



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting, continued
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, January 12, 2021**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Dennis Ciotti (Councilor), Dave White, Ellen Ianello

The following Board members called into the meeting: Frank Torr, Tom Clark, Lisa McGunnigle Tapp (Alternate), Jackson Kaspari, Erin Allgood (Alternate), Dave Landry, Hayley Harmon (Vice Chair), Kyle Pimental (Alternate)

Members Not Present (excused): None

Members Not Present (un-excused): None

Staff Present: Christopher Parker, Assistant City Manager

Chair G. Cruikshank called the meeting to order at 7:00 p.m. She noted that certain members of the Planning Board are participating in this meeting remotely, and as the Chair of the Planning Board she has, per NH RSA 91-A:2, III (b), declared an "emergency" within the meaning of that statute and waive the requirement that a quorum be physically present at the meeting. Remote members will identify their location and any person present with them at that location. All votes will be by roll call.

The City of Dover has taken extra steps to ensure the physical location of this meeting conforms with all safety provisions during the pandemic, including social distancing, face coverings, and frequently sanitized facilities. Although qualified members of the public can participate in the meeting by speaking at the physical location, the public is encouraged to leave comments in advance by calling 516-MEET (6338), emailing Dover-Planning@doover.nh.gov, or mailing written comments to Planning Board, Dover City Hall, 288 Central Ave., Dover, NH 03820. Messages must be received no later than 4 p.m. the day of the meeting and should identify the name and Dover address of the person leaving the message or providing the comment.

1. ELECTION OF OFFICERS

C. Parker noted that the Board's bylaws state that all members vote and that the vote shall be in writing. Given the Emergency meeting, with remote participants, that is not realistic. As a result, staff recommends that the Board vote to suspend the rules and have a vote by roll call.

Motion: D. Ciotti moved to suspend the rules to allow voting by roll call and not by writing as called for in the bylaws. Seconded by D. White.

Roll Call Vote: E. Ianello-yes, D. Ciotti-yes, G. Cruikshank-yes, H. Harmon-yes, D. Landry- yes, J. Kaspari - yes, D. White-yes, T. Clark-yes, F. Torr-yes

Motion: F. Torr moved to nominate G. Cruikshank to be Chair. Seconded by D. Ciotti.

Roll Call Vote: E. Ianello-yes, D. Ciotti-yes, G. Cruikshank-yes, H. Harmon-yes, D. Landry- yes, J. Kaspari - yes, D. White-yes, T. Clark-yes, F. Torr-yes, E. Allgood, L. McGunnigle Tapp, K. Pimental

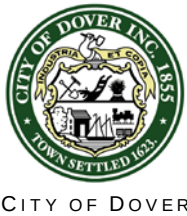
Motion: F. Torr moved to nominate H. Harmon to be Vice Chair. Seconded by E. Ianello.

Roll Call Vote: E. Ianello-yes, D. Ciotti-yes, G. Cruikshank-yes, H. Harmon-yes, D. Landry- yes, J. Kaspari - yes, D. White-yes, T. Clark-yes, F. Torr-yes, E. Allgood, L. McGunnigle Tapp, K. Pimental

2. CITIZENS' FORUM

Citizens Forum Open.

Karl Leinsing, 77 Spur Rd wanted clarity on the process to change zoning special exemption requirements for helicopter take-offs and landings. He has filled out an application. He offered to combine his application with the



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board's recommendations for this year's R20 amendments. The wording is outdated and should be updated as well to change with the times and include other, newer aircraft. He looked into language other towns use. 60 of the 141 towns in NH have governing language regarding aircraft, but only 3 specify a distance. The closest one to Dover is in North Hampton and theirs is 200 ft.

Citizens Forum Closed.

3. APPROVAL OF THE PRIOR MINUTES

December 15, 2020 Regular Meeting Minutes

Motion: E. Ianello moved to approve the minutes as presented. Seconded by D. Ciotti.

Roll Call Vote: E. Ianello-yes, D. Ciotti-yes, G. Cruikshank-yes, H. Harmon-yes, D. Landry- yes, J. Kaspari - yes, D. White-yes, T. Clark-yes, F. Torr-yes

4. OLD BUSINESS

5. NEW BUSINESS

A. Discussion of Land Use Amendments/Goal Setting

C. Parker referenced the spreadsheet of a summary of proposed amendments (original in file) the Board received and provided a summary of the Staff suggestions as listed on the document.

The only proposal of area rezoning is a small R40 district off Bellamy Rd.

Three housekeeping changes are proposed.

Four substantive changes are proposed.

Five site plan changes are proposed.

Discussion ensued.

E. Ianello asked where the language referring to helicopter landing distances was generated from. C. Parker will look into it and bring the info to a future meeting. M. Sullivan, previously of this board had also done some research after the initial presentation. C. Parker will provide the board members with the info he found.

D. Ciotti asked if, when the board looks at this helicopter language, will the board look to change the language City-wide, or just in the R20 Zone? C. Parker said the board will want to look at it and make that decision.

D. Ciotti suggested Mr. Leinsang make his presentation in four weeks to give the board members time to do some research.

B. Review of data/trends in housing, development and general activity

C. Parker reviewed the annual report created to communicate permit activity, housing activity, summarize regulation amendments and review 2020 in general for the public.

5. STAFF COMMENTS

- TRC on a subdivision on 54 Back River Road
- Elena Piekut has resigned, with her last day January 21.
- Next meeting will have CDBG public hearing.
- Implemented video previews for board meeting agendas available to the public



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- Starting a digital monthly newsletter to be available to the public which will review Planning and Zoning results, preview next meeting topics and general project updates

6. MEMBER COMMENTS

- G. Cruikshank reaffirmed F. Torr as her TRC designee
- E. Ianello announced she will resign from the board because she will no longer be a resident in the City.

7. ADJOURNMENT

Motion: E. Ianello made a motion to adjourn at 7:55 p.m. Seconded by D. White.

Roll Call Vote: E. Ianello-yes, D. Ciotti-yes, G. Cruikshank-yes, H. Harmon-yes, D. Landry- yes, J. Kaspari - yes, D. White-yes, T. Clark-yes, F. Torr-yes