



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES - P19-61

Application Type: Site Plan Review
Applicant(s): Sojourn Property Management, LLC
Owner(s): Sojourn Property Management, LLC
Location: 66 Third St (Assessor's Map 31, Lots 7 & 8)
Date: August 22, 2019

INTENT: To eliminate 7 commercial units on the second floor and convert into 10 residential apartments (9 with 1 bedroom, 1 with 2 bedrooms)

LOTS/UNITS PROPOSED: 10 residential units

AGENDA ITEM #: 1

ACREAGE: 0.68 acres

ZONING DISTRICT: CBD –Transit Oriented Development

EXISTING LAND USE: Commercial

SURROUNDING LAND USE: Residential, commercial, vacant, train tracks, church,

ZBA ACTION: None

PERMITS REQUIRED: None

WAIVERS REQUESTED: N/A for this case

ATTENDANCE:

Members:

Donna Benton, Planning
Dave White, Engineering
Dan Barufaldi, Economic Development
Sgt. Speidel, Police
Elena Piekut, Zoning

Others:

Steve and Brian Dumont, Owners
Christian Smith, Engineer

Approval of August 8 Minutes:

D.White moved to approve the minutes of August 8, 2019.
D.Barufaldi seconded. Vote: UA

PLAN REVIEW:

Planning Comments:

- Water and sewer Investment fees
- Correct scale 1'=20'?
- Impact fees (\$22,470) –no credit for different types of uses
- Lot merger will need to go to Planning Board
- Where is the topo the application says is provided?
- What are the grease barrels for?
- Please revise plan set to:
 - Update notes to be for this project not Dovester
 - Move notes to site plan rather than existing conditions
 - Combine into one set and staple
 - Maximum parking not “required”
 - Fix parking to indicate 1 space per unit and fix other typo in parking paragraph
 - Dumpster screening needs to be solid not chainlink with slats
 - Co-locate dumpsters
 - Show more landscaping
 - Revise parking layout to staff's satisfaction
 - Provide streetscape enhancements (trees, receptacles, etc)
 - Works with Arts Commission to do “Welcome to Dover” mural or side arrows from DTC
 - Add provided column to zoning
 - Provide floor plans
 - Include PE & LLS signatures and stamps on final plan submissions
 - Add planning file number P19-61
 - Add common site plan notes 8 (provided column), 10 (full verbiage), 14, 17, 20, 21, 22, 23, 24, 31, 32 (needs revising), 33, 40 & 41
 - Add aerial underlay to neighborhood plan
 - Take actual photos not google maps

Police Department Comments:

- Consolidate dumpsters to a single location and eliminate at least 1 through shared use/more frequent pickup, instead of screening each of the 3 individually.
- Construct raised median in large parking area as described in your traffic analysis.
- Work with PanAm/Amtrak to reconstruct the chain link fence as shown on the plan.



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- Coordinate with Planning Department to provide fair share contribution toward construction of roundabout at Chestnut/Third, if applicable.

Next Steps:

Let Planning know when it's desired to come back for an unofficial second TRC before submitting for Planning Board.

Engineering Comments:

- Reconfigure west side parking lot to maximize parking spaces and green space.
- Add dedicated dumpster area.
- Remove parking incursions into the right of way along Third St.
- Replace the sidewalk and install curbing along Third St along building frontage and to define parking lots
- Show water/sewer services

Adjournment:

A motion to adjourn TRC was made at 11:07am by D.White and seconded by Sgt. Speidel. Vote: U/A

Economic Development Comments:

- Prefers leaving commercial space

Fire/Inspections Comments:

- Clarify the quantity and location of accessible parking throughout the site. Also identify van spaces with access aisles.
- Clarify if the scope of improvements includes upgrades along the Third Street sidewalk.
- Discuss the location of serving utilities (i.e. electric and gas)
- Plans shall indicate the building entrances and exits for the dwelling units.
- Provide floor and elevation plans.
- Indicate if this structure has an elevator.
- Plans shall indicate the FDC location in a clear and unobstructed location year around.
- Plans shall indicate design compliance with the applicable accessibility regulations (i.e. IBC ANSI 117.1 etc.) and NH RSA 155-A:5.
- Add note that Building Addresses are assigned by the Building Official

Planning Board Comments: N/A