



**CITY OF DOVER**

## TECHNICAL REVIEW COMMITTEE MINUTES – P18-57A

Application Type: Site Plan Review  
Applicant(s): DMC Real Estate Holdings, LLC  
Owner(s): DMC Real Estate Holdings, LLC  
Location: 67 Knox Marsh Road (Tax Map H, Lot 33)  
Date: September 24, 2020

**INTENT:** To construct an auxiliary 44 space parking field and to add an electric car charging station

**UNITS PROPOSED:** N/A

**AGENDA ITEM #:** 1

**ACREAGE:** 5.77

**ZONING DISTRICT:** CM and Wetland Overlay

**EXISTING LAND USE:** Urgent Care Animal Hospital

**PROPOSED LAND USE:** Urgent Care Animal Hospital

**SURROUNDING LAND USE:** Landscaping Company and Residential

**ZBA ACTION:** Z09-11: Variance granted on 10/15/2009 to allow a coffee shop with a drive-thru service

**PERMITS REQUIRED:** CUP for Wetland Protection District

**WAIVERS REQUESTED:** None

### **ATTENDANCE:**

#### **Members:**

Donna Benton, Planning  
Elena Piekut, Zoning  
Alan Dews, Engineering  
Frank Torr, Planning Board  
Jim Maxfield, Inspection Services  
Sgt. Marn Speidel, Police

#### **Others:**

Chris Parker  
Steve Haight

### Approval of 09/17/2020 Meeting Minutes

Sgt. Speidel moved to approve the minutes of September 17, 2020  
F.Torr seconded. Vote: U/A

### **PLAN REVIEW:**

#### **Planning:**

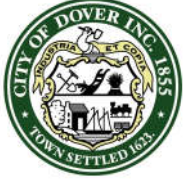
- Did wetlands survey include this part of property?
- Add existing conditions plan (as-built)
- How many more staff has Broadview Animal Hospital brought on?
- EVC:
  - For this amount of additional parking, 5 EVC's would be required
  - Review EV standards in 153-14.D(3)(b)
- CUP required for additional parking
- Provide:
  - Revised Landscape Operation and Maintenance Plan
  - Narrative describing COVID/process change which requires additional parking
  - More details of vehicle charging station
- Revise plan set to:
  - Provide note that trees have at least a 3.5" caliper per the City's landscaping regulations
  - Add more landscaping to each island in parking lot
  - Add Planning File # P18-57A
  - Add note that this plan set is an addendum to the approved plan set for P18-57
  - Add owner's signatures
  - Add PE and Licensed Landscape Architect signatures and stamps
  - Add note about new zoning district (CM) and verify building setbacks on planview
  - Show snow storage areas for entire site
  - Add office space parking calculation
  - Label future addition
  - Change all references to 149 to 153
  - Link drainage plan and landscaping plan

### **Engineering Comments:**

- Discuss headlights and berm

### **Police Department Comments:**

- Confirm that no additional parking will be requested under Phase 2



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- Eliminate one of the driveway entrances for the secondary parking lot.
- Other screening needed for headlight shine?

### **Fire/Inspections Comments:**

- EVCs if available to the public, one should also be for ADA
- Add 1 ADA parking space

**Economic Development:** N/A

### **Planning Board Comments:**

- Covered under Planning Comments

### **Next Steps:**

Discuss EVCs with Inspection Services. Then submit for Planning Board.

**TRC was paused at 10:49 am.**