

CITY OF DOVER

TDR SUB-COMMITTEE OF THE PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, Planning Department Conference Room
Meeting Date: Wednesday, August 20, 2025
Meeting Time: 5:00 p.m.

1. CALL TO ORDER

2. ROLL CALL

Members in attendance: Leslie Herd, Jan Nedelka, Chris Berry
Members Absent (excused): Kyle Pimental, Doug Glennon
Others in attendance: Ken Herd.
Staff in attendance: Christopher Parker, Deputy City Manager

3. APPROVAL OF PRIOR MEETING MINUTES

Motion to approve the July 23rd, 2025 meeting minutes was made by J.Nedelka Seconded by: C.Berry.
Vote: U/A.

4. CITIZEN'S FORUM

No one spoke.

5. REVIEW OF ZONING DISTRICT DESCRIPTIONS

General discussion about the descriptions and agreement that they accurately describe the districts.

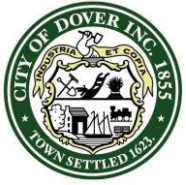
C.Berry encouraged the group to use these to help understand the districts and how the descriptions inform the zoning tables.

6. IDENTIFY CRITERIA FOR DISTRICT DESIGN GUIDELINES

Discussion ensued on how the guidelines could be incorporated into the existing zoning tables. Further discussion about how the guidelines should be used by the Planning Board to inform what is the context for the project, and how the density, design and neighborhood feel can be captured through the guidelines. Consensus was that the City has a variety of housing in each zone and that there isn't one size fits all criteria. Concerns was also that the TDR ordinance allows creativity and that is a positive, concerns lie where there is a lack of guidance and projects get "too" creative and fail to reflect the neighborhood context.

7. SET GOALS FOR NEXT MEETING/DRAFTING OF AMENDMENTS

- Amendments should be focused on TDR and not general zoning amendments.
- Main focus of amendments will be refining the second general criteria [Is compatible with the land uses on neighboring lots (e.g., a multifamily building fits in within a single-family neighborhood)...] to provide clarity on what compatibility is through the design guidelines.
- Staff will send out each district, plus areas of the City that the district exists.



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- Each committee member will visit the various residential districts and take notes about what they experience, observing housing types, styles, massing, placement and other considerations.
- These observations will be provided to Director Benton one week prior to the next meeting and will be compiled into a matrix, which will be distributed ahead of the next meeting.
- The main agenda item at the next meeting will be to review the matrix, identifying common observations, which can be used to draft the TDR guidelines for each district.

8. SELECT NEXT MEETING DATE

The group decided on October 21, 2025 at 5pm.

9. ADJOURN

A motion to adjourn was made at 6 pm by J.Nedelka. Seconded by C.Berry. Vote: U/A.