

CITY OF DOVER

AD-HOC COMMITTEE TO ADDRESS COMMUNITY HOUSING NEEDS –MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Conference Room
Meeting Date: Tuesday, January 16, 2024
Meeting Time: 5:00 p.m.

Regular Members: 9

Mayor Robert Carrier, City Council, Chair
George DeBoer, Planning Board
Ryan Crosby, Dover Housing Authority
Betsey Andrews Parker, CAPSC, Vice-Chair
Robert Baldwin
Mark O'Dell
Dorothy Wagner
Ernie Clark
Krysta Gingue

Alternate Members: 3

Mark Speidel, Planning Board
Pam Lessard, Secretary
Leslie Michaud

1. CALL TO ORDER AND ROLL CALL

Mayor Carrier called the meeting to order at 5pm.

2. ROLL CALL

Ryan Pope conducted roll call:

Absent: Betsey Andrews Parker, Mark O'Dell, Pam Lessard, Mark Speidel, & Leslie Michaud

Additional Attendees: Staff Liaison – Housing Navigator Ryan Pope

3. CITIZEN'S FORUM

Mayor Carrier opened the Citizen's Forum. Citizen's Forum closed with no public comment.

4. APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 19, 2023

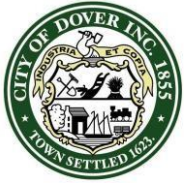
Motion by Dorothy Wagner to accept meeting minutes as presented. Second by Krysta Gingue. 7-0 motion passed.

5. HOUSING NAVIGATOR UPDATES & ANNOUNCEMENTS

Ryan Pope reported that the City's Land Use Board Meet & Greet held on January 9th included a presentation highlighting Dover's current Housing needs and the Committee's work to address them. The Committee was also informed of the progress made in identifying a contractor to assist with the completion of the Regulatory Audit and Development work outlined in the Housing Opportunity Planning (HOP) grant awarded to the City from the InvestNH program. The City received three bids and is in the process of finalizing the selection process. It is anticipated that the contractor will provide much of the technical assistance required to assist the Committee in the review and revision of ordinances and procedures to better support diverse housing options. Ryan also shared that he was interviewed for last week's Dover Download Podcast to speak to the City's housing efforts.

6. IMPACT FEE DISCUSSION – BY REQUEST OF THE PLANNING BOARD

George DeBoer shared that the Planning Board is in the process of reviewing the City's Impact Fees following a recently conducted analysis currently under review by City Staff. At their meeting on January 9th, the Planning Board requested that the Housing Needs Committee discuss the issue to provide some insight and help inform the review process.



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The Committee briefly discussed the City's current Impact Fee methodology in comparison to neighboring communities. Ryan Crosby spoke to the Housing Authority's efforts to expand attainable housing options, indicating that a waiver or moratorium of Impact Fee collection would have a positive impact on encouraging new development, especially in light of recent increases to other development costs like insurance and materials. Rob Baldwin spoke to the relationship between development costs and the rent or sales price required to recoup them, especially for projects with measures of attainability. He also raised questions regarding the current fee structure's variability by architectural type as opposed to square footage or bedroom count.

The Committee discussed the means by which the City currently collects, accounts for, and expends Impact Fees in accordance with provisions of the State's Land Use Regulations governing them. The group agreed that additional information, including the most recent Impact Fee accounting report created by Finance, would be helpful to fully understand the manner in which these fees are leveraged.

The Committee discussed a number of projects that have been approved by the Planning Board over the past several years that have yet to begin construction, and the need to better comprehend the reasons for a lack of progress. Rob Baldwin cited significant cost increases over the past few years as a major contributor, and recommended that the Committee also consider looking into recently adopted surety requirements as a potential barrier to new development. The group agreed that there should be targeted outreach to the local developer community to better understand development barriers and costs to inform the solutions within Committee's report to Council. Krysta Gingue raised a concern about transportation infrastructure and the potential of leveraging these fees to help offset the cost of busses and new stops, a solution that, while appearing incongruous with the statutes governing impact fees, was worth exploring by other means. This segued into a conversation about the need to balance proposed solutions with what is allowable by statute coupled with targeted community engagement to land owners, developers, pertinent city staff, and other stakeholders.

7. GOAL SETTING & WORK GROUP DISCUSSION

Krysta Gingue facilitated the discussion, beginning with a review of the Housing Needs Survey analysis she conducted using ChatGPT, focusing on five proposed areas of focus that could become working groups of the Committee. After some discussion the Committee identified three primary focus areas and work groups:

- ***Community Engagement, Partnerships & Collaboration***
- ***Zoning Regulation & Financial Incentives***
- ***Affordable & Inclusive Housing Models***

The Committee agreed to spend some time prior to the February meeting identifying their preferred work group/area of focus, potential gaps that are missing from the survey results (Krysta mentioned addressing homelessness as a potential example of such a gap), and give some thought to the appearance and makeup of the Committee's report to Council.

8. ADJOURN

Motion to adjourn by Ryan Crosby, seconded by Krysta Gingue. Vote 7-0.