

CITY OF DOVER

AD-HOC COMMITTEE TO ADDRESS COMMUNITY HOUSING NEEDS – DRAFT MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Conference Room
Meeting Date: Thursday, July 25, 2024
Meeting Time: 5:30 pm

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
Mary Beth Rudolph

1. CALL TO ORDER

Mayor Carrier called the meeting to order at 5:30pm.

2. ROLL CALL

Betsey Andrews-Parker conducted roll call:

Ernie Clark, Mary Beth Rudolph, Mark O'Dell, & Mark Speidel absent.

Additional Attendees: Staff Liaison – Housing Navigator Ryan Pope & SRPC Presenter - Kerrie Diers

3. CITIZEN'S FORUM

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

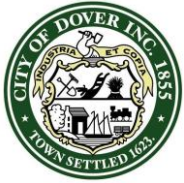
4. APPROVAL OF ORGANIZATIONAL MEETING MINUTES OF JUNE 27, 2024

Motion by Ryan Crosby to accept organizational meeting minutes. Second by Dorothy Wagner. Motion Passed 8-0.

5. HOUSING NAVIGATOR UPDATES

Housing Navigator Ryan Pope provided the following updates:

- **Attainable Housing Inventory** – Ryan Pope shared a listing of existing and approved attainable housing units in Dover. This report had been prepared for City Council earlier in the month to identify the location and count of rental units subject to affordability deed restrictions or otherwise leased affordably through the Housing Choice Voucher (HCV) program. The report indicates that 16% of existing rental units in the City are subject to deed-restriction and that including private market units leased affordably to voucher holders brings that total closer to 22%, figures that compares favorably to those of surrounding municipalities. Pam Lessard raised a question as to the true affordability of the listed units, and whether the document could be amended to reflect actual rent figures and whether landlords accepting vouchers could be added to the list to show how many of these units are available to low-income renters. Ryan reported that the units on the list are already occupied and not currently available. Ryan Crosby cited obstacles for low-income renters as an insufficient number of generally available units in the City, landlord reluctance to accept vouchers, and the clear need for more vouchers to be issued. Betsey Andrews Parker indicated that many of the other datapoints requested were publicly available and posited that it was not an ideal use of City staff time to aggregate and update the inventory with this information. There was ongoing discussion of the continuing need for affordable, accessible and equitable housing in Dover and a concern was raised about terminology and the use of the word 'attainable' in City



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communications. Krysta Gingue indicated that the Committee's time would be better spent processing the information already provided by residents, staff, and SRPC in order to make recommendations to the City Council for future action in the Committee's anticipated report.

- InvestNH Grant Term Extensions – Ryan Pope shared that requests to extend the terms of the City's Navigator and Housing Opportunity Planning (HOP) Grants had been approved. The extensions will allow the City to continue requesting reimbursements for salaries and expenditures associated with these initiatives beyond their original completion dates. The Housing Navigator Grant was extended from September 30, 2024 to February 28, 2025 and the HOP Grant from July 31, 2024 to December 31, 2024.

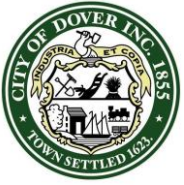
6. EXTENTION OF COMMITTEE TERM-DISCUSSION AND VOTE

The Committee resumed this discussion after tabling the issue at their meeting on June 27th. In light of recently approved extensions for the grant activities supporting the Committee's work, it was suggested that the group consider extending their own term beyond the original termination date of September 30, 2024. Krysta recommended that the extension request align with next year's Zoning amendment process so that the Committee's report and recommendations can inform the process. George DeBoer clarified that additional time should be used to further analyze needs and collect data to inform the report and recommendations. There was a motion by Ryan Crosby to request from City Council an extension of the term of the Ad-Hoc Committee to Address Community Housing Needs to January 31st, 2025. Motion seconded by George DeBoer. Motion passed 8-0.

7. REGULATORY AUDIT-PRIORITIZATION OF AUDIT RECOMMENDATIONS

Kerrie Diers from Strafford Regional Planning Commission (SRPC) returned to provide a progress report on the City's Regulatory Audit and Development project. She shared that SRPC had expedited the revision of the City's Community Profile, which will provide an accessible view of demographic information and datapoints to assist the Committee's ongoing needs analysis. This document is expected to be released in the coming weeks. Kerrie followed this by presenting a list of potential zoning amendments sourced from the City's recent Regulatory Audit, categorized by zoning district and cross-referenced to the Housing Pillar of the City's Master Plan's Vision Chapter. Committee members held a general discussion on the overarching themes presented, including the concepts of walkability, gentle density (exemplified by multifamily conversions and accessory dwelling units), water/sewer availability, the rural character of the Rural Residential (R-40) zone, balancing of development design with existing neighborhood character, and prioritizing density in areas already designed for use and habitation. It was stated that residents generally do not wish to see major changes in proximity to where they live despite accepting the need for more balanced opportunities for housing in our region. There was also discussion of overall parking availability and the financial burden of paid parking on low-income residents with no alternate means of transportation. This led to additional discussion of the need to plan for alternative transit options, including bike and pedestrian infrastructure and increasing the availability and utilization of the intercity bus network.

The Committee was then asked to individually review the recommendations and identify their top five priorities from the list. Committee priorities will be used to identify which of the audit recommendations should be prioritized for the Regulatory Development phase of the project, in which SRPC staff will assist with drafting of potential zoning amendments. Some members requested additional time to review recommendations and were asked to submit their priorities by email to the Project Steering Committee for review and final prioritization.



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8. ADJOURN Motion to adjourn by Betsey Andrews Parker, seconded by Ryan Crosby.

The Housing Committee's next meeting will be held in the Council Conference Room on Thursday, August 22, 2024 at 5:30 PM.

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