



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – WAIV-2023-0004

Application Type: Site Review
 Applicant(s): Kniphfer LLC
 Owner(s): Kniphfer LLC
 Location: 43 Back River Road (Tax Map I, Lot 55-A)
 Date: June 22, 2023

INTENT: Proposal is for a daycare use and to install a second driveway to help with traffic flow at drop-off and pick-up with associated parking.

UNITS PROPOSED: n/a

AGENDA ITEM #: 1

ACREAGE: 1.06± acres

ZONING DISTRICT: R-12

EXISTING LAND USE: Childcare

PROPOSED LAND USE: Childcare (No change)

SURROUNDING LAND USE: Commercial, Residential

ZBA ACTION: None

RELIEF/PERMITS REQUIRED:
None

RELIEF/WAIVERS REQUESTED:
24' wide requirement

ATTENDANCE:

Members:

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

Other:

David Choate, Colliers
 Michael Malynowski, Allen & Major

Approval of minutes from May 25, 2023:

M. Speidel moved to approve the May 25, 2023 minutes. Seconded by T. Clark. Vote: U/A.

PLAN REVIEW:

Planning:

- *Potentially a left turn lane in to the site would be needed on Back River Road which was discussed at the previous unofficial TRC this past fall.*
- *Provide separate existing conditions plan*
- Water/sewer investment fees from expansion
- Impact fees on expansion
- Please indicate snow storage area
- Details on wooden fence to screen dumpster?
- No change in lighting, utilities, landscaping?
- §149.14 referenced in narrative letter, please correct to §153
- Traffic study to meet standard traffic study standards and be stamped by PE. Include decision on 71 trips rather than 21 additional. Would turning lane then be justified especially based off curvature of road.
- Bus turning template feasible? What about T-1? Fix typo in narrative about bus template.
- Add accessible route and gate plan
- Show queueing on plan
- Side parking lot, previous parking lines shown or proposed?
- Any graduations, open houses, group tours, other events?
- Bus navigation? Students out and need to cross in front of bus?
- Sight distance plan-what if driver SB is closer to edge of pavement than center line? Harder for a car to see exiting?
- Holiday Drive's response in writing?
- Revise plan to add:
 - Planning File # WAIV-2023-0004
 - Confirm all common notes are added
 - Replace "handicap" with "accessible"
 - Replace "Town" with "City"

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.
<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" throughout documents.
- General Comments: change "Town" references to "City" throughout documents.
- General Comments: Does the increase in students require a sprinkler service?
- Narrative: Sewer service is noted as being a 6 inch diameter line. As this was formally a private residence, sewer service on the lot, which is the responsibility of the facility, may be a 4 inch. Applicant shall provide



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inspection report for existing sewer service to confirm 6-inch diameter all the way into the building per DUC rules.

- Narrative: Additional Sewer and Water Investment Fees will be required based on the increase in occupancy and demand on the system.
- Sheet C-1: Parking Layout Plan shows an accessible parking detail with a V in one space. The note provided states that it denotes an accessible space. It is assumed this is meant to be van accessible.
- Sheet C-1: Identify the location of the van accessible space on the site plan.
- Sheet C-1: Identify the maximum slope on the accessible ramp for accessible parking and whether it is in the sidewalk or on the pavement. It is unclear from the notes.
- Sheet C-1: Wooden stairs are located at the front entrance and thus it is likely inaccessible. Identify ADA entrance.
- Sheet C-1: Add second Do Not Enter Sign on back side of Stop Sign at exit.
- Sheet C-1: Provide Do Not Enter sign under the one-way sign.
- Sheet C-1: Typically granite curbing is required within the right of way. However, the existing roadway has bituminous curbing and we would support a waiver to provide bituminous curbing.
- Sheet C-1: 16 spaces are provided. Applicant should comment on whether parking is sufficient for the use and where additional parking could be added if deemed necessary. Engineering would support showing “paper spaces” for future construction.
- Sheet C-1: Identify location for snow storage.

Fire & Inspections Services:

- C-1 Note 17 – Remove note.
- It does not appear Inspection Service or the DFD has received an occupant load for the expanded structure
- Discuss any designated parking spaces for staff, vehicular travel pattern.
- Consider a turning lane on Back River Road due to shortened queue on Back River Road by second curb cut or provide committee with supporting information to omit said lane.
- Provide a turning template for T-1.

Police:

- Add 2 “One Way” R6-1 signs at each driveway, back-faced so as to be visible for approaching traffic. If you use square sign posts, these can be positioned on top of the proposed “Do Not Enter” signs.
- The southerly proposed “Enter” wayfinding sign within the driveway seems confusing, unless it is meant to be an “Exit” sign with a right arrow.
- The bus turning template seems particularly tight and requires a skilled operator; may not be feasible during winter months.

Business Development:

Prior Comments:

- *Second curb cut not a good idea*
- *See July 2022 email from Christopher Parker*
- *Reduce curb cut to 24'*
- *Possibly need waivers from Planning Board*
- *Sight distance is an issue*
- *This scenario was contemplated in ~2004 and did not make sense*
- *Prioritizing parking out back*
- *Provide a turnaround out back*
- *Use existing curb cut for in and out*
- *Yes, we need childcare, but this site has restrictions*

Revision Comments:

- Previous comments were prepared by the Deputy City Manager, who was not available to comment on the revised plan. The plan revisions and notes regarding the presence of ledge and other site limitations are acknowledged, but Business Development continues to prefer a design featuring a single driveway.
- The May 18, 2023 memo Section 5.C notes that the proposal “would not result in an increase in motorist delays or vehicle queueing over existing conditions.” Has consideration been given to the safety of *relocating* existing queueing to the proposed ingress location? Highest risk appears to be southbound left turn into the site causing stacking with poor visibility from the rear.
- Would relocation of queueing/deceleration to the proposed ingress location be expected to negatively impact visibility for egress traffic at the existing driveway location?
- Existing driveway (proposed for egress only) is marked as a “blind driveway” by warning sign to southbound traffic roughly 200-250 feet to the north of the driveway. Do you have information regarding the provenance of this sign? (I.e. incident-based, visibility-based, requested by landowner, etc.?)

Planning Board:

- Waiver needed for driveway sight distance?
- Exit option – right turn only?

Next steps: Revise and submit with narrative with answers for second TRC

Pause TRC at: 11:10 am