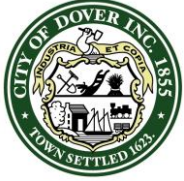


CITY OF DOVER

PLANNING TECHNICAL REVIEW COMMITTEE –AGENDA

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Conference Room – City Hall, Dover NH
Meeting Date: **Thursday, January 21, 2016**
Meeting Time: **10:30 AM**

1. 10:30 AM – 11:15 PM: Site Review for Long Road, LLC, Assessor's Map 29, Lots 23 & 25, zoned O, located at 784 Central Avenue & 4 Abbott Street. (Proposal is to remodel an existing 675 sq. ft. footprint residential building and convert 450 sq. ft. on the basement level to office and adding 12 parking spaces at 4 Abbott Street while also improving the existing parking at 784 Central Ave. There will be a total 57 parking spaces provided within the 24,370 total sq. ft. paved area of both lots). (P16-02)



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P15-56

Application Type: Site Plan Review
Applicant(s): Vitas Management & Development Company, LLC
Owner(s): Profero Management and Holdings LLC
Location: 181 Silver Street (Tax Map 11, Lot 2)
Date: January 7, 2016

INTENT: Site plan to construct a 72,360 sq. ft Assisted Living Facility with 76 units, a 2,930 sq. ft. bank, a 66,000 sq. ft. Medical Office Building, a 2,400 sq. ft. coffee shop, and an 85 unit hotel with 13,900 sq. ft. footprint. The mixed use site contains 415 parking spaces.

LOTS/UNITS PROPOSED: 85 hotel rooms, 76 unit assisted living and unknown amount of Medical Office units

AGENDA ITEM #: 2

ACREAGE: 19.46 acres

ZONING DISTRICT: Thoroughfare Business (B-3)

EXISTING LAND USE: Vacant McIntosh College

SURROUNDING LAND USE: Commercial and Residential

ZBA ACTION:

- Variance granted May 21, 2015 to permit a building height of 55' and an assisted living facility in the B-3
- Variance granted February 16, 1984 for relief from definition of lot in order to construct an additional building on the lot (H84-6)
- Sign approved July 24, 1979 to allow existing Ramada sign to be raised from 30' to 40' (H79-17)

PERMITS REQUIRED:

- NHDES Wetlands
- Conditional Use Permit

WAIVERS REQUESTED: None submitted

ATTENDANCE:

Members:

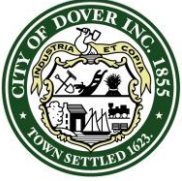
Christopher Parker, Planning
Elena Piekut, Planning/Zoning
Thomas Clark, Building/Fire
Marn Speidel, Police
Dave White, Engineering
Dan Barufaldi, Economic Development
Frank Torr, Planning Board

Others:

Donna Benton, Planning
Jim Maxfield, Building/Fire
Bob Clark, Applicant/Engineer
Mike Malynowski, Engineer
Kevin Dandrade, TEC, Inc.
Alex Vailas, Developer
Bob DeColfmacker, Profero Management and Holdings, LLC

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Correct application regarding building area and building height
- Correct abutters list
- Please revise the plan set to:
 - confirm the building layout on each sheet is the accurate proposal
 - make plan set less grainy
 - include interior parking landscaping (10% minimum)
 - indicate porous pavement
 - update resource note 3 on sheet C-1
 - add property owner name and address
 - confirm building height on sheet C-1A
 - remove parking from setback
 - provide a key on the lighting plan on sheet L-1
 - only include the existing conditions on the necessary sheets
 - include the roundabout
 - refer to the "City" of Dover not "Town"
 - indicate correct building area to be accurate and include all stories
 - correct note regarding variances granted
 - connect the internal pedestrian walkways
 - accurately calculate the maximum number of parking spaces—the assisted living should use the medical office equation. In general, reduce the number of parking spaces
 - include "no stacking beyond this point" at the drive-thru's



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P15-56

Application Type: Site Plan Review
Applicant(s): Vitas Management & Development Company, LLC
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Location: 181 Silver Street (Tax Map 11, Lot 2)
Date: January 7, 2016

