



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – P21-37

Application Type: Site Plan Review
Applicant(s): Dover Housing Authority
Owner(s): Dover Housing Authority
Location: 48 Whittier Street (Tax Map 33, Lot 1-A)
Date: June 3, 2021

INTENT: To “buy” 4 TDR units to build a 6 unit residential building.

UNITS PROPOSED: 6

AGENDA ITEM #: 1

ACREAGE: 0.35 acre (15,394 sq. ft.)

ZONING DISTRICT: RM-U

EXISTING LAND USE: Former Single Family Residential

PROPOSED LAND USE: Multi-family Housing

SURROUNDING LAND USE: Residential

ZBA ACTION: None

PERMITS REQUIRED: CUP for 30' buffer

WAIVERS REQUESTED:
-153-15-C Parking Isle Width

ATTENDANCE:

Members:

Donna Benton, Planning
Amanda Nolan, Zoning
Dan Barufaldi, Economic Development
Lt. Mark Collopy, Police
Jim Maxfield, Inspection Services/Fire
Max Kenney, Engineering

Others:

Chris Berry
Allan Krans
Eric Sanderson

Approval of 5/27/2021 Meeting Minutes

Lt. Collopy moved to approve the minutes of May 27, 2021. D. Barufaldi seconded. Vote: U/A

PLAN REVIEW:

Planning:

- Water and Sewer Investment Fees will be collected
- Impact Fees will be collected at CO
- TDR fees waived if HUD rental rate
- Add PE stamp to TIA
- CUP for 30' buffer
- Provide shoreland permit as a COA
- Board acknowledgement in addition to application
- Have you spoken with property owner of Lot 33/1? Confirm address of that abutter.
- Provide copy of lease
- Provide development agreement to annually provide HUD rental rate
- Who will use front porch?
- Revise plan set to:
 - Add owner's signatures
 - Add professional signatures and stamps
 - Indicate width of curb cut
 - Add “provided” column to zoning note
 - Update streetscape to correct curbing and provide for accessibility, add crosswalk, trees, etc. to match plan
 - Revise Chapter 109 to 81 and 149 to 153
 - Screen toter area
 - Revise active recreation note if not providing active recreation, fees may be required
 - Show active recreation mentioned
 - Add file number P21-37
 - All professional signatures and stamps on each submission
 - Indicate mail kiosk

Engineering Comments:

- A stormwater report and maintenance plan is required.
- Any existing water or sewer service shall be discontinued (cut and capped) at the main in the street.
- Bike rack shall be installed on a concrete pad.
- What is the plan for trash collection? Add detail to plans.
- Show bollards around the electrical transformer.
- Combine front walk ways into a single walkway and staircase.
- Sidewalk tipdowns should be added at the driveway entrance.
- Where does the drainage at the driveway entrance go? Add CBs to capture drainage before it enters the street.



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- Confirm parking lot flow will be directed to the rain garden for treatment.
- Add existing utilities in Whittier Street.
- Explain the intent of the Stormtech system. What water will be stored/treated?
- The slope of the rain garden against the sidewalk is pretty steep for a multifamily complex. Consider reducing side slope.
- What is the condition of the existing sewer MH in Whittier street where the sewer will be tied into?
- Sidewalk in the area of the new sewer lateral will need to be replaced.
- Show water connections entering perpendicular to the building wall.
- 9" of crushed gravel under bituminous sidewalk per City standard details.
- Drain and sewer pipes shall be bedded and covered with crushed stone not sand per City standard details.

Planning Board Comments:

- Add landscaping around building and totter area

Next Steps:

Come back for a second unofficial TRC then submit for Planning Board review in July.

Adjournment:

Lt. Collopy moved to adjourn at 10:51am. J.Maxfield seconded. Vote: U/A

Police Department Comments:

- Add one lamp post to rear corner of parking lot for better security lighting

Fire/Inspections Comments:

- First floor units shall be Type B accessible units
- Sheet 4 Accessible aisle appears to conflict with the accessible detail on sheet 17 – C2 detail
- Sheet 4 Remove Fire lane signage at accessible aisle adjacent to van space
- Sheet 4, note 12 revise suppression language to Chapter 81 Article IV and 2015 building codes.
- Provide location of sprinkler room within plan set and Architectural drawings.
- 7 electric and 6 gas meters are needed
- Sprinkler entrance?

Economic Development Comments:

- Attractive building