



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE NOTES - P13-34

Application Type: Site Plan Review
Applicant(s): Formax Paper Processing Solutions
Owner(s): Timothy D. Lindsay
Location: 44 Venture Drive (Tax Map D, Lots 13-4 & 11-2)
Date: June 27, 2013

INTENT: Site plan to construct a 10,643 square foot building addition and adding 16 parking spaces

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 1

ACREAGE: 9.25 Acres

ZONING DISTRICT: Assembly and Office District (I-4)

EXISTING LAND USE: Industrial building and parking lot

SURROUNDING LAND USE:
Industrial Park

ZBA ACTION: None

PERMITS REQUIRED:

- DES Alteration of Terrain Permit
- DIBIDA Approval

WAIVERS REQUESTED: None

ATTENDANCE:

Steve Bird (Planning)
Ben Clark (Engineering)
Tom Clark (Fire Inspections)
Marn Speidel (Police Department)
Dan Barufaldi (Economic Development)
Ken Berry – Berry Surveying & Engineering
Chris Berry - Berry Surveying & Engineering

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Add Engineer's stamp and signature to appropriate sheets
- Add Surveyor's stamp and signature to appropriate sheets
- Need Stormwater Management System Operation and Maintenance Plan
- DES Alteration of Terrain Permit required
- EPA Notice of Intent required
- Need floor plans
- Need Architectural renderings
- Need Standard Traffic Impact Assessment and Analysis

Sheet 1:

- Change lot line color to make plan more legible

Sheet 2:

- Remove sheet 2 because survey information is on LLA plan

Sheet 3:

- Remove former lot line

Sheet 4:

- Add stone wall symbol and tree line to legend
- Label sidewalk

Sheet 6:

- Add to the legend symbols for wetlands buffer and tree line
- Identify utility easement and change line style
- Remove existing tree line and existing stone wall
- Correct illegible font size
- Remove proposed contour lines
- Delete "minor contour line" from legend

Sheet 7

- Add Common Site Plan notes # 13, 15, 17, 18, 19, 20, 24, 26, 28, and 31
- Correct note #5 by adding the Wetlands Protection District and side setback
- Correct note #29
- Correct note #32 to specify Dark Sky and Chapter 149-14E
- Sidewalks have to be pervious pavement
- Add bike rack
- Remove snow storage area in parking spaces
- Remove stone wall

Sheet 8:

- Add licensed Landscape Architect stamp
- Calculate interior landscaping to show 5% minimum
- All trees must be 2 1/2 inch caliper
- Add one additional tree to the front and side landscaping
- Add shrubs five feet on center along the front landscaping



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE NOTES - P13-34

Application Type: Site Plan Review
Applicant(s): Formax Paper Processing Solutions
Owner(s): Timothy D. Lindsay
Location: 44 Venture Drive (Tax Map D, Lots 13-4 & 11-2)
Date: June 27, 2013

Sheet 12:

- Specify the pole heights

Sheet 13:

- Remove existing lot line and existing stone wall

Police Department Comments:

- Consider a fair share contribution toward minor intersection improvements at Sixth/Venture signals, to improve turning radius for trucks entering/exiting Venture. At least to set back the Sixth Street left turn lanes in each direction, and re-embed the sensor loops for those lanes.
- Will there be 24 hour operation at this facility? If not, what is the security system?
- Note 34 on Page 7 of 13: "All lighting to be set on motion sensors." Please clarify. These will be set off frequently by deer, etc.
- All R7-1 "No Parking" standard signs should be changed to have a "No Parking Fire Lane" wording
- Where is reference for the R5-1 "Do Not Enter" sign, shown in Note C27, Sheet C-103, on the plan sheet? There is no need for it.

Engineering Comments:

- Sheet 3 – What are the extra lines?
- Sheet 6 – Show easement lines and delete old property line
- Sheet 7 – Can you move light at entrance closer to road?
- Sheet 8 – Landscaping seems to be minimal
- Sheet 9 – Does catch basin 20 exist? Where does it go?
- Should catch basins 2 & 7 have double grates?
- Concerned about pipe transition thru wall from catch basin 2 and lack of cover outside of wall
- Why does catch basin 8 have a 6 foot diameter?

- Use a ditch grate on catch basins 9 & 10
- Drainage needs to be reviewed
- C-104 – Don't carry curb thru tip down
- Don't need crosswalk
- Maintenance of outfalls by wall will be difficult after construction
- Show easements on lot line revision plan

Fire/Inspections Comments:

- Locate sewer and water lines on page 6
- Show location of Fire Department connection
- Correct spelling error on page 7, note #18

Economic Development Comments:

- Landscaping is sparse

Planning Board Comments:

- Provide proposed easement in written form
- Is lot D-11-2 a sending or receiving area?

S:\Department\Planning\Planning_Share\TRC\2013 TRC\Notes\2013.06.27_Formax P13-34.docx