

CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2023-0015

Application Type: Site Review
Applicant(s): H.J. Stabile & Son, Inc
Owner(s): Double Diamond Holdings North, LLC
Location: Locust Street (Tax Map 15, Lot 40-A)
Date: February 22, 2024

INTENT: To construct a Townhouse Condominium Complex of 22 units with associated parking and drainage. A Conditional Use Permit application would also appear before the Planning Board.

UNITS PROPOSED: 22

AGENDA ITEM #: 1

ACREAGE:

Total: 3.91± ac. To be developed: 77,000± sq. ft.

ZONING DISTRICT: G

EXISTING LAND USE: Vacant

PROPOSED LAND USE: Add 22 residential units

SURROUNDING LAND USE: Residential, Community Trail, Commercial/Industrial

ZBA ACTION: None.

PERMITS REQUIRED:

- Conditional Use Permit- wetland buffer impact
- Conditional Use Permit- setbacks

WAIVERS REQUESTED:

- Waiver from §153.14.G (2)- Interior Landscaping

ATTENDANCE:

Paul Crouser, Zoning
Erin Bassegio, Planning
Marn Speidel, Police
Jim Maxfield, Fire/Inspection Services
Ken Mavrogeorge, Engineering
James Burdin, Business Development
Tom Clark, Planning Board

Others:

Michael Menary, Civilworks NE
Eric Jackson, Stabile Companies
Anthony Tringali, Stabile Companies

Approval of minutes from February 15, 2024:

T. Clark moved to approve the February 15, 2024 minutes. Seconded by: J. Burdin. Vote: U/A.

PLAN REVIEW:

Planning:

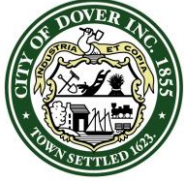
- Thank you for submitting HOA documents, will review further.
- Access to the Community Trail, sidewalk improvements (RRFBs), and currently proposed green space would be part of site connectivity and not active or passive recreation.
- Passive and active recreations fee in lieu of project inclusion.
- Thank you for providing Post Master approval of mail kiosk location- to confirm, this is approval outside public right of way.
- Ensure no conflict between bike rack and surrounding landscaping.
- Trees along street must have a 3" caliper minimum.
- Please add note detailing how the invasives (Japanese Knotweed) will be removed (possibly add to Operations and Maintenance Plan)
- Trash removal noted on site plan.
- Director Benton will send new Common Notes.

Zoning:

- CUP for wetland disturbance – unit count essential to make project financially viable?
- Waiver for Interior Landscaping not required
 - § 153-14G(2.B.) states "Parking lots which have more than two aisles which are approximately parallel shall be required to have continuous landscaped planting strips separating every four rows of parking."
- Ensure placement of wetland delineation placards.
- Revise plan to:
 - *Add file number to all sheets (SITE-2023-0015)* (Did not appear on Landscape Plan or Architectuals)
 - *Add professional stamp and signatures on all submissions*
 - *Add a private road note* (Include note that road is a private road not built to City specifications)
 - Include consecutive numbering on plan set

Engineering:

- General Comment:
 - Check documents for spelling errors (plans and TRC response comments).