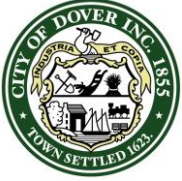
- add a bypass lane or completely block off lane beyond bank drive-thru
- include the plan number (P15-56) on all sheets
- indicate zoning district boundaries
- add fire lane locations
- add any existing or proposed easements
- indicate the internal walkways are porous or a waiver be granted
- add a bike rack
- Please provide:
 - hotel fees
 - colored architectural renderings
 - a lighting plan that meets Chapter 149-14.E.1(b)
 - a streetscape plan
 - digital version of the plan set
 - a neighborhood plan to include required details per Chapter 149-13.A(16)
 - Traffic Assessment and Analysis
- The Professional Engineer and Licensed Land Surveyor will need to sign and date final plans
- Consider moving medical building and assisted living facility into the parking area to lessen the amount of parking area
- A development agreement will need to be recorded before final plan set is signed
- A peer review traffic study for the internal traffic flow will be required at the applicant's expense
- Storm Water Management Plan depicting the existing and proposed storm drainage system and engineered drainage analysis needed to the satisfaction of the City Engineer
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer

Police Department Comments:

- Looking for Traffic Impact Assessment

Engineering Comments:

- Include the roundabout design in the plan package for review
- All water main sizes and type need to be depicted
- Maintain at least 6 feet of separation between the water main and other utilities
- The city does not require water main crossings to be encased in concrete. Only crossing existing AC piping is required to be supported by flowable concrete fill
- Show all water gates on mains
- Sand bedding is required for water mains
- All ductile iron mains should receive polywrap
- Tapping sleeves should be stainless steel
- Drain manhole and sewer manhole covers should be hinged. Either Neenah liftmate or pamrex are acceptable
- How is off site drainage handled behind the assisted living facility?
- How is roof runoff handled?
- Recommend crowning the drive entrance and placing two catchbasins on the radii at the intersection to better capture the stormwater
- Specify the types of grates to be used if they are different than the standard type B
- Per 149-14 A. (1) (i) – the purpose of the stormwater management is to promote a balance between pre-development and post-development flow and volume. The applicant has reduced the peak rate, however the volume is increased consistently during all storm events. The drainage analysis shows a volume increase of approximate 30,000 cf. in the 50 year storm event
- No porous pavement has been proposed, as is required in Section D(5)(g) of the City of Dover site plan regulations. Staff would support a waiver from this regulation, if the intent of the requirement is met though other equivalent means of stormwater mitigation. It does appear that the strategic use of porous pavement could be implemented to provide infiltration and meet the zero net stormwater volume increase.
- Investigate where the stormwater flows exit your site (railroad crossing?) and does there need to be any maintenance done at these locations?
- Provide a larger routing diagram map for the post development.
- The City Engineer would like to meet to discuss various design features, like water main sizing and gate and hydrant locations



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P15-56

Application Type: Site Plan Review
Applicant(s): Vitas Management & Development Company, LLC
Owner(s): Profero Management and Holdings LLC
Location: 181 Silver Street (Tax Map 11, Lot 2)
Date: January 7, 2016

- Be mindful of 15' setback and move the wall currently in setback

Fire/Inspections Comments:

- Submitted plans shall indicate design compliance for accessibility in accordance with IBC 2009, ICC/ANSI A117.1-2003, as amended and the Architectural Barrier-Free Design Code for the State of NH (ABFD 300 - AB Code)
- The proposed coffee shop shall have a minimum of one van accessible parking space
- Indicate the dimensions of all accessible parking spaces (Reference/ discuss C-1, C-1A, C1B)
- Clarify the quantity of accessible parking spaces for each structure
- Indicate accessible signage at required locations
- Indicate how accessible isles are maintained (Reference/ discuss C-1, C-1A, C1B)
- Indicate underground electric line to coffee shop
- Indicate location of all pad mounted transformers and sector cabinets about the site
- Clarify the grouping of utilities at the medial and hotel structures
- Indicate electric power supply, controller and alarm location for sewer pumping station in parking lot
- Indicate turning radius of Truck 1 thru site
- Provide a note on plan to indicate all-weather access shall be maintained during construction for first responders
- Indicate the location of all FDCs at all structures

- Provide an additional hydrant on the West/ North West side of the Assisted Living structure
- Indicate all fire lanes throughout the site
- Work with the Building Inspector to rename the road as Silver Street Extension no longer exists
- Another TRC may be required depending on the specific medical uses

Economic Development Comments:

- Concern with connectivity flow of the site. Vast expanse of parking
- Will there be an ATM at the bank?
- Connect components better

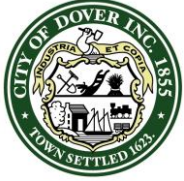
Planning Board Comments:

- Consider innovative parking, i.e. in-building parking

Motion to adjourn by Marn Speidel and seconded by Dave White.

