



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 10, 2019**
Meeting Time: **7:00pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 5 – BOARDS, COMMISSIONS AND COMMITTEES: SECTION 13 DOVER ARTS COMMISSION**
SPONSORED BY COUNCILOR SHANAHAN
 - B. TREE CUTTING AND STONEWALL RELOCATION ON SCENIC ROAD (OLD GARRISON ROAD); BUILDING PERMIT FOR CLASS VI ROAD**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. June 26, 2019 – Workshop Session**
 - B. June 26, 2019 – Regular Meeting**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - 1. CHAPTER 5 – BOARDS, COMMISSIONS AND COMMITTEES: SECTION 13 DOVER ARTS COMMISSION**
SPONSORED BY COUNCILOR SHANAHAN
 - B. ORDINANCES IN THE 3RD READING**



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C. RESOLUTIONS

- 1. TREE CUTTING AND STONEWALL RELOCATION ON SCENIC ROAD (OLD GARRISON ROAD); BUILDING PERMIT FOR CLASS VI ROAD**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Florence Street**
- 2. B19071 CITY HALL SECURITY SYSTEM**
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. B19088 HOUSEHOLD HAZARDOUS WASTE CLEAN UP DAY MXI ENVIRONMENTAL SERVICES LLC**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. ON CALL ENVIRONMENTAL CONSULTING SERVICES WITH RANSOM ENVIRONMENTAL INC. FOR COCHECO STREET**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. PURCHASE OF WATER METERS STILES COMPANY**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. APPROVAL OF LICENSE AGREEMENT BETWEEN THE COOPERATIVE ALLIANCE FOR SEACOAST TRANSPORTATION AND CITY OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. APPROVAL OF LICENSE AGREEMENT BETWEEN CSBB INVESTMENTS, LLC AND CITY OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST



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COMMITTEE REPORTS

- | | |
|---|--|
| 1. School Board | 15. Parking Commission |
| 2. Planning Board | 16. Pool Advisory Committee |
| 3. 400th Anniversary Committee | 17. Recreation Advisory Board |
| 4. Appointments Committee | 18. Solid Waste Advisory Commission |
| 5. Arena Commission | 19. Transportation Advisory Commission |
| 6. Arts Commission | 20. Waterfront TIF Advisory Board |
| 7. Conservation Commission | 21. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 8. Downtown TIF Advisory Board | 22. Joint Building Committee Garrison Elementary School |
| 9. Energy Commission | 23. COAST |
| 10. Heritage Commission | 24. Dover Main Street |
| 11. Legislative Liaison | 25. Strafford Regional Planning Commission |
| 12. Library Board of Trustees | 26. Tri-City Homelessness Task Force |
| 13. McConnell Center Advisory Committee | |
| 14. Ordinance Committee | |

B. RESOLUTIONS

- 1. AMEND FISCAL YEAR 2020 FEE SCHEDULE PARKING FEES
(TO BE REFERRED TO A PUBLIC HEARING ON JULY 24, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166. SECTION 37 VEHICLES AND TRAFFIC - HOURS OF OPERATION AND RATES
(TO BE REFERRED TO A PUBLIC HEARING ON JULY 24, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**

14. COUNCIL CORRESPONDENCE

- A. Letter from Xfinity, dated June 24, 2019.**

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN

City Manager's Report

July 10, 2019

Reporting on June 2019



Legal Department

Joshua Wyatt, City Attorney

The Office of General Legal Counsel provides legal support to the City Council, City Manager, city staff and volunteers on boards, commissions and committees of the City of Dover to assist efforts in providing services to our constituents and/or customers. In addition, legal support is also provided to the Dover School Board and Superintendent of Schools.

	For Month	FY19	FY18	FY17
Legal Matters/Questions Handled	35	342	456	354
Document Creation & Review Including Contracts	48	269	259	271
Right to Know Requests Processed	06	41	94	73
Resolutions	15	53	67	42
Ordinances	01	18	10	13

Customer Focused Outcomes: Right to Know Requests

- Dover – Produce labels for all fertilizer and pesticide products.
- Oklahoma - Farmwood Village Mobile Home Park documents
- New Hampshire – Right to Know.org
- Dover, NH – Water Quality Test Results and Reports by Emery & Garrett
- Dover, NH – Maple Suites, 30 Holiday Drive Code Violations and Certificate of Occupancy
- Massachusetts – 17 Production Drive, Dover, NH

**Product & Process Outcomes:
Assistance to City Departments**

City Council	Drafting/review of resolutions and ordinances; General Code Recodification
City Manager	No legal assistance needed.
Community Services	Murray/Red's Shoe Barn drainage issue; Chestnut St/Eversource; Makem Bride natural gas crossing; GB Issues; McPherson-Mt. Vernon Drainage Easement; Fence issue
Executive	Net metering issue, Fire & Rescue Chief Employment Agreement; Court appearance in employee child support matter
Fire & Rescue	Review of Affiliation Agreement-NHCPR
Finance	Hourly Tax Exempt; Other tax exemption considerations; Prepare and review various contracts; track and file City claims with Primex; Scan and forward bankruptcy notices
Planning	White Family 1995 Trust/Scenic Rd; Old Garrison; Community Trail Easements; Land swap – Prior; Downeast Energy Easement; Double Diamond North/South Easements; Sixth Street Easement; COAST; Solar Override; Conservation Easement/Morin, 371 Tolend Rd
Police	No legal assistance needed.
Public Library	No legal assistance needed.
Public Welfare	No legal assistance needed.
Recreation	Review and revise lease for new tenant in McConnell Center
School	DHS JBC Issues
Committees	Dover Arts Commission ordinance change to add literacy laureate

Financial Outcomes: Litigation

Ventas Realty Limited Partnership v. City:

(2014 tax year) Bench Trial held June 2018. Ruling in favor of City received. Plaintiff filed Motion for Reconsideration, denied by Strafford County Superior Court. Case appealed to NH Supreme Court. Brief filed by Appellant.

(2015 tax year) City filed Answer to Petition for Abatement with Certified Record; City filed Case Structuring and ADR Order. Case stayed pending resolution of 2014 case.

(2016 tax year) City served with complaint. Case stayed pending resolution of 2014 case.

(2017 tax year) Complaint filed with Court on August 28, 2018 and served on City September 24, 2018

Opioid Epidemic Litigation: Retained services of Robbins Geller of Boca Raton, Florida for fraudulent marketing practices of pharmaceutical manufacturers. Suit filed in USDC in Concord.

Shawn Labrie v. City of Dover Office of Assessor – Case pending in Strafford County Superior Court. File sent to outside counsel.

McQuade Realty, Inc v. JAD Investments LLC & City: City Attorney filed an Answer and Appearance. File sent to outside counsel.

Industrial Tower & Wireless, LLC v. City: ITW claims that the City has unreasonably restricted construction of wireless facilities. Complaint dated 01.17.2019 filed with the US District Court in Concord.

City V. Cocheco Falls Associates, LP: City filed a Complaint in Strafford County Superior Court for Damages and Request for Declaratory Relief regarding the Cocheco Falls Dam Lease Agreement.

Little Tree Education, LLC et al v. City: Received Summons and Complaint on 4/15/19. File sent to outside counsel.

Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath: Served on City on 4.17.2019. File sent to outside counsel.

The use of outside counsel to handle specialty matters continues and consists of environmental matters and labor negotiations. There are a small number of attorneys hired on a variety of smaller matters.

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

Business activity in the region continued to expand at a modest to moderate rate. The automotive sector reported sales declines as did the manufacturing sector. Recent retail and restaurant activity was reported as up moderately coming to the end of Q2 with City assisted sales help. Several downtown restaurants and retailers reported declining sales due to parking problems or development limited access to their places of business. Staffing firms also reported a decline in revenue due primarily to a lack of qualified candidates. Commercial real estate activity, including multifamily/ mixed use projects continued to be strong regionally and locally. Residential real estate markets saw some increases in closed sales and increases in median sales prices. The Dover unemployment rate remains at 2.1%. Planned modest wage increases are gaining momentum with prices increasing slightly to moderately in most sectors (3.0-3.5 %). Most contacts expect moderate further growth consistent with recent results going forward. Recent stock sell offs due to trade war fears and political uncertainties are being overcome by strong fundamentals. Most recently the US economy is growing at a record pace (GDP growth at 4.2% over Q3, 2.6% for the year, but declining to 2% over the course of 2019) with tariff and trade policy concerns. Interest rates most recently are falling within narrow ranges. Downtown retailers, bars and restaurants are experiencing a good weather uptick in performance this month with a few suffering from increased competition and rising lease costs. The most marketing savvy establishments are experiencing improved sales growth aided by the multiple marketing events cosponsored and implemented by DBIDA, Dover Main Street, the Chamber of Commerce and the Dover Retail Committee. Retailers reported they continue to be helped by the First Fridays Art Walk events, the Dover Arts Festival and other events with the cooperation of virtually all merchants, City wide. Service providers are generally faring better than product retailers.

Selected Business Services:

Demand for consulting and advertising is up moderately over last year at this time. Software and IT services providers are experiencing slightly increased activity as walk-in convenient care centers and stand-alone ER's are being added. Some consolidation is now being experienced in the institutional healthcare sector. Wentworth Douglas Hospital's merger with Mass General and Exeter is part of an overall consolidation trend in institutional healthcare. This is expanding the range of medical specialties available to the Dover market. WDH has opened a medical practice facility at the Pease Development Authority. Portsmouth Regional Hospital has opened a stand-alone ER building at Exit 7 in Dover. Wages, while up significantly in critical skill areas, remain just above inflation on average, as do prices. To attract highly skilled workers in growing industries these firms are expanding their social media and technological attraction efforts. Increased health insurance costs remain a concern with the uncertainty of the future reform of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Experienced wait staff is at a premium. Overall the sector is optimistic and expecting high single digit growth over the next two quarters and beyond.

Local walk-in healthcare centers are hiring strongly as these in- demand skill sets become available.

Predictions for 2019 revenue growth are in the 4% range.

Office and Administrative Support, Food Preparation and Related Serving, and Healthcare Practitioners and Technical occupations in Dover all exceed the national average while Computer and Mathematical occupations are the fastest growing in Dover having grown by 475 jobs year over year.

Commercial Real Estate:

Non-residential commercial real estate sales activity continued with modest sustained growth locally, and with flat activity in the Boston and Portland markets and declines in Connecticut and Rhode Island markets. Demand locally has remained positive with several local commercial developments, mixed use infill, multifamily and assisted living investment projects coming to fruition. New build costs for needed 20,000 SF – 30,000 SF manufacturing/ assembly/ warehouse/ office spaces at Enterprise Park are causing sticker shock for several prospects and delaying project initiation with two breakthrough projects beginning to buck the trend this coming month. Accelerator units of 1,200 – 2,500 SF are sorely needed to house small post startup companies to get underway and to grow in Dover. Office leasing continued to improve this month. Land sales continue to have momentum locally. Investment demand for commercial real estate remains strong, especially for industrial space. Leasing fundamentals maintained a moderate pace of improvement in recent weeks, consistent with slow employment growth. A significant amount of speculative office construction as part of mixed use building is now being done. Some recent mixed use developments that were experiencing difficulty in filling the commercial component while booking the residential component immediately have now filled their commercial space. The lending environment remains highly favorable to borrowers, with historically low, and now decreasing, interest rates but with somewhat tighter lending standards. Abundant investment capital continues to flow into commercial lease properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace with local inventory in this category rising rapidly. The outlook remains optimistic across the region. Forecasts call for more slow but steady improvement in fundamentals moving forward, pending steady employment growth. Fiscal policy and uncertainty around the business and employment effects of the Healthcare Bill and Medicaid status are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity. Some major capital spending projects are underway and some about to be announced. The Fosters building at 333 Central Ave. project is currently going forward with additional new construction observed. The Robbins building downtown sold to Cathartes who is now well along in the process of building all of the above ground stories for a full block mixed use development.

See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets recently contributing strong performance on the Seacoast, have once again begun to improve somewhat. Home buyer confidence still appears to be there. Completed sales of single family homes increased year-over-year in Q1 and Q2 but Q3 and Q4 unit sales in 2017 declined slightly and 2018 unit sales declined slightly due to lack of inventory but dollar sales were up due to the increase in prices. Rising prices are convincing sellers to put homes on the market but interest rates have now declined once again removing some of the "buy now" pressure in the market. Median selling prices continue to rise locally and are up 9.7% year-over-year 2017-2018. Condo sales though somewhat mixed regionally, are up slightly locally as well, as are condo pricing and pending sales. Closed unit sales of both single family homes and condominiums improved very slightly over the past month. Median sale prices in NH and in Dover increased again in the period for single family homes to the \$387,000 range. Pending sales suggest the markets for single family houses and condos will continue, though somewhat abated, throughout 2019 with a probable more significant pause in growth late in 2020 or early 2021.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting mixed results with 25% reporting significant market weakness. One point-of-purchase systems supplier is experiencing sales increases significant enough to require some out sourcing of production but may move to consolidate operations at their Massachusetts HQ. Local manufacturing has grown 400 jobs this year. Exporters to both Europe and China are concerned with the UK exit from the EU and most world economies are not doing as well and that softens support for the US economy. The Chinese economy has slowed with China's GDP still growing, but at a very reduced rate and their investment in infrastructure, often purchased here, is down significantly. Some concern exists that the new administration's "America First" policies and import tariffs will negatively affect exports significantly and that has begun. While the tax reform law is expected to make exporting US companies more competitive internationally, it is not compensating fully for the negative tariff sanctions on exports to China. The negative tariff situation VS, China is estimated at only 4.5 % in adverse costs so far, but depending on the outcome of pending trade talks with China, 25% tariffs on over \$400 million in Chinese goods sales in the US is now in effect. Currently, local manufacturers are experiencing flat export sales. The North Korean situation ups and downs make it difficult to assess the effects they will cause in world-wide markets and economies should they become a world player in foreign markets. Other uncertainties surrounding the federal administration change are evident in local manufacturers, including a relaxation of the regulatory constraints on businesses that will reduce costs. It is expected that the relaxation of coal power plant emissions by the EPA will add capacity and reduce some costs at peak use periods for local electrical energy. Local manufacturers are still slightly uncertain about the tax reform package but are encouraged by the most recent amended tax reform law passed. Pickup truck, SUV and auto sales have declined again in June. Locally we are seeing some confidence in future auto sales expressed in two large dealership expansion and upgrade investments on Dover Point Road. Dealership auto inventories on site are growing. Manufacturing firms reporting on inventory levels are citing higher levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth are now headed up at a modest pace. Capital investment is up locally except for some new builds being deferred due to building costs exceeding the value of the completed building at present. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese, Brazilian, Venezuelan and European economies and the pro-business messages from the new administration. Locally, Safran and Albany

International businesses are now seeing an uptick and are hiring again when qualified workers can be found. Some major capital spending projects are underway and some about to be announced. A number of other commercial projects are currently underway or about to be underway during this early building season. Outlook for the balance of the year remains positive. Very few existing manufacturing buildings in the 20,000-30,000 SF range have become available locally. The Silver Square development is now well underway with Phase II progress on this \$50 million dollar development.

Price pressures remain moderate. Regional manufacturers remain cautiously optimistic.

Labor demand has been strong in IT and software. Nursing, electronics, engineering, quality assurance tech and legal skills demand remain strong. Most firms in the field have begun to hire with wages beginning to move upward. Qualified workers in many tech skills areas are not available locally and a lack of a comprehensive worker training program locally is beginning to be detrimental to acquiring relocation candidate companies, especially when the local cost of higher property taxes, new buildings, electricity and water is folded into the mix. New initiatives with the Greater Dover Chamber of Commerce Education Committee, Dover high School CTC, Great Bay Community College, Somersworth High School CTC and UNH for BIZEDConnect are underway with the new Board member assignments. Recent reductions in the NH BPT and EPT are being reversed by the Democratic NH State Legislature further reduces the credibility claim for the "NH Advantage". The FY2019 property tax increase with an over the tax cap budget from the School District is causing concern at several local businesses when combined with high electric energy costs and water processing costs. Some expect demand for commercial real estate to slow in late 2019.

Retail & Tourism:

Retailers contacted for this period report year-over-year store sales up by mid- single digit percentages. The uncertainty about the effect of the tax reform law on household income and the issues of the affect on healthcare coverage and cost have faded to some degree. The recent gasoline price volatility (now in a significantly higher price cycle), has had no discernible effect yet on hotel and restaurant sales so far. A significant increase in military spending is having a very positive effect on the number of shipyard and Air Force workers electing to get better value for their Fed per diem allowance by staying in Dover hotels and having dinner in Dover instead of Portsmouth. On-line shopping has reinforced a "just-in-time" shopping mentality that has exacerbated erratic monthly sales results for brick and mortar retail stores. Many malls are being repurposed to other uses, including residential development. Many retailers are making infrastructure investments to participate more fully in on-line sales with on-site drive through pick up points. The decline in the large shopping malls may begin to help our small retailers with people looking for unique products and personal customer service. Bus tours to Dover are fully booked for 2019. Pricing that has remained steady up to now, is beginning to be affected by wage rates for experienced retail clerks and wait staff and is beginning to force prices to rise or margins to decline at local restaurants.

Employment and Wages:

Local labor market pressure sustained in June, coming out of a flat first quarter. Dover's current unemployment rate is 2.1%. Salary increases for highly skilled employees are increasingly frequent as retention and attraction efforts multiply to sustain growing sales.

Lack of STEM skills and drug test failures by prospective employees are real limits to the potential hiring pool.

Wages for wait staff and experienced retail workers have begun to move upward. 2018 wage gains averaged 3.5% and something in the 4. 5% range is expected in 2019.

Restaurants are expressing concern about labor shortages.

In the higher skill set categories; engineers, paramedics, physician's assistants and nurses are in short supply and are commanding top salaries and temporary living subsidies for those traveling to the region to work.

Local Major Development Projects:

- First Street Development Phase 2 in TRC.
- Third Street Development
- Silver Square Development: Phase 1 completion, Phase 2 underway.
- 49,000 SF at 27 Production Drive leased to buy option exercised.
- Robbins Building site
- Cathartes Project (Demolition complete, upper stories being built).
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from "sticker shock" for new builds. Two projects expected to begin in 2019.
- Fosters Building sold for \$1.5 million / Kostas Brothers (renovation in process).
- The Old courthouse Building on First and 2nd may now be renovated for a mixed use facility.
- 6 Grove St. Project is underway.
- The Fosters building on Venture drive is up for sale.
- Bradley Commons Phase 2.

Parking Division

Meter Activity

	May 2019	May 2018
Meter Transactions	42,594	41,284
Income from Meters - Total	\$59,403	\$52,971
Income from Meters – Parking Garage	\$5,995	\$4,237
Meter Days	22	22
Average Meter Transactions Per Day	1,936	1,877
Transaction Increase / Decrease	+3.1%	

	Fiscal Year 2019	Fiscal Year 2018
Meter Transactions	426,953	408,920
Income from Meters - Total	\$592,284	\$539,965
Meter Days	229	229
Average Meter Transactions Per Day	1,864	1,786
Transaction Increase / Decrease	+4.4%	

Electric Vehicle Charging Stations

Month	Number of Times Charging Stations Used	Amount Added to Parking Activity Fund
April 2019	17	\$47.00
May 2019	24	\$73.00

COAST

Ridership Activity

Month	Route 1	Route 2	Route 33 (FasTrans)
May 2018	5,551	16,495	1,125
June 2018	5,335	15,118	947
July 2018	4,409	14,019	832
August 2018	5,272	16,055	1,063
September 2018	4,503	13,291	1,086
October 2018	5,618	16,595	1,245
November 2018	5,193	15,055	1,107
December 2018	5,049	14,655	899
January 2019	5,221	14,432	1,067
February 2019	4,796	13,479	1,103
March 2019	5,336	15,429	1,161
April 2019	5,704	16,278	1,243
May 2019	6,349	17,047	1,350

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, June 26, 2019**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Gasses led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gasses, , Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams. Councilor Keane arrived at 6:38 pm.

Also Present: City Manager Joyal, City Attorney Wyatt, and City Clerk Mistretta.

5. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Mayor Weston, seeing no one wishing to speak, closed the Citizen's Forum.

6. TOPIC OF DISCUSSION

A. DOWNTOWN PARKING RECOMMENDATIONS

Parking Commission Chairperson Reynolds gave an overview of the Downtown parking recommendations to the Council.

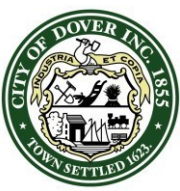
B. REALIGNMENT OF CHESTNUT STREET PARKING LOT ENTRANCE

Assistant City Manager Parker gave an overview for the proposed realignment of Chestnut Street parking lot entrance to the Council.

7. ADJOURNMENT

Councilor Ciotti moved to adjourned to the Regular Meeting; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.



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~~3. PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gasses, Councilor Keane, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Also Present: City Manager Joyal, City Attorney Wyatt, and City Clerk Mistretta.

5. PROCLAMATIONS/AWARDS

A. NEW HAMPSHIRE HEARTSAFE COMMUNITY AWARD PRESENTED BY THE NH BUREAU OF EMS & THE AMERICAN HEART ASSOCIATION

Fire Chief Hagman introduced the representatives of the American Heart Association, Emily Knight and Nancy Long; and Bill Wood from the Bureau of Emergency Medical Services.

Mr. Wood read the Heartsafe Community award letter from Ms. Pendergast the Council and presented it to Mayor Weston.

Ms. Knight presented and read the Certificate of Appreciation for being a Heartsafe Community to the Council.

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to substitute as a whole Item #13.A.27. The title was changed to Donated Easement for Public Access over Sixth Street Station for Community Trail.

