



**CITY OF DOVER**

## TECHNICAL REVIEW COMMITTEE MINUTES – SUBD-2025-0001

Application Type: Open Space Subdivision  
Applicant(s): Tritech Engineering Corp.  
Owner(s): 210 Tolend Road, LLC  
Location: 210 Tolend Road (Assessor's Map F, Lot 3)  
Date: March 27, 2025

**INTENT:** Proposal is for an Open Space Subdivision that will create five lots, including one lot for the development of 29 cluster units, one lot with an existing single-family home, one buildable vacant lot, and two lots to be conserved as open space areas.

**LOTS/UNITS PROPOSED:** Five (5) lots, 29 units

**AGENDA ITEM #:** 1

**ACREAGE:** ±54.90 ac.

**ZONING DISTRICT:** R-40, Wetland Protection District, Partially in Secondary Groundwater Protection District

**EXISTING USE:** Residential, Vacant

**PROPOSED USE:** Residential, Conservation

**SURROUNDING USE:** Residential

**ZBA ACTION:** N/A

**PERMITS REQUESTED:**  
NHDES Subdivision

**WAIVERS REQUESTED:** N/A

### **ATTENDANCE:**

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

### **Others:**

Erin Bassegio, City Planner  
Robert Stowell, Tritech  
Robert Baldwin, Applicant  
Jenna Green, Applicant  
Michael Green, Applicant  
John Bosen, Attorney

### **Approval of minutes from March 13, 2025:**

T. Clark moved to approve the March 13, 2025 minutes. Seconded by J. Burdin. Vote: U/A.

### **PLAN REVIEW:**

#### **Planning:**

- Reminder water and sewer investment fees
- Reminder HOA documents to be submitted for review including reserve calculation
- Open space calculation & percentage of uplands needed
  - S-1 includes calculation and indicates 31 units, confirm for the 29 lots.
- Confirm lot numbers with City Assessor
- Any currently protected areas?
- Any park/rec space being proposed? Please indicate
- Need percentage of Secondary Groundwater Protection District impervious disturbances.
- Provide waiver justifications
- Revise plans to include:
  - Fix Lot 5 buffer value in yield plan
  - Add note that this road is intended to be private and outline what is needed to become public
  - File #SUBD-2025-0001
  - Include list of all state permitting needed
  - Snow removal areas?
  - Detail gravel portion of walking trail vs. cut.
  - Add note that walking trail will be maintained by HOA.
  - Confirm no Saturday, Sunday, or Federal Holiday site construction hours
  - Note state permit numbers
  - Sheet SN-1, Note 4- if applicable, add in acreage in current use
    - If in current use, updated current use map will need to be supplied to City Assessor

#### **Engineering:**

- General Comment:
  - The City requests a narrative that describes in detail how each of the criteria in Section 153-14 are met, with a major focus on stormwater management requirements. The applicant should specify where each item required can be found in the application or whether it is or is not applicable.



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- Note that the City of Dover construction guidelines will be available soon.
- Sheet T-1 Title Sheet:
  - Sewer capacity assessment for Crosby Road pump station is required. Applicant is requested to contribute to the cost of the analysis.
- Sheet SN-1 Standard Notes:
  - City requests a utility easement for possible future water and sewer, to Tolend Rd.
- Sheet SP-1a General Site Plan:
  - Show walking path with hatch to denote limits of gravel.
- Sheet SP-2 General Utility Plan:
  - Move SMH 13 to private property,
  - Show invert elevations for SMH-12,
  - Applicant to state on each drawing depicting road: "Private Road & Utilities Not For Public Acceptance."
- Sheet SP-2a Utility Plan:
  - Note 3: specify anchor and foster adapters,
  - Note 6: specify copper from main to CB,
- Sheet SP-2c Utility Plan:
  - Show rip rap dimensions on all drawings depicting rip rap.
- Sheet SP-3a Grading and Drainage Plan:
  - Request utility easement for City to install future sewer and water to Tolend Rd.
- Sheet SP-9 Construction Details:
  - Add Drain Pipe Table and Structure Table to grading plan.
- Sheet SP-10 Construction Details:
  - Show width of rip rap aprons on plans.
- Sheet C-1e Cross-Country Sewer Profile:

- Recommend lowering sewer to maximum extent possible to enable future sewer down Tolend Rd.
- Stormwater Analysis and Erosion & Sediment Control Plan
  - Pre and post construction areas to do match.

### Police:

- What would be the implications of making this a public road? Discuss these factors now and add this to project narrative. Note that future residents will likely follow the lead of those on Emerald and insist on it being changed.
- Adjust parking signage 90 degrees along interior of circle to have signs be 2-sided, faced to be visible for approaching traffic in both directions.
- If project name is Ambrose Woods, consider street name "Ambrose Drive" instead of "Signature Drive".

### Inspection Services:

- Private road suffix is required to be Drive.
- SP -2 did not appear to indicate transformer locations
- Could not locate Redi Block retaining wall detail.
- Relocate fire hydrant at development entrance to inside of the circle.
- SP-1a clarify the number and location of "No Parking Fire Lane" signs.

### Fire Department:

- Relocate hydrant (W-2) directly across to the inside of the circle.

### Business Development:

- The overall scale of development and layout of residential parcels appears generally consistent with existing residential development in this zone. The applicant is advised that the eastern boundary line of the parent lot abuts land in the Innovative Technology (IT) district, which permits a variety of commercial and industrial uses (though conserved lands somewhat limit future development potential).

### Planning Board:

- Include waivers in application for requested relief.

**Next Steps:** Revise plans per comments above and resubmit for informal TRC.

**Adjournment:** T. Clark moved to adjourn the meeting at 11:00 a.m. Seconded by K. Mavrogeorge. Vote: U/A.