Vote: U/A

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CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P15-57

Application Type: Site Plan Review
Applicant(s): Berry Survey & Engineering
Owner(s): Oak Bluff Realty
Location: 56 New Rochester (Tax Map 40, Lot 38-A)
Date: January 7, 2016

INTENT: Site plan to construct a 9,900 sq. ft. building with 4 dwelling units and 8 parking spaces within 6,841 sq. ft. paved area.

LOTS/UNITS PROPOSED: 4 units

AGENDA ITEM #: 1

ACREAGE: 0.65 acres

ZONING DISTRICT: Office (O)

EXISTING LAND USE: Single-family residential

SURROUNDING LAND USE:
Residential, Commercial, and Recreational

ZBA ACTION: Variance granted to replace a non-conforming use (existing manufactured home with new manufactured home)
H69-16

PERMITS REQUIRED:

- Conditional Use Permit
- NHDES Shoreland Permit

WAIVERS REQUESTED:

- Chapter 149-14(E)(1)--Lighting
- Chapter 149-14(C)(1)--Porous walkways

ATTENDANCE:

Members:

Donna Benton, Planning
Elena Piekut, Planning/Zoning
Thomas Clark, Building/Fire
Marn Speidel, Police
Dave White, Engineering
Dan Barufaldi, Economic Development
Frank Torr, Planning Board

Others:

Christopher Parker, Planning
Jim Maxfield, Building/Fire
Dave Paolini, Owner
Chris Berry, Applicant

Approval of 12/17/15 Meeting Minutes

Motion to approve December 17, 2015 meeting minutes by Tom Clark and seconded by Dave White. Vote U/A.

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Label commercial entrances
- Add "Employee Parking Only" signs on gravel spaces
- Have engineering comment on force main
- Please revise the plan set to:
 - Indicate no Sunday hours in Construction note
 - indicate zoning district boundaries (B-3 and O)
 - Better differentiate lighting fixtures on lighting plan
- Please provide:
 - colored architectural renderings
 - a streetscape plan
 - Traffic Assessment and Analysis
- The Professional Engineer and Licensed Land Surveyor will need to sign and date final plans
- Storm Water Management Plan depicting the existing and proposed storm drainage system and engineered drainage analysis needed to the satisfaction of the City Engineer
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer

Police Department Comments:

- Add No Parking/Fire Lane signage alongside building

Engineering Comments:

- Recommend paving an apron around cb1
- Where does the roof drain too?
- Provide the size and type of service lines
- Relocate water service to across the street to directional drill
- Should a right turn-out lane be added at the entrance?
- Some minor edits are needed on the detail sheets

Fire/Inspections Comments:

- Addressed previously

Economic Development Comments:

- None

Planning Board Comments:

- None

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TRC\MINUTES\2016.01.07_PlanningTechnicalReviewCommittee.56 New Rochester
Berry.Minutes.Final Draft.docx



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revised Date April 23, 2013]

Planning Office

Office Use Only

Project #:

P16-02

Date Received:

Amount Paid:

\$521.02

Time Received:

JAN 07 2016

ch # 16633

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: Long Road LLC

Telephone # 742-5556

Address of Applicant: 784 Central Avenue, Dover, NH

E-Mail Address: l.seavey@dermskinhealth.com

Name of Property Owner (if different from applicant): Same

Telephone #

Address of Property Owner: Same

PROPERTY INFORMATION

Address of Property: 784 Central Avenue and 4 Abbott Street

Assessor's Map # 29

Lot(s) # 23 and 25

Zoning District(s) 0 - Office

Overlay District(s) None

Size of Parcel: 39,193 sq. ft. 0.90 ac. 859
8,154 sq. ft. 0.19 ac. Property Deed: Book 4338 Page: 511

Existing Use of Property: Medical Office (29/23) and Residence (29/25)

SITE PLAN INFORMATION

Describe Proposed Use: Remodel existing residence, expand/improve parking

Area of Parcel to be Developed: 10,000 +/- sq. ft.

If Multi-family Residential, Specify Number of Units & Buildings Proposed: —

Number of Parking Spaces: Existing 49 Proposed 57

Highway Access (check where applicable): ☒ City Street ☐ State Highway

Number of Employees Total: 27 In Maximum Shift: 27

Disposition of Parcel:

Building Setbacks:

Building Footprint 8,910 (E) 8,905 (P) sq. ft.

Front Yard unchanged ft.

Total Building Area unchanged sq. ft.