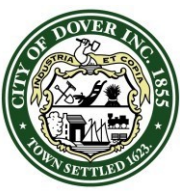
Councilor Ciotti moved to approve the Agenda as amended; seconded by Councilor Thibodeaux.

Vote: 9/0.

7. PUBLIC HEARINGS

A. FISCAL YEAR 2019 TRANSFER ADDITIONAL FUNDS TO SCHOOL CAPITAL RESERVE FUNDS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.) SPONSORED BY MAYOR WESTON BY REQUEST

Mayor Weston, seeing no one wishing to speak, closed the Public Hearing.



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Norman Allie, 66 Stocklan Circle: He spoke about City services that didn't apply to property owners on private roads.

Allison Davis, 11 Hidden Valley Drive: She spoke about City services that didn't apply to property owners on private roads.

Michael Abresch, 29 Childs Drive: He spoke about City services that didn't apply to property owners on private roads.

Andrew Zuorski, 58 Augusta Way: He spoke about City services that didn't apply to property owners on private roads.

Mayor Weston, seeing no one else wishing to speak, closed the Citizen's Forum.

9. CITY MANAGER'S REPORT

A. June 12, 2019

B. June 26, 2019

City Manager Joyal submitted the reports listed above in writing. He referred to Page 97 of the June 26, 2019 report and recognized employees' years in service. He introduced City Attorney Joshua Wyatt to the Council. He informed the Council that Deputy Fire Chief Haas has accepted the position as Fire Chief. He also thanked retiring Fire Chief Hagman for his service to the City.

Councilor Muffett-Lipinski moved to accept the City Manager's Report; seconded by Councilor Thibodeaux.

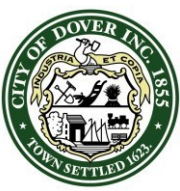
Vote: 9/0.

10. APPROVAL OF MINUTES

A. May 22, 2019 – Regular Meeting

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor Ciotti.

Vote: 8/0.



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CITY COUNCIL - MINUTES

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11. MAYOR'S REPORT

Mayor Weston listed the events she has attended: Government Affairs meeting, Dover High School and Dover Adult Learning Center graduations, Children's Museum, and Flag Day ceremony. She added that she spoke with the Governor and Senator Watters regarding education funding. She also spoke about the State of the State press release and the impact on the schools.

Councilor Keane moved to accept the City Manager's Report; seconded by Councilor Shanahan.
Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. FISCAL YEAR 2020 CAPITAL IMPROVEMENTS PROGRAM (CIP) APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF) CHAPEL STREET RAVINE STORMWATER TREATMENT PLANNING LOAN (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Shanahan.
Roll Call Vote: 9/0.

- 2. FISCAL YEAR 2019 TRANSFER ADDITIONAL FUNDS TO SCHOOL CAPITAL RESERVE FUNDS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)**
SPONSORED BY MAYOR WESTON BY REQUEST

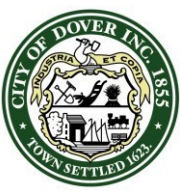
Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.
Roll Call Vote: 9/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Children's Museum of New Hampshire**
- 2. BLOCK PARTY – Grove Street**
- 3. BLOCK PARTY – SIX03 Endurance**
- 4. ROAD RACE – SIX03 Endurance**

- 5. B11001 WRIGHT-PIERCE ADDITIONAL SCOPE OF WORK**
SPONSORED BY MAYOR WESTON BY REQUEST

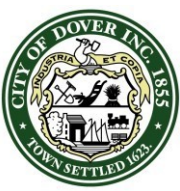


CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 26, 2019**
Meeting Time: **7:00pm**

- 6. B15060 ADDITIONAL DESIGN SERVICES FOR WATERFRONT DEVELOPMENT PHASE I**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B18015 PROFESSIONAL SERVICES FOR VARNEY BROOK PUMP STATION CONSTRUCTION OVERSIGHT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. B18075 CONSULTANT FOR BELKNAP AND ELM ST NEIGHBORHOOD RECONSTRUCTION CONSTRUCTION SERVICES CHANGE ORDER #1**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. B18084 ADDITIONAL SCOPE FOR COCHECO ST PUMP STATION RECONSTRUCTION-CONSTRUCTION OVERSIGHT DUBOIS & KING**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. B19059 BELKNAP AND ELM ST NEIGHBORHOOD RECONSTRUCTION**
SPONSORED BY MAYOR WESTON BY REQUEST
- 11. B19068 VARIOUS CHEMICALS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 12. B19075 BITUMINOUS CONCRETE ASPHALT PICKED UP**
SPONSORED BY MAYOR WESTON BY REQUEST
- 13. B19076 WASTE WATER TREATMENT PLANT BIOSOLIDS MANAGEMENT SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 14. B19081 COCHECO PUMP STATION RECONSTRUCTION**
SPONSORED BY MAYOR WESTON BY REQUEST
- 15. B19086 NIGHT VISION MONOCULARS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 16. PURCHASE OF 2019 MODEL YEAR VEHICLES - STATE OF NH BID**
SPONSORED BY MAYOR WESTON BY REQUEST
- 17. 2-WAY COMMUNICATIONS INTEGRATION WITH ESRI ARCGIS SOFTWARE FOR AUTOMATIC VEHICLE LOCATION**
SPONSORED BY MAYOR WESTON BY REQUEST
- 18. 2-WAY COMMUNICATION RADIO MAINTENANCE AGREEMENT FOR POLICE, FIRE AND COMMUNITY SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST

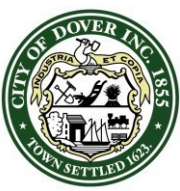


CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 26, 2019**
Meeting Time: **7:00pm**

- 19. CHESTNUT ST RAILROAD UTILITY SLEEVE INSTALLATION**
SPONSORED BY MAYOR WESTON BY REQUEST
- 20. TROJAN UV3000 PLUS LAMPS AND QUARTZ SLEEVES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 21. WASTE WATER TREATMENT PLANT GENERATOR REPLACEMENT WITH
APEX CONSTRUCTION INC**
SPONSORED BY MAYOR WESTON BY REQUEST
- 22. MERIT PLAN AMENDMENT – PAY PLAN**
SPONSORED BY MAYOR WESTON BY REQUEST
- 23. FIRE CHIEF EMPLOYMENT AGREEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 24. DOG WARRANT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 25. APPROVAL FOR CITY TO AMEND PRIOR AGREEMENT AND ACQUIRE A
MODIFIED UTILITY EASEMENT THROUGH RED’S SHOE BARN PROPERTY,
BROADWAY**
SPONSORED BY MAYOR WESTON BY REQUEST
- 26. DONATED EASEMENT FOR PUBLIC ACCESS OVER DOWNEAST ENERGY
FOR COMMUNITY TRAIL**
SPONSORED BY MAYOR WESTON BY REQUEST
- 27. DONATED EASEMENT FOR PUBLIC ACCESS OVER SIXTH STREET
STATION FOR COMMUNITY TRAIL**
SPONSORED BY MAYOR WESTON BY REQUEST
- 28. LAND SWAP AND LOT LINE ADJUSTMENT BETWEEN CHRISTOPHER JON
PRIOR AND THE CITY OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST
- 29. DONATED ACCESS EASEMENT FOR PUBLIC ACCESS OVER DOUBLE
DIAMOND NORTH FOR COMMUNITY TRAIL**
SPONSORED BY MAYOR WESTON BY REQUEST
- 30. DONATED AND RELEASED PUBLIC ACCESS EASEMENTS OVER DOUBLE
DIAMOND SOUTH CONCERNING COMMUNITY TRAIL**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 26, 2019**
Meeting Time: **7:00pm**

**31. LAND SWAP AND PARKING MOA BETWEEN DARLENE COLWELL-ELLIS
REVOCABLE FAMILY TRUST AND CITY OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST

**32. APPROVAL OF MEMORANDUM OF AGREEMENT REGARDING PARKING
RIGHTS BETWEEN ONE FIRST DOVER, LLC (THE DEVELOPER) AND CITY OF
DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST

33. McCONNELL CENTER LEASE AGREEMENT WITH KIDS CULTURE CHILD CARE
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|---|---|
| 1. School Board | 15. Parking Commission |
| 2. Planning Board | 16. Pool Advisory Committee |
| 3. 400th Anniversary Committee | 17. Recreation Advisory Board |
| 4. Appointments Committee | 18. Solid Waste Advisory Commission |
| 5. Arena Commission | 19. Transportation Advisory Commission |
| 6. Arts Commission | 20. Waterfront TIF Advisory Board |
| 7. Conservation Commission | 21. Joint Building Committee – Dover High
and Regional Career Technical Center |
| 8. Downtown TIF Advisory Board | 22. Joint Building Committee
Garrison Elementary School |
| 9. Energy Commission | 23. COAST |
| 10. Heritage Commission | 24. Dover Main Street |
| 11. Legislative Liaison | 25. Strafford Regional Planning |
| 12. Library Board of Trustees | 26. Tri-City Homelessness Task Force |
| 13. McConnell Center Advisory Committee | |
| 14. Ordinance Committee | |

Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor Shanahan.

Mayor Weston asked the Council if they had items they would like pulled for further discussion.

Deputy Mayor Carrier pulled Item #13.A.31.

Councilor Thibodeaux pulled Item #13.A.11.

Councilor Shanahan pulled Items #13.A.6., 13.A.9, 13.A.10, and 13.A.28.

Mayor Weston asked for a roll call vote on the remaining items on the Consent Calendar.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.6.; seconded by Councilor Shanahan.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.9.; seconded by Councilor Shanahan.

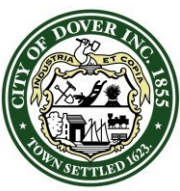
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.10.; seconded by Councilor Ciotti.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.11.; seconded by Councilor Thibodeaux.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 26, 2019**
Meeting Time: **7:00pm**

Deputy Mayor Carrier moved for the adoption of Item #13.A.28.; seconded by Councilor Shanahan.
Roll Call Vote: 9/0.

Councilor Ciotti moved for the adoption of Item #13.A.31.; seconded by Councilor Keane.
Deputy Mayor Carrier recused himself.
Roll Call Vote: 8/0. Deputy Mayor Carrier recused

Councilor Shanahan gave an overview of the Legislative Liaison Report to the Council.
Deputy Mayor Carrier moved to accept the Legislative Liaison Report; seconded by Councilor Keane.
Vote: 9/0.

Councilor Thibodeaux gave an overview of the Library Board of Trustees Report to the Council.
Deputy Mayor Carrier moved to accept the Library Board of Trustees Report; seconded by Councilor Keane.
Vote: 9/0.

Councilor Keane gave an overview of the Pool Advisory Committee Report to the Council.
Deputy Mayor Carrier moved to accept the Pool Advisory Committee Report; seconded by Councilor Shanahan.
Vote: 9/0.

Councilor Muffett-Lipinski gave an overview of the Solid Waste Advisory Commission Report to the Council.
Deputy Mayor Carrier moved to accept the Solid Waste Advisory Commission Report; seconded by Councilor Shanahan.
Vote: 9/0.

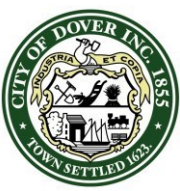
B. RESOLUTIONS

1. CITY COUNCIL SUPPORT OF HB 365 – RELATIVE TO NET ENERGY METERING LIMITS FOR CUSTOMERGENERATORS SPONSORED BY COUNCILOR SHANAHAN

Councilor Shanahan moved for its adoption; seconded by Councilor Ciotti.
Vote: 9/0.

2. TREE CUTTING AND STONEWALL RELOCATION ON SCENIC ROAD (OLD GARRISON ROAD); BUILDING PERMIT FOR CLASS VI ROAD (TO BE REFERRED TO A PUBLIC HEARING ON JULY 10, 2019) SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a public hearing on July 10, 2019; seconded by Councilor Keane.



CITY OF DOVER

CITY COUNCIL MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 26, 2019**
Meeting Time: **7:00pm**

C. ORDINANCES IN 1ST READING

**1. CHAPTER 5 – BOARDS, COMMISSIONS AND COMMITTEES: SECTION 13
DOVER ARTS COMMISSION
(TO BE REFERRED TO A PUBLIC HEARING ON JULY 10, 2019)
SPONSORED BY COUNCILOR SHANAHAN**

Councilor Shanahan moved to refer to a public hearing on July 10, 2019; seconded by Councilor Ciotti.

Vote: 9/0.

14. COUNCIL CORRESPONDENCE

- A. Letter from Sarah Greenshields, dated June 4, 2019.**
- B. Letter from xfinity, dated May 23, 2019.**

Deputy Mayor Carrier moved to place correspondence on file; seconded by Councilor Williams
Vote: 9/0.

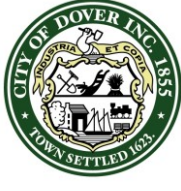
15. COUNCIL MATTERS OF INTEREST

Councilor Ciotti said he attended the Memorial Day services. He said there were several ceremonies, and the City should look into combining them.

Mayor Weston gave an overview of the Dover 400th Anniversary Committee fundraising. She said they have received eighteen \$400.00 donations from citizens.

16. ADJOURN

Councilor Muffett-Lipinski moved for adjourn; seconded by Councilor Thibodeaux.
Vote: 9/0.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 12.A.1. Ordinance Number: O – 2019.06.26 – 010 Ordinance Title: Boards, Commissions and Committees Chapter: 5 Section: 13. Dover Arts Commission	

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to add a position of Literary Laureate to the Dover Arts Commission.

2. AMENDMENT

Chapter 5 entitled “Boards, Commissions and Committees” is hereby amended by revising Section 5-13, “Dover Arts Commission” as follows:

5-13. Dover Arts Commission. [Added 04-18-2001 by Ord. No. 06-2001; Amended 03-19-2003 by Ord. No. 06-2003; Amended 04-20-2005 by Ord. No. 14-2005]

- A. MEMBERSHIP: The Dover Arts Commission shall consist of nine (9) members and two (2) alternate members, together with one (1) additional ex officio member who will be appointed as the Literary Laureate. [Amended 07-10-2013 by Ord. No. O-2013.06.26-011]
- B. TERMS OF MEMBERS: Members shall be appointed to terms of three (3) years.
- C. AUTHORITY AND DUTIES: The Arts Commission shall perform the following functions:
 - (1) Study, consider and recommend to the City Council and the City Manager or designee, general policies for the arts in the City of Dover.
 - (2) Develop and promote programs, forums and exhibits that highlight the talent and active art related venues currently existing within the City.
- D. DUTIES OF THE LITERARY LAUREATE: The Literary Laureate shall perform the following functions:
 - (1) Promote literacy and literature among City of Dover residents of all ages throughout the community, as well as in schools and non-profit organizations;
 - (2) Encourage appreciation of the language art form and creative expression by a wide range of City residents, including youth;
 - (3) Perform at least one (1) annual project in the City;



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2019.06.26 – 010**
Ordinance Title: Boards, Commissions and Committees
Chapter: 5
Section: 13. Dover Arts Commission

(4) Attend literary and other cultural events in the City as appropriate.

C. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Councilor Dennis Shanahan
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 12.A.1.	
	Ordinance Number:	O – 2019.06.26 – 010
	Ordinance Title:	Boards, Commissions and Committees
	Chapter:	5
Section:		13. Dover Arts Commission

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

The proposed amendment will add a Literary Laureate ex officio member to the Arts Commission. The proposal stems from a proposal made to the Arts Commission at the June 3, 2019 meeting.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.06.26 – 111**
Resolution Re: **Tree Cutting and Stonewall Relocation on Scenic Road (Old Garrison Road); Building Permit for Class VI Road**

- WHEREAS: The White Family 1995 Trust owns property on Old Garrison Road, for which a minor subdivision was recently approved, a copy of which is attached;
- WHEREAS: The White Family 1995 Trust, through its engineer, Ambit Engineering, Inc., (collectively hereinafter “Applicant”) has notified the City of a desire to (1) remove trees and relocate stonewalls on Old Garrison Road, and (2) obtain a building permit;
- WHEREAS: The Applicant has submitted the attached letter and related documents requesting the City Council approve (1) the attached proposal to remove trees and relocate stonewalls on Old Garrison Road as indicated on the attached plan entitled “Tree Removal and Stonewall Relocation Plan”, and (2) the issuance of a building permit pursuant to RSA 674:41(I)(c) as indicated with respect to the attached plan entitled “Permit Plans Proposed Subdivision on Old Garrison Road Dover, N.H.” ;
- WHEREAS: Old Garrison Road has been designated as a Scenic Road by the City pursuant to RSA 231:157;
- WHEREAS: The Applicant’s proposal and subdivision plans each acknowledge that “the stones taken from the original wall shall be reused on the property to rebuild deteriorated portions of the remaining wall,” *see* “Subdivision Plan Tax Map J – Lot 12” attached, “City Notes”, (Note K); *see also* “Tree Removal and Stonewall Relocation Plan” attached, (Note 1); Dover Code, Ch. 143-3;
- WHEREAS: In addition to being a scenic road, Old Garrison Road is a Class VI highway;
- WHEREAS: The Planning Board has reviewed the concept of the proposed construction at this location and has given a favorable recommendation for such construction.
- WHEREAS: The Applicant’s submitted subdivision plans entitled “Subdivision Plan Tax Map J – Lot 12” have been recorded in the Strafford County Registry of Deeds as Plan 0118 Drawers 083 and 084 and acknowledge that “[t]he City of Dover neither assumes responsibility for maintenance of Class VI highways nor liability for any damages resulting from the use thereof” (*see* attached plan, “City Notes”, Note L).

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

That the City Council hereby consents to Applicant’s proposal to remove trees and relocate portions of stonewall on Old Garrison Road as indicated on the submitted plan entitled “Tree Removal and Stonewall Relocation Plan”, and authorizes the City manager to provide such consent in writing to Applicant subject to the requirements concerning minimal impact and reuse of the original portions of the stonewall set forth in Dover Code, Ch. 143;



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.06.26 – 111**
Resolution Re: **Tree Cutting and Stonewall Relocation on Scenic Road (Old Garrison Road); Building Permit for Class VI Road**

AND, FURTHER BE IT RESOLVED;

That a building permit may be issued to the Applicant for Subdivision Plan Tax Map J – Lot 12 in accordance with the submitted plan (“Permit Plans Proposed Subdivision on Old Garrison Road Dover, N.H.”), provided that, as conditions precedent to the issuance of such permit, all necessary approvals of any State or local agencies and boards are obtained.

REQUIRES A PUBLIC HEARING AS TO REQUEST FOR APPROVAL TO REMOVE TREES AND RELOCATE STONEWALLS ON SCENIC ROAD

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.06.26 – 111**
Resolution Re: **Tree Cutting and Stonewall Relocation on Scenic Road (Old Garrison Road); Building Permit for Class VI Road**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsay Williams, At Large		
Total Votes:		
Resolution does does not pass.		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.1. Resolution Number: R – 2019.06.26 – 111 Resolution Re: Tree Cutting and Stonewall Relocation on Scenic Road (Old Garrison Road); Building Permit for Class VI Road
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RESOLUTION BACKGROUND MATERIAL:

See Letter from Ambit Engineering, Inc. dated June 19, 2019, enclosing the following:

- Subdivision Plan Tax Map J – Lot 12;
- Email from Christopher Parker to Douglas LaRosa dated June 12, 2019;
- Tree Removal and Stonewall Relocation Plan;
- Permit Plans Proposed Subdivision on Old Garrison Road Dover, N.H.

City of Dover, New Hampshire Department of Planning and Community Development, Notice of Decision dated December 13, 2018.

Chapter 143 of the City’s Code provides as follows, in part:

Dover Code, Ch. 143-2. Effect of Designation.

Upon a road being designated as a scenic road as previously provided, any repair, maintenance, reconstruction or paving work done with respect thereto shall not involve or include the cutting or removal of trees or the tearing down or destruction of stone walls or portions thereof, except with the prior written consent of the City Council, after a public hearing duly advertised as to time, date, place and purpose, two (2) times in a newspaper of general circulation in the area, the last publication to occur at least seven (7) days prior to such hearing as provided and set forth in RSA 231:158.

Dover Code, Ch. 143-3. Protection of Stonewalls.

Stonewalls that are located along the front property line of lots abutting a scenic road shall be protected and preserved to the maximum extent possible. If the City Council, after holding a public hearing as required by this Chapter, approves the removal of a portion of a stonewall, the stones taken from the original wall shall be reused on the property to rebuild deteriorated portions of the stonewall or to construct a stonewall at the driveway entrance.

Pursuant to RSA 674:41(I)(c), no building permit shall issue for the erection of a building on a Class VI highway except as follows:

- (1) The local governing body after review and comment by the planning board has voted to authorize the issuance of building permits for the erection of buildings on said class VI highway or a portion thereof; and
- (2) The municipality neither assumes responsibility for maintenance of said class VI highway nor liability for any damages resulting from the use thereof; and
- (3) Prior to the issuance of a building permit, the applicant shall produce evidence that notice of the limits of municipal responsibility and liability has been recorded in the county registry of deeds.



AMBIT ENGINEERING, INC. CIVIL ENGINEERS AND LAND SURVEYORS
200 Griffin Road, Unit 3, Portsmouth, NH 03801 Phone (603) 430-9282 Fax 436-2315

19 June, 2019

Mayor Karen Weston, Chair, C/O Josh Wyatt, City Attorney
City of Dover City Council
288 Central Avenue
Dover, NH 03820

Dear City Council Members:

The White Family 1995 Trust respectfully requests your consideration in the matter of the City Council Authorization to allow the issuance of Building Permits on a Class VI Road and the requirement of City Council Authorization for Tree Removal and Stonewall Relocation along a Scenic Road. The following narrative summarizes how the White Family 1995 Trust meets the requirements for authorization of the issuance of Building Permits on a Class VI Road, as well as Authorization for Tree Removal and Stonewall Relocation along a Scenic Road.

