

*DOVER CODE*

**SITE REVIEW REGULATIONS**

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**[HISTORY: Adopted by the City Council in 1978, subsequently adopted by the Planning Board of the City of Dover on 05-24-1988; amended by the Planning Board of the City of Dover through 06-12-2018. Amendments noted where applicable.]**

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**ARTICLE I**

**PURPOSE AND SCOPE**

**149-1. Title.**

This Chapter shall be known and may be cited as the "Site Review Regulations of the City of Dover."

**149-2. Legislative Authority.**

These regulations are adopted by the Dover Planning Board pursuant to the authority granted by the New Hampshire RSA 674:43, as amended, and by Chapter 41, entitled Planning Board, of the Code of the City of Dover, 1983.

**149-3. Legislative Intent.**

The site PLAN review process recognizes that certain types of development and USES, even though generally suitable for a particular zoning district, may adversely affect the City's vested interests and the health, safety and general welfare of the public unless careful consideration is given to certain critical design elements. It is the intent of this Chapter to provide a vehicle for review of the nature, size, and impacts of proposed developments and changes of USE.

**149-4. Applicability.** [Amended per Planning Board 04-23-91; amended per Planning Board 08-26-2008; amended per Planning Board 03-23-2010; amended per Planning Board 01-24-2012; amended per Planning Board 12-18-2012, amended per Planning Board 06-12-2018]

Prior to the issuance of a building permit by the Building Official, the owner or his/her authorized agent shall apply for and secure site review approval. This approval shall be in accordance with the rules and regulations contained herein for the following development types:

A. New DEVELOPMENT or REDEVELOPMENT. Site Review and Planning Board approval will be required for:

- (1) Non-residential USES;
- (2) Multi-family dwellings of five (5) or more units; and;
- (3) Construction of IMPERVIOUS surfaces/parking areas larger than 4,000 continuous square feet. A single family home, two or three to four family dwelling unit shall not be regulated by this provision.

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- (4) Construction activities that result in a land disturbance of greater than or equal to one acre or less than one acre if part of a larger common PLAN of development that would disturb one acre or more.
- B. Expansions and/or additions. Technical Review Committee review will be required for the following expansion and/or additions to existing development:
- (1) Any increase of NONRESIDENTIAL development resulting in an expansion of gross floor area exceeding twenty-five hundred (2,500) square feet.
  - (2) Any addition to a residential structure resulting in the creation of five (5) or more additional units.
  - (3) Any accessory structures with floor areas exceeding fifteen hundred (1,500) square feet.
  - (4) Any expansion of an IMPREVIOUS surface/parking area larger than one thousand (1,000) square feet. A single family home, two or three to four family dwelling unit shall not be regulated by this provision.
  - (5) Any construction activities that result in a CONTIGUOUS LAND DISTURBANCE of greater than or equal to twenty thousand (20,000) square feet.
  - (6) Any construction activities that result in a CONTIGUOUS LAND DISTURBANCE of greater than or equal to one thousand (1,000) square feet if the activity is located in or within fifty (50) feet of a wetland or Conservation District.
- C. Change of USE of Existing Structures. Site review will be required for a change in conforming USE with a new USE allowed in the zoning district in which the tract or structure is located. For the purposes of this subsection, the definition of a new USE shall not include any USES which have previously existed on the site since the adoption of the Dover Zoning Ordinance (July, 1948). The following criteria constitutes a CHANGE IN USE:
- (1) Development which causes a residential structure to be converted resulting in an increase of five (5) or more units.
  - (2) Proposals that would change the USE of an existing structure containing twenty-five thousand (25,000) square feet or more of gross floor space. The proposed square footage shall be measured around the inside perimeter of the space to be changed, including all floors of a multi-floor structure. In the event that an

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existing structure is being subdivided and the new USE in only a section of the new space is known, the entire original space must be considered in the calculation.

- D. Any proposal which, in the judgment of the Director of Planning and Community Development, has the potential for having a significant impact on the health, safety and welfare of the community shall be reviewed by the Technical Review Committee.
- E. Notwithstanding the above criteria, the Technical Review Committee by majority vote may require any project that the Committee has determined has a significant projected impact on traffic, health, welfare, environmental quality, and safety issues to appear before the Planning Board for Site Review.

### **149-5. Interpretation.**

The standards contained in this Chapter shall be interpreted as minimum requirements. Projects subject to new construction, or change of USE of existing structures, must meet all requirements of the Code of the city of Dover as expressed in these regulations, Subdivision Regulations, Zoning Ordinance, and Building and Life Safety Codes. Compliance with said minimum requirements shall in no instance obligate the Planning Board to approve any particular application solely on that basis. Only after the Planning Board is fully satisfied that a proposed application is in the best interests of the City will the application be approved.

## **ARTICLE II**

### **APPLICATION PROCEDURE**

#### **149-6. Application Requirements.** Amended per Planning Board 08-26-2008; amended per Planning Board 03-23-2010; amended per Planning Board 01-24-2012.]

- A. Prior to the formal submission of an application for site review, the APPLICANT shall meet with the Technical Review Committee. Said meeting(s) shall serve to assist the APPLICANT in preparing a development proposal that is technically conforming to the regulations contained therein.

The Technical Review Committee shall be comprised of the Planning Board Chairperson, the Conservation Commission Chairperson, City Engineer, Fire Chief, Police Chief, Zoning Administrator, Economic Development Director and Director of Planning and Community Development, who shall serve as Chair. All Committee members shall have a designated alternate available in their absence.

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- B. A completed application sufficient to invoke jurisdiction of the Planning Board shall include the following elements:
- (1) A completed application form, available at the Department of Planning and Community Development Office.
  - (2) A completed site review checkoff list.
  - (3) A written narrative description of the proposed project addressing its purpose, scope of operation, and impact on the immediate area of influence and the city in general (traffic, schools, utilities, land USE compatibility, aesthetics, land and water resources, etc.).
  - (4) Ground/aerial photographs of the site and immediate area.
  - (5) Include fifteen (15) copies of the SITE DEVELOPMENT PLAN as more fully described in Article IV of this Chapter. Transmit a PDF of the SITE DEVELOPMENT PLAN via e-mail to [dover-planning@dover.nh.gov](mailto:dover-planning@dover.nh.gov). (Note: Only six (6) copies of the preliminary PLAN need to be submitted initially for review by the Technical Review Committee. However, fifteen (15) copies will be required for submission of the complete application to the Planning Board).
  - (6) A list of abutting property owners that lie within two hundred (200) feet of the subject parcel. Information shall include name, mailing address, and Dover Tax Map and Lot Numbers. In addition to the ABUTTERS list, three duplicate sets of adhesive mailing labels for all ABUTTERS shall be submitted for use by staff in preparing certified mailings.
  - (7) Be accompanied by a fee of an amount to be determined in accordance with the fee schedule contained in 149-16 of this Chapter.
- C. The APPLICANT shall file the application with the Planning Board Office at least fifteen (15) days prior to the Planning Board meeting at which time the application will be accepted and a public hearing held.
- (1) The APPLICANT and ABUTTERS shall be notified of said public hearing by certified mail, with return receipt requested, stating the time, date and place of such hearing. Notice will be mailed at least ten (10) days prior to the date of the meeting.
  - (2) Such public hearing shall be advertised in a newspaper of general distribution not less than ten (10) days prior to the said meeting.

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**149-7. Planning Board Action.** [Amended per Planning Board 08-26-2008.]

- A. The Planning Board shall take no action on an APPLICANT'S development proposal until it has received a report from the Technical Review Committee evaluating said proposal.
- B. The Planning Board shall act to approve or disapprove within sixty-five (65) days after formal acceptance of the application. [Amended per Planning Board 08-26-2008]
- C. The Planning Board may petition the City Council for an extension not to exceed an additional ninety (90) days before acting to approve or disapprove an application. The APPLICANT may waive the requirement for Planning Board action and consent to such extension as may be mutually agreeable.
- D. The Planning Board may request technical assistance from experts in any field in making a proper determination of the physical, social, economic, and environmental or other impact of a proposed development on the community. In the event that said technical assistance would require remuneration, the APPLICANT shall be responsible for such costs.
- E. The Planning Board shall, as deemed necessary, place conditions on such approval, including the posting of a PERFORMANCE BOND or ESCROW AGREEMENT as specified in 149-11 of this Chapter.
- F. The action of the Planning Board shall be recorded in writing and shall be transmitted to the APPLICANT, stating the reasons for approval, approval with modification, or disapproval. Such correspondence shall specify, where appropriate, those aspects in which the site review application fails to conform to the City's ordinances or to other essential planning criteria, as determined by the Planning Board in accordance with 149-5 of these regulations.
- G. The Planning Board may grant preliminary site review approval, however, said approval shall not qualify the APPLICANT to receive a building permit for the construction of said project. Said approval shall remain in effect for a period not to exceed one (1) year. In the event a development is being constructed in phases, the APPLICANT may, by prior written agreement with the Planning Board, receive a preliminary site approval for a period not to exceed two (2) years.

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**149-8. Certification.** [Amended per Planning Board 09-11-1990; amended per Planning Board 09-28-1993; amended per Planning Board 04-22-2003; amended per Planning Board 08-26-2008; amended per Planning Board 12-18-2012.]

- A. The APPLICANT shall submit to the Planning Department an electronic copy, and five (5) copies of the final SITE DEVELOPMENT PLAN for Planning Board Chairman's signature within ninety (90) days of receipt of final site PLAN approval by the Planning Board. The Director of Planning and Community Development may grant one ninety (90) day extension if circumstances arise beyond the control of the APPLICANT. An extension denial by the Director of Planning and Community Development can be appealed to the Planning Board. Any additional extensions can only be granted by the Planning Board.
- B. The final SITE DEVELOPMENT PLAN shall be clearly and legibly reproduced via black or blue print lines.
- C. Where an APPLICANT is required by the Planning Board as a condition of its' approval, to file a PERFORMANCE BOND or ESCROW AGREEMENT, it shall be posted prior to the start of construction of any improvement or the issuance of a building permit. Such bond or ESCROW AGREEMENT shall be executed on forms provided by the Planning Board office and shall be certified as to its sufficiency by the City Attorney.

**149-9. Expiration of Planning Board Approval.** [Amended per Planning Board 11-15-1991; amended per Planning Board 06-13-1995; amended per Planning Board 08-26-2008; amended per Planning Board 12-18.2012.]

- A. Planning Board approval shall be valid for five (5) years from the date of said approval. If a building permit has not been issued within such time constraints, then said approval shall be considered null and void, except as provided below.
- B. The Planning Board may grant time extensions, not to exceed one (1) year each. The APPLICANT shall appear before the Planning Board and document that the following criteria are met:
  - (1) The proposed project is consistent with the City Master Plan.
  - (2) Surrounding conditions (i.e., traffic flow, school capacity, water/sewer demand) have not changed to the point of requiring reanalyzing of the proposed project.
  - (3) The proposed project complies with current City, State and Federal regulations, ordinances and statutes.



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- (4) Notification of ABUTTERS shall be required of all first time extension requests. Said notification shall be by certified mail and shall be at the expense of the APPLICANT.
- C. Approved site plans shall be protected from future amendments in regulations and ordinances in accordance with RSA 674:39. In order to be protected under RSA 674:39, the owner shall have completed active and substantial development, which is defined as the construction of basic infrastructure to support the development, including foundation walls and footings, driveway and parking lot construction to a minimum of gravel base, utilities placed in underground conduits, construction of all drainage improvements, and installation of all EROSION and SEDIMENT control measures. Substantial completion shall be deemed to have occurred when a CERTIFICATE OF OCCUPANCY for all buildings shown on the approved site PLAN has been issued by the Building Official, any parking lot improvements have been completed, and off-site improvements specified in the site PLAN approval have been completed or a surety has been provided to the City to insure completion of all unfinished off-site improvements.

## **ARTICLE III**

### **REQUIRED AGREEMENTS**

#### **149-10. Construction of improvements; CERTIFICATE OF OCCUPANCY.**

[Amended per Planning Board 03-23-2010; amended per Planning Board 01-24-2012; amended per Planning Board 09-11-2018]

- A. All site improvements shall be constructed and/or installed within a period of time mutually agreed upon by the APPLICANT and the Planning Board, unless such time is extended by written mutual consent of the Planning Board and the APPLICANT. Such improvements shall not be considered complete until officially approved by the City Engineer, Director of Planning and Community Development, Fire Chief, Police Chief and Community Services Director or accepted by the City Council, as appropriate.
- B. Building certificates of occupancy, temporary or final, shall be issued by the Building Official for all development activities only upon the receipt of a written memorandum from the appropriate department head certifying the adequacy of all required improvements servicing the subject parcel.

The Building Official or City Engineer has the authority to require an escrow account or irrevocable letter of credit.

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- (1) A temporary CERTIFICATE OF OCCUPANCY (good for up to six (6) months) may be issued, provided that all required roads and utilities servicing the subject parcel have been constructed and/or installed to such an improved condition as to provide the basic services of snow removal, rubbish collection, fire, police protection and the like.
  - (2) A final CERTIFICATE OF OCCUPANCY shall be issued, provided that all on-site and off-site improvements required by the approved site plan have been constructed and/or installed in accordance with city specifications.
- C. Construction activities and storage of building materials shall only be carried on in such a manner and at such times that render said activities not unduly objectionable to adjacent properties. Hours of construction shall be determined during the pre-construction meeting and documented on a site construction sign along with the contact information for the general contractor. Said signage shall be located and approved by the City Engineer or Director of Planning and Community Development prior to land disturbance.
- D. All utilities shall be installed on or before the completion of the roadway base course. Work shall be constructed with the deepest utility being installed first and working up to the road surface. The Community Services Department shall be notified seventy-two (72) hours prior to the start of any construction. All subsurface work shall be visually inspected by the City Engineer or his agent prior to back filling.
- E. These inspections shall be completed during normal working hours within a twenty-four (24) hour period after notification. Covering work before it has been inspected shall be sufficient cause for rejection. Final testing of subsurface utilities for acceptance by the city shall be completed prior to paving the road surface. All testing and inspections shall be at the expense of the developer. Material samples and/or product certification sheets shall be supplied to the City Engineer or agent upon reasonable notice.
- F. All site improvements which require blasting of land shall meet the following requirements prior to any blasting occurring:
- (1) The APPLICANT shall prepare a pre-blast survey of all structures within five hundred (500) feet of the external boundaries of the proposed lot to be DEVELOPED. This survey, along with a monitoring plan, shall be on file with the Dover Fire and Rescue. Upon recommendation of the Fire Chief, the Planning Board may require a pre-blast survey of all structures within one thousand (1,000) feet.

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- (2) The APPLICANT shall hold a neighborhood meeting to review the blasting plan and pre-blast survey, with representatives of the Fire and Rescue and the blasting company in attendance, prior to any on-site blasting. ABUTTERS within one thousand (1,000) feet of the external boundary of the project parcel shall be notified by certified mail (paid for by the APPLICANT) of the meeting no less than ten (10) days and no more than fifteen (15) days prior to the meeting. The notice shall state the time and date of the blasting, and contain a map showing the blast area, the one thousand feet (1,000') radius area, and five hundred feet (500') radius area.
  - (3) Permit holders shall be in compliance with NFPA 495, The Code for the Manufacture, Transportation, Storage, and Use of Explosive Materials, in addition to all other ordinances and codes set forth in the City of Dover Site Regulations 149.14A STORMWATER Management, EROSION Control, and Flood Hazards and City of Dover Fire Prevention Code, which specifically prohibits the overnight storage of explosives or blasting agents. Further all storage magazines shall be locked in the open position at the end of the days' operation, for easy inspection by City Officials.
  - (4) Blasting permits may be obtained by calling the Dover Fire and Rescue during normal business hours. The permits are only active for the dates and times specified on the permit.
  - (5) Permit holders shall hold insurance against claims for damages for personal injury and property which may arise from performance of the work.
  - (6) Hours of operation for the blasting shall be no earlier than 8:00 am and no later than 6:00 pm Monday through Friday, excluding federal holidays.
- G. All site improvements in or within six hundred feet (600') of any sub district of the Central Business District, or as deemed necessary by the Technical Review Committee, shall meet the following requirements prior to any earth disturbance or construction activity occurring:
- (1) A licensed Pest Control Specialist shall provide an Integrated Pest Management Plan documenting need or lack thereof for pest control.
  - (2) Where pest control is required:
    - (a) Said plan shall be in place with a detailed schedule of management strategies prior to final approval of plans.

