

CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2025-0005

Application Type: Site Plan
Applicant(s): Coda Products, Inc.
Owner(s): Crosby 180, LLC
Location: 180 Crosby Road (Assessor's Map G, Lot 1A)
Date: May 15, 2025

INTENT: Proposal is to construct a loading dock addition to an existing manufacturing facility, along with site improvements.

UNITS/LOTS PROPOSED: N/A

AGENDA ITEM #: 1

ACREAGE: 5.33± acres

ZONING DISTRICT: CM

EXISTING/PROPOSED LAND USE:
Manufacturing Facility

SURROUNDING LAND USE:
Manufacturing, Light Industrial

ZBA ACTION: None.

PERMITS REQUIRED: City of Dover Conditional Use Permit for impacts to the 50' wetland buffer.

WAIVERS REQUESTED: None.

ATTENDANCE:

Erin Bassegio, Planning
Paul Crouser, Zoning
Jim Maxfield, Inspection Services
Marn Speidel, Police Department
Ken Mavrogeorge, Engineering
Craig Chabot, Fire Department
James Burdin, Business Development

Others:

Jase Gregoire, Civilworks NE
Elijah Allen, Civilworks NE

Approval of minutes from May 8, 2025:

J. Burdin moved to approve the May 8, 2025 minutes. Seconded by C. Chabot. Vote: U/A.

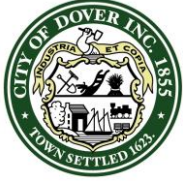
PLAN REVIEW:

Planning:

- Discrepancy between the impact area for wetland buffers on the plan set, listed as a total of 1,352 s.f., and the narrative, listed as a total of 20 s.f.
- Screening for relocated dumpsters?
- Waiver required for landscape plan.

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 note to remove excess snow when storage areas are filled.
 - Confirm snow storage areas do not conflict with landscaping. Recommend storing snow in areas where landscaping won't get in the way.
- 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>
- Site Plan Sheet 6
 - Dumpsters must be enclosed. Confirm enclosure does not conflict with turning circle.
- Grading, Drainage & Erosion Control Plan Sheet 7
 - Riprap swale at rear does not appear wide enough to facilitate drainage



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- Detail Sheet 11
 - o Should an oil separator hood exist prior to entering pump chamber?
 - o Show third access hole.
 - o Why doesn't concrete baffle extend to base?
 - o Label trench drain detail.
- Drainage report
 - o Provide a detailed narrative on how the design conforms to each specific requirement of City of Dover Code Section 153-14.

Police:

- No Comments.

Inspection Services:

- Revise references from handicap to accessible throughout.
- Could not locate NH RSA note for compliance with 155-A:5.
- Reminder of NH RSA 155-A:5 a contractor to provide written certification for accessibility prior to CO.
- Clarify if EV charging stations are being planned..
- Indicate if there are any sprinkler modifications planned and location of FDC.
- Sheet 11 pump station detail, indicate location of pump controller.
- Clarify the need for two electric transformers (i.e. different voltages, phases etc.)

Fire Department:

- No Comments.

Business Development:

- Site amendments appear minimal and mostly technical in nature.
No comments.

Planning Board:

- N/A

Next Steps: Revise plans per comments above and resubmit to Conservation Commission and Planning Board.

Adjournment: J. Burdin moved to adjourn the meeting at 10:44 a.m.
Seconded by J. Maxfield. Vote: U/A.