

**Technical Review Group (TRG)**  
**Tuesday, December 3, 2024, 10:00 am**  
**Town Council Chambers**  
**NOTES OF MEETING**

**3 Dover Road – Proposed Dunkin Donuts**

*TRG members present:*

Michael Behrendt, Town Planner  
Audrey Cline, Code Administrator  
Rene Kelley, Police Chief (on Zoom)  
Brendan O’Sullivan, Deputy Fire Chief  
Rich Reine, Public Works Director  
Todd Selig, Town Administrator  
April Talon, Town Engineer

*Applicants present:*

Scott Mitchell, applicant  
Jim Mitchell, applicant  
Matthew Perry, site engineer, TEC  
Scott Thornton, traffic engineer, Vanasse & Associates

Jim Mitchell explained the project. Dunkin Donuts will be relocated from their present site at the Irving Station. Irving wants to use the entire building. There will not be a drive through. Scott Mitchell said they will do a façade enhancement at the Irving Station.

Matt Perry said there is Town water and sewer and gas at the site. Water goes to a catch basin in Dover Road. They will demolish the existing building and build a new one-story building. There will be two-way circulation into the site. There is a net decrease in impervious surface. He said the plan meets the zoning requirements and they will not need any variances.

Scott Mitchell said they have shared access in the adjacent driveway with the hotel. Now they have around 12 feet of width. His lawyer said they have the right to use this. They will not let patrons leaving the site turn right to go through the hotel site. He said that NHDOT encourages using this access. Jim Mitchell said there is two-way use on this access now.

Scott Thornton said they are preparing a traffic study now and should have it around Christmas time. Rich asked about stacking at the site. Scott Thornton is getting some numbers for traffic from the existing Dunkin Donuts. Scott Mitchell said if

customers cannot turn into a site safely then they won't come in. There are 21 parking spaces now at the Irving site. The current Dunkin Donuts is 900 square feet. The new one will be 1,500 to 2,000 square feet. They will not be baking at this site.

Matt Perry said there will be two new catch basins on the site. Now, it is all sheet flow into the catch basin in Dover Road. Rich said they need to look at the Town drainage connection policy and will need to prepare a drainage analysis. Matt Perry said they are decreasing impervious surface. The maximum allowed now is 80% and they exceed that. With the new project the impervious surface will be 79%.

Scott Mitchell said they have hired a very good architect for the new building. It will have a pitched roof.

Michael said that the Planning Board may want to hire an outside consultant to review the traffic study when it is prepared. The applicant would need to pay for the review. He said with the timeframe for the applicant submitting the traffic study and then giving time for NHDOT to review the study, they may need to go beyond the January 8 meeting to January 22 or possibly into February, to allow for all necessary reviews.

Scott Thornton said that much of the traffic would likely be right turns in and right turns out. Regarding a peer review he noted that NHDOT would be conducting their own review.

Michael asked about delivery trucks backing into the site. Jim Mitchell said there would probably be one tractor trailer delivery each week and they would need to back into the site, but they would likely come at very off hours. Other deliveries would be by box trucks.

April asked if all construction would be contained on site. Jim Mitchell said yes. April asked about the existing sewer location. Matt Perry said they are looking at this.

Michael asked about environmental conditions on the site as there have been monitoring wells since it was a former gas station. Jim Mitchell said they have engaged an environmental consultant who will do a Phase 1 analysis. He said he understands the site is in good condition now.

Respectfully submitted,  
Michael Behrendt

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