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- (b) A note shall be added to the demolition sheet of the plan indicating the plan and schedule.
- (c) Said plan shall be include pre construction and during construction activities
- (d) Activity Reports shall be provided to Planning/Inspection Services as determined by the Integrated Pest Management Plan

### **149-11. Performance Guaranties.** [Amended per Planning Board 01-24-2012, amended per Planning Board 06-12-2018]

- A. Where the Planning Board Building Official or City Engineer requires the posting of a PERFORMANCE BOND or ESCROW AGREEMENT to secure for the City the satisfactory construction and installation of required site improvements, said surety shall be in an amount determined by the City Engineer.
- B. Construction and installation of required improvements must be satisfactorily executed within the imposed time constraints, or the APPLICANT shall forfeit said surety, and it shall be used to complete and/or install said improvement in accordance with city specifications.
- C. A separate PERFORMANCE BOND for landscaping shall be submitted to the City Engineer to be used in the event landscaping installed is removed, dies or is otherwise damaged during the three years following the issuance of the Certificate of Occupancy.

### **149-12. Inspections.** [Amended per Planning Board 03-23-2010.]

All required site improvements shall be subject to investigation by an approval of the Community Services Director and the City Engineer, as appropriate, who shall be notified by the developer at least seventy-two (72) hours prior to the start of construction. Inspections will be conducted by said officials or their designees. No underground installation shall be covered until inspected by the appropriate city department. Any improvements completed without inspection will be considered not accepted. All fees and costs connected with inspection for the review of plans, construction and specifications shall be paid for by the developer, at a rate set forth in the City of Dover Adopted Schedule of Fees, as amended annually.

## **ARTICLE IV**

### **SITE DESIGN AND DEVELOPMENT CRITERIA**

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**149-13. SITE DEVELOPMENT PLAN.** [Amended per Planning Board 05-25-1999; amended per Planning Board 08-26-2008; amended per Planning Board 03-23-2010; amended per Planning Board 01-24-2012. amended per Planning Board 06-12-2018]

- A. A SITE DEVELOPMENT PLAN shall be drawn to an appropriate scale, not less than one (1) inch equals fifty (50) feet, and shall show the following information:
- (1) A small-scale location map delineating the project site and its relation to the surrounding area at an appropriate scale.
  - (2) Name or identifying title of the proposed project as well as planning file number once assigned.
  - (3) Date and approximate true North.
  - (4) Exact locations and dimensions or property lines and names of current ABUTTERS.
  - (5) Location of all existing and proposed buildings and structures on the site. Any details on detail sheets shall be numbered or lettered.
  - (6) Delineate existing zoning and special district boundaries.
  - (7) Specify proposed finished floor elevations of buildings so to assure positive surface drainage and proper elevation relationship to adjacent property.
  - (8) Existing and proposed grade contours (two-foot intervals) so to certify the adequate disposal of on-site water. Upon request, contours delineating existing surface shall be extended one hundred (100) feet beyond the limits of the project site and shall be related to the United States Geographical Survey.
  - (9) Location, dimension and material of all existing and proposed utilities and identify all on site waste disposal systems and wells.
  - (10) Location of test borings, groundwater elevation and soil profiles shall be provided upon request.
  - (11) Parking layout that delineates the number of parking spaces and parking arrangement.
  - (12) A landscape plan that delineates the arrangement, species and dimensions of all existing and proposed landscaping materials. The landscape plan, in sufficient detail to indicate compliance with these regulations, shall be prepared by a

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Professional Landscape Architect who is licensed by the State of NH. The licensed Landscape Architect shall sign the plan. The landscape plan shall be certified by the licensed Landscape Architect and include their State of NH license number.

- (13) Where multi-family development is proposed, those areas supporting slopes in excess of twenty (20%) percent, the Federal floodway and floodplain, and the surface areas of waterbodies and wetlands shall be clearly depicted on the site PLAN and quantified.
- (14) Where CHANGE IN USE is being proposed, the following additional items are required
  - (a) A table showing the expected amount of change in demand for parking, water and sewer use, and traffic.
  - (b) A floor plan showing the proposed USE and square footage in each USE.
- (15) A colored architectural PLAN showing all sides of new buildings, as prepared by a registered engineer or architect, who shall sign the PLAN and place his/her seal upon it. The PLAN shall conform to the guidelines contained in Section 149-14 L).
- (16) A neighborhood PLAN on an aerial photograph, showing all property lines within a distance determined by the Director of Planning and Community Development during initial consultations, and how the project relates to abutting USES. This sheet should show the proposed impervious surfaces, and zoning boundaries.
- (17) A colored rendering of the streetscape that will be created along the existing public R.O.W. This sheet shall include a perspective of both sides of any existing roadway, any street or sidewalk improvements, proposed plantings and structures, as prepared by a registered engineer or architect, who shall sign the PLAN and place his/her seal upon it, as required.
- (18) Reserved
- (19) A STORM WATER Management and EROSION Control Plan shall be developed in accordance with the requirements of Chapter 149-14-A if it is determined to be necessary by the Technical Review Committee during its review

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process, as outlined in Chapter 149-6-A. Site plans shall provide for the proper management of STORM WATER and EROSION and sedimentation control.

(20) Traffic Impact Assessment and Analysis – All development projects that require site PLAN review shall prepare a Traffic Impact Assessment and Analysis that complies with the standards contained in Chapter 155 – Land Subdivision Regulations, Section 155-9-I, as amended.

(21) A detailed Landscape Operations and Maintenance plan, developed in accordance with the requirements of Chapter 149-14-G. Site plans shall provide for the proper management of landscaping, ensuring that landscaping is not unintentionally damaged as a result of snow removal or general traffic flow, pedestrian or otherwise.

B. The information required by A 1) through A 21) of this section must be supplied. The SITE DEVELOPMENT PLAN may be modified to eliminate items outlined under Article II that are not subject to change or are impertinent to the proposed USE, however the Planning Board or its staff may require that the information be supplied. In addition, the Planning Board may require the area and USES outside the building to be upgraded to meet existing standards.

(1) A pre-application meeting with staff shall be held to determine what elements of Section A, may be modified. All modifications will be noted by staff, in writing

**149-14. Site Development Design Criteria.** [Amended per Planning Board 05-25-1999; amended per Planning Board 01-14-2003; amended per Planning Board 08-26-2008; amended per Planning Board 3-23-2010; amended per Planning Board 01-24-2012; amended per Planning Board 12-18-2012; amended per Planning Board 11-17-2015, amended per Planning Board 06-12-2018.]

A. STORMWATER Management, EROSION Control, and Flood Hazards

(1) Purpose and Objective

These regulations establish standards to manage the DISCHARGE of RUNOFF to the City of Dover’s municipal storm sewer system and water bodies, in a manner compliant with the requirements of State and Federal law, including provisions of the Federal Stormwater Management Legislation for MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4), as amended.

These provisions and standards are implemented for the purpose of:

(a) Managing STORMWATER RUNOFF to protect water quality and quantity;

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- (b) Minimizing the contribution of a POLLUTANT for which a water body is IMPAIRED to the MAXIMUM EXTENT PRACTICABLE (MEP);
  - (c) Causing no DISCHARGE of RUNOFF to an adjacent property in excess of RUNOFF DISCHARGE in the existing DEVELOPED or undeveloped condition;
  - (d) Encouraging the use of LOW IMPACT DEVELOPMENT (LID) strategies.
- (2) Applicability of the STORMWATER Standards
- (a) All projects requiring Site Plan or Major Subdivision approval, shall be subject to the following set of STORMWATER standards according to the amount and type of disturbance. Applicability is as follows:
    - (i) The minimum protections and management standards shall apply to all projects.
    - (ii) The STORMWATER management for new DEVELOPMENT standards shall apply to any project that results in a CONTIGUOUS LAND DISTURBANCE more than twenty thousand (20,000) square feet or creates more than four thousand (4,000) square feet of new IMPERVIOUS area.
    - (iii) The STORMWATER management for REDEVELOPMENT standards shall apply to any project that results in a CONTIGUOUS LAND DISTURBANCE of more than twenty thousand (20,000) square feet or creates more than four thousand (4,000) square feet of new IMPERVIOUS area where the existing land use has been previously DEVELOPED as commercial, industrial, institutional, governmental, recreational, or multifamily.
  - (b) All projects of such magnitude as to require a permit from the NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) program or the New Hampshire Department of Environmental Services (NHDES) ALTERATION OF TERRAIN (AoT) program shall also comply with the standards of the Environmental Protection Agency (EPA) and or NHDES permits and this section, whereas the stricter standards shall apply.
- (3) Design Standards
- (a) Minimum Protections and Management Standards:
    - (i) Where applicable, all DEVELOPMENT must comply with the EPA Phase II Stormwater Rules and the City's MS4 Permit as amended.



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- (ii) Existing surface waters, including ponds, rivers, perennial and intermittent streams (natural or channelized), and wetland (including vernal pools) shall be protected by the minimum buffer setback as specified in Chapter 170-27. STORMWATER and EROSION and SEDIMENT control BEST MANAGEMENT PRACTICES (BMP's) shall be located outside the specified buffer zone unless otherwise approved by the Planning BOARD.
  - (iii) LOW IMPACT DEVELOPMENT (LID) site planning and design strategies shall be used to the MEP in order to reduce the generation of the STORMWATER RUNOFF volume for both new and REDEVELOPMENT projects. An owner/APPLICANT must document why LID strategies are not appropriate if not used to manage STORMWATER.
  - (iv) All proposed STORMWATER practices and measures shall be installed and maintained in accordance with manufacturers' specifications and performance specifications outlined in the NH Stormwater Management Manual Volume 2 (December 2008 or current revision) a copy of which can be found on the NHDES website.
  - (v) All storage facilities for fuel, chemicals, chemical or industrial wastes, and biodegradable raw materials shall meet the regulations of the NHDES including but not limited to those involving underground storage tanks, above ground storage tanks, hazardous waste and BEST MANAGEMENT PRACTICES for Groundwater Protection (ENV-Wa 401)
  - (vi) Salt and other de-icing materials shall be stored under cover or located such that no direct DISCHARGES to receiving waters are possible. Snow storage areas shall be located such that no direct DISCHARGES to receiving waters are possible. See NHDES guidance fact sheet on road salt and snow disposal.
  - (vii) The use of sodium chloride-based materials for winter maintenance shall be the minimum necessary for safety. The use of sodium chloride-based materials is discouraged within the groundwater protection districts.
  - (viii) IMPERVIOUS surfaces for parking areas and roads shall be minimized to the extent possible.
  - (ix) STORMWATER RUNOFF from new IMPERVIOUS surfaces shall be directed to a BEST MANAGEMENT PRACTICE for flow MITIGATION, treatment and/or INFILTRATION.
- (b) STORMWATER Management for New DEVELOPMENT:

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- (i) RUNOFF of IMPERVIOUS surfaces shall be treated to provide eighty percent (80%) removal of TOTAL SUSPENDED SOLIDS (TSS), and fifty percent (50%) removal of both total nitrogen and phosphorous. Removal rates shall be determined using approved manufacturers POLLUTANT removal efficiency analysis or the POLLUTANT removal efficacies outlined in the NH Stormwater Management Manual Volume 1 Appendix E (December 2008 or current revision) a copy of which is available from the NHDES website.
- (ii) Rainfall amount shall be based on current Extreme Precipitation Estimates obtained from the Northeast Regional Climate Center.
- (iii) Measures shall be taken to control the post-DEVELOPMENT peak rate RUNOFF so that it does not exceed pre-DEVELOPMENT RUNOFF for the 2-year, 10-year, 25-year, 50-year, 24-hour storm events.
- (iv) Measures shall be taken to control the post-DEVELOPMENT surface water RUNOFF volume so that it does not exceed pre-DEVELOPMENT RUNOFF for the 2-year, 10-year, 25-year, 50-year, 24-hour storm events. For sites where INFILTRATION/recharge is limited or not practicable, the owner/APPLICANT must demonstrate that the project will not cause or contribute to flooding or functional impairments to streets, adjacent properties, and downstream properties.
- (v) INFILTRATION rates for designing groundwater recharge practices shall be determined in accordance with Env-Wq 1504.14.
- (vi) STORMWATER conveyance practices shall be sized appropriately to convey the 10-year, 24- hour storm event without overtopping or causing flooding on the property.
- (vii) For large projects adding greater than or equal to ten (10) acres of IMPERVIOUS cover, or projects located in known areas of flooding concern, or specifically within areas with a one-percent chance of being inundated by water in any given year, the owner/APPLICANT shall submit a supplementary report that describes how the project will not increase the future flooding potential and complies with the AoT requirements pertaining to floodplain impacts as described in Env-Wq 1503.09, regardless of whether an AoT permit is required.
- (viii) The design of the STORMWATER management systems shall take into account upstream and up gradient RUNOFF that flows onto, over, or through the site to be DEVELOPED or REDEVELOPED, and provide for this contribution of RUNOFF.

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- (ix) Seasonal high WATER TABLE elevations must be accounted for in all BMP design criteria.
- (x) Access for maintenance of STORMWATER facilities must be included as part of the design, where necessary. Access easements may be required.
- (xi) Plantings in treatment areas shall be native grasses, shrubs and/or other native plants in sufficient numbers and density to prevent soil EROSION and to achieve water quality treatment.

### (c) STORMWATER Management for REDEVELOPMENT:

In order to determine the STORMWATER requirements for REDEVELOPMENT projects, the percentage of the site covered by existing IMPERVIOUS areas must be calculated. STORMWATER requirements for REDEVELOPMENT will vary based upon the amount of site surface area that is covered by existing IMPERVIOUS surfaces.

- (i) For sites meeting the definition of a REDEVELOPMENT project and having less than forty percent (40%) existing IMPERVIOUS surface coverage, the STORMWATER management requirements will be the same as new DEVELOPMENT projects with the important distinction that the APPLICANT can meet those requirements either on-site or at an approved off-site location (i.e., off-site MITIGATION). The APPLICANT must satisfactorily demonstrate that IMPERVIOUS area reduction, LID strategies and BMPs have been implemented on-site to the MEP.
- (ii) For sites meeting the definition of a REDEVELOPMENT project and having more than forty percent (40%) existing IMPERVIOUS surface coverage, STORMWATER shall be managed in accordance with one or more of the following techniques, listed in order of preference:
  - a. Implement measures onsite that result in MITIGATION and treatment of at least thirty percent (30%) of the existing IMPERVIOUS cover as well as fifty percent (50%) of the additional proposed IMPERVIOUS surfaces and pavement areas through the application of LID; or
  - b. Implement other LID techniques onsite to the MEP to provide MITIGATION and treatment for at least fifty percent (50%) of the entire site area.
- (iii) The owner/APPLICANT may utilize off-site MITIGATION to meet the REDEVELOPMENT requirements when the following standards have been met:
  - a. The owner/APPLICANT shall demonstrate, to the satisfaction of the

## ***SITE REVIEW REGULATIONS***

Planning BOARD, that on-site treatment has been implemented to the MEP.

- b. The owner/APPLICANT shall find an approved, off-site location, within the same WATERSHED as the project site, or within the drainage area of the same receiving waterbody.
- c. Off-site MITIGATION shall be equivalent to no less than the total area of IMPERVIOUS cover not treated on-site.
- d. The owner/APPLICANT shall submit a full design of the proposed off-site measures for review and approval.
- e. The owner/APPLICANT must also demonstrate that there is no downstream drainage or flooding impacts as a result of not providing on-site management.

(d) EROSION Control Standards During Construction:

The following standards shall be applied in project planning and shall be implemented prior to and during construction activity:

- (i) All proposed measures shall meet at a minimum the design standards for BEST MANAGEMENT PRACTICES set forth in the NH Stormwater Management Manual Volume 3 (December 2008 or current revision) a copy of which is available from the NHDES website.
- (ii) When a project requires a STORMWATER permit from the EPA Construction General Permit (CGP) program, copies of the STORMWATER POLLUTION PREVENTION PLAN (SWPPP) inspections shall be provided to the Community Services Department.
- (iii) Stripping of vegetation shall be done in a manner that minimizes soil EROSION. Whenever practical, natural vegetation shall be retained, protected, or supplemented.
- (iv) The area of LAND DISTURBANCE shall be kept to a minimum and be limited to an area only large enough to accommodate construction activities for a particular construction phase.
- (v) Off-site surface water and RUNOFF from undisturbed areas shall be diverted away from DISTURBED AREAs where feasible or measures to convey STORMWATER through the PROJECT AREA without causing EROSION of SEDIMENT must be included. Integrity of downstream drainage systems shall be maintained.

