



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, April 20, 2017**
Meeting Time: **10:30 AM**

1. 10:30 AM - 11:15 AM: Site Review for Wolcott Holdings, LLC, Assessor's Map I, Lots 73 & 73A, zoned RM-SU, located at 18 & 24 Garrison Road. (Proposal is to construct six (6) additional units and keep the existing (2) existing single family dwellings within 12,228 s.f. paved area). (P17-25)



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: March 30, 2017

INTENT: Proposal is for 2 commercial, 4 “flex space”, 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 #: 1

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:

-149-14 E(1)(e)-- pavement setback
-149-155 C—lighting spillover

ATTENDANCE:

Members:

Chris Parker, Planning
Dan Barufaldi, Economic Development
Dave White, Community Services
Elena Piekut, Zoning
Jim Maxfield, Building/Fire
Sgt. Speidel, Police

Others:

Donna Benton, Planning
Chris Berry, Engineer
Scott and John O'Neill, Applicants
Chuck Robbins, Applicant

Planning Comments:

- Impact fees and water and sewer investment fees will be assessed (will credit existing commercial use)
- Storm Water Management System Operation and Maintenance Plan to the satisfaction of the City Engineer
- Provide:
 - Additional fees – please contact administrative staff
 - Revised applications with owners signatures
 - Streetscapes for all sides, including abutting buildings and proposed landscaping to match revised landscaping and architecture
 - Revised Traffic Impact Analysis that includes public transit information
 - Revise Waiver Request Narrative to match this project
 - Revised Architectural Renderings to match what was discussed with Assistant City Manager
- Please revise the plan set to:
 - Include only one floor plan for ground floor—current option 2B
 - Confirm floor plans and architectural renderings match
 - Add a note that units 2-6 do not have garages
 - Indicate location of mail delivery
 - Add signature and stamp of the LLS, PE, and Landscape Architect to final plans
 - Add stormwater recording note:

“The owner of record shall record at the Registry of Deeds documentation sufficient to provide notice to all persons that may acquire any property subject to the requirements and responsibilities described in the approved STORMWATER Management Plan. The notice shall comply with the applicable requirements for recording contained in RSA 477 and 478. The notice need not set forth the requirements at length, so long as it is sufficient to provide notice to prospective purchasers to the requirements for maintenance and reporting.”
 - Add more trees to perimeter buffer
 - Indicate totter location on trash collection days
 - Change type of street trees to meet the list of acceptable species (provided at TRC)
 - Calculate neighborhood average build to line required and provided for each frontage
 - The parking on Chapel will be determined after on-site meeting on 4.6.17
 - No overhead utilities or a waiver is necessary
 - Unit 11 can't step



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Police Department Comments:

- If there is room to add parking on north side of Chapel, then lay out parking for entire length from Saint John to Portland. Coordinate necessary City Code change with Parking Manager.
- On street parking buffer must be 20' from 5+ unit complexes per 166-17B(7). Include this buffer in parking layout for exit driveway at #18 Chapel and for #30 Chapel.
- Sheet 3: note regarding eradication of yellow line should specify that it is be ground out, not just painted black.
- 10' lane width on Chapel must be approved by City Engineer.
- What is the resulting width of Mechanic Street westerly sidewalk at its narrowest point?
- Widen and relocate vertical granite curb across from 5 and 9 Mechanic in the same manner as proposed at project site to provide for consistent road width.
- Conditional use permit for first floor commercial, if granted, should have a specified time limit.

Engineering Comments:

- Sheet 3/21-carry the demo down to the Janetos entrance
 - The concrete walk on the Janetos side will need to be removed
 - Add a note to cold plane 1 inch off mechanic set before the overlay
- 4/21 - Install flush concrete divider between unit 8 and 9 Mechanic St.
 - Do not install patio brick in the ROW
 - Add a note to accommodate the door landing and access from 15 Chapel to Mechanic St.
 - Widen Mechanic St. to 24 ft wide
 - Do not install parking on Chapel St.

- Install a tipdown on the opposite side of Mechanic St. to match your tipdown.
- The City will not maintain the waste bins placed in the ROW
- 7/21-existing CB 1343 will need a DMH cover on it.
 - install a new CB beside CB 1343 due to road widening
- 8/21-fix the cross section to reflect the plan for placement of the underdrain.
- 12/21- use 2 45s instead of the 90 bend
 - Requirements for utilities requires them to be underground. Please remove the proposed overhead wires and pole.

