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, February 13, 2018**
Meeting Time:	**7:00 pm**

1. **CITIZENS' FORUM**
2. **APPROVAL OF THE PRIOR MINUTES**
   - January 23, 2018 Regular Meeting Minutes
3. **OLD BUSINESS**

   A. Public hearing and possible vote regarding updated proposed Fire, Police, Recreation, and Public School Impact Fees. NH RSA 674:21-I authorizes impact fees to be collected to pay for the impacts to Capital Facilities caused by development. The details of the impact fees are outlined in a report prepared for the Planning Board, which are available for public inspection in the Planning Department and on the City's website at www.dover.nh.gov.

   B. Public Hearing on renumbering of street addresses for Evans Drive, per Chapter 152-Section 6 and NH RSA 231:133-a.*(P18-05)

   C. Consideration and acceptance of a Conditional Use Permit for Adam Fogg and Patricia Nagle, Assessor's Map L, Lot 13, zoned R-20, located at 25 Nute Road. (Proposal is to add five sets of exterior stairs and a walkway to an existing house within the Conservation District adjacent to the tidal Bellamy River. The total permanent impact is 410 square feet).*(P17-72)

4. **NEW BUSINESS**

   A. Consideration and acceptance of a Minor Lot Line Adjustment for the City of Dover and C.P.J. Trust, Assessor's Map 41, Lot 9 and Map 43, Lot 1, zoned B-3, located at Willand Drive.*(P18-08)

   B. Public Hearing on the draft FY19 CDBG Action Plan. All persons wishing to speak on the proposed Action Plan and use of funds are urged to attend.*

5. **STAFF COMMENT**
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.

Meeting Type:	Regular Meeting
Meeting Location:	Council Chambers – City Hall, 288 Central Avenue
Meeting Date:	**Tuesday, January 23, 2018**
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, Sarah Wheeler (Alternate), James Burdin, Tristan Donovan (Alternate)

Members Not Present: Hayley Harmon (Alternate)

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

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

1. CITIZENS' FORUM

Citizens Forum Open.

Chair recognized the new Alternate, Sarah Wheeler, being present at the meeting.

Nobody Spoke. Citizens Forum Closed.

2. APPROVAL OF THE PRIOR MINUTES

- January 9, 2018 Workshop Meeting Minutes
- January 9, 2018 Regular Meeting Minutes

Motion: F. Torr made a motion to approve both the January 9, 2018 Regular Meeting and workshop Minutes. Seconded by D. Ciotti. Vote U/A

J. Burdin indicated that in terms of Members Present, Catherine Plante is no longer a member of the Board, as of the regular meeting. He also stated that his designation should be consistent, whether or not he's an alternate, on both Minutes. C. Parker responded that he'd mark him as an Alternate on both, as the City hadn't yet received his oath by that meeting.

3. OLD BUSINESS

A. Discussion and possible adoption of Revised Impact Fees and Associated Regulations.

Chair moved this to the end of Old Business, so as to address the items of public interest first. L. Skinner recommended moving it to the end of New Business (after 4D).

Motion: L. Skinner made a motion to amend the agenda to move 3A to follow agenda item 4D. Seconded by T. Clark. Vote U/A

C. Parker discussed the process for amending the Impact Fees themselves. At the next meeting there will be a public hearing for public input and then the Board will review and vote on the fees. State law does not allow phasing them in, but does provide protection for plans, which have been approved within the past five years. The Board asked the following questions:

- Q: Staff mentioned the possibility that it would be ideal of having a grace period so that new applicants could know to try and finish some things up. Is there anything that would prevent us

from holding a public hearing, continuing to a date certain that happens to be the first meeting of July?
  - There wouldn't be. Right now is actually a good time to do this, because we haven't had any projects approved of substantial nature in the past few meetings, or looking at the February 13th, 2018 agenda.
- Q: When Board approve plans, it says subject to the Impact Fees at the time of approval or at the time of CO? Would that have be reworded, as well?
  - Staff conveys the fee at the building permit. Payment is collected at the CO, which is similar to State Law.
- Q: Should it say issued at the time of CO?
  - It says assessed at Building Permit, collected at CO.
- Q: The asterisk would be apartments, four-plus units, single family/single family for the prior fees?
  - It would be apartments, four-plus, and then the age-restricted would be dependent on what they actually were.
- Q: We're planning, regardless of housing type, to pull them into a new category?
  - Right.
- Q: The age-restricted unit (55) and the asterisk that goes with it, is that effectively and really the discussion that we seem to have on those about people going to the high school to see plays, and accessing the school for other reasons?
  - That's the goal.
- Q: Is there a reason why we would use the word "may" rather than "shall", when it talks about the may be assessed, as opposed to shall?
  - Staff will change that to "shall be assessed".
- Q: The apartment over 1st Floor nonresidential, there's a lot of these situations in the Central Business District. What is the reason we would only look at the Central Business District?
  - This should apply Citywide, staff will update the sheet.
- Q: Regarding mixed use buildings, if there is a CUP for residential uses on the first floor, what would the impact fee assessed be?
  - Staff would look at that and say the units that are over commercial would receive the adjusted fee, and those without commercial on the first floor would be the apartment four plus fee. It's applied unit-by-unit.
- Q: If the Board has different fees for residential over commercial vs no commercial does that imply you have a choice that you don't have to have commercial on the 1st Floor.
  - The standpoint remains Dover wants commercial on the 1st Floor, residential above, in these types of buildings.
- Q: Do we have a legally defensible definition of finished area, as in we're setting a rate schedule based on finished area?
  - What we rely on is conversations with the Building Official. We defined that in the Ordinance.
- Q: How does that apply to a warehouse when 90% of it is not finished area?
  - It's under the purview of a CO. The Building Official's going to say whether this meets the standard required for life safety and public safety for the CO.
- Q: Will this give rise to more requests for "variance"?
  - Having a fee that is reflective of the use is important, and allowing a reduction for commercial on the first floor, due to the lower impact generated is the right way to go.

S. Bird reviewed the summary sheet provided.

Motion: L. Skinner made a motion to table the item and hold a public hearing on February 13, 2018. Seconded by T. Clark. Vote U/A

4. NEW BUSINESS

A. Consideration and acceptance of a Conditional Use Permit for Margaret M. Gabriel Revocable Trust, Assessor's Map L, Lots 98 & 99, zoned R-20, located at 262 Dover Point Road. (Proposal is to allow construction of an access drive from Dover Point Road over lot L-98 to lot L-99 with 2,274 sq.ft. of wetland buffer impact). *(P17-81)

C. Parker explained that the applicant is requesting a Conditional Use Permit to allow construction of an access drive from Dover Point Road over lot L/98 to L/99. While no wetlands will be impacted, the proposed access drive will impact 1,232 sq. ft. of wetland buffer on lot 98 and 1,042 sq. ft. of wetland buffer on lot L/99 for a total of 2,274 sq. ft. of wetland buffer impacts. The Conservation Commission reviewed and endorsed this project on 12/11/17.

Kevin McEneaney represented the applicant, displayed a plan for viewing, and presented the proposed plan and depicted the full site.

The Board asked the following questions:

- The house on Dover Point Road is 262 Dover Point Road, and there's a 262A and a 262 1/2. Have you devised what the number for this new house will be?
    - The applicant is going to be submitting a Building Permit within the next couple months. I don't know what the outcome of that will be.
- Can you consider discussing with the owners naming that private drive separately as to not have Dover Point Road addresses?
    - The applicant is able to discuss that, however the question of the two existing abutters that access that road would need to be addressed, and whether they should change their addresses.

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

Public hearing opened. Nobody Spoke. Public Hearing Closed.

STAFF RECOMMENDATION:
Staff finds that the request is consistent with the provisions of the Wetlands Protection District ordinance which provides for Conditional Use Permits to allow impacts to wetlands and wetland buffers if standards related to demonstration of need, avoidance, minimization, and mitigation are met. 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 Conditional Use Permit:

1. Revise the plat to include file number P17-81.

Conditions to Be Met Prior to Issuing the Building Permit:

1. The applicant shall provide the Planning Department with a copy of the NHDES Shoreland Permit.

K. McEneaney indicated they would like to get the CUP approved this evening. He noted that the Shoreland Permit associated with the house has already been applied, and that they'd provide a copy of that, as part of the Building Permit. He inquired as to whether Condition #1 could be delayed until after the receive the Shoreland Permit to prevent any delays in receiving the CUP.

The Board asked the following questions:

- Where there is a landlocked piece of property, why is there no easement on the plan to allow access to that property and the existing traffic?
    - The property owner owns both property. Two things:
        1. State Law states that you cannot land lock a piece of property, that you have to provide egress and access points.
        2. The owner will have to grant an easement at some point, should they ever convey the larger lot, or even if they cut the larger lot and convey the second half.
- Is there a house on the other lot right now?
    - There is a house very close to Dover Point Road on that lot.
- The other lot that they're retaining/sharing, there's no house on there now?
    - No. The two lots that serve as a driveway have easements.
- Where we're aware tonight of what goes on with address changes, should a new house be built on this property, can this house be numbered in such a way that it doesn't impact any other numbering?
    - No.
- Are the abutters' addresses going to have to change?
    - Not necessarily; when they're located off a private drive, the City can't renumber them. This would be purely voluntary. If they did not change the road name, this house would have to have a 262B. The Planning Board does not have jurisdiction over numbering.

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

B. Consideration and acceptance of a Conditional Use Permit for City of Dover (Owner: Nancy Berube & Paul Toland Jr.), Assessor's Map L, Lots 95-L, zoned R- 20, located at 10A Roberts Road. (Proposal is to replace the existing storm drain line from Roberts Road towards Piscataqua River impacting 150 sq. ft. of wetlands.). *(P18-03)

C. Parker explained that the applicant proposes to obtain a Conditional Use Permit to replace an existing storm drain line from Roberts Road towards the Piscataqua River impacting 150 sq.ft. of Wetlands. This part of the reconstruction of Roberts Road, which is off Dover Point Road. The Conservation Commission reviewed and endorsed the NHDES Expedited Review Wetlands permit and City of Dover CUP at their meeting on January 8.

Peter Holden, Holden Inc., representing the applicant, reviewed the plan.

Motion: F. Torr made a motion to accept the application. Seconded by D. Landry. Vote U/A

Public hearing opened. Nobody Spoke. Public Hearing Closed.

STAFF RECOMMENDATION:

Staff finds that the request is consistent with the provisions of the Wetlands Protection District ordinance which provides for Conditional Use Permits to allow impacts to wetlands and wetland buffers if standards related to demonstration of need, avoidance, minimization, and mitigation are met. 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 provide the Planning Department with a copy of the NHDES Wetlands and Shoreland Permits.
2. The plans revised to show 24" diameter pipe.

The Board asked the following questions:
- The Applicant had said it was a 24" diameter pipe, yet it shows 36" on the plans. Which one is correct?
    - The 24" is correct.

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

C. Consideration and acceptance of the renumbering of street addresses for Evans Drive, per Chapter 152-Section 6 and NH RSA 231:133-a.*(P18-05)

C. Parker reference the materials supplied by the Building Official. The City is seeking to renumber Evans Drive which has irregular numbering, due to subdivisions, which have taken place over the years since the road was created. The first lot on the road, which until recently, was vacant, and has a home being constructed upon it, and there was no available number. A numbering system was developed to assist in the application of addresses per the Statewide E-911 program. Dover Fire Deputy Chief Paul Haas is here tonight to answer questions.

Public hearing opened.

John Dellasola, resident, spoke about his concerns regarding the renumbering. He gave a brief history and description of Evans Drive, as well as the lot at issue. He indicated that he had received a letter from Building Official James Maxfield two weeks ago and explained what it was about, as well as the fact that his house number would be changed from 3 Evans Drive to 19 Evans Drive. He outlined all of his personal information that would be affected by this change. He recommended approving Mr. Maxfield's suggestions, while leaving 1 Evans Drive and 3 Evans Drive as they are.

Public Hearing Closed.

P. Haas walked through what the process was, and the rationale behind the necessity to renumber both the odd and even sides, as well as responded to J. Dellasola's concerns.

The Board asked the following questions:
- Do you think it would be a legitimate problem if your ambulance crew or the fire department went down Evans Drive and saw number 2 on the left and number 1 on the right, because every street in every city and town in New Hampshire has odd numbers on the right, even numbers on the left? I

have to agree with J. Dellasola that keeping 1 and 3 on the right make a lot of sense. The problem is on the left side with the even numbers.

- Even numbers are all on the left-hand side, per this proposal in an even set of increments. Odd numbers are all on the right side. The disagreement comes where the first house and the second house do not follow 1, then 3, then 5, then 7. They follow that set of 50' increments measured by the State. That would not create too much confusion. We just try to standardize what we do across the board, so that Evans Drive is not treated differently than some other drive or some other street.

- In this instance, the 50' increments will not come into play, because the houses are much bigger and take up a lot more land?
  - They address 50' increments, and 10' increments, if it's a dense form.
- Of the 9 lots, how many have provided the Voluntary Consent at this point?
  - One. Only received 2 responses, and one was in the affirmative, and one was in the negative (J. Dellasola)
- What happened with all the numbers between 1 and 7?
  - In following the state standard, they start where Evans Drive begins at Dover Point Road and they start measuring. The theoretical first 50', those have number 1. The next 50' to 100' have number 3. 100' to 150' has number 5 and so forth. The property in question, number 19, is 509' down the road.
- That's done, regardless of where lot lines are?
  - That's correct.
- That lot that's being developed now, has that always been a lot sitting there, never built on?
  - Correct.
- What did it used to have? Did it used to have a lot number on Dover Point Road?
  - It never had an address. There was no structure on it. The only thing that was ever there was a transformer box, electric equipment infrastructure.
- If you look at the existing situation and you go with the 50' standard, there isn't a single number of the proposed plans that make any sense, because hundreds of feet in are 6A and 6B. Where did number 6 come from?
  - 40-some-odd years ago when the road was created, the first house got the first number. The second house got the second number.
- What happens to the unnumbered house if we just deny this? Is it literally impossible to address it, as-is?
  - The Building Official would then come back to you and say you need to do the even side.
- If 1 and 3 stay the same, what will number 8 be? Would that be 5, or would you still stick with 21?
  - It's dead center in the end of the cul-de-sac. It's currently an even number. The new proposal has it as an odd number. It would be recommended to go with the 21 on that, that 1 and 3 stay the same and that 8 becomes 21.
- Wouldn't it be 22? If we kept it as an even number, it would be following the rest of the even numbers.
  - The point was that the driveway is on the right, so it should be an odd number. Maybe you can do 1, 3, 9.
- You get a power-outage call in the middle of the night on a road where nobody's decided to put a number anywhere, where you have no data available to you via E-911. All you have is a voice with an address. How do you find that house, if you were on a street that you knew was standardized?

    - That's the difficulties that we run into. We strongly encourage everyone to get numbers out there. E-911 has a number in place where they know that call's coming from. But if we don't have that data, I don't have an answer. If we're given an address, the standard that we first start off with is that the even numbers in most cases are on the left side of the street, and the numbers start low and increase as you go. You, then, take a guess on a rough estimate of where you need to be. The reality is we don't count 50' increments and assume what those numbers would be.
- Would you eyeball distances, i.e. on Silver Street?
    - Yeah, sure. It's just a general expectation that this far in would be roughly approximately what numbers are.
- Who's going to drive down Evans Drive and see the first house on the right and say, that's got to be number 1, and drive 50' more feet and say, there isn't a number 3, let's go back?
- Given what you've just read, what's the purpose of a public hearing?
    - That language is derived from the Statute contained in the packet. It says the Governing Body may adopt a system for assigning or altering address numbers to buildings or other property along a public or private way in a municipality.
- The purpose of holding a public hearing is simply to say we had a public hearing?
    - The Building Official has been designated this authority by the Council to number and renumber properties. The Building Official is then counseled by the Ordinance. But you should get input, as per State Law, and hold a public hearing. Also, there could be an instance where everyone in the neighborhood comes out against the proposal.
- If everybody comes out with pitchforks, so what?
    - From a public safety standpoint, that would be the answer.
- If we just vote on it and the majority votes it down, the Building Official is going to look at it, change some things, and it's going to come back again, correct, because we can't not do anything?
    - Yeah. I want to talk to the City Attorney about that. I think the Building Official can say, thanks, I'm doing it, as per State Law and Ordinance.
- How many lots can be subdivided on Evans Drive?

C. Parker explained why standards are set. He gave a brief history of the City's renumbering of streets. Should the Board desire to make a change to the recommendation, this item should be tabled in order to receive advice from the City Attorney, as it is not within their jurisdiction to do so. He referred to Chapter 152. He noted his conflict that the Building Official orders the numbering of public and private buildings, which is delegated through Chapter 152, but in renumbering, it falls under the Statute.

L. Skinner expressed his sentiments regarding the proposal. He pointed out that Evans Drive is different from any other place in the City, and that an exception should be made to the general rule. He noted that there's nothing in the rules that they have to do anything further than hold a public hearing, in terms of voting.

F. Torr echoed L. Skinner's concerns and suggestions.

D. Ciotti concurred with keeping 1 and 3. He voiced his concerns regarding having the numbers too close, and there being a misidentification of residences by First Responders and residents. If the residents on the even side agree to the renumbering, then it would not come back to the Planning Board, as that is all that is being requested by the Building Official.

G. Cruikshank agreed with the majority sentiment of the Board, but expressed her appreciation to staff in creating their proposal.

T. Clark expressed his approval of the Staff's recommendations, and explained his rationale for doing so. He stressed the importance of public safety. He reminded the Board about the procedures taken on Old Stage Road. He also spoke about the history of actions such as this going to City Council. He pointed out that the Board can just not agree, and everything would stay the same, but that, since it's already been recommended by City Council, the Board may not have the authority to usurp their power.

J. Burdin indicated that renumbering even side, but leaving odd numbers in place, they would implement 75% of a solution, and that they should just do the job all the way. He discussed the two choices presented by the Chair.

Chair stated that procedurally there's two choices:

1. Table the public hearing
2. Reopen public hearing and close it

Motion: D. Ciotti made a motion to table the item, as well as include the public hearing, to receive feedback from the City Attorney, as well as have him at the February 13, 2018 meeting. Seconded by F. Torr. Vote U/A

D. Ciotti noted that if all residents should present with signed Affidavits requesting that 1 and 3 stay as they are, and only the left side change, that that would make the final decision.

F. Torr left the hearing. T. Donovan moved to fill his spot.

D. Public Hearing on a Substantial Amendment to the FFY18 CDBG Action Plan. All persons wishing to speak on the proposed Action Plan and use of funds are urged to attend.

C.Parker explained the need for an amendment to the FFY18 CDBG Action Plan.

Dave Carpenter reviewed the proposed amendment, and the process for amendment. He noted that the number available to fund projects is greater than the initial memo sent out in packet, which is $255,000. He indicated they are proposing to fund with the additional funds:

1. Park improvements - over 50% will fund shade sail over new adventure playground at Henry Law Park and ADA-type improvements
2. McConnell Center roof over the Children's Center portion (1,000 sf) will be removed and replaced.
3. $20,000 to replace emergency egress stairway and My Friend's Place - install security measures
4. Pedestrian bus access-related improvements
5. Teen Center Improvements - Director's office and kitchen area

The Board asked the following questions:

- We're only talking about public facilities projects?
    - Correct.
- I don't remember whether in the plan that we approved already the public facilities portion, were any of those approved with less money than was requested?

  - We can't add public services and we can't add administration. The request that we received for the current FFY18 Action Plan, we received requests from CAP and from the Woodman Museum. The amounts that they requested, we funded at those levels.
- I'm presuming that some of the items have already had a workup done on them to analyze the amount of money needed. Is it fair to say that when you get to the pedestrian and bus access-related improvements and the Teen Center improvements, that those may not have been as fleshed out yet, because they are not actually in the current proposal for FFY19?
  - It's true that they weren't. We were going to put the Portland Avenue project in the FFY19 Action Plan, but we're doing it here instead, and we're going to be proposing other projects with that. We were able to get estimates from people in the Community Services Department. We're proposing to use some of the funds for some of the pedestrian and bus access-related project. For the Teen Center, we were able to get estimates for the equipment that would be installed (internal circulating vent). That would be the first one we would back funds out of in the event that the $255,000 turns out to be inaccurate.
- If we were to agree to this with these additional five places, some of them that were going to be in the FFY19, kind of a high-level view on your part, can you say whether it would aid the process of the FFY19 approvals, when we get there, by bringing up some money for projects that are going to be coming forward?
  - With the exception of the request by CAP, which Staff is now recommending we keep in the FFY19 plan, the other two requests were the McConnell Center Roof and improvements for My Friend's Place.
- Atlantic Avenue was part of the CIP. Are we working on Atlantic Avenue?
  - Correct. There was a water main replacement years ago, and now there's a street-reconstruction project, which will have sidewalk facilities. This component here would basically continue the sidewalk component that's going to be on Atlantic Avenue up Portland Ave.
- When we get these monies, can we wait until we do Atlantic Avenue and do them all at the same time, and maybe have the same contractor do the sidewalk?
  - We have a timeline. CDBT funds are required to be Davis Bacon Wages, which our normal sidewalk and road reconstruction project would not be applicable for. If we were to do that, the Atlantic Avenue project would be subject to every other HUD regulation.
- Atlantic Avenue came down with the sidewalks and made the corners and ended there?
  - From Atlantic going up the hill to Granite, there's a sidewalk there now. I don't believe it's compliant now. That's why the project would go from Atlantic.
- Proposed 1200' of sidewalk is not a sidewalk to nowhere. It's a sidewalk that's going to connect the CIP funded the rest of the sidewalk?

Public hearing opened. Nobody Spoke. Public Hearing Closed.

STAFF RECOMMENDATION:
Staff recommends that there be a Motion to Approve the FFY18 Amended Action Plan, subject to the following conditions:

Conditions to Be Met Prior to Approving the FFY18 Amended Action Plan:

1. In the event that the final funding amount is less than $255,000, the amount of the deficiency shall be first withheld from Project 5, and then, if necessary, Project 4, as identified in the Staff Memo, dated 01/23/18.

2. In the event that the final funding amount is greater than $255,000, the difference shall be added to the next available Action Plan funding.

Motion: J. Burdin made a motion to approve the FFY18 CDBG Amended Action Plan, subject to the conditions set forward by staff. Seconded by D. Landry. Vote U/A

5. STAFF COMMENTS

- Two lot merger forms related to the 104 Washington Street project were presented.
- Staff noted a public information meeting on Newington Dover project Jan 30 in the auditorium
- Updated the Board on the Design Guidelines project and PS21 project
- Updated the Board on Third Street, Washington Street, and Central and Glenwood.
- Alerted the Board to the citizen request to reconsider the helicopter lift off/landing amendment

Chair made the following announcement: **Notice of Merger**

This Notice of Merger is made on the 23rd day of January 2018. Be it known that the City of Dover of 288 Central Avenue, Dover, NH 03820, being the owner of Tax Map 02 Lot 2, a parcel described in Deed Book 1177, page 636, recorded in the Strafford County Registry of Deeds; and Tax Map 02 Lot 3, a parcel described in Deed Book 1129, page 574, recorded at the Strafford County Registry of Deeds, has been requested that the said parcels be merged.

The landowner certifies that the above-described lots have at least one common boundary and located in the City of Dover, in the County of Strafford. The above-described lot 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 upon the Regulations existing at the time of the Application for Subdivision.

It is further understood that the above-described lot shall be assessed as one lot for property tax evaluation purposes. The owners of the above-described parcels have notified all mortgage holders for the above-described parcels that said parcels are being merged. And the owner accepts full liability for the merger.

Chair made the following announcement: **Notice of Merger**

Notice of Merger is made on the 23rd day of January 2018. Be it known that 104 Washington Street LLC, c/o Cathartis, 11 Beacon Street, Suite 1120, being the owners of Tax Map 02 Lots 4, 5, 6, 6A, 7, 8, 8A, 9, parcel described in Deed Book 4451, page 291, recorded in the Strafford County Registry of Deeds in the same location, 4451, 291.

The landowner certifies that the above-described parcels have at least one common boundary and located in the City of Dover, County of Strafford. The above-described lot 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 be only subdivided upon approval with the Planning Board, based upon the Regulations existing at the time of the Application for Subdivision.

It is further understood that the above-described lot shall be assessed as one lot for property tax evaluation purposes. The owner of the above-described parcels have notified all mortgage holders for the above-described parcels that the said parcels are being merged. And the owner accepts full liability for the merger.

6. MEMBER COMMENTS

D. Ciotti indicated that the Cochecho Waterfront Development Committee has finished RFQs, and that the plans are on the City website under CWDAC. He encouraged Board Members to visit the website to see the proposals.

K. Schuman appointed the following people to the Rezoning committee:

- Lee Skinner, Planning Board
- A Councilor appointed by the Mayor/Council
- Scott Johnson, DBIDA
- Sean O'Connell, representing the Chamber of Commerce
- A School Board member appointed by the School Board Chair/Board

Motion: G. Cruikshank made a motion to approve the appointments of the aforementioned people. Seconded by D. Ciotti. Vote U/A

7. ADJOURNMENT

Motion: G. Cruikshank made a motion to adjourn at 9:20 p.m. Seconded by L. Skinner. Vote U/A

Impact Fee Update 2018
Dover, New Hampshire

Basis of Assessment For:

Public Schools
Public Safety (Police and Fire)
Recreation Facilities

January 31, 2018

Prepared for:

City of Dover Planning Department
288 Central Avenue
Dover, New Hampshire 03820

Prepared by:

BCM PLANNING LLC

Bruce C. Mayberry, Principal
P. O. Box 723
Yarmouth, ME 04096
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Executive Summary

This report updates the basis of assessment for impact fees assessed to new development in Dover for public schools, public safety, and public recreation facilities. The first supporting documentation for Dover school impact fees was developed in 2002. An analysis completed in 2008 updated the school impact fee, and introduced new impact fees for public safety and recreation facilities. The City's code provisions governing impact fee assessment are authorized under New Hampshire RSA 674:21, V. Under this statute, impact fees may be assessed to new development for its proportionate share of anticipated capital projects, or to recoup past capital investments made in anticipation of the needs to be generated by new development. This update of Dover impact fees has been based on the structure of the 2008 methods, but with some updates and adjustments to the capital basis of the fees and how they are allocated by land use. The revisions included:

- An update socio-economic data, demographics, and new growth projections of population, employment and non-residential floor area in Dover.

- A full recalculation of public school enrollment ratios per housing unit was conducted. This process involved matching resident enrollment counts by grade level by street address to the characteristics of the property indicated by property tax assessment data for the location. This is the first full update of address-matched enrollment ratios since the original school impact fee was developed in 2002.

- New and revised indicators of proportionate demand on public safety facilities were prepared based on several sources. This analysis included matching of public safety calls by address (where available) to property tax assessment data for that parcel. This data enabled new calculations of average Police and Fire Department call rates per housing unit and per 1000 square feet of building area.

- The replacement cost of Dover capital facilities that comprise the basis of the impact fee assessments have been updated to 2017 values; and credit allowances for certain debt service costs have been updated and revised.

- In the case of the public school impact fee, a significant increase in the fee resulted from applying a new facility floor area standard (square feet of building area per pupil capacity) for the new high school, and from the absence of traditional State Building Aid to offset a portion of its construction cost (historically 30% of principal costs had been reimbursed by the State).

Since 10 years have elapsed since the last impact fee update, the capital values assigned may have increased significantly as a result of time adjustments; the changes in the fees should be considered in that context.

The purpose of this report is to provide a rational, proportionate basis for impact fee calculations. The process of adopting revised fee schedules, and other administrative provisions relating to the assessment and collection of fees is governed by the impact fee provisions of the Dover Code.

DOVER IMPACT FEE SCHEDULE 2018 UPDATE

DOVER NEW HAMPSHIRE IMPACT FEES - 2018 FEE SCHEDULE						
Use Category	**Police**	**Fire**	**Total Public Safety**	**Recreation**	**Public Schools**	**Total City and School**
Residential Uses - Fee Per Dwelling Unit by Structure Type						
Single Detached	$325	$615	$940	$1,326	$6,629	$8,895
Townhouse	$309	$548	$857	$1,138	$2,125	$4,120
Two to Three Family	$357	$583	$940	$1,154	$4,346	$6,440
Apartments 4+ Units	$279	$447	$726	$872	$3,003	$4,601
Manufactured Housing	$402	$635	$1,037	$1,227	$4,338	$6,602
Accessory Dwelling Unit	$179	$286	$465	$558	$1,989	$3,012
Apartment over 1st Floor Non-Residential (1)	$279	$447	$726	$872	$649	$2,247
Age Restricted Unit 55+	$152	$1,163	$1,315	$349	see note (2)	$1,664
Age Restricted Unit 62+ or Congregate	$181	$1,609	$1,790	$183	see note (3)	$1,973
Commercial, Industrial & Institutional Uses Per Square Foot Finished Area						
Retail, Including Restaurants, Clubs	$0.71	$0.87	$1.58	--	--	$1.58
Offices and Commercial Services	$0.33	$0.59	$0.92	--	--	$0.92
Industrial, Transp, Whse, Communications	$0.04	$0.04	$0.08	--	--	$0.08
Nursing Homes & Assisted Living	$0.13	$2.37	$2.50	--	--	$2.50
Other Institutional Uses	$0.23	$0.25	$0.48	--	--	$0.48
Average Fee (All Other)	$0.24	$0.39	$0.63	--	--	$0.63

(1) This provides for reduced school impact fees in apartments located on the upper floors of buildings with non-residential uses on the first floor. The basis for a reduced school impact fee reflects the data on enrollment per unit in older downtown buildings of this type.

(2) In the case of an age-restricted development for age 55 or older, where the age restriction pertains to less than 100% of the units, the school fee shall be assessed at the standard rate for the portion of units that are not subject to an age restriction.

(3) Housing units in age-restricted developments for age 62 or older governed by deed restrictions that limit occupancy to seniors, and congregate housing units, are found to have negligible enrollment impacts and are not subject to the school impact fee.

A. Socioeconomic Characteristics, History and Projections

1. Population, Households and Housing

Full counts of the City's population, households and housing units are available only from the decennial Census (data shown below for 1990, 2000 and 2010). All other data on these characteristics are based on sample survey data (American Community Survey or ACS) or estimates (NH Office of Strategic Initiatives – formerly NH Office of Energy and Planning).

