



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-11

Application Type: Site Plan Review
Applicant(s): Changing Places LLC
Owner(s): Rae Ann Wood Estate, James and Kevin Wood, and Joleen Fernald, and David and Ralph Vaccaro
Location: 15, 19, 21 Mechanic Street (Tax Map 24, Lots 98, 99 & 100)
Date: February 23, 2017

INTENT: Proposal is for 2 commercial units, 4 “flex space” units, and 15 residential units with a total building area of 26,805 s.f. spread between the 3 buildings and 24 parking spaces within the 7,267 s.f. paved area.

LOTS/UNITS PROPOSED: 2 commercial units, 4 “flex space”, 15 residential units

AGENDA ITEM #: 2

ACREAGE: 0.51 acres

ZONING DISTRICT: Central Business District (CBD) – General Sub-District

EXISTING LAND USE: Commercial

SURROUNDING LAND USE: Vacant, residential, and commercial

ZBA ACTION: None

PERMITS REQUIRED:

WAIVERS REQUESTED: pavement setback

ATTENDANCE:

Members:

Donna Benton, Planning
Elena Piekut, Zoning
Jim Maxfield, Fire/Building
Sgt. Speidel, Police
Dave White, Community Services
Frank Torr, Planning Board

Others:

Chris Berry, Engineer
Chuck Robbins, Applicant
John O'Neill, Applicant
Brian O'Neill, Applicant
Scott O'Neill, Applicant

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed (will credit existing commercial use)
- Need clarification on application fee calculations
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer
- Is the parking garage at or below grade?
- Commercial should be on the ground floor of each unit or apply for Conditional Use Permit
- Can you verify that the landscaping will work for this site?
- Provide:
 - Neighborhood plan with aerial and abutter information
 - Lot Merger Form
 - Streetscapes for all sides, including abutting buildings and proposed landscaping
 - Traffic Impact Analysis
 - Fiscal Impact Analysis
 - Waiver Request Narrative
 - Architectural Renderings to plan set and revised to meet 149.14.L and CBD architectural requirements; Chapel façade should be all brick and non-brick materials should be fiber cement board. First floor windows must suit commercial uses.
 - Example of commercial conversion layout on floor plan.
- Please revise the plan set to:
 - Reconfigure layout and/or remove 5 units to allow for vehicles to maneuver the site
 - Add signature and stamp of the LLS, PE, and Landscape Architect
 - Add Planning file number P17-11 to all sheets and to title on cover sheet
 - Add stormwater recording note
 - Confirm all Dover's common site plan notes are listed
 - Indicate perimeter buffer
 - Indicate totter location
 - Add parking calculation note
 - Indicate width of egress
 - Depict any storage or loading bays
 - Add waiver note
 - Confirm building coverage calculations—8,935 sf conflicts with 10,812 sf footprint on application
 - Add floor plans to plan set
 - Adjust the lane with parallel parking on one side of Chapel
 - Correct zoning notes throughout:



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- Indicate “General Sub-District” of Central Business District
- Front build-to (not setback) line is neighborhood average +/- 5 feet. Calculate build-to line required and provided for each frontage.
- Doesn’t meet lot coverage
- On Sheet 4, correct note 35 regarding frontage build-out
- On Sheet 5, note 1 describes “commercial space on the first floor and 15 residential units on the second, third, and fourth floors”
- Add additional proposed grading information on sheet 6
- On Sheet 10:
 - Indicate height of lights
 - Match symbols
 - Screen transformer and generator if applicable
- On Sheet 19- revise bench to make it compliant with ADA
- Add a note that construction hours shall be limited to Monday-Friday 7 AM-6 PM, Saturday 9 AM – 4 PM, with no Sunday hours. Hours of construction shall be documented on a site construction sign along with the contact information for the general contractor.

Police Department Comments:

- Building setback on the Chapel Street side, are inadequate for effective snow removal and storage
- Commercial units will never be viable without more proximate parking. Consider eliminating some of these units and supplying more on site surface parking.
- Gas grills would be a concern on this property without any common area
- Concur with City Engineer’s suggestion to explore widening of Mechanic Street

Engineering Comments:

- Remove the waste bins from the plan
- Concerned about car access and conflicts with unit 13 and between unit 6 and 9.
- Install flush concrete islands/driveway dividers on Mechanic Street between all the driveways.
- Install a pad under the benches and install benches with backs.
- Explain what happens with the roof drainage.
- I recommend a 12 inch sleeve between CO 4 and 6 under the building
- Let’s discuss the sand filters design
- Remove the check dams in the roads
- Widen Mechanic Street to 24 ft wide along the property frontage.
- Look at alternative for UGE feed
- Show all water services to the buildings
- Use road boxes in pavement
- D101-D7 adjust wording-remove pipe type references.
- C101-C7 why do you have porous pavement detail?
- U2-no gravel bedding.
- U1 no fernco-use a solid sleeve.
- Remove U13 detail

Fire/Inspections Comments:

- Clarify flex space/garage on sheet 4
- Provide plans for proposed structure with elevations
- Clarify the distances between the structures
- FDC shall be located on the front of structures unit 12 and 15. FDC access shall be free of obstacles with a permanently clear route. No parking spaces shall be provided directly in front of FDC access.
- Provide note on plan, FDC shall be clearly identified by a permanent sign.
- Provide a note on the plan: The site shall be accessible in all weather conditions at all times during construction and year round
- Provide turning template of Truck-1 site access to the structures associated with the proposed site plan.
- Provide a minimum fire access of 20’ in width
- Identify all proposed fire lanes with appropriate signage and striping
- Clarify location of gas and electrical supply to the structure



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- Clearly locate the number of entrances and exits to the proposed structure. Discuss entrances to commercial uses and identify accessible route(s)
- Plans shall indicate design compliance and review of applicable accessible (disabled) regulations and be stamped by the qualified design professional
- Proposed benches shall comply with applicable accessibility regulations
- Accessible aisles appear to be required to be a minimum of 20'

Economic Development Comments: None

Planning Board Comments:

- Change construction hours to include normal Saturday hours 9am to 4pm
- City may need to assist with road widening

The TRC decided this needed a second TRC meeting before going to Planning Board.

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