



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers – City Hall, 288 Central Avenue
Meeting Date: **Tuesday, January 09, 2017**
Meeting Time: **7:00 pm**

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

Members Not Present:

Staff Present: Christopher Parker, Assistant City Manager, Steve Bird, City Planner, Dave Carpenter, Community Development Planner, Elena Piekut, Assistant City Planner

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

1. ELECTION OF OFFICERS

T.Clark made a motion to nominate K.Schuman as Planning Board Chair. Seconded by F.Torr. Vote U/A

T.Clark made a motion to nominate G.Cruikshank as Planning Board Vice Chair. Seconded by F.Torr. Vote U/A

The Board voted by secret ballot. The votes were tallied and the results were announced by C.Parker. K.Schuman was elected as Chair and G.Cruikshank was elected as Vice Chair.

K.Schuman thanked the Board for the election.

2. CITIZENS' FORUM

Citizens Forum Open. Nobody Spoke. Citizens Forum Closed.

3. APPROVAL OF THE PRIOR MINUTES

- December 12, 2017 Regular Meeting Minutes

C.Parker noted a correction L.Skinner had sent ahead.

Motion: F.Torr made a motion to approve the December 12, 2017 Regular Meeting Minutes as amended. Seconded by D.White. Vote U/A

4. OLD BUSINESS

There were no items for Old Business.

5. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Public Service Company of NH and Lilac Garden, LLC, Assessor's Map H, Lots 36-C & 35-D, zoned I-2 & RM-SU, located off Knox Marsh Road. (Proposal is to upgrade the Knox Marsh Road Switching Yard by expanding a gravel pad and installing new poles, with permanent wetland impacts of 3,278 sq.ft., temporary wetland impacts of 1,068 sq. ft., and wetland buffer impacts of 1,429 sq. ft). *(P17-80)



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C.Parker explained that the applicant is requesting a Conditional Use Permit to upgrade the Knox Marsh Road Switching Yard for automation. The existing footprint of the yard requires expansion to meet current safety clearance standards to work on the 34.5 kV line when it is energized. The proposed work will include expansion of the existing gravel pad into wetland areas, the installation of new poles within and along the edge of the gravel pad, placement of temporary construction matting, and the removal of existing utility pole structures. The proposal would have 3,278 sq. ft. of permanent wetland impacts, 1,068 sq. ft. of temporary wetland impacts, and 1,429 sq. ft. of wetland buffer impacts.

The Conservation Commission reviewed and endorsed this project on 12/11/17.

Sherry Trafferty from VHB, represented the applicant, displayed a plan for viewing, and presented the proposed plan.

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

Conditions to Be Met Prior to Issuing the Permit:

1. The applicant shall pay the outstanding application fees per the invoice.
2. The applicant shall provide the Planning Department with a copy of the NHDES Wetlands Permit.

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

- B. Consideration and acceptance of a Minor Lot Line Adjustment for Copley Properties, LLC., Assessor's Map C, Lots 2-3 & 2-5, zoned R-40, located at 11-15 Pear Drive.*(P17-83)

C.Parker explained that the applicant proposes to adjust the lot lines between 2 lots created in 2016 with no change in frontage. Because 95 sq. ft. will be swapped between the two parcels both lots will remain the same size, and continue to be conforming to the open space subdivision zoning dimensional requirements for reduced lot sizes.

K.Schuman mentioned that one of the lot owners works for his wife, asked if the Board wishes him to step down. No one did.

Andrew Goddard, representing the applicant, reviewed the plan.

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:



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The Planning Department believes the proposal meets the criteria outlined in Chapter 155, and recommends that the Planning Board approve the Minor Lot Line Adjustment with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. The applicant shall provide the Planning Department with a digital version of the final plat.
2. The applicant shall revise the plat to:
 - a. Include the Licensed Land Surveyor signature and stamp
 - b. Add the owner's signatures to the final plat submitted for signature to be recorded at the Strafford County Registry of Deeds
 - c. Add Planning file number to be P17-83

Motion: D.Landry made a motion to approve the Lot Line Adjustment subject to the staff recommended conditions. Seconded by D.White. Vote U/A

C. Discussion of Land Use Amendments/Goal Setting

C.Parker reference the spreadsheet of a summary of proposed amendments (original in file) the Board received and provided a summary of the Staff suggestions as listed on the document.

The Board reviewed proposed zoning amendments. It agreed not to pursue changes to the helicopter regulations, to expand the affordable housing opportunities and suggested renaming the open space section (170-15).

The Board reviewed proposed site review amendments. It added replacing "Blue Print" with "plans" throughout and to pursue wholesale larger changes to the landscape regulations, keeping in mind the impact on enforcement.

The Board reviewed proposed subdivision of land amendments. Discussion ensued regarding clarification about eliminating Open Space Subdivisions, and the need to clarify what works and what doesn't. General inclination is not in favor of eliminating Open Space subdivisions, rather understanding potential improvements is the goal.

K.McEnenay spoke in favor of reviewing Build To Line, and reducing the size of plans for PB submittal. Spoke against elimination of Open Space Subdivisions.

6. STAFF COMMENTS

Staff will be meeting twice a year with professional agents to discuss the practical application of land use regs.

C.Parker asked the Chir to send a letter to the Mayor and School Board chair regarding the rezoning committee.

7. MEMBER COMMENTS

K.Schuman stated F.Torr will be representing him at the Planning Technical Review Committee meetings.

8. ADJOURNMENT

Motion: L.Skinner made a motion to adjourn at 8:15 p.m. Seconded by T.Clark Vote U/A