CITY OF DOVER

# TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2023-0013

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| Application Type: | Site Review |
| Applicant(s): | TF Moran |
| Owner(s): | 256-264 Central Avenue, LLC |
| Location: | 256 & 264 Central Avenue (Tax Map 9, Lot 111 & 112) |
| Date: | September 21, 2023 |

**INTENT:** Proposal is to replace gravel parking with 10,595 square feet of paved parking related to their renovation of the buildings. This is Phase I of a two phase project.

**UNITS PROPOSED:** n/a

**AGENDA ITEM #:** 1

**ACREAGE:**
Lot 111= 0.522± ac. / 22,747± sq. ft.
Lot 112= 0.167± ac. / 7,287± sq. ft.

**ZONING DISTRICT:** CBD-G

**EXISTING LAND USE:** Previously a Restaurant, Vacant building

**PROPOSED LAND USE:** Commercial with Paved Parking; Phase I: Paved parking (Planned for future is Phase II: Renovation of the existing structures)

**SURROUNDING LAND USE:** Commercial, Residential

**ZBA ACTION:** None

**PERMITS REQUIRED:**

**WAIVERS REQUESTED:** N/A

**ATTENDANCE:**
**Members:**
Donna Benton, Planning
Natasha Kypfer, Zoning
Tom Clark, Planning Board
Marn Speidel, Police
James Burdin, Business Development
Ken Mavrogeorge, Engineering
**Others:**
Chris Rice, TFMoran Inc.
Derek Fisher, 256-264 Central Avenue, LLC
Jason Cook, TFMoran Inc.

**Approval of minutes from Septemeber 7, 2023:**
T. Clark moved to approve the September 7, 2023 minutes. Seconded by J. Burdin. Vote: U/A.

**PLAN REVIEW:**
**Planning:**

- Legally okay to block ROW at dumpster? Provide copy of easement to Planning staff.
- 71% lot coverage existing?
- Snow storage adequate? Conflict with landscaping.
- Letter to Serve (including EV readiness)
- Lot merger documentation to be submitted
- Revise plans:
  - Owner's signatures on the final plans
  - Professional stamps on the final plans
  - Add file number to plan set, SITE-2023-0013
  - Confirm inclusion of all common notes
  - Add street trees and details of plants (not "by others")
  - Add benches (review streetscape standards)
  - Add bike rack
  - Provide 2% EVSE readiness
  - Where is 2nd accessible space? Fix note.
  - Add curb cut dimensions
  - Add aisle dimensions
  - Add plants to screen 3 sides of dumpster and revise to stockade fence not chain link
  - Light fixtures to meet standards in Downtown (CBD-G)
  - Keep light spill on property or ROW
  - Total parking not "required" but a "max". How many exist today?
  - Revise "handicap" to "accessible"
  - Change parking to 8 units

**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
  - Coordinate with Community Services (Engineering Department) for latest City Standard Details (drainage trench, etc.).
  - Add note that Design Engineer shall provide signed letter to City Engineer certifying that the stormwater

