



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – P22-53

Application Type: Site Review
Applicant(s): Pope Memorial Humane Society
Owner(s): Stafford County
Location: 221 County Farm Road (Assessor's Map B, Lot 20)
Date: August 4, 2022

INTENT: To construct a 50' x 35' steel frame dog pavilion with a 6' high fence surrounding it.

UNITS PROPOSED: N/A

AGENDA ITEM #: 4

ACREAGE: 35± ac

ZONING DISTRICT: R-40

EXISTING LAND USE: Stafford County Courthouse and admin offices; Humane Society; recreation fields, agriculture

PROPOSED LAND USE: Same with Humane Society dog pavilion

SURROUNDING LAND USE: Stafford County Complex, Residential, vacant lands, agriculture, open space

ZBA ACTION:

PERMITS REQUIRED: N/A

RELIEF/WAIVERS REQUESTED:

ATTENDANCE:

Members:

Michael Asciola, Planning
Natasha Kypfer, Zoning
Reid Amy, Business Development
Jim Maxfield, Fire/Inspection Services
Ken Mavrogeorge, Engineering

Others:

Steve Haight, Civilworks
Mike Menary, Civilworks
Obie Barker, Pope Memorial

PLAN REVIEW:

Planning:

- Only lighting proposed under pavilion
- Storm water management will sheet flow off structure and follow current draining pattern
- Grading proposed only in area of pavilion structure
- Pavilion not be open to public during any time
- Path exists to access the pavilion
- Revise Plan Set to add:
 - Include Project Name and File #P22-53 on all sheets;
 - Dimensions of structure;
 - Note stating any additional development may require stormwater management plan and City review; and
 - Note that pavilion area is not open for public use.

Engineering:

- What is the surface of the shelter (Concrete, asphalt, gravel, etc.)?
- Will there be drainage around the perimeter of the structure or grading to ensure that runoff makes it to the existing stormwater system? Please clarify or show on a plan.

Police:

- What forms the base of the dog pavilion? Concrete base
- Any winter maintenance issues? Have used area in prior winters.

Fire/Inspection Services:

- If the pavilion is available to the public provide accessible means.

Business Development: None

Planning Board: None

Motion: R. Amy moved that the TRC vote to conditionally approve the application under the condition that the applicant address all outstanding issues raised during this TRC meeting and allow the Planning Director to administratively sign the Site Review approval once said conditions were addressed to the Director's satisfaction, seconded by K. Mavrogeorge. Vote: U/A.

Next Steps: Resubmit revised plans and application materials to address comments identified by the TRC.

Adjournment:

M. Asciola moved to adjourn the meeting at 12:26 pm. Seconded by K. Mavrogeorge. Vote: U/A.