DEMOGRAPHIC HISTORY AND ESTIMATES FOR DOVER, NH					
Demographic Element	**1990**	**2000**	**2010**	**2015 ACS Five Year Sample**	**NHOEP 2016 Data & BCM Estimates**
Population					
Total	25,042	26,884	29,987	30,524	30,683
In Group Quarters	609	757	896	892	959
In Households	24,433	26,127	29,091	29,632	29,724
Population Age < 5	1,581	1,527	1,805	1,770	
Population Age 5-17 (School Age)	3,474	4,075	4,271	4,212	
Population Under 18	5,055	5,602	6,076	5,983	
% of Total Population	20.2%	20.8%	20.3%	19.6%	
Age < 5 Per Household	0.15	0.13	0.14	0.14	
School Age (5-17) Per Household	***0.34***	***0.35***	***0.33***	***0.33***	
School Age (5-17) Per Household < Age 55	0.49	0.50	0.51	*0.53*	
Total Housing Units	11,307	11,924	13,685	13,589	14,176
Households (Occupied Units)	10,345	11,573	12,827	12,668	13,255
Owner Occupied	5,190	5,920	6,970	6,521	estimated
Renter Occupied	5,155	5,653	6,037	6,147	
Homeownership Rate	50.2%	51.2%	54.3%	51.5%	
Occupied Housing Units by Age of Head of Household					
Under 25	1,199	1,032	1,046	974	
25 to 34	2,747	2,467	2,484	2,595	
35 to 44	1,886	2,616	2,344	2,052	
45 to 54	1,317	2,014	2,576	2,286	
55 to 64	1,221	1,247	1,934	2,120	
65 to 74	1,130	1,090	1,133	1,257	
75 or Older	845	1,107	1,310	1,384	
Total Households	10,345	11,573	12,827	12,668	
Percent of Heads of Households Age 55+	*30.9%*	*29.8%*	*34.1%*	*37.6%*	Estimated
Average Household Size	2.36	2.26	2.27	2.34	2.24
Total Housing Units	11,307	11,924	13,685	13,589	14,176
Vacant Units Total	962	351	858	921	*Assume:*
Percent Vacant	8.5%	2.9%	6.3%	6.8%	*6.5%*

Since 1990 the City's total population has grown from about 25,000 to nearly 31,000.

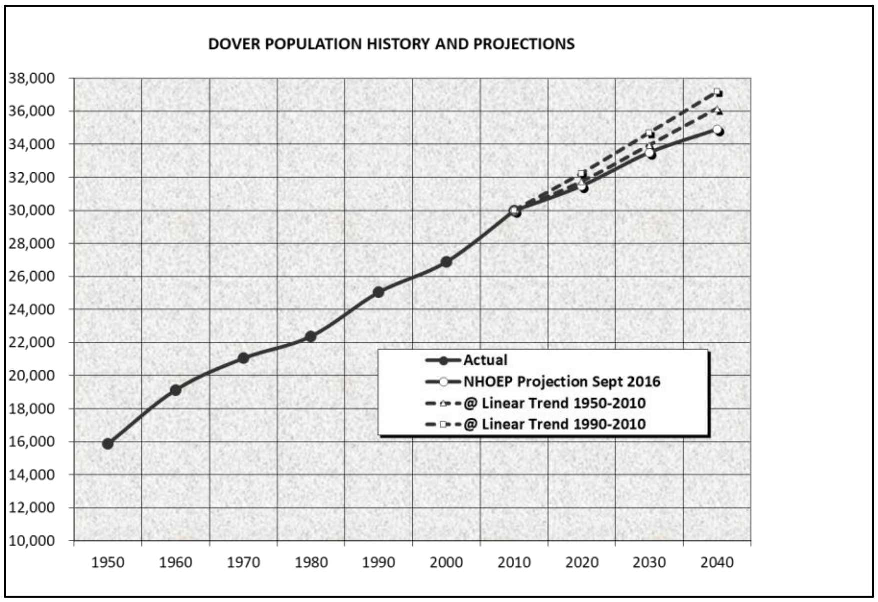
During the same period the number of housing units has increased from 11,300 units to about 14,200 units.

In 1990 about 31% of the households in Dover were headed by a person age 55 or older. As of 2015, the proportion is estimated at nearly 38%, a consequence of the aging of the baby boom population.

The ratio of the school age population (age 5-17) to households has remained fairly constant. In 1990 the ratio was 0.34 school age children per household; the ratio for 2015 is estimated at 0.33 per household.

Estimated Average Household Size 2016	
Structure Type	Persons Per Occupied Unit
Single Family Detached	2.54
Attached or Townhouse	2.18
Two to Three Family	2.21
Four or More Family	1.67
Manufactured Housing	2.35
Average Household Size	2.24
Source: BCM Planning, LLC proportionate estimates by housing type based on historical data, applied to an estimated average household size of 2.24.	

BCM Planning estimates that the average household size in Dover as of 2016 is 2.24 persons. Average household size per unit by type of structure is estimated here for various residential structural categories. These estimates were prepared using historical Census data by type of structure in Dover, and the American Community Survey. These ratios are used to allocate proportionate demand on residential service costs to each structure type based on its expected generation of population.

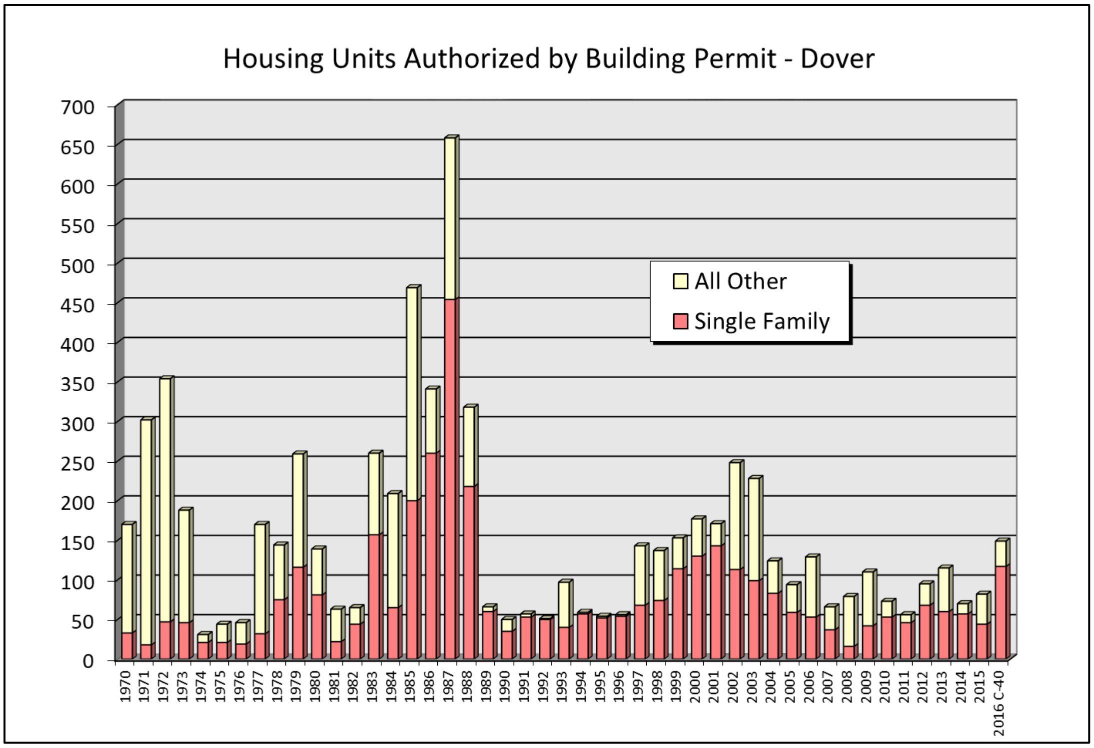


The most recent state population projections for Dover (2016) point to a potential 2040 population of 34,915. This is the approximate buildout population (35,000) estimated by the City at the time of the 2008 impact fee update. Buildout populations are difficult to predict due to future changes in average household size, changes in zoning, and housing infill potential. Linear projections based on long term trends suggest the potential for 2040 population to reach 36,000 to 37,000 if not constrained by other factors.

From 2000 to 2016, about 2,066 housing units were authorized by building permits issued in Dover (an average of 122 units per year). Of the total, about 39% of the units authorized were in two or more family structures.

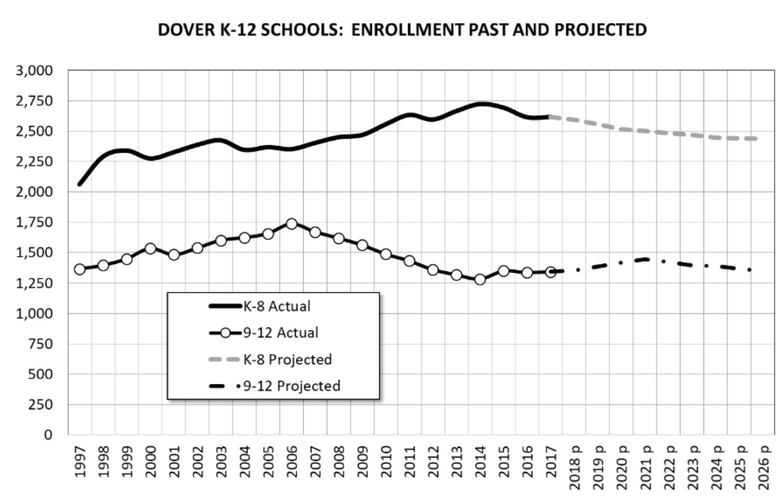
By comparison, housing units authorized by permit averaged 171 during the 1970s, 259 per year in the 1980s, and only 86 per year in the 1990s.

The number of units authorized by permit average 143 per year from 2000-2009, and 91 per year from 2010 to 2016.



New Housing Units Authorized by Building Permits				
Total Housing Units Authorized				
Period	Single Family	2+ Family	Manuf. Housing	All Types
1970-79	428	1,191	89	1,708
1980-89	1,561	941	86	2,588
1990-99	597	212	48	857
2000-09	775	617	34	1,426
2010-16	445	189	6	640
Average Annual Units Authorized				
Period	Single Family	2+ Family	Manuf. Housing	All Types
1970-79	43	119	9	171
1980-89	156	94	9	259
1990-99	60	21	5	86
2000-09	78	62	3	143
2010-16	64	27	1	91

The history and projection of public school enrollment in the Dover school system indicates that high school enrollment peaked in the 2006-07 academic year, and K-8 public enrollment peaked in 2014-15.



Source: New England School Development Council, Inc. October 2016

The most recent school enrollment projections for the Dover schools forecast a decline in K-8 enrollment and a fairly level number of students in the high school grades. Since the number of housing units will continue to grow, enrollment per housing unit should decline during the projection period.

K-12 Enrollment in Dover Public Schools - Past and Projected

	Year	K-4	5-8	9-12	Total
Actual October Enrollment Excluding Pre-School	1997	1,044	1,018	1,367	3,429
	1998	1,274	1,016	1,396	3,686
	1999	1,308	1,032	1,450	3,790
	2000	1,241	1,034	1,535	3,810
	2001	1,240	1,086	1,483	3,809
	2002	1,250	1,137	1,539	3,926
	2003	1,282	1,142	1,602	4,026
	2004	1,233	1,112	1,624	3,969
	2005	1,271	1,097	1,658	4,026
	2006	1,270	1,082	1,737	4,089
	2007	1,294	1,109	1,671	4,074
	2008	1,356	1,094	1,619	4,069
	2009	1,391	1,077	1,562	4,030
	2010	1,472	1,084	1,488	4,044
	2011	1,502	1,131	1,432	4,065
	2012	1,506	1,089	1,360	3,955
	2013	1,550	1,115	1,318	3,983
	2014	1,554	1,169	1,283	4,006
	2015	1,537	1,156	1,349	4,042
	2016	1,436	1,178	1,336	3,950
	2017	1,408	1,209	1,344	3,961
2016 Enrollment Projection	*2017*	*1,425*	*1,203*	*1,330*	*3,958*
	2018	*1,410*	*1,181*	*1,354*	*3,945*
	2019	*1,399*	*1,156*	*1,386*	*3,941*
	2020	*1,364*	*1,153*	*1,419*	*3,936*
	2021	*1,365*	*1,137*	*1,447*	*3,949*
	2022	*1,360*	*1,124*	*1,422*	*3,906*
	2023	*1,356*	*1,111*	*1,393*	*3,860*
	2024	*1,350*	*1,094*	*1,390*	*3,834*
	2025	*1,363*	*1,078*	*1,368*	*3,809*
	2026	*1,360*	*1,076*	*1,350*	*3,786*

Source: New England School Development Council, Inc.; October 2016 projections provided by Dover School District

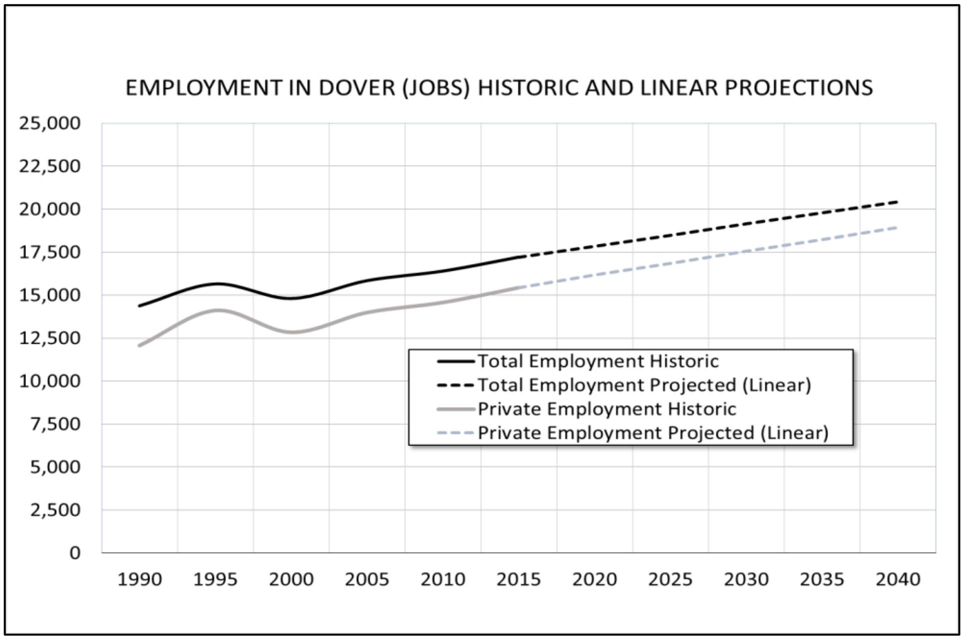
Enrollment projections are based on the historical shift in student counts based on a progression ratio from one grade to the next grade, and the number of births projected for the period.

The projections indirectly reflect the influence of the pace of new housing development during the historical period used to make the projections.

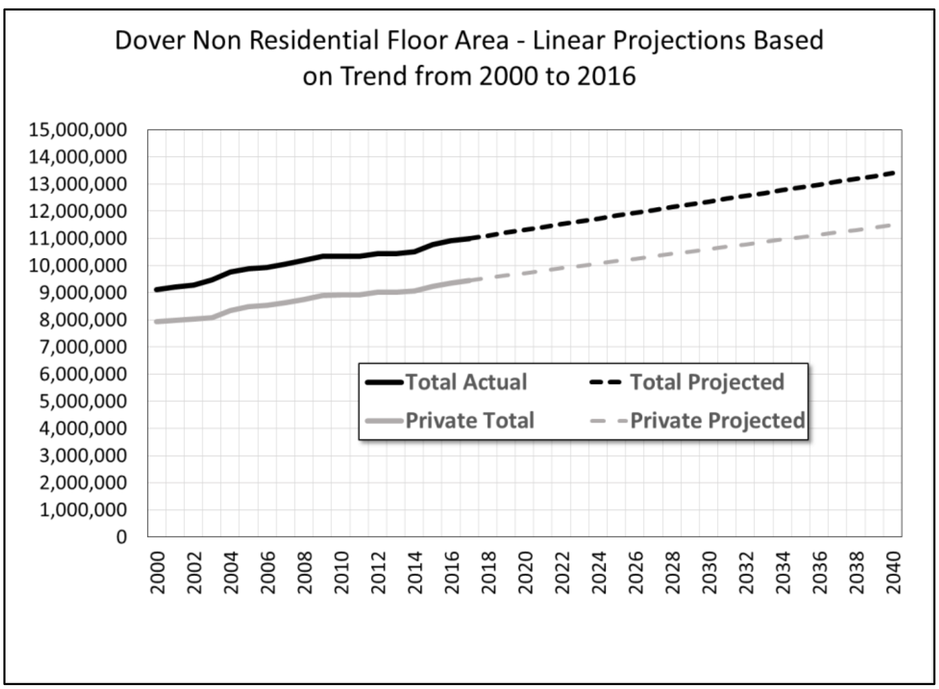
If the actual pace of housing development were to be significantly higher than that of the historical period used to measure the grade progressions, the forecast enrollment could be too low.

However, due to the aging of the population, the volume of housing growth would need to be quite high in order to offset that demographic trend and generate net growth in enrollment.

2. Employment and Non-Residential Development



Using five-year interval data for the period 1990-2015 as a basis for projections, a linear trend model suggests that total employment (jobs) in Dover could increase from about 17,500 in 2015 to just over 20,400 by 2040.



A separate linear projection of the floor area of non-residential buildings in Dover indicates potential growth from a 2016 base estimate of 10.9 million square feet to 13.4 million square feet by 2040.

The historic relationship between employment, population, housing units and commercial floor area in Dover is summarized here based on data for 1990, 2000, 2010 and 2016. The purpose of this comparson was to develop a basis for projections of non-residential development as a function of the historical relationship between population, employment, and non-residential floor area in the City.

EMPLOYMENT, POPULATION AND NON-RESIDENTIAL FLOOR AREA RELATIONSHIPS - DOVER 1990 TO 2016											
Year	Square Feet Non-Residental (BCM Planning Tabulation)	Housing Units		Population (Census 1990 to 2010 and NHOEP 2016)		Employment (Jobs in City) - NH Employment Security	Employment Ratios		Non-Residential Floor Area Ratios (Square Feet)		
		Assessment Data Tabulations BCM Planning	Census 1990-2010 and NHOEP 2016	Total	In Group Quarters		Square Feet Non-Residential Per Employee	Ratio Employment to Total Population	Per Capita (Total Population)	Per Housing Unit (Assessment Data)	Per Housing Unit (Census & NHOEP)
Floor Area of All Non-Residential Uses Relative to Housing, Population, and Employment											
1990	7,724,753	11,466	11,307	25,042	609	14,380	537	0.57	308	674	683
2000	9,118,791	12,361	11,924	26,884	757	14,807	616	0.55	339	738	765
2010	10,338,493	14,001	13,685	29,987	896	16,402	630	0.55	345	738	755
2016	10,905,019	14,663	14,176	30,683	959	17,406	627	0.57	355	744	769
Floor Area of Non-Government Uses Relative to Housing, Population, and Employment											
1990	6,547,547	11,466	11,307	25,042	609	12,070	542	0.48	261	571	579
2000	7,940,701	12,361	11,924	26,884	757	12,838	619	0.48	295	642	666
2010	8,909,875	14,001	13,685	29,987	896	14,574	611	0.49	297	636	651
2016	9,360,866	14,663	14,176	30,683	959	15,575	601	0.51	305	638	660
Source: BCM Planning, LLC tabulation and analysis of indicated source material											

Key measures derived from this comparison include the floor area in non-residential uses per employee and the ratio of employment (jobs) in the City relative to its total population.

In the public safety impact fee models, BCM Planning has assumed that the City's 2016 ratio of total employment to population will remain at 0.57 and that the 2016 ratio 627 square feet of non-residential floor area per employee will be constant. This method reflects the assumption that over the long term the relative demand from the two major land use sectors (residential vs. non-residential) will remain proportionate to one another as the City continues to develop.

B. School Impact Fee Update

This section provides an update of the public school impact fee assessment originally adopted by the City of Dover Planning Board in 2002, and updated in 2007-2008.   The original methodology anticipated the need for period adjustments to the principal elements of the assessment formula.   The update reviews and modifies the key elements of the basis for school impact fee assessment:

- Resident public school enrollment per housing unit
- School floor area per pupil capacity
- Cost of school facilities per square foot
- Local share of cost adjusted for State Building Aid
- Credit allowances for pre-existing needs

1. Enrollment Per Housing Unit Assumptions

The original school impact fee assessment from 2002 relied on a series of enrollment multipliers calculated by the City of Dover based on actual enrollment by address, linked to property tax assessment data.   Similar information was not available to the 2008 update, which used a statistical estimate to adjust the 2002 data to 2008.

For this update, BCM Planning, LLC matched resident pupil enrollment counts by grade level and address to property tax data. Tabulations of enrollment per housing unit were made, excluding developments with age restrictions on occupancy (62 or older, or age 55+). Enrollment counts were negligible within the properties that were classified as age-restricted or retirement housing.

Dover Resident Enrollment by Housing Type Excluding Age-Restricted Developments and Mixed Use Property

Structure Type	Enrollment by Structure Type				Living Units	Average Enrollent Per Unit				Avg Living Area (Square Feet)
	Elementary	Middle	High	Total		Total	Elementary	Middle	High	
Single Family	831	733	656	2,220	6,198	0.3582	0.1341	0.1183	0.1058	1,815
Townhouse	74	47	51	172	1,232	0.1396	0.0601	0.0381	0.0414	1,402
Two to Three Family	155	93	96	344	1,570	0.2191	0.0987	0.0592	0.0611	1,147
Four or More Family	390	263	198	851	4,693	0.1813	0.0831	0.0560	0.0422	944
Sutotal Public Housing (DHA)	*73*	*62*	*32*	*167*	*221*	*0.7557*	*0.3303*	*0.2805*	0.1448	*1,029*
Subtotal Private Ownership	317	201	166	684	4,472	0.1530	0.0709	0.0449	0.0371	*939*
Manufactured Housing	6	10	11	27	180	0.1500	0.0333	0.0556	0.0611	815
Total	1,456	1,146	1,012	3,614	13,873	0.2605	0.1050	0.0826	0.0729	1,395
Source: Based on BCM Planning, LLC matching of student counts by grade level and address to housing characteristics from tax assessment data.										

In addition to the enrollment count shown here for residential structures, a number of pupils were associated with addresses of mixed use properties that also contain commercial floor area.   Those pupils are not shown in the above table.

For a certain class of properties, described in assessing data as "Retail/Office First Floor, Apartments Upper", enrollment ratios were tabulated based on the number of apartments within the upper floors of the buildings. Most of these are older buildings located on Central Avenue. The results showed a total of 6 pupils living in 181 upper floor apartments or an average of 0.033 pupils per unit. This ratio is 21.6% of the enrollment assigned to privately-owned multifamily properties (four or more unit buildings) at 0.1529 pupils per unit.

The enrolment ratios used for this update are shown in the next chart. Enrolment ratios are applied to two facility categories: (1) elementary and middle school level; and (2) high school level.

2017 Public School Enrollment Ratios Per Housing Unit - Dover, NH (1)
(Averages Exclude Units in Age-Restricted Developments)

Grade Level	Type of Structure					
	Single Family Detached	Two and Three Family Structures	Apartments - Four or More Family (2)	Townhouse	Manufactured Housing (3)	Average All Housing Units
Elementary	0.1341	0.0987	0.0709	0.0601	0.0426	0.1050
Middle	0.1183	0.0592	0.0449	0.0381	0.0710	0.0826
PK to Grade 8 Total	0.2524	0.1579	0.1158	0.0982	0.1136	0.1876
High School	0.1058	0.0612	0.0371	0.0414	0.0781	0.0729
Total	**0.3582**	**0.2191**	**0.1529**	**0.1396**	**0.1917**	**0.2605**

(1) Averages computed based on total housing stock, not adjusted for occupancy rate

(2) Ratio for apartments (4+ family structures) excludes public housing and other subsidized units owned by Dover Housing Authority

(3) Due to relatively small sample of units outside of age restricted developments, the ratio for manufactured housing units has been estimated based on adjusted ratios derived from American Community Survey (ACS) data (see text)

Because of the relatively small sample of manufactured housing units that are not within age restricted developments, BCM Planning computed a ration based on historical data from the American Community Survey (ACS) public use sample from 2005-2009 data (as tabulated by the NH Housing Finance Authority). The public use sample data was adjusted relative to Dover enrollment characteristics for single family homes to derive a 2017 estimate for manufactured housing.

2. Facility Standards: School Floor Area per Pupil Capacity

Updated estimates of school facility floor areas per pupil capacity, and enrollment as a percent of school capacity are summarized below.

INVENTORY OF DOVER PUBLIC SCHOOLS, FLOOR AREA AND PUPIL CAPACITY - 2017						
School Facilities	Year Built and Expansion Dates	Facility Floor Area	Estimated Capacity	Gross Sq. Ft./Pupil Capacity	October 2017 Enrollment	Enrollment as % of Capacity
ELEMENTARY SCHOOLS						
Garrison Elementary	1962, 1967, 1969, 1999, 2005, 2006	65,938	672	98	440	65%
Horne Street Elementary	1957, 1993, 1999, 2002, 2008	58,233	620	94	491	79%
Woodman Elementary	1950, 1999, 2007	105,178	594	177	477	80%
Total Elementary		229,349	1,886	122	1,408	75%
MIDDLE SCHOOL						
Dover Middle School	1998, 2003	175,020	1,380	127	1,209	88%
Total Elementary and Middle		404,369	3,266	**124**	2,617	80%
HIGH SCHOOL	*Estimate of Sq. Ft. Excludes Career Tech Ctr*					
Dover High School	New High School 2017	237,248	1,500	**158**	1,344	90%
Total School System		641,617	4,766	**135**	3,961	83%

Capacities for the elementary and middle schools are based on the City's Comprehensive Annual Financial Report (CAFR) for 2016.

The capacity of the new high school reflects the estimated design capacity of the new facility (1,500 pupils) according to an on-line report from the Dover School District project archive (website) for the high school project entitled Dover High School Space Summary, describing the planned space allocation for the new high school.

Based on October 2017 enrollment counts, elementary and middle school enrollment represents 80% of school capacity, and current high school enrollment represents 90% of the capacity assigned to the new high school.

The enrollment projections reviewed in Section A of this report indicate that sufficient capacity should be available at all levels over the projection period through 2026.

Estimated Floor Area Per Pupil Capacity - New Dover High School	
Space Component	New High School
Capacity	1,500
Classrooms	64
Core Academic Space	69,470
Art & Music	9,650
Career & Tech Ed Center (CTC)	60,350
Health & Phys. Education	27,600
Media Center	8,600
Auditorium/Drama	10,400
Dining & Food Service	13,650
Medical	910
Admin. & Guidance	5,045
Custodial & Maint	5,150
Other	7,440
District Storage	250
Net Floor Area Total Facility	218,515
Net Floor Area w/o CTC	158,165
Gross Floor Area With CTC	327,773
Grossing Factor Per Space Study	1.50
Es. Gross Floor Area High School Only	237,248
Stated Capacity of Facility	1,500
Square Feet Per Pupil Capacity	**158**

Spatial components and grossing factor from Dover School District on-line project archive report: Dover High School Space Summary

While the average floor area per pupil capacity for elementary and middle school space is virtually unchanged since the 2008 update, the design basis for the new high school represents a significant increase in the floor area standard.

Based on the estimated gross floor area of the new high school (excluding the area devoted to the Career Technical Center (CTC), BCM Planning estimates that the core and classroom space associated with the high school is 158 square feet per pupil capacity.

This raises the standard for floor area per high school pupil from the 129 square feet per pupil to an estimated 158 square feet per pupil capacity at the new high school (excluding the floor area devoted to the CTC portion of the site). This is an increase of 22.5% in the space standard applicable to high school facilities.

3. Facility Development Cost per Square Foot

Total Development Costs of New High School - Dover			
Facility Components of Project	Total Cost	Allocated Gross Sq. Ft.	Est. Cost Per Sq. Ft.
Total Facility Development Cost	$87,622,756	327,773	$267
CTC Cost @ 22.8% of Total	$19,977,988	90,525	$221
High School Cost @ 77.2%	$67,644,768	237,248	$285

Based on a review of the comprehensive development costs of the new high school, the total development costs for the new high school, including the CTC portion of the project, will average $267 per square foot. Excluding the CTC portion, the allocated cost indicates that the high school portion of total development costs will average $285 per square foot.

In keeping with the 2008 impact fee methodology, BCM Planning has assigned facility development costs using the most recent State Department of Education construction cost guidelines. The cost guidelines are intended to establish reasonable estimates of school constructions costs that will be subject to reimbursement from State Building Aid when available.

The most recent publication of cost guideline was applicable to 2015-2016 construction. Standard costs were computed by the NH Department of Education at an average of $208 per square foot for elementary / middle schools and at $222 for high schools in Strafford County. Using an RS Means time adjustment to 2016-2017 costs, these estimates were adjusted to **$209** and **$223** per square foot respectively for this impact fee update.

4. State Building Aid

The portion of the school impact fee assessed for elementary and middle school facilities reflects a recoupment of the cost of capacity that benefited from past State Building Aid provided for 30% of principal costs. While the same benefit applied to high school costs in the past, the new high school will receive State aid only for the CTC portion of construction. No State Building Aid is available to offset costs attributable to the high school portion of the project.

5. Credit Allowances

All credit allowances for bonded debt costs attributable to existing capacity needs have been updated to 2017 values using the same methods as prior updates.

The new high school construction will replace the existing facility with a more modern school that will provide more space per pupil than the old facility.

While the new high school will have sufficient capacity to accommodate projected enrollment over the next 10 years, its construction centers on providing more space per pupil in a better facility rather than a simple increase in capacity.

Deficiency in High School Space Rectified by New Facility	
Old Floor Area Standard Per Pupil	129
New High School - Area Per Pupil Capacity	158
Net Change Per Pupil	29
New High School Capacity	1,500
Floor Area Required to Meet New Standard	43,500
Gross Floor Area Estimate - High school Excluding CTC	237,248
Percent of Cost Attributable to Base Year Deficiency	18.3%

A portion of high school project cost is attributable to the increase in the floor area standard per pupil. This increase essentially represents a pre-existing space deficiency per pupil.

The credit allowance is computed at 18.3% of net school district costs for the development of the new high school (excluding CTC and the related State funds that will reimburse part of the CTC component of the project). Bonded debt service costs used in the credit calculation pertain to the non-CTC portion of debt service costs. Detailed credit allowance calculations are included at the end of this chapter.

5. Summary Fee Schedules

a. Fee Table and Comparison 2007 vs. 2018

Dover School Impact Fee: 2017 Calculations of Fee Per Dwelling Unit		
Type of Structure	2017 School Impact Fee Per Dwelling Unit	
	A	B
	Fee as Calculated	Discounted Fee (3)
Single Family Detached	$6,629	$5,648
Townhouse	$2,125	$1,778
Two and Three Unit Structures	$4,346	$3,754
Multi-family Structures 4+ Units	$3,003	$2,644
Manufactured Housing	$4,338	$3,551
Accessory Dwelling Unit (1)	$1,989	$1,694
Apartment Over 1st Floor Non-Residential Use (2)	$649	$571
Age Restricted Dwelling Unit 55+	No Fee	No Fee
Age Restricted Dwelling Unit 62+	No Fee	No Fee
(1) Fee for ADU Computed at 30% of fee for single family detached home		
(2) Reduced fee for apartments in upper stories of buildings with commercial first floor may be subject to other specific conditions estabished by the City or limited to certain zoning districts		
(3) The discounted fee option (B) is based on applying traditional State Building Aid at 30% of principal to compute the cost basis and credit allowances for high school facility space. The fee as calculated reflects actual conditions (no State funding was applicable to the non-CTC portion of new high school)		

The results of the revised impact fee calculation for public schools is shown in column A. One of the principal reasons for the increase in fee compared with the 2007 calculation centers on the high school. The floor are per pupil standard has increased at the high school, and the new facility will not benefit from traditional levels of State Building Aid that have historically reduced local district capital costs.

