plantings as screening for the residents.

Motion: D.Ciotti made a motion to table items 4.B, 4.C, and 4.D and recess the Public Hearing until the Regular Planning Board meeting on March 14, 2017. Seconded by D.White. Vote U/A

- E. Pursuant to NH RSA 674:4 & 675:6, a public hearing and possible adoption of the 2016 Stewardship of Resources 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.

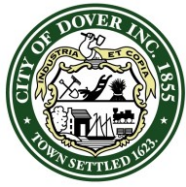
C.Parker provided an introduction.

D.Carpenter provided an overview of the work covered by the Stewardship of the Resources Chapter of the Master Plan. He stated that the existing Chapter will cease because those topics would be covered through the Stewardship of the Resources Chapter of the Master Plan.

D.Landry stated his favor with the work process and named all people involved in the Committee, and the importance of the reference and implementation strategy to the Master Plan as it pertains to other projects. He stated the need for more public input.

Discussion ensued regarding concerns of subdivisions and space issues and the public survey pertaining to this issue, the need for further discussion regarding property rights, the consideration to create and adopt the Master Plan chapter, and the consideration to review existing chapters rather than writing a new one.

Public Hearing Opened.



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Otis Perry, 91 Court Street, Stewardship of the Resources Chapter of the Master Plan Committee member, spoke in favor of the plan and requested the Board adopt the plan.

Public Hearing Closed.

D.Landry commented on working with D.Carpenter, C.Parker, and Steve Whitman.

D.Carpenter stated it was a GIS project used to work with all the six topics.

C.Parker stated the Board would be evaluating the Climate Chapter, and would be advertising for a committee for this, adding Steve Bird would be the advisor. He addressed the committee to be scheduled for next year, and the annual summary for the Council regarding the Master Plan recommendations.

C.Parker read the Certificate of Adoption. He stated the location of the copies and the postings, and confirmed for D.Ciotti the availability to the City Council.

Motion: D.Landry made a motion to adopt the Stewardship of the Resources Chapter of the Master Plan.
Seconded by T.Clark. Vote U/A

5. STAFF COMMENTS

C.Parker distributed a document to the Board regarding a list of the various Boards/Committees and an update of their activities.

C.Parker stated reminders regarding snow removal from catch basins, hydrants, oil spigots, and to remember to assist the elderly as needed.

C.Parker provided an update to the meetings regarding the City Council as it pertains to the Planning Board.

C.Parker addressed the amount of activity regarding applications sent to the Planning Technical Review Committee and the need to separate the amount of applications for meetings.

6. MEMBER COMMENTS

Discussion ensued regarding the need to review the industrial uses, particularly the I-2 District, and the need for a contemporary list.

D.Benton distributed a document regarding the Planning Board Bylaws to the Board, and reviewed the suggestions with the Board to be reviewed at the next meeting.

K.Schuman received a consensus from the Board to review the Planning Board Bylaws at the next meeting scheduled for February 28, 2017.

L.Skinner addressed issues regarding the public hearing and time allotted for public/consultants to speak.

7. ADJOURNMENT

Motion: C.Plante made a motion to adjourn at 9:06 p.m. Seconded by L.Skinner. Vote U/A