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- (vi) Appropriate EROSION and SEDIMENT control measures shall be installed prior to any soil LAND DISTURBANCE and must be reviewed and approved by the Community Services Department.
- (vii) Perimeter site controls shall not be placed within wetland areas, stream channels or wetland buffers.
- (viii) Disturbed soil areas shall be either temporarily or permanently STABILIZED. In areas where final grading has not occurred, temporary stabilization measures should be in place within seven (7) calendar days for exposed soil areas that are within one hundred (100) feet of a surface water body or a wetland and no more than fourteen (14) calendar days for all other areas. Permanent stabilization should be in place within three (3) calendar days following completion of final grading of exposed soil areas.
- (ix) All temporary EROSION and SEDIMENT control measures shall be maintained in functioning condition until final site stabilization is accomplished. A proposed BMP inspection schedule shall be included in the submittal.
- (x) Additional temporary stabilization for the winter season consistent with NHDES guidelines shall be in place for DISTURBED AREAs that are not permanently STABILIZED by October 1<sup>st</sup>, or at the discretion of the Community Services Department.
- (xi) Special stabilization details shall be provided with the submission for any LAND DISTURBANCE on slopes equal to or steeper than 3:1.
- (xii) All temporary EROSION and SEDIMENT control measures shall be removed after final site stabilization. Trapped SEDIMENT and other disturbed soil areas resulting from the removal of temporary measures shall be permanently STABILIZED within thirty (30) calendar days unless conditions dictate otherwise.
- (xiii) For projects proposing to disturb and expose soils in areas of ten (10) acres or more at one time, a temporary (or permanent) SEDIMENT basin must be provided with storage for a calculated volume of RUNOFF from a drainage area from a 2-year, 24-hour storm, or equivalent control measures, where attainable, until final stabilization of the site. Alternatively, the SEDIMENT basin can be sized to provide thirty-six hundred (3,600) cubic feet of storage per acre of drainage area, until final stabilization of the site. In determining appropriate locations and number of SEDIMENT basin(s) needed, the operators may consider such factors as erodibility of site soils, slope lengths, available area on-site, construction period and other unique site considerations.

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- (xiv) Use of temporary SEDIMENT basins should avoid any additional vegetation clearing or site LAND DISTURBANCE not otherwise needed for post-construction. SEDIMENT basin locations must be reviewed by the Community Services Department prior to construction and must consider the potential for offsite impacts including public safety, especially as it relates to SEDIMENT movement and/or SEDIMENT basin failure and alternative SEDIMENT controls must be used where site limitations preclude a safe design.

### **(e) Installation and Construction Inspections**

The owner/APPLICANT shall be responsible for inspection requirements as follow:

- (i) The Community Services Department or their designated agent shall have access to the site to complete routine inspections.
- (ii) The Community Services Department shall be notified 24-hours prior to installation of a STORMWATER BMP in order to schedule an inspection. These inspections shall be completed during normal working hours.
- (iii) The Planning BOARD or Community Services Department may require the design engineer and/or an independent, third-party inspection and oversight of the construction of the STORMWATER management facilities and EROSION and SEDIMENT control at their discretion. Such oversight may be especially important for implementing techniques such as porous pavement or subsurface STORMWATER INFILTRATION systems. The owner/APPLICANT shall be responsible for all fees associated with third-party inspections.
- (iv) All SWPPP inspections must be conducted by a qualified professional such as a Professional Engineer (PE), a Certified Professional in Erosion and Sediment Control (CPESC), a Certified Erosion Sediment and Stormwater Inspector (CESSWI), or a Certified Professional in Stormwater Quality (CPSWQ). Inspection reports shall be submitted to the Community Services Department.
- (v) The owner is ultimately responsible for the installation, construction, inspection, and disposition of all STORMWATER management and EROSION control measures required by the provisions of these regulations.

### **(f) STORMWATER MANAGEMENT PLAN (SWMP) Submittal Requirements**

At the discretion of the Planning BOARD or Community Services Department, a technical review by an independent third party may be required

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of any SWMP prepared under these regulations. Such a review shall be performed by a qualified professional consultant and the expense of which shall be the full responsibility of the owner/APPLICANT.

- (i) For project requiring minimum protection standards, a plan including the following information shall be submitted:
  - a. Description of EROSION and SEDIMENT control measures as well as sequence for final stabilization of the project site.
  - b. Proposed changes in IMPERVIOUS cover areas and any changes in pre and post-DEVELOPMENT drainage patterns.
  - c. Description of LID proposed measures.
- (ii) For projects requiring New DEVELOPMENT or REDEVELOPMENT standards, a drainage report that contains the following items shall be submitted:
  - a. Description of construction period and earth movement schedule including anticipated project start and completion dates, sequence and duration of grading and construction activities, sequence and timing of installation and/or application of soil EROSION and SEDIMENT control measures as well as sequence for final stabilization of the project site.
  - b. Description of the onsite and adjacent wetlands, streams and other water resources including methods used to identify these resources and a description of any buffer setbacks that may apply, steep slopes, critical habitat, existing vegetation, areas with a one-percent chance of being inundated by water in any given year, and whether any downstream water bodies are listed as IMPAIRED according to NHDES' most recent 303(d) list.
  - c. Soils information for proposed disturbed areas shall be delineated by a Certified Soil Scientist. All other areas that contribute runoff to the project site, soil types may be identified in accordance with NRCS county-wide soil survey.
  - d. Description of existing drainage patterns, receiving water bodies or drainage infrastructure and soil types for recharge potential.
  - e. WATERSHED area limits including any offsite and upstream areas contributing flow to shared drainage channels and/or infrastructure.
  - f. Description of proposed changes in IMPERVIOUS cover areas and any changes in pre and post-DEVELOPMENT drainage patterns.

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- g. Methods and assumptions used to calculate pre-and post-DEVELOPMENT RUNOFF volume, peak DISCHARGE, and DISCHARGE velocity for the specified design storm events.
- h. Methods and assumptions used to calculate the POLLUTANT LOAD removal.
- i. Description of LID measures that are proposed to limit the DEVELOPMENT footprint, preserve existing vegetation and mimic existing hydrology to the extent feasible.
- j. If not used, provide rationale why LID measures are not practical for the site.
- k. Describe measures and calculations for proposed practices used to achieve no net increase in RUNOFF volumes leaving the site.
- l. Provide calculations for the INFILTRATION or exfiltration system.
- m. If an increase in post-DEVELOPMENT RUNOFF volume is anticipated due to limited applicability for LID measures and site constraints, provide an assessment and supporting calculations to demonstrate no adverse impacts to downstream infrastructure, adjacent properties or aquatic habitat.
- n. Descriptions, details, and design criteria and calculations for all structural, non-structural, permanent, and temporary EROSION and sedimentation control measures and BMPs. This information should include seeding mixtures and rates, types of sod, methods of seedbed preparation, expected seeding dates (or limitations on seeding timeframes), type and rate of lime and fertilizer application, and type and quantity of mulching for temporary and permanent control facilities.
- o. Where proposed changes are anticipated within mapped limits of the areas with a one-percent chance of being inundated by water in any given year, provide hydrologic and hydraulic analysis to show no net increase in flood elevations.
- p. Proposed schedule for the inspection and maintenance of all EROSION control measures onsite prior to achieving final site stabilization.
- q. Describe procedures for removing temporary EROSION control measures and removal of accumulated SEDIMENT captured by such measures.



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- r. Any other specific study, calculation, or investigation as requested by the City.
- s. Describe procedures to limit and/or optimize the use of deicing materials and minimize offsite increases in chloride levels in adjacent surface and ground water.
- t. Provide a maintenance and inspection plan for post-construction monitoring of STORMWATER BMPs to ensure long-term performance and functionality including details of who will be responsible for inspections and maintenance, proposed schedule, documentation, submittal procedures and contingency plans if future maintenance is required.
- u. Provide copies of pertinent State and Federal Permits.

### (g) Long Term Operation and Maintenance

The owner shall be responsible for continued inspection and maintenance requirements. An operation and maintenance manual shall be created with the following information:

- (i) The names of the responsible qualified professionals who will implement the required reporting, inspections, and maintenance activities.
- (ii) An inspection checklist, identifying item or BMP, inspection frequency, and components to be inspected. List shall clearly outline performance thresholds and triggers for maintenance.
- (iii) Snow and ice removal shall be performed by a contractor certified by the “Green SnoPro” program, or approved equivalent, following BEST MANAGEMENT PRACTICES for the application of deicing materials.
- (iv) Deicing log to track amount and type of deicing material applied.
- (v) A site plan clearly identifying the locations of all STORMWATER practices to be inspected and maintained.
- (vi) Inspection and maintenance log to be submitted to the City of Dover Community Services Department on an annual basis. Documents shall be submitted no later than December 15<sup>th</sup> of each year.
- (vii) The owner of record shall record at the Registry of Deeds documentation sufficient to provide notice to all persons that may acquire any property subject to the requirements and responsibilities described in the approved STORMWATER Management Plan. The notice shall comply with the applicable requirements for recording contained in RSA 477 and 478.

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The notice need not set forth the requirements at length, so long as it is sufficient to provide notice to prospective purchasers to the requirements for maintenance and reporting.

### **B. Utilities**

#### **(1) Water**

- (a) Extensions to public water mains shall be at least twelve (12) inches in diameter. When projected development, the City's Master Plan or Capital Improvements Plan indicate that a larger water main is needed, the Planning Board may require a larger pipe
- (b) Extensions of public water mains shall cross the full frontage of the parcel for which development is proposed.
- (c) Extensions of water lines shall be designed to avoid dead end lines, where possible.
- (d) Extensions of and connections to the public water system shall be in accordance with Chapter 148, entitled Water System, of the Code of Dover.
- (e) Where an extension to the municipal water system is proposed, the following items must be specified:
  - (i) Rated normal capacity in gallons per minute at prime use time.
  - (ii) Rated maximum capacity in gallons per minute at prime use time.
  - (iii) Residual pressure of proposed tap line.

#### **(2) Sewer**

- (a) Extensions of and connections to the Public Sewer System or private wastewater systems shall be in accordance with Chapter 147, entitled Sewers, of the Code of Dover.
- (b) Where sanitary DISCHARGE into the municipal sewer system is anticipated, projected additional peak hour sewer load volume must be specified.

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(c) Where nondomestic sanitary DISCHARGE is anticipated, such effluent shall comply with the rules and regulations of the Dover Sewer Ordinance.

(3) Electric, Cable TV and Telephone

(a) 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

C. Driveways, ACCESSWAYS and Internal Roads

(1) All driveways, ACCESSWAYS, internal roads, loading and service areas shall be graded, paved and improved with curbs, gutters, sidewalks and stormwater drainage facilities. The curbing along or at intersections with public street rights-of-way shall be granite. Internal walkways shall be constructed of a pervious material, such as pervious asphalt or concrete, open or pervious paving blocks, or similar technologies.

(2) Private driveways and internal roads shall be designed and constructed pursuant to the following criteria:

	0-4 RESIDENTIAL UNITS	5-24 RESIDENTIAL UNITS	OVER 25 RESIDENTIAL UNITS
<i>RIGHT-OF-WAY</i>	30 Feet	30 Feet	50 Feet
<i>ROAD WIDTH</i>	16 Feet	24 Feet	24-32 Feet *
<i>BASE COURSE</i>	12" bank run gravel	18" bank run gravel	18" bank run gravel
	4" crushed gravel	4" crushed gravel	6" crushed gravel
	2" asphalt tight binder	2" asphalt tight binder	2 1/2" asphalt tight binder
	3' gravel shoulder	3' gravel shoulder	3' gravel shoulder

\*The width of the roadway shall be determined by the site's physical characteristics and the layout and density of the proposed development.

(3) A road PLAN and profile shall be submitted with the site review application. Said plans shall be prepared by a professional engineer licensed to practice in the State of New Hampshire. If a roundabout is proposed for inclusion, a professional engineer with traffic engineering certifications must design the roundabout in conformance with "Roundabouts: An Informational Guide" as adopted and amended by the Federal Highway Administration.

(4) When a non-residential zoned parcel straddles or abuts a residential zone, non-residential traffic shall be prohibited from exiting or entering through the

## ***SITE REVIEW REGULATIONS***

residential zone, unless there is no other viable option. Infill and redevelopment projects shall include sidewalk improvements via installation of sidewalks back to closest improved sidewalk.

- (5) For access to a proposed non-residential or to a multifamily dwelling containing more than four (4) dwelling units, DRIVEWAY entrances and exits shall be as follows:
  - (a) Where one (1) entrance/exit is designed to service a parcel, the width shall not exceed thirty-two (32) feet.
  - (b) Where two (2) entrances/exits are designed to service a parcel, the width of each shall not exceed twenty-four (24) feet.

### **D. Parking**

- (1) Paved on-site parking shall be provided in accordance with the Parking Regulation Table.

A parking PLAN shall be submitted that delineates the number of striped parking spaces and the parking arrangement. Where appropriate utilization of and construction of on-street parking is encouraged. Whenever a USE existing on the effective date of this Chapter is changed to a new USE, parking facilities and access shall be provided as required herein for such new USES. The following parking standards represent maximum requirements and may be increased as part of the approval of a SITE DEVELOPMENT PLAN. During PLAN review, the Director of Planning shall note a minimum number of spaces required.

In Dover, parking is based less on the direct land use and more on the intensity and turnover rate of the use. Efforts are made to understand that not all business are alike and that one commercial use may differ widely from a neighboring one, even if considered the same use. Turnover rate and intensity of use are more important to the provision of parking spaces. High turnover and high intensity use, such as retail, require less spaces than a use which has a low turnover and a low intensity, such as an assembly hall or gathering place. This concept and the table below will guide the Director of Planning in determining the minimum and maximum number of spaces required for a project. APPLICANTS shall meet with staff and review plans, prior to submission to determine parking needs.

Uses located in the Central Business District - General have access to more publicly available parking, whether on-street or in a dedicated facility, as well as

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mass transit. The intent of off street parking downtown is to provide parking for employees of a business and not for customers. With this in mind, parking calculations for non-residential uses in the Central Business District – General may be solely for employees, upon the discretion of the Director of Planning.

**PARKING REGULATION TABLE**

<b>Columns are cumulative, not exclusive.<sup>1</sup></b>					
USE *	Maximum Number of Vehicle Parking Spaces				Notes
	Per Unit	Per Seats	Per Employee on maximum shift	Per Square footage (GLA) <sup>2</sup>	
Residential <sup>3</sup> (non – CBD-G)	1.4				+ .5 visitor spaces/unit
Residential <sup>3</sup> (CBD-G)	1.25				+ .4 visitor spaces/unit
Educational <sup>4</sup>		.3	1		
Gathering Place <sup>5</sup>		.5	1		
Industrial/Manufacturing <sup>6</sup>				800	
Lodging <sup>7</sup>	1		1		+ 1/500 of common area
Medical <sup>8</sup>	.5		1		Unit = bed or exam room
Office <sup>9</sup>				300	
Retail/Service <sup>10</sup>				275	
<p><b>* = The Director of Planning shall determine the category of a USE, if unclear.</b>  <b>Where commercial and residential uses are co-located, only the residential parking shall be provided.</b>  <sup>1</sup> Round numbers up, if over a whole number  <sup>2</sup> GLA = GROSS LEASABLE AREA  <sup>3</sup> Dwelling Units designed for extended occupancy.  <sup>4</sup> Facility that provides opportunity for learning and education, may include day care.  <sup>5</sup> Facility that has a large grouping of customers for a longer duration activity.  <sup>6</sup> Facility that has employees but not a high volume of customers, located in 10,000 sf or more.  <sup>7</sup> Facility with overnight units designed for short term occupancy  <sup>8</sup> Facility that provides either medical services with overnight accommodations  <sup>9</sup> Facility that has employees but not a high volume of customers or clients.  <sup>10</sup> Facility that has employees and a high volume of customers or clients.</p>					

(2) In addition to parking spaces for automobiles, any proposed USE that is required to obtain site review approval per Chapter 149-4, shall be required to provide parking for bicycles on bicycle racks. The number of spaces for bicycles shall be equal to five percent (5%) of the number of parking spaces calculated by the Parking Regulation Table in Chapter 149-14-D 1).