For comparison purposes column B shows what the school impact fee schedule would be if State Building Aid (at 30% of principal) was available to the new high school.

Change in Components of Dover School Impact Fee Calculation for Single Family Home						
Single Family Detached Unit - Impact Fee Components	2001-2002	2007-2008	2017-2018	Change from 2007 to 2017	% Change	Annualized Pct Change (10 Yrs)
Enrollment Per Unit						
Elementary and Middle	0.2656	0.2554	0.2524	-0.0030	-1.2%	-0.12%
High School	0.1082	0.1140	0.1058	-0.0082	-7.2%	-0.72%
Total	0.3738	0.3694	0.3582	-0.0112	-3.0%	-0.30%
Square Feet Per Pupil Capacity						
Elementary and Middle	136	125	124	-1	-0.8%	-0.08%
High School	133	129	158	29	22.5%	2.25%
Facility Cost Per Square Foot						
Elementary and Middle	$128	$151	$209	$58	38.4%	3.84%
High School	$150	$168	$223	$55	32.7%	3.27%
Total Facility Cost Attributed						
Elementary and Middle	$4,624	$4,821	$6,541	$1,720	35.7%	3.57%
High School	$2,159	$2,471	$3,728	$1,257	50.9%	5.09%
Total	$6,783	$7,292	$10,269	$2,977	40.8%	4.08%
State Building Aid % of Principal						
Elementary and Middle	30%	30%	30%	0%	0.0%	0.00%
High School	30%	30%	0%	-30%	-100.0%	-10.00%
Net Local Cost						
Elementary and Middle	$3,236	$3,374	$4,579	$1,205	35.7%	3.57%
High School	$1,511	$1,729	$3,728	$1,999	115.6%	11.56%
Total	$4,747	$5,103	$8,307	$3,204	62.8%	6.28%
Credit Allowance (Deduct from Local Cost)						
Past	$29	$113	$370	$257	227.4%	22.74%
Future	$1,759	$1,340	$1,308	-$32	-2.4%	-0.24%
Total	$1,788	$1,453	$1,678	$225	15.5%	1.55%
Impact Fee - Single Family Unit	$2,959	$3,650	$6,629	$2,979	81.6%	8.16%

This chart shows the change in the components of the Dover school impact fee as applied to a single family detached home.

The principal reasons for the increase in the single family are (1) the time adjustment (10 years) update to 2017 equivalent facility development costs; (2) the increased floor area standard for the high school; and (3) the absence of State Building Aid for the new high school facility.

2017 IMPACT FEE CALCULATION PER HOUSING UNIT BY STRUCTURE TYPE - DOVER, NEW HAMPSHIRE - A							School Cost Per Housing Unit @ Indicated $/Sq.Ft. of School Area		
Structure Type	Dover Public School Enrollment Per Housing Unit			Existing Facilities Avg Sq. Ft. Per Pupil Capacity			$209	$223	Total Capital Cost Per D.U.
	Elementary & Middle	High School	Total Public Schools	Elementary & Middle	High School	Overall Average	Elementary & Middle	High School	
Single Family Detached	0.2524	0.1058	0.3582	124	158	134	$ 6,541	$ 3,728	$ 10,269
Townhouse	0.0982	0.0414	0.1396	124	158	134	$ 2,545	$ 1,459	$ 4,004
Two and Three Unit Structures	0.1579	0.0612	0.2191	124	158	133	$ 4,092	$ 2,156	$ 6,248
Four or More Unit Structures	0.1158	0.0371	0.1529	124	158	132	$ 3,001	$ 1,307	$ 4,308
Manufactured Housing	0.1136	0.0781	0.1917	124	158	138	$ 2,944	$ 2,752	$ 5,696

Structure Type	Local Capital Cost Per Unit (Total Capital Cost Less 30% State Building Aid on Elementary & Middle)			Credit Allowances for Debt Service (See Credit Explanations)			Impact Fee Assessment Per Dwelling Unit (Local Capital Cost Less Credits)
	Elementary And Middle	High School	Total Public Schools	Past Payments	Future Payments	Total Credit	**Impact Fee Per Unit:**
Single Family Detached	$ 4,579	$ 3,728	$ 8,307	$ (370)	$ (1,308)	$ (1,678)	**$6,629**
Townhouse	$ 1,782	$ 1,459	$ 3,241	$ (245)	$ (871)	$ (1,116)	**$2,125**
Two and Three Unit Structures	$ 2,864	$ 2,156	$ 5,020	$ (150)	$ (524)	$ (674)	**$4,346**
Four or More Unit Structures	$ 2,101	$ 1,307	$ 3,408	$ (89)	$ (316)	$ (405)	**$3,003**
Manufactured Housing	$ 2,061	$ 2,752	$ 4,813	$ (105)	$ (370)	$ (475)	**$4,338**

b. Special Fee Categories

Accessory Dwelling Units. In Dover, an ADU is allowed only in association with a single family detached home. Dover zoning standards require that an ADU shall have an area of no less than 300 square feet and no more than 800 square feet. The living are of the ADU can be no more than 30% of the combined living area of the ADU and the principal unit, and the property owner must live in either the ADU or the principal unit. BCM Planning was not able to compute a direct enrollment ratio for accessory units, as no property tax assessment designation was available to identify single family homes with apartments. Other studies by BCM Planning have compared enrollment data for single family homes with apartments to all other single family homes in Salem, Manchester, Plaistow and Sandown. These studies indicated an average living differential of about 600 square feet between homes with accessory apartments and those without them. Those with an apartment had enrollment ratios that were 30% to 35% higher than the homes without accessory apartments.

In this update, the impact fee for an accessory dwelling unit (ADU) has been computed at 30% of the standard fee applicable to a single family detached home. Based on the Dover zoning standards, an ADU might be smaller than a typical studio apartment or as large as an average two bedroom unit. Exceptions or reductions might be considered for ADUs or other apartments that that have living area below selected thresholds.

Apartments in Upper Stories of Buildings with Commercial First Floor. The City requested a review of the enrollment impacts and a school impact fee option for apartments in the upper stories of commercial buildings. Buildings with these characteristics were identified based on City property assessment data. Total public school enrollment in these selected properties totaled 6 pupils among 181 upper floor apartments (a ratio of 0.033 per unit). That enrollment is 21.6% of the multipliers (0.1529 per unit) assigned to privately owned apartment buildings with four or more units. If a school fee category were established for units similar to this sample of center city, upper floor apartments, the fee could be computed as function of the standard apartment fee:

Apartment fee of $3,003 x 21.6% = **$649 per unit** for qualified upper floor apartments.

The sample of units from which the adjustment is derived reflects data for buildings that are an average of about 100 years old, most of which are on Central Avenue. Only a portion of these properties represent new construction or substantial renovation.

Age Restricted Housing Units. No school impact fees are proposed housing units in congregate senior housing developments or in age restricted housing units in which deed restrictions limited their occupancy to persons age 62 or older, or to persons age 55 or older. If an age-restricted housing development has less than 100% of its units restricted to these age groups, then the school impact fee may be assessed in proportion to the percentage subject to the age restriction. For example, if 80% of units are subject to an age restriction, then 20% of the school fee could be assessed per unit.

CREDIT ALLOWANCE UPDATES: SCHOOL FACILITIES

Elementary Schools

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bond: Garrison Elementary School - New Gym/Admin/Classrooms ($2,150,000) June 2005

State Aid To District: 30% of Principal Due on Bonds
Discount Rate: 5%

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
PAST PAYMENTS					
2005	$ -	$ 83,402	$ 83,402	$ -	$ 83,402
2006	$ 108,000	$ 83,402	$ 191,402	$ (32,400)	$ 159,002
2007	$ 108,000	$ 78,002	$ 186,002	$ (32,400)	$ 153,602
2008	$ 108,000	$ 72,602	$ 180,602	$ (32,400)	$ 148,202
2009	$ 108,000	$ 68,282	$ 176,282	$ (32,400)	$ 143,882
2010	$ 108,000	$ 65,042	$ 173,042	$ (32,400)	$ 140,642
2011	$ 108,000	$ 61,802	$ 169,802	$ (32,400)	$ 137,402
2012	$ 108,000	$ 58,454	$ 166,454	$ (32,400)	$ 134,054
2013	$ 108,000	$ 54,998	$ 162,998	$ (32,400)	$ 130,598
2014	$ 108,000	$ 51,434	$ 159,434	$ (32,400)	$ 127,034
2015	$ 108,000	$ 47,762	$ 155,762	$ (32,400)	$ 123,362
2016	$ 107,000	$ 43,442	$ 150,442	$ (32,100)	$ 118,342
2017	$ 107,000	$ 39,162	$ 146,162	$ (32,100)	$ 114,062
				Present Value of Past Payments	$ 2,347,664
				Percent of Capacity Utilized as of 2017	65%
				Credited Amount	$ 1,525,982
				Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
				Past Payment Credit Per $1000 Raw Land Value	$ 0.48
FUTURE PAYMENTS					
2018	$ 107,000	$ 34,882	$ 141,882	$ (32,100)	$ 109,782
2019	$ 107,000	$ 30,602	$ 137,602	$ (32,100)	$ 105,502
2020	$ 107,000	$ 26,322	$ 133,322	$ (32,100)	$ 101,222
2021	$ 107,000	$ 22,042	$ 129,042	$ (32,100)	$ 96,942
2022	$ 107,000	$ 17,762	$ 124,762	$ (32,100)	$ 92,662
2023	$ 107,000	$ 13,376	$ 120,376	$ (32,100)	$ 88,276
2024	$ 107,000	$ 8,988	$ 115,988	$ (32,100)	$ 83,888
2025	$ 107,000	$ 4,494	$ 111,494	$ (32,100)	$ 79,394
Total Past & Future	$ 2,150,000	$ 966,254	$ 3,116,254	$ (645,000)	$ 3,156,576,361

Net Present Value of Future Payments (2018-2025) @ 5% discount rate:	$ 619,272
Percent of Capacity Utilized as of 2017	65%
Credited Amount	$ 402,527
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Credit per thousand assessed value of completed home:	$ 0.13

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$269,000	$ 34,970	$ (17)	$ (35)
Townhouse	$179,000	$ 23,270	$ (11)	$ (23)
Two and Three Family	$108,000	$ 14,040	$ (7)	$ (14)
Four or More Family	$65,000	$ 8,450	$ (4)	$ (8)
Manufactured Housing	$76,000	$ 9,880	$ (5)	$ (10)

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bonds: Woodman Park Elementary - 17-Room Addition - $4,805,000 - June 2006

State Aid To District: 30% of Principal Due on Bonds
Discount Rate: 5%

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
PAST PAYMENTS					
2006	$ -	$ 204,850	$ 204,850	$ -	$ 204,850
2007	$ 240,000	$ 204,850	$ 444,850	$ (72,000)	$ 372,850
2008	$ 245,000	$ 192,600	$ 437,600	$ (73,500)	$ 364,100
2009	$ 240,000	$ 182,700	$ 422,700	$ (72,000)	$ 350,700
2010	$ 240,000	$ 173,100	$ 413,100	$ (72,000)	$ 341,100
2011	$ 240,000	$ 163,500	$ 403,500	$ (72,000)	$ 331,500
2012	$ 240,000	$ 153,900	$ 393,900	$ (72,000)	$ 321,900
2013	$ 240,000	$ 141,900	$ 381,900	$ (72,000)	$ 309,900
2014	$ 240,000	$ 132,300	$ 372,300	$ (72,000)	$ 300,300
2015	$ 240,000	$ 120,300	$ 360,300	$ (72,000)	$ 288,300
2016	$ 240,000	$ 110,100	$ 350,100	$ (72,000)	$ 278,100
2017	$ 240,000	$ 100,500	$ 340,500	$ (72,000)	$ 268,500
				Present Value of Past Payments	$ 4,978,393
				Percent of Capacity Utilized as of 2017	80%
				Amount Credited	$ 3,982,715
				Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
				Past Payment Credit Per $1000 Land Value	$ 1.26
FUTURE PAYMENTS					
2018	$ 240,000	$ 90,900	$ 330,900	$ (72,000)	$ 258,900
2019	$ 240,000	$ 81,300	$ 321,300	$ (72,000)	$ 249,300
2020	$ 240,000	$ 71,700	$ 311,700	$ (72,000)	$ 239,700
2021	$ 240,000	$ 61,800	$ 301,800	$ (72,000)	$ 229,800
2022	$ 240,000	$ 51,600	$ 291,600	$ (72,000)	$ 219,600
2023	$ 240,000	$ 41,400	$ 281,400	$ (72,000)	$ 209,400
2024	$ 240,000	$ 31,200	$ 271,200	$ (72,000)	$ 199,200
2025	$ 240,000	$ 21,000	$ 261,000	$ (72,000)	$ 189,000
2026	$ 240,000	$ 10,500	$ 250,500	$ (72,000)	$ 178,500
Total Past and future	$ 4,805,000	$ 2,342,000	$ 7,147,000	$ (1,441,500)	$ 3,164,898,070
				Net Present Value of Future Payments (2018-2026) @ 5% discount rate:	$ 1,581,686
				Percent of Capacity Utilized as of 2017	80%
				Amount Credited	$ 1,265,349
				Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
				Credit per thousand assessed value of completed home:	$ 0.40

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$ 269,000	$ 34,970	$ (14)	($108)
Townhouse	$ 179,000	$ 23,270	$ (9)	($72)
Two and Three Family	$ 108,000	$ 14,040	$ (6)	($43)
Four or More Family	$ 65,000	$ 8,450	$ (3)	($26)
Manufactured Housing	$ 76,000	$ 9,880	$ (4)	($30)

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bonds: Horne Street School - Two Improvement Bonds $365,000 (2003) and $225,000 (2004)

State Aid To District: 30% of Principal Due on Bonds
Discount Rate: 5%

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
PAST PAYMENTS					
2004	$ -	$ 10,262	$ 10,262	$ -	$ 10,262
2005	$ 25,000	$ 18,324	$ 43,324	$ (7,500)	$ 35,824
2006	$ 40,000	$ 17,824	$ 57,824	$ (12,000)	$ 45,824
2007	$ 40,000	$ 16,800	$ 56,800	$ (12,000)	$ 44,800
2008	$ 40,000	$ 15,774	$ 55,774	$ (12,000)	$ 43,774
2009	$ 40,000	$ 14,688	$ 54,688	$ (12,000)	$ 42,688
2010	$ 40,000	$ 13,538	$ 53,538	$ (12,000)	$ 41,538
2011	$ 40,000	$ 12,326	$ 52,326	$ (12,000)	$ 40,326
2012	$ 40,000	$ 11,014	$ 51,014	$ (12,000)	$ 39,014
2013	$ 40,000	$ 9,664	$ 49,664	$ (12,000)	$ 37,664
2014	$ 40,000	$ 8,252	$ 48,252	$ (12,000)	$ 36,252
2015	$ 40,000	$ 6,902	$ 46,902	$ (12,000)	$ 34,902
2016	$ 40,000	$ 5,502	$ 45,502	$ (12,000)	$ 33,502
2017	$ 40,000	$ 4,036	$ 44,036	$ (12,000)	$ 32,036
				Present Value of Past Payments	$ 721,733
				Percent of Capacity Utilized as of 2017	79%
				Amount Credited	$ 570,169
				Net Local Assessed Valuation Nov 2016	$ 3,150,231,460
				Past Payment Credit Per $1000 Land Value	$ 0.18
FUTURE PAYMENTS					
2018	$ 35,000	$ 2,706	$ 37,706	$ (10,500)	$ 27,206
2019	$ 35,000	$ 1,336	$ 36,336	$ (10,500)	$ 25,836
2020	$ 15,000	$ 676	$ 15,676	$ (4,500)	$ 11,176
Total	$ 590,000	$ 169,624	$ 759,624	$ (177,000)	$ 3,152,105,987

Net Present Value of Future Payments (2018-2029) @ 5% discount rate:	$ 58,999
Percent of Capacity Utilized as of 2007	79%
Amount Credited	$ 46,609
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Credit per thousand assessed value of completed home:	$ 0.01

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$ 269,000	$ 34,970	$ (6)	($3)
Townhouse	$ 179,000	$ 23,270	$ (4)	($2)
Two and Three Family	$ 108,000	$ 14,040	$ (3)	($1)
Four or More Family	$ 65,000	$ 8,450	$ (2)	($1)
Manufactured Housing	$ 76,000	$ 9,880	$ (2)	($1)

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bonds: Horne Street School - Improvement Bonds 11/15/08 and 4/15/2010

State Aid To District: 30% of Principal Due on Bonds
Discount Rate: 5%

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
PAST PAYMENTS					
2009	$ 25,000	$ 18,944	$ 43,944	$ (7,500)	$ 36,444
2010	$ 25,000	$ 110,882	$ 135,882	$ (7,500)	$ 128,382
2011	$ 337,942	$ 215,463	$ 553,405	$ (101,383)	$ 452,022
2012	$ 335,000	$ 205,368	$ 540,368	$ (100,500)	$ 439,868
2013	$ 335,000	$ 195,256	$ 530,256	$ (100,500)	$ 429,756
2014	$ 335,000	$ 185,081	$ 520,081	$ (100,500)	$ 419,581
2015	$ 335,000	$ 174,906	$ 509,906	$ (100,500)	$ 409,406
2016	$ 335,000	$ 164,669	$ 499,669	$ (100,500)	$ 399,169
2017	$ 335,000	$ 154,369	$ 489,369	$ (100,500)	$ 388,869
				Present Worth of Past Payments	$ 3,669,095
				Percent of Capacity Utilized as of 2017	79%
				Amount Credited	$ 2,898,585
				Net Local Assessed Valuation Nov 2016	$ 3,150,231,460
				Past Payment Credit Per $1000 Land Value	$ 0.92
FUTURE PAYMENTS					
2018	$ 335,000	$ 144,069	$ 479,069	$ (100,500)	$ 378,569
2019	$ 325,000	$ 133,656	$ 458,656	$ (97,500)	$ 361,156
2020	$ 325,000	$ 123,506	$ 448,506	$ (97,500)	$ 351,006
2021	$ 320,000	$ 113,045	$ 433,045	$ (96,000)	$ 337,045
2022	$ 320,000	$ 102,278	$ 422,278	$ (96,000)	$ 326,278
2023	$ 320,000	$ 91,125	$ 411,125	$ (96,000)	$ 315,125
2024	$ 320,000	$ 79,775	$ 399,775	$ (96,000)	$ 303,775
2025	$ 320,000	$ 68,040	$ 388,040	$ (96,000)	$ 292,040
2026	$ 320,000	$ 55,920	$ 375,920	$ (96,000)	$ 279,920
2027	$ 320,000	$ 43,603	$ 363,603	$ (96,000)	$ 267,603
2028	$ 320,000	$ 30,000	$ 350,000	$ (96,000)	$ 254,000
2029	$ 300,000	$ 18,000	$ 318,000	$ (90,000)	$ 228,000
2030	$ 300,000	$ 6,000	$ 306,000	$ (90,000)	$ 216,000
Total Past and future	$ 6,542,942	$ 2,433,954	$ 8,976,896	$ (1,962,883)	$ 7,014,014

Net Present Value of Future Payments (2018-2026) @ 5% discount rate:	$ 2,353,409
Percent of Capacity Utilized as of 2007	79%
Amount Credited	$ 1,859,193
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Credit per thousand assessed value of completed home:	$ 0.59

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$ 269,000	$ 34,970	$ (14)	($108)
Townhouse	$ 179,000	$ 23,270	$ (9)	($72)
Two and Three Family	$ 108,000	$ 14,040	$ (6)	($43)
Four or More Family	$ 65,000	$ 8,450	$ (3)	($26)
Manufactured Housing	$ 76,000	$ 9,880	$ (4)	($30)

Middle School

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bonds: Middle School Construction - 1999 Series C

State Aid To District: 30% of Principal Due on Bonds
Discount Rate: 5%

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
PAST PAYMENTS					
2000	$ 493,171	$ 15,615	$ 508,786	$ (147,951)	$ 360,835
2001	$ 1,165,337	$ 81,827	$ 1,247,165	$ (349,601)	$ 897,563
2002	$ 1,171,583	$ 151,115	$ 1,322,698	$ (351,475)	$ 971,223
2003	$ 1,108,253	$ 212,357	$ 1,320,610	$ (332,476)	$ 988,134
2004	$ 1,047,263	$ 269,885	$ 1,317,148	$ (314,179)	$ 1,002,969
2005	$ 992,290	$ 324,883	$ 1,317,173	$ (297,687)	$ 1,019,486
2006	$ 939,029	$ 376,519	$ 1,315,548	$ (281,709)	$ 1,033,839
2007	$ 890,830	$ 426,305	$ 1,317,135	$ (267,249)	$ 1,049,886
2008	$ 843,876	$ 472,922	$ 1,316,798	$ (253,163)	$ 1,063,635
2009	$ 798,246	$ 516,289	$ 1,314,535	$ (239,474)	$ 1,075,061
2010	$ 756,788	$ 558,422	$ 1,315,210	$ (227,036)	$ 1,088,174
2011	$ 716,302	$ 597,384	$ 1,313,685	$ (214,890)	$ 1,098,795
2012	$ 668,879	$ 641,081	$ 1,309,960	$ (200,664)	$ 1,109,296
2013	$ 632,735	$ 676,162	$ 1,308,898	$ (189,821)	$ 1,119,077
2014	$ 599,659	$ 710,563	$ 1,310,223	$ (179,898)	$ 1,130,325
2015	$ 566,927	$ 741,390	$ 1,308,318	$ (170,078)	$ 1,138,239
2016	$ 534,610	$ 768,421	$ 1,303,031	$ (160,383)	$ 1,142,648
2017	$ 498,096	$ 806,435	$ 1,304,531	$ (149,429)	$ 1,155,102

Present Worth of Past Payments	$ 27,898,678
Percent of Capacity Utilized as of 2017	88%
Credited Amount	$ 24,550,837
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Past Payment Credit Per $1000 Land Value	$ 7.79

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
FUTURE PAYMENTS					
2018	$ 466,687	$ 835,969	$ 1,302,656	$ (140,006)	$ 1,162,650
2019	$ 439,264	$ 857,398	$ 1,296,663	$ (131,779)	$ 1,164,883
2020	$ 411,201	$ 885,024	$ 1,296,225	$ (123,360)	$ 1,172,865
Total Past and future	$ 15,741,027	$ 10,925,965	$ 26,666,992	$ (4,722,308)	$ 21,944,684

Net Present Value of Future Payments (2018-2020) @ 5% discount rate:	$ 3,177,034
Percent of Capacity Utilized as of 2007	88%
Credited Amount	$ 2,795,790
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Credit per thousand assessed value of completed home:	$ 0.89

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$ 269,000	$ 34,970	($272)	($239)
Townhouse	$ 179,000	$ 23,270	($181)	($159)
Two and Three Family	$ 108,000	$ 14,040	($109)	($96)
Four or More Family	$ 65,000	$ 8,450	($66)	($58)
Manufactured Housing	$ 76,000	$ 9,880	($77)	($68)

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bonds: Middle School Improvement Bond - Two-wing addition - $1,000,000 June 2003

State Aid To District: 30% of Principal Due on Bonds
Discount Rate: 5%

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
PAST PAYMENTS					
2003	0	$ 31,538	$ 31,538	$ -	$ 31,538
2004	$ 50,000	$ 31,538	$ 81,538	$ (15,000)	$ 66,538
2005	$ 50,000	$ 30,534	$ 80,534	$ (15,000)	$ 65,534
2006	$ 50,000	$ 29,538	$ 79,538	$ (15,000)	$ 64,538
2007	$ 50,000	$ 28,538	$ 78,538	$ (15,000)	$ 63,538
2008	$ 50,000	$ 27,412	$ 77,412	$ (15,000)	$ 62,412
2009	$ 50,000	$ 26,162	$ 76,162	$ (15,000)	$ 61,162
2010	$ 50,000	$ 24,788	$ 74,788	$ (15,000)	$ 59,788
2011	$ 50,000	$ 23,288	$ 73,288	$ (15,000)	$ 58,288
2012	$ 50,000	$ 21,788	$ 71,788	$ (15,000)	$ 56,788
2013	$ 50,000	$ 20,162	$ 70,162	$ (15,000)	$ 55,162
2014	$ 50,000	$ 18,662	$ 68,662	$ (15,000)	$ 53,662
2015	$ 50,000	$ 17,062	$ 67,062	$ (15,000)	$ 52,062
2016	$ 50,000	$ 15,362	$ 65,362	$ (15,000)	$ 50,362
2017	$ 50,000	$ 13,612	$ 63,612	$ (15,000)	$ 48,612

Present Worth of Past Payments	$ 1,229,442
Percent of Capacity Utilized as of 2017	88%
Amount Credited	$ 1,081,909
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Past Payment Credit Per $1000 Land Value	$ 0.34

Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
FUTURE PAYMENTS					
2018	$ 50,000	$ 11,800	$ 61,800	$ (15,000)	$ 46,800
2019	$ 50,000	$ 9,950	$ 59,950	$ (15,000)	$ 44,950
2020	$ 50,000	$ 8,050	$ 58,050	$ (15,000)	$ 43,050
2021	$ 50,000	$ 6,050	$ 56,050	$ (15,000)	$ 41,050
2022	$ 50,000	$ 4,050	$ 54,050	$ (15,000)	$ 39,050
2023	$ 50,000	$ 2,050	$ 52,050	$ (15,000)	$ 37,050
Total Past and future	$ 1,000,000	$ 401,934	$ 1,401,934	$ (300,000)	$ 1,101,934

Net Present Value of Future Payments (2018-2024) @ 5% discount rate:	$ 214,546.53
Percent of Capacity Utilized as of 2017	88%
Amount Credited	$ 188,801
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Credit per thousand assessed value of completed home:	$ 0.06

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$ 269,000	$ 34,970	($12)	($16)
Townhouse	$ 179,000	$ 23,270	($8)	($11)
Two and Three Family	$ 108,000	$ 14,040	($5)	($6)
Four or More Family	$ 65,000	$ 8,450	($3)	($4)
Manufactured Housing	$ 76,000	$ 9,880	($3)	($5)

High School (old)

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bonds: High School - 8 Room Addition - 2 Bonds $1,783,000 and $500,000 June 2003

State Aid To District: 30% of Principal Due on Bonds
Discount Rate: 5%

Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
PAST PAYMENTS					
2003	$ 119,000	$ 64,714	$ 183,714	$ (35,700)	$ 148,014
2004	$ 154,000	$ 61,144	$ 215,144	$ (46,200)	$ 168,944
2005	$ 154,000	$ 58,064	$ 212,064	$ (46,200)	$ 165,864
2006	$ 154,000	$ 54,984	$ 208,984	$ (46,200)	$ 162,784
2007	$ 154,000	$ 51,904	$ 205,904	$ (46,200)	$ 159,704
2008	$ 154,000	$ 48,438	$ 202,438	$ (46,200)	$ 156,238
2009	$ 154,000	$ 44,590	$ 198,590	$ (46,200)	$ 152,390
2010	$ 154,000	$ 40,356	$ 194,356	$ (46,200)	$ 148,156
2011	$ 154,000	$ 35,736	$ 189,736	$ (46,200)	$ 143,536
2012	$ 154,000	$ 31,116	$ 185,116	$ (46,200)	$ 138,916
2013	$ 154,000	$ 26,110	$ 180,110	$ (46,200)	$ 133,910
2014	$ 149,000	$ 21,490	$ 170,490	$ (44,700)	$ 125,790
2015	$ 149,000	$ 16,722	$ 165,722	$ (44,700)	$ 121,022
2016	$ 148,000	$ 11,656	$ 159,656	$ (44,400)	$ 115,256
2017	$ 148,000	$ 6,476	$ 154,476	$ (44,400)	$ 110,076

Present Value of Past Payments	$ 3,166,603
Percent of Capacity Utilized as of 2017 (Old HS)	76%
Credited Amount	$ 2,406,618
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Past Payment Credit Per $1000 Land Value	$ 0.76

Year	Total Principal Payment	Total Interest Payment	Total Payment	Less State Building Aid at 30% of Principal	Net Debt Service Cost To District
FUTURE PAYMENTS					
2018	$ 30,000	$ 1,110	$ 31,110	$ (9,000)	$ 22,110
Total Past & Future	$ 2,283,000	$ 574,610	$ 2,857,610	$ (684,900)	$ 3,157,977,393

Net Present Value of Future Payments (2018)@ 5% discount rate:	$ 21,057
Percent of Capacity Utilized as of 2017 (Old HS)	76%
Credited Amount	$ 16,003
Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
Credit per thousand assessed value of completed home:	$ 0.01

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$ 269,000	$ 34,970	($27)	($3)
Townhouse	$ 179,000	$ 23,270	($18)	($2)
Two and Three Family	$ 108,000	$ 14,040	($11)	($1)
Four or More Family	$ 65,000	$ 8,450	($6)	($1)
Manufactured Housing	$ 76,000	$ 9,880	($8)	($1)

High School (New)

CREDIT CALCULATION
IMPACT FEE CREDIT CALCULATION FOR PROPERTY TAX PAYMENTS
DOVER SCHOOL DISTRICT

Bonds: New High School - Excluding CTE Portion of Development

State Building Aid on Bond:	None
Discount Rate:	5%
Local Debt Svc Cost Excluding CTE Portion:	93%
Portion of Debt Service on Non-CTE Space Credited:	18.3%

Year	Total Principal Payment	Total Interest Payment	Total Payment	Adjusted to Exclude Local Cost of CTE	18.3% of Adjusted Debt Service Credited
PAST PAYMENTS					
2016	$ -	$ 1,854,556	$ 1,854,556	$ 1,724,737	$ 315,627
2017	$ -	$ 2,607,969	$ 2,607,969	$ 2,425,411	$ 443,850
				Present Value of Past Payments	$ 775,258
				Enrollment as Percent of New HS Capacity	90%
				Credited Amount	$ 697,732
				Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
				Past Payment Credit Per $1000 Land Value	$ 0.22
FUTURE PAYMENTS					
2018	$ -	$ 2,607,969	$ 2,607,969	$ 2,425,411	$ 443,850
2019	$ 60,000	$ 2,606,469	$ 2,666,469	$ 2,479,816	$ 453,806
2020	$ 155,000	$ 2,601,094	$ 2,756,094	$ 2,563,167	$ 469,060
2021	$ 1,545,000	$ 2,581,769	$ 4,126,769	$ 3,837,895	$ 702,335
2022	$ 1,660,000	$ 2,524,819	$ 4,184,819	$ 3,891,881	$ 712,214
2023	$ 1,825,000	$ 2,437,694	$ 4,262,694	$ 3,964,305	$ 725,468
2024	$ 1,940,000	$ 2,343,569	$ 4,283,569	$ 3,983,719	$ 729,021
2025	$ 2,105,000	$ 2,242,444	$ 4,347,444	$ 4,043,123	$ 739,892
2026	$ 2,265,000	$ 2,133,194	$ 4,398,194	$ 4,090,320	$ 748,529
2027	$ 2,500,000	$ 2,014,069	$ 4,514,069	$ 4,198,084	$ 768,249
2028	$ 3,190,000	$ 1,887,769	$ 5,077,769	$ 4,722,325	$ 864,185
2029	$ 3,300,000	$ 1,757,969	$ 5,057,969	$ 4,703,911	$ 860,816
2030	$ 3,435,000	$ 1,631,856	$ 5,066,856	$ 4,712,176	$ 862,328
2031	$ 3,860,000	$ 1,513,844	$ 5,373,844	$ 4,997,675	$ 914,575
2032	$ 3,990,000	$ 1,396,094	$ 5,386,094	$ 5,009,067	$ 916,659
2033	$ 4,125,000	$ 1,274,369	$ 5,399,369	$ 5,021,413	$ 918,919
2034	$ 4,255,000	$ 1,148,669	$ 5,403,669	$ 5,025,412	$ 919,650
2035	$ 4,410,000	$ 1,018,694	$ 5,428,694	$ 5,048,685	$ 923,909
2036	$ 4,565,000	$ 881,216	$ 5,446,216	$ 5,064,981	$ 926,892
2037	$ 4,740,000	$ 735,825	$ 5,475,825	$ 5,092,517	$ 931,931
2038	$ 4,895,000	$ 582,219	$ 5,477,219	$ 5,093,813	$ 932,168
2039	$ 5,020,000	$ 421,100	$ 5,441,100	$ 5,060,223	$ 926,021
2040	$ 5,220,000	$ 251,438	$ 5,471,438	$ 5,088,437	$ 931,184
2041	$ 4,840,000	$ 81,675	$ 4,921,675	$ 4,577,158	$ 837,620
Total Past & Future	$ 73,900,000	$ 43,138,346	$ 117,038,346	$ 108,845,662	$ 19,918,758
				NPV Future Payments (2018-2041)@ 5% discount rate:	$ 10,372,721
				Enrollment as Percent of New HS Capacity	90%
				Credited Amount	$ 9,335,449
				Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
				Credit per thousand assessed value of completed home:	$ 2.96

CREDIT CALCULATION (PER DWELLING UNIT)

Type of Structure	Assessed Value Per Dwelling Unit	Assessed Value Raw Land @ 13% Of Home Value	Credit For Past Payments (Vac Land)	Credit for Future Payments (Completed Unit)
Single Family Detached	$ 269,000	$ 34,970	($8)	($796)
Townhouse	$ 179,000	$ 23,270	($5)	($530)
Two and Three Family	$ 108,000	$ 14,040	($3)	($320)
Four or More Family	$ 65,000	$ 8,450	($2)	($192)
Manufactured Housing	$ 76,000	$ 9,880	($2)	($225)

Note: The new high school has a design capacity that is less than that of the old high school on which the original fees were based. The floor area per pupil capacity standard has increased from 129 square feet per pupil to 158 square feet per pupil capacity. Credit is given for the portion of the bond related to the change in the floor area standard per pupil. The floor area required to meet that deficiency in space is estimated to be 18.3% of the floor area of the new high school (excluding CTC space).

