



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – P22-63

Application Type: Site Plan Review
Applicant(s): White Birch Armory
Owner(s): Recon Realty, LLC
Location: 80 Industrial Park Drive (Assessor's Map G, Lot 3-A-100)
Date: September 8, 2022

INTENT: To construct a 20,287± s.f. addition to increase office and warehouse space on site, including: additional parking, landscaping, lighting, and stormwater management improvements. A Wetlands Protection District CUP for wetland impact will also appear before the Planning Board.

UNITS PROPOSED: N/A

AGENDA ITEM #: 2

ACREAGE: 8.09± ac / 352,425± s.f.

ZONING DISTRICT: CM

EXISTING LAND USE: Commercial building with associated parking

PROPOSED LAND USE: Expansion & improvements to existing commercial building

SURROUNDING LAND USE: Vacant Land, Commercial/Manufacturing

ZBA ACTION: None

CUP & PERMITS REQUIRED:

- Wetland Impact CUP (Pending)
- AoT (Pending)

WAIVERS REQUESTED: None requested.

ATTENDANCE:

Members:

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

Others:

Michael Asciola, Planning
Joe Griffin, Civilworks
Steve Haight, Civilworks
Jase Gregoire, Civilworks

PLAN REVIEW:

Planning:

- Reminder: Impact fees & possible water and sewer investment fees.
- Restrictive Covenants in place & released June 28, 2019; See Gen. Note #3 on Sheet 4
- Revise application for lot# from 3-A1 to 3-A-100
- Confirm parking calculation
- Identify easement area on plan
- Add the following to plan set:
 - LLS, CWS & LLA signatures and stamps (Landscape Plan must be stamped or request waiver)
 - Owners signature
 - Consecutive page numbers
 - Planning File # P22-63
 - Common notes (please add or identify location of): 5, 7, 11, 24, 34
 - Screen trash enclosure or utilize alternative materials
 - No parking and stop signs
 - Trash enclosures and landscaping to the streetscape rendering

Engineering:

- Drainage Plan: Clarify why the predevelopment analysis for this proposal differs from the analysis in the previous design. Some of the differences include:
 - Number of discharge points 3 (2019) vs 2 (2022)
 - D soils (2019) vs B and C (2021). Provide Soils Map
 - Total areas of woods, grass, and impervious
 - Total Area
 - Longest Flow Paths
 - CN
 - Tc
 - Reaches include in 2022 but not in 2019
 - Peak Rates
- Drainage Analysis: Clarify the following:
 - CB3 does not appear to be receiving flows in the HydroCAD Model.
 - Recommend providing 100-year storm node listing to show pond has ability to pass 100-yr event. Is an emergency spillway required for larger events?
 - Predevelopment watershed plan shows 4 flow paths and only 2 DPs. Three match the three from the 2019 study. Please clarify which ones are applicable to this analysis and what will be submitted to AOT.



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- Survey: Limits of wetlands are noticeably different from the 2019 plan. Please clarify why wetlands along the southern corner appear to have been reduced over the past 3 years.
- Survey: Drainage structures appear to be missing. Please clarify if they are present as shown on the proposed grading plan.
- General Note: Provide copies of easements for utilities and access across abutting properties.
- General Note: Add note to reflect that an easement is provided to the City to maintain the potable drinking water quality through the hydrant flushing program.
- General Note: Provide note that indicates utilities within the property are to be the responsibility of the property owner including the routine maintenance, replacement, repair, and inspection as needed.
- Sheet 6: Clarify if curbing is proposed between building addition and parking.
- Sheet 6: Is a loading dock proposed? If so, indicate how trucks will utilize the site.
- Sheet 7: Call out size of rip rap apron on wet pond outlet.
- Sheet 7: Call out outlet structure.
- Sheet 8: Provide SMH where proposed force main ties into the existing sewer service.
- Sheet 13: Recommend generator be provided for PS.
- Sheet 15: Recommend adding lighting levels from existing lights to remain on the property.
- Discuss if notes should be added to plan regarding the installation of STOP signs at curb cuts when a new road is constructed.
- Indicate the use of the addition such as mercantile, storage, business, etc.
- No reloading in proposed addition.
- Where will pallets be stored?
- New overhead door is only to be used for forklift access.

Business Development:

- Will the employee count increase? – WBA is hopeful additional staff will be added.
- Appreciate the business growth in Dover.

Planning Board: N/A

Next Steps: Submit full application materials for a second unofficial TRC meeting with a one (1) week turnaround addressing all comments and questions raised by the TRC.

Adjournment:

K. Mavrogeorge moved to adjourn at 11:40 am. Seconded by R. Amy.
Vote: U/A.

Police:

- Traffic Assessment Memorandum from original site plan (dated July 2019) is included in the packet and has not been updated. Is this inadvertent?
- What is the justification for 4 total dumpsters?

Fire/Inspection Services:

- Clarify the future traffic pattern and vehicular patterns throughout the site
- Indicate curb cut widths