



CITY OF DOVER

DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall, 288 Central Ave, Dover NH 03820
Meeting Date: **Tuesday, April 25, 2017**
Meeting Time: **7:00 pm**

1. CITIZENS' FORUM

2. APPROVAL OF THE PRIOR MINUTES

- April 11, 2017 Regular Meeting Minutes

3. OLD BUSINESS

- A. Consideration and possible vote to amend the Planning Board Operating Rules (Bylaws).*
- B. Consideration and possible vote of an amendment to the conditions for a previously approved Site Plan (2/10/2015) for Bradley Commons (Owner: Housing Partnership), Map 27, Lots 2, 3, 4, & 15, zoned CBD, located at 577 Central Avenue (Amended development agreement). (P14-34A)
- C. Consideration and possible vote of a Minor Subdivision for Changing Places, LLC, (Owner: City of Dover), Assessor's Map 6, Lot 54A, zoned CBD, located at Third Street (1 new lot). *(P17-20)
- D. Consideration and possible vote of a Site Plan Review for Changing Places, LLC, (Owner: City of Dover), Assessor's Map 6, Lot 54A, zoned CBD, located at Third Street (Proposal is for a 32,534 s.f. mixed use development with a total of 27 parking spaces within the 27,984 sq. ft. paved area). *(P17-02)

4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Changing Places, LLC, (Owner: City of Dover), Assessor's Map 6, Lot 54A, zoned CBD, located at Third Street (CUP is to allow minimum lot coverage less than 75%). *(P17-27)
- B. Consideration and acceptance of a Conditional Use Permit for Changing Places, LLC, (Owner: City of Dover), Assessor's Map 6, Lot 54A, zoned CBD, located at Third Street (CUP is to allow a rear setback less than 10 ft.). *(P17-28)
- C. Consideration and acceptance of a Site Plan Review for Jeannette Gestapo, LLC, Assessor's Map 37, Lots 8, 9, 10 & 12, zoned B-3, located at 825 Central Avenue (Proposal is to construct a 15,000 s.f. commercial building with 47 parking spaces within the 25,500 s.f. paved area). *(P16-37)
- D. Consideration and acceptance of a Site Plan Review for Changing Places, LLC, (Owner: Jason Wood, et al) Assessor's Map 24, Lots 98, 99, 100, zoned CBD, located at 15, 19, & 21 Mechanic Street (Proposal is to develop a mixed use commercial/residential/flex space building with a 26,805 s.f. total building area and 24 parking spaces within the 7,267 s.f. paved area). *(P17-11)
- E. Consideration and acceptance of a Conditional Use Permit for Changing Places, LLC, (Owner: Jason Wood, et al) Assessor's Map 24, Lots 98, 99, 100, zoned CBD, located at 15, 19 & 21 Mechanic Street (CUP is needed for minimum building coverage less than 75% and minimum frontage build-out less than 70%). *(P17-29)
- F. Consideration and acceptance of a Conditional Use Permit for Changing Places, LLC, (Owner: Jason Wood, et al) Assessor's Map 24, Lots 98, 99, 100, zoned CBD, located at 15, 19 & 21 Mechanic Street (CUP is needed to allow non-commercial use on the ground floor in units 7-11). *(P17-30)
- G. Consideration and acceptance of a Conditional Use Permit for Christi Haffner, Assessor's Map 7, Lot 17-A, zoned R-20, located 45 Boston Harbor Road (Proposal is to replace an existing single family house and reconfigure driveway and parking within the 100 ft. Conservation District adjacent to the tidal Little Bay). *(P17-23)

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. Note that some hearings will be continued from one meeting to another and some may be postponed. Since this is only a partial description of the proposal and may change, 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 or email Dover-Planning@dover.nh.gov. You may also view materials at www.dover.nh.gov. Follow us on Twitter @DoverNHPlanning and find us on Facebook at <https://www.facebook.com/DoverNHPlanning>.



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Meeting Time: **7:00 pm**

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

Members Not Present: James Burdin (Alternate)

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

The Chair called the meeting to order at 7:00 p.m.

1. CITIZENS' FORUM

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed.

2. APPROVAL OF THE PRIOR MINUTES

- March 28, 2017 Regular Meeting Minutes

Motion: D.White made a motion to approve the March 28, 2017 Regular Meeting Minutes to include the corrections made by F.Torr and T.Clark. Seconded by D.Ciotti. Vote U/A

F.Torr requested the names of the Committee members be included on page 15 of the Regular Meeting Minutes.

T.Clark stated the phrase pertaining to the condition regarding the left turn in on page two should read "excluded", not "included". He noted it was referenced correctly in the conditions.

3. OLD BUSINESS

G.Cruikshank stated items 3.A, 3.B, and 3.C would be heard together.

- Consideration and possible vote of a Conditional Use Permit for Daniel Ayer, Assessor's Map N, Lot 18, zoned R-40, located off McKone Lane and Back Road. (Proposal is to build a new subdivision road and drainage facilities that impact 2,197 sq. ft. of steep slope greater than 20 percent). *(P17-10)
- Consideration and possible vote of a Conditional Use Permit for Daniel Ayer, Assessor's Map N, Lot 18, zoned R-40, located off McKone Lane and Back Road. (Proposal is to build a new subdivision road that crosses a wetland. Impacts include 350 sq. ft. of wetland impact, and 24,283 sq. ft. of wetland buffer impact.). *(P17-12)
- Consideration and possible vote of an Open Space Subdivision of land for Daniel Ayer, Assessor's Map N, Lot 18, zoned R-40, located off McKone Lane and Back Road. (17 lots) *(P16-25)

Motion: D.Ciotti made a motion to remove the items from the table. Seconded by F.Torr. Vote U/A

C.Parker provided background information and an update regarding the applications. He stated the fiscal impact pertaining to the student calculations will be updated on the plan.



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Kevin McEneaney, McEneaney Survey Associates Inc., represented the applicant, displayed a plan for viewing, and presented the updated information to the proposed plan. Daniel Ayer, owner, and Mike Sievert, MJS Engineering, were also present.

Discussion ensued regarding the total calculation of the fiscal impact to the 17 lots, and that four of the lots had been reviewed at a prior subdivision application.

Discussion continued regarding clarification of the wetland buffer impact and the impact locations on the plan, that there would be no public access to the open space lots, that a private pier will be available for use for the lot owners, and that the utility easement on sheet 7 of the plan is for drainage structures in the open space, and that these are not for the pump sewer systems.

Public hearing Reopened. Nobody Spoke. Public hearing closed.

STAFF RECOMMENDATION: (P17-10)

The Planning Department recommends the Planning Board vote to approve the Conditional Use Permit with the following condition:

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

1. The applicant revise the CUP plan to indicate the correct Planning File Number (P17-10)
2. The owner shall sign the final plan set.
3. The Professional Engineer shall sign and stamp the final plan set.

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

STAFF RECOMMENDATION: (P17-12)

The Planning Department recommends the Planning Board vote to approve the Conditional Use Permit with the following condition:

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

1. The applicant shall revise the plat to indicate wetland buffer signs be placed on any lot with a buffer on the lot and in the open space area between Eagan and Whitely Drive.
2. The applicant revise the CUP plan to indicate the correct Planning File Number (P17-12)
3. The owner shall sign the final plan set.
4. The Professional Engineer shall sign and stamp the final plan set.
5. Provide the Planning Department a copy of the NHDES Wetlands Permit and NHDES Shoreland Permit.

Motion: T.Clark made a motion to approve the Conditional Use Permit subject to staff recommended conditions. Seconded by F.Torr. Vote U/A

STAFF RECOMMENDATION: (P16-25)

The Planning Department recommends that the Planning Board vote to approve the subdivision plans with the following conditions:



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Conditions to Be Met Prior to Signing of Plans:

1. The owner's signatures shall be added to the final plat submitted for signature.
2. The Licensed Land Surveyor and Professional Engineer stamp and sign final plans.
3. The applicant shall provide the Planning Department with a:
 - a. digital version of the final plat
 - b. lot merger paperwork to be recorded
 - c. revised Fiscal Impact Analysis with revised school enrollment predictors and break downs of four areas the tax rate covers.
4. The applicant shall revise the plat to:
 - a. Include a revised Current Use plan for the property to the Assessing Department's satisfaction.
 - b. Indicate permit approval dates
 - c. Indicate existing tree line/wooded area to remain
 - d. Add note about recording stormwater plan
 - e. Indicate location of central mail delivery point or supply letter from Post Master indicating individual mail delivery.
5. The applicant's proposed Homeowner's Association Documents shall address access to the open space lot, preservation of perimeter landscaping, snow removal, solid waste hauling, found mounts, utility mounts, and ownership and maintenance of common areas including open space, drainage infrastructure and utilities. These documents must be reviewed by the Planning Department, with consultation by the City Attorney on compliance with conditions.
6. The Stormwater Management Plan and Stormwater Management System Operation and Maintenance Plan must be approved to the satisfaction of the City Engineer.

Conditions to Be Met Prior to Any Construction Activity:

7. 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 Assistant City Manager.

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

8. Any new dwelling units shall be assessed the current sewer investment fees in place at the time of application for sewer service.
9. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work, which will need to detail the phasing.

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

10. Any new dwelling unit shall pay the current impact fees in place at the time of certificate of occupancy.

C.Parker made adjustments to the conditions for the Building Permit and Certificate of Occupancy. Condition #9 was removed from Certificate of Occupancy conditions and listed under Building Permit.

Motion: F.Torr made a motion to approve the subdivision plan subject to staff recommended conditions.
Seconded by T.Clark. Vote U/A



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- D. Consideration and possible vote of an amendment to the conditions for a previously approved Site Plan (2/10/2015) for Bradley Commons (Owner: Housing Partnership) Map 27, Lots 2, 3, 4, & 15, zoned CBD, located at 577 Central Avenue (Amended development agreement). (P14-34A)

C.Parker provided the background information pertaining to the amendment. He stated the tax obligation would be paid by a different entity and that no changes would be made to the number of units or the site plan.

Marty Chapman, Executive Director for The Housing Partnership, presented the application for the amendment.

C.Parker clarified for F.Torr that condominiums are assignments of ownership not land use, and stated the common maintenance and operations for condominiums.

Discussion ensued regarding concerns with the language of the development agreement, the ownership of the buildings and legal obligation for the buildings and payment for the taxes, that the second building would not be built, and possible default of the site plan approval and legal repercussion.

M.Chapman clarified the intent to build with a separate tax identification for the buildings in the event payment was not received. He stated they could provide separate tax identifications for separate owners. C.Parker explained the payment of the taxes was for individual condominium units and not the whole project.

Discussion ensued regarding clarification of the units to be considered multi-family structures and not referred to as work force housing, and the particular financing involved on the State level for work force housing.

Discussion continued regarding further concerns regarding the obligation of the applicant, ownership of the units and the wording of the development agreement.

C.Parker recommended the Board table the item to have the City Attorney attend the next meeting to answer questions, and so the applicant could work on the wording of the development agreement to clarify ownership of the units and the obligation.

Motion: L.Skinner made a motion to accept the application. Seconded by T.Clark. Vote 8/1 D.Ciotti opposed

Motion: T.Clark made a motion to table the item pending additional information. Seconded by D.White. Vote U/A

- E. Consideration and possible vote on revised Planning Board Bylaws.

D.Benton addressed the revisions made to the Planning Board Bylaws.

Discussion ensued regarding consideration to keep 9.G and B, and changing article 8 to allow people in abutting towns the opportunity to speak if applicable and the language to use.

Discussion continued regarding consideration of 9.G and B and the comparison of the public hearing and the Citizens Forum, clarification, and the pertinence of the document and the language to use.

D.Ciotti addressed article 9, section 9 and the procedure to notify abutters.

C.Parker explained the procedure regarding adopting the bylaws.



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Motion: D.Ciotti made a motion to post the revisions to Planning Board Bylaws with the corrections. Seconded by L.Skinner. Vote U/A

L.Skinner complimented all who worked on the project.

4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Kyle & Joshua Cote, Assessor's Map 10, Lot 22, zoned HR (Heritage Residential), located at 281 Washington Street. (Proposal is to convert existing structure (barn) to a fourth unit). *(P17-19)

C.Parker provided an overview of the application.

Joshua Cote presented the proposed plan. Kyle Cote was also present.

J.Cote confirmed for F.Torr that they would be keeping the carriage house, it will be part of the garage, and the parking to be provided.

J.Cote confirmed for T.Clark that the landing in the barn is attached to the carriage house. T.Clark stated the need for the applicant to contact the building official regarding a sprinkler system for the house due to the attachment.

Motion: F.Torr 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 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. A formal agreement between the Planning Board and the applicant shall be prepared and recorded at the Stafford County Registry of Deeds (at the expense of the applicant).
2. The applicant shall provide a full surveyed plan that indicates the property line, existing setbacks and buildings, and fence/screening with a note that any additional pavement must meet the setback requirements of 5' from the side and rear and 10' from the front property line. The plan shall meet the satisfaction of the Planning Director.

C.Parker confirmed for D.Ciotti the parking requirement of 8 spots has been met, and that the garage is included as a parking spot as long as someone has room to back out without going through a tandem space.

Motion: T.Clark made a motion to approve the Conditional Use Permit subject to staff recommended conditions. Seconded by F.Torr. Vote U/A

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

T.Clark stated his son is employed by Chris Berry and that he believed there was no conflict of interest on his part. There were no objections made.



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- B. Consideration and acceptance of a Minor Subdivision for Changing Places, LLC, (Owner: City of Dover), Assessor's Map 6, Lot 54A, zoned CBD, located at Third Street. (1 new lot) *(P17-20)
- C. Consideration and acceptance of a Site Plan Review for Changing Places, LLC, (Owner: City of Dover), Assessor's Map 6, Lot 54A, zoned CBD, located at Third Street. (Proposal is for a 32,534 s.f. mixed use development with a total of 27 parking spaces within the 27,984 sq. ft. paved area.) *(P17-02)

C.Parker provided an overview of the proposed plan regarding the applications. He stated there was an abutter meeting held on April 10, 2017 and no one showed at the meeting.

Christopher Berry, Berry Surveying & Engineering, Inc., represented the applicants, displayed a plan for viewing, and presented the proposed plan.

C.Berry confirmed for D.Landry that the stormwater management is for the entire site, to include the public park.

C.Parker stated the applicant name and the developer name is separate and transferable. The correct name is Carriage Hill, LLC created for this entity who has the right to develop the lot.

C.Parker confirmed for C.Plante that Carriage Hill, LLC will own the building and purchase the lot from the City, and the City will own the remaining parking spaces. C.Berry addressed the displayed plan and provided the locations that the City will own for parking.

Discussion ensued regarding the location and style of the entrance and fence and that they are working with Holy Rosary Credit Union to create a uniform look, and confirmation that the pedestrian crossing will be part of the development agreement regarding the entrance and exit areas, and that there will be a fence and a guardrail.

Motion: F.Torr made a motion to accept the applications for items 4.B and 4.C. Seconded by D.Ciotti. Vote U/A

Public hearing opened. Nobody Spoke. Public Hearing Closed.

C.Parker recommended tabling the items in order to review at the April 25, 2017 meeting. He stated the applicant will be providing two additional Conditional Use Permits regarding the project.

C.Plante stated her concern regarding complaints she has received from residents regarding the rezoning projects and zoning changes, and compared this project to the intent of the rezoning projects. She stated projects like this one which works against the rezoning intent regarding the development of more residential use.

C.Parker confirmed for F.Torr that a landscape and maintenance plan is in the conditions, and that land owned by Dave Bamford will be landscaped and used for parking.

Discussion ensued regarding promoting housing near the town to promote business, the required services needed for the different styles of housing needed and that the impact fees matrix will be reviewed with the school impact of residential to commercial.



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Discussion continued regarding clarification that there was no interest in the lot for commercial use, that the maintenance agreement has been addressed for snow removal, that the district is not a business district and the mixed use will promote the downtown area, and historical discussion pertaining to the site.

Motion: D.White made a motion to table items 4.B and 4.C. Seconded by D.Ciotti. Vote U/A

5. STAFF COMMENTS

C.Parker stated the Office of Energy and Planning has training available for the Board members and those interested are to contact the office to sign up.

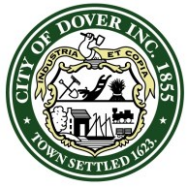
C.Parker distributed packet materials to the Board for the April 18, 2017 Workshop meeting and briefly reviewed agenda items with the Board members. The School Board will also be having a meeting the same night to interview school board candidates during the workshop; therefore, the Workshop meeting will be recorded and rebroadcasted on Wednesday, April 19, 2017.

6. MEMBER COMMENTS

L.Skinner addressed residential construction before the rezoning project and observations made regarding the amount of land available and the waivers and Conditional Use Permits granted for them, and the need to address this for long term planning.

7. ADJOURNMENT

Motion: G.Cruikshank made a motion to adjourn at 8:44 p.m. Seconded by C.Plante. Vote U/A



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Workshop Meeting
Meeting Location: Council Chambers - City Hall, 288 Central Avenue
Meeting Date: **Tuesday, April 18, 2017**
Meeting Time: **7:00 pm**

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

Members Not Present: Hayley Harmon (Alternate)

Staff Present: Christopher Parker (Assistant City Manager), Steve Bird (City Planner)

1. CALL TO ORDER

The Chair called the meeting to order at 7:00 p.m.

2. RESTRICTED INDUSTRIAL DISTRICT REGULATIONS DISCUSSION (I-1)

C.Parker presented the three existing I-1 zones and the proposed changes:

- Maple Street: rezone to RM-U
- Broadway and Rutland/Locust: Rezone to CBD Downtown Gateway

Discussion ensued regarding non-conformities, uses, and dimensions and eliminating the flexible uses section (170-19) of the code. Density and unit count calculations were reviewed.

Staff will reach out to abutters, and place this on an upcoming agenda for posting and public hearings.

3. RURAL RESTRICTED INDUSTRIAL DISTRICT REGULATIONS DISCUSSION (I-2)

C.Parker presented the previous suggested adjustments to the I-2 the proposed Citywide change providing buffer between non-residential and residential uses.

Discussion ensued regarding uses and dimensions, and examples of implementation, and the need to provide buffer for residential uses.

Staff will place this on an upcoming agenda for posting and public hearings.

4. OPEN SPACE SUBDIVISION REGULATIONS DISCUSSION

S.Bird presented an overview and background on Open Space Subdivisions.

Discussion ensued regarding pros and cons on Open Spaces Subdivision.

K. Schuman clarified the concerns are quality of open space, voluntary open space subdivisions and public access.

5. ADJOURNMENT

Motion: G.Cruikshank made a motion to adjourn at 9:46 p.m. Seconded by F.Torr. Vote U/A



PLANNING BOARD OPERATING RULES

Proposed Revision Created April 13, 2017

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Article I. Name

The name of the committee is the Dover Planning Board.

Article II. Authority and Duties

The authority and duties of the Planning Board shall comply with RSA 672-677 and Chapter 41.

Article III. Membership

A. Membership.

1. The Planning Board consists of nine (9) regular members and three (3) alternate members.
2. Three (3) regular members are ex-officio members. The ex-officio members are the City Manager or the City Manager's designee, an administrative official of the City selected by the City Manager, and a member of the City Council selected by the City Council.
3. Alternates may sit to fill the open seats of regular members at the call of the Chair or Presiding Officer, except for the seat held by the City Council member. Alternates shall be called to sit using a sequential rotation system.
4. Alternate members shall be allowed to participate in meetings as non-voting members, including discussions.
5. Only voting members shall be seated at the table.
6. Members shall be appointed to terms of three (3) years.

- B. **Attendance, Vacancies and Removal.** All appointments to the board shall serve for the terms appointed and until a successor shall have been appointed and qualified. Members who fail to attend four (4) meetings out of any twelve (12) consecutive meetings held without due cause may be recommended by the Board for replacement by the City Council. Such failure to attend shall be deemed sufficient cause for the City Council to remove the member pursuant to RSA 673:13. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing authority unless otherwise provided in state statute.

Article IV. Officers and Staffing

- A. **Officers.** The officers of the Board shall consist of a Chair and Vice Chair who shall be elected by all Members of the Board. Ex-officio members shall not be officers.
- B. **Duties of the Chair.** The Chair shall be the Presiding Officer responsible for the conduct of all matters pertaining to the usual duties as described in Robert's Rules of Order.

C. **Vice Chair.** The Vice Chair during the absence of the Chair shall perform all the duties of the Chair. In the absence of both Chair and Vice Chair, the members present at a regular or special meeting shall select a temporary Chair to fulfill all of the duties of the Presiding Officer.

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D. **Secretary.** The Secretary shall be provided by and selected by the Planning Director.

E. **Staff.** The City of Dover may provide staff support to the committee for meeting notification, typing, copying, and information gathering to the extent permitted by the city budget. All staff shall remain under the direction of the employer.

Article V. Election of Officers.

1. An annual meeting to elect officers by written ballot shall be held on the first meeting of January.
2. Candidates for any office shall be elected by a majority vote of the membership of the Planning Board. The elected candidates shall take office immediately.
3. Vacancies in offices shall be filled at the next regular meeting using the regular election procedure.

Article VI. Procedures

- A. **Regular Meetings and Workshops.** The Planning Board shall meet on the second and fourth Tuesday of each month at 7:00 p.m. in the City Council Chambers.
- B. **Special Meetings.** Special Meetings may be called by the Chair, Vice Chair or Planning Director. Members shall be notified by e-mail at least forty-eight (48) hours in advance of a Special Meeting.
- C. **Cancellations or Exceptions to Meeting Schedule.** Members shall be notified by the Chair, Vice Chair or Planning Director by e-mail at least four (4) hours in advance or by telephone if less than four (4) hours in the event of a cancellation or change to the meeting schedule.
- D. **Non-Public Sessions.** Non-public sessions shall be convened in accordance with RSA 91-A:3.
- E. **Parliamentary Authority.** The parliamentary authority for the board is *Robert's Rules of Order Revised, 11th ed.*, or duly published successor edition, except as provided by these rules or local, state or federal law.
- F. **Quorum.** A quorum shall consist of five (5) members. In the absence of a quorum at a regular or properly called meeting, the meeting shall be considered adjourned and rescheduled by the Chair or Presiding Officer.
- G. **Order of Business.** Business at regular or special meetings shall be taken up in the sequence of the posted agenda. The Presiding Officer, or any voting member, may request that an agenda item be reordered. The voting members shall by majority vote approve or reject any such request.
- H. **Conflicts of Interest.** Planning Board Members with a direct personal or pecuniary interest in a matter before the Planning Board, shall not introduce, speak or vote on any motion, ordinance or resolution. The Chair shall fill the open seat of a member who has declared a conflict of interest with an alternate member except the seat held by the City Councilor ex-officio member.
- I. **Procedure.** Actions shall be taken on the basis of a motion duly seconded made by any member of the Board. The number of votes necessary to transact business shall be a majority of those members present and voting except that no issue is to be considered passed that receives less than three (3) affirmative votes. Any member may request recording of his vote in the negative or abstention on any issue or his withdrawal from consideration on any issue with the reason stated

therefore, and at the request of any member, the Chair shall call for a recorded roll call vote on any issue.

- J. **Minutes.** Minutes shall be kept for all meetings of the board. The minutes shall include the names of the members in attendance, all actions, motions and resolutions coming before the public body including the votes of the members, and a summary of all discussions. Draft minutes shall be provided to the City Clerk within five (5) business days of each meeting for posting on the city website in draft form. Draft minutes shall be clearly marked "DRAFT". Draft minutes with or without revisions shall be approved by the committee at the next meeting of the committee, or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the city website.
- K. **Recording of Meetings.** The committee shall arrange for video recording of all meetings. If video is not available, meetings shall be recorded using audio equipment. All recordings shall be provided to the City Clerk within five (5) business days of the meeting.
- L. **E-mail accounts.** Board members may obtain a City of Dover e-mail address to facilitate communications regarding meetings, agendas and the dissemination of information. Committee members shall refrain from using e-mail to discuss issues with other members where the e-mail discussion directly or indirectly involves a quorum of the committee. In addition, committee members shall refrain from conducting the official business of the committee outside the view of the public and the press unless permitted by state law.
- M. **Nonpublic meetings.** The committee may conduct nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by General Legal Counsel for nonpublic meetings.

~~N. **Amendment of Rules.** These rules may be repealed or amended by a vote of the Dover City Council based upon the recommendation of the committee.~~

Article VII. Committees

Special purpose and study committees as the Planning Board may from time to time deem necessary in order to conduct its business, shall be appointed by the Chair and any such committees shall cease to exist when their final report is acted upon by the Planning Board or at the next annual organizational meeting, whichever is sooner.

Article VIII. Citizen Forum

- ~~A. To encourage and allow ongoing input and feedback from citizens, Regular meetings shall include an opportunity for citizens to address the Planning Board on any items not having a public hearing and/or matters pertaining to the business of the Planning Board on the agenda.~~
- ~~i. Speakers shall be residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover or by a interested party if allowed by a two-thirds (2/3) vote of the sitting Board;~~
- ~~ii. Speakers shall address their comments to the Chair or Presiding Officer and the Planning Board as a body and not to any individual member;~~
- ~~iii. Speakers shall first recite their name and address for the record;~~
- ~~iv. Each speaker shall be provided a single opportunity for comment, limited to five (5) minutes with the five (5) minutes beginning after the obligatory statement of name and address by the speaker. The Chair (or designee) will keep time;~~
- ~~v. Speakers requiring more than the allotted time are encouraged to submit their comments in writing to the Chair or Presiding Officer at the conclusion of their remarks to be available for review at the Planning Office;~~
- ~~vi. Citizen Forum shall not be a two-way dialogue between speaker(s), Planning Board member(s), and/or City Staff;~~

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vii. The Chair or Presiding Officer shall preserve strict order and decorum for and by all speakers appearing before the Board.

Article ~~IX~~VIII. Public Hearings

A. To receive citizen input and feedback on certain specific matters that have been placed on the meeting agenda for consideration and action by the Planning Board, Public Hearing will be scheduled and held as required by law. Public Hearings will be noticed and held during a subsequent Regular and/or Special Meeting. At the request of the Chair or Presiding Officer, items scheduled on an agenda for a public hearing will be briefly introduced with appropriate explanations by staff. Citizens will then have the opportunity to address the Board speaking to specific item(s) subject to public hearing.

i. All speakers shall be residents of the City of Dover, property owners in the City of Dover or ABUTTERS in a neighboring community, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover or by a interested party if allowed by a two-thirds (2/3) vote of the sitting Board;

ii. All speakers shall address their comments to the Chair or Presiding Officer and the Board, as a body and not to any individual member;

iii. Speakers shall first recite their name and address for the record;

iv. For each public hearing item, a speaker shall be provided a single opportunity for comment, limited to five (5) minutes. The Chair (or designee) will keep time;

v. Speakers requiring more than the allotted time are encouraged to submit their comments in writing to the Chair or Presiding Officer at the conclusion of their remarks to be available for review at the Planning office;

vi. Public Hearings are not intended to be utilized for a two-way dialogue between speaker(s), Board Member(s), and/or City Staff;

vii. The Chair or Presiding Officer shall preserve strict order and decorum for and by all speakers appearing before the Board;

viii. Any correspondence received by the Chair and/or members of the Planning Board pertaining to a public hearing agenda item may be acknowledged at the time of the public hearing and be available for review at the Planning office;

ix. The Chair or Presiding Officer shall declare a hearing closed or adjourned pending the submission of additional material or information or the correction of the noted deficiencies. In the case of a continuation, additional notice is not required if the date, time and place of the continuation is made known at adjournment.

C. During the presentation, After the Public Hearing, members of the Planning Board may ask questions of the Applicant or Speaker when recognized by the Chair or Presiding Officer.

A. The Chair or the Presiding Officer shall call the hearing into session and identify the name and address of the Applicant or Speaker.

B. During the presentation, members of the Planning Board may ask questions of the Applicant or Speaker when recognized by the Chair or Presiding Officer.

C. An Applicant or Speaker wishing to ask a question of another party must first be recognized by the Chair or Presiding Officer.

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- ~~D. An Applicant, abutter or any other person with a direct interest in the subject matter under discussion, may testify in person or in writing. All other interested persons may testify as permitted by the Chair or Presiding Officer.~~
- ~~E. Each person who speaks shall be required to state their name and address and to identify themselves as a party to the matter at hand, or an agent or counsel to the Applicant or Abutter.~~
- ~~F. Other interested parties such as representatives of City Departments, Boards or Commissions shall be allowed to present their comments in person or in writing.~~
- ~~G. The Chair or Presiding Officer shall declare a hearing closed or adjourned pending the submission of additional material or information or the correction of the noted deficiencies. In the case of an adjournment, additional notice is not required if the date, time and place of the continuation is made known at adjournment.~~

Article IX. Decisions

- A. The Planning Board shall render a written decision within sixty-five (65) days of the date of acceptance of a completed application, subject to extension or waiver as provided in RSA 676:4.
- B. The Planning Board shall act to approve, conditionally approve, or disapprove.
- C. Notice of decision will be made available for public inspection at the Planning Department within five (5) business days after the decision is made, as required in RSA 676:3. If the application is disapproved, the Planning Board shall provide the applicant with written reason for this disapproval.

Article X. Reconsideration

- A. The Planning Board may reconsider any decision to approve or disapprove an application, for good cause, provided it is within the statutory appeal period. Upon successful passage of the motion, the Planning Board shall schedule a public hearing, with notice as provided in RSA 676:4, I(d), where they shall consider whether or not to revise or alter their original decision. Should the Planning Board reach a new decision, a new appeal period shall be considered to have begun pursuant to RSA 677:15.

Article XI. Amendments

- A. The Dover Planning Board may suspend any of these rules by a two-thirds (2/3) majority of voting members present.
- B. These rules may be amended at any regular or special meeting by a two-thirds (2/3) vote of the entire membership of the Planning Board, including alternates. Amendments presented at any regular or special meeting may not be voted upon until the next regular meeting.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P14-34A

Application Type: Amendment to Site Plan Review
Applicant: Bradley Commons
Owner: The Housing Partnership
Location: 577 Central Avenue (Assessor's Map 27, Lots 2, 3, 4 & 15)
Meeting Date: April 25, 2017

STAFF RECOMMENDS TABLING THIS ITEM.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-20

Application Type: Subdivision for Review
Applicant(s): Changing Places, LLC
Owner(s): City of Dover
Location: Third Street Parking Lot (Tax Map 6, Lot 54)
Meeting Date: April 25, 2017

INTENT: To subdivide one lot into two at Third Street.

UNITS PROPOSED: 22 residential units plus 1st floor commercial

AGENDA ITEM #: 3-C

ACREAGE:

-Lot 6/54A: 0.35 acres
-Lot 6/54A-1: 0.39 acres

ZONING DISTRICT: Central Business District (CBD—General)

EXISTING LAND USE: Parking Lot

PROPOSED LAND USE: Mixed Use Commercial and Residential

SURROUNDING LAND USE: Commercial and Residential

ZBA ACTION: None

ATTACHMENT:

Subdivision plan and Planning Board minutes from 4/11/17. *Please bring previously issued materials from the 4/11/17 meeting.*

APPLICATION IS COMPLETE:
Yes

NOTICES SENT: Abutter notices were sent by certified mail to all abutters for the April 11th meeting

PERMITS REQUIRED: None for the subdivision

WAIVERS REQUESTED: None for the subdivision

Summary of Request and Background

The applicant proposes to subdivide lot 6/54A into two lots 54A to have 0.35 acres and lot 54A-1 to have 0.39 acres.

The applicant appeared before the Technical Review Committee on February 2, 2017.

The applicant responded to a request for proposals to develop this underutilized parking lot, in October 2015. Working with the Parking Commission, which approved parking within an adjacent lot, for the residential uses, and the Dover Business Industrial Development Authority, the applicants developed a plan (P17-02), this subdivision is to help divide the project from the rest of the lot.

Consistency with Land Use Regulations

Chapter 155-15 of the Land Subdivision Regulations of the City Code provides for subdivisions of existing lots.

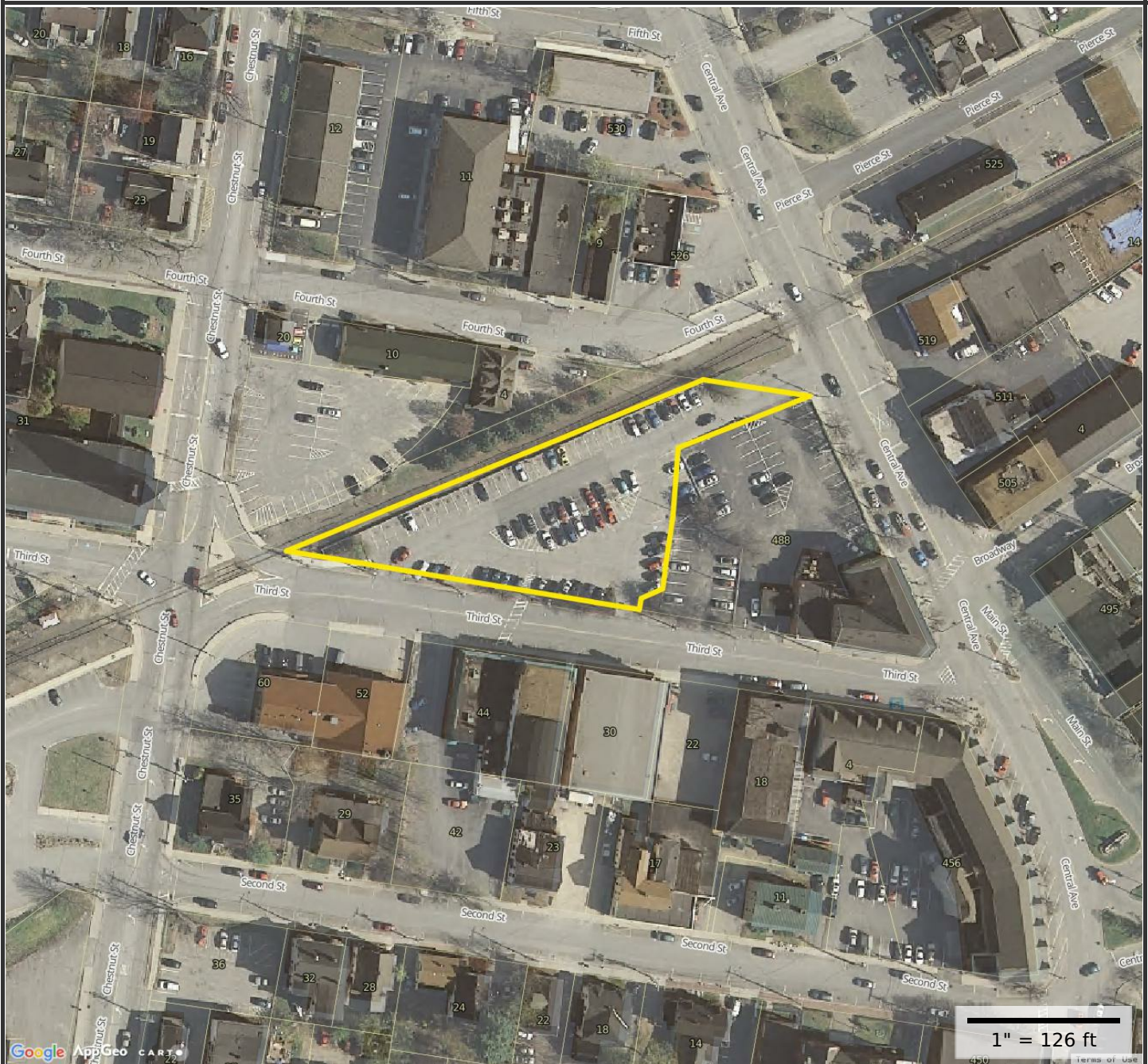
STAFF RECOMMENDATION:

The Planning Department recommends that the Board re-open the public hearing, and vote to approve the minor subdivision 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 plat submitted for signature to be recorded at the Strafford County Registry of Deeds.
2. The Licensed Land Surveyor stamp and sign final plans.
3. The applicant shall provide the Planning Department with a digital version of the final plat.
4. The applicant shall revise the plat to:
 - a. add the planning file number (P17-20).
 - b. better indicate new lots with leader notes

Third Street

**Property Information**

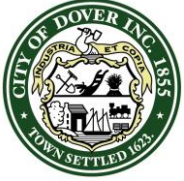
Property ID 06054-A00000
Location THIRD ST
Owner CITY OF DOVER



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

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

Parcels updated 03/20/2017
Properties updated 04/05/2017



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-02

Application Type: Site Plan for Review
Applicant(s): Changing Places, LLC
Owner(s): City of Dover
Location: Third Street Parking Lot (Tax Map 6, Lot 54)
Meeting Date: April 25, 2017

INTENT: Site plan for a 32,534 s.f. mixed use development with a total of 27 parking spaces within the 27,984 sq. ft. paved area

UNITS PROPOSED: 22 residential units plus 1st floor commercial

AGENDA ITEM #: 3-D

ACREAGE: 0.39 acres

ZONING DISTRICT: Central Business District (CBD—General)

EXISTING LAND USE: Parking Lot

PROPOSED LAND USE: Mixed Use Commercial and Residential

SURROUNDING LAND USE: Commercial and Residential

ZBA ACTION: None

ATTACHMENT:
Please bring previous materials provided

APPLICATION IS COMPLETE:
Yes

NOTICES SENT: Abutter notices were sent by certified mail to all abutters for the April 11 meeting

PERMITS REQUIRED:
-Dover CUPs for minimum lot coverage less than 75% and rear setback of less than 10'.

WAIVERS REQUESTED:

- 149-14.E(1)(e)- lighting spill over onto street and rail line
- 149-15.C- 5' pavement setback

Summary of Request and Background

The applicant proposes to construct two mixed use buildings with commercial space on the 1st floor and 22 residential units on between the 2nd -4th floors.

The applicant responded to a request for proposals to develop this underutilized parking lot, in October 2015. Working with the Parking Commission, which approved parking within an adjacent lot, for the residential uses, and the Dover Business Industrial Development Authority, the applicants developed a plan, which appeared before the Technical Review Committee on February 2, 2017 (minutes are attached).

Planning Staff has reviewed the parking and find the number provided is acceptable.

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.

STAFF RECOMMENDATION:

Waiver Request:

The Planning Department recommends that the Board approve the waivers from Section 149-14.E(1)(e) for the lighting spillover onto street and rail line and from 149-15.C for the 5' pavement setback.

