



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2023-0004

Application Type: Site Review
Applicant(s): Norman Kotoch, NAK Management & Consulting, LLC
Owner(s): MHC 155 (Dover NH) LLC
Location: 56 Sixth Street (Assessor's Map 31, Lot 99)
Date: May 25, 2023

INTENT: Proposal is to construct a 37,930 s.f. two story climate-controlled self-storage facility, where a 59,450 s.f. four-story storage building previously existed.

UNITS PROPOSED: 1 building

AGENDA ITEM #: 2

ACREAGE: 1.806± ac / 78,657± sq. ft.

ZONING DISTRICT: CBD-MU

EXISTING LAND USE: Self-storage facility, 4 buildings in total (fifth building was recently demolished)

PROPOSED LAND USE: Add (1) self-storage facility building

SURROUNDING LAND USE: Commercial, Residential

ZBA ACTION:

PERMITS REQUIRED:

CUP - §170-20.B. for CBD-MU, replace previously existing (demolished) 4-story storage building with a 2-story self-storage facility

RELIEF/WAIVERS REQUESTED:

§153-13.A(17) - Color rendering of streetscape
§153-13.A(19) - Traffic Impact Analysis

ATTENDANCE:

Members:

Natasha Kypfer, Planning
Marn Speidel, Police
James Maxfield, Fire/Inspection Services
Ken Mavrogeorge, Engineering
James Burdin, Business Development

Others:

Rick Lundborn

PLAN REVIEW:

Planning:

- Reminder: Impact fees, Water/Sewer Investment fees if applicable
- Site Construction Hours: Monday-Friday, 7AM to 6PM; Saturday, 9AM to 4PM; and No work on Sundays or Federal/City holidays - Revise Note 6. on Sheet CN-002 to match
- Suggest standard traffic study rather than waiver
- Provide owners signature page of application
- Add narrative for CUP applications outlining how criteria has been met
- Revise plans:
 - Add Planning file number SITE-2023-0004 to all sheets
 - Owner's signatures on the final plans
 - PE, LLS, LLA signature & stamp on the plans
 - Add consecutive page numbering to full plan set on bottom right corner
 - Site Plan Note 3. Displays "3 stories" in the proposed column; should this be corrected to 2-stories?
 - Remove all sign references from renderings, to be approved separately by the Zoning Administrator through the sign permit process
 - Revise building elevations to meet the CBD-Mixed Use architectural standards including revising the CMU to masonry and further breaking up larger blank areas.
 - Replace "handicap" with "accessible"
 - Add landscaping plan or waiver
 - Please confirm all common notes are in plan set
 - Indicate existing buildings as "existing"
 - Confirm lot coverage calculation and general zoning note
 - Any change to parking? Note ADA changes on plan
 - Add security lighting
 - Ensure mechanicals are screened
 - Add note that property owner will address any tagging in a timely manner.
 - Replace "town" with "City"
 - Gate
 - Note asbestos and sewer line cap in coordinate with CS

Engineering:

- General Comment: Applicant and Contractor shall review the Dover Construction Guidelines prior to scheduling a Preconstruction meeting with City staff. The guidelines can be found on the City of Dover Website on the Engineering page.



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2023-0004

Application Type: Site Review
Applicant(s): Norman Kotoch, NAK Management & Consulting, LLC
Owner(s): MHC 155 (Dover NH) LLC
Location: 56 Sixth Street (Assessor's Map 31, Lot 99)
Date: May 25, 2023

<https://www.dover.nh.gov/Assets/government/city-operations/1form/community-services/engineering/engineering-documents/Construction%20Guidelines.pdf>

