



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2025-0004

Application Type: Site Plan
Applicant(s): Hoyle, Tanner and Associates, Inc.
Owner(s): Del Sol Dover, LLC
Location: Crosby Road (Assessor's Map G, Lot 2-1B)
Date: May 8, 2025

INTENT: Proposal is to construct a ground-mounted solar facility with a gravel access drive.

UNITS/LOTS PROPOSED: N/A

AGENDA ITEM #: 1

ACREAGE: 8.32± acres

ZONING DISTRICT: CM

EXISTING LAND USE: Vacant

PROPOSED LAND USE: Solar Facility

SURROUNDING LAND USE: Commercial, Industrial Park

ZBA ACTION: None.

PERMITS REQUIRED:

NHDES Alteration of Terrain

WAIVERS REQUESTED:

§153-13A(15), Color architectural
§153-13A(16), Neighborhood plan
§153-13A(17), Streetscape Rendering
§153-13A(19), Traffic impact assessment

ATTENDANCE:

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

Others:

Erin Bassegio, City Planner
Josh Howard, Hoyle, Tanner and Associates, Inc.
Shawn Tobey, Hoyle, Tanner and Associates, Inc.
Chad Kageleiry, Owner/Applicant

Approval of minutes from April 24, 2025:

J. Burdin moved to approve the April 24, 2025 minutes. Seconded by T. Clark. Vote: U/A.

PLAN REVIEW:

Planning:

- Has the NH F&G easement/deed restriction been finalized?
- Staff acknowledges the Development Agreement on the subject property and the application of industrial TDR that allows relief for wetland buffers per 170-29.F(4).
- Referencing incorrect regs in waiver requests, please clarify relief being requested and include a narrative for the waiver requests:
 - Landscape plan: [§153-13A\(12\)](#)
 - Color architectural: [§153-13A\(15\)](#)
 - Neighborhood plan: [§153-13A\(16\)](#)
 - Color streetscape rendering: [§153-13A\(17\)](#)
 - Traffic impact assessment: [§153-13A\(19\)](#)
- Provide landscape plan because it was industrial TDR? [§170-29F\(6\)](#)
- Confirm with Inspection Services if this property needs an assigned address.
- Revise plans to include:
 - Planning file number: SITE-2025-0004
- Letter to serve from Eversource.
- Remove middle conservation area from plan if it's not intended to be included.
- Waiver required for overhead utilities.

Engineering:

- General Comment:
 - The Applicant and Contractor shall conform to the requirements of the City of Dover Permitting, Licensing, and Construction Guidance and Standards (latest revision April 2025). The document can be found at the following link: <https://www.dover.nh.gov/Assets/government/city-operations/1form/community-services/engineering/engineering-documents/Construction%20Guidelines.pdf>
 - 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



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note to remove excess snow when storage areas are filled.

- Please coordinate directly with Community Services (Engineering Department) for latest City Standard Details:
<https://www.dover.nh.gov/Assets/government/city-operations/1form/community-services/engineering/engineering-documents/Construction%20Standard%20Details.pdf>
- C3 Sheet 3 of 7 Site, Grading & Drainage
 - o What is the equipment pad for?
 - o New electric utilities should be below grade
 - o Show utility stubs for adjacent parcel
 - o Show future driveway aprons
 - o Show Crosby Rd extension and cul de sac
- C7 Construction Phasing Plan
 - o Will all drainage structures be installed as part of Phase 1?
 - o How will phase 2 be accessed? Will a temporary road be constructed?
- Approved AoT Drainage v1
 - o Page 138, clarify where the 11,700 sf of paved parking is located
 - o DR2 Post-Development Watershed Map, Post development plan does not match site plan
- Compiled Site Review Application and Supplementary Materials v1
 - o Please provide a detailed narrative on how the design conforms to each specific requirement of City of Dover Code Section 153-14.

Police:

- What is the orientation of this property in relation to the potential connecting road between Industrial Park Drive and Crosby Road?
- Label future road on plan.

Inspection Services:

- Clarify how this project is combined with the overall plan for the site and the future road connecting Crosby to Industrial Park Road.
- Provide a letter from utility accepting this supply to the grid.
- Provide location and size of equipment for review.
- Provide electrical specs for transformer.
- Show where private distribution ends and where Eversource infrastructure begins.
- Discuss addressing w/ Building Official

Fire Department:

- Show details describing all electrical infrastructure on site and their specifications for fire/EMS access and maneuvering.

Business Development:

- Comments/questions about glare and potential battery storage addressed at TRC meeting.

Planning Board:

- Waiver needed for overhead utilities.

Next Steps: Revise plans per comments above and submit for Planning Board.

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