C. Public Safety Impact Fees

1. Proportionate Demand Factors

a. Residential vs. Non-Residential Demand Measures.

Because public safety services provide protection for all persons and property, impact fees for safety facilities must recognize proportionate demand from both the residential and commercial sectors. The first step in the update was to review alternative measures of proportionate demand on these services by type of property.

PROPORTIONATE DEMAND MEASURES FOR DOVER PUBLIC SAFETY FACILITIES						
Demand Sector	Assessed Valuation 2016 (Assessor)	Square Feet Building Area 2017 (Millions)	Household Population and Total Employment 2016 (NHOEP and NH Employment Security) *	Police Department Calls Assignable by Address (July 2015 through June 2017)	Fire Dept Calls Assignable by Address (July 2015 through June 2017)	Fire Department NFIRS Incident Data (October 2015 through September 2017)**
Residential Uses	$2.178	20.43	29,724	12,394	4,011	6,572
Non-Residential Uses Excluding Utilities	$0.754	10.86	17,406	7,964	1,987	4,171
City Total	$2.932	31.29	47,130	20,358	5,998	10,743
Residential Share	*74%*	*65%*	*63%*	*61%*	*67%*	*61%*
Non-Residential Share	*26%*	*35%*	*37%*	*39%*	*33%*	*39%*

** Total population for 2016 estimated at 30,683. Group quarters population of 959 deducted to estimate household population*

*** Count excludes incidents related to unknown property type, or responses to vacant or undeveloped land*

The chart above compares proportionate demand ratios for residential vs. non-residential demand in Dover. Police and Fire Department call data shown in the chart are for a two year period, and are limited to the number of calls to which a specific street address was assigned by Dover Police Department dispatch records.

These data were drawn from records for the period July 2015 to June 2017, and the counts by address were paired to property tax assessment data by BCM Planning, LLC.

The Fire Department incident records shown in the last column are based on records classified by property use using the National Fire Incident Reporting Service (NFIRS). These records were compiled by the Fire Department for the period October 2015 to September 2017. The next chart shows a more detailed breakdown of the NFIRs data for Dover.

FIRE DEPARTMENT PROPERTY USE REPORT (NFIRS) FOR DOVER - TWO YEAR PERIOD (INCIDENTS 10-1-2015 TO 9-30-2017)		
Generalized Property Classification	Incidents Assignable to Developed Property Class	
	Number	% of Total
One and Two Family Dwelling	3,144	29%
Multifamily Residential	3,428	32%
Retail, Restaurant, Lodging, Entertainment	691	6%
Office	510	5%
Commercial Services	1,582	15%
Industrial, Tranportation, Storage, Util.	142	1%
Institutional - Non Public	810	8%
Institutional - Public & Gov't	436	4%
Total Assignable to Developed Property	10,743	100%
Residential	6,572	61%
Non-Residential	4,171	39%

This summary of NFIRs data for the Dover Fire Department reflects only those incidents which were reported under use codes associated with developed property. Using this particular measure, 61% of incidents were associated with residential uses and 39% with non-residential uses.

In computing an average residential /non-residential split in service demand, the generic factors of property valuation, building floor area, and the population-employment relationship ratios comprise were weighted 50% while the call and incident data for each department were also weighted 50% in computing an overall percentage.

Weighted average for Police Department Factors: 64.2 % residential
Weighted average for Fire Department Factors: 65.8 % residential

For the purpose of general cost allocations, BCM Planning applied a cost allocation of 65% residential and 35% non-residential demand to both the Police Department and Fire Department impact fee calculations. [1]

b. Relative Call Ratios by Land Use Categories

Residential Uses. Using the public safety call data that was available by address, calls were tabulated by type of housing unit for residential units and by commercial sector for non-residential units. Annualized calls per unit (residential) and calls per 1,000 square foot of building area (both residential and non-residential) were tabulated.

In general, two to three family and multifamily properties generate Police Department call rates that are well above those for single family, townhouse, or manufactured housing. Call ratios for Fire/EMS services were higher for multifamily units and manufactured housing than for single family, townhouse, or two to three family units.

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[1] In the 2008 public safety impact fee models, future demand was estimated based on projected calls for service estimated independently for each of the two sectors. The 2008 allocation of future costs used a 50/50 residential to non- residential demand ratio for the Police Department and a 60/40 ratio for Fire Department demand.

In the residential sector, senior housing generated significantly higher call ratios per dwelling unit for Fire and EMS services than the housing stock that was not age-restricted, but had lower call rates per unit for Police Department services.

Analysis of Public Safety Calls Associated with Specific Residential Locations									
Structure Type	Calls Last Two Years - Residential Property *		Housing Characteristics			Annualized Calls Per Dwelling		Annualized Calls Per 1000 Square Feet	
	Police	Fire/EMS	Living Area	Dwelling Units	Avg Living Area Per Unit	Police	Fire/EMS	Police	Fire/EMS
Single Family	4,281	1,633	11,368,366	6,262	1,815	0.34	0.13	0.19	0.07
Townhouse	446	233	1,762,088	1,247	1,413	0.18	0.09	0.13	0.07
Two to Three Family	1,792	399	1,801,313	1,570	1,147	0.57	0.13	0.50	0.11
Four or More Family	5,620	2,411	5,014,211	5,166	971	0.54	0.23	0.56	0.24
Excluding DHA Housing	*4,530*	*1,859*	*4,463,263*	*4,721*	*945*	*0.48*	*0.20*	*0.51*	*0.21*
Manufactured Housing	255	199	444,300	424	1,048	0.30	0.23	0.29	0.22
Total	12,394	4,875	20,390,278	14,669	1,390	0.42	0.17	0.30	0.12
Senior Housing Comparison (Excluding Assisted Living Facilties)									
Age 55+ (SF, TH and MF)	94	172	450,022	323	1,393	0.15	0.27	0.10	0.19
Total All SF, TH and MF Units	4,982	2,065	13,574,754	7,509	1,808	0.33	0.14	0.18	0.08
Ratio Call Rate Age 55+ Housing to Average for Same Structure Types						***44%***	***194%***	***57%***	***251%***
Age 62+ and Congregate/Ind. Lvg.	332	799	585,627	473	1,238	0.35	0.84	0.28	0.68
All Multifamily Housing	5,620	2,411	5,014,211	5,166	971	0.54	0.23	0.56	0.24
Ratio Call Rate Age 62+ and Independent Living to Average Multifamily Unit						***65%***	***362%***	***51%***	***284%***
** Raw data for calls by address provided by Dover Police Department for the period 10-01-2015 to 09-30-2017. Call data was associated to property characteristics by BCM Planning, LLC. Calls tabulated in these columns include only those that could be associated with a specific street address and assigned to a developed property*									

Within senior housing developments associated with age 55+ occupancy, Fire/EMS call generation per unit was nearly twice that of similar units with no age restriction.

For housing developments that have an even older resident profiles (limited to age 62+ and congregate housing) the call rate was about 3.6 times that of similar housing units that are not age restricted.

For both age restricted housing categories, however, the call rate for Police Department services was much lower than it was for units without an age restriction.

<u>Non-Residential Uses</u>. Public safety call rates for non-residential categories were computed per 1000 square feet of building area and indexed relative to the average of all non-residential properties.

The highest call ratios for Police Department activity occur among retail-food-entertainment uses.

Fire and EMS calls per 1,000 square feet were also high for the same category, and very high for nursing home and assisted living uses, where the advanced age of residents is associated with frequent calls for emergency medical services.

Analysis of Public Safety Calls to Non-Residential Property								
Structure Type	Calls Last Two Years - Residential Property *		Square Feet Floor Area	Annualized Calls Per 1000 Square Feet		Index to Non-Residential Average		
	Police	Fire/EMS		Police	Fire/EMS	Police	Fire/EMS
Retail-Food-Entertainment-Lodging	3,529	817	1,582,599	1.11	0.26	2.71	2.17
Offices and Commercial Services	1,512	475	1,383,199	0.55	0.17	1.34	1.42
Industrial, Transportation and Storage	687	202	4,119,068	0.08	0.02	0.20	0.17
Nursing Homes & Assisted Living	126	332	240,583	0.26	0.69	0.63	5.75
Private Institutional	929	161	1,055,453	0.44	0.08	1.07	0.67
Mixed Use	907	214	947,129	0.48	0.11	1.17	0.92
Total / Average Private Commercial Uses	7,690	2,201	9,328,031	0.41	0.12	1.00	1.00
Public Institutional Uses	1,181	361	1,544,153	0.38	0.12	0.93	1.00
Total Non-Residential Uses	**8,871**	**2,562**	**10,872,184**	**0.41**	**0.12**	**1.00**	**1.00**

** Raw data for calls by address provided by Dover Police Department for the period 10-01-2015 to 09-30-2017. Call data was associated to property characteristics by BCM Planning, LLC. Calls tabulated in these columns include only those that could be associated with a specific street address and assigned to a developed property.*

<u>Proportionate Adjustments in Fee Models Based on Call Ratios</u>. In the impact fee model, fees for various categories of non-residential development are adjusted relative to the call rate per 1000 square associated with the commercial use category. These categories may be collapsed into more generalized divisions to simplify the fee allocation using less specific categories of assessment for commercial uses.

This update of public safety fees has used average household size by type of unit to allocate per capita costs by type of structure. The 2008 method used relative call demand to assign capital costs by type of unit. After testing both methods for this update, BCM Planning is of the opinion that a more equitable result for residential uses can be achieved using the per capita cost method. [2] However, relative call demand per unit has been applied to compute adjusted fees for *age-restricted* dwelling units.

2. Police Department Impact Fee

In order to define a service capacity and cost allocation basis for an expanded Police Department facility serving estimated long term needs, the following assumptions comprise the basis for the impact fee:

a. Under 2016 conditions, the number of full time sworn personnel in the Police Department averages 1.65 per 1000 residents, and the number of total full time personnel averaged 2.59 per 1000 persons. It is assumed that the ratio of total to population will remain at this level in future years.

b. The new police station (constructed 2015-2016) has a gross floor area of 29,837 square feet. The design process centered on accommodating projected needs through the year 2035.[3]

[2] Residential fee calculations based on adjusted call rates have been computed and are available as an alternative to the per capital assignment of costs per dwelling unit.

[3] Architects Design Group, October 21, 2013 letter to Dover Police Department summarizing spatial needs and design concepts.

POLICE DEPARTMENT PROPORTIONATE DEMAND AND FACILITY STANDARD				
Service Demand Factor	Base Year of Fee Calculation (2008)	Current Conditions (2016-2017)	Supportable Service Base @ Design Population of 35,000	Change from Base Year
RESIDENTIAL SECTOR				
Population (Residential Demand)				
Total Persons	28,703	30,683	35,000	6,297
Group Quarters Population	959	959	1,094	135
Household Population	27,744	29,724	33,906	6,162
Households (Occupied Units)	12,554	13,255	16,082	3,528
Average Household Size	2.21	2.24	2.11	-0.10
Total Housing Units	13,077	14,176	17,200	4,123
NON-RESIDENTIAL SECTOR				
Employment (Total Including Government)	16,300	17,406	19,855	3,555
Employment to Total Population Ratio	0.57	0.57	0.57	
Non-Residential Floor Area Total	10,185,000	10,905,000	12,439,299	2,254,299
Non-Residential Uses: Floor Area Per Employee	625	627	627	
Police Department Staffing				
Full Time Sworn (Officers)	50.5	50.5	57.6	*Assumes constant staff ratio per 1000 population*
Full Time Staff including Officers	78.1	79.5	90.7	
Full Time Officers Per 1000 City Population	1.76	1.65	1.65	
Full Time Staff Per 1000 City Population	2.72	2.59	2.59	
Floor Area of Facilities	**2008 Conditions**	**2016-17 Conditions (New Police Station)**	**With New Police Station (2015-2016)**	**Change from Base Year**
Floor Area of PD Buildings - (Gross Sq. Ft.)	16,213	29,837	29,837	13,624
Actual Floor Area Per FT Officer	321	591	518	197
Actual Floor Area Per FT Staff (Sq. Ft.)	208	375	329	121
Min. Staff Area Needed @ 2040 Staff Ratio	74.4			
Min. Base Year Space Needed at 2040 Standard	24,475			
Base Year Floor Area Deficiency Relative to Standard	(8,262)			

c. Based on the ratios of police department staff to population, and design floor area for a target future population of 35,000 generates a space standard of 329 square feet of police station space per full time employee.

d. Measured at that the long term design ratio of 329 square feet per full time employee, and minimum of 2.59 full time personnel per thousand population, we estimate that the comparable pre-existing police department space (16,213 square feet in the 2008 base year) was deficient by 8,262 square feet. [4]

e. The estimated base year deficiency of 8,262 square feet represents 28% of the space constructed in the new police station. This is a need that already existed at the time the impact fee was established. Therefore, a credit allowance based on tax payments made to support 28% of debt service costs for the new station.

[4] Comparable space available to the Police Department prior to construction of the new station included the headquarters with 13,159 square feet in the lower level of City Hall, 2,340 square feet of garage space on River Street, and 360 square feet in storage buildings. (Source: Space Needs Assessment, City of Dover, June 2007, AG Architects, P. C.)

f. The comprehensive development cost of the new police station totaled $9.9 million or about $332 per square foot at the time of construction. The cost has been adjusted to an estimated 2017 cost of $10.039 million (or about $336 per square foot) using an RS Means Square Foot Cost index.

g. Based on the combination of proportionate indicators introduced earlier, about 65% of the demand on Police Department services is estimated to be associated with residential land uses and 35% from non-residential uses.

h. The service population associated with the new police station is assigned at 35,000 (approximately the same as a 2040 population projection). Employment in the City of Dover is assumed to maintain a constant ratio to resident population at a 2016 average of 0.57 jobs per capita. Non-residential floor area per employee is assumed to remain constant at the 2016 average of 627 square feet per employee.

i. Residential costs associated with new development are assigned by structure type based on estimated household size in the dwelling unit.[5]

j. Non-residential costs are assigned per square foot of floor area. Adjustments to the average fee per square foot are assigned to various commercial use categories based on the relative number of calls for service per 1,000 square feet in that category.

k. Credit allowances are deducted from the assignable capital cost for each use based on the estimated present value of debt service costs required to rectify pre-existing police station deficiencies in space.

l. Residential impact fees are assigned to accessory dwelling units (ADUs) at 64% of the standard rate for apartments based relative living area of the unit. Based on other studies, BCM Planning estimates an average ADU will have about 600 square feet of living area. That size is 64% of the average gross living area in apartment buildings estimated at 930 square feet per unit.

m. A police department impact fee has been computed for age restricted housing based on the relative call volume per unit in age-restricted developments compared to the City average for residential units of the same structural categories. Police Department impact fees are computed at 44% of the average fee applicable to single family and townhouse units. Fees for units limited to persons age 62+ or in congregate housing are assigned at 65% of the fee applicable to standard apartment units.

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[5] The original (2008) methodology adjusted the Police Department fees per unit based on relative call rates per unit by structure type. BCM Planning is of the opinion that the per capita method generates a more equitable assessment. An alternative calculation using relative call volume has been prepared and is available as an alternative.

POLICE FACILITY COST APPORTIONMENT AND IMPACT FEE - DOVER, NH - 2017			
Capital Facility Cost Allocation and Impact Fee	Base Year of Fee Calculation (2008)	Supportable Service Base @ Design Population of 35,000	Change from Base Year
	Cost Apportionment of Capital Facilities		
Building Costs for Police Department HQ	Attributed to Base Year Demand	Police Facility Replacement Cost	Attributed to New Development
Police Station Development Cost (2015-16)		$9,900,000	
Adjusted to 2017 (RS Means Index)		1.014	
Attributed Building Costs - Police Department	$8,234,566	$10,038,600	$1,804,034
Public Safety Demand By Sector - Police Department	Base Year of Fee	Future Year	New Development
Residential Share of Demand	65%	65%	65%
Non-Residential Share of Demand	35%	35%	35%
Apportioned to Residential Development	$5,352,468	$6,525,090	$1,172,622
Apportioned to Commercial Development	$2,882,098	$3,513,510	$631,412
Residential Cost Per Capita (Household Pop)	$193	$192	**$190**
Non-Residential Cost Per Sq. Ft.	$0.28	$0.28	**$0.28**
PUBLIC SAFETY FACILTY COSTS PER UNIT OF NEW DEVELOPMENT - POLICE DEPARTMENT			
Residential Capital Cost Per Dwelling Unit		Average Household Size	Capital Cost Per Unit (1)
Average Household		2.24	$426
Single Family Detached		2.54	$483
Townhouse / Attached		2.18	$414
Two to Three Family Structure		2.21	$420
Four or More Unit Structure		1.67	$317
Manufactured Housing		2.35	$447
Commercial Cost Per Square Foot		Non-Residential PD Call Multiplier	Capital Cost Per Sq. Ft.
Average Non-Residential		1.00	$0.28
Retail-Food-Entertainment-Lodging		2.71	$0.76
Offices and Commercial Services		1.34	$0.38
Industrial, Transportation, Whse, Storage		0.20	$0.06
Nursing Homes & Assisted Living		0.63	$0.18
Other Institutional Uses		1.07	$0.30
Credit Allowances for Base Year Deficiency and Net Impact Fee Assessment	**Assessed Value**	**Credit Allowance Per Housing Unit**	**Impact Fee Schedule Per Dwelling Unit**
Residential Uses	Per Dwelling Unit		
Single Family Detached	$ 269,000	($158)	**$325**
Townhouse / Attached	$ 179,000	($105)	**$309**
Two to Three Family Structure	$ 108,000	($63)	**$357**
Four or More Unit Structure	$ 65,000	($38)	**$279**
Manufactured Housing	$ 76,000	($45)	**$402**
Non-Residential Uses	Per Square Foot	Credit Per Sq. Foot	**Fee Per Square Foot**
Average Non-Residential	$ 64	($0.04)	**$0.24**
Retail-Food-Entertainment-Lodging	$ 83	($0.05)	**$0.71**
Offices and Commercial Services	$ 96	($0.05)	**$0.33**
Industrial, Transportation, Whse, Storage	$ 43	($0.02)	**$0.04**
Nursing Homes & Assisted Living	$ 85	($0.05)	**$0.13**
Other Institutional Uses	$ 133	($0.07)	**$0.23**

CREDIT CALCULATION FOR POLICE STATION BASE YEAR DEFICIENCY			
Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment
Past Payments			
2015	$306,460.04	$307,810.87	$614,270.91
2016	$438,193.54	$332,049.76	$770,243.30
2017	$460,149.12	$310,140.08	$770,289.20
		Present Worth Past Payments @ 5%	$2,256,278
		Percent of Project Rectifying Space Deficiencies	28%
		Credited Amount	$631,758
		Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
		Credit Per $1000 Valuation Raw Land	**$0.20**
Future Payments			
2018	$480,148.66	$287,132.64	$767,281.30
2019	$504,100.21	$263,125.20	$767,225.41
2020	$528,051.76	$237,920.18	$765,971.94
2021	$555,995.23	$211,517.60	$767,512.83
2022	$583,938.70	$183,717.84	$767,656.54
2023	$612,281.36	$154,520.90	$766,802.26
2024	$642,220.79	$123,906.84	$766,127.63
2025	$288,616.15	$91,795.80	$380,411.95
2026	$276,640.36	$83,137.32	$359,777.68
2027	$254,684.78	$74,838.10	$329,522.88
2028	$248,696.89	$67,197.56	$315,894.45
2029	$238,717.09	$59,736.66	$298,453.75
2030	$309,374.13	$52,276.74	$361,650.87
2031	$309,374.13	$42,222.08	$351,596.21
2032	$309,374.13	$32,167.42	$341,541.55
2033	$309,374.13	$21,726.04	$331,100.17
2034	$311,370.10	$10,897.96	$322,268.06
Total Bond	$7,967,761.30	$2,947,837.59	$10,915,598.89
		NPV of Future Payments (2018-2034) @ 5% discount rate:	$6,306,425
		Percent of Project Rectifying Space Deficiencies	28%
		Credited Amount	$1,765,799
		Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
		Credit per thousand assessed value	**$0.56**

CREDIT ALLOWANCES FOR POLICE STATION BASE YEAR DEFICIENCY					
Type of Development	Assessed Valuation Land & Bldgs	Assessed Value Raw Land @ 13% Of Valuation	Credit For Past Payments	Credit For Future Payments	Total Credit amount
Residential Uses Per Dwelling Unit					
Single Family Detached	$ 269,000	$ 34,970	$ (7)	$ (151)	$ (158)
Townhouse	$ 179,000	$ 23,270	$ (5)	$ (100)	$ (105)
Two and Three Unit Structures	$ 108,000	$ 14,040	$ (3)	$ (60)	$ (63)
Multifamily Structures 4+ Units	$ 65,000	$ 8,450	$ (2)	$ (36)	$ (38)
Manufactured Housing	$ 76,000	$ 9,880	$ (2)	$ (43)	$ (45)
Non-Residential Uses Per Sq. Ft.					
Average Non-Residential	$ 72	$ 9	$ -	$ (0.04)	$ (0.04)
Retail-Food-Entertainment-Lodging	$ 82	$ 11	$ -	$ (0.05)	$ (0.05)
Offices and Commercial Services	$ 96	$ 12	$ -	$ (0.05)	$ (0.05)
Industrial, Transportation, Whse, Storage	$ 43	$ 6	$ -	$ (0.02)	$ (0.02)
Nursing Homes & Assisted Living	$ 85	$ 11	$ -	$ (0.05)	$ (0.05)
Other Institutional Uses	$ 133	$ 17	$ -	$ (0.07)	$ (0.07)

3. Fire Department Impact Fee

a. Fire Station Space

At the time the original Fire Department impact fee was being calculated in 2008, the Dover Fire & Rescue Department was anticipating construction of a new North End fire station, which has since been completed, providing 14,845 square feet of station space. Prior to this construction, the two pre-existing stations (the old Central Fire Station and the South Station built in the 1960s) contained a combined floor area of 14,500 square feet. The construction and improvement of the new North Station (2009-2012) doubled the total floor area of Fire & Rescue Department buildings serving the City.

While the construction of North Station was needed to accommodate new development, the 2008 study found a portion of the new space was attributable to pre-existing space needs in that base year. The North Station had been cited as a need since the 1988 City Master Plan was published. For purposes of impact fee assessment, the existing fire stations, including the newest facility (North Station) are assumed to be sufficient to serve a population of 35,000 along with related proportionate increases in non-residential development.

Another fire station is anticipated by the Fire Department as a long term need. The Fire Chief has provided a rough estimate of cost at $3 million for a future station to be located somewhere on Dover Point Road. Other long term improvements have been indicated including a new training facility and more parking for the North Station.

As of November 2017, there do not appear to be specific designs established for these improvements, nor are the projects currently found in the City CIP (2018-2023). Therefore it may be premature to add these capital values into the fee system at this time. If the costs were to be added, then the long term service population (assumed at 35,000) should also be reconsidered in assigning the facility costs per capita for the fee computation.

For the purpose of impact fee assessment, the fire stations and fire / rescue vehicles are viewed as providing a city-wide network providing coverage to all land uses in Dover. It is necessary for staffing and equipment housed at one station to provide backup coverage to the others. Therefore, capital cost requirements are assumed to be distributed across the entire City rather than limited to serving particular geographic areas.

At the time the Fire Department impact fee was established in 2008, a portion of the new space to be constructed was attributed to existing baseline space deficiencies. If the floor area of the three stations serves a target population of 35,000 then an average of 0.84 square feet of station space per capita is indicated as a reasonable floor area standard. At that ratio an additional 9,565 square feet of station space was already needed in 2008 to meet baseline needs at the time the impact fee was first established.

The construction of North Station added 14,845 square feet of fire station space. If the base year deficiency was 9,565 square feet, then 64% of the new space created at North Station is attributable to a pre-existing need at the time the impact fee was initiated. As part of the impact fee calculation, 64% of the present value of debt service payments for the development of North Station has been computed as a credit allowance within the impact fee model.

FIRE DEPARTMENT PROPORTIONATE DEMAND AND FACILITY STANDARD				
Service Demand Factor	Base Year of Fee Calculation (2008)	Current Conditions (2016-2017)	Service Base at Population of 35,000	Change from Base Year
RESIDENTIAL SECTOR				
Total Persons	28,703	30,683	35,000	6,297
Group Quarters Population	959	959	1,094	135
Household Population	27,744	29,724	33,906	6,162
Households (Occupied Units)	12,554	13,255	16,082	3,528
Average Household Size	2.21	2.24	2.11	-0.10
Total Housing Units	13,077	14,176	17,200	4,123
NON-RESIDENTIAL SECTOR				
Employment (Total Including Government)	16,300	17,406	19,855	3,555
Employment to Total Population Ratio	0.57	0.57	0.57	
Non-Residential Floor Area Total	10,185,000	10,905,000	12,439,299	2,254,299
Non-Residential Uses: Floor Area Per Employee	625	627	627	
Floor Area of Facilities	Base Year of Impact Fee	Current Conditions	Facilities Available	Change from Base Year
Floor Area of Fire Stations (Sq. Ft.)	14,500	29,435	29,345	14,845
Station Space Required Per Capita	0.84	0.96	0.84	
Station Space Needed @ Facilty Standard	24,065			
Space Deficiency in Base Year of Fee	9,565			

The total cost of North Station was estimated using the City's fixed asset files pertaining to North Station improvement costs from 2009 to 2012, with cost components indexed to 2017 using R.S. Means Square Foot Costs time adjustment factors. Comprehensive costs were estimated at a 2017 equivalent of about $3.53 million, or about $238 per square foot. This cost per square foot was assigned as the average replacement cost for all City fire stations indicating a total cost for buildings at $6.984 million.

Replacement Cost of Major Capital Equipment - Dover Fire Department					
Item	Number of Units	Vehicle Cost New	Associated Equipment	Total Per Unit	Total Capital Value
Engines	5	$590,000	$100,000	$690,000	$3,450,000
Ladder / Platform	1	$1,100,000	$100,000	$1,200,000	$1,200,000
Quint	1	$890,000	$100,000	$990,000	$990,000
Ambulances	4	$240,000	$100,000	$340,000	$1,360,000
Heavy Rescue	1	$325,000	$100,000	$425,000	$425,000
Forestry Pickup	1	$70,000	included	$70,000	$70,000
SUV's & Pkckups	7	$55,000	included	$55,000	$385,000
Total Major Capital Equipment					**$7,880,000**
Source: Replacement and equipment costs per vehicle estimated by Dover Fire Chief					

The City also has a substantial investment in major fire and rescue vehicles and apparatus. Based on estimates from the Dover Fire Chief, the replacement cost (new) for the major vehicles plus on-board gear and equipment is about $7.88 million.

