



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, March 16, 2017**
Meeting Time: **10:30 AM**

1. 10:30 AM – 11:15 AM: Amendment to a previously approved Site Plan for Mac's Convenience Stores, LLC, Assessor's Map K, Lot 19C, zoned R-12, B-3, and ETP, located at 30 Dover Point Road. (Proposal is to increase the size of the Convenience Store from 4,000 s.f. to 5,200 s.f. and reduce the number of parking spaces from 34 to 20 spaces). (P10-09B)

CIVILWORKS NEW ENGLAND

181 WATSON ROAD
P.O. BOX 1166
DOVER, NH 03821-1166
PHONE: (603) 750.4266 FAX: (603) 749.7348

February 21, 2017

Chris Parker, AICP; Asst. City Manager and Director of Planning City of Dover
Planning Department
833 Central Avenue
Dover, NH 03820

Re: Circle K
30 Pointe Place Lane
Tax Map K, Lot 19
Dover Planning File No. P10-09A
Our Reference No. 1677

RECEIVED
Planning Office

FEB 23 2017

Dover, New Hampshire

Dear Mr. Parker:

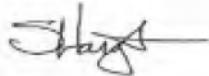
On behalf of Circle K (Mac's Convenience Stores) the owner and applicant, we herewith submit the revised site plan for review at the earliest Technical Review Committee meeting. As discussed at our meeting, the applicant is proposing to increase the size of the store from 4,000 s.f to 5,200 s.f. and reduce the number of parking spaces from 34 to 20 spaces. The site plan package has been revised and is attached herewith

- Eight (8) sets of the Site Plans (sheets 1-14) for TRC review.
- Submittal fee: \$3,427.10 (chk #0555463150)
- Site review application

Please let us know if there are any questions or comments relative to this revised plan submittal.

Very truly yours,

CIVILWORKS NEW ENGLAND



Stephen J. Haight, P.E.

SJH/lrd

Enclosures

cc: Circle K



City of Dover, New Hampshire SITE REVIEW APPLICATION

[Revision Date: April 23, 2013]

Office Use Only

Project #:

P10-09B

Date Received:

RECEIVED
Planning Office

Amount Paid:

Time Received:

FEB 23 2017

APPLICANT AND OWNER INFORMATION

Dover, New Hampshire

Name of Applicant: Mac's Convenience Stores, LLC Telephone # 330-630-6300x1830

Address of Applicant: 935 E Tallmadge Ave, Akron, OH 44310

E-Mail Address: rlawrence@Circlek.com

Name of Property Owner (if different from applicant): Mac's Convenience Stores, LLC Telephone # 330-630-6300x1830

Address of Property Owner: 935 E Tallmadge Ave, Akron, OH 44310

PROPERTY INFORMATION

Address of Property: 30 Dover Point Road, Dover, NH 03820

Assessor's Map # K Lot(s) # 19C

Zoning District(s) R-12, B-3, ETP Overlay District(s) N/A

Size of Parcel: 77,707 sq. ft. 1.78 ac. Property Deed: Book Page:

Existing Use of Property: Vacant

SITE PLAN INFORMATION

Describe Proposed Use: Gasoline Service Station and Convenience Store

Area of Parcel to be Developed: approx. 46,000 sq. ft.

If Multi-family Residential, Specify Number of Units & Buildings Proposed: N/A

Number of Parking Spaces: Existing 0 Proposed 30

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

Number of Employees Total: 3 In Maximum Shift: 3

Disposition of Parcel:
Building 5,200 sf + Canopy 3,698

Building Setbacks:

Building Footprint sq. ft.

Front Yard 57 (to canopy) ft.

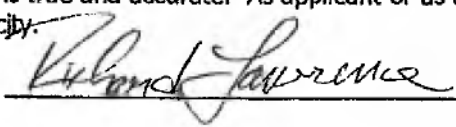
Total Building Area 8,898 sq. ft.

Rear Yard 66 (to building) ft.

