



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES #SUBD-2023-0001

Application Type: Subdivision, Open Space Subdivision
Applicant(s): Chinburg Development, LLC
Owner(s): Chinburg Development, LLC
Location: Oak Street & Gulf Road (Tax Map N, Lot 13-1)
Date: April 27, 2023

INTENT: Proposal is to create an open space subdivision with 11 lots.

UNITS PROPOSED: 11 lots

AGENDA ITEM #: 1

ACREAGE: 34.53± acres

ZONING DISTRICT: R-40

EXISTING LAND USE: Vacant

PROPOSED LAND USE: Residential

SURROUNDING LAND USE: Residential,
Gateway

ZBA ACTION: None

RELIEF/PERMITS REQUIRED:

- (3) CUPs for Wetland Buffer Impacts
- (6) CUPs for >20% Steep Slopes

RELIEF/WAIVERS REQUESTED:

- Previously obtained - #P22-21, Yield plan with a cul-de-sac less than 500'
- NHDES Subdivision Permit
- Pedestrian connection on Oak St.

PREVIOUS TRC: 3/16/2023

ATTENDANCE:

Members: Donna Benton, Planning
Natasha Kypfer, Zoning
James Burdin, Business Development
Jim Maxfield, Fire & Inspection Services
Marn Speidel, Police
Ken Mavrogeorge, Engineering
Tom Clark, Planning Board

Other:

Jace Gregoire, Civilworks NE
Shawna Sammis, Chinburg
Ryan Pope, Planning
Matt Assia, Chinberg
Colton Gove, Gove
Alexx Monastiero, Gove

Approval of minutes from April 6, 2023:

T. Clark moved to approve the April 6, 2023 minutes. Seconded by J. Burdin.
Vote: U/A.

PLAN REVIEW

Planning:

- *Impact fees*
- *Water investment fees; Proposed individual septic (+ Sewer fees if change to public sewer option) – City prefers tying into sewer*
- *Regional Impact - Subject property directly abuts Rollinsford – Will also notify SRPC*
- *Old Oak Street (Settlers Road):*
 - *Conditional acceptance by City Council*
 - *Removal of stonewall will require written consent from Rollinsford and owner of lot 25/80 – Met on 3/27/2023 with Rollinsford Select Board. Email or letter from Rollinsford forthcoming?*
 - *Calculation for uplands on each lot*
 - *Frontage of 13-1-7, driveway would need a CUP, house location?*
 - *Verify lot numbering with Assessing*
 - *Revised current use plan and land use fee required*
 - *Confirm septic systems are 75' from wetlands*
 - *Add sidewalk along Oak St if possible*
- *Fire Department to comment on Fire truck backing out.*
- *Thank you for all revisions to plan set*
- *Revise street names per PD and IS please*
- *Traffic study should be stamped by PE and discuss pedestrian connectivity feasibility*
- *Discuss speed limit assumptions*
- *Will review HOA documents-thanks for submitting now*
- *Revise reserve calculation per City Engineer*

Engineering:

- *General Comment: Please set pins along the westerly edge of the proposed ROW to define the limits of City property.*
- *General Comment: Waiver request provided for sidewalks under the 157 of the code. Clarify if waiver is required from 153-13(C)(1) of the code as well.*
- *Sheet 34: Lighting plan provided. Please add note that the light should meet City standards and the contractor shall coordinate lighting within the public right of way with Community Services.*
- *Sheet 13: Reduce the number of no parking signs from 4 to 2.*



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- Sheet 13: Show the proposed fence on top of the retaining in plan view or add note to call out the limits of the fence.
- Sheet 18: Recommend individual water shut offs be located outside of paved surfaces and in grass. All shut offs in City ROWs must be in grass at the edge of the ROW. If shut offs on the private road remain in the paved surface, a road box should be provided.
- Sheet 28: Please identify materials for gravel access road in cross section
- HOA Documents (page 7): Stormwater Management and Inspection and Maintenance Plan is referenced as Exhibit B but is not provided. Please update documents to include this document.
- HOA Documents (page 33): Applicant to note where fees for private utilities, pavement, street sweeping, and curbing are on accounted for in the chart or they should be added to the cost breakdown for lots on the private drive.
- Project Narrative: septic permit review will be required for each proposed system.

- Sheet 18 Fire Hydrant shall have a minimum of 36" circumference clearance. 60" where larger than 2 1/2" connection

Police Department:

- Proposed street name alternates (Fresh Creek Road)
- Sight distance based off 30 mph needs to be re-reviewed

Business Development:

- Landscape plan, particularly sheet L1.0, is acknowledged and satisfies prior comments regarding buffering
- Note 30 on sheet 12 is acknowledged and satisfies prior comments regarding proximity to commercial zoning for the purposes of TRC. Continued communication with realtors and/or buyers at the point of sale is encouraged.

Planning Board: All addressed

Next steps: Address remaining comments (possibly meet with IS, PD, and CS offline if needed). Submit TRC narrative and submit for Conservation Commission and Planning Board.

Paused TRC at: 11:00 am.

Fire & Inspections Services:

- McEneaney plan set shall be signed.
- Civilworks plan set shall be stamped and signed
- Provide alternative street name to Settlers proposed street name. Prosperity shall have a Drive suffix to comply with private street name ordinance.
- Clarify the location and access to the mail structure
- Locate reference to site design compliance with NH RSA 155-A:5.
- Indicate accessible parking area for public parking and compliance with minimum standards for surface material
- Sheet 12, note 15 to indicate no federal holiday hours for site work.
- Sheet 12, Note 31 clarify the driveway length over 150' and compliance with NFPA 1.