



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall, 288 Central Ave, Dover, NH.
Meeting Date: **Tuesday, January 14, 2025**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Ken Mavrogeorge, Tom Clark, Melina Gambino, Doug Glennon, George DeBoer, Fergus Cullen (Councilor), Mallory Strange (Alternate), Jeff Sanborn (Alternate)

Members Not Present (excused): Kyle Pimental

Staff Present: Donna Benton, Planning Director, Dave Carpenter, Community Development Planner, Erin Bassegio, City Planner, Paul Crouser, Zoning Administrator, Lexi Merchant, Resilience Coordinator and Makayla Edgecomb, Assistant City Planner.

Gina Cruikshank (Chair) called the meeting to order at 7:07p.m. and noted that M. Strange would sit in for K. Pimental, M. Gambino would Vice Chair, and Jeff Sanborn would sit in for the vacant seat.

1. CITIZENS' FORUM

Citizens Forum Open

Hilary Hamer, 91 Court St asked the board to create clearer and stricter guidelines for the TDR program. She expounded on precedence.

Scott Torr, 217 Durham Rd discussed the project on Grapevine Dr that's before TRC. The designation was changed to residential/ commercial overlay district. He described the phased proposals that were originally proposed. The final phases were never built. Last year one of the proposals was changed from commercial to residential and the latest proposal this year is to add a drive-thru McDonald's open 24hrs a day. He is opposed to this proposal and described the impacts to quality of life for the neighborhood, traffic, noise, trash and diminution of value. He requested the board deny the application and waiver request for additional parking and highlighted the police activity at an existing McDonald's in town.

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- December 10, 2024 Regular Meeting Minutes

Motion: D. Glennon moved to approve the regular meeting minutes of December 10, 2024 as submitted.

Seconded by: T. Clark. Vote: All in favor with F. Cullen abstaining

3. OLD BUSINESS

4. NEW BUSINESS

A. Election of Officers

T. Clark nominated G. Cruikshank as Chair. M. Gambino seconded.

T. Clark nominated D. Glennon as Vice Chair. K. Mavrogeorge seconded.

Motion: F. Cullen moved that the nominations be closed and the staff cast one ballot (based upon those nominations). Seconded by: T. Clark.

Vote: U/A

B. Discussion and possible adoption of the City-wide Conservation and Open Space Chapter update*

D. Benton noted an overview of the chapter was given at the meeting earlier tonight and E. Bassegio, City Planner, gave a brief overview to the Planning Board of the Conservation and Open Space Chapter and the process taken.

She highlighted definitions, the conservation vision, the community and steering committee input, and results and priorities.

M. Gambino and G. DeBoer gave comments and asked some clarifying questions which were addressed and discussed.



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Opened Public Hearing
No one spoke
Closed public hearing

Motion: D. Glennon moved to adopt the Conservation and Open Space chapter update. Seconded by: K. Mavrogeorge. Vote: U/A

C. Natural Resource Inventory Update*

D. Benton explained the grant that was received from PREPA and used by SRPC for a Natural Resource Inventory for Dover which was conducted and whose findings were used in the Conservation and Open Space chapter update.

Opened Public Hearing
No one spoke
Closed or table public hearing

Motion: M. Gambino moved to adopt the Natural Resource Inventory update. Seconded by: T. Clark. Vote: U/A

D. Discussion of Land Use Amendments/Goal Setting

D Benton handed out a list of potential amendment topics that staff has compiled based on board feedback, public feedback, or RSA changes. Prior to drafting amendment language, the list is presented to the board for discussion and feedback.

Board members gave their feedback as each item on the list was reviewed.

P. Crouser, Zoning Administrator gave additional details about a particular topic relating to ADUs.

The board discussed their opinions on the TDR program and feedback on a suggestion of having a workshop specifically on that topic to receive feedback from developers and the public, and to have board discussion.

Having a broader discussion on ADUs was also suggested to clarify what's allowed, what's suggested for amending and what Dover's goals are regarding ADUs.

Discussion occurred on board member preference for TDR applicants coming to the board with full plans only or being allowed to come with a design idea and receive feedback or TDR approval/endorsement before having full plans drawn up and reviewed by TRC. The Board understood the desire to have TDR reviews with a more conceptual design before the rest of the engineering occurred as long as the total number of units could be diminished if the engineering or design wasn't meeting the regulations.

5. STAFF COMMENT

- Housing Academy being put on through the state. Let staff know if you are interested in attending.
- Handbooks for individual boards will be put together and handed out.

6. MEMBER COMMENTS

F. Cullen noted that the site visit was helpful on Saturday, was only the second held in three years, and suggested the Board do more site visits.

7. ADJOURNMENT

Motion: G. DeBoer moved to adjourn at 8:07pm. Seconded by K. Mavrogeorge. Vote: U/A