



DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, October 22 2019**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Dave Landry, Frank Torr, Dave White, Ellen Brooks (Alternate), Jackson Kaspari, Tom Clark, Lisa McGunnigle (Alternate)

Members Not Present (excused): Dennis Ciotti (Councilor), Erin Allgood (Alternate); Matt Sullivan, Hayley Harmon (Vice Chair)

Members Not Present (un-excused): None

Staff Present: Christopher Parker, Assistant City Manager

The Chair called the meeting to order at 7:00pm and stated J. Kaspari will sit as Vice Chair for H. Harmon and E. Brooks will sit for J. Kaspari.

1. CITIZENS' FORUM

Citizens Forum Open. No one spoke. *Citizens Forum Closed.*

2. APPROVAL OF THE PRIOR MINUTES

- October 8, 2019 Regular Meeting Minutes
- August 27, 2019 Workshop Meeting Minutes

Motion: F. Torr made a motion to approve the minutes of October 8 and August 27, 2019 as submitted.
Seconded by D. White Vote: U/A.

3. OLD BUSINESS

None

4. NEW BUSINESS

- A. Consideration and acceptance of a waiver request for the Roman Catholic Bishop of Manchester, aka Diocese of Manchester, Assessor's Map L, Lot 15, zoned R-20, and located at 197 Dover Point Road. (Proposal is to request a waiver to the lighting regulations). *(P19-65)

C. Parker stated that the applicant is requesting to improve their athletic fields by adding in turf, new bleachers, and other track and field related amenities. The amount of work is below the Planning Board review threshold, however a waiver is necessary to install the proposed lighting which does not meet the regulations. Since the Planning Board is the only entity to be able to grant a waiver, the applicant is requesting a waiver to the lighting regulations. The proposed pole light of a maximum of 110' where 20' in the maximum. The proposed lighting also indicates some spill over onto an abutting property.

The Technical Review Committee reviewed this application at their September 12, 2019 meeting, and conditionally signed off on all non-waiver items per Chapter 149-4.

Brad Mezquita, Tighe and Bond, representing the application, reviewed the waiver request. He explained the fixtures are aimed specifically at the field and are shielded all around, so the light does not spill out. They will be replacing the 10 temporary poles that are currently running on generators with four poles not run by generators. This will be much quieter. The lights will be LED.

He clarified some questions of the board:

This is a typical height for a lighting pole for an athletic field. The height allows the light to be directed more downward, rather than flat across. He described where on the drawing the poles are located and described the



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site. He discussed the brightness in foot candles and how they are planning to have close to zero spill over at the property line.

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

Public hearing opened.

Robert Goss, 10 Royer Ln is in favor of the project since it is a good addition to the school. He expressed concerns about the height of the poles and wondered why they are placed so far from the field. If they were closer, they could be lower. He urged the board to restrict the height to 75'-80'.

Skip Knierim, 45 Ayers Ln agreed with Rob that the height is too high and would like a restriction of 70'-75'. He wondered what the standard height is for high schools and how often the lights will be used.

Public Hearing closed.

Mr. Mezquita addressed the public comments:

The synthetic surface area is larger than the actual playing field and the playing field is not in the center.

That's why the poles are farther away- they are on the outside of the turf.

80' is the standard height for fields. They want to be able to light the entire turf area so other sports can play on it off-season. There would be more spillage of light if they did lower poles. The light would shine at more of a horizontal angle than what this plan proposes.

The lights will be used for practice and games when needed. They will be able to be turned off and on easily- even from a phone app.

Fergus Cullen, Business manager at St Thomas Aquinas High School addressed the time and schedule. It is reasonable to assume they will be off by 9:30 most of the time and only needed those late hours about five games a season in the fall.

D. White wondered if they could stipulate no tree cutting between the construction area and the property line to maintain buffer. C. Parker said it could be a condition if the board chooses.

STAFF RECOMMENDATION:

Chapter 149-19 of the Site Review Regulations of the City Code allows the Planning Board to waive specific provisions of the regulations if the Planning Board finds the two criteria have been met. This proposal is consistent with those standards, and the Department recommends that the Planning Board vote to approve the waiver with the following conditions:

Conditions to Be Met Prior to Granting the Waiver:

1. The applicant shall provide:
 - a. a digital version of plan set
 - b. a schedule for when the lighting will be used and hours they will be used, to satisfaction of Assistant City Manager
2. The applicant must revise final plan set to:
 - a. Add the owner's signatures to the final plat
 - b. Add a note that the Board found the criteria of Chapter 149-19 have been met and therefore grant the lighting waiver



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- c. Have lighting plan signed stamped by engineer
- d. Address remaining applicable TRC comments
- e. Provide details of the lighting fixtures, including cut off/shields
- f. Note that no cutting outside of the construction area shall be completed.

