



CITY OF DOVER

**COCHECHO WATERFRONT DEVELOPMENT ADVISORY
COMMITTEE - MINUTES**

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Room 305, 61 Locust Street, Dover, NH
Meeting Date: **Tuesday, June 20, 2017**
Meeting Time: **5:30 pm**

PRESENT: Jack Mettee (Chair), Dana Lynch, Dane Drasher, Kyle Pimental, Kim Schuman, Robbi Woodburn, Matt Cox, Carla Goodknight, Peg Purcell, Norm Fracassa, Dennis Ciotti (6:00 pm)

EXOFFICIO MEMBERS: Mike Joyal, Mayor Karen Weston (6:00 pm)

STAFF: Steve Bird – City Planner, Gary Bannon – Recreation Director, Dave White – City Engineer

OTHERS: Tony McManus, Chris Wyskiel

1. Meeting was called to order at 5:32 pm.

2. Minutes of May 16, 2017

Motion: Lynch made motion to approve minutes of 5/16/17, Fracassa seconded. Vote: 9 in favor, Purcell abstained

3. Citizens Forum: Tony McManus read from a letter, stating that CWDAC is missing an opportunity. People want to be close to the water. Suggest row of buildings between road and park. Will not be an attraction. Need more shops. You have one chance to get it right.

Mettee thanked McManus for his comments and suggestions.

4. Changes to the Agenda: Lynch asked to move discussion on design guidelines before RFQ.

5. Correspondence: None

6. Old Business:

A. Report on Bluff Excavation, NHDES Wetlands Permit & Alteration of Terrain Permit

Bird: Good news to report. The wetlands permit was issued by NHDES on June 9, 2017. On June 27th the Planning Board will be reviewing applications for the bluff removal site plan and the Conditional Use Permit for the wetlands impact. Abutters were notified by certified mail for this hearing and this will be an opportunity for them to ask questions and find out more about the project. For the AOT permit we received a request for more information on June 13th and will be providing that information next week.

Mettee: Please send the Planning Board agenda to committee. Also check on how soon after providing DES the information would we expect to receive the permit.

B. Report on Public Dock NHDES Wetland Permit and Construction Bid

Bird: More good news. We received the NHDES wetlands permit for the dock on June 7th, but it still has to be approved by Governor and Council. I have worked with the Purchasing Agent to prepare a bid package for the dock construction and installation. Bid was issued today with a

mandatory pre-bid meeting set for July 10th and bids are due on July 25th. This will allow us to take the award of bid to the City Council on August 9th.

Lynch: Do we know how long it will take to construct the docks?

Bird: I will have to check with Ironwood but installation is about a week.

Mettee: Depending on when the work is completed, it might not make sense to install this year.

Bird: That is a decision we will have to make at the time. Before you move onto the next agenda item it would be good to indicate support for the applications before the Planning Board.

Motion: Lynch made a motion that CWDAC supports the Conditional Use Permit and site plan on the June 27th Planning Board agenda, Woodburn seconded. Vote: Unanimous

Mettee: Would it be a good idea to express support for the dock bid also?

Joyal: It is not required but it may be helpful.

Motion: Cox made a motion that CWDAC supports the City Council awarding a bid for the dock construction and installation, Purcell seconded. Vote: Unanimous

C. Report from Design Guidelines Sub-committee

Lynch: Sub-committee has been meeting every other week to revise the design guidelines prepared by Cecil Group. on May 5th. We are making good progress and wanted to report to the full committee. Each member will describe the section they have been working on.

Cox: I have prepared the introduction and scope of guidelines section. I wanted to explain why circumstances are different than before.

Lynch: The design review process section lays out the planned process for getting plans approved by CWDAC, DHA and Planning Board.

Goodknight: We started with the Union Studio site design. We want to work with multiple developers. Explained the development zones A-G using a PowerPoint. Architectural guidelines cover site strategies, building strategies for massing, setbacks, rooflines, building edges, pedestrian scale, facades, entries and quality of materials.

Woodburn: I looked at landscape zones, including streetscapes, greenway connector, building yards, interior parking, screening and buffering, planting and irrigation. Still working on site furniture and lighting.

Lynch: The site design overview section includes goals and visions. We need to incorporate graphics to make it easier to read. We are looking for input by our July 14th meeting.

