



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – P19-15

Application Type: TRC Review
Applicant(s): RDL LLC
Owner(s): RDL LLC
Location: 20-22 Fifth (Tax Map 31, Lot 47)
Date: May 2, 2019

INTENT: The Planning Board conditionally approved the issuance of a Conditional Use Permit to allow a psychiatric office on the first floor of an existing residential duplex. The applicant is now before the TRC to address a condition of approval from the February 26, 2019 Planning Board meeting that “the parking layout shall be approved by the Technical Review Committee”.

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 2

ACREAGE: 0.23 acres

ZONING DISTRICT: CBD (Residential)

EXISTING LAND USE: Duplex

SURROUNDING LAND USE: Residential and commercial

ZBA ACTION: None

PERMITS REQUIRED: N/A

WAIVERS REQUESTED: None

ATTENDANCE:

Members:

Donna Benton, Planning
Sgt. Marn Speidel, Police
Jim Maxfield, Inspection Services
Elena Piekut, Zoning
Chris Parker, Economic Development

Others:

Lisa Roseberry, Applicant/Owner

PLAN REVIEW:

Planning Comments:

- Submit narrative regarding the number of employees, patient scheduling, etc. to prove that 5-6 spaces are needed
- Submit a MOU that if the driveway gets repaved that it will come into compliance with regulations (ie side setbacks, etc.)
- Please revise plan to:
 - Confirm the spaces meet the city regulations dimensionally
 - Add owners signatures and date
 - Confirm plan is to scale and indicate scale used
 - Indicate a bay instead of 3 parallel spaces
 - Replace parking space next to accessible space with a bike rack

Police Department Comment:

- Handicapped space must be van accessible and minimum 16' total width, including access aisle.

Fire/Inspections Comments:

- Provide parking space dimensions for all parking spaces.
- Plan indicating 3 parallel parking spaces in a 47 foot span seems too short.
- Clarify the travelled path for vehicles parking in 3 spaces adjacent to barn
- Provide dimensions for accessible parking space.
- Clarify location of access aisle for accessible parking space
- Provide signage detail for accessible parking space
- Provide location and dimensions on the site plan for the accessible ramp
- Indicate the square footage of the commercial tenancy.
- Indicate property boundary setback of proposed driveway

Engineering Comments:

- The driveway was paved in 2017 and at that time there was supposed to be a 5' setback that was not done, should be corrected
- The parking dimensions along the building don't add up to standard spaces
- Are they planning to widen the entrance, they are close to the max allowed now?
- Are they going to pave by the building, do we need to look at drainage?



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Economic Development Comments: None

Planning Board Comments: None

Next Steps:

Submit revised plans, MOU, and narratives to the Planning Department.

Adjournment:

C.Parker made a motion to adjourn at 11:21am.
Seconded by E.Piekut. Vote: U/A.