

CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 24, 2025**
Meeting Time: **7:00 pm**

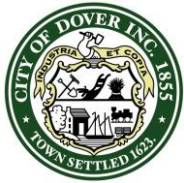
1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL ATTENDANCE
5. PROCLAMATIONS/AWARDS
6. APPROVAL OF AGENDA
7. PUBLIC HEARINGS
8. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
 - A. **September 10, 2025 – Regular Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 - B. **ORDINANCES IN THE 3RD READING**
 - C. **RESOLUTIONS**
13. **NEW BUSINESS**
 - A. **CONSENT CALENDAR**
 1. **SETTING VOTING HOURS FOR THE NOVEMBER 4, 2025 DOVER MUNICIPAL ELECTION**
SPONSORED BY MAYOR CARRIER BY REQUEST
 2. **B26017 AUTHORIZATION TO PURCHASE AND INSTALL A VEHICLE LIFT FOR THE FIRE DEPARTMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST

COMMITTEE REPORTS

- | | |
|---------------------------------------|---|
| 1. Arts Commission (Nemeth) | 14. Solid Waste Advisory Committee (Hackett) |
| 2. Conservation Commission (Williams) | 15. Transportation Advisory Commission (Richer) |
| 3. Library Board of Trustees (Nemeth) | 16. Heritage Commission (Retrosi) |
| 4. Appointments Committee (Williams) | 17. Board of Health (Richer) |
| 5. Planning Board (Cullen) | 18. Downtown TIF Advisory Board (Warach) |
| 6. School Board Liaison (Hackett) | 19. Cochecho Waterfront Development Advisory Committee (Carrier) |
| 7. Recreation Advisory (Retrosi) | 20. COAST (Shanahan) |
| 8. Energy Commission (Richer) | 21. Waterfront TIF Advisory Board (Warach) |
| 9. Parking Commission (Warach) | 22. Dover Main Street (Carrier) |
| 10. Legislative Liaison (Shanahan) | 23. Strafford Regional Planning Commission (Williams) |



CITY OF DOVER

CITY COUNCIL - AGENDA

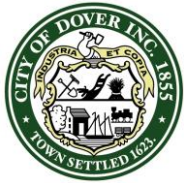
REVISED

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: Wednesday, September 24, 2025
Meeting Time: 7:00 pm

- | | |
|--|--|
| 11. Committee for Racial Equity and Inclusion (Nemeth) | 24. Government Affairs (Carrier) |
| 12. Graffiti Management Advisory Committee (Nemeth) | 25. Cemetery Board (Warach) |
| 13. Ordinance Committee (Shanahan) | 26. Joint Building Committee – Athletic Complex (Cullen) |

B. RESOLUTIONS

1. **AUTHORIZATION OF DOVER FIRE & RESCUE EMS AGREEMENT WITH ROLLINSFORD, NH**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **AUTHORIZATION TO PURCHASE SHELVING FROM TUCKER LIBRARY INTERIORS, LLC VIA MHEC PURCHASING CONSORTIUM**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B25081 AWARD PROGRAMMABLE LOGIC CONTROLLER (PLC) REPLACEMENT FOR SEWER AND WATER TO WILSON CONTROL, LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **AUTHORIZATION TO PURCHASE A TRUVAC VACUUM SYSTEM MOUNTED ON A 2025 WESTERN STAR 47X VIA SOURCEWELL CONTRACT**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **AUTHORIZATION TO PURCHASE ONE SPARTAN ER PUMPER FROM GREENWOOD EMERGENCY VEHICLES, LLC VIA SOURCEWELL**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **B26009 DISPOSAL OF CITY OF DOVER OWNED REAL-ESTATE MAP 3 LOT 9 ROLLINSFORD NH**
SPONSORED BY MAYOR CARRIER BY REQUEST
7. **AUTHORIZATION TO APPLY FOR AND ACCEPT NORTHERN NEW ENGLAND PASSENGER RAIL AUTHORITY-STATE OF GOOD REPAIR GRANT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON OCTOBER 8, 2025)
SPONSORED BY MAYOR CARRIER BY REQUEST
8. **AMENDMENT OF FY2026 SCHEDULE OF FEES TO CHANGE PARKING FEE PAY BY PHONE/TEXT TRANSACTION FEE**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON OCTOBER 8, 2025)
SPONSORED BY MAYOR CARRIER BY REQUEST
9. **REPROGRAM NON-DEBT FY25 AND FY26 CIP APPROPRIATIONS FOR FIRE & RESCUE DEPARTMENT UTILIZING FIRE & RESCUE CAPITAL RESERVE FUNDS AND APPROPRIATING ADDITIONAL FIRE & RESCUE CAPITAL RESERVE FUNDS FOR FY26 CIP PROJECT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON OCTOBER 8, 2025)
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: Wednesday, September 24, 2025
Meeting Time: 7:00 pm

- 10. TO RESCIND \$1.0 MILLION PORTION OF FY2026 CAPITAL IMPROVEMENTS PROGRAM APPROPRIATION AND AUTHORIZATION FOR BONDING FOR FIRE & RESCUE PUMPER/LADDER REPLACEMENT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 8, 2025 WITH A VOTE TO OCCUR ON OCTOBER 22, 2025)
SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 170 ZONING ORDINANCE**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 8, 2025)
SPONSORED BY MAYOR CARRIER BY REQUEST

- 14. COUNCIL CORRESPONDENCE**
15. COUNCIL MATTERS OF INTEREST
16. ADJOURN

CITY MANAGER'S REPORT

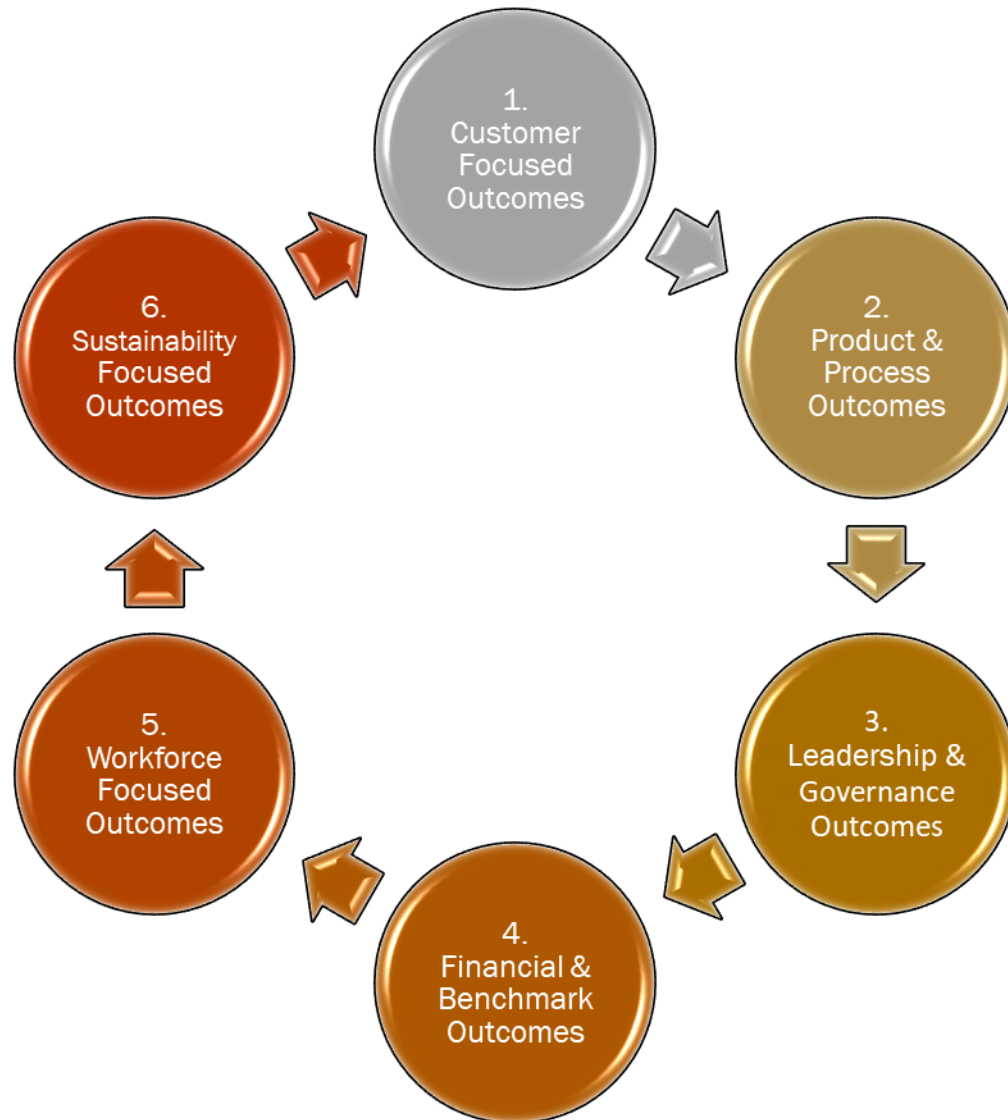
REPORTING ON: AUGUST 2025



September 24, 2025

By: City Manager J. Michael Joyal, Jr.

The City Manager's Report is a collaboration of City department updates provided each month to update the City Council and general public on the intricate workings of the City of Dover. The updates are broken out by department reflecting the six categories of intended outcomes relating back to the City of Dover's strategic management framework which you will find below.



The department updates are then highlighted at the end of the report to show how these updates fit into supporting the seven 2024 – 2025 City Council Goals below:

Goal #1
Our City has Diverse Housing

- Support a Dover that has housing which is attainable and available.

Goal #2
Our City is Civically Engaged

- Ensure that the public is part of the community's governance and has multiple channels to provide feedback.

Goal #3
Our City is Resilient

- Ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

Goal #4
Our City is Safe and Inviting

- Ensure that the City's infrastructure and environment is welcoming.

Goal #5
Our City is Inclusive and Welcoming

- Support a Dover that is welcoming to all no matter socio economic background.

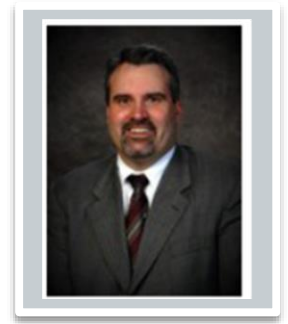
Goal #6
Our City has Sustainable Financial Policies

- Ensure the City's financial health is sustainable and open for all to view and understand.

Goal #7
Our City's Opportunities are Accessible for All

- Support a Dover that has inviting public spaces for all people living in, working in or visiting the City.

City of Dover's Municipal Leadership Team



City Manager
J. Michael Joyal, Jr.



David Balian
Public Welfare
Director



Donna Benton
Planning & CDBG
Director



Annie Dove
Information
Technology Director



Michael Gillis
Media Services
Director



Kevin Hebert
Recreation Director



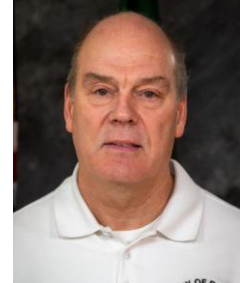
Denise LaFrance
Public Library
Director



Daniel Lynch
Finance Director



Christopher Parker
Deputy City Manager



Perry Plummer
Fire & Rescue Chief
Emergency Management
Director



John Storer
Community Services
Director



David Terlemezian
Police Chief



**Jerrica Vansylyvong-
Bizier**
City Clerk Tax
Collector



Heather Worrall
Human Resources
Director

Pending

City Attorney

Community Services Department

Administration

In August, the Community Services Department held a staff appreciation luncheon at the facilities to celebrate the hard work and dedication of its employees, with participation across the divisions. The event provided a great opportunity for staff members to gather in a relaxed setting, enjoy delicious food from a local restaurant and share in a sense of comradery. Leaders from the Department spoke briefly, expressing gratitude for the tireless efforts in maintaining the city's infrastructure and services. Raffle prizes were distributed and games were set up outside, as the event took place on a beautiful summer day. A special acknowledgement of the Department's Head Administrator, Cheryl Dwyer for bringing the event to life!

At the end of August, Utilities Superintendent Mike Nadeau left the City of Dover to become the Director of Public Works for the Town of Barrington, NH. It is with a great sense of pride that Community Services recognizes Mike Nadeau for his outstanding contributions and long-standing service to the City of Dover. Mike joined the department from Kittery, Maine, bringing a wealth of water experience that made him an ideal fit for the Maintenance Mechanic role. He quickly mastered the position, demonstrating a commitment to professional growth by eagerly pursuing every training opportunity offered. This drive allowed him to advance rapidly through the ranks, holding a variety of key positions, including Heavy Equipment Operator, Pump Station Operator, Utility Supervisor, and eventually Superintendent.

Beyond his formal roles, Mike's impact was felt throughout our community. He was a familiar face at local schools, where he shared his passion for water with students during science days. His expertise was so highly valued that he became a trainer for the advanced water distribution classes, skillfully teaching students how to tap and hot-fuse pipes. Mike also played a crucial role in advancing the department's technological capabilities. Working with Tim Pine as a VueWorks companion, he was instrumental in gathering data and improving the software for the city's benefit.

Mike's journey from Maintenance Mechanic to Superintendent is a testament to his hard work, willingness to learn, and unwavering commitment to the City of Dover. The department is incredibly grateful for his service and all he has done to make Dover a better place. We wish him well as he takes on the next phase of his career in public service.

Jamie Stevens, Construction Project Manager, Mike Nadeau, Utilities Superintendent, and Seth Thompson, WWTP Chief Operator, attended the Construction Day, presented by NH Water Works Association. The event was held in Concord, NH.

Dover Utilities Commission: Dover Utilities Commission met on August 18th. 2025.

- No abatement requests
- Regarding the Utilities Report, Mike Nadeau shared the recently commissioned PFAS Water Treatment Facility has significantly enhanced system capacity, consistently supplying approximately 1.0 million gallons per day. This additional capacity has enables extended offline periods for select wells, supporting critical aquifer recovery efforts.
- The Finance Report was reviewed and discussed by staff.

Planning Board: Planning Board met once in August. The meeting was held on August 26th, 2025. The meeting brought a large crowd out to discuss the following applications for review.

- A proposed McDonald's at 30 Grapevine Drive (proposal for construction of a McDonald's restaurant with side-by-side drive through and 37 parking spaces).
- Amendment to the Waterfront Development (proposal to amend plans for the previously approved 5-story multi-family structure. Proposed revisions include one additional residential unit, 20 more off-street parking spaces, architectural façade changes and a new communal roof deck).
- Application for a mixed-use residential project at 52 Old Rochester Road (proposal for construction of three mixed-use structures with combined commercial space and residential units).

Transportation Advisory Committee (TAC): No TAC meetings were held in August with the next scheduled for September 22nd.

Technical Review Committee: There were a number of TRC meetings that took place in August. Meeting highlights include:

- Transfer of Development Rights located at 77 79 Sixth Street. (Proposal is to purchase two TDR units with intent to construct a new two [1] family residential structure and maintain an existing two-family structure.)
- Site Plan Amendment located at 11 McIntosh Drive. (Proposal is to amend plans for Building 2 as part of the previously approved development proposal at McIntosh Drive. Proposal includes an increase in 20 residential units from 39 to 59, and adding 25 underground parking spaces and a 2-story amenities space in place of a clubhouse.)
- Site Plan Amendment for Hannaford Bros. located at 833 Central Avenue. (Proposal is to add three electric vehicle charging stations, with needed vehicle and accessible parking striping, to the Hannaford Supermarket parking lot.)
- Site Plan located at 141 Sixth Street & 5 Dowaliby Court. (Proposal is to construct ten (10), two-family dwelling units on a private road.)
- Site Plan for Liberty Mutual Insurance Co., located at 150 Liberty Way. (Proposal is for the conversion of the existing office building into a mixed-used building with office, retail, commercial and residential units.)
- Site Plan for the City of Dover, Assessor's Map H, Lot 12, zoned R-20, located at 25 Alumni Drive. (Proposal is for the reconstruction of the Dover High School Athletic Complex.)

Municipal Alliance for Adaptive Management (MAAM): MAAM had two meetings in August:

- Reviewed framework of MAAM Intermunicipal Agreement, discussed annual municipal financial contributions based and inclusion of Maine communities that drain to the Great Bay.
- All agreed to add relevant Maine Communities MAAM.
- Discussed Joint Adaptive Management Plan and plan to submit Adaptive Management Plan to Rochester's Deputy Director of Public Works by September 1, 2025.
- Discuss adding private / public project into PTAPP.

Seacoast Stormwater Coalition (SSC): A meeting took place on August 20th, 2025. Topics covering:

- NHDES updates informed that Wetlands and AoT permit processes will be changing. Additionally, Annual Report reviews will take place the week of September 22nd, 2025.
- No new updates were provided on MS4 permitting; however, it was noted that MA MS4 is receiving a high number of comments and review of the Annual EPA MS4 template took place.

TIF Advisory Committee/Cocheco Waterfront Development Committee (CWDAC)/Park Subcommittee: There was no TIF advisory meeting nor CWDAC meeting in August.

Utilities Division

The Street Utilities Crew actively addressed a wide range of water and sewer needs, completing numerous projects and responding to critical issues.

Maintenance & Repair:

- Cleaned trouble areas within the collections system and resolved two sewer backups.
- Repaired four water main breaks, fixed three service leaks, and repaired four broken hydrants.
- Raised four manholes to improve safety and accessibility.
- Closed a total of 41 work orders and 18 service requests.

Major Projects:

- Collaborated with Sargent Construction to successfully bring the Abby Sawyer tank back online and tie it into the system.
- Worked with SUR Construction to complete the Broadway water main renewal project, spanning from Florence Street to High Ridge Drive.



Broken hydrant

This August 2025, the water treatment facilities produced 79 million gallons of water. Averaging 2.5 million gallons a day produced. All three water filtration plants and one chemical injection facility have been effectively operating with continuous operation during peak water demand season. Having received just 3.66" of rain for the month of August, groundwater levels across the state range from very low to normal with very low groundwater levels observed.

Dover is in a 'Moderate Drought' condition and impacts are expected to continue or worsen in the short-term. Dover's wells are seeing the same impacts as other utilities are seeing across the state. Operators are currently balancing production of 10 wells, shutting wells down to let them recover has been proving effective for aquifer recovery at this point. Short-term and long-term precipitation outlooks do not provide a strong indicator that the precipitation needed to relieve drought conditions will be received. If this trend continues, water use restrictions may be required.

Water Treatment operators have been busy this month. There were no water quality complaints for the month of August, which is a major accomplishment with so many water consumers across the entire city. Water operators completed 46 work orders. New Globe style silent check valves were installed by operators at our French Cross Water Filtration Plant. These 8" check valves are responsible from stopping the distribution system water from back feeding into the facilities clear-well. These new style checks replaced the older swing-style check valves, which were sticking and not designed for as smooth of operation as the new style; therefore, reducing surges on the water system.



Staff working on the water treatment facilities

Earlier this month the city's Smith Well pump abruptly stopped operating during a time of peak water demand. The computer system that operates this well pump faulted out with a 'thermal motor overload'. With this safety system in place, the pump and motor shut down before damage resulted. Operators diagnosed that iron deposits had plugged the submerged in the ground pump, the valving / meter in the well building. A third party used their crane to pull the pump and assess what seized the well pump. Operators then took apart the valve and piping in the well building, cleaning all iron deposits which were causing components to not operate correctly. After all systems were re-installed, Smith Well was put back in service and has been operating at peak efficiency. Smith well will need to start being cleaned on a one-year basis.



Clarifier #3 Project: The clarifier project made steady progress in August, digging of the large ~30 ft deep hole is underway. The support of excavation material is being sprayed and the 20 ft support nails are being driven. Temporary dewatering has been installed to keep the excavation site dry.



Support Nails at the third Secondary Clarifier



Third Secondary Clarifier Project Dig

Wentworth Terrace Pump Station: The pump station was in much need of a fresh coat of paint. It was repainted to match the existing red.

Aeration Tank Annual Maintenance Check: Aeration tank 3 has been taken offline for annual maintenance. Each year a tank is taken offline, flushed out with plant water and drained. This is done to ensure that all mixers, diffusers, and recirculation pumps are intact and look to be in good working order. Diffusers are also tested to ensure proper air flow.



Wentworth Terrace Pump Station

Cranbrook Pump Station: Coring for the new stand by generator at the pump station. This new generator will mitigate having to juggle a portable generator between 2 pump stations during power outages. Install is shaping up to be finished in the coming weeks.

Pump Station Mower: The new zero turn mower for pump stations arrived. The dedicated mower will help with being able to mow whenever needed and not having a shared mower.



Pump Station Mower

Streets & Stormwater

Throughout August, the team executed a number of critical maintenance tasks, prioritizing pothole filling and the removal of roadside overgrowth, which was cleared efficiently with the brush cutter. Steady progress was also made on the annual paving and striping programs.

In August, the majority of service requests logged and closed pertained to potholes, animal collection and tree and brush overgrowth. 65 service requests remain open and are in various stages of being resolved.

Paving & Striping:

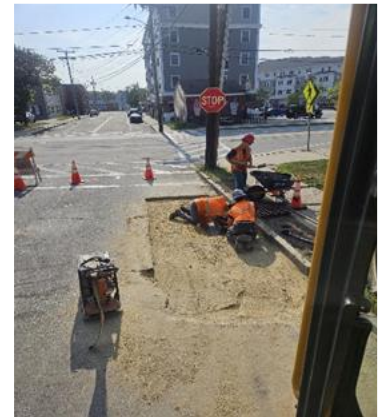
- Executing the 2025 Street Paving Program: In partnership with Continental Paving, CS has completed work on 17 streets and will continue this program to meet annual goals.
- Continuing Annual Striping: Our crews are working at night to minimize traffic disruption while repainting all crosswalks, arrows, stop bars, parking stalls, and road lines.