Authorization for the Issuance of Building Permits on Tax Map J, Lots 12-5 and 12-6.

On December 13, 2018, The City of Dover Planning Board reviewed and approved a three lot Subdivision of Tax Map J Lot 12 for Jeff and Darlene White, Trustees of the White Family 1995 Trust. The subdivision frontage is along Old Garrison Road. Old Garrison Road is a Class VI Roadway. Undeveloped Lots on a Class VI Road require authorization from the City Council to have a building permit issued. This requirement is governed by RSA 674:41 (I) (c). RSA 674:41 (I) (c) has three requirements that shall be met prior to the Councils authorization to the issuance of building permits. These requirements are as follows (comments regarding how the requirement is met is followed in **Bold**):

- (1) The local governing body after review and comment by the planning board has voted to authorize the issuance of building permits for the erection of buildings on said class VI highway or a portion thereof: **The Planning Board has reviewed and commented at the December 13, 2018 Public hearing and has authorized issuance of building permits for the erection of buildings on said class VI highway or a portion thereof. Requirement (1) has been completed. An email from Mr. Christopher Parker, Assistant City Manager, Director of Planning and Strategic Initiatives is attached as confirmation.**
- (2) The municipality neither assumes responsibility for the maintenance of said class VI highway nor liability for any damages resulting from the use thereof: **The Planning**

Board made this requirement a condition of Subdivision Approval. City Note L on Sheet 1 of 2 on Subdivision Plan, Tax Map J – Lot 12, Owners: the White Family 1995 Trust, Old Garrison Road, City of Dover, County of Strafford, State of New Hampshire, Revised 4/8/19, Recorded in Strafford County Registry of Deeds, Plan Book 118, Page 83 states “The City of Dover Neither Assumes Responsibility for Maintenance of Class VI Highways Nor Liability For Any Damages Resulting From the Use Thereof.”

- (3) Prior to the issuance of a building permit, the applicant shall produce evidence that the limits of the municipal responsibility and liability has been recorded in the county registry of deeds: **We have attached copies of the Recorded Plans described in (2) as evidence that these documents and statements have been recorded in the Registry of Deeds.**

Authorization to Cut Trees and Relocate Stonewall for Tax Map J, Lots 12-5 and 12-6.

As required by the City of Dover Code Scenic Roads, Chapter 143 and in accordance with RSA 231 158, and specifically in accordance with Dover Code Scenic Roads, Chapter 143-2, we are requesting “the prior written consent of the City Council, after a public hearing duly advertised as to time, date, place and purpose, two (2) times in a newspaper of general circulation in the area....”

The purpose of the request is to Cut Trees and Relocate Stonewall to allow the construction of overhead pole mounted utilities and driveway access to Tax Map J Lots 12-5 and 12-6 along Old Garrison Road, a City of Dover Designated Scenic Road as shown on plans titled “Tree Removal and Stonewall Relocation Plan, dated 6/12/19, for The White Family 1995 Trust, by Ambit Engineering, Inc.

Thank you for your concern and assistance,

Respectfully,

A handwritten signature in dark ink, consisting of a stylized 'D' followed by a long horizontal line that curves slightly upwards at the end.

Douglas J. LaRosa, Project Manager



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

- 1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP J AS LOT 12.
- 2) OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE, TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
- 3) PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- 4) EXISTING LOT AREA:
758,153 S.F.
17.4048 ACRES

PROPOSED LOT AREAS:
MAP J LOT 12-5
45,385 S.F.
1.0419 ACRES

MAP J LOT 12-6
41,338 S.F.
0.9490 ACRES

PROPOSED MAP J LOT 12 REMAINDER
671,430 S.F.
15.4139 ACRES
- 5) PARCEL IS LOCATED IN THE RURAL RESIDENTIAL (R-40) ZONING DISTRICT.
- 6) DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT 40 FEET
SIDE 25 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE SUBDIVISION OF TAX MAP J LOT 12 IN THE CITY OF DOVER INTO THREE LOTS.
- 8) THE EXTENT OF THE BOUNDARY SURVEY COMPLETED IN THE PREPARATION OF THIS PLAN IS FROM BOUNDARY POINT "A" TO BOUNDARY POINT "B". THE REMAINDER OF THE BOUNDARY LINES ARE TAKEN FROM PLAN REFERENCE 1.
- 9) NH DES SUBDIVISION APPROVAL NUMBER: 6SA2019032501.

APPROVED

DATE 5/28/19
City of Dover, NH
PLANNING BOARD

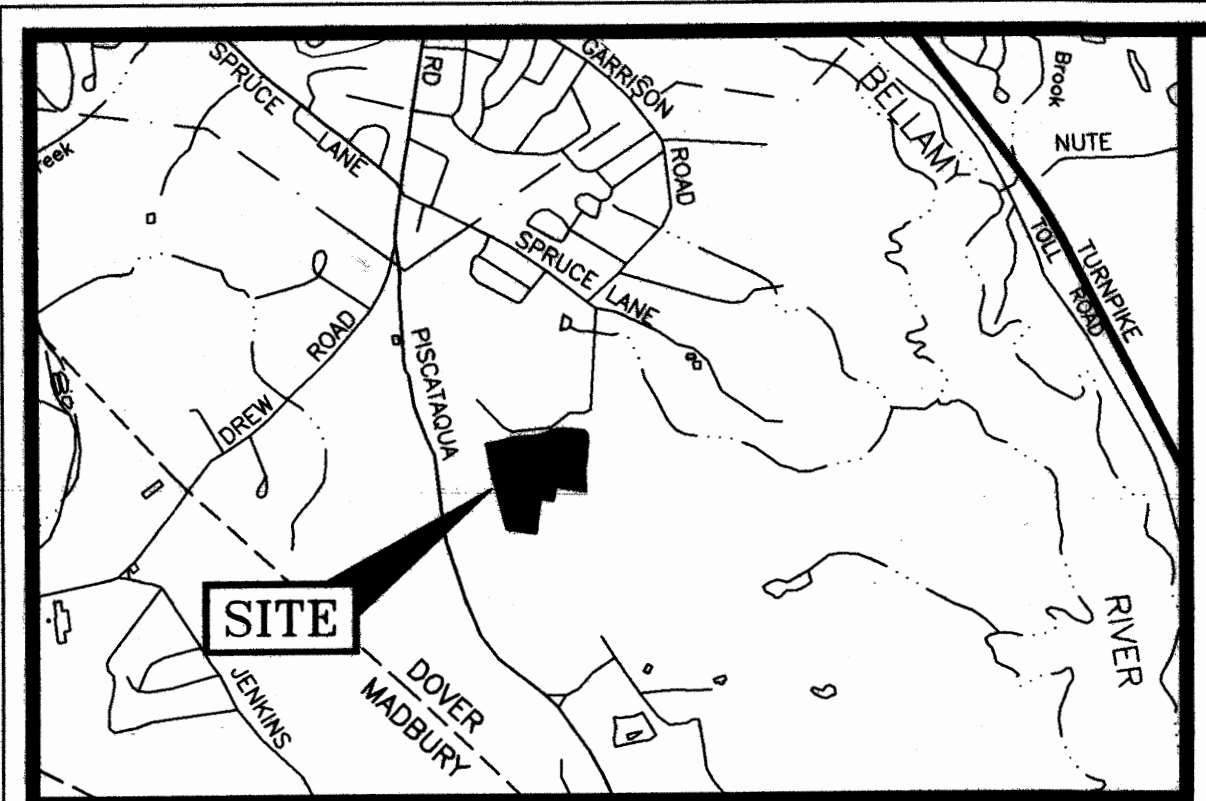
James H. Bucknall
CHAIRMAN/DIRECTOR

1	REVISE PER NOTICE OF DECISION	4/8/19
0	ISSUED FOR COMMENT	11/20/18
NO.	DESCRIPTION	DATE

REVISIONS

**SUBDIVISION PLAN
TAX MAP J - LOT 12**

OWNERS:
THE WHITE FAMILY 1995 TRUST
OLD GARRISON ROAD
CITY OF DOVER
COUNTY OF STRAFFORD
STATE OF NEW HAMPSHIRE



LOCATION MAP SCALE 1"=2,000'

LEGEND:

EXISTING	PROPOSED
N/F RP SCRD 21/21	NOW OR FORMERLY RECORD OF PROBATE STRAFFORD COUNTY REGISTRY OF DEEDS MAP 11 / LOT 21
RR SPK FND IR FND IP FND DH FND BND w/DH ST BND w/DH	RR SPK SET IR SET IP SET DH SET BND w/DH ST BND w/DH
S D W	S D W
100 97x3	100 98x0
BOUNDARY SETBACK RAILROAD SPIKE FOUND/SET IRON ROD FOUND/SET IRON PIPE FOUND/SET DRILL HOLE FOUND/SET BOUND w/ DRILL HOLE STONE BOUND w/DRILL HOLE SEWER LINE STORM DRAIN WATER LINE UNDERGROUND ELECTRIC OVERHEAD ELECTRIC/WIRES CONTOUR SPOT ELEVATION EDGE OF PAVEMENT (EP)	

WAIVERS GRANTED:

- 1) A WAIVER FROM 155-28 WAS GRANTED BY THE PLANNING BOARD ON DECEMBER 11, 2018 FOR REASONS STATED IN THE APPLICATION AND THE PLANNING BOARD FOUND THAT THE CRITERIA OF 155-52 HAVE BEEN MET.

PLAN REFERENCES:

- 1) MINOR SUBDIVISION OF LAND PREPARED FOR RICHARD P. TOWLE REV. TRUST OF 1997 AND KATHERINE C. TOWLE REV. TRUST OF 1997 TAX MAP J, LOT NO. 12 283 OLD GARRISON ROAD CITY OF DOVER COUNTY OF STRAFFORD STATE OF NEW HAMPSHIRE. PREPARED BY MCENEANEY SURVEY ASSOCIATES, INC. DATED NOVEMBER 13, 2006, FINAL REVISION DATE DECEMBER 20, 2006. S.C.R.D. PLAN 88-92.
- 2) PLAN OF RIGHT-OF-WAY CITY OF DOVER SPRUCE LANE AND OLD GARRISON ROAD DOVER, NEW HAMPSHIRE. PREPARED BY TRITECH ENGINEERING CORPORATION. DATED DECEMBER 29, 2017. S.C.R.D. PLANS 115-49 THRU 115-51.
- 3) SEE PLAN REFERENCE 1 FOR ADDITIONAL PLAN REFERENCES.

OWNER:

SIGNATURE *Jeffery S. White*

DATE 6/20/19

SIGNATURE *Darlene Kay White*

DATE 5/20/19

CITY OF DOVER PLANNING BOARD

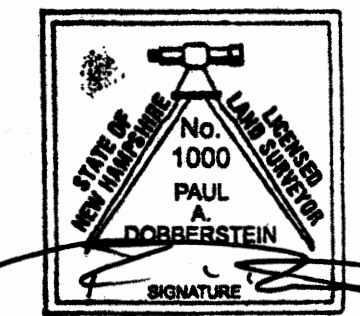
CHAIRMAN

DATE

"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

Paul A. Dobberstein
PAUL A. DOBBERSTEIN, LLS

DATE 5/20/2019



N/F
KIMBERLY CLAIRMONT &
PETER CLAIRMONT
303 OLD GARRISON ROAD
DOVER, NH 03820
3420/20

N/F
DARLENE D. WHITE
32 PISCATAQUA ROAD
DOVER, NH 03820
2244/464

**DAVID TUTTLE ROAD
(CLASS VI)**

CITY NOTES:

- A) PROPERTY TO BE SUBDIVIDED IS NOT SUBJECT TO ANY EASEMENTS OF RECORD FOUND. PROPERTY IS SUBJECT TO COVENANTS SHOWN ON S.R.C.D. PLAN 37A-50 AS THEY PERTAIN TO THE STATUS OF OLD GARRISON ROAD.
- B) PROPERTY LINE INFORMATION HAS BEEN OBTAINED IN PART FROM A SURVEY PERFORMED BY AMBIT ENGINEERING, INC. IN NOVEMBER OF 2018 AND IN PART FROM A SURVEY PERFORMED BY MCENEANEY SURVEY ASSOCIATES, INC. IN 2016 AS DESCRIBED IN NOTE 8, WITH AN ERROR NOT GREATER THAN 1 IN 10,000.
- C) AREA OF PROPOSED SUBDIVISION WAS REVIEWED AND INSPECTED FOR JURISDICTIONAL WETLANDS BY STEVEN D. RIKER, CERTIFIED WETLAND SCIENTIST, CERTIFICATION NUMBER 219, IN ACCORDANCE WITH CHAPTER 170-27.1 OF THE ZONING ORDINANCE, ON AUGUST 8, 2018.
- D) BASIS OF BEARINGS & HORIZONTAL DATUM IS THE NEW HAMPSHIRE STATE PLANE COORDINATE SYSTEM, NAD83(2011). VERTICAL DATUM IS NAVD88. BASIS OF HORIZONTAL & VERTICAL DATUMS IS REDUNDANT RTN GPS OBSERVATIONS.
- E) AS-BUILT PLANS OF THE SUBDIVISION SHALL BE SUBMITTED ON PAPER AND IN DIGITAL FORMAT IN PDF AND AUTOCAD DWG, AUTOCAD DXF OR ESRI FORMAT TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF PROJECT. AS-BUILT PLANS SHALL BE PREPARED AND CERTIFIED CORRECT BY A L.L.S. OR P.E. DIGITAL FILES SHALL BE GEO-REFERENCED TO NEW HAMPSHIRE STATE PLANE COORDINATES NAD 83 AND SHALL BE EXPRESSED IN FEET.
- F) THE INSTALLATION OF ELECTRIC POWER, CABLE TELEVISION AND TELEPHONE LINES SHALL BE UNDERGROUND THROUGHOUT THE SITE FOR WHICH DEVELOPMENT IS PROPOSED. SITE PLANS SHALL SHOW ANY EASEMENTS FOR THESE SERVICES.
- G) STREET ADDRESSES FOR EACH LOT SHALL BE ASSIGNED BY THE BUILDING OFFICIAL AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
- H) THE PROPOSED USE OF THE SITE IS SINGLE FAMILY WITH ON SITE SEPTIC AND WELL.
- I) LOTS SHALL COMPLY WITH THE REQUIREMENTS OF 170-28.4 (C) AND CHAPTER 143 (SCENIC ROADS)
- J) NO CUTTING OR REMOVAL OF TREES OR TEARING DOWN OR DESTRUCTION OF STONE WALLS, OR PORTIONS THEREOF, ALONG THE RIGHT OF WAY WITHOUT THE WRITTEN CONSENT OF THE CITY COUNCIL PER CHAPTER 143.
- K) IF THE CITY COUNCIL SHOULD APPROVE THE REMOVAL OF A PORTION OF STONE WALL, THE STONES TAKEN FROM THE ORIGINAL WALL SHALL BE REUSED ON THE PROPERTY TO REBUILD DETERIORATED PORTIONS OF THE REMAINING WALL.
- L) THE CITY OF DOVER NEITHER ASSUMES RESPONSIBILITY FOR MAINTENANCE OF CLASS VI HIGHWAYS NOR LIABILITY FOR ANY DAMAGES RESULTING FROM THE USE THEREOF.

AREA SHOWN IN DETAIL
SHEET 2 OF 2

J/12

REMAINDER

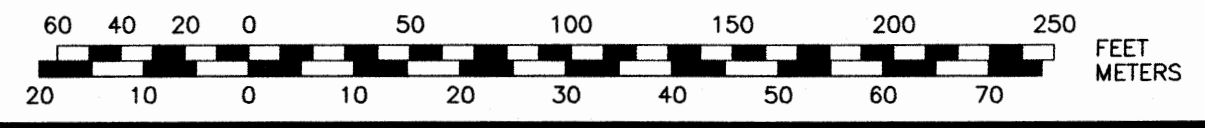
SURVEY POINT "B"
SEE NOTE 8

N/F
JOSHUA M. HENRY &
JULIA S. HENRY
283 OLD GARRISON ROAD
DOVER, NH 03820
3915/206
PLAN 88-92

N/F
LAURA TOWLE
289 OLD GARRISON ROAD
DOVER, NH 03820
3832/244
PLAN 88-92

N/F
NANCY J. BRUCE &
JODIE M. HANSON
293 OLD GARRISON ROAD
DOVER, NH 03820
1648/558
PLAN 88-92

GRAPHIC SCALE



LENGTH TABLE

LINE	BEARING	DISTANCE
L1	N25°25'42"W	37.12'
L2	N73°33'02"E	58.61'
L3	N71°16'16"E	54.63'
L4	N79°48'35"E	40.44'
L5	N85°21'56"E	57.52'
L6	S82°11'09"E	20.29'
L7	S71°02'09"E	21.73'
L8	S50°58'54"E	19.44'
L9	S31°44'44"E	23.98'
L10	S02°39'52"E	45.15'
L11	S05°09'11"E	34.72'
L12	S04°49'24"W	24.89'
L13	S07°41'54"W	31.23'
L14	S01°11'02"W	40.30'
L15	S00°20'34"E	41.74'
L16	S00°46'09"E	19.42'
L17	S02°59'51"E	35.85'

**AMBIT ENGINEERING, INC.**
Civil Engineers & Land Surveyors200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315**NOTES:**

- 1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP J AS LOT 12.
- 2) OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE, TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
- 3) PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- 4) EXISTING LOT AREA:
758,153 S.F.
17.4048 ACRES

PROPOSED LOT AREAS:
MAP J LOT 12-5
45,385 S.F.
1.0419 ACRES

MAP J LOT 12-6
41,338 S.F.
0.9490 ACRES

PROPOSED MAP J LOT 12 REMAINDER
671,430 S.F.
15.4139 ACRES
- 5) PARCEL IS LOCATED IN THE RURAL RESIDENTIAL (R-40) ZONING DISTRICT.
- 6) DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT 40 FEET
SIDE 25 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE SUBDIVISION OF TAX MAP J LOT 12 IN THE CITY OF DOVER INTO THREE LOTS.
- 8) EXISTING TRAIL RUNNING ACROSS TAX MAP J LOT 12-5 SHALL BE DISCONTINUED FOR PURPOSES OF ACCESS TO THE REMAINDER PARCEL UPON CONVEYANCE OF TAX MAP J LOT 12-5.
- 9) NH DES SUBDIVISION APPROVAL NUMBER: eSA2019032501.

APPROVED

DATE 5/28/19

City of Dover, NH

PLANNING BOARD

CHAIRMAN/DIRECTOR

NO.	DESCRIPTION	DATE
1	REVISE PER NOTICE OF DECISION	4/8/19
0	ISSUED FOR COMMENT	11/20/18
REVISIONS		

**SUBDIVISION PLAN
TAX MAP J - LOT 12**OWNERS:
**THE WHITE FAMILY 1995
TRUST**
OLD GARRISON ROAD
CITY OF DOVER
COUNTY OF STRAFFORD
STATE OF NEW HAMPSHIRE

SCALE: 1"=30'

SHEET 2 OF 2 NOVEMBER 2018

FB 387 PG 1

PLANNING FILE P18-63

2966

PLAN REFERENCES:

- 1) MINOR SUBDIVISION OF LAND PREPARED FOR RICHARD P. TOWLE REV. TRUST OF 1997 AND KATHERINE C. TOWLE REV. TRUST OF 1997 TAX MAP J, LOT NO. 12 283 OLD GARRISON ROAD CITY OF DOVER COUNTY OF STRAFFORD STATE OF NEW HAMPSHIRE. PREPARED BY MCENEANEY SURVEY ASSOCIATES, INC. DATED NOVEMBER 13, 2006, FINAL REVISION DATE DECEMBER 20, 2006. S.C.R.D. PLAN 88-92.
- 2) PLAN OF RIGHT-OF-WAY CITY OF DOVER SPRUCE LANE AND OLD GARRISON ROAD DOVER, NEW HAMPSHIRE. PREPARED BY TRITECH ENGINEERING CORPORATION. DATED DECEMBER 29, 2017. S.C.R.D. PLANS 115-49 THRU 115-51.
- 3) SEE PLAN REFERENCE 1 FOR ADDITIONAL PLAN REFERENCES.