Paved Area approx. 31,320 sq. ft.Side Yard: Right 50 ft.
Left 23 (to building) 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: Convenience Store & CanopyHeight of Building: 24' Finished Floor Elevation: 66.3'Number of Seats (where applicable) N/A**WAIVER REQUESTS**Site Review Regulations section(s) to be waived: N/AJustification for waiver request(s) (attach additional sheets as needed): _____

_____**SURVEYOR INFORMATION**Name of Surveyor and Company (Licensed in N.H.) Kevin M. McEneaney - McEneaney Survey Associates, Inc.Address 24 Chestnut Street, Dover, NH Telephone #: 603-742-0911Professional License #: 661 E-mail address: _____**ENGINEER INFORMATION**Name of Engineer and Company (Licensed in N.H.) Stephen J. Haight - Civilworks New EnglandAddress 181 Watson Road, Dover, NH Telephone #: 603-749-0443Professional License #: 7978 E-mail address: shaight@civilworksne.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: 2-3-17

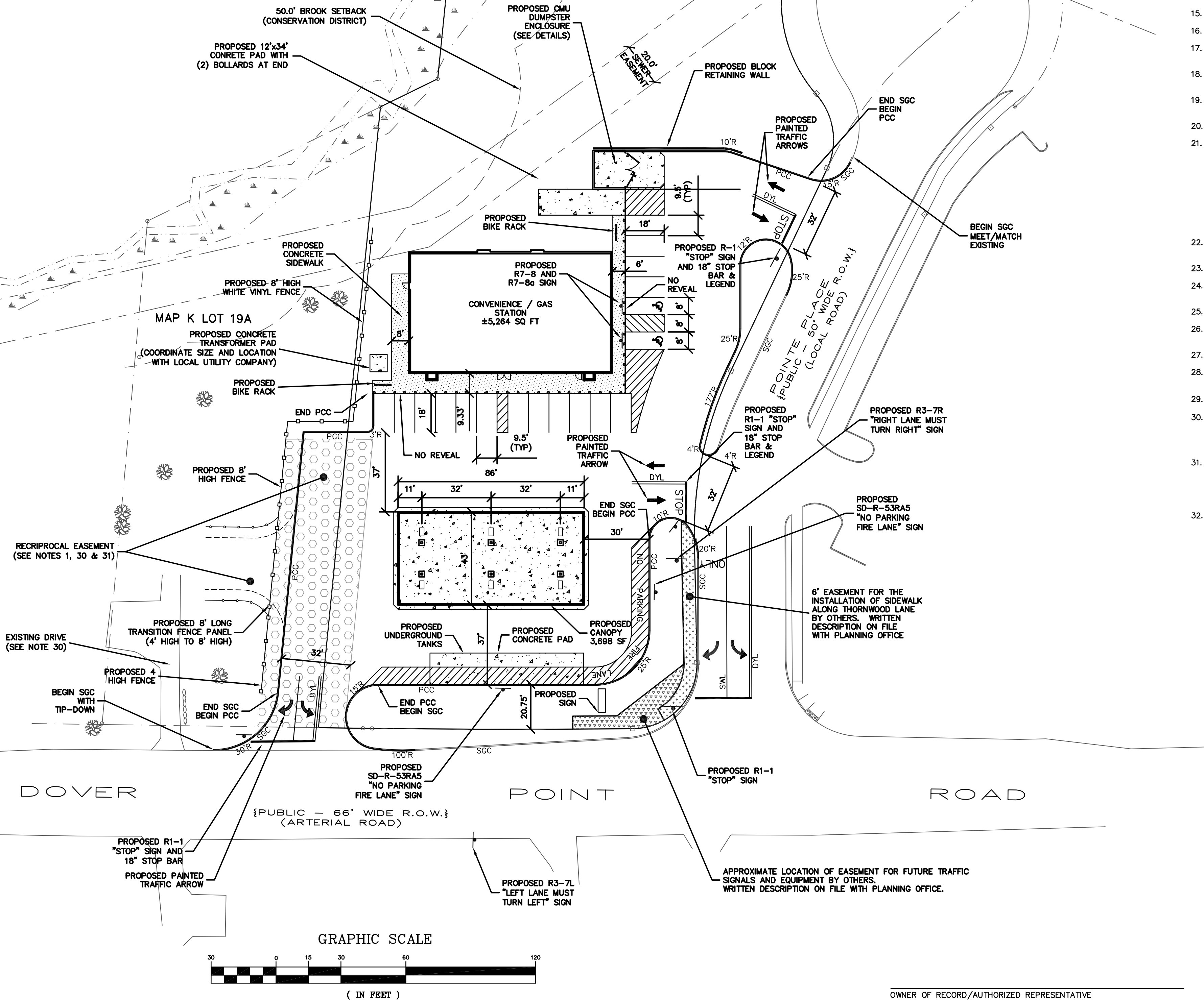
Signature of Applicant (if different from owner): _____ Date: _____

