



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2024-0004

Application Type: Site Review
Applicant(s): Our Place, Inc.
Owner(s): Paul Seaver
Location: 105 Durham Rd. (Assessor's Map H, Lot 6-4)
Date: May 30, 2024

INTENT: Proposal is to construct a 9-unit group housing facility for adults with Intellectual Developmental Disabilities (IDD) with associated parking, drainage, and landscaping.

UNITS PROPOSED: 9 units (granted via TDR on January 18, 2024)

AGENDA ITEM #: 1

ACREAGE: 2.19± ac.

ZONING DISTRICT: R-20

EXISTING LAND USE: Residential, previously also a daycare/office use

PROPOSED LAND USE: Residential

SURROUNDING LAND USE: Residential, School

ZBA ACTION: ZONE-2023-0050, Variance from Section 170-12.(A), to allow for multi-family use

PERMITS REQUIRED:

- CUP for wetland buffer impacts

WAIVERS REQUESTED:

- §153-14(A.3.f) - Stormwater management
- §153-14 (D.1.c.2) Bicycle Racks
- §153-14 (A.12) - Landscape Plan

ATTENDANCE:

Donna Benton, Planning
Paul Crouser, Zoning
Jim Maxfield, Inspection Services
Marn Speidel, Police Department
Ken Mavrogeorge, Engineering
James Burdin, Business Development

Others:

Erin Bassegio, Assistant City Planner
Anna Boudreau, Our Place, Inc.
Laurie McIntosh, Our Place, Inc.
Ron Walton, Our Place, Inc.
Cory Belden, Altus Engineering

Approval of minutes from April 25, 2024:

K. Mavrogeorge moved to approve the April 25, 2024 minutes.
Seconded by J. Burdin. Vote: U/A.

PLAN REVIEW:

Planning:

- Reminder: Impact fees, Water and sewer investment fees
- Explain landscape plan waiver request
 - Note on plan detailing landscape features along the facility's façade
- Lighting detail for parking lot?
- Keeping existing fence? Remove from inside future building.
- Screening for generator?
- Note indicating sidewalk and stop curbing along front of facility
- Revise plans:
 - Include planning file number: SITE-2024-0004
 - Owner signature
 - Include more aerial image (less of the zoning layer) on neighborhood plan
 - Note Wetland buffer signs every 35'
 - Add note stating that no additional dwelling units may be added to the property without Planning Board approval.
 - Revise "handicap" to "accessible" maps
 - Provide fence detail or photo
 - Add landscaping plan (even with waiver) to provide more detail than current plan
 - Correct unit breakdown on plan (currently labeled as 8 residential units, 1 staff unit)
- 5% of parking spaces must be EV ready or a waiver must be submitted.

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>

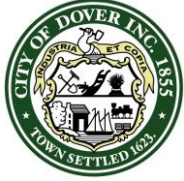


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- Confirm that the current Dover Notes are used (Coordinate with Planning Department).
- Coordinate with Community Services (Engineering Department) for latest City Standard Details.
- **Add note that Design Engineer shall provide signed letter to City Engineer certifying that the site has been constructed 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.
- Provide a construction sign detail and location on plan.
- No landscape plan provided for review. Engineering defers to Planning regarding waiver request.
- What is the ESHWT where the proposed rain garden will be located?
- Please provide sewer, water, electric, and communication layouts as it is assumed that this facility will have different demands than the day care. Show and confirm the condition of existing facilities if not proposing changes.
- Recommend storing snow in areas where landscaping won't get in the way.
- Recommend individual water shut offs for fire and domestic services be provided and located outside of paved surfaces and in grass. All shut offs in City ROWs must be in grass at the edge of the ROW. If shut offs on the private road remain in the paved surface, a road box should be provided.
- Recommend lighting plan be provided.
- Existing Conditions Plan:
 - Show existing utilities on the plan.
 - 103 Durham Rd shares utilities with this site. Is there an HOA spelling out how this private utility is managed?
- Sheet GN-1
 - Sewer manhole not shown on the legend. Are there any on the property?
- Sheet C-2:
 - What is the condition of the 24-inch culvert running below the new paved parking lot? Recommend videoing the line to determine if it needs to be replaced or repaired.
 - Is there a raised sidewalk between the building and the parking lot? What is to stop cars from locking the accessible route? Clarify if wheel stops or curb would be needed.
 - Where would future EV spaces be located?
- Sheet C-3:
 - The parking lot appears to drain directly to the rain garden without any pretreatment (forebay or other). Please provide pretreatment.
 - Provide additional spot grades to clarify how water will make it to Area Drain #1. Is there a swale behind the dumpster?
 - The table and the callout for the rain garden state different areas (300 sf versus 200 sf). Please clarify which is correct.
 - Erosion control should be outside the proposed grading.
- CUP-1:
 - Add note to clarify how much loam should be applied to restored buffer areas on this plan. Recommend a minimum of 6" of loam.
- D-1:
 - This sheet states that a NPDES GP is not required then states that an NOT is required from the EPA. Please clarify which is correct.
- D-2:
 - Where is the bituminous sidewalk proposed?
 - Recommend using the City of Dover standard details for drainage trenches. Storm Drain Utility Trench Section – crushed stone shall extend 12" above top of pipe.
- D-3:
 - Change references from "handicap" to "accessible".



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- Drainage Study:
 - The drainage study references the construction of a three story medical office building that is 14,480 sf. It also notes there are 210 parking spaces proposed. Please clarify what this is in reference to.
 - There are references to drainage flowing directly to the Bellamy River. Please clarify what this is in reference to?
 - The BMP worksheet indicates that the ESHWT is not present or down at 85. Please clarify how this was determined.
 - Please provide a test pit in the proposed infiltration basin location as the ESHWT varies across the proposed project site.
 - An infiltration rate of 2 inches per hour is assumed but infiltration testing does not appear to have been performed. Provide results of testing to confirm assumptions as 2 inches per hour in C soils seems high.

- Sheet 6 Indicate the means provided to maintain the accessible route along the sidewalk with parking spaces
- Confirm scale of provided plan

Fire Department:

- No comments.

Business Development:

- The proposed use seems appropriate for the site and surrounding area, and the addition is attractive and consistent with the rest of the building.

Planning Board:

- No comments.

Next Steps: Revise plans per comments above and submit for a second TRC.

Adjournment: K. Mavrogeorge moved to adjourn the meeting at 11:11 a.m. Seconded by M. Speidel. Vote: U/A

Police:

- Sheet 5: 103 Durham Road shares this driveway and is in very close proximity to the redeveloped site. The building and driveway at #103 should be shown more prominently on the overall site plan (rather than merely as a referenced abutter note) even if it is not proposed to be disturbed.

Inspection Services:

- Sheet 6 Indicate the size, fuel source and classification of the generator
- Sheet 6 Provide the capacity of the underground propane tank and distance from property line.
- Indicate the distance to the nearest fire hydrant
- Sheet 6 Plans shall indicate the location of the FDC.
- Clarify the type of sprinkler system to be installed
- Discuss vehicular access to dumpster location
- Sheet 6 Indicate accessible features of dumpster and access.