Condition to Be Met Prior to Signing of Plans:

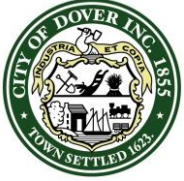
1. A note shall be added to the site plan that the Board has granted the waivers for the reasons stated by the applicant, and the Board finds that the criteria of Chapter 149-19.A have been met.
2. Revise Waiver Request Narrative to remove the reasoning regarding the Fire Truck radius.

Site Plan:

The Planning Department recommends that the Board accept the application, open the public hearing, and vote to approve the site plan with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Subdivision Plan (P17-20) shall be approved
2. Conditional Use Permits (P17-16) shall be approved.
3. The applicant shall provide:
 - a. Revised architectural renderings screening the mechanical
 - b. A digital version of plan set
 - c. A drainage report that addresses the requirements of the City of Dover to the satisfaction of the City Engineer.
4. The applicant must revise plan set to:
 - a. Add the owners signatures to the final plan



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-02

Application Type: Site Plan for Review
Applicant(s): Changing Places, LLC
Owner(s): City of Dover
Location: Third Street Parking Lot (Tax Map 6, Lot 54)
Meeting Date: April 25, 2017

- b. Include the Professional Engineer, Licensed Land Surveyor and Licensed Landscape Architect signatures and date.
 - c. Address any outstanding Fire and Engineering TRC comments
 - d. Remove any lights from the remaining parking lot
 - e. Add a note that the site shall be accessible in all weather conditions at all times during construction
 - f. Include the turning template for Truck 1
 - g. Add a note that the building design will be in compliance with applicable accessibility regulations for the complete site certified by a qualified design professional.
 - h. Revise the landscaped islands along the boundary of Map 6 lot 46 so that they are in line with the rear of the parking stalls.
5. The applicant and the Planning Board shall enter into a development agreement which includes:
 - a. Internal and External construction timing in accordance with the Financial Development Agreement
 - b. Relocation of the parking lot kiosk, and installation of wayfinding signs
 - c. Sidewalk installation, including the sidewalk along Third St (noted on sheet 5)
 - d. Installation of landscaping and the wall along the boundaries of the project, including on the lot to remain owned by the City.
 - e. A landscape management and operations plan for all landscaping
 - f. A breakdown of sureties and when they are returned.

Conditions to Be Met Prior to Any Construction Activity:

6. Site Construction sign, approved by the City Engineer or Assistant City Manager, and shall be installed.
7. An abutter meeting as required by the Financial Developer's Agreement.

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

8. The new uses/building shall be assessed the current water/sewer investment fees in place at the time of application for water/sewer service.
9. All landscaping shall be installed along Third Street

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

10. Any new construction shall be assessed the current impact fees in place at the time of building permit application and pay by time of Certificate of Occupancy.
11. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-02

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): City of Dover
Location: Third Street (Tax Map 6, Lot 54-A)
Date: February 2, 2017

INTENT: Proposal is for a 32,534 s.f. mixed use development with a total of 27 parking spaces within the 27,984 sq. ft. paved area

LOTS/UNITS PROPOSED: 22 residential units

AGENDA ITEM #: 1

ACREAGE: 0.75 acres

ZONING DISTRICT: Central Business District (CBD)

EXISTING LAND USE: Parking lot

SURROUNDING LAND USE: Multi-family Residential, Commercial and parking

ZBA ACTION: N/A

PERMITS REQUIRED:

WAIVERS REQUESTED: pavement setback

ATTENDANCE:

Members:

Steve Bird, Planning
Chris Parker, Planning
Dave White, Engineering
Jim Maxfield, Building/Fire
Dan Barufaldi, Economic Development
Frank Torr, Planning Board

Others:

Christopher Berry
Ben Clark
John O'Neil
Scott O'Neil
Brian O'Neil

Approval of 1/5/17 Meeting Minutes

D.White moved to approve the minutes of January 5, 2017. D.Barufaldi seconded. Vote U/A.

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer
- Provide:
 - Streetscapes for all sides, including abutting buildings and proposed landscaping
 - Traffic Impact Analysis
 - Fiscal Impact Analysis
 - Waiver Request Narrative
 - Subdivision plan
 - Cross Access Easement from public parking across site
- Please revise the plan set to:
 - Correct that PSNH is Eversource
 - Add signature and stamp of the LLS, PE, and Landscape Architect
 - Add Planning file number P17-02 to all sheets
 - Add abutter information on sheet 1
 - Add stormwater recording note on sheets 2 and 11
 - Combine Architectural Renderings to plan set and revised to meet 149.14.L and CBD architectural requirements
 - Revise to show masonry on first floor for full building
 - Indicate Cement Fiber Board, Masonry or Wood above
 - On Sheet 2, revise notes 11, 24, 26, and 30 to meet Dover's common site plan notes
 - Revise note 31
 - On sheet 3:
 - label as sheet 3
 - add abutter information across from Central
 - On sheet 5:
 - Show intersection on Central
 - Is 16' adequate aisle width?
 - Add trash can on Central Ave?
 - Add FFE
 - Relocate the crosswalk closer to Chestnut Street, near exit of parking lot
 - Replacement of street lights with new City standard



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-02

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): City of Dover
Location: Third Street (Tax Map 6, Lot 54-A)
Date: February 2, 2017

- Contribution towards sidewalk replacement from Central to site (difference between brick and concrete)
- Continue fence treatment from RR track to parcel boundary with Map 6 lot 46
- Have consistent one way arrow.
- On Sheet 12:
 - Indicate height of lights
 - Verify the darkest spot in parking lot is between 0.2 and 0.4 foot candles
- On Sheet L-01
 - Add note that landscaping shall meet City Regulations
 - Add a note that any transformer or generator shall be screened.
- Sheet 19
 - Revise bench to make it compliant with ADA
 - Use revised City street light spec.
- Add a note that construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 9 AM-4 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.
- Indicate easements
- Add plan references

- How will pedestrians access site from the westerly side of Chestnut?

Engineering Comments:

- Sign posts are square not U channel.
- Show a 30 ft wide utility easement over the existing water.
- The transformer should not be in this easement or that close to the main.
- The poles along Third Street will need to move. They need a 10 ft clear area around the wire in my understanding
- The brace pole by the entrance interferes with the proposed sidewalk
- Keep the curbline straight on third st by the bank entrance.
- Remove the stop sign. It is set too far off the roadway.
- Remove the island that holds the parking meter. It takes up space and obstructs maintenance.
- Look at installing curbed islands at the end of the parking lot toward Central Ave. No sidewalk or cross walk is needed there in my opinion.
- Relocate the mid block crosswalk towards Chestnut Street.
- Relocate proposed tipdown by southwest corner of building.
- Let's discuss sand filter.
- What type of nonwoven geotextile?
- Should the stone be washed?
- Drainage still to be reviewed.
- Reconfigure the water line connection.
- Do not install a cleanout in the sewer service
- There seem to be oak trees proposed under the OH power lines.
- You don't need detail U2 since you have D6
- Correct sewer service detail. Sdr 35. Crushed stone not gravel. Solid sleeve coupling not fernco
- You will need flowable fill to cradle the water tap. We require stainless steel. Not Rochester.

Police Department Comments:

- Parking kiosk closest to Central Avenue may be unnecessary – coordinate with Parking Manager
- Coordinate with Parking Manager on placement of parking wayfinding signs
- Provide detail or image of the north wall (along RR tracks)

Fire/Inspections Comments:

- FDC shall be clearly identified by a permanent sign
- FDC access shall be free of obstacles and obstructions (including landscaping and vegetation) with a permanently clear route. No parking spaces shall be provided directly in front of FDC access
- Identify all proposed fire lanes with appropriate signage and striping. For example along the north side of the mixed use building and in front of the garages for the multifamily structure



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-02

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): City of Dover
Location: Third Street (Tax Map 6, Lot 54-A)
Date: February 2, 2017

- Locate the nearest fire hydrants
- Clarify location and quantity of gas meters (interior or exterior)
- The structure will be required to be supplied by one electrical service in an approved location
- Clearly locate the number of entrances and exits to the proposed structure. Discuss entrance/exit location(s) for commercial unit(s) and identify accessible route. Discuss the type of commercial use intended on the first floor
- The site shall be accessible in all weather conditions at all times during construction
- Provide a larger sheet for the turning template for truck 1.
- Plans shall indicate design compliance with applicable accessibility (disabled) regulations for the completed site and be stamped by the qualified design professional. In addition compliance with RSA-155-A:5 shall be shown
- Benches shall meet applicable accessibility regulations. Plans shall indicate compliant details and specifications
- Clarify accessible route from accessible parking to the structure entrances

Project will not be scheduled for Planning Board until Traffic Analysis and Fiscal analysis are submitted and approved.

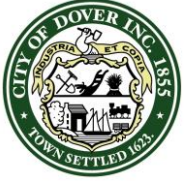
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Economic Development Comments:

- Revise the plans to show brick on the full first floor.
- Clarify Access easement across property

Planning Board Comments:

- Replace Metrocast with Comcast
- Indicate parking lot lighting
- Coordinate landscape maintenance between City and Developer.



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-27

Application Type: Conditional Use Permit
Applicant(s): Changing Places, LLC
Owner(s): City of Dover
Location: Third Street Parking Lot (Tax Map 6, Lot 54)
Meeting Date: April 25, 2017

INTENT: To obtain a Conditional Use Permit to allow lot coverage less than 75% which is the minimum.

UNITS PROPOSED: 22 residential units plus 1st floor commercial

AGENDA ITEM #: 4-A

ACREAGE: 0.39 acres

ZONING DISTRICT: Central Business District (CBD—General)

EXISTING LAND USE:
Parking Lot

PROPOSED LAND USE:
Mixed Use Commercial and Residential

SURROUNDING LAND USE:
Commercial and Residential

ZBA ACTION: None

ATTACHMENT:
Conditional Use Permit
Application and TRC minutes
from 2/2/17

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices were sent by certified mail to all abutters for the April 11 meeting

PERMITS REQUIRED:
-Dover CUPs for minimum lot coverage less than 75% and rear setback of less than 10’.

WAIVERS REQUESTED:
None for the CUP

Summary of Request and Background

The applicant is required to obtain a Conditional Use Permit to seek relief from the dimensional standards per Chapter 170-20-B(1). The applicant proposes to construct two mixed use buildings with commercial space on the 1st floor and 22 residential units on between the 2nd -4th floors.

The CBD-General Overlay table requires a minimum lot coverage of 75%. Since the applicant is not proposing a building which meets that requirement, a Conditional Use Permit is required.

Chapter 170-20-B(1) of the City Code states that conditional use approval for relief from the standards may be granted by the Planning Board provided that the proposed project complies with the following standards:

- (a) That both public and private BUILDINGs and landscaping shall contribute to the physical definition of RIGHTs OF WAY as CIVIC SPACES.
- (b) That development shall adequately accommodate automobiles, while respecting the pedestrian and the spatial form of public areas.
- (c) That the design of STREETs and BUILDINGs shall reinforce safe environments, but not at the expense of accessibility.
- (d) That architecture and landscape design shall grow from local climate, topography, history, and BUILDING practice.
- (e) That BUILDINGs shall provide their inhabitants with a clear sense of geography and climate through energy efficient methods.
- (f) That CIVIC BUILDINGs and public gathering places shall be provided as locations that reinforce community identity and activity.
- (g) That CIVIC BUILDINGs shall be distinctive and appropriate to a role more important than the other BUILDINGs that constitute the fabric of the city.
- (h) That the preservation and renewal of historic BUILDINGs shall be facilitated.
- (i) That the harmonious and orderly evolution of urban areas shall be advanced by the proposed BUILDING and/or use.

Considering the justification provided in the applicant’s letter dated April 13, 2017, the Conditional Use Permit request meets these requirements.

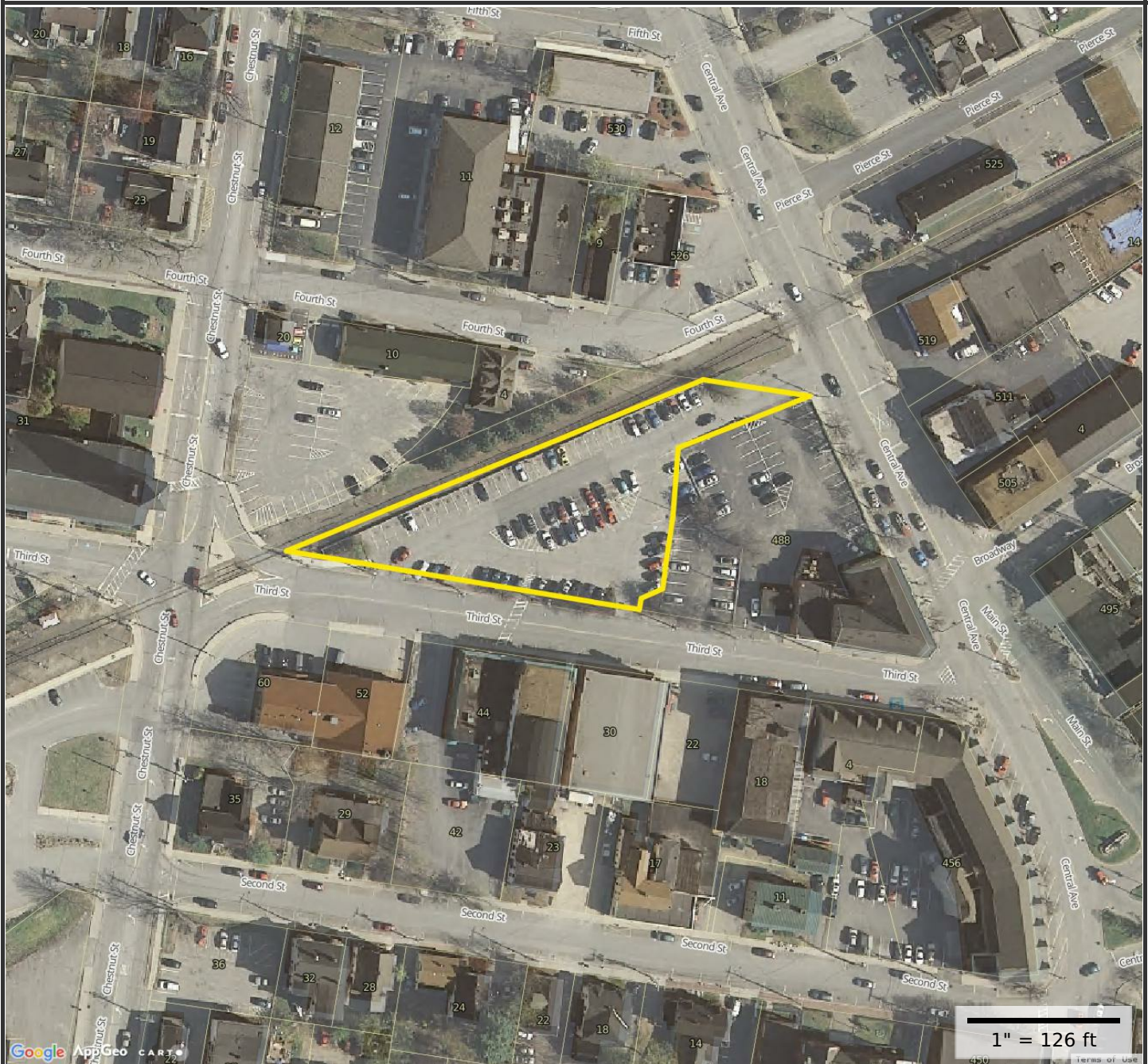
STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the Conditional Use Permit with the following conditions:

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

1. Subdivision Plan (P17-20) shall be approved.
2. The owner’s signature shall be added to the final plan.
3. The applicant shall provide a digital version of the final plan to the Planning Department.
4. 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).

Third Street

**Property Information**

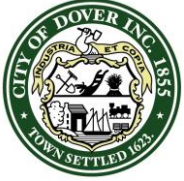
Property ID 06054-A00000
Location THIRD ST
Owner CITY OF DOVER



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

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

Parcels updated 03/20/2017
Properties updated 04/05/2017



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-28

Application Type: Conditional Use Permit
Applicant(s): Changing Places, LLC
Owner(s): City of Dover
Location: Third Street Parking Lot (Tax Map 6, Lot 54)
Meeting Date: April 25, 2017

INTENT: To obtain a Conditional Use Permit to a rear setback less than 10 ft.

UNITS PROPOSED: 22 residential units plus 1st floor commercial

AGENDA ITEM #: 4-B

ACREAGE: 0.39 acres

ZONING DISTRICT: Central Business District (CBD—General)

EXISTING LAND USE: Parking Lot

PROPOSED LAND USE: Mixed Use Commercial and Residential

SURROUNDING LAND USE: Commercial and Residential

ZBA ACTION: None

ATTACHMENT: Conditional Use Permit Application and TRC minutes from 2/2/17

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices were sent by certified mail to all abutters for the April 11 meeting

PERMITS REQUIRED: -Dover CUPs for minimum lot coverage less than 75% and rear setback of less than 10'.

WAIVERS REQUESTED: None for the CUP

Summary of Request and Background

The applicant is required to obtain a Conditional Use Permit to seek relief from the dimensional standards per Chapter 170-20-B(1). The applicant proposes to construct two mixed use buildings with commercial space on the 1st floor and 22 residential units on between the 2nd -4th floors.

The CBD-General Overlay table requires a rear setback of 10 ft. and the applicant is proposing a rear setback of 4 feet. Since the applicant is not proposing a building which meets that requirement, a Conditional Use Permit is required.

Chapter 170-20-B(1) of the City Code states that conditional use approval for relief from the standards may be granted by the Planning Board provided that the proposed project complies with the following standards:

- (a) That both public and private BUILDINGS and landscaping shall contribute to the physical definition of RIGHTS OF WAY as CIVIC SPACES.
- (b) That development shall adequately accommodate automobiles, while respecting the pedestrian and the spatial form of public areas.
- (c) That the design of STREETs and BUILDINGS shall reinforce safe environments, but not at the expense of accessibility.
- (d) That architecture and landscape design shall grow from local climate, topography, history, and BUILDING practice.
- (e) That BUILDINGS shall provide their inhabitants with a clear sense of geography and climate through energy efficient methods.
- (f) That CIVIC BUILDINGS and public gathering places shall be provided as locations that reinforce community identity and activity.
- (g) That CIVIC BUILDINGS shall be distinctive and appropriate to a role more important than the other BUILDINGS that constitute the fabric of the city.
- (h) That the preservation and renewal of historic BUILDINGS shall be facilitated.
- (i) That the harmonious and orderly evolution of urban areas shall be advanced by the proposed BUILDING and/or use.

Considering the justification provided in the applicant's letter dated April 13, 2017, the Conditional Use Permit request meets these requirements.

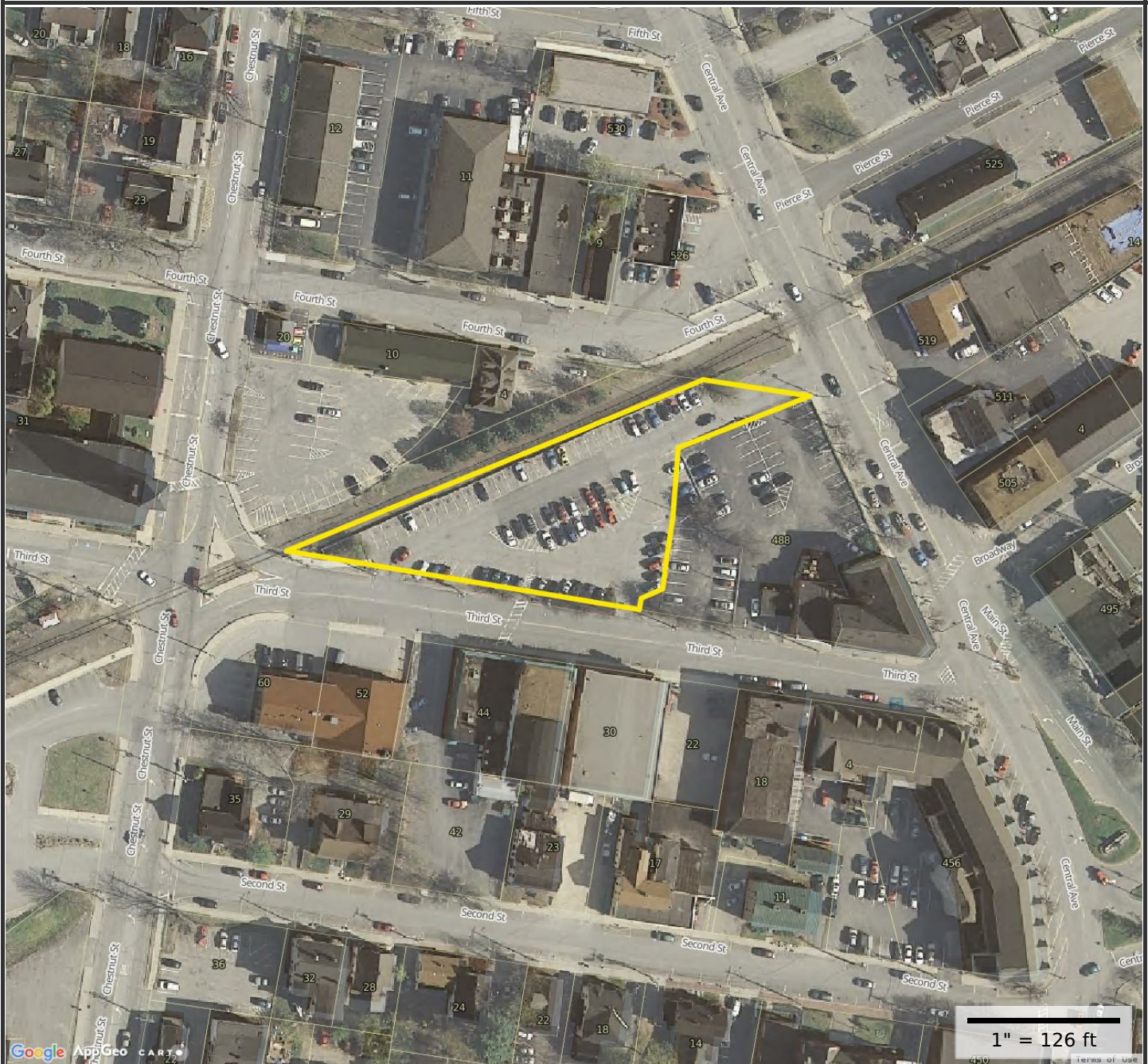
STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the Conditional Use Permit with the following conditions:

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

1. Subdivision Plan (P17-20) shall be approved.
2. The owner's signature shall be added to the final plan.
3. The applicant shall provide a digital version of the final plan to the Planning Department.
4. 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).

Third Street

**Property Information**

Property ID 06054-A00000
Location THIRD ST
Owner CITY OF DOVER



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

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

Parcels updated 03/20/2017
Properties updated 04/05/2017



City of Dover, New Hampshire
CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2016]

RECEIVED
Planning Office

Office Use Only

Project #:

P17-27

Date Received:

Amount Paid:

Time Received:

APR 18 2017

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: CITY OF DOVER / CHANGING PLACES Telephone # 516-6008
LLC 1-978-375-3390

Address of Applicant: 42J DOVER POINT ROAD, DOVER, NH 03820

E-Mail Address: changingplacesllc@gmail.com

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

Address of Property Owner: 288 CENTRAL AVE, DOVER, NH 03820

PROPERTY INFORMATION

Assessor's Map # 6 Lot(s) # 54A

Address of Property: THIRD STREET

Zoning District(s) CBD GENERAL SUB Overlay District(s)

Existing Use of Property: PARKING LOT

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 | ☐ Heritage Residential District |

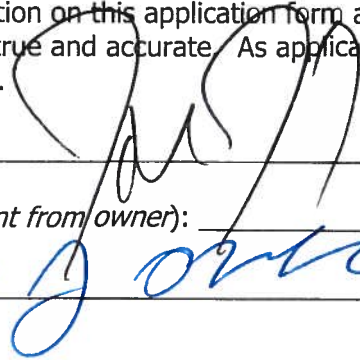
Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:

LOT COVERAGE LESS THAN 75%

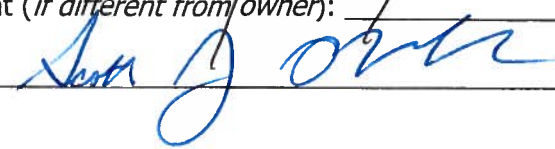
List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: NONE

Name of Professional That Prepared Plans: BERRY SURVEYING & ENGINEERINGAddress 335 SECOND CROWN POINT ROAD Telephone #: 332-2863
BARRINGTON, NH 03825Professional License #: PE 14243 E-mail address: CRBERRY@METROCAST.NET**SIGNATURES**

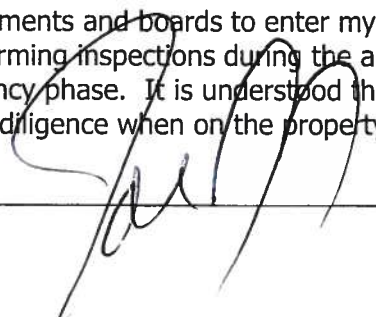
I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Property Owner:  Date: 4/13/17

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

Signature of Agent:  Date: _____**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: 4/13/17



City of Dover, New Hampshire

CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2016]

RECEIVED
Planning Office

Office Use Only	Project #:	<u>P17-28</u>	Date Received:	<u>APR 18 2017</u>
	Amount Paid:	_____	Time Received:	_____

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: CITY OF DOVER / CHANGING PLACES Telephone # 516-6008
LLC 1-978-375-3390

Address of Applicant: 42J DOVER POINT ROAD, DOVER, NH 03820

E-Mail Address: changingplacesllc@gmail.com

Name of Property Owner (if different from applicant): BOTH NOTED Telephone # _____

Address of Property Owner: 288 CENTRAL AVE, DOVER, NH 03820

PROPERTY INFORMATION

Assessor's Map # 6 Lot(s) # 54A

Address of Property: THIRD STREET

Zoning District(s) CBD GENERAL SUB Overlay District(s) _____

Existing Use of Property: PARKING LOT

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 | ☐ Heritage Residential District |

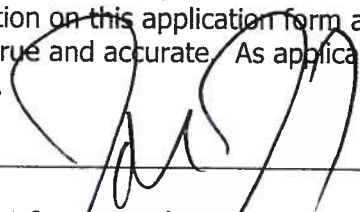
Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:

REAR SETBACK LESS THAN 10 FEET

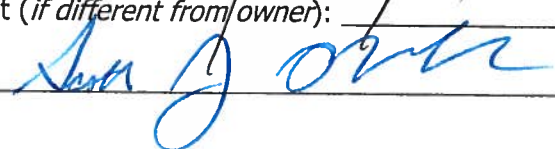
List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: NONE

Name of Professional That Prepared Plans: BERRY SURVEYING & ENGINEERINGAddress 335 SECOND CROWN POINT ROAD Telephone #: 332-2863
BARRINGTON, NH 03825Professional License #: PE 14243 E-mail address: CRBERRY@METROCAST.NET**SIGNATURES**

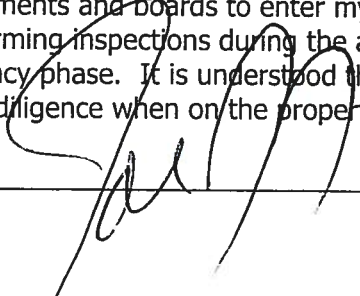
I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Property Owner:  Date: 4/13/17

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

Signature of Agent:  Date: _____**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: 4/13/17



BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

www.BerrySurveying.Com

RECEIVED
April 15, 2017
Planning Office

APR 13 2017

Dover, New Hampshire

City of Dover Planning Board
288 Central Ave
Dover, NH 03820

RE: Proposed mixed-use development
Third Street, Tax Map 6, Lot 54A
Changing Places, LLC
42 Dover Point Road Unit J
Conditional Use Permits

Mr. Chairman and Members of the Dover Planning Board,

Pursuant to Zoning Regulations (Chapter 170-20 B,) Berry Surveying & Engineering (BS&E,) on behalf of Changing Places, LLC, respectfully requests the City of Dover Planning Board to approve the following Conditional Use Permits:

- Minimum Lot Coverage less than 75%
- Rear setback less than 10 feet

1. Identification of Conditional Use Permits

Dimensional regulations in the General sub-district of the Central Business District (CBD) state that the minimum lot coverage is 75% and there is a minimum rear setback of 10 feet. We ask that Conditional Use Permits be granted to allow building lot coverage of 57.9%, on Third Street, and a rear setback of 4 feet.

Below we show the project's compliance with the standards required to grant a Conditional Use Permit, and we provide justification for its approval.

2. Compliance with the following standards

- a) That both public and private buildings and landscaping shall contribute to the physical definition of rights of way as civic spaces.
 - **The proposed buildings will be approximately 2' off the right of way. Their proximity to the existing road, coupled with the proposed streetscape will define the right of way as an attractive civic space.**

- b) That development shall adequately accommodate automobiles, while respecting the pedestrian and the spatial form of public areas.
- **The design proposes a 16' one-way aisle with parking at the back of the site, along with raised sidewalks with curbing throughout the site and along the front of the site on Third Street, creating safe pedestrian access.**
- c) That the design of streets and buildings shall reinforce safe environments.
- **The design proposes vertical granite curb along Third Street, with 5' sidewalks, providing safe access for pedestrians.**
- d) That architecture and landscape design shall grow from local climate, topography, history, and building practice.
- **The architectural design is one born from the local climate and history, and has been widely met with approval at preliminary meetings with City staff.**
- e) That buildings shall provide their inhabitants with a clear sense of geography and climate through energy efficient methods.
- **The project proposes two brand new buildings, which will be constructed with the latest energy efficient methods.**
- f) That civic buildings and public gathering places shall be provided as locations that reinforce community identity and activity.
- **By combining commercial and residential areas, the proposed project will create a space that reinforces the identity and spirit of Dover's downtown by creating an open space to live and work.**
- g) That civic buildings shall be distinctive and appropriate to a role more important than the other buildings that constitute the fabric of the city.
- **The location of the proposed project and the proposed buildings lend themselves to be defining and distinctive structures at the center of Dover's downtown.**
- h) That the preservation and renewal of historic buildings shall be facilitated.
- **N/A**
- i) That the harmonious and orderly evolution of urban areas shall be secured through the adoption of these regulations.
- **This project is proposed with an awareness of its place in Dover's downtown, and has been designed as such, in a way that the harmonious and orderly evolution of urban areas is secured.**



BERRY SURVEYING & ENGINEERING

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

(603) 332-2863 / (603) 335-4623 FAX

www.BerrySurveying.Com

3. Justification for approval of Conditional Use Permits

Given the shape of the existing lot, and the presence of existing City utilities which need continued maintenance by the City, we feel that the proposed design is the best use of space on the lot.

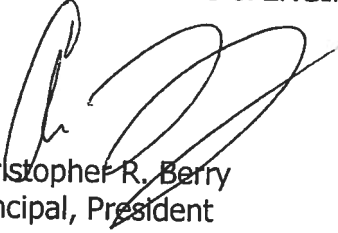
The proposed buildings will cover 57.9% of the lot, which is less than the 75% required, but with the City taking over a portion of the lot to maintain its water main, the remaining lot is triangular in shape and it would be difficult to approach the required 75% lot coverage.

The new lot to be created was designed in such a way that the City would have full access and ownership of the aisle and all associated utilities within the aisle. As such, the rear lot line is proposed to be 4' off the rear of the building, which is less than the 10' required by code. We ask that this Conditional Use Permit be approved on the grounds that the City will need to own the aisle in order to properly maintain the utilities therein.

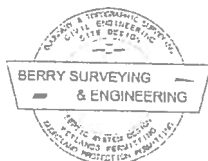
Thank you for your time and attention to this matter, and we hope you look favorably upon the request.

Respectfully Submitted,

BERRY SURVEYING & ENGINEERING



Christopher R. Berry
Principal, President



BERRY SURVEYING & ENGINEERING

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

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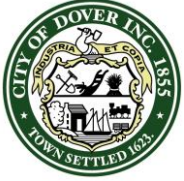
ABUTTER LIST:

CHANGING PLACES, LLC/CITY OF DOVER

THIRD STREET

P17-02/P17-20/P17-27/P17-28

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
05003-000000	11 15 FOURTH ST	21 FOURTH STREET LLC		PO BOX 866	DOVER	NH	03821-0866
05004-000000	9 FOURTH ST	ADMIRALTY LLC		199 CONSTITUTION AVE	DOVER	NH	03801
06037-000000	18 THIRD ST	ANBELWOLD LLC		334 ROUTE 108	MADBURY	NH	03823
31004-000000	CHESTNUT ST	AT&T		PO BOX 7207	BEDMINSTER	NJ	07921-7207
06036-000000	4 THIRD ST	BAMFORD INVESTMENT CO LLC		466 CENTRAL AVE SUITE 12	DOVER	NH	03820
06054-000000	THIRD ST	BOSTON & MAINE RR		HIGH STREET	NORTH BILLERICA	MA	03801
31004-800000	4 FOURTH ST	CARRIER IRENE R TRUSTEE	IRON HORSE PARK	50 FW HARTFORD DR	PORTSMOUTH	NH	03857-4416
06054-000000	33 CHESTNUT ST	COACHEO MILLS HOLDINGS LLC	CARRIER IRENE R REV TRUST 98	3 PENSTOCK WAY	NEWMARKET	NH	03820-2988
06054-000000	10 FOURTH ST	COLWELL-ELLIS DARLENE TRUSTEE		10A FOURTH ST	DOVER	NH	01949
04017-000000	525 CENTRAL AV	DANVIN COURT ONE LLC &	COLWELL-ELLIS DARLENE REVOCABLE FAMILY T	6 EDGEWOOD RD	MIDDLETON	MA	01949
04001-000000	505 CENTRAL AV	DOVER DRUG	DANVIN COURT TWO LLC	131 CLEMENT RD	ROLLINSFORD	NH	03869
06054-800000	20 CHESTNUT ST	FORTIN GAIL A		PO BOX 902	MILTON	NH	03851
05007-000000	530 CENTRAL AV	GOSSELLS BONNIE & BLICHER E CO-TRUSTEES	FORTIN DONALD A	17 BENNETT ROAD	WAYLAND	MA	01778
04019-000000	519 CENTRAL AV	PAPAIONNOU ATHANASIOS &	BRANFORD TRUST	177 HENRY LAW AVENUE	DOVER	MA	03820-3816
04020-000000	511 CENTRAL AV	PAPAIONNOU SOTIRIOS & ALEXANDRA &	PAPAIONNOU SOTIRIOS	1 BIRCH DR	SOUTH BERWICK	ME	03908
04002-000000	4 BROADWAY	RANDALL CLAYTON F LIVING REVOCABLE TRUST	PAPAIONNOU ATHANASIOS AND MARTHA	151 CLEMENT RD	ROLLINSFORD	NH	03869
31024-000000	31 THIRD ST	ROMAN CATHOLIC BISHOP	RANDALL CLAYTON F TRUSTEE	150 CENTRAL AVE	DOVER	NH	03820-4022
06030-000000	35 SECOND ST	ROSE SANDRA C	SPIELMAN STEVEN B	10 FERN WAY	MADBURY	NH	03823
06038-000000	22 THIRD ST	ROSS FURNITURE COMPANY INC		38 THIRD STREET	DOVER	NH	03820
04021-000000	CENTRAL AV	SEACOAST SAVING BANK	ATTN FACILITIES MGR	2 BURLINGTON SQUARE	BURLINGTON	VT	05402
06031-000000	29 31 SECOND ST	SECOND STREET DOVER LLC		2 NUTE RD	DOVER	NH	03820
31007-000000	66 THIRD ST	SOJOURN PROPERTY MANAGEMENT LLC	C/O PROP TAX DEPT	750 EXETER RD	HAMPTON	NH	03842-1022
31004-000LSE	35 37 CHESTNUT ST	SPRINT COMMUNICATIONS CO		PO BOX 12913	SHAWNEE MISSION	KS	66282-2913
04005-000000	14 BROADWAY	TRINKET REALTY LLC		519 CENTRAL AVE	DOVER	NH	03820
06043-000000	52 THIRD ST	VARNEY LINDA S	VARNEY JAMES W	88 COUNTY FARM ROAD	DOVER	NH	03820
06040-000000	44 THIRD ST	WONG JOHN &	WONG MO Y TRUSTEE	42 THIRD ST	DOVER	NH	03820
06034-000000	17 19 SECOND ST	WOODS PHYLLIS L TRUSTEE	WOODS PHYLLIS L REV TRUST	1 BARRY STREET	DOVER	NH	03820
		MCENEANEY SURVEY ASSOCIATES, INC	KEVIN MCENEANEY	PO BOX 681	DOVER	NH	03825
		BERRY SURVEYING & ENGINEERING	KENNETH BERRY, PE, LLS	335 SECOND CROWN POINT RD	BARRINGTON	NH	03825
		CHANGING PLACES LLC		42 DOVER POINT RD, SUITE J	DOVER	NH	03820



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P16-37

Application Type: Site Plan for Review
Applicant(s): Jeannette Gestapo, LLC
Owner(s): Jeannette Gestapo, LLC
Location: 825 Central Ave (Tax Map 37, Lot 8, 9, 10 & 12)
Meeting Date: April 25, 2017

INTENT: Site plan to construct a 15,000 sq. ft commercial use building with 46 parking spaces within the 25,500 s.f. paved area.

UNITS PROPOSED: One commercial tenant

AGENDA ITEM #: 4-C

ACREAGE: 1.4 acres

ZONING DISTRICT:
Thoroughfare Business District (B-3)

EXISTING LAND USE:
Commercial/Residential

PROPOSED LAND USE:
Commercial

SURROUNDING LAND USE:
Residential and Commercial

ZBA ACTION: Z16-13: Variance granted to permit an abut-a-street setback from Ridge Street of 41.5 feet and 28.2 feet where 50 feet is required.

ATTACHMENT:
Site plan, application and materials, TRC minutes from 12/8/16, Zoning Board minutes from 9/15/16

APPLICATION IS COMPLETE:
Yes

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

PERMITS REQUIRED: N/A

WAIVERS REQUESTED:

- 149.14.H- Driveway setback

Summary of Request and Background

The applicant proposes to construct a 15,000 s.f. commercial building with 47 parking spaces within the 25,500 s.f. paved area.

The applicant appeared before the Technical Review Committee on December 8, 2016 (minutes are attached).

The applicant appeared before the Zoning Board of Adjustment on September 15, 2016 and received a variance to permit an abut-a-street setback from Ridge Street of 41.5 feet and 28.2 feet where 50 feet is required.

Planning Staff has reviewed the parking and find the number provided is acceptable.