FIRE DEPARTMENT COST APPORTIONMENT AND IMPACT FEE - DOVER, NH - 2017			
	Cost Apportionment of Capital Facilities		
Building Costs for Fire Stations	Attributed to Base Year of Fee	Total Capital Investment	Apportioned to New Development
Fire Station Development Cost/Sq. Ft. Adj. to 2017		$238	
Attributed Building Costs - Fire Department	$5,727,569	$6,984,110	**$1,256,541**
Major Apparatus & Vehicles - Replacement Cost	$6,462,275	$7,880,000	**$1,417,725**
Total Capital Facility Investment - Fire Dept.	$12,189,844	$14,864,110	**$2,674,266**
Public Safety Demand By Sector - Fire and EMS	Base Year	Future Year	Average
Residential Share of Demand	65%	65%	**65%**
Non-Residential Share of Demand	35%	35%	**35%**
Apportioned to Residential Development			$1,738,273
Apportioned to Non-Residential Development			$935,993
Residential Cost Per Capita			**$282**
Non-Residential Cost Per Sq. Ft.			**$0.42**

PUBLIC SAFETY FACILTY COSTS PER UNIT OF NEW DEVELOPMENT - FIRE DEPARTMENT		
Residential Capital Cost Per Dwelling Unit	Average Household Size	Capital Cost Impact Per Unit
Average Dwelling Unit	2.24	$632
Single Family Detached	2.54	$716
Townhouse / Attached	2.18	$615
Two to Three Family Structure	2.21	$623
Four or More Unit Structure	1.67	$471
Manufactured Housing	2.35	$663
Non-Residential Capital Cost Per Square Foot	Non-Residential FD Call Multiplier	Capital Cost Per Sq. Ft.
Average Non-Residential	1.00	$0.42
Retail-Food-Entertainment-Lodging	2.17	$0.91
Offices and Commercial Services	1.42	$0.60
Industrial, Transportation, Whse, Storage	0.17	$0.07
Nursing Homes & Assisted Living	5.75	$2.42
Other Institutional Uses	0.67	$0.28

Credit Allowances for Base Year Deficiency and Net Impact Fee		Credit Allowance for Base Year Deficiency	**Impact Fee Per Dwelling Unit**
Residential Uses	Assessment Per Dwelling Unit		
Single Family Detached	$ 269,000	($101)	**$615**
Townhouse / Attached	$ 179,000	($67)	**$548**
Two to Three Family Structure	$ 108,000	($40)	**$583**
Four or More Unit Structure	$ 65,000	($24)	**$447**
Manufactured Housing	$ 76,000	($28)	**$635**
Non-Residential Uses	Assessment Per Sq. Foot	Credit Per Sq. Foot	**Fee Per Square Foot**
Average Non-Residential	$ 64	($0.03)	**$0.39**
Retail-Food-Entertainment-Lodging	$ 83	($0.04)	**$0.87**
Offices and Commercial Services	$ 96	($0.01)	**$0.59**
Industrial, Transportation, Whse, Storage	$ 43	($0.03)	**$0.04**
Nursing Homes & Assisted Living	$ 85	($0.05)	**$2.37**
Other Institutional Uses	$ 133	($0.03)	**$0.25**

Together the total investment (at current replacement cost) for fire stations and major capital equipment totals to $14.86 million.

The impact fee model assigns a portion of this total investment to new development based on the horizon population of 35,000 and proportionate growth in commercial development at that population level.

As with the Police Department impact fee, residential uses are assigned an average per capita cost multiplied by the expected average household size for various types of dwelling units.[6]

Non-residential uses are assigned a cost per square foot of floor area, then adjusted according to the relative call rates associated with commercial land use categories.

[6] The original (2008) methodology adjusted the Fire Department fees per unit based on relative call rates per unit by structure type. BCM Planning is of the opinion that the per capita method generates a more equitable assessment. An alternative calculation using relative call volume has been prepared and is available as an alternative.

The basis for the debt service credit allowances assigned in the Fire Department impact fee calculation are detailed here and in the summary chart that follows.

CREDIT CALCULATION FIRE STATION BASE YEAR DEFICIENCY			
Portion of North Station Construction Bond			
Fiscal Year	Total Principal Payment	Total Interest Payment	Total Payment
Past Payments			
2008	$150,000.00	$131,368.76	$281,368.76
2009	$150,000.00	$124,618.76	$274,618.76
2010	$150,000.00	$118,243.76	$268,243.76
2011	$150,000.00	$111,868.76	$261,868.76
2012	$150,000.00	$105,493.76	$255,493.76
2013	$150,000.00	$99,118.76	$249,118.76
2014	$150,000.00	$92,743.76	$242,743.76
2015	$150,000.00	$86,368.72	$236,368.72
2016	$150,000.00	$79,993.76	$229,993.76
2017	$150,000.00	$73,618.76	$223,618.76
		Present Worth Past Payments @ 5%	$ 3,206,210
		Base Year Deficiency in Space as % of Project	64%
		Credited Amount	$ 2,051,974
		Net Local Assessed Valuation Oct 2017	$ 3,150,231,460
		Credit Per $1000 Valuation Raw Land	**$0.65**
Future Payments			
2018	$145,000.00	$67,243.76	$212,243.76
2019	$145,000.00	$61,081.24	$206,081.24
2020	$145,000.00	$54,737.50	$199,737.50
2021	$145,000.00	$48,031.26	$193,031.26
2022	$145,000.00	$41,325.00	$186,325.00
2023	$145,000.00	$34,437.50	$179,437.50
2024	$145,000.00	$27,550.00	$172,550.00
2025	$145,000.00	$20,662.50	$165,662.50
2026	$145,000.00	$13,775.00	$158,775.00
2027	$145,000.00	$6,887.50	$151,887.50
		NPV of Future Payments (2018-2027) @ 5% discount rate:	$1,430,645
		Base Year Deficiency in Space as % of Project	64%
		Credited Amount	$915,613
		Net Local Assessed Valuation Oct 2017	$3,150,231,460
		Credit per thousand assessed value	**$0.29**

CREDIT ALLOWANCES FOR FIRE STATION BASE YEAR SPACE DEFICIENCY					
Type of Development	Assessed Valuation Land & Bldgs	Assessed Value Raw Land @ 13% Of Valuation	Credit For Past Payments	Credit For Future Payments	Total Credit amount
Residential Uses Per Dwelling Unit					
Single Family Detached	$ 269,000	$34,970	$ (23)	$ (78)	$ (101)
Townhouse	$ 179,000	$23,270	$ (15)	$ (52)	$ (67)
Two and Three Unit Structures	$ 108,000	$14,040	$ (9)	$ (31)	$ (40)
Multifamily Structures 4+ Units	$ 65,000	$8,450	$ (5)	$ (19)	$ (24)
Manufactured Housing	$ 76,000	$9,880	$ (6)	$ (22)	$ (28)
Non-Residential Uses Per Sq. Ft.					
Average Non-Residential	$ 72	$9	$ (0.01)	$ (0.02)	$ (0.03)
Retail-Food-Entertainment-Lodging	$ 82	$11	$ (0.01)	$ (0.02)	$ (0.03)
Offices and Commercial Services	$ 96	$12	$ (0.01)	$ (0.03)	$ (0.04)
Industrial, Transportation, Whse, Storage	$ 43	$6	$ -	$ (0.01)	$ (0.01)
Nursing Homes & Assisted Living	$ 85	$11	$ (0.01)	$ (0.02)	$ (0.03)
Other Institutional Uses	$ 133	$17	$ (0.01)	$ (0.04)	$ (0.05)

Residential impact fees are assigned to *accessory dwelling units* (ADUs) at 64% of the standard rate for apartments based relative living area of the unit. Based on other studies in other New Hampshire communities, BCM Planning estimates that a typical ADU will result in a net addition of about 600 square feet of living area. That size is 64% of the average gross living area in Dover apartment buildings estimated at 930 square feet per unit. This ratio is used to assign a fire department impact fee to the ADU.

An adjusted Fire Department impact fee has been computed for *age restricted housing.* The basis for the adjusted fee is the relative call volume per unit found in Dover's age-restricted developments compared to the City average for residential units of the the same structural categories. For units restricted to age 55 or older, fire department impact fees are computed at 1.94 times the average fee for single family and townhouse units. Fees for age restricted units for persons age 62+ or in congregate housing are assigned at 3.6 times the fee applicable to standard apartment units.

4. Summary Fee Schedules: Public Safety

PUBLIC SAFETY IMPACT FEE ASSESSMENT SCHEDULE - 2017			
Use Category	**Public Safety Impact Fees Per Dwelling Unit**		
Residential Uses	Police	Fire	**Total Public Safety**
Single Detached	$325	$615	**$940**
Townhouse	$309	$548	**$857**
Two to Three Family	$357	$583	**$940**
Apartments 4+ Units	$279	$447	**$726**
Manufactured Housing	$402	$635	**$1,037**
Accessory Dwelling Unit	$179	$286	**$465**
Age Restricted Unit 55+	$152	$1,163	**$1,315**
Age Restricted Units 62+ or Congregate	$181	$1,609	**$1,790**
Commercial, Industrial & Institutional Uses	**Public Safety Impact Fees Per Square Foot**		
	Police	Fire	**Total Public Safety**
Retail-Food-Entertainment-Lodging	$0.71	$0.87	**$1.58**
Offices and Commercial Services	$0.33	$0.59	**$0.92**
Industrial, Transportation, Whse, Storage	$0.04	$0.04	**$0.08**
Nursing Homes & Assisted Living	$0.13	$2.37	**$2.50**
Other Institutional Uses	$0.23	$0.25	**$0.48**
Average Non-Residential or Other	$0.24	$0.39	**$0.63**

It is possible to assess a single fee for "public safety facilities". However, it is recommended that the fees collected be placed in two separate capital facility amounts: one for Police Department and one for Fire & Rescue Department facilities.

In this way, appropriate allocation of fee revenue may be made from the respective capital accounts to offset part of the debt service on for the police station or fire stations, retaining a connection to the particular the facilities for which they were assessed. Public safety Impact fees in Dover may also be used to offset a portion of the cost of new equipment or improved replacement equipment that enhances the response time or capacity of either department to serve new development.

The models for impact fee assessment should always reflect, rather than define, capital improvement planning for related facilities and services. The impact fee assessment models are intended to reasonably represent the level of capital investment that the City will support, with a proportionate allocation of that cost to new development. The models should not be used to limit the way in which future capital improvement needs are defined for public safety facilities.

D. Recreation Facilities Impact Fee

1. Background

An impact fee for Dover public recreation facilities was first computed in a 2008. In the 2008 study, after testing a number of possible approaches, the option cited as the "investment approach" was adopted by the City as its basis of assessment. At that time, the use of individual facility standards (such as tennis courts per thousand persons, etc.) to anticipate specific incremental numbers of fields and facilities was not viewed as a method that would best reflect the types of improvements the City intended to make in recreation facilities.

The anticipated focus of recreation improvements in Dover was more focused on improvement and diversification of existing park and recreation sites. Consequently, the chosen method uses an average recreation capital investment amount per capita as the facility standard, rather than a ratio of the number of individual facilities to be provided.

In this update, the fee is based on a blended estimate of the replacement cost of existing facilities, plus the projected costs for future facility development anticipated within the term of the current Capital Improvement Program (CIP). The total estimated replacement cost of City recreation facilities is then apportioned across a future horizon service population (projected at 35,000 persons as a horizon year, or buildout, population) to arrive at a per capita cost.

2. Replacement Cost of Existing Recreation Facilities

The City Finance Department provided a listing of assets assigned to the Recreation Department. From this inventory, BCM Planning listed the selected asset, its original acquisition year (year placed in service) and original cost. For the purpose of this study, we excluded vehicles, capitalized interest, and assets placed in service over 40 years ago. The selected asset values comprise athletic fields, buildings and office equipment, tennis and basketball courts, playgrounds and related structures, fencing, paved surfaces, swimming pools and related equipment. Land values are not part of this asset inventory.

Summary of Estimated Replacement Cost Dover Recreation Facilities	
Building Improvements	$3,680,037
Building Systems	$653,870
Buildings	$2,583,231
Land	$319,049
Land Improvements	$9,086,462
Machinery / Equipment	$577,595
Roadways	$190,784
Utilities	$216,654
Total Capital Investment	**$17,307,682**

A current replacement cost for each asset was estimated by adjusting the original cost in the year placed in service to 2017 using one of several adjustment factors. For buildings, costs were indexed using R.S. Means Square Foot Costs time adjustment factors for Manchester, NH. For ballfields, parks, general construction, and utilities, costs were adjusted using the Engineering News Record (ENR) Construction Cost Index. For machinery and other assets, the Consumer Price Index (CPI) was applied. The total estimated replacement value is $17.3 million.

2. Cost of Planned Facilities

In the 2008 study, a number of long term recreation facility improvements were added to the capital investment total, which were later offset in part by credit allowances to reflect the increased capital spending per capita that the additional projects would represent. Inclusion of the full value of these improvements proved premature, as projects did not move forward at the scale anticipated.

The City's capital expenditures on new recreation facilities or improvements since the last update have been very limited compared to the new project goals anticipated by the 2008 fee calculation. The investment in facilities placed in service over the past 10 years has averaged only $127,000 per year compared to a 20-year average of about $400,000 per year (2017 dollars). This means that the average capital investment in recreation facilities per capita may decline over time. Consequently, the incorporation of large scale multi-million dollar projects within the fee basis is likely to generate an impact fee that is too high.

In this update the capital basis of the recreation impact fee has been limited to existing completed capital facilities, plus recreation improvements already incorporated into the current CIP for the period 2018-2023. We identified $400,000 in recreation improvements (not including replacement and maintenance costs). Improvements are planned at Garrison Hill Park (including new trails), and a new indoor pool solarium is indicated in the CIP.

3. Cumulative Investment Per Capita

The total investment value of existing and planned (CIP-based) improvements is just over $17.7 million. The existing and planned facilities are assumed to be of benefit to a year 2040 scenario with a total population projected at 35,000 persons.

The impact fee is calculated on the household population of the City, excluding the group quarters and institutional population (nursing homes, licensed care, dormitories, group homes, etc.). The 2016 household population is estimated by the NH Office of Strategic Initiatives (formerly NH Office of Energy and Planning) at 29,724. A proportionate estimate of the household population for 2040 is 33,906 of a total population of 35,000.

The cumulative recreation facility investment as of 2016 averages $582 per capita across the household population. The projected investment for the horizon year of 2040 is **$522** per capita.

4. Impact Fee per Dwelling Unit – Facility Investment Method

The recreation impact fee is computed based on the 2040 horizon year investment in recreation facilities per person, times estimated average household size. Due to NH statutory requirements[7], the fees are based on facility development costs and do not include allowances for raw land parcels that do not have improved recreation facilities.

The recreation impact fee is based on the assumption that continued investment in recreation facilities will occur, and that a fee may be assessed to new development to recoup the average recreation investment per capita that has been incurred by the City.

DOVER RECREATION IMPACT FEE 2017		
Recreation Facility		2017 Estimated Replacement Cost
Recreation - Long Term Facility Investments		
Buildings, Systems and Improvements		$6,917,138
Land Improvements		$9,405,511
Machinery & Equipment		$577,595
Roads and Utilities		$407,438
Total Existing Facilities		$17,307,682
CIP Planned Improvements 2018-2023		
Garrison Hill Park improvements, new trails		$250,000
Indoor Pool Solarium		$150,000
Total Estimated Replacement Cost of Facilities		$17,707,682
Service Population		
Pop. in Households (Excluding Group Quarters)	2016 Estimate	29,724
	2040 Projected	33,906
Average Capital Investment Per Person	*Service population excludes group quarters and institutional population*	Per Capita Avg
Recreation Investment Per Capita 2016		$582
Recreation Investment Per Capita Horizon Year		**$522**
Dover Recreation Impact Fee	Avg Household Size 2016 Est.	Impact Fee Per Unit Facility Value Only
Structure Type and Recreation Fee		
Single Family Detached	2.54	$1,326
Townhouse / Attached	2.18	$1,138
Two or Three Family Structure	2.21	$1,154
Four or More Family Structure	1.67	$872
Manufactured Housing	2.35	$1,227
Accessory Dwelling Unit	64% of Apt Rate	$558
Age Restricted Dwelling 55+	40% of Apt Rate	$349
Age Restricted Dwelling 62+ or Congregate	21% of Apt Rate	$183

Accessory Dwelling Units. As with the public safety fees, the fee for an ADU is based on the anticipated size of a typical ADU relative to the City average for multifamily apartments and is computed at 64% of the standard fee per apartment unit (4 or more family structures).

[7] The fee schedules were computed in a manner that excluded investments that are solely to provide public open space. Under NH RSA 674:21, V impact fees may be assessed for public recreation facilities, *"…not including public open space."*

Age Restricted Dwelling Units. The recreation impact fees for age-restricted units were computed as a percentage of the standard rate applicable to apartments. Units in four or more family structures are estimated to have an average household size (1.67) that is close to the probable average size of senior households (about 1.5 persons per household for households headed by persons age 65 or older).

The adjustment factor used to compute a reduced impact fee for age restricted units is based on their relative demand on active recreation facilities. The adjustments presume that the frequency of use of active public recreation facilities is inversely related to the prevalence of disability in the adult population by age.

National surveys of developments that are limited to age 55+ residents indicates that about ¾ of residents in these developments are likely to be 65 or older. In developments for age 62 and older (primarily apartments) and congregate housing, the typical age of residents tends to be between 75 and 80.

The prevalence of disability in these older age groups can be expected to be considerably higher than the average for the younger adult population. Consequently, we would expect participation and use of recreation facilities to be proportionately lower than that of the average household.

Age Group	% With Disability (1)	Index Relative to Disability Rate for Age 18 to 64	Inverse of Index as Percent
18 to 34	5.8%	--	--
35 to 44	12.9%	--	--
18 to 64	10.3%	1.00	100%
65 to 74	25.5%	2.48	40%
75 or Older	50.2%	4.87	21%

** Derived by BCM Planning from American Community Survey (ACS) 2011-2015 5-year sample data for the United States. Ratios based on the non-institutionalized population by age group.*

Disability statistics for the United States (2015 estimates) indicate that the prevalence of disability is considerably higher among adults age 65-74 and age 75+ than among younger adults (age 18-64).

Based on the relative prevalence of disability by age group, the recreation impact fee for an age restricted unit for age 55+ occupants has been computed at 40% of the standard apartment fee per unit (in four or more unit structures).

The recreation fee for age restricted units for age 62+ occupancy and congregate housing is computed at 21% of the standard fee applicable to an apartment in a four or more unit structure.

Detail of Dover Recreation Facility Capital Investments				
Improvement Category & Description	Placed in Service Date	Original Acquisition Cost	Cost Adjustment Method	2017 Estimated Cost New
Building Improvements				
Lockerrooms/Showers	01/01/1985	$70,077	RSM	$180,712
Renovation, Butterfield Gym	01/01/1993	$160,000	RSM	$337,778
Renovation, Jenny Thompson Pool	01/01/1993	$140,000	RSM	$295,556
Renovation, Butterfield Gym	01/01/1995	$50,000	RSM	$94,554
Renovation, Butterfield Gym	01/01/1997	$85,000	RSM	$157,634
Renovation, Indoor Pool	01/01/1999	$450,000	RSM	$826,916
Renovation, Butterfield Gym	01/01/2001	$75,000	RSM	$129,991
Renovation, Indoor Pool	01/01/2001	$50,000	RSM	$86,661
Renovation, Indoor Pool	01/01/2003	$68,040	RSM	$111,954
Renovation, Jenny Thompson Pool	01/01/2004	$22,788	RSM	$36,952
Indoor Pool Lobby Renovations	01/01/2005	$302,917	RSM	$445,961
Butterfield Gym Improvements	01/01/2005	$70,050	RSM	$103,129
Indoor Pool Lobby Renovations	01/01/2005	$115,150	RSM	$169,526
Band shell	01/01/2005	$250,952	RSM	$369,457
Recr - Indoor Pool Lobby Renovations	01/01/2006	$2,737	RSM	$3,758
Recr - Butterfield Gym Improvements	01/01/2007	$77,780	RSM	$98,336
Recr - Butterfield Gym Improvments	01/01/2007	$118,798	RSM	$150,194
Recr - Butterfield Gym Imprvmnts	01/01/2008	$40,100	RSM	$49,699
Butterfield Gym Pool locker room improveme	01/01/2008	$14,385	RSM	$17,829
Henry Law Park Band Shell	01/01/2009	$1,584	RSM	$1,834
Henry Law Park Bandshell	01/01/2009	$1,213	RSM	$1,404
Indoor Pool Filtration	01/01/2010	$2,902	RSM	$3,388
Recr - Indoor Pool Lobby Renovation	01/01/2014	$5,725	RSM	$5,800
Indoor Pool Roof Replacement	01/01/2015	$1,000	RSM	$1,014
				$3,680,037
Building Systems				
Dehumidifier	01/01/1993	$26,954	RSM	$56,903
Energy Conservation Proj	01/01/1997	$311,789	RSM	$578,217
Boiler	01/01/1998	$10,250	RSM	$18,750
				$653,870
Buildings				
Jenny Thompson Pool	01/01/1977	$333,431	RSM	$1,417,328
Pool Filtration Building	01/01/1977	$108,603	RSM	$461,644
Bath House	01/01/1980	$89,623	RSM	$318,906
Pavilion	01/01/1980	$15,209	RSM	$54,117
Concession/Pressbox	01/01/1988	$14,613	RSM	$34,931
Recreation Administration Building	01/01/2001	$80,000	RSM	$138,657
Recr - Shaws Lane Building	01/01/2008	$125,100	RSM	$155,047
Shaws Lane Rec Building	01/01/2009	$281	RSM	$325
Thompson Pool Filtration	01/01/2011	$1,998	RSM	$2,276
				$2,583,231

Detail of Dover Recreation Facility Capital Investments				
Improvement Category & Description	Placed in Service Date	Original Acquisition Cost	Cost Adjustment Method	2017 Estimated Cost New
Land				
Athletic Field	01/01/2005	$225,000	ENR CCI	$319,049
				$319,049
Land Improvements				
Jenny Thompson Pool	01/01/1977	$871,700	ENR CCI	$3,668,855
Guppey Park Deck & Fencing	01/01/1980	$88,000	ENR CCI	$294,747
Group of Asphalt Paving	01/01/1985	$40,507	ENR CCI	$104,690
Group of Chain Link Fencing	01/01/1985	$10,311	ENR CCI	$26,648
Multipurpose Field	01/01/1985	$25,000	ENR CCI	$64,613
Site Work, Maglaras Park	01/01/1987	$125,000	ENR CCI	$307,592
Group of Outdoor Lighting	01/01/1988	$36,548	ENR CCI	$87,686
Basketball Court	01/01/1990	$12,388	ENR CCI	$28,384
Basketball Court	01/01/1990	$17,583	ENR CCI	$40,287
Group of Chain Link Fencing	01/01/1990	$14,386	ENR CCI	$32,962
Group of Minor Land Improvements	01/01/1990	$10,603	ENR CCI	$24,294
Group of Minor Land Improvements	01/01/1990	$11,310	ENR CCI	$25,913
Tennis Court	01/01/1990	$35,966	ENR CCI	$82,406
Tennis Court	01/01/1990	$39,962	ENR CCI	$91,562
Tennis Court	01/01/1990	$87,917	ENR CCI	$201,436
Group of Minor Land Improvements	01/01/1991	$17,710	ENR CCI	$39,713
Observation Tower	01/01/1992	$60,000	ENR CCI	$130,495
Multipurpose Field	01/01/1993	$15,000	ENR CCI	$31,215
Brick Courtyard	01/01/1995	$97,000	ENR CCI	$192,227
Group of Minor Land Improvements	01/01/1995	$48,427	ENR CCI	$95,970
Group of Iron Fencing	01/01/1996	$13,524	ENR CCI	$26,090
Recreation field	01/01/1998	$40,000	ENR CCI	$73,257
Skate Park	01/01/1998	$40,000	ENR CCI	$73,257
Group of Minor Land Improvements	01/01/2000	$13,548	ENR CCI	$23,608
Outdoor Ice Rink	01/01/2000	$20,000	ENR CCI	$34,851
Group of Chain Link Fencing	01/01/2001	$20,000	ENR CCI	$34,186
Basketball Court	01/01/2001	$10,000	ENR CCI	$17,093
System, Irrigation	01/01/2001	$15,000	ENR CCI	$25,639
Trails	01/01/2001	$75,000	ENR CCI	$128,196
Parking Lot	01/01/2002	$204,067	ENR CCI	$338,406
Multipurpose Field	01/01/2003	$40,000	ENR CCI	$63,946
Parking Lot Improvements	01/01/2003	$120,278	ENR CCI	$192,282
Multipurpose Field	01/01/2004	$499,628	ENR CCI	$741,237
Parking Lot Improvements	01/01/2004	$169,550	ENR CCI	$251,540
Band shell	01/01/2005	$183,677	ENR CCI	$260,453
Athletic Field Development	01/01/2005	$233,942	ENR CCI	$331,729
Athletic Field Development	01/01/2005	$108,058	ENR CCI	$153,226
Athletic Field Development	01/01/2005	$98,244	ENR CCI	$139,310
Recr - Park Improvements	01/01/2006	$53,898	ENR CCI	$74,082
Recr - Athletic Field Development	01/01/2006	$69,331	ENR CCI	$95,295
Recr - Park Improvements	01/01/2007	$135,567	ENR CCI	$181,683
Recr - Park Improvements	01/01/2007	$750	ENR CCI	$895
Recr - Athletic Field Development	01/01/2007	$22,370	ENR CCI	$29,980
Recr - Park Improvements	01/01/2008	$6,357	ENR CCI	$8,519
Recr - Athletic Field Development	01/01/2008	$183	ENR CCI	$232
Woodman Park Tennis Courts	01/01/2009	$102,956	ENR CCI	$129,181
Recr - Park Improvements	01/01/2009	$553	ENR CCI	$694
Recr - Park Improvements 2004 Cip	01/01/2009	$12,265	ENR CCI	$15,389
Woodman Park Tennis Courts	01/01/2010	$15,467	ENR CCI	$18,757
Tennis & BB Courts	01/01/2010	$13,843	ENR CCI	$16,788
Athletic Fields Development	01/01/2011	$10,031	ENR CCI	$11,858
Recr - Woodman Park Tennis Courts	01/01/2012	$1,285	ENR CCI	$1,480
Shaws Lane Building (Field)	01/01/2016	$21,008	ENR CCI	$21,628
				$9,086,462

Detail of Dover Recreation Facility Capital Investments				
Improvement Category & Description	Placed in Service Date	Original Acquisition Cost	Cost Adjustment Method	2017 Estimated Cost New
Machinery & Equipment				
Dehumidifier	01/01/1990	$100,000	CPI	$186,917
Playstructure	01/01/1990	$15,000	CPI	$28,037
Playstructure	01/01/1992	$12,000	CPI	$20,895
Generator, Emergency	01/01/1997	$62,347	CPI	$94,900
Playstructure	01/01/1999	$12,000	CPI	$17,597
Group of Minor Pool Equipment	01/01/2000	$23,359	CPI	$33,139
Playstructure	01/01/2000	$60,000	CPI	$85,122
Playstructure	01/01/2000	$60,000	CPI	$85,122
Playstructure	01/01/2004	$20,000	CPI	$25,866
				$577,595
Roadways (Parking)				
Group of Asphalt Paving	01/01/1995	$35,000	ENR CCI	$69,360
Group of Asphalt Paving	01/01/1995	$61,272	ENR CCI	$121,424
				$190,784
Utility Systems				
Park Improvements	01/01/2011	$3,000	ENR - CCI	$3,546
Recr - Thompson Pool Bath House Imprv	01/01/2012	$185,000	ENR - CCI	$213,108
				$216,654
Total Recreation Facilities				
Total Selected Improvements				**$17,307,682**

JAMES MAXFIELD
Building Official
j.maxfield@dover.nh.gov

Physical Address:
Liberty North End Fire Station
262 Sixth Street
Dover, NH

Please send all mail and official correspondence to:

City of Dover, NH Inspection Services
288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6038
Fax: (603) 516-6146
www.dover.nh.gov

City of Dover, New Hampshire

OFFICE OF THE BUILDING OFFICIAL

Inspection Services is a division of Fire & Rescue

January 31, 2018

Wenxin Du &
Dongpin Liu
1 Evans Drive
Dover, NH 03820

RE: Enhanced 911 Project
Properties located on Evans Drive
A/k/a Tax Map **L**, Lot **83-I-0**

Dear Wenxin Du & Dongpin Liu,

As you may be aware, the City of Dover has issued a building permit for a new single family dwelling at the corner of Evans Drive and Dover Point Rd. This lot will have a driveway on Evans Drive, requiring it to maintain an Evans Drive numerical address. Current E-911 regulations will require the even numbered houses on Evans Drive to be renumbered to meet the needs of the existing lot at the corner of Evans Drive and Dover Point Rd. This effort will also allow the correction of an existing E-911 address deficiency on Evans Drive, that of two separate residences having a "6A" and a "6B" designation. Historically, separate structures with similar numerical addressing have sometimes been challenging to identify properly in an emergency. We hope you can understand the need to request this addressing change.

A public hearing is scheduled for February 13th, 2018 at 7:00pm at the City of Dover Planning Board meeting held at City Hall in the 2nd floor Council Chambers, providing an opportunity for input from affected residents. The public notice will be published in the Fosters Daily Democrat, at City Hall and on the City of Dover website Friday, February 2nd, 2018. Unanimous support by all residents would negate the need for a public hearing. We are giving residents the opportunity to indicate their willingness to accept an address change by returning the enclosed form in the provided self-addressed, stamped envelope no later than February 10th, 2018.

Your new address would be **9 Evans Drive**. Be advised that the Post Office will continue to deliver mail to the former address for a period of up to one year.

If you have any questions, please contact either myself or Deputy Chief Paul Haas at 516-6038.

Sincerely,

James H. Maxfield
Building Official

Enclosure

CITY OF DOVER

DATE____________

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: ________________________________

MAILING ADDRESS________________________________

LOCATION OF PROPERTY: __________________________

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: ____________________

TO:__________________________ FOR EMERGENCY RESPONSDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):____

Recommendation of the Safety Committee: Approval ☐ Rejected ☐

Explanation: ____

____

_____________________________ Building Official

_____________________________ Date signed

JAMES MAXFIELD
Building Official
j.maxfield@dover.nh.gov

Physical Address:
Liberty North End Fire Station
262 Sixth Street
Dover, NH

Please send all mail and official correspondence to:

City of Dover, NH Inspection Services
288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6038
Fax: (603) 516-6146
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City of Dover, New Hampshire

OFFICE OF THE BUILDING OFFICIAL

Inspection Services is a division of Fire & Rescue

January 31, 2018

Ms. Cami Britton
2 Evans Drive
Dover, NH 03820

RE: Enhanced 911 Project
Properties located on Evans Drive
A/k/a Tax Map **L**, Lot **83-D-0**

Dear Ms. Britton,

As you may be aware, the City of Dover has issued a building permit for a new single family dwelling at the corner of Evans Drive and Dover Point Rd. This lot will have a driveway on Evans Drive, requiring it to maintain an Evans Drive numerical address. Current E-911 regulations will require the even numbered houses on Evans Drive to be renumbered to meet the needs of the existing lot at the corner of Evans Drive and Dover Point Rd. This effort will also allow the correction of an existing E-911 address deficiency on Evans Drive, that of two separate residences having a "6A" and a "6B" designation. Historically, separate structures with similar numerical addressing have sometimes been challenging to identify properly in an emergency. We hope you can understand the need to request this addressing change.

