



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – P19-03

Application Type: Site Plan Review
Applicant(s): Groen Construction, LLC
Owner(s): Darlene Colwell-Ellis Rec Fam Trust and City of Dover
Location: 10 Fourth Street (Tax Map 6, Lots 54D & 54C)
Date: January 31, 2019

INTENT: To demolish the existing building and construct a 5,194 total sq.ft. building with a footprint of 4,300 sq. ft. of commercial space on the first floor and 20 residential units above. Related CUP and Lot Line adjustment applications will also appear before the Planning Board

UNITS PROPOSED: 20 residential units, 4,300 s.f. of commercial space

AGENDA ITEM #: 1

ACREAGE: 0.53 acres between the two lots

ZONING DISTRICT: CBD

EXISTING LAND USE: Commercial

PROPOSED LAND USE: Mixed Use

SURROUNDING LAND USE: Residential, Commercial, Parking lot

ZBA ACTION: None

PERMITS REQUIRED: CUP for rear setback

WAIVERS REQUESTED: Soils

ATTENDANCE:

Members:

Donna Benton, Planning
Elena Piekut, Zoning
Alan Dews, Engineering
Sgt. Marn Speidel, Police
Dan Barufaldi, Economic Development
Jim Maxfield, Inspection Services
Lee Skinner, Planning Board

Others:

Chris Berry, Engineer
Ryan Greenhalgh, Groen
Dough Colwell, Applicant
Darlene Colwell-Ellis, Applicant/Owner
Chris Parker, Planning
Bill Simons, Parking

Approval of 12/13/2018 Meeting Minutes

J. Maxfield moved to approve the minutes of December 13, 2018. Sgt. Speidel seconded. Vote: U/A

PLAN REVIEW:

****Considering the amount of potential changes in the layout and design, Planning and other Departments will reserve their comments until a second TRC with the revised plans.****

Planning:

- Work with abutter on a LLA or easement to move site entrance to Fourth Street, close curb cut on Chestnut Street, and re-work the layout and flow of the site interior
- Work to co-locate a dumpster
- LLA needs to be finalized and approved by City Council
- Change LLA to add southwest corner/slip lane into ROW
- Water and Sewer Investment Fees
- Impact Fees
- Where is the topo shown for 100' in all directions?
- Provide lease language alerting residents not to park in this lot
- Where is the laydown area? How will you construct?
- Revise plan set to:
 - Indicate the 16 permit parking only spaces
 - Add owner's signatures
 - Add professional signature and stamps
 - Add note about tying into Dover GIS
 - Add provided column in the Zoning Dimensional notes
 - Screen the parking
 - Revise lighting plan based on information provided by City from Affinity.
 - Show landscaping/furniture between buildings on the streetscape
 - Revise bedroom placement on First Floor Plan
 - Indicate materials on elevations
 - Confirm all Common Site notes are on the plan set



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Engineering Comments:

- Concern about the parking and access layout. The access into and out of the lot is the main issue and then backing into the entrance way is unrealistic
- The access to the front of Dover Delite is significantly changed so this should not be approved without involving them on these issues.
- The back access to Dover Delite is also being shut off which is where their trash is accessed off Fourth Street which needs to be addressed.
- Co-locate dumpster on each property between Dover Delite and Colwell-Ellis and access to them off Fourth St
- The proposed trees along Fourth St seem to obstruct the sidewalk so those are not feasible.
- Mill and overlay the affected area of Fourth Street
- The city should not grant a drainage easement to this lot either since it is unnecessary. This would prevent future development of our lot.
- Like parts of the change in parking layout

Police Department Comments:

- Municipal lot will have 16 dedicated spaces for Third Street Lot development, which must also be excluded from your parking calculations
- Existing configuration of the municipal lot is preferred over your proposed reconfiguration. Because:
 - Right turn upon entrance appears too tight
 - 2 parallel spaces along guardrail not viable
 - Interior signs present plowing obstacles: supplemental bollards needed
 - Proposed meter location is not ideal for customer use
 - Head in parking abutting Lot 54B presents potential safety hazard
- Street trees along Fourth Street (Sheet 6) pose obstruction to snow removal
- Consider a different configuration that opens the Fourth Street entrance and closes the Chestnut Street entrance. Rough sketch to be provided at TRC.

Fire/Inspections Comments:

- Sheet 16, detail C12 accessible parking space shall be a minimum of 132" when a 60" access aisle is used or

provide an accessible parking space of 96" wide w/ an 96" wide Aisle in accordance w/ ANSI A 117.1 2003 edition.

- Sheet 16, detail C12 accessible parking detail, remove or per local code after ADA. The detail shall have the State adopted accessible codes identified.
- Sheet 6 and 12, clarify how to the accessible routes will maintain the required minimum widths while remaining clear and unobstructed.
- Sheet 6 note 35 shall also indicate compliance w/ NH RSA 155-A :5
- Sheet 12 photometrics plan does not appear to include exterior illumination that will comply with the minimum lighting levels of NFPA 101. Revise as required.
- Clarify A1.1 where 1 bedroom is shown on the plan near suite 104
- Are the commercial uses known at this time.
- Sheet 10 indicates the location of the suppression line from the street however there does not appear to be a sprinkler room with pitched floor, floor drain etc. to accommodate an RPZ.
- Indicate how the building be used in a normal power outage.
- Indicate if a generator is planned for this site.
- Sheet 6 appears to indicate electric meters where A 1.1 appears to indicate a large show window.
- Sheet 6 appears to indicate gas meters where A 1.1 appears to indicate a door. Provide clearances from these building openings with regulators and meters.
- Utilities shall be located sufficiently remote from one another in accordance w/ applicable standards.
- Building Official will assign suite and apt numbers at the time of building permit.
- Discuss entrance into the site and mobility throughout the site for public use. Provide No Parking Fire Lanes signage location TBD.
- Provide a t-1 turning template
- Provide a turning template for ambulance
- Clarify 18' wide access aisles



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Economic Development:

- Parking lot looks too tight
- Looking for chimney chase for vent

Planning Board Comments:

- Consider a loading zone space
- Wants clarity on how parking will work
- Looking for sealcoating and re-striping of lot

Next Steps:

Work with Staff on revising the site layout, come back for a second TRC, then request LLA from Council if needed before Planning Board submission.

TRC paused at 11:34am