Pimental: When do you want comments and how do you want them submitted?

Lynch: It would good to have them by July 10th and send them through Bird.

Mettee: The sub-committee is looking for feedback to see if they are headed in the right direction.

Drasher: I am very impressed with the material submitted.

Mettee: What is the timetable for having a complete draft?

Woodburn: We are hoping to have them completed by July 14th but we have to fill in gaps. We will send the document to CWDAC before the July 18th meeting.

Mettee: A lot of great work and effort by some very talented professionals has gone into this.

D. Review of Developer RFQ with Barry Abramson

Abramson: Many of the issues discussed for the design guidelines relate to the RFQ. One issue is how prescriptive the concept plan should be. Zones B and C have a mix of multi-family and townhouses which could be an issue for some developers. At the RFQ stage, do you allow proposals that alter the development zones?

Goodknight: Union Studio has put a lot of time and effort into the plan. The zones are best for the city.

Woodburn: We are open to alternative designs especially at RFQ stage.

Ciotti: Final plans will be required for Planning Board. We should list the materials that will not be allowed like vinyl siding and cement board.

Abramson: What level of detail are required for graphics? How much of River Street will the city build and what about sidewalks, lighting, etc.?

Goodknight: The developers should be required to build improvements from the curb line in.

Joyal: I would think the city would want to put in sidewalks on both sides of Washington Street and River Street, with lights, landscaping and trees to make sure it was done all at once. We need to decide which streets are public.

Abramson: TIF budget is \$6 million but public improvements have been estimated at \$14 million so there is a big gap. However the financial analysis does show that development will pay for these improvements. How much is the city willing to spend?

Goodknight: It is not unreasonable for the developers to pay for improvements made by city.

Abramson: Developers could reimburse for improvements made by city.

Joyal: City is committed to building the park, Washington Street extension and River Street, including all street improvements. It is unlikely that all the private buildings will be built at the same time so if developers were doing the improvements in front of their lots you could have gaps.

Abramson: The phasing issue needs to be addressed. We want the restaurant to happen early and we need to avoid the back lots from being built first.

Woodburn: Phasing is crucial. We need to look at what is best for the city.

Cox: It will shake out with supply and demand.

Abramson: The RFQ is also a marketing tool for the site.

Bird: I have reached out to Dan Barufaldi, Economic Development Director to get his assistance with how and where to market the RFQ. I would ask members to provide some ideas and help spread the word. The RFQ does need some polishing to make it more professional, including adding more graphics.

Purcell: Would the city want to pay a realtor to bring developers to the city?

Mettee: Not sure about that but we are looking for ideas from members.

Pimental: I am willing to help with making any maps needed.

E. Archaeological Assessment Update

Bird: The Phase 1A archaeological assessment from the consultant recommends that a Phase 1B investigation be completed. I have started the bid process for hiring a consultant to do a phase 1B assessment. I checked on the confidentiality issue with the report. I spoke with someone from the state historic office and she said it can be given to members but there is an RSA that allows for the report not to be made public. After consulting with the City Attorney, we have copies here if members want to look at the report, but I will not be e-mailing it out.

A discussion was held on the need for a phase 1B assessment, the impact of finding a significant resource on the project and how soon a report could be completed.

7. New Business:

A. Phase 3 Contract City Council Resolution

Bird: City Council unanimously approved the phase 3 contract on June 14th. Due to the work shifting to primarily engineering design and plans, we are changing the primary contractor to Horsley Witten instead of Union Studio. The contract will be signed in the next few days.

B. Discussion on Proposal for Rezoning Maglaras Park Parcel from R-12 to CWD

Bird: You have a map and other material showing the proposed rezoning of Maglaras Park parcel from R-12 to CWD, which is the same as the waterfront parcel. This came about when we started looking at potential lot line adjustments between the two parcels. The rezoning would be help if the two potential recreation users wanted to locate on the parcel.

Ciotti: It would be good to show that CWDAC supports the rezoning.

Motion: Cox made a motion that CWDAC endorse the proposed rezoning of Maglaras Park parcel from R-12 to CWD, Drasher seconded. Vote: Unanimous

8. Committee member comments:

Pimental: For the gundalow trip on Thursday, what time are we going?

Bird: We are going on the 2:00 pm trip.

9. Adjournment:

Mettee adjourned the meeting at 7:48 pm.