A public hearing is scheduled for February 13th, 2018 at 7:00pm at the City of Dover Planning Board meeting held at City Hall in the 2nd floor Council Chambers, providing an opportunity for input from affected residents. The public notice will be published in the Fosters Daily Democrat, at City Hall and on the City of Dover website Friday, February 2nd, 2018. Unanimous support by all residents would negate the need for a public hearing. We are giving residents the opportunity to indicate their willingness to accept an address change by returning the enclosed form in the provided self-addressed, stamped envelope no later than February 10th, 2018.

Your new address would be **8 Evans Drive**. Be advised that the Post Office will continue to deliver mail to the former address for a period of up to one year.

If you have any questions, please contact either myself or Deputy Chief Paul Haas at 516-6038.

Sincerely,

James H. Maxfield
Building Official

Enclosure

CITY OF DOVER

DATE____________

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: ________________________________

MAILING ADDRESS________________________________

LOCATION OF PROPERTY: __________________________

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: ____________________

TO:__________________________ FOR EMERGENCY RESPONSDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):____

Recommendation of the Safety Committee: Approval ☐ Rejected ☐

Explanation: ____

____

______________________________ ______________________________
Building Official Date signed

JAMES MAXFIELD
Building Official
j.maxfield@dover.nh.gov

Physical Address:
Liberty North End Fire Station
262 Sixth Street
Dover, NH

Please send all mail and official correspondence to:

City of Dover, NH Inspection Services
288 Central Avenue
Dover, New Hampshire 03820-4169
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City of Dover, New Hampshire

OFFICE OF THE BUILDING OFFICIAL

Inspection Services is a division of Fire & Rescue

January 31, 2018

John R Dell Isola Revocable Trust
3 Evans Drive
Dover, NH 03820

RE: Enhanced 911 Project
Properties located on Evans Drive
A/k/a Tax Map **L**, Lot **83-H-0**

Dear John R. Dell Isola Trustee,

As you may be aware, the City of Dover has issued a building permit for a new single family dwelling at the corner of Evans Drive and Dover Point Rd. This lot will have a driveway on Evans Drive, requiring it to maintain an Evans Drive numerical address. Current E-911 regulations will require the even numbered houses on Evans Drive to be renumbered to meet the needs of the existing lot at the corner of Evans Drive and Dover Point Rd. This effort will also allow the correction of an existing E-911 address deficiency on Evans Drive, that of two separate residences having a "6A" and a "6B" designation. Historically, separate structures with similar numerical addressing have sometimes been challenging to identify properly in an emergency. We hope you can understand the need to request this addressing change.

A public hearing is scheduled for February 13th, 2018 at 7:00pm at the City of Dover Planning Board meeting held at City Hall in the 2nd floor Council Chambers, providing an opportunity for input from affected residents. The public notice will be published in the Fosters Daily Democrat, at City Hall and on the City of Dover website Friday, February 2nd, 2018. Unanimous support by all residents would negate the need for a public hearing. We are giving residents the opportunity to indicate their willingness to accept an address change by returning the enclosed form in the provided self-addressed, stamped envelope no later than February 10th, 2018.

Your new address would be **19 Evans Drive**. Be advised that the Post Office will continue to deliver mail to the former address for a period of up to one year.

If you have any questions, please contact either myself or Deputy Chief Paul Haas at 516-6038.

Sincerely,

James H. Maxfield
Building Official

Enclosure

CITY OF DOVER

DATE____________

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: ________________________________

MAILING ADDRESS________________________________

LOCATION OF PROPERTY: __________________________

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: ____________________

TO:__________________________ FOR EMERGENCY RESPONSDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):____

Recommendation of the Safety Committee: Approval ☐ Rejected ☐

Explanation: ____

____

____________________________ ____________________________

Building Official Date signed

JAMES MAXFIELD
Building Official
j.maxfield@dover.nh.gov

Physical Address:
Liberty North End Fire Station
262 Sixth Street
Dover, NH

Please send all mail and official
correspondence to:

City of Dover, NH Inspection Services
288 Central Avenue
Dover, New Hampshire 03820-4169
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City of Dover, New Hampshire

OFFICE OF THE BUILDING OFFICIAL

Inspection Services is a division of Fire & Rescue

January 31, 2018

Mr. Ryan Garland
4 Evans Drive
Dover, NH 03820

RE: Enhanced 911 Project
Properties located on Evans Drive
A/k/a Tax Map **L**, Lot **83-E-0**

Dear Mr. Garland,

As you may be aware, the City of Dover has issued a building permit for a new single family dwelling at the corner of Evans Drive and Dover Point Rd. This lot will have a driveway on Evans Drive, requiring it to maintain an Evans Drive numerical address. Current E-911 regulations will require the even numbered houses on Evans Drive to be renumbered to meet the needs of the existing lot at the corner of Evans Drive and Dover Point Rd. This effort will also allow the correction of an existing E-911 address deficiency on Evans Drive, that of two separate residences having a "6A" and a "6B" designation. Historically, separate structures with similar numerical addressing have sometimes been challenging to identify properly in an emergency. We hope you can understand the need to request this addressing change.

A public hearing is scheduled for February 13th, 2018 at 7:00pm at the City of Dover Planning Board meeting held at City Hall in the 2nd floor Council Chambers, providing an opportunity for input from affected residents. The public notice will be published in the Fosters Daily Democrat, at City Hall and on the City of Dover website Friday, February 2nd, 2018. Unanimous support by all residents would negate the need for a public hearing. We are giving residents the opportunity to indicate their willingness to accept an address change by returning the enclosed form in the provided self-addressed, stamped envelope no later than February 10th, 2018.

Your new address would be **12 Evans Drive**. Be advised that the Post Office will continue to deliver mail to the former address for a period of up to one year.

If you have any questions, please contact either myself or Deputy Chief Paul Haas at 516-6038.

Sincerely,

James H. Maxfield
Building Official

Enclosure

CITY OF DOVER

DATE___________

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: ______________________________

MAILING ADDRESS______________________________

LOCATION OF PROPERTY: ________________________

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: ____________________

TO:_________________________ FOR EMERGENCY RESPONSDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):____

Recommendation of the Safety Committee: Approval ☐ Rejected ☐

Explanation: ____

____

___________________________ ___________________________

Building Official Date signed

JAMES MAXFIELD
Building Official
j.maxfield@dover.nh.gov

Physical Address:
Liberty North End Fire Station
262 Sixth Street
Dover, NH

Please send all mail and official correspondence to:

City of Dover, NH Inspection Services
288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6038
Fax: (603) 516-6146
www.dover.nh.gov

City of Dover, New Hampshire

OFFICE OF THE BUILDING OFFICIAL

Inspection Services is a division of Fire & Rescue

January 31, 2018

Lorraine K. Johnson Revocable Trust
6A Evans Drive
Dover, NH 03820

RE: Enhanced 911 Project
Properties located on Evans Drive
A/k/a Tax Map **L**, Lot **14-G-0**

Dear Lorraine K. Johnson Trustee,

As you may be aware, the City of Dover has issued a building permit for a new single family dwelling at the corner of Evans Drive and Dover Point Rd. This lot will have a driveway on Evans Drive, requiring it to maintain an Evans Drive numerical address. Current E-911 regulations will require the even numbered houses on Evans Drive to be renumbered to meet the needs of the existing lot at the corner of Evans Drive and Dover Point Rd. This effort will also allow the correction of an existing E-911 address deficiency on Evans Drive, that of two separate residences having a "6A" and a "6B" designation. Historically, separate structures with similar numerical addressing have sometimes been challenging to identify properly in an emergency. We hope you can understand the need to request this addressing change.

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Your new address would be **20 Evans Drive**. Be advised that the Post Office will continue to deliver mail to the former address for a period of up to one year.

If you have any questions, please contact either myself or Deputy Chief Paul Haas at 516-6038.

Sincerely,

James H. Maxfield
Building Official

Enclosure

CITY OF DOVER

DATE____________

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: ________________________________

MAILING ADDRESS________________________________

LOCATION OF PROPERTY: __________________________

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: ____________________

TO:__________________________ FOR EMERGENCY RESPONSDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):____

Recommendation of the Safety Committee: Approval ☐ Rejected ☐

Explanation: ____

____

____
Building Official

____
Date signed

JAMES MAXFIELD
Building Official
j.maxfield@dover.nh.gov

Physical Address:
Liberty North End Fire Station
262 Sixth Street
Dover, NH

Please send all mail and official correspondence to:

City of Dover, NH Inspection Services
288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6038
Fax: (603) 516-6146
www.dover.nh.gov

City of Dover, New Hampshire

OFFICE OF THE BUILDING OFFICIAL

Inspection Services is a division of Fire & Rescue

January 31, 2018

Michael Maddocks &
Krysten Godfrey Maddocks
6B Evans Drive
Dover, NH 03820

RE: Enhanced 911 Project
Properties located on Evans Drive
A/k/a Tax Map **L**, Lot **83-F-0**

Dear Michael Maddocks & Krysten Godfrey Maddocks,

As you may be aware, the City of Dover has issued a building permit for a new single family dwelling at the corner of Evans Drive and Dover Point Rd. This lot will have a driveway on Evans Drive, requiring it to maintain an Evans Drive numerical address. Current E-911 regulations will require the even numbered houses on Evans Drive to be renumbered to meet the needs of the existing lot at the corner of Evans Drive and Dover Point Rd. This effort will also allow the correction of an existing E-911 address deficiency on Evans Drive, that of two separate residences having a "6A" and a "6B" designation. Historically, separate structures with similar numerical addressing have sometimes been challenging to identify properly in an emergency. We hope you can understand the need to request this addressing change.

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Your new address would be **16 Evans Drive**. Be advised that the Post Office will continue to deliver mail to the former address for a period of up to one year.

If you have any questions, please contact either myself or Deputy Chief Paul Haas at 516-6038.

Sincerely,

James H. Maxfield
Building Official

Enclosure

CITY OF DOVER

DATE____________

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: ________________________________

MAILING ADDRESS________________________________

LOCATION OF PROPERTY: __________________________

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: ____________________

TO:__________________________ FOR EMERGENCY RESPONSDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):____

Recommendation of the Safety Committee: Approval ☐ Rejected ☐

Explanation: ____

____

______________________________ Building Official

______________________________ Date signed

JAMES MAXFIELD
Building Official
j.maxfield@dover.nh.gov

Physical Address:
Liberty North End Fire Station
262 Sixth Street
Dover, NH

Please send all mail and official correspondence to:

City of Dover, NH Inspection Services
288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6038
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www.dover.nh.gov

City of Dover, New Hampshire

OFFICE OF THE BUILDING OFFICIAL

Inspection Services is a division of Fire & Rescue

January 31, 2018

Eleanor Milliken Revocable Trust
8 Evans Drive
Dover, NH 03820

RE: Enhanced 911 Project
Properties located on Evans Drive
A/k/a Tax Map **L**, Lot **83-G-0**

Dear Eleanor Milliken Trustee,

As you may be aware, the City of Dover has issued a building permit for a new single family dwelling at the corner of Evans Drive and Dover Point Rd. This lot will have a driveway on Evans Drive, requiring it to maintain an Evans Drive numerical address. Current E-911 regulations will require the even numbered houses on Evans Drive to be renumbered to meet the needs of the existing lot at the corner of Evans Drive and Dover Point Rd. This effort will also allow the correction of an existing E-911 address deficiency on Evans Drive, that of two separate residences having a "6A" and a "6B" designation. Historically, separate structures with similar numerical addressing have sometimes been challenging to identify properly in an emergency. We hope you can understand the need to request this addressing change.

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Your new address would be **21 Evans Drive**. Be advised that the Post Office will continue to deliver mail to the former address for a period of up to one year.

If you have any questions, please contact either myself or Deputy Chief Paul Haas at 516-6038.

Sincerely,

James H. Maxfield
Building Official

Enclosure

CITY OF DOVER

DATE____________

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: ________________________________

MAILING ADDRESS________________________________

LOCATION OF PROPERTY: __________________________

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: ____________________

TO:__________________________ FOR EMERGENCY RESPONSDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):____

Recommendation of the Safety Committee: Approval ☐ Rejected ☐

Explanation: ____

____

____________________________ ____________________________
Building Official Date signed

CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P17-72

Application Type: Conditional Use Permit
Applicant(s): Adam Fogg and Patricia Nagle
Owner(s): Adam Fogg and Patricia Nagle
Location: 25 Nute Road (Tax Map L, Lot 13)
Meeting Date: February 13, 2018

INTENT: To obtain a Conditional Use Permit to add five sets of exterior stairs and a walkway to an existing house within the Conservation District adjacent to the tidal Bellamy River. The total permanent impact is 410 sq. ft.

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM: # 3-C

ACREAGE: 0.30 acres

ZONING DISTRICT: Low-Density Residential (R-20)

EXISTING LAND USE: Residential

PROPOSED LAND USE: N/A

SURROUNDING LAND USE: Residential, and River

ZBA ACTION: Z14-13: Variance granted on 6/19/14 to permit the construction of a single family home to be 4' from side lot line where 20' is required.

ATTACHMENTS:
Application and materials, October 10 Conservation Commission minutes, and plan

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices were sent by certified mail to all abutters for this meeting in addition to the October 24th, 2017 meeting.

PERMITS REQUIRED:
- Conditional Use Permit

WAIVERS REQUESTED: None

Summary of Request and Background
The applicant is requesting a Conditional Use Permit to add five sets of exterior stairs and a walkway to an existing house within the Conservation District adjacent to the tidal Bellamy River. The total permanent impact is 410 sq. ft.

The applicant received a variance from the Zoning Board on June 19, 2014 to permit the construction of a single family home to be 4' from the side lot line where 20' is required.

The applicant also received a previous Conditional Use Permit on September 23, 2014 to allow the replacement of an existing house and garage with a new house and garage in a single structure. Total permanent impact to the Conservation District was 3,900 sq. ft.

The Conservation Commission endorsed this new plan on October 10, 2017.

The item appeared on the October 24, 2017 and November 14, 2017 agendas but a few outstanding items remained and thus has been put on this agenda with new abutter notification sent out.

Consistency with Land Use Regulations
The Conservation District ordinance provides for Conditional Use Permits to allow impacts to the Conservation District (within 100' from River) if standards related to demonstration of need, avoidance, minimization, and mitigation are met.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board accept the application, open the public hearing, and then approve the application with the following conditions:

Conditions to Be Met Prior to the Issuance of the Conditional Use Permit:
1. The applicant shall revise the plat to:
   a. Add Planning File Number P17-72
   b. Have the LLS sign and stamp
   c. Add variance information
   d. Add reference to the previous CUP plan
   e. Indicate the Conservation District
2. This CUP includes and supercedes the CUP from 2014 therefore all conditions from 2014 still apply.

CUP 25 Nute Road

Property Information

Property ID L0013-000000
Location 25 NUTE RD
Owner FOGG ADAM R &

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 6/13/2017
Properties updated 02/06/2018

City of Dover, New Hampshire
CONDITIONAL USE PERMIT APPLICATION

[Revision Date: May 18, 2017]

Office Use Only	Project #:	______	Date Received:	______
	Amount Paid:	______	Time Received:	______

APPLICANT AND OWNER INFORMATION

Name of Applicant: Adam Fogg and Patricia Nagle Telephone # 6036598939

Address of Applicant: 25 Nute Road, Dover, NH

E-Mail Address: atlanticsurvey@comcast.net

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

Address of Property Owner: ______

PROPERTY INFORMATION

Assessor's Map # L Lot(s) # 13

Address of Property: 25 Nute Road

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:

Revised exterior stair/walkway locations following residential rebuild.

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

____

Name of Professional That Prepared Plans: Adam Fogg

Address 25 Nute Road, Dover, NH Telephone #: 6036598939

Professional License #: No. 1377 E-mail address: atlanticsurvey@comcast.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: [signature], for Adam Fogg & Patricia Nagle Date: 9-29-17

Signature of Applicant (if different from owner): ____________________ Date: __________

Signature of Agent: [signature] Date: 9-29-17

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: [signature], for Adam Fogg & Patricia Nagle Date: 9-29-17

P17-72 **25 NUTE ROAD**

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
L0014-F00000	51 SPUR RD	ROEMER DALE S D TRUSTEE	ROEMER DALE S D REV TRUST	51 SPUR RD	DOVER	NH	03820
L0014-N00000	53 SPUR RD	D R LEMIEUX BUILDERS INC		PO BOX 1163	ROCHESTER	NH	03866
L0011-000000	21 NUTE RD	CHANDLER D & GAISSL N & ESTABROOK CAROL	DOVER REALTY IRREVOCABLE TRUST	254 HALL ST	DUNSTABLE	MA	01827
L0010-000000	19 NUTE RD	SEARS MARK F & DONNA P TRUSTEES	SEARS DONNA P REVOCABLE TRUST	19 NUTE ROAD	DOVER	NH	03820
L0002-000000	43 SPUR RD	ERICKSON CALVIN J &	ERICKSON LYNETTE C	43 SPUR RD	DOVER	NH	03820
L0012-000000	23 NUTE RD	CHARLESTON RUSSELL E &	LEFLEM STEPHANIE	23 NUTE RD	DOVER	NH	03820
L0014-A00000	55 SPUR RD	LEMIEUX DAVID		PO BOX 1163	ROCHESTER	NH	03866
			FOGG ADAM	25 NUTE ROAD	DOVER	NH	03820
			NAGLE PATRICIA	25 NUTE ROAD	DOVER	NH	03820

Haight: The water is not there all year long.

Hunt: Who is responsible for the wetland placards staying in place?

Haight: It will be inspected by the City's inspector from Community Services.

Bird: Has the wetlands permit been filed yet?

Haight: No I am expecting the Chair to sign the copies tonight and I will file tomorrow.

Hunt: What about erosion and sedimentation control?

Haight: We will use silt sox, check dams and erosion control blankets.

Fellows made a motion to endorse the NH DES wetlands permit and City of Dover CUP, Erickson seconded. Vote: 4in favor

The Chair signed five applications.

B. City of Dover Conditional Use Permit for Adam Fogg and Patricia Nagle, Assessor's Map L, Lot 13, zoned R-20, located at 25 Nute Road.

Scott Hogan and Adam Fogg was present to explain the proposal to add five sets of exterior stairs and a walkway to an existing house within the Conservation District adjacent to the tidal Bellamy River. The total permanent impact is 410 square feet.

Hogan: The house was approved via CUP in 2014. A variance was granted by the ZBA for the side setback. The original plan did not show a rear egress. We will not build the proposed patio on the side of the house to reduce the impervious cover.

Hunt: Do you have any photographs of the rear of the house?

Fogg: No but I have an architectural rendering.

Erickson: What is the height of doors above the outside grade?

Fogg: It is about 4.5 feet above the ground.

Hunt: Do the doors come from different rooms?

Fogg: Most come from one large open concept room but there are two that come from the in-law apartment on the southeast corner of the house.

Hunt: What material are you using for the walkway?

Fogg: We will be using standard pavers.

Fellows: It looks like with the removal of the patio, the total impervious is only a little more than the original amount.

Erickson: What material will be used for the stairs?

Fogg: It will be composite material. There is a stone drip edge around the foundation.

Bird: The real question is if this is the least impacting alternative that minimizes impacts?

Hogan: This is better than putting a deck along the house. It is a moderate approach that is a practical and functional solution.

Bird: Have you checked with DES on the need to amend their permit?

Fogg: No need to as the amount of impervious is less than allowed under the DES permit.

Hunt: In terms of fire codes, would one egress suffice?

Hogan: The doors comply with the code requirements.

Erickson: Eliminating one set of stairs would not make much difference.

Fellows: I agree. This seems reasonable for the homeowners.

Erickson made a motion to endorse the City of Dover CUP, Fellows seconded. Vote: 4 in favor

C. NHDES Permit by Notification and City of Dover Conditional Use Permit for Angela Engel, Assessor's Map 7, Lot 1, zoned R-20, located at 3 Boston Harbor Road.

Angela Engel was present to explain the proposal to conduct work adjacent to Little Bay in a tidal wetland to repair 70 linear feet of an existing retaining wall (210 square feet). 210 feet of the wall was repaired in 2008.

Hunt: Have you had any engineering done or had any contractors look at the job?

Engel: I have this quote from a mason. The wall will be reinforced not removed and rebuilt. The wall has been damaged mostly in the last two winters. Rip rap will be placed at bottom of stone wall on the water side.

Erickson: If no repairs are made the wall will collapse and cause more damage.

Hunt: Will any equipment be working in the water?

Engel: No it will be on the land side of the wall.

A discussion was held on the equipment on the water side of the wall.

Fellows: I would want to clarify that machinery is not in the mudflat.

Hunt: Heavy machines would sink in mud flats. You would have to use a barge if done from that side.

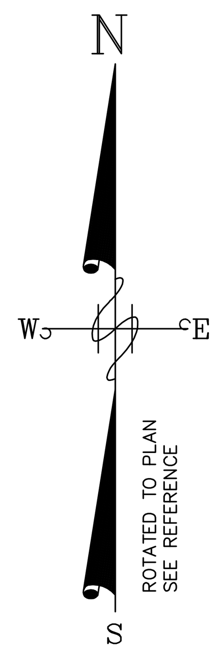
Erickson made a motion to endorse the NHDES Wetlands Permit and City of Dover CUP, provided that construction is done as specified in section 4 of the DES application, with no machinery in the water or mud flats, Fellows seconded. Vote: 4 in favor

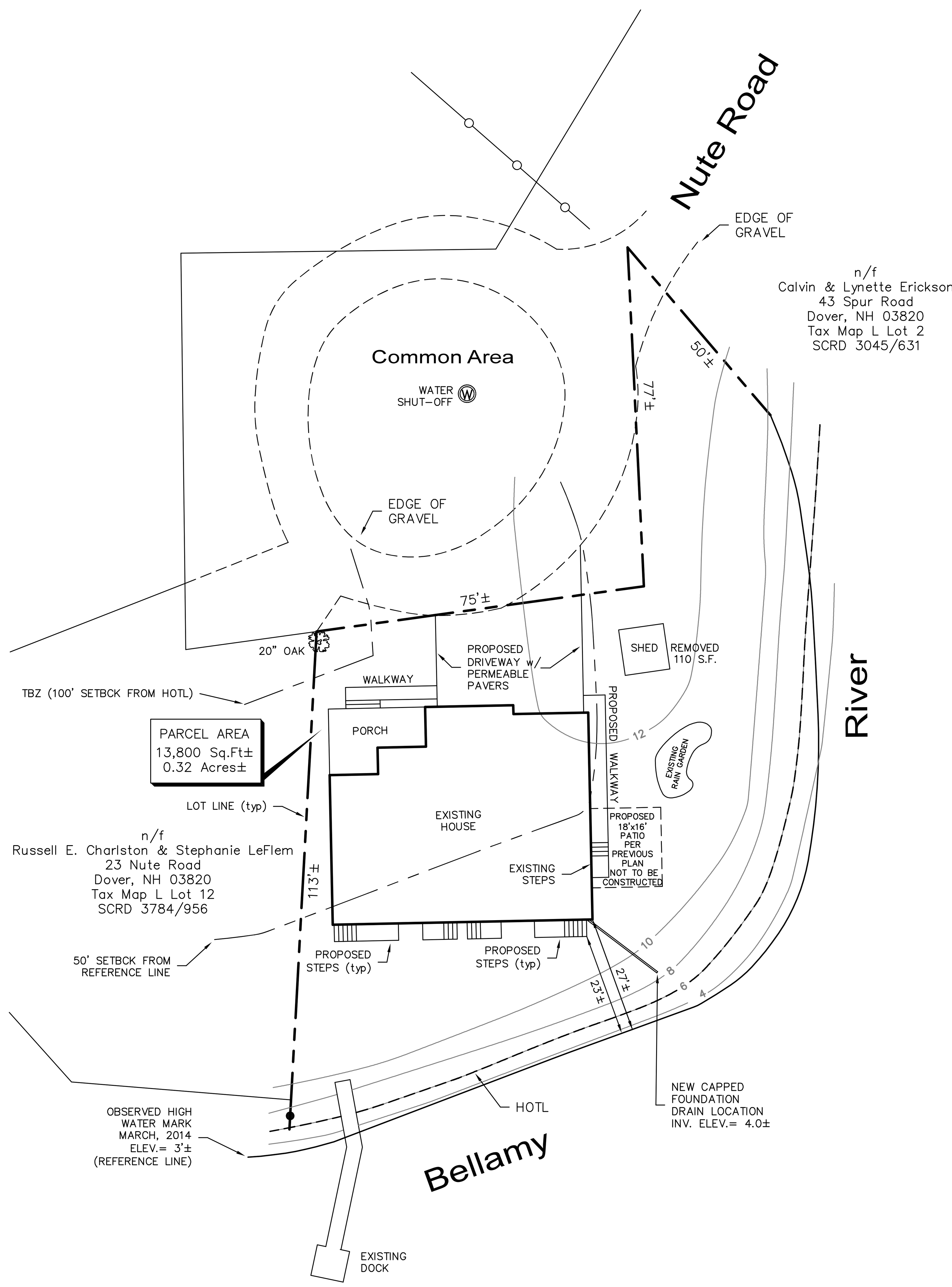
5. REPORT FROM THE CHAIR

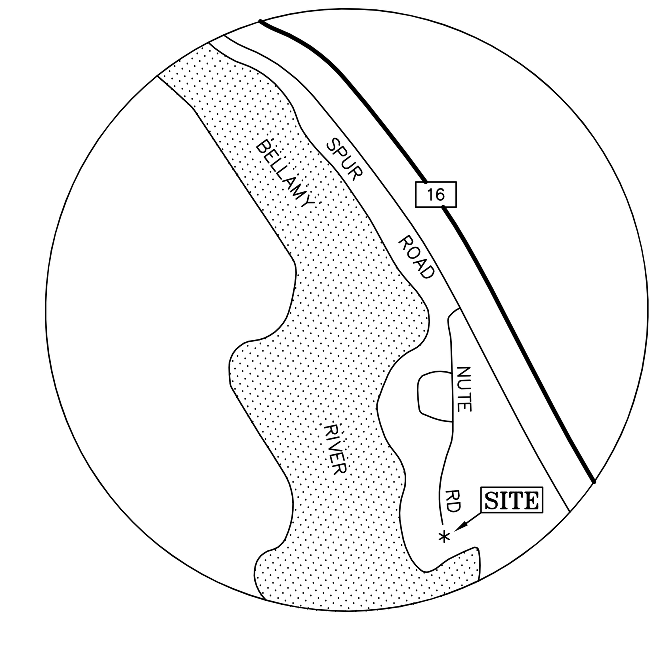
A. Review of Correspondence Received From NH Department of Environmental Services:
   1. Letter from Patricia Rose to DES appealing a permit granted to Frank Leichthammer at 15 Cote Dr.

6. OTHER BUSINESS:

Bird announced that the annual meeting of the NH Association of Conservation Commissions is set for Saturday, November 4, 2017. City will pay the fee to attend. Eckert has signed up.







LOCATION PLAN

NOTES

1. REFERENCE PLAN:

   "RIVERSIDE CAMP LOTS" BY W.S. WHEELER DATED JUNE, 1926.
   SCRD PLAN No. 47, POCKET 3, FOLDER 1

2. ELEVATIONS BASED ON NAVD 1988.
3. ZONING DIMENSIONAL AND DENSITY REQUIREMENTS ARE AS FOLLOWS:

   a. ZONING DISTRICT R-20
   b. MINIMUM LOT SIZE IS 20,000 Sq.Ft.
   c. MINIMUM LOT FRONTAGE IS 125 Ft.
   d. BUILDING SETBACKS:

      FRONT: 20'
      SIDE: 10'
      REAR: 30'

4. ENTIRE PARCEL IS IN AN ALTERED STATE.
5. UTILITIES ARE CITY WATER AND SEWER.
6. PRE-CONSTRUCTION IMPERVIOUS AREA = 4400 S.F. AND THE POST-CONSTRUCTION IMPERVIOUS AREA = 4211 S.F. INCLUDING DRIVEWAY. WITH PERVIOUS PAVERS IN THE DRIVEWAY, THIS NUMBER WOULD BE REDUCED.

POST-CONSTRUCTION CONDITIONS PLAN
INCLUDING CAPPED FOUNDATION DRAIN LOCATION
& PROPOSED REVISED EXTERIOR STAIR/WALKWAY LOCATIONS

OWNER: ADAM R. FOGG & PATRICIA E. NAGLE
25 NUTE ROAD
DOVER, NH 03820

LOT ADDRESS: 25 NUTE ROAD
DOVER, NH

TOWN INFO: TAX MAP L, LOT 13

REGISTRY of DEEDS: DURHAM BOOK 4243, PAGE 171

LEGEND:

102 (line)	2' CONTOUR LINE	W	WATER SHUT-OFF
(dashed line)	EDGE OF GRAVEL	HOTL	HIGHEST OBSERVED TIDE LINE
(long dashed line)	REFERENCE SETBACK LINE		

IMPERVIOUS AREA CALCULATIONS

HOUSE = 2590 S.F.
PORCH = 280 S.F.
TOTAL STAIRS = 200 S.F.
WALKWAYS = 210 S.F.

TOTAL IMPERVIOUS = 3280 S.F.

GRAPHIC SCALE: 1 Inch = 20 Feet
5 0 10 20 40

JULY 10, 2017
CAD FILE: 07143-PRO-2

NEW HAMPSHIRE
Designer of Subsurface Disposal Systems
★★★
Adam R. Fogg
No. 1377
Water Supply & Pollution Control

PREPARED BY:

ATLANTIC SURVEY CO, LLC

SURVEYORS
PLANNERS
SEPTIC DESIGNERS

25 Spur Road, Dover, New Hampshire 03820
603-659-8939

The Law Office of Scott E. Hogan

P.O. Box 33
Durham, New Hampshire 03824

Phone: 603-969-1183

Fax: 603-659-9092

hoganlaw@comcast.net

BY EMAIL TRANSMISSION

Steve Bird,
City Planner
288 Central Avenue
Dover, NH 03820

September 29, 2017

RE: Fogg Property, 25 Nute Road
CUP Application re: revised exterior stair/walkway locations

Dear Steve:

As you know I've been working with Adam Fogg and Patricia Nagle, who own and reside at 25 Nute Road, regarding the City's review and approval of their residential rebuild project.

Pursuant to our recent discussions, attached please see the "Conditional Use Permit Application" which pertains to the proposed revised exterior stair/walkway locations, following the City and State's original review and approval of the residential rebuild itself. Also attached please see the "Post Construction Conditions Plan" prepared by owner/applicant Adam Fogg of Atlantic Survey.

Please be in touch with any questions, and regarding the associated application fees, and dates for meeting with the Conservation Commission and Planning Board.

Thank you as always for your assistance.

Sincerely,

Scott E. Hogan, Esq.

