



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – P19-75

Application Type: TRC Review
Applicant(s): Knox Marsh Development, LLC
Owner(s): Knox Marsh Development, LLC
Location: 7 Glenwood (Tax Map 38, Lot 32-1)
Date: November 14, 2019

INTENT: The Planning Board conditionally approved a two-lot subdivision at 7 Glenwood on April 23, 2019. One of the conditions of approval was to have the TRC review the parking lot. The proposal is to construct a 1,688 s.f. single family and paved parking next to the existing 4 unit residential building.

LOTS/UNITS PROPOSED: 2 lots
(one new single family)

AGENDA ITEM #: 1

ACREAGE: 0.72 acres existing

ZONING DISTRICT: R-12

EXISTING LAND USE: 4 unit dwelling

SURROUNDING LAND USE:
Residential

ZBA ACTION: None

PERMITS REQUIRED: N/A

WAIVERS REQUESTED: N/A

ATTENDANCE:

Members:

James Hayden, Berry Surveying & Engineering
Robert Baldwin, Knox Marsh Development

Others:

Steve Bird, Planning
Elena Piekut, Zoning
Marn Speidel, Police
Frank Torr, Planning Board
Dave White, Engineering
James Maxfield, Fire/Inspections

Approval of 10/17/2019 Meeting Minutes

D. White moved to approve the minutes of October 17, 2019. J. Maxfield seconded.
Vote: U/A

PLAN REVIEW:

Planning Comments:

- Provide easement documents concerning maintenance/ownership/access of: fence and landscaping, parking lot (to be shared with single-family dwelling), drainage, and utilities.
- Please revise plan to:
 - Add owners' signatures and date
 - Add Planning file number—correct number to be confirmed with City Planner Benton
 - Correct note 6, maximum building height
 - Correct note 31, remove Sunday construction hours
 - Add date of wetlands evaluation to note 35
 - Make a decision whether to provide dumpster or totes; add note re: private pickup

Police Department Comments:

- Revise Sheet 3, Note 31 regarding Sunday work hours
- Why was property line boundary between 32-1 and 32-2 laid out in this manner? Potential future conflict with fence constructed across the grading and parking easement.
- For multi-unit driveway on 32-1, remove the stop sign, lane line striping, painted stop bar and "PVT" street sign. Parking space markings are sufficient.
- Will proposed SF house on Lot 32-2 have garage at grade? If not, headlights from Horne Street traffic will be an issue for the new homeowner.

Fire/Inspections Comments:

- Sheet 3 note:30 regarding the construction hours should indicate M-F hours 7am-6pm, 9am-4pm on Saturday and No Sunday hours.
- Provide drainage easement prior to building permit

Engineering Comments:

- Indicate location of existing and proposed utilities.

Economic Development Comment: None

Planning Board Comments:

- Recommend evergreens instead of white vinyl fence

Next Steps:

Applicant to contact City Planner Benton regarding approval date. Address comments and provide final plan for staff review prior to Planning Board signature.



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Motion: D. White moved to approve
with staff comments. F. Torr seconded.
Vote: U/A

Adjournment:

D. White made a motion to adjourn at
10:57 am. Seconded by J. Maxfield Vote:
U/A.