LOCATION MAP

SCALE 1"=2,000'

LEGEND:

EXISTING	PROPOSED
N/F	NOW OR FORMERLY
RPD	RECORD OF PROBATE
SCRD	STRAFFORD COUNTY REGISTRY
(11/21)	OF DEEDS
	MAP 11 / LOT 21
RR SPK FND	BOUNDARY
IR FND	SETBACK
IP FND	RAILROAD SPIKE FOUND/SET
DH FND	IRON ROD FOUND/SET
BND w/DH	IRON PIPE FOUND/SET
ST BND w/DH	DRILL HOLE FOUND/SET
S	BOUND w/ DRILL HOLE
D	STONE BOUND w/DRILL HOLE
W	SEWER LINE
100	STORM DRAIN
97x3	WATER LINE
	UNDERGROUND ELECTRIC
	OVERHEAD ELECTRIC/WIRES
	CONTOUR
	SPOT ELEVATION
	EDGE OF PAVEMENT (EP)

OWNER:

SIGNATURE

DATE

SIGNATURE

DATE

CITY OF DOVER PLANNING BOARD

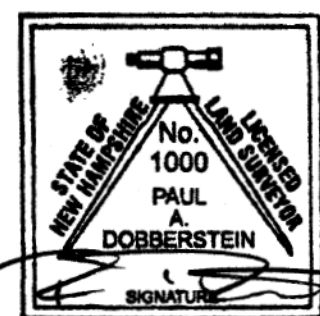
CHAIRMAN

DATE

"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

PAUL A. DOBBERSTEIN, LLS

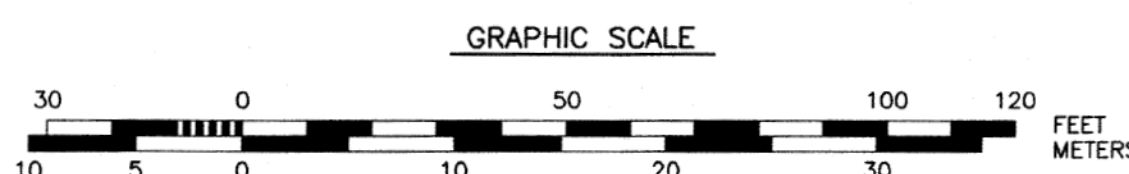
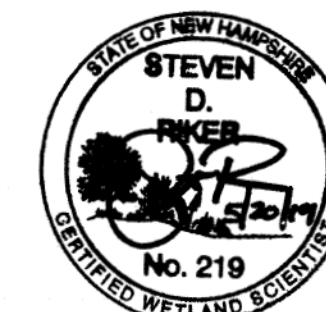
DATE

**REMAINDER****J/12****J/12-6****J/12-5****LENGTH TABLE**

LINE	BEARING	DISTANCE
L1	S00°46'09"E	19.42'
L2	S08°00'59"W	20.19'

WETLAND NOTES:

- 1) THERE ARE NO JURISDICTIONAL WETLANDS ON OR WITHIN 50 FEET OF PROPOSED LOTS 1 AND 2. THE REMAINDER OF TAX MAP J LOT 12 HAS MORE THAN 40,000 S.F. OF CONTIGUOUS UPLAND AREA.
- 2) AREA OF PROPOSED SUBDIVISION WAS REVIEWED AND INSPECTED FOR JURISDICTIONAL WETLANDS BY STEVEN D. RIKER, CWS, ON AUGUST 8, 2018.



Douglas LaRosa

From: Parker, Christopher G. <C.Parker@dover.nh.gov>
Sent: Wednesday, June 12, 2019 11:54 AM
To: Douglas LaRosa; Benton, Donna
Cc: John Chagnon; Wyatt, Joshua; Glidden, Jean; Hubbard, JoAnn
Subject: RE: Planning File P18-63, White Family 1995 Trust, Notice of Decision Letter, December 13, 2018

Doug

Thanks for reaching out. At the December 11, 2018 PB meeting, we made mention that the meeting (December 11, 2018) was the Board's comment and review, so you do not need to return to the Board.

If you'd like, I can put something on letterhead for inclusion in your application packet confirming that this comment period was held. Please let me know.

Thanks,

PS, please say hi to Jeff for me.

Chris

Christopher G. Parker, AICP
Assistant City Manager: Director of Planning and Strategic Initiatives
City of Dover, NH
288 Central Avenue
Dover, NH 03820-4169
e: c.parker@dover.nh.gov
p: 603.516.6008 f: 603.516.6049

Dover: First in New Hampshire, First with you!

www.dover.nh.gov

<http://dovernhplanning.tumblr.com/>

Facebook: <https://www.facebook.com/DoverNHPlanning>

Twitter: @DoverNHPlanning

From: Douglas LaRosa <djl@ambitengineering.com>
Sent: Wednesday, June 12, 2019 11:11 AM
To: Benton, Donna <d.benton@dover.nh.gov>
Cc: Parker, Christopher G. <C.Parker@dover.nh.gov>; John Chagnon <jrc@ambitengineering.com>; d.wyatt@dover.nh.gov; Glidden, Jean <J.Glidden@dover.nh.gov>
Subject: Planning File P18-63, White Family 1995 Trust, Notice of Decision Letter, December 13, 2018

Hi Donna Chris and Jean,

In coordinating the application to the Dover City Council for the recently approved minor subdivision to allow Tree Removal and Stone Wall Relocation for Tax Map J Lot 12-5 and 12-6 for the White Family 1995 Trust, we note that Conditions to be met Prior to Subdivision, Condition #3 states: "The City Council after review and comment by the planning board shall vote to authorize the issuance of building permits for the erection of buildings." (PDF attached)

Do we need to file a formal application with the Planning Board ? and if so, what is the process/deadline for application?

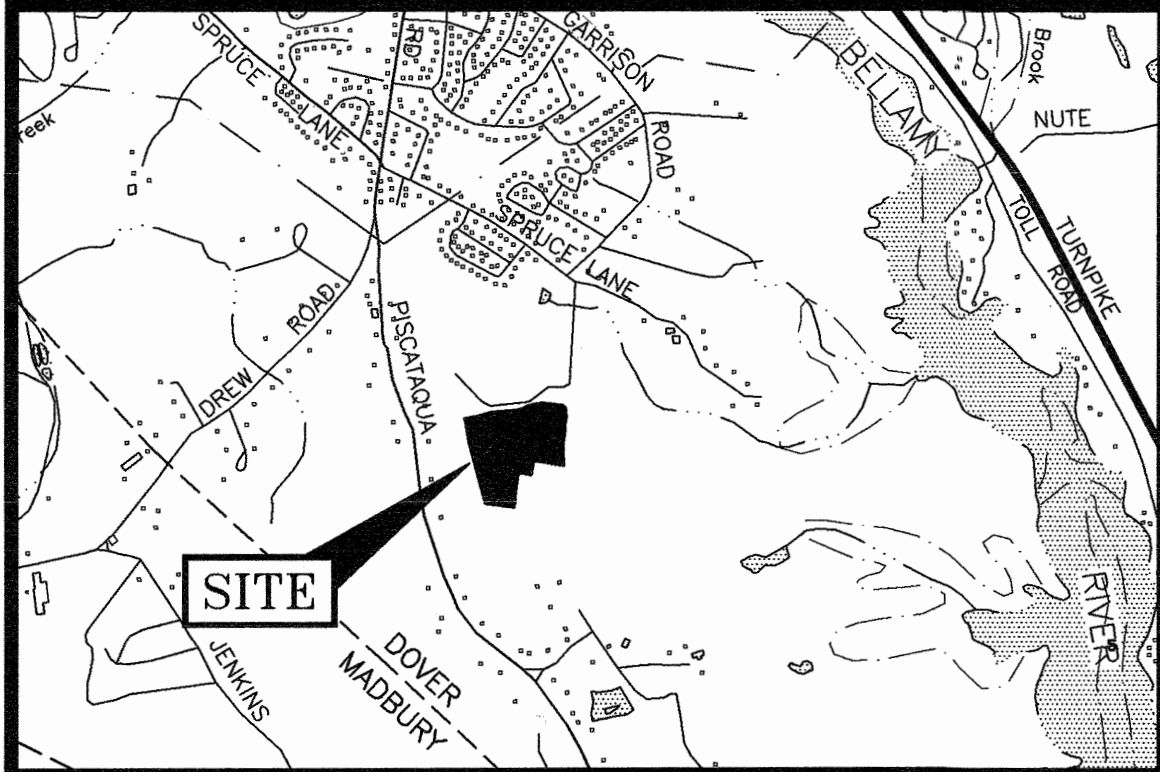
Please find PDF plans of the Tree Removal and Stone Wall Relocation Plan that we are presenting to the Attorney Wyatt for City Council Action.

Thanks,

Douglas J. LaRosa
Ambit Engineering
200 Griffin Road
Unit 3
Portsmouth, NH 03801
603-766-2993
603-430-9282 (312)
FAX 603-436-2315
djl@ambitengineering.com

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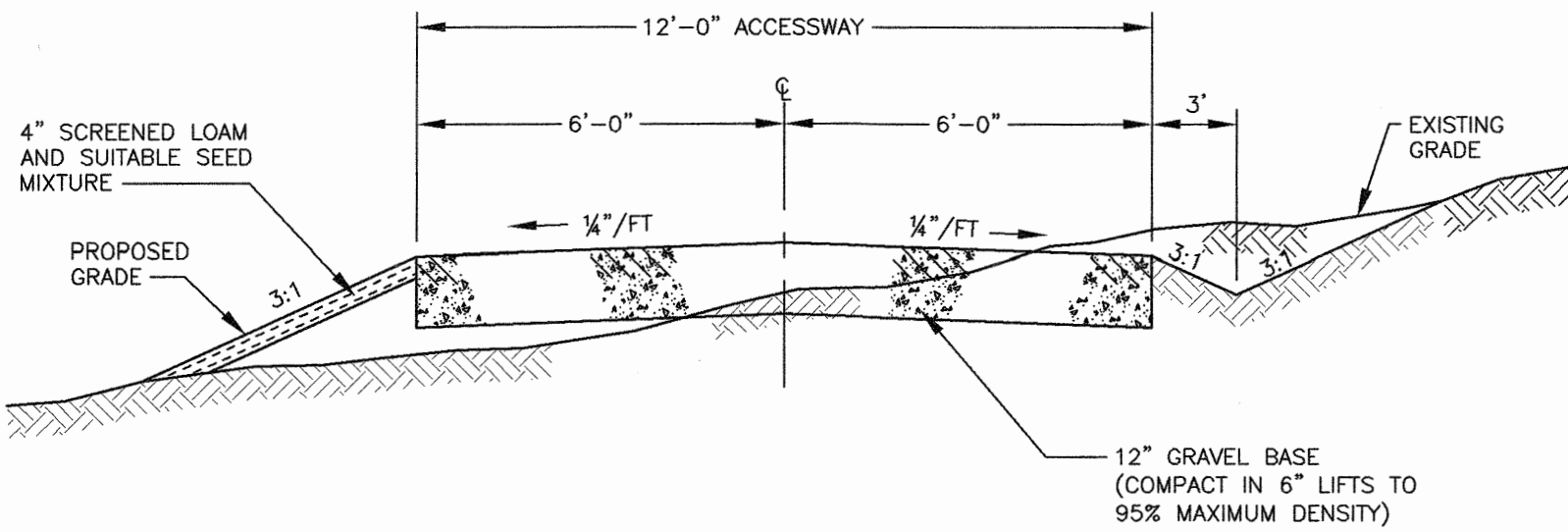


LOCATION MAP SCALE 1"=2,000'

LEGEND:

EXISTING	PROPOSED	NOW OR FORMERLY
N/F		RECORD OF PROBATE
RP		STRAFFORD COUNTY REGISTRY
SCRD		OF DEEDS
11/27		MAP 11 / LOT 21
RR SPK FND	RR SPK SET	BOUNDARY
IR FND	IR SET	SETBACK
IP FND	IP SET	RAILROAD SPIKE FOUND/SET
DH FND	DH SET	IRON ROD FOUND/SET
BND w/DH	BND w/DH	IRON PIPE FOUND/SET
ST BND w/DH	ST BND w/DH	DRILL HOLE FOUND/SET
		BOUND w/ DRILL HOLE
		STONE BOUND w/DRILL HOLE
		UNDERGROUND ELECTRIC
		OVERHEAD ELECTRIC/WIRES
100	100	CONTOUR
97x3	98x0	SPOT ELEVATION
		EDGE OF PAVEMENT (EP)

NOTE:
1) ALL MATERIALS SHALL CONFORM NHDOT STANDARDS AND SPECIFICATIONS AND CITY OF DOVER ORDINANCES.
2) PROPOSED DRIVEWAY GRADE SHALL BE 6" ABOVE EXISTING GRADE UNLESS SHOWN OTHERWISE.



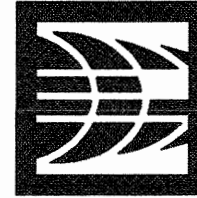
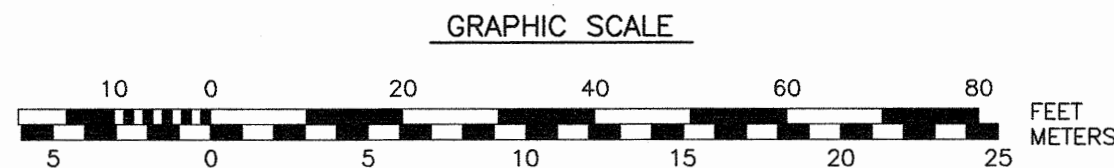
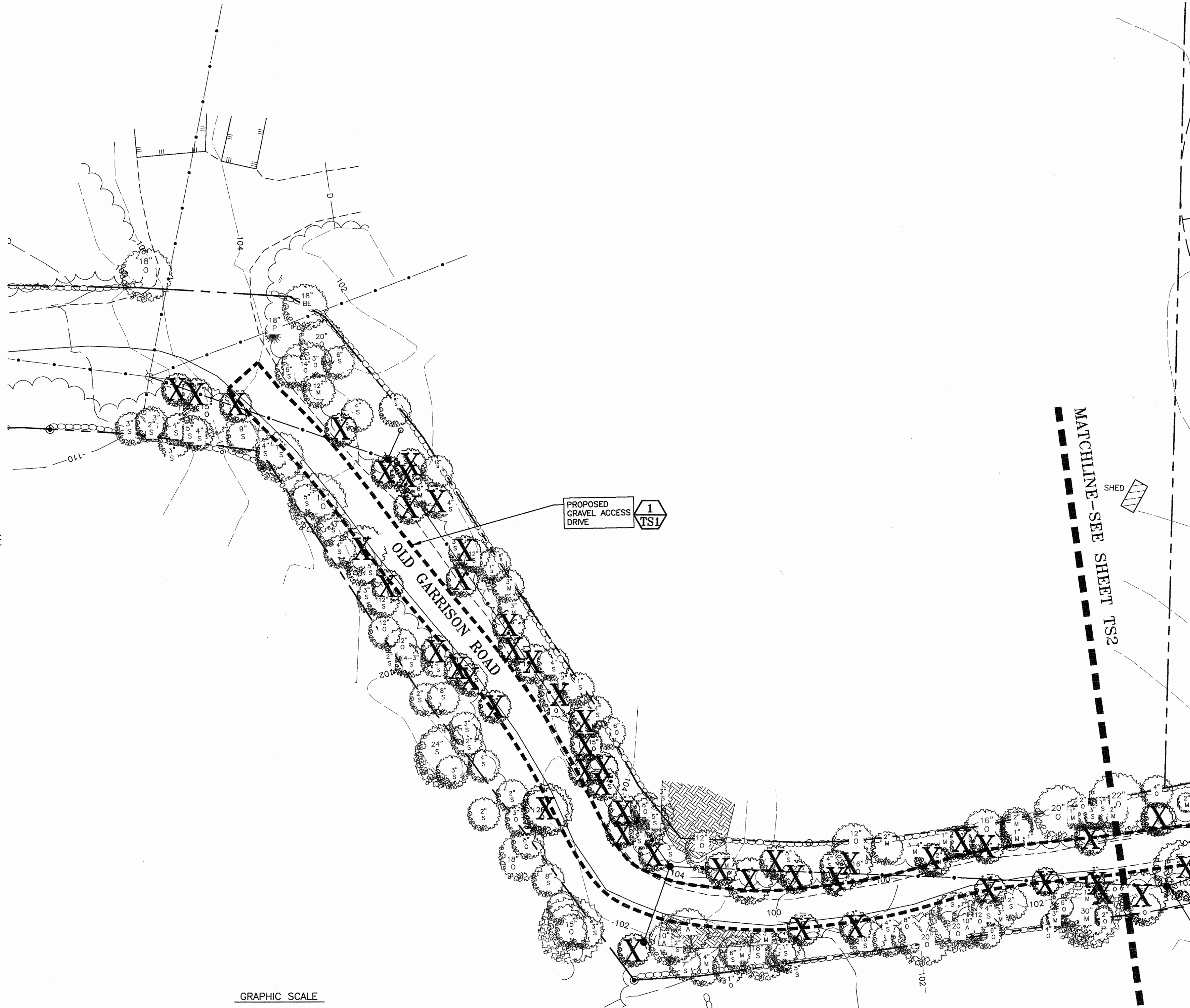
1 GRAVEL ACCESS CROSS SECTION NTS

PLAN REFERENCES:

- MINOR SUBDIVISION OF LAND PREPARED FOR RICHARD P. TOWLE REV. TRUST OF 1997 AND KATHERINE C. TOWLE REV. TRUST OF 1997 TAX MAP J, LOT NO. 12 283 OLD GARRISON ROAD CITY OF DOVER COUNTY OF STRAFFORD STATE OF NEW HAMPSHIRE. PREPARED BY MCNEANEY SURVEY ASSOCIATES, INC. DATED NOVEMBER 13, 2006. FINAL REVISION DATE DECEMBER 20, 2006. S.C.R.D. PLAN 88-92.
- PLAN OF RIGHT-OF-WAY CITY OF DOVER SPRUCE LANE AND OLD GARRISON ROAD DOVER, NEW HAMPSHIRE. PREPARED BY TRITECH ENGINEERING CORPORATION. DATED DECEMBER 29, 2017. S.C.R.D. PLANS 115-49 THRU 115-51.
- SEE PLAN REFERENCE 1 FOR ADDITIONAL PLAN REFERENCES.
- SUBDIVISION PLAN TAX MAP J--LOT 12 OWNERS THE WHITE FAMILY TRUST OLD GARRISON ROAD, DOVER N.H. DATED NOV 2018. PREPARED BY AMBIT ENGINEERING. S.C.R.D. PLAN 118-83,84

TREE SYMBOLS:

BE= BEECH
M= MAPLE
O= OAK
P= PINE
S= SHAG HICK
W= WALNUT
TO BE REMOVED X



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

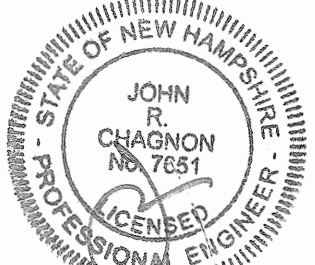
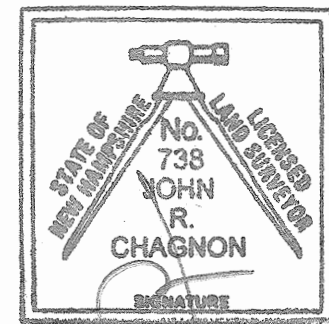
- THE PURPOSE OF THIS PLAN IS TO COMPLY WITH THE CITY OF DOVER, SCENIC ROADS ORDINANCE, CHAPTER 143, AND TO COMPLY WITH NEW HAMPSHIRE RSA 231:158. THIS PLAN DEPICTS TREES TO BE REMOVED AND STONEWALL TO BE REMOVED AND REUSED ALONG THE OLD GARRISON ROAD RIGHT OF WAY TO FACILITATE ACCESS AND UTILITY CONSTRUCTION FOR TAX MAP J, LOTS 12-5 AND 12-6.
- OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE,
TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
- PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- LOT AREA:
LOT 1 MAP J LOT 12-5
45,385 S.F.
1.0419 ACRES

LOT J LOT 12-6
41,338 S.F.
0.9490 ACRES

MAP J LOT 12
671,430 S.F.
15.4139 ACRES
- PARCEL IS LOCATED IN THE RURAL RESIDENTIAL (R-40) ZONING DISTRICT.
- DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT 40 FEET
SIDE 25 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- VERTICAL DATUM IS MEAN SEA LEVEL NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GPS OBSERVATIONS (±0.2').

WHITE FAMILY 1995 TRUST
OLD GARRISON ROAD
DOVER, N.H.

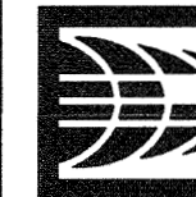
NO.	DESCRIPTION	DATE
0	ISSUED FOR COMMENT	6/12/19
REVISIONS		



SCALE 1"=20' JUNE 2019

TREE REMOVAL AND STONEWALL RELOCATION PLAN

TS1



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

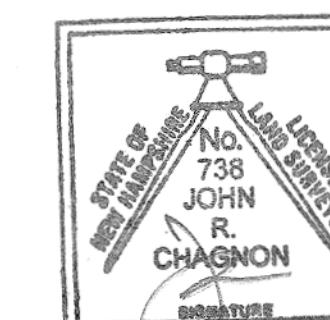
- 1) THE PURPOSE OF THIS PLAN IS TO COMPLY WITH THE CITY OF DOVER, SCENIC ROADS ORDINANCE, CHAPTER 143, AND TO COMPLY WITH NEW HAMPSHIRE RSA 231:15B. THIS PLAN DEPICTS TREES TO BE REMOVED AND STONEWALL TO BE REMOVED AND REUSED ALONG THE OLD GARRISON ROAD RIGHT OF WAY TO FACILITATE ACCESS AND UTILITY CONSTRUCTION FOR TAX MAP J, LOTS 12, 12-5 AND 12-6.
- 2) OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE,
TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
- 3) PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- 4) LOT AREA:
LOT 1 MAP J LOT 12-5
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1.0419 ACRES

LOT J LOT 12-6
41,338 S.F.
0.9490 ACRES

MAP J LOT 12
671,430 S.F.
15.4139 ACRES
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- 6) DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT 40 FEET
SIDE 25 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- 7) VERTICAL DATUM IS MEAN SEA LEVEL NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GPS OBSERVATIONS ($\pm 0.2'$).
- 8) PROPOSED HOUSE LOCATION ON TAX MAP J LOT 12-6 IS CONCEPTUAL AND SUBJECT TO CHANGE.

WHITE FAMILY 1995 TRUST
OLD GARRISON ROAD
DOVER, N.H.