Alumni Drive Paving

Routine Maintenance:

- Addressing Service Requests: Prioritizing and promptly addressing all outstanding service requests.
- Filling Potholes: The crews will continue to actively fill potholes throughout the remainder of the summer to improve road safety.
- Maintaining Roadways: The loader with the mowing attachment is deployed daily to manage roadside overgrowth, while street sweepers are operating on an as-needed basis to keep our downtown area clean.



Catch basin repair on Fourth St.

Facilities, Grounds & Cemeteries

The Facilities, Grounds and Cemetery Division received 83 Service Requests of which 73 were closed, and 99 Work Orders of which 88 were completed and closed in the month of August. There were twelve work orders pertaining to cemetery issues, thirty-five work orders pertaining to facility issues, ten work orders pertaining to grounds issues, fifteen work orders related to sign issues, nine work orders related to traffic and street light issues, twenty-two work orders related to recreation, seven work orders pertaining to tree issues.

Three full burials, three ash burials, and no columbarium niche interments were conducted in the Pine Hill Cemetery this month. Two full graves, no cremation graves, and no columbarium niches were sold this month.

The Indonesian flag was raised for the week on August 17th to honor Indonesian Independence Day. State flags were lowered in honor of fallen Norwood Fire Captain Christopher Brown on

Thursday August 28th. All flags were lowered to half-staff through the Labor Day weekend in honor of the victims of the tragic school shooting in Minneapolis Minnesota.

Crews brought in and spread new bark mulch at all the playgrounds throughout the city, concentrating on getting the ones located at schools finished up before the start of the new school year. Also, for the start of the new school year, School Zone traffic warning lights were tested, adjusted, cleared of obstructions and turned on.

Crews brought in and spread fresh sand at the Long Hill Dog Park. Also cleaned up and prepared were several more Adopt-a-Spots for their new adopters. The crew took some rainy-day opportunities to assist the Planning Department with removing several non-compliant 'yard' signs throughout the city. Unfortunately, these signs have become a blight on the landscape.



Noncompliant Signs



Downtown mulching



Long Hill Dog Park

Engineering:

In addition to supporting other City departments and working on Capital Projects, Engineering staff takes Service Calls from the public and responds to them as quickly as they can. The team meets regularly to review open Service Calls and discuss how to respond. The Table below shows the total Engineering related calls year to date and over the past month.

Time Period	Logged Service Calls	Resolved Service Calls
June 2025	16	9
July 2025	14	25
August 2025	22	10
2025 YTD	102	84

Projects

Engineering staff is actively supporting a number of projects across the city. The following are some highlights on just some of the active projects.

Fifth and Grove Reconstruction:

The contractor, N. Granese & Sons., Inc. completed the paving within the project limits. Pavement markings are being scheduled for the near future and are pending the subcontractor's availability. Final items, such as, installation of street light shield, and addressing vegetation will be completed in the next month.

Cochecho Street Outfall:

Community Services has been working with Eversource and the consultant, Kleinfelder, to advance the design of this outfall reconstruction. City staff met with their design consultant, Kleinfelder, and Eversource and their consultant, GEI for a project update. GEI has made progress on determining the underground utilities within their project area and are finalizing the method to remediate soil contamination. Once their project limits are identified, the Kleinfelder can finalize and permit the new outfall.

Source Water Exploration:

The City is working to secure its future water supply. Teaming up with GZA engineers, the City continues on its mission to find new sources of groundwater by drilling test wells and examining the local aquifer. One key part of this effort is the Griffin Well. GZA has been poring over its historical data and hydrogeology. Meanwhile, at the Pudding Hill Treatment Plant, staff overhauled their operations and maintenance plan. This came at the request of the NHDES, who recently monitored the Pudding Hill Artificial Recharge Facility. All of these efforts are geared toward expanding Dover's capacity for clean, reliable water.

Central Avenue (Central Core Phase I) Water Main Replacement:

The City continues to work with Underwood Engineers on revising plans for the next phase of the Central Avenue water main replacement project. The City Council has approved additional engineering funding which is planned to cover costs through the final design stage.

Downtown Lighting Improvements:

Engineering staff is in the process of replacing 22 lights on Central Ave from the railroad tracks heading south to Chapel Street on the easterly side and to second street on the westerly side. This work is anticipated to be started the second week of September.

Sidewalk Improvements:

The sidewalk bids came in higher than anticipated and as a result the City had decided to postpone the reconstruction of the Horne St and Joe B Parks walkways. CS Engineering now plans to rebid the Horne Street and Riverwalk sidewalk projects in December 2025. The hope is to design and add additional sidewalk reconstructions to the bid package.

Cochecho Waterfront Redevelopment:

In August 2025, progress on the Dover waterfront development continued. Private improvements are moving forward, with work on both the interior and exterior of Buildings C and D. Pavement has been laid in the under-building area of building D. On site most of the granite curbing and sidewalks are now in place on the street-facing side of the new townhomes. And, many front and rear steps have been installed.

As to the City's public infrastructure improvements, the pavilion building is taking shape with the ground level CMU walls and door frames in place and the exterior CMU work underway to support the foundation's veneer. Landscaping efforts have also progressed nicely. The contractor is spreading loam in areas that will be seeded or have sod installed. Final pruning and removal of invasive plants have been completed on Payne Street, and the irrigation system is now being installed. Park plantings have also been incorporated and progress is being made on the park's lighting system, with conduits, bollard bases, and light pole bases in place. The flag pole has been installed at the park lookout area. Lastly, the City and the Engineering team have been working diligently to find solutions to restore the shoreline near the former Army Corps bulkhead. A permit amendment has been filed and now awaits final approval from the State of New Hampshire Department of Environmental Services.



Waterfront Development Aerial View



Residential Unit Construction



Residential Build Overview

Mill St Pump Station Reconstruction:

Moving onward from July into August, discussions between CS and the consultant Woodard and Curran (W&C) proved fruitful. It was determined that W&C will review recommended pump curves and options with Gorman Rupp to determine if there are better options for Design Alternative 4 than the originally proposed Suction Lift Pump. Options for better fit pump should include expanded peak flows for future redirections of flows from upper Mill Street to renewed Mill Street Pump Station. If an appropriate suction lift pump cannot be identified, the City will consider design of submersible pump station. Additionally, a number of design items were discussed, including the curb-to-curb mill and overlay of Mill Street from Pump Station to proposed trenchless crossing area, extension of water main to the new Mill Street Pump Station, and to upsize existing 8-inch sewer on



New Watermain installation from the Garrison Tank to Oak Street

lower Mill Street to an 18-inch for potential future conveyance modifications.

Garrison Hill and Oak St. Water Main:

Community Services worked with the engineering firm Underwood Engineers to design water main improvements around Broadway, as the area has experienced major water main breaks in the past few years. The water main upgrades will run first from the Garrison Hill Tank down to Oak St. Then, from Oak St the water main will head east down towards Broadway before heading south towards Florence St. SUR Construction installed the water main on Broadway from Florence Street to Oak Street. The 16-inch watermain has been installed from Highland Street to the Garrison Hill Water Tank. Next steps include testing and chlorinating of the watermain on Oak Street. Side street tie-ins and individual services are in the process of completion.



Water main installation work at the intersection of Oak St. and Broadway.

Dredge Cell Closure:

Verdantas is completing the NHDES Standard Permit Application for Solid Waste Landfill Facility. It is expected that the approvals will take a number of months.

Maglaras Park Reconstruction:

An Alteration of Terrain permit was approved for the first phase of reconstruction for Maglaras Park. The approvals allow for the City to move materials excavated from the waterfront. The consultant, Verdantas is hard at work on the park's redevelopment design. Using advanced HydroCAD software, they're fine-tuning the design package, making adjustments to the grading curves and alignments and creating an efficient stormwater basin. These efforts ensure the park's new landscape is both beautiful and functional.

Lower Central Ave Street Reconstruction:

This project will include the rebuilding of Central Ave from Stark Ave to Silver Street including new utilities, sidewalks, and drainage. In July, City staff met with the consultant and NHDOT for a monthly check-in to review the design progress. The consultant is working through comments received from the city on their 100% design.

Traffic Signage Improvements:

The City of Dover's Community Services Department has conducted a comprehensive city-wide sign inventory with a focus on removing outdated regulatory signs and ensuring all remaining signage is up-to-date, compliant, and in excellent condition. Community Services staff continues to remove and relocate or replace the signs on their own posts. This ongoing effort will ultimately improve visibility and safety on city roads.

Court Street and Union Street Reconstruction: A neighborhood meeting was held on Thursday, August 14th with the contractor. A video of the recording is available on the project webpage: <https://www.dover.nh.gov/government/city-operations/community-services/engineering/projects/street-reconstructions/court-street-union-street-reconstruction->

project/. Following the meeting, city staff met with several property owners to discuss potential impacts to their property. The contractor, S.U.R., dug test pits to locate underground utilities prior to fully mobilizing the first week of September. Residents impacted by the construction work are encouraged to sign-up for project email updates by visiting <https://bit.ly/dovernewsletters> and adding “Project update: Court Street and Union Street Reconstruction” to your current email subscription list.

Hale Street and Locust Street Reconstruction:

CS Engineering is advancing the design of a drainage infrastructure improvement project at the intersection of Hale and Locust Streets. This initiative involves replacing a deteriorated and obsolete granite box culvert with modern drainage systems to meet current stormwater management standards. All design and coordination efforts are being carried out in-house by CS Engineering staff with design ongoing and on track for the initiative to be completed in September.

Central Crossings Project:

Design drawings and RFP have been completed for new pedestrian bump outs on Central Avenue. The original scope has been expanded to include additional lighting and drainage infrastructure upgrades. The RFP is expected to be bid out to vendors in the first week of September.

Facilities Projects:

Indoor Pool Lighting Upgrades:

At the indoor pool, all ceiling lights have been successfully replaced by Negm Electric in partnership with Visible Lights. The previous downward-facing fixtures had begun failing due to age and also created significant glare issues for swimmers and staff. The new system features upward-facing lights that not only eliminate glare but also provide brighter, more even illumination throughout the pool area. In addition, Visible Lights installed advanced controls that allow staff to adjust brightness levels to match different times of day and activity needs, improving both energy efficiency and user comfort.

Library Expansion Renovation:

The Dover Community Services Department, in collaboration with the Library Department, is pleased to report continued progress on the library renovation project. During August, all concrete was poured for the building addition, and work began on enclosing the new structure, a process expected to be completed by mid-September. Roof construction on the addition has also commenced and is scheduled to finish around the same time.

In addition, the removal of all existing windows is underway following the City Council’s approval of a change order earlier this month. The Council also approved the installation of a new generator, which has now been ordered. Inside the existing library, the sprinkler contractor successfully completed the installation of the new sprinkler system. The project remains on

schedule, with overall completion anticipated in early 2026. Library patrons are encouraged to contact the Library directly with any questions regarding access to materials during the renovation period.

Energy Services Performance Contract (ESPC):

The City of Dover's Community Services Department, in coordination with the Planning Department, continues to advance the Energy Services Performance Contract (ESPC) initiative. All building walkthroughs have now been completed by Energy Efficiency Investments (EEI), marking the conclusion of the initial data-gathering phase. The City is currently awaiting the delivery of EEI's comprehensive energy audit, which will provide detailed recommendations for efficiency upgrades, renewable energy installations, and infrastructure improvements across municipal facilities. This audit represents a key milestone in the planning phase of the ESPC. Once finalized, the City will be able to move into project development and implementation planning, aligning selected improvements with financial strategies and available incentives. The project remains focused on maximizing solar energy opportunities to take advantage of federal tax deductions while advancing Dover's long-term sustainability goals.

Downtown Tree Improvements:

The Facilities, Grounds, and Cemetery Division has been actively working on tree replacement efforts in the downtown area. To date, five new trees have been planted along Silver Street. Crews have also identified six additional sites where existing trees and stumps are being removed in preparation for replacement plantings. Beyond these sites, the City is working to identify approximately twelve more locations for tree replacement. Once identified, the goal is to complete removal and replanting at these sites by late September through early October, helping to enhance the health, appearance, and longevity of the downtown streetscape.

City Hall HVAC Renovation:

In July, The City reviewed all submitted proposals for the City Hall HVAC renovation and decided to reissue the bid for the City Hall HVAC renovation project with revised language to specify a particular brand of equipment to better meet the building's needs. Following the re-bid process, only one contractor submitted a proposal. City Council has since approved and awarded the project to Palmer & Sicard. The contractor is preparing to begin work, which will include the full removal and replacement of mini-split units, installation of a new condenser system, updated refrigerant and condensate lines, and compatible digital thermostats.

Griffin Well Building Upgrades:

The City of Dover is preparing to release an RFP for upcoming upgrades to the Griffin Well building. The planned scope of work will include the installation of a new HVAC system—comprising a condenser and two mini-split units—along with structural improvements such as new exterior doors, patching of existing wall openings, and the construction of a small roof extension to shelter the condenser. All work will be expected to meet applicable codes and permitting requirements. Full RFP details, submission instructions, and deadlines will be made available upon release. Interested contractors are encouraged to monitor the City's bid portal for updates.

Jenny Thompson Pool

The Community Services Department continues to advance the much-needed renovation of the Jenny Thompson Outdoor Pool. The project was awarded to Northeast Earth Mechanics this spring with construction officially having kicked off on August 11th, 2025, marking an important

milestone in the long-anticipated renovation of the Jenny Thompson Outdoor Pool. Following mobilization, crews removed the lifeguard stands, diving boards, the old shade structure, and the shed. Test pits were excavated around the corners of the pool to evaluate structural integrity, ensuring a sound foundation for the next phases of work. Demolition of the existing concrete decking is underway, with cutting for the pool itself scheduled to begin in early September. These initial activities represent steady and visible progress on the project, and the City looks forward to continued advancements in the coming months.

Permits & Licenses

Permit & License Summary Three Month Overview	June 2025	July 2025	August 2025
Driveway Permits:	06	23	16
Utility Licenses:	02	06	01
Paving Licenses:	01	03	04
Excavation Permits:	17	09	09
Certificate of Occupancy Inspections	05	10	05
Construction Permits	01	01	01
Obstruction Permits:	03	00	02
Sewer Connection Permit:	01	01	02
Septic Design Reviews:	01	01	02

Construction Oversight:

Engineering Technician, Jordan Chambers, continues to conduct oversight of over 65 private construction projects approved by the Planning Board. Most recently, Saint Thomas High School at 197 Dover Point Road has been working on an addition. Other projects that are underway or have been completed include:

- 725 Central Ave Development (Central Ave and Brick Rd.)
- Ember Dr (New Rochester Rd.)
- Mixed Use Residential – The Station (2 Grove St)
- Waterfront Private Development
- Chase Bank on Central Ave
- Pointe Place
- Fisher St. Residential (Lenox Dr)
- 48 Whittier St. Residential
- McIntosh Commons
- 59 Tolend Rd.
- 110-114 Silver Street
- 180 Tolend Road
- 17 Summer Street
- 73 Locust Street (Dover Public Library)
- Dover Fields (Route 108 & Mast Road)

Finance Department

Administration:

On August 19th, Donna Langley, City Assessor Attended a NH Department of Revenue Administration (NH DRA) Ratio Study Training via an on-line session. The session was sponsored by Catalis and NH DRA. The session was conducted for participants to learn the new Catalis software that NH DRA transitioned to earlier this year.

On August 19th, Donna Langley, City Assessor Attended NH DRA MS-1 Training on-line. The session was sponsored by Catalis and NH DRA. The session was held so participants could learn the new Catalis software implemented by NH DRA.

On August 19th, Deputy Finance Director, Ann Legere attended a webinar sponsored by the Environmental Protection Agency titled Mid-size & Large Drinking Water Systems Infrastructure Resilience & Sustainability. Learning Objectives included an overview of the Grant Program and how to apply, cyber impact and potential projects as well as All-Hazards Risk and Resilience Assessments.

On August 22nd, Kathleen Cragin, Purchasing Agent attended a webinar sponsored by the National Association of State Procurement Officials (NASPO) titled Introduction to Bid Protests. Learning objectives included how to avoid bid protests and handle them when they occur.

On August 29th, Kathleen Cragin, Purchasing Agent attended a webinar sponsored by NASPO titled Introductions to Negotiations. Learning objectives included Negotiations Tools in Purchasing.

Starting in August, Kathleen Cragin, Purchasing Agent attended a webinar sponsored by NASPO titled Introduction to Ethical Procurement. Learning objectives included ethical practice in bid creation and solicitation. The 5-hour class started in August and was completed on September 2nd, 2025.

City Clerk Tax Collection (CC/TC)

In July the City Clerk/Tax Collector issued impending tax lien notices to 316 property owners for \$1,811,646.42 past due outstanding Tax Year 2024/Fiscal Year 2025 property taxes. On August 29th the City Clerk/Tax Collector executed the Tax Year 2024 Tax lien for 176 properties for \$988,648.32 of outstanding past due property taxes.

Finance / Accounting / Purchasing

In August 2025, Deputy Finance Director Ann Legere finalized the FY24 Single Audit submissions and the FY24 Single Audit was certified by the contracted auditing firm, CBIZ Inc and later submitted to Federal Audit Clearinghouse by Finance Director Daniel Lynch.

On August 18, 2025 the Dover Board of Trustees of Trust Funds held their quarterly meeting and received a performance review update from the financial investment advisor. The Board approved the FY2025 MS9 and MS10 reports for Trust Fund balances and investments.

On August 19th and 20th the City's auditing firm CBIZ, Inc. conducted FY2025 preliminary internal controls testing. The FY2025 audit fieldwork is schedule for the middle of October 2025.

Tax Assessment

The Assessing Office has been training on the new CAMA software via on-line Zoom, on a weekly basis, for 1.5 to 2 hours per week for the last few weeks. On August 12th, 19th, and 29th Donna Langley, City Assessor; Milana Fiorenza, Assistant Assessor; Sarah Cook Assessing Technician; Kelly Rexroad part time Assessing Clerk attended the new CAMA training.

Water/Sewer Utility Billing

On August 2, 2025 the office completed the 2nd Quarter billing that was for the period of April 1, 2025 through June 30, 2025, which was for 127.8 million gallons of usage for 8,604 accounts, representing a total amount billed of \$2,581,142.13.

On August 7, 2025 the office completed the July 2025 monthly billing of 24.8 million gallons of usage for 845 accounts, representing a total amount billed of \$613,025.78.

Bid Solicitation:

Department	Bid #	Bid Date	Description
Fire	B26016	8/13/2025	Purchase of Shipping Containers for Fire Department
Fire	B26017	8/13/2025	Purchase and Installation of Vehicle Lift for Fire Department
CS	B26007	8/18/2025	Crack Repair for Outdoor Athletic Courts
Executive	B26009	8/18/2025	Disposal of City of Dover Real Estate Mp 3 Lot 9 Rollinsford
Planning	B26014	8/21/2025	Installation of Roof Mounted Solar Photovoltaic (PV) System at the WWTP

Purchase Orders over \$5,000:

Department/Division	PO Date	Vendor	Amount
City Clerk Tax	8/14/2025	NEW HAMPSHIRE PRINT & MAIL	\$5,442.73
Finance Office	8/6/2025	PRIVATIZER TECHNOLOGIES, LLC	\$7,493.71
Finance Office	8/6/2025	PRIVATIZER TECHNOLOGIES, LLC	\$7,586.93
Finance Office	8/20/2025	FIFTH ASSET, INC. DBA DEBTBOOK	\$17,000.00
Community Services	8/26/2025	F.W. WEBB	\$5,320.00

Community Services	8/14/2025	GC/AAA FENCES, CO., INC.	\$5,681.00
Community Services	8/14/2025	UNITED AG & TURF, LLC	\$5,702.86
Community Services	8/11/2025	N. GRANESE & SONS, INC.	\$5,775.00
Community Services	8/20/2025	JOHN TURNER CONSULTING INC	\$5,840.54
Community Services	8/26/2025	ORGANIC SOLUTIONS/ DBA MR FOX	\$6,231.00
Community Services	8/14/2025	F.W. WEBB	\$9,804.00
Community Services	8/4/2025	BADGER METER INC	\$11,700.00
Community Services	8/4/2025	CORE & MAIN LP	\$19,999.75
Community Services	8/12/2025	BARRIE MILLERS WELL & PUMP	\$20,000.00
Community Services	8/4/2025	COASTAL TRAFFIC, INC.	\$20,680.00
Community Services	8/11/2025	HACH COMPANY	\$23,761.00
Community Services	8/5/2025	SOUTHWORTH-MILTON INC	\$44,834.24
Community Services	8/11/2025	MXI ENVIRONMENTAL SERVICES, LLC	\$50,000.00
Community Services	8/4/2025	NORTHEAST ELECTRICAL	\$81,086.93
Community Services	8/19/2025	SEALCOATING, INC	\$100,000.00
Executive	8/4/2025	SHEEHAN, PHINNEY, BASS & GREEN	\$10,000.00
Fire and Rescue	8/25/2025	FIRE TECH & SAFETY	\$5,000.99
Fire and Rescue	8/26/2025	REP ENTERPRISES, LLC	\$8,995.00
Fire and Rescue	8/27/2025	SUR CONSTRUCTION, INC.	\$10,000.00
Planning	8/13/2025	HAVEN VIOLENCE PREVENTION &	\$6,324.00
Planning	8/13/2025	AIDS RESPONSE OF SEACOAST	\$7,324.00
Planning	8/13/2025	CROSS ROADS HOUSE, INC.	\$7,524.00
Planning	8/13/2025	MY FRIENDS PLACE-CDBG	\$7,924.00
Planning	8/27/2025	STRAFFORD REGIONAL PLANNING	\$24,343.95
Planning	8/13/2025	COMMUNITY ACTION PARTNERSHIP	\$25,000.00
Police	8/7/2025	ENVIRO SAFETY PRODUCTS	\$6,355.70
Police	9/2/2025	GRAPPONE FORD	\$29,701.00
Public Library	8/27/2025	BYWATER SOLUTIONS, LLC	\$5,775.00
Public Library	8/12/2025	MIDWEST TAPE, LLC	\$12,000.00
Public Library	8/18/2025	EVERSOURCE ENERGY	\$14,635.00
Public Library	8/13/2025	PARK STREET FOUNDATION	\$21,049.00
Public Library	8/21/2025	SOUTHWORTH-MILTON INC	\$159,886.00
Recreation	8/19/2025	CITY OF DOVER-WATER~SEWER	\$23,151.16
Recreation	8/14/2025	A YANKEE LINE, INC.	\$27,525.00

Fire & Rescue

Calls for Service / Activity Statistics

Responses are tracked and categorized using the National Fire Incident Reporting System (NFIRS), with incidents typically classified into the following categories:

- Fires
- Medical Emergencies
- Hazardous Conditions (e.g., gas leaks, downed power lines)
- False Calls (good intent)
- Non-Emergency Requests

Calls for Service – Monthly Comparison		
	Number of Calls	Average calls in 24-hr period
April	544	18
May	617	20
June	665	22
July	627	20
August	601	19

Simultaneous Calls and Resource Management

Simultaneous incidents—emergency calls that occur at overlapping times—present operational challenges and can strain available resources. If one crew is committed to an incident and another call comes in before that crew is cleared, response times may be affected as units respond from outside their designated district.

