



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2024-0003

Application Type: Site Review
Applicant(s): 17-19 Summer Street Properties, LLC
Owner(s): 17-19 Summer Street Properties, LLC
Location: Locust Street (Assessor's Map 12, Lot 35-1)
Date: May 9, 2024

INTENT: Proposal is to build a 2,400 square foot residential building consisting of four (4), two (2) bedroom units, improved driveway access, parking, utilities and drainage improvements. *[This item was previously heard by the Planning Technical Review Committee on March 28, 2024]*

UNITS PROPOSED: 4 units

AGENDA ITEM #: 1

ACREAGE: 0.22± ac.

ZONING DISTRICT: HR

EXISTING LAND USE: Vacant

PROPOSED LAND USE: Multi-family residential

SURROUNDING LAND USE: Mixed residential

ZBA ACTION: None

PERMITS REQUIRED:

- CUP for the construction of a four-family dwelling, must meet the requirements of §170-20.B(2) and B(3).

WAIVERS REQUESTED:

- § 153-14B(3)- Overhead utility lines
- § 153-14E(2)- Parking lot lighting

ATTENDANCE:

Donna Benton, Planning
Paul Crouser, Zoning
Marn Speidel, Police
Ken Mavrogeorge, Engineering
Jim Maxfield, Inspection Services
James Burdin, Business Development
Craig Chabot, Fire Department
Tom Clark, Planning Board

Others:

Erin Bassegio, Assistant City Planner
Joe Griffin, Civilworks NE

Approval of minutes from April 25, 2024:

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

PLAN REVIEW:

Planning:

- *Reminder: Impact fees, Water and sewer investment fees*
- *HR Requirements from back of HR table shall be included in narrative including:*
 - Parking side setback
- Parking does not meet CUP criteria- variance is needed, though staff will support.
- Verify parking lot setback from front boundary line
- Have Landscape architect review abutters trees to see if root system will be impacted.
- *Revise plans:*
 - *Use latest common notes*
 - *Keep 16" hardwood?*
 - Add note intent is to keep in place but if impacted, will be replaced.
 - *Location/width of proposed easement*

Engineering:

- General Comment:
 - Response to TRC Comments not available online in the portal. Please provide.
- Sheet 6:
 - Snow storage appears to conflict with landscaping on the left side of the driveway as you enter.
- Sheet 7:
 - Check the spot grades around PYD1. It appears that the yard drain is not the low point and that water is being directed to the parking area.
- Sheet L1.0:
 - General Note 2 should be revised to add the phrase "and the City's Planning Department" after Landscape Architect.

Police:

- Previous comments resolved.



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2024-0003

Application Type: Site Review
Applicant(s): 17-19 Summer Street Properties, LLC
Owner(s): 17-19 Summer Street Properties, LLC
Location: Locust Street (Assessor's Map 12, Lot 35-1)
Date: May 9, 2024

Inspection Services:

- Previous comments resolved.
- Structure will be 136 Locust Street.

Fire:

- No further comments.

Business Development:

- No further comments or questions.

Planning Board:

- None.

Next Steps: Revise plans per comments above. Submit to ZBA for Variance request for parking side setback and then to Planning Board.

Adjournment: P. Crouser moved to adjourn the meeting at 10:41 a.m. Seconded by K. Mavrogeorge. Vote: U/A