CITY OF DOVER

TECHNICAL REVIEW COMMITTEE NOTES– WAIV-2025-0012

Application Type:	Site Plan Amendment
Applicant(s):	Calico Properties LLC c/o Jones & Beach Engineering
Owner(s):	The Dover Condominium & Essential Properties, LLC
Location:	829-833 & 851-881 Central Ave. (Assessor's Map 38 & 37, Lot 6-A & 24)
Date Sent:	November 6, 2025

INTENT: Proposal is to convert former department store to a fitness facility with a 24' wide driveway connection between the two parcels.

LOTS/UNITS PROPOSED: N/A, existing structure

AGENDA ITEM #: 1

ACREAGE: 3.38± ac.

ZONING DISTRICT: Commercial

EXISTING LAND USE: Vacant building, formerly Commerical

PROPOSED LAND USE: Fitness Facility

SURROUNDING LAND USE: Residential, Commercial

ZBA ACTION: None.

PERMITS/RELIEF REQUESTED: Requesting waivers from §153-13A.12, 16, 17, 18, 19, and 20: landscape plan, neighborhood plan, streetscape color rendering, Stormwater Management Plan, Traffic Impact Assessment, Landscaping O&M Plan

ATTENDANCE:
Erin Bassegio, Planning
Paul Crouser, Zoning
Jill Semprini, Engineering
Craig Chabot, Fire Department
Alex Mitrushi, Police Department
James Burdin, Business Development
Tom Clark, Planning Board

Others:
Paige Libbey, Jones & Beach Engineers
Ben Careno, Careno Construction
Mark Gianniny, Portsmouth Architects
Rob Graham (by phone), Applicant

Approval of minutes from October 23, 2025:
P. Crouser moved to approve the October 23, 2025 minutes. Seconded by T. Clark. Vote: U/A.

PLAN REVIEW:
Planning:

- Reminder: water and sewer investment fees as applicable
- Provide letters to serve from utilities prior to Planning Board.
- Has any coordination been done with the Town of Rollinsford?
- Landscaping along the eastern boundary was recently removed and replaced. Please include updated landscaping on plan set.
- What are the proposed hours of operation?
- Accessway:
    - Has sight distance been measured?
    - Stop sign, traffic flow for that created intersection?
    - Has there been communication with businesses at 835 Central Ave. about potential accessway? It appears to be directly next to their dumpster and employee parking.
    - Is an access easement/agreement in place with neighboring property?
    - Is there a utility easement?
    - Recommend reviewing with the Engineering Department on accessway placement.
- A traffic memo is recommended as the building has been vacant for years.
- The proposed building color is a big contrast to the rest of the plaza.

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

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- 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
- Defer to IS if ADA detectable panels are required for crosswalks
- Confirm if bollards should be offset from fire lane to allow vehicle door opening
- Confirm if existing sewer pump station has capacity for increased flow
- Water/sewer investment fees will apply for additional flow
- Provide connection details for hydrant relocation.
- Specify proposed 6" sewer material.
- Water easement required for section of water main on private property.
- Pump station detail does not show proposed 6" sewer

Police:

- Concerns over traffic implications of the connector road. A stop sign and appropriate signage should be considered.
- Potential collision there from vehicles entering the Shaws plaza from Central Ave lighted intersection.

Inspection Services:

- Clarify scope of work associated with the sewer pumping station.
- Plan set to include a classification of the pumping chamber. (i.e. class I div II or otherwise)
- Plan set to include applicable references to NFPA 820.
- Clarify the ratio of accessible parking spaces with the overall non accessible parking spaces.
- Provide accessible signage detail within plans set.
- Connector to Shaw's plaza appears to be installed on a radius. Clarify visibility. A stop sign was not noted at the intersection- please consider and provide sign location with posting and mounting detail within plan set.

Fire Department:

- No comments.

Business Development:

- Recommend that a trip generation memo be submitted with the application.

Planning Board:

- No comments.

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

Meeting paused at: 10:51 a.m.