

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, February 26, 2019**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Dave White, Lee Skinner, Tristan Donovan (Vice Chair), Dennis Ciotti (Councilor), Hayley Harmon, Dave Landry, Jackson Kaspari (Alternate), Matt Sullivan (Alternate), James Burdin (Alternate), Frank Torr,

Members Not Present: Tom Clark

Staff Present: Christopher Parker, Assistant City Manager

The Chair called the meeting to order at 7:00 pm. and stated J. Burdin will vote for T. Clark.

1. CITIZENS' FORUM

Citizens Forum Open. No One Spoke Citizens Forum Closed.

2. APPROVAL OF THE PRIOR MINUTES

- February 12, 2019 Regular Meeting Minutes

Motion: T. Donovan made a motion to approve the minutes as amended. Seconded by D. Landry. Vote: U/A. Change is to remove Jackson Kaspari from the attendees.

3. OLD BUSINESS

A. Update of proposed revisions to Architectural Design Guidelines in the CBD

C. Parker gave an overview of the work completed since January and reviewed the district tables highlighting new solar and green roof component regulations. He asked the Board to review and send comments to him.

D. Landry asked some clarifying questions about having a building right on a rear property line, 100% lot coverage and parking. Send comments and edits to C. Parker.

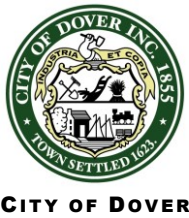
L. Skinner expressed an interest in changing that zero square footage to five feet at the next opportunity. He also believes the applicants will come in with all kinds of reasons why solar and green roofing requirements can't be met. The Board should think about what we can do to really make the requirements stick. Some areas of the document list the word encourage. He wants to look into what can be done to improve enforcement.

D. Ciotti has concerns about the five-year parking lease being too short.

B. Public Hearing, consideration and possible vote of amendments to Chapter 149, entitled "Site Review Regulations" of the code of the City of Dover. Amendments include stormwater infrastructure third party review, definition of medical use, and landscape requirements. The full text of the amendments is available in Planning Department & at www.dover.nh.gov located under City Documents & View Current City Reports.

C. Parker summarized the proposals and suggested to hold a public hearing and potentially adopt them tonight.

Public Hearing Open. No One Spoke Public Hearing Closed.



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Motion: J. Burdin made a motion to approve the amendments. Seconded by D. Ciotti. Vote: U/A.

- C. Public Hearing, consideration and possible vote of amendments to Chapter 155, entitled "Subdivision of Land" of the code of the City of Dover. Amendments include the TRC submission, ownership of Open Space, location of standard road cross sections, and landscape requirements. The full text of the amendments is available in Planning Department & at www.dover.nh.gov located under City Documents & View Current City Reports.

C. Parker summarized the proposals and clarified the landscaping was adopted last year in the site regulations.

Public Hearing Open. No One Spoke Public Hearing Closed.

Motion: H. Harmon made a motion to approve the amendments. Seconded by D. Landry. Vote: U/A.

4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Lisa Roseberry & Richard Naimark & David Schmidt, Assessor's Map 31, Lot 47, zoned CBD-Residential, located at 20-22 Fifth Street. (Proposal is to allow psychiatric office on first floor of existing residential duplex). *(P19-15)

C. Parker explained that applicant has applied for a Conditional Use Permit for relief to allow a psychiatric office on the first floor of an existing duplex. There is an existing psychiatric office located on the abutting property. Professional services and offices are permitted via a CUP in the Residential sub-district.

The applicant submitted a narrative explaining how they meet the criteria of 170-20.B(2).

There are no changes being proposed to the exterior of the building other than the building being painted in the spring.

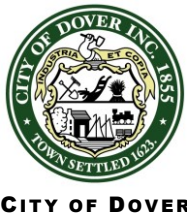
David Schmidt, Lee NH, owner reviewed the proposed use. He and Richard Naimark currently work in the building next door at 16 and 18 Fifth St. The business is busy, and they are planning on leaving those offices open at that location. They also have a business for treatment of depression currently located within the 18 Fifth St. office. They want to move that into the first floor of 22 Fifth St. which is one side of the duplex. The upper two floors of that unit would become a residential apartment. There's no plan of expansion of the business. Should be no extra traffic. The clients are already coming to that area. Parking would be off-street.

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

Public hearing opened.

Pam Sawyer, 38 Fifth St. can't see how they're going to fit eight parking spots there and those won't be enough for employees and clients. She wondered how many clients per hour will be there. It's a very tight road. The sidewalks are in terrible shape and need to be repaved.

Public Hearing closed.



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C. Parker addressed sidewalks on Fifth street. There is a three-year plan to get those fixed along with drainage and water line. It was going to be done earlier, but the trees were an issue to be discussed. There are plans in the works and he will be in touch with the abutter to give her more info.

David Schmidt, Lee NH addressed concerns. He clarified he is not starting a new business. It's already operating out of 18 Fifth St. They may add parking spaces to the side and back of the house if needed. The barn on the property will probably be torn down which will add more space. The current business has no off-street parking options. This business will be a private business owned by Mr. Schmidt and Mr. Naimark. They could at least move their cars onto this property along with the two patients per hour at the new location which will free up some street spaces. There will be three total employees at 22 Fifth St who are currently parking on the street while working at the first location.

D. Ciotti had some concerns about parking.

J. Kaspari has experience using that driveway and those spaces. He doesn't think eight spaces will fit. Parking will need to be addressed.

M. Sullivan also expressed concerns about the parking available.

STAFF RECOMMENDATION:

Chapter 170-20-B of the City Code provides for relief from the requirements of the Central Business District zone by the Planning Board. The Planning Department believes this plan is consistent with those provisions and recommends that the Planning Board vote to grant the Conditional Use Permit with the following conditions:

Conditions to Be Met Prior to Issuance of a Permit:

1. A formal agreement between the Planning Board and the applicant shall be prepared and recorded at the Strafford County Registry of Deeds.
2. Parking layout will be reviewed and approved by the Technical Review Committee.

Motion: L. Skinner made a motion to approve with staff recommended conditions. Seconded by J. Burdin
Vote U/A.

5. STAFF COMMENTS

- TRC: The Little Bay Marina Project, both First Street projects, project on Abbot Street, and a project on Prebble Street.
- DHA Board approved the Waterfront term sheet. The Council is reviewing now.
- The 25th Annual Spring Planning and Zoning Conference will be held on Saturday, June 1, 2019, at the Grappone Conference Center in Concord, NH. Information will follow.
- Regarding the Old Courthouse, C. Parker thanked the community that has reached out with questions about the process. He discussed parking which is being researched. Probably half of the spaces will be allowed to be permitted leaving plenty available for one-off users. The building will be assessed impact fees. There's about 1% vacancy rate in the City for residential.
- Discussed private property rights and the role the Planning Board plays.
- At D. Landry's request, C. Parker updated the board on last week's applications to the ZBA.



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6. MEMBER COMMENTS

D. Ciotti confirmed Fifth street is in the plans for sidewalk/road work in two years for planning and three years for construction.

7. ADJOURNMENT

Motion: L. Skinner made a motion to adjourn at 8:13 pm. Seconded by F. Torr. Vote U/A