Fire/Inspections Comments:

- Clarify the accessible route to the commercial occupancies
- Clarify the rear elevations of the proposed structures
- Note 23 on sheet 4 shall indicate "approved" backflow...
- Provide a note on the plan: The site shall be accessible in all weather conditions at all times during construction and year round
- Provide a note on the plan regarding what types of applicable accessibility regulations (codes and standards) the plan is designed in accordance with and stamp accordingly.
- Plans shall indicate the type of benches to be installed.
- Provide turning template of Truck-1 site access to the structures associated with the proposed site plan with the plan set
- Discuss the anticipated locations of gas and electrical supply to the structure
- Provide a minimum fire access of 20' in width
- Identify the existing structure on map 24, lot 101 as a dwelling unit
- Clarify the proposed location of the fire hydrant on corner of Chapel and Mechanic
- Clarify the relocation PSC 124-2 utility pole and associated overhead lines

Economic Development Comments:

- Seems that this site is too tight for the project proposed

Planning Board Comments: None

Adjournment:

D.White made a motion to adjourn at 11:44. Seconded by J.Maxfield. Vote U/A.

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TRC\MINUTES\2017.03.30_PlanningTechnicalReviewCommittee.Mechanic.docx



City of Dover, New Hampshire
SITE REVIEW APPLICATION

RECEIVED
Planning Office

(Revision Date: April 23, 2013)

Office Use Only

Project #:

P17-25

Date Received:

MAR 30 2017

Amount Paid:

Time Received:

Dover, New Hampshire

APPLICANT AND OWNER INFORMATION

Name of Applicant: Wolcott Holdings, LLC Telephone # (603)765-6305

Address of Applicant: 171 Columbus Avenue, Dover, NH 03820

E-Mail Address: jwolcott3@yahoo.com

Name of Property Owner (if different from applicant): _____ Telephone # _____

Address of Property Owner: _____

PROPERTY INFORMATION

Address of Property: 18 - 24 Garrison Road

Assessor's Map # 1 Lot(s) # 73 & 73-A

Zoning District(s) RM-SU Overlay District(s) N/A

Size of Parcel: 85,403 sq. ft. 1.96 ac. Property Deed: Book 4429 Page: 317 & 349

Existing Use of Property: 2 Single Family Homes

SITE PLAN INFORMATION

Describe Proposed Use: Multifamily Residential Project

Area of Parcel to be Developed: 85,403 sq. ft.

If Multi-family Residential, Specify Number of Units & Buildings Proposed: 8 Units, 5 Buildings

Number of Parking Spaces: Existing 4 Proposed 15

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

Number of Employees Total: N/A In Maximum Shift: N/A

Disposition of Parcel:

Building Setbacks:

Building Footprint 8,784 sq. ft.

Front Yard 38.2 ft.

Total Building Area 11,313 sq. ft.

Rear Yard 48.2 ft.

Paved Area 12,228 sq. ft. Side Yard: Right 22.9 ft.
Left 23.2 ft.

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

City Sewer? ☐ Yes ☒ No How far is city sewer from the property? 500 Feet

BUILDING INFORMATION

Type of Building to be Built: Wood Frame

Height of Building: Varies Finished Floor Elevation: Varies

Number of Seats (where applicable) N/A

WAIVER REQUESTS

Site Review Regulations section(s) to be waived: N/A

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

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Robert J. Stowell, Tritech Engineering Corporation

Address 755 Central Avenue, Dover, NH 03820 Telephone #: (603)742-8107

Professional License #: 884 E-mail address: RJS@TRITECHENG.COM

ENGINEER INFORMATION

Name of Engineer and Company (Licensed in N.H.) Robert J. Stowell, Tritech Engineering Corporation

Address 755 Central Avenue, Dover, NH 03820 Telephone #: (603)742-8107

Professional License #: 9903 E-mail address: RJS@TRITECHENG.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: [Signature] Date: 3/30/17

Signature of Applicant (*if different from owner*): [Signature] Date: 3/30/17

Signature of Agent:

 PRESIDENT

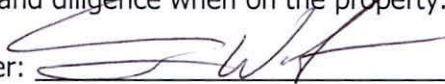
Date:

03/30/17

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I, and my successors, hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner:



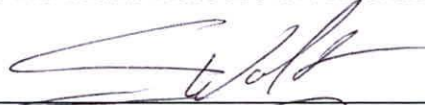
Date:

3/30/17

AUTHORIZATION TO COMPLETE THE PROJECT ON SUBJECT PROPERTY

I, and my successors, hereby the City of Dover or its assigns to enter my property for the purpose of completing the site work as required by the approved plan should the letter or credit or other surety be called. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