(3) ELECTRIC VEHICLE CHARGING STATION

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- (a) If two percent (2%) or more of the number of parking spaces provided contain an ELECTRIC VEHICLE CHARGING STATION, the APPLICANT shall be eligible for a fifty percent (50%) reduction in the paved area application fee.
- (b) For parking spaces containing an ELECTRIC VEHICLE CHARGING STATION, the following minimum criteria shall apply:
  - (i) ELECTRIC VEHICLE CHARGING STATION equipment shall be maintained by the property owner. A phone number or other contact information shall be provided on the charging station equipment for reporting when the equipment is not functioning or other problems are encountered.
  - (ii) The placement of ELECTRIC VEHICLE CHARGING STATION equipment shall not interfere with adjacent pedestrian circulation areas, such as sidewalks or accessible routes to the building entrance.
  - (iii) Directional signs shall be installed at the parking lot entrance and at other appropriate points to effectively guide motorists to the ELECTRIC VEHICLE CHARGING STATIONS.
  - (iv) Each ELECTRIC VEHICLE CHARGING STATION is required to include the following:
    - a. An EV charging unit that meets recognized standards.
    - b. Signage indicating the space is only for electric vehicle charging purposes. Days and hours of operations shall be included if time limits or tow away provisions are to be enforced.
    - c. Adequate site lighting, unless charging is for daytime purposes only.
    - d. Information identifying voltage and amperage levels and any time of use, fees, or safety information.
- (4) Notwithstanding the calculations established in D (1) above, parking spaces in residential districts shall be upon or adjacent to the LOT upon which they are

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designed to serve. In all NONRESIDENTIAL districts, such PARKING SPACES shall be provided within a five-hundred-foot radius of the primary STRUCTURE. PARKING SPACES for the Central Business (CBD) -General and Cochecho Waterfront (CWD) Zoning districts are as follows:

- (a) Construction of new floor spaces shall be accompanied by a number of parking spaces as calculated in D (1) above.
  - (b) Conversions or changes of USE that result in an increase in residential units shall provide a number of parking spaces in accordance with D (1) above.
  - (c) Parking spaces in CBD-G and CWD zoning districts may be located off-site anywhere within the CBD-G in a municipal parking facility and leased from the City, or leased from a private landowner.
- (5) Conditional USE Permit for Increase in Number of Parking Spaces
- (a) A Conditional Use Permit may be granted by the Planning Board (RSA 674:21 II) after proper public notice and public hearing for the purpose of altering any provisions of Chapter 149-14-D, Parking Regulation Table, provided that the proposed project complies with the following standards:
    - (i) The APPLICANT shall submit an analysis justifying a request for increased parking requirements.
    - (ii) The Conditional Use Permit application shall describe why increased parking is essential to each USE.
    - (iii) The APPLICANT must show that the use(s) cannot be adequately served by a combination of on and off street parking.
    - (iv) The APPLICANT shall design and construct the additional vehicle storage areas, for additional parking requested, using pervious materials. The design of the area shall meet or exceed standards developed and outlined in the New Hampshire Stormwater Manual. The APPLICANT shall also be required to retain the design engineer as an inspector for the duration of construction of the parking area.
    - (v) The APPLICANT shall include provide one (1) ELECTRIC VEHICLE CHARGING STATION for every ten (10) parking spaces requested over the required cap. ELECTRIC VEHICLE CHARGING STATION spaces

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shall comply with Chapter 149-14-D) 5) unless determined otherwise by the Planning Board.

- (vi) There shall be no detrimental effects on surrounding properties by any proposal.
  
- (b) A Conditional Use Permit may also be granted by the Planning Board to allow an increase in the off-street parking requirements for a building or buildings serving more than one USE. To obtain such an approval, the APPLICANT must conclusively demonstrate that one or more such USES will generate a demand for parking spaces primarily during periods when the other USE or USES are in operation. Calculations for parking increase shall be consistent with nationally accepted parking publications such as Shared Parking, (Urban Land Institute, Washington, DC, 1990). The location of all parking spaces shall conform with the provisions outlined in Chapter 149-14-D) 5) unless determined otherwise by the Planning Board.
  
- (c) Any Conditional Use Permit approval shall apply only to the application specified at the time of approval and shall not be transferable to a different application, building expansion, or change of USE regardless of size. Any subsequent change(s) to a project or PLAN that has a shared parking agreement shall be subject to review by the Director of Planning. If the proposed parking demand is determined to increase, the project shall be referred to the Planning Board for further review.

(6) Parking Lot Design Standards

- (a) Parking spaces shall comply with the following dimensions:

<b>Angle Degrees</b>	<b>Stall Width (feet)</b>	<b>Curb Length (feet)</b>	<b>Length of Space (feet)</b>	<b>Aisle Width* (feet)</b>
90°	9	9	18	22
75°	9	9.5	19.5	20
60°	10	10	21	16

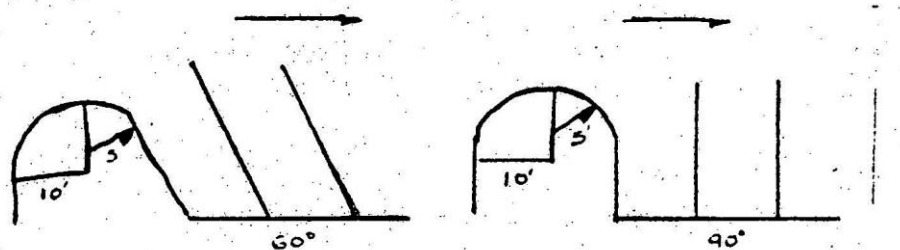
\*When garages are erected for meeting a developer's parking requirements, aisle widths shall be increased to twenty-four (24) feet.

- (b) One-way ACCESSWAYS (internal aisle) shall be a minimum of twelve (12) feet wide, and two- way ACCESSWAYS shall be a minimum of twenty-four (24) feet in width.

Entrance islands shall support a curve radii illustrated in Sketch A.



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- (c) Parking lots shall be designed so as to avoid vehicles backing into the street.
- (d) Parking lots and driveway entrances for non-residential USES shall be designed to prevent vehicles on the City street from queuing up while waiting to access the site. The Planning Board may require that the APPLICANT hire a traffic consultant to prepare a traffic impact study to determine if the development proposal will generate traffic volumes that require traffic control measures such as deceleration or acceleration lanes, adequate turning radii for driveways, or driveways designed with adequate entrance depth.

### E. Outdoor Lighting

#### (1) General Requirements

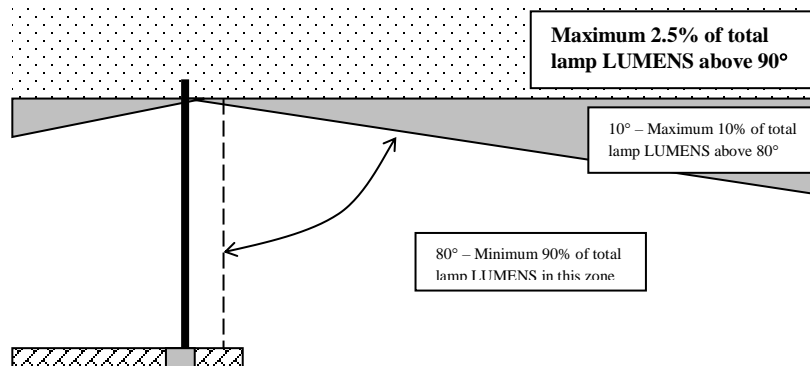
- (a) When the installation or replacement of outdoor lighting is part of a development proposal for which site review approval is required under these regulations, the Planning Board shall review and approve the lighting installation as part of its site review approval.
- (b) The APPLICANT shall submit sufficient information, in the form of an overall outdoor lighting PLAN, to enable the Planning Board to determine that the applicable provisions will be satisfied. The lighting PLAN shall include the following:
  - (i) A site PLAN, drawn to scale, showing buildings, landscaping, parking areas, and all proposed outdoor lighting fixtures.
  - (ii) A photometric report that includes a numerical grid of lighting levels the fixtures will produce on the ground, measured in FOOT-CANDLES.
  - (iii) Specifications for all proposed light fixtures, including the type of lamp and the wattage of each lamp.
  - (iv) Proposed mounting height of all outdoor lighting fixtures.

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- (v) Analyses showing that the proposed installation conforms to the lighting level standards in this section.
  - (c) Principal buildings in commercial or industrial USES shall be lighted on all sides for security.
  - (d) Wiring for outdoor lighting shall be placed underground.
  - (e) All outdoor light fixtures shall be designed, oriented or shielded to prevent light or glare onto adjacent property or streets. In the Central Business District General and TOD sub-districts light may overflow onto streets, but not adjacent property
  - (f) Holiday lighting during the months of November, December, and January shall be exempt from the provisions of this regulation, provided that such lighting does not create dangerous glare on adjacent streets or properties.
  - (g) All light fixtures lawfully in place prior to the date of this amendment shall be grandfathered. However, any light fixture that replaces a grandfathered light fixture, or any grandfathered light fixture that is moved, must meet the standards of this regulation.
- (2) Parking Lot Lighting

Parking lot lighting shall be designed to provide the minimum lighting necessary to ensure adequate vision and safety in parking areas, and do not cause glare or direct illumination onto adjacent properties or streets.

- (a) All lighting fixtures serving parking lots shall be cut-off fixtures as defined by the Illuminating Engineering Society of North America (IESNA) and illustrated below.



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*Cut-off fixture as defined by IESNA*

(b) Parking area lighting standards are as shown in the Table below.

	<b>Zoning Districts – B-3, B-4, B-5, I-1, I- 2, I-4, and ETP</b>	<b>Zoning Districts – O, B-1, CBD, H and CWD, RCM</b>	<b>Zoning Districts – RM-SU, RM-U, LBW and HR</b>
Mounting Height (Maximum)*	25 feet	20 feet	20 feet
Minimum Illumination Level (at darkest spot of the parking lot)	No less than 0.3 FOOT-CANDLES No more than 0.5 FOOT-CANDLES	No less than 0.2 FOOT-CANDLES No more than 0.4 FOOT-CANDLES	No less than 0.2 FOOT-CANDLES No more than 0.3 FOOT-CANDLES
Uniformity Ratio **	6:1	5:1	4:1

\* Mounting height is the vertical distance between the surface being illuminated and the bottom of the lighting fixture.

\*\*Uniformity ratio is the ratio of average illumination to minimum illumination.

(c) The Planning Board may permit an alternative to the cut-off fixtures required above if a lighting fixture of a particular “period” or architectural style would be more compatible to the design of the area. Such alternative fixtures shall have a mounting height of not more than fifteen (15) feet.

(3) Lighting of Gasoline Station/Convenience Store Aprons and Canopies Lighting levels on gasoline station/convenience store aprons and under canopies shall be adequate to facilitate the activities taking place in such locations. Lighting of such areas shall not be used to attract attention to the businesses.

(a) Areas directly under the canopy and within five feet of the canopy footprint shall be illuminated so that the minimum ILLUMINANCE at grade level is between 1.0 and 5.5 FOOT-CANDLES. The uniformity ratio (ratio of average to minimum ILLUMINANCE) shall be no greater than 4:1, which yields an average illumination level of no more than 22.0 FOOT-CANDLES.

(b) Light fixtures mounted on canopies shall be recessed so that the lens cover is recessed or flush with the bottom surface (ceiling) of the canopy and/or shielded by the fixture or the edge of the canopy so that light is restrained to no more than eighty-five (85°) degrees from vertical.

(c) Lights shall not be mounted on the top or sides of the canopy, and the sides of the canopy shall not be illuminated.

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- (d) Areas of the parking lot that are not within five feet of the canopy footprint shall be illuminated in accordance with the requirements for parking areas set forth in Section 2) above. If no gasoline pumps are provided, the entire apron shall be treated as a parking area.

### **F. Fire Hazards**

- (1) The designation of fire lanes, and the storage of explosives, flammable liquids, liquefied petroleum gas or similar materials shall be in accordance with Chapter 109, entitled Fire Prevention, Safety, of the Code of the City of Dover.

### **G. Landscaping**

In order to separate parking areas from abutting streets, to provide areas for snow disposal, to break up expanses of vehicles and pavement, to provide summer shade on pavement areas, to provide general beautification of parking facilities, and to reduce stormwater impacts, the following landscaping standards are required for non-residential development:

#### **(1) General Requirements**

- (a) Existing vegetation shall be preserved wherever possible. Existing natural features of special interest, such as those having historic relevance, shall be delineated and located on the landscaping plan. A note should be added to the site plan indicating that identified feature(s) shall be protected during site clearing and construction through the use of construction fencing or other adequate protective barriers. Maximum effort should be made to preserve small stands of trees, rather than individual trees, to minimize the potential for serious damage due to wind, grade changes and soil compaction. No construction materials, equipment, vehicles, or temporary soil deposits shall be located within the dripline of existing trees. Before commencement of work, protective barriers shall be installed and maintained around each plant and/or groups of plants that are to remain on site until completion. Snow fence installed around the dripline of the tree canopy is an example of an acceptable barrier.
- (b) All invasive plant species identified in Chapter Agr 3800, pursuant to RSA 430:55 and all non-native plant species identified in the New Hampshire Restricted Invasive Plants Species/Watch List are prohibited.
- (c) Shrubs and hedges shall be a minimum of twenty four (24) inches in height when measured immediately after planting. Groundcovers and perennials may be less.

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- (d) Effective use and preservation of natural berms, existing topography and existing vegetation is encouraged.
- (e) Plants, or a combination of plants and a solid visual barrier such as wooden fencing, or berms, shall be used to screen loading, waste disposal, material storage and other areas that are likely to generate noise, dust, or other potentially disruptive conditions.
- (f) Landscaping shall be used to establish and/or maintain an attractive streetscape adjacent to roadways. A minimum of one tree per thirty five (35) linear feet, not more than six (6) feet apart for individual shrubs, and not more than three (3) feet between individual perennials and groundcovers or portion thereof.
- (g) The type and location of vegetation shall not interfere with utilities or the safe and efficient flow of street traffic. All trees located under utilities wires shall be low-growing species.
- (h) A maintenance plan shall be provided with the site plan application. All landscaped areas shall receive regular maintenance and upkeep. Severely injured, diseased, or dead plant material shall be replaced in kind in perpetuity (avoid replacing landscape materials in the period from November to March.) Best practices to minimize environmental impacts such as the use of low phosphorous fertilizer and slow release nitrogen, shall be included in the management plan. If ownership of a site is conveyed to a new property owner the new owner shall be responsible for maintaining all landscaping in accordance with the approved final landscaping plan.
- (i) Snow storage may be permitted on any grassed or non-living landscape area.