With the exception of major, multi-company responses such as structure fires, current staffing levels allow Dover Fire & Rescue to effectively manage two simultaneous incidents without degrading service delivery. A third simultaneous call may also be managed, depending on the nature of each incident and the location of available units.

Simultaneous Call Statistics		
	2 Calls Simultaneously	3 Calls Simultaneously
February 2025	197	121
March 2025	195	87
April 2025	174	60
May 2025	200	97
June 2025	210	101
July 2025	201	98
August 2025	186	87

These figures reflect the ongoing demands placed on personnel and highlight the importance of strategic resource deployment to maintain response effectiveness.



In August, Dover Fire & Rescue responded to a working structure fire at 399 Sixth Street. The fire originated in the garage while the homeowner was working on a vehicle, and quickly spread toward the attached house. Crews arrived to find heavy fire and smoke showing, with the garage fully involved. An aggressive interior and exterior attack brought the fire under control before it could extend further into the residence. Mutual aid companies assisted on scene, and no injuries were reported. This incident was widely covered in the local media and

highlighted the skill, teamwork, and professionalism of Dover's firefighters, who performed exceptionally well under demanding conditions to protect both life and property.



In the early morning hours of Thursday, August 14, the Fire Department responded to a motor vehicle fire on the Spaulding Turnpike. The reported location was in the northbound lane between the Dover tolls and Exit 7.

This section of the highway presents a unique response challenge, as apparatus must first travel southbound to Exit 6, then reverse direction using the Exit 6 on-ramp to head north. Due to these extended response times, the Newington Fire Department was requested for mutual aid, as their units can often reach that stretch of highway more quickly.



Upon arrival, crews found the vehicle fully involved in fire. The cause could not be determined because of the significant damage sustained. Fortunately, no injuries were reported.

This month, our firefighters trained on water supply operations using portable dump tanks. These tanks play a vital role when working in areas without hydrants, ensuring a steady flow of water to the fireground. Training like this highlights the teamwork, skill, and preparedness of our crews as they practice delivering reliable fire protection for every part of the community—city and rural alike.



This month, our firefighters conducted hydrant tagging training to sharpen water supply operations. Meeting national and departmental time standards in establishing a hydrant connection is critical—every second counts when lives and property are at risk. NFPA benchmarks emphasize that water must be flowing to the fireground within minutes, and consistent practice ensures our crews can meet or exceed these expectations. By drilling regularly, firefighters build the muscle memory and precision needed so that when the most crucial incidents occur, they can deliver without hesitation.



This month, Dover Fire & Rescue responded as part of a regional Strike Team deployment to assist with a large brush fire in Weare, NH. The fire grew to nearly seven acres, forcing road closures and creating heavy smoke conditions. Crews operated in steep terrain and extended fire lines to contain the blaze and returned the following morning to assist with mop-up operations. Our firefighters performed exceptionally under difficult conditions, demonstrating

both skill and endurance.

Later in the month, Dover crews also assisted North Hampton with a brush fire that spread across approximately five acres. The incident required extensive suppression efforts to stop the fire from spreading further, and Dover's participation ensured additional resources were on hand to contain the fire quickly and effectively.

These incidents underscore the importance of strong mutual aid partnerships across the Seacoast and beyond. Working alongside other departments provides immediate benefits to the communities we assist, while also giving Dover firefighters valuable real-world experience that sharpens their skills and readiness. Each deployment reinforces Dover Fire & Rescue's role as a trusted regional partner and ensures our personnel are prepared to respond when similar incidents occur here at home.

In August, the Dover Firefighters Charitable Association proudly served as the headline sponsor for the City's Friday Night Concert Series, featuring the band *Harsh*. The event brought the community together for an evening of great music and fun, while highlighting another example of Dover's Professional Firefighters being active, involved citizens both on and off duty. It was a fantastic way to support downtown events and showcase the positive impact our charitable association continues to make.

The CQI & EMS Advisory Board held its monthly meeting. Since its inception, the program's focus has been on developing and improving the Department's CQI systems, and it continues to grow steadily.

This month, Dover Fire & Rescue proudly participated in the City's National Night Out event, joining with our police partners, city staff, and community organizations to celebrate neighborhood safety and community spirit. The evening was a great success, with hundreds of residents stopping by to meet our firefighters, explore our apparatus, and learn more about fire and life safety. Events like this strengthen the bond between our department and the community we serve, showing that Dover's first responders are not only here in emergencies, but are also active, positive partners in making our city a great place to live.

This month first meeting of the Simulation Lab Working Group was held. The Department had asked for volunteers to help move this important project forward, and members from both Locals 1312 and 2909 stepped up to participate. This initial meeting primarily served as an opportunity for the Chief to present the project to those interested. Planning is now underway to coordinate visits to simulation labs in the region to help guide the development of our own.

This month, a member of our department was selected as an inaugural member of the Paramedic Advisory Committee for FireMed, Inc. This is an important step toward accreditation of their upcoming Paramedic program and reinforces Dover Fire & Rescue's influence in shaping the future of EMS education in the Seacoast. FireMed is emerging as the regional leader in EMS and fire certification training, and Dover's active involvement ensures that our department has a direct voice in guiding the quality and direction of programs that will benefit first responders across the area. Several of our members have already graduated from FireMed programs, strengthening our own workforce and leadership capacity.

Also in August, department staff participated in the initial planning meeting with the Strafford County Public Health Network to prepare for the required regional FEMA Point of Dispensing (POD) drill scheduled for next fall. PODs are critical sites where medications or inoculations are distributed to the public in response to a large-scale public health emergency, whether natural or man-made. A recent example was the COVID-19 vaccination clinics, which Dover Fire successfully led and conducted throughout the City during the pandemic. Our continued leadership in regional preparedness helps ensure the Seacoast is ready to respond when needed.

Together, these efforts highlight Dover Fire & Rescue's growing leadership role not only within the City, but across the region in both EMS advancement and public safety preparedness.

This month, the Continuous Quality Improvement & EMS Advisory Board received training on "Difficult Conversations," provided by our partners at Primex. The purpose of this training was to help members become more comfortable addressing performance improvement with their peers in a constructive and effective way.

In addition, department personnel received specialized training on Dravet Syndrome, a rare form of pediatric epilepsy. This was identified as a priority due to a child in a neighboring community with this diagnosis, and the likelihood that our crews may respond directly to this child's home or provide Paramedic Intercept services. The training was delivered to all four shifts and included both lecture and scenario-based hands-on learning using a pediatric simulation mannequin. These mannequins provide real-time information such as pulse, breathing, and blood pressure, creating a highly realistic and impactful training experience.

A bit of Dover Fire History

Aug. 19, 1931 — Frank Tuttle, First Assistant Engineer of the Dover Fire Department, years before the agency adopted its current name of Dover Fire & Rescue, was seriously injured while responding to a fire. Tuttle had been riding on the department's "chemical" truck, a firefighting vehicle equipped with chemical tanks used before modern pump engines became standard. As the truck raced to the scene, it struck a bump, throwing Tuttle into the air. He managed to cling to a guard rail with one hand, a move officials later said likely saved his life. Even so, he suffered injuries across his entire body and was confined to his home to recover.

Division of Emergency Medical Services (EMS):

Below is a summary of Emergency Medical transports, listed by the receiving facility that the patient was transported to for the month.

Facility	State	# of individuals August 2025
Boston Children's Hospital	MA	
Brigham and Woman's Hospital	NH	
Cheshire Medical Center	NH	
Concord Hospital	NH	
Dartmouth Hitchcock Medical	NH	
Elliot Hospital	NH	
Exeter Hospital	NH	
Free Standing ER – Dover (HCA)	NH	22
Frisbie Memorial Hospital	NH	2
Maine Medical	ME	
Mass General Hospital	MA	
Portsmouth Regional Hospital	NH	4
St. Joseph's Hospital	NH	
Tufts Medical Center	MA	
Wentworth Douglass Hospital	NH	294
York Hospital	ME	
Total Transports		322
**Non Transports/Sign offs/Refusal of Care		127

****Includes no patient contacts: Accidental Medical Alert Alarms, Cancelled enroute, etc.**

This month, the Department has assisted Partner EMS Services with several Mutual Aid responses to their service areas. These responses are indicated below:

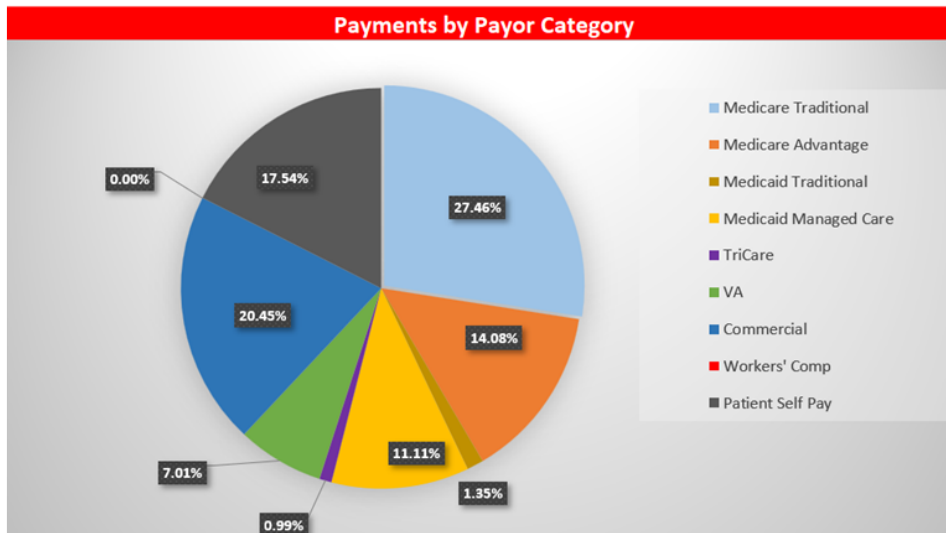
<i>Municipality Assisted</i>	<i>EMS Service</i>	<i>August 2025 Assists</i>
Barrington	Barrington Fire	1
Berwick	Stewart's Ambulance	
Durham	McGregor EMS	
Eliot	Stewart's Ambulance	
Farmington	Farmington Fire	
Greenland	Greenland Fire	
Keene	Keene Fire	
Kensington	Kensington Fire	
Kittery	Stewart's Ambulance	
Laconia	Laconia Fire	1
Lee	McGregor EMS	1
Madbury	McGregor EMS	
New Durham	New Durham Fire	
Newington	Newington Fire	1
North Hampton	North Hampton Fire	
Northwood	Northwood Fire	
Pease ANGB	Pease ANGB Fire	
Rochester	Frisbie EMS	3
Rollinsford	York Ambulance	1
Seabrook	Seabrook Fire	
Somersworth	Stewart's Ambulance	7
South Berwick	York Ambulance	4
	Total	19

Based on a trip volume processed by QMC for the month, the Ambulance revenue generated, is as follows:

TOTAL REVENUE	
Total Revenue from all Transport Types	
\$89,878.87	

SOURCES OF GROUND REVENUE

Traditional (Fee-for Service) Medicare	Medicare Advantage	Traditional (Fee-for Service) Medicaid
\$24,683.30	\$12,654.05	\$1,215.24
Medicaid Managed Care	TriCare	Veterans Health
\$9,986.12	\$888.98	\$6,300.94
Commercial Insurance	Workers' Compensation	Patient Self-Pay
\$18,383.94	\$0.00	\$15,766.30



SERVICE MIX				
Call Type	Priority	Trip Volume	Percentage	
ALS	Emergency	159	64.90%	
	Non-Emergency	1	0.41%	
BLS	Emergency	85	34.69%	
	Non-Emergency		0.00%	

Planning & Community Development

Inspection Services:

Inspections & Permits	June 2025	July 2025	August 2025
Life Safety Inspections	64	28	87
Business Inspections	6	1	7
Sprinkler / Alarm Inspections	21	105	99
Building Inspections	309	289	368
Electrical Inspections	186	178	145
Plumbing / Mechanical Inspections	366	359	238
Blasting Inspections	0	0	0
Health/Housing Standards Inspections	60	58	68
School / Daycare Inspections	4	12	6
Oil Burner Inspections	0	0	0
Woodstove / Fireplace Inspections	0	0	0
Building Permits	43	42	96
Blasting Permits	0	0	0
Certificate of Occupancy Permits	6	11	9
Walk-in Customers	94	109	126

Construction value for the month of August was approximately 8.3 million.

IS staff is settling into the new facility and is standing by for additional furniture deliveries.

The Building Official attended the monthly NH Building Code Review Board meeting in Concord as the state is in the process of adopting the 2024 set of building codes.

Planning Administration

Private developments approved by the Planning Board are underway as shown in the subdivision and site plan report including the status on building permits. Staff has heard from some of the developments such as the mixed-use project at 47 Chestnut St have been on hold due to budgetary reasons. McIntosh Commons has come before the Planning Board for one amendment, phase 1 is currently under construction and the developer applied for another amendment to add more units and combine previously separated buildings which is heading to the Planning Board in September. The residential project list has an “attainable” column which indicates the number of units that are restricted in size or HUD Fair Market rates. The applicant for 47 Chestnut St. asked for extension request (for vesting purposes) in March to the Planning Board.

The Planning Board voted in September 2024 to set the impact fee to \$0 and to not charge impact fees to projects that came to PB for approval in 2024 since discussions about impact fees began. The goal is that those savings get passed on to the residents to help with housing costs. The Board voted on further clarification and draft policy in October. A zoning amendment was posted in March 2025 and a public hearing is scheduled for all zoning amendments at the Planning Board meetings in August and September and then will be forwarded to City Council.

Planning and Community Development staff wrapped up work with the Strafford Regional Planning Commission (SRPC) and the University of New Hampshire (UNH) on the Regulatory Audit of policies and practices in addition to an analysis of the City’s demographics and housing market. The project was funded entirely by a Housing Opportunity Planning (HOP) Grant from the InvestNH program. The regulatory Audit was released in November and findings were presented to the Ad-Hoc Committee to Address Community Housing Needs. Copies of the Land Use Audit are available in the Planning Office and it will be used to inform the impending update of the City’s Land Use Chapter of the Master Plan in 2025. The audit also helped determine potential zoning amendments which were posted and public hearings were held in August and again in September at the Planning Board level.

The City has received awards totaling \$560,000 from the InvestNH Municipal Per-Unit Grant program in recognition of planning practices and partnerships that resulted in the creation of attainable housing units at both the Cottages at Back River Road and the Old Strafford County Court House. It is expected that funds received from this program will be leveraged to support the City’s future efforts to address resident housing needs including the hiring of a Housing Planner. The Ad-Hoc Housing Committee met to finalize their report and summary of recommendations and presented their report to the City Council on July 23.

Director Benton attended the Housing Appeals Board meeting in June for the case regarding 103 Court Street Transfer of Development Rights request. The order was provided and the Planning Board’s decision was upheld and the HAB granted the city 50% of the city’s legal fees to be paid by the appellant.

Assistant City Planner Galloway-Burke attended the Workforce Housing Coalition of the Greater Seacoast’s Spring Policy Session, which featured legislators and policy experts discussing housing-related legislation from the 2025 State Legislative Session.

The Planning Board approved an application for a TDR project at 52 Old Rochester Road. The project proposes a mixed-use development with 3 buildings, including 44 one-bedroom units restricted to HUD Fair Market rents.

Dover was one of 16 communities across the country selected to participate in Housing Supply Accelerator Challenge. A nationwide network launched by the National League of Cities (NLC) and the American Planning Association (APA), the Housing Supply Accelerator Challenge is designed to accelerate the implementation of proven and innovative housing strategies and expand the supply of housing in communities across the country.

City Planner Bassegio recorded an episode of the Dover Download podcast in August to cover the month's land use board meetings, including zoning board decisions, Arts Commission projects, Conservation Commission endorsements, and Planning Board approvals.

The Department of Planning and Community Development continued to update its newsletter, Facebook page, and Twitter feed to communicate with the public. The Department of Planning and Community Development has 896 Facebook followers (City of Dover NH Planning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,400 likes and 3,784 followers).

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items (with 1,165 subscribers). Three newsletters were sent in August. Content included meeting summaries, meeting previews, and various special topics such as information on events that the department held like a ribbon cutting ceremony, coordinated by the Arts Commission, for the Reaching Across sculpture on Central Avenue and another downtown educational ash tree walk. Readers were also provided information on the CIP process, public hearings related to the proposed zoning amendments, and updates on energy-related goals and initiatives. Readers were encouraged to respond to three Polco surveys that asked their opinions on CIP priorities and the CIP planning process and asked for projects that readers would like to know more about.

Planning Staff continues to update a webpage on the City website dedicated to Transfer of Development Rights. The page includes an overview of the ordinance and information on individual applications received by the Planning Department; this includes links to project materials, project address, and status updates. The website was updated but there were no TDR applications to add to the webpage in August.

Planning staff attended the National Night Out event hosted by the Dover Police Department on August 5th. Staff provided information on planning initiatives like Community Trail events, ash tree awareness, housing updates, and requested feedback on the Master Plan update project.

City Planner Bassegio staffed the Community Trail Advisory Committee meeting on August 4th. CTAC heard from a local scout that is proposing an Eagle Scout project on the trail and held a presentation on invasive plants on the trail.

City Planner Bassegio staffed the steering committee meeting for the Land Use Analysis Chapter of the Master Plan on August 20th. Staff continue to work with the project consultants

on the update project. Staff and steering committee members reviewed a draft of the chapter, provided feedback to the consultant team, and planned outreach efforts for the month of September.

Resilience Coordinator Merchant staffed the Energy Commission meeting on August 20th where the commission discussed the Wastewater Treatment Facility solar project, Community Power new rates, and Energy Tips from the Energy Commission for the Dover Download.

Resilience Coordinator Merchant, in conjunction with the Energy Commission, released multiple Energy Tips in the Dover Download focused on relevant energy efficiency topics.

Resilience Coordinator Merchant released a special Energy Prices Update regarding the Public Utilities Commission's ruling that will impact energy prices for residents.

Assistant City Planner Edgecomb attended the Ash tree informational walk with the county forester Lindsey Watkins on August 21st to spread awareness about the dying Ash trees along Central Ave.

Assistant City Planner Edgecomb staffed the Conservation Commission on Monday, August 11th where they reviewed local Conditional Use Permits, NHDES wetlands application update letters.

Assistant City Planner Edgecomb staffed the Open Lands Committee with members from Conservation Commission to discuss the history of the Industrial park on Thursday August 14th.

Assistant City Planner Edgecomb staffed the Forestry Subcommittee on Monday August 18th to discuss the ongoing Ash tree project.

Zoning Administrator Crouser staffed the August 21st Zoning Board of Adjustment meeting, in which a rehearing request for 9 Maple Street was denied, and variances were granted for parcels on Back Road, Knox Marsh Road, and Central Ave, granting relief for setbacks, LIHTC unit approvals, and signage respectfully.

Zoning Administrator Crouser received four (4) resident complaint during the month of August, all regarding a rooster at 202 Back Road. Staff had enforced against this property for the same violation in the spring of 2024, but the owner has since claimed status as a "Farm" per RSA 21:34-a, and meets the City of Dover's area and setback requirements for a farm use, thus, no violation exists. All complainants were notified of this finding via telephone and by email.

Assistant City Planner Edgecomb began working with UNH Cooperative Extension to revise the downtown street tree planting list to ensure for the best planting practices and providing a strong and healthy downtown canopy.

Assistant City Planner Edgecomb accompanied SELT on easement monitoring of Tendercrop Farms.

Resilience Coordinator Merchant continued to meet with EEI as they complete their building audits for the energy savings performance contract. EEI evaluated the solar potential for a few municipal buildings and will present their results at the September Energy Commission meeting.

Resilience Coordinator Merchant released the Wastewater Treatment Facility Solar bid and attended a pre-bid meeting at the facility.

Planning staff continues to work with representatives from local and regional agencies, including One Sky Community Services, Our Place, & AbleNH, to better understand the challenges faced by residents with disabilities and those who care for them. This has included a collaborative review of a proposed zoning definition and criteria for 'Community Residence,' a supportive housing type designed to meet the needs of adults living with disabilities or acquired brain injuries.

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city which was presented to the Transportation Advisory Committee. This topic will certainly be discussed further in the future, especially with the Transportation Chapter being the next Master Plan Chapter to be updated.

Director Benton and City Planner Bassegio have been working with SRPC staff on general accessibility, public transportation, and active transportation.

Director Benton, Zoning Administrator Crouser, and City Planner Bassegio met with several commercial and residential developers to discuss the viability of their proposed projects at several potential sites around the City, to include several single-family home projects and future development goals for the former Harvey's Bakery property.

