

CITY OF DOVER

COACHECHO WATERFRONT DEVELOPMENT ADVISORY COMMITTEE – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 305, 61 Locust Street, Dover, NH**
Meeting Date: **Tuesday, June 18, 2019**
Meeting Time: **5:30 PM**

PRESENT: Dana Lynch (Chair), Norm Fracassa (Vice Chair), Beth Fischer, Matt Cox, Kyle Pimental, Jack Mettee, Kim Schuman, Otis Perry

EX-OFFICIO: Michael Joyal (City Manager)

STAFF: Steve Bird – City Planner

OTHERS: Jeff Johnston, Margaret Joyce, Maurice Olivier

1. **Call to Order at 5:00pm**
2. **Approval of Minutes from March 19, 2019**

Motion: Mette moved to approve the minutes of March 19, 2019. Cox seconded. Vote U/A

The Chair welcomed new member Otis Perry to the committee. He also noted Samia Touma is no longer on the committee. Lynch stated he is looking for an architect to join the committee.

3. **Citizen's Forum:** None
4. **Changes to the Agenda:** None
5. **Correspondence**

Lynch noted the only correspondence is Touma's resignation letter if any committee members wish to review it.

6. **Old Business:** None
7. **New Business**

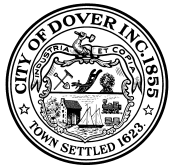
A. Update on Due Diligence Process by Jeff Johnston of Cathartes

Jeff Johnston of Cathartes reported they've drafted a response to the RAP which Bird has. They have started their phase I environmental investigations and site assessment which is due by the end of the month. They are also doing test pits and are doing Geotech and Environmental tests at the same time which will give them good data regarding the soil. They have been focused on the south side. The north side is still being figured out for the RAP and the bluff regarding materials. The civil engineering update is in progress to get a pad-ready scope. Utility discussions need to take place. They are ready to meet with the site plan sub-committee in the next few weeks. They are working on the survey to find the lot line limits. They will use the title information and put together a title policy. They also have a draft of the LDA.

Lynch said the development agreement needs to be done by September 30th. Between now and then the site review subcommittee will meet with the design team. Johnston noted the revised master plan will be submitted by 6/30/20.

B. Report on Bluff Removal Project

Bird reported that building locations and elevations are under discussion with the City, Severino and Cathartes. They have to figure out the best elevation taking into account the sewer line, the street and the ledge. They did some test pits as part of the due diligence. Most of the blasting is done and they have about 20,000 cubic yards of material to process. Most will be retained by the City to be used for utilities & roadways. The processing will take about a month.



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Fischer wondered about plans for parking. When parking area goes away as part of the project, will other parking be created to handle the need?

Bird explained many of the spaces can remain through construction. The plans the committee has approved do not include parking for off-site users. Discussions have occurred with the City and the owner of 1 Washington Street about the upcoming need for parking there. The long-term plan for the dredge disposal site is parking.

C. Report on Status of Environmental Permitting

Bird stated the alteration of terrain permit was submitted to DES in February and received comments back in April. The consultants responded to some comments, but a soil survey was necessary and completed last month. The remainder of the information was submitted yesterday, and it's believed the state has enough information to make a decision now.

Regarding the wetlands permit, there was a pre-permitting meeting with the permitting authorities in April to discuss reducing the wetlands impacts and look at the design of the shore line stabilization.

Mettee expressed wishes for the City to continue to pursue discussions with the permitting authorities to ensure the approval of the shore line plans the committee has approved. Lynch agreed.

Bird noted the permit has not been filed yet since the City wants to take care of mitigation before submitting.

D. Report on Remedial Action Plan

Bird said a draft of the RAP was received in April and shared with Cathartes as part of the term sheet agreement. Comments were received back from them in early May. GZA reviewed their comments and responded by providing clarifying information.

E. Report from the Chair on Sub-committee Appointments.

Lynch commented that he will decide when committee meetings are necessary moving forward based on how much progress has been made on the project and what updates should be relayed.

He wants to put two sub-committees in place. The first is a site development concept subcommittee to monitor the site concept. Changes to the site concept plan need to be approved by the full committee by June 2020. The sub-committee would be responsible for technical discussions with the developer and reporting back. He has asked Fracassa, Fitzgerald and Mettee to be on the sub-committee. Once an architect is added, that person will round out the four-person team.

The second is a phase I site plan review sub-committee and will focus on the south portion of the property meeting with Cathartes in the next few weeks to learn their plans for the site. Long term responsibilities for the sub-committee are to review site and architectural designs as well as landscaping. They will assure compliance with guidelines. The deadline is 12/31/19 so all meetings will occur between now and then. Fracassa, Pimental and Perry will be on this sub-committee.

8. Committee Member Comments

Lynch presented the Jeffrey Taylor lifetime achievement award to Mettee. It was awarded by the NH Planners Assoc.

Pimental commented that he and several other folks presented to the New England sustainability group and did a walking tour of the Dover waterfront. People commented how impressed they were with the design and shore line stabilization.

9. Adjournment

Motion: Mettee moved, and Fracassa seconded to adjourn at 6:25 pm. All in favor