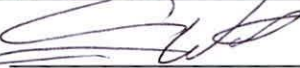
Signature of Property Owner:



Date:

3/30/17

Signature of Applicant (if different from owner):



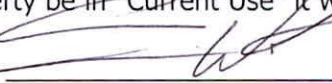
Date:

3/30/17

CERTIFICATION OF FEES

I, and my successors, hereby certify that I understand that the City of Dover collects impact fees, utility investment fees and inspection fees for projects developed in Dover. Said fees must be paid before a Certificate of Occupancy can be obtained for a structure, unless a different payment schedule is agreed to by the applicant and the City prior to approvals being issued by the Dover Planning Board. Additionally, should the property be in "Current Use" it will be subject to the Land Use Change Tax.

Signature of Property Owner:



Date:

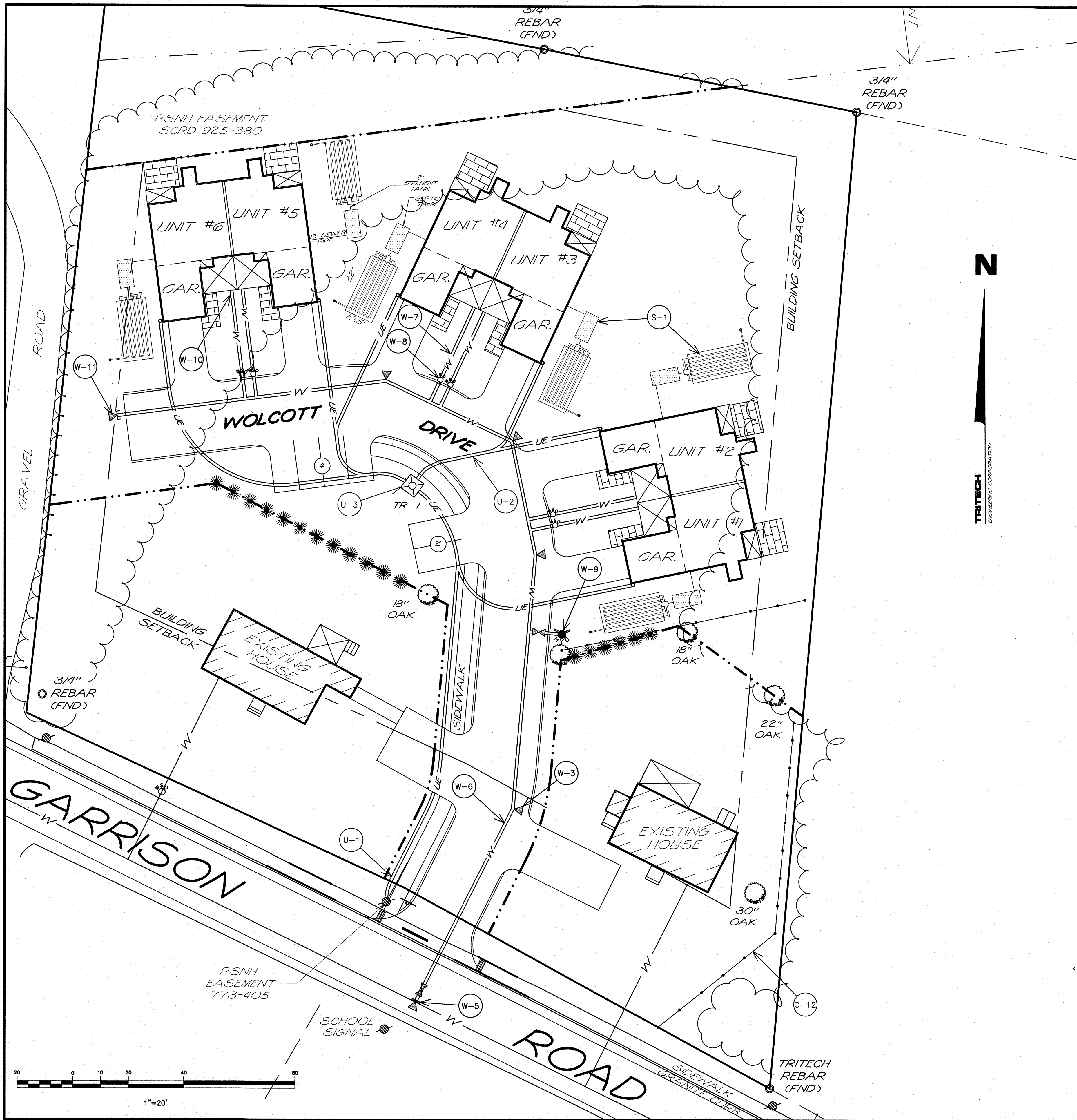
3/30/17

Signature of Applicant (if different from owner):