Planning staff are finalizing a handbook for Planning Board, Zoning Board, Conservation Commission, and Energy Commission members.

This summer, Director Benton will begin collecting CIP requests from various departments and began putting together draft CIPs. In August and September, she will work with the Finance Director, Deputy City Manager, and City Manager to draft the CIP. The CIP is planned to be revealed to the City Council and Planning Board in the middle of fall. Both the Planning Board and City Council will hold discussions and public hearings. The Planning Board will then make a recommendation on the CIP to the City Council and the City Council can choose to vote to adopt the CIP.

Planning and Community Development staff are reviewing zoning definitions that would clarify uses and expand housing access for unhoused residents and those experiencing disabilities for the Planning Board to consider next year.

Director Benton chaired the Executive Committee meeting for the NH Planners Association as President on August 7.

Community Development Planner Carpenter Began the FY25 CDBG close-out report

Assistant City Planner Galloway-Burke began environmental reviews for several CDBG funded projects.

Community Development Planner Carpenter began a collaboration with the HN Department of Historic Resources to modify our existing programmatic agreement with the Department allowing the City greater review authority related to environmental reviews and historic resources.

Community Development Planner Carpenter reviewed and authorized payment of Q4 CDBG reimbursement requests to subrecipients.

Community Development Planner Carpenter performed final CDBG drawdowns from HUD for activities undertaken during FY25.

Building Official Jim Maxfield joined the Building Code Review Board.

Zoning Administrator Crouser and Planning Director Benton followed the effective dates of several NH land use bills recently signed into law by Governor Ayotte, including bills related to ADUs and residential parking regulations.

Police Department

Prevention Services Unit

On August 11-13th, Vicki Harris, Conor Wiley, Lieutenant Alex Mitrushi, and four members of Youth to Youth and volunteer staff Izabelle Bauer attended the annual National Prevention Network Conference held this year in Washington, DC. The conference had 700+ attendees from all over the US. The Youth to Youth students presented two 60-minute workshops on youth empowerment and alcohol prevention campaigns.

At the conference Youth to Youth maintained an exhibit table where other communities could examine Dover's resources and materials. The students also had an opportunity to tour the US Capitol and the Democracy Lab to learn about public policy.



Youth to Youth members, Jack, Addy, Danni, and Mike, along with Prevention Programmer Conor Wiley presenting to attendees of the youth empowerment workshop at the National Prevention Network Conference in Washington, D.C.



Vicki and Conor at the Youth to Youth exhibition table at the National Prevention Network, explaining Dover's youth empowerment toolkit.

While in DC, Sen. Hassan's office connected with Vicki about the CARA grant and staff were able to schedule a meeting with her staff to highlight all of the federal funding the City receives, the activities the funding supports and the impact we have seen as a result of the grants.

On August 1st Bridget Ryan met with the superintendent Dr. Christine Boston and the MTSS coordinator Travis Bickford to discuss plans for Alternative Suspension under the MTSS model at the school district. Dr. Boston and Travis supported the continuation of the EPIC program. Travis is planning to assist in getting the program as a formal outcome in the MTSS intervention

model and will share additional data for the evaluation of the program.

Bridget Ryan has been maintaining a working relationship with the two community organizations who have expressed interest in the Alternative Suspension Program. Bridget has met with Danielle Crowe from Nashua's coalition and has been corresponding via email regarding possible replication sites with them and their police department. Additionally, Seacoast Diversion has expressed interest in onboarding the Alternative Suspension program and has been corresponding via email requesting additional information. Bridget will continue to maintain these connections in the upcoming months as she prepares for replication sites in Fall of 2026.

On August 5th, four student members of Youth 2 Youth and 3 staff tabled at National Night Out. Students provided information on high risk alcohol products, alcohol and cancer and other substances to members of the community. Students gave away Detera bags and medication lock boxes and provided education on how to properly dispose of unneeded medications.



Youth to Youth members staffing the Y2Y table during National Night Out.

Regular weekly meetings of the 4 Youth to Youth teams ended in June and will resume at the start of the new school year.

Dover Youth to Youth student members and staff continue to be a resource for youth empowerment activities in NH and throughout the US. The program's resources, training materials and experienced student trainers are helping many other communities.

During this month, staff had discussions with staff and key participants from several agencies and provided informal direction on community drug prevention implementation, alcohol programming and youth empowerment. These included:

- Franklin County Prevention Coalition in Winchester TN
- Alcohol and Drug Awareness Council of Orange County NY

Dover Teen Center

During the month, there was a total of 241 youth in attendance over 18 days of programming at the Dover Teen Center. The average was about 13 youth per day.

Here are some program highlights:

*** TC Summer Zone 2025**

- Old Orchard Beach
- White Lake State Park BBQ & Swim
- Wallis Sands Beach
- York Beach @ Short Sands
- Ellacoya State Park BBQ & Swim
- NH Fisher Cats Baseball Game
- Clark's Trading Post
- Portland Sea Dog Baseball Game
- Alton Bay Picnic & Swim
- Canobie Lake Park



Teen Center intern Molly and youth participant Emma kayaking at White Lake State Park.

- **TC Facebook Page & Sign-Up Genius Portal**

Continued efforts made to maintain the TC Facebook bulletin page and Sign-Up Genius scheduling portal with resources, program/schedule announcements, inspirational messaging and best practices. The Teen Center staff also share photos of TC youth participants to continue to promote all opportunities provided at the TC.

- **TC Youth & Family Outreach**

A weekly email is sent to connected families and youth, to encourage sign-ups for the daily Chill Zone Day and Trip reservation slots through the Sign-Up Genius online portal. Announcements, webinars, trainings and opportunities are also shared on a weekly basis.

As the center transitions to after school hours, the TC has begun welcoming Fall 2025 TC Interns for their first few days, as they head into their Fall semester with the program. The TC received (2) new registrations in August 2025.



Teen Center youth participants and staff swimming at Lower Falls along the Kancamagus Highway during a trip to the White Mountains.

Diversion Program

The Diversion Committee did not meet in August 2025. There was some email information sharing on case updates, but no meetings.

Youth participants did have meetings with Bridget Ryan and Steve Pappajohn for specific contract obligations, including computer courses and project research at the Dover Teen Center.

As a result of evaluating the case-load heading into August 2025, the following is committee's case breakdown:

- (3) cases in active Diversion Contracts
- (0) case in active Alternative Suspension Program
- (0) successful completion and release from Diversion Contract (AUG 2025)
- (0) new Diversion case heard (AUG 2025)
- (0) new Alternative Suspension cases heard (AUG 2025)
- (0) successful completion for Alternative Suspension (AUG 2025)
- (1) new Diversion case hearing, anticipated (SEPT 2025)*
- (0) cases sent back to Detectives for "failure to comply"

(* = at the time of report)

Community Service

The Community Service program tracked (8) participants in the month August 2025. A total of (18.0) hours of community service work completed with (1) participant finishing allocated hours.

Community Response & Engagement Unit (CREU)

Throughout August, Lieutenant Alex Mitrushi provided supervision and support to members of the Community Outreach Bureau.

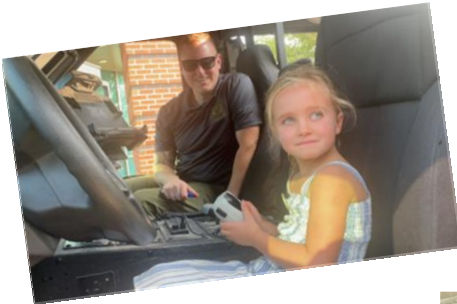
On August 5, 2025, Lt. Mitrushi and Officer Berdecia coordinated National Night Out. National Night Out is an annual community building campaign that promotes police-community partnerships to make our neighborhoods safer, better places to live. Dover's National Night Out is an opportunity for citizens to meet and engage with their first responders and community partners.

In addition to several units within the police department, the following organizations participated in the event: Dover Crimeline, Dover Fire & Rescue, Dover Public Library, Dover Planning Department, Dover Community Services, Dover Recreation, Dover Housing Authority, AARP, Community Action Partnership of Strafford County, Haven, Community Partners, Dover Mental Health Alliance, Strafford County Public Health Network, Goodwin Community Health, Big Brothers Big Sisters, Twenty-One Senses, NH Coalition for the Support of Service Dogs,

Woodman Institute, Help Me Grow Pediatrics, Live Free Recovery, Spring Village at Dover, Waypoint, and the Loyal Order of Moose.



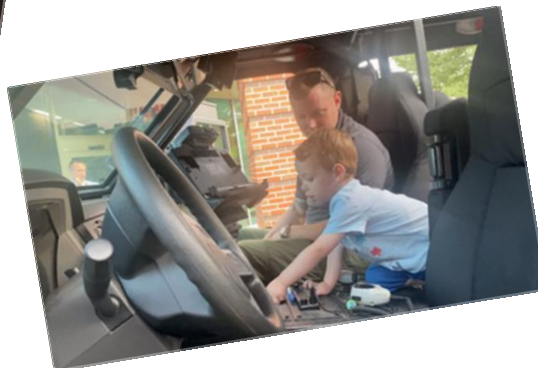
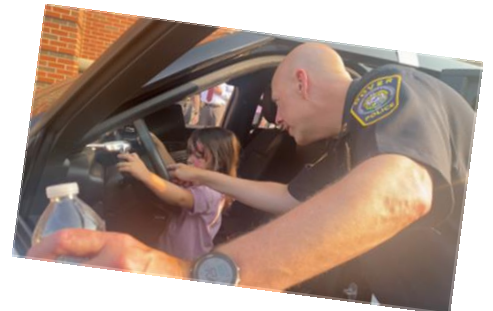
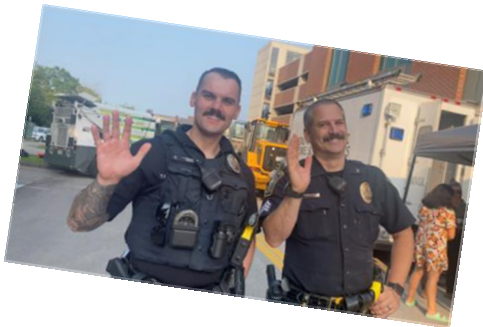
National



Night



Out



On August 5, 2025, Lt. Mitrushi conducted Suicide Prevention and Peer Support training with new Recruit Officer Aiden Carr. On August 7, 2025, Lt. Mitrushi met with the DARE Instructors to discuss the coming school year and classroom assignments.

Lt. Mitrushi conducted one physical fitness assessments for an officer and created 3 social media posts in August.

Problem-Oriented Police Officer

Officer Palmer was the point of contact for any reports or issues associated with violent crime motivated by substance misuse. Officer Palmer was responsible for notifying the NH Information and Analysis Center of all felony drug arrests made by the department this month. These cases are ongoing.

Officer Palmer was on vacation for a week in August, which attributes to his lower number of calls for service this month. During August, Officer Palmer conducted foot and bike patrols of the Downtown Business District and Dover Community Trail. Officer Palmer assisted patrol throughout August and made four (4) arrests.

Officer Palmer located one abandoned campsite on private property and two individuals living in a camper on private property. Officer Palmer worked with the individuals in seeking resources. Several subjects experiencing homelessness/substance abuse disorders were offered assistance and connected to the Social Work Unit. Officer Palmer continues to work with several property owners and property managers to issue trespass notifications to individuals loitering or sleeping in apartment complexes and businesses without permission.

Officer Palmer was able to assist Patrol in identifying a theft suspect, who was residing in Somersworth, NH. Officer Palmer worked with Somersworth Police to attempt to locate the suspect. Officer Palmer investigated a hit and run accident at an apartment complex and worked with the property management company to obtain video footage of the incident. He was able to identify the suspect who had an active arrest warrant. The suspect was arrested on the outstanding warrant and the hit and run investigation is ongoing. The suspect will be charged at the conclusion of the investigation.

Dover Housing Authority Liaison Officer Gore was on leave for a week during the month, so Officer Palmer conducted several patrols throughout Dover Housing and assisted with a background check and one eviction during his absence.

During August, Officer Palmer assisted the Special Investigations Unit, Strafford County Sheriff's Office and DEA with drug-related cases in Dover, and these cases are ongoing.

Dover Middle School Liaison Officer

In the month of August, Officer Berdecia handled fewer calls for service due to planned annual leave and preparation for his return to his specialized assignment as School Resource Officer. In total, he handled nine calls for service, which included two community contacts, a motor vehicle disturbance, a threatening incident, and a harassment incident.

On August 4, 2025, Officer Berdecia handled an incident in which a Dover School District maintenance worker made concerning threats toward a supervisor in a conversation with a co-worker. At the request of the Superintendent of Schools, Officer Berdecia trespassed the maintenance worker from all school properties. Officer Berdecia also provided him with mental health resources in the event he needed them in the future.

On August 27, 2025, Officer Berdecia conducted a Ride Along with a prospective employee for an open police officer position. During the ride, Officer Berdecia explained the duties and responsibilities expected of an entry-level officer in the City of Dover. Officer Berdecia exemplified them by conducting a motor vehicle stop, a community contact, and handling an in-progress motor vehicle disturbance in which he deescalated the situation and counseled the operators involved. The prospective employee expressed appreciation for the knowledge and information Officer Berdecia shared, and an eagerness to serve as a police officer in the City.

Dover High School Liaison Officer

Officer Watkins began his onboarding process for the position of Dover High School SRO in the month of August. This included his attendance at several school related meetings hosted by school administration in preparation for the return of students. Officer Watkins also attended a freshman orientation day on August 28, 2025, welcoming new students to Dover High School.

Officer Watkins attended several SRO related trainings this month. This included a webinar hosted by the United States Secret Service to discuss behavioral threat assessments and prevention/intervention plans for school violence. The other was a two-day New Hampshire annual SRO conference, which covered several various law enforcement related programs and topics related to juveniles.

Officer Watkins continues to prepare for his new role, along with the return of the students to Dover High School in the month of September.

Whittier Falls Liaison Officer

During the month of August 2025, Officer Gore responded to 66 calls for service and maintained a visible and approachable presence within the DHA communities and the City of Dover. The lower call volume is attributed to Officer Gore being on vacation and attending trainings during the month of August.

Officer Gore conducted multiple proactive patrols within the DHA community to include foot patrols, property checks, and assisted patrol with non-DHA calls for service. In addition to proactive patrols, Officer Gore handled various calls for service to include; assistance calls, checkups, welfare checks, motor vehicle accidents, disturbances, animal complaints, and alarms. Additionally, Officer Gore completed 2 warrants, made 2 arrest, 14 community contacts, preformed 5 motor vehicle stops, and conducted 15 background investigations for DHA applicants and new DHA hires. Office Gore also worked 32 hours of patrol overtime this month to assist patrol in coverage for vacations, trainings, sick callouts and injuries. Officer Gore assisted in the training of a new hire for the department, preformed yearly maintenance on the departments AR-15 rifles, and attended a 2-day Taser Instructor course (recertification).

Throughout the month of August, Officer Gore responded to three calls for service involving an individual experiencing a mental health challenge, crisis, or suicidal ideations. During each interaction, he was able to provide the family or the individual with information on different resources, including 988, NAMI NH, and the Social Work Unit for guidance and alternatives for dealing with mental health issues. During one call, the individual was transported to Wentworth-Douglass Hospital for a mental health evaluation.

Social Work Unit

Social Work Unit Supervisor

Kaitlin Jones had 7 new cases in August 2025. In total, Kaitlin has had 59 cases in 2025.

Throughout the month of August, Kaitlin attended and participated in a number of events and meetings. This included weekly case review with the Tri-City Homeless Outreach meeting, biweekly case review with the Directors of Dover City Welfare and Dover Housing Authority and the NH PSW Peer Support Group monthly meeting, in addition to attending Live Free Recovery's Open House in Manchester and a networking meeting with Jamie Paolini from The Ridge Treatment Center. Kaitlin participated as a peer in a Seacoast CISM debrief for the Town of Farmington, NH.



Youth & Family Social Worker Alexis Taatjes, Social Work Unit Supervisor Kaitlin Jones, and Outreach Social Worker Shannon Snyder at the Live Free Recovery Open House event.

Kaitlin coordinated and facilitated a meeting to discuss a complex, highly vulnerable individual in the community, including the following participants: Adult Services Director of Community Partners, Director of Dover City Welfare, Director of Dover Housing Authority, and Regional Director of the Bureau of Aging and Adult Services.

Kaitlin and Bridget continued to discuss data collection, collaboration, and internship expansion via a research study conducted by 12-16 PhD students from the University of New Hampshire.

Kaitlin continued training and onboarding new Outreach Social Work, Shannon Snyder.

Kaitlin finalized the onboarding process for BSW intern, Britney Jackson, and MSW interns, Cole Bouchard-Liporto and Jenna Souza. All three interns to begin the week of September 1st, following the Labor Day holiday.

Outreach Social Worker (OSW):

Shannon Snyder joined the Social Work Unit as the Outreach Social Worker on July 7, 2025. Throughout the month of August, Shannon has continued to focus on training and connection to

resources/services. Shannon also began to take on more new cases from intake to closure during the month of August.

Shannon had 3 new cases in August 2025. In total, Shannon has had a total of 9 cases in 2025 and the Outreach Social Worker position has had a total of 35 cases in 2025.

General case management is offered to adults referred by patrol or who generate frequent and ongoing calls for service due to unmet social service needs. Shannon also conducts community outreach throughout the City of Dover, which includes citizens in need of services, businesses, and community organizations.

Throughout the month of August, Shannon participated in meetings and trainings with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Case Reviews with Dover Welfare Department, Homeless Outreach Meetings, Pine Street Inn tour in collaboration with Community Action Partnership of Strafford County, Youth Experiencing Homelessness and Serious Emotional Disturbances Webinar, Live Free Open House for new 55-bed detox and residential program, NH Police Social Worker Peer Group meeting, collaboration meeting with Better Life Partners, The Science of Addiction and Recovery webinar, collaboration meeting with The Ridge, Building Strong Prevention Partnerships webinar, collaboration meeting with Wentworth Douglas Hospital, De-escalation Techniques for Social Workers two part training, and Addiction Taskforce Meeting.

Youth & Family Social Worker

Alexis Taatjes had 12 new cases in August 2025. In total, Alexis has had a total of 97 cases in 2025.

General case management is offered to youth and families when a child is involved in a call for service or if they are referred for additional supports. This is also offered to youth and families referred by the Juvenile Services Detective, to collaborate with the assigned DCYF CPSW to provide supplemental case management.

Throughout the month of August, Alexis participated in meetings and trainings with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Live Free Recovery Open House, NH Police Social Work Group, Dover Teen Center Canobie Lake Park Trip, Collaboration Meeting with Dover School District Superintendent and the Director of Multi-Tiered Systems of Supports, Weekly Check-ins with McConnell Center Businesses, Dover City Welfare and Dover Housing Authority Bi-Weekly Case Review, Collaboration Meeting with Head Start Family Advocate at Community Action Partnership of Strafford County, Collaboration Meeting with Linda French at St. John's United Methodist Church, Ridge RTC Meeting, Collaboration Meeting with Wentworth Douglass Emergency Department Social Worker, Strafford County Public Health Network Prevention Leadership Group, and the YMCA Early Learning Center Open House.

Alexis facilitated the first Youth and Family Bi-Weekly Case Review with the following community providers in attendance: Community Partners, HAVEN, Waypoint, Dover Children's Home, Dover Teen Center, and Community Action Partnership of Strafford County. Alexis plans to extend the invitation to more community provider's overtime as these meetings continue. These meetings will occur in place of the previous Pre-Deployment Briefings that were held when ACERT was being facilitated.

Alexis organized a back-to-school supply donation for youth that were previously and are currently on her caseload. Donations were received from the Boys and Girls Club of Central New Hampshire through the Pack-a-Pack program, Woodman Park Elementary School, and the Dover Rotary Club. Alexis provided 19 youth in the Dover community with a new backpack and supplies for the upcoming school year.



Youth & Family Social Worker Alexis Taatjes delivering backpacks to students in the community as part of the Boys and Girls Club of Central New Hampshire's Pack-a-Pack program.

Traffic Bureau

Permit applications submitted and reviewed through the Records Unit and the Police Chief during the month – most of which involve follow-up and logistical planning, included:

<i>Permit Applications Submitted/Reviewed</i>			
<i>Taxi Cab Licenses</i>	0	<i>Road Toll Permits</i>	0
<i>Notifications to City Hall</i>	0	<i>Dance / Entertainment</i>	0
<i>Raffle/Tagging Permits</i>	5	<i>License to Sell Firearms</i>	1
<i>Block Party Permits</i>	1	<i>Hawker / Peddler</i>	0
<i>Parade Permits</i>	0	<i>Road Race</i>	0
<i>License to Carry Firearm</i>	4	<i>Other</i>	0

Lt. Speidel fulfilled the role as police representative for the Planning Technical Review Committee (TRC) at its scheduled meetings on August 7, 14, 21, and 28. Projects under review during these meetings included a transfer of development rights proposal for residential expansion on Sixth Street, a commercial parking lot reconfiguration at a Central Avenue retailer, a residential subdivision on Sixth Street, a commercial development amendment on Cataract Avenue, a proposed office building conversion to mixed use development on Liberty Way, and the reconstruction of the Dover High School athletic complex. Staff review of each project helps flesh out technical aspects in the purview of police, fire, engineering, and economic development to resolve potential conflicts before submission to the Planning Board.

On August 14, Lt. Speidel joined City staff from the Community Services, Planning, and Media Services Departments in a pre-construction conference for the Court-Union Utility Reconstruction project. A neighborhood meeting for the project was also held the same evening. The project was awarded to SUR Construction and will be overseen both by City staff and its contracted engineering firm, Wright-Pierce. Work on the project is expected to begin after Labor Day. During the fall of 2025, construction will substantially impact traffic on Court Street between Central Avenue and Union Street. Lt. Speidel worked closely with First Student's Dover transportation coordinator to evaluate and amend affected bus routes that will be impacted by the road closure.