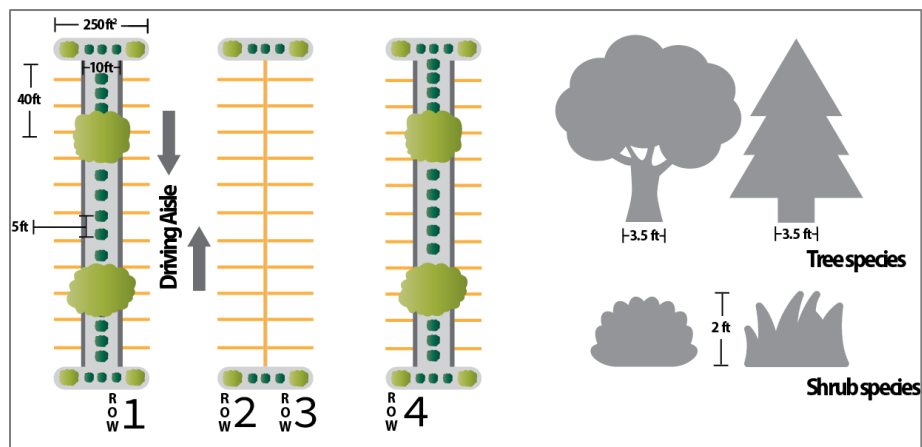
(2) Interior Landscaping

- (a) In addition to the perimeter landscaping required in Section 149-15) C), landscaping requirements for the interior of parking lots is as follows:

MINIMUM INTERIOR PARKING LOT LANDSCAPING REQUIREMENTS	
Number of Parking Spaces in Lot	Minimum Percent of Interior Landscaping
0 - 20 spaces	Not required
21 to 50 spaces	5 percent (5%)
51 to 200 spaces	8 percent (8%)
Greater than 200 spaces	10 percent (10%)

## SITE REVIEW REGULATIONS

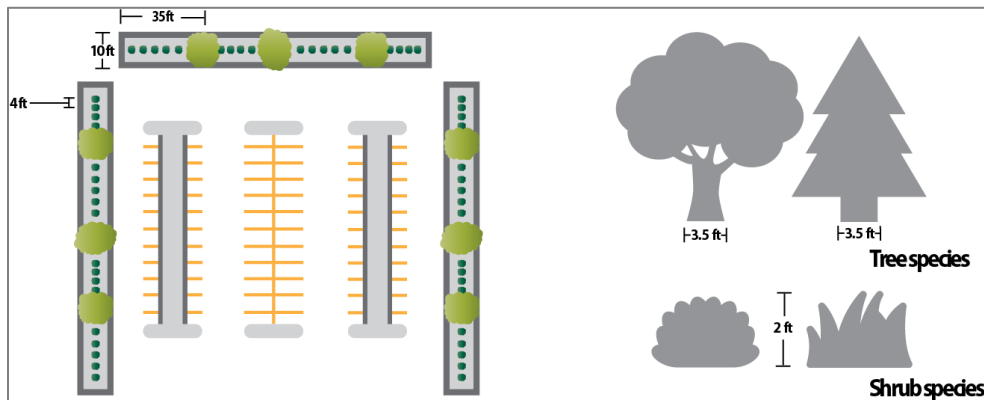
- (b) Parking lots which have more than two (2) aisles, which are approximately parallel, shall be required to have continuous landscaped planting strips separating every four (4) rows of parking. The landscaped planting strips shall be a minimum of ten (10) feet in width and shall be separated from the parking area by adequate curbing. Within the landscaped planting strips, deciduous and/or evergreen shade trees shall be planted at forty (40) feet on center. Trees shall be species tolerant to the climatic conditions of Dover and shall be a minimum caliper of three and a half (3.5) inches (measured at four (4) feet above grade level). Within the landscaped planting strips, shrubs shall be planted between the deciduous trees at five (5) feet on center. The shrubs shall be a mix of deciduous and evergreen species, tolerant to the climatic conditions of Dover and shall be a minimum height of two (2) feet at the time of planting. All trees, shrubs and landscaping materials shall be maintained in good condition so as to present a healthy, neat, and orderly appearance.



- (c) Islands at the end of a row of parking spaces are encouraged to protect parked vehicles, increase safety in parking lots, and provide space for landscaping. The minimum size for landscaped islands shall be two hundred fifty (250) square feet in total area, and should include trees with shrubs, perennials, and ground covers planted en masse among the trees.
- (d) Bare soil is not acceptable. The introduction of groundcovers and/or perennials planted en masse and the use of mulch as a soil covering is acceptable. However, no more than twenty (20) percent of the minimum landscaped area may be covered with non-living landscaping material such as bark mulch, woodchips, or leaf litter.
- (3) Perimeter Landscaping

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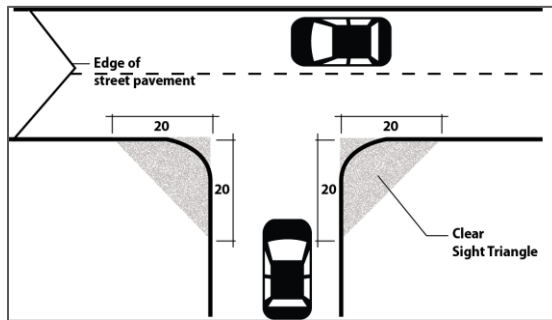
- (a) Along the perimeter of parking lots with ten (10) or more spaces, deciduous and or evergreen shade trees shall be planted at thirty-five (35) feet on center within the buffer area required by Section 149-15 C). Trees shall be species tolerant to the climatic conditions of Dover and shall be a minimum caliper of three and a half (3.5) inches (measured at four (4) feet above grade level). Within the perimeter buffer, shrubs shall be planted between the trees at five (5) feet on center. The shrubs shall be a mix of deciduous and evergreen species, tolerant to the climatic conditions of Dover and shall be a minimum height of two (2) feet at the time of planting. All trees, shrubs and landscaping materials shall be maintained in good condition so as to present a healthy, neat, and orderly appearance.



- (b) Trees shall be salt and drought-tolerant, native or non-invasive species, and have a structure and growth form which prevents them from obstructing sidewalks and walkways. Flood-tolerant plants shall be used in drainage swales.
- (c) To foster biological diversity trees planted along a given street shall use the "10-20-30 Rule" (No more than 10% of the trees shall be of the same species, no more than 20% in the same genus, and no more than 30% in the same family.)
- (d) To insure that landscape materials do not constitute a driving hazard, a "clear sight triangle" shall be observed at all street and access drive intersections. Ground cover and trees with at least eight (8) feet of limbless trunk shall be permitted within the sight distance triangle. In the case of a city street intersection, the sight triangle shall consist of the area between points twenty feet (20') along both intersecting streets from their respective edge of pavements.

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- (e) A wall, or fence of uniform appearance six (6) feet high of brick, stone or finished concrete (cannot be concrete block) may be used in conjunction with plant materials with a minimum ten (10) foot-buffer between the fence and the street. A minimum of one tree per thirty five (35) linear feet or portion thereof with a combination of shrubs, perennials, vines, and groundcovers planted en masse per thirty five (35) linear feet excluding curb cuts. A combination of both deciduous plants and evergreens are encouraged.



### **(4) Stormwater Management**

- (a) The following provisions are intended to support the site design criteria set forth in Section 149-14A. In the event of any conflict or inconsistency the more stringent provision shall prevail.
- (b) Where possible, interior landscaping islands and perimeter landscaping areas shall provide for stormwater treatment and bioretention as well as act as a visual buffer.
- (c) To promote on-site water retention and filtration, landscaped areas shall be designed in a manner that guides stormwater from on-site impervious streets, parking areas, sidewalks and walkways to vegetated areas or approved retention areas.
- (d) When irrigation systems are proposed, a temporary watering plan/ schedule, or low volume (drip) irrigation system shall be required. Permanent irrigation systems are prohibited, except as noted below. Temporary irrigation systems shall be designed and installed for efficient and effective water use to the landscaped area for a limited period of time determined by the plant material and site conditions. For those exceptions when permanent irrigation is considered necessary, such as an athletic field, permanent irrigation shall utilize water saving technologies, including rain sensors, flow meters, and management systems that monitor current weather conditions and/or soil moisture.
- (e) All newly planted trees, shrubs and other vegetation shall have a watering plan during the establishment period (for trees, one-year-per-inch in caliper at planting,



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shrubs and other vegetation generally establish within one growing season). Mulching trees, shrubs, and plants helps retain soil moisture, moderates temperature fluctuations, provides protection from mechanical damage by mowers and trimmers, and serves as temporary covering of exposed soil until understory plants and ground covers fill in. However, thick applications of mulch (such as “volcano mulching”) will kill trees and other vegetation. Mulch shall be no greater than three (3) inches in depth and shall not be in contact with the bark or stems of plants.

### **(5) Other Landscaping**

- (a) . Each existing healthy and native or non-invasive tree, with a caliper of three (3) inches or greater, preserved using proper protection methods within the interior parking lot area may be substituted for one tree required for every ten (10) parking spaces.
- (b) Where an applicant proposes leaving a significant portion of healthy noninvasive trees and other vegetation within the proposed construction area, the Planning Board will consider alternative landscaping designs.
- (c) At the discretion of the Planning Board, alternative methods of perimeter screening may be permitted if the APPLICANT can demonstrate that an adequate screening of the parking lot is achieved. Additional screening methods that are encouraged include earthen berms planted with grass and shrubs, fencing, and low walls.
- (d) If the area abutting the street is existing woodland, a twenty five (25) foot woodland buffer may be left in lieu of landscaping if approved by the Planning Board.

### **H. Driveway Location and Spacing Standards for Non-Residential USES in the B-3, B-4, B-5, I-2, and I-4 Districts.**

- (1) To reduce the number of conflict points for vehicles, reduce traffic congestion, and improve traffic safety along non-residential corridors, the following minimum standards are set forth for driveway location and spacing in the B-3, B-4, B-5, I-2, and I-4 Districts:

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	<b>VARIABLES</b>	<b>ARTERIAL ROADS</b>	<b>COLLECTOR ROADS</b>	<b>LOCAL ROADS</b>
Number of Driveways Per Lot	--	One driveway per 400 feet of road frontage, or fraction thereof	One driveway per 200 feet of road frontage, or fraction thereof	One driveway per 125 feet of road frontage, or fraction thereof
Minimum driveway spacing from public street intersections	<u>Posted Speed</u>			
	<u>Limit</u>			
	35 mph	310 feet	230 feet	155 feet
	40 mph	380 feet	280 feet	190 feet
Minimum spacing between driveways	45 mph	470 feet	350 feet	230 feet
	50 mph	560 feet	420 feet	275 feet
	<u>Posted Speed</u>			
	<u>Limit</u>			
	35 mph	230 feet	185 feet	155 feet
	40 mph	280 feet	220 feet	190 feet
	45 mph	350 feet	260 feet	230 feet
	50 mph	420 feet	300 feet	275 feet

- (2) Spacing between public street intersections and driveways are measured from the point of tangency of the intersecting street right-of-way to the nearest edge of the driveway where it intersects with the right-of-way line. Spacing between driveways are measured from the nearest edge of each driveway where intersecting with the street right-of-way. Existing driveways that do not meet the above standards may be retained, but the elimination of unnecessary access points is strongly encouraged. Notwithstanding the above standards, any lot of record shall be entitled to a minimum of one driveway.
  
- (3) In recognition of the unique circumstances of some parcels of land, the Planning Board shall be permitted to vary the standards set forth in subsection H) 1) above. The Planning Board may approve projects that do not conform strictly to the access standards above, provided that a finding is made by the Planning Board that safe and adequate access can be achieved. Any deviation from the standards in subsection H) 1) above can only be considered after first receiving a written recommendation from the City Engineer.
  
- (4) When a non-residential zoned parcel straddles a residential zone, non-residential traffic shall be prohibited from exiting into or entering from the residential zone, unless there is no other viable option.

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- I. Incentives for Reducing the Number of Driveways in the B-3, B-4, B-5, I-2, and I-4 Districts.
- (1) In addition to limiting the number and location of driveways, the City of Dover encourages shared driveways for adjacent parcels, the elimination of existing driveways, and the construction of fewer driveways than permitted in Section 149-14 H. By limiting access points, the number of points where turning vehicles and through vehicles conflict is reduced. To provide incentives for shared driveways in the B-3, B-4, B-5, I-2 and I-4 Districts, an incentive system has been developed.
  - (2) An APPLICANT may increase the maximum lot coverage permitted in the Table of Dimensional Regulations referenced in Chapter 170-16 of the Zoning Ordinance for the B-3, B-4, B-5, I-2 and I-4 Districts by electing to use one or more of the provisions listed below. The Planning Board shall decide if the APPLICANT complies with the provisions of the incentive system. An APPLICANT may utilize one or more of the following voluntary provisions:
    - (a) Provide shared driveway to be the sole access to the subject parcel and one or more adjacent parcels. To qualify for this incentive, the APPLICANT shall provide appropriate easements to insure that the shared driveway will remain in existence and will be adequately maintained.
    - (b) For parcels with existing driveways, reduce either the number of separate driveways or the total width of the existing driveways (as measured at the right-of-way line) by at least fifty percent (50%), or reduce the number of driveways to one driveway of not more than thirty-two (32) feet in width.
    - (c) Reduce the total number of driveways permitted, or increase the spacing between driveways by twenty-five (25%) percent over the standards set in Section 149-14 H) 1) herein, or increase the spacing between driveways and public street intersections by twenty-five (25%) percent over the standards set in Section 149-14 H) 1) herein.
  - (3) If the Planning Board finds that an APPLICANT has complied with one or more of the voluntary provisions, the following incentives shall be granted. For each of the provisions achieved, the Planning Board shall permit an additional five (5%) percent of lot coverage (building footprint) above the maximum permitted in the Table of Dimensional Regulations referenced in Chapter 170-16 of the Zoning Ordinance (e.g.; the maximum lot coverage (building footprint) in the I-4 District

## ***SITE REVIEW REGULATIONS***

could be increased from thirty-three (33%) percent to thirty-eight (38%) percent if one provision was achieved).

### **J. Interconnections Between Parcels**

- (1) In order to reduce the number of vehicles entering and exiting arterial and collector roads, the provision of interconnecting driveways is required whenever feasible. These interconnecting driveways or service roads are provided to allow customers and employees to move from site to site without repeatedly using City streets.
- (2) In the B-3, B-4, B-5, I-2 and I-4 Districts, an APPLICANT shall integrate an interconnecting driveway into the overall traffic and pedestrian circulation of the subject site. Interconnecting driveways shall be provided to access abutting parcels. If an adjacent parcel(s) is vacant, the APPLICANT shall grant an easement for future access. The easements shall be written to insure that the interconnection(s) will remain open and will be adequately maintained. The cross connections shall be located to encourage internal traffic between abutting properties and shall be adequately marked with directional signs.
- (3) In recognition of the unique circumstances of some parcels of land, the Planning Board shall be permitted to vary the standards set forth in subsection J) 2) above. The Planning Board may approve projects that do not conform strictly to the interconnection standards above, provided that a finding is made by the Planning Board that the unique circumstances of the parcel make compliance unreasonable. Any deviation from the standards in subsection J) 2) above can only be considered after first receiving a written recommendation from the City Engineer.

### **K. Location of Parking Lots**

- (1) Buildings should be sited closer to the street and parking areas should be located on the side or rear of lots in an effort to reduce the visual dominance of parking areas, improve pedestrian safety in parking lots, and increase the visibility of businesses to drivers. The following standards are required:
  - (a) For parcels in the B-4 District with frontage and driveway access on an arterial or collector road, a minimum percentage of the parking spaces required by these regulations or of the number of parking spaces proposed (whichever is greater) the parking spaces shall be located to the side or rear of the building (i.e.; no closer to the front lot line than the building) according to the following:

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<u>Number of spaces</u>	<u>Percent of spaces to side or rear</u>
50 to 75	50%
76 to 100	60%
More than 100	70%

- (b) For parcels in all other non-residential districts (other than B-4) and for parcels in the B-4 District where the parking requirements are less than fifty (50) spaces, the requirements for parking lot location in Section K) 1) a) are optional. However, if an APPLICANT voluntarily complies with the standards of Section K) 1) a), the APPLICANT shall be entitled to a twenty-five (25%) percent reduction in the amount of landscaping for the interior of the parking lot required in Section 149-14 G) 1) a) or a fifty percent (50%) reduction in the paved area application fee.
- (2) In recognition of the unique circumstances of some parcels of land, the Planning Board shall be permitted to vary the standards set forth in subsection K) 1) a) above. The Planning Board may approve projects that do not conform strictly to the parking lot location standards above, provided that a finding is made by the Planning Board that the unique circumstances of the parcel make compliance unreasonable.

### L. Architectural Design Standards

#### (1) Findings

The City of Dover Planning Board finds that:

- (a) Our city contains a historic downtown area, three major thoroughfare business districts, beautiful rural landscape replete with unique natural and cultural resources, an excellent architectural tradition, a colorful history, and much visual appeal.
- (b) Preserving and enhancing these features is integral to maintaining the character and identity of our community.
- (c) Building designs which are indifferent to the traditions of our city and region, aggressively seek the attention of passing motorists, do not consider the quality of the pedestrian environment, or are erected at the lowest possible cost without due concern for aesthetics harm the character of our community, depress property values, and impair our quality of life.

## ***SITE REVIEW REGULATIONS***

- (d) While subjectivity and judgment is invariably part of reviewing architectural designs there are universal principles of good design.
- (e) Well-crafted design standards can promote building design that is functional, economical, attractive, and harmonious. Quality development and sustainable economic development are not mutually exclusive; rather, they are interdependent.