- General Comment: change “handicap” references to “accessible” where applicable throughout documents.
- General Comments: change “Town” references to “City” throughout documents.
- General Comments: Landscape Plans were not provided. Are improvements proposed to screen the facility? Fencing or clean up?
- General Comment: Coordinate with Community Services (Engineering Department) for latest City Standard Details.
- CN-002:
 - Site Plan Note 21 mentions an emergency access easement. It is unclear what this is referring to.
- EX-101:
 - Proposed drainage structures and flared end sections are on in the existing conditions plan.
 - CB 1472 has a pipe coming from an abutting property. What is the origin of this pipe? Where offsite flows determined and factored into the sizing of the pipes?
 - There appears to be a building at the rear of the property behind the old building slab. Is this a building that is to be removed or has it been removed already?
- CS-101:
 - There is a gate at the rear of the property on Grove St. Is this intended to remain open full time to access the parking at the rear of the site?
 - No new parking shown on this plan. Where is the accessible parking spaces/aisles?
 - There is a hydrant located within the parking area that is not active. It should be removed to avoid conflicts with parking.
- CG-101:
 - Are bollards needed to separate the building access points from the drive aisles since the sidewalk is flush.
 - Is the existing retaining wall called out to remain safe for reuse?
 - The treeline is running through the proposed building.
 - The pavement at the rear of the site is past its expected life. Recommend paving the entire parking area if this is where ADA spaces are to be.
- CU-101:
 - Yard Drain 1 is located in a swale that originates off site. Show that the drainage lines from Yard Drain 1 sized for offsite flows?
 - Can Yard Drain 1 be moved to get additional cover on pipe or eliminate DMH1? Are the Yard Drains plastic or concrete?
 - Recommend installing oil separator hoods on existing CBs within the property or proof that they exist already.
 - Recommend cleaning of all CBs and DMHs prior to completion of the construction.
- CE-101:
 - Will any of the existing utility stubs proposed to remain?
 - Can the proposed sewer be moved so that it does not lay below the rain garden?
 - Provide additional information on the water services including size/material of the water main, fire suppression line, location of gate valves.
 - Show inverts, materials, and dimensions for the proposed sewer line.
 - The existing sewer line at the property is Asbestos Pipe that would need to be removed in accordance with all applicable laws and codes. Please coordinate with Community Services on the utility tie ins during construction and abandoning/removal of existing pipe.
- CD-501:
 - Show Stabilized Construction Exit.
 - Will rest of facility remain open during construction?
- CD-501:
 - Please review all details as many of them do not appear in the plan views (ie, Stop Bar, accessibility symbols, etc.).
 - Change word “handicap” to “accessible”.
 - Use City details for trench patch
 - Is the applicant proposing to overlay the rest of the parking lot. Detail implies that is the case.
 - Where is the Bituminous Curb detail proposed for use? Only provide granite curb in ROW.



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2023-0004

Application Type: Site Review
Applicant(s): Norman Kotoch, NAK Management & Consulting, LLC
Owner(s): MHC 155 (Dover NH) LLC
Location: 56 Sixth Street (Assessor's Map 31, Lot 99)
Date: May 25, 2023

- Where are the traffic painted arrow proposed for installation.
- CD-502:
 - Provide 7 feet of clearance below the bottom sign.
 - Use City sign post detail for signs within the ROW (if any).
 - Signs were not called out on plan views. Please identify location.
- CD-503:
 - Recommend using City details and Dover standard covers on structures proposed.
- CD-504:
 - Please provide maintenance plan for the proprietary systems.
- CD-508:
 - Two trench details provided. Both reference sewer construction. Please consolidate.
 - Bedding for water main shall be sand.
 - Please use City details for thrust blocks.
 - Detail is shown for fire service that does not match plan.
- Indicate accessible parking location(s) with applicable access aisle and signage
- Plan set shall include design compliance with applicable accessibility regulations and NH RSA 155-A:5. Add note.
- Sheet CD -501 Revise parking language to “Accessible” to replace handicap
- Provide a water shut for both domestic and sprinkler
- Provide Knox box with keys(s) for gates as applicable

Police:

- Traffic flow arrows are shown on detail sheet CD-501, but none are depicted on Site Layout plan CS-101. On Land Title Survey sheet, they are only shown at driveways. Consider using them throughout the site to clarify traffic flow.
- Accessible parking is not in the right-of-way, correct? A space seems to be needed near office area.
- Security alarm proposed for new building?
- Show/label any areas to be used for vehicle/boat/trailer storage, if applicable. Historically this property has had some in various areas of the site.

Business Development:

- The proposed replacement is consistent with existing/previous uses of the site and would improve the overall appearance and function of the site compared to existing conditions.
- Would you consider addition of an active use component? Business Development regularly receives inquiries about industrial/commercial incubator space (including spaces under 1,000 s.f.) which would seem to be compatible with storage as part of a multi-use proposal.

Fire/Inspection Services:

- Status update on standing water?
- Elevation should be site specific
- Add lighting plan if required by Planning
- Discuss accessibility access/lobby/elevator
- Remove inactive hydrant
- Sheet CS101: Egress door by retaining wall to remain to remain appears to impede exit discharge. Provide verification of the structural integrity of the structural integrity of the existing retaining wall
- Do not block side access
- Confirm Gas meter location is exterior
- Provide location of FDC
- Discuss vehicular movement throughout the site with directional markings

Planning Board: N/A

Next Steps:

Revise plans, resubmit with narrative addressing comments

Adjournment:

J.Maxfield moved to adjourn the meeting at 11:48 am. Seconded by M.Speidel. Vote: U/A