Cc: Clients

P17.72

RECEIVED
Planning Office
OCT 17 2017
Dover, New Hampshire

October 17, 2017

Dear Planning Board Members,

We are writing in response to the Conditional Use notice posted on our neighbor's house at 25 Nute Road in Dover. I believe it is a request submitted by Adam Fogg to add 5 sets of exterior stairs and 410 square feet of walkway to their property.

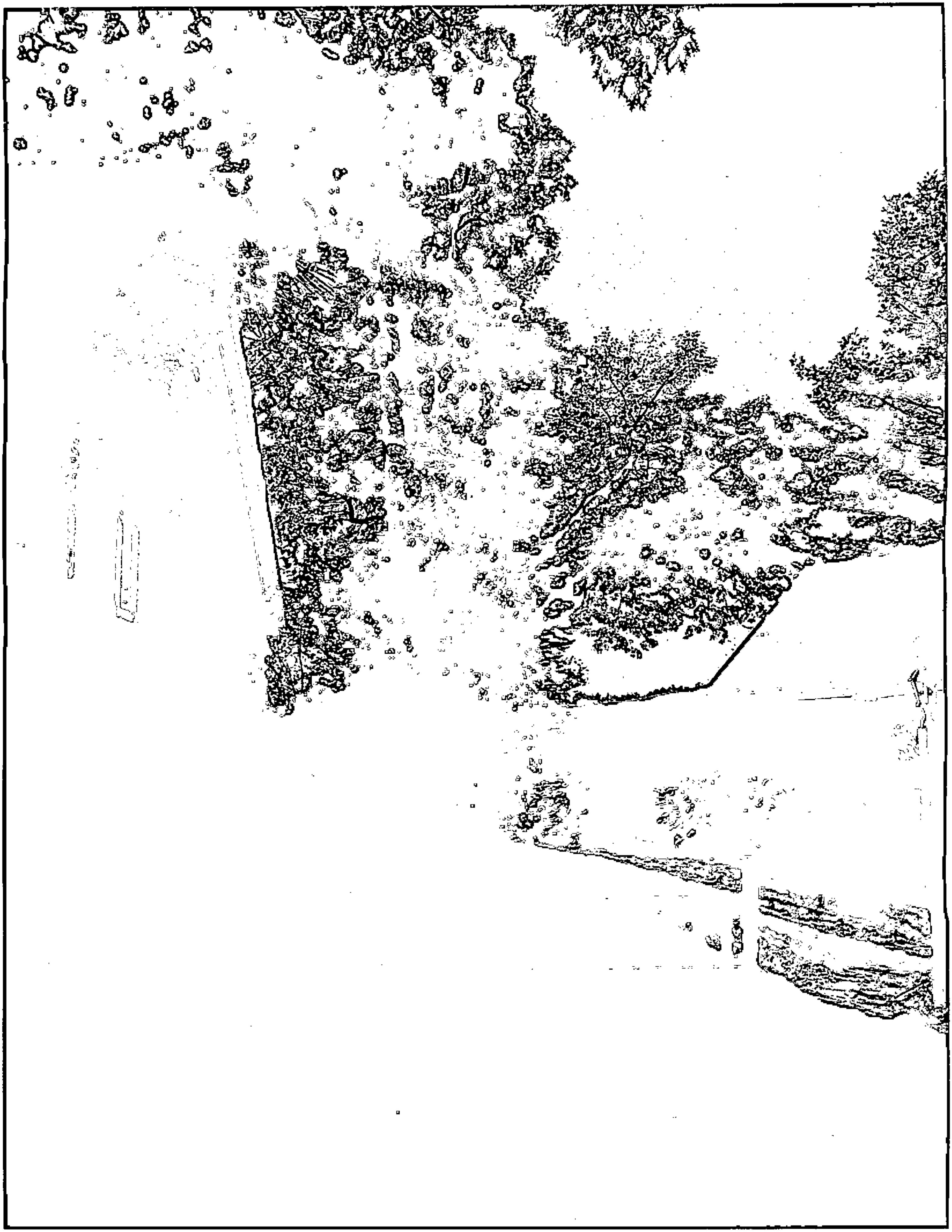
Approximately 4 years ago we were approached by our neighbor who lived In her small ranch explaining how her house was being torn down and a small English cottage was being built. We were led to believe with a photo that it was not much larger than the existing ranch. She and her son needed our permission to allow the new house to remain as close as the little ranch. We wanted to be good neighbors ,foolishly took them at their word , and did not go to the planning board meeting at that time believing that the small English cottage would be built. Unfortunately we were deceived and heartbroken with a painfully disruptive 2 year construction project on a home so large that whoever sees it marvels at how a home that large could possibly fit on such a tiny lot of land. What thanks we got for being a good neighbor ...... 3 large blowers 15 to 20 feet from our front door staring us in the face along with an electric pole with wooden structure to hold it up sitting by our mailbox.

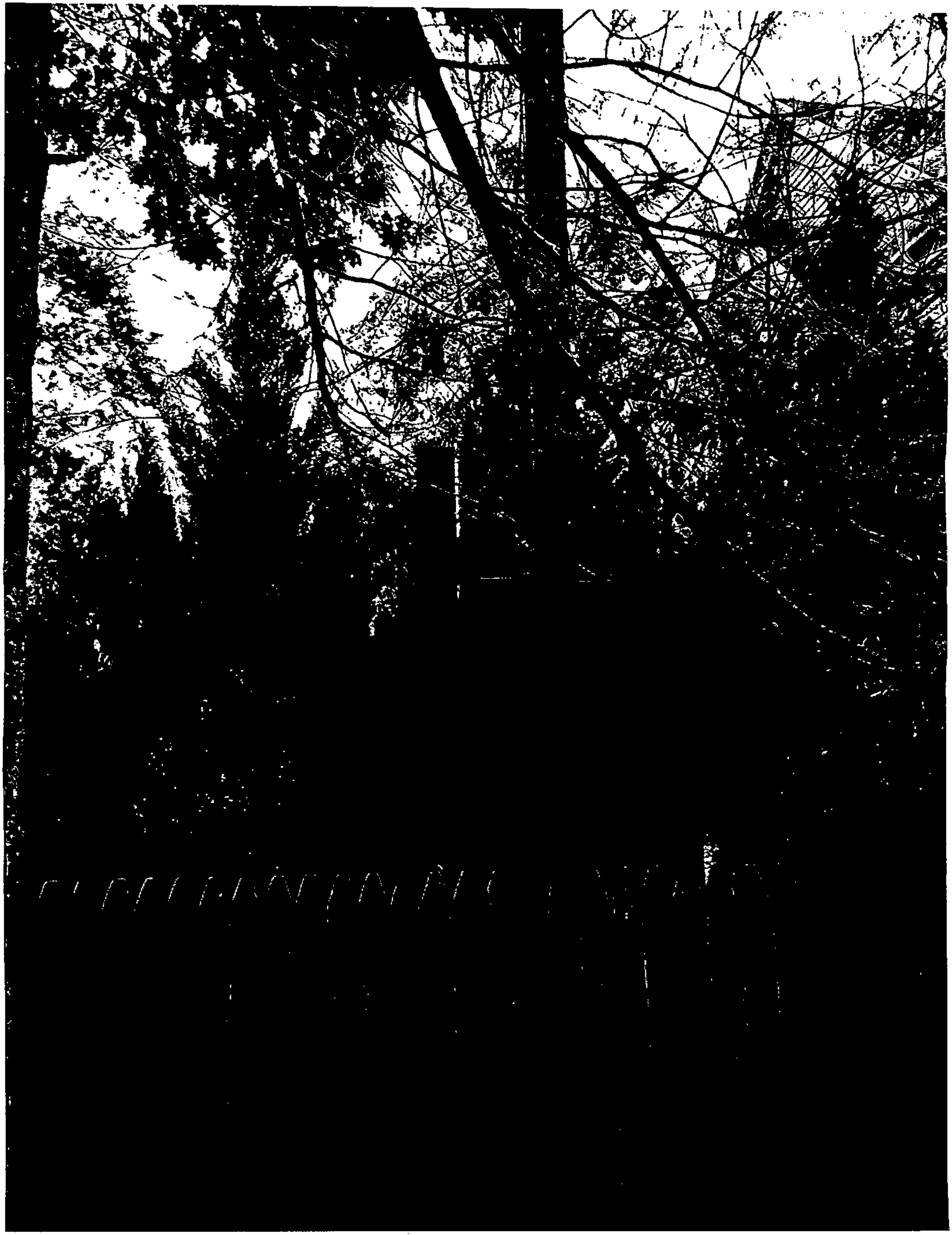
We know there is a formula for the ratio of land that is allowed covered by nonporous structures. We want to be good neighbors but we feel that the property at 25 Nute Road has already exceeded the ratio limit and feel we need to speak up this time. The City ordinances set the rules and regulations and we as neighbors would rather not have to step in.

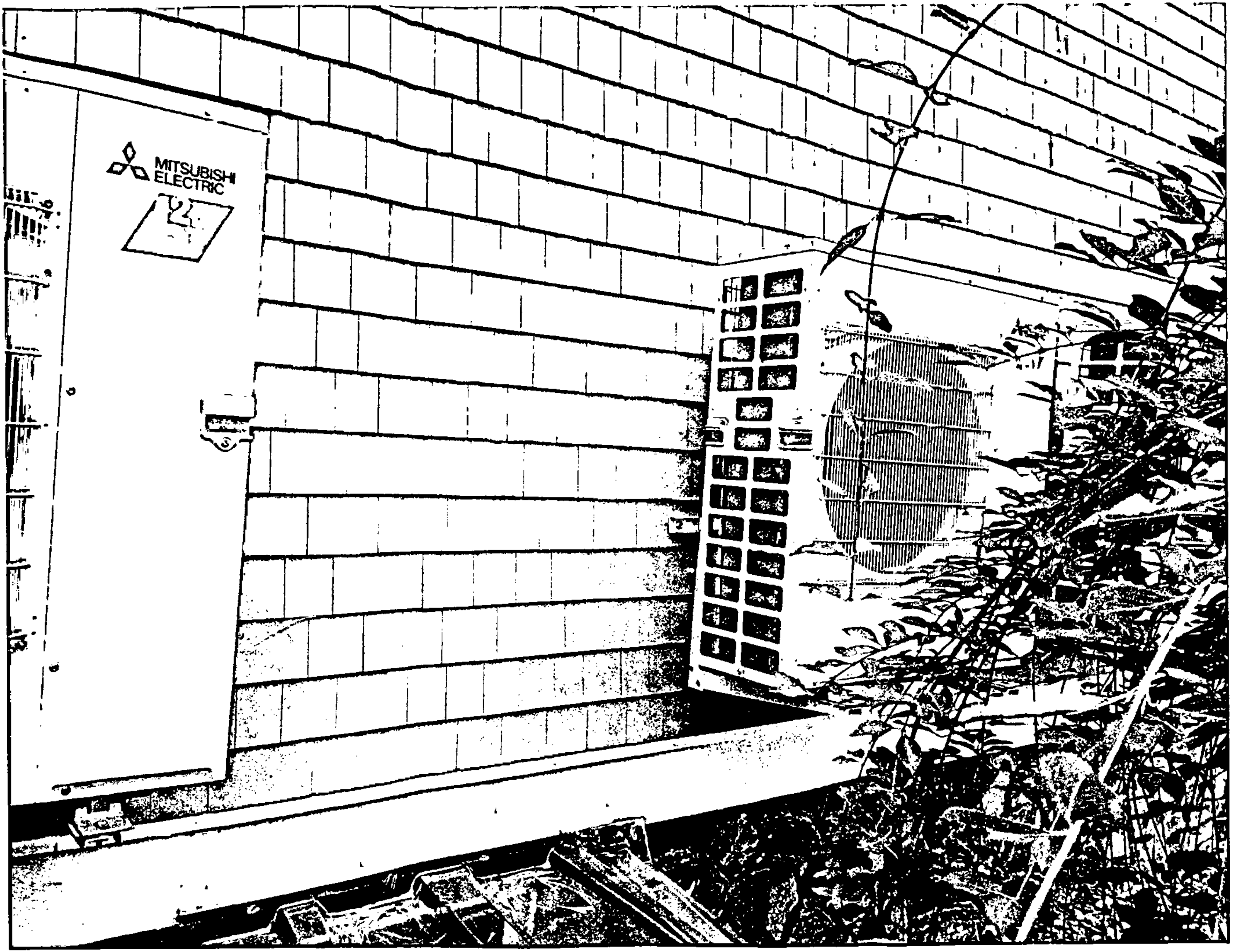
Now instead of 1 older very quiet neighbor there are 3 residents with 4 cars and now a trailer with a snowmobile. The problem is there is so little room on the property already that all their vehicles barely fit in front of their house and are frequently being asked to move so vehicles can get around our little circle.

We hope the City of Dover looks into this matter and agrees with our conclusion that the Conditional Use request be denied.

Respectfully,
Russell and Stephanie Charleston 23 Nute Road






MITSUBISHI
ELECTRIC

CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P18-08

Application Type:	Minor Lot Line Adjustment for Review
Applicant(s):	City of Dover and C.P.J. Trust
Owner(s):	City of Dover and C.P.J. Trust
Location:	Willand Drive, Somersworth (Assessor's Map 41, Lot 9, and Map 43, Lot 1)
Meeting Date:	February 13, 2018

INTENT: To adjust a lot line between three lots. Lot 41/9 and lot 43/1 are owned by the City of Dover and about 584,417 sq. ft. would be added to lot 41/9 while removed from lot 43/1. Additionally, the application proposed to adjust the property boundaries between lot 41/9, and lot 64/1 owned by C.P.J. Trust by adding 22,873 sq. ft. to lot 41/9 by removing it from lot 64/1. **(Please note these lot numbers are referencing Somersworth lot numbers. The only lot in Dover to be affected is lot 40/17 which is Somersworth lot 41/9).**

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 4-A

ACREAGE	**Existing:**	**Proposed**
Lot 41/9:	8.28 acres	26.90 acres
Lot 43/1:	61.176 acres	47.760 acres
Lot 64/1:	72.2+/- acres	67 +/- acres

ZONING DISTRICT: Thoroughfare Business District (B-3)

EXISTING LAND USE: Residential, Vacant

PROPOSED LAND USE: N/A

SURROUNDING LAND USE: Residential, Willand Pond

ZBA ACTION: None

ATTACHMENTS: Application, LLA Plan

APPLICATION IS COMPLETE: Yes

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

PERMITS REQUIRED: None

WAIVERS REQUESTED: None

Summary of Request and Background

The applicant proposes to adjust the lot lines between 2 lots. Most of the land is located in Somersworth and owned by the City of Dover, but one small portion sits in Dover. Therefore, the applicant has to appear before both the Dover and Somersworth Planning Boards for review.

The ending results if these lot line adjustments are approved would be lot 41/9 would include itself plus parcels A and B; lot 43/1 would be without Parcel A; and lot 64/1 would be without Parcel B. Parcel B is located in Dover and results in 8,656 sq. ft. being adjusted.

Consistency with Land Use Regulations

Chapter 155-18 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

Staff Recommendation:

The Planning Department recommends that the Board accept the application, open the public hearing, and vote to approve the lot line adjustment plan 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 Somersworth Planning Board approve the LLA plat.
3. 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 note with existing and proposed areas (in sq. ft. and acres) for each affected lot
   d. Add Planning file number to be P18-08

LLA Willand Pond land

Property Information

Property ID	40017-000000
Location	WILLAND POND RD
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 6/13/2017
Properties updated 02/06/2018

City of Dover, New Hampshire
MINOR LOT LINE ADJUSTMENT APPLICATION

[Revision Date: May 18, 2017]

RECEIVED Planning Office FEB 01 2017 Dover, New Hampshire

Office Use Only	Project #:	P 18-08	Date Received:	
	Amount Paid:		Time Received:	

APPLICANT INFORMATION

Name of Applicant: City of Dover Telephone # (603)516-6000

Address of Applicant: 288 Central Avenue, Dover, NH 03820

FIRST PROPERTY OWNER AND PARCEL INFORMATION

Name of 1st Property Owner (*if different from applicant*): ________ Telephone #________

Address of 1st Property Owner: ________

Address of Property: New Rochester Road, Willand Pond Road

Assessor's Map # 41 Lot(s) # 9 (aka Dover Map 4 Lot 17) & (Map 43 Lot 1)

Property Deed: Book 2286 Page: 230 & Book 4076 Page 676

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

Size of Existing Parcel (sq. ft.): Map 41 Lot 9-8.28 Ac Map 43 Lot 1-61.176 Ac Size of Proposed Parcel (sq. ft.): Map 41 Lot 9-26.904 Ac Map 43 Lot 1-47.760 Ac

SECOND PROPERTY OWNER AND PARCEL INFORMATION

Name of 2nd Property Owner (*if different from applicant*): CPJ Trust Telephone # 212-9353

Address of 2nd Property Owner: 352 S. Broadway, Salem, NH 03079

Address of Property: New Rochester Road, Willand Pond

Assessor's Map # 64 Lot(s) # 1

Property Deed: Book 1207 Page: 790

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

Size of Existing Parcel (sq. ft.): 72.208 Ac +/- Size of Proposed Parcel (sq. ft.): 67 Ac +/-

[Use additional application formif more than twolots are being adjusted]

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Robert J. Stowell, Tritech Engineering Corporation

Address 755 Central Avenue, Dover NH Telephone #: (603)742-8107

Professional License #: 884 E-mail address: rjs@tritecheng.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 First Property Owner: Colleen A. Bossette for J. Michael Ryal Jr. Date: 2/7/18

Signature of Second Property Owner: Paul Vandeleur Trustee Date: 2-6-2018

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

Signature of Agent: ______ Date: ______

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I 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: Paul Vandeleur Trustee Date: 2-6-2018

P18-08 **New Rochester Road - Willand Pond**

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
40002-000000	2 EARLE ST	ATHEARN BRIAN G		2 EARLE ST	DOVER	NH	03820
40044-000000	60 NEW ROCHESTER RD	MIDON PROPERTY MANAGEMENT SERVICES		60 NEW ROCHESTER RD	DOVER	NH	03820
40018-E00000	47 NEW ROCHESTER RD	CAMPBELL GILBERT G TRUSTEE	CAMPBELL GILBERT 2006 REVOCABLE TRUST	176 CHURCH ST	LOWELL	MA	01852
40037-000000	54 NEW ROCHESTER RD	CHASE STERLING R &	FONTAINE MICHELE L	54 NEW ROCHESTER ROAD	DOVER	NH	03820
40043-000000	58 NEW ROCHESTER RD	STRAFFORD FARMS RESTAURANT INC		58 NEW ROCHESTER ROAD	DOVER	NH	03820
40010-A00000	LAKEVIEW DR	CITY OF DOVER		288 CENTRAL AVE	DOVER	NH	03820
40009-000000	14 GAGE ST	OTIS LELAND H	OTIS CYNTHIA H	25 NEW ROCHESTER ROAD	DOVER	NH	03820
40013-000000	EARLE ST	CITY OF DOVER		288 CENTRAL AV	DOVER	NH	03820
40016-000000	43 NEW ROCHESTER RD	CLOUTIER JANICE L &	VICKI CHAPMAN	164 LITTLEWORTH RD	DOVER	NH	03820
40043-A00000	56 A NEW ROCHESTER RD	CITY OF DOVER		288 CENTRAL AVE	DOVER	NH	03820
40036-000000	52 NEW ROCHESTER RD	MOORE ERIC S &	MOORE SHERRI A	52 NEW ROCHESTER ROAD	DOVER	NH	03820
40015-000000	41 NEW ROCHESTER RD	DEANE BRANDON M &	RANDALL CHELSEA	41 NEW ROCHESTER RD	DOVER	NH	03820
40038-A00000	56 NEW ROCHESTER RD	OAK BLUFF REALTY LLC		242 CENTRAL AVE	DOVER	NH	03820
40004-000000	37 NEW ROCHESTER RD	COTE MARGARET R		37 NEW ROCHESTER RD	DOVER	NH	03820
40014-000000	39 NEW ROCHESTER RD	JABRE JAMES M &	JABRE BRYNN M	39 NEW ROCHESTER RD	DOVER	NH	03820
40012-000000	3 EARLE ST	DION JEREMY P	DION AIMEE L	3 EARLE ST	DOVER	NH	03820
40018-F00000	45 NEW ROCHESTER RD	CAMPBELL GILBERT G TRUSTEE	CAMPBELL GILBERT 2006 REVOCABLE TRUST	176 CHURCH ST	LOWELL	MA	01852
		CPJ TRUST		352 S. BROADWAY	SALEM	NH	03079
		TRITECH ENGINEERING CORPORATION	ROBERT J. STOWELL	755 CENTRAL AVENUE	DOVER	NH	03820
		CITY OF SOMERSWORTH		1 GOVERNMENT WAY	SOMERSWORTH	NH	03878
		TARGET CORPORATION		P.O. BOX 2440	SPOKANE	WA	99210
		HOME DEPOT USA, INC.		P.O. BOX 105842	ATLANTA	GA	30348
		CAMA SDIRA, LLC	FBO CHRISTOPHER SNOW IRA	512 E. TOWNSHIP LINE ROAD	BLUE BELL	PA	19422
		STEVEN E. BROWN		P.O. BOX 638	BERWICK	ME	03901
		DENNIS D CIOTTI REVOCABLE TRUST		P.O. BOX 757	DOVER	NH	03820
		PENTA K REALTY TRUST		247 CONCORD ROAD	WAYLAND	MA	01778
		REAGAN ESTATES MANUFACTURED HOUSING PARK, LLC.		217 HIGH STREET	SOMERSWORTH	NH	03878
		ROBERT L. DEMERS, REVOCABLE TRUST		P.O. BOX 149	SOMERSWORTH	NH	03878
		PATRICK J CRAGIN LIVING REVOCABLE TRUST		P.O.BOX 250	DOVER	NH	03820
		MARTINS MANAGEMENT ASSOC. LLC		124 PINECREST ROAD	MANCHESTER	NH	03104
		SAM & SUSAN HADDADIN		95 NEW ROCHESTER ROAD	DOVER	NH	03820
		GTY MA/NH LEASING INC.	TWO JERICHO PLAZA	WING C SUITE 110	JERICHO	NY	11753
		BARABARA A. GILBERT REVOCABLE LIVING TRUST		130 NEW ROCHESTER ROAD	DOVER	NH	03820
		JOSEPH INTOCCIA		108 WALLIS ROAD	RYE	NH	03870
		BLANCHE M. WINSHIP		134 ROUTE 108	DOVER	NH	03820
		DANIEL P. HUGHES		136 ROUTE 108	DOVER	NH	03820
		STERLING & MARY WALLINGFORD		5009 FLEMING DRIVE	ANNANDALE	VA	22003-4110
		144 ROUTE 108 LLC		720 LAFAYETTE ROAD	SEABROOK	NH	03874
		PET JUNCTION LLC		146 NEW ROCHESTER ROAD	DOVER	NH	03820
		PILLAR INVESTMENT CORPORATION		P.O. BOX 728	DOVER	NH	03821
		B WELL FITNESS, LLC		14 WINSLOW DRIVE	SOMERSWORTH	NH	03878
		GARRISON CITY BROADCASTING, INC.		358 GULF ROAD	DOVER	NH	03820
		BRANCO, LLC	RICHARD FALL	222 LITTLEWORTH ROAD	MADBURY	NH	03833
		STEVEN BROWN		P.O. BOX 638	BERWICK	ME	03901
		NEW GRANGE REALTY TRUST		98 SOUTH MAIN STREET	ROCHESTER	NH	03867

Abutters List
Boundary Line Adjustment

City of Dover and CPJ Trust

Tax Map 41-9, 43-1, 64-1
Commercial Drive, Willand Drive, Route 108, Willand Pond

Somersworth, New Hampshire

Job No. 16154

SOMERSWORTH

Abutters:

Map 42, Lot 1A	City of Somersworth 1 Government Way Somersworth, NH 03878
Map 42, Lot 35	Target Corporation PO Box 2440 Spokane, WA 99210
Map 43, Lot 1B	Home Depot USA, Inc. PO Box 105842 Atlanta, GA 30348
Map 43, Lot 1F	Cama Sdira, LLC FBO Christopher Snow IRA 512 E. Township Line Road Blue Bell, PA 19422
Map 43, Lot 1G	Steven E. Brown PO Box 638 Berwick, ME 03901
Map 43, Lot 1D	Dennis D. Ciotti Revocable Trust PO Box 757 Dover, NH 03820
Map 44, Lot 1	Penta K Realty Trust 247 Concord Road Wayland, MA 01778
Map 63, Lot 1	Reagan Estates Manufactured Housing Park, LLC 217 High Street Somersworth, NH 03878
Map 63, Lot 11 Map 63, Lot 11A	Robert L. Demers, Revocable Trust P.O. Box 149 Somersworth, NH 03878
Map 63, Lot 19	Patrick J. Cragin Living Revocable Trust PO Box 250 Dover, NH 03820
Map 64, Lot 1A	Martins Management Assoc. LLC 124 Pinecrest Road Manchester, NH 03104

Map 64, Lot 1B	Sam & Susan Haddadin 95 New Rochester Road Dover, NH 03820
May 64, Lot 2	GTY Ma/NH Leasing Inc. Two Jericho Plaza, Wing C Suite 110 Jericho, NY 11753
May 64, Lot 4	Barbara A. Gilbert Revocable Living Trust 130 New Rochester Road Dover, NH 03820
Map 64, Lot 5	Joseph Intoccia 108 Wallis Road Rye, NH 03870
May 64, Lot 6	Blanche M. Winship 134 Route 108 Dover, NH 03820
Map 64, Lot 7	Daniel P. Hughes 136 Route 108 Dover, NH 03820
May 64, Lot 8	Sterling & Mary Wallingford 5009 Fleming Drive Annandale, VA 22003-4110
Map 64, Lot 9	144 Route 108 LLC 720 Lafayette Road Seabrook, NH 03874
Map 64, Lot 10	Pet Junction LLC 146 New Rochester Road Dover, NH 03820

DOVER

Abutters:

Map 40, Lot 16	Janice Cloutier & Vicki Chapman 164 Littleworth Road Dover, NH 03820
Map 40, Lot 18A	Sam & Susan Haddadin 95 New Rochester Road Dover, NH 03820

Map 40, Lot 18 Map 40 , Lot 18B Map 40, Lot 18C Map 40, Lot 18D Map 40, Lot 18E Map 40, Lot 18F	Gilbert Campbell 2006 Revocable Trust 176 Church Street Lowell, MA 01852
Map 40, Lot 37	Sterling Chase & Michele Fontaine 54 New Rochester Road Dover, NH 03820
Map 40, Lot 38A	Oak Bluff Realty LLC 242 Central Avenue Dover, NH 03820
Map 40, Lot 43	Strafford Farms Restaurant, Inc. 58 New Rochester Road Dover, NH 03820
Map 40, Lot 43A	City of Dover Finance Department 288 Central Avenue Dover, NH 03820

WITHIN 200 FEET

SOMERSWORTH

Abutters:

Map 42, Lot 1	Pillar Investment Corporation PO Box 728 Dover, NH 03821
Map 43, Lot 1H	B Well Fitness, LLC 14 Winslow Drive Somersworth, NH 03878
Map 63, Lot 11AA	Garrison City Broadcasting, Inc. 358 Gulf Road Dover, NH 03820
Map 63, Lot 16 Map 63, Lot 17	Branco, LLC Richard Fall 222 Littleworth Road Madbury, NH 03833

Map 63, Lot 20	Steven E. Brown PO Box 638 Berwick, ME 03901

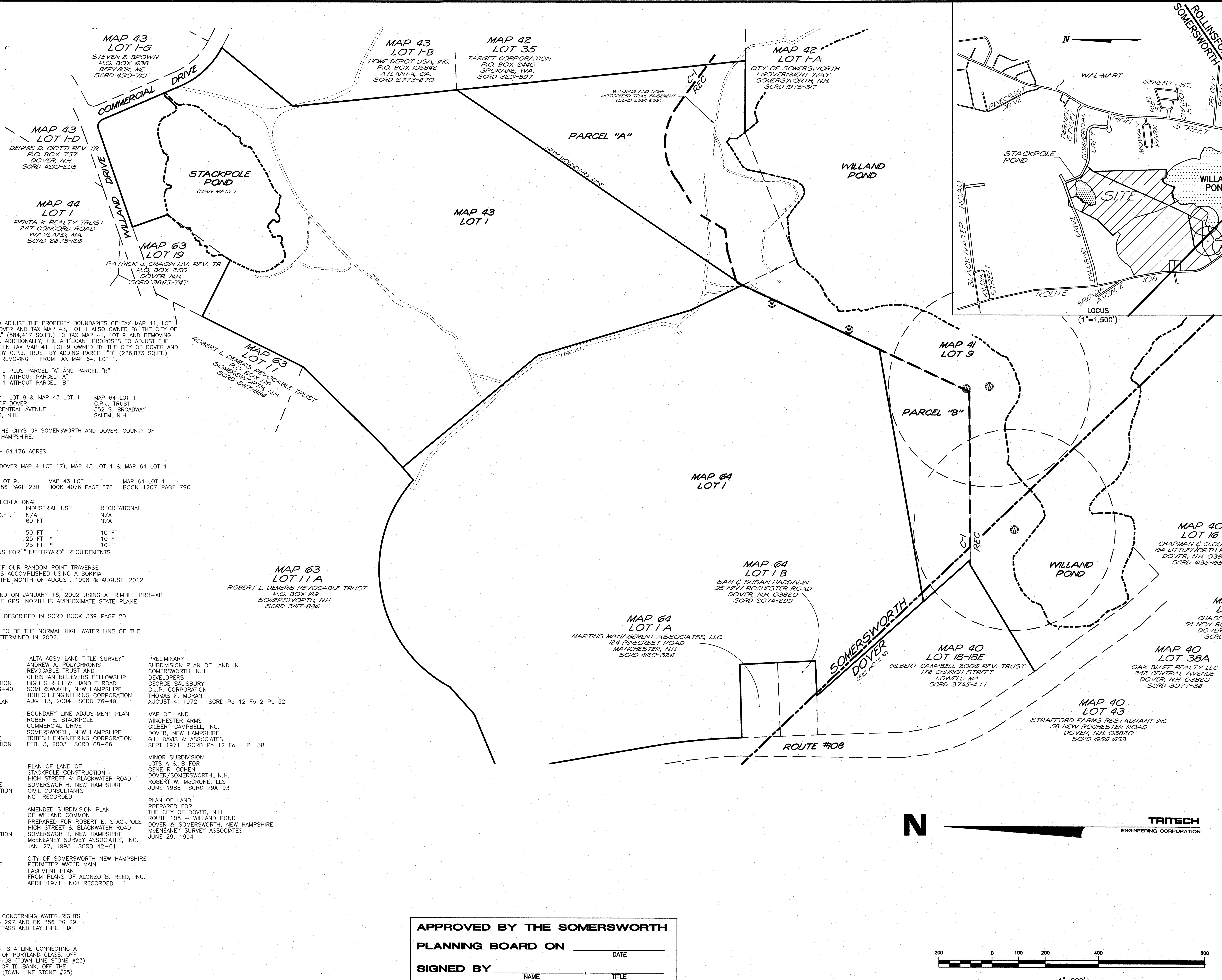
DOVER

Abutters:

Map 40, Lot 13	City of Dover Finance Department 288 Central Avenue Dover, NH 03820
Map 40, Lot 14	James & Brynn Jabre 39 New Rochester Road Dover, NH 03820
Map 40, Lot 15	Brandon Deane & Chelsea Randall 41 New Rochester Road Dover, NH 03820
Map 40, Lot 36	Eric & Sherry Moore 52 New Rochester Road Dover, NH 03820
Map 40, Lot 44	Midon Property Management Services 60 New Rochester Road Dover, NH 03820
Map 40, Lot 21C	New Grange Realty Trust 98 South Main Street Rochester, NH 03867

Applicant/Owner

Map 40, Lot 17 Map 41, Lot 9 Map 43, Lot 1	City of Dover Finance Department 288 Central Avenue Dover, NH 03820
Map 64, Lot 1	CPJ Trust 352 S. Broadway Salem, NH 03079
Agent	Tritech Engineering Corporation 755 Central Avenue Dover, NH 03820



NOTES

1.) INTENT: THE APPLICANT PROPOSES TO ADJUST THE PROPERTY BOUNDARIES OF TAX MAP 41, LOT 9 OWNED BY THE CITY OF DOVER AND TAX MAP 43, LOT 1 ALSO OWNED BY THE CITY OF DOVER BY ADDING PARCEL "A" (584,417 SQ.FT.) TO TAX MAP 41, LOT 9 AND REMOVING IT FROM TAX MAP 43, LOT 1. ADDITIONALLY, THE APPLICANT PROPOSES TO ADJUST THE PROPERTY BOUNDARIES BETWEEN TAX MAP 41, LOT 9 OWNED BY THE CITY OF DOVER AND TAX MAP 64, LOT 1 OWNED BY C.P.J. TRUST BY ADDING PARCEL "B" (226,873 SQ.FT.) TO TAX MAP 41, LOT 9 AND REMOVING IT FROM TAX MAP 64, LOT 1.
THE RESULTING LOTS ARE:
   1.) TAX MAP 41, LOT 9 PLUS PARCEL "A" AND PARCEL "B"
   2.) TAX MAP 43, LOT 1 WITHOUT PARCEL "A"
   3.) TAX MAP 64, LOT 1 WITHOUT PARCEL "B"

2.) CURRENT OWNER OF RECORD:

MAP 41 LOT 9 & MAP 43 LOT 1	MAP 64 LOT 1
CITY OF DOVER 288 CENTRAL AVENUE DOVER, N.H.	C.P.J. TRUST 352 S. BROADWAY SALEM, N.H.