### (2) Purpose

The purpose of the Architectural Design Standards is to:

- (a) Provide for high quality architecture that respects UNIVERSAL DESIGN PRINCIPLES, enhances the appearance of Dover, reinforces pedestrian character where appropriate, and is sensitive to neighboring buildings, the broader setting, and natural and cultural resources.
- (b) Protect and enhance the positive visual qualities of Dover's downtowns, residential neighborhoods, commercial corridors, industrial parks, and scenic and rural landscapes.
- (c) Encourage design, which is compatible with the TRADITIONAL character of Dover and New England.
- (d) Enhance property values and foster civic pride.
- (e) Minimize potential aesthetic conflicts between residential and NONRESIDENTIAL USES and between single family and multifamily USES.

Adherence to these standards should not be burdensome and they are not intended to stifle creativity or variety. On the contrary, the standards will likely encourage more thoughtful approaches to building design. There is much flexibility embodied in the guidelines and many ways of meeting the objectives. It is hoped that they will serve as useful guidelines for design professionals and APPLICANTS seeking to produce quality designs respectful of place and context.

### (3) Adoption

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This section is adopted pursuant to the City of Dover Master Plan and New Hampshire Revised Statutes Annotated sections 674:21 (Innovative Land USE Controls) and 674:44 (Site PLAN Review Regulations).

### **(4) Applicability**

Architectural design review is required as part of Site PLAN Review process for all NONRESIDENTIAL structures and for all residential structures where the total number of dwelling units in one development, whether in one or more structures, exceeds four (however, in no event would any single family structures or properties be subject to review). This includes all new construction, building additions, and alterations to buildings if those alterations would significantly affect the exterior appearance of the building. Design review is required only for building ELEVATIONS and portions of structures that would be visible from a public street or path or from neighboring residential properties. All applicable development must conform to these guidelines as reasonably interpreted and applied by the Planning Board.

Architectural design review is not conducted for routine repair or maintenance of structures, any work on the interior of a building, any existing structures for which no exterior alterations are proposed, and modifications solely for the purpose of providing safe means of egress or access in order to meet requirements of the Building Code or Life Safety Code. Architectural design review is only conducted in instances found within 149.4 Applicability of the Site Review Regulations.

### **(5) Various Sections Of The City**

Various sections of the City differ from one another in character and in appropriate treatment. The following sections are listed in order, generally, from the most sensitive to the least sensitive sections.

- (a) CBD. This zone encompasses the downtown areas and is highly sensitive because of the importance and challenge of maintaining a pleasing pedestrian environment. This is the Central Business District, which includes the areas along Washington Street from Chestnut Street to Main Street, all of Main Street, and a section of Central Avenue from Sixth Street to Silver Street. As one travels closer to the core areas traditionally the buildings are taller, closer to the sidewalk, built of more substantial materials, and more elaborate in design and detailing.

## ***SITE REVIEW REGULATIONS***

- (b) CWD. These areas are not as sensitive as existing neighborhoods in which existing residents could be vulnerable to new development over which they have little control. New commercial structures, are not being built in TRADITIONAL neighborhoods, however this zone is adjacent to the existing downtown core, and should feel as if it is an extension of the CBD district. The architecture of the waterfront areas should encourage the development of marine, history or tourism related land USES and activities, which take advantage of the peculiar characteristics of the waterfront as well as its central location in Dover and its proximity to the historic area.
  - (c) B-1, O. These areas are sensitive because some older neighborhoods that are zoned for mixed USE have been harmed by incompatible multifamily and NONRESIDENTIAL development. These are transitional zones, and as such the new non-residential components should respect the character and nature of the existing residential USES. New development should blend in with the TRADITIONAL character of these neighborhoods in order not to diminish property values and the small SCALE pedestrian nature of these areas.
  - (d) B-3, B-4, B-5. It is important to enhance the quality of commercial development along these corridors (such as Routes 9, 108, 4, and 155). All serve as gateways to the city, carry high levels of traffic, and are the most prominent areas of the city. On the other hand, an intensive automobile oriented and big BOX/small BOX character is already established in many areas. Thus, while we seek to enhance the visual experience along these corridors, there are generally fewer sensitive resources vulnerable to this type of development.
  - (e) I-1, I-2, I-4. We seek to enhance the quality of our industrial parks (such as Venture Drive and Industrial Park Road). However, because these are located on dead end streets with almost no incidental traffic and with few vulnerable existing visual resources they are less sensitive.
- (6) General Standards

An application is considered to meet the design requirements of the Architectural Design Standards if the Planning Board, in its judgment, determines that the application overall demonstrates reasonable conformity with the Purpose, above, the General Standards, that follow, and Elements of Design in the next subsection.

- (a) Recognizing that every property, every proposal, and every situation is unique, the Planning Board may waive, or modify any of the standards herein



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as it reasonably deems appropriate, based upon the individual circumstances of any application. No particular architectural style is stipulated and innovative, contemporary, and distinctive designs are encouraged, provided they are respectful of general design principles and context.

- (b) Buildings should be compatible with TRADITIONAL New England architecture. They should be articulated to express an architectural identity and ideally will be handsome and dignified.
- (c) While the use of a TRADITIONAL architectural vocabulary (GABLES, PORTICOS, beltcourses, etc.) is desirable, designers are encouraged to use this vocabulary in an original manner that reads as contemporary.
- (d) It is recognized that many national and regional chain businesses seek to build a standard design across the country or region without regard to local conditions. However, the Planning Board will evaluate all proposed designs for their compatibility with our own local community character and for conformance with the goals of these guidelines. It shall be the obligation of the APPLICANTS to develop designs that are compatible with our community character; the City need not make adjustments to accommodate these template designs.
- (e) Use of false or partial MANSARD roofs, unconventionally shaped roofs, overly bright colors, disproportionately sized building elements, crudeness of features, or a general plastic feel of the building, is not appropriate.
- (f) Buildings should possess an overall integrity. Architectural details should not give the impression of being tacked on but rather should be integral to the overall design. (For example, use of undersized shutters on a picture window, or installation of an elaborate classical PORTICO or CUPOLA on an otherwise clearly utilitarian big BOX would be discouraged.)
- (g) Generally, the less visible or prominent a structure or FACADE is, the lower the level of standards will be. For example, less strict review is in order for a building located a good distance from the road or for one that is partly obscured by another structure.
- (h) While it cannot be required under these guidelines, the reuse of existing structures that have special architectural, historical, cultural, or contextual value by the Sis strongly encouraged.

## ***SITE REVIEW REGULATIONS***

- (i) Modifications and additions to existing buildings should be harmonious with the character of the existing building when the existing building would reasonably be considered to be in general conformance with the goals of these guidelines.
- (j) Building design should blend with other features of the site - signage, landscaping, lighting, fencing, outbuildings, etc. - to the extent practical.
- (k) Whenever possible, signage on buildings in the CBD district is encouraged to follow the mill motif criteria as set out in the sign ordinance (Chapter 170.32 P).

### **(7) Elements of Design**

Proposed designs should be harmonious with neighboring structures that have a visual relationship with the subject building in terms of mass, width, height, PROPORTION, spacing, setback, and all of the other elements of design discussed below when those neighboring structures would reasonably be considered to be in general conformance with the goals of these guidelines. This is particularly applicable to older buildings located in downtown areas and residential neighborhoods.

- (a) Siting of building. To the extent practical, structures should be located and configured in a visually harmonious manner in keeping with the terrain and vegetation and should not impede scenic views.

Most buildings are oriented parallel or perpendicular to the street. This pattern reinforces the streetscape. Buildings should not be oriented at odd angles to the street unless this is already the prevailing pattern in the area or if it is dictated by strong topographic or site considerations.

- (b) SCALE. Every effort should be made to provide an appropriate SCALE to new buildings both in their overall size and in their details.

If practical, it is preferred that buildings contain at least two stories. Alternatively, a single story building should have a relatively steep roof or a high PARAPET. It is required in the CBD zone for buildings to be multistory in order to reinforce the SENSE OF ENCLOSURE of the street.

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- (c) **PROPORTION.** Buildings and their details should be well proportioned in accordance with commonly accepted design principles so as to create a sense of order and balance.
- (d) **MASSING.** Large structures should be broken into smaller masses to provide human **SCALE**, variation, and depth. These smaller masses should have a strong relationship to one another and, ideally, each smaller mass will have integrity of form. Construction of unadulterated warehouse style big **BOXES** should generally be avoided (though their **USE** is of less concern in industrial parks). Blocky multifamily structures within predominantly single and two family neighborhoods are highly inappropriate.
- (e) **Roof.** As a design element, the roof has a significant effect on the building's character. The lack of a roof often promotes a feeling of boxiness. The taller the building, the less necessary is a pitched roof. Multistory buildings in downtown and mill buildings rarely included a pitched roof.

Incorporation of a moderate slope is preferred. Where flat roofs are used, however, there should be a distinct **CORNICE** and/or **PARAPET** to emphasize the top of the building. Extensive areas of visible roof should be broken up with **DORMERS**, **CROSS GABLES**, **CUPOLAS**, chimneys, **PARAPETS**, **BALUSTRADES**, and **TOWERS**.

- (f) **Building FACADE.** Much attention should be given to create an attractive building **FACADE**. Broad expanses of blank walls are inappropriate. Traditionally, the parts of a **FACADE** that might be embellished, or at least articulated in some fashion include:
  - (i) the horizontal base where the building meets the ground (such as a different treatment for the foundation)
  - (ii) the horizontal top where the building meets the sky (such as a projecting **CORNICE** with **BRACKETS**)
  - (iii) a horizontal section in between (such as a belt **COURSE** between stories)
  - (iv) the vertical corners on the left and right sides (such as **CORNER BOARDS** or **QUOINS**)
  - (v) vertical articulation in the middle (such as **PILASTERS**)
  - (vi) the area around the door/entry (such as a **PORTICO**)

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(vii) the areas around the windows (such as window SURROUNDS)

In addition, depth may be created for the FACADE through use of porches, projecting or recessed sections, BAY WINDOWS, or ARCADES.

(g) FENESTRATION. Windows are an integral part of a building and should be incorporated on front FACADES, and preferably side FACADES to humanize the building. It is desirable that the windows along with the door establish a coherent, orderly pattern and RHYTHM.

It is preferable that windows be vertical or at least “no more squat than square” (except as described in CBD area, below). Horizontally shaped windows are discouraged. Where horizontal windows are sought, a series of contiguous vertical windows with MULLIONS in between should be used arranged in a horizontal band.

In pedestrian oriented downtown or waterfront commercial centers, use of large picture type windows for retail USES on the first floor is strongly encouraged. In residential areas and on upper floors of downtown buildings use of multiple panes of glass (or the appearance of multiple panes) rather than picture type windows is preferred.

Shutters, where appropriate, should be sized properly for the window opening (approximately one half the width of the opening.)

(h) Entrance. The entrance is an important element in defining a building. Articulation of the entrance is encouraged through use of a PORTICO, canopy, awning, sidelights, SURROUND, or other device.

Generally, there should be an entrance, if not the primary entrance, located on the front FACADE. Use of a usable front porch on residential buildings is strongly encouraged.

(i) Materials. The use of natural materials or materials that appear natural is preferred. Materials should be high quality and durable. Wood (CLAPBOARD and shakes), brick, stone, fiber reinforced stucco, TEXTURED block, and terra cotta are the preferred materials, although fabricated materials which effectively imitate the character of these materials is acceptable. Conventional vinyl and aluminum siding arranged in a

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horizontal CLAPBOARD pattern is acceptable but not preferred. Its use is inappropriate in downtown areas.

Sheet plastic, sheet fiberglass, T-111 plywood, PECKY SHINGLES, simulated brick, and similar materials should not be used. Use of highly reflective plastic or metal surfaces are inappropriate. Use of salvage style brick with multiple colors is discouraged. Prefabricated metal wall PANELS and undressed concrete/cinder block should not be used except in industrial park areas. When these materials are used in industrial park areas it is preferable to minimize the area over which they are used, minimize their use on front FACADES, and to combine their use with other materials, such as installing metal walls over a foundation of TEXTURED block.

- (j) Color. Color of buildings is reviewed for NONRESIDENTIAL property only. Generally, it is preferable to use two or three colors. The main color(s) on a building should generally be nature blending, earth tone, neutral, or pastel in character. Bright colors should be limited to accent areas. High intensity colors, metallic colors, or fluorescent colors should not be used.

Subtle colors are appropriate on larger, plain buildings, whereas smaller buildings with more detailing can more effectively incorporate brighter colors.

- (k) Lighting. Use of low key, low intensity wall pack or spot type lighting, or lighting of signage on buildings is appropriate. Use of lighting to highlight the building in a prominent manner, such as brightly illuminated roof fins or neon tube lighting is discouraged.

### **(8) Particular Building Types and Components**

- (a) Vehicle Recharging and Refueling Station. Canopies should incorporate features to avoid the sense of a large, hovering mass. A pitched roof or other TRADITIONAL roof form should be used (attractive examples include the Irving Stations in Northwood and Meredith). The FASCIA of the canopy should be short in height, generally not to exceed two feet. It is preferable that COLUMNS be articulated in some manner. All vertical surfaces should be nonreflective and colors should be muted.
- (b) Miniwarehouses/Self Storage Facilities. When these facilities are located on major roads, their design must be very carefully considered. Deep setbacks should be established. The structures should be located perpendicular to the road with no doors facing the road. Use of corrugated metal on the front FACADES is unacceptable. Use of TEXTURED block, brick, wood, or stucco

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is preferred though flat metal may be acceptable. Colors should be muted. (The facility located on Route 155 is well designed, including the fine selection of colors.)

- (c) Garages. Garage doors should be relatively unobtrusive. To the extent practical, doors should be placed on side FACADES not facing the street, doors should be screened from view by landscaping or other structures, or garages should be set back a greater distance from the street. Where the garage is attached to the main building it is preferable for the garage section to be subordinate to the main section by reducing the size and recessing it beyond the main section.
- (d) Utility elements. To the extent practical, all utility elements, such as dumpsters, utility meters, and ground mounted air conditioning units, should be screened and located such that they are not visible from a public way or neighboring residential properties.

Above ground storage tanks, with the exception of businesses that sell fuel, should be screened or hidden from view.

- (e) Fences. Use of chain link fences in front or side yards is discouraged. When they are used in these areas the chains should be covered in a colored vinyl (such as dark green) or equivalent.

### (9) Process

APPLICANTS should submit ELEVATION drawings drawn to scale of each pertinent FACADE. A color board containing actual color samples of exterior finishes, keyed to the ELEVATIONS and indicating the manufacturers name and color designation should also be submitted. APPLICANTS should also submit a material sample if appropriate, such as the type of brick proposed.

Any proposed building illumination must be submitted and approved. No such lighting may be installed without approval.

ELEVATION drawings must be prepared by a registered engineer, architect, or landscape architect (use of a registered architect is strongly encouraged). The Planning Board may waive this requirement in the case of smaller structures, less prominent structures, or as it deems appropriate.

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While APPLICANTS are required to meet the standards herein, it is not necessary to submit waiver requests from any specific design standards herein. It shall be up to the Planning Board to determine if the overall proposal meets the intent of this section.

At its option, the Planning Board may secure the services of a consulting architect or other professional to assist in the review of an application. The BOARD may impose reasonable fees upon an APPLICANT to cover this expense.

As part of the overall site review process the Technical Review Committee, will review plans for compliance with these standards and report to the Planning Board as to adherence.

### **149-14.1 Design Standards for Development in the Executive and Technology Park (ETP) District.**

#### **A. Purpose**

These design standards are adopted to regulate development within the Executive and Technology Park (ETP) District, which provides an area for large-scale high technology, research, professional office and clean manufacturing USES needing large sites and high aesthetic standards. The design standards are intended to:

- (1) Establish and maintain high aesthetic standards in the ETP District.
- (2) Preserve the District's natural resources and visual character by assuring that improvements are properly related to their sites and to neighboring developments.
- (3) Encourage good design and innovation in site planning and development, including architecture, landscaping, and graphic design.
- (4) Encourage the compatible and complementary development of each site in the District.
- (5) Minimize conflicts between residential and non-residential USES.