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.

STAFF RECOMMENDATION:

The Planning Department recommends that the Board accept the application, open the public hearing, and vote to approve the site plan with the following conditions:

Waiver Request:

The Planning Department recommends that the Board approve the waivers from Section 149-14.H for the driveway locations for non-residential uses. with the following condition:

Condition to Be Met Prior to Signing of Plans:

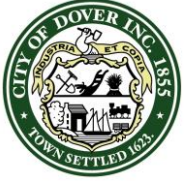
1. A note shall be added to the site plan that the Board has granted the waivers for the reasons stated by the applicant, and the Board finds that the criteria of Chapter 149-19.A have been met.

Site Plan:

The Planning Department recommends that the Board accept the application, open the public hearing, and vote to approve the site plan with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The applicant shall provide a digital version of plan set.
2. The applicant shall provide the City of Dover with the Stormwater Management Plan and Stormwater Management System and Operation and Maintenance Plan that addresses the requirements of the City of Dover to the satisfaction of the City Engineer.
3. Lot merger be approved by the Planning Board and recorded at the registry of deeds.
4. The applicant must revise plan set to:
 - a. Add the owners signatures to the final plan



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P16-37

Application Type: Site Plan for Review
Applicant(s): Jeannette Gestapo, LLC
Owner(s): Jeannette Gestapo, LLC
Location: 825 Central Ave (Tax Map 37, Lot 8, 9, 10 & 12)
Meeting Date: April 25, 2017

- b. Add more landscaping along the rear property lines and switch out summersweet clethra for a more screening scrub
- c. Indicate access easement on the site plan and record easement at Strafford County Registry of Deeds
- d. Indicate colors on the architectural renderings per 149.14.L
- e. Revise lighting plan so that there is no spill over onto abutting properties
- f. The Professional Engineer, Licensed Land Surveyor and Licensed Landscape Architect will need to sign and date final plans.
- g. Address any outstanding Fire/Building issues to the satisfaction of the Building Official.
- h. Add a note that the business be alarmed after hours
- i. Incorporate recommendations from traffic study
- j. Note alternative to water connection to proposed connection through Hannaford lot should Hannaford not agree to easement.

Conditions to Be Met Prior to Any Construction Activity:

- 5. Site Construction hours shall be limited to Monday-Friday 7 AM-6 PM, with no Saturday or Sunday hours. Hours of construction must be documented on a site construction sign along with the contact information for the general contractor. Said signage must be located and approved by the City Engineer or Assistant City Manager.
- 6. Confirm water connection option with the Community Services Department and Assistant City Manager.

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

- 7. The 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:

- 8. Any new building shall be assessed the current impact fees in place at the time of building permit application and pay by time of 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.

825 Central Avenue

**Property Information**

Property ID 37010-000000
Location 825 CENTRAL AV
Owner GESTAPO JEANNETTE LLC



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

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

Parcels updated 03/20/2017
Properties updated 04/20/2017



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P16-37

Application Type: Site Plan Review
Applicant(s): Jeannette Gestapo, LLC
Owner(s): Dean Fournier Trustee
Location: 825 Central Avenue (Tax Map 37, Lots 8-10 & 12)
Date: December 8, 2016

INTENT: Site plan to construct a 15,000 sq. ft commercial use building with 47 parking spaces within the 25,500 s.f. paved area.

LOTS/UNITS PROPOSED: One commercial tenant

AGENDA ITEM #: 1

ACREAGE: 1.4 acres

ZONING DISTRICT: Thoroughfare Business District (B-3)

EXISTING LAND USE: Commercial/Residential

SURROUNDING LAND USE:
Commercial and Residential

ZBA ACTION: Z16-13: Variance granted to permit an abut-a-street setback from Ridge Street of 41.5 feet and 28.2 feet where 50 feet is required.

PERMITS REQUIRED:

WAIVERS REQUESTED: None submitted

ATTENDANCE:

Members:

Christopher Parker, Planning
Elena Piekut, Planning/Zoning
James Maxfield, Building/Fire
Frank Torr, Planning Board
Marn Speidel, Police
Dan Barufaldi, Economic Development
Dave White, Engineering

Others:

Gregg Mikolaities, Tighe & Bond
Rob Harbeson, Market Square Architects
Jason Nieuweboer, Market Square Architects
Maxine Kenney, Colliers International

Approval of 10/6/16 Meeting Minutes

Dave White moved to approve the minutes of October 6, 2016. James Maxfield seconded. Vote U/A.

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Provide:
 - Aerial underlay on the neighborhood plan
 - Provide streetscapes for all three sides, including abutting buildings and proposed landscaping
 - Lot merger form
 - Executive summary for drainage study
- Please revise the plan set to:
 - Add the Planning Board file number (P16-37) on all sheets
 - Show Zoning District Boundaries
 - Fix sheet titles in index
 - Please refer to Dover as a “City” not a “Town”
 - Refer to Community Services rather than Public Works
 - Fix owners information—“Dean A” not “Dana”
 - Add freestanding sign location
 - Add a note re: berm/grade at rear
 - On Existing Conditions notes sheet:
 - Indicate ZBA variance (Z16-13, 9/15/2016)
 - Revise note 6
 - On sheet C103:
 - Provide more information regarding variance
 - Add crosswalk on Merry
 - Show typical Dover crosswalks
 - Need waiver for the driveway setback
 - Revise the sidewalk so that the width remains the same
 - On sheet C106:
 - Add 5% interior landscaping
 - The island should be concrete/a physical barrier, not painted
 - Provide additional perimeter landscaping, especially around the back and around the dumpster and to screen parking
 - On sheet C107 the minimum needs to be 0.5 fc not 1
 - On the architectural renderings:
 - Review 149.14.L
 - On lighting plan:



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P16-37

Application Type: Site Plan Review
Applicant(s): Jeannette Gestapo, LLC
Owner(s): Dean Fournier Trustee
Location: 825 Central Avenue (Tax Map 37, Lots 8-10 & 12)
Date: December 8, 2016

- Add security lighting to the rear of the building and provide details/drawings of the light fixtures
- Confirm that the darkest spot in the parking lot is between 0.3 and 0.5 foot candles
- The Professional Engineer, Licensed Land Surveyor, and Landscape Architect 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
- Please revise the Traffic Impact Analysis to meet the Advanced analysis requirements
- Concerned about supplying the building with sufficient water to achieve fire flow. This needs to be discussed with the water department and applicant once the needs of the building are known. The watermain is old and has poor flow characteristics
- The entrance be tightened up some (smaller radii)
- Extend the island to curbline and consider making it textured (protect crosswalk)
- Add two more water gates for the fire and domestic line
- Tip downs should be 5 feet wide
- Sewer manhole detail appears to be offset
- Add elevations and grades on C-505

Fire/Inspections Comments:

- Indicate location of FDC on plans
- FDC shall be located in accordance with NFPA 13 requirements
- FDC shall be clearly identified by a permanent sign
- FDC access shall be free of obstacles with a permanently clear route. No parking spaces shall be provided directly in front of FDC access
- Identify all proposed fire lanes with appropriate signage and striping (specifically striped areas adjacent to entrance and SE corner of building)
- Submitted plans do not appear to indicate the location of the nearest fire hydrant. Provide a fire hydrant located on Merry Street near north entrance of parking lot
- Utilities shall be located remote from one another. This is in reference to the Electric transformer, Natural gas and water line shown on the SW corner of the proposed structure
- Plantings at electric utility transformer appear too close. Plantings shall comply with the applicable clearance requirements
- Clearly locate the number of entrances and exits to the proposed structure
- Plans shall indicate design compliance with applicable accessible regulations and be stamped by the qualified design professional
- The site shall be accessible in all weather conditions at all times during construction

Police Department Comments:

- Eliminate the Right In/Right Out driveway configuration. Left turns work better here than at Merry Street.
- Extend curbing to include the painted median just north of entrance, or justify reason for painting only
- Construct R1-1 Stop sign at Merry/Central intersection
- Enhance Merry Street with centerline striping and stop line
- More information needed on the Traffic Impact Assessment
- Review Sebago Technics Corridor Study

Engineering Comments:

- Concern about traffic generation and flow-discuss other options
- Right-of-way needed from applicant to facilitate improvements to signalized intersections
- Develop alternative plans for improvements to signalized intersection to improve traffic flow in the immediate area. Look at design ideas for short and long term improvements (one suggestion is to extend left lane stacking)



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P16-37

Application Type: Site Plan Review
Applicant(s): Jeannette Gestapo, LLC
Owner(s): Dean Fournier Trustee
Location: 825 Central Avenue (Tax Map 37, Lots 8-10 & 12)
Date: December 8, 2016

- Truck 1 template shall indicate passage thru the entire site, onto Merry Street and back onto Central Avenue
- Turning radius on truck turning exhibit is too close on south side of parking lot entrance

Economic Development Comments:

- Concerned about architectural design and traffic
- Prefer minimal lighting on rear wall
- Encourage purchase of 1 Merry Street

Planning Board Comments:

- Concerned about parking in front of building, provide alternative layouts for Planning Board
- Concerned that façade does not fit with surrounding residential
- Consider adding a northbound right-turn lane
- Extend arbor vitae along southern property line
- Add notes regarding snow storage and removal
- Would like to see wall pack lighting on rear façade
- Encourage discussing easement with owner of Hannaford property and pursuing purchase of 1 Merry Street

Motion to adjourn by Frank Torr and seconded by Dan Barufaldi. Vote: U/A

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TRC\MINUTES\2016.12.8_PlanningTechnicalReviewCommittee
.Gestapo.WoofMeow.Minutes.docx



**CITY OF
DOVER**

ZONING BOARD OF ADJUSTMENT - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – City Hall
288 Central Avenue, Dover NH 03820
Meeting Date: **Thursday, September 15, 2016**
Meeting Time: **7:00 pm**

Adam Hart presented the proposed plan. He verified the location and construction of the privacy fence and the deck for the Board members.

Public Hearing Opened.

STAFF RECOMMENDATION:

The Planning Department recommends that the Board approve the variance request. E.Piekut clarified the regulations and narrow lot size of the property, and the regulations for the abutting property. She confirmed for O.Perry that the applicant does not need a variance to install the fence, as long it is no more than 8 ft. in height.

Public Hearing Closed.

Motion: F.Landford made a motion to grant the variance as applied. Seconded by C.Prior. Discussion ensued regarding the lot size and no condition is needed regarding the fence. Vote U/A

- C. Z16-13 Owner Dean A. Fournier Revocable Living Trust and Applicant Jeanette Gestapo, LLC, 817, 819, and 825 Central Avenue and 3 Ridge Street (Tax Map 37, Lots 8, 9, 10, and 12), located in the Thoroughfare Business (B-3) District request a variance from **Section 170-12.B** of the Zoning Ordinance to permit an abut-a-street setback from Ridge Street of 41.5 feet and 28.2 feet where 50 feet is required.

John Bosen, Esquire for Bosen and Associates, represented the applicant, and presented the proposed plan and information regarding the five criteria. Jim and Janet Scott (applicants), Dean Fournier (owner), and Gregg Mikolaities, P.E. of Tighe & Bond were also present.

J.Bosen confirmed for C.Prior that the Ridge Street side is the side seeking relief and that there is no access to the building from Ridge Street.

G.Mikolaities verified for C.Prior that the rear elevation will be lower than the front to minimize the building, one story, and that there will be landscaping in the back.

Public Hearing Opened.

John Haley, 4 Hall Street, requested clarification regarding the pet center. He stated his concerns regarding traffic impacts and tree removal, as well as, odor, light, and noise pollution.

J.Bosen addressed the abutter concern and stated there would be no odors. He compared the center to other pet chains in the area and confirmed it would not be used for manufacturing.

J.Bosen addressed Board members questions and stated that the light and traffic issues would be addressed by the Planning Board through the site review, the dog therapy pool would be located inside the building, and there would be no dog kennels for overnight stay.

Robert Terrio, 6 Ridge Street, requested clarification regarding the access road.



**CITY OF
DOVER**

ZONING BOARD OF ADJUSTMENT - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – City Hall
288 Central Avenue, Dover NH 03820
Meeting Date: **Thursday, September 15, 2016**
Meeting Time: **7:00 pm**

Discussion ensued regarding the access road to confirm it would be from Merry Street, not Ridge Street.

STAFF RECOMMENDATION:

The Planning Department recommends that the Board approve the variance request. E.Piekut addressed Merry Street as it pertained to the Transportation Chapter of the Master Plan recommendation to consider closing the street. She explained the City does not have a right of way at the Hannaford entrance, and therefore will have to permit left turns at Merry Street. She added this issue would be addressed by the Planning Board, as well as landscaping, stormwater, and lighting.

Public Hearing Closed.

C.Prior confirmed for the public that this is just step one of the project, and there is no access from Ridge Street.

Motion: C.Prior made a motion to grant the variance from the abut-a-street setback requirement of the B-3 District to permit 41.5 feet and 28.2 feet where 50 feet is required on Ridge Street. Seconded by F.Landford. Vote U/A

4. ADJOURN

O.Perry stated the need to educate the abutters about obtaining information regarding the applications in advance so that clarifications and additional questions can be addressed at the meeting.

Motion: C.Prior made a motion to adjourn at 7:35 p.m. Seconded by F.Landford. Vote: U/A

ABUTTER LIST: P16-37
JEANNETTE GESTAPO, LLC
825 CENTRAL AVENUE

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
37002-000000	803 CENTRAL AV	WENTWORTH PROFESSIONAL OFFICE CONDO ASSO	C/O DR DAVID STAPLES PRESIDENT	803 CENTRAL AVENUE	DOVER	NH	03820
37002-A00000	CENTRAL AV	PUBLIC SERV CO OF N H		PO BOX 330	MANCHESTER	NH	03105-0330
37002-B00000	801 CENTRAL AV	WENTWORTH PROF OFFIC CONDOMINIUMS		801 CENTRAL AV	DOVER	NH	03820
37003-000000	805 CENTRAL AV	GONCHAR JULIA		18 JEWETT AVE	SOUTH BERWICK	ME	03908-1110
37004-000000	5 GILMAN ST	LAZARUS GREGORY A &	LAZARUS NOELLE R	5 GILMAN ST	DOVER	NH	03820
37005-000000	3 GILMAN ST	MELNIK CHRISTOPHER W &	BAILEY SCOTT M AND ELIZABETH	3 GILMAN ST	DOVER	NH	03820
37006-000000	1 GILMAN ST	BOULANGER MICHELE J		1 GILMAN ST	DOVER	NH	03820
37007-000000	815 CENTRAL AV	MCCABE MICHAEL J &	STROGEN PATRICIA L	815 CENTRAL AV	DOVER	NH	03820
37011-000000	1 MERRY ST	HERSEY SHAWN &	HERSEY SANDRA L	1 MERRY ST	DOVER	NH	03820
37013-A00000	6 RIDGE ST	TERRIO ROBERT L &	TERRIO VERONICA D	6 RIDGE STREET	DOVER	NH	03820
37013-B00000	4 RIDGE ST	LEBLANC ERNEST A		4 RIDGE ST	DOVER	NH	03820
37013-C00000	1 HALL ST	GAGNE RONALD & CHRISTINE TRUSTEES	ISLAND REALTY TRUST	4 COTTAGE WAY	KITTERY	ME	03904-5642
37017-000000	4 HALL ST	HALEY JOHN P		4 HALL ST	DOVER	NH	03820
37019-000000	2 RIDGE ST	DUMAS REALTY LLC		2 RIDGE ST	DOVER	NH	03820
37023-000000	827 CENTRAL AV	CES INC		PO BOX 1972	DOVER	NH	03821-1972
37024-H00000	831 833 CENTRAL AV	HANNAFORD BROS COMPANY	C/O SAMPSON SUPERMARKET INC	PO BOX 1000 MS 6000 RE DEPT	PORTLAND	ME	04104
37031-000000	804 CENTRAL AV	SAKKAS KONSTANTINOS	SAKKAS PANAGIOTA	160 CENTRAL AV	DOVER	NH	03820
37032-000000	806 CENTRAL AV	806 CENTRAL AVENUE LLC	C/O BLACKMAN CHIROPRACTIC	812 CENTRAL AVE	DOVER	NH	03820
37033-000000	814 CENTRAL AV	LUU HOAN		109 D PORTLAND AVE	DOVER	NH	03820
37034-000000	816 CENTRAL AV	LEBLANC PAUL W		816 CENTRAL AVENUE	DOVER	NH	03820
37034-A00000	818 CENTRAL AV	FLYNN JOHN J TRUSTEE	FLYNN JOHN J REVOCABLE LIVING TRUST	818 CENTRAL AVE	DOVER	NH	03820
37054-000000	7 PAGE AV	NOVICKY ANGELA		7 PAGE AV	DOVER	NH	03820
		JEANNETTE GESTAPO LLC		40 ADAMS RD	CAPE NEDDICK	ME	03902
		TIGHE & BOND, INC		177 CORPORATE DRIVE	PORTSMOUTH	NH	03801
		MARKET SQUARE ARCHITECTS, LLC		104 CONGRESS ST, SUITE 203	PORTSMOUTH	NH	03801
		DOUCET SURVEY		102 KENT PLACE	NEWMARKET	NH	03857
37035-A00000	PAGE AV	CITY OF DOVER **NO FEE ASSESSED**	WATER DEPARTMENT	288 CENTRAL AVE	DOVER	NH	03820

S-2257
April 4, 2017

Mr. Christopher G. Parker
Assistant City Manager: Director of Planning and Strategic Initiatives
City of Dover Planning and Community Development
288 Central Avenue
Dover, New Hampshire 03820

RECEIVED
Planning Office

APR 04 2017

Dover, New Hampshire

Re: **Site Plan Submission**
Proposed Retail Development
825 Central Avenue, Dover, NH

Dear Chris:

On behalf of Jeannette Gestapo, LLC, we are pleased to submit revised Site Plans that incorporate comments from the December 8, 2016 Technical Review Committee meeting. Below are the responses in **bold** to the Dover Technical Review Committee comments. We have also included the following:

- Fifteen (15) copies of the Application Form
- Fifteen (15) copies of the Site Plan Review Checklist
- Fifteen (15) sets of plans: Four (4) Plan Sets (22-inch x 34-inch) and eleven (11) Plan sets (11-inch x 17-inch)
- Fifteen (15) copies of the Photograph Log
- Fifteen (15) copies of the Drainage Narrative
- Fifteen (15) copies of the Truck Turning Exhibit (11-inch x 17-inch)
- Fifteen (15) copies of the Waterline and Access Easement Exhibit (11-inch x 17-inch)
- Fifteen (15) copies of the Parking Lot Lighting Specification Cut Sheet
- Fifteen (15) copies of the Waiver Request
- Fifteen (15) Copies of Notice of Merger (Draft)
- One (1) copy of the List of Abutters
- Three (3) copies of Abutters Mailing Labels

Planning Comments

1. Impact fees and water and sewer investment fees will be assessed
Understood.
2. Provide:
 - a. Aerial underlay on the neighborhood plan
See Sheet C-101
 - b. Provide streetscapes for all three sides, including abutting buildings and proposed landscaping.
Market Street Architects will be submitting these plans under separate cover.
 - c. Lot merger form
Attached is a draft.

- d. Executive Summary for Drainage Study
A full Drainage Study was submitted on November 22, 2016. Attached is a copy of the summary.
- e. Please revise the plan set to:
- f. Add the Planning Board file number (P16-37)
"P16-37" has been included on each sheet.
- g. Show Zoning District Boundaries
Zoning District Boundaries are depicted on the Neighborhood plan, Sheet C-101.
- h. Fix sheet titles in index
Sheet titles have been updated to match sheets provided.
- i. Refer to Dover as a "City" not a "Town"
Revisions made.
- j. Refer to Community Services rather than Public Works
Revisions made.
- k. Fix Owners information- "Dean A" not "Dana"
Revisions made.
- l. Add freestanding sign location
Shown on plans at main entrance off Central Avenue
- m. Add a note re: berm/ grade at rear
Note added to Sheet C-104.
- n. On existing conditions notes sheet
 - i. Indicate ZBA variance (Z16-13, 9/15/2016)
New Note #6 added to Existing Conditions, Sheet 2.
 - ii. Revise Note 6
Original Note #6 was removed because it did not pertain to the project.
- o. On Sheet C-103:
 - i. Provide more information regarding variance
Note was added under Dimensional Regulations Table
 - ii. Add crosswalks on Merry Street
A Crosswalk and stop bar was added at the intersection of Merry Street and Central Avenue.
 - iii. Show Typical Dover Crosswalks
Crosswalks were altered to match typical Dover crosswalks listed in "Crosswalks Policy and Standards" dated April 26, 2010. Dimensional requirements are shown on Detail Sheet, C-503.
 - iv. Need waiver for the Driveway setback
A waiver request will be submitted with revised Site Plan Package.

- v. Revise the sidewalk so that the width remains the same
The existing sidewalk along Central Avenue was found to vary in width. The proposed sidewalk to the east of Merry Street will be constructed to match existing and the sidewalk to the west of the proposed entrance will be 5' wide sidewalk (typical to Dover) with a transition to meet the existing sidewalk width.
- p. On Sheet C-106:
 - i. Add 5% interior landscaping
5.3% interior landscaping is provided. See Sheet C-106 for Landscaping and Sheet C-103 for Dimensional Regulations.
 - ii. The island should be concrete/a physical barrier, not painted
Island shall be raised sloped granite curb and cobblestone. This will be mountable for large trucks making deliveries but will have a profile that will discourage car traffic from mounting the curb and cobblestones. See Sheet C-103 for dimensions and see Sheet C-503 for details.
 - iii. Provide additional perimeter landscaping, especially around the back and around the dumpster and to screen parking
Additional landscaping was added to the area next to the dumpster and next to the pavement leading to the dumpster.
- q. On sheet C-107 the minimum needs to be 0.5 fc not 1.
Minimum has been changed to 0.5 fc. See Sheet C-107.
- r. On architectural renderings, review 149.14.L
Under separate cover Market Street Architects will be providing renderings
- s. On lighting plan:
 - i. Add security lighting to the rear of the building and provide details/drawings of the light fixtures.
See Sheet C-107 for location of rear security lighting and light fixtures.
 - ii. Confirm the darkest spot in the parking lot is between 0.3 and 0.5 foot candles.
Foot candles for the parking lot are shown on Sheet C-107.
- t. The Professional Engineer, Licensed Land Surveyor, and Landscape Architect will need to sign and date final plans
Agreed
- u. Storm Water Management Plan depicting the existing and proposed storm drainage system and engineered drainage analysis needed to the satisfaction of the City Engineer.
A completed Drainage Study was submitted on November 22, 2016.
- v. Storm Water Management System Operation and Maintenance Plan to the Satisfaction of the City Engineer
Agreed

- w. Please revise the Traffic Impact Analysis to meet the advanced analysis requirements.

The applicant has retained TEC to update their study for the Tropic Star development to include this project.

Police Department Comments

1. Eliminate the Right In/Right Out Driveway configuration. Left turns work better here than at Merry Street.
See Sheet C-103. Driveway configuration altered to allow left turn into parking lot.
2. Extend curbing to include the painted median just north of entrance, or justify reason for painting only.
Part of previously painted island converted to raised island with consideration of WB-62 Truck Turning.
3. Construct R1-1 Stop sign at Merry/Central Intersection
See Sheet C-103
4. Enhance Merry Street with Centerline striping and Stop Line.
See Sheet C-103

Engineering Comments

1. Concern about traffic generation and flow - discuss other options.
2. Right-of-way needed from applicant to facilitate improvements to signalized intersections.
3. Develop alternative plans for improvements to signalized intersection to improve traffic flow in the immediate area. Look at design ideas for short and long term improvements (one suggestion is to extend left lane stacking)
Response to #1-#3: The applicant has retained TEC to update their study for the Tropic Star Development to include this project.
4. Concerned about supplying the building with sufficient water to achieve fire flow. This needs to be discussed with the water department and applicant once the needs of the building are known. The watermain is old and has poor flow characteristics.
Sheet C-105 has been revised based on city's comments. An exhibit has been prepared for proposed connection to the existing city water main on Hannaford's property.
5. The entrance be tightened up some (smaller radii).
It is anticipated WB62 vehicles will need to enter the site for deliveries. The center painted island has been revised to be a raised granite curb and cobblestone island that is mountable for trucks.
6. Extend the island into curb line and consider making it textured (protect sidewalks)
See response to Comment 5.
7. Add two more water gates for the fire and domestic line.
See response to Comment 4.
8. Tip downs should be 5 feet wide.
Details has been revised on Sheet C-502.

9. Sewer manhole detail appears to be offset.
Detail has been revised on Sheet C-504.
10. Add elevations and grades on C-505.
Elevations added to ADS Stormtech System on Sheet C-505.

Fire/Inspection Comments

1. Indicate location of FDC on plans
Services for the building will be on the western corner as shown on Sheet C-105.
2. FDC shall be located in accordance with NFPA 13 requirements.
Agreed, final details to be coordinated with architectural plans.
3. FDC shall be clearly identified by a permanent sign.
Agreed, final details to be coordinated with the architectural plans.
4. FDC access shall be free of obstacles with a permanently clear route. No parking spaces shall be provided in front of FDC access.
Striped island has been provided for Fire Department access to western corner of building as shown on Sheet C-103.
5. Identify all proposed fire lanes with appropriate signage and striping (specifically striped areas adjacent to entrance and SE corner of building).
Signage and striping added to Sheet C-103.
6. Submitted plans do not appear to indicate the location of the nearest fire hydrant. Provide a fire hydrant located on Merry Street near north entrance of parking lot.
Fire hydrant provided and shown on Sheet C-105.
7. Utilities shall be located remote from one another. This is in reference to the Electric transformer, Natural Gas and water line shown on the SW corner of the proposed structure.
Water line relocated and now shown in the back of the building, gas relocated, electric transformer to remain in previously proposed location. See Sheet C-105.
8. Plantings at electric utility transformer appear too close. Plantings shall comply with the applicable clearance requirements.
Plantings have been removed from the vicinity of the electric utility transformer.
9. Clearly locate the number of entrances and exits to the proposed structure.
Entrances/Exits to the proposed structure are shown on Sheets C-102 thru C-107.
10. Plans shall indicate design compliance with applicable accessible regulations and be stamped by the qualified design professional.
Agreed, architectural plans will address this.
11. The site shall be accessible in all weather conditions at all times during construction.
Note #16 added to Sheet C-103.
12. Truck 1 template shall indicate passage thru the entire site, onto Merry Street and back onto Central Avenue.
A Truck Turning Exhibit will be submitted with revised Site Plan package.

13. Turning Radius on Truck Turning Exhibit is too close on south side of parking lot entrance.

A Truck Turning Exhibit will be submitted with revised Site Plan package.

Planning Board Comments

1. Concerned that façade does not fit with surrounding residential
Revised building elevations will be provided by Market Street Architects.
2. Consider adding a northbound right-turn lane
Northbound right-turn lane added, see Sheet C-103.
3. Extend arbor vitae along southern property line.
See revised Landscaping Plan, Sheet C-106.
4. Add notes regarding snow storage and removal
Note #17 has been added to Sheet C-103.
5. Would like to see wall pack lighting on rear façade.
Wall lighting added to rear façade on Sheet C-107.

We trust we have adequately addressed the TRC comments above. If there are any further questions or comments, we would be happy to meet with city staff to discuss. We respectfully request this application be placed on the April 25 Planning Board agenda.

Very truly yours,

TIGHE & BOND, INC.



Gregg M. Mikolaities, P.E.
Vice President

CC: Jim and Janet Scott
John Bosen
Rob Harbeson

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City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: April 23, 2013]

RECEIVED
Planning Office

Office Use Only

Project #:

P16-37

Date Received:

APR 04 2017

Amount Paid:

Time Received:

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: Jeannette Gestapo, LLC Telephone # 603.490.6853

Address of Applicant: 40 Adams Road, Cape Neddick, Maine 03902

E-Mail Address: janet.scott@rawznaturalpetfood.com; jim.scott@rawznaturalpetfood.com

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

Address of Property Owner: _____

PROPERTY INFORMATION

Address of Property: 825 Central Avenue, Dover NH 03820

Assessor's Map # 37 Lot(s) # 8-10,12

Zoning District(s) B-3 Overlay District(s) _____

Size of Parcel: 61,015 sq. ft. 1.4 ac. Property Deed: Book 2055 Page: 474

Existing Use of Property: Residential

SITE PLAN INFORMATION

Describe Proposed Use: Retail

Area of Parcel to be Developed: 61,015 sq. ft.

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

Number of Parking Spaces: Existing 0 Proposed 47

Highway Access (check where applicable): _____ City Street ☒ State Highway

Number of Employees Total: _____ In Maximum Shift: _____

Disposition of Parcel:

Building Setbacks:

Building Footprint 15,000 sq. ft.

Front Yard 79 ft.

Total Building Area 15,000 sq. ft.

Rear Yard 31.9 ft.

Paved Area 25,500 sq. ft. Side Yard: Right 18 ft.
Left 45 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: 1-STORY RETAIL

Height of Building: <40 Finished Floor Elevation: 150

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 #: 989 E-mail address: matt@doucetsurvey.com

ENGINEER INFORMATION

Name of Engineer and Company (Licensed in N.H.) Patrick Crimmins, Tighe & Bond, Inc.

Address 177 Corporate Drive, Portsmouth NH 03801 Telephone #: (603)433-8818

Professional License #: 12378 E-mail address: PMCrimmins@tighebond.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: _____ Date: _____

Signature of Applicant (*if different from owner*): Janet Scott Date: 11/18/16

Signature of Agent: _____ Date: _____

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: _____

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: _____

Signature of Applicant (if different from owner): Janet Scott Date: 11/18/16**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): Janet Scott Date: 11/18/16

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. Submitted 11-22-16
- 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). X
- C. **TOTAL FEE** paid by cash or check made payable to "City of Dover"
1. Application fee for the following:
 - SUBDIVISION \$150.00 x # 0 new lots created = \$ 0
 - LOT LINE ADJUSTMENT \$200.00 (if more than two lots involved, add \$100.00 per lot) = 4 LOTS \$ 600
 - SITE REVIEW - RESIDENTIAL \$100.00 x # 0 per dwelling unit = \$ 0
 - SITE REVIEW - NON-RESIDENTIAL (not to exceed \$10,000)
 - New construction \$.15 sq. ft. x # 15,000 sq. ft. = \$ 2,250
 - Additions (new floor space) \$.10 per sq. ft. x # 0 sq. ft. = \$ 0
 - IMPERVIOUS PAVED AREA (for new development) OR IMPERVIOUS PARKING LOT ADDITIONS (not to exceed \$10,000) \$.07 sq. ft. x # 25500 = \$ 1,785
 - MOTEL/HOTEL \$35.00 x # 0 per lodging unit = \$ 0
 - CHANGE OF USE (not to exceed \$5,000)
 - Existing floor space \$.10 per sq. ft. x # sq. ft. = \$ 0
 - CONDITIONAL USE PERMIT \$150.00 x # per application = \$ 0
 - GRAVEL PIT/ EXTRACTION PERMIT
 - Application fee \$50.00 = \$ 0
 - Permit fee \$75.00 = \$ 0
 - EXTENSIONS OF/AMENDMENTS TO/WAIVERS FOR AN APPROVED PLAN (\$150.00 minimum) \$50.00 x # per hour of review \$ 0
 - REQUEST FOR REZONING \$150.00 = \$ 0
 - DRIVEWAY WAIVER - \$100.00 application fee = \$ 0
 - Letter of rejection from Engineering Department, diagram & letter from owner \$ 0
- 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 19 X \$8.00 = \$ 152
 2. Applicant & Owner, engineer, architect, land surveyor or soil scientist
Certified letters fee # 4 of x \$8.00 = \$ 32
 3. First Class Mail fee (for individual owner of units within a condominium or other collective form of ownership): # of abutters 0 X \$1.00 = \$ 0
 4. Creating/Printing Abutter Labels fee per sheet 0 x \$10.00 = \$ 0
- 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
- TOTAL FEE** \$ 4,916

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: Jeannette Gestapo, LLC File Number: P16-37

PROJECT TITLE: Proposed Retail Development

PROPERTY LOCATION: 825 Central Avenue Tax Map: 37 Lot: 8, 9, 10 & 12

DATE OF TECHNICAL REVIEW COMMITTEE MEETING: 12/8/2016

	Provided?
1. Completed Application form	Yes
2. Payment of application & review fees, with completed application checklist	Yes
3. List of abutters and three sets of mailing labels	Yes
3. Compact disk containing PDF of primary site plan sheet only	Yes
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:	Yes
Location map w/3000' radius	Yes
Proposed project name or title and planning file number	Yes
Date, north arrow and scale	Yes
Existing surveyed property lines with dimensions and bearings	Yes
Names of all abutting property owners	Yes
Name and address of owners and/or applicants;	Yes
Signature and stamp of NH licensed land surveyor and engineer	Yes
Existing and proposed building and structure locations	Yes
Depict all zoning and special district boundaries (conservation, wetland, groundwater protection, flood hazard, etc.)	Yes
Specify proposed finished floor elevations of buildings	Yes
Existing and proposed grade contours at two foot intervals	Yes
Location and materials of all water mains and capacity needed	TBD
Location and materials of sanitary sewage facilities within project site and projected additional peak hour sewer load	TBD
Location and size of existing and proposed electric, telephone, gas, cable and other underground utilities	Yes
Lighting plan depicting all existing and proposed exterior light fixtures and a lighting level analysis for parking lots	Yes
Location of parking layout delineating spaces and arrangement; note addressing minimum required spaces	Yes
Location and width of existing and proposed access/egress ways	Yes
Location of proposed fire lanes	Yes
Depict all existing and proposed easements	None
Depict pedestrian walkways and handicapped access	Yes
Location of solid waste disposal facilities (dumpster, pad and screening, etc.)	Yes

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

REVIEWED BY: _____ DATE _____

REMARKS:

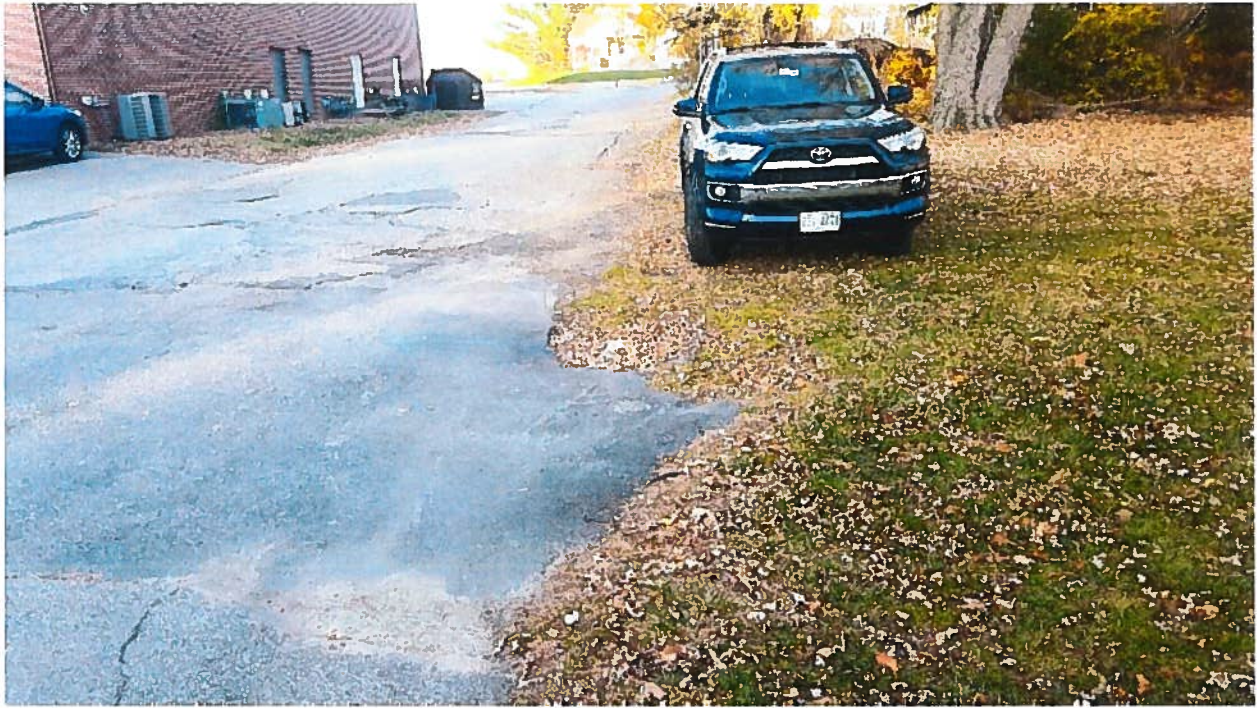


Photo 1: Looking north from Central Ave at Merry Street.



Photo 2: Looking east from corner of property at Central Ave and Merry Street.



Photo 3: Looking northeast from corner of property at Central Ave and Merry Street.



Photo 4: Looking north from Central Ave at center of property.

Section 1

Narrative

The proposed project is located on four (4) lots that combine to total a 1.4 acre lot at 825 Central Avenue in Dover, New Hampshire. The existing parcels include 5 residential buildings totaling 4,700 SF± with 6,400 SF± pavement. The site is bound to the northwest by Merry Street, to the northeast by Ridge Street, and to the south west by Central Avenue. The topography of the site has a maximum elevation of one hundred and fifty six (156) at the Northwest corner and slopes to a low of one hundred and forty-eight (148) at the Northeast and Southeast corners, and to a low point of one hundred and forty-six (146) at the south west corner.

The proposed project consists of the construction of a 15,000 SF ± single story retail building with associated site improvements that include a 22,000 SF± surface parking lot, a stormwater management system, utilities, lighting and landscaping. The proposed project will result in approximately 30,905 SF of additional impervious area.

1.1 On Site Soil Description

The area of the site to be developed is generally flat. The site slopes gradually, south to the Central Avenue, and east towards an abutting property.

An NRCS Web Soil Survey was used for this analysis and has been included in Section 2 of this report. Based on the soil survey, the runoff analyzed within this study has been modeled using the A and C Hydrologic Soil Groups.

1.2 Pre- and Post-Development Flow Comparison

The Pre-Development and Post-Development Watershed areas have been analyzed at three (3) distinct points of analysis (PA1, PA2 and PA3). While the points of analysis remained unchanged, their contributing sub-catchment areas were varied between Pre-Development and Post-Development conditions. These adjustments were made to reflect the differences in drainage patterns between the existing and proposed conditions. The overall areas analyzed as part of this drainage analysis were held constant. For reference, PA1 is located in Central Avenue, PA2 is located along Ridge Street to the north, and PA3 is located along the abutting property line to the east.