Between August 15 and 31, the Dover Police Department participated in the nationwide coordinated impaired driving enforcement effort entitled "Drive Sober or Get Pulled Over". Extra enforcement patrols intended to target impaired driving were scheduled during this time period, which was coordinated on the State level by the New Hampshire Office of Highway Safety in conjunction with the National Highway Traffic Safety Administration (NHTSA).

The Dover Police Department's Driver Feedback and Speed Monitoring mobile trailer was deployed during the month of August in several locations - including Gulf Road, Horne Street, Spruce Lane, Durham Road, and Arch Street.

For the past four years, the Dover Police Department has purchased and installed fixed driver awareness radar signs in areas where its data has shown that drivers frequently exceed the posted speed limit. The Transportation Advisory Commission – which reviews transportation policy and safety matters and serves as a sounding board for citizens' traffic safety concerns – has also helped prioritize locations for placement of signs. To date, such signs have been placed on arterial or secondary roads where a substantial volume of traffic enters the City from nearby communities - including Sixth Street, Old Rochester Road, Stark Avenue, Tolend Road, Piscataqua Road, Middle Road, and Portland Avenue. Funding for fixed mounted signs has come from the police department's annual operating budget, and in-kind installation assistance from the City's Community Services Department.

This year, the Dover Police Department was awarded a grant through the Office of NH Highway Safety that matched a portion of the purchase of two additional speed awareness signs. One of the approval conditions of the grant was that the signs not be permanently mounted in any location. Instead, these signs have a battery life of only one to three weeks in the field depending on weather conditions and are intended to be moved periodically.

In August, the Traffic Coordinator implemented the first two temporary sign installations on Lexington and Cushing Street. The TAC recently endorsed the use of such signs on these two streets in connection with a multi-pronged approach to help address neighborhood speeding concerns. Traffic on these residential streets is primarily cut-through for drivers getting into or out of the downtown area, and the signs will help reinforce the posted 25 mph speed limit.



Temporary speed awareness signs

On August 22 and 23, the Dover Police Department was one of several regional law enforcement agencies that provided mutual aid assistance to the University of New Hampshire for its student move-in days, helping enhance security presence and assisting with traffic control. Personnel costs will be reimbursed by the university.

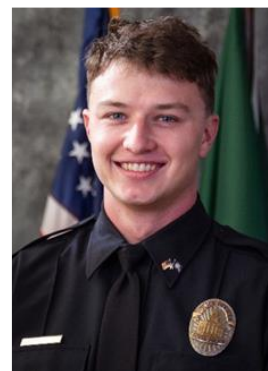
On August 27, Lt. Speidel assisted the UNH Police Department in providing training to its patrol officers in the use of LIDAR (laser) speed measuring devices, which the agency recently acquired to enhance its effectiveness in traffic enforcement.

The Traffic Coordinator also helped organize or provided equipment to facilitate event parking, street closures, or other resources for the following activities during the month of August:

- Canney Lane neighborhood block party, August 2
- National Night Out, Orchard Street, August 5
- Prospect Street neighborhood block party, August 9
- Fourth Street closure for utility work, August 8
- Sunset Drive neighborhood block party, August 16
- Parker Street neighborhood block party, August 23
- Pope Memorial Humane Society fundraiser road toll, Oak @ Central, August 23
- Greek Festival @ Hellenic Center, August 29-30

Standards Unit

Officer Aidan Carr began his career with the Dover Police Department on August 4, 2025. He graduated from the University of New Hampshire in May 2025 with a bachelor's degree in Justice Studies. Additionally, Officer Carr participated in an internship with the Dover Police Department. He is originally from Bethesda, Maryland, and currently lives in Dover. He began the NH Police Academy on Monday, August 25, 2025.



Officer Aidan Carr

On August 13, 2025, SRO Jacob Watkins attended a webinar entitled Return to School 2025. The U.S. Secret Service's National Threat Assessment Center (NTAC) hosted a virtual event to highlight the Center's latest release, titled Aligning Behavioral Threat Assessment and Management with a Multi-tiered System of Support: Building a Continuum of Prevention and Intervention. NTAC's newest publication was published in partnership with the Center on Positive Behavioral Interventions and Supports (PBIS) and focuses on how education practitioners can best align BTAM programs alongside multi-tiered systems of support (MTSS) in K-12 schools. The event further highlighted key findings and implications from NTAC's decades of research and guidance on school violence prevention.

On August 18-19, 2025, SRO Jacob Watkins attended a two-day conference entitled 11th Annual School Resource Officer Conference, in Pembroke NH. The conference included

information about key topics such as school shootings, mental health issues, juvenile justice services, and social media platforms.

On August 19-20, 2025 Sgt. Adam Gaudreault, Detective Bryon Lynch, and Officer Bryon Gore attended TASER Instructor re-certification held in Greenland, NH.

On August 23-24, 2025, Sgt. Adam Gaudreault and Officer Brendan Madsen attended a two-day class entitled Team Control and Vehicle Extraction Instruction in Epping NH. The hands-on class focused on de-escalation strategies, safe and effective takedowns, weapon retention, and vehicle extraction procedures; to name a few. The officers that attended the training are defensive tactic instructors and intend to using the content for an upcoming class.

On August 27, 2025, Captain Terlemezian attended an IACP webinar entitled Assessing and Improving Police Retention. The webinar focused on assessing officer retention, reasons officers stay with their agency, what factors impact officer retention, and how to implement changes in the agency to improve retention.

Special Services Bureau

During the month of August 2025, 14 registered sex offenders were processed by the Dover Police Department's Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives presented 3 investigations to a Grand Jury for indictment. All of the presentations resulted in a "true bill", meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

SIU detectives investigated 1 unattended death in August 2025.

As a result of an SIU investigation, a 42-year-old Dover man was arrested for Possession and Distribution of Child Sexual Abuse Images.

Throughout August 2025, SIU detectives conducted targeted drug operations with local, county, and federal law enforcement.

SIU detectives attended 5 forensic interviews at the Strafford County Child Advocacy Center. These interviews are designed to document detailed information about alleged crimes that were experienced or witnessed by children.

In August 2025, 3 cases were forwarded to the Strafford County Attorney's Office for review and Grand Jury indictment.

After an SIU investigation, detectives arrested a 36-year-old Dover woman for two counts of Endangering the Welfare of a Minor, and one count of Breach of Bail.

SIU detectives obtained 8 search warrants to further ongoing criminal investigations.

SIU detectives referred 29 police reports to the Division of Children, Youth and Families. These informational referrals are for incidents that officers responded to in which children witnessed or were alleged victims of criminal acts or other concerning conduct.

The Special Investigations Unit investigates Internet-based crimes occurring in Dover as assigned by the Internet Crimes Against Children (ICAC) Task Force. In August 2025, SIU detectives had 2 active ICAC cases.

At the end of August, detectives had 30 open investigations.

Parking Bureau

The city's Pay by Phone parking system added the ability to use Apple Pay and Google Pay on August 19th. This will also be a feature of the next generation of meters of which 13 will be deployed this fall. The remainder of the system will be converted next summer.

The Parking Bureau put up No Parking barricades in a dozen locations throughout the city in support of Community Service projects.

Parking - July 2025	Jul-25	Jul-24	Jul-23	Fiscal YTD 2026	FY 2025	FY 2024
Meter Activity - Total						
Meter Transactions	46,880	47,767	45,504	46,880	563,361	547,885
Income at Meters	\$111,360	\$97,270	\$91,148	\$111,360	\$1,298,991	\$1,127,158
Active Meter Days	26	26	25	26	302	301
Average Daily Meter Transactions	1,803	1,837	1,820	1,803	1,865	1,820
Meter Activity - Parking Garage						
Meter Transactions	1,872	2,101	2,402	1,872	29,917	29,338
Income from Meters	\$5,829	\$6,776	\$7,077	\$5,829	\$101,175	\$86,980
Active Meter Days	31	31	25	31	365	365
Average Daily Meter Transactions	60	68	96	60	62	87
Permit Activity						
Total Parking Permits Issued	888	815	779	888	9,891	9,743
Permit Income	\$79,467	\$62,440	\$74,718	\$79,467	\$424,938	\$381,967
Parking Ticket Activity						
Total Parking Tickets Issued	1,073	1,023	537	1,073	15,838	11,239
Parking Ticket Income	\$31,281	\$19,677	\$12,489	\$31,281	\$382,319	\$235,326
EV Activity						
Number of times Stations Used	35	87	63	35	649	800

K-9 Unit

On August 7, 2025, Officer David and K9 Vision assisted the Strafford County Sheriff's Department with a search warrant in Somersworth. K9 Vision was deployed within a residence and indicated to the presence of illicit narcotics within two backpacks on a bed. Inside one of the bags, they located approximately 50 grams of Fentanyl and 30 grams of Methamphetamine.

Accident Reconstruction Team

The Accident Reconstruction Team was not called out during the month of August for any collisions in Dover.

Patrol

Patrol Activity	August 2025
Calls for Service	1,715
Traffic Stops	807
Initiated Non-Enforcement Related Contacts	136
Incidents handled by Patrol Officers	2,658
Responded to Emergency 911 Calls	23
Responded to Alarms	84
Responded to Traffic Accidents	89
Issued Traffic Citations	56
Arrests Made	57
Number of Police Reports, Department Wide	597

- Conducted checks of the Community Trail.
- Conducted daily checks of the Transportation Center.
- Conducted daily checks of City parks.
- Conducted daily checks of the parking garage
- Conduct daily checks of the McConnell Center / Library parking area.

Dispatch Communications

August 2025

<i>Radio Transmissions</i>	17,490
<i>Phone Calls</i>	7,923
<i>911 Calls</i>	476
<i>Police Alarms Received</i>	84
<i>Fire/Medical Alarms Received</i>	51
<i>Lobby Traffic</i>	1,887

Calls for Service by Priority Code:

The following is a general description of the police priority response system.

PRIORITY 1: IMMEDIATE RESPONSE: Crimes “in progress”; injury accidents; alarms.

PRIORITY 2: RAPID RESPONSE: Crimes or incidents that are not “in progress” but require quick response to preserve evidence, locate witnesses or provide for public safety; to include suspicious activity and domestic disturbances.

PRIORITY 3: TIMELY RESPONSE: Disturbances; noise violations; welfare checks; motor vehicle disturbances; minor collisions.

PRIORITY 4: AS OFFICERS BECOME AVAILABLE: Non criminal related activity; crimes reported well after they have been committed; message delivery; tow request; littering; fingerprints; assistance; abandoned vehicles.

Total Calls by Priority for August 2025	
Priority 1	119
Priority 2	98
Priority 3	1,419
Priority 4	680

Animal Control

Total Calls for Service: 50		Breakdown:	
Handled by Officers/Dispatch: 40		Found/Loose Animals: 22	
Handled by Animal Control Officer: 10		Welfare Checks: 8	
		Animal Bites: 4	
		Misc/Other: 16	

The Animal Control Officer responded to 41 voicemail messages and followed up on 4 reports originally taken by patrol officers. One call involved a found dog named “Comet” who was reunited with his owner. Another involved a trapped opossum who was transported to the Center for Wildlife.



Comet



**Opossum transported to
Center for Wildlife**

Public Library

The Dover Public Library summer reading program, Color Our World, was both a statistical and creative success. During the six week event, participants had the opportunity to earn prizes for their reading time, attend inspiring classes, and create beautiful art. Because space is limited in the library's temporary home at the McConnell Center, several programs were offered out in the community; story times at city parks, a teen program at a local business, and an Elvis tribute concert held at the Dover High School auditorium. Collaborations with the Dover Arts Commission on the mural at Park Street Park and with Dover Main Street on the Tiny Art project also brought the program to a wider audience. Despite the challenging physical circumstances

this summer, participation and enthusiasm were strong and on par with recent years. A total of 945 people registered for the program; 338 adults, 161 teens, and 446 children.

On Friday, August 1st the Dover Public Library hosted Bubbles McGee for the Finale of the 2025 Summer Reading Program. This event was all ages, and took place on the front lawn of The McConnell Center. Bubbles McGee performed an exciting show creating innovative and large scale bubbles, involving music and plenty of audience participation. This was a fun, engaging, and well attended event, with 169 attendees. While the event was running, Children's Librarian Crystal Lisbon and Library Assistant Inga Gardener offered snacks and treats to patrons, and handed out final raffle tickets to children participating in the Summer Reading Program. The feedback for this program was incredibly positive, and was a wonderful conclusion to an exciting summer.



Bubbles McGee

Throughout the summer months, Dover Public Library's Teen Librarian, Emily Ainaire, and Children's Librarian, Crystal Lisbon, delivered books to and from Woodman Park Elementary School, Dover Middle School, and Dover High School to fulfill patron holds. With the library still undergoing its renovation, continuing to make deliveries between the schools and the library helped us to ensure that patrons maintained access to materials despite schools being closed for the summer.

The Dover Public Library hosted author and Bedrock Gardens creator, Jill Nooney on Monday, August 18th. It was standing room only in Room 306 of the McConnell Center, which held about 60 people for the event. The library has had a Bedrock Gardens Library pass for patrons to borrow for a couple of years and it is very popular.

The library continues to grow and promote the Library of Things, physical items for library patrons to borrow. This month the library added many new board games thanks to a generous donation from a community member. The library also purchased and added a leather working kit.



Renovations continuing....

Library Metrics:

- August library circulation totaled 18,421 items. (5,845 adult + 5,932 children's print items; plus 6,644 items downloaded including 5,857 audiobooks & eBooks, 560 Hoopla streaming music, movies, and books, and 227 Kanopy plays).
- 130 new library patrons registered; total active cardholders 13,385.
- The Library offered 28 programs in August with 658 attendees.
- The Dover Public Library's Book a Librarian service helped 8 community members.
- The Dover Public Library's Homebound Delivery service made 28 visits this month.
- The Library's museum passes were borrowed 162 times saving our community members approximately \$5,071.70 in admission fees.
- 50 new patrons registered for downloadable audiobooks/ eBooks via Overdrive (total = 8,404) and 20 registered for Hoopla (total = 3,138) and 16 registered for Kanopy (total 675).
- Internet and PC uses by the public totaled 546 on library workstations.
- The library's website statistics showed 69,684 page views by 20,434 users in 38,267 sessions.
- The Dover Public Library has 6,629 subscribers to its two monthly e-newsletters—Children's and Adults.
- Library staff posted 111 items to its various social media platforms. Total social media platform followers = 11,447.

Public Welfare

During the month of August, Dover Welfare had 148 contacts with clients which was 6 less than July.

The department served 111 individuals, up from 85 in July.

A total of \$17,956 was spent for assistance. A decrease of \$3,402 over last month.

There were 487 phone calls handled this month. 232 outbound and 255 inbound

Expenditures for rent were \$15,700 with another \$1,428 spent for hotels.

Spending is \$17,199 less than the same time last year.

Summer traditionally has been a less active time in local welfare and this has held true this year as well.

Dover Welfare has been being approached by other smaller municipalities for advice on handling difficult welfare cases and potential ideas to improve their welfare departments.

Staff met with police social workers to talk over shared clients with Dover Housing.

Welfare Director attended opening of new Domestic violence housing project developed by Dover Housing.

Recreation Department

The Recreation Department has ordered 33 bricks to be installed at Veteran's Park. The park will be receiving some landscaping updates as well.

Gym & Programs

The Recreation Department's Playground Program at Horne Street Park wrapped up August 8th. August 1st campers went on a trip to Wallis Sands State Park, August 8th campers returned to Wentworth State Park. Recreation Staff hosted 2 basketball camps at the Butterfield Gym; Grades 3-4 August 11th- August 14th and Grades 5-7 August 18th- August 21st (pictures of all 3 camps included). The Junior High & High School Divisions of Fall Basketball are full. August 23rd, Open Gyms were held for both divisions so teams could be formed. All games will begin September 6th. Tuesday night Adult Open Gym continues to be extremely popular with over 20 participants most nights. Open gym hours remain busy with indoor time for pickleball when it rains. Badminton continues Friday nights throughout the summer. Outdoor pickleball courts remain very busy – time limits have been implemented to help with court turnover during the most popular times. Senior Center designated times see upwards of 60 people on a regular basis. Adult Basketball Leagues have begun planning for registrations to begin this fall. Field scheduling for fall sports as well as indoor practice space for Dover Little Green Cheerleading was coordinated in conjunction with the School Department. Planning for winter basketball will be ongoing this fall. The Butterfield Gym was closed August 24th- September 1st in order for Recreation Staff to paint and the floor could be refinished. Recreation Staff participated in 2 community events in August. The first was National Night Out (8/5) hosted by the Dover Police Department. The second was an ESOL event (8/28) hosted by Dover Middle School. At both

events, staff were able to provide families with information about recreation programs and activities throughout the city. Birthday Parties: 0

Indoor Pool & Jenny Thompson Pool

Summer programs had a stronger turnout across all 4 sessions in comparison to previous summers. Fall program registration has closed for Residents and Non-Residents. Nearly all classes are at capacity. Waitlists will be accommodated for Saturday classes where there is increased instructor availability. The recruitment process ahead of the fall season brought new staff to the pool, which allowed for an expansion of the fall pool schedule to include early morning lap time and continued operations throughout the day without gaps. Family float nights return for the school year with “Back to School Pool” on September 19th. Themed family float nights will continue throughout the school year. The Oyster River Otters finished the swim meet season at the Jenny Thompson Pool with the Moose Meet August 2-3. The Jenny Thompson Pool closed for the season August 10th. The transition Indoors went smoothly with a surplus of staff to assist with special projects and cleaning. Projects: The Indoor pool received new lighting that has brightened the deck significantly. Renovation work has begun at the Jenny Thompson Pool. The Jenny Thompson Pool will receive a new chlorinator in the Spring. Pool Rentals: Oyster River Otters, Birthdays: 0



Dover Ice Arena

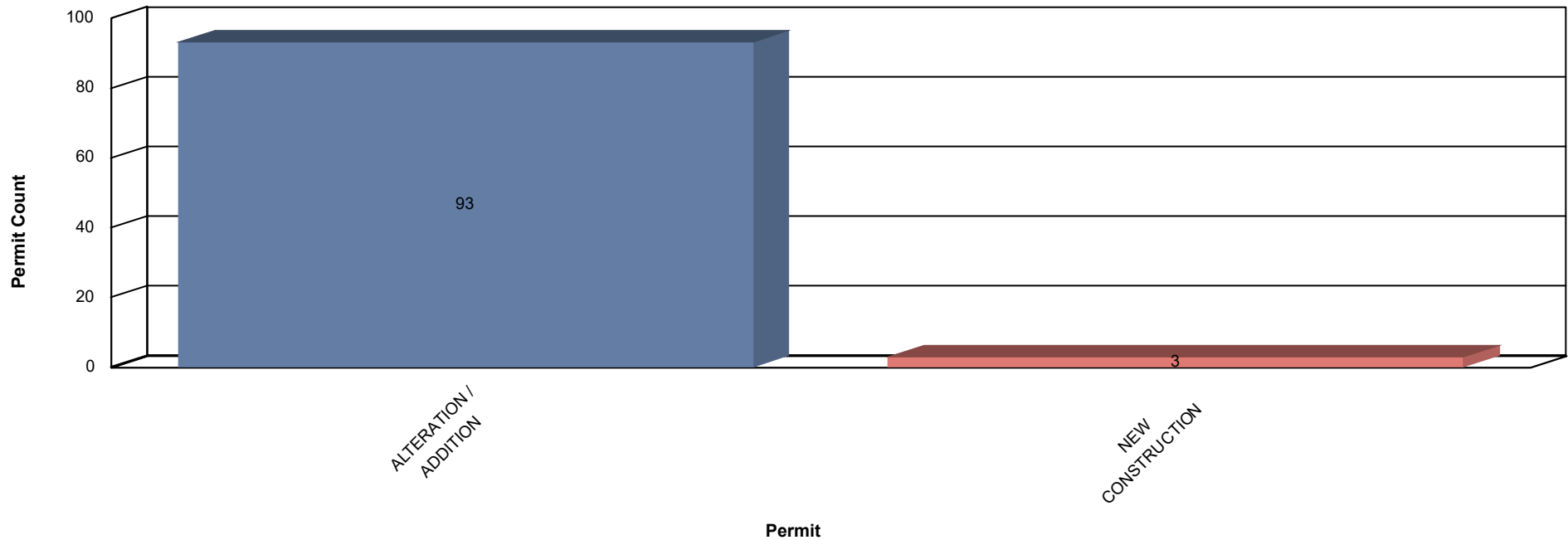
Camp Kool completed another successful summer on August 15th. Had 55 Campers and 7 counselors. Dover Youth Hockey began early season practices on Saturday morning in August. Youth Intro to Hockey program ended on August 11th. Coed League ended the summer session on August 25th Adult Skills program ended on August 13th. Over 30 League ended the summer season on August 28th. Seacoast Beacons Adult League ended on August 24th. Drop-in programs of adult stick practice, youth stick practice, parent / tot stick practice, coed stick practice and chix with stix are all running, as well as instructional skate and public skate. Hosted weekly skill classes from Todd Spencer and Lem Randall. Local High schools, Dover, Marshwood, Somersworth/ Coe Brown, STA and Berwick Academy have been skating weekly. Have several weekly private rentals with adult groups that rent the ice for pick up hockey. Roller Derby continues their weekly practices on Tuesdays and Thursday and ended summer with a Roller Derby Bout on August 23rd, with over 400 spectators, the Cocheco Valley Roller Derby Club was extremely happy with the turnout and plan to have another event in summer of 2026. Birthday Parties: 0, Adult and Youth Stick Practice: 397

Dover Senior Center

This month the Senior Center continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi, Dance class, pickleball, as well as daily games and activities. The members enjoyed a performance of Grease at North Shore Music Theater.



PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025) FOR CITY OF DOVER, N.H.



Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
ALTERATION / ADDITION							
BLDM-2025-0311	Building - Minor 07/08/2025 R-20 Residential - Low	Alteration / Addition 08/01/2025 \$69.00	Issued 01/31/2026 480	24 Cote Dr, Dover, NH \$3,560.00	 Residential	None Yes Jim Maxfield	L0055-E00000
Description: Removed swimming pool							
BLDM-2025-0355	Building - Minor 07/25/2025 CBD-G Central Busines	Alteration / Addition 08/01/2025 \$69.00	Issued 01/31/2026 1,200	299 Central Av, Dover 03820 \$3,900.00	 Non-Residential	None Yes Jim Maxfield	02020-000000
Description: Remove existing platform, install new flooring, construct nonstructural 42" high dividing wall & front desk and relocate small section of baseboard heater							
BLDG-2025-0088	Building - Major 06/09/2025 R-40 Residential - Rura	Alteration / Addition 08/01/2025 \$4,623.00	Issued 02/16/2026 1,935	110 Spruce Ln Ext, Unit 1 & Unit 2, Dover, NH 08/18/2025 \$418,000.00	 Residential	None Yes Jim Maxfield	J0004-002000
Description: Construct a two story addition consisting of an ADU and three car attached garage with unfinished basement, unfinished area above garage and attic. See variance ZONE-2025-0007							

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0318	Building - Minor 07/10/2025 CBD-R Central Busines	Alteration / Addition 08/01/2025 \$0.00	Complete 02/02/2026 50	37 Grove St, Dover, NH 08/04/2025 \$14,000.00	08/04/2025 Residential	None Yes	31088-000000
Description: Remove Existing Front deck, install new footings for free standing PT deck w/ Azek decking, trim and composite Railings.							
BLDM-2025-0284	Building - Minor 06/22/2025 R-12 Residential - Medi	Alteration / Addition 08/01/2025 \$163.00	Issued 01/31/2026 80	123 Back River Rd, Dover 03820 \$7,500.00	Residential	None Yes Jim Maxfield	I0046-B00000
Description: Remove existing entrance platform, install a new wood deck. Replace existing windows, move entry door							
BLDM-2025-0319	Building - Minor 07/10/2025 CBD-G Central Busines	Alteration / Addition 08/01/2025 \$0.00	Complete 02/02/2026 40	22 Grove St, Dover, NH 08/04/2025 \$13,000.00	08/04/2025 Residential	None Yes	31053-B00000
Description: Remove Existing Deck ,Frame PT Deck, New Concrete footings with Big Foots, Trim out with Composite Material, Composite Railings, & New Front door							
BLDM-2025-0354	Building - Minor 07/25/2025 R-40 Residential - Rura	Alteration / Addition 08/01/2025 \$955.00	Issued 01/31/2026 2,200	486 Tolend Rd, Dover, NH \$80,206.00	Residential	None Yes Justin Corrow	C0033-C00000
Description: strip and re-side with board and batten supermax siding (22 sq)-no structural work							
BLDM-2025-0336	Building - Minor 07/22/2025 R-40 Residential - Rura	Alteration / Addition 08/04/2025 \$960.00	Issued 02/03/2026 312	121 Emerald Ln, Dover, NH \$85,000.00	Residential	None Yes Justin Corrow	F0015-024000
Description: Removing 14'x14' deck and building a 12'-6" x 24' sunroom.							
BLDG-2025-0098	Building - Major 06/26/2025 CM Non-Residential - C	Alteration / Addition 08/04/2025 \$3,776.00	Issued 02/03/2026 9,000	6 Progress Dr, Dover 03820 \$341,000.00	Mixed Use	None Yes Jim Maxfield	H0036-003000
Description: Remodel of existing commercial building for mixed use consisting of Kitchen and business use							
BLDM-2025-0347	Building - Minor 07/23/2025 R-12 Residential - Medi	Alteration / Addition 08/04/2025 \$47.00	Issued 02/03/2026 500	1 Kent Av, Dover, NH \$1,800.00	Residential	None Yes Justin Corrow	K0018-M00000
Description: Structural upgrades required for the roof per engineer's letter.							
BLDM-2025-0321	Building - Minor 07/11/2025 RM-U Residential - Urb	Alteration / Addition 08/04/2025 \$311.00	Issued 02/03/2026 276	1 Broadway, Dover 03820 \$26,000.00	Residential	None Yes Justin Corrow	27203-000000
Description: Project is a rebuild of existing 23x 12 deck. 276 sf.							
BLDM-2025-0248	Building - Minor 06/01/2025 R-40 Residential - Rura	Alteration / Addition 08/04/2025 \$1,070.00	Issued 02/03/2026 512	16 Fresh Creek Rd, Dover, NH 03820 \$95,000.00	Residential	None Yes Justin Corrow	N0013-001007
Description: Installation of Inground Gunite Pool 16 feet x 32 feet with perimeter fence.							
BLDG-2025-0103	Building - Major 06/30/2025 R-40 Residential - Rura	Alteration / Addition 08/04/2025 \$2,775.00	Issued 02/03/2026 1,700	7 Concord Wy, Dover, NH \$250,000.00	Residential	None Yes Jim Maxfield	F0017-Y00000
Description: Construct one story rear addition for master bed and bathroom with deck and side screened porch							

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0361	Building - Minor 07/29/2025 R-40 Residential - Rura	Alteration / Addition 08/04/2025 \$520.00	Issued 02/03/2026 575	35 Wildcat Dr, Dover 03820 \$45,000.00	Residential	None Yes Justin Corrow	B0005-004000
	Description: Finish Basement						
BLDM-2025-0339	Building - Minor 07/22/2025	Alteration / Addition 08/05/2025 \$1,015.00	Issued 02/04/2026 444	7 Church St, Dover, NH \$89,800.00	Residential	None Yes Jim Maxfield	09091-000000
	Description: Remove existing lower entry roof and porch and add new entry mudroom. Remove existing side porch and stairs, install new screened porch with deck and stairs						
BLDG-2025-0101	Building - Major 06/28/2025 R-40 Residential - Rura	Alteration / Addition 08/05/2025 \$3,875.00	Issued 02/04/2026 2,240	36 Tuttle Ln, Dover, NH \$350,000.00	Residential	None Yes Jim Maxfield	M0082-B00000
	Description: Construct a two car attached garage with unfinished attic, interior alteration of the existing dwelling						
BLDG-2025-0107	Building - Major 07/15/2025 RM-SU Residential - Su	Alteration / Addition 08/05/2025 \$1,675.00	Issued 02/23/2026 720	2 Corbin Dr, Unit 1 & Unit 2, Dover, NH \$150,000.00	Residential	None Yes Jim Maxfield	I0020-K00003
	Description: Attached 2 Bedroom ADU to existing Garage.						
BLDM-2025-0251	Building - Minor 06/02/2025 R-12 Residential - Medi	Alteration / Addition 08/06/2025 \$267.00	Issued 02/05/2026 160	7 Ox Bow Ln, Dover 03820 \$22,000.00	Residential	None Yes Jim Maxfield	39070-G00000
	Description: Redoing the kitchen. Take out old cabinets/countertops and replace them with new ones. Also taking down the non weight bearing wall between kitchen and living room. Will also replace the sink and add a dishwasher.						
BLDG-2025-0108	Building - Major 07/15/2025 R-20 Residential - Low	Alteration / Addition 08/06/2025 \$135.00	Issued 02/05/2026 0	4 Wentworth Tr, Dover 03820 \$9,900.00	Residential	None Yes Jim Maxfield	08032-000000
	Description: Permit is solely to construct a half bath. Garage remains unfinished without habitable area.						
BLDM-2025-0351	Building - Minor 07/25/2025 O Office	Alteration / Addition 08/06/2025 \$2,335.00	Issued 02/05/2026 1,200	792 Central Av, Dover, NH \$210,000.00	Residential	None Yes Justin Corrow	37064-000000
	Description: restore finishes from water damage on 1st and second floor. No walls to be moved. No fixtures to be moved. Replace in kind. Refinish wood floors. install new tile. Install new plumbing and lighting fixtures. Paint walls and trim						
BLDG-2025-0076	Building - Major 05/09/2025 G Gateway District	Alteration / Addition 08/06/2025 \$135.00	Issued 02/05/2026 420	40 New Rochester Rd, Dover 03820 \$10,000.00	Mixed Use	None Yes Jim Maxfield	39106-000000
	Description: Convert current attic space into a habitable area for office.						
BLDM-2025-0325	Building - Minor 07/14/2025 R-40 Residential - Rura	Alteration / Addition 08/06/2025 \$889.00	Issued 02/05/2026 2,000	5 Olive Meadow Ln, Dover, NH \$73,683.48	Residential	None Yes Justin Corrow	A045A-002008
	Description: Removal and replacement of siding and windows. Full blue skin vapor barrier, cedar impressions siding, stone facade at entry way. Harvey windows to match in kind with existing openings						

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0313	Building - Minor 07/08/2025 R-12 Residential - Medi	Alteration / Addition 08/06/2025 \$454.00	Issued 02/23/2026 60	8 Elmwood Av, Dover, NH 08/25/2025 \$38,750.00	Residential	None Yes Jim Maxfield	25037-000000
	Description: bathroom renovation						
BLDM-2025-0364	Building - Minor 07/31/2025 CBD-G Central Busines	Alteration / Addition 08/06/2025 \$245.00	Issued 02/05/2026 150	455 Central Av, Dover, NH \$20,000.00	Mixed Use	None Yes Justin Corrow	03064-000000
	Description: Expand Kitchen. Demo bathroom and building new bathroom.						
BLDM-2025-0310	Building - Minor 07/08/2025	Alteration / Addition 08/06/2025 \$174.00	Issued 02/05/2026 500	126 Watson Rd, Dover, NH 03820 \$9,000.00	Residential	None Yes Justin Corrow	
	Description: SIDING, WINDOWS, SMALL FRONT PORCH, FRONT DOOR.						
BLDM-2025-0362	Building - Minor 07/30/2025 R-20 Residential - Low	Alteration / Addition 08/06/2025 \$575.00	Issued 02/05/2026 392	14 Leighton Rd, Dover, NH \$50,000.00	Residential	None Yes Justin Corrow	08019-000000
	Description: Installation of a 14'x28' inground pool with 4' baby barrier fence surround.						
BLDM-2025-0366	Building - Minor 08/01/2025 R-12 Residential - Medi	Alteration / Addition 08/06/2025 \$75.00	Issued 02/05/2026 0	132 Sixth St, Dover, NH \$19,000.00	Residential	None Yes Justin Corrow	34019-001000
	Description: New roof to include stripping it , fix siding						
BLDM-2025-0303	Building - Minor 07/01/2025 RM-SU Residential - Su	Alteration / Addition 08/06/2025 \$1,191.00	Issued 02/05/2026 1,600	74 Tideview Dr, Dover 03820 \$106,000.00	Residential	None Yes Jim Maxfield	10002-100000
	Description: install new flooring, cabinets, fixtures, interior trim and paint.						
BLDM-2025-0309	Building - Minor 07/07/2025 R-12 Residential - Medi	Alteration / Addition 08/06/2025 \$146.00	Issued 02/05/2026 10	309 Washington St, Dover, NH \$11,000.00	Residential	None Yes Jim Maxfield	10010-A00000
	Description: Install Replacement window						
BLDM-2024-0383	Building - Minor 08/17/2024	Alteration / Addition 08/07/2025 \$113.00	Complete 02/09/2026 576	54 Stark Av, Dover, NH 03820 08/12/2025 \$7,956.00	08/12/2025 Residential	None Yes	
	Description: Drywall and insulation of a pre existing garage						
BLDM-2025-0360	Building - Minor 07/29/2025 R-12 Residential - Medi	Alteration / Addition 08/07/2025 \$350.00	Issued 02/06/2026 1,400	94 Glenwood Av, Dover 03820 \$25,000.00	Residential	None Yes Justin Corrow	E0019-C00000
	Description: New Vinyl Siding						
BLDM-2025-0375	Building - Minor 08/06/2025 R-12 Residential - Medi	Alteration / Addition 08/07/2025 \$113.00	Issued 02/06/2026 400	2 Wedgewood Rd, Dover, NH \$8,000.00	Residential	None Yes Justin Corrow	36021-P00000
	Description: Finishing 400sqft of basement with a total project cost of approximately \$8000.						

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0307	Building - Minor 07/07/2025 R-12 Residential - Medi	Alteration / Addition 08/07/2025 \$498.00	Issued 02/06/2026 105	20 Redden St, Dover, NH \$43,095.00	Residential	None Yes Jim Maxfield	36008-E00000
Description: Renovate kitchen, extend peninsula, repair drywall, vent microwave over range, and install mechanical systems as needed.							
BLDM-2025-0320	Building - Minor 07/11/2025 R-40 Residential - Rura	Alteration / Addition 08/07/2025 \$465.00	Issued 02/06/2026 0	232 Middle Rd, Dover, NH \$40,323.06	Residential	None Yes Jim Maxfield	M0101-A00000
Description: REMOVE & REPLACE 10 WINDOWS; INCLUDES 1 BAY/BOW FRAME; 1 PATIO DOOR; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES							
BLDM-2025-0350	Building - Minor 07/24/2025 R-40 Residential - Rura	Alteration / Addition 08/07/2025 \$300.00	Issued 02/06/2026 450	9 Grandview Dr, Dover 03820 \$25,000.00	Residential	None Yes Jim Maxfield	F0043-003000
Description: Remove existing deck on rear of house and install new, larger deck. Add additional concrete sona tubes for support of new decking.							
BLDM-2025-0376	Building - Minor 08/06/2025 R-12 Residential - Medi	Alteration / Addition 08/07/2025 \$102.00	Issued 02/06/2026 0	3 Hull Av, Dover, NH \$6,515.00	Residential	None Yes Justin Corrow	35048-000000
Description: Insulation, Weatherization and Air Sealing							
BLDM-2025-0363	Building - Minor 07/31/2025 RM-U Residential - Urb	Alteration / Addition 08/08/2025 \$58.00	Issued 02/07/2026 100	40 Ash St, Dover 03820 \$2,800.00	Residential	None No Jim Maxfield	30019-B00000
Description: replacement of decking boards on 10x10 deck and 36" railings for a townhouse							
BLDM-2025-0314	Building - Minor 07/09/2025 R-40 Residential - Rura	Alteration / Addition 08/08/2025 \$795.00	Issued 03/03/2026 432	16 Gladiola Wy, Dover, NH \$70,000.00	Residential	None Yes Jim Maxfield	A0028-002000
Description: Build farmers porch on front and left side of the house as the plans show. Replace front entry door and side door. No interior work to be done besides trimming out the interior of the doors.							
BLDM-2025-0317	Building - Minor 07/10/2025 RM-U Residential - Urb	Alteration / Addition 08/08/2025 \$1,015.00	Issued 03/04/2026 350	103 Grove St, Dover, NH \$90,000.00	Residential	None Yes Justin Corrow	30153-000000
Description: Kitchen and Bathroom Remodel, New exterior door and two new windows as well as removing existing interior wall and installing beam to span opening.							
BLDM-2025-0333	Building - Minor 07/20/2025 R-20 Residential - Low	Alteration / Addition 08/11/2025 \$190.00	Issued 02/10/2026 240	7 Boston Harbor Rd, Dover 03820 \$14,750.00	Residential	None Yes Justin Corrow	07004-000000
Description: Shed unfinished for storage							
BLDM-2025-0377	Building - Minor 08/06/2025 R-12 Residential - Medi	Alteration / Addition 08/11/2025 \$410.00	Issued 02/10/2026 260	7 Browning Dr, Dover, NH \$35,000.00	Residential	None Yes Justin Corrow	21099-000000
Description: add 3/4 bath and washer/dryer in basement Remodel existing basement kitchen							
BLDM-2025-0343	Building - Minor 07/23/2025 IT Non-Residential - Inn	Alteration / Addition 08/11/2025 \$113.00	Issued 02/10/2026 12	34 Sierra Hill Dr, Dover 03820 \$8,000.00	Residential	None Yes Justin Corrow	K0019-003000
Description: Build a 12sqft walk out A framed bulkhead entry/exit design with 32"x80" exterior door, 2x8 rafters and 2x4 walls.							

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0047	Building - Major	Alteration / Addition	Issued	110 Silver St Apt 101, 102, 201, & 202, Dover 03820		None	12148-000000
	04/01/2025	08/11/2025	02/10/2026			Yes	
	HR Residential - Heritag	\$8,242.00	3,736	\$747,200.00	Residential	Jim Maxfield	
	Description: Construct a three story multi-family structure consisting of 4 dwelling units with unfinished basement and attic.						
BLDM-2025-0380	Building - Minor	Alteration / Addition	Issued	32 Boxwood Ln, Dover, NH		None	B0004-040000
	08/08/2025	08/11/2025	02/10/2026			Yes	
	R-40 Residential - Rura	\$388.00	122	\$33,012.00	Residential	Justin Corrow	
	Description: REMOVE & REPLACE 1 WINDOWS; 1 PATIO DOORS; 1 ENTRY DOORS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES						
BLDM-2025-0379	Building - Minor	Alteration / Addition	Issued	14 Westwood Cr, Dover, NH		None	F0018-U00000
	08/08/2025	08/11/2025	02/10/2026			Yes	
	R-40 Residential - Rura	\$102.00	0	\$6,802.46	Residential	Justin Corrow	
	Description: Insulation, Weatherization and Air Sealing						
BLDM-2025-0324	Building - Minor	Alteration / Addition	Issued	80 Mast Rd, Dover 03820		None	I0050-A00000
	07/13/2025	08/11/2025	02/10/2026			Yes	
	R-12 Residential - Medi	\$75.00	800	\$19,000.00	Residential	Jim Maxfield	
	Description: Strip existing roof and install new roofing						
BLDM-2025-0358	Building - Minor	Alteration / Addition	Issued	172 County Farm Cross Rd, Dover 03820		None	B0016-A00000
	07/28/2025	08/12/2025	02/11/2026			Yes	
	R-40 Residential - Rura	\$80.00	512	\$5,230.00	Residential	Jim Maxfield	
	Description: Corner fence installation of 8 ft high, 8 ft wide panels on NE corner of property, 16 ft x 32 ft.						
BLDG-2025-0087	Building - Major	Alteration / Addition	Issued	1 Shawnee Ln, Dover, NH		None	A0014-V00000
	06/09/2025	08/12/2025	03/16/2026	09/15/2025		Yes	
	R-12 Residential - Medi	\$1,037.00	576	\$92,000.00	Residential	Jim Maxfield	
	Description: Building an addition over existing garage. No change to foot print.						
BLDM-2025-0301	Building - Minor	Alteration / Addition	Issued	38 Silver St, Dover, NH		None	12040-000000
	06/30/2025	08/12/2025	02/11/2026			Yes	
	HR Residential - Heritag	\$443.00	130	\$38,000.00	Residential	Justin Corrow	
	Description: Remodel existing Bathroom to change out existing finishes but all items staying in same location, laundry will be put in bathroom also (its currently on first floor)						
BLDM-2025-0328	Building - Minor	Alteration / Addition	Issued	6 Hayes Ln, Dover 03820		None	17037-G00000
	07/15/2025	08/12/2025	02/11/2026			Yes	
	R-12 Residential - Medi	\$58.00	90	\$3,000.00	Residential	Jim Maxfield	
	Description: Replace front steps with 10x9 deck with stairs to walkway						
BLDM-2025-0373	Building - Minor	Alteration / Addition	Issued	67 Hill St, Dover, NH		None	27229-000000
	08/04/2025	08/13/2025	02/12/2026			Yes	
	R-12 Residential - Medi	\$630.00	400	\$55,000.00	Residential	Justin Corrow	
	Description: Project scope is to demolish an existing 20 x 20, 400sq ft detached garage deemed in need of repair by the town of Dover. Then rebuild on the existing footprint a new 20 x 20, 400 sq ft detached garage.						
BLDG-2025-0100	Building - Major	Alteration / Addition	Issued	420 Back Rd, Dover, NH 03820		None	M0104-000000
	06/27/2025	08/13/2025	02/12/2026			Yes	
	R-40 Residential - Rura	\$7,175.00	4,000	\$650,000.00	Residential	Jim Maxfield	
	Description: 4000 sf garage and shop						

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0342	Building - Minor 07/23/2025 O Office <i>Description: Light demo Plumbing and electrical</i>	Alteration / Addition 08/14/2025 \$1,125.00	Issued 02/13/2026 1,800	826 Central Av, 9, Dover 03820 \$100,000.00	Non-Residential	None Yes Justin Corrow	37038-000000
BLDM-2025-0365	Building - Minor 07/31/2025 R-12 Residential - Medi <i>Description: attach a 14 X 16 addition to the existing home.</i>	Alteration / Addition 08/14/2025 \$1,004.00	Issued 03/11/2026 224	1 Salem Av, Dover, NH 09/12/2025 \$89,135.00	Residential	None Yes Justin Corrow	K0017-G00001
BLDM-2025-0385	Building - Minor 08/13/2025 R-12 Residential - Medi <i>Description: Remove existing front landing and steps and replace "in kind".</i>	Alteration / Addition 08/15/2025 \$157.00	Complete 03/11/2026 28	6 Martin Ln, Dover, NH 09/12/2025 \$11,738.35	Residential	None Yes	20003-002000
BLDM-2025-0386	Building - Minor 08/14/2025 RM-U Residential - Urb <i>Description: Vinyl siding - \$30,000 Replace most windows - \$30,600 Reshingle Roof - \$9,720</i>	Alteration / Addition 08/15/2025 \$806.00	Issued 02/14/2026 2,200	1 South Pine St, Dover, NH \$70,600.00	Residential	None Yes Justin Corrow	19047-000000
BLDG-2025-0113	Building - Major 07/23/2025 R-20 Residential - Low <i>Description: Renovation of existing one car garage into living space with 2nd floor loft and 2 bedroom.</i>	Alteration / Addition 08/15/2025 \$2,170.00	Issued 02/14/2026 1,432	83 Spur Rd, Dover, NH \$195,000.00	Residential	None Yes Jamie McCulloch	L0015-B0000C
BLDG-2025-0110	Building - Major 07/16/2025 R-40 Residential - Rura <i>Description: Construct a one story dwelling unit with unfinished attic and basement with a two car attached garage</i>	Alteration / Addition 08/18/2025 \$5,250.00	Issued 02/17/2026 1,910	52 Tuttle Ln, Dover 03820 \$475,000.00	Residential	None Yes Jim Maxfield	M0082-A00001
BLDM-2025-0378	Building - Minor 08/07/2025 R-12 Residential - Medi <i>Description: Minor renovation. Update kitchen cabinets and flooring. Update lighting in kitchen and first floor</i>	Alteration / Addition 08/18/2025 \$1,125.00	Issued 02/17/2026 500	10 Taylor Rd, Dover, NH \$100,000.00	Residential	None Yes Justin Corrow	G0010-003000
BLDM-2025-0371	Building - Minor 08/04/2025 R-20 Residential - Low <i>Description: Install new vinyl and windows</i>	Alteration / Addition 08/18/2025 \$405.00	Issued 02/17/2026 3,000	6 Wallace Dr, Dover, NH \$30,000.00	Residential	None Yes Justin Corrow	G0027-001000
BLDM-2025-0264	Building - Minor 06/10/2025 R-20 Residential - Low <i>Description: Enclose an existing open deck to create an enclosed walkway between garage and house.</i>	Alteration / Addition 08/19/2025 \$300.00	Issued 02/18/2026 200	298 Dover Point Rd, Dover, NH \$25,000.00	Residential	None Yes Jim Maxfield	L0049-B00000