management system has been installed in accordance with approved plans.
  - Recommend providing 1 sf of snow storage per 10 sf of pavement to be cleared. Verify snow storage meets or exceeds this recommendation or provide note to remove excess snow when storage areas are filled.
  - Snow storage areas conflict with landscaping. Recommend storing snow in areas where landscaping won't get in the way.
  - Manhole covers shall be Liftmate R-1743-LM or approved equal with 90 deg hinge
  - The City recommends that the applicant source out ductile iron piping, which is the City preferred material, in advance commencing construction.
  - Change "handicap" references to "accessible" where applicable throughout documents.
  - ***Engineering requests a letter certifying the tie in locations or discharge points for all sump pumps and roof leaders for existing structures on the property.***
  - Provide construction sign detail per City standards.
  - Are EV spaces being provided?
  - Provide details for new Sewer Structure proposed in Kirkland.
  - Since the proposed improvements cross property lines, are easements required or needed?
  - A sewer connection permit from the NHDES will be required if a new SMH is proposed.
- Sheet S-1:
  - 256 Central's existing 6 inch water service should be shown extending from Central Ave.
  - 264 and 256 also have two water services
- Sheet C-02:
  - Call out all curb radii
  - Call out the start and end of curb and the types.
  - Provide granite curbing in City right of way.
  - Please review City curb ramp detail. Flush curb not provided across ramp.
  - Please provide additional detail on the proposed sewer service including pipe material, size and slope.
- Sheet C-03:
  - Catch basins have very little cover over pipes. Clarify if basins can be relocated to provide additional cover.
  - Minimum 12" pipes are typical and called out in a note. It is assumed that the small diameter pipes are provided due to cover issues and not to control flow within the system. Recommend increasing the minimum pipe size if additional cover can be obtained.
  - The internal weirs in DMH05 and DMH03 appear to direct flow to the ADS chambers prior to going to Isolator Row. Please clarify if this is intentional or revise configuration of weir.
  - There is a dark line to the west of the underground infiltration system that appears to tie into the outlet structure but does not appear on the outlet structure detail. Please identify what this is and provide a detail for how it is installed.
  - What is the method of pretreatment for the underground infiltration basin?
  - If infiltration is the proposed method of treatment for the site, provide confirmation that the proper separation from ESHWT is provided per NHDES regs.
  - Given that the Tree Box Filter and other stormwater components have limited cover, are there other methods of treatment that could be proposed to better work with the site?
- Sheet C-04:
  - Lighting appears to spill over the Property Lines. Confirm that the standards of the Dover Code are met.
- Sheet C-06:
  - Recommend providing a minimum of 12 inch slab for dumpster pad.
  - Trench detail does not meet City standards for backfill and bedding.
  - Will dumpster encloser include slats to obscure the dumpster?
- Sheet C-07:
  - It is recommended that Catch Basins have oil separator hoods.

  - Provide detail for weir structures that include elevation of weirs and
- Sheet C-08:
  - Plan shows a Tree Box Filter but this sheet shows a filter media bow without a tree. Which is proposed?
  - Recommend adding a note to coordinate with UNH Stormwater Center on installation if their detail is being proposed.
  - This detail does not show the proposed pipes entering or exiting the structure.
- Drainage Analysis:
  - Recommend providing a flood elevation for the proposed structures in the calculations.
  - CB-04 is shown to have an 8 inch pipe in the calculations and 6 inch outlet on the plans. Please clarify which is correct.
  - Are there tailwater concerns with the existing infrastructure being tied into? How would the system operate if the downstream existing infrastructure is flowing at capacity?
  - Outlet structure for stormtech system shows a 12 inch outlet with a 8" orifice prior to outlet while the detail on Sheet C-07 shows an 18 inch outlet with 2 five inch orifices. Please confirm which is correct.
  - Applicant shall review the section 153-14 of the Dover Code and clarify how the design meets or exceeds the City's requirements.

**Police:**

- Reduced travel aisle further and add walkway?
- Add controlling signage
- Paid parking option or permitted area?

**Fire/Inspection Services:**

- Clarify the two addresses on the application. Clarify 1 or 2 bldgs.
- Discuss the pad mount transformer and number of electrical services to the structure.
- Site accessibility- dumpster access for future apartments, notes and hardware detail should be provided on plan
- Provide the standard accessibility note indicating design compliance in accordance with applicable accessibility requirements.
- Provide note referencing compliance with NH RSA 155-A :5
- Indicate requirement for pre con meeting within plan set.
- Submitted plans appear to indicate two water lines- please clarify function, gate locations, size and type.
- Discuss the water suppression line, size and FDC location

**Business Development:**

- The proposed landscape and hardscape design appears to be an improvement to this site and seem to make it a more attractive and manageable location for operating a business.
- The applicant is encouraged to communicate proactively with nearby businesses if site work or construction have the potential to temporarily impact business operations. The Office of Business Development is happy to assist with this outreach if necessary.

**Planning Board:** None.

**Next Steps:** Resubmit for a second full TRC including narrative outlining where and how these comments have been addressed.

**Adjournment:**
K. Mavrogeorge moved to adjourn the meeting at 11:48 am. Seconded by J. Burdin. Vote: U/A