The peak discharge rates at the three (3) points of analysis were determined by analyzing Type III 24-hour storm events. The rainfall data for these storm events was obtained from the data published by the Northeast Regional Climate Center at Cornell University.

	2-Year Storm	10-Year Storm	25-Year Storm	50-Year Storm
Pre-Development Watershed				
PA1	0.03	0.41	1.05	1.77
PA2	0.01	0.09	0.17	0.25
PA3	0.00	0.08	0.25	0.44
Post-Development Watershed				
PA1	0.00	0.00	0.44	1.67
PA2	0.00	0.00	0.01	0.03
PA3	0.00	0.00	0.02	0.04

1.3 Best Management Practices

All soil erosion and sediment control measures have been designed in accordance with the *NH Stormwater Manual, Volume 3: Erosion and Sediment Controls During Construction*. The intent of the outlined measures is to minimize erosion and sedimentation during construction, stabilize and protect the site from erosion after construction is complete and improve stormwater quality from the site. Best Management Practices for this project include:

- Temporary erosion and sediment control practices to be implemented during construction;
- Permanent stabilization practices to be implemented prior to the completion of construction;
- Stormwater treatment practices including an underground infiltration basin.

S-2257
April 4, 2017

Mr. Christopher G. Parker
Assistant City Manager: Director of Planning and Strategic Initiatives
City of Dover Planning and Community Development
288 Central Avenue
Dover, New Hampshire 03820

Re: **Waiver Request**
Proposed Retail Development
825 Central Avenue, Dover, NH

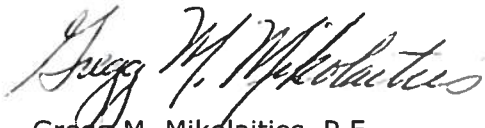
Dear Chris:

On behalf of Jeannette Gestapo, LLC, we are requesting a waiver from Section 149.14.H. Driveway Locations for non-residential USES of the Site Review Regulations.

The regulations require 155 feet separation from an intersection. Due to the property configuration and lot size, the driveway on Merry Street is 40 feet from the Central Avenue intersection.

Very truly yours,

TIGHE & BOND, INC.



Gregg M. Mikolaities, P.E.
Vice President

CC: Jim and Janet Scott
John Bosen
Rob Harbeson

J:\S\2257 Jim Scott\Permitting\170323_Planning Board\Waiver Request.docx

DESCRIPTION

The Galleon™ LED luminaire delivers exceptional performance in a highly scalable, low-profile design. Patented, high-efficiency AccuLED Optics™ system provides uniform and energy conscious illumination to walkways, parking lots, roadways, building areas and security lighting applications. IP66 rated and UL/cUL Listed for wet locations.

SPECIFICATION FEATURES

Construction

Extruded aluminum driver enclosure thermally isolated from Light Squares for optimal thermal performance. Heavy-wall, die-cast aluminum end caps enclose housing and die-cast aluminum heat sinks. A unique, patent pending interlocking housing and heat sink provides scalability with superior structural rigidity. 3G vibration tested and rated. Optional tool-less hardware available for ease of entry into electrical chamber. Housing is IP66 rated.

Optics

Patented, high-efficiency injection-molded AccuLED Optics technology. Optics are precisely designed to shape the distribution maximizing efficiency and application spacing. AccuLED Optics create consistent distributions with the scalability to meet customized application requirements. Offered standard in 4000K (+/- 275K) CCT 70 CRI. Optional 3000K, 5000K and 6000K CCT.

Electrical

LED drivers are mounted to removable tray assembly for ease of maintenance. 120-277V 50/60Hz, 347V 60Hz or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Standard with 0-10V dimming. Shipped standard with Eaton proprietary circuit module designed to withstand 10kV of transient line surge. The Galleon LED luminaire is suitable for operation in -40°C to 40°C ambient environments. For applications with ambient temperatures exceeding 40°C, specify the HA (High Ambient) option. Light Squares are IP66 rated. Greater than 90% lumen maintenance expected at 60,000 hours. Available in standard 1A drive current and optional 600mA, 800mA and 1200mA drive currents (nominal).

Mounting

STANDARD ARM MOUNT: Extruded aluminum arm includes internal bolt guides allowing for easy positioning of fixture during mounting. When mounting two or more luminaires at 90° and 120° apart, the EA extended arm may be required. Refer to the

arm mounting requirement table. Round pole adapter included. For wall mounting, specify wall mount bracket option. **QUICK MOUNT ARM:** Adapter is bolted directly to the pole. Quick mount arm slide into place on the adapter and is secured via two screws, facilitating quick and easy installation. The versatile, patent pending, quick mount arm accommodates multiple drill patterns ranging from 1-1/2" to 4-7/8". Removal of the door on the quick mount arm enables wiring of the fixture without having to access the driver compartment. A knock-out enables round pole mounting.

Finish

Housing finished in super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Heat sink is powder coated black. Standard housing colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available.

Warranty

Five-year warranty.

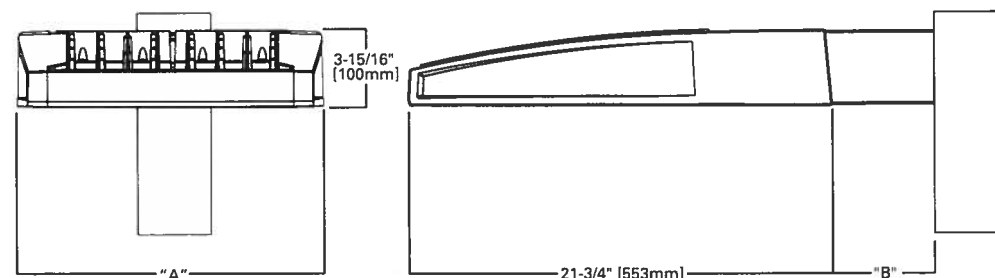


GLEON GALLEON LED

1-10 Light Squares
Solid State LED

AREA/SITE LUMINAIRE

DIMENSIONS



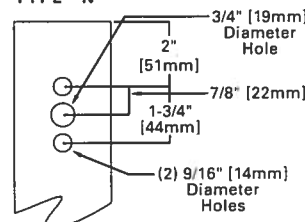
DIMENSION DATA

Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Optional Arm Length ¹	Weight with Arm (lbs.)	EPA with Arm ² (Sq. Ft.)
1-4	15-1/2" (394mm)	7" (178mm)	10" (254mm)	33 (15.0 kgs.)	0.96
5-6	21-5/8" (549mm)	7" (178mm)	10" (254mm)	44 (20.0 kgs.)	1.00
7-8	27-5/8" (702mm)	7" (178mm)	13" (330mm)	54 (24.5 kgs.)	1.07
9-10	33-3/4" (857mm)	7" (178mm)	16" (406mm)	63 (28.6 kgs.)	1.12

NOTES: 1. Optional arm length to be used when mounting two fixtures at 90° on a single pole. 2. EPA calculated with optional arm length.

DRILLING PATTERN

TYPE "N"



CERTIFICATION DATA

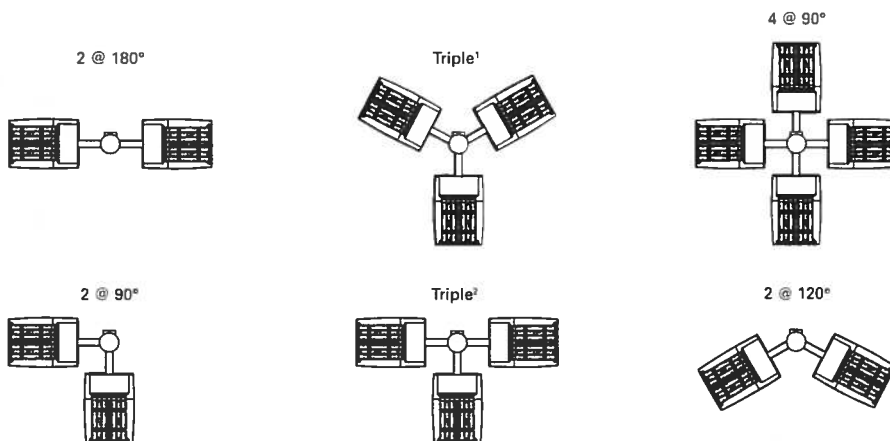
UL/cUL Wet Location Listed
ISO 9001
LM79 / LM80 Compliant
3G Vibration Rated
IP66 Rated
DesignLights Consortium™ Qualified*

ENERGY DATA

Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120V-277V 50/60Hz
347V & 480V 60Hz
-40°C Min. Temperature
40°C Max. Temperature
50°C Max. Temperature (HA Option)

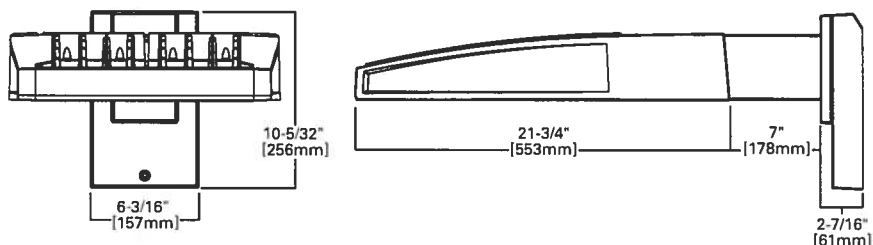
ARM MOUNTING REQUIREMENTS

Configuration	90° Apart	120° Apart
GLEON-AF-01	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-02	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-03	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-04	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-05	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-06	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-07	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-08	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-09	16" Extended Arm (Required)	16" Extended Arm (Required)
GLEON-AF-10	16" Extended Arm (Required)	16" Extended Arm (Required)

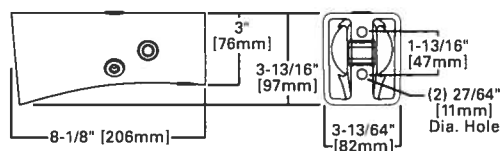


NOTES: 1 Round poles are 3 @ 120°. Square poles are 3 @ 90°. 2 Round poles are 3 @ 90°.

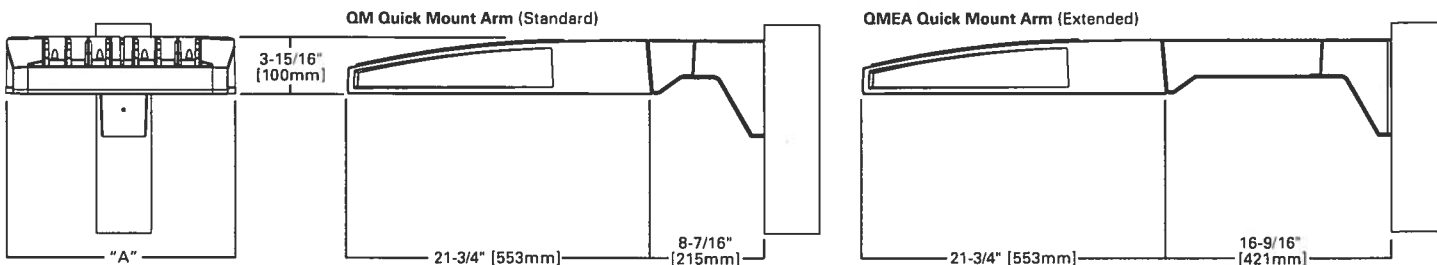
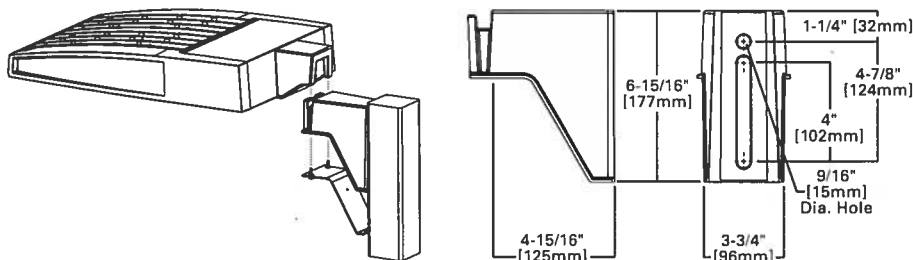
STANDARD WALL MOUNT



MAST ARM MOUNT



QUICK MOUNT ARM (INCLUDES FIXTURE ADAPTER)



QUICK MOUNT ARM DATA

Number of Light Squares ^{1,2}	"A" Width	Weight with QM Arm (lbs.)	Weight with QMEA Arm (lbs.)	EPA (Sq. Ft.)
1-4	15-1/2" (394mm)	35 (15.91 kgs.)	38 (17.27 kgs.)	1.11
5-6 ³	21-5/8" (549mm)	46 (20.91 kgs.)	49 (22.27 kgs.)	
7-8	27-5/8" (702mm)	56 (25.45 kgs.)	59 (26.82 kgs.)	

NOTES: 1 QM option available with 1-8 light square configurations. 2 QMEA option available with 1-6 light square configurations. 3 QMEA arm to be used when mounting two fixtures at 90° on a single pole.

NOTICE OF MERGER DRAFT

This notice of Merger is made this 4th day April, 2017. Be it known that Jeannette Gestapo, LLC of Cape Neddick, Maine being the owners of Tax Map 37, Lot 8, a parcel described in deed Book 2055, Page 484 recorded at the Strafford County Registry of Deeds, Tax Map 37, Lot 9, a parcel described in deed Book 2055, Page 474 recorded at the Strafford County Registry of Deeds, Tax Map 37, Lot 10, a parcel described in deed Book 2055, Page 474 recorded at the Strafford County Registry of Deeds and Tax Map 37, Lot 12, a parcel described in deed book 2199, page 662 recorded at the Strafford County Registry of Deeds has/have requested that said parcels be merged. The landowner(s) certify(ies) that the above described lots have at least one common boundary and are located in the City of Dover, NH, in the County of Strafford.

The above described lots shall not be conveyed as individual lots, but shall be conveyed as one. The intent is that any common boundaries between or among the lots shall be abandoned. The resulting merged lot may only be subdivided upon approval by the Planning Board based on the regulations existing at the time of application for the subdivision.

It is further understood that the above described lots shall be assessed as one lot for property tax evaluation purposes.

The owner(s) of the above described parcels has/have notified all mortgage holders for the above described parcels that said parcels are being merged and the owner(s) accepts full liability for this merger.

The Planning Board of the City of Dover, New Hampshire has signed this Notice of Merger as required by RSA 674:39-a and accepts no liability for this merger.

Owner

(Print owner name)

Witness

Owner

(Print owner name)

Witness

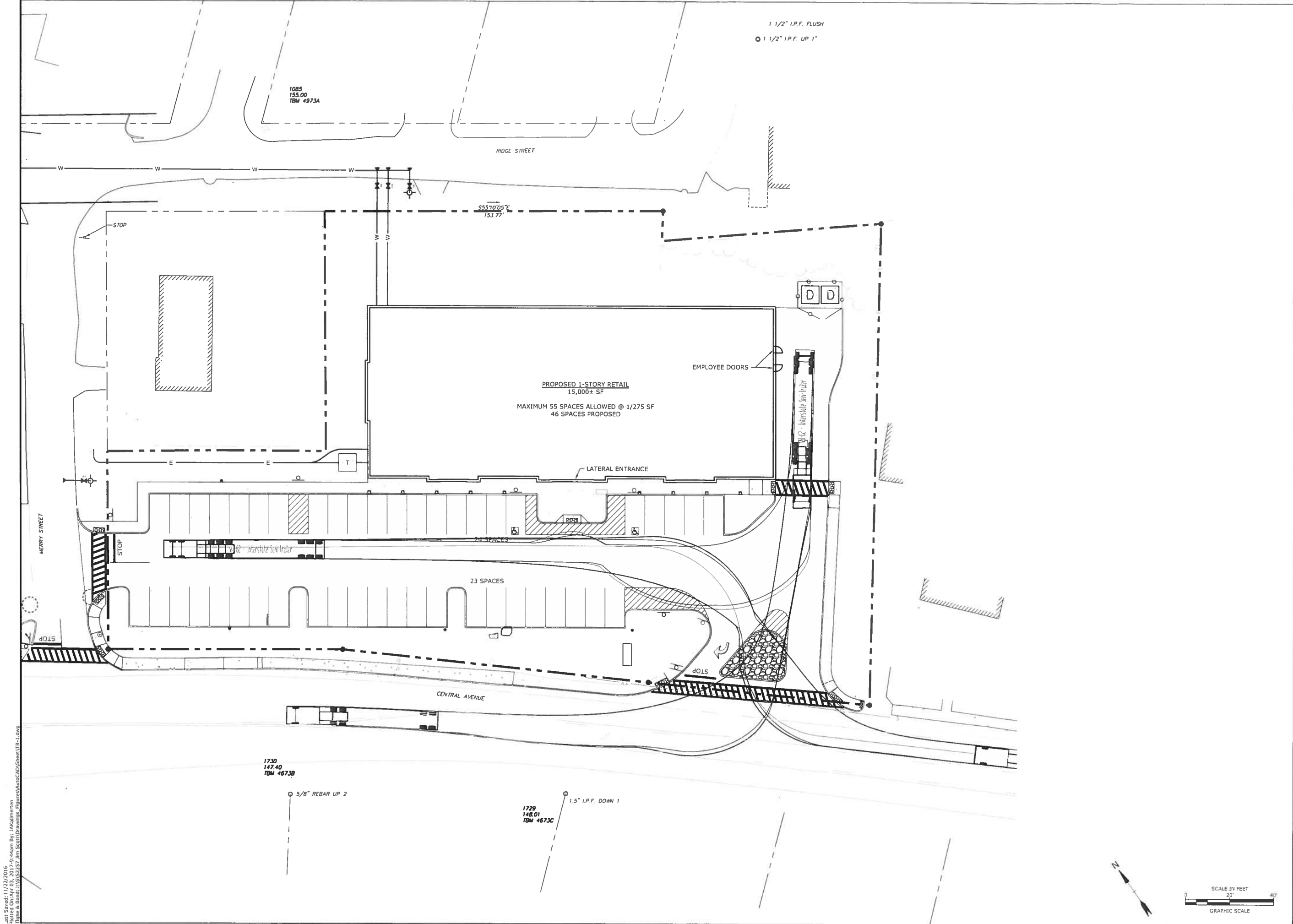
Owner

(Print owner name)

Witness

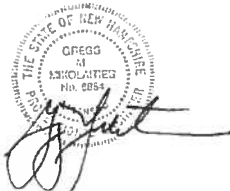
Franklin Torr – Planning Board Chair

Witness



.dwt Saved: 11/22/2016
Plotted On: Apr 03, 2017 9:44am By: J.Kallinert
Tighe & Bond, 215 22257 Jim Scott Drawings, Figures AutoCAD Sheet V16-1.dwg

Tighe&Bond
www.tighebond.com



**Permit Plans
Not For
Construction**

**Proposed
Retail
Development**

825 Central Ave

Dover, New
Hampshire

P16-37

B	3/17/2017	TRC Comments
A	11/22/2016	TRC Submission
MARK	DATE	DESCRIPTION

PROJECT NO: S-2257-2
DATE: NOVEMBER 22, 2016
FILE: TR-1.dwg
DRAWN BY: JAK
CHECKED: PMC
APPROVED: GMM

TRUCK TURNING EXHIBIT

SCALE: AS SHOWN

TR-1

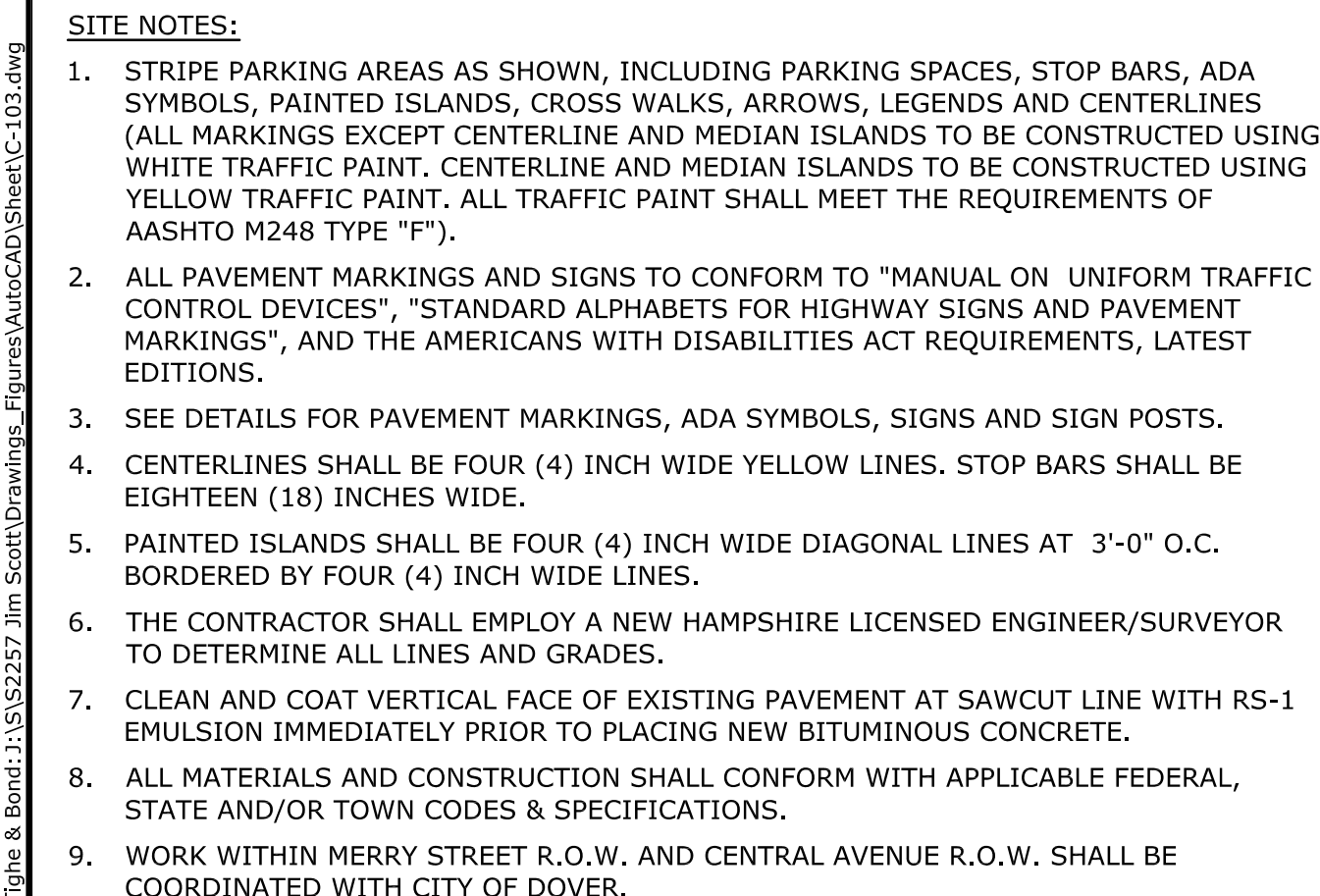
Proposed Retail Development

Dover, New
Hampshire

B	3/17/2017	TRC Comments
A	11/22/2016	TRC Submission
MARK	DATE	DESCRIPTION
PROJECT NO:		S-2257-2
DATE:		NOVEMBER 22, 2016
FILE: C-103.dwg		
DRAWN BY:		JAK
CHECKED:		PMC
APPROVED:		GMM

SCALE: AS SHOWN

C-103



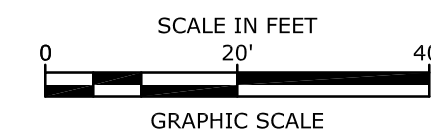
10. CONTRACTOR TO SUBMIT AS-BUILT PLANS ON REPRODUCIBLE MYLARs AND IN DIGITAL FORMAT (.DWG FILE) ON DISK TO THE OWNER AND ENGINEER UPON COMPLETION OF THE PROJECT. AS-BUILT'S SHALL BE PREPARED AND CERTIFIED BY A NEW HAMPSHIRE LICENSED LAND SURVEYOR OR PROFESSIONAL ENGINEER.
11. ALL WORK SHALL CONFORM TO THE CITY OF DOVER DEPARTMENT OF COMMUNITY SERVICES, STANDARD SPECIFICATIONS.
12. CONTRACTOR TO PROVIDE BACKFILL AND COMPACTION AT CURB LINE AFTER CONCRETE FORMS FOR SIDEWALKS AND PADS HAVE BEEN STRIPPED. COORDINATE WITH BUILDING CONTRACTOR.
13. ALL LIGHT POLE BASES NOT PROTECTED BY A RAISED CURB SHALL BE PAINTED YELLOW
14. COORDINATE ALL WORK ADJACENT TO BUILDING WITH BUILDING CONTRACTOR.
15. ALL DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
16. SITE SHALL BE ACCESSIBLE IN ALL WEATHER CONDITIONS AT ALL TIMES DURING CONSTRUCTION PER FIRE DEPARTMENT REQUIREMENTS.
17. SNOW STORAGE THAT CANNOT BE STORED ON SITE IN GRASSED AREAS SHALL BE TRUCKED OFF SITE.

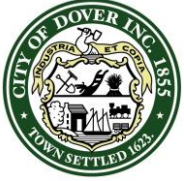
LOCATION: CENTRAL AVENUE
MAP/LOT: TAX MAP 37/LOTS 8-10, 12 (TO BE MERGED)
ZONE: THOROUGHFARE BUSINESS (B-3)
PERMITTED USE: RETAIL STORE

<u>REQUIRED</u>	<u>PROPOSED</u>
20,000 SF	61,015 SF
50%	24.6± %
125 FT	347.5±FT
50 FT	78.5± FT
50 FT	29.7± FT *
12 FT	12.9± SF
15 FT	31.9± FT
40 FT MAX.	< 40 FT
5%	5.3%

*VARIANCE GRANTED, ZBA ACTION Z16-13

MAX PARKING SPACES		
RETAIL (1SP/275 SF)	55	46
MIN PARKING STALL SIZE	9'X18'X22'	9'X18'X24'





CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-11

Application Type: Site Plan for Review
Applicant(s): Changing Places, LLC
Owner(s): Jason Wood, et al
Location: 21 Mechanic (Tax Map 24, Lots 98, 99, 100)
Meeting Date: April 25, 2017

INTENT: Site Plan to construct 6 commercial and 15 residential units with a total building area of 26,805 s.f. spread between the 3 buildings and 24 parking spaces within the 7,267 s.f. paved area.

LOTS/UNITS PROPOSED: 6 commercial units, 15 residential units

AGENDA ITEM #: 4-D

ACREAGE: 0.51 acres

ZONING DISTRICT: Central Business District (CBD) – General Sub-District

EXISTING LAND USE: Commercial

PROPOSED LAND USE:
Commercial/Residential

SURROUNDING LAND USE:
Vacant, residential, and commercial

ZBA ACTION: None

ATTACHMENT:
Site plan, application, and TRC minutes from 2/23/17 and 3/30/17

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED: None

WAIVERS REQUESTED:
-149-14 E(1)(e)— lighting spillover
-149-15 C—5' pavement setback

CUPs REQUESTED:
-Non-commercial use on Ground Floor of units 7-11
-Minimum frontage build-out and minimum lot coverage

Summary of Request and Background

The applicant proposes to construct 6 commercial and 15 residential units with a total building area of 26,805 s.f. spread between the 3 buildings and 24 parking spaces within the 7,267 s.f. paved area.

The applicant appeared before the Technical Review Committee on February 23, 2017 and March 20, 2017 (minutes are attached).

Planning Staff has reviewed the parking and find the number provided is acceptable.

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. This plan requires both waivers and conditional use permits.

STAFF RECOMMENDATION:

The Planning Department recommends that the Board accept the application, open the public hearing, and vote on the site plan with the following conditions:

Waiver Request:

Staff does not find the waiver request from Section 149-14.E(1)(e) to have lighting spill over onto the street necessary to officially vote on. The Planning Department recommends that the Board approve the waiver from Section 149-15.C pavement setback with the following conditions:

Condition to Be Met Prior to Signing of Plans:

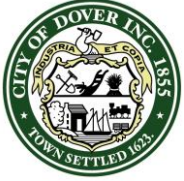
1. A note shall be added to the site plan that the Board has granted the waivers for the reasons stated by the applicant, and the Board finds that the criteria of Chapter 149-19.A have been met.

Site Plan:

The Planning Department recommends that the Board accept the application, open the public hearing, and vote to approve the site plan with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Conditional Use Permits (P17-29 and P17-30) shall be approved.
2. The applicant shall provide:
 - a. revised architectural renderings indicating the colors and materials
 - b. a digital version of plan set
 - c. streetscape on showing the Chapel Street side that meets Section 149-13.A(17)
3. The applicant must revise plan set to:
 - a. add the owners signatures to the final plan



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-11

Application Type: Site Plan for Review
Applicant(s): Changing Places, LLC
Owner(s): Jason Wood, et al
Location: 21 Mechanic (Tax Map 24, Lots 98, 99, 100)
Meeting Date: April 25, 2017

- b. The Professional Engineer, Licensed Land Surveyor and Licensed Landscape Architect will need to sign and date final plans.
 - c. Address any outstanding Fire and Engineering TRC comments
 - d. Add coniferous trees to southern landscape area
 - e. Add accessibility code note including design compliance with RSA 155-A:5 to the satisfaction of the Building Official.
4. The applicant and City shall enter into a development agreement which covers construction timing, including internal, exterior construction and sidewalk/street trees. Included in this shall be a breakdown of sureties and when they are returned.

Conditions to Be Met Prior to Any Construction Activity:

5. Site Construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 9 AM-4 P M, with no Sunday hours. Hours of construction must be documented on a site construction sign along with the contact information for the general contractor. Said signage must be located and approved by the City Engineer or Assistant City Manager.

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

6. The new uses/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:

7. Any new construction or renovation shall be assessed the current impact fees in place at the time of building permit application and pay by time of Certificate of Occupancy.
8. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-11

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): Rae Ann Wood Estate, James and Kevin Wood, and Joleen Fernald, and David and Ralph Vaccaro
Location: 15, 19, 21 Mechanic Street (Tax Map 24, Lots 98, 99 & 100)
Date: February 23, 2017

INTENT: Proposal is for 2 commercial units, 4 “flex space” units, and 15 residential units with a total building area of 26,805 s.f. spread between the 3 buildings and 24 parking spaces within the 7,267 s.f. paved area.

LOTS/UNITS PROPOSED: 2 commercial units, 4 “flex space”, 15 residential units

AGENDA ITEM #: 2

ACREAGE: 0.51 acres

ZONING DISTRICT: Central Business District (CBD) – General Sub-District

EXISTING LAND USE: Commercial

SURROUNDING LAND USE: Vacant, residential, and commercial

ZBA ACTION: None

PERMITS REQUIRED:

WAIVERS REQUESTED: pavement setback

ATTENDANCE:

Members:

Donna Benton, Planning
Elena Piekut, Zoning
Jim Maxfield, Fire/Building
Sgt. Speidel, Police
Dave White, Community Services
Frank Torr, Planning Board

Others:

Chris Berry, Engineer
Chuck Robbins, Applicant
John O'Neill, Applicant
Brian O'Neill, Applicant
Scott O'Neill, Applicant

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed (will credit existing commercial use)
- Need clarification on application fee calculations
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer
- Is the parking garage at or below grade?
- Commercial should be on the ground floor of each unit or apply for Conditional Use Permit
- Can you verify that the landscaping will work for this site?
- Provide:
 - Neighborhood plan with aerial and abutter information
 - Lot Merger Form
 - Streetscapes for all sides, including abutting buildings and proposed landscaping
 - Traffic Impact Analysis
 - Fiscal Impact Analysis
 - Waiver Request Narrative
 - Architectural Renderings to plan set and revised to meet 149.14.L and CBD architectural requirements; Chapel façade should be all brick and non-brick materials should be fiber cement board. First floor windows must suit commercial uses.
 - Example of commercial conversion layout on floor plan.
- Please revise the plan set to:
 - Reconfigure layout and/or remove 5 units to allow for vehicles to maneuver the site
 - Add signature and stamp of the LLS, PE, and Landscape Architect
 - Add Planning file number P17-11 to all sheets and to title on cover sheet
 - Add stormwater recording note
 - Confirm all Dover's common site plan notes are listed
 - Indicate perimeter buffer
 - Indicate totter location
 - Add parking calculation note
 - Indicate width of egress
 - Depict any storage or loading bays
 - Add waiver note
 - Confirm building coverage calculations—8,935 sf conflicts with 10,812 sf footprint on application
 - Add floor plans to plan set
 - Adjust the lane with parallel parking on one side of Chapel
 - Correct zoning notes throughout:



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-11

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
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Location: 15, 19, 21 Mechanic Street (Tax Map 24, Lots 98, 99 & 100)
Date: February 23, 2017

- Indicate “General Sub-District” of Central Business District
- Front build-to (not setback) line is neighborhood average +/- 5 feet. Calculate build-to line required and provided for each frontage.
- Doesn’t meet lot coverage
- On Sheet 4, correct note 35 regarding frontage build-out
- On Sheet 5, note 1 describes “commercial space on the first floor and 15 residential units on the second, third, and fourth floors”
- Add additional proposed grading information on sheet 6
- On Sheet 10:
 - Indicate height of lights
 - Match symbols
 - Screen transformer and generator if applicable
- On Sheet 19- revise bench to make it compliant with ADA
- Add a note that construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 9 AM – 4 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.

Police Department Comments:

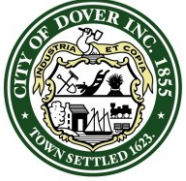
- Building setback on the Chapel Street side, are inadequate for effective snow removal and storage
- Commercial units will never be viable without more proximate parking. Consider eliminating some of these units and supplying more on site surface parking.
- Gas grills would be a concern on this property without any common area
- Concur with City Engineer’s suggestion to explore widening of Mechanic Street

Engineering Comments:

- Remove the waste bins from the plan
- Concerned about car access and conflicts with unit 13 and between unit 6 and 9.
- Install flush concrete islands/driveway dividers on Mechanic Street between all the driveways.
- Install a pad under the benches and install benches with backs.
- Explain what happens with the roof drainage.
- I recommend a 12 inch sleeve between CO 4 and 6 under the building
- Let’s discuss the sand filters design
- Remove the check dams in the roads
- Widen Mechanic Street to 24 ft wide along the property frontage.
- Look at alternative for UGE feed
- Show all water services to the buildings
- Use road boxes in pavement
- D101-D7 adjust wording-remove pipe type references.
- C101-C7 why do you have porous pavement detail?
- U2-no gravel bedding.
- U1 no fernco-use a solid sleeve.
- Remove U13 detail

Fire/Inspections Comments:

- Clarify flex space/garage on sheet 4
- Provide plans for proposed structure with elevations
- Clarify the distances between the structures
- FDC shall be located on the front of structures unit 12 and 15. FDC access shall be free of obstacles with a permanently clear route. No parking spaces shall be provided directly in front of FDC access.
- Provide note on plan, FDC shall be clearly identified by a permanent sign.
- Provide a note on the plan: The site shall be accessible in all weather conditions at all times during construction and year round
- Provide turning template of Truck-1 site access to the structures associated with the proposed site plan.
- Provide a minimum fire access of 20’ in width
- Identify all proposed fire lanes with appropriate signage and striping
- Clarify location of gas and electrical supply to the structure



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-11

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): Rae Ann Wood Estate, James and Kevin Wood, and Joleen Fernald,
and David and Ralph Vaccaro
Location: 15, 19, 21 Mechanic Street (Tax Map 24, Lots 98, 99 & 100)
Date: February 23, 2017

- Clearly locate the number of entrances and exits to the proposed structure. Discuss entrances to commercial uses and identify accessible route(s)
- Plans shall indicate design compliance and review of applicable accessible (disabled) regulations and be stamped by the qualified design professional
- Proposed benches shall comply with applicable accessibility regulations
- Accessible aisles appear to be required to be a minimum of 20'

Economic Development Comments: None

Planning Board Comments:

- Change construction hours to include normal Saturday hours 9am to 4pm
- City may need to assist with road widening

The TRC decided this needed a second TRC meeting before going to Planning Board.

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TRC\MINUTES\2017.02.22_PlanningTechnicalReviewCommittee.Mechanic.docx



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-11

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): Rae Ann Wood Estate, James and Kevin Wood, and Joleen Fernald, and David and Ralph Vaccaro
Location: 15, 19, 21 Mechanic Street (Tax Map 24, Lots 98, 99 & 100)
Date: March 30, 2017

INTENT: Proposal is for 2 commercial, 4 “flex space”, and 15 residential units with a total building area of 26,805 s.f. spread between the 3 buildings and 24 parking spaces within the 7,267 s.f. paved area.

LOTS/UNITS PROPOSED: 2 commercial units, 4 “flex space”, 15 residential units

AGENDA ITEM #: 1

ACREAGE: 0.51 acres

ZONING DISTRICT: Central Business District (CBD) – General Sub-District

EXISTING LAND USE: Commercial

SURROUNDING LAND USE: Vacant, residential, and commercial

ZBA ACTION: None

PERMITS REQUIRED:

WAIVERS REQUESTED:

-149-14 E(1)(e)-- pavement setback
-149-155 C—lighting spillover

ATTENDANCE:

Members:

Chris Parker, Planning
Dan Barufaldi, Economic Development
Dave White, Community Services
Elena Piekut, Zoning
Jim Maxfield, Building/Fire
Sgt. Speidel, Police

Others:

Donna Benton, Planning
Chris Berry, Engineer
Scott and John O'Neill, Applicants
Chuck Robbins, Applicant

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed (will credit existing commercial use)
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer
- Provide:
 - Additional fees – please contact administrative staff
 - Revised applications with owners signatures
 - Streetscapes for all sides, including abutting buildings and proposed landscaping to match revised landscaping and architecture
 - Revised Traffic Impact Analysis that includes public transit information
 - Revise Waiver Request Narrative to match this project
 - Revised Architectural Renderings to match what was discussed with Assistant City Manager
- Please revise the plan set to:
 - Include only one floor plan for ground floor—current option 2B
 - Confirm floor plans and architectural renderings match
 - Add a note that units 2-6 do not have garages
 - Indicate location of mail delivery
 - Add signature and stamp of the LLS, PE, and Landscape Architect to final plans
 - Add stormwater recording note:

“The owner of record shall record at the Registry of Deeds documentation sufficient to provide notice to all persons that may acquire any property subject to the requirements and responsibilities described in the approved STORMWATER Management Plan. The notice shall comply with the applicable requirements for recording contained in RSA 477 and 478. The notice need not set forth the requirements at length, so long as it is sufficient to provide notice to prospective purchasers to the requirements for maintenance and reporting.”
 - Add more trees to perimeter buffer
 - Indicate totter location on trash collection days
 - Change type of street trees to meet the list of acceptable species (provided at TRC)
 - Calculate neighborhood average build to line required and provided for each frontage
 - The parking on Chapel will be determined after on-site meeting on 4.6.17
 - No overhead utilities or a waiver is necessary
 - Unit 11 can't step



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-11

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): Rae Ann Wood Estate, James and Kevin Wood, and Joleen Fernald, and David and Ralph Vaccaro
Location: 15, 19, 21 Mechanic Street (Tax Map 24, Lots 98, 99 & 100)
Date: March 30, 2017

Police Department Comments:

- If there is room to add parking on north side of Chapel, then lay out parking for entire length from Saint John to Portland. Coordinate necessary City Code change with Parking Manager.
- On street parking buffer must be 20' from 5+ unit complexes per 166-17B(7). Include this buffer in parking layout for exit driveway at #18 Chapel and for #30 Chapel.
- Sheet 3: note regarding eradication of yellow line should specify that it is be ground out, not just painted black.
- 10' lane width on Chapel must be approved by City Engineer.
- What is the resulting width of Mechanic Street westerly sidewalk at its narrowest point?
- Widen and relocate vertical granite curb across from 5 and 9 Mechanic in the same manner as proposed at project site to provide for consistent road width.
- Conditional use permit for first floor commercial, if granted, should have a specified time limit.