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0119	Building - Major 08/04/2025 RM-SU Residential - Su	Alteration / Addition 08/19/2025 \$1,125.00	Issued 03/16/2026 676	10 Pondview Dr, Unit 2, Dover, NH 09/15/2025 \$100,000.00	Residential	None Yes Jim Maxfield	I0051-A00008
	Description: Create an ADU consisting of one bedroom, 1 bathroom on top of existing 2 car attached garage.						
BLDM-2025-0367	Building - Minor 08/01/2025 R-40 Residential - Rura	Alteration / Addition 08/19/2025 \$278.00	Issued 03/04/2026 360	83 Varney Rd, Dover, NH 09/05/2025 \$23,068.00	Residential	None Yes Justin Corrow	A0036-A00001
	Description: Remove existing Reat deck and build new deck structure to replace failing/aged existing structure.						
BLDM-2025-0394	Building - Minor 08/19/2025 R-40 Residential - Rura	Alteration / Addition 08/20/2025 \$377.00	Issued 02/19/2026 0	338 Tolend Rd, Dover, NH \$31,901.00	Residential	None Yes Justin Corrow	F0010-B00000
	Description: REMOVE & REPLACE 4 PATIO DOORS; 1 STORM DOOR; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES						
BLDM-2025-0390	Building - Minor 08/16/2025 R-40 Residential - Rura	Alteration / Addition 08/21/2025 \$113.00	Issued 02/20/2026 0	18 Deerfield Dr, Dover, NH \$8,396.00	Residential	None Yes Justin Corrow	I0022-000000
	Description: install 2 replacement windows-no structural work						
BLDM-2025-0383	Building - Minor 08/13/2025 R-12 Residential - Medi	Alteration / Addition 08/21/2025 \$267.00	Issued 02/20/2026 0	31 Mathes Hill Dr, Dover, NH \$21,546.00	Residential	None Yes Justin Corrow	I0049-027000
	Description: Install new replacement windows with proper flashing, sealants and insulation where needed. Dispose of old Windows. Quantity-(17)						
BLDM-2025-0388	Building - Minor 08/14/2025 R-40 Residential - Rura	Alteration / Addition 08/21/2025 \$135.00	Issued 03/04/2026 50	41 Whiteley Dr, Dover, NH 09/05/2025 \$9,500.00	Residential	None Yes Justin Corrow	N0018-020000
	Description: 1/2 bath in finished basement						
BLDM-2025-0345	Building - Minor 07/23/2025 C Non-Residential - Cor	Alteration / Addition 08/21/2025 \$124.00	Issued 02/20/2026 240	865 Central Av, Dover, NH 09/15/2025 \$9,000.00	Non-Residential	None Yes Justin Corrow	38006-A00000
	Description: Add two walls to existing floorplan						
BLDM-2025-0393	Building - Minor 08/18/2025 RM-SU Residential - Su	Alteration / Addition 08/21/2025 \$135.00	Issued 02/20/2026 600	22 Deborah Ln, Dover, NH \$10,000.00	Residential	None Yes Justin Corrow	L0050-000000
	Description: water damage /restoration. Removing drywall ,insulation, trim. Detaching cabinets.						
BLDG-2025-0122	Building - Major 08/13/2025 CM Non-Residential - C	Alteration / Addition 08/21/2025 \$850.00	Issued 02/20/2026 1,280	211 Crosby Rd, Dover, NH \$75,000.00	Non-Residential	None Yes Jim Maxfield	G0001-C00003
	Description: Adding a 1281 sq ft addition to front of building for commercial tenant fit-up.						
BLDG-2025-0115	Building - Major 07/30/2025 R-40 Residential - Rura	Alteration / Addition 08/22/2025 \$27,525.00	Issued 02/21/2026 6,300	420 Back Rd, Dover 03820 \$2,500,000.00	Residential	None Yes Jim Maxfield	M0104-000000
	Description: Construct two story single family dwelling with finished walkout basement with three car attached garage						

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0384	Building - Minor 08/13/2025 C Non-Residential - Cor	Alteration / Addition 08/22/2025 \$245.00	Issued 02/21/2026 1,500	815 Central Av, Dover, NH \$20,000.00	Residential	None Yes Justin Corrow	37007-000000
	Description: replacing 20 existing windows in single family						
BLDM-2025-0398	Building - Minor 08/20/2025 R-20 Residential - Low	Alteration / Addition 08/22/2025 \$245.00	Issued 03/02/2026 60	194 Dover Point Rd, Dover, NH 09/02/2025 \$20,000.00	Residential	None Yes Justin Corrow	L0089-A00000
	Description: 2nd floor bathroom addition						
BLDG-2025-0073	Building - Major 05/01/2025 G Gateway District	Alteration / Addition 08/25/2025 \$4,667.00	Issued 02/24/2026 2,112	26 Lenox Dr, Dover 03820 \$422,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDM-2025-0312	Building - Minor 07/08/2025 CM Non-Residential - C	Alteration / Addition 08/25/2025 \$36.00	Issued 02/24/2026 800	15 Faraday Dr, Dover 03820 \$600.00	Non-Residential	None Yes Justin Corrow	G0001-L00000
	Description: We are putting up a 20' by 40' rented tent for an end of summer company party.						
BLDM-2025-0329	Building - Minor 07/15/2025 R-40 Residential - Rura	Alteration / Addition 08/25/2025 \$113.00	Issued 02/24/2026 192	4 Susannah'S Crossing, Dover, NH \$7,500.00	Residential	None Yes Justin Corrow	F0023-A00027
	Description: Decking and railings are being removed from the existing deck and the subframe is being repaired. Some posts are being added for support. The decking and railing are brand new so will be reused after the subframe is repaired						
BLDG-2025-0068	Building - Major 05/01/2025 G Gateway District	Alteration / Addition 08/25/2025 \$4,579.00	Issued 02/24/2026 2,072	16 Lenox Dr, Dover \$414,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDG-2025-0109	Building - Major 07/16/2025 R-12 Residential - Medi	Alteration / Addition 08/25/2025 \$4,425.00	Issued 02/24/2026 3,000	16 Harlans Wy, Dover, NH \$400,000.00	Residential	None Yes Jim Maxfield	I0050-003000
	Description: Reconstruction after fire damage - no proposed expansion or change in use proposed. Fire in attached garage spread to the dwelling - finishes affected, no structural changes proposed.						
BLDG-2025-0071	Building - Major 05/01/2025 G Gateway District	Alteration / Addition 08/25/2025 \$4,667.00	Issued 02/24/2026 2,112	22 Lenox Dr, Dover 03820 \$422,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDG-2025-0072	Building - Major 05/01/2025 G Gateway District	Alteration / Addition 08/25/2025 \$4,579.00	Issued 02/24/2026 2,072	24 Lenox Dr, Dover 03820 \$414,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a 3 story townhouse with unfinished attic and one car attached garage						
BLDM-2025-0391	Building - Minor 08/18/2025 R-20 Residential - Low	Alteration / Addition 08/25/2025 \$69.00	Issued 02/24/2026 1	7 Homestead Ln, Dover, NH \$3,893.00	Residential	None Yes Justin Corrow	L0049-M00000
	Description: Remove and replace 1 entry door, like size, no structural changes.						

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0069	Building - Major 05/01/2025 G Gateway District	Alteration / Addition 08/25/2025 \$4,667.00	Issued 02/24/2026 2,112	18 Lenox Dr, Dover 03820 \$422,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDG-2025-0070	Building - Major 05/01/2025 G Gateway District	Alteration / Addition 08/26/2025 \$4,579.00	Issued 02/25/2026 2,072	20 Lenox Dr, Dover 03820 \$414,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDM-2025-0404	Building - Minor 08/22/2025 R-40 Residential - Rura	Alteration / Addition 08/26/2025 \$14,672.00	Issued 02/25/2026 27,500	259 County Farm Rd, Dover 03820 \$1,327,000.00	Non-Residential	None Yes Justin Corrow	B0020-000000
	Description: Remove and replace roofing, flashing and edge metal						
BLDM-2025-0368	Building - Minor 08/01/2025 C Non-Residential - Cor	Alteration / Addition 08/26/2025 \$982.00	Issued 02/25/2026 14,490	30 Grapevine Dr, Dover 03820 \$87,000.00	Mixed Use	None Yes Justin Corrow	H0004-003000
	Description: Apply for Foundation permit only						
BLDM-2025-0352	Building - Minor 07/25/2025 RM-U Residential - Urb	Alteration / Addition 08/26/2025 \$75.00	Issued 02/25/2026 1,000	28 Atkinson St, Dover, NH \$17,921.00	Residential	None Yes Jim Maxfield	09061-A00000
	Description: Strip and reshingle roof						
BLDM-2025-0372	Building - Minor 08/04/2025 R-40 Residential - Rura	Alteration / Addition 08/26/2025 \$58.00	Issued 02/25/2026 1,200	221 Long Hill Rd, Dover, NH \$2,830.00	Non-Residential	None Yes Justin Corrow	A0018-D00000
	Description: Two 20x30 framed tents with no sides for the Greek Festival.						
BLDM-2025-0369	Building - Minor 08/01/2025 R-12 Residential - Medi	Alteration / Addition 08/27/2025 \$1,675.00	Issued 02/26/2026 930	7 Penny Ln, Dover, NH \$150,000.00	Residential	None Yes Justin Corrow	21026-004000
	Description: 2 car garage, unfinished with finished attached mudroom						
BLDM-2025-0335	Building - Minor 07/22/2025 G Gateway District	Alteration / Addition 08/27/2025 \$135.00	Issued 02/26/2026 180	66 Rutland St, Dover 03820 \$10,200.00	Residential	None Yes Justin Corrow	15061-000000
	Description: Kitchen remodel, same foot print, nothing structural						
BLDM-2025-0315	Building - Minor 07/09/2025 R-20 Residential - Low	Alteration / Addition 08/27/2025 \$2,302.00	Issued 02/23/2026 406	29 Riverside Dr, Dover, NH \$207,000.00	Residential	None Yes Jim Maxfield	L0092-S00000
	Description: Add addition on back of house for family room and kitchen. Relocate kitchen to new addition renovate current kitchen space.						
BLDM-2025-0408	Building - Minor 08/26/2025 R-12 Residential - Medi	Alteration / Addition 08/28/2025 \$75.00	Issued 02/27/2026 2,035	50 Back River Rd, Dover, NH \$10,850.00	Residential	None Yes Justin Corrow	I0006-A00000
	Description: Strip and install asphalt shingle on entire home						

PERMITS ISSUED BY WORK CLASS (08/01/2025 TO 08/31/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
BLDG-2025-0083	Building - Major 05/29/2025 R-20 Residential - Low	Alteration / Addition 08/28/2025 \$48,150.00	Issued 02/27/2026 6,000	197 Dover Point Rd, Dover, NH \$4,374,686.00	Non-Residential	None Yes Jim Maxfield	L0015-000000
	<i>Description: Construct Chapel Addition off rear elevation of existing high school building.</i>						
BLDM-2025-0406	Building - Minor 08/25/2025 C Non-Residential - Cor	Alteration / Addition 08/28/2025 \$223.00	Issued 02/27/2026 72	28 Surrey Run, Dover, NH \$18,000.00	Residential	None Yes Justin Corrow	I0020-I00000
	<i>Description: Remodel the kitchen</i>						
SUBTOTALS FOR ALTERATION / ADDITION:			136,165 Sq Ft	\$17,629,147.35	Residential:	81	PERMITS ISSUED:
					Non-Residential:	8	
					Mixed Use:	4	
NEW CONSTRUCTION							
BLDM-2025-0344	Building - Minor 07/23/2025 R-20 Residential - Low	New Construction 08/08/2025 \$1,125.00	Issued 02/07/2026 482	165 Spur Rd, Dover, NH \$100,000.00	Residential	None Yes Jim Maxfield	L0043-A00000
	<i>Description: construct a new 4 foot x 12 foot access way a 4 foot x 12 foot pier widening to a 6 foot x 16 foot pier, a 3 foot x 30 foot gangway, and a 10 foot x 20 foot float. 67' linear feet of shoreline stabilization using coir logs, crushed gravel with soil, and stone sill</i>						
BLDG-2025-0104	Building - Major 07/01/2025 R-40 Residential - Rura	New Construction 08/15/2025 \$5,745.00	Issued 02/16/2026 2,600	253 Tolend Rd, Dover, NH \$520,000.00	Residential	None Yes Jim Maxfield	E0042-A00000
	<i>Description: Construct a two story dwelling unit w/two car attached garage and unfinished basement and attic</i>						
BLDM-2025-0133	Building - Minor 04/03/2025 R-12 Residential - Medi	New Construction 08/18/2025 \$575.00	Issued 03/16/2026 238	77 Fourth St, Dover 03820 \$50,000.00	Residential	None Yes Jim Maxfield	32036-F00000
	<i>Description: 2 story 3 seasons porch</i>						
SUBTOTALS FOR NEW CONSTRUCTION:			3,320 Sq Ft	\$670,000.00	Residential:	3	PERMITS ISSUED:
					Non-Residential:	0	
					Mixed Use:	0	
			139,485 Sq Ft	\$18,299,147.35	Residential:	84	GRAND TOTAL OF PERMITS:
					Non-Residential:	8	
					Mixed Use:	4	

* Indicates active hold(s) on this permit

NAME	STREET NAME	Type	Total Units	Units Built*	Units left	Attainable Units	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Mixed Use															
Dover Development, LLC	52 Old Rochester Road	M	44	0	44	44	TBD	8/26/2025	Site	SITE-2024-0009	40	25	-	H	1.32
Wooden Ruler	42-44 Third St	M	58	0	58	No	6/27/2023	11/8/2022	Site	P22-60	6	32 & 40	6/27/2028	H	1.74
Equine Properties	239 Knox Marsh Road	M	64	0	64	12	9/26/2023	8/22/2023	Site	SITE2023-0010	H	37A	9/26/2028	W	1.92
Redgate 47 Chestnut	47 Chestnut Street	A	173	0	173	No	9/13/2022	5/10/2022	Site	P21-84	31	5	9/13/2027	H	5.19
Cochecho Waterfront	River Street	M	419	220	199	No	8/25/2022	6/14/2022	Site	P21-69	22	1-2 & 1-4	8/25/2027	G	12.57
Downtown Dover Storage, LLC	14 Broadway	A	24	0	24	No	9/13/2022	12/14/2021	Site	P21-29	4	5	9/13/2027	H	0.72
Pointe Place Phase V	Northfield Drive	A	84	72	12	No	10/13/2020	7/28/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fakhoury	12 Preble Street	A	12	0	12	No	9/23/2023	2/18/2019	Site	P19-11	4	76	9/23/2028	H	0.4
Soujour	66 Third Street	A	10	0	10	No	7/2/2020	1/29/2020	Site	P19-61	31	7	7/2/2025	H	0.3
Little Bay Marina	421 Dover Point Road	A	25	24	1	No	7/31/2020	2/25/2020	Site	P19-05	8	9,10,11,	7/31/2025	G	0.8
Total: Mixed Use			869	316	553	12									26.1
Multi-Family:															
DBS Holdings, Inc	512 Sixth St	H	5	0	5	No	4/22/2025	4/8/2025	Site	SITE-2024-0018	B	2	4/22/2030	H	0.6
Our Place, Inc	Durham Road	A	9	0	9	No	12/10/2024	10/8/2024	Site	SITE-2024-0004	H	6-4	12/10/2029	G	1.1
H.J. Stabile & Son, Inc.	Fisher St.	H	21	17	10	No	7/23/2024	6/11/2024	Site	SITE-2023-0015	15	40-A	7/23/2029	W	2.5
Robert Baldwin	Ember Drive/34 New Rochester	H	15	12	3	TBD	5/6/2024	1/23/2024	Site	SITE-2023-0007	39	103	5/6/2029	H	1.8
Knox Marsh Development LLC	757 Central Ave	M	7	1	6	No	11/21/2022	7/26/2022	Site	P22-15	28	7	11/21/2027	H	0.8
DHA Whittier Street	48 Whittier Street	A	6	6	0	6	9/13/2022	6/28/2022	Site	P21-37	33	1-A	9/13/2027	W	0.7
McIntosh Dover, LLC	23 Cataract	A	128	78	50	78	8/13/2024	6/25/2024	Site	WAIV-2024-0010	13	23 & 34	8/13/2029	W	15.4
Marker 44	87 Portland Ave	A	32	0	32	No	6/11/2019	11/13/2018	Site	P-18034	24	114	6/11/2024	H	3.8
Total: Multi-family			218	114	142	84									26.2
Subdivisions:															
Sophie/Banner Part 2	Cold Springs/Sophie	H	8	1	7	No	-	5/27/2025	Site	SITE-2024-0015	H	47-A	-	W	1.0
566 Sixth St	566 Sixth St	H	5	1	4	No	-	5/27/2025	Subdivision	SUBM-2024-0005	B	4-F	-	H	1.0
210 Tolend Rd LLC	210 Tolend Road/Emerald Ln	H	32	1	31	No	-	5/13/2025	Subdivision	SUBD-2025-0001	F	3	-	W	3.8
Stonearch Development Corp	53 & 65 Tolend & 22 SunHawk	H	27	5	22	No	TBD	8/23/2023	Subdivision	SUBD-23-0005	E	65 & 65-	TBD	W	3.2
Chinburg Development, LLC	Gulf Rd & Oak St.	H	11	5	6	No	9/26/2023	6/27/2023	10/25/2023	SUBD-23-0001	N	13-1	9/26/2028	H	1.3
Settlement on Sixth	447 Sixth Street	H	11	10	1	No	2/8/2022	11.9.2021	Site	P21-43	B	5	2/8/2027	H	1.3
Khavari	Leather's Lane	H	40	40	0	No	4/27/2021	12/15/2020	Site	P20-71	I	4-A	4/27/2026	G	4.8
Georgakilas/Middle Road	Hayden Drive	H	13	8	5	No	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	1.6
Lawrence & Cheryl Mulcahy	71 Glenwood Road	H	7	0	7	No	4/27/2021	1/26/2021	4/27/2021	P20-18	D	20	4/27/2026	H	0.8
Porch Light Drive	Cataract Ave	H	18	16	2	No	5/10/2022	3/8/2022	5/11/2022	P19-80B	14	10-G	5/10/2027	W	2.2
RV Paolini Construction, LLC	Cottage Park Drive	M	5	2	3	No	6/18/2019	12/11/2018	Site	P18-45	M	6	6/18/2024	G	0.6
Ayer	Eagan Drive	H	17	11	6	No	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	2.0
Arch St	Fresian Drive	H	11	0	11	No	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	1.3
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	No	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	1.2
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	No	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	1.1
StoneCroit	Carriage Hill Ln	H	11	10	1	No	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	1.3
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	30	2	No	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	3.8
Weeden	Garrison Rd	H	4	3	1	No	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	0.5
Total: Subdivisions			226	152	74	0									27.1
Elderly:															
Arbor Woods Townhomes	Cielo Dr	H	56	0	56	No	12/29/2023	11/14/2023	Site	P06-25F	H	4	12/29/2028	W	6.7
Arbor Woods	Cielo Dr	H	72	68	4	No	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	8.64
Total: Elderly			128	68	60	0									
TOTAL APPROVED UNITS			1441	650	796	96									

City of Dover
FY26 State of NH Aid/Grant Revenue

Aid By Category	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026	
Education													
Adequate Education													
Building Aid													
School Meals		\$ 36,595.67											
Special Education		\$ 175,533.05											
Tuition & Transportation		\$ 179,777.41											
Emergency Relief Funds													
Local Education Improvements	\$ 3,867.60	\$ 48,605.16											
Adult Education		\$ 36,812.17											
<i>Total Education</i>	\$ 3,867.60	\$ 477,323.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 481,191.06
Environmental													
State Aid Grants - Wastewater													
SRF - Chapel St. Revine													
SRF - River St Pump Station													
SRF - Secondary Clarifier													
SRF - Henry Law Park Stormwater													
Lead Service Line Grants													
Pudding Hill Water Treatment													
Community Trail Land Improvements													
<i>Total Environmental</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Gen. Funds													
Meals & Rooms Distribution													
InvestNH; HOP Housing Navigator													
InvestNH; HOP Grant Reimbursement													
Household Hazardous Waste Collection													
SCADA (ARPA)													
Opioid Settlement													
DRA Railroad Taxes	\$ 3,751.27												
Other	\$ 4,388.00												
<i>Total Other Gen. Funds</i>	\$ 8,139.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,139.27
Highway Funds													
Highway Block Grants													
Highway Construction Aid													
Municipal Bridge Aid													
<i>Total Highway Funds</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety Funds													
Overtime Reimbursemnt													
SOR Reimburse	\$ 90.00												
Safe Streets Grant													
Seabrook Drill Training													
Highway Safety Grant													
DRE Call Out													
NH Safe Streets													
DHHS - Coalition Support Srvs													
Granite Hammer Grant													
HSGP SWAT													
LETPA Grant													
FEMA Public Assistance Grant													
<i>Total Public Safety</i>	\$ 90.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90.00
<i>Grand Total</i>	\$ 12,096.87	\$ 477,323.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 489,420.33