LEGEND	
	PROPERTY LINE
	LIMIT OF WETLAND
	LIMIT OF BROOK
	BUILDING SETBACK
	EXISTING SEWER EASEMENT
	PROPOSED FENCE
	EXISTING SIGN
	PROPOSED SIGN
	5'R CURB RADIUS
	SOC SLOPED GRANITE CURB
	PCC PRECAST CONCRETE CURB
	SWL SOLID WHITE LINE
	DYL DOUBLE YELLOW LINE
	D PROPOSED DUMPSTER
	P ACCESSIBLE PARKING SPACE
	PAINTED ARROWS
	PROPOSED SIDEWALK
	PROPOSED CONCRETE SIDEWALK/PAD
	SIGNAL EQUIPMENT LOCATION
	SIDEWALK LOCATION

BICYCLE RACK REQUIREMENTS		
MINIMUM NUMBER OF BIKE STORAGE SPACES:		
5% TOTAL REQUIRED PARKING	REQUIRED 2 SPACES	PROVIDED 5 SPACES

DRIVEWAY REQUIREMENTS		
# OF DRIVEWAYS 1/400 FT OF FRONTAGE (ARTERIAL ROAD)	1	2
# OF DRIVEWAYS 1/125 FT OF FRONTAGE (LOCAL ROAD)	3	2
MINIMUM DISTANCE FROM INTERSECTION (LOCAL ROAD -35 MPH)	155'	*135
MINIMUM DRIVEWAYS SEPARATION (LOCAL ROAD -35 MPH)	155'	*110
* A WAIVER WAS GRANTED (SEE NOTICE OF DECISION AUG. 31, 2010)		

REFERENCE PLAN
1. "EXISTING CONDITIONS PLAN OF LAND" PREPARED FOR MAC'S CONVENIENCE STORES LLC; TAX MAP K, LOT NO. 19C, DOVER POINT ROAD & THORNWOOD LANE, CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE, FILE NO. CP1720/2017 HAIGHT, PREPARED BY MCNEANEY SURVEY ASSOCIATES, INC.; SCALE: 1"=30'; DATE: FEBRUARY 14, 2017.