Engineering Comments:

- Sheet 3/21-carry the demo down to the Janetos entrance
 - The concrete walk on the Janetos side will need to be removed
 - Add a note to cold plane 1 inch off mechanic set before the overlay
- 4/21 - Install flush concrete divider between unit 8 and 9 Mechanic St.
 - Do not install patio brick in the ROW
 - Add a note to accommodate the door landing and access from 15 Chapel to Mechanic St.
 - Widen Mechanic St. to 24 ft wide
 - Do not install parking on Chapel St.

- Install a tipdown on the opposite side of Mechanic St. to match your tipdown.
- The City will not maintain the waste bins placed in the ROW
- 7/21-existing CB 1343 will need a DMH cover on it.
 - install a new CB beside CB 1343 due to road widening
- 8/21-fix the cross section to reflect the plan for placement of the underdrain.
- 12/21- use 2 45s instead of the 90 bend
 - Requirements for utilities requires them to be underground. Please remove the proposed overhead wires and pole.

Fire/Inspections Comments:

- Clarify the accessible route to the commercial occupancies
- Clarify the rear elevations of the proposed structures
- Note 23 on sheet 4 shall indicate "approved" backflow...
- Provide a note on the plan: The site shall be accessible in all weather conditions at all times during construction and year round
- Provide a note on the plan regarding what types of applicable accessibility regulations (codes and standards) the plan is designed in accordance with and stamp accordingly.
- Plans shall indicate the type of benches to be installed.
- Provide turning template of Truck-1 site access to the structures associated with the proposed site plan with the plan set
- Discuss the anticipated locations of gas and electrical supply to the structure
- Provide a minimum fire access of 20' in width
- Identify the existing structure on map 24, lot 101 as a dwelling unit
- Clarify the proposed location of the fire hydrant on corner of Chapel and Mechanic
- Clarify the relocation PSC 124-2 utility pole and associated overhead lines

Economic Development Comments:

- Seems that this site is too tight for the project proposed

Planning Board Comments: None

Adjournment:

D.White made a motion to adjourn at 11:44. Seconded by J.Maxfield. Vote U/A.

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TRC\MINUTES\2017.03.30_PlanningTechnicalReviewCommittee.Mechanic.docx



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: April 23, 2013]

RECEIVED
Planning Office

Office Use Only	Project #: <u>217-11</u>	Date Received: <u>APR 14 2017</u>
	Amount Paid: _____	Time Received: _____

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: Changing Places LLC Telephone # 749-3800Address of Applicant: 42 Dover Point Rd, Suite J, Dover, NH 03820

E-Mail Address: _____

 Name of Property Owner (if different from applicant) Jason Wood, Executor
of the Estate of Rae
Ann Wood Telephone # _____
Address of Property Owner: 25 Toftree Lane, Dover, NH 03820

PROPERTY INFORMATION

Address of Property: 21 Mechanic StAssessor's Map # 24 Lot(s) # 98, 99 & 100Zoning District(s) CBD Overlay District(s) _____Size of Parcel: 22,248 sq. ft. 0.51 ac. Property Deed: Book 1059 Page: 841Existing Use of Property: Commercial

SITE PLAN INFORMATION

Describe Proposed Use: Mixed Use - Commercial/Residential/ Flex SpaceArea of Parcel to be Developed: 18,911 sq. ft.If Multi-family Residential, Specify Number of Units & Buildings Proposed: 15 3Number of Parking Spaces: Existing 20+/- Proposed 4Highway Access (check where applicable): ☒ City Street ☐ State HighwayNumber of Employees Total: 0 In Maximum Shift: 0

Disposition of Parcel:

Building Setbacks:

Building Footprint 9,668 sq. ft.Front Yard 1' Chapel 5' Mechanic ft.Total Building Area 26,805 sq. ft.Rear Yard 10' ft.

Paved Area 7267 sq. ft.Side Yard: Right 0 ft.
Left 0 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**Townhouse style with commercial conversion capabilities and
Type of Building to be Built: live work spaces.Height of Building: 35' Finished Floor Elevation: VariesNumber of Seats (where applicable) 0**WAIVER REQUESTS**Site Review Regulations section(s) to be waived: Pavement within 5' of a boundary lineJustification for waiver request(s) (*attach additional sheets as needed*): It exists in the Existing Condition and the applicaiton enhances the difference with additional landscaping and fencing, and provides further separation.**SURVEYOR INFORMATION**Kenneth A Berry, PE, LLS
Name of Surveyor and Company (Licensed in N.H.) Berry Surveying & EngineeringAddress 335 Second Crown Point Rd, Barrington, NH 03825 Telephone #: 332-2863Professional License #: 805 E-mail address: K.Berry@BerrySurveying.com**ENGINEER INFORMATION**Kenneth A Berry, PE, LLS
Name of Engineer and Company (Licensed in N.H.) Berry Surveying & EngineeringAddress 335 Second Crown Point Rd, Barrington, NH 03825 Telephone #: 332-2863Professional License #: 14243 E-mail address: K.Berry@BerrySurveying.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: Jason Wood, Executor Date: _____

dotloop verified
02/09/17 4:28PM EST
TIA5-CQ65-ZLSX-EBBL

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

Signature of Agent: _____

Date: 2-9-17**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: _____

*Jason Wood, Executor*dotloop verified
02/10/17 10:37AM EST
NOWZ-9GNM-PAB0-HQYU

Date: _____

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: _____

*Jason Wood, Executor*dotloop verified
02/10/17 10:37AM EST
OPEH-3EFN-HBNC-OJBK

Date: _____

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: _____

*Jason Wood, Executor*dotloop verified
02/10/17 10:37AM EST
VS2I-EJJ9-HJAA-3W5H

Date: _____

Signature of Applicant (if different from owner): _____

Date: _____

***CITY OF DOVER SITE REVIEW
LIST OF ABUTTERS***

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.

ABUTTER is defined as the owner of record of a parcel of land located in New Hampshire and that adjoins or is directly within two hundred (200) feet (including land across the street or waterway) of the proposed site under consideration by the Planning Board. For a condominium or other collective form of ownership, abutter means the officers of the collective or association. *(See additional requirement below)*

Owner:

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS

Applicant (if different from owner):

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS

Surveyor and/or Engineer:

NAME	COMPANY	MAILING ADDRESS

Conservation Easement Holder:

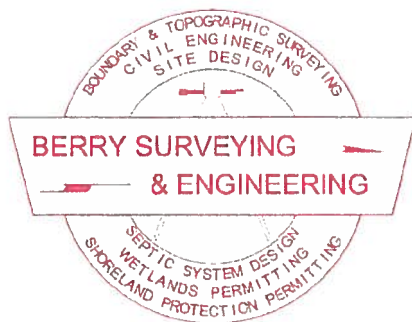
TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS

Abutters:

[illegible]

For projects which meet 149-4A, if a condominium association is an abutter, add all owners of individual units that are located within two hundred (200) feet of the common property line for notification by first class mail.

UNIT #	OWNER (S) OF RECORD	MAILING ADDRESS



BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road
Barrington, NH 03825
Phone: (603) 332-2863
Fax: (603) 335-4623
www.BerrySurveying.Com
crberry@metrocast.net

April 13, 2017

City of Dover Planning Board
Attention: Christopher G. Parker AICP
288 Central Ave.
Dover, NH 03820

Re: Site Plan Application
Changing Places LLC
Mechanic Street & Chapel Street
Mixed Use Development within the CBD

RECEIVED
Planning Office

APR 20 2017

Dover, New Hampshire

Mr. Chairman and Members of the Dover Planning Board,

On behalf of the Changing Places LLC, Berry Surveying & Engineering (BS&E) submits for your review a Mixed Use Development on the corner of Mechanic Street and Chapel Street which is located within the CBD.

There are three existing lots of record, which contain expanses of pavement, a single family structure towards the rear of the lot, the "Jimmy's" building, and a small gravel area which is used for parking. The users are unknown. A merger plan will be required to merge these parcels prior to the finalization of the project.

The proposal is to construct a building on the corner of Mechanic and Chapel. The driveway location was chosen on Chapel, where it can line up with an existing curb cut, and also provides better turning access in and out of the project site, whereas Mechanic Street is very narrow (18' +/-). This setup allows for one continuous building to wrap around the two most regular boundary lines, creating an appealing street scape on both streets.

The proposal is to create two commercial spaces on the corner and commercial space in units 2-6. This space is structurally set up so that it could be divided into smaller shops and spaces or be left as one large open space. The two spaces shown as units 1a & 1b could be combined into one space if needed by a user, but will keep the two doors on the store front on Chapel Street. ADA parking is provided on site at the rear, with access to the commercial units at the rear of the project site.

Due to the site layout, Units 7 & 8 will be designed purely for residential use, and will take their driveway access from Mechanic Street. Mechanic is proposed to be widened to a proper 24' wide as requested by the City Engineer. The other units within the development are designed to be larger, more luxury style, with views out over the Cochecho River.

The applicant did consider the one building approach for this site, however given its odd shape and narrow breadth on Chapel Street, this would be difficult to accomplish. Additionally, portions of this site are made up of urban fill, whereas historically there is a ravine that was in close proximity to this project site. These types of soil conditions do not lend themselves to larger concrete and steel frame construction. Though a conditional use permit is required for build out frontage on Chapel Street, and overall building coverage, the enhanced architectural design, commercial space created along Mechanic and Chapel encompasses the ideology of the CBD. The buildings have been designed with additional overhangs and cantilevered spaces to maximize building efficiency and obtain a higher percentage of coverage, and is a drastic improvement over the existing utilization of the property.

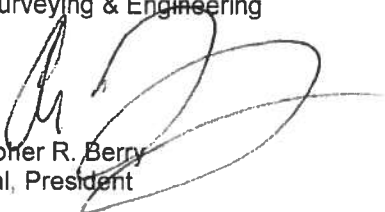
The buildings are designed with fire suppression systems, with the bulk of the utility work for the project being internal to the buildings. Additionally, we have demonstrated the entrance can accommodate the T1 truck.

Drainage is designed using the Sand Filter method which captures all of the storm flow and directs it to the existing MS4 system fully treated and "off peak" from the existing flow. Pervious materials are used throughout the project site to further encourage sustainable planning in the proposed urban development.

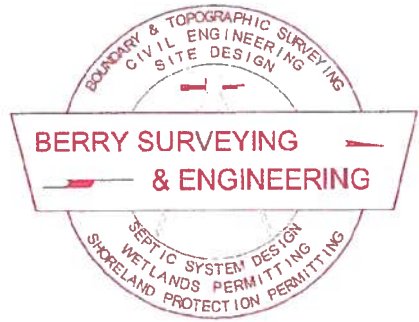
A traffic analysis and fiscal impact analysis are provided as part of this submittal.

We appreciate the board's time and attention to this matter.

Berry Surveying & Engineering


Christopher R. Berry
Principal, President





BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

www.BerrySurveying.Com

April 13, 2017

RECEIVED
Planning Office

APR 14 2017

Dover, New Hampshire

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

RE: TRC Comments
Chapel and Mechanic Streets
Changing Places, LLC

Mr. Chairperson and Members of the Dover Planning Board:

Based on a TRC meeting on March 30, 2017 we received the following comments. We have revised the application based on these comments, and our responses are in **bold**.

Planning Comments:

- Provide:
 - Additional fees – please contact administrative staff
 - **Fees will be updated and paid by developer.**
 - Revised Applications with owners signatures
 - **The owners' signatures are included in the application.**
 - Streetscapes for all sides, including abutting buildings and proposed landscaping to match revised landscaping and architecture
 - **Streetscapes are provided.**
 - Revised Traffic Impact Analysis that includes public transit information
 - **The Traffic Impact Analysis has been updated to include relevant information on public transportation and parking.**
 - Revise Waiver Request Narrative to match this project
 - **The Waiver Request Narrative has been revised.**
 - Revised Architectural Renderings to match what was discussed with Assistant City Manager
 - **Revised architectural renderings are provided.**
- Please revise the plan set to:
 - Include only one floor plan for ground floor – current option 2B
 - **The plan set now shows one floor plan.**
 - Confirm floor plans and architectural renderings match.
 - **Floor plans and architectural renderings match.**
 - Add a note that units 2-6 do not have garages
 - **The unit table on the Site Plan now clearly indicates which units have garages, and which do not.**
 - Indicate location of mail delivery
 - **A mail delivery location has been proposed on the Site Plan.**

- Add signature and stamp of the LLS, PE, and Landscape Architect to final plans
 - **All plans are stamped and signed.**
- Add stormwater recording note
 - **The stormwater recording note was added to the Site Plan and Cover Sheet.**
- Add more trees to perimeter buffer
 - **More trees have been added.**
- Indicate toter location on trash collection days
 - **A toter location has been proposed on the Site Plan.**
- Change type of street trees to meet the list of acceptable species (provided at TRC)
 - **The street trees have been selected from the provided list.**
- Calculate neighborhood average build-to line required and provided for each frontage.
 - **The build-to lines have been calculated and are shown on the Site Plan.**
- The parking on Chapel will be determined after on-site meeting on 4/6/17
 - **It was determined that the parking should be removed, and that change is reflected on the plans.**
- No overhead utilities, or a waiver is necessary
 - **We are now proposing underground electric across Chapel Street instead of installing a drop pole.**
- Unit 11 can't step
 - **The architectural plans address this comment.**

Police Department Comments:

- If there is room to add parking on north side of Chapel, then lay out parking for entire length from Saint John to Portland. Coordinate necessary City Code change with Parking Manager.
- On street parking buffer must be 20' from 5+ unit complexes per 166-17B(7). Include this buffer in parking layout for exist driveway at #18 Chapel and for #30 Chapel.
- Sheet 3: note regarding eradication of yellow line should specify that it is to be ground out, not just painted black.
- 10' lane width on Chapel must be approved by City Engineer.
 - **To address the previous four comments, parking is no longer proposed on Chapel Street.**
- What is the resulting width of Mechanic Street westerly sidewalk at its narrowest point?
 - **Based on comments from the City Engineer, Mechanic Street is now proposed to be widened to 20' at its narrowest point, and 24' beyond that.**
- Widen and relocated vertical granite curb across from 5 and 9 Mechanic in the same manner as proposed at the project site to provide for consistent road width.
 - **Curbing is now proposed to be aligned down Mechanic Street, across from 5 and 9.**



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

- Conditional use permit for first floor commercial, if granted, should have a specified time limit.
 - **A CUP application has been submitted.**

Engineering Comments:

- Sheet 3/21 – carry the demo down to the Janetos entrance
 - **The plan view has been expanded to include the Janetos entrance on Mechanic Street.**
- The concrete walk on the Janetos side will need to be removed.
 - **The walk on the Janetos side of Mechanic street is proposed to be removed based on this request.**
- Add a note to cold plane 1 inch off Mechanic Street before the overlay.
 - **Note added**
- 4/21 – Install flush concrete divider between unit 8 and 9 Mechanic Street.
 - **A flush concrete divider is now proposed.**
- Do not install patio brick in the ROW.
 - **Patio brick is no longer proposed in the ROW.**
- Add a note to accommodate the door landing and access from 15 Chapel to Mechanic St.
 - **A note has been added.**
- Widen Mechanic Street to 24 feet wide.
 - **Mechanic Street is now proposed to be widened, as directed by the City Engineer.**
- Do not install parking on Chapel Street.
 - **Parking is no longer proposed on Chapel Street.**
- Install a tipdown on the opposite side of Mechanic Street to match your tipdown.
 - **A new tipdown is now proposed on the opposite side of Mechanic Street.**
- The City will not maintain the waste bins placed in the ROW.
- 7/21 – existing CB 1343 will need a DMH cover on it.
 - **The change has been made to the Utility Plan.**
- Install a new CB beside CB 1343 due to road widening.
 - **A new CB is now proposed.**
- 8/21 – fix the cross section to reflect the plan for placement of the underdrain.
 - **The cross section has been revised.**
- 12/21 – use 2 45s instead of the 90 bend.
 - **The water line is now proposed to use two 45 degree bends.**
- Requirements for utilities requires them to be underground. Please remove the proposed overhead wires and pole.
 - **Underground electric is now proposed across Chapel Street instead of installing overhead wires and a drop pole.**

Fire/Inspection Comments:

- Clarify the accessible route to the commercial occupancies



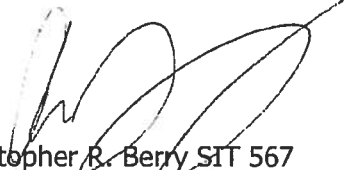
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April 13, 2017

- **A note has been added clarifying that the accessible route is from the ADA parking spaces to the rear of the building.**
- Clarify the rear elevations of the proposed structures
 - **The rear elevations of the proposed structures are shown on the grading plan.**
- Note 23 on sheet 4 shall indicate "approved" backflow...
 - **The note has been revised.**
- Provide a note on the plan: The site shall be accessible in all weather conditions at all times during construction and year round.
 - **The note has been added to the Site Plan.**
- Provide a note on the plan regarding what types of applicable accessibility regulations (codes and standards) the plan is designed in accordance with and stamp accordingly.
 - **The Site Plan references accessibility to the buildings and ADA parking spaces. Additionally, the tipdowns are called out to be installed to ADA standards.**
- Plans shall indicate the type of benches to be installed.
 - **The types of benches are called out on the Site Plan, and are also shown in the construction details.**
- Provide turning template of Truck-1 site access to the structures associated with the proposed site plan with the plan set.
 - **A turning template is included in the plan set.**
- Discuss the anticipated locations of gas and electrical supply to the structure.
 - **Gas and electric supply lines have been revised and are shown on the Utility Plan.**
- Provide a minimum fire access of 20' in width.
 - **At its narrowest, the aisle is 25' wide, and is called out on the Site Plan.**
- Identify the existing structure on Map 24, Lot 101 as a dwelling unit.
 - **The structure is now called out as a dwelling unit.**
- Clarify the proposed location of the fire hydrant on the corner of Chapel and Mechanic.
 - **The location of the hydrant is shown on the Utility Plan.**
- Clarify the relocation of PSC 124-2 utility pole and associated overhead lines.
 - **The proposed location of the pole is now called out on the Site Plan.**

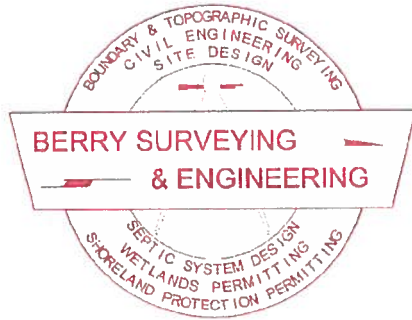
Respectfully,

BERRY SURVEYING & ENGINEERING


Christopher R. Berry SIT 567
Principal, President



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Dover, New Hampshire

City of Dover Planning Board
288 Central Ave
Dover, NH 03820

RE: Proposed mixed-use development
Chapel and Mechanic Street

Pursuant to Site Review Regulations 149-19 (Waivers,) Berry Surveying & Engineering (BS&E,) on behalf of Changing Places, LLC respectfully requests the City of Dover Planning Board waive the following project specific items:

- 149-14 E.(1)(e) All outdoor light fixtures shall be designed, oriented, or shielded to prevent light or glare onto adjacent property or streets.
- 149-15 C. All paving and/or storage shall not be permitted within five (5) feet of any side or rear property line.

Mr. Chairman and Members of the Dover Planning Board,

1. Identification of Waiver Request & Explanation.

149-14 E.(1)(e) requires lighting to be designed and installed in such a way that no light spills onto adjacent properties or streets. Although the submitted lighting design meets the first part of the requirement by limiting any spillover onto adjacent properties, the proposed lighting on the building will create some minor light on both Chapel and Mechanic Streets.

149-15 C. requires all pavement to be five (5) feet from any side or rear property lines. In the proposed site plan, there is an area abutting 9 Mechanic Street where the proposed pavement will be less than 5 feet from the property line in order to accommodate a driveway for a street-level garage.

We are requesting waivers to these items based on the following:

2. Waiver Justification:

- **Specific circumstances relative to the subdivision, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.**

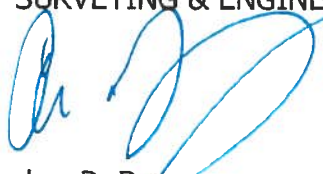
Regarding 149-14 E.(1)(e), based on the location of the existing building, and the requirements of the CBD General Sub-District regulations, some light spillover onto the adjacent streets is inevitable with the lighting proposed on the building. However, given that there are existing street lights on Chapel and Mechanic, the proposed lighting on the building will not cause a nuisance, given the low lumen generation, and for that reason it is our opinion that this waiver can be comfortably granted.

Regarding 149-15 C., the location of the pavement is within 5 feet of the property lines so the proposed site can accommodate a street-level garage for Unit #8. The driveway will be in the same location as the existing driveway, and additional fencing and buffering is provided adjacent to it for definition and separation between the project and the property line.

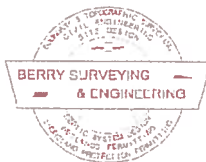
Thank you for your time and attention to this matter and we hope you look favorably upon the request.

Respectfully Submitted,

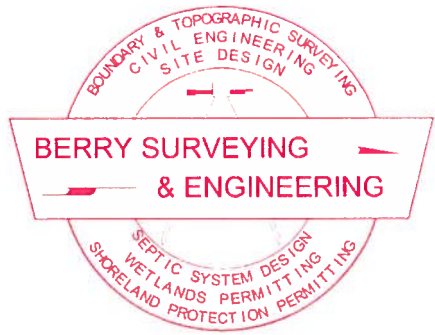
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Christopher R. Berry
Principal, President



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

April 13, 2017

RE: Traffic Impact Analysis & Distribution
Changing Places, LLC
Mechanic and Chapel Streets
Dover, NH

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Planning Office

APR 14 2017

Dover, New Hampshire

Mr. Parker,

On behalf of Changing Places, LLC, Berry Surveying & Engineering (BS&E) has prepared a Standard Traffic Impact Analysis for the development of 15 Condominium Units and 3,431 square feet of commercial space at 15, 19, and 21 Mechanic Street.

Proposal & Introduction:

The proposal is to remove the existing sports bar at 15 Mechanic, and the single family home at 19 Mechanic, and construct 15 residential units and 3,431 square feet of commercial space in three buildings. Commercial space will be located on the first floor of units 1-6, with the remainder of the development being residential.

The purpose of this analysis is to determine the maximum number of trips coming to and leaving from the proposed site during certain peak periods of the day and week. This information is then used in determining the impact on safety as it relates to the existing roadway infrastructure. The following will be discussed as part of the analysis and is typical for a project of this size pursuant to the Institute of Traffic Engineers (ITE) manual.

- Existing Site Description
- Mechanic Street and Chapel Street Descriptions
- Surrounding Roadway Infrastructure
- Existing Trip Generation Potential
- Existing Vehicle Speeds
- Trip Generation
- Trip Distribution
- Sight Distances & Safety Analysis

Existing Site Description:

The existing site contains three parcels, Dover Tax Map 24, Lots 98, 99, and 100. Lot 98 is vacant, while Lot 99 contains a single family house, and Lot 100 contains Jimmy's Sports Bar, both of which will be demolished as part of this proposal. The three parcels together form a lot with frontage on Mechanic Street and Chapel Street, totaling approximately 0.49 acres.

The Orchard Street Parking Garage and the Dover Transportation Center are both comfortably within walking distance of the existing site at 0.4 miles.

Mechanic Street and Chapel Street Descriptions:

Mechanic and Chapel Streets are both classified as local roads. Mechanic runs in a generally north and south direction between School Street and Chapel Street, and Chapel Street runs generally east and west between Main Street and Portland Ave.

Mechanic Street is a two way street, with a paved width of approximately 17.4 feet in the area of the proposed project. Vertical granite curbing and concrete sidewalks exist on both sides of the street. Mechanic Street will be widened to 20 feet as part of this proposal.

A portion of Chapel Street is one way, traveling east from Main Street to Saint John Street, at which point it becomes a two way street the rest of the way to Portland Ave. Chapel Street's paved width varies between 28-30 feet in the area of the proposed project, and has vertical granite curbing and a concrete sidewalk on the north side of the road. The existing lot is entirely open with no curbing along Chapel Street, and is currently used as parking.

Existing Trip Generation:

Using the 9th Edition ITE Trip Generation Manual, we determined the following trip generation for the existing site. Land Use Codes (925) Drinking Place, and (210) Single-Family Detached Housing were used in deriving the trip generation for the existing site.

Drinking Place (5,368 Sq.Ft.) Existing Trip Generation:

Drinking Place Peak Hour of Adjacent Street Traffic AM Weekday

Total Trips	% Entering	% Exiting
-	-	-

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Drinking Place Peak Hour of Adjacent Street Traffic PM Weekday (Same figures applied to weekend)

Total Trips	66% Entering	34% Exiting
60.87T	40.17T	20.70T

Single-Family Detached Housing (1 Dwelling Unit) Existing Trip Generation:

Single-Family Detached Housing Peak Hour of Adjacent Street Traffic AM Weekday

Total Trips	25% Entering	75% Exiting
0.75T	0.19T	0.56T

Single-Family Detached Housing Peak Hour of Adjacent Street Traffic PM Weekday

Total Trips	63% Entering	37% Exiting
1.00T	0.63T	0.37T

Single-Family Detached Housing Peak Hour of Adjacent Street Traffic Saturday

Total Trips	54% Entering	46% Exiting
0.93T	0.50T	0.43T

Combined Existing Trip Generation:

(Combined Volumes) Peak Hour of Adjacent Street Traffic AM Weekday

Total Trips	25% Entering	75% Exiting
0.75T	0.19T	0.56T

(Combined Volumes) Peak Hour of Adjacent Street Traffic PM Weekday

Total Trips	66% Entering	34% Exiting
61.87T	40.80T	21.07T

(Combined Volumes) Peak Hour of Adjacent Street Traffic Saturday

Total Trips	66% Entering	34% Exiting
61.80T	40.67T	21.13T



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A large majority of the trips currently leave the site going north on Mechanic Street, and it is assumed that there is a fairly even split between trips going east and west on Chapel Street.

Existing Vehicular Speeds:

Mechanic Street and Chapel Street are both governed by the city-wide speed limit of 30 MPH. It has been observed by Berry Surveying & Engineering that speeds in the area of the project site are not excessive, and for the purposes of this study it is assumed that the majority of operators obey speed limits.

Trip Generation:

The 9th Edition ITE Trip Generation Manual was used to determine the volume of trips, as well as the percentage of entrance-to-exit traffic experienced at the AM & PM Peak hour between 7 and 9 AM and 4 and 6 PM. In addition, Saturday peak hours of the generator are estimated with ADV provided in the foot notes for all. Land Use Codes (230) Residential Condominium/Townhouse, and (826) Specialty Retail Center were used in deriving the trip generation for the project development.

Residential Trip Generation (15 Units):

Residential Peak Hour of Generator AM Weekday

Total Trips	17% Entering	83% Exiting
6.60T	1.12T	5.48T

Residential Peak Hour of Generator PM Weekday

Total Trips	67% Entering	33% Exiting
7.80T	5.23T	2.57T

Residential Peak Hour Saturday

Total Trips	54% Entering	46% Exiting
7.05T	3.81T	3.24T

Specialty Retail Center (3,431 Sq. Ft.) Trip Generation:

Specialty Retail Center Peak Hour of Generator AM Weekday

Total Trips	48% Entering	52% Exiting
23.47T	11.27T	12.20T



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Specialty Retail Center Peak Hour of Generator PM Weekday

Total Trips	56% Entering	44% Exiting
17.22T	9.64T	7.58T

Specialty Retail Center Peak Hour Saturday

Total Trips	50% Entering	50% Exiting
22.26T	11.13T	11.13T

Combined Trip Generation:

(Combined Volumes) Peak Hour of Adjacent Street Traffic Peak Hour of Generator AM Weekday

Total Trips	41% Entering	59% Exiting
30.07T	12.39T	17.68T

(Combined Volumes) Peak Hour of Adjacent Street Traffic Peak Hour of Generator PM Weekday

Total Trips	59% Entering	41% Exiting
25.02T	14.87T	10.15T

(Combined Volumes) Peak Hour of Adjacent Street Traffic Peak Hour Saturday

Total Trips	51% Entering	49% Exiting
29.31T	14.94T	14.37T

Compared to the trip generation for the existing site, the proposed project will generate much more traffic during weekday AM peak hours, but will also generate less than half the trips of the existing site for weekday PM and weekend peak hours. Overall, the proposed traffic will not only generate fewer trips, but will also distribute those trips more evenly throughout the day when compared to the existing uses. It should also be noted that although there are several public transportation and parking options in the area, this analysis doesn't take credit for any of those options, and the trip generation numbers in this report represent the most conservative numbers.

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Trip Distribution Analysis:

For this analysis it is assumed that the project is a one hundred percent generator. There are no other businesses within the area or other traffic draws of any kind that would create any linking of trips. Additionally this proposed project has minimal pass by draw. All trips coming to and leaving the site are dedicated for this project development. For this reason distribution of the generated traffic at the project entrance is isolated from the volume of pass by trips, and are all turning into or out of the project site. The entering / exiting distribution is provided by the ITE land use code tables formerly mentioned.

Sight Distance & Safety Analysis:

The proposed driveway will be constructed on Chapel Street, and the existing driveway on Mechanic Street will be closed. From the proposed driveway on Chapel Street, sight distance is unobstructed to the west all the way to Main Street, approximately 325 feet. Sight distance to the west is unobstructed for well over 400 feet. In this instance, both sight distances are adequate, and no improvements are required to maintain either site distance.

Respectfully Submitted,

BERRY SURVEYING & ENGINEERING

Christopher R. Berry SIT
Principal, President

Kenneth A. Berry, PE, LLS, CPESC, JP
Principal, VP-Technical Operations

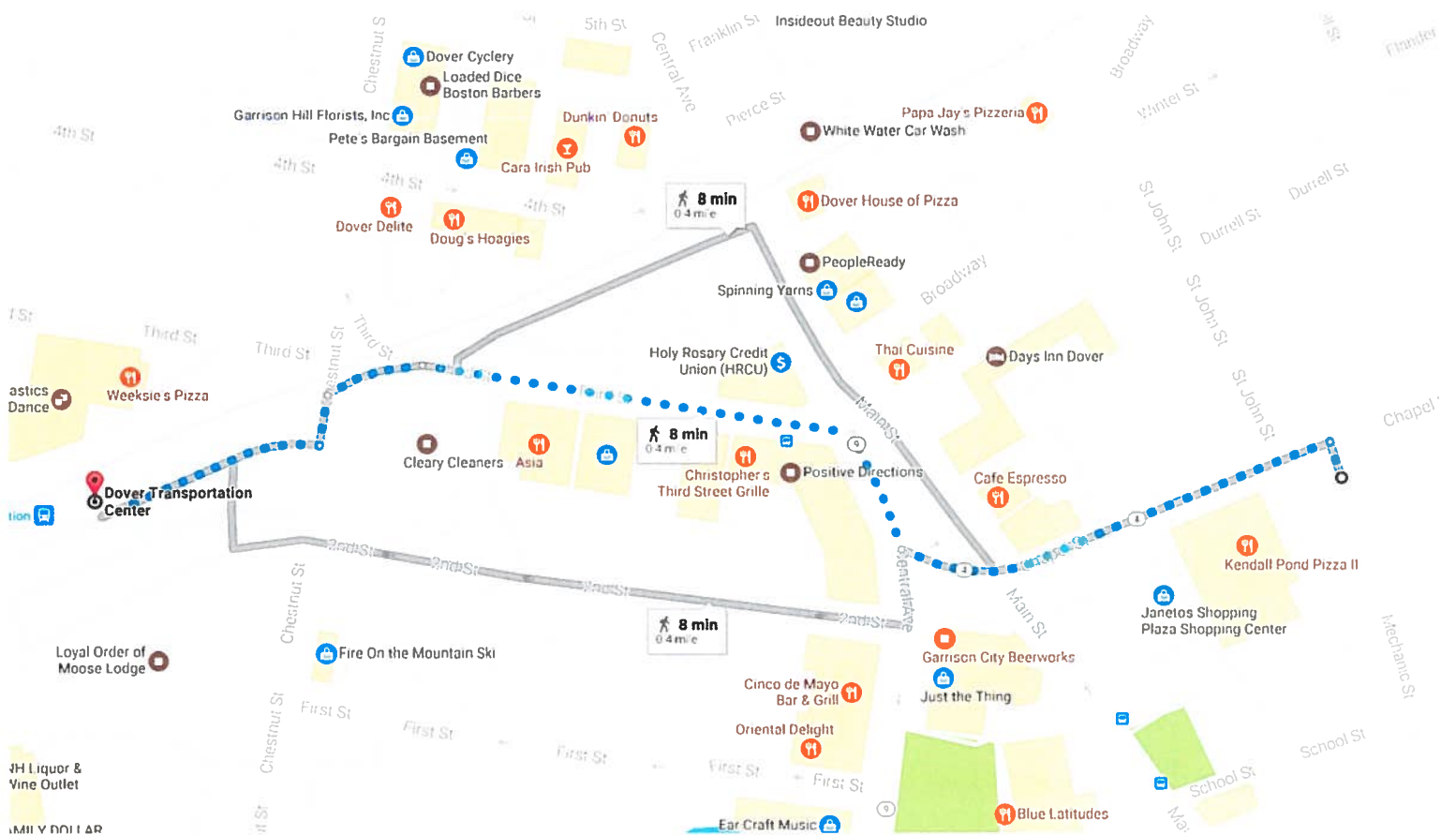


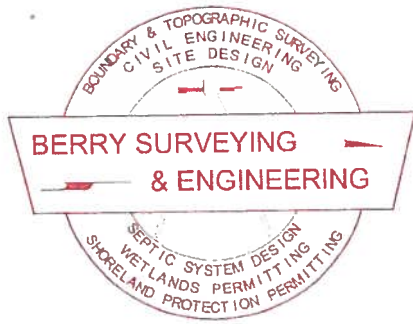
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Dover, New Hampshire

Fiscal Impact Analysis

For

Mechanic Street and Chapel Street Tax Map 24, Lots 98, 99, & 100

Changing Places, LLC
42 Dover Point Road Unit J
Dover, NH 03820

Prepared By

Berry Surveying & Engineering
335 Second Crown Point Road
Barrington, NH 03825
603-332-2863

File Number
DB2016-143

Introduction

Changing Places, LLC has submitted a mixed-use site plan for 15 residential units and 3,431 square feet of commercial space in three buildings on Tax Map 24, Lots 98, 99, 100. The design proposes the demolition of 2 existing buildings, and the construction of 3 proposed buildings, with associated parking and site improvements.

With respect to Chapter 149, we submit the following:

Attendance at Public Schools: In a study published in 2012 by New Hampshire Housing Finance Authority (NHHFA) the average rate derived for students per unit with 2 bedrooms or less in multi-family buildings is 0.05. Changing Places, LLC is proposing 15 residential units which fall into the multi-family category, all of which will have 2 or fewer bedrooms. As noted in a study submitted by the Housing Authority in March 2012, student enrollment is on the rise in Dover compared to the average around the state.

There are no outside forces due to marketing, demographic or the surrounding neighborhood to influence a higher or lower rate than provided in the NHHFA study.

Given the anticipated end user as mentioned above, offset by the known increase in enrollment specific to Dover, a rate of .08 was used in this analysis.

$$0.08 \times 15 = 1.2 \sim (2)$$

It should be noted that this number would be dispersed over entire school age system.

Increase in Vehicular Traffic: In calculating trip generation for the residential portion of this development, ITE Code 230 (Residential Condominium/Townhouse) was used. For trip generation for the commercial portion of this development, ITE Code 826 (Specialty Retail Center) was used.

Residential AM Peak Rate $\sim 0.44 \times 15$ units = **6.60T**. 17% entering and 83% exiting.

Commercial AM Peak Rate ~ 6.84 per 1,000 SF $\times 3,431$ SF = **23.47T**. 48% entering, 53% exiting.

Total AM Peak Rate $\sim$ **30.07T**. 41% entering and 59% exiting.

Residential PM Peak Rate $\sim 0.52 \times 15$ units = **7.80T**. 67% entering, 33% exiting.

Commercial PM Peak Rate ~ 5.02 per 1,000 SF $\times 3,431$ SF = **17.22T**. 56% entering, 44% exiting.

Total PM Peak Rate $\sim$ **25.02T**. 59% entering, 41% exiting.

Change in Number of Legal Residents: It is assumed that all occupants would be residents with two people per unit. 30 resident increases. (32 if children are included)

Increases in Municipal Costs: This project is proposed to be served by a private driveway. The Department of Public Works will not have the responsibility of winter or summer maintenance, or general maintenance typically required as long term expense. Expenses related to the Fire department and Police department are proposed to be the same as any typical development

project. The project site will be on public sewer and water system. It should be noted that there are impact and investment fees associated with each residential structure built within the project.

Load on Public Utilities or future demand for them: As noted above, the public utilities are limited to city sewer and water. The proposed units are to be built using the current building and energy code. The load generated by these new units is anticipated to be less demand on the system than comparable units within the neighborhood's existing housing stock.

