

CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P16-02

Application Type: Site Plan Review
Applicant(s): Long Road LLC
Owner(s): Long Road LLC
Location: 784 Central Ave and 4 Abbott Street (Tax Map 29, Lots 23 & 25)
Date: January 21, 2016

INTENT: Site plan to remodel an existing 1,080 sq. ft. residential building to 1,515 sq. ft. residential building and convert 450 sq. ft. to office with 12 parking spaces at 4 Abbott and improve parking at 784 Central Ave. There will be 57 parking spaces provided within the 24,370 sq. ft. paved area of both lots.

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 1

ACREAGE: 1.09 acres total

ZONING DISTRICT: Office (O)

EXISTING LAND USE: Single-family residential and Medical/Office

SURROUNDING LAND USE:
Residential and Commercial

ZBA ACTION: None

PERMITS REQUIRED: None

WAIVERS REQUESTED: None

ATTENDANCE:

Members:

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

Others:

Dana Lynch, Engineer
Alan Dews, Community Services

Motion to approve January 7 meeting minutes by Thomas Clark and seconded by Franklin Torr. Vote U/A.

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed
- Planning Board review may be required to have the two structures on one lot and to grant any waivers including Traffic Impact Analysis
- Landscape Plan to be added to plan set
- Need a Lighting Plan
- Signature and stamp of LLS and PE are needed on final plans
- Add Planning Board number P16-02 to all sheets
- Add a note regarding construction hours
- Add a key to Sheet 4
- Indicate that the parking was approved by the Director of Planning on December 10, 2015
- Indicate # of spaces in existing lot to clarify the total of 57 provided
- Correct building height in notes to 45 ft.
- Typos in notes such as single-family
- Staff will look into screening/fencing requirements between the two proposed uses

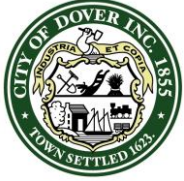
Police Department Comments:

- Confirm existing parking total for upper lot (narrative vs. plan)
- Notwithstanding lot merger, confirm that 4 Abbott Street will keep its address
- Will the offices have security alarms? If so, add security alarm note and ensure that alarm location refers to 4 Abbott before Building Permit is issued.

Engineering Comments:

- It appears that the applicant is widening the existing parking lot to accommodate a 24' drive aisle, is there concern that the proposed 22' drive aisle will be too narrow?
- We recommend that the applicant reconstruct the existing sidewalk along the front of the Abbot Street property.
- 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 addressed how the rates from the 4,000 sf of additional pavement/drive will be mitigated, however, it appears that volumes will be increase. This is particularly important in this area as the city and several

Approval of 1/7/16 Meeting Minutes



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individual property owners have introduced low impact development strategies throughout the Berry Brook Watershed in an effort to disconnect impervious area and reduce runoff volumes discharging to the Brook.

Fire/Inspections Comments:

- Cover sheet, note 19 – change references to 2009 Bldg Code & 2009 NFPA 101
- Sheet 3, demo tasks, note 8 – provide architectural drawings
- Confirm that the striped area next to the handicap space be 8' wide for vans
- Revise note 4 on sheet 5 to add sheet numbers where there are currently blanks that should say 8 & 9

Economic Development Comments:

- Concerned about the condition of the fence after being relocated

Planning Board Comments:

- Prefer merger to be approved by PB (not necessarily recorded) before the site review process
- Typo in note 2 on sheet 3
- Was a parking deck considered?
- Are 2 dumpsters necessary? Can one be eliminated?
- Add a note regarding snow storage
- Consider shrubbery or fence along side of zoning district boundary

Motion to adjourn by Tom Clark and seconded by Dan Barufaldi.

Vote: U/A

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