



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-73

Application Type: TRC Only Site Plan Review
Applicant(s): JFS Management Co, LLC
Owner(s): ADMR Realty, LLC
Location: 9 Fourth St & 526 Central Ave (Tax Map 5, Lots 4 & 5)
Date: November 2, 2017

INTENT: Site plan to add 192 sq. ft. to the building and make parking lot improvements

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 1

ACREAGE: 0.321 acres

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

EXISTING LAND USE: Dunkin Donuts

SURROUNDING LAND USE:
Commercial and Residential

ZBA ACTION:

-H84-85: Variance granted on January 17, 1985 to allow a free standing sign and wall sign.

PERMITS REQUIRED:

-Demolition Permit

WAIVERS REQUESTED: None submitted

ATTENDANCE:

Members:

Chris Parker, Planning
Elena Piekut, Planning/Zoning
Sgt. Marn Spiedel, Police
Frank Torr, Planning Board
Dave White, Engineering
Jim Maxfield, Inspections/Fire
Dan Barufaldi, Economic Development

Others:

Chris Tymula PE, MHF Design

Approval of 10/19/17 Meeting Minutes

Dave White moved to approve the minutes of October 19, 2017. Dan Barufaldi seconded. Vote: U/A.

PLAN REVIEW:

General consensus is that the applicant will review parking and traffic flow, and resubmit for second TRC.

Planning Comments:

- Is the service door same as customer door? Where is the loading area or deliveries made?
- Submit Lot Merger form
- Please revise plan to:
 - Correct address to 526 Central Avenue
 - Add planning file number (P17-73) to all sheets
 - Verify all applicable common site plan notes are listed.
 - Indicate water and sewer lines
 - Show dimensional regulations in notes and via lines on plan (correct notes on sheet 2)
 - Indicate width of egress
 - Indicate width of Central Avenue, Route 108 in addition to Route 9
 - LLS, PE, & LLA to sign and stamp revised plans
 - Provide a neighborhood plan with abutting owner information and aerial underlay
 - Provide architectural renderings
 - Provide streetscape
 - Revise dumpster fence to white stockade fence
 - Indicate snow storage areas as note states
 - Add masonry wall on other side of Fourth St. driveway
 - Add additional street trees
 - Add note about no drive-thru
 - Separate dimension lines between building and employee parking
 - Provide proof that parking spaces are legal use of passway. If so, resubmit with 21 Fourth Street LLC as co-applicant.
 - Meet 5' minimum side setback for pavement
 - Reduce width of entrances to 32'
 - Investigate potential for closing up Fourth Street entrance and eliminating parking in front of building; possibility of one-way traffic flow for part of site; providing right- and left-turn lanes out of Fourth Street
 - Call out replacement of asphalt sidewalk in front of 9 Fourth with concrete
 - Provide lighting plan or ask for waiver
- Provide:
 - Waiver request for traffic impact assessment?



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P17-73

Application Type: TRC Only Site Plan Review
Applicant(s): JFS Management Co, LLC
Owner(s): ADMR Realty, LLC
Location: 9 Fourth St & 526 Central Ave (Tax Map 5, Lots 4 & 5)
Date: November 2, 2017

Police Department Comments:

- Do these adjustments trigger a requirement for a waiver for both a 50' and a 65' width driveway?
- Consider reconfiguring the parking to narrow the width of the Fourth Street driveway
- How are the 5 proposed employee spaces deemed exclusive to DD employees and not for customers of "Chameleon/Cara" if they occupy land that is equally owned? Look into legality, especially in event of lot merger.
- Regarding Sheet 4, Note 14 pertaining to snow storage areas: there are no proposed snow storage areas shown
- Provide detail on the 4' masonry screening wall
- Provide a lighting plan
- Interested in creating two-way flow on Fourth Street, which would require 22-24' width

Fire/Inspections Comments:

- Indicate location of utility supply conductors to electrical service.
- Indicate the width of Fourth Street on site plan.
- Indicate width of unobstructed access route(s).
- Clarify sidewalk tip down locations, pedestrian route, and consider crosswalk.
- Clarify slope at access aisle.
- Correct meter location.
- Indicate location of automatic door opener
- Provide unobstructed clearances southerly entrance.
- Indicate accessible signage on detail sheet with applicable specifications/detail.
- Ensure underground or overhead electric do not conflict with walk-in location.
- Plans shall indicate design compliance with applicable accessible regulations (i.e. State adopted Building Code w/ amendments, ANSI 117, etc.) for the completed site and be stamped by the qualified design professional.

Plans shall also indicate compliance with RSA-155-A:5.

Engineering Comments:

- Reconfigure parking to remove from abutting property; look further into Applicant's interest in "passway"
- Meet 10' front and 5' side parking/pavement setbacks
- Address drainage/treatment of new impervious area
- Address catch basins on Fourth due to moving the island
- Attenuate flow from new impervious area
- Consider closing up Fourth Street entrance and creating a parking configuration more like upper Central Avenue location.

Economic Development Comments:

- Widening Fourth Street will worsen parking lot conflicts

Planning Board Comments:

- Provide landscape maintenance plan
- Clarify electric service at rear of building
- Provide documentation of passway rights/ownership

Dave White moved to table the application, seconded by Frank Torr.
Vote: U/A

Motion to adjourn by Marn Speidel and seconded by Frank Torr.
Vote: U/A