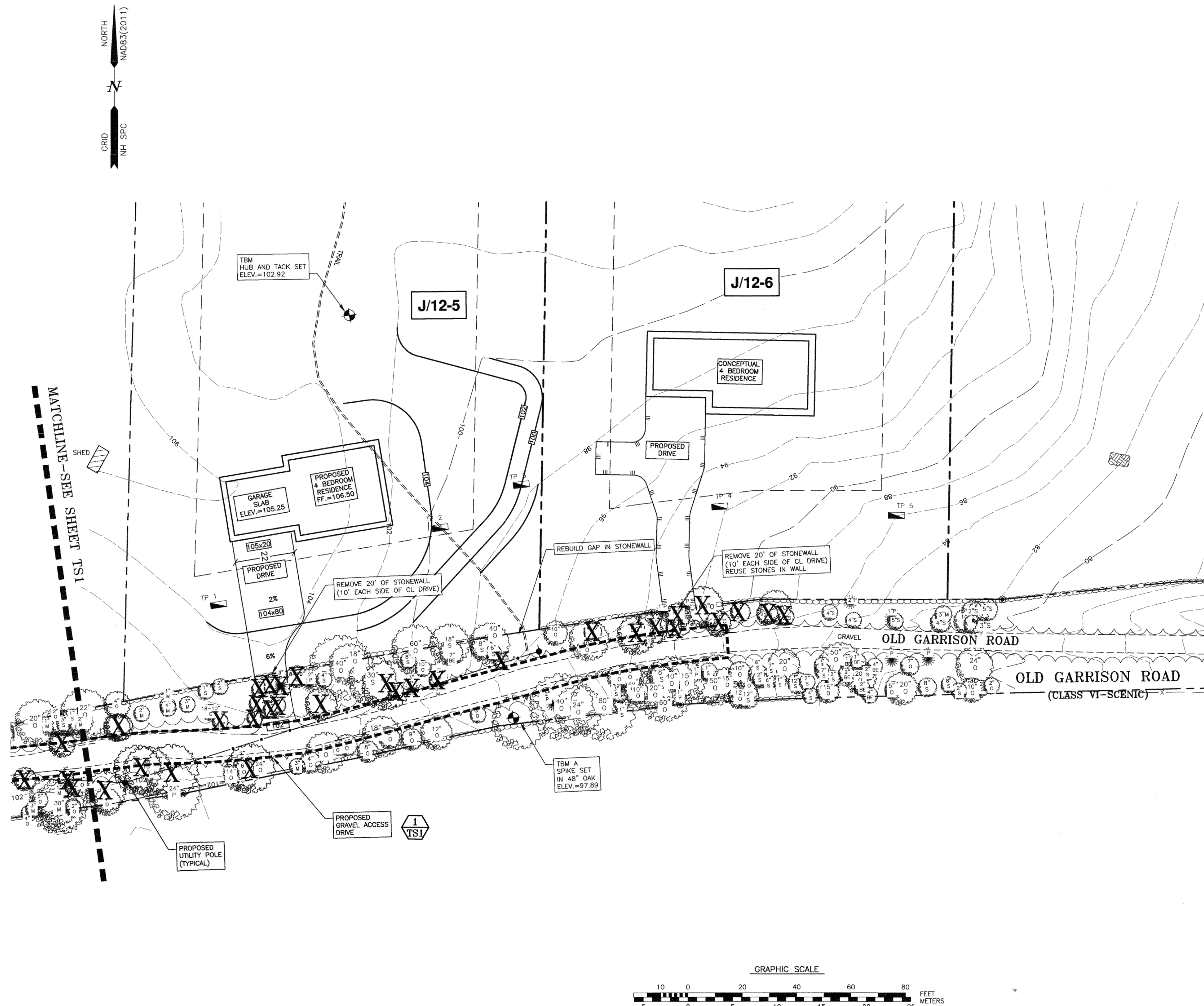
NO.	DESCRIPTION	DATE
0	ISSUED FOR COMMENT	6/12/19
REVISIONS		



SCALE 1"=20' JUNE 2019

TREE REMOVAL AND STONEWALL RELOCATION PLAN

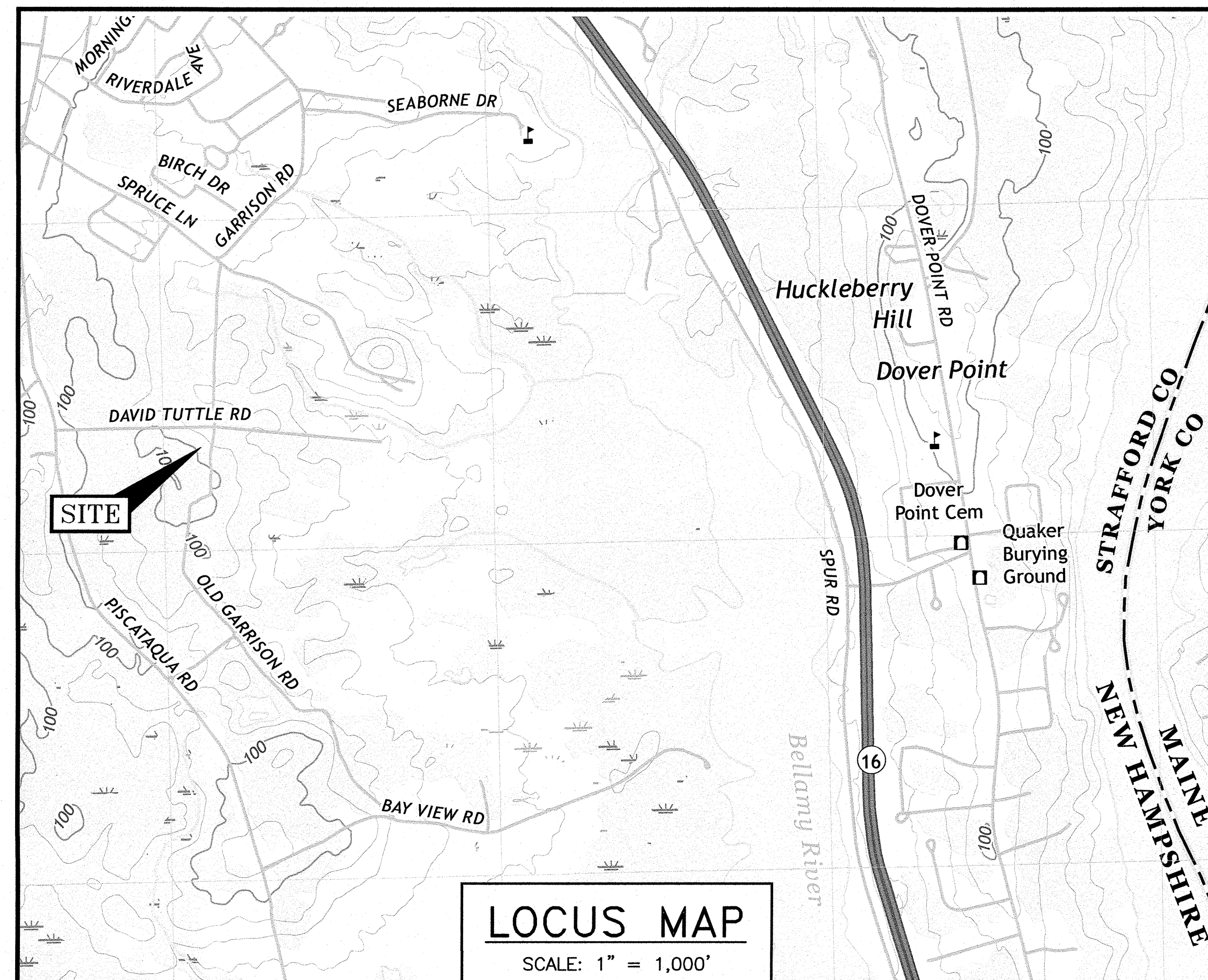
TS2



PROPOSED SUBDIVISION OLD GARRISON ROAD DOVER, NEW HAMPSHIRE PERMIT PLANS

OWNER:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND
DARLENE KAY WHITE TRUSTEES
32 PISCATAQUA ROAD
DOVER, N.H. 03820
Tel (603) 834-0971

CIVIL ENGINEER, LAND SURVEYOR
& WETLAND SCIENTIST:
AMBIT ENGINEERING, INC.
200 GRIFFIN ROAD, UNIT 3
PORTSMOUTH, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315



LEGEND:		
N/F	NOW OR FORMERLY	
RP	RECORD OF PROBATE	
SCRD	ROCKINGHAM COUNTY	
	REGISTRY OF DEEDS	
	MAP 11/LOT 21	
IR FND	IRON ROD FOUND	
IP FND	IRON PIPE FOUND	
IR SET	IRON ROD SET	
DH FND	DRILL HOLE FOUND	
DH SET	DRILL HOLE SET	
	GRANITE BOUND w/IRON ROD FOUND	
---	MSL --- MEAN SEA LEVEL	
---	HOTL --- HIGHEST OBSERVABLE TIDE LINE	
	PHOTO LOCATION	
<u>EXISTING</u>	<u>PROPOSED</u>	
---	---	PROPERTY LINE
---	---	SETBACK LINE
---	FM ---	FORCE MAIN
---	S ---	SEWER PIPE
---	---	SEWER LATERAL
---	SL ---	GAS LINE
---	PG ---	STORM DRAIN
---	D ---	FOUNDATION DRAIN
---	FD ---	WATER LINE
---	W ---	FIRE SERVICE LINE
---	FS ---	UNDERGROUND ELECTRIC SUPPLY
---	UE ---	UNDERGROUND ELECTRIC SERVICE
---	---	OVERHEAD ELECTRIC/WIRES
---	OHW ---	RETAINING WALL
---	---	EDGE OF PAVEMENT (EP)
---	---	CONTOUR
---	100 ---	SPOT ELEVATION
97x3	98x0	UTILITY POLE
		ELECTRIC METER
		TRANSFORMER ON CONCRETE PAD
		ELECTRIC HANDHOLD/PULLBOX
		WATER SHUT OFF/CURB STOP
C.O.	C.O.	PIPE CLEANOUT
		GATE VALVE
	SMH	SEWER MANHOLE
	HYD	HYDRANT
	DMH	DRAIN MANHOLE
	CB WMH	CATCH BASIN
		WATER METER MANHOLE
		TEST BORING
		TEST PIT
TP 1		LANDSCAPED AREA
LA		
CI	CI	CAST IRON PIPE
COP	COP	COPPER PIPE
CMP	CMP	CORRUGATED METAL PIPE
DI	DI	DUCTILE IRON PIPE
PVC	PVC	POLYVINYL CHLORIDE PIPE
RCP	RCP	REINFORCED CONCRETE PIPE
HYD	HYD	HYDRANT
CL	CL	CENTERLINE
EP	EP	EDGE OF PAVEMENT
EL.	EL.	ELEVATION
INV	INV	INVERT
FF	FF	FINISHED FLOOR
TBM	TBM	TEMPORARY BENCH MARK
TYP	TYP	TYPICAL



INDEX OF SHEETS

SUBDIVISION PLANS	
C1	EXISTING CONDITIONS PLAN
C2	SUBDIVISION SITE PLAN
C3	OFFSITE IMPROVEMENT SITE PLAN
D1	TEST PIT LOGS & DETAILS

UTILITY CONTACTS

ELECTRIC:
EVERSOURCE
1700 LAFAYETTE ROAD
PORTSMOUTH, N.H. 03801
Tel. (603) 436-7708, Ext. 555.5678
ATTN: MICHAEL BUSBY, P.E. (MANAGER)

COMMUNICATIONS:
CONSOLIDATED
COMMUNICATIONS
JOE CONSIDINE
1575 GREENLAND ROAD
GREENLAND, N.H. 03840
Tel. (603) 427-5525

CABLE:
COMCAST
155 COMMERCE WAY
PORTSMOUTH, N.H. 03801
Tel. (603) 679-5695 (X1037)
ATTN: MIKE COLLINS

PERMIT PLANS
PROPOSED SUBDIVISION
OLD GARRISON ROAD
DOVER, N.H.



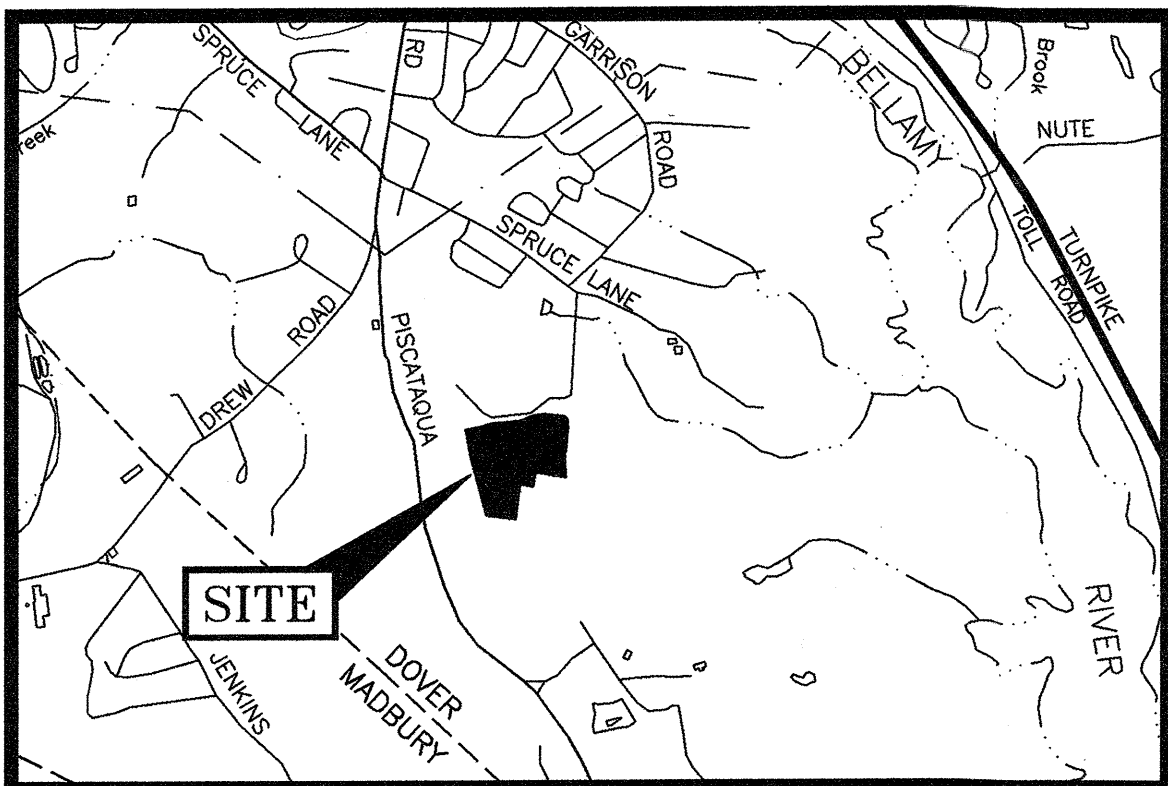
AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

PLAN SET SUBMITTAL DATE: 20 MAY 2019

APPROVED BY THE DOVER PLANNING BOARD

CHAIRMAN

DATE



LOCATION MAP

SCALE 1"=2,000'

LEGEND:

EXISTING	PROPOSED	
N/F		NOW OR FORMERLY
RP		RECORD OF PROBATE
SCRD		STRAFFORD COUNTY REGISTRY
		OF DEEDS
		MAP 11 / LOT 21
		BOUNDARY
		SETBACK
		RAILROAD SPIKE FOUND/SET
		IRON ROD FOUND/SET
		IRON PIPE FOUND/SET
		DRILL HOLE FOUND/SET
		BOUND W/ DRILL HOLE
		STONE BOUND W/DRILL HOLE
		SEWER LINE
		STORM DRAIN
		WATER LINE
		UNDERGROUND ELECTRIC
		OVERHEAD ELECTRIC/WIRES
		CONTOUR
		SPOT ELEVATION
		EDGE OF PAVEMENT (EP)

WAIVERS GRANTED:

1) A WAIVER FROM 155-28 WAS GRANTED BY THE PLANNING BOARD ON DECEMBER 11, 2018 FOR REASONS STATED IN THE APPLICATION AND THE PLANNING BOARD FOUND THAT THE CRITERIA OF 155-52 HAVE BEEN MET.

PLAN REFERENCES:

- MINOR SUBDIVISION OF LAND PREPARED FOR RICHARD P. TOWLE REV. TRUST OF 1997 AND KATHERINE C. TOWLE REV. TRUST OF 1997 TAX MAP J, LOT NO. 12 283 OLD GARRISON ROAD CITY OF DOVER COUNTY OF STRAFFORD STATE OF NEW HAMPSHIRE. PREPARED BY MCENEANEY SURVEY ASSOCIATES, INC. DATED NOVEMBER 13, 2006, FINAL REVISION DATE DECEMBER 20, 2006. S.C.R.D. PLAN 88-92.
- PLAN OF RIGHT-OF-WAY CITY OF DOVER SPRUCE LANE AND OLD GARRISON ROAD DOVER, NEW HAMPSHIRE. PREPARED BY TRITECH ENGINEERING CORPORATION. DATED DECEMBER 29, 2017. S.C.R.D. PLANS 115-49 THRU 115-51.
- SEE PLAN REFERENCE 1 FOR ADDITIONAL PLAN REFERENCES.

OWNER:

SIGNATURE

DATE

SIGNATURE

DATE

CITY OF DOVER PLANNING BOARD

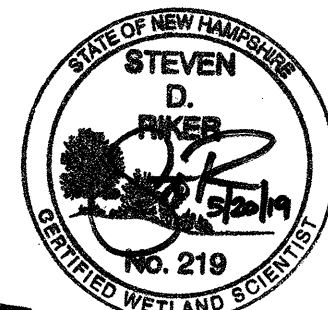
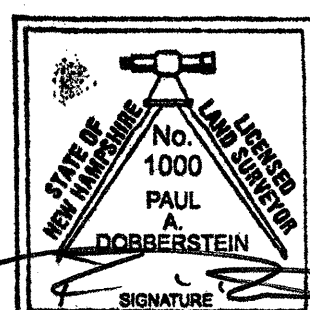
CHAIRMAN

DATE

"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

PAUL A. DOBBERSTEIN, LLS

DATE



KIMBERLY CLAIRMONT & PETER CLAIRMONT
303 OLD GARRISON ROAD
DOVER, NH 03820
3420/20

N/F
DARLENE D. WHITE
32 PISCATAQUA ROAD
DOVER, NH 03820
2244/464

DAVID TUTTLE ROAD
(CLASS VI)

CITY NOTES:

A) PROPERTY TO BE SUBDIVIDED IS NOT SUBJECT TO ANY EASEMENTS OF RECORD FOUND. PROPERTY IS SUBJECT TO COVENANTS SHOWN ON S.R.C.D. PLAN 37A-50 AS THEY PERTAIN TO THE STATUS OF OLD GARRISON ROAD.

B) PROPERTY LINE INFORMATION HAS BEEN OBTAINED IN PART FROM A SURVEY PERFORMED BY AMBIT ENGINEERING, INC. IN NOVEMBER OF 2018 AND IN PART FROM A SURVEY PERFORMED BY MCENEANEY SURVEY ASSOCIATES, INC. IN 2016 AS DESCRIBED IN NOTE 8, WITH AN ERROR NOT GREATER THAN 1 IN 10,000.

C) AREA OF PROPOSED SUBDIVISION WAS REVIEWED AND INSPECTED FOR JURISDICTIONAL WETLANDS BY STEVEN D. RIKER, CERTIFIED WETLAND SCIENTIST, CERTIFICATION NUMBER 219, IN ACCORDANCE WITH CHAPTER 170-27.1 OF THE ZONING ORDINANCE, ON AUGUST 8, 2018.

D) BASIS OF BEARINGS & HORIZONTAL DATUM IS THE NEW HAMPSHIRE STATE PLANE COORDINATE SYSTEM, NAD83(2011). VERTICAL DATUM IS NAVD88. BASIS OF HORIZONTAL & VERTICAL DATUMS IS REDUNDANT RTN GPS OBSERVATIONS.

E) AS-BUILT PLANS OF THE SUBDIVISION SHALL BE SUBMITTED ON PAPER AND IN DIGITAL FORMAT IN PDF AND AUTOCAD DWG, AUTOCAD DXF OR ESRI FORMAT TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF PROJECT. AS-BUILT PLANS SHALL BE PREPARED AND CERTIFIED CORRECT BY A L.L.S. OR P.E. DIGITAL FILES SHALL BE GEO-REFERENCED TO NEW HAMPSHIRE STATE PLANE COORDINATES NAD 83 AND SHALL BE EXPRESSED IN FEET.

F) THE INSTALLATION OF ELECTRIC POWER, CABLE TELEVISION AND TELEPHONE LINES SHALL BE UNDERGROUND THROUGHOUT THE SITE FOR WHICH DEVELOPMENT IS PROPOSED. SITE PLANS SHALL SHOW ANY EASEMENTS FOR THESE SERVICES.

G) STREET ADDRESSES FOR EACH LOT SHALL BE ASSIGNED BY THE BUILDING OFFICIAL AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.

H) THE PROPOSED USE OF THE SITE IS SINGLE FAMILY WITH ON SITE SEPTIC AND WELL.

I) LOTS SHALL COMPLY WITH THE REQUIREMENTS OF 170-28.4 (C) AND CHAPTER 143 (SCENIC ROADS)

J) NO CUTTING OR REMOVAL OF TREES OR TEARING DOWN OR DESTRUCTION OF STONE WALLS, OR PORTIONS THEREOF, ALONG THE RIGHT OF WAY WITHOUT THE WRITTEN CONSENT OF THE CITY COUNCIL PER CHAPTER 143.

K) IF THE CITY COUNCIL SHOULD APPROVE THE REMOVAL OF A PORTION OF STONE WALL, THE STONES TAKEN FROM THE ORIGINAL WALL SHALL BE REUSED ON THE PROPERTY TO REBUILD DETERIORATED PORTIONS OF THE REMAINING WALL.

L) THE CITY OF DOVER NEITHER ASSUMES RESPONSIBILITY FOR MAINTENANCE OF CLASS VI HIGHWAYS NOR LIABILITY FOR ANY DAMAGES RESULTING FROM THE USE THEREOF.

