



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – WAIV-2024-0003

Application Type: Site Plan Review
Applicant(s): Dover Housing Authority
Owner(s): Dover Housing Authority
Location: 48 Whittier Street (Tax Map 33, Lot 1-A)
Date: March 14, 2024

INTENT: To amend a previously approved site plan to change footprint and architecture.

UNITS PROPOSED: 6

AGENDA ITEM #: 1

ACREAGE: 0.35 acre (15,394 sq. ft.)

ZONING DISTRICT: RM-U

EXISTING LAND USE: Former Single Family Residential

PROPOSED LAND USE: Multi-family Housing

SURROUNDING LAND USE: Residential

ZBA ACTION: None

PERMITS REQUIRED: CUP for 30' buffer

WAIVERS:

-§153-15(C)- Parking Aisle Width previously approved
-Reduction in 30' pedestrian buffer previously approved

ATTENDANCE:

Members:

Donna Benton, Planning
Paul Crouser, Zoning
Marn Speidel, Police
Tom Abbott, Fire/Inspection Services
Ken Mavrogeorge, Engineering
James Burdin, Business Development

Others:

Kevin Poulin, Berry Surveying and Engineering
Ryan Crosby, DHA
Abigail Gilbert, Business Development
Zach Messier, DHA
Sarah Hourihane, Lassel Architects
Kyle Mullaney, Lassel Architects

Approval of 3/7/2024 Meeting Minutes

K. Mavrogeorge moved to approve the minutes of March 7, 2024.
J. Burdin seconded. Vote: U/A

PLAN REVIEW:

Planning:

- Water and Sewer Investment Fees will be collected
- Impact Fees will be collected at CO
- Reminder: TDR fees waived if HUD rental rate; COA
- Reminder: Board acknowledgement in addition to application
- Space to do wrap around porch roof?
- Will bench and trash area be located there and used?
- Ensure final architectural set and final plan for PB match and are in one set
- All previous conditions will still apply.
- Provide application narrative noted on application. Narrative should explain changes since last approval.
- Revise plan set to:
 - Add owner's signatures
 - Update streetscape to correct curbing and provide for accessibility, add crosswalk, trees, mail kiosk, etc. to match plan
 - Address light spill over onto adjacent lots.
 - Add sidewalk on easterly side

Engineering:

- It would be helpful to see an overlay with the proposed changes highlighted in red.
- Engineering recommends tying into the water and gas closer to southern end of the building to avoid trenching through the porous pavement.
- Can the doghouse used for the water connection to the building be moved back to the original location to avoid water crossing the sewer and going underneath the sidewalk?
- The grading at the southern side of the building looks to have a low spot where ponding would be an issue. Please clarify how water is expected to move from this location to the stormwater management system.
- Narrative is mentioned in the transmittal but not uploaded to Energov. Please provide.
- Lighting levels are shown crossing the northern property line.



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- The drainage study indicates that an EPA NOI is not required but states that the disturbance exceeds an acre. Which is correct?

Police Department:

- Do you have any detail for the play area fence? Renderings show a post-and-rail type which may impede visibility of play area from the benches. Is it likely to be gated to keep toddlers secure?

Fire/Inspection Services:

- None

Business Development:

- None

Planning Board: N/A

Next Steps:

Revise plans and submit for Planning Board meeting in April.

Adjournment: M. Speidel moved to adjourn at 10:51 am. Seconded by: K. Mavrogeorge. Vote: U/A