

CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2024-0015

Application Type: TDR Site Plan
Applicant(s): 5 Sherman Street, LLC
Owner(s): 5 Sherman Street, LLC
Location: 1 Cold Springs Road (Assessor's Map H, Lot 47-A)
Date: April 17, 2025

INTENT: Proposal is to construct seven (7) single-family homes and maintain an existing single-family home for a total of eight (8) units. This project includes a TDR request to purchase six (6) single-family homes.

LOTS/UNITS PROPOSED: Eight total units- seven being new, six via TDR.

AGENDA ITEM #: 1

ACREAGE:

Existing acreage:

Tax Map H, Lot 47-A: 2.71± ac.

Tax Map H, Lot 46-DRV: 0.42± ac.

Acreage following proposed merger of Lots 47-A and 46-DRV: 3.12± ac.

ZONING DISTRICT: R-40, Conservation District, Secondary Groundwater Protection District

EXISTING/PROPOSED LAND USE:

Residential

SURROUNDING LAND USE: Residential

ZBA ACTION: None.

PERMITS/RELIEF REQUESTED:

City of Dover CUP §170-27C, Disturbance within the Conservation District, areas of slope greater than 20% for greater than 2,000 s.f.

City of Dover CUP § 170-33E(4), >20% lot coverage in Secondary Groundwater Protection District

City of Dover CUP §153-14D(1), 24 parking spaces where 16 are allowed

NHDES Alteration of Terrain, NHDES Sewer Discharge, EPA NOI

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

Chris Berry, Design Engineer

Robert Baldwin, Applicant

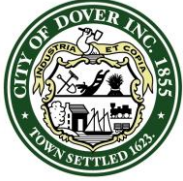
Approval of minutes from March 27, 2025:

J. Burdin moved to approve the March 27, 2025 minutes. Seconded by K. Mavrogeorge. Vote: U/A.

PLAN REVIEW:

Planning:

- *Reminder: Water and sewer investment fees*
- *The subject property is within the Secondary Groundwater Protection District, please confirm all regulations have been reviewed and met and add note to plan.*
 - Thank you for submitting the related CUP application. The CUP references a 1987 map, the 2015 version is the current map.
- *Discussion to continue with staff regarding pedestrian crossing of Bellamy.*
 - Note: applicant confirmed prior contributions to sidewalk improvements in the area and contribution to pedestrian improvements will be part of a Development Agreement as a COA.
- Please email staff new proposed property use and staff can update portal/snapshot
- Provide more justification for environmental lot coverage CUP. Such as comparing to converting into a duplex or adding an ADU.
- Consider varying colors of the homes to not all be the same.
- Lot merger to be acknowledged by PB as a condition of approval (COA)
- Add note to plan that these units cannot be converted to a two-family without review and approval by the Planning Board.
- Confirm condensers for mini-splits are screened.
- Remove subdivision from title block on Sheet 7
- Copies of access, grading, slope and maintenance easements are not changing from Phase I project?
- Remove existing treeline on sheet 9 or indicate limit of cutting.
- Trees planted along LCA lines an issue for future tenants?
- Thanks for submitting HOA documents please clarify:



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- 16 units are referenced along with size restricted units and HUD restricted units.
- Include a separate reserve calculation for review
- Did not see parking space, road maintenance, or stormwater maintenance detailed out.

Engineering:

- General Comment:
 - The Dover Construction Guidelines and Standard Details have been updated and are available from Community Services or on the City's website.
 - Applicant has a note providing an easement but the note references Copper Dr. Please check rest of documentation to ensure it is project specific.

Police:

- Permit Snapshot Report indicates that proposed property use is "to propose 4 multi-family units restricted to HUD rates" but also states, "to propose 7 1,400 sq. ft. single family units". It is assumed that the first statement is no longer applicable?
- Sheet 1, Neighborhood Plan, shows a sign legend appearing to refer to a 10 mph speed limit sign. Even for a private road, PD recommends a "reasonable and prudent" posting of not less than 15 mph.
- Response to prior comment regarding crosswalk at Bellamy and Sophie is acknowledged, but does not clarify whether such a crosswalk is feasible? It appears that to be feasible, the sidewalk at the corner needs to be extended a short distance. Is the nearby street lamp sufficient for crosswalk downlighting?

Inspection Services:

- Sheets 14 & 16 have water shut offs in the driveway - consider moving from the paved surfaces.
- Could not locate "Fire Lane No Parking" signage along proposed private road or circle driveway.
- Sheet 11 indicates guardrail (typ.) - could not locate guardrail construction detail.
- Clarify overall floor plans, first floor building design indicates unfinished rooms on first floor with kitchen, dining, and bedrooms on second floor.

Fire Department:

- Turning template works as long as no cars are parked there.
- No further comments.

Business Development:

- *Project narrative does not appear to address TDR criteria. Please provide TDR narrative.*

Planning Board:

- No further comments.

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

Adjournment: J. Maxfield moved to adjourn the meeting at 10:56 a.m. Seconded by M. Speidel. Vote: U/A