Public Safety: The project will not have an adverse effect on public safety. Normal residential uses, similar to those of the surrounding neighborhood, are anticipated. Auto traffic safety is enhanced through the proposed widening of both Mechanic Street and Chapel Street. Restoration of existing and creation of additional sidewalks along Mechanic and Chapel Streets will improve pedestrian safety.

Changes in Tax Revenue: The existing tax rate is 26.29 dollars per thousand of value. The estimated cost of improvements is approximately \$1,800,000, generating tax revenue of at least \$47,000. Currently the assessment of the property is limited to one bar and one single family house, both in need of rehabilitation.

Changes in Surface Drainage: Please find drainage analysis submitted and presently under review by the Dover Engineering Dept. The drainage report shows a reduction in peak rates of runoff across all storm events.

Increased Consumption of Ground Water: There is no proposed increase in ground water consumption given the public water supply system.

Increased Refuse Disposal: Refuse disposal is to be handled at through private trash pickup.

Pollution of Water or Air: Given the current lack of a stormwater treatment system, the proposed underground sand filter treatment system will make an improvement by removing pollutants from the water. There are no known air quality issues related with normal multi-family uses. Uses will be similar to those currently found in the area.

Land Erosion and Loss of Tree Cover: Existing tree cover is minimal, and landscaping is proposed throughout the project site and on the City's ROW in the form of street trees. An erosion control plan and an operation and maintenance plan have been developed and are being reviewed by the Engineering Department. Much of the general character of the existing site will remain the same, preventing any major changes in the landscape, thus minimizing the risk of land erosion.

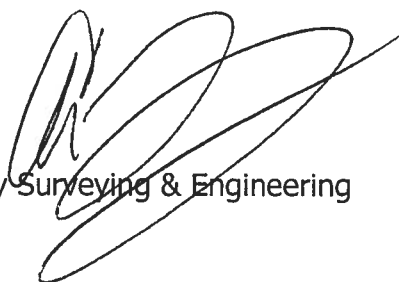
Disturbance to other aspects of the natural ecology: This project is being developed in a way that minimizes its impact to local natural ecology. Although there is a minimal increase in impervious area, there is also an increase in landscaping, thereby ensuring the natural ecology of the area remains unscathed.

Blocking Views: The proposed buildings will be similar in height to the existing buildings on site, and will not further obstruct the view enjoyed by any abutting buildings.

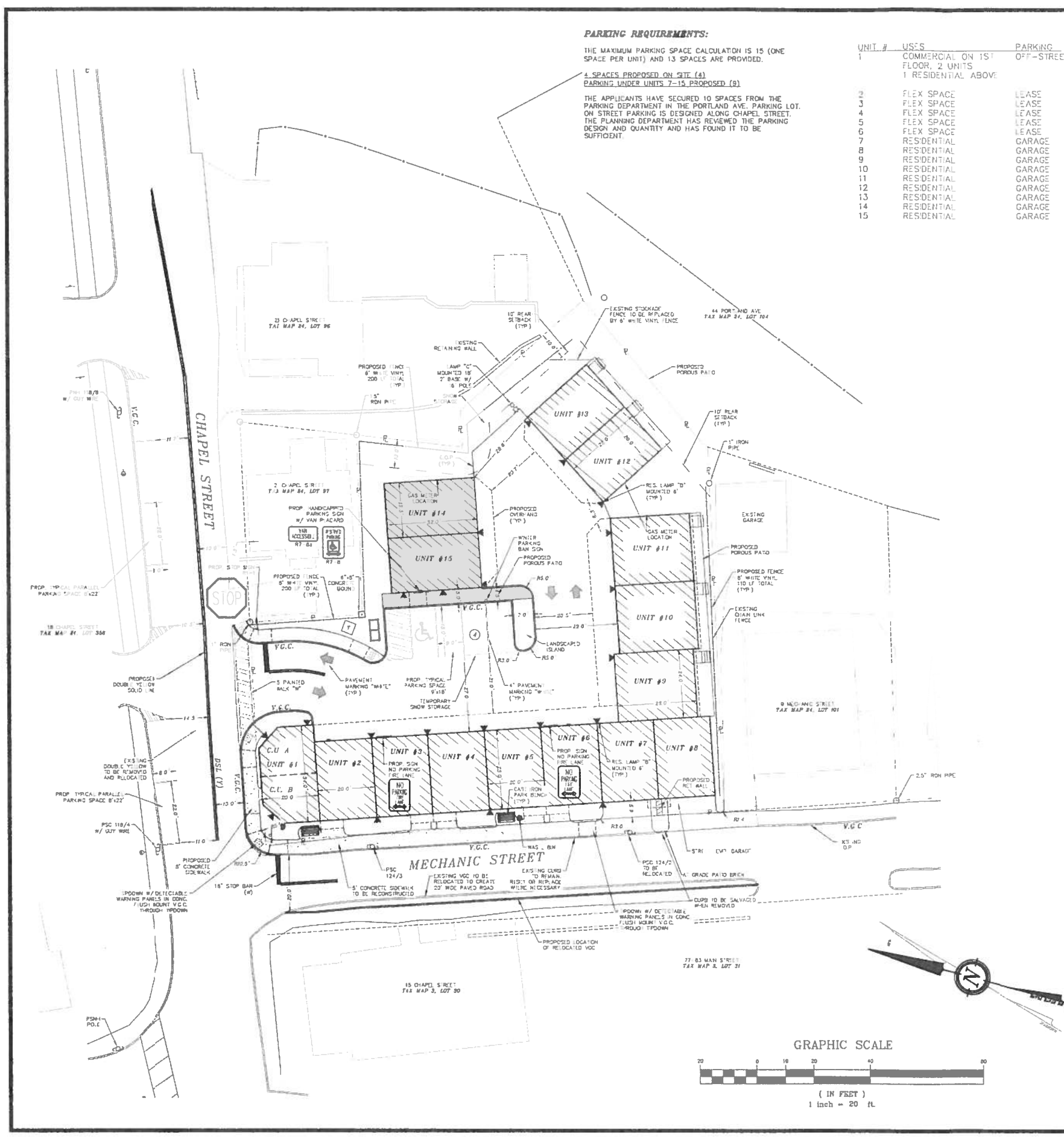
Harmony with Surrounding Developments: The surrounding properties are a mix of commercial, single family, multi-family, and duplex units. The proposed project would keep with the development style of the surrounding area.

Location of Utilities: All utilities required for this project are either at Mechanic and/or Chapel Streets, or are proposed to be private. No utilities are required to be brought to the site. All utilities will be underground to the proposed structures.

Respectfully submitted,



Berry Surveying & Engineering



PARKING REQUIREMENTS:

THE MAXIMUM PARKING SPACE CALCULATION IS 15 (ONE SPACE PER UNIT) AND 13 SPACES ARE PROVIDED.
4 SPACES PROPOSED ON SITE (4)
PARKING UNDER UNITS 7-15 PROPOSED (8)
THE APPLICANTS HAVE SECURED 10 SPACES FROM THE PARKING DEPARTMENT IN THE PORTLAND AVE. PARKING LOT. ON STREET PARKING IS DESIGNED ALONG CHAPEL STREET. THE PLANNING DEPARTMENT HAS REVIEWED THE PARKING DESIGN AND QUANTITY AND HAS FOUND IT TO BE SUFFICIENT.

UNIT #	USE	PARKING
1	COMMERCIAL ON 1ST FLOOR, 2 UNITS	OFF-STREET
2	1 RESIDENTIAL ABOVE:	
3	FLEX SPACE	LEASE
4	FLEX SPACE	LEASE
5	FLEX SPACE	LEASE
6	FLEX SPACE	LEASE
7	RESIDENTIAL	GARAGE
8	RESIDENTIAL	GARAGE
9	RESIDENTIAL	GARAGE
10	RESIDENTIAL	GARAGE
11	RESIDENTIAL	GARAGE
12	RESIDENTIAL	GARAGE
13	RESIDENTIAL	GARAGE
14	RESIDENTIAL	GARAGE
15	RESIDENTIAL	GARAGE

- NOTES:**
- THE INTENT OF THIS PLAN SET IS TO DEMONSTRATE THE SITE PLAN DESIGN OF A MIXED USE BUILDING ON MECHANIC AND CHAPEL STREETS WITH COMMERCIAL SPACE ON THE FIRST FLOOR, AND 15 RESIDENTIAL UNITS ON THE SECOND AND THIRD FLOORS.
 - CURRENT OWNER: JASON, JAMES I. & KEVIN WOOD
JOEEN FERNALD
18 GARRISON ROAD
25 OFFICE LANE
DOVER, NH 03820
 - APPLICANT: CHANGING PLACES, LLC
42 DOVER POINT ROAD, UNIT J
DOVER, NH 03820
 - THE PROJECT PARCELS ARE SHOWN AS TAX MAP 24, LOTS 98, 99, & 100 OF THE CITY OF DOVER TAX ASSESSOR'S MAPS.
 - LOT AREAS: LOT 98 - 3,017 Sq. Ft., 0.06 Ac.
LOT 99 - 5,323 Sq. Ft., 0.12 Ac.
LOT 100 - 13,908 Sq. Ft., 0.31 Ac.
 - TITLE REFERENCE FOR THE PROJECT PARCELS IS IN THE S.C.R.D. BOOK 1059, PAGE: 841
 - EXISTING IMPERVIOUS AREA ON LOT = 17,305 Sq. Ft. (77.8% OF LOT)
PROPOSED IMPERVIOUS AREA ON LOT = 17,584 Sq. Ft. (78% OF LOT)
 - EXISTING PRINCIPAL BUILDING LOT COVERAGE = 3,913 Sq. Ft. (17.6% OF LOT)
PROPOSED PRINCIPAL BUILDING LOT COVERAGE = 10,812 Sq. Ft. (48.6% OF LOT)
 - EXISTING PRINCIPAL BUILDING FRONTAGE BUILD-OUT = 45' (27.4%)
PROPOSED PRINCIPAL BUILDING FRONTAGE BUILD-OUT (MECHANIC STREET) = 187' (77.59%)
 - ZONING DIMENSIONAL AND DENSITY REQUIREMENTS ARE AS FOLLOWS:
CENTRAL BUSINESS DISTRICT (CBD) GENERAL SUB-DISTRICT
MINIMUM LOT SIZE: N/A
MINIMUM FRONTAGE: N/A
BUILDING SETBACK REQUIREMENTS:
FRONT: BUILD-TO NEIGHBORHOOD AVERAGE ± 5'
SIDE: 0 FT MIN, 24 FT MAX
REAR: 10 FT
MINIMUM LOT COVERAGE: 75 PERCENT
MINIMUM FRONTAGE BUILD-OUT: 70 PERCENT
MAXIMUM BUILDING HEIGHT: 2 STORY MIN, 5 STORY MAX
 - HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE & BELIEF, THIS PARCEL DOES NOT FALL WITHIN A FLOOD PLAIN FLOOD HAZARD REF: FEMA COMMUNITY #330145, MAP #33017003030E, DATED SEPTEMBER 30, 2015.
 - VERTICAL DATUM IS BASED ON NAVD83 ELEVATIONS. HORIZONTAL COORDINATES ARE BASED ON NAVD83 COORDINATES WERE GATHERED USING TOPCON HIPER SR SURVEY GRADE GPS RECEIVERS, WITH TOPOGRAPHY SURVEY PERFORMED BY HIS OFFICE IN DECEMBER OF 2016, WITH AN ERROR OF CLOSURE OF 1 PART IN 10,508.
 - THE BOUNDARY LINES SHOWN ON THIS PLAN ARE THE RESULT OF A CLOSED TRAVERSE PERFORMED BY THIS OFFICE IN DECEMBER OF 2016, WITH AN ERROR OF CLOSURE OF 1 PART IN 10,508.
 - AS-BUILT PLANS OF THE SITE SHALL BE SUBMITTED ON PAPER AND IN A DIGITAL FORMAT IN AUTOCAD DWG, AUTOCAD DXF, OR AN ESR FORMAT TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF PROJECT. AS-BUILT PLANS SHALL BE PREPARED AND CERTIFIED CORRECT BY A LICENSED PROFESSIONAL ENGINEER. DIGITAL FILES SHALL BE GEO-REFERENCED TO NEW HAMPSHIRE STATE PLANE COORDINATES HAD83 AND SHALL BE EXPRESSED IN FEET.
 - EXTERIOR LIGHTING SHALL BE CUT-OFF TYPE FIXTURES PER CHAPTER 149-14-E AND SHALL PROVIDE LIGHTING DIRECTED ON-SITE ONLY.
 - THE PROPOSED STRUCTURES SHALL BE SERVED BY SPRINKLER SYSTEMS AS REQUIRED UNDER CHAPTER 109-30 OF THE CODE OF THE CITY OF DOVER AND THE 2009 STATE BUILDING CODES.
 - 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.
 - 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 NEW ON-SITE UTILITIES SHALL BE INSTALLED UNDERGROUND, UNLESS OVERHEAD UTILITIES ALREADY EXIST.
 - THE SUBJECT PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
 - ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO APPLICABLE CITY AND STATE CODES.
 - BACKFLOW PREVENTERS SHALL BE PROVIDED FOR BOTH FIRE AND DOMESTIC WATER LINES.
 - ALL EROSION CONTROL NOTES SHALL INCLUDE PROVISIONS FOR CONSTRUCTION SEQUENCING, TEMPORARY EROSION CONTROL MEASURES AND PERMANENT STANDARDS SUCH AS: OAM SPREAD RATE FOR DISTURBED AREAS, RATES OF LIMF, TYPE AND RATES FOR FERTILIZER AND SEED AND MULCH MIXTURE WITH RATES OF APPLICATION.
 - THE OWNER OF RECORD SHALL RECORD A FIELD REGISTRY OF DEEDS DOCUMENTATION SUFFICIENT TO PROVIDE NOTICE TO ALL PARTIES THAT MAY ACQUIRE ANY PROPERTY SUBJECT TO THE REQUIREMENTS AND RESPONSIBILITIES DESCRIBED IN THE APPROVED STORMWATER MANAGEMENT PLAN. THE NOTICE SHALL COMPLY WITH THE APPLICABLE REQUIREMENTS FOR RECORDING CONTAINED IN RSA 477-A:47B. THE NOTICE NEED NOT SET FORTH THE REQUIREMENTS AT LENGTH, SO LONG AS IT IS SUFFICIENT TO PROVIDE NOTICE TO PROSPECTIVE PURCHASERS TO THE REQUIREMENTS FOR MAINTENANCE AND REPORTING.
 - THE LIMITS OF CONSTRUCTION DISTURBANCE THAT ARE LOCATED IN OR WITHIN THE 50 FT OF CONSERVATION AND WETLAND DISTURBANCE SHALL BE STAKED, FLAGGED AND CLEARLY IDENTIFIED PRIOR TO ANY AERIAL DISTURBING ACTIVITY OCCURS.
 - ALL TREATMENT SWALES TO BE CONSTRUCTED SHALL HAVE SOD BOTS.
 - A LETTER OF CREDIT FOR THE COST OF REVEGETATING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED, AND APPROVED CONSTRUCTION SIGN INSTALLED, PRIOR TO ANY EARTH DISTURBING ACTIVITY OCCURS.
 - 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 OFFICE AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
 - THE PROPOSED USE FOR THE SITE IS MIXED USE COMMERCIAL/RESIDENTIAL.
 - THIS PLAN PROPOSES APPROXIMATELY 24,000 SQ. FT. OF DISTURBANCE.
 - CALL DIG SAFE PRIOR TO BEGINNING WORK (1-888-344-7233)
 - 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 SCALED DIMENSIONS ARE USED. IN THE EVENT OF A CONFLICT BETWEEN THIS PLAN SET AND ANY OTHER DRAWINGS AND/OR SPECIFICATIONS, THE CONTRACTOR SHALL BE NOTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. THE CONTRACTOR IS TO CONFIRM ALL ELEVATIONS. CONFLICTS WILL BE REPORTED TO THE DESIGN ENGINEER PRIOR TO CONSTRUCTION.
 - SNOW STORAGE AREAS ARE AS SHOWN ON THIS SITE PLAN. EXCESS SNOW WILL BE REMOVED FROM THE SITE AND DISPOSED OF IN A QUALIFIED LOCATION.
 - CONDITIONAL USE PERMITS HAVE BEEN REQUESTED FOR THE FOLLOWING:
PRINCIPAL BUILDING COVERAGE LESS THAN 75%
RESIDENTIAL USE ON THE FIRST FLOOR
A WAIVER TO PAVEMENT WITHIN 5' OF A BOUNDARY LINE IS REQUESTED
A WAIVER TO THE LIGHTING WITHIN THE CHAPEL AND MECHANIC STREET IS REQUESTED.
 - TRASH REMOVAL IS TO BE PRIVATE AND WILL BE DONE VIA TOTES SYSTEM.
 - THERE IS TO BE NO OUTSIDE GRILLING WITHIN THIS PROJECT.
 - FINAL BUILDING PLANS ARE TO COORDINATE WITH THE FIRE DEPARTMENT PRIOR TO THE ISSUANCE OF A BUILDING PERMIT. THE FDC WILL BE ON THE FRONT OF ALL BUILDINGS AND WILL BE CLEAR OF OBSTACLES AND PARKING. FDC WILL BE LOCATED WITHIN A SIGN.
 - THE PROJECT SITE IS TO BE ACCESSIBLE IN ALL WEATHER CONDITIONS AT ALL TIMES DURING CONSTRUCTION AND YEAR ROUND.
 - GAS LINES AND METER LOCATIONS ARE TO BE COORDINATED WITH UNITS AND THE CITY OF DOVER BUILDING DEPARTMENT.

DOVER PLANNING #17-11

#1

3-20-17

REVISION

DATE

MINOR REVISIONS PER TRC NOTES

DESCRIPTION

PROPOSED SITE PLAN

LAND OF

JASON, JAMES I. & KEVIN WOOD & JOEEN FERNALD

CHANGING PLACES, LLC

MECHANIC AND CHAPEL STREETS

DOVER, NH

TAX MAP 24, LOTS 98, 99, 100

BERRY & SONS SURVEYING & ENGINEERING

335 SECOND CROWN POINT ROAD

BARRINGTON, NH 03825 (603) 332-2883

SCALE: 1 IN. EQUALS 20 FT.

DATE: FEBRUARY 7, 2017

FILE NO.: DB 2016-143

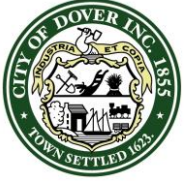
STATE OF NEW HAMPSHIRE

KENNETH A. BERRY

No. 14243

PROFESSIONAL ENGINEER

SHEET 4 OF 21



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-29

Application Type: Conditional Use Permit
Applicant(s): Changing Places, LLC
Owner(s): Jason Wood, et al
Location: 21 Mechanic (Tax Map 24, Lots 98, 99, 100)
Meeting Date: April 25, 2017

INTENT: To obtain a Conditional Use Permit to allow a minimum building coverage less than 75% and a minimum frontage build-out less than 70%.

LOTS/UNITS PROPOSED:
6 commercial units, 15 residential units

AGENDA ITEM #: 4-E

ACREAGE: 0.51 acres

ZONING DISTRICT:
Central Business District (CBD) – General Sub-District

EXISTING LAND USE:
Commercial

PROPOSED LAND USE:
Commercial/Residential

SURROUNDING LAND USE: Vacant, residential, and commercial

ZBA ACTION: None

ATTACHMENT:
Conditional Use Permit application, narrative, and TRC minutes from 2/23/17 and 3/30/17

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:
None

CUPs REQUESTED:
-Non-commercial use on Ground Floor of units 7-11
-Minimum frontage build-out and minimum lot coverage

Summary of Request and Background

The applicant proposes to construct 6 commercial and 15 residential units with a total building area of 26,805 s.f. spread between the 3 buildings and 24 parking spaces within the 7,267 s.f. paved area. The project proposes a layout to utilize 43.46% of the total lot size and a frontage build out of 43.81% on Chapel Street.

The applicant appeared before the Technical Review Committee on February 23, 2017 and March 20, 2017 (minutes are attached).

Planning Staff has reviewed the parking and find the number provided is acceptable.

Consistency with Land Use Regulations

The CBD-General Overlay table requires a minimum lot coverage of 75% and a minimum frontage build out of 70%. Since the applicant is not proposing a building which meets those requirements, a Conditional Use Permit is required. If this property were in any other zone, a variance would be required, however the CBD reliefs are provided by the Planning Board, rather than the Zoning Board.

Chapter 170-20-B(1) of the City Code states that conditional use approval for relief from the standards may be granted by the Planning Board provided that the proposed project complies with the following standards:

- (a) That both public and private BUILDINGS and landscaping shall contribute to the physical definition of RIGHTS OF WAY as CIVIC SPACES.
- (b) That development shall adequately accommodate automobiles, while respecting the pedestrian and the spatial form of public areas.
- (c) That the design of STREETs and BUILDINGS shall reinforce safe environments, but not at the expense of accessibility.
- (d) That architecture and landscape design shall grow from local climate, topography, history, and BUILDING practice.
- (e) That BUILDINGS shall provide their inhabitants with a clear sense of geography and climate through energy efficient methods.
- (f) That CIVIC BUILDINGS and public gathering places shall be provided as locations that reinforce community identity and activity.
- (g) That CIVIC BUILDINGS shall be distinctive and appropriate to a role more important than the other BUILDINGS that constitute the fabric of the city.
- (h) That the preservation and renewal of historic BUILDINGS shall be facilitated.
- (i) That the harmonious and orderly evolution of urban areas shall be advanced by the proposed BUILDING and/or use.

Considering the justification provided in the applicant's letter dated April 13, 2017, the Conditional Use Permit request meets these requirements.

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the Conditional Use Permit with the following conditions:

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

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).

Mechanic Street

**Property Information**

Property ID 24100-000000
Location 15 MECHANIC ST
Owner WOOD JASON & JAMES III & KEVIN &



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

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

Parcels updated 03/20/2017
Properties updated 04/20/2017

RECEIVED
Planning Office

APR 18 2017

**City of Dover, New Hampshire**
CONDITIONAL USE PERMIT APPLICATION

Dover, New Hampshire

[Revision Date: August 16, 2016]

Office Use Only

Project #:

P17-29

Date Received: _____

Amount Paid: _____

Time Received: _____

APPLICANT AND OWNER INFORMATIONName of Applicant: CHANGING PLACES LLC Telephone # 1-978-375-3390Address of Applicant: 42J DOVER POINT ROAD, DOVER, NHE-Mail Address: changingplacesllc@gmail.comName of Property Owner (if different from applicant): _____ Telephone # _____
JASON WOOD EXECUTORAddress of Property Owner: 25 TOFTREE LANE, DOVER, NH**PROPERTY INFORMATION**Assessor's Map # 24 Lot(s) # 98, 99, 100Address of Property: 21 MECHANIC STREETZoning District(s) CBD Overlay District(s) _____Existing Use of Property: JIMMY'S SPORTS BAR**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 | ☐ Heritage Residential District |

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

MINIMUM LOT COVERAGE LESS THAN 75%MINIMUM BUILD OUT FRONTAGE LESS THAN 70%

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: _____

NHDES Sewer Extension Permit

Name of Professional That Prepared Plans: Kenneth A. Berry, PE, LLS (Berry Surveying & Engineering)Address 335 SECOND CROWN POINT ROAD Telephone #: 332-2863
BARRINGTON, NH 03825Professional License #: PE 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.

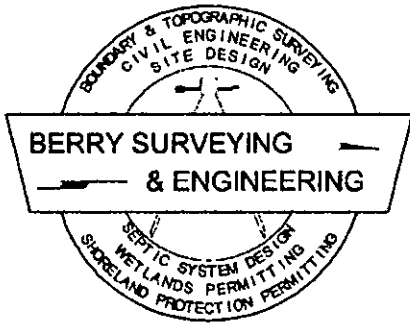
Signature of Property Owner: Jason Wood, Executor dotloop verified
04/16/17 9:14PM EDT
EWQM-MSWU-L237-E1KG Date: 04/14/2017

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

Signature of Agent: [Signature] Date: _____**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: Jason Wood, Executor dotloop verified
04/16/17 9:14PM EDT
BNJC-55ON-VX6G-WZGY Date: 04/14/2017



BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

www.BerrySurveying.Com

April 13, 2017

City of Dover Planning Board

288 Central Ave

Dover, NH 03820

RECEIVED
Planning Office

APR 20 2017

Dover, New Hampshire

RE: Proposed mixed-use development
Chapel & Mechanic Street
Conditional Use Permits

Mr. Chairman and Members of the Dover Planning Board,

Pursuant to Zoning Regulations (Chapter 170-20 B,) Berry Surveying & Engineering (BS&E,) on behalf of Changing Places, LLC, respectfully requests the City of Dover Planning Board to approve the following Conditional Use Permits:

- Minimum Lot Coverage less than 75%
- Minimum Frontage Build-out less than 70% (Chapel Street)

1. Identification & Justification of Conditional Use Permits

Dimensional regulations in the general sub-district of the Central Business District (CBD) require a minimum lot coverage of 75%, and a minimum frontage build-out of 70%.

- The project proposes a layout that utilizes 43.46% of the total lot size. The applicant did review one larger building on the project site with a parking facility at or below grade, however due to the irregular shape of the lot, and the suspected poor sub soils, this layout or design would not work for this project site. As a historical note, this area has been prone to filling over the years, which started with the filling of the low point along the Chapel Street extension. The applicants have worked hard with the Assistant City Manager to enhance the building street scape on Mechanic and Chapel to offset the lack of total coverage. The applicants have also enhanced the architectural features of the minor buildings on site to increase the building coverage to the maximum extent possible and still meet the required fire lane widths. It should be noted that the proposal more than doubles the existing building coverage, and in doing so creates a nice street scape, redevelops an open lot which is in general disrepair, and creates commercial space in an area of the city which has none, and creates desirable housing in an area of the city where there is high demand. Though the coverage is not met, the objectives of the CBD are.

- The applicants are proposing that the frontage build out on Chapel Street be 43.81% where 70% is required whereas an access way to the rear of the site is required.

Below we show the project's compliance with the standards required to grant a Conditional Use Permit, and we provide justification for its approval.

2. Compliance with the following standards

- a) That both public and private buildings and landscaping shall contribute to the physical definition of rights of way as civic spaces.
 - **The existing lot is open and contains two buildings generally set back from the right of way line. The project proposes to reconstruct the sidewalk, construct a building along the right of way lines, and create a private entrance to the rear of the site. The frontage build-out is adorned with landscaping, benches, public refuse disposal, ADA accessibility, and a general mix of commercial and residential scenery and uses, this creates the public/civic space that the neighborhood is currently lacking. The rear of the project is largely residential, open, and creates private space for the residents as well as the rear entrances to the commercial spaces.**
- b) That development shall adequately accommodate automobiles, while respecting the pedestrian and the spatial form of public areas.
 - **The project site adequately accommodated automobiles and the minimum parking demand for the site. It provides the development of internal walks, and the connectivity and reconstruction of external public walks. Additional on street parking is being developed, and the use of public parking facilities has already been secured.**
- c) That the design of streets and buildings shall reinforce safe environments.
 - **The design proposes vertical granite curb, new walks, appealing architecture, landscaping, public facilities, fresh street overlay and subtle lighting, which all create and reinforce a safe environment, which, in our opinion, is superior to the "unfinished" look the corner currently has.**
- d) That architecture and landscape design shall grow from local climate, topography, history, and building practice.
 - **The use of townhouse style construction keeps the vertical massing on par with the abutting multi family structures. The well place brick portions tie the two abutting structures to this corner.**



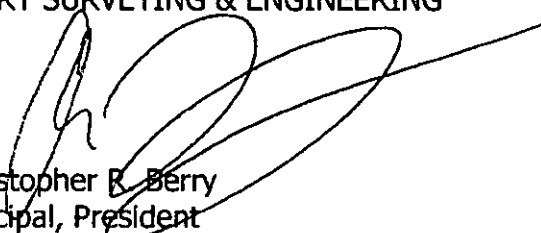
BERRY SURVEYING & ENGINEERING
335 Second Crown Pt. Rd., Barrington, NH 03825
(603) 332-2863 / (603) 335-4623 FAX
www.BerrySurveying.Com

- e) That buildings shall provide their inhabitants with a clear sense of geography and climate through energy efficient methods.
 - **The space created at front and rear of the site creates a clear sense of geography. Innovative LID devices are incorporated into the design, and the construction of a new building with its energy efficiencies create a forward thinking climate.**
- f) That civic buildings and public gathering places shall be provided as locations that reinforce community identity and activity.
 - **These spaces are provided throughout the project site, while the site is just offset from Central Ave.**
- g) That civic buildings shall be distinctive and appropriate to a role more important than the other buildings that constitute the fabric of the city.
 - **An updated and rehabilitated project site will clearly be distinctive, and cement its place as a prominent civic building.**
- h) That the preservation and renewal of historic buildings shall be facilitated.
 - **The buildings on site are not historic in nature.**
- i) That the harmonious and orderly evolution of urban areas shall be secured through the adoption of these regulations.
 - **The harmonious and orderly evolution of the urban area is secured in a profound way through the rehabilitation a generally vacant existing project site.**

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

Respectfully Submitted,

BERRY SURVEYING & ENGINEERING


Christopher R. Berry
Principal, President

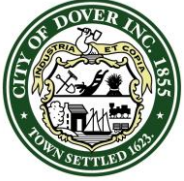


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CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-30

Application Type: Conditional Use Permit
Applicant(s): Changing Places, LLC
Owner(s): Jason Wood, et al
Location: 21 Mechanic (Tax Map 24, Lots 98, 99, 100)
Meeting Date: April 25, 2017

INTENT: To obtain Conditional Use Permit to allow a non-commercial use (residential garage) on the ground floor of units 7-11 in the Central Business District.

LOTS/UNITS PROPOSED:
6 commercial units, 15 residential units

AGENDA ITEM #: 4-F

ACREAGE: 0.51 acres

ZONING DISTRICT:
Central Business District (CBD) – General Sub-District

EXISTING LAND USE:
Commercial

PROPOSED LAND USE:
Commercial/Residential

SURROUNDING LAND USE: Vacant, residential, and commercial

ZBA ACTION: None

ATTACHMENT:
Conditional Use Permit application, narrative, and TRC minutes from 2/23/17 and 3/30/17

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:
None

CUPs REQUESTED:
-Non-commercial use on Ground Floor of units 7-11
-Minimum frontage build-out and minimum lot coverage

Summary of Request and Background

The applicant proposes to construct 6 commercial and 15 residential units with a total building area of 26,805 s.f. spread between the 3 buildings and 24 parking spaces within the 7,267 s.f. paved area. The project proposes only a portion of the ground floor to be commercial and the rest to be residential garages.

The applicant appeared before the Technical Review Committee on February 23, 2017 and March 20, 2017 (minutes are attached).

Planning Staff has reviewed the parking and find the number provided is acceptable.

Consistency with Land Use Regulations

The CBD-General Overlay table prohibits residential units on the ground floor except in an existing use. Since the applicant is not proposing a building which meets those requirements, a Conditional Use Permit is required.

Chapter 170-20-B(2) of the City Code states that conditional use approval for relief from the use standards may be granted by the Planning Board provided that the proposed project complies with the following standards:

- (a) The requested use shall be compatible with abutting uses and the surrounding NEIGHBORHOOD.
- (b) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.
- (c) The requested use will not result in objectionable noise or odor which would constitute a NUISANCE

STAFF RECOMMENDATION:

The Planning Department recommends that the Planning Board accept the application, hold the public hearing, and approve the Conditional Use Permit with the following conditions:

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

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).

Mechanic Street

**Property Information**

Property ID 24100-000000
Location 15 MECHANIC ST
Owner WOOD JASON & JAMES III & KEVIN &

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

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

Parcels updated 03/20/2017
Properties updated 04/20/2017

APR 18 2017



City of Dover, New Hampshire

CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2016]

Office Use Only

Project #:

P17-30

Date Received:

Amount Paid:

Time Received:

APPLICANT AND OWNER INFORMATIONName of Applicant: CHANGING PLACES LLC Telephone # 1-978-375-3390Address of Applicant: 42J DOVER POINT ROAD, DOVER, NHE-Mail Address: changingplacesllc@gmail.comName of Property Owner (if different from applicant): JASON WOOD EXECUTOR Telephone # _____Address of Property Owner: 25 TOFTREE LANE, DOVER, NH**PROPERTY INFORMATION**Assessor's Map # 24 Lot(s) # 98, 99, 100Address of Property: 21 MECHANIC STREETZoning District(s) CBD Overlay District(s) _____Existing Use of Property: JIMMY'S SPORTS BAR**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 | ☐ Heritage Residential District |

Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:
Commercial on the first floor (portion of project)

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: _____

NHDES Sewer Extension Permit

Name of Professional That Prepared Plans: Kenneth A. Berry, PE, LLS (Berry Surveying & Engineering)

Address 335 SECOND CROWN POINT ROAD Telephone #: 332-2863
BARRINGTON, NH 03825

Professional License #: PE 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: Jason Wood, Executor dotloop verified
04/16/17 9:14PM EDT
EWQM-M5WU-L237-E1KF Date: 04/14/2017

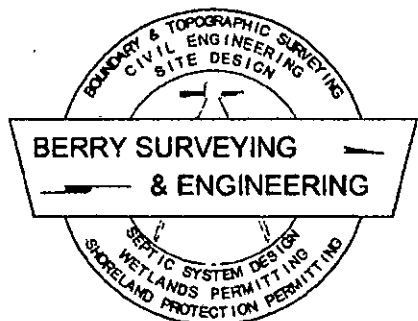
Signature of Applicant (if different from owner): _____ Date: _____

Signature of Agent: [Signature] Date: _____

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: Jason Wood, Executor dotloop verified
04/16/17 9:14PM EDT
8NJC-550N-VX6G-WZGY Date: 04/14/2017



BERRY SURVEYING & ENGINEERING

335 Second Crown Point Road

Barrington, NH 03825

Phone: (603) 332-2863

Fax: (603) 335-4623

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April 13, 2017

City of Dover Planning Board
288 Central Ave
Dover, NH 03820

RECEIVED
Planning Office

APR 20 2017

RE: Proposed mixed-use development
Chapel & Mechanic Street
Conditional Use Permit

Dover, New Hampshire

Mr. Chairman and Members of the Dover Planning Board,

Pursuant to Zoning Regulations (Chapter 170-20 B,) Berry Surveying & Engineering (BS&E,) on behalf of Changing Places, LLC, respectfully requests the City of Dover Planning Board to approve the following Conditional Use Permit:

- Commercial on 1st floor (portion of project)

1. Identification & Justification of Conditional Use Permits

Use standards in the general sub-district of the Central Business District (CBD) state that commercial activities are located on the ground floor, and residential activity is now.

- Units 9-15 are interior to the project site and are not well suited for commercial use. Units 7 & 8 were designed with attractive garage doors to tie this building with the abutting residential buildings. The build-out on the remainder of the street frontage is much better suited for commercial use, which is the intent and design of the zone. With the larger fronting building along the street frontage, it creates a nice residential space to the rear.

Below we show the project's compliance with the standards required to grant a Conditional Use Permit, and we provide justification for its approval.

2. Compliance with the following standards

- a) The requested use shall be compatible with abutting uses and the surrounding neighborhood.
 - **The requested use is compatible with neighboring uses. First floor residential is only proposed where it is adjacent to existing residential units, both on Mechanic Street and**

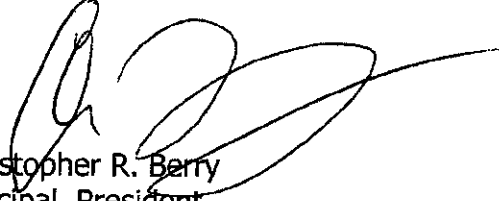
at the rear of the property. The proposed commercial spaces are outward facing toward Dover's downtown area.

- b) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.
 - **Based on the submitted traffic study, the proposed use will see a reduction in total traffic from the existing use. Pedestrian safety is being greatly enhanced with the proposed sidewalk on Chapel Street, and the addition of detectable warning panels and tip-downs, bringing the Mechanic/Chapel intersection into compliance with ADA standards. Additionally, a portion of the Mechanic Street sidewalk will be replaced.**
- c) The requested use will not result in objectionable noise or odor which would constitute a nuisance.
 - **The requested use will not result in any objectionable noise or odors, as we are proposing standard residential and commercial uses.**

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

Respectfully Submitted,

BERRY SURVEYING & ENGINEERING


Christopher R. Berry
Principal, President



BERRY SURVEYING & ENGINEERING

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

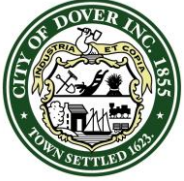
(603) 332-2863 / (603) 335-4623 FAX

www.BerrySurveying.Com

ABUTTER LIST: P17-11/P17-29/P17-30 CHANGING PLACES, LLC

JASON, KEVIN & JAMES J WOODS III/ FOLEEN FERNALD 21 MECHANIC STREET

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
24104-000000	44 PORTLAND AV	44 PORTLAND AVE LLC		42 J DOVER POINT RD	DOVER	NH	03820
03049-000000	6 ST JOHN ST	ASH STREET REALTY TRUST	BUCK STEPHEN M TRUSTEE	20 STONEGATE LN	WOLFEBORO	NH	03894
24051-000000	11 13 DURRELL ST	AVIEZRI NATAN & KLEIN DEBRA TRUSTEES	AVIEZRI NATAN AND KLEIN D REV TRUSTS	P O BOX 4217	PORTSMOUTH	NH	03802-4217
24103-000000	13 MECHANIC ST	BARRETT JAMES M		17 COOMBS RD	SOMERSWOTH	NH	03878
24102-000000	5 7 MECHANIC ST	BARROWS JEREMY		5 MECHANIC ST	DOVER	NH	03820-3507
03031-000000	77 83 MAIN ST	BIG J REALTY INC		161 CLEMENT ROAD	ROLLINSFORD	NH	03869
03026-000000	SCHOOL ST	CITY OF DOVER		288 CENTRAL AVE	DOVER	NH	03820
03045-000000	10 CHAPEL ST	COCHeco MILLS HOLDINGS LLC		3 PENSTOCK WAY	NEWMARKET	NH	03857-4416
24056-000000	18 CHAPEL ST	DOVER HOUSING AUTHORITY		62 WHITTIER STREET	DOVER	NH	03820
03030-000000	15 CHAPEL ST	EPARCHY OF ST MARON		PO BOX 2210	DOVER	NH	03821-2210
03047-000000	4 ST JOHN ST	GIEGENGACK JONATHAN		60 WIBIRD ST	PORTSMOUTH	NH	03801-5038
24101-000000	9 11 MECHANIC ST	HARRELL ROBERT L		64 AUSTIN ST #2	PORTSMOUTH	NH	03801
24060-A00000	60 PORTLAND AV	HOLGATE LIMITED PARTNERSHIP		130 CENTRAL AVE	DOVER	NH	03820
24096-000000	25 27 CHAPEL ST	LADERBUSH GEORGE R &	LADERBUSH BONNIE J	25 CHAPEL STREET	DOVER	NH	03820
03046-000000	12 CHAPEL ST	MOREAU JULES		12 CHAPEL STREET	DOVER	NH	03820
24060-B00000	30 CHAPEL ST	TENARU INVESTMENTS LLC		17 ATLANTIC AVE	NORTH HAMPTON	NH	03862
24097-000000	21 23 CHAPEL ST	VACCARO RALPH D & PRANEE &	VACCARO DAVID M	800 BANFIELD RD	PORTSMOUTH	NH	03801
		KENNETH A BERRY, PE, LLS	BERRY SURVEYING & ENGINEERING	335 SECOND CROWN POINT RD	BARRINGTON	NH	03825
		CHANGING PLACES, LLC		42 DOVER POINT RD, SUITE J	DOVER	NH	03820
		JASON, KEVIN & JAMES J WOODS III	JOLEEN FERNALD	18 GARRISON RD	DOVER	NH	03820



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-23

Application Type: Conditional Use Permit
Applicant: Christi Haffner
Owner: Christi Haffner
Location: 45 Boston Harbor Road (Tax Map 7, Lot 17-A)
Meeting Date: April 25, 2017

INTENT: To obtain a Conditional Use Permit to replace an existing single family house and reconfigure driveway and parking within the 100 ft. Conservation District adjacent to the tidal Little Bay.