Date:

3/30/17



W-1 WATER NOTES:

1. WATERLINE AND APPENDITURES, INSTALLATION, AND MATERIALS SHALL CONFORM WITH THE CITY OF DOVER, NH AND AMERICAN WATER WORKS STANDARDS. ALL VALVES SHALL REQUIRE RESTRAINED MECHANICAL JOINTS USING EITHER MEGA-LUG, GRIP RINGS, OR OTHER METHODS OF RESTRAIN ACCEPTABLE TO THE CITY OF DOVER WATER DEPARTMENT, IN ADDITION TO USE OF CONCRETE THRUST BLOCKS.
2. PRESSURE AND LEAKAGE TEST SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST STANDARDS OF AWWA. CHLORINATING AND FLUSHING SHALL BE COMPLETED IN ACCORDANCE WITH THE LATEST STANDARDS OF AWWA, STATE AND LOCAL REGULATIONS.
3. INSTALL CONCRETE THRUST BLOCKS WHERE SHOWN.
4. BACKFLOW PREVENTORS SHALL BE PROVIDED FOR ALL WATER LINES.
5. CONNECT TO EXISTING WATER MAIN. INSTALL TAPPING SLEEVE AND 8" GATE VALVE AND THRUST BLOCK.
6. INSTALL 360' - 8" CONCRETE LINED DUCTILE IRON CLASS 52 (C.L.D.I.) WATER MAIN WITH POLYWRAP. MINIMUM DEPTH OF COVER OVER PIPE = 5.5'.
7. INSTALL 1" TYPE K COPPER OR 1" PLASTIC DOMESTIC WATER PIPE FOR DOMESTIC WATER SERVICE. MINIMUM DEPTH OF COVER OVER PIPE = 5.5'.
8. INSTALL CORPORATION AND CURB STOP (HAYES, FORD, OR MCDONALD.)
9. INSTALL FIRE HYDRANT ASSEMBLY WITH GATE VALVE
10. DOMESTIC WATER AND LANDSCAPING WATER SHALL BE METERED SEPARATELY.
11. INSTALL END CAP WITH THRUST BLOCK.

S-1 SEWER NOTES:

1. INSTALL INDIVIDUAL SEWAGE DISPOSAL SYSTEMS FOR EACH UNIT PER DETAILS ON INDIVIDUAL SEPTIC PLANS.

U-1 UTILITY NOTES:

1. INSTALL 160 FT OF UNDERGROUND CONDUIT IN ACCORDANCE WITH PSNH STANDARDS & DETAIL 12, SHEET C-2 FROM EXISTING UTILITY POLE TO TRANSFORMER #1 (TR 1).
2. INSTALL CONDUIT FOR UNDERGROUND UTILITIES, CABLE INSTALLED BY OTHERS. COORDINATE LOCATION & SIZE WITH INDIVIDUAL UTILITY.
3. INSTALL TRANSFORMER AND CONCRETE PAD (SUITABLE FOR A 100 KW TRANSFORMER), IN ACCORDANCE WITH PSNH STANDARDS.

LEGEND	
	EXISTING UTILITY POLE
	EXISTING WATER LINE
	EXISTING HYDRANT
	EXISTING WATER GATE VALVE
	PROPOSED CATCH BASIN (CB)
	PROPOSED 8" CLDI WATER MAIN
	PROPOSED UNDERGROUND ELECTRICAL, TELEPHONE & CATV.
	PROPOSED TRANSFORMER PAD
	PROPOSED DRAIN LINE
	PROPOSED WATER GATE VALVE
	PROPOSED THRUST BLOCK
	PROPOSED HYDRANT
	PROPOSED FINISH CONTOUR
	PROPOSED FINISH GRADE
	STOP SIGN & STOP BAR
	PROPOSED STONE DRIP EDGE

SHEET No.

SP-2

UTILITIES PLAN

WOLCOTT PLACE

18 & 24 GARRISON ROAD
DOVER, NEW HAMPSHIRE

MARCH 30, 2017 JOB No. 16146
SCALE: 1" = 20'

TRITECH
ENGINEERING CORPORATION

REVISIONS
DATE: DESCRIPTION:

765 CENTRAL AVENUE
DOVER NEW HAMPSHIRE 03860
TELEPHONE 603 742 8707
FAX 603 742 9890