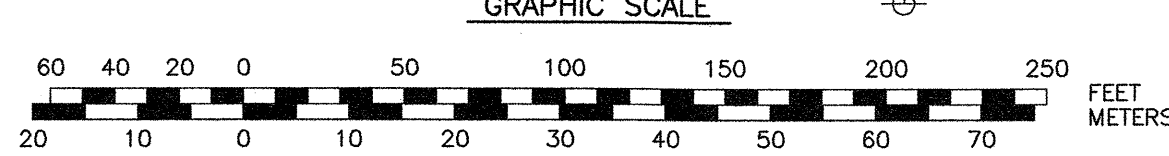
AREA SHOWN IN DETAIL
SHEET 2 OF 2

J/12

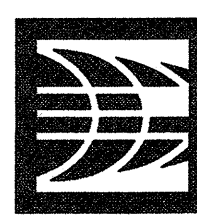
REMAINDER

N/F
LAURA TOWLE
289 OLD GARRISON ROAD
DOVER, NH 03820
3832/244
PLAN 88-92

N/F
NANCY J. BRUCE & JODIE M. HANSCOM
293 OLD GARRISON ROAD
DOVER, NH 03820
1648/558
PLAN 88-92



N/F
JOHN W. BROUGH JR. & KAREN NAOMI BROUGH
240 OLD GARRISON ROAD
DOVER, NH 03820
2793/41



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

- PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP J AS LOT 12.
- OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE, TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
- PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- EXISTING LOT AREA:
758,153 S.F.
17.4048 ACRES

PROPOSED LOT AREAS:
MAP J LOT 12-5
45,385 S.F.
1.0419 ACRES

MAP J LOT 12-6
41,338 S.F.
0.9490 ACRES

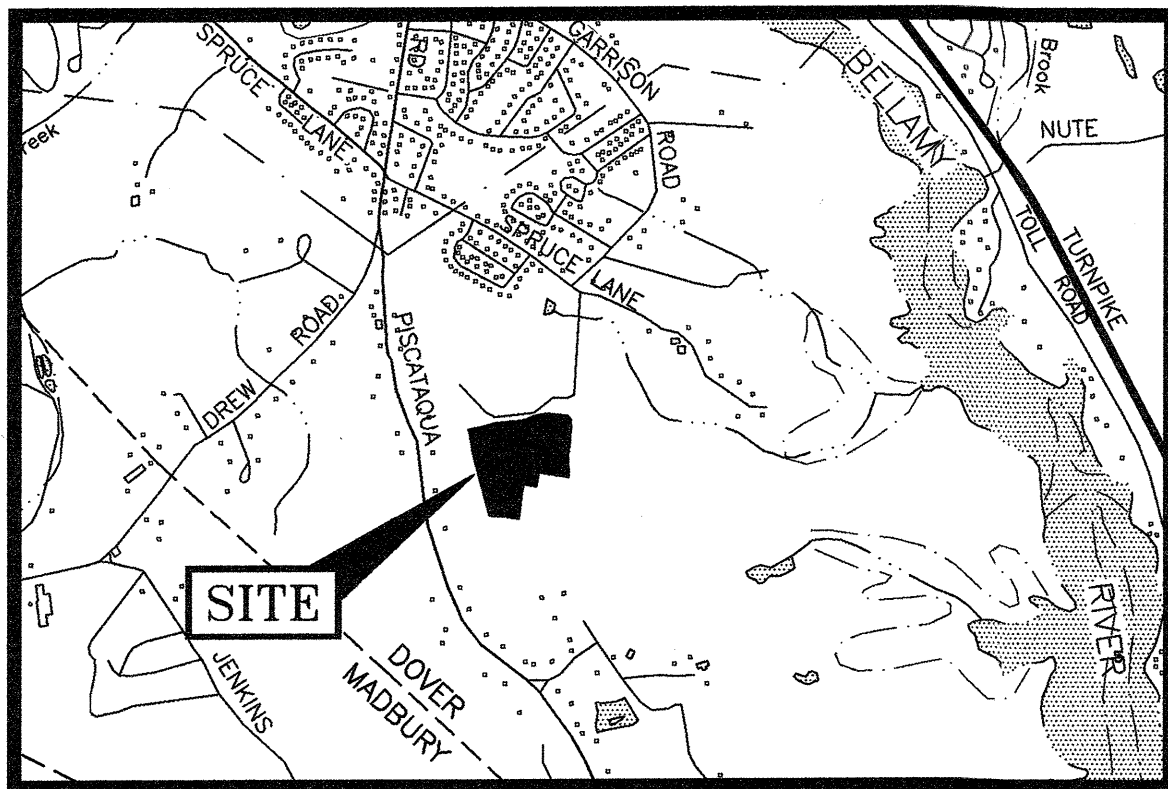
PROPOSED MAP J LOT 12 REMAINDER
671,430 S.F.
15.4139 ACRES
- PARCEL IS LOCATED IN THE RURAL RESIDENTIAL (R-40) ZONING DISTRICT.
- DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT 40 FEET
SIDE 25 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- THE PURPOSE OF THIS PLAN IS TO SHOW THE SUBDIVISION OF TAX MAP J LOT 12 IN THE CITY OF DOVER INTO THREE LOTS.
- THE EXTENT OF THE BOUNDARY SURVEY COMPLETED IN THE PREPARATION OF THIS PLAN IS FROM BOUNDARY POINT "A" TO BOUNDARY POINT "B". THE REMAINDER OF THE BOUNDARY LINES ARE TAKEN FROM PLAN REFERENCE 1.
- NH DES SUBDIVISION APPROVAL NUMBER:
eSA2019032501.

NO.	DESCRIPTION	DATE
1	REVISE PER NOTICE OF DECISION	4/8/19
0	ISSUED FOR COMMENT	11/20/18

SUBDIVISION PLAN
TAX MAP J - LOT 12
OWNERS:
THE WHITE FAMILY 1995 TRUST
OLD GARRISON ROAD
CITY OF DOVER
COUNTY OF STRAFFORD
STATE OF NEW HAMPSHIRE

SCALE: 1"=60' SHEET 1 OF 2 NOVEMBER 2018

FB 387 PG 1 PLANNING FILE P18-63 2966



LOCATION MAP

SCALE 1"=2,000'

LEGEND:

EXISTING	PROPOSED	
N/F		NOW OR FORMERLY
RP		RECORD OF PROBATE
SCRD		STRAFFORD COUNTY REGISTRY
		OF DEEDS
		MAP 11 / LOT 21
		BOUNDARY
		SETBACK
		RAILROAD SPIKE FOUND/SET
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		DRILL HOLE FOUND/SET
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		SEWER LINE
		STORM DRAIN
		WATER LINE
		UNDERGROUND ELECTRIC
		OVERHEAD ELECTRIC/WIRES
		CONTOUR
		SPOT ELEVATION
		EDGE OF PAVEMENT (EP)

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- 2) PLAN OF RIGHT-OF-WAY CITY OF DOVER SPRUCE LANE AND OLD GARRISON ROAD DOVER, NEW HAMPSHIRE. PREPARED BY TRITECH ENGINEERING CORPORATION. DATED DECEMBER 29, 2017. S.C.R.D. PLANS 115-49 THRU 115-51.
- 3) SEE PLAN REFERENCE 1 FOR ADDITIONAL PLAN REFERENCES.

REMAINDER

J/12

J/12-6

J/12-5

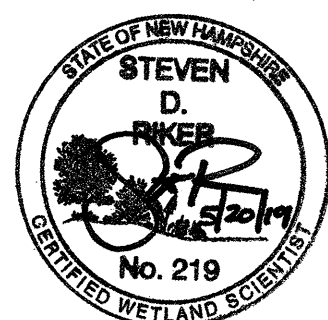
OLD GARRISON ROAD
(CLASS VI-SCENIC)

LENGTH TABLE

LINE	BEARING	DISTANCE
L1	S00°46'09"E	19.42'
L2	S08°00'59"W	20.19'

WETLAND NOTES:

- 1) THERE ARE NO JURISDICTIONAL WETLANDS ON OR WITHIN 50 FEET OF PROPOSED LOTS 1 AND 2. THE REMAINDER OF TAX MAP J LOT 12 HAS MORE THAN 40,000 S.F. OF CONTIGUOUS UPLAND AREA.
- 2) AREA OF PROPOSED SUBDIVISION WAS REVIEWED AND INSPECTED FOR JURISDICTIONAL WETLANDS BY STEVEN D. RIKER, CWS, ON AUGUST 8, 2018.



OWNER:

SIGNATURE *[Signature]*

DATE 5-20/19

SIGNATURE *[Signature]*

DATE 5/20/19

CITY OF DOVER PLANNING BOARD

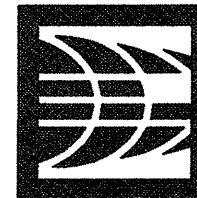
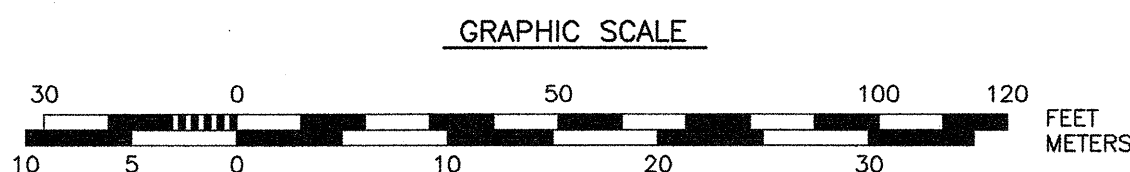
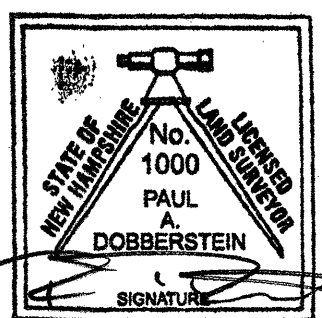
CHAIRMAN

DATE

"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

PAUL A. DOBERSTEIN, LLS

DATE 5/20/2019



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

- 1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP J AS LOT 12.
- 2) OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE, TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
- 3) PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- 4) EXISTING LOT AREA:
758,153 S.F.
17.4048 ACRES

PROPOSED LOT AREAS:
MAP J LOT 12-5
45,385 S.F.
1.0419 ACRES

MAP J LOT 12-6
41,338 S.F.
0.9490 ACRES

PROPOSED MAP J LOT 12 REMAINDER
671,430 S.F.
15.4139 ACRES
- 5) PARCEL IS LOCATED IN THE RURAL RESIDENTIAL (R-40) ZONING DISTRICT.
- 6) DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT 40 FEET
SIDE 25 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE SUBDIVISION OF TAX MAP J LOT 12 IN THE CITY OF DOVER INTO THREE LOTS.
- 8) EXISTING TRAIL RUNNING ACROSS TAX MAP J LOT 12-5 SHALL BE DISCONTINUED FOR PURPOSES OF ACCESS TO THE REMAINDER PARCEL UPON CONVEYANCE OF TAX MAP J LOT 12-5.
- 9) NH DES SUBDIVISION APPROVAL NUMBER: eSA2019032501.

NO.	DESCRIPTION	DATE
1	REVISE PER NOTICE OF DECISION	4/8/19
0	ISSUED FOR COMMENT	11/20/18

SUBDIVISION PLAN
TAX MAP J - LOT 12

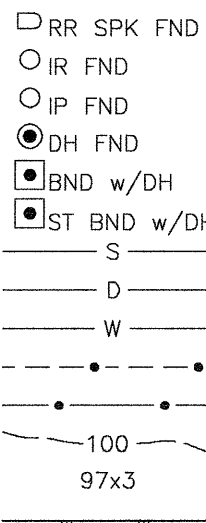
OWNERS:
THE WHITE FAMILY 1995 TRUST
OLD GARRISON ROAD
CITY OF DOVER
COUNTY OF STRAFFORD
STATE OF NEW HAMPSHIRE

SCALE: 1"=30' SHEET 2 OF 2 NOVEMBER 2018

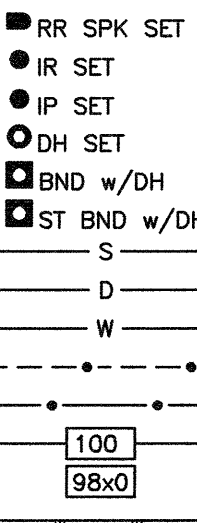
LEGEND:

EXISTING

N/F
RP
SCRD

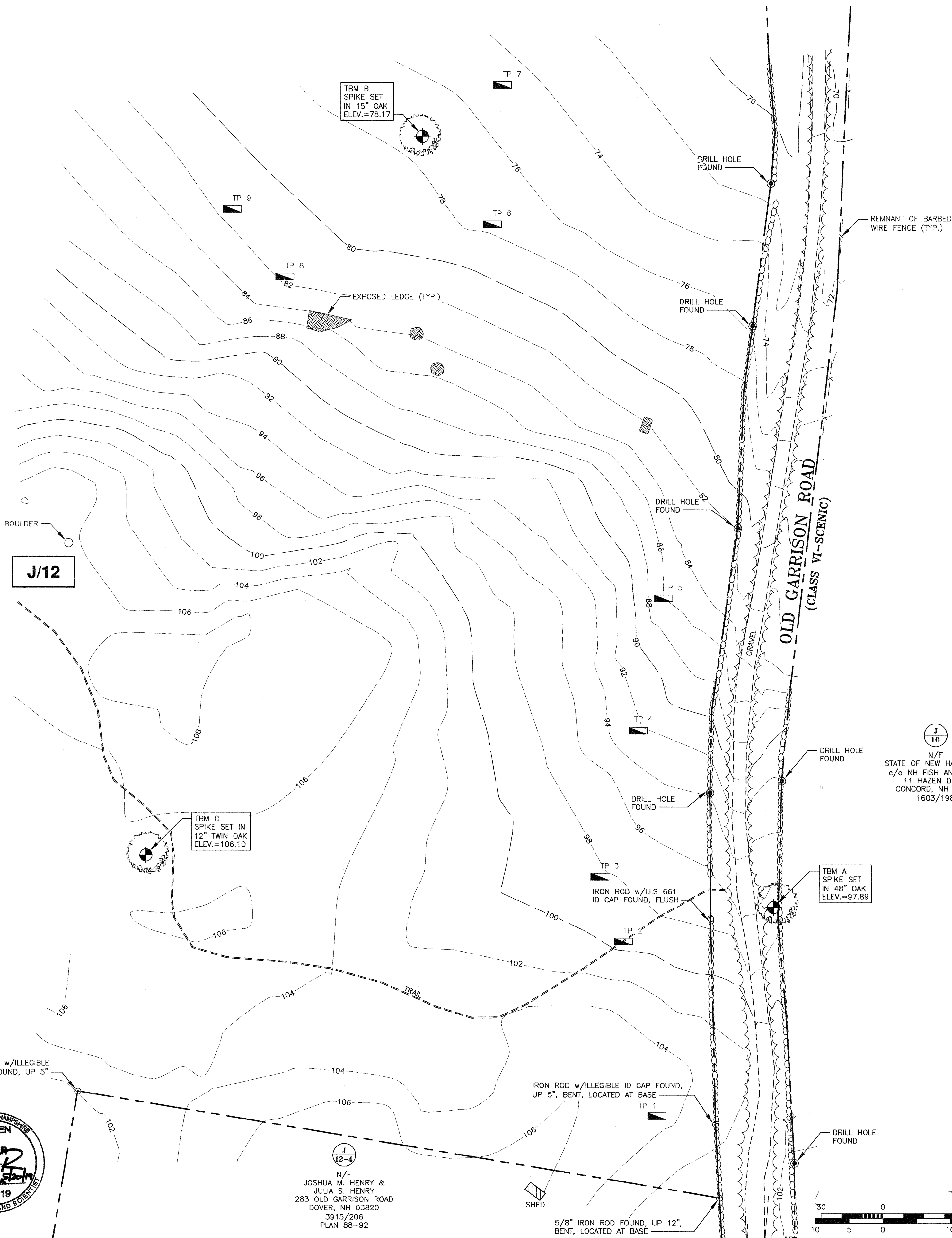


PROPOSED



NOW OR FORMERLY
RECORD OF PROBATE
STRAFFORD COUNTY REGISTRY
OF DEEDS
MAP 11 / LOT 21

BOUNDARY
SETBACK
RAILROAD SPIKE FOUND/SET
IRON ROD FOUND/SET
IRON PIPE FOUND/SET
DRILL HOLE FOUND/SET
BOUND w/ DRILL HOLE
STONE BOUND w/DRILL HOLE
SEWER LINE
STORM DRAIN
WATER LINE
UNDERGROUND ELECTRIC
OVERHEAD ELECTRIC/WIRES
CONTOUR
SPOT ELEVATION
EDGE OF PAVEMENT (EP)



NORTH
NAD83(2011)
GRID
NH SPC

J
10
N/F
STATE OF NEW HAMPSHIRE
c/o NH FISH AND GAME
11 HAZEN DRIVE
CONCORD, NH 03301
1603/198

WETLAND NOTES:

- 1) THERE ARE NO JURISDICTIONAL WETLANDS ON OR WITHIN 50 FEET OF PROPOSED LOTS 1 AND 2. THE REMAINDER OF TAX MAP J LOT 12 HAS MORE THAN 40,000 S.F. OF CONTIGUOUS UPLAND AREA.
- 2) AREA OF PROPOSED SUBDIVISION WAS REVIEWED AND INSPECTED FOR JURISDICTIONAL WETLANDS BY STEVEN D. RIKER, CWS, ON AUGUST 8, 2018.

CITY OF DOVER PLANNING BOARD

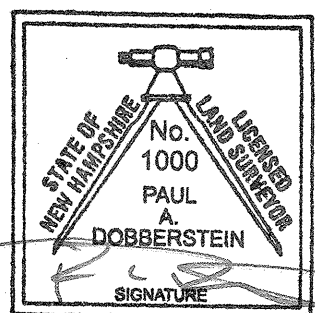
CHAIRMAN

DATE

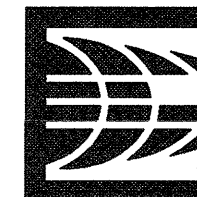
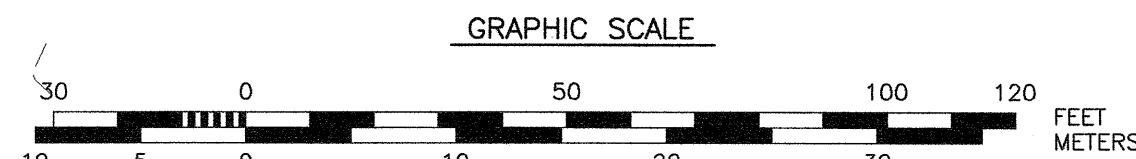
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PAUL A DOBBERSTEIN, LLS

DATE



J
12-4
N/F
JOSHUA M. HENRY &
JULIA S. HENRY
283 OLD GARRISON ROAD
DOVER, NH 03820
3915/206
PLAN 88-92



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

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- 2) OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE, TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
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MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT 40 FEET
SIDE 25 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE EXISTING CONDITIONS ON A PORTION OF TAX MAP J LOT 12 IN THE CITY OF DOVER.
- 8) VERTICAL DATUM IS MEAN SEA LEVEL NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GPS OBSERVATIONS ($\pm 0.2'$).

WHITE
SUBDIVISION
OLD GARRISON ROAD
DOVER, N.H.