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 4-G

ACRES: 0.15 acres

ZONING DISTRICT: R-20

EXISTING LAND USE: Residential

SURROUNDING LAND USE:
Residential and Little Bay

PROPOSED LAND USE: Residential

ZBA ACTION: A variance for a build-to-line is being requested at the April 20th ZBA meeting

ATTACHMENTS: Conditional Use Permit plan, application, narrative, and 4/10 Conservation Commission minutes

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED:

-Dover CUP
-NH DES Wetlands Permit

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant is requesting a Conditional Use Permit to replace an existing house and reconfigure a driveway and parking within the 100 ft. Conservation District adjacent to the tidal Little Bay. The proposed house is no closer to the bay than the existing house and is in line with adjacent houses.

The Conservation Commission endorsed the application at their April 10, 2017 meeting (minutes attached).

The Zoning Board of Adjustment will review the variance for the build-to-line at their April 20th meeting. Staff will provide the Planning Board with the Zoning Board's decision at the meeting.

Consistency with Land Use Regulations

The Conservation District ordinance provides for Conditional Use Permits to allow impacts to land within 100 feet of a tidal river 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 the public hearing and should the Zoning Board grant the variance, vote to approve the Conditional Use Permit with the following conditions:

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

1. The applicant revise the CUP plan to indicate the correct Planning File Number (P17-23)
2. The applicant and owner sign the final plan set.
3. The Professional Engineer sign and stamp the final plan set.
4. Applicant must submit a copy of the NH DES Wetlands Permit to the Planning Department
5. Applicant must pay balance of outstanding fees to the Planning Department.

45 Boston Harbor Road

**Property Information**

Property ID 07017-A00000
Location 45 BOSTON HARBOR RD
Owner HAFFNER CHRISTI S

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

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

Parcels updated 03/20/2017
Properties updated 04/20/2017



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, April 10, 2017
Meeting Time: 5:30 pm

MEMBERS PRESENT: Tristan Donovan (Vice-Chair), Michael Joyce, Amy Kramer-Perry, Steve Fellows

STAFF PRESENT: Steve Bird (City Planner)

OTHERS PRESENT: Kristen Murphy, Anna Boudreau, Steve Riker, Chris Berry

The meeting was convened by Acting Chair Donovan at 5:32 PM and a roll call was done.

1. APPROVAL OF THE PRIOR MEETING MINUTES

Joyce moved to approve the March 13, 2017 minutes, Fellows seconded. Vote: Unanimous

2. OLD BUSINESS: NONE

3. NEW BUSINESS:

- A. Presentation by Kristen Murphy, Dover Open Lands Committee, on the Woodman Park Elementary School Bird Feeder Watch Program, a NH Association of Conservation Commissions Program.

Kristen Murphy, OLC member, was present to explain the project.

Murphy: Anna Boudreau, OLC Chair is also here tonight. We received a grant to fund this program. The project developed a community connection with the school. I worked with Jill Sears, a 4th grade teacher at Woodman Park School. We installed three bird feeders in three different habitat areas. The students used coloring books for bird species and they observed and tallied the birds observed. Students learned the scientific method, and used math and writing skills. We would like to expand this to other schools if we can get volunteers. We displayed the results at a Parents Night.

Fellows and Kramer-Perry expressed an interest in volunteering in the future.

- B. NHDES Minor Impact Wetlands Permit and City of Dover Conditional Use Permit for Christi Haffner, Assessor's Map 7, Lot 17-A, zoned R-20, located 45 Boston Harbor Road.

Steve Riker was present to explain the proposal to replace an existing single family house and reconfigure a driveway and parking within the 100 foot Conservation District adjacent to the tidal Little Bay. House is in rough shape. A variance is needed for the house location due to the front build to line. One driveway will be pervious blocks and we will use a stone apron drip edge. House footprint is slightly larger. The bottom floor will contain as apartment. The wetlands permit has been filed with DES. The house location lines up with adjacent house to each side.

Donovan: Did you consider making the smaller driveway pervious also?

Riker: We discussed it but in the end it was an economic decision for the owner.

Perry: Is the proposed house similar in height to the neighbors.



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, April 10, 2017
Meeting Time: 5:30 pm

Riker: Yes it is.

Bird: Just want to clarify that it is an Accessory Dwelling Unit not an apartment and that there are some older and smaller camps in the area but many have been replaced with larger houses.

Joyce made a motion to endorse the NHDES Wetlands Permit application and the City of Dover CUP, Kramer-Perry seconded. Vote: Unanimous

- C. Preliminary concept plan discussion with Chris Berry for 262 Dover Point Road, Assessor's Map L, Lot 98, zoned R-20, owned by Carabelas Realty Trust. Potential steep slope and wetland impacts.

Chris Berry was present to explain the preliminary proposal to build a new subdivision road that impacts wetlands, buffers and steep slopes. I am looking for input before the design is final. It is a 12 lot subdivision with a private road. The steep slopes impacts are primarily man-made slopes due to brick making. We want to impact a 670 square foot wetlands that is in the middle of a lot by making it into a gravel wetland to handle storm water runoff.

Donovan confirmed that he had not spoken with DES yet about the wetland impact.

Bird confirmed that the lots would be served by municipal sewer.

Donovan: We have supported similar wetland impacts if you demonstrate due diligence.

Bird: You could reduce the driveway width by using sprinklers in the houses.

Berry: Yes that may be addressed at TRC.

Joyce: Are there alternatives to the wetlands impact?

Berry: We could do a gravel wetland near the wetland in the buffer.

The Conservation Commission would be interested in doing a site walk on the property.

4. REPORT FROM THE CHAIR

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

1. Letter from Ambit Engineering to DES responding to a request for more information for Wetlands Permit for the Fritz's at 33A Boston Harbor Road.
2. Letter from DES to Adam Fogg of 25 Nute Road closing an enforcement action for a foundation drain pipe in the tidal buffer zone.

5. OTHER BUSINESS:

Bird stated that Brian Sullivan was appointed as a volunteer to serve on a steering committee for the new Climate Adaptation chapter of the master plan.

6. ADJOURNMENT

The Chair declared the meeting adjourned at 6:35 pm.



AMBIT ENGINEERING, INC. CIVIL ENGINEERS AND LAND SURVEYORS
200 Griffin Road, Unit 3, Portsmouth, NH 03801 Phone (603) 430-9282 Fax 436-2315

27 March 2017

Kirt Schuman, Chair
Dover Planning Board
288 Central Avenue
Dover, NH 03820

RECEIVED
Planning Office

MAR 27 2017

Dover, New Hampshire

**RE: Conditional Use Permit Application
Residential Structure Replacement
Tax Map 7, Lot 17-A
45 Boston Harbor Road
Dover, NH**

Dear Kirt,

This letter transmits a City of Dover Conditional Use Application for construction under the City of Dover Zoning Ordinance *Article VIII, Section 170-27* for work within the Conservation District and the Wetland Protection District respectively. It is our understanding that the applicant will need a Conditional Use Permit from the City of Dover for the proposed project.

The project proposes to tear down and replace the existing residential structure within the same footprint to the greatest extent practicable. According to the City of Dover Tax Assessment database, the existing house was constructed in 1930 and is in disrepair (Please see attached photo log).

Other site improvements include addition of a pervious paver parking area to a pervious paver technology, and reconfiguration of the driveway on the lot. The proposal will result in an addition of 231 square feet of impervious surface on the lot (25.9% to 29.2%), however; this proposal includes a stone drip apron around the proposed structure which will capture and percolate stormwater, improving water quality that leaves the site and enters Little Bay, a function that does not currently exist.

Ambit Engineering, Inc. performed a wetland delineation on the above referenced property on December 29, 2016. The subject parcel is located directly adjacent to Little Bay, and approximately 75% of the lot area is within the City of Dover Conservation District.

Attached to this transmittal letter please find a Conditional Use Application, a plan set depicting existing and proposed conditions, a signed client authorization form, a photo log, an abutters list, and architectural elevation drawings.

According to the City of Dover Zoning Ordinance, *Article VIII, Section 170-27*, Conditional Use approval may be granted by the Planning Board provided that the proposed construction complies with the following standards:

The proposed construction is essential to the productive use of land not in the Conservation District;

The existing structure is located approximately 51 feet from the reference line and is also located entirely within the Conservation District. A majority of the lot is located within the Conservation District. The proposed construction would allow for productive use of the land not in the district, as there are two existing storage sheds located outside of the district.

Is located and constructed to minimize any detrimental impact of such use upon the surface waters or other environmentally sensitive areas;

The project proposes to replace the existing structure in the same footprint to the greatest extent practicable. The existing buffer will remain in its current state under this proposal and any disturbance within the buffer for construction of the new home will be restored to previously existing conditions.

This proposal includes a stone drip apron around the proposed structure which will capture and percolate stormwater, improving water quality that leaves the site and enters Little Bay. This method of stormwater treatment and infiltration is a function that does not exist under existing conditions. In addition, the proposed parking area utilizing pervious paver technology will also aid in stormwater treatment on the site.

Where it is physically impossible to locate such use on land not in the district;

A majority of the lot is located within the Conservation District. Lot constraints which directly affect the current design include the 50' Primary Structure Setback (NH DES standard) and an overhead powerline that crosses the property, north to south, that supplies power to the subject lot as well as abutting lots. Placing a house, similar in size to others in the neighborhood, between these two constraints allow for productive use of the land.

Economic advantage alone shall not be deemed a sufficient reason for such a proposed use.

The proposal is to replace a residential structure on the subject lot to provide an updated and modern home for the property owner. The need for the proposed use does not improve the applicant's financial position.

A NH DES Wetland Permit Approval will be required for this project for impacts to the previously developed tidal buffer zone. This application was submitted to NH DES on March 23, 2017.

Please contact me if you have any questions or concerns regarding this application.

Respectfully submitted,



Steven D. Riker
NH Certified Wetland Scientist/Environmental Permitting Specialist
Ambit Engineering, Inc.

Cc: Christi Haffner-Owner/Applicant

29 December, 2016

To Whom It May Concern

RE: NH DES Application & City of Dover Land Use Applications for proposed site improvements located at 45 Boston Harbor Road, Dover, NH., Tax Map 7, Lot 17-A, for Christi Haffner.

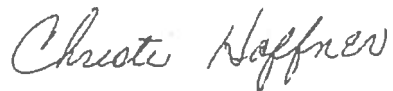
This letter is to inform the New Hampshire DES and the City of Dover in accordance with State Law that the following entity:

Ambit Engineering, Inc.

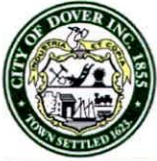
Is individually authorized to represent us as our agent in the approval process.

Please feel free to call me if there is any question regarding this authorization.

Sincerely,

A handwritten signature in cursive script that reads "Christi Haffner".

Christi Haffner
61 Raymond Road
Deerfield, NH 03037-1536



City of Dover, New Hampshire

CONDITIONAL USE PERMIT APPLICATION

[Revision Date: August 16, 2016]

Planning Office

Office Use Only	Project #:	<u>17-23</u>	Date Received:	<u>MAR 27 2017</u>
	Amount Paid:	_____	Time Received:	_____

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: Christi Haffner Telephone # 603-271-9250

Address of Applicant: 61 Raymond Road, Deerfield, NH 03037-1536

E-Mail Address: christi.haffner@dhhs.nh.gov

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

Address of Property Owner: _____

PROPERTY INFORMATION

Assessor's Map # 7 Lot(s) # 17-A

Address of Property: 45 Boston Harbor Road, Dover, NH 03820

Zoning District(s) R-20 Overlay District(s) Conservation

Existing Use of Property: Residential

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 | ☐ Heritage Residential District |

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

The project proposes re-development of the residential lot including replacement of the residential structure utilizing the existing footprint to the greatest extent practicable, and re-configuration of access/egress/parking.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: NH DES Wetlands: to be filed

Name of Professional That Prepared Plans: John R. Chagnon, PE, LLS Ambit Engineering, Inc.

Address 200 Griffin Road, Unit 3, Portsmouth, NH 03801 Telephone #: 603-430-9282

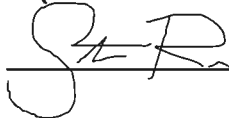
Professional License #: LLS: 738 PE: 7651 E-mail address: jrc@ambitengineering.com

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.

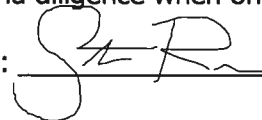
Signature of Property Owner: _____ Date: _____

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

Signature of Agent:  Agent-See Authorization Date: 3/27/17

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-See Authorization Date: 3/27/17

ABUTTER LIST: P17-23

CHRISTI HAFFNER

45 BOSTON HARBOR ROAD

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
07018-000000	49 BOSTON HARBOR RD	CASEY THOMAS REVOC TRUST OF 2015	CASEY THOMAS & JOHN F III TTEES	49 BOSTON HARBOR ROAD	DOVER	NH	03820
07015-000000	41 BOSTON HARBOR RD	CULLEN PRISCILLA L TRUSTEE	CULLEN PRISCILLA REVOCABLE TRUST	41 BOSTON HARBOR ROAD	DOVER	NH	03820
07014-000000	35 BOSTON HARBOR RD	MCCOOEY JOHN J TRUSTEE	MCCOOEY MADELINE R REVOCABLE TRUST	35 BOSTON HARBOR RD	DOVER	NH	03820-4645
07019-B00000	55 BOSTON HARBOR RD	EASTWOOD MEGAN M		2417 N FREMONT BLVD	FLAGSTAFF	AZ	86001-0930
07016-000000	43 BOSTON HARBOR RD	FUNK DAVID T &	BERGERON SARA J	43 BOSTON HARBOR RD	DOVER	NH	03820
07019-000000	53 BOSTON HARBOR RD	CARTNICK EDWARD C &	CARTNICK CAROLE C	53 BOSTON HARBOR ROAD	DOVER	NH	03820
07019-A00000	57 BOSTON HARBOR RD	BERTHIAUME DOROTHY	BERTHIAUME ALBERT J	PO BOX 22364	PORTSMOUTH	NH	03802-2364
07017-000000	39 BOSTON HARBOR RD	BRUYERE ROBERT W & CHRISTI HAFFNER JOHN R. CHAGNON, LLS, PE	BRUYERE JANET E AMBIT ENGINEERING, INC.	7 SECOND ST 61 RAYMOND ROAD 200 GRIFFIN RD, UNIT 3	LEBANON DEERFIELD PORTSMOUTH	ME NH NH	04027 03037 03801



AMBIT ENGINEERING, INC. CIVIL ENGINEERS AND LAND SURVEYORS
200 Griffin Road, Unit 3, Portsmouth, NH 03801 Phone (603) 430-9282 Fax 436-2315

27 March, 2017

Wetland Inspector
New Hampshire Department of Environmental Services
Wetlands Bureau
29 Hazen Drive / P.O. Box 95
Concord, New Hampshire 03302

**Re: NHDES Minimum Impact Expedited Wetland Permit Application
Tax Map 7, Lot 17-A
45 Boston Harbor Road
Dover, New Hampshire**

Dear Wetland Inspector:

This letter transmits a New Hampshire Department of Environmental Services (NHDES) Minor Impact Wetland Permit Application request to permit 797 sq. ft. of temporary construction impacts, and 809 sq. ft. of permanent impacts within the previously developed 100' Tidal Buffer Zone for re-development of the lot (see Permit Plan).

The project proposes re-development of the site including replacement of the existing residential structure, and re-configuration of access/egress/additional parking.

Attached to this application you will find a "NHDES Permit Plan" which depicts the existing lot, jurisdictional areas, abutting parcels, existing structures, proposed work, permanent impact and temporary construction impact areas.

According to the "Classification of Wetlands and Deepwater Habitats of the United States" (USFWS December 1979) the tidal wetlands associated with the site would be classified as an estuarine intertidal emergent persistent wetland system that is irregularly flooded by the tides (E2EM1P) and an estuarine intertidal unconsolidated shore mud wetland system that is regularly flooded by the tides (E2US1N).

In order to complete the application package for this project, the DES Wetlands Bureau rules in Chapter Env-Wt 300 have been thoroughly reviewed, specifically Env-Wt 302.04 (b) and Env-Wt 302.04(c). Items listed in rule Env-Wt 302.04 (b) are addressed below.

1. Type of wetlands impacted;

The project proposes no wetland impacts. The impacts are to the previously developed 100' Tidal Buffer Zone. The wetlands located adjacent to the property are part of a larger tidal wetland system (Little Bay). The tidal wetlands associated with the site would be classified as an estuarine intertidal emergent persistent wetland system that is irregularly flooded by the tides (E2EM1P), and an estuarine intertidal unconsolidated shore mud wetland system that is regularly flooded by the tides (E2US1N).

2. The surface area of the wetlands that will be impacted;

The project proposes no wetland impacts. The impacts are to the previously developed 100' Tidal Buffer Zone.

3. The relationship of the proposed wetlands to be impacted relative to nearby wetlands and surface waters;

The project proposes no wetland impacts. The impacts are to the previously developed 100' Tidal Buffer Zone. The wetlands located adjacent to the property are part of a larger tidal wetland system.

4. The impact to abutting owners pursuant to RSA 482-A:11, II;

There are no impacts to the abutters interests.

5. Lack of alternatives with lesser wetlands and surface water impacts.

The project proposes no wetland impacts or surface water impacts. The impacts are to the previously developed 100' Tidal Buffer Zone.

Items listed in rule Env-Wt 302.04 (c) are addressed below.

1. The extent to which a project impacts beach or tidal flat sediment replenishment and movement of sediments along a shore;

The project proposes no impact to a beach or tidal flat. There will be no impacts to sediment replenishment or the movement of sediments along a shore.

2. The impact on a tidal wetlands ability to dissipate wave energy and storm surge;

There will be no impacts to the tidal wetland that exists on site which functions to dissipate wave energy and/or storm surge.

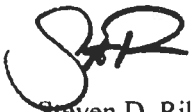
3. The impact of project runoff on salinity levels in tidal environments.

The project will have no impact on the lots ability to contain stormwater or runoff and provide treatment before it enters adjacent resource areas.

It is my belief that this NHDES Wetland Permit Application meets all of the standards set forth by RSA 482-A, and I request that a permit be issued for this project.

Please contact me if you have any questions or concerns regarding this application.

Respectfully submitted,



Steven D. Riker, CWS

NH Certified Wetland Scientist/Permitting Specialist

Ambit Engineering, Inc.

29 December, 2016

To Whom It May Concern

RE: NH DES Application & City of Dover Land Use Applications for proposed site improvements located at 45 Boston Harbor Road, Dover, NH., Tax Map 7, Lot 17-A, for Christi Haffner.

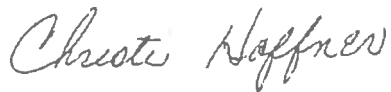
This letter is to inform the New Hampshire DES and the City of Dover in accordance with State Law that the following entitiy:

Ambit Engineering, Inc.

Is individually authorized to represent us as our agent in the approval process.

Please feel free to call me if there is any question regarding this authorization.

Sincerely,

A handwritten signature in cursive script that reads "Christi Haffner".

Christi Haffner
61 Raymond Road
Deerfield, NH 03037-1536

**WETLANDS PERMIT APPLICATION**

Land Resources Management

Wetlands Bureau

Check the status of your application: www.des.nh.gov/onestop

<i>Administrative Use Only</i>	<i>Administrative Use Only</i>	<i>Administrative Use Only</i>	File No. Check No. Amount Date
1. REVIEW TIME: Indicate your Review Time below. Refer to Guidance Document A for instructions.			
☒ Standard Review (Minimum, Minor or Major Impact) ☐ Expedited Review (Minimum Impact only)			
2. PROJECT LOCATION: Separate applications must be filed with each municipality that jurisdictional impacts will occur in.			
ADDRESS: 45 Boston Harbor Road			TOWN/CITY: Dover
TAX MAP: 7	BLOCK:	LOT: 17-A	UNIT:
USGS TOPO MAP WATERBODY NAME: Little Bay		☐ NA	STREAM WATERSHED SIZE: ☒ NA
LOCATION COORDINATES (If known): X: 1,205,157.44 Y: 229,173.22		☐ Latitude/Longitude ☐ UTM ☒ State Plane	
3. PROJECT DESCRIPTION: Provide a brief description of the project outlining the scope of work. Attach additional sheets as needed to provide a detailed explanation of your project. DO NOT reply "See Attached" in the space provided below.			
The project proposes 797 sq. ft. of temporary construction impacts, and 809 sq. ft. of permanent impacts within the previously developed 100' Tidal Buffer Zone for re-development of the lot including replacement of the existing residential structure, and re-configuration of access/egress/additional parking.			
4. SHORELINE FRONTAGE			
☐ NA This lot has no shoreline frontage. SHORELINE FRONTAGE: 50 feet			
Shoreline frontage is calculated by determining the average of the distances of the actual natural navigable shoreline frontage and a straight line drawn between the property lines, both of which are measured at the normal high water line.			
5. RELATED PERMITS, ENFORCEMENT, EMERGENCY AUTHORIZATION, SHORELAND, ALTERATION OF TERRAIN, ETC.			
Wetlands: 1998-01979			
6. NATURAL HERITAGE BUREAU & DESIGNATED RIVERS: See the Instructions & Required Attachments document for instructions to complete a & b below.			
a. Natural Heritage Bureau File ID: NHB 16 - 3884			

shoreland@des.nh.gov or (603) 271-2147

NHDES Wetlands Bureau, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

www.des.nh.gov

- b. ☐ Designated River the project is in ¼ miles of: _____; and
date a copy of the application was sent to the Local River Management Advisory Committee: Month: ____ Day: ____ Year: ____
☒ NA

7. APPLICANT INFORMATION (Desired permit holder)

LAST NAME, FIRST NAME, M.I.: **Haffner, Christi**

TRUST / COMPANY NAME:

MAILING ADDRESS: **61 Raymond Road**

TOWN/CITY: **Deerfield**

STATE: **NH**

ZIP CODE: **03037-1536**

EMAIL or FAX: **christi.haffner@dhhs.nh.gov**

PHONE: **603-271-9250**

ELECTRONIC COMMUNICATION: By initialing here: _____, I hereby authorize NHDES to communicate all matters relative to this application electronically

8. PROPERTY OWNER INFORMATION (If different than applicant)

LAST NAME, FIRST NAME, M.I.:

TRUST / COMPANY NAME:

MAILING ADDRESS:

TOWN/CITY:

STATE:

ZIP CODE:

EMAIL or FAX:

PHONE:

ELECTRONIC COMMUNICATION: By initialing here _____, I hereby authorize NHDES to communicate all matters relative to this application electronically

9. AUTHORIZED AGENT INFORMATION

LAST NAME, FIRST NAME, M.I.: **Riker, Steven, D.**

COMPANY NAME: **Ambit Engineering, Inc.**

MAILING ADDRESS: **200 Griffin Road, Unit 3**

TOWN/CITY: **Portsmouth**

STATE: **NH**

ZIP CODE: **03801**

EMAIL or FAX: **sdr@ambitengineering.com**

PHONE: **603-430-9282**

ELECTRONIC COMMUNICATION: By initialing here SR, I hereby authorize NHDES to communicate all matters relative to this application electronically

10. PROPERTY OWNER SIGNATURE:

See the Instructions & Required Attachments document for clarification of the below statements

By signing the application, I am certifying that:

1. I authorize the applicant and/or agent indicated on this form to act in my behalf in the processing of this application, and to furnish upon request, supplemental information in support of this permit application.
2. I have reviewed and submitted information & attachments outlined in the Instructions and Required Attachment document.
3. All abutters have been identified in accordance with RSA 482-A:3, I and Env-Wt 100-900.
4. I have read and provided the required information outlined in Env-Wt 302.04 for the applicable project type.
5. I have read and understand Env-Wt 302.03 and have chosen the least impacting alternative.
6. Any structure that I am proposing to repair/replace was either previously permitted by the Wetlands Bureau or would be considered grandfathered per Env-Wt 101.47.
7. I have submitted a Request for Project Review (RPR) Form (www.nh.gov/nhdhr/review) to the NH State Historic Preservation Officer (SHPO) at the NH Division of Historical Resources to identify the presence of historical/ archeological resources while coordinating with the lead federal agency for NHPA 106 compliance.
8. I authorize NHDES and the municipal conservation commission to inspect the site of the proposed project.
9. I have reviewed the information being submitted and that to the best of my knowledge the information is true and accurate.
10. I understand that the willful submission of falsified or misrepresented information to the New Hampshire Department of Environmental Services is a criminal act, which may result in legal action.
11. I am aware that the work I am proposing may require additional state, local or federal permits which I am responsible for obtaining.

 Property Owner Signature	Agent-See Authorization Steven D. Riker Print name legibly	3 / 27 / 2017 Date
--	---	------------------------------

MUNICIPAL SIGNATURES

11. CONSERVATION COMMISSION SIGNATURE

The signature below certifies that the municipal conservation commission has reviewed this application, and:

1. Waives its right to intervene per RSA 482-A:11;
2. Believes that the application and submitted plans accurately represent the proposed project; and
3. Has no objection to permitting the proposed work.

	Print name legibly	Date
---	--------------------	------

DIRECTIONS FOR CONSERVATION COMMISSION

1. Expedited review ONLY requires that the conservation commission's signature is obtained in the space above.
2. Expedited review requires the Conservation Commission signature be obtained **prior** to the submittal of the original application to the Town/City Clerk for signature.
3. The Conservation Commission may refuse to sign. If the Conservation Commission does not sign this statement for any reason, the application is not eligible for expedited review and the application will reviewed in the standard review time frame.

12. TOWN / CITY CLERK SIGNATURE

As required by Chapter 482-A:3 (amended 2014), I hereby certify that the applicant has filed four application forms, four detailed plans, and four USGS location maps with the town/city indicated below.

Town/City Clerk Signature	Print name legibly	Town/City	Date
---------------------------	--------------------	-----------	------

DIRECTIONS FOR TOWN/CITY CLERK:

Per RSA 482-A:3,I

1. For applications where "Expedited Review" is checked on page 1, if the Conservation Commission signature is not present, NHDES will accept the permit application, but it will NOT receive the expedited review time.
2. IMMEDIATELY sign the original application form and four copies in the signature space provided above;
3. Return the signed original application form and attachments to the applicant so that the applicant may submit the application form and attachments to NHDES by mail or hand delivery.
4. IMMEDIATELY distribute a copy of the application with one complete set of attachments to each of the following bodies: the municipal Conservation Commission, the local governing body (Board of Selectmen or Town/City Council), and the Planning Board; and
5. Retain one copy of the application form and one complete set of attachments and make them reasonably accessible for public review.

DIRECTIONS FOR APPLICANT:

1. Submit the single, original permit application form bearing the signature of the Town/ City Clerk, additional materials, and the application fee to NHDES by mail or hand delivery.

13. IMPACT AREA:

For each jurisdictional area that will be/has been impacted, provide square feet and, if applicable, linear feet of impact

Permanent: impacts that will remain after the project is complete.

Temporary: impacts not intended to remain (and will be restored to pre-construction conditions) after the project is complete.

JURISDICTIONAL AREA	PERMANENT Sq. Ft. / Lin. Ft.	TEMPORARY Sq. Ft. / Lin. Ft.
Forested wetland	☐ ATF	☐ ATF
Scrub-shrub wetland	☐ ATF	☐ ATF
Emergent wetland	☐ ATF	☐ ATF
Wet meadow	☐ ATF	☐ ATF
Intermittent stream	☐ ATF	☐ ATF
Perennial Stream / River	/ ☐ ATF	/ ☐ ATF
Lake / Pond	/ ☐ ATF	/ ☐ ATF
Bank - Intermittent stream	/ ☐ ATF	/ ☐ ATF
Bank - Perennial stream / River	/ ☐ ATF	/ ☐ ATF
Bank - Lake / Pond	/ ☐ ATF	/ ☐ ATF
Tidal water	/ ☐ ATF	/ ☐ ATF
Salt marsh	☐ ATF	☐ ATF
Sand dune	☐ ATF	☐ ATF

shoreland@des.nh.gov or (603) 271-2147

NHDES Wetlands Bureau, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

www.des.nh.gov

Prime wetland		☐ ATF		☐ ATF
Prime wetland buffer		☐ ATF		☐ ATF
Undeveloped Tidal Buffer Zone (TBZ)		☐ ATF		☐ ATF
Previously-developed upland in TBZ	809	☐ ATF	797	☐ ATF
Docking - Lake / Pond		☐ ATF		☐ ATF
Docking - River		☐ ATF		☐ ATF
Docking - Tidal Water		☐ ATF		☐ ATF
TOTAL	809 /		797 /	

14. APPLICATION FEE: See the Instructions & Required Attachments document for further instruction

☐ Minimum Impact Fee: Flat fee of \$ 200

☒ Minor or Major Impact Fee: Calculate using the below table below

Permanent and Temporary (non-docking) 1606 sq. ft. X \$0.20 = \$ 321.20

Temporary (seasonal) docking structure: sq. ft. X \$1.00 = \$

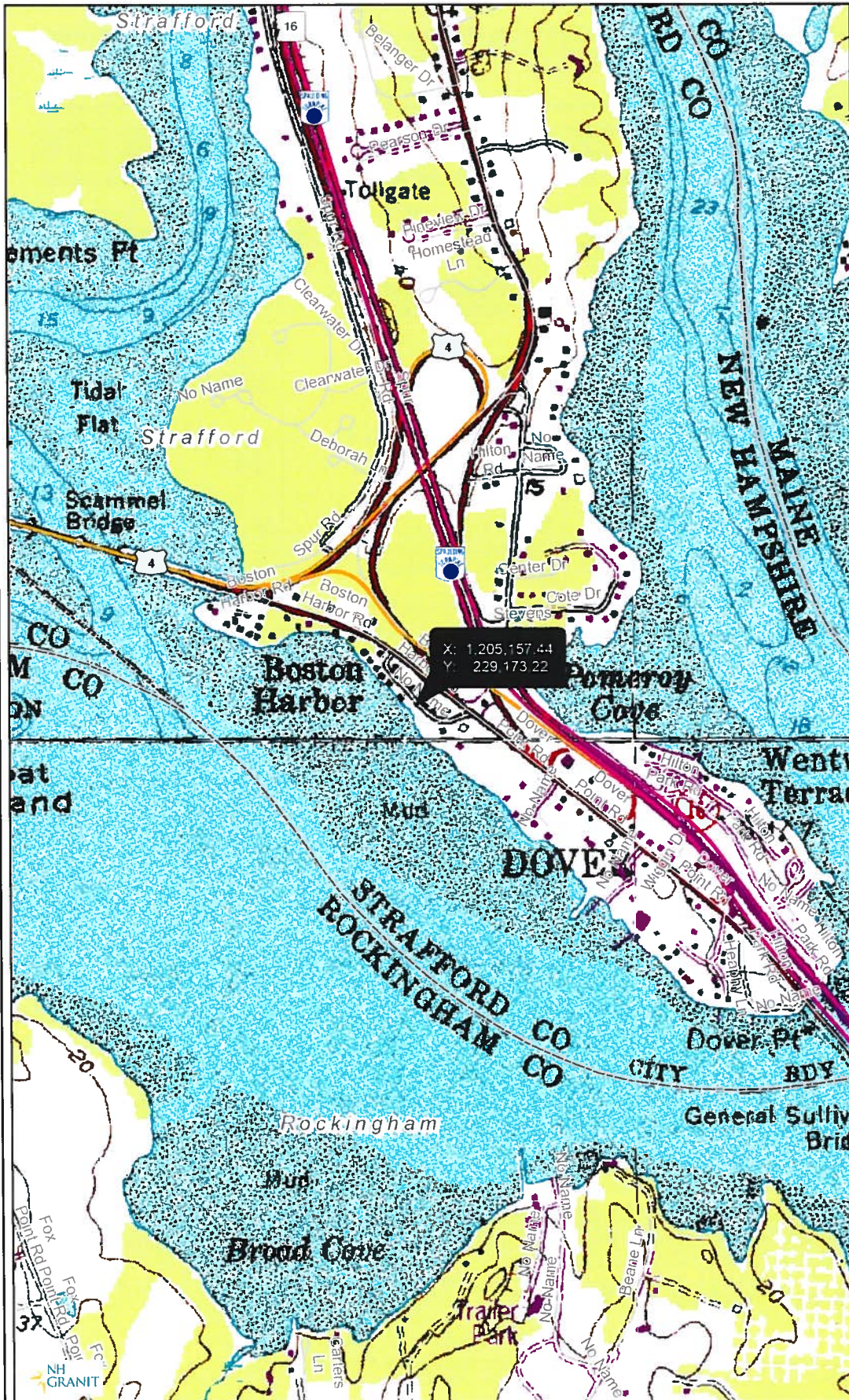
Permanent docking structure: sq. ft. X \$2.00 = \$

Projects proposing shoreline structures (including docks) add \$200 = \$

Total = \$ 321.20

The Application Fee is the above calculated Total or \$200, whichever is greater = \$

Map by NH GRANIT



Legend

- State
- County
- City/Town
- Interstates
- Turnpikes
- US Routes
- State Routes
- Local Roads

Map Scale

1: 13,338

© NH GRANIT, www.granit.unh.edu

Map Generated: 1/16/2017



Notes



SHORELAND APPLICATION WORKSHEET

This form must be submitted to the Department of Environmental Services Wetlands Bureau accompanied with a Shoreland Permit Application. [Instructions for completing this form](#) are available on the shoreland program web page.

For the purposes of this worksheet, "Pre-Construction" impervious surface areas¹ means all human made impervious surfaces² currently in existence on the property, whether to be removed or to remain after the project is completed. "Post-Construction" impervious area means all impervious surfaces that will exist on the property upon completion of the project, including both new and any remaining pre-existing impervious surfaces. All answers shall be given in square feet.

CALCULATING THE IMPERVIOUS AREA WITHIN 250 FEET OF THE REFERENCE LINE			
	STRUCTURE DESCRIPTION	PRE-CONSTRUCTION IMPERVIOUS AREA	POST-CONSTRUCTION IMPERVIOUS AREA
PRIMARY STRUCTURE Include all <u>attached</u> decks and porches.	<u>Main/Deck</u>	<u>818</u> FT ²	<u>1,005</u> FT ²
ACCESSORY STRUCTURES All other impervious surfaces excluding lawn furniture, well heads, and fences. Common accessory structures include, but are not limited to: driveways, walkways, patios and sheds.	<u>Sheds</u>	<u>121</u> FT ²	<u>121</u> FT ²
	<u>Concrete pads</u>	<u>13</u> FT ²	<u>0</u> FT ²
	<u>Stairs</u>	<u>0</u> FT ²	<u>125</u> FT ²
	<u>Paved Drive</u>	<u>263</u> FT ²	<u>195</u> FT ²
	<u>Boston Harbor Rd.</u>	<u>599</u> FT ²	<u>599</u> FT ²
	<u> </u>	<u> </u> FT ²	<u> </u> FT ²
TOTAL:		(A) <u>1,814</u> FT²	(B) <u>2,045</u> FT²
Area of the lot located within 250 ft of reference line:			(C) <u>6,996</u>FT²
Percentage of lot covered by pre-construction impervious area within 250 ft of the reference line: <i>[divide (a) by (c) x 100]</i>			(D) <u>25.9</u>%
Percentage of lot to be covered by post-construction impervious area within 250 ft of the reference line upon completion of the project: <i>[divide (b) by (c) x 100]</i>			(E) <u>29.2</u>%

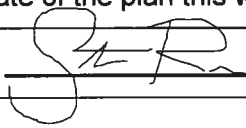
¹ "Impervious surface area" as defined in Env-Wq 1402.15 means, for purposes of the impervious surface limitation specified in RSA 483-B:9, V(g), the sum total of the footprint of each impervious surface that is located within the protected shoreland.

² "Impervious Surface" as defined in RSA 483-B:4, VII-b means any modified surface that cannot effectively absorb or infiltrate water. Examples of impervious surfaces include, but are not limited to, roofs, and unless designed to effectively absorb or infiltrate water, decks, patios, and paved, gravel, or crushed stone driveways, parking areas, and walkways.

