



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2026-0009

Application Type: Site Plan
Applicant(s): First-Rate Real Estate Group, LLC c/o Civilworks New England
Owner(s): First-Rate Real Estate Group, LLC
Location: 75 Oak St. (Assessor's Map 26, Lot 3-1)
Date: June 11, 2026

INTENT: Proposal is to renovate and redevelop the existing building into twenty-two (22) residential units with site improvements.

LOTS/UNITS PROPOSED: 22 residential units

AGENDA ITEM #: 3

ACREAGE: ± 2.05 ac.

ZONING DISTRICT: Urban Density Multi-Residential (RM-U) and Gateway (G)

EXISTING: Formerly Commercial/Light Manufacturing, currently Vacant

PROPOSED LAND USE: Residential

SURROUNDING LAND USE: Residential, Commercial, railroad

ZBA ACTION: None.

PERMITS REQUIRED: City of Dover CUP for relief related to streetscape standards.

WAIVERS REQUESTED: TBD.

ATTENDANCE:

Donna Benton, Planning
Paul Crouser, Zoning
Jill Semprini, Engineering
Craig Chabot, Fire Department
Alex Mitrushi, Police Department
James Burdin, Business Development
Tom Clark, Planning Board

Others:

Erin Bassegio, City Planner
Steve Haight, Civilworks NE
Luke Malone, Civilworks NE
FX Bruton, Bruton & Berube

Meeting resumed at: 10:59 a.m.

PLAN REVIEW:

Planning:

- Reminder: water/sewer investment fees
- Owner/professional stamps/signatures on final plan set
- Accessway width – 24' min. plus shoulder
- Parking lot one-way or two-way?
- Rooftop, transformer, generator screening required
- Provide copy of CSX easement
- Buffer/screening planned for rear of parking lot?
- Plowing plan for snow storage?
- Revise plan set to include:
 - Mail kiosk location (Post Master approval needed)
 - Active/passive recreation calculation
 - ROW dimensions
 - EV readiness
 - Provide sidewalk along right of way into rear of recreational lot or payment in lieu of adding sidewalk
 - Show and provide easement in the front

Engineering:

- Confirm condition of existing drainage infrastructure
- Appears to be discrepancies of pipe sizes between CB 1, CB 2, and DMH 1
- Confirm discharge location for DMH 1 Inv 4
- Recommend removal of existing landscape island with sign and driveway entrance
- Show area of disturbance on site plan for water main connection, force main, and pavement
- Confirm if existing driveway is to be repaved in addition to the parking area.
- Detail Sheet 12 Typical Standard Pavement Section 8" gravel should be minimum 12" per city detail
- Note that there are existing trees along Oak St where proposed trees are shown
- City requests drainage easement along existing driveway to railroad at property rear



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- Overall Utility Plan doesn't show traffic light cabinet, underground conduit, and traffic loops
- Structure recommended at force main transition from 2" to 4"; otherwise, may be difficult to clean.
- Water shut off valve required for fire service line
- Hydrant required at bottom of 6" water line
- Confirm standby power if provided for pump station

Police:

- Stop sign/bar at the end of driveway appreciated.
- Would like to see sidewalk in this area for resident safety.

Inspection Services:

- Provide location for new fire hydrant.
- Generator for sewer pumping station shall comply with NFPA 110, level 2
- Sewer pumping system appears to be a class I location, indicate location of controller on premises.
- Provided plan does not appear to indicate EV ready locations
- Provided plan did not appear to indicate solar readiness
- Recreation area seems to be limited in size and amenities as well as adjacent to train tracks.
- Provide roof screening within plan set.
- Differentiate active and abandoned gas lines on plan.
- Clarify underground electric lines to B and D sides of structure.

Fire Department:

- Hydrant to be added in parking island area?

Business Development:

- Strafford Regional Planning Commission commissioned a Phase I ESA of this property in 2018. One REC for "oil-soaked soil" near

sanitary system. Minor environmental findings related to historic railyard use (contained under pavement) and possible hazardous building materials due to age. The ESA recommended a supplemental Phase II ESA, Hazardous Building Material Survey, and Soil Management Plan. SRPC has grant funding available and is looking for sites to work with.

- Please either demonstrate how the REC has been resolved, why it should be dismissed, or how it will be investigated and/or remediated during the development process.

Planning Board:

- Revise "handicap" to "accessible"
- Confirmed that Phase I ESA has been completed.

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

Adjournment: C. Chabot moved to adjourn the meeting at 11:31 a.m. Seconded by A. Mitrushi. Vote: U/A.