J. Kaspari commented that shorter poles lead to safety issues when the game ball is lost in the light and more poles will be more of a nuisance to the abutters. The proposed plan is reasonable.

Motion: F. Torr made a motion that the Planning Board finds the criteria has been met and grants the waiver. Seconded by E. Brooks. Vote U/A.

- B. Consideration and acceptance of a Site Review for Wentworth Home, Assessor's Map 37, Lot 1A, zoned H, and located at 795 Central Avenue. (Proposal is to construct a 10,180 sq. ft. two story memory care addition to the existing Wentworth Home and additional driveway with 30 new parking spaces). *(P19-59)

C. Parker stated that the applicant is proposing to expand the Wentworth Home assisted living facility at its current location adding a 10,180 SF two-story addition. The site will have 30 parking spaces and will be moving the curb cut further north on Central Ave. The site is serviced by public water and sewer.

The Technical Review Committee reviewed this application at their September 5, 2019 meeting. The applicant then brought revised plans for staff to review on October 10, 2019.

Erin Lambert, Wilcox & Barton, representing the application, reviewed the proposal and application materials and explained the request. She explained there is an agreement for shared parking with the hospital.

Discussion ensued regarding current and proposed security.

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

Public hearing opened. No one spoke. Public Hearing closed.

STAFF RECOMMENDATION:

Chapter 149-4 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. This plan is consistent with those regulations, and the Department recommends that the Planning Board vote to approve the Site Plan with the following conditions:

Conditions to Be Met Prior to the Signing of Plans:

1. The applicant shall provide:
 - a. a digital version of plan set
 - b. lighting
2. The applicant must revise final plan set to:
 - a. Add the owner's signatures to the final plat
 - b. Add LLS, PE, Architect, and LLA signatures and stamps to final plan
 - c. Remove duplicate notes and add common site notes 9, 10, & 34
 - d. Address drainage to the City Engineer's satisfaction
 - e. Address final hydrant location and access, FDC, and handrail to the Building Official's satisfaction.



CITY OF DOVER

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Conditions to Be Met Prior to any Construction Activity:

3. A site construction sign with the contact information for the general contractor must be located and approved by the City Engineer or Assistant City Manager.

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

4. The new building expansion shall be assessed and pay the current water and sewer investment fees in place at the time of application for service.

Conditions to Be Met Prior to Occupancy:

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

Motion: D. White made a motion that the Planning Board grant the Site Plan with staff recommended conditions. Seconded by E. Brooks. Vote U/A

- C. Discussion and public hearing on the City's proposed Capital Improvements (CIP) FY 2022-2026. The CIP can be found on the City Web Site at www.dover.nh.gov and in the Library, City Clerk's office, and the Planning Department.*

C. Parker reviewed the process for the Board and noted that it has a public hearing tonight and on the 12th of November. It can discuss the document at both dates.

Public hearing opened. No one spoke. *Public Hearing recessed.*

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

5. STAFF COMMENTS

- TRC items since October 8 meeting include: Facilities, Grounds and Cemetery building on Court Street.
- There are two surveys as part of the public feedback process for the update of the Recreation Chapter of the Master Plan. There will be a booth for this at Art Walk on Nov 1 as well as at Trick or Treat downtown from 11-2 Oct 26
- Does the Board have any comments to forward to the applicant in advance of the November 12th hearing on the project at 54 Back River Road?
F. Torr suggested connecting Picnic Rock and Red Barn Rd due to safety concerns for fire services. Eliminate the new proposed road entrance.
- TDR Committee: Dave Landry and Erin Allgood have responded to email asking for volunteers. Ellen Brooks expressed interest at the meeting.
- Rec Masterplan sub-committee needs to be adjusted. The Chair was asked to replace Jane Hammor with Maria Ayer per Jane's request. The Chair approved of the switch.

6. MEMBER COMMENTS

The Chair thanked C. Parker for updating on the Rec Masterplan committee and asked members to publicize the surveys – more input is needed.

7. ADJOURNMENT

Motion: F. Torr made a motion to adjourn at 8:23pm. Seconded by T. Clark. Vote U/A