



DOVER PLANNING BOARD

Meeting Minutes

7:00 PM

March 28, 2022, Approved as Submitted, April 25, 2022

Held Remotely Via Zoom

Members Participating: Carol Lisbon, Jody Shue, George Sidgwick, Scott Freedman, and Bill Motley

Associate Member Participating: Valerie Lin

Others Participating: Land Use Director Courtney Starling; Planning Assistant Sue Hall; Bob Miller, 1 Shady Lane; John and James Boynton, 21 Tubwreck Drive; Brian Keane, 7 Dancer Farm Drive; Ida Freimer, 146 Walpole Street; Jonathan Fryer; 16 Haven Street; and LaVerne Lovell, 11 Old Meadow Road

Opening: Chair Carol Lisbon called the meeting to order at 7:03 PM. She read the guidance issued by Governor Baker regarding the Open Meeting Law and remote participation.

I. Regular Business:

a. Approval of Minutes for February 28, 2022

Ms. Lisbon made a motion to approve the minutes for February 28, 2022, as submitted; the motion was seconded by Mr. Motley and passed by a voice vote of 5-0.

II. New/Special Business:

a. 1 Shady Lane, Site Plan Review

The owners, Christina and Bob Miller, are proposing to construct a 20' x 20' pavilion in their rear yard as part of a backyard renovation project. The applicants are proposing to locate the pavilion 40' from the lot line. The pavilion will be constructed of wood, with open sides, a gable roof, stone knee-walls, and a stone fireplace. Mr. Miller referenced that during tree removal of several trees, the contractor mistakenly removed two trees on an abutting property (Sandra and Robert Boynton, 21 Tubwreck Drive) because he did not have the property line defined where the trees were located. Mr. Miller immediately notified the Boyntons. He stated that he has since hired a licensed civil engineer to mark all property lines. John and James Boynton were present representing their parents. They stated that Mr. Miller has been very cooperative and fully apologetic regarding the tree cutting. They also wanted to confirm for the record that the 40 ft. setback distance would be enforced.

Materials Submitted:

- Property plot plan with callouts added for requested pavilion location and other key property features
- Backyard design from Nawada Designs & picture of the proposed pavilion
- Overhead representative image of property
- Engineered drawings of the proposed pavilion
- Property record card & Dover Schedule of Dimensional Requirements for property zoning (R2) & setback

Ms. Lisbon made a motion to approve the Site Plan modified by Nawada Designs, and last dated 3/8/22, subject to the following conditions:

1. Prior to the issuance of a building permit, the applicant shall submit a site plan indicating the location of the pavilion, stamped and signed by a registered land surveyor or engineer, subject to the review and approval of the Land Use Director.

2. Prior to the issuance of a building permit, minor modifications to the site plan may be approved administratively by the Land Use Director.

3. No exterior lighting serving the accessory structure shall cast onto neighboring properties.

The motion was seconded by Mr. Freedman and passed by a voice vote of 5-0

. 7 Dancer Farm Drive, Site Plan Review

The applicants, Brian and Tara Keane, are proposing to build a pool, cabana, and barn/home office. The 17' x 24' pool cabana is a partially open structure, with an enclosed half-bath and mechanical storage area. The cabana will be used as a sun shelter for the new proposed 18' x 41' pool. The applicants are also proposing to build a 24' x 32' garage/home office. The proposed two-story barn will accommodate vehicular parking and a half-bath on the first floor, and a home office on the second floor.

Abutter Ms. Freimer voiced some concerns regarding drainage and setbacks. She referred to the covenant, but was not sure of the exact details. Ms. Starling will review and report back to the Board and insert the findings as part of the decision.

Materials submitted:

- Site Plan & Architectural Drawings

Ms. Lisbon made a motion to approve the Preliminary Site Plan by Peter Nolan & Associates, last dated 3/18/21, as well as the undated plans and elevations, by unknown, submitted on 10/26/21, subject to the following conditions:

- 1. Prior to the issuance of a building permit, the applicant shall submit complete floor plans for the barn and a stamped and signed site plan, subject to the review and approval of the Land Use Director.**
- 2. Prior to the issuance of a building permit, minor modifications to the site plan may be approved administratively by the Land Use Director.**
- 3. No exterior lighting serving the accessory structure shall cast onto neighboring properties.**
- 4. The accessory structure shall not be used for human occupancy.**
- 5. The pool shall be filled via water truck.**
- 6. The Land Use Director will review the covenant with respect to stormwater and setbacks and insert the findings as part of the decision.**

The motion was seconded by Mr. Freedman and passed by a voice vote of 5-0.

a. 8 Stagecoach Lane, Site Plan Review

No one was in attendance representing the application so the Board agreed to continue it to April 11.

Ms. Lisbon made a motion to continue the Preliminary Site Plan Review to April 11; the motion was seconded by Mr. Motley and passed by a voice vote of 5-0.

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III. General Town Business

a. Public Hearing for Zoning Articles:

Ms. Lisbon opened the hearing by acknowledging Governor Baker's guidance for the Open Meeting Law.

Article 22 – Update to Definitions

Ms. Starling gave a brief overview of the edits and stated Attorney Fryer had been in to review the proposed regulations and had several comments related to lot coverage and impervious surfaces.

Attorney Fryer stated concerns that the changes to the lot coverage definition to include impervious surfaces would render many existing commercial lots and ½-acre residential lots in the R district nonconforming. The Planning Board discussed the desire to mitigate lot coverage with impervious and semi-impervious surfaces to reduce surface and groundwater contamination generated by stormwater. Mr. Fryer stated that he agreed with what the Board was trying to do, but did not think the definition change alone would accomplish the task. Ms. Starling stated that there may be a need to adjust the lot coverage percentages in the Table of Dimensional Requirements and suggested that the Board could take more time and take a more comprehensive approach to improving stormwater regulations. After some discussion, the Planning Board agreed that while addressing stormwater is extremely important, further study to develop a more comprehensive set of regulations is warranted. The board agreed to remove the proposed lot coverage and impervious surfaces definition from the language of Article 22 Bylaw.

Article 19 – Floodplain District Bylaw Update

- No Discussion

Article 21 – Modernization of the Table of Uses

- No Discussion

Article 18 – Accessory Apartments Bylaw Update

- Ms. Lovell, member of the Zoning Board of Appeals, attended the hearing to get more information about the changes the Planning Board was proposing to make. Ms. Starling gave an overview of the changes. Ms. Shue ran

through the presentation slides that were given during Warrant Committee's March 14 Open Hearing at the Warrant Committee to provide more in-depth information.

- Mr. Fryer commended the Board for updating this bylaw and commented that it was long overdue.

Ms. Lisbon made a motion to approve the Annual Town Meeting Articles 18, 19, 20, as written and Article 22 as amended; the motion was seconded by Mr. Motley and passed by a voice vote of 5-0.

Ms. Lisbon made a motion to close the public hearing; the motion was seconded by Mr. Motley and passed by a voice vote of 5-0.

IV. Updates from Land Use Director

Ms. Starling stated she would be applying for a grant through the American Trail Fund to help map the Town's trail system and requested the board vote to authorize Carol Lisbon to sign a letter of support on behalf of the grant application.

Ms. Lisbon made a motion to authorize Ms. Lisbon to sign a letter of support on behalf of the grant application; the motion was seconded by Mr. Motley and passed by a voice vote of 5-0.

Adjournment:

At 9:06 PM Ms. Lisbon made a motion to adjourn; the motion was seconded by Ms. Shue. The motion passed by a voice vote of 5-0.