#### **B. Building Siting and Design**

The general character of the ETP District is intended to be a campus or park-like setting, with emphasis on the natural characteristics of the site. The site design should create a sense of entry into the site and into the businesses within the site through landscaping, façade treatment, and signage. The architectural character of each building shall be of contemporary design and style. The design should integrate the

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building's form, TEXTURES and colors with the particular landscape and topographical character of each site. Specific requirements are as follows:

- (1) All exterior building walls and structures shall be constructed with attractive, durable materials such as TEXTURED concrete, MASONRY, stone, brick, CLAPBOARD, finishing wood, stucco or glass.
- (2) Buildings with exterior walls made of metal or corrugated steel shall not be permitted.
- (3) Building roofs shall be uncluttered and when flat roofs are visible from public roads, pitched roofs or PARAPETS are required.
- (4) Rooftop and ground-mounted mechanical units and ventilating fans are to either be integrated into the design of the building or screened from view.
- (5) All exterior service, loading, storage and utility areas shall be located at the side or rear of the building and screened or sheltered so as not to be visible from the public road or adjacent parcels.

### **C. Parking Areas and Pedestrian Circulation**

- (1) Parking areas shall be screened from public streets and existing residential USES so as to minimize the visibility of such areas.
- (2) A majority of the parking spaces shall be located to the side or rear of the buildings.
- (3) All sites shall be designed so as to promote safe pedestrian access, not only within the development, but to adjacent properties and public streets.

### **D. Landscaping**

- (1) A landscaping plan shall be submitted as part of the development application. The landscaping plan shall depict a scheme that creates a park-like setting. Maintenance of existing vegetation should be incorporated in the landscaping plan when appropriate.
- (2) Existing trees of significant size or special character should be preserved wherever possible.



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- (3) All trees should be planted in a permeable area of no less than a three (3) foot wide radius from the base of the tree.
- (4) Planting islands should be used to define vehicular and pedestrian circulation patterns and to break up large expanses of pavement. A combination of end cap islands and linear islands running parallel to parking rows are preferred. Islands should be planted with either grass or evergreen shrubs and include trees.
- (5) Landscaping should be maintained to present a healthy appearance and dead materials should be replaced.

### **E. Exterior Lighting**

Exterior lighting shall be low profile. High-intensity directional lighting shall be prohibited. Lighting shall be designed and oriented so as to avoid glare onto adjacent property or streets.

## **149-14.2 Design Standards for Development in the Residential Commercial Mixed-USE (RCM) Overlay District. [Amended per Planning Board 04-11-2006.]**

### **A. Purpose:**

The purpose of these Regulations is to promote flexibility in large-scale mixed USE developments by considering project proposals based upon a comprehensive, integrated and detailed PLAN rather than the specific constraints applicable to piecemeal, lot-by-lot development under conventional zoning requirements. A mixed USE development should improve the quality of new development by encouraging attractive features and promoting quality site design.

### **B. Non-residential Site Planning**

Planning for mixed USE development on a site encompasses items such as its relationship to surrounding USES, building orientation on the site, pedestrian and vehicular circulation, and efficiency of parking areas, screening of loading and utility areas, and the design of landscaping, signage and lighting.

#### **(1) Contextual Relationship:**

- (a) The commercial portion of the development should be of an appropriate SCALE, set back and building height. Multi-story commercial buildings should incorporate lower SCALE, single-story elements and/or greater setbacks adjacent to existing and future single-family development.

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- (b) Orient support USES such as trash enclosures, compactors, truck loading areas and outdoor storage away from residential USES to the extent practical.

### (2) Building Orientation:

- (a) Locate pad buildings closer to arterial intersections to provide a strong visual and pedestrian relationship to the project. When practical, locate some parking and service functions behind the building.
- (b) In multi-building projects, organize the site layout to provide functional pedestrian spaces and landscaping amenities.

### (3) Pedestrian Amenities:

- (a) Wherever practical, design attractive and convenient pedestrian and bicycle access to streets.
- (b) Design sites to minimize pedestrian and vehicular conflicts. Where pedestrian circulation paths cross vehicular routes, provide a change in paving materials, TEXTURES or colors to emphasize the conflict point.
- (c) Enhance and encourage connection between the residential and commercial components.
- (d) Accessible parking spaces should be convenient to building entries.
- (e) Provide convenient bicycle parking in locations that do not interfere with pedestrian circulation.
- (f) Allow for outdoor dining and/or other amenities to enliven plazas and open space areas.

### (4) Vehicular Circulation and Parking:

- (a) To promote safe pedestrian access, provide sidewalks and not head-in parking spaces directly in front of large individual retail tenants over 30,000 square feet (with the possible exception of handicap-accessible spaces).
- (b) Strive to minimize driveway cuts on arterial streets by providing vehicular cross-access easements and shared access driveways between adjacent commercial projects.

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- (c) Traffic calming devices are encouraged in the interior of a site to enhance safety.
  - (d) Use appropriate landscaped parking lots to break up the mass of large parking lots. Refer to 149.14 G) Landscaping for specific landscaping requirements of parking lots.
- (5) Outdoor Display Areas:
- (a) On final site plans identify the location of all proposed outdoor display and sales areas, including what type of items would be sold. Their location should not displace required parking and pedestrian or landscaping areas.
- (6) Signage:
- (a) Locate freestanding signs on low planter walls or design monument signs to incorporate distinctive elements of the architectural style or theme of the development.
  - (b) Design and locate signage to be visible from both pedestrian and vehicular areas.
  - (c) Provide building signage that is proportional to the SCALE of the tenant façade. All building and freestanding signs should be designed to further the design theme of the building and be consistent with any sign package.
  - (d) Paint sign backgrounds and sign cabinets to complement building colors.
- (7) Landscaping and Grading:
- (a) Design the project landscape theme to complement and enhance project architecture.
  - (b) Provide a raised landscaped median at major entrances from arterial streets to separate ingress lanes from egress lanes.
  - (c) For the overall site, use a mixture of deciduous and evergreen trees.
  - (d) If retaining walls in retention basins are necessary, they should be landscaped to reduce their visual SCALE.
  - (e) Design retention basins that are visible from public streets and common open spaces to avoid a "bathtub" or linear channel appearance through landscaping.

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- (f) No more than 25% of the total ground area of a landscape area shall be comprised on non-living ornamental materials.
  - (g) A minimum of two (2) trees and four (4) shrubs for each one thousand (1,000) square feet of landscaped area shall be provided. (One (1) additional tree may be substituted in lieu of each four (4) shrubs required).
  - (h) Deciduous trees shall be at least two-inch caliper measured four (4) feet above the ground except ornamental and flowering trees shall be at least one and one half inch caliper measured four (4) feet above the ground; multi-trunk trees shall have at least three (3) canes, and shall be six (6) inches measured four (4) feet above the ground, with a minimum height of five (5) feet.
  - (i) Coniferous trees shall be at least six (6) feet tall.
- (8) Lighting:
- (a) Provide pedestrian SCALE lighting fixtures in areas designed for pedestrian activity such as plazas, courtyards, pathways and seating areas but excluding parking only areas. Select lighting fixtures that complement the general architectural style of the development.
  - (b) Highlighting of unique or special features of the site, such as architectural features, specimen trees and artwork with accent lighting should be considered.
  - (c) Use decorative wall-mounted sconces or light fixtures when building lighting are proposed on ELEVATIONS away from residential USES.
  - (d) Lighting on parking areas shall avoid glare on adjoining properties.
- (9) Building Design
- (a) Where practical, building mass should be broken into smaller elements, consistent with the PROPORTIONS of the architectural style selected and surrounding USES.
  - (b) Reduction of building mass may be achieved by using a combination of the following techniques:
    - Variation in the rooflines and form.

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- Use of ground level ARCADEs and covered areas.
- Use of protected and recessed entries.
- Use of vertical elements on or in front of expansive blank walls.
- Use of pronounced wall plane offsets and projections.
- Use of focal points and vertical accents.
- Inclusion of windows on ELEVATIONS facing streets and pedestrian areas.
- Retaining a clear distinction between roof, body and base of a building.

### (10) Design:

- (a) All FACADES, including back and side ELEVATIONS of a building generally visible from public view or adjacent to residential areas, should be architecturally treated.
- (b) Design multi-building projects to include architecturally sensitive design elements throughout the project.
- (c) Building ELEVATIONS should incorporate architectural features and patterns that consider a pedestrian SCALE.
- (d) Building roofs shall be uncluttered and when flat roofs are visible from public roads, pitched roofs or PARAPETS are required.
- (e) Rooftop and ground- mounted mechanical units and ventilating fans are to either be integrated into the design of the building or screened from view.
- (f) At least two of these elements should repeat horizontally. Buildings with FACADES greater than 150 feet in length should include several of the elements listed below, repeated at appropriate intervals, either horizontally or vertically:
  - Color change. Recognizable, but not strongly contrasting.
  - TEXTURE change.

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- Material change.
- Architectural variety and interest through a change in plane such as offsets, reveals, archways or projecting ribs.
- Wall plane projections or recesses.

(g) Service and exit doors should be integrated into the architecture of publicly visible ELEVATIONS.

(h) Where practical, variations in rooflines or PARAPETS should be used to reduce the SCALE of non-residential buildings. Roof size, shape, material, color and slope should be coordinated with the SCALE and theme of the building.

(i) All exterior building walls and structures shall be constructed with attractive, durable materials such as TEXTURED concrete, MASONRY, stone, brick, CLAPBOARD, finishing wood, stucco or glass.

(j) The exterior walls of buildings should not predominantly utilize the following materials, except as accents:

- Pre-fabricated steel PANELS.
- Corrugated metal.
- Asphalt shingle roofs, except for period architecture.
- Highly reflective glass.

(k) Buildings should have clearly defined customer entrance(s) incorporating appropriate architectural elements

### **C. Freestanding Accessory Structures:**

Enclosed service/refuse areas and covered parking should be designed to be an integral part of the building architecture. Wherever practical, the forms, colors, TEXTURES and materials used on the main building should be applied to all sides of these structures generally visible to the public.

### **D. Residential Site Planning**

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### **(1) Building Orientation:**

- (a) Residential structures should be located to encourage interaction among residents and sited in such a way as to allow for a private yard as well as a public yard.

### **(2) Pedestrian Amenities:**

- (a) Design pedestrian amenities that allow for use and enjoyment of outdoor areas as a development focal point or centralized amenity.

### **(3) Vehicular Circulation and Parking:**

- (a) Adequate off street parking shall be provided for residents and guests. If possible guest parking shall be available near the common facilities (i.e. club house).

### **(4) Signage:**

- (a) Locate freestanding signs on low planter.
- (b) Design and locate signage to be visible from both pedestrian and vehicular areas.

### **(5) Landscaping**

#### **(a) For single family home developments:**

- (i) At least one (1) tree in the front yard setback,
- (ii) Deciduous trees shall be at least two-inch caliper measured four (4) feet above the ground, except ornamental and flowering trees shall be at least one and one half inch caliper measured four (4) feet above the ground,
- (iii) Coniferous trees shall be at least six (6) feet tall,
- (iv) Multi-trunk trees shall have three (3) or more canes, and be six (6) inches measured four (4) feet above the ground, with a minimum height of five (5) feet.

#### **(b) For all other residential structures:**

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- (i) Two (2) trees and four (4) shrubs for each one thousand (1,000) square feet of landscape area. One (1) additional tree may be substituted in lieu of four (4) shrubs.
- (ii) Deciduous trees shall be at least two (2) inch caliper measured four (4) feet above the ground except ornamental and flowering trees shall be at least one and one half inch caliper measured four (4) feet above the ground; multi-trunk trees shall be three (3) or more canes starting from the ground, six (6) inches measured four (4) feet above the ground, with a minimum height of five (5) feet.
- (iii) Coniferous trees shall be at least six (6) feet tall.

### (6) Lighting:

- (a) Provide pedestrian SCALE lighting fixtures in areas designed for pedestrian activity such as walking, biking or use of segway/golf carts. Select lighting fixtures that complement the general architectural style of the development.

### (7) Building Design:

- (a) All Manufactured Housing shall be constructed to include a peaked roofs, and architectural shingles, and shall have full basements and garages.

E. Consideration of the within design criteria shall not delay the acceptance of a complete site PLAN application.

F. Approval of a conditional USE design permit must be completed within the time limitations of RSA 676:4 I(c)(1).

### **149-15. Physical Arrangements.** [Amended per Planning Board 01-14-2003; amended per Planning Board 08-26-2008, amended per Planning Board 06-12-2018.]

- A. All service, storage and utility areas shall be designed to the side or rear yard of a proposed building(s), and such areas shall be appropriately screened/buffered by walls, fences, earth berm and/or vegetation.
- B. Utility elements situated on the roof of a proposed building(s) shall be adequately screened and baffled upon request.
- C. All paving and/or storage shall not be permitted within five (5) feet of any side or rear property line, except for a shared driveway or parking lot that straddles a common



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- property line, and no parking or paving, except for entrances/exits, shall be permitted within ten (10) feet of any front property line. These spaces shall be maintained as landscaped area. This section shall not apply within the Central Business District General and TOD sub-districts.
- D. Pedestrian walkways, entrances and exits designed for use by the handicapped shall be required upon request.
  - E. Nonresidential uses that regularly receive or send out shipments of good shall provide off-STREET loading spaces or loading docks on the same LOT as the use they are intended to serve. Loading facilities shall be designed to the rear or side of all proposed buildings. No loading space or dock shall be located within one hundred (100) feet of a residential district boundary, unless sufficient screening is provided to the satisfaction of the Planning Board.
  - F. All parking, loading and protective buffers shall be situated on the same parcel (same ownership) as the primary USE structure(s).
  - G. Drive-In facilities shall be designed to impose the least amount of intrusion upon existing residential ABUTTERS. Such design features shall include, but not be limited to, non-audible ordering systems (touchpad or human contact) shall be utilized, placement shall be as far from residential USES as possible, and hours of operation for the drive-in portion of the business shall be limited to 6:00 a.m. to 9: 00 p.m.
  - H. A PLAN shall not consist solely of accessory USES (parking, landscaping or open space, etc.) in Dover for a project that is primarily located within an adjacent municipality.

## **ARTICLE V**

### **REVIEW FEES**

**149-16. Schedule of Fees.** [Amended per Planning Board 04-23-1991; amended per Planning Board 11-15-1991; amended per Planning Board 02-26-1996; amended per Planning Board 01-14-2003; amended per Planning Board 08-26-2008; amended per Planning Board 03-23-2010.]

- A. The Planning Board shall levy a fee as set forth in the City of Adopted Dover Schedule of Fees, as amended annually, for each dwelling unit resulting from new additions, and changes of USE.

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- B. The Planning Board shall levy a fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for each lodging unit for motel/hotel development.
- C. The Planning Board shall levy a review fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for all new non-residential construction. The Planning Board shall levy a review fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for additions to existing non-residential structures. A fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, shall be placed on any APPLICANT requesting a change of USE. The Planning Board shall levy a review fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for parking lots and paved areas.
- D. The Planning Board shall levy a fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for APPLICANTS requiring a Conditional USE Permit.
- E. The Planning Board shall levy a fee as set forth in the City of Dover Adopted Schedule of Fees, as amended annually, for the review of applications for time extensions, per Chapter 149-9 B), to approved site plans to cover staff time.
- F. In addition to the application fees outlined in section A thru E, the Planning Board shall require the APPLICANT be responsible for paying the cost of mailing certified notices to ABUTTERS as well as paying the cost of advertising or posting the application.

### **149-17. Inspection Fees.** [Amended per Planning Board 01-24-2012.]

The fee levied shall be the actual cost per hour of the individual(s) making the inspection of improvements as required in Section 149-12. The City shall be remunerated for equipment usage necessary for conducting said inspections. Where the owner fails to comply with the payment of fees, inspections shall not be conducted nor CERTIFICATE OF OCCUPANCY awarded until full payment has been made.

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**ARTICLE VI**

**ADMINISTRATION**

**149-18. Enforcement; Failure to Comply with Order; Violations and Penalty.**

[Amended per Planning Board 08-26-2008.]

If, after an occupancy permit, temporary or permanent has been issued and the building or buildings are occupied and/or used, the Planning Board finds that any of the conditions of an approved final site review application are in violation, the Planning Board, or its authorized representative, shall order the owner to make such corrections as it deems necessary to bring the use and operation into conformity with the provisions of such approval. Such order shall be complied with within a period of time extending not more than thirty (30) days from the original notice. Where the owner fails to comply with the notice of the Planning Board, a fine not to exceed one hundred dollars (\$100.) per day may be levied against said owner, and the CERTIFICATE OF OCCUPANCY shall be revoked as per RSA 676:4-a.