- SITE NOTES:**
- THE PURPOSE OF THIS PLAN IS TO SHOW THE SITE RECONFIGURATION TO ACCOMMODATE THE ELIMINATION OF THE PREVIOUSLY APPROVED DRIVE-THROUGH, THE INCREASE IN BUILDING FOOTPRINT FROM 3,055 SF TO 4,000 SF AND THE ADDITION OF AN ENTRANCE/EXIT ONTO DOVER POINT ROAD FROM THE SITE. THE NEW ENTRANCE/EXIT ONTO DOVER POINT ROAD WILL BECOME A SHARED DRIVE WITH THE ABUTTING LOT TAX MAP K, LOT 19A.
 - STRIP ON-SITE PARKING AREAS AS SHOWN, INCLUDING PARKING SPACES, STOP BARS, HANDICAP SYMBOLS, PAINTED ISLANDS, CROSS WALKS, ARROWS, LEGENDS AND CENTERLINES (ALL MARKINGS EXCEPT CENTERLINE AND MEDIAN ISLANDS TO BE CONSTRUCTED USING WHITE TRAFFIC PAINT, CENTERLINE AND MEDIAN ISLANDS TO BE CONSTRUCTED USING YELLOW TRAFFIC PAINT. ALL TRAFFIC PAINT SHALL MEET THE REQUIREMENTS OF AASHTO M248 TYPE "F").
 - ALL PAVEMENT MARKINGS AND SIGNS TO CONFORM TO "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES", "STANDARD ALPHABETS FOR HIGHWAY SIGNS AND PAVEMENT MARKINGS", AND THE AMERICANS WITH DISABILITIES ACT REQUIREMENTS, LATEST EDITIONS.
 - SEE DETAILS FOR PARKING STALL MARKINGS, HANDICAP SYMBOLS, SIGNS AND SIGN POSTS.
 - CENTERLINES SHALL BE FOUR (4) INCH WIDE YELLOW LINES. STOP BARS SHALL BE EIGHTEEN (18) INCHES WIDE.
 - ON-SITE PAINTED ISLANDS SHALL BE FOUR (4) INCH WIDE DIAGONAL LINES AT 3'-0" O.C. BORDERED BY FOUR (4) INCH WIDE LINES.
 - THE CONTRACTOR SHALL EMPLOY A LICENSED ENGINEER/SURVEYOR TO DETERMINE ALL LINES AND GRADES. DESIGN ENGINEER TO PROVIDE COORDINATES FOR EDGE OF PAVEMENT, PC'S & PT'S.
 - CLEAN AND COAT VERTICAL FACE OF EXISTING PAVEMENT AT SAWCUT LINE WITH RS-1 EMULSION IMMEDIATELY PRIOR TO PLACING NEW BITUMINOUS CONCRETE.
 - ALL MATERIALS AND CONSTRUCTION SHALL CONFORM WITH APPLICABLE FEDERAL, STATE AND/OR TOWN CODES & SPECIFICATIONS.
 - ALL WORK SHALL CONFORM TO THE CITY OF DOVER COMMUNITY SERVICES DEPARTMENT STANDARD SPECIFICATIONS.
 - DOVER POINT ROAD IS CURRENTLY MAINTAINED BY THE CITY OF DOVER. ALL WORK WITHIN THE ROAD SHALL BE COORDINATED WITH CITY.
 - CONTRACTOR TO SUBMIT AS-BUILT PLANS ON REPRODUCIBLE MYLARS AND IN DIGITAL FORMAT (DWG FILE) ON DISK TO THE OWNER AND ENGINEER UPON COMPLETION OF THE PROJECT. AS-BUILTS SHALL BE PREPARED AND CERTIFIED BY A LICENSED LAND SURVEYOR OR PROFESSIONAL ENGINEER.
 - SEE ARCHITECTURAL DRAWINGS FOR ALL CONCRETE PADS & SIDEWALKS ADJACENT TO BUILDING.
 - CONTRACTOR TO PROVIDE BACKFILL AND COMPACTION AT CURB LINE AFTER CONCRETE FORMS FOR SIDEWALKS AND PADS HAVE BEEN STRIPPED. COORDINATE WITH BUILDING CONTRACTOR.
 - ALL LIGHT POLE BASES NOT PROTECTED BY A RAISED CURB SHALL BE PAINTED YELLOW.
 - SNOW STORAGE WILL BE ACCORDING TO THE OPERATION AND MAINTENANCE PLAN AND WITHIN AREAS AS INDICATED.
 - PRIOR TO CONSTRUCTION A STORMWATER POLLUTION AND PREVENTION PLAN AND NOTICE OF INTENT SHALL BE SUBMITTED FOR AN NPDES CONSTRUCTION PERMIT.
 - OFF-SITE IMPROVEMENTS SHALL BE CONSTRUCTED ACCORDING TO THE APPROVED CONSTRUCTION DRAWINGS. ALL OFF-SITE MARKINGS SHALL BE REFLECTIVE AND THERE SHALL BE NO DIAGONAL STRIPING IN ROADWAY.
 - A PRE-CONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE DESIGN ENGINEER, THE EARTHWORK CONTRACTOR AND THE CITY ENGINEER SHALL OCCUR PRIOR TO ANY EARTH DISTURBING ACTIVITY.
 - A LETTER OF CREDIT FOR THE COST OF REVEGETATING ALL DISTURBED AREAS ON THE SITE SHALL BE SUBMITTED.