Rear Yard unchanged ft.

Paved Area 20,464 (E)
24,370 (P) sq. ft. Side Yard: Right unchanged ft.
Note: 2,020 sq. ft. new pavement to be porous Left unchanged ft.

City Water? ☒ Yes ☐ No How far is city water from the property? _____

City Sewer? ☒ Yes ☐ No How far is city sewer from the property? _____

BUILDING INFORMATION

Type of Building to be Built: None - remodel of existing single family

Height of Building: 35.5' Finished Floor Elevation: 162.22

Number of Seats (where applicable) —

WAIVER REQUESTS

Site Review Regulations section(s) to be waived: 149-13.A(17) - Streetscape rendering
149-13.A(20) - Traffic Impact

Justification for waiver request(s) (*attach additional sheets as needed*): See Attached

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Kevin McEneaney, LLC, c/o McEneaney Survey Associates, Inc.

Address 27 Chestnut Street, Dover Telephone #: 742-0911

Professional License #: 661 E-mail address: msa@surveynh.com

ENGINEER INFORMATION

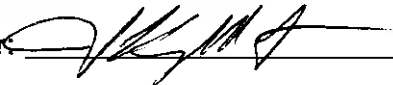
Name of Engineer and Company (Licensed in N.H.) Dana C. Lynch, P.E., c/o Civilworks, Inc.

Address P.O. Box 1166, Dover Telephone #: 749-0443

Professional License #: 5745 E-mail address: dlynch@civilworksinc.com

SIGNATURES

I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Property Owner:  Date: 1-5-16

Signature of Applicant (*if different from owner*): _____ Date: _____

**PROJECT NARRATIVE
ACCOMPANYING SITE REVIEW APPLICATION
for
DERMATOLOGY & SKIN HEALTH
PARKING IMPROVEMENT & EXPANSION
Tax Map 29, Lots 23 and 25**

PROJECT OVERVIEW

The project consists of the following improvements:

- Renovation and remodeling of an existing residential use at 4 Abbott Street for purposes of continuing said residential use and converting approximately 450 s.f. of the basement level to office use associated with the medical practice at 784 Central Avenue.
- Improvement of an existing parking area utilized by the medical office at 784 Central Avenue, and accessed via Abbott Street, to provide consistent aisle width and parking space length primarily for medical office patient use.
- Construction of a 12 space parking area located behind the 4 Abbott Street to mitigate current parking demands as well as serve the additional office space in the lower level of 4 Abbott Street.

PROJECT LOCATION AND SITE CHARACTERISTICS

The project site currently consists of two parcels, Lots 23 and 25, as shown on Tax Map 29. Lot 23 contains 39,193 s.f. and is presently occupied by a medical office and spa at 784 Central Avenue. Lot 25 contains 8,154 s.f. and is occupied by a single-family dwelling and garage at 4 Abbott Street. Both parcels are located in the Office (O) District. The site is abutted to the north by Abbott Street, to the east by Central Avenue, medical offices to the south, and residential uses to the west in the R-12 District.

The site slopes generally from the northeast to southwest. A seventeen (17) space "upper" parking area, immediately behind the medical office and spa, is accessed via Abbott Street and will remain in service with minor pavement expansion to create correctly sized spaces and restriping to add one (1) accessible parking space. The revised space count will be sixteen (16) spaces.

Currently, the "lower" parking lot contains thirty two (32) parking spaces including one (1) accessible space. This parking lot primarily serves employees and patrons of the spa located in

the lower level of 784 Central Avenue. This lot accesses Central Avenue at a signalized intersection directly across from Old Rollinsford Road. The applicant participated in the funding and provision of easements for this intersection constructed in 2009. Additionally, this lot serves as an egress way for patrons of Garrison Women's Health Center, located at 770 Central Avenue, via an access easement.

The primary site improvement proposal contained in this application is a twelve (12) space parking area located behind the residence at 4 Abbott Street. This parking area will include approximately 3,700 s.f. of new pavement of which approximately 2,000 s.f. will be porous pavement within the parking spaces and built to UNH Stormwater Center specifications and guidelines. Grading of the non-porous area, the 22 ft. travel aisle, will be such that a substantial portion will be directed to porous pavement areas for infiltration.

AS a result of the aforementioned parking area adjustments, the site will have a total of 57 spaces including five (5) accessible spaces. The Assistant City Manager, Planning & Strategic Initiatives, has determined this parking complies with the Parking Regulation Table, Chapter 149-14.D (see attached 12/10/15 correspondence).