NO.	DESCRIPTION	DATE
1	REVISE PER NOTICE OF DECISION	4/8/19
0	ISSUED FOR COMMENT	11/20/18

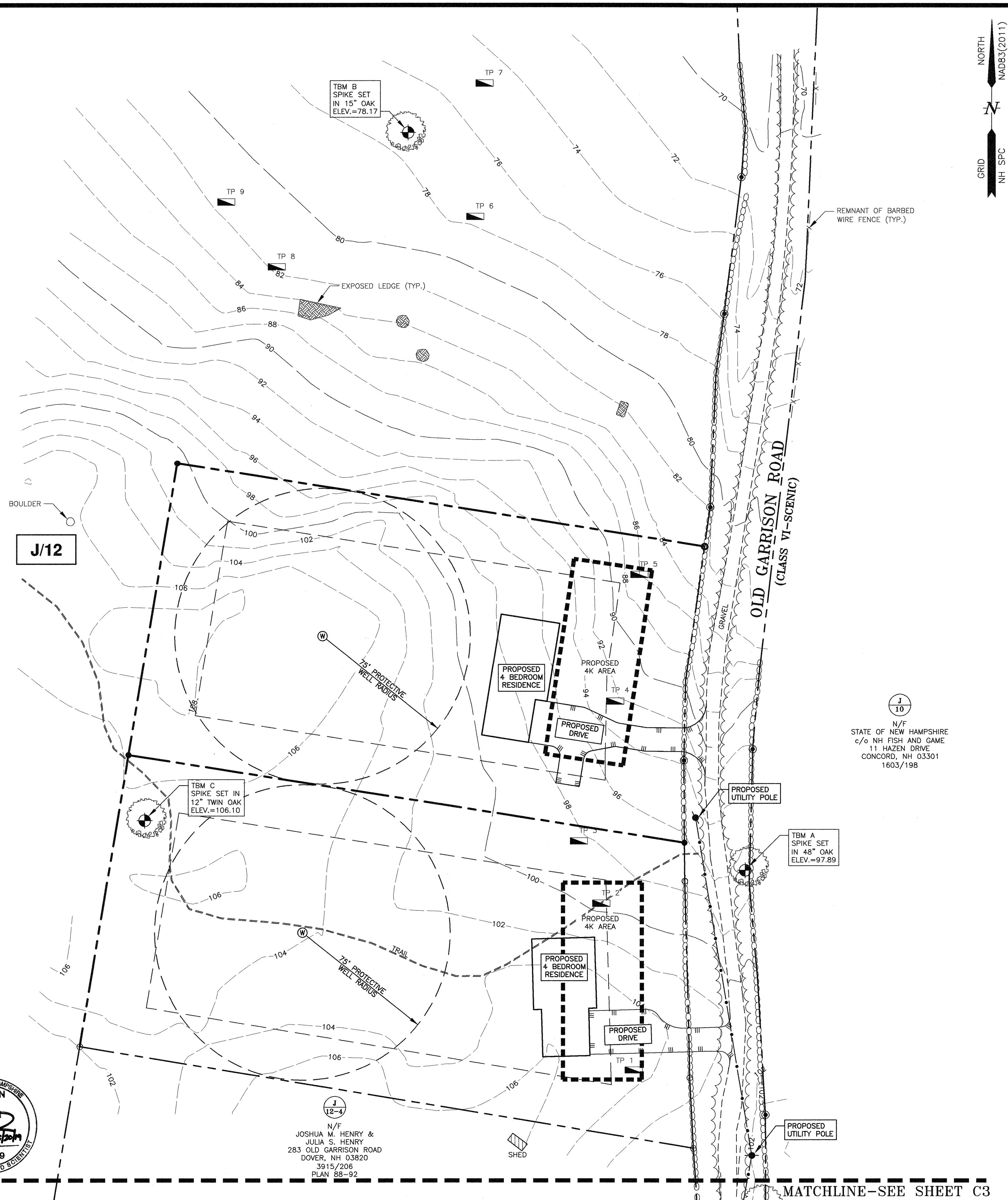
REVISIONS	

SCALE 1"=30' NOVEMBER 2018

EXISTING CONDITIONS
PLAN

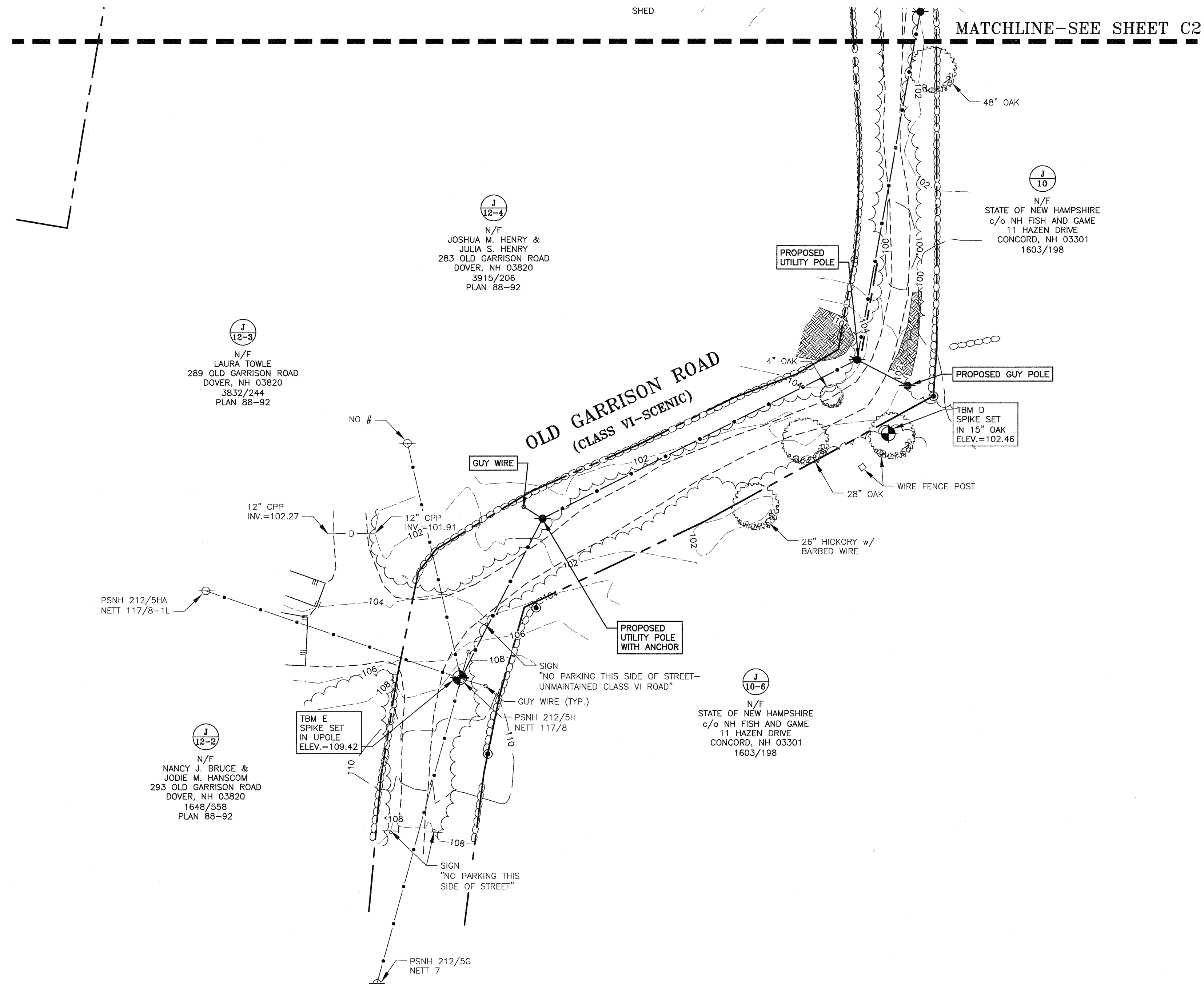
C1

FB 387 PG 1	PLANNING FILE P18-63	2966
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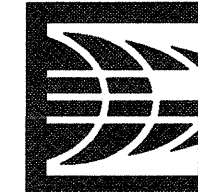


LEGEND:

EXISTING	PROPOSED
N/F	NOW OR FORMERLY
RP	RECORD OF PROBATE
SCRD	STRAFFORD COUNTY REGISTRY OF DEEDS
17/21	MAP 11 / LOT 21
RR SPK FND	BOUNDARY
IR FND	SETBACK
IP FND	RAILROAD SPIKE FOUND/SET
DH FND	IRON ROD FOUND/SET
BND w/DH	IRON PIPE FOUND/SET
ST BND w/DH	DRILL HOLE FOUND/SET
S	BOUND w/ DRILL HOLE
D	STONE BOUND w/DRILL HOLE
W	SEWER LINE
100	STORM DRAIN
97x3	WATER LINE
	UNDERGROUND ELECTRIC
	OVERHEAD ELECTRIC/WIRES
	CONTOUR
	SPOT ELEVATION
	EDGE OF PAVEMENT (EP)



NORTH
NAD83(2011)
GRID
NH SPC



AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

- PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP J AS LOT 12.
- OWNERS OF RECORD:
THE WHITE FAMILY 1995 TRUST
JEFFERY S. WHITE AND DARLENE KAY WHITE,
TRUSTEES
32 PISCATAQUA ROAD
DOVER, NH 03820
4631/0885
- PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- EXISTING LOT AREA:
758,153 S.F.
17.4048 ACRES

PROPOSED LOT AREAS:
MAP J LOT 12-5
45,385 S.F.
1.0419 ACRES

MAP J LOT 12-6
41,338 S.F.
0.9490 ACRES

PROPOSED MAP J LOT 12 REMAINDER
671,430 S.F.
15.4139 ACRES
- PARCEL IS LOCATED IN THE RURAL RESIDENTIAL (R-40) ZONING DISTRICT.
- DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 40,000 S.F.
FRONTAGE: 150 FEET
SETBACKS: FRONT: 40 FEET
SIDE: 25 FEET
REAR: 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 10%
- THE PURPOSE OF THIS PLAN IS TO SHOW PROPOSED UTILITY IMPROVEMENTS ON A PORTION OF OLD GARRISON ROAD IN THE CITY OF DOVER.
- VERTICAL DATUM IS MEAN SEA LEVEL NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GPS OBSERVATIONS ($\pm 0.2'$).
- EVERSOURCE WORK ORDER #3264450

**WHITE
SUBDIVISION
OLD GARRISON ROAD
DOVER, N.H.**

NO.	DESCRIPTION	DATE
0	ISSUED FOR COMMENT	4/8/19
REVISIONS		

SCALE: 1"=30' APRIL 2019

OFFSITE IMPROVEMENT
SITE PLAN **C3**

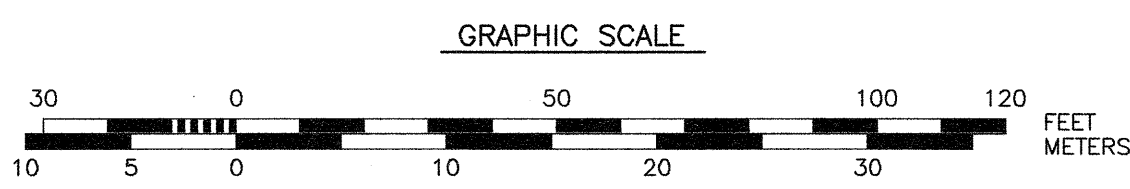
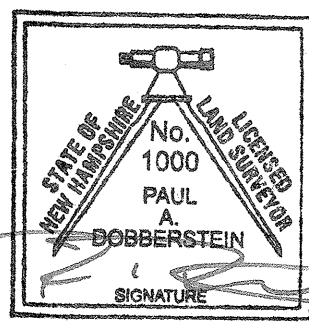
CITY OF DOVER PLANNING BOARD

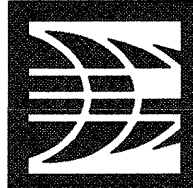
CHAIRMAN _____ DATE _____

"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

PAUL A DOBBERSTEIN, LLS

DATE





AMBIT ENGINEERING, INC.

Civil Engineers & Land Surveyors

200 Griffin Road - Unit 3
Portsmouth, N.H. 03801-7114
Tel (603) 430-9282
Fax (603) 436-2315

NOTES:

1) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.

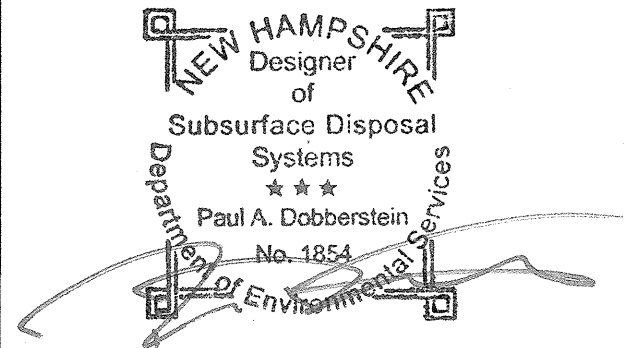
2) THE CONTRACTOR SHALL NOTIFY DIG-SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.

3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION." (NHDES DECEMBER 2008).

WHITE
SUBDIVISION
OLD GARRISON ROAD
DOVER, N.H.

1	REVISE PER NOTICE OF DECISION	4/8/19
0	ISSUED FOR COMMENT	11/20/18
NO.	DESCRIPTION	DATE

REVISIONS



SCALE 1"=30' NOVEMBER 2018

TEST PIT LOGS
& DETAILS

D1

TEST PIT #1

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 33"
Observed Water: NONE
Restrictive layer: 33"
REFUSAL: NONE
Percolation rate: 12 min./inch
Roots: 16"

DEPTH	DESCRIPTION
0 - 1"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
1"-15"	10YR 4/6 FINE SANDY LOAM, GRANULAR, FRIABLE
15"-33"	10YR 5/4 FINE SANDY LOAM, GRANULAR, FRIABLE
33"-55"	2.5Y 5/3 FINE SANDY LOAM, MASSIVE, FIRM

TEST PIT #7

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 11"
Observed Water: NONE
Restrictive layer: 11"
REFUSAL: NONE
Percolation rate: 12 min./inch
Roots: 5"

DEPTH	DESCRIPTION
0 - 3"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
3"-11"	10YR 4/3 FINE SANDY LOAM, GRANULAR, FRIABLE
11"-60"	2.5Y 5/2 SILT LOAM, MASSIVE, FIRM

TEST PIT #2

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 17"
Observed Water: NONE
Restrictive layer: 17"
REFUSAL: LEDGE @ 43"
Percolation rate: 15 min./inch
Roots: 16"

DEPTH	DESCRIPTION
0 - 9"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
9"-17"	10YR 4/6 FINE SANDY LOAM, GRANULAR, FRIABLE
17"-43"	2.5Y 5/3 FINE SANDY LOAM, MASSIVE, FIRM

TEST PIT #8

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 31"
Observed Water: NONE
Restrictive layer: NONE
REFUSAL: NONE
Percolation rate: 12 min./inch
Roots: 12"

DEPTH	DESCRIPTION
0 - 9"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
9"-24"	10YR 4/4 FINE SANDY LOAM, GRANULAR, FRIABLE
24"-31"	10YR 4/3 FINE SANDY LOAM, GRANULAR, FRIABLE
31"-60"	2.5Y 5/3 FINE SANDY LOAM, GRANULAR, FRIABLE

TEST PIT #4

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 29"
Observed Water: NONE
Restrictive layer: 29"
REFUSAL: LEDGE @ 50"
Percolation rate: 12 min./inch
Roots: 24"

DEPTH	DESCRIPTION
0 - 2"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
2"-14"	10YR 4/6 FINE SANDY LOAM, GRANULAR, FRIABLE
14"-29"	2.5Y 5/4 FINE SANDY LOAM, GRANULAR, FRIABLE
29"-56"	2.5Y 5/3 FINE SANDY LOAM, MASSIVE, FIRM

TEST PIT #9

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 39"
Observed Water: NONE
Restrictive layer: NONE
REFUSAL: NONE TO 62"
Percolation rate: 10 min./inch
Roots: NONE

DEPTH	DESCRIPTION
0 - 3"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
3"-24"	10YR 5/6 FINE SANDY LOAM, GRANULAR, FRIABLE
24"-39"	10YR 4/5 FINE SANDY LOAM, FIRM, MASSIVE
39"-62"	2.5Y 5/3 FINE SANDY LOAM, MASSIVE, FIRM

TEST PIT #5

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 34"
Observed Water: NONE
Restrictive layer: 34"
REFUSAL: NONE TO 60"
Percolation rate: 10 min./inch
Roots: 21"

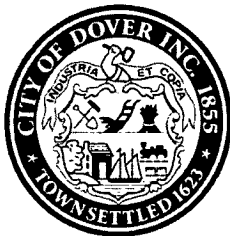
DEPTH	DESCRIPTION
0 - 2"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
2"-23"	10YR 4/5 FINE SANDY LOAM, GRANULAR, FRIABLE
23"-34"	10YR 4/3 FINE SANDY LOAM, GRANULAR, FRIABLE
34"-60"	2.5Y 5/3 FINE SANDY LOAM, MASSIVE, FIRM

TEST PIT #6

Date: 8/8/18
Logged by: STEVE D. RIKER
Witnessed by: NONE
ESHWT: 14"
Observed Water: NONE
Restrictive layer: 14"
REFUSAL: NONE TO 63"
Percolation rate: 16 min./inch
Roots: 13"

DEPTH	DESCRIPTION
0 - 1"	10YR 3/2 FINE SANDY LOAM, GRANULAR, FRIABLE
1"-14"	10YR 4/3 FINE SANDY LOAM, GRANULAR, FRIABLE
14"-63"	2.5Y 5/2 FINE SANDY LOAM, MASSIVE, FIRM

CHRISTOPHER G. PARKER, AICP
Assistant City Manager
Planning & Strategic Initiatives
c.parker@dover.nh.gov



288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6008
Fax: (603) 516-6049
www.dover.nh.gov

City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

NOTICE OF DECISION

December 13, 2018

Jeff White
32 Piscataqua Road
Dover, NH 03820

Re: Consideration and acceptance of a Minor Subdivision for Jeff White (Owner: K & R Towle Trustees and K & R Towle Revocable Trust 97), Assessor's Map J, Lot 12, zoned R-40, located at Old Garrison Road. (2 new lots) *(P18-63)

Dear Mr. White:

Please be advised that on Tuesday, December 11, 2018 the Dover Planning Board voted to conditionally approve the above referenced plan. For your reference, according to our records, the current school district is Garrison and the Ward is 4. **The specific conditions are included with this letter.**

In addition to the conditions of approval, please provide the following to the Planning Office:

- ☐ Five (5) full size plans and One (1) 11" x 17" plan
- ☐ One (1) recordable paper copy of the plan
- ☐ One (1) CAD file format of the plan
- ☐ One (1) PDF digital version of the plan

The plans must be submitted within ninety (90) days from Planning Board approval. Upon receipt, the Planning Board Chair will sign them approved.

If you have any questions, please do not hesitate to contact my office.

Sincerely,

Christopher G. Parker, AICP
Assistant City Manager, Planning & Strategic Initiatives

EC: Building Inspection Office
Engineering Office
Assessing Office
CC: Towle K&R Trustees, Towle K and R Revocable Trust, 97

Waiver Request

Submitted

Received

Condition to Be Met Prior to the Signing of the Plan:

1. A note shall be added to the subdivision plan that the waiver from 155-28 was granted for the reasons stated by the applicant and that the Board found the criteria of 155-52 have been met.

**Subdivision****Conditions to Be Met Prior to Signing of Plans:**

1. Provide:
 - a. Copy of NHDES Subdivision Permit to Planning Department and amend plan note to add permit number.
 - b. Updated current use plan to the satisfaction of the City Assessor
 - c. Sample language to the City for inclusion in deeds created for these lots that acknowledge that the lots are on a Class VI roadway and Scenic Roadway, and the limitations/regulations required as such.
2. The applicant shall revise the plat to:
 - a. Include the Licensed Land Surveyor signature and stamp
 - b. Add the owner's signatures to the final plat submitted for signature to be recorded at the Strafford County Registry of Deeds
 - c. Add Planning File #P18-63
 - d. Indicate electric utilities
 - e. Add tax map and lots per Assessing Office
 - f. Note trail easement or provide additional information
 - g. Add common minor subdivision notes: 7, 10, 12, 14, 15, 16, 25, 26, and 27
 - h. Note shall be added to the plat that lots shall comply with the requirements of 170-28.4 (C) and Chapter 143 (Scenic Roads)
 - i. Note shall be added to the plat that no cutting or removal of trees or tearing down or destruction of stone walls, or portions thereof, along the right of way without the written consent of the City Council per Chapter 143
 - j. Note shall be added to the plat that should the City Council approve the removal of a portion of a stonewall, the stones taken from the original wall shall be reused on the property to rebuilding deteriorated portions of the remaining wall
 - k. Note shall be added to the plat that the municipality neither assumes responsibility for maintenance of said class VI highway nor liability for any damages resulting from the use thereof.

**Conditions to Be Met Prior to Issuance of a Building Permit**

Submitted

Reviewed

- 3. The City Council after review and comment by the planning board shall vote to authorize the issuance of building permits for the erection of buildings **SEE EMAIL**
4. The building permit applicant shall certify they understand the municipality neither assumes responsibility for maintenance of said class VI highway nor liability for any damages resulting from the use thereof **(ON RECORDED PLAN)**
5. The applicant shall produce evidence that notice of the limits of municipal responsibility and liability has been recorded in the county registry of deeds **(ON RECORDED PLAN)**

**Conditions to Be Met Prior to Occupancy:**

6. Issuance of a Certificate of Occupancy.
7. Impact fees for new dwelling unit shall be paid per the invoice included with the Notice of Decision.
8. The applicant shall provide proof that the deeds for the lots contain the acknowledgment that the lots are on a Class VI roadway and Scenic Roadway, and the limitations/regulations required





PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

RAFFLE*_____, TAG*_____, BLOCK PARTY** ✓

Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: N/A

Federal Tax ID number for Organization: _____

Check (✓) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other X
(Describe) Neighborhood gathering (NE)

Contact Person: April Richer Day Time Telephone: 603-724-4288

Address: 18 Florence Street Dover NH Email S.A.Saxby@gmail.com

Purpose of Permit: Block Party

Date of Event: 7/13/19 Specific Time: _____

Location of Event: Florence Street from Pearl to Broadway

*****RAFFLE / TAG PERMITS*****

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

<http://www.doj.nh.gov/charitable-trusts/faq.htm>

*****BLOCK PARTY PERMITS*****

**NOTICE TO BLOCK PARTY APPLICANTS: STREET CLOSURES, TRAFFIC DETOURS, AND/OR PARKING RESTRICTIONS MUST BE ARRANGED WITH THE POLICE DEPARTMENT

Block Party Location (attach map if more than one street is affected): Florence Street

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: S. April Richer DATE: 6/18/19
(duly authorized)

PRINTED NAME: Sarah April Richer

Licensing Board Approval [Signature] Date: 6/28/19



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2019.07.10 – 112**

Resolution Re: B19071 City Hall Security System –Howard Systems, LLC

WHEREAS: A Sealed Request for Bid B19071 was issued and received for City Hall Security System on May 21, 2019 at 2:00 pm. A mandatory prebid meeting was conducted on May 7, 2019 with twelve firms attending; and

WHEREAS: Five bid response was received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. Two firms were deemed non-responsive as complete solution was not submitted. Interviews were conducted with Johnson Controls and Howard Systems. The low bid meeting specifications was submitted by Howard Systems, LLC of Rochester NH in the amount of \$62,699.00

WHEREAS: *Building Access Control Systems & CCTV Systems:* To install electronic keycard and CCTV systems in all larger municipal facilities. To standardize on keycard and CCTV systems. This extends Access Control and Security Systems technology currently employed at the Dover Police Station. It is the recommendation to award to Howard Systems in the amount not to exceed \$62,699.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Howard Systems, LLC of Rochester NH for security systems services and at rates provided in conjunction with Bid B19071. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
6100.1.550.49200.4725.09100.00	Building Improvement	70,000.00	70,000.00
6100.1.550.49200.4725.09100.98	Building Improvement	5,000.00	5,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2019.07.10 – 112**

Resolution Re: B19071 City Hall Security System –Howard Systems, LLC

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2019.07.10 – 112**

Resolution Re: B19071 City Hall Security System –Howard Systems, LLC

RESOLUTION BACKGROUND MATERIAL:

The City of Dover sought proposals for an updated security system at City Hall. The proposal included two primary components;

Part A: City Hall Close Circuit Security Cameras System and

Part B: City Hall Security Access Panels

Project History – The City of Dover has standardized on Exac-Q-Vision for its digital video recording system in conjunction with IP-based cameras. The City of Dover has standardized on C-Cure for its access control system.