IMPERVIOUS AREA THRESHOLDS

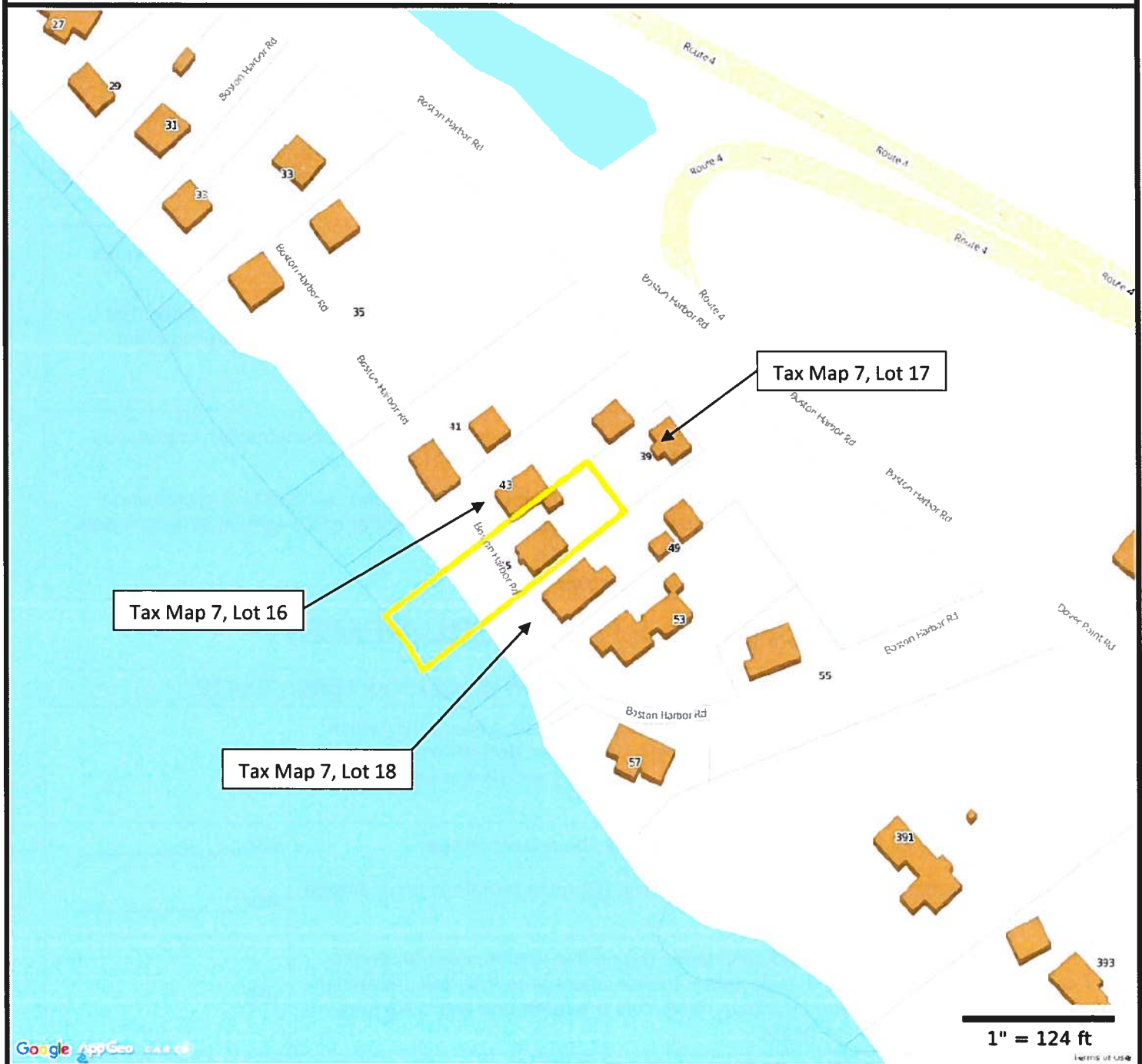
DETERMINING THE PLAN REQUIREMENTS	
☐	The percentage of post-construction impervious area (Calculation E) is less than or equal to 20%. This project does not require a stormwater management plan and does not require a plan demonstrating that each waterfront buffer grid segment at least meets the minimum required tree and sapling point score.
☒	A net increase in impervious area is proposed and the percentage of post-construction impervious area (Calculation E) is greater than 20%, but less than 30%. This project requires a stormwater management but does not require a plan demonstrating that each waterfront buffer grid segment at least meets the minimum required tree and sapling point score. See details on the <i>Checklist of Required Items</i> on page 6
☐	A net increase in impervious area is proposed and the percentage of post-construction impervious area (Calculation E) is greater than 30% This project requires a stormwater management plan be designed and certified by a professional engineer and requires plans demonstrating that each waterfront buffer grid segment at least meets the minimum required tree and sapling point score. See details on the <i>Checklist of Required Items</i> on page 6

UNALTERED STATE REQUIREMENT

DETERMINING THE AREA TO REMAIN IN AN UNALTERED STATE	
Total area of the lot between 50 ft and 150 ft of the reference line within which the vegetation currently exists in an unaltered state³ (see definition below). If this area is completely altered, place a zero on line (F) and (I) and proceed to (J).	(F) <u>0</u>
Total area of the lot between 50 ft and 150 ft from the reference line	(G) _____
At least 25 percent of the vegetation within area (G) must remain in an unaltered state. [.25 x G]	(H) _____
Place the smaller of line (F) and calculation (H) on this line. In order to remain compliant with RSA 483-B:9, V(b), this is the minimum area that must remain in an unaltered state between 50 ft and 150 ft from the reference line. This area must be represented on all plans.	(I) <u>0</u>
Name of person who prepared this worksheet:	(J) <u>Steven D. Riker</u>
Name and date of the plan this worksheet is based upon:	(K) <u>3/24/17 Permit Plan</u>
SIGNATURE: <u></u>	DATE: <u>3/27/17</u>

³ “Unaltered State” means native vegetation allowed to grow without cutting, limbing, trimming, pruning, mowing, or other similar activities except as needed for renewal or to maintain or improve plant health.

45 Boston Harbor Road, Dover, NH



Property Information

Property ID 07017-A00000
Location 45 BOSTON HARBOR RD
Owner HAFFNER CHRISTI S



MAP FOR REFERENCE ONLY NOT A LEGAL DOCUMENT

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

Parcels updated 11/15/2016
Properties updated 12/28/2016

ABUTTER'S LIST

JN 696

Christi Haffner

45 Boston Harbor Road

Dover, NH

MAP	LOT	NAME(S)	PO BOX	STREET ADDRESS	CITY/STATE/ZIP
7	16	David T. Funk & Sara J. Bergeron		43 Boston Harbor Road	Dover, NH 03820
7	17	Robert W. & Janet E. Bruyere		7 Second Street	Lebanon, ME 04027
7	18	Thomas E. Casey Revocable Trust Thomas E. Casey & John F. Casey III Trustees		49 Boston Harbor Road	Dover, NH 03820
Engineer		Ambit Engineering, Inc.		200 Griffin Road, Unit 3	Portsmouth, NH 03801
Applicant/Owner		Civil Engineers & Land Surveyors			
7	17-A	Christi Haffner		61 Raymond Road	Deerfield, NH 03037



AMBIT ENGINEERING, INC. CIVIL ENGINEERS AND LAND SURVEYORS
200 Griffin Road, Unit 3, Portsmouth, NH 03801 Phone (603) 430-9282 Fax 436-2315

27 March, 2017

Robert W. & Janet E. Bruyere
7 Second Street
Lebanon, ME 04027

RE: New Hampshire Wetland Application for site re-development for Christi Haffner, 45 Boston Harbor Road, Dover, NH.

Dear Property Owner,

Under NH RSA 482-A, this letter is to inform you in accordance with State Law that a Wetlands Permit will be filed with the New Hampshire Department of Environmental Services (DES) Wetlands Bureau for a permit to **impact the previously developed 100' Tidal Buffer Zone for site redevelopment at the above mentioned property** on behalf of your abutter, **Christi Haffner**.

This letter is sent to inform you as an abutter to the above-referenced property (according to local Municipal records) that **Christi Haffner** proposes a project that requires construction in the previously developed tidal buffer zone, a jurisdictional area.

Plans are on file at this office, and once the application is filed, plans that show the proposed project and wetland and other jurisdictional impacts will be available for viewing during normal business hours at the office of the **Dover** clerk, **Dover city offices**, or once received by DES, at the offices of the DES Wetlands Bureau, (8 a.m. to 4 p.m.) (603) 271-2147. It is suggested that you call ahead to the appropriate office to ensure the application is available for review.

Please feel free to call if you have any questions or comments.

Sincerely,

Steven D. Riker
NH Certified Wetland Scientist/Permitting Specialist

CERTIFIED MAIL/Return Receipt Requested



AMBIT ENGINEERING, INC. CIVIL ENGINEERS AND LAND SURVEYORS
200 Griffin Road, Unit 3, Portsmouth, NH 03801 Phone (603) 430-9282 Fax 436-2315

27 March, 2017

David T. Funk & Sara J. Bergeron
43 Boston Harbor Road
Dover, NH 03820

RE: New Hampshire Wetland Application for site re-development for Christi Haffner, 45 Boston Harbor Road, Dover, NH.

Dear Property Owner,

Under NH RSA 482-A, this letter is to inform you in accordance with State Law that a Wetlands Permit will be filed with the New Hampshire Department of Environmental Services (DES) Wetlands Bureau for a permit to **impact the previously developed 100' Tidal Buffer Zone for site redevelopment at the above mentioned property** on behalf of your abutter, **Christi Haffner**.

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Please feel free to call if you have any questions or comments.

Sincerely,

Steven D. Riker
NH Certified Wetland Scientist/Permitting Specialist

CERTIFIED MAIL/Return Receipt Requested



AMBIT ENGINEERING, INC. CIVIL ENGINEERS AND LAND SURVEYORS

200 Griffin Road, Unit 3, Portsmouth, NH 03801 Phone (603) 430-9282 Fax 436-2315

27 March, 2017

Thomas E. Casey Revocable Trust of 2015
Thomas E. Casey & John F. Casey III, Trustees
49 Boston Harbor Road
Dover, NH 03820

RE: New Hampshire Wetland Application for site re-development for Christi Haffner, 45 Boston Harbor Road, Dover, NH.

Dear Property Owner,

Under NH RSA 482-A, this letter is to inform you in accordance with State Law that a Wetlands Permit will be filed with the New Hampshire Department of Environmental Services (DES) Wetlands Bureau for a permit to **impact the previously developed 100' Tidal Buffer Zone for site redevelopment at the above mentioned property** on behalf of your abutter, **Christi Haffner**.

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Plans are on file at this office, and once the application is filed, plans that show the proposed project and wetland and other jurisdictional impacts will be available for viewing during normal business hours at the office of the **Dover** clerk, **Dover city offices**, or once received by DES, at the offices of the DES Wetlands Bureau, (8 a.m. to 4 p.m.) (603) 271-2147. It is suggested that you call ahead to the appropriate office to ensure the application is available for review.

Please feel free to call if you have any questions or comments.

Sincerely,

Steven D. Riker
NH Certified Wetland Scientist/Permitting Specialist

CERTIFIED MAIL/Return Receipt Requested

7015 0640 0000 2536 7047

U.S. Postal Service™
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Domestic Mail Only **696**

For delivery information, visit our website at www.usps.com™.

OFFICIAL USE

Certified Mail Fee
 \$ _____

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$ _____
☐ Return Receipt (electronic)	\$ _____
☐ Certified Mail Restricted Delivery	\$ _____
☐ Adult Signature Required	\$ _____
☐ Adult Signature Restricted Delivery	\$ _____

Postage
 \$ _____

Total
 \$ _____

Sent To: Thomas E. Casey Rev. Trust of 2015
 Thomas E. Casey & John Casey III, Trustees
 49 Boston Harbor Rd
 Dover, NH 03820

PS Form 3800, April 2012 Instructions

7015 0640 0000 2536 7047

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
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For delivery information, visit our website at www.usps.com™.

OFFICIAL USE

Certified Mail Fee
 \$ _____

Extra Services & Fees (check box, add fee as appropriate)

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☐ Adult Signature Required	\$ _____
☐ Adult Signature Restricted Delivery	\$ _____

Postage
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Total Postage
 \$ _____

Sent To: David T. Funk & Sara J. Bergeron
 43 Boston Harbor Rd
 Dover, NH 03820

PS Form 3800, April 2012 Instructions

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☐ Adult Signature Required	\$ _____
☐ Adult Signature Restricted Delivery	\$ _____

Postage
 \$ _____

Total Postage
 \$ _____

Sent To: Robert W. & Janet E. Bruyere
 7 Second St
 Lebanon, ME 04027

PS Form 3800, April 2012 Instructions

Wetlands Application
Christi Haffner
Site Redevelopment

SITE PHOTOGRAPHS
Dover, NH

Site Photograph #1

January 2016



Site Photograph #2

January 2016



Site Photograph #3

January 2016



Site Photograph #4

January 2016



Site Photograph #5

January 2016



Site Photograph #6

January 2016





NEW HAMPSHIRE NATURAL HERITAGE BUREAU
NHB DATACHECK RESULTS LETTER

To: John Chagnon, Ambit Engineering Inc
200 Griffin Road
Unit 3
Portsmouth, NH 03801

From: NH Natural Heritage Bureau

Date: 1/30/2017 (valid for one year from this date)

Re: Review by NH Natural Heritage Bureau of request submitted 12/29/2016

VALID ONLY FOR NOTIFICATION OR MINIMUM EXPEDITED
APPLICATIONS SUBMITTED TO THE NHDES WETLANDS BUREAU

NHB File ID: NHB16-3884

Applicant: Christi Haffner

Location: Dover

Tax Maps: Tax Map 7, Lot 17-A

Project

Description: The project proposes to replace the existing residential structure.

The NH Natural Heritage database has been checked by staff of the NH Natural Heritage Bureau and/or the NH Nongame and Endangered Species Program for records of rare species and exemplary natural communities near the area mapped below. The species considered include those listed as Threatened or Endangered by either the state of New Hampshire or the federal government.

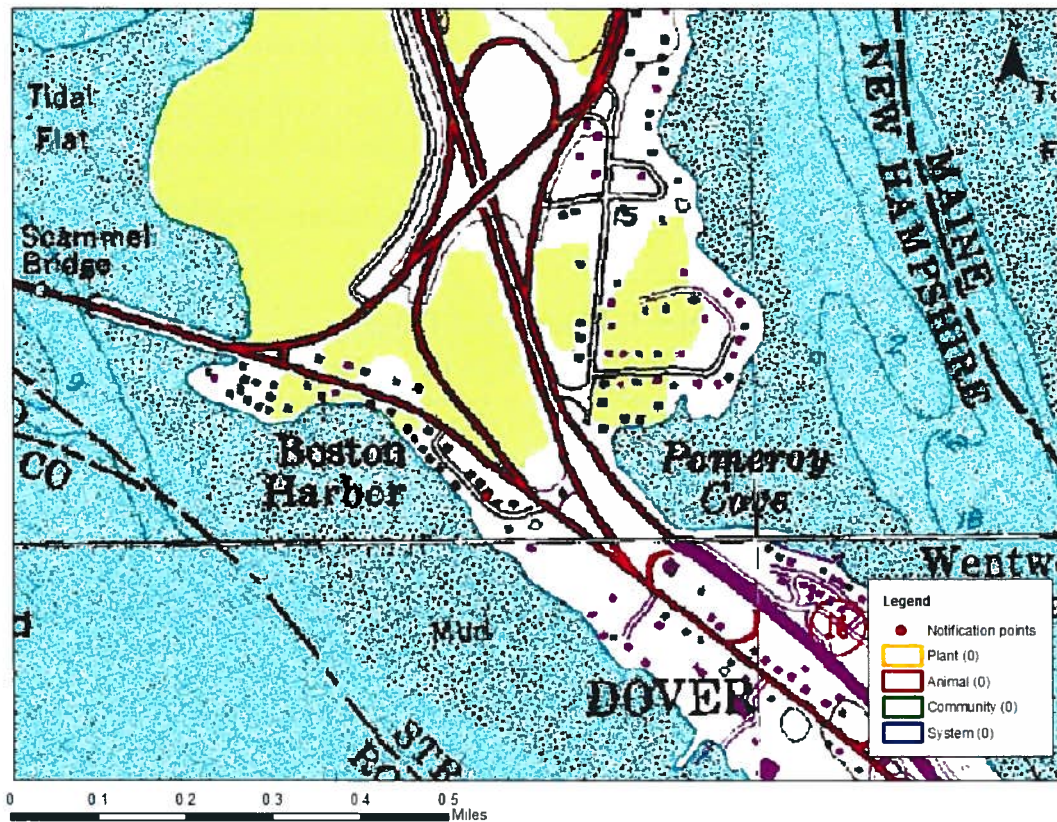
It was determined that, although there was a NHB record (e.g., rare wildlife, plant, and/or natural community) present in the vicinity, we do not expect that it will be impacted by the proposed project. This determination was made based on the project information submitted via the NHB Datacheck Tool on 12/29/2016, and cannot be used for any other project.

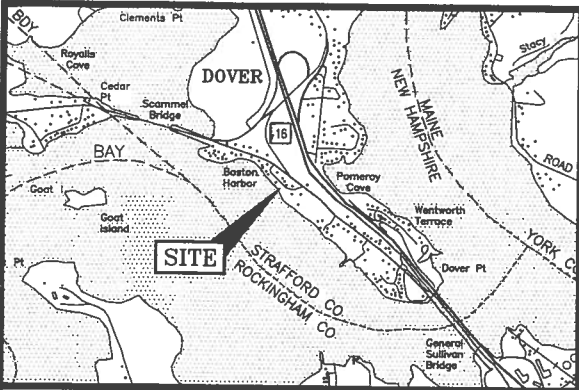


NEW HAMPSHIRE NATURAL HERITAGE BUREAU
NHB DATACHECK RESULTS LETTER

MAP OF PROJECT BOUNDARIES FOR: NHB16-3884

NHB16-3884





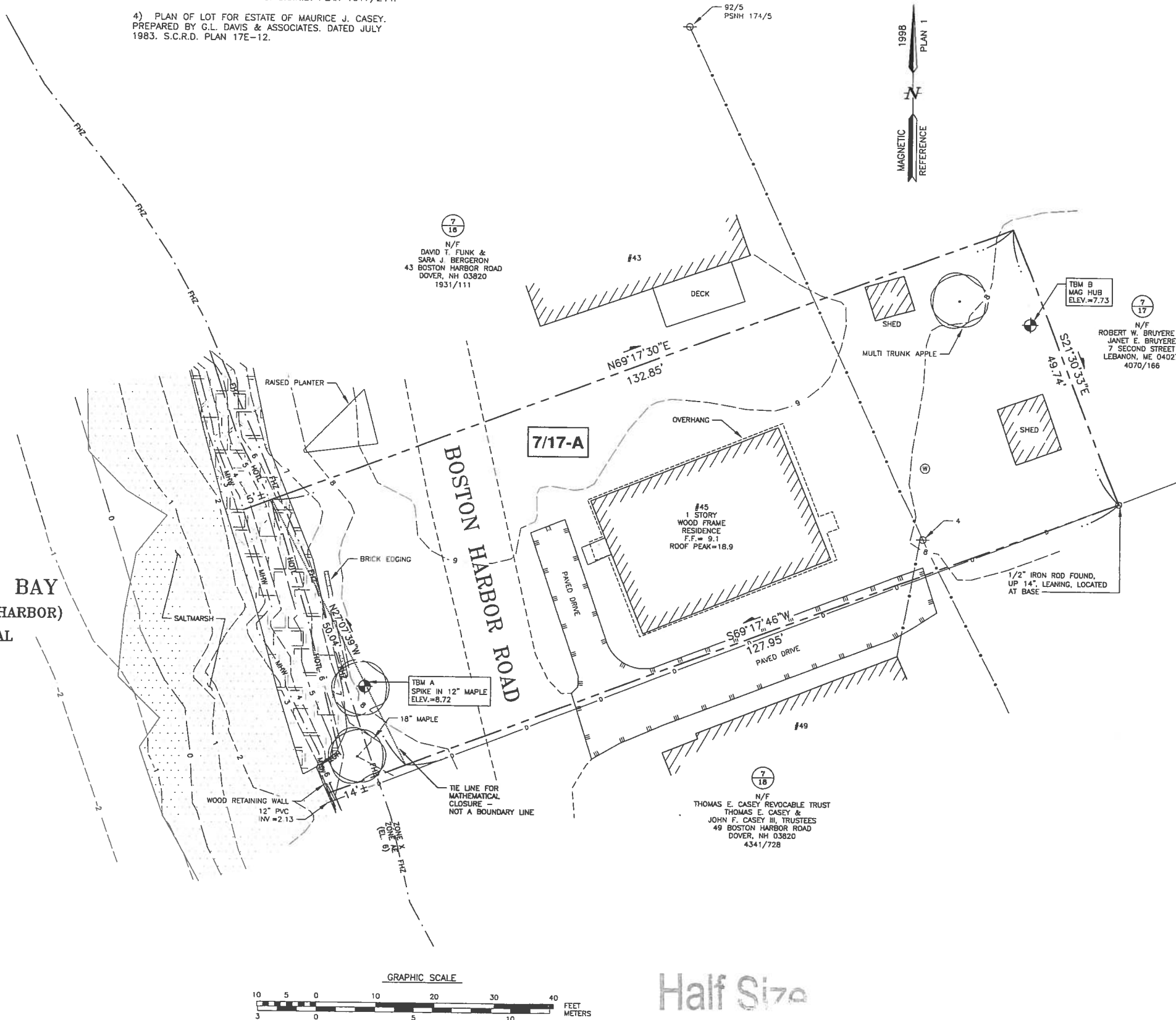
LOCATION MAP SCALE 1"=2,000'

LEGEND:

EXISTING	PROPOSED	
N/F		NOW OR FORMERLY
RP		RECORD OF PROBATE
SCRD		STRAFFORD COUNTY REGISTRY
17		OF DEEDS
21		MAP 11 / LOT 21
RR SPK FND	RR SPK SET	RAILROAD SPIKE FOUND/SET
IR FND	IR SET	IRON ROD FOUND/SET
IP FND	IP SET	IRON PIPE FOUND/SET
DH FND	DH SET	DRILL HOLE FOUND/SET
NHFB FND		NHFB FOUND
TB FND		TOWN BOUND FOUND
BND w/DH	BND w/DH	BOUND w/ DRILL HOLE
ST BND w/DH	ST BND w/DH	STONE BOUND w/DRILL HOLE
FM	FM	FORCE
S	S	SEWER LINE
G	G	GAS LINE
D	D	STORM DRAIN
W	W	WATER LINE
100	100	UNDERGROUND ELECTRIC
97x3	98x0	OVERHEAD ELECTRIC/WIRES
		CONTOUR
		SPOT ELEVATION
		EDGE OF PAVEMENT (EP)
		WOODS / TREE LINE
		UTILITY POLE (w/ GUY)
		GAS SHUT OFF
		WATER SHUT OFF/CURB STOP
		GATE VALVE
		HYDRANT
		METER (GAS, WATER, ELECTRIC)
		CATCH BASIN
		TELEPHONE MANHOLE
		SEWER MANHOLE
		DRAIN MANHOLE
		WELL
		PHOTO LOCATION/DIRECTION
		AIR CONDITIONER UNIT
		TEST PROBE
		MONITORING WELL
		TEST PIT
		SIGNS
		EDGE OF WETLAND FLAGGING
		SWAMP / MARSH
		ASBESTOS CEMENT PIPE
		CAST IRON PIPE
		CORRUGATED METAL PIPE
		CONCRETE MASONRY UNIT
		COPPER PIPE
		DUCTILE IRON PIPE
		POLYVINYL CHLORIDE PIPE
		REINFORCED CONCRETE PIPE
		VITRIFIED CLAY PIPE
		ELEVATION
		EDGE OF PAVEMENT
		FINISHED FLOOR
		INVERT
		TEMPORARY BENCHMARK
		TYPICAL
		VERTICAL/SLOPED GRANITE CURB
		CAPE COD BERM
		CENTERLINE
		LANDSCAPED AREA

LITTLE BAY
(BOSTON HARBOR)
TIDAL

- PLAN REFERENCES:**
- 1) N.H. WETLANDS BOARD APPLICATION PLAN, CHRISTI HAFFNER, 45 BOSTON HARBOR ROAD DOVER, NH. PREPARED BY AMBIT SURVEY. DATED OCTOBER 1998. FINAL REVISION DATE DECEMBER 14, 1998. NOT RECORDED.
 - 2) PLAN OF LAND FOR KENNETH ANDERSON. PREPARED BY G. CRAWFORD, SURVEYOR. DATED JULY 1962. S.C.R.D. BOOK 750 PAGE 425.
 - 3) PLAN OF EASEMENT - PALMER, SHEET 1 OF 2. PREPARED BY THE CITY OF DOVER ENGINEERING DIVISION. DATED MARCH 1978. S.C.R.D. PLAN 1017/244.
 - 4) PLAN OF LOT FOR ESTATE OF MAURICE J. CASEY. PREPARED BY G.L. DAVIS & ASSOCIATES. DATED JULY 1983. S.C.R.D. PLAN 17E-12.



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-0282
Fax (603) 436-2315

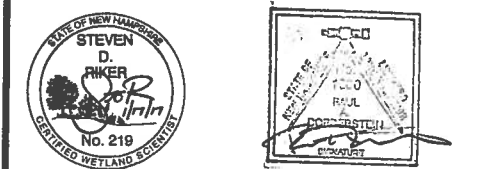
NOTES:

- 1) PROJECT LOCATION:
45 BOSTON HARBOR ROAD
DOVER, NEW HAMPSHIRE
- PARCEL I.D.:
TAX MAP 7 / LOT 17-A
- OWNER:
CHRISTI HAFFNER
61 RAYMOND ROAD
DEERFIELD, NH 03037
1948/351
- ZONING DISTRICT:
R-20
- EXISTING LOT AREA:
6,996± S.F.
0.1606± ACRES
- 2) PORTIONS OF THE PARCEL ARE IN A SPECIAL FLOOD HAZARD AREA (ZONE AE, EL. 6) AS SHOWN ON FIRM PANEL 33017C0340E. MAP REVISION DATE SEPTEMBER 30, 2015.
- 3) THE PURPOSE OF THIS PLAN IS TO SHOW THE RESULT OF A TOPOGRAPHIC SURVEY OF TAX MAP 7 LOT 17-A IN THE CITY OF DOVER.
- 4) VERTICAL DATUM IS MEAN SEA LEVEL NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GPS OBSERVATIONS (±0.3').
- 5) HIGHEST OBSERVABLE TIDE LINE DELINEATED BY STEVEN D. RIKER, CWS ON 12/29/16 IN ACCORDANCE WITH THE FOLLOWING STANDARDS:
 - A) U.S. ARMY CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL TECHNICAL REPORT Y-87-1 (JAN. 1987). AND REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHCENTRAL AND NORTHEAST REGION, VERSION 2.0, JANUARY 2012.
 - B) FIELD INDICATORS OF HYDRIC SOILS IN THE UNITED STATES, VERSION 7.0, USDA-NRCS, 2010 AND (FOR DISTURBED SITES) FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND, VERSION 3. NEWPCC WETLANDS WORK GROUP (APRIL 2004).
 - C) NATIONAL LIST OF PLANT SPECIES THAT OCCUR IN WETLANDS: NORTHEAST (REGION 1). USFWS (MAY 1988).
 - D) CLASSIFICATION OF WETLANDS AND DEEPWATER HABITATS OF THE UNITED STATES. USFWS MANUAL FWS/OBS-79/31 (1997).
 - E) "IDENTIFICATION AND DOCUMENTATION OF VERNAL POOLS IN NEW HAMPSHIRE" (1997). NEW HAMPSHIRE FISH AND GAME DEPARTMENT.
- 6) HIGHEST OBSERVABLE TIDE LINE FLAGS FIELD LOCATED BY AMBIT ENGINEERING, INC.

HAFFNER RESIDENCE
45 BOSTON
HARBOR ROAD
DOVER, N.H.

0	ISSUED FOR COMMENT	1/17/17
NO.	DESCRIPTION	DATE

REVISIONS



SCALE 1"=10' JANUARY 2017

EXISTING CONDITIONS
PLAN

C1

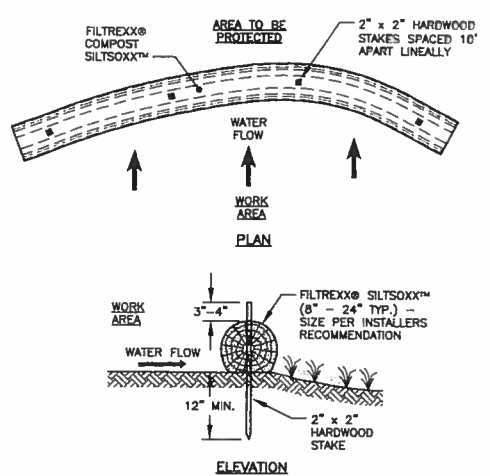
STRUCTURE	EXISTING	PROPOSED
	IMPERVIOUS (S.F.)	IMPERVIOUS (S.F.)
MAIN STRUCTURE	818	816
DECK	0	189
CONCRETE PADS	13	0
SHEDS	121	121
STAIRS	0	125
PAVED DRIVE	263	195
BOSTON HARBOR ROAD (GRAVEL)	599	599
TOTAL	1,814	2,045
LOT SIZE	6,996	6,996
% LOT COVERAGE	25.9%	29.2%

1. DO NOT BEGIN CONSTRUCTION UNTIL ALL LOCAL, STATE AND FEDERAL PERMITS HAVE BEEN APPLIED FOR AND RECEIVED.
2. INSTALL SILT/SOXX TO CONTROL EROSION AND SEDIMENTATION PRIOR TO ANY EARTH MOVING ACTIVITIES.
3. CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE IF NEEDED.
4. CUT AND REMOVE ALL TREES, SHRUBS, SAPLINGS, BRUSH, VINES AND OTHER DEBRIS AND RUBBISH AS REQUIRED.
5. STRIP AND STOCKPILE LOAM FROM SITE. STOCKPILES SHALL BE SURROUNDED WITH SILT FENCE TO CONTROL SEDIMENT RUN OFF.
6. INSTALL AND MAINTAIN EROSION CONTROL DEVICES AS SHOWN ON THE PLANS.
7. CONSTRUCT SITE IMPROVEMENTS.
8. LOAM AND SEED DISTURBED AREAS IN ACCORDANCE WITH VEGETATIVE PRACTICE AND GENERAL CONSTRUCTION NOTES. CUT AND FILL SLOPES SHALL BE SEEDED IMMEDIATELY AFTER THEIR CONSTRUCTION.
9. PLANT LANDSCAPING.
10. REMOVE TRAPPED SEDIMENTS FROM COLLECTION DEVICES AS APPROPRIATE, AND THEN REMOVE TEMPORARY EROSION CONTROL MEASURES.

PERMANENT IMPACT: *809 S.F.
TEMPORARY IMPACT: 797 S.F.
*PERMANENT IMPACT AREAS ARE NEW IMPACT AREAS

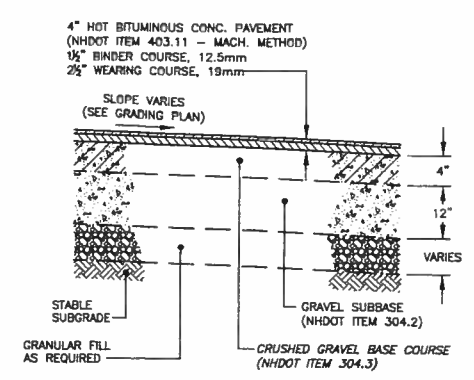
26

- NOTES:
- 1) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.
 - 2) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.
 - 3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION." (NHDES DECEMBER 2008).

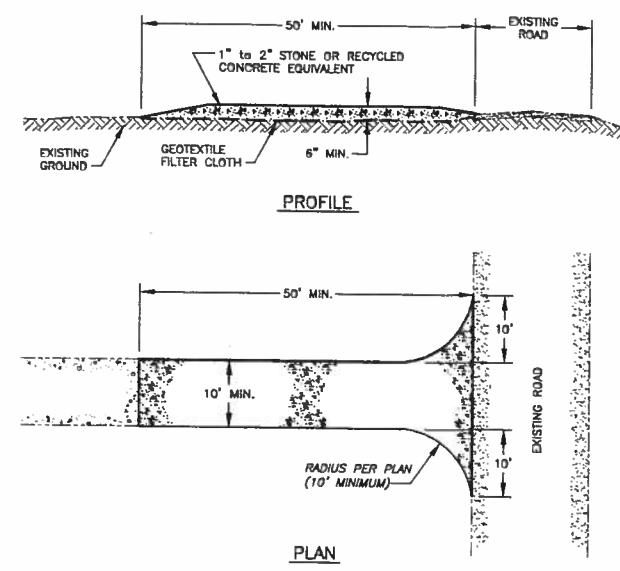


- NOTES:
1. ALL MATERIAL TO MEET FILTEREXX SPECIFICATIONS.
 2. FILTEREXX SYSTEM SHALL BE INSTALLED BY A CERTIFIED FILTEREXX INSTALLER.
 3. THE CONTRACTOR SHALL MAINTAIN THE COMPOST FILTRATION SYSTEM IN A FUNCTIONAL CONDITION AT ALL TIMES. IT WILL BE ROUTINELY INSPECTED AND REPAIRED WHEN REQUIRED.
 4. SILTISOXX DEPICTED IS FOR MINIMUM SLOPES, GREATER SLOPES MAY REQUIRE ADDITIONAL PLACEMENTS.
 5. THE COMPOST FILTER MATERIAL WILL BE DISPERSED ON SITE WHEN NO LONGER REQUIRED, AS DETERMINED BY THE ENGINEER.

A FILTEREXX® SILTISOXX™ FILTRATION SYSTEM
C2 NTS



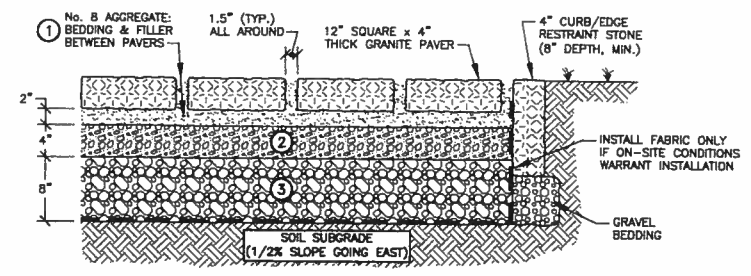
C TYPICAL PAVEMENT CROSS-SECTION
C2 NTS



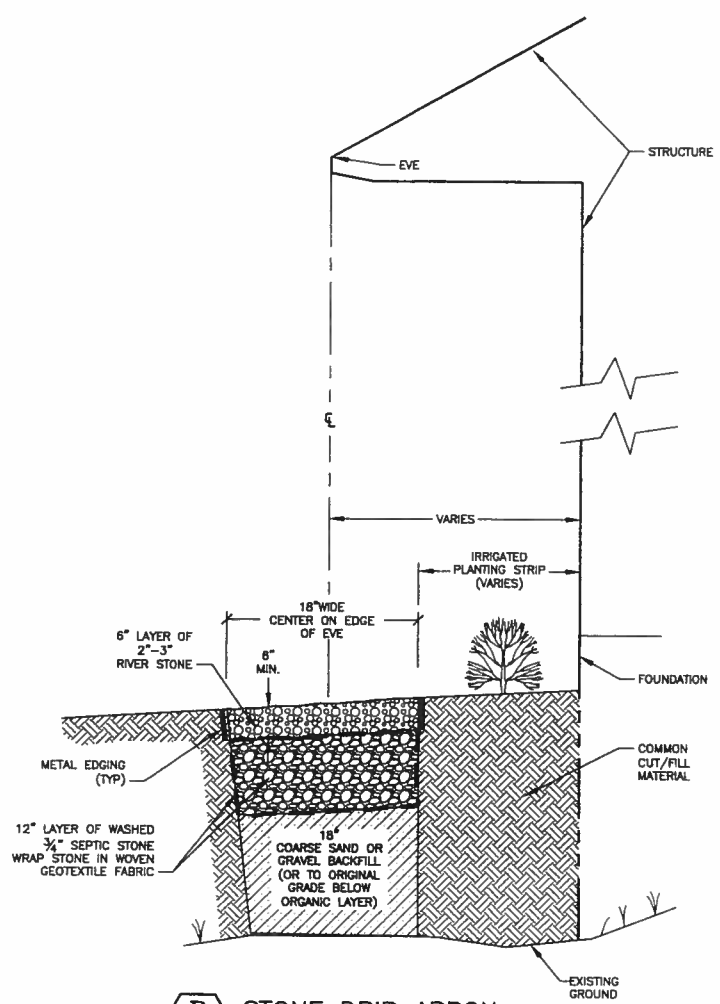
E STABILIZED CONSTRUCTION ENTRANCE
C2 IF NEEDED, INSTALL IN AREA OF PROPOSED DRIVEWAY NTS

ASTM D 448 GRADATION TABLE					
①		②		③	
ASTM No. 8 BEDDING & JOINT FILLER		ASTM No. 57 STONE OPEN GRADED BASE		ASTM No. 2 STONE SUBBASE	
SIEVE SIZE	PASSING BY WEIGHT (%)	SIEVE SIZE	PASSING BY WEIGHT (%)	SIEVE SIZE	PASSING BY WEIGHT (%)
1/2" (12.5mm)	100	1.5" (37.5mm)	100	3" (75mm)	100
3/8" (9.5mm)	85-100	1" (25mm)	95-100	2.5" (63mm)	90-100
No. 4 (4.75mm)	10-30	1/2" (12.5mm)	25-60	2" (50mm)	35-70
No. 8 (2.36mm)	0-10	No. 4 (4.75mm)	0-10	1.5" 37.5mm	0-15
No. 16 (1.16mm)	0-5	No. 8 (2.36mm)	0-5	3/4" (19mm)	0-5

- NOTES:
- 1) PAVING SYSTEM BASE DESIGN IS SIMILAR TO BASE REQUIRED FOR THE UNI ECO-STONE PAVER. INSTALLATION SHALL FOLLOW MANUFACTURER'S INSTRUCTIONS FOR PLACEMENT OF BASE MATERIALS.
 - 2) ALL STONE SHALL BE ANGULAR, WITH 90% FRACTURED FACES. STONE SHALL BE WASHED WITH LESS THAN 1% PASSING THE 200 SIEVE.
 - 3) CONTRACTOR SHALL SUBMIT SIEVE ANALYSIS FOR EACH COURSE MATERIAL TO PROJECT ENGINEER FOR APPROVAL PRIOR TO PLACEMENT.



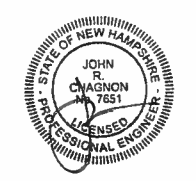
D POROUS PAVMENT SECTION
C2 12" SQUARE GRANITE PAVERS NTS



B STONE DRIP APRON (UNDER BUILDING DRIP LINE)
C2 NTS

HAFFNER RESIDENCE
45 BOSTON
HARBOR ROAD
DOVER, N.H.

NO.	DESCRIPTION	DATE
0	ISSUED FOR COMMENT	1/17/17
REVISIONS		



SCALE AS SHOWN JANUARY 2017

DETAILS D1

Half Size