DRAINAGE

The existing stormwater management system will continue to function as originally designed and approved in 2009. The "upper" parking lot will continue to drain via a closed system to the Abbott Street drainage system. The "lower" parking lot and the front yard at 784 Central Avenue drains to a subsurface detention area prior to discharge to the Central Avenue drainage system. The small remaining portion of the "lower" parking area runs to a rain garden in the southwesterly corner of the overall parcel. This rain garden, with minor expansion, will accept runoff infiltrated through the proposed porous pavement and underdrain collection system. This infiltration volume will not coincide with peak runoff from the existing catchment area directed to the rain garden and, therefore, will not require additional capacity in the rain garden.

UTILITIES AND LIGHTING

The existing structures will continue to utilize the existing connections to City sewer and water. The applicant will coordinate connection of the residence on Abbott Street to Unitil natural gas which is located on the southerly side of the street. A connection of CATV services will be facilitated by underground conduits between the buildings.

Additional site lighting will be provided for the "upper" parking lot and the new expansion for the "lower" lot. This lighting will replicate existing fixture style and height and will comply with Site Review regulations.

CHRISTOPHER G. PARKER, AICP
Assistant City Manager
Planning & Strategic Initiatives
c.parker@dover.nh.gov



288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6008
Fax: (603) 516-6049
www.dover.nh.gov

City of Dover, New Hampshire
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Determination of Parking Request Per Chapter 149-14.D

December 10, 2015

Dana C. Lynch, P.E.
Civilworks, Inc.
181 Watson Road
P.O. Box 1166
Dover, NH 03821-1166

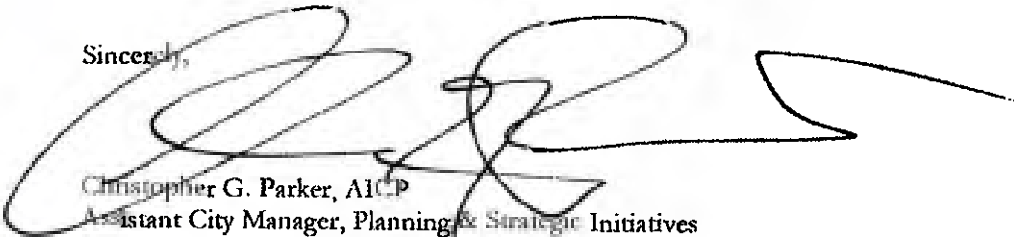
Re: Parking Request at 4 Abbott Street and 784 Central Avenue per Chapter 149-14.D

Dear Mr. Lynch: *Dana*

I have reviewed your letter dated September 8, 2015 and the revised plans for the Dermatology and Skin Health center at 784 Central Avenue and creating additional office and residential use at 4 Abbott Street. Due to the specific circumstances of the site, I have determined that the proposed number of parking spaces complies with the Parking Regulation Table in Chapter 149-14.D and that a Conditional Use Permit is not required at this time. Should the proposal change, a second review will be necessary.

If you have any questions, please do not hesitate to contact my office.

Sincerely,


Christopher G. Parker, AICP
Assistant City Manager, Planning & Strategic Initiatives

DERMATOLOGY & SKIN HEALTH PARKING IMPROVEMENT & EXPANSION

WAIVER REQUESTS

The following waiver requests are made in accordance with Article VI, Section 149-19, Waivers:

- Section 149-13.A(17) – “Colored rendering of the streetscape”

The applicant seeks a waiver from this requirement for the reason that no new structures or any site improvements readily visible from either Central Avenue or Abbott Street are being proposed.

The existing medical office building will remain unchanged in its appearance from Central Avenue. The residence at 4 Abbott Street will undergo upgrades including removal of an existing sunroom and construction of a new mudroom/garage addition as well as cosmetic upgrades. These changes will not alter the appearance of the building from Abbott Street as a residence.

In lieu of the required rendering, the applicant is attaching photos of the existing residence and Exterior Elevations, sheet A2.01, of architectural plans by JSA Architects.

