

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Rm 306 – 61 Locust Street
Meeting Date: **Tuesday, October 23, 2018**
Meeting Time: **7:00 pm**

Members Present: Kirt Schuman (Chair), Gina Cruikshank (Vice Chair), Dennis Ciotti (Councilor), Frank Torr, Dave Landry, James Burdin, Dave White, Lee Skinner, Jackson Kaspari (Alternate), Tom Clark

Members Not Present: Tristan Donovan (Alternate), Hayley Harmon (Alternate)

Staff Present: Christopher G. Parker, Assistant City Manager

The Chair called the meeting to order at 7:00 pm. He also noted that items 3A and 4B would not be heard tonight.

1. CITIZENS' FORUM

Citizens Forum Open. No One Spoke. Citizens Forum Closed.

2. APPROVAL OF THE PRIOR MINUTES

- October 09, 2018 Regular Meeting Minutes

Motion: G. Cruikshank made a motion to approve the minutes as amended. Seconded by D. Ciotti. Vote U/A

3. OLD BUSINESS

- A. Consideration and acceptance of a Site Review for R&P Singh LLC, (Owner: Aranosian Oil Co., Inc.), Assessor's Map 15, Lot 71, zoned B-5, located at 52 Central Avenue. (Proposal is to add a drive-thru service window). *(P08-09A)

K. Schuman noted that the applicant asked to continue until the 13th.

- B. Public Hearing on the City's proposed Capital Improvements (CIP) FY 2020-2025. The CIP can be found on the City Web Site at www.dover.nh.gov and in the Library, City Clerk's office, and the Planning Department.

Motion: G. Cruikshank made a motion to remove the CIP from the table. Seconded by D. Ciotti. Vote U/A

C. Parker explained the CIP process.

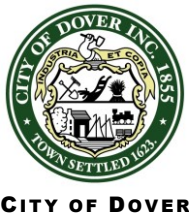
Public hearing opened.

Tim Dargan, Chair of Dover Business and Industrial Development Authority (DBIDA) explained he is here to ask the board to add funds to purchase and develop a future industrial park to the CIP that has been presented. The rough total estimate of funds requested is six million dollars. The goal is to develop commercial property to give relief to the taxpayers of Dover.

Scott Johnson, commercial property owner on Production Dr and Vice Chair of DBIDA gave insight to how this came about and why the rezoning takes so long.

Public Hearing closed.

General Discussion about the CIP occurred among the board members and staff.



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Motion: D. Ciotti made a motion to recommend the City Council approve the Capital Improvements Program as presented with the recommendation that the Council support DBIDA's effort to expand business park options. Seconded by T. Clark. Vote U/A

4. NEW BUSINESS

A. Consideration and acceptance of a Transfer of Development Rights for James R. Wolcott, Assessor's Map 10, Lot 2B, zoned R-12, and located at Prospect Street. (Proposal is to allow construction of a duplex on a lot which otherwise would not be allowed). *(P18-48)

C. Parker explained per Chapter 170-27.2.E(4), the applicant is requesting that the Board vote on the plan indicating the duplex where it is not allowed by right.

The sketch layout shows one duplex designed to look like a single family home. The structure meets setbacks. Conversion of a single family to a duplex is allowed, and the applicant has provided information documenting the existence of multi-unit buildings within the neighborhood.

Robert Stowell, Tritech Engineering, explained the request.

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

Public hearing opened.

Chad Rousse, 53 Prospect St expressed his opposition to the project including the proposed size (80'x30") and likely diminution of value to his home which is a direct abutter.

Bruce Kennedy's mother, Margaret lives at 59 Prospect St. They are opposed to the project due to traffic/safety issues and the proposed change to the character of the neighborhood.

Public Hearing closed.

Staff Recommendation:

Conditions to be Met Prior to Granting the TDR:

1. Payment of the TDR fee (13,402)
2. Revise the plan to note what relief is granted.
3. Any requirements of 170-27.2 be included on the plan.
4. Note added that no further units shall be added to the site in the future

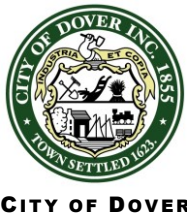
Conditions to be Met Prior to Issuance of a Building Permit:

5. The new dwelling units shall be assessed and pay the current water and sewer investment fees in place at the time of application for service.

Conditions to be Met Prior to Occupancy

6. Issuance of a certificate of occupancy.
7. Impact fees for new dwelling units shall be paid per the invoice included with the Notice of Decision.
8. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

The Board discussed their opinions of the application.



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Motion: J. Burdin made a motion to approve with staff recommended conditions. Seconded by D. White. Vote passed 5-4 with Skinner, Torr, Clark and Schuman opposed.

B. Consideration and acceptance of a Conditional Use Permit for Patrick M. Murray, Assessor's Map 4, Lot 56, zoned CBD-General SUB District, and located at 55 New York Street. (Proposal is to remove a dilapidated four bay garage and rebuild a garage of the same size with 8 ½ ft setbacks from a residential structure located on property and 12 ft. setbacks from a commercial garage located on property). *(P18-47)

K. Schuman noted that the applicant withdrew his application.

C. Conditional Use Permit for DBS Holdings, LLC., Assessor's Map 31, Lot 34, zoned CBD-General, and located at 36 Fourth Street. (Proposal is to remove an existing residential duplex structure and build a new one allowing residential use on the first floor where non-residential is required. Also to allow 46% of lot coverage where 75% is required and 56% of frontage build out where 70% is required.) *(P18-46)

C. Parker explained the applicant seeks to replace a duplex with a new larger duplex. The new larger building will bring the property closer to compliance, but not fully meet the requirements for the zone and therefore needs 3 Conditional Use Permits for the first floor to be residential where non-residential is required, a lot coverage area of 46 % where 75% is required and a frontage build out of 56% where 70% is required. The existing lot coverage is 26% and the existing frontage build out is 45%.

Kevin McEneaney, McEneaney Survey, explained the request.

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

Public hearing opened.

Pam Sawyer, 38 5th St believed she was a direct abutter, but it was determined the property is on the other side of 4th St. She expressed concerns about the size of the building on such a small lot but is in favor of building a new structure and removing the one in poor condition.

Public Hearing closed.

Mr. McEneaney addressed the public comments.

Staff Recommendation:

Conditions to be Met Prior to Issuing the Conditional Use Permit:

1. The application shall be subject to a formal agreement between the Planning Board and the applicant. Said agreement shall be recorded at the Strafford County Registry of Deeds per Chapter 170-20-B(3).
2. Building plan shall note wood or cement fiber board siding

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



CITY OF DOVER

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5. STAFF COMMENTS

- TRC occurred for a project 56 Dover Point Road, 301 Durham Rd
- Should be back in City Hall for December
- CDBG Applications are available

6. MEMBER COMMENTS

D. Landry inquired about a Sawyer Mill Dam update which C. Parker gave.

7. ADJOURNMENT

Motion: F. Torr made a motion to adjourn at 8:30 pm. Seconded by G. Cruikshank. Vote U/A