



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – TRAN-2022-0002

Application Type: Transfer of Development Rights
Applicant(s): 6th, LLC
Owner(s): 6th, LLC
Location: 77-79 Sixth Street (Assessor's Map 35, Lot 1)
Date: April 9, 2026

INTENT: Proposal is to purchase two TDR units with intent to construct a new two-family residential structure and maintain an existing two-family structure. *(This item was previously heard by the Planning Technical Review Committee on December 5, 2024 and August 7, 2025.)*

LOTS/UNITS PROPOSED: Two (2) new units proposed through TDR

AGENDA ITEM #: 1

ACREAGE: ±0.26 acres

ZONING DISTRICT: R-12

EXISTING LAND USE: Residential

PROPOSED LAND USE: Residential

SURROUNDING LAND USE: Residential

ZBA ACTION: None.

PERMITS REQUIRED: None.

WAIVERS REQUESTED: None.

ATTENDANCE:

Donna Benton, Planning
Paul Crouser, Zoning
Matthew Gibbons, Engineering
Jim Maxfield, Inspection Services
Alex Mitrushi, Police Department
Craig Chabot, Fire Department
James Burdin, Business Development
Tom Clark, Planning Board

Others:

Erin Bassegio, City Planner
Scott Drapeau, Applicant/Owner
Anthony Sillitta, Applicant/Owner

Approval of minutes from March 26, 2026:

J. Burdin moved to approve the March 26, 2026 minutes. Seconded by A. Mitrushi. Vote: U/A.

PLAN REVIEW:

Planning:

- *Water/sewer investment fees will be assessed/ due*
- *Owners signatures*
- *LLS stamp and signature*
- *Dover PB signature box can be removed, please provide the 2x2" space on bottom right corner for Dover's stamp.*
- *Provide another column on zoning note to indicate "provided" to indicate how zoning is met. Remember non-conforming setbacks can be used.*
 - Clarify underlying setbacks being met.
- *What is proposed for landscaping? Add a bit more detail and a bit more variety.*
- *New building must maintain the appearance of a single-family home to comply with underlying zoning.*
- *Understand the intent for these to be rentals.*
- *Show snow storage area on plan.*
- *Is the 1,400 s.f. restriction met when calculating it by: "Total living area shall mean the size of the home (in square feet) based upon the exterior dimensions, excluding unconditioned spaces."*
- *How will construction affect COAST bus stop? Discuss with COAST.*

Engineering:

- *Utility Plan*
 - *Confirm size of existing catch basin (#2453) in front of proposed building. Relocate away from walkway*
 - *Existing drainage easement to be memorialized to City of Dover*
 - *UGE shown under tree*
 - *Service sizes not called out*
 - *If City meter is required per unit, separate services are required from the water main (including existing building)*
 - *Please note: the city would not allow the new building to be fed off of the existing building's service.*
 - *Show water main tap and water shut offs*



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- Confirm no existing sump pumps connect sewer. Recommend any new drainage connect to catch basin on property.
- Address capping existing sewer service
- Add cleanout on proposed sewer service
- Show paving restoration limits, to include single area over both water and sewer trenches, curb to curb. Show uge patch also.
- Need to connect the vertical granite curb and sidewalk where the existing driveway apron is being eliminated on Sixth St.

- Proposed Conditions

- Confirm if dumpster or trash totters to be used. Show storage area.
- Show impervious pavement detail
- Show snow storage area
- Show topographic grades, existing and proposed
- Show underdrainage system for pervious pavement
- Address how car will turn out of last parking space
- Show exterior lighting

Police:

- No comments.

Inspection Services:

- Clarify term multifamily on site plan- these appear to be two family
- Review accessibility requirements for accessible parking, Ch. 11 of the IBC.
- Elevation plan would require balcony for egress as its greater than 20 AFG
- Sidewalk along Horne street should be reconstructed.
- Consider some additional spacing between structures or pinning the foundation as 10' would be the minimum distance before the structures would need to be fire resistant.

Fire Department:

- No comments.

Business Development:

- No further comments.

Planning Board:

- Show additional pavement for parking space #8 in final plan.

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

Adjournment: J. Burdin moved to adjourn the meeting at 11:03 a.m. Seconded by P. Crouser. Vote: U/A.