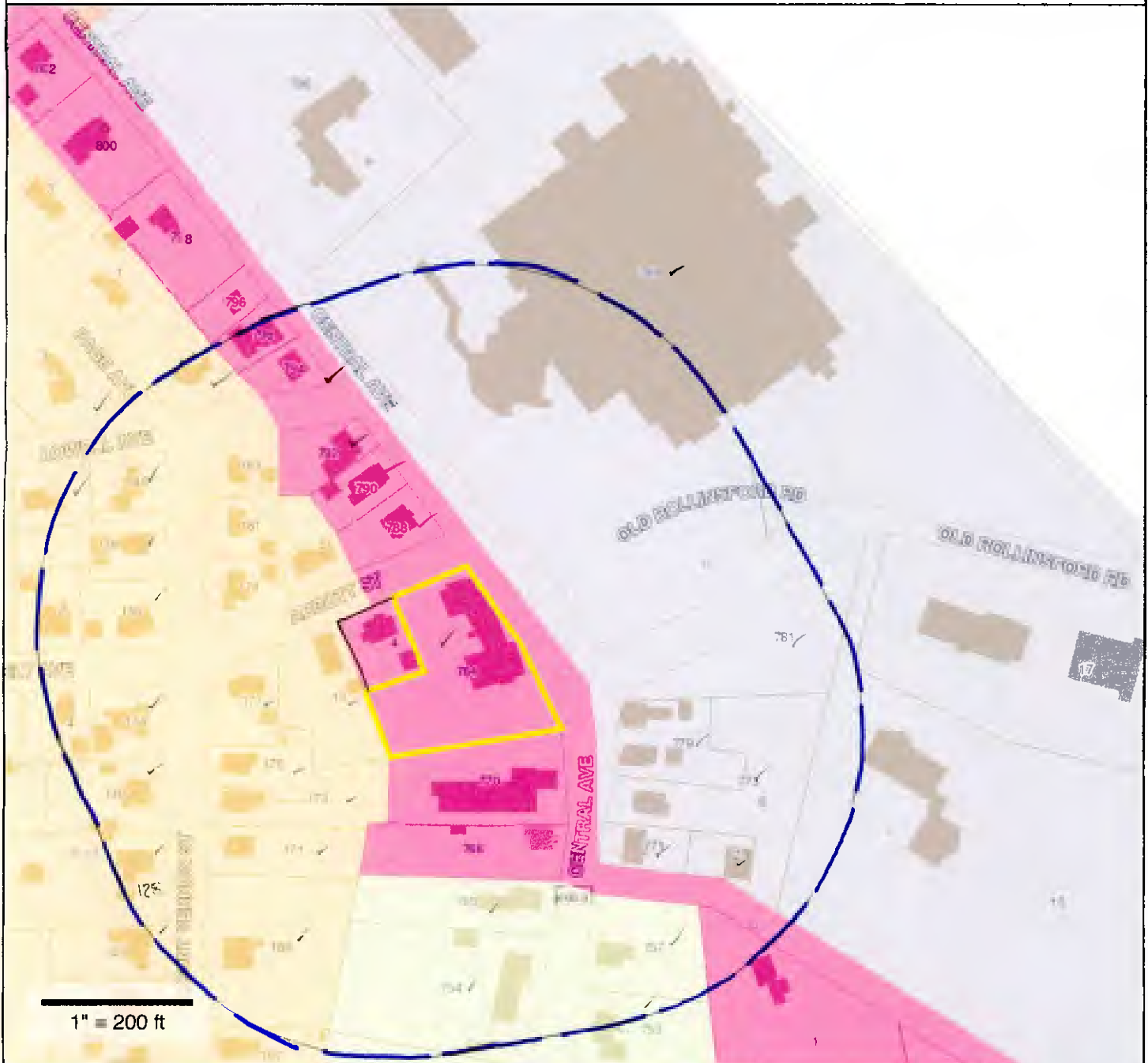
- Section 149-13.A(20) – Traffic Impact Assessment and Analysis

The proposed project will not generate any measurable changes in trip generation. No new driveways or accessways to public streets are proposed.

The office space created in the basement of the residence will occupy 450 sq. ft. of floor area. This space will be occupied by administrative staff currently situated in the office space in 784 Central Avenue. According to ITE Trip Generation data, this administrative staff will generate less than one trip end in the AM peak hour of traffic on Central Avenue, as well as the PM peak hour. This arrival and departure traffic is insignificant.

It should be noted that the applicant participated in the cost of signalization of the Old Rollinsford Road signals installed in 2009 in partnership with Wentworth-Douglass Hospital. This participated included granting of easements for mast arms and actuation hardware, as well as creation of cross-easements with neighboring offices to facilitate better access to the signalized intersection.



**Property Information**

Property ID 29023-000000
Location 784 CENTRAL AV
Owner LONG ROAD LLC



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

The City makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated January 1, 2015