 - SPECIAL EXCEPTION CASE NUMBER Z-1001 WAS GRANTED ON JUNE 17, 2010 FOR THE GASOLINE STATION WITHIN A B-3 THOROUGHFARE BUSINESS DISTRICT. THE FOLLOWING ARE THE SPECIAL EXCEPTION REQUIREMENTS:
A. THE USE OF LAND FOR A GASOLINE AND AUTO SERVICE STATION MAY ONLY BE PERMITTED UPON THE DETERMINATION THAT THE PROPERTY VALUES OF ADJACENT LAND WILL NOT BE COMPROMISED. ANY GASOLINE AND AUTO SERVICE STATION WHICH DISCONTINUES OPERATIONS FOR A PERIOD IN EXCESS OF NINETY (90) DAYS SHALL BE REQUIRED TO FILE A NEW APPLICATION FOR A SPECIAL EXCEPTION WITH THE ZONING BOARD OF ADJUSTMENT. SUCH CONDITIONS MAY INCLUDE BUT NEED NOT BE LIMITED TO THE PROVISION OF ADEQUATE AND PROPERLY MAINTAINED SCREENING AROUND LAND SO USED.
B. THE MINIMUM LOT SIZE SHALL BE SIXTY THOUSAND (60,000) SQUARE FEET, THE MINIMUM LOT WIDTH SHALL BE ONE HUNDRED FIFTY (150) FEET. TWENTY-FIVE PERCENT (25%) OF THE SUBJECT PARCEL SHALL BE OPEN/GREEN SPACE. THE TOTAL PERMITTED SIGN AREA SHALL NOT EXCEED ONE HUNDRED (100) SQUARE FEET.
 - EXTERIOR LIGHTING SHALL BE CUT-OFF TYPE FIXTURES PER CHAPTER 148-14-E AND SHALL PROVIDE LIGHTING DIRECTED ON-SITE ONLY.
 - THE SUBJECT PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
 - THE LIMITS OF CONSTRUCTION DISTURBANCE THAT ARE LOCATED IN OR WITHIN 50 FT OF THE CONSERVATION OR WETLAND DISTRICTS SHALL BE STAKED, FLAGGED AND CLEARLY IDENTIFIED PRIOR TO THE COMMENCEMENT OF SITE WORK.
 - BUILDING ADDRESS SHALL BE ASSIGNED BY THE BUILDING INSPECTOR AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
 - A SECURITY ALARM SYSTEM SHALL BE INSTALLED AS REQUIRED BY CHAPTER 58, ARTICLE I, SECTION 58-2 OF THE CODE OF THE CITY OF DOVER.
 - LIMIT OF NHDOT URBAN COMPACT ZONE AND STATE PERMITTING TO BE VERIFIED.
 - CONFIRM PYLON SIGN LOCATION PRIOR TO CONSTRUCTION. FINAL LOCATION SHALL BE BASED ON SIGHT DISTANCES AND SHALL NOT CONFLICT WITH PROPOSED FUTURE INTERSECTION IMPROVEMENTS.
 - ALL OFF-SITE SIGN POSTS SHALL BE 2" SQUARE, GALVANIZED AND WITH BREAKAWAY BASES.
 - THIS ENTRANCE/EXIT ONTO DOVER POINT ROAD WILL BE SHARED BY PARCELS K-19C AND K-19A AND IS DEFINED WITHIN THE "RECIPROCAL ACCESS AGREEMENT" WHICH WILL BECOME PART OF THIS PLAN WHEN THE PLAN IS APPROVED. THE COPY OF THE FULL "AGREEMENT" IS ON FILE WITH THE DOVER PLANNING OFFICE. WHEN THIS PLAN IS APPROVED THE EXISTING PAVED ACCESS FOR PARCEL K-19A WILL BE ABANDONED.
 - WHEN PARCEL K-19A IS DEVELOPED, ACCESS TO THE PARCEL WILL BE ALLOWED FROM THE SHARED DRIVEWAY. AS REQUESTED BY THE PLANNING BOARD A "POTENTIAL" ACCESS HAS BEEN SHOWN FOR REFERENCE ONLY AND THE ACTUAL LOCATION IS SUBJECT TO CHANGE AND WILL BE DEFINED ON FUTURE DEVELOPMENT PLANS FOR PARCEL K-19A. THE DEVELOPER OF PARCEL K-19A WILL DESIGN AND IMPLEMENT THEIR ACCESS TO THE SHARED DRIVEWAY AND WILL RELOCATE THE FENCE AND VEGETATED SCREENING AS APPROPRIATE TO MAINTAIN SCREENING.
 - CONSTRUCTION HOURS SHALL BE LIMITED TO MONDAY - FRIDAY 7 A.M. - 6 P.M., SATURDAY 8 A.M. - 5 P.M. WITH NO SUNDAY HOURS. HOURS OF CONSTRUCTION SHALL BE DOCUMENTED ON A SITE CONSTRUCTION SIGN ALONG WITH THE CONTACT INFORMATION FOR THE GENERAL CONTRACTOR. SAID SIGNAGE SHALL BE LOCATED AND APPROVED BY THE CITY ENGINEER OR DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT.