**149-19. Waivers.** [Amended per Planning Board 03-23-2010.]

- A. The Planning Board may waive specific provisions of these regulations. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that:
  - (1) Strict conformity would pose an unnecessary hardship to the APPLICANT and the waiver would not be contrary to the spirit and intent of the regulations; or
  - (2) Specific circumstances relative to the subdivision, or conditions of the land in such site PLAN, indicate that the waiver will properly carry out the spirit and intent of the regulations.
- B. In granting waivers, the Planning Board may require such conditions as will in the Board's judgment, secure substantially the objectives of the standards or requirements of these regulations.
- C. Procedures. A petition for any such waiver shall be submitted in writing by the APPLICANT at the time when the application is filed for consideration by the Planning Board. The petition shall state fully the grounds for the waiver and all of the facts relied upon by the petitioner. The basis for any waiver granted by the Planning Board shall be recorded in the minutes of the Planning Board.

**ARTICLE VII**

## ***SITE REVIEW REGULATIONS***

### **WORDS AND PHRASES**

#### **149-20. Word Usage.**

Words used in the present tense shall indicate the future; the singular number shall include the plural and the plural the singular; the word "shall" is mandatory; the word "may" is permissive.

**149-21. Definitions.** [Amended per Planning Board 05-25-1999; amended per Planning Board 04-22-2004; amended 08-26-2008; amended per Planning Board 03-23-2010; amended per Planning Board 12-18-2012, amended per Planning Board 06-12-2018.]

As used in this Chapter, the following terms appearing in CAPITAL LETTERS shall have the meanings indicated:

**ABUTTER** means:

- 1) The owner of record of a parcel of land located in New Hampshire and adjoins or is directly within two hundred (200) feet (including land across the street or stream) of the proposed site under consideration by the Board.
- 2) For the purposes of receiving testimony only, and not for purposes of notification, the term "ABUTTER" shall include any person or entity who is able to demonstrate that his land will be directly affected by the proposal under consideration.
- 3) In the case of an abutting property being under a condominium or other collective form of ownership, the term "ABUTTER" means the officers of the collective or association, as defined in RSA 356-B: 3, XXIII. Additionally, for projects meeting the criteria of 149-4 A), the individual owners of units within the association, which are located within two hundred (200) feet of the common property line shall be notified only by first class mail.
- 4) For purposes of notification and receiving testimony, ABUTTER means all affected towns and the regional planning commission in the case of a development having regional impact, as determined by the Board.
- 5) For purposes of notification, ABUTTER ownership information for LOTS located in Dover, shall be obtained through the City's Tax Assessment Office

**ACCESSWAY** means the roadway configuration within a site.

## ***DOVER CODE***

**AGRICULTURE** - See NH RSA 21:34-a.II. AGRICULTURE shall not include marketing or selling at wholesale or retail, except where permitted as part of a roadside FARM stand or where the retail sale of agricultural or FARM products raised on site is a permitted use. One single-family dwelling shall be permitted as an accessory to the principal USE.

**APPLICANT** means any person, agent, firm, association, partnership or corporation that makes application to the Planning Board for the NONRESIDENTIAL development of a site, pursuant to the rules and regulations of this Chapter.

**ARCADE** means a series of arches supported by COLUMNS, sometimes forming a covered walkway.

**ARCH** means a curved form spanning an opening; it may take various rounded forms including a pointed shape.

**AXIS** means a line established by two points in space and about which forms and spaces can be arranged.

**BALUSTER** means an upright, often vase-shaped, support for a rail.

**BALUSTRADE** means a series of BALUSTERS with a rail.

**BAY WINDOW** means a window element projecting from a building FACADE.

**BEST MANAGEMENT PRACTICES (BMP)** means for STORMWATER management purposes, structural, nonstructural, and managerial techniques that are recognized to be the most effective and practical means to prevent or reduce nonpoint source POLLUTANTS from entering receiving waters.

**BOX** generally refers either to “big BOX” or “small BOX”; a very simple building with minimal adornment or complexity in its form, usually a rectangular footprint with a flat roof, and few if any windows.

**BRACKET** means a structural (or visually structural) element projecting from a wall which supports a roof overhang or other overhang, generally in the form of an “L” or a right triangle.

**BUILD TO LINE** deleted per Planning Board 12-18-2012.

**CERTIFICATE OF OCCUPANCY** See Chapter 68 of the Code of the City of Dover, titled “Building Construction”, Section 68-15.

## ***SITE REVIEW REGULATIONS***

**CHANGE IN USE** means a CHANGE IN USE shall consist of replacing a conforming or legal non-conforming USE contained entirely within an existing building with a new USE which is allowed in the zoning district in which the tract or structure is located.

**CLAPBOARD** means narrow, horizontal, overlapping wooden boards that form the outer SKIN of an exterior building wall.

**COLONIAL** means the style of architecture in the American colonies in the 17th and 18th centuries (prior to the American Revolution), derived mainly from English traditions.

**COLUMN** means a freestanding upright support element usually round in cross section. In classical architecture consists of a base, shaft, and CAPITAL.

**CONTIGUOUS** means any actual or proposed terrain LAND DISTURBANCE within five (5) years before the terrain alteration activity for which a permit is sought begins or within five (5) years after the terrain alteration activity ends shall be deemed part of the total project and included in the calculation of the amount of CONTIGUOUS area disturbed.

**CORNER BOARD** means a decorative vertical board placed at the corner of a wood frame building.

**CORNICE** means projecting top portion of an ENTABLATURE or any linear element placed along the top of a buildings FACADE or atop a section of the FACADE to divide the FACADE into sections.

**COURSE** means a horizontal decorative band extending across a FACADE. Stringcourse refers to a narrow COURSE while beltcourse refers to a wide COURSE.

**CUPOLA** means small enclosed or partially enclosed structure crowning a roof or TOWER.

**CROSS GABLE** means a GABLE form attached to and placed perpendicular to a larger GABLE roof

**DEVELOPED** means all new structures as well as additions, including the conversion of structures to multifamily (five (5) units or more) residential dwellings.

**DEVELOPMENT** means any construction or LAND DISTURBANCE or grading activities other than for agricultural and silvicultural practices.

**DISCHARGE** means water or effluent released to a receiving waterbody.

## ***DOVER CODE***

**DISTURBED AREA** or LAND DISTURBANCE means an area where the natural vegetation or existing cover been removed, exposing the underlying soil and, therefore, is susceptible to EROSION.

**DORMER** means window rising vertically atop a roof.

**EAVE** means the horizontal or downward projecting overhang at the lower edge of a roof.

**ELECTRIC VEHICLHLE CHARGING STATION** means a battery charging station equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle. An ELECTRIC VEHICLE CHARGING STATION is permitted outright as an accessory use to any principal use.

**ELEVATION** means a head-on drawing of a building FACADE, without any allowance for perspective, in fixed PROPORTION to the measurement on the actual building; one exterior face or side of a building (comparable to a FACADE).

**ENTABLATURE** means the horizontal top part of an order of classical architecture. It is supported by COLUMNS and consists of three levels - architrave, FRIEZE, and CORNICE.

**EROSION** means the detachment and movement of soil or rock fragments by water, wind, ice, or gravity.

**ESCROW AGREEMENT** means a conditional delivery of money by a developer to a bank to be held until such time as the conditions of a final site approval have been satisfactorily complied with.

**FAÇADE** means the front or principal exterior face of a building; may refer to other prominent exterior faces as well.

**FASCIA** means a flat vertical board that forms the face along the edge of a flat roof or along the horizontal (or EAVE) side of a pitched roof.

**FENESTRATION** means arrangement of windows on a façade including number, size, PROPORTION, spacing, and composition.

**FOOT – CANDLE** means a measure of light falling on a given surface. One FOOT-CANDLE is equal to the amount of light generated by one candle shining on a square foot surface one foot away.

## ***SITE REVIEW REGULATIONS***

**FRIEZE** means a decorative, horizontal band set just below the CORNICE.

**GABLE** means a simple pitched roof form with two opposite sloping sides; the triangular part of a wall formed by a GABLE roof.

**GROSS LEASABLE AREA** means the gross floor area available for leasing to a tenant.

**ILLUMINANCE** means the amount of light falling on a surface – measured in FOOT-CANDLES.

**IMPAIRED** means those water bodies not meeting water quality standards as identified by NHDES and listed as impaired and as Category 5 waters on their most current 303(d) list.

**IMPERVIOUS** means those surfaces that cannot effectively infiltrate rainfall consisting of surfaces such as building rooftops, pavement, sidewalks, driveways, recreational areas and compacted gravel.

**INFILTRATION** means the process of RUNOFF percolating into the ground (subsurface materials). INFILTRATION practices are STORMWATER treatment practices designed to capture STORMWATER RUNOFF and infiltrate it into the ground.

**LINTEL** means a horizontal structural member that bridges an opening

**LOW IMPACT DEVELOPMENT (LID)** means a site planning and design strategy intended to maintain or replicate pre-DEVELOPMENT hydrology through the use of site planning, source control, and small-scale practices integrated throughout the site to prevent, infiltrate and manage RUNOFF as close to its source as possible. Examples of LID strategies are pervious pavement, rain gardens, green roofs, bioretention basins and swales, filtration trenches, and other functionally similar BMPs located near the RUNOFF source.

**LUMEN** means a unit of measurement for the amount of light cast by a lamp. One FOOT-CANDLE is one LUMEN per square foot.

**MANSARD** means a steep, one story high roof with two planes on all four sides, the first plane almost vertical and the second plane above, nearly flat; named for Francois Mansart, 17th century French architect.

**MASSING** means the shapes, sizes, and arrangement of the three dimensional forms that compose a building.

**MAXIMUM EXTENT PRACTICABLE (MEP)** means the following: (1) all reasonable efforts have been made to meet the standard, (2) a complete evaluation of all



## ***DOVER CODE***

possible management measures has been performed, and (3) if full compliance cannot be achieved, the highest practicable level of management is being implemented.

**MULLION** means vertical element separating windows or doors set in a series.

**MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)** means the EPA's Small Municipal Separate Storm Sewer System (MS4) General Permit developed under the Clean Water Act. MS4 applies to municipalities that contain any portion of an urbanized area as defined by the Census. It applies to STORMWATER conveyances owned by a State, city, town, or other public entity that DISCHARGE to 'Waters of the United States'. The MS4 Permit requires operators of small MS4s to develop a STORMWATER Management Program that uses appropriate BEST MANAGEMENT PRACTICES (BMPs) for six minimum control measures included in the MS4 permit.

**MUNTIN** means dividers between panes of glass within an individual window.

**NHDES ALTERATION OF TERRAIN (AoT)** means the State permitting program applying to earth moving operations.

**NONRESIDENTIAL** means included land uses of a commercial and industrial nature as well as commercial residential uses, exempting however, the construction or conversion of single- family and multi-family (up to four (4) units per parcel) residential dwellings.

**PANEL** means a decorative recessed rectangular portion of a wall.

**PARAPET** means protective wall or railing along the edge of a raised structure such as a roof or balcony.

**PECKY SHINGLES** means irregular wood shingles, frequently untreated or stained rather than painted, with various curves and splits that give an appearance of peeling off an exterior surface (such as one might see at a "Fish Shack Restaurant").

**PERFORMANCE BOND** means any security which may be accepted in lieu of a requirement that certain improvements be made as a condition of Planning Board site approval.

**PIER** means a freestanding upright support element, usually rectangular in cross section, and wider and more squat than a COLUMN.

**PILASTER** means a COLUMN or PIER affixed to a wall surface (rectangular in cross section).

**PLAN** means the layout of a building drawn in the horizontal plane.

## ***SITE REVIEW REGULATIONS***

**POLLUTANT** means but is not limited to, SEDIMENT, TOTAL SUSPENDED SOLIDS (TSS), phosphorus, nitrogen, metals, pathogens, floatable debris, thermal impacts, and oil and other petroleum products.

**POLLUTANT LOAD** means an amount of a POLLUTANT that is introduced into a receiving water body measured in units of concentration or mass per time (i.e. concentration (mg/l) or mass (lbs/day)).

**PORTICO** means a covered space usually supported by COLUMNS surrounding an entrance and forming the centerpiece of the FACADE.

**PROJECT AREA** means the area within the subdivision or site plan boundaries plus any areas with associated off-site improvements.

**PROPORTION** means the relation of one dimension to another, such as the height of a window compared to its width. PROPORTION affects visual order through coordination of such elements as height, width, depth, and spacing.

**QUOINS** means corner stones, or other material made to resemble stones, at a corner or edge of a building.

**REDEVELOPMENT** means any construction, alteration, or improvement that disturbs area where the existing land use is commercial, industrial, institutional, governmental, recreational, or multifamily residential. Building demolition is included as an activity defined as “REDEVELOPMENT,” but building renovation is not provided the footprint of the building or structure to be renovated is not altered or expanded and does not exceed fifty percent (50%) of the current assessed value. Similarly, removal of roadway materials down to the erodible soil surface is an activity defined as “REDEVELOPMENT,” but simply resurfacing of a roadway surface is not. Any creation of new IMPERVIOUS area over currently pervious portions of the site will need to comply with new DEVELOPMENT requirements.

**RHYTHM** means the use of recurring patterns to organize a series of like forms or spaces.

**RIDGE** means the linear intersection of two sloping roof planes.

**RUNOFF** means precipitation, snowmelt, or irrigation that flows over the land, eventually making its way to surface water (such as a stream, river or pond).

**SASH** means a single window section within its frame that opens in some manner.

**SCALE** means the perception of the size of a building or building element relative to the human body or other buildings or objects in the vicinity.

## ***DOVER CODE***

**SEDIMENT** means eroded soil and rock material and plant debris, transported and deposited by RUNOFF.

**SENSE OF ENCLOSURE** means an outdoor area where the height and continuity of adjacent or surrounding buildings or other structures loosely establishes the feeling of a three dimensional space.

**SITE DEVELOPMENT PLAN** means a professionally rendered drawing which delineates the proposed development of a site, prepared as required under the provisions of 149-13.

**SKIN** means the outer clothing or membrane of a building - CLAPBOARD, brick, steel, etc.

**STABILIZED** means when the soil EROSION rate approaches that of undisturbed soils. Soils which are disturbed will be considered protected when covered with a healthy, mature growth of grass, or a good covering of straw mulch or other equivalent (weed-free) mulch at a minimum rate of two (2) tons/acre with higher rates required for dormant periods. Mulch is only a temporary measure; ultimately, the site needs vegetation.

**STORMWATER** means RUNOFF from a storm event, snowmelt RUNOFF, and surface RUNOFF and drainage.

**STORMWATER MANAGEMENT PLAN (SWMP)** means a plan that outlines project features, proposed temporary and permanent EROSION control features, maintenance schedules and practices, and design basis used to establish temporary and permanent STORMWATER design features.

**STORMWATER POLLUTION PREVENTION PLAN (SWPPP)** means a plan required by the Environmental Protection Agency (EPA) that clearly describes appropriate pollution control measures that include a description of all pollution control measures (i.e., BMPs) that will be implemented as part of the construction activity to control POLLUTANTS in STORMWATER DISCHARGES and describes the interim and permanent stabilization practices for the site.

**SURROUND** means an ornamental device used to enframe all or part of a window or door.

**TEXTURE** means the quality of finish on a wall or roof surface being smooth, rough, bumpy, etc.

## ***SITE REVIEW REGULATIONS***

**TOTAL SUSPENDED SOLIDS (TSS)** means the total amount of a soils particulate matter which is suspended in the water column.

**TOWER** means a distinctly vertical structure, which may be freestanding or attached to another structure.

**TRADITIONAL** means sensitive to, evocative of, or harmonious with any particular style of architecture established prior to 1950 or the prevailing patterns, forms, or styles of architecture dating from the original settlement of the United States up to 1950.

**UNIVERSAL DESIGN PRINCIPLES** means rules and guidelines that are generally recognized and respected among design professionals.

**USE** means the manner in which a parcel of land or the structures on that parcel are employed. Uses are categorized by the Dover Zoning Ordinance as follows: Residential Low Density (less than 5DU); Residential Multi-Family (more than 4DU); Agricultural/Silvacultural; Office; Business; Industrial; and Community/Public USE.

**WATERSHED** means all land and water area from which RUNOFF may run to a common (design) discharge point.”