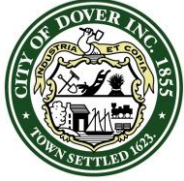


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- Applicant could consider decreasing the sought number of parking spaces and potentially reducing the length of the driveways to decrease the site's impervious surface area.
 - *Previous Comment: Applicant shall provide an easement to the City along the private drives within the property to allow for access and operation of the water infrastructure (hydrants and shut offs) to maintain water quality. New Comment: It is unclear where this is addressed in the plans. Please provide note and sheet numbers for responses to help with City review.*
 - Sheet 4:
 - Notes 24 and 25 under Site Notes are missing.
 - Sheet 6:
 - Remove snow storage from bioretention basin per Landscape Maintenance Plan recommendations.
 - Recommendation providing termination detail for guardrail.
 - Sheet 9:
 - Please provide sizing calculations to confirm a 6 inch water main is sufficient to provide fire and domestic services to the homes. Recommend a minimum 8 inch line.
 - Label the size and slope of the sewer main.
 - Sewer mains with less than 6 feet of cover below pavement shall have insulation. Limits of insulation on the plans.
 - Label material and size of force main.
 - Provide detail on generator pad and generator for pump station.
 - Add note to rebuild the invert in the City's sewer structure.
 - Sheet 11:
 - *Previous Comment: Show street name sign. New Comment: Sign detail should conform to MUTCD regulations and Dover's Standard Details.*
 - Confirm porous pavement text on sign would be legible on a 12x18 sign.
 - Add note that RRFB shall match Dover City Standards and to coordinate RRFB purchase with City of Dover Community Services Department.
 - *Previous Comment: Provide detail on mail kiosk concrete pad and confirm that the shelter would be provided too. New Comment: Revise note that the concrete pad shall be designed by a licensed professional engineer specifically to support the kiosk structure.*
 - *Previous Comment: Provide fence detail. Show fence on plan view. New Comment: check dimensions on fence. Will fence be embedded in concrete?*
 - Capital Reserve Calculations:
 - It is unclear if the costs shown are in future dollars or in present dollars. If not adjusted for inflation then the reserve amount per year may be insufficient.
 - Calculations do not have an allocation for annual hydrant fees or maintenance of private utilities.
 - Costs do not appear to be provided for the reconstruction of the parking lot or maintenance or eventual reconstruction of the stormwater management system.
 - The Site Development Design Narrative has references to Quality Way. Check document for project specific content.
- Police:**
- Sheet 4, Dover Note 25: With respect to commercial vehicle routes during construction, please be sure your earthwork contractor is familiar with this note and coordinates haul routes with Community Services Director and Police Traffic Coordinator.
 - Remove proposed crosswalk that crosses Fisher Street at Elm, in light of your conclusions regarding all-way stop control warrants and in light of enhancements to be provided at the nearby Community Trail crossing. Tip-downs can remain but do not need tactile warning panels. Retain the proposed crosswalks across Elm and across the site driveway, as requested by the City Engineer.
 - Thank you for the traffic memorandum and data collected. City staff may opt to refer Mr. Pernaw's analysis and conclusions to the City's Transportation Advisory Commission in support of assigning and posting a 25 mph speed limit on Fisher Street.
- Fire/Inspection Services:**
- Discuss Saturday/Sunday and holiday work hours due to proximity of residences. Construction hours limited on Saturdays through



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4:00pm, and shall not be permitted on Sundays
or on federal holidays.

- Sheet 9 – provide location of pump controller
- Sheet 17 – provide classification of pumping chamber/area (i.e. class I div I) due to connection to municipal waste water

Business Development:

- The revision to add a sidewalk from the parking lot to street level is acknowledged and appreciated.
- Please revise the landscape plan to reflect the new sidewalk.
- The pedestrian circulation design still seems to have potential pedestrian/auto conflicts:
 - Pedestrian access to and from the units still appears to be impossible without walking in the street
 - The parking lot has no pedestrian circulation options – after parking residents would need to walk through vehicle circulation or turnaround areas to access the stairs
- The Gateway District purpose and design standards repeatedly emphasize design that provides a safe, attractive, and desirable experience for pedestrians and cyclists. A project with fewer units that prioritized highly walkable connections to Fisher Street and/or the community trail may be more consistent with this purpose and the surrounding development and provide a more attractive product for future residents.

Planning Board:

- Correction to p. 2 of applicant's TRC response: Horne Street School should read Woodman Park School.

Next Steps: Revise, resubmit for unofficial TRC.

Adjournment:

T. Clark moved to adjourn at 11:18 a.m. Seconded by:
K. Mavrogeorge. Vote: U/A.