3.) SUBJECT PARCELS ARE LOCATED IN THE CITYS OF SOMERSWORTH AND DOVER, COUNTY OF STRAFFORD AND THE STATE OF NEW HAMPSHIRE.

4.) TOTAL LOT AREA: 2,664,834 SQ.FT. – 61.176 ACRES

5.) SOMERSWORTH TAX MAP 41 LOT 9 (DOVER MAP 4 LOT 17), MAP 43 LOT 1 & MAP 64 LOT 1.

6.) PROJECT DEED REFERENCE:

MAP 41 LOT 9	MAP 43 LOT 1	MAP 64 LOT 1
BOOK 2286 PAGE 230	BOOK 4076 PAGE 676	BOOK 1207 PAGE 790

7.) ZONING: COMMERCIAL/INDUSTRIAL, RECREATIONAL

	COMMERCIAL USE	INDUSTRIAL USE	RECREATIONAL
MIN. LOT SIZE:	40,000 SQ.FT.	N/A	N/A
MIN. FRONTAGE:	200 FT.	60 FT	N/A
MIN. SETBACKS:			
FRONT:	50 FT	50 FT	10 FT
SIDE:	30 FT *	25 FT *	10 FT
REAR:	30 FT *	25 FT *	10 FT

* SEE SITE REVIEW REGULATIONS FOR "BUFFERYARD" REQUIREMENTS

8.) THE RAW UNADJUSTED CLOSURE OF OUR RANDOM POINT TRAVERSE WAS 1 PART IN 329,000, AND WAS ACCOMPLISHED USING A SOKKIA SET3100 TOTAL STATION, DURING THE MONTH OF AUGUST, 1998 & AUGUST, 2012.

9.) BASIS OF BEARING: WAS DETERMINED ON JANUARY 16, 2002 USING A TRIMBLE PRO–XR MAPPING GRADE GPS. NORTH IS APPROXIMATE STATE PLANE.

10.) PARCEL IS SUBJECT TO EASEMENT DESCRIBED IN SCRD BOOK 339 PAGE 20.

11.) THIS PROPERTY LINE IS INTENDED TO BE THE NORMAL HIGH WATER LINE OF THE MANMADE STACKPOLE POND AS DETERMINED IN 2002.

12.) PROJECT PLAN REFERENCE:

RIGHT–OF–WAY PLAN
ROBERT E. STACKPOLE
COMMERCIAL DRIVE
SOMERSWORTH, NEW HAMPSHIRE
TRITECH ENGINEERING CORPORATION
NOVEMBER 17, 2008 SCRD 98–40

BOUNDARY LINE ADJUSTMENT PLAN
17nd LLC AND
THE ROBERT E. STACKPOLE &
THE ERNESTINE M. STACKPOLE
REVOCABLE TRUST OF 2000
HIGH STREET & HANDLE ROAD
SOMERSWORTH, NEW HAMPSHIRE
TRITECH ENGINEERING CORPORATION
AUG. 30, 2004 SCRD 77–49

SUBDIVISION PLAN
ROBERT E. STACKPOLE
WILLAND DRIVE
SOMERSWORTH, NEW HAMPSHIRE
TRITECH ENGINEERING CORPORATION
JULY 31, 2002 SCRD 67–73

SUBDIVISION PLAN
PILLAR INVESTMENT CORP.
451 HIGH STREET
SOMERSWORTH, NEW HAMPSHIRE
TRITECH ENGINEERING CORPORATION
NOV. 3, 1997 SCRD 51–10

PLAN OF LAND
PAUL FLAYHAN
SOMERSWORTH, NEW HAMPSHIRE
G.L. DAVIS & ASSOCIATES
MARCH 1978 SCRD 17E–56

LAND OF
CITY OF DOVER
JAN. 6, 1942 SCRD 3–1–9

"ALTA ACSM LAND TITLE SURVEY"
ANDREW A. POLYCHRONIS
REVOCABLE TRUST AND
CHRISTIAN BELIEVERS FELLOWSHIP
HIGH STREET & HANDLE ROAD
SOMERSWORTH, NEW HAMPSHIRE
TRITECH ENGINEERING CORPORATION
AUG. 13, 2004 SCRD 76–49

BOUNDARY LINE ADJUSTMENT PLAN
ROBERT E. STACKPOLE
COMMERCIAL DRIVE
SOMERSWORTH, NEW HAMPSHIRE
TRITECH ENGINEERING CORPORATION
FEB. 3, 2003 SCRD 68–66

PLAN OF LAND OF
STACKPOLE CONSTRUCTION
HIGH STREET & BLACKWATER ROAD
SOMERSWORTH, NEW HAMPSHIRE
CIVIL CONSULTANTS
NOT RECORDED

AMENDED SUBDIVISION PLAN
OF WILLAND COMMON
PREPARED FOR ROBERT E. STACKPOLE
HIGH STREET & BLACKWATER ROAD
SOMERSWORTH, NEW HAMPSHIRE
McENEANEY SURVEY ASSOCIATES, INC.
JAN. 27, 1993 SCRD 42–61

CITY OF SOMERSWORTH NEW HAMPSHIRE
PERIMETER WATER MAIN
EASEMENT PLAN
FROM PLANS OF ALONZO B. REED, INC.
APRIL 1971 NOT RECORDED

PRELIMINARY
SUBDIVISION PLAN OF LAND IN
SOMERSWORTH, N.H.
DEVELOPERS
GEORGE SALISBURY
C.J.P. CORPORATION
THOMAS F. MORAN
AUGUST 4, 1972 SCRD Po 12 Fo 2 PL 52

MAP OF LAND
WINCHESTER ARMS
GILBERT CAMPBELL, INC.
DOVER, NEW HAMPSHIRE
G.L. DAVIS & ASSOCIATES
SEPT 1971 SCRD Po 12 Fo 1 PL 38

MINOR SUBDIVISION
LOTS A & B FOR
GENE R. COHEN
DOVER/SOMERSWORTH, N.H.
ROBERT W. McCRONE, LLS
JUNE 1986 SCRD 29A–93

PLAN OF LAND
PREPARED FOR
THE CITY OF DOVER, N.H.
ROUTE 108 – WILLAND POND
DOVER & SOMERSWORTH, NEW HAMPSHIRE
McENEANEY SURVEY ASSOCIATES
JUNE 29, 1994

13.) REFERENCE IS MADE TO TWO DEEDS CONCERNING WATER RIGHTS IN WILLAND POND, SCRD BK 261 PG 297 AND BK 286 PG 29 AS WELL AS RIGHT TO PASS AND REPASS AND LAY PIPE THAT MAY EXIST.

14.) TOWN LINE AS SHOWN ON THIS PLAN IS A LINE CONNECTING A BOUND FOUND IN THE PARKING LOT OF PORTLAND GLASS, OFF THE EASTERLY SIDELINE OF ROUTE #108 (TOWN LINE STONE #23) AND A BOUND FOUND IN THE LAWN OF TD BANK, OFF THE EASTERLY SIDELINE OF HIGH STREET (TOWN LINE STONE #25)

15.) MAP 64 LOT 1 & MAP 41 LOT 9 ARE SHOWN PER RECORD SURVEYS AND NOT THE RESULT OF AN ON THE GROUND SURVEY BY TRITECH ENGINEERING CORPORATION.

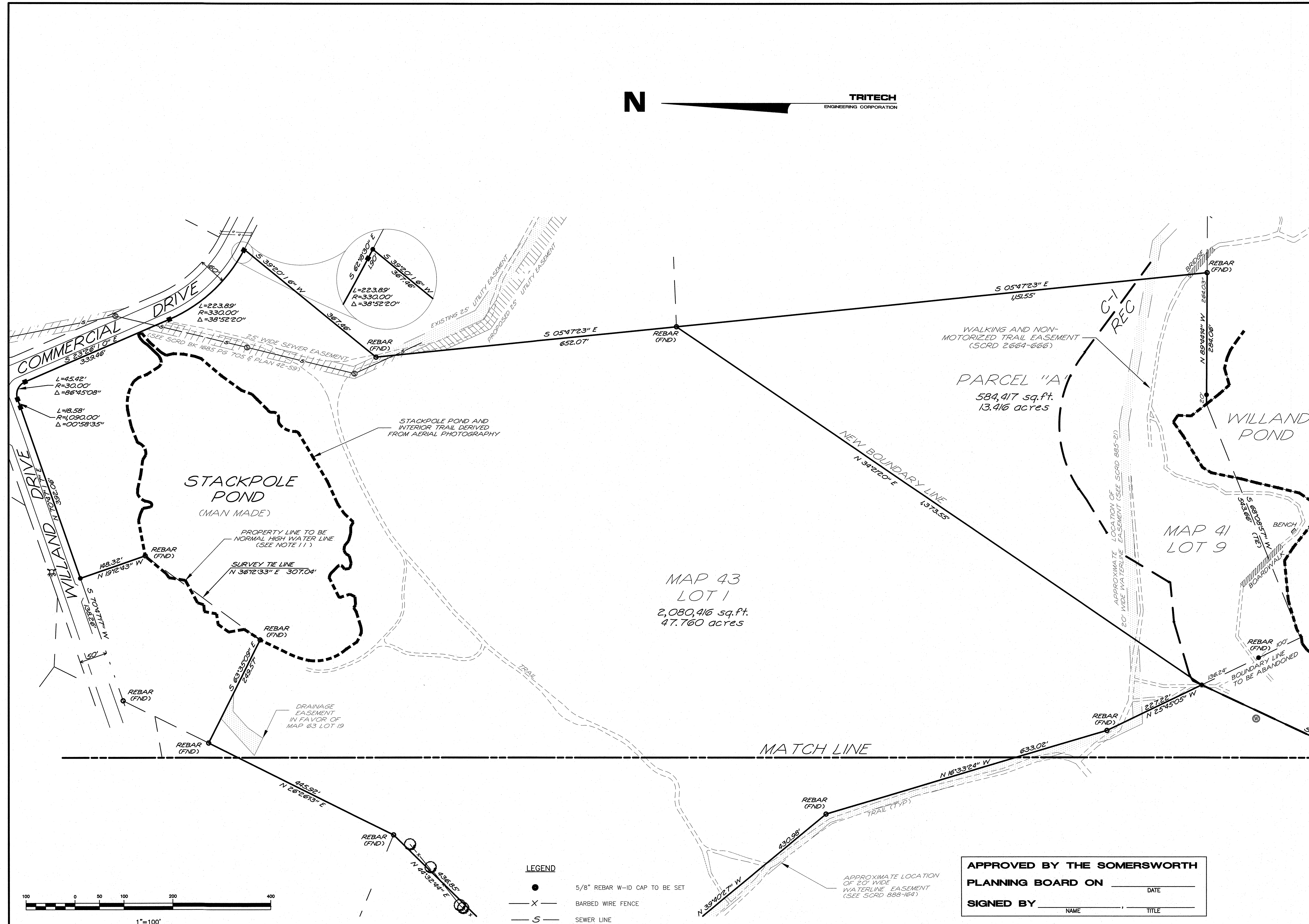
APPROVED BY THE SOMERSWORTH
PLANNING BOARD ON ______________ DATE
SIGNED BY ______________ NAME , ______________ TITLE

TRITECH
ENGINEERING CORPORATION
755 CENTRAL AVENUE
DOVER NEW HAMPSHIRE 03820
TELEPHONE 603 742 8107
FAX 603 742 3830

REVISIONS
DATE: DESCRIPTION:

BOUNDARY LINE ADJUSTMENT PLAN
THE CITY OF DOVER AND C.P.J. TRUST
ROUTE #108
WILLAND DRIVE & COMMERCIAL DRIVE
SOMERSWORTH, NEW HAMPSHIRE
STRAFFORD COUNTY
DECEMBER 6, 2017 JOB No. 16154
SCALE: 1" = 200'

SHEET NO.
S-1

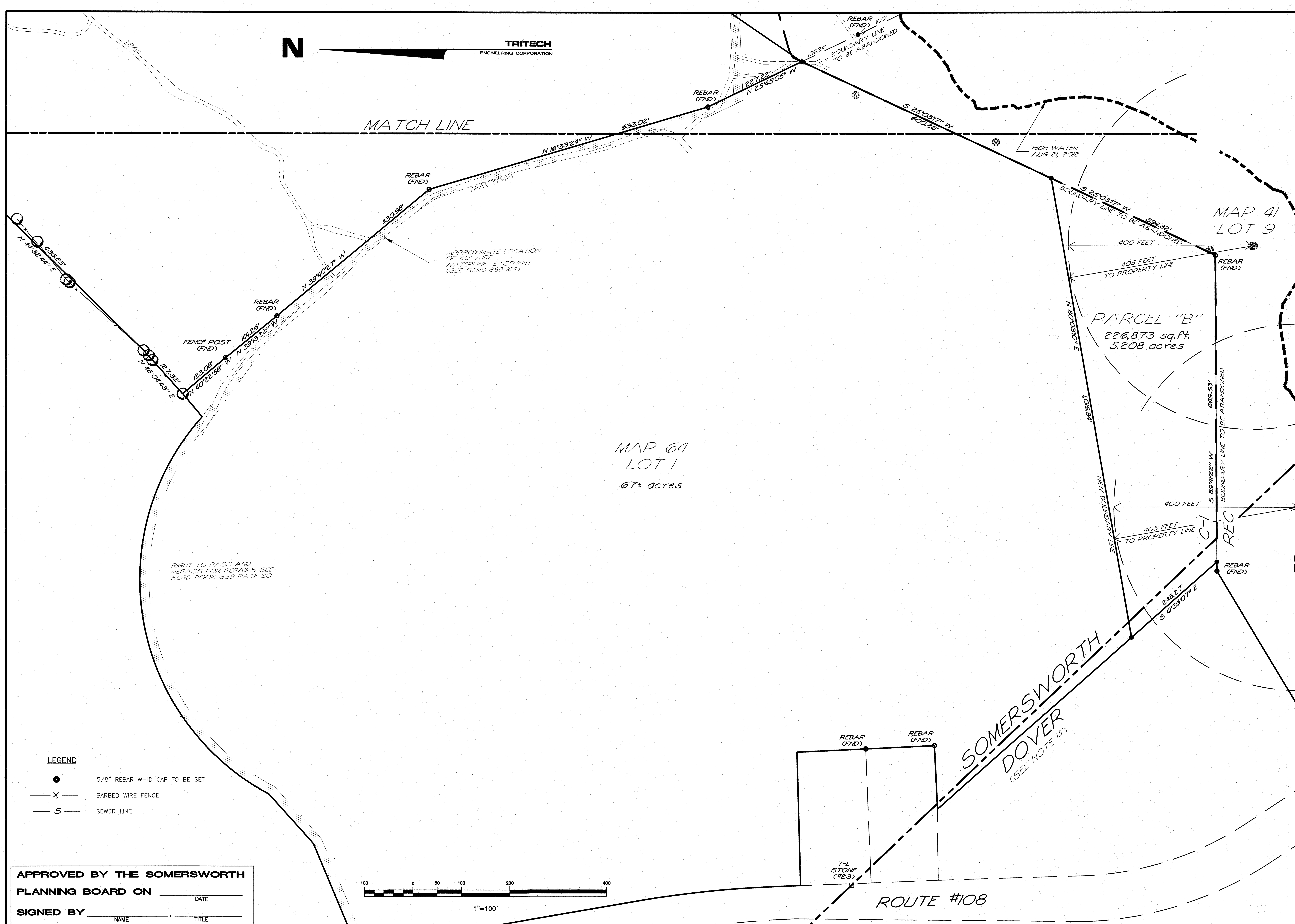


TRITECH
ENGINEERING CORPORATION
755 CENTRAL AVENUE
DOVER NEW HAMPSHIRE 03820
TELEPHONE 603 742 8107
FAX 603 742 3830

REVISIONS DATE:	DESCRIPTION:

BOUNDARY LINE ADJUSTMENT PLAN
THE CITY OF DOVER AND C.P.J. TRUST
ROUTE #108
WILLAND DRIVE & COMMERCIAL DRIVE
SOMERSWORTH, NEW HAMPSHIRE
STRAFFORD COUNTY
DECEMBER 6, 2017 JOB No. 16154
SCALE: 1" = 100'

SHEET NO.
S-2



TRITECH
ENGINEERING CORPORATION
795 CENTRAL AVENUE
DOVER NEW HAMPSHIRE 03820
TELEPHONE 603 742 8107
FAX 603 742 3830

REVISIONS
DATE: DESCRIPTION:

BOUNDARY LINE ADJUSTMENT PLAN
THE CITY OF DOVER AND C.P.J. TRUST
ROUTE #108
WILLAND DRIVE & COMMERCIAL DRIVE
SOMERSWORTH, NEW HAMPSHIRE
STRAFFORD COUNTY
DECEMBER 6, 2017 JOB No. 16154
SCALE: 1" = 100'

SHEET NO.
S-3

APPLICATION FOR MINOR SUBDIVISION PLAT REVIEW
CITY OF SOMERSWORTH, NEW HAMPSHIRE

(Do not write in this space)

Date Received: ______________

Fee Paid: $______________

Case Number: ______________

1. Location of property: Commercial Drive, Willand Drive, Route 108, Willand Pond

2. Assessor's Map: 41 / 43 / 64 Lot: 9 / 1 / 1 Zoning District: Commercial-Industrial Recreational

3. Property owner: City of Dover (41-9 & 43-1); C.P.J. Trust (64-1)

   Address (Street/City/State/Zip): City of Dover, 288 Central Avenue, Dover, NH 03820
   C.P.J. Trust, 352 S. Broadway, Salem, NH 03079

   Telephone & Email: (603)516-6459/dean_peschel@yahoo.com (City of Dover)
   (603)212-9353/corey@garabedianprop.com (C.P.J. Trust)

4. Applicant (if different than owner): City of Dover, Dean Peschel

   Address (Street/City/State/Zip): 271 Mast Road, Dover, NH 03820

   Telephone & Email: (603)516-6459/dean_peschel@yahoo.com

5. Description of proposed subdivision (please be as complete as possible):

The applicant proposes to adjust the property boundaries of Tax Map 41, Lot 9 owned by the City of Dover and Tax Map 43, Lot 1 also owned by the City of Dover, by adding Parcel "A" (584,417 sq. ft.) to Tax Map 41, Lot 9 and removing it from Tax Map 43, Lot 1. Additionally, the Applicant proposes to adjust the property boundaries between Tax Map 41, Lot 9 owned by the City of Dover and Tax Map 64, Lot 1 owned by C.P.J. Trust by adding Parcel "B" (226,873 sq. ft.) to Tax Map 41, Lot 9 and removing it from Tax May 64, Lot 1.

The resulting Lots are:

1. Tax Map 41, Lot 9 plus Parcel "A" and Parcel "B" - Transfer to City of Dover
2. Tax Map 43, Lot 1 without Parcel "A" - Transfer to C.P.J. Trust
3. Tax Map 64, Lot 1 without Parcel "B" - Transfer to City of Dover

6. SUBDIVISION PLAT REQUIREMENTS: Please contact the Office of Planning & Community Development for the number of plans to be submitted. Please submit one set of plans in a size not to exceed 24"x36" and the remaining plans 11"x17". The plat shall include the following information

MINOR SUBDIVISION (Three lots or less)

Applicant
(Check Before Submission)

_X_ A. Name of subdivision, name and address of owner of record, land surveyor (stamp and license number) and name and seal of engineer, if any;

_X_ B. Date, bar graph scale not to exceed fifty feet (50') to the inch, north arrow; and approved title block in lower right hand corner, denoting type of application, Somersworth tax map and lot number, county, name of municipality and street location;

_X_ C. Names and corresponding map and lot numbers of abutting property owners;

_X_ D. A signature block to be used by the City at the time of final endorsement of the plat;

_X_ E. Locations, names, and widths of existing streets, boundary lines of the subdivision and all lots, location of buildings, easements (including required site triangle easements), right-of-way, with accurate distances, true bearings, angles and curve data. All dimensions shall be shown in feet and decimals of a foot;

_X_ F. Accurate location and description of all monuments to be set at street intersections, points of curvature, tangency of curved streets and at angles of lots;

_X_ G. The area of all lots, in square feet, noted thereon; Lots shall be numbered consecutively, in accordance with the requirements of the Somersworth Assessing Department;

_N/A_ H. If applicable, proposed location of all utilities such as existing and proposed water mains, sanitary sewers or individual sewage disposal systems including location of soil percolation test pits;

_N/A_ I. If applicable, copies and/or delineation of existing or proposed covenants and deed restrictions;

_X_ J. Boundaries of zoning districts lying within the subdivision, municipal boundary, if any. A list of applicable zoning provisions including minimum setback requirements. A list of variances or special exceptions granted or approved;

_N/A_ K. If applicable, the boundaries of the 100-year flood plain as indicated on the Federal Flood Insurance Rate Maps (FIRM), the City of Somersworth Aquifer Protection District and the City of Somersworth Wetland Conservation Overlay District, as outlined in the Zoning Ordinance;

_X_ L. A location map drawn to scale of 1" = 1000' showing the entire subdivision and its relation to the surrounding area within a radius of 3,000 feet; said map shall delineate all streets and other relevant physical natural features;

_X_ M. Evidence that all necessary State permits have been received or are pending; and

_X_ N. Any revision(s) to the original plat must include the date and description of the revision(s).

7. THE FOLLOWING FEE SCHEDULE SHALL APPLY TO MINOR SUBDIVISIONS:

Advertising	$85.00 or current rate
Fee Per Lot	$75.00
Per Direct Abutter	current rate for certified mail with return receipt
Per 200' Abutter	current rate for first class mail

I hereby apply for Subdivision Plat Review and acknowledge I will comply with all the ordinances of the City of Somersworth, as well as stipulations of the Planning Board, in the development of this subdivision. I understand, that if any of the subdivision plat application specifications are incomplete, the application may be considered rejected.

11/27/17

Signature of Owner

11/27/17

Signature of Applicant

_x_ L. A location map drawn to scale of 1" = 1000' showing the entire subdivision and its relation to the surrounding area within a radius of 3,000 feet; said map shall delineate all streets and other relevant physical natural features;

_x_ M. Evidence that all necessary State permits have been received or are pending; and

_x_ N. Any revision(s) to the original plat must include the date and description of the revision(s).

7. THE FOLLOWING FEE SCHEDULE SHALL APPLY TO MINOR SUBDIVISIONS:

Advertising	$85.00 or current rate
Fee Per Lot	$75.00
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I hereby apply for Subdivision Plat Review and acknowledge I will comply with all the ordinances of the City of Somersworth, as well as stipulations of the Planning Board, in the development of this subdivision. I understand, that if any of the subdivision plat application specifications are incomplete, the application may be considered rejected.

____
Signature of Owner
City of Dover

Paul Garabedian Trustee
____
Signature of Owner
C.P.J. Trust by Paul Garabedian Jr. Trustee

____
Signature of Applicant
City of Dover

To: Planning Board
From: Dave Carpenter
Date: February 6, 2018
Re: FY19 Action Plan

ISSUE:
FY19 Action Plan

INTENT:
This memo will provide an overview of the attached proposed FY19 Action Plan.

GOAL:
Recommend approval of the FY19 Action Plan.

ATTACTCHED:
Red Binder with Proposed FY19 Action Plan.

BACKGROUND

CONSOLIDATED PLAN

In 2015, the City adopted a 5-year Consolidated Plan as mandated by HUD requirements. This Plan serves as a strategic plan for addressing issues such as of homelessness, housing, public services, community and development needs and expanding economic opportunities for very low, low and moderate income persons within the community. The Consolidated Plan includes the Goal and Specific Objectives provided below.

Funded activities must meet the Goal and one of the Specific Objectives.

Goal Statement

The City of Dover has articulated a goal of creating a viable urban environment through the improvement of housing and employment opportunities for low and very low income people and through improving and/or expanding public facilities and services.

Specific Objectives:

1. To provide increased opportunities to residents of the City who require education, health, recreation, housing and related human services.
2. To weatherize and improve the older housing stock of the City, especially for persons of low and very low income.
3. To plan and construct public improvements in areas populated by or used predominately by low and very low income persons.
4. To provide increased employment opportunities for low and very low income persons, with a focus on access to transportation.
5. Removal of architectural barriers to allow increased handicapped accessibility.

ACTION PLAN

To implement the Consolidated Plan, the community must annually adopt an Action Plan that identifies activities and projects that the community has decided to fund with CDBG funds. The Action Plan serves as a means to assure that the Goal and Objectives of the Consolidated Plan are being addressed.

FY 2019 ACTION PLAN

The attached Action Plan (Red Binder) provides the following:

- Overview of the City's CDBG Program
- Required funding formulas
- Available funding
- Staff recommended allocations
- Requests for funding

FUNDING CONSIDERATIONS

Included in Section 4 of the Action Plan is a document titled "Contingency Funding Allocation – FY19 AP". This is a new requirement for the Action Plan to address the uncertainty of funding. Specifically, the FY19 CDBG grant amount and the fund source titled "Return to Fund Pool" listed in row 6 of the document titled "CDBG Fund Allocation" The contingency plan outlines the adjustments to allocations in the event that the FY19 CDBG grant is greater or less than the anticipated amount used in the funding formulas.

The Contingency Funding Allocation – FY19 AP document also outlines the adjustments to allocations in the event that the anticipated "Return to Fund Pool" amount is greater or less than anticipated. Staff anticipates having a firm understanding of the actual amount by June of 2018. Because the "Return to Fund Pool" amount is anticipated but not guaranteed, staff proposes that this fund source be utilized for the My Friend's Place/368 Washington Street project so as not to impact other allocations. My Friend's Place is aware of the conditional nature of this fund source.

PUBLIC FACILITIES

In addition to the applications listed in Section 4 of the Action Plan, the following provides information related to the proposed improvements at Maglaras Park and the proposed improvements for My Friend's Place/368 Washington Street.

<u>My Friend's Place/368 Washington Street</u>

My Friend's Place (MFP) is seeking Public Facilities funds in order to undertake improvements to the facility at 368 Washington Street. The proposed improvements would allow MFP to increase capacity. Staff finds that the proposed projects are consistent with the City's Consolidated Plan.

Description of projects:

1. Kitchen remodel:
   My Friend's Place typically has anywhere from 22 to 26 individuals staying at MFP broken out traditionally by 4 -5 families, 2 -4 single females and 5 single males. If we were to bunk some of the beds in the bedrooms we would be able to increase our numbers potentially by 2-4 single females, 2-4 single males and increase the family sizes by 4-6 individuals. Overall increasing our capacity by 8 to 14 individuals. However, our current kitchen and dining space would not support this increase. We are proposing a kitchen remodel to expand our current space into our fully heated porch space, replace the current cabinets and countertops, purchase a new stove to add to the one four burner model we currently have and one fridge to add to the two we currently have. This expansion would give us space in the center to allow for an island that would add storage space and dining area for residents. This project will incur electrical work, plumbing work as well as a contractor.

2. Installation of a Generator:
   MFP would like to install a generator to serve as a backup when we lose power. In the past four years we have lost power twice for more than one day that forced us to close our doors due to lack of heat. MFP firmly believes that it is necessary to have a plan in place to avoid this from happening again. A generator would allow us to remain open when this happens again.

3. Installation of a Sump Pump:
   We currently experience flooding in our pantry area anytime we experience rain over 1 inch or more. Water damage is occurring in our finished conference room and we are worried of the potential for mold. The installation of a sump pump would prevent further damage and deter the potential for mold and mold related health issues.

4. Collapse/Fill of Unused Well:
   MFP currently has a well that has not been in use for some time. It is currently covered but due to snow removal it is sometimes dislodged. We proposed to have this filled in and permanently capped for safety reasons.

<u>Maglaras Park</u>

The City is proposing to develop a skateboard facility at Maglaras Park. With the loss of the existing skate park due to the Waterfront Development, a new facility would be developed to augment the existing recreational infrastructure at the Maglaras Park. Funds will be used for design, earthwork and installation. This will be the first opportunity for the City to address "recreational opportunities" which is one of the objectives identified as part of the Consolidated Plan's "Specific Objective #1". Maglaras Park is located in a Census Tract that is identified at more than 51% low/mod.

STAFF RECOMMENDATION – FY 2019 ACTION PLAN

Staff recommend approval of the FY 2019 Amended Action Plan.