Bid Information:

A Sealed Request for Bid B19071 was issued and received for City Hall Security System on May 21, 2019 at 2:00 pm.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	147	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	Howard Systems, LLC	Fund:	Dovernet
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2019.07.10 – 113**

Resolution Re: B19088 Household Hazardous Waste Clean Up Day - MXI
Environmental Services, LLC

WHEREAS: The sealed request for bid B19088 was solicited and received for household hazardous waste collection services on June 26, 2019 at 2:00 pm; and

WHEREAS: Two firms responded with unit price quotes for different chemicals that the City anticipates will be collected for the project in its entirety. The collection day will be August 24, 2019; and

WHEREAS: Low bid meeting specifications was submitted by MXI Environmental Services, LLC of Langhorne, PA at varying rates for collection various household hazardous waste chemicals. The estimated annual expenditure exceeding \$25,000 threshold thereby requiring council approval.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to MXI Environmental Services, LLC for household hazardous waste collection services given rates provided in conjunction with bid B19088. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
3320.1.300.43230.4421.000000	Waste Management Disposal Services	321,250	321,250

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2019.07.10 – 113**
Resolution Re: B19088 Household Hazardous Waste Clean Up Day - MXI
Environmental Services, LLC

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2019.07.10 – 113**
Resolution Re: B19088 Household Hazardous Waste Clean Up Day - MXI
Environmental Services, LLC

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, New Hampshire requested proposals from qualified firms for Household Hazardous Waste Collection Services. The vendor will operate collection activities at the site on Saturday, August 24, 2019 from 9:00 a.m. to 1:00 p.m. All collected waste, equipment and related materials resulting from the operation of this collection will be removed from the site no later than 7:00 p.m. of the day of the collection.

Bid Information:

The sealed request for bid B19088 was solicited and received for household hazardous waste collection services on June 26, 2019 at 2:00 pm.

Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations emailed:	124	Number of Responses:	2
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	until completion	Estimated Delivery:	8/24/2019
Recommended Award to:	MXI	Fund:	Recycling Collections
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2019.07.10 – 114**
Resolution Re: On Call Environmental Consulting Service with Ransom Consulting Inc for Cocheco Street

- WHEREAS: In June the City found an emerging sink hole on a 60 inch diameter outfall pipe on Cocheco Street. The sink hole was initially patched with filter fabric and crushed stone, pending an inspection of the interior condition; and
- WHEREAS: City staff learned the site in question was contaminated due to previous use of the site by Public Services of New Hampshire, now Eversource. The location is classified as a Hazardous Waste site by NH DES and is under an Activity & Use Restriction (AUR). In response, Community Services staff engaged Ransom Environmental to coordinate with NH DES and submit the required plans as NH DES would not authorize work to commence without development of these plans. Ransom Environmental submitted an estimated amount of \$10,000.00; and
- WHEREAS: PSNH/Eversource is the identified party responsible for the site contamination, City staff will seek reimbursement for any costs related to the contamination of the site. The goal will be to seek full reimbursement for Ransom Environmental costs, along with any other costs directly associated to the contamination; and
- WHEREAS: Per Dover Code 3-37A: Exemptions to Bidding: Emergency Purchases: The City Manager may waive the competitive bidding procedures when there exists an emergency as determined by the City Manager.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Ransom Consulting Inc of Portsmouth NH for on call Environmental Consulting Services for the Cocheco Street in the estimated amount of \$10,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4015.1.300.43155.4715.03202.15	CS Drainage System Impr	368,650.00	230,205.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2019.07.10 – 114**
Resolution Re: On Call Environmental Consulting Service with Ransom Consulting Inc for Cocheco Street

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2019.07.10 – 114**
Resolution Re: On Call Environmental Consulting Service with Ransom Consulting Inc for Cocheco Street

RESOLUTION BACKGROUND MATERIAL:

In mid to late June, a sink hole started forming in the gravel parking of 11 Cocheco Street, which is a boat storage area and parking lot owned by George Maglaras and Robert Mairs. The sink hole was located in the vicinity of a 60-inch diameter storm drain line that is maintained by the City.

The sink hole was initially patched with some filter fabric and crushed stone, pending an inspection of the interior condition. City staff learned the site in question was contaminated due to previous use of the site by Public Services of New Hampshire, now Eversource. The location is classified as a Hazardous Waste site by NH DES and is under an Activity & Use Restriction (AUR).

To comply with the requirements of the AUR, expertise from an environmental remediation firm was required to develop a Soil Management Plan (SMP) to guide the excavation process. Additionally, based on the documented contaminants, a specific Site Health & Safety Plan (SH&SP) was required to ensure the safety of the responding workers, and to prevent any spread of contamination. NH DES would not authorize work to commence without development of those plans.

An internal inspection of the 60-inch drainage pipe indicated a section had completely collapsed, thus blocking any flow. The initial repair of filter fabric and crushed stone had also washed down into the pipe. In response, Community Services staff engaged Ransom Environmental to coordinate with NH DES and submit the required SMP and SH&SP plans.

Due to the magnitude of the repair, an outside contractor (SUR Construction) was engaged to provide excavation services. SUR Construction was appropriately certified via OSHA for Hazardous Waste Operations and Emergency Response (HAZWOPER) standards (29 CFR 1910.120), which was mandated in order to operate at the site.

Since PSNH/Eversource is the identified party responsible for the site contamination, City staff will seek reimbursement for any costs related to the contamination of the site. The goal will be to seek full reimbursement for Ransom Environmental costs, along with any other costs directly associated to the contamination.

Bid Information:

Per Dover Code 3-37A: Exemptions to Bidding: Emergency Purchases: The City Manager may waive the competitive bidding procedures when there exists an emergency as determined by the City Manager. All attempts shall be made to obtain the most competitive price within the time available.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.5.

Bid Number: **R -2019.07.10 – 115**
Bid Description: Purchase of Water Meters with Stiles Company Inc

WHEREAS: The City has been purchasing water meters from Badger Meter since they were awarded the bid in 1995 via Bid# B95052; and

WHEREAS: Badger Meter manufactures to order which means shipments can take up to six weeks for delivery. Badger Meter moved its sale of products to municipalities, such as Dover, to their local distributor. Stiles Company, Inc is the exclusive distributor for utility products manufactured by Badger Meter for the State of New Hampshire. Stiles Company, Inc has been providing meters to the city since 2016 at rates locked for one-year periods; and

WHEREAS: The city has received FY2020 pricing quote that will be locked in until 6/30/20 which is reviewed annually.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Stiles Company, Inc of Northwood MA for various meters as needed at rates in conjunction with the attached quote. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4741.00000.00	Water Machinery and Equipment	\$178,600.00	\$178,600.00
5300.1.300.43320.4741.03510.19	Water Meter Replacement	\$825,000.00	\$523,859.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.5.

Bid Number: **R -2019.07.10 – 115**
Bid Description: Purchase of Water Meters with Stiles Company Inc

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.5.

Bid Number: **R -2019.07.10 – 115**
Bid Description: Purchase of Water Meters with Stiles Company Inc

RESOLUTION BACKGROUND MATERIAL:

The FY2020 Capital Improvement Program approved funding that continues the process of replacing existing meters in the field that have met their life expectancy. This ensures the water meters in system are not outdated and are recording water usage correctly. Not only have some meters reached their life expectancy, they also require inefficient, manual reading of the actual meters. The meter readings are also used as the basis for determining volumetric Sewer Bills.

The City currently has approximately 9,740 total water meters. The goal is to convert to an entire radio read system to eliminate any need for manual reading of meters. This will improve meter read accuracy and enhance overall efficiency. Work remains ongoing with in-house staff. Two separate crews have been dedicated to meter changeouts. As of the end of May 2019 the total meter count was at 9,738 with the following breakdown: Orions 2,404 (intermediate technology – allows for remote reading but only if crew drives by with remote antenna); MMI/Trace (old/non-supported units – no remote read capability) 3,293; and 4,041 Galaxy (newest technology – allows for remote reading via antenna network).

Bid Information:

No bid, sole distributor for New England Region.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	n/a	Number of Responses:	n/a
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until completion	Estimated Delivery:	As Needed
Recommended Award to:	Stiles Company, Inc	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval

Stiles Company

Water Works Products

922 Pleasant Street
Norwood, MA 02062
800-426-6246
Federal ID: 04-2779533

QUOTATIONQuotation #: **016609**

Page 1 of 1

SOLD TO:

DOVER WATER WORKS NH

288 CENTRAL AV.
DOVER, NH 03820

SHIPPED TO:

DOVER WATER WORKS NH

271 MAST RD
DOVER, NH 03820

QUOTE DATE

7/1/2019

EXPIRATION DATE

6/30/2020

YOUR ORDER #**PAYMENT TERMS**

Net 30 days

ENTERED BY

jlp

SHIPPED VIA

Quantity	Item #	Description	Price	Amount
1	BME25B-11-1	M25 E-SERIES 5/8 X 1/2 SS BODY CUBIC FEET	\$249.60	\$249.60
1	B 1	HRE LCD Registration Cuft 9Dial Galaxy 25 Ft Wire	\$0.00	\$0.00
1	BME35B-31-1	M35 E-SERIES 3/4 X 9 SS BODY CUBIC FEET	\$267.00	\$267.00
1	B 1	HRE LCD Registration Cuft 9Dial Galaxy 25 Ft Wire	\$0.00	\$0.00
1	BME55B-41-1	M55 E-SERIES 1 IN X 10-3/4 SS BODY CUBIC FEET	\$280.20	\$280.20
1	B 1	HRE LCD Registration Cuft 9Dial Galaxy 25 Ft Wire	\$0.00	\$0.00
1	BME120-6F-1	M120 E-SERIES 1-1/2 IN SS FLANGED BODY CUBIC FEET	\$488.42	\$488.42
1	B 1	HRE LCD Registration Cuft 9Dial Galaxy 25 Ft Wire	\$0.00	\$0.00
1	BME170-7F-1	M170 E-SERIES 2 IN SS FLANGED BODY CUBIC FEET	\$618.45	\$618.45
1	B 1	HRE LCD Registration Cuft 9Dial Galaxy 25 Ft Wire	\$0.00	\$0.00

Comments:

SUBTOTAL:	\$1,903.67
FREIGHT:	\$0.00
	\$0.00
	\$0.00
OTHER:	\$0.00
TOTAL:	\$1,903.67

Stiles Company*Water Works Products*

922 Pleasant Street
Norwood, MA 02062
800-426-6246
Federal ID: 04-2779533

QUOTATIONQuotation #: **021276**

Page 1 of 1

SOLD TO:

DOVER WATER WORKS NH

288 CENTRAL AV.
DOVER, NH 03820

SHIPPED TO:

DOVER WATER WORKS NH

271 MAST RD
DOVER, NH 03820

QUOTE DATE

7/1/2019

EXPIRATION DATE

6/30/2019

YOUR ORDER #**PAYMENT TERMS**

Net 30 days

ENTERED BY

scs

SHIPPED VIA

Quantity	Item #	Description	Price	Amount
1	BM25G-1	M25 GALAXY CUBIC FEET HRE 25FT TORX	\$163.50	\$163.50
1	BM35G-1	M35 GALAXY CUBIC FEET RTR 25FT TORX	\$163.50	\$163.50
1	BM70G-1	M70 GALAXY CUBIC FEET RTR 25FT TORX	\$163.50	\$163.50
1	BM120G-1	M120 GALAXY CUBIC FEET 25 FT TORX	\$163.50	\$163.50
1	BM170G-1	M170 GALAXY CUBIC FEET RTR 25FT TORX	\$163.50	\$163.50

Comments:

SUBTOTAL:	\$817.50
FREIGHT:	\$0.00
	\$0.00
	\$0.00
OTHER:	\$0.00
TOTAL:	\$817.50



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2019.07.10 – 116**
Resolution Re: **Approval of License Agreement between the
Cooperative Alliance for Seacoast Transportation and
City of Dover**

- WHEREAS: The City of Dover controls the use of public rights-of-way (“ROW”) throughout the City; and
- WHEREAS: The Cooperative Alliance for Seacoast Transportation (COAST) is a regional transportation provider; and
- WHEREAS: COAST has requested a license upon, under and across portions of various ROW for the purpose of installing and maintaining shelters at bus stops in order to provide cover during inclement weather for COAST’s ridership; and
- WHEREAS: The City and COAST wish to memorialize all of the shelters within Dover through a master license agreement; and
- WHEREAS: The license granted to COAST would be revocable and the City would retain control of the land and impose such other conditions on the license as are in the City’s best interests and acceptable to COAST.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

That the City Manager is authorized to finalize and sign a License Agreement with the Cooperative Alliance for Seacoast Transportation for the installation, and maintenance of bus shelters in the City’s ROW. The License shall include a list of all shelters within Dover.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.6.
	Resolution Number: R – 2019.07.10 – 116 Resolution Re: Approval of License Agreement between the Cooperative Alliance for Seacoast Transportation and City of Dover

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsay Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The Cooperative Alliance for Seacoast Transportation (COAST) has provided public transit options to the seacoast region for over 40 years. In that time bus stops have evolved from simple signs attached to posts indicating stop locations to shelters with benches. COAST and the City desire to memorialize the locations of the shelters as they are within various Rights of Ways within the community.

As the City has accomplished with other entities, where a property right is being considered, a license is an appropriate instrument for memorializing the right being granted from the City to COAST. The license will note the locations of shelters, clarify maintenance responsibilities, the ability for COAST to derive revenue from the shelters (advertising etc.), and how that revenue will be cost shared with the City. Furthermore, as standard practice, the license will have a term, require payment of property tax, if applicable and prohibit flashing/electronic signage.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2019.07.10 – 117**
Resolution Re: **Approval of License Agreement between CSBB Investments, LLC and City of Dover**

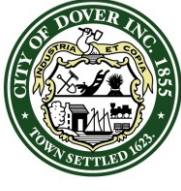
- WHEREAS: The City of Dover owns a parcel of land known as Assessors Map 2 lot 83-1; and
- WHEREAS: CSBB Investments, LLC operates the Dover Brickhouse a restaurant at 2 Orchard Street; and
- WHEREAS: CSBB Investments, LLC has requested a license upon and across portions of the City parcel for the purpose of installing and maintaining outdoor seating for customers of the Dover Brickhouse; and
- WHEREAS: The City and CSBB Investments, LLC wish to memorialize this seating through a license agreement; and
- WHEREAS: The license granted to CSBB Investments, LLC would be limited to May 15 to November 15 of each year and revocable with the City retaining control of the land and imposing such other conditions on the license as are in the City's best interests and acceptable to CSBB Investments, LLC.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

That the City Manager is authorized to finalize and sign a License Agreement with CSBB Investments, LLC for the installation, and maintenance of outdoor seating shelters on the City's parcel.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.7. Resolution Number: R – 2019.07.10 – 117 Resolution Re: Approval of License Agreement between CSBB Investments, LLC and City of Dover
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DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsay Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

CSBB Investments, LLC has operated the Dover Brickhouse for over a decade, and wishes to offer outdoor seating to its customers. The sidewalk adjacent to the building, is not within City Right of Way, so the permit process outlined in Chapter 152 is not applicable. The license drafted will incorporate the appropriate elements from the permit process, including insurance provisions, maintenance provisions and other aspects, as reviewed and approved by the City Manager.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.07.10 – 118**
Resolution Re: **Amendment of FY2020 Fee Schedule to Amend Parking
Meter Fee Structure**

WHEREAS: The City Council adopted the FY2020 City of Dover Fee Schedule on March 27, 2019,
and;

WHEREAS: The City regulates Parking meter fees, and;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

That the City Council authorizes changes to the Police Department section of the approved FY2020 Fee Schedule - Parking Meter Rates, to reflect amending the fee, as follows:

PARKING METER RATES:	CURRENT FEE	PROPOSED FEE
Parking Garage: 2 am to 6 am	\$3 Flat Fee	\$1/hr
Delete: 15 Minutes On-Street Meters and Indoor Pool Lot	\$0.25	
Add: On-Street and Indoor Pool Lot		Up to 2 hrs. - \$1/hr 3 rd & 4 th hrs. - \$2/hr 5 th hr & up - \$3/hr

**THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF
COUNCIL**

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.07.10 – 118**
Resolution Re: **Amendment of FY2020 Fee Schedule to Amend Parking Meter Fee Structure**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

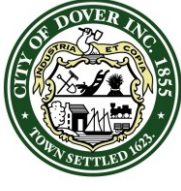
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

At their May meeting, the parking commission voted to recommend that the overnight rate in the parking garage go from a flat fee to an hour fee to allow those arriving later in the morning to only pay a prorated meter fee.

At their May meeting, the Parking Commission recommended a series of changes to amend the Parking Management System to include a progressive pricing structure to incentivize the use of the parking lots and garage to create turnover parking in on-street locations.

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY OF DOVER - ORDINANCE</th></tr> <tr> <td colspan="2">Agenda Item#: 13.C.1.</td></tr> <tr> <td>Ordinance Number:</td><td>O – 2019.07.10 – 011</td></tr> <tr> <td>Ordinance Title:</td><td>Vehicles and Traffic</td></tr> <tr> <td>Chapter:</td><td>166</td></tr> <tr> <td>Section:</td><td>37. Hours of Operation and Rates</td></tr> </table>	CITY OF DOVER - ORDINANCE		Agenda Item#: 13.C.1.		Ordinance Number:	O – 2019.07.10 – 011	Ordinance Title:	Vehicles and Traffic	Chapter:	166	Section:	37. Hours of Operation and Rates
CITY OF DOVER - ORDINANCE													
Agenda Item#: 13.C.1.													
Ordinance Number:	O – 2019.07.10 – 011												
Ordinance Title:	Vehicles and Traffic												
Chapter:	166												
Section:	37. Hours of Operation and Rates												

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, Section 37 to change the hours of operation on metered parking.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 37. Hours of Operation and Rates as follows:

166-37. Hours of Operation and Rates. [Amended on 01-13-88 by Ord. No. 34-87;

Amended 04-12-2017 by Ord. No. 2017.03.22-004; Amended 11-08-2017 by Ord. No. 2017.10.25-010;

Amended 02-14-2018 by Ord. No. 2018.01.10-001; Amended 10-10-2018 by Ord. No. 2018.09.26-010]

A. Paid parking shall be required daily between the hours of 9:00 a.m. and ~~8~~7:00 p.m., except on ~~Saturdays, Sundays and state holidays~~ with the exception of:

~~1. The Henry Law Recreation Parking Lot, where paid parking from a Parking Meter shall be required daily between the hours of 9:00 a.m. and 5:00 p.m. except on Saturdays, Sundays and state holidays; and~~

~~12. The Orchard Street Parking Garage where paid parking shall be required daily between the hours of 9:00 a.m. and 7:00 p.m., except on Saturdays, Sundays and legal holidays and where paid parking shall also be required daily in designated metered spaces between the hours of 2:00 a.m. and 6:00 a.m.~~

~~23. The Friday after Thanksgiving.~~ The following holidays: January 1; the third Monday in January, known as Martin Luther King, Jr. Civil Rights Day; the third Monday in February, known as Washington’s Birthday; the last Monday in May, known as Memorial Day or, on a date to coincide with the federal observance if it is held on a different day; July 4; the first Monday in September, known as Labor Day; the second Monday in October, known as Columbus Day; November 11, known as Veterans Day; Thanksgiving Day; the Friday after Thanksgiving; and Christmas Day. When one of the listed holidays falls on a Sunday, the Monday after shall be observed as a holiday.

B. Parking Meter rates shall be set forth in the annual Fee Schedule adopted by the City Council.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2019.07.10 – 011**
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 37. Hours of Operation and Rates

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Councilor Name Councilor
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2019.07.10 – 011**
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 37. Hours of Operation and Rates

ORDINANCE BACKGROUND MATERIAL:

At their May meeting, the Parking Commission recommended these changes to address concerns about downtown residents and employees taking up on-street parking spaces. The addition of numerous residential units in the coming months will also require adjustments to the parking system to balance the varied needs of downtown residents, customers/visitors and employees.

1. Increase the hours of operation to 8:00 p.m. from the current 7:00 p.m.
2. Add Saturdays to the metered parking days.
3. Move to a Progressive Meter Pricing Structure.



June 24, 2019

Dover City Council
City of Dover
288 Central Avenue
Dover, NH 03820

Re: TiVo Customers: Accessing Xfinity On Demand App

Dear Members of the Council:

We are committed to keeping you updated about actions that may affect our customers. To that end, and as a courtesy in the event you receive questions, we are letting you know that as of June 25, 2019, the Xfinity On Demand app will no longer be available on TiVo devices.

In close consultation with TiVo, we made the decision to remove the Xfinity On Demand app from TiVo devices because the platform that permits those entitlements utilizes outdated technology that can no longer be updated and is therefore susceptible to security breaches. Both Xfinity and TiVo have notified affected customers of this equipment issue.

Please feel free to contact me at 603-224-1871, ext. 202 if you have any questions.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs