



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE NOTES– SITE-2025-0019

Application Type: Site Plan
Applicant(s): JSR, LLC
Owner(s): JSR, LLC
Location: Quality Way & Venture Drive (Assessor's Map D, Lots 11-5 & 11-5SND)
Date: December 18, 2025

INTENT: Proposal is to construct an approximately 10,080 s.f. building with four (4) contractor bays and office space with associated parking and stormwater management. *[A prior iteration of this project was previously reviewed by TRC and approved by Planning Board in 2022, P22-55/SITE-2022-0011 and P22-46/COND-2022-0005.]*

LOTS/UNITS PROPOSED: Four (4) commercial units, contractor bays/office space

AGENDA ITEM #: 1

ACREAGE: 1.99 ± acres total;
Lot 11-5: 43, 314± sf / 0.99± ac
Lot 11-5SND: 43,517± sf / 1.00± ac

ZONING DISTRICT: IT, Wetlands Protection District

EXISTING LAND USE: Vacant

PROPOSED LAND USE: Commercial

SURROUNDING LAND USE: Industrial, Vacant

ZBA ACTION: None.

RELIEF REQUESTED: Industrial TDR relief from front and side setbacks

PERMITS: City of Dover CUP approved for wetland buffer impacts (COND-2022-0005), NHDES Sewer Discharge Permit approved, EPA NOI

ATTENDANCE:

Donna Benton, Planning
Paul Crouser, Zoning
Jill Semprini, Engineering
Jim Maxfield, Inspection Services
Alex Mitrushi, Police Department
James Burdin, Business Development

Others:

Erin Bassegio, City Planner
Chris Berry, Berry Surveying & Engineering

Approval of minutes from December 4, 2025:

J. Burdin moved to approve the December 4, 2025 minutes.
Seconded by A. Mitrushi. Vote: U/A.

PLAN REVIEW:

Planning:

- Reminder: water and sewer investment fees as applicable
- Conservation easement amendment for land swap to be reviewed and approved by SELT and recorded.
- Please confirm that previously approved buffer impact area of approx. 7,935 s.f. is unchanged.
- As designed, waiver needed for required interconnectivity between parcels: [§153-14j](#)
- Plan for waste removal?
- Revise plans to include:
 - Show one EV or EV-ready space.
 - Add note showing percent of open space (minimum 33% in IT District)

Engineering:

- Applicant and Contractor shall review the Dover Construction Guidelines prior to scheduling a Preconstruction meeting with City staff. The guidelines can be found on the City of Dover Website on the Engineering page: <https://www.dover.nh.gov/Assets/government/city-operations/1form/community-services/engineering/engineering-documents/Construction%20Guidelines.pdf>
- Coordinate with Community Services (Engineering Department) for latest City Standard Details that have been updated since the previous approvals.
- Revise narrative to reference previous approvals and the need for this secondary approval.
- Identify all changes to this plan from the previously approved plan (red overlay).
- Building plans show egress doors on quality way side. Site plan shows no sidewalks.
- Show location of dumpster.
- Show tree cut line.
- Building plans show rear egress doors with stairs. Site plans shows rear egress doors at grade.
- ADA space has limited turnaround area.
- Drainage and utilities easement should be revised to address maintenance requirement by owner.



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- All sewer service to be SDR 35.
- No sewer service into manhole. All services must tie in with wye after manhole.
- Remove dead end on existing water service.

Police:

- No comments.

Inspection Services:

- Fire dept. access shall consist of an exterior door located within 50' of the access road for NFPA 1 compliance
- Gas and electric meters/services to be accessible. Usually these utilities only approve locations near driveway, parking lots where easily accessed.
- Clarify the electric utility transformer location to be used to supply power to the proposed structure.
- Provide accessible parking near front entrances.
- Clarify EV readiness for the site and designate location if required.

Fire Department:

- Would like to see a hydrant on the north side of the drive way entrance.
- FDC location should be on the FD access side of the building.
- Want to confirm the total length of the driveway/ parking lot.

Business Development:

- Please discuss the extent of architectural/landscaping changes from the prior approval (if any) so we can assess whether new DBIDA approval is required.
- Add a note referencing the date of DBIDA's approval.
- Please add a note referencing the restrictive covenants for Enterprise Park (SCRD 1654/151 et al.), which contain land use and signage restrictions as well as maintenance

requirements that may/may not match zoning.

- Be aware that DBIDA is in the process of forming an Owner's Association for Enterprise Park as stipulated by the Covenants for Enterprise Park.
- Business Development fully supports a multi-tenant commercial/industrial building as proposed. However, the term "contractor storage bays" could convey a spectrum of usage types, some of which may not be compatible with the intended audience for Enterprise Park and/or permitted uses in the IT zone. References to warehousing, production, manufacturing, assembly, wholesaling, small business, etc. are preferred over "contractor" and "storage".

Planning Board:

- No comments.

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

Adjournment: J. Burdin moved to adjourn the meeting at 10:54 a.m. Seconded by J. Maxfield. Vote: U/A.