DIMENSIONAL REQUIREMENTS

	REQUIRED (10/10/12)	APPROVED (10/10/12)	CURRENT PROPOSAL
MINIMUM LOT AREA	*60,000 SF	*77,707 SF	*77,707 SF
OUTSIDE CONSERVATION DISTRICT	43,560 SF	*58,954 SF	*58,964 SF
MINIMUM LOT FRONTAGE	125'	*174'	*174'
MINIMUM LOT WIDTH	*150'	*165'	*165'
FRONT YARD SETBACK	50'	*160'	*161'
SIDE YARD SETBACK (ABUT A LOT)	12'	12'	*19'
SIDE YARD SETBACK (ABUT A STREET)	50'	*78'	50.5'
REAR YARD SETBACK	15'	*83'	*67'
MAXIMUM BUILDING COVERAGE	50%	*10%	*11.58%
MINIMUM LOT OPEN SPACE	*25%	55%	53.13%
MAXIMUM BUILDING HEIGHT	40'	<40'	<40'
MINIMUM SIGN SETBACK	0'	2'	2'
MAXIMUM SIGN HEIGHT	30'	<30'	<30'
MINIMUM INTERIOR PARKING LANDSCAPE	5%	*5.9%	N/A

* ZONING REQUIREMENTS SPECIFIC TO GASOLINE AND AUTO SERVICE STATIONS
** INCLUDES GAS DISPENSER OVERHANG

PARKING REQUIREMENTS

	MAX ALLOWED (10/10/12)	APPROVED (10/10/12)	CURRENT PROPOSAL
PARKING STALL SIZE (90°)	9'x18'	9'x20'	9.5'x18'
MINIMUM ACCESS WAY WIDTH	22' AISLE	24' AISLE	24' AISLE
PARKING CALCULATIONS: GASOLINE SERVICE STATION (2 SPACES PER GAS DISPENSER + 1 SPACE PER EMPLOYEE) (6 DISPENSERS & ± 3 EMPLOYEES)	15 SPACES	----	----
RETAIL (PER 2012 REGS) (1 SPACE PER 250 SF) (±5,200 SF)	16 SPACES	----	----
RETAIL (PER 2016 REGS) (1 SPACE PER 275 SF) (5,200 SF + 3,698 SF CANOPY)	28 SPACES	----	30 SPACES
TOTAL		34 SPACES	30 SPACES

OWNER OF RECORD/AUTHORIZED REPRESENTATIVE

~PERMIT PLAN~ NOT FOR CONSTRUCTION		CIVILWORKS NEW ENGLAND 181 Watson Road, P.O. Box 1166 Dover, NH 03820 (603) 749-0443	
DATE: 7-9-2012	SCALE: 1"=30'	REV. BLDG. FOOTPRINT, ETC.	2-21-17
DRAWN BY: SRD	4	REV. BLDG. FOOTPRINT, ETC.	2-21-17
DESIGN BY: SRD	3	RELOCATED PCB "B"	11-18-13
APPROVED BY: SH	2	FOR PLANNING BOARD SIGNATURE	10-10-12
PROJECT NO: 1677	1	REV. PER CITY COMMENTS	8-22-12
FILE: SITE.DWG	NO.	REVISION	DATE
APPLICANT/OWNER OF RECORD: MAC'S CONVENIENCE STORES, LLC 985 E TALLMADE AVE AKRON, OH 44310		PROJECT: CIRCLE K MAP K, LOT 19 30 DOVER POINT ROAD DOVER, NH 03820	
PLANNING FILE #P10-09A		SITE PLAN	
3		3	