City of Dover

Revenues of Major Funds August 31, 2025

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 125,760,522	681,797	2,120,592	2.0%	\$ 123,639,930	\$ -	\$ 123,639,930	98.0%
Licenses & Permits	8,070,506	759,632	1,449,641	18.0%	6,620,865	-	6,620,865	82.0%
Intergovernmental	4,313,864	(50)	201,165	5.0%	4,112,699	-	4,112,699	95.0%
Charges for Services	7,070,119	525,983	927,224	13.0%	6,142,895	-	6,142,895	87.0%
Miscellaneous Revenue	3,320,862	51,703	331,760	10.0%	2,989,102	-	2,989,102	90.0%
Education	20,726,158	3,276	392,010	2.0%	20,334,148	-	20,334,148	98.0%
Operating Transfers In	566,507	-	-	0.0%	566,507	-	566,507	100.0%
Other Financing Sources	150,200	-	-	0.0%	150,200	-	150,200	100.0%
Sub-total : 1000 General Fund	\$ 169,978,738	2,022,341	5,422,392	3.0%	\$ 164,556,346	\$ -	\$ 164,556,346	97.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 415,000	17,791	97,258	23.0%	\$ 317,742	\$ -	\$ 317,742	77.0%
Parking Income	1,145,264	53,112	180,487	16.0%	964,777	-	964,777	84.0%
Parking Fines	225,000	15,859	47,140	21.0%	177,860	-	177,860	79.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	86,762	324,884	18.0%	\$ 1,460,380	\$ -	\$ 1,460,380	82.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 800,377	65,694	131,642	16.0%	\$ 668,735	\$ -	\$ 668,735	84.0%
Operating Transfers In	60,853	3,857	7,713	13.0%	53,140	-	53,140	87.0%
Sub-total : 3381 McConnell Center	\$ 861,230	69,550	139,355	16.0%	\$ 721,875	\$ -	\$ 721,875	84.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 458,600	28,256	91,197	20.0%	\$ 367,403	\$ -	\$ 367,403	80.0%
Miscellaneous Revenue	10,000	940	2,320	23.0%	7,680	-	7,680	77.0%
Operating Transfers In	25,000	410	410	2.0%	24,590	-	24,590	98.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 493,600	29,606	93,927	19.0%	\$ 399,673	\$ -	\$ 399,673	81.0%
5300 Water Fund								
Intergovernmental	\$ 2,500	-	-	0.0%	\$ 2,500	\$ -	\$ 2,500	100.0%
Charges for Services	8,153,412	852,233	1,192,576	15.0%	6,960,836	-	6,960,836	85.0%
Miscellaneous Revenue	386,000	6,125	15,420	4.0%	370,580	-	370,580	96.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 8,629,412	858,358	1,207,996	14.0%	\$ 7,421,416	\$ -	\$ 7,421,416	86.0%
5320 Sewer Fund								
Intergovernmental	\$ 88,088	-	-	0.0%	\$ 88,088	\$ -	\$ 88,088	100.0%
Charges for Services	10,297,912	867,544	1,309,362	13.0%	8,988,550	-	8,988,550	87.0%
Miscellaneous Revenue	70,000	3,611	13,767	20.0%	56,233	-	56,233	80.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	\$ 10,847,150	871,155	1,323,130	12.0%	\$ 9,524,020	\$ -	\$ 9,524,020	88.0%
6100 Dovernet Fund								
Charges for Services	\$ 2,053,796	179,978	359,957	18.0%	\$ 1,693,839	-	\$ 1,693,839	82.0%
Miscellaneous Revenue	50,000	-	-	0.0%	50,000	-	50,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 2,103,796	179,978	359,957	17.0%	\$ 1,743,839	\$ -	\$ 1,743,839	83.0%
6310 Fleet Maintenance Fund								
Charges for Services	\$ 1,824,990	57,962	127,211	7.0%	\$ 1,697,779	\$ -	\$ 1,697,779	93.0%
Miscellaneous Revenue	25,000	-	-	0.0%	25,000	-	25,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,849,990	57,962	127,211	7.0%	\$ 1,722,779	\$ -	\$ 1,722,779	93.0%
Total : REVENUES	\$ 196,549,180	4,175,712	8,998,853	5.0%	\$ 187,550,327	\$ -	\$ 187,550,327	95.0%

City of Dover

Expenditures of Major Funds

August 31, 2025

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 701,566	\$ 5,229	\$ 10,791	2.0%	\$ 690,775	\$ 637,563	\$ 53,213	7.6%
Executive	2,632,223	150,859	400,507	15.0	2,231,716	1,634,776	596,940	22.7
Finance	2,977,903	211,658	506,335	17.0	2,471,568	1,944,235	527,333	17.7
Planning	2,565,058	165,075	380,342	15.0	2,184,716	1,576,294	608,421	23.7
Misc General Government	1,438,105	116,209	203,873	14.0	1,234,232	77,561	1,156,671	80.4
Police	12,372,344	822,061	2,068,320	17.0	10,304,024	7,949,838	2,354,186	19.0
Fire & Rescue	13,312,231	988,950	2,319,630	17.0	10,992,601	8,261,517	2,731,084	20.5
Community Service Public Works	14,157,251	522,700	1,019,983	7.0	13,137,268	4,302,867	8,834,401	62.4
Recreation	3,376,552	220,511	495,423	15.0	2,881,129	1,607,243	1,273,886	37.7
Public Library	2,001,997	151,259	319,636	16.0	1,682,361	1,415,547	266,814	13.3
Public Welfare	932,035	48,628	91,024	10.0	841,011	288,645	552,366	59.3
Debt Service	6,332,062	-	-	0.0	6,332,062	-	6,332,062	100.0
Other Financing Sources/Uses	4,604,272	134,844	269,687	6.0	4,334,585	-	4,334,585	94.1
School	90,989,019	4,239,398	6,438,086	7.0	84,550,933	65,608,158	18,942,775	20.8
Intergovernmental	11,694,037	-	-	0.0	11,694,037	11,694,037	-	0.0
Sub-total : 1000 General Fund	\$ 170,086,655	\$ 7,777,381	\$ 14,523,636	8.5%	\$ 155,563,018	\$ 106,998,281	\$ 48,564,737	28.6%
3213 Parking Activity Fund								
Police	\$ 1,785,264	\$ 86,231	\$ 197,626	11.0%	\$ 1,587,638	\$ 645,449	\$ 942,189	52.8%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	\$ 86,231	\$ 197,626	11.1%	\$ 1,587,638	\$ 645,449	\$ 942,189	52.8%
3381 McConnell Center Fund								
Recreation	\$ 861,230	\$ 27,738	\$ 70,071	8.0%	\$ 791,159	\$ 301,925	\$ 489,234	56.8%
Sub-total : 3381 McConnell Center Fund	\$ 861,230	\$ 27,738	\$ 70,071	8.1%	\$ 791,159	\$ 301,925	\$ 489,234	56.8%
3410 Recreation Special Revenue Fund								
Recreation	\$ 510,107	\$ 37,877	\$ 89,351	18.0%	\$ 420,756	\$ 53,033	\$ 367,723	72.1%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 510,107	\$ 37,877	\$ 89,351	17.5%	\$ 420,756	\$ 53,033	\$ 367,723	72.1%
5300 Water Fund								
Community Service Public Works	\$ 9,055,462	\$ 514,184	\$ 1,013,813	11.0%	\$ 8,041,650	\$ 2,513,628	\$ 5,528,021	61.0%
Sub-total : 5300 Water Fund	\$ 9,055,462	\$ 514,184	\$ 1,013,813	11.2%	\$ 8,041,650	\$ 2,513,628	\$ 5,528,021	61.0%
5320 Sewer Fund								
Community Service Public Works	\$ 11,124,294	\$ 572,212	\$ 1,219,382	11.0%	\$ 9,904,912	\$ 3,386,541	\$ 6,518,371	58.6%
Sub-total : 5320 Sewer Fund	\$ 11,124,294	\$ 572,212	\$ 1,219,382	11.0%	\$ 9,904,912	\$ 3,386,541	\$ 6,518,371	58.6%
6100 Dovernet Fund								
Executive	\$ 2,746,781	\$ 129,416	\$ 279,995	10.0%	\$ 2,466,786	\$ 1,175,158	\$ 1,291,627	47.0%
Sub-total : 6100 Dovernet Fund	\$ 2,746,781	\$ 129,416	\$ 279,995	10.2%	\$ 2,466,786	\$ 1,175,158	\$ 1,291,627	47.0%
6310 Fleet Maintenance Fund								
Community Service Public Works	\$ 1,970,468	\$ 102,727	\$ 190,954	10.0%	\$ 1,779,515	\$ 864,718	\$ 914,796	46.4%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,970,468	\$ 102,727	\$ 190,954	9.7%	\$ 1,779,515	\$ 864,718	\$ 914,796	46.4%
Total : EXPENDITURES	\$ 198,140,261	\$ 9,247,765	\$ 17,584,827	8.9%	\$ 180,555,434	\$ 115,938,734	\$ 64,616,699	32.6%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) August 31, 2025

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenues	1,140,085	52,460	97,998	8.6	1,042,087	0	1,042,087	91.4
Expenditures	1,423,164	80,613	180,183	12.7	1,242,981	679,640	563,341	39.6
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	<u>(283,079)</u>	<u>(28,154)</u>	<u>(82,185)</u>	<u>(4.1)</u>	<u>(200,894)</u>	<u>(679,640)</u>	<u>478,746</u>	<u>51.8</u>

CITY COUNCIL GOALS

2024-2025



How the City of Dover Management Team & employees supported City Council goals in **August 2025**

GOAL 1: OUR CITY HAS DIVERSE HOUSING

The following objectives support a Dover which has housing that is attainable and available.

- Continue actions which promote and incentivize diverse and resilient housing options in Dover.
- Educate the public on growth rates and how the City is working to accommodate those rates, rather than discourage them.
- Review land use regulations to promote density in appropriate locations and context, and ensure fees do not hinder growth.
- Utilize Public Private Partnerships to enhance the City's ability to meet these goals and participate in developments.
- Understand housing needs and impediments to affordable housing by analyzing data and trends as well as anecdotes.
- Integrate options for income indexed, market rate and other diverse housing formats into the community as a whole.

Planning and Community Development staff wrapped up work with the Strafford Regional Planning Commission (SRPC) and the University of New Hampshire (UNH) on the Regulatory Audit of policies and practices in addition to an analysis of the City's demographics and housing market. The project was funded entirely by a Housing Opportunity Planning (HOP) Grant from the InvestNH program. The regulatory Audit was released in November and findings were presented to the Ad-Hoc Committee to Address Community Housing Needs. Copies of the Land Use Audit are available in the Planning Office and it will be used to inform the impending update of the City's Land Use Chapter of the Master Plan in 2025. The audit also helped determine potential zoning amendments which were posted and public hearings were held in August and again in September at the Planning Board level.

Assistant City Planner Galloway-Burke attended the Workforce Housing Coalition of the Greater Seacoast's Spring Policy Session, which featured legislators and policy experts discussing housing-related legislation from the 2025 State Legislative Session.

Dover was one of 16 communities across the country selected to participate in Housing Supply Accelerator Challenge. A nationwide network launched by the National League of Cities (NLC) and the American Planning Association (APA), the Housing Supply Accelerator Challenge is designed to accelerate the implementation of proven and innovative housing strategies and expand the supply of housing in communities across the country.

GOAL 2: OUR CITY IS CIVICALLY ENGAGED

The following objectives ensure that the public is part of the community's governance and has multiple channels to provide feedback.

- Communicate in a manner which will meet people where they are, in content, communication style and format.
 - Reboot the City of Dover website to be more collaborative, accessible and informative.
 - Increase public engagement through innovative and diverse citizen feedback options.
 - Create topic based symposiums for the public on areas affecting the community.
 - View all customer interactions as an opportunity to communicate with the public.
-

In August, work continued on two major projects within Media Services. The first, a significant upgrade to the city's broadcast system and infrastructure. This project is the first major upgrade in more than a decade, and will modernize the city's broadcast, streaming, and media capabilities, enhancing public communication. The second major project is a complete redesign and overhaul of the city's public-facing website.

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items (with 1,165 subscribers). Three newsletters were sent in August. Content included meeting summaries, meeting previews, and various special topics such as information on events that the department held like a ribbon cutting ceremony, coordinated by the Arts Commission, for the Reaching Across sculpture on Central Avenue and another downtown educational ash tree walk. Readers were also provided information on the CIP process, public hearings related to the proposed zoning amendments, and updates on energy-related goals and initiatives. Readers were encouraged to respond to three Polco surveys that asked their opinions on CIP priorities and the CIP planning process and asked for projects that readers would like to know more about.

Planning Staff continues to update a webpage on the City website dedicated to Transfer of Development Rights. The page includes an overview of the ordinance and information on individual applications received by the Planning Department; this includes links to project materials, project address, and status updates. The website was updated but there were no TDR applications to add to the webpage in August.

Planning staff attended the National Night Out event hosted by the Dover Police Department on August 5th. Staff provided information on planning initiatives like Community Trail events, ash tree awareness, housing updates, and requested feedback on the Master Plan update project.

City Planner Bassegio staffed the Community Trail Advisory Committee meeting on August 4th. CTAC heard from a local scout that is proposing an Eagle Scout project on the trail and held a presentation on invasive plants on the trail.

The Dover Public Library staff made 27 visits to community members via the Homebound Delivery Service in June. Homebound Delivery is steadily growing and provides a vital link to Library services for those who cannot come to the physical building.

Throughout the summer months, Dover Public Library's Teen Librarian, Emily Ainaire, and Children's Librarian, Crystal Lisbon, delivered books to and from Woodman Park Elementary School, Dover Middle School, and Dover High School to fulfill patron holds. With the library still undergoing its renovation, continuing to make deliveries between the schools and the library helped us to ensure that patrons maintained access to materials despite schools being closed for the summer.

GOAL 3: OUR CITY IS RESILIENT

The following objectives ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

- Implement Citywide resilience plan into City and School programs and policies.
 - Develop infrastructure improvements which adapt to climate change needs.
 - Develop waterfront in an environmentally friendly manner.
 - Implement options for reducing food waste.
 - Develop community incentive program to address stormwater/flooding resilience.
 - Implement updates to procurement policies so the City is a leader in a circular economy.
-

The Legal Office assisted with closing on a conservation easement as well as assisted with purchase of conservation land.

Resilience Coordinator Merchant staffed the Energy Commission meeting on August 20th where the commission discussed the Wastewater Treatment Facility solar project, Community Power new rates, and Energy Tips from the Energy Commission for the Dover Download.

Resilience Coordinator Merchant, in conjunction with the Energy Commission, released multiple Energy Tips in the Dover Download focused on relevant energy efficiency topics.

Resilience Coordinator Merchant released a special Energy Prices Update regarding the Public Utilities Commission's ruling that will impact energy prices for residents.

Assistant City Planner Edgecomb attended the Ash tree informational walk with the county forester Lindsey Watkins on August 21st to spread awareness about the dying Ash trees along Central Ave.

Assistant City Planner Edgecomb staffed the Forestry Subcommittee on Monday August 18th to discuss the ongoing Ash tree project.

Assistant City Planner Edgecomb began working with UNH Cooperative Extension to revise the downtown street tree planting list to ensure for the best planting practices and providing a strong and healthy downtown canopy.

Assistant City Planner Edgecomb accompanied SELT on easement monitoring of Tendercrop Farms.

Resilience Coordinator Merchant continued to meet with EEI as they complete their building audits for the energy savings performance contract. EEI evaluated the solar potential for a few municipal buildings and will present their results at the September Energy Commission meeting.

Resilience Coordinator Merchant released the Wastewater Treatment Facility Solar bid and attended a pre-bid meeting at the facility.

GOAL 4: OUR CITY IS SAFE AND INVITING

The following objectives ensure that the City's infrastructure and environment is welcoming.

- Continue to review and improve roadway safety concerns, based upon analytical data not anecdotal data and communicate the resulting decisions.
 - Embrace opportunities to bring advocates for accessibility to the table to discuss infrastructure improvements.
 - Systematically collect and analyze data to better understand accident trends and proactively make improvements.
-

The Street crew continues to actively fill potholes throughout the summer to improve road safety. The loader with the mowing attachment is deployed daily to manage roadside overgrowth, while street sweepers are operating on an as-needed basis to keep the downtown area clean.

Between August 15 and 31, the Dover Police Department participated in the nationwide coordinated impaired driving enforcement effort entitled "Drive Sober or Get Pulled Over". Extra enforcement patrols intended to target impaired driving were scheduled during this time period, which was coordinated on the State level by the New Hampshire Office of Highway Safety in conjunction with the National Highway Traffic Safety Administration (NHTSA).

The Dover Police Department's Driver Feedback and Speed Monitoring mobile trailer was deployed during the month of August in several locations - including Gulf Road, Horne Street, Spruce Lane, Durham Road, and Arch Street.

For the past four years, the Dover Police Department has purchased and installed fixed driver awareness radar signs in areas where its data has shown that drivers frequently exceed the posted speed limit. The Transportation Advisory Commission – which reviews transportation policy and safety matters and serves as a sounding board for citizens' traffic safety concerns – has also helped prioritize locations for placement of signs. To date, such signs have been placed on arterial or secondary roads where a substantial volume of traffic enters the City from nearby communities - including Sixth Street, Old Rochester Road, Stark Avenue, Tolend Road, Piscataqua Road, Middle Road, and Portland Avenue. Funding for fixed mounted signs has come from the police department's annual operating budget, and in-kind installation assistance from the City's Community Services Department.

GOAL 5: OUR CITY IS INCLUSIVE AND WELCOMING

The following objectives support a Dover that is welcoming to all no matter socio economic background.

- Continually recruit volunteers from all areas of the community to ensure the volunteer boards represent the full community.
 - Review the mission and purpose for each Board, Committee and Commission for relevancy.
 - Update Board, Committee and Commission expectations, for volunteers to understand their role and the need to be inclusive.
 - Integrate inclusivity into all aspects of strategic planning and report on progress.
 - Develop/curate materials related to promoting inclusivity.
 - Continue having the City Council model healthy civic debate in the community.
-

Crews brought in and spread fresh sand at the Long Hill Dog Park. Also cleaned up and prepared were several more Adopt-a-Spots for their new adopters.

On August 5th, four student members of Youth 2 Youth and 3 staff tabled at National Night Out. Students provided information on high risk alcohol products, alcohol and cancer and other substances to members of the community. Students gave away Detera bags and medication lock boxes and provided education on how to properly dispose of unneeded medications.

On August 5, 2025, Lt. Mitrushi conducted Suicide Prevention and Peer Support training with new Recruit Officer Aiden Carr. On August 7, 2025, Lt. Mitrushi met with the DARE Instructors to discuss the coming school year and classroom assignments.

Officer Palmer located one abandoned campsite on private property and two individuals living in a camper on private property. Officer Palmer worked with the individuals in seeking resources. Several subjects experiencing homelessness/substance abuse disorders were offered assistance and connected to the Social Work Unit.

GOAL 6: OUR CITY HAS SUSTAINABLE FINANCIAL POLICIES

The following objectives ensure the City's financial health is sustainable and open for all to view and understand.

- Practice transparency in finances and decision making at all levels of governance.
- Enhance the budget process by encouraging school department participation in developing Capital Improvement Programming.
- Enhance adherence to financial discipline to maintain financial stability and affordability for tax payers.

The City has received awards totaling \$560,000 from the InvestNH Municipal Per-Unit Grant program in recognition of planning practices and partnerships that resulted in the creation of attainable housing units at both the Cottages at Back River Road and the Old Strafford County Court House. It is expected that funds received from this program will be leveraged to support the City's future efforts to address resident housing needs including the hiring of a Housing Planner. The Ad-Hoc Housing Committee met to finalize their report and summary of recommendations and presented their report to the City Council on July 23.

This year, the Dover Police Department was awarded a grant through the Office of NH Highway Safety that matched a portion of the purchase of two additional speed awareness signs. One of the approval conditions of the grant was that the signs not be permanently mounted in any location. Instead, these signs have a battery life of only one to three weeks in the field depending on weather conditions and are intended to be moved periodically.

On August 19th, Deputy Finance Director, Ann Legere attended a webinar sponsored by the Environmental Protection Agency titled Mid-size & Large Drinking Water Systems Infrastructure Resilience & Sustainability. Learning Objectives included an overview of the Grant Program and how to apply, cyber impact and potential projects as well as All-Hazards Risk and Resilience Assessments.

GOAL 7: OUR CITY'S OPPORTUNITIES ARE ACCESSIBLE FOR ALL

The following objectives support a Dover that has inviting public spaces for all people living in, working in or visiting the City.

- Universal design is incorporated into all infrastructure improvements.
- Development of the waterfront includes amenities and opportunities for all to enjoy.
- Enhance access for all to Dover's rivers and trail networks, through additional recreation outlets.
- Educate the public on the causes of housing insecurity with the goal of destigmatizing homelessness while developing pragmatic solutions to manage the issue.
- Educate the public and volunteer boards on the effects of mental health and opioid issues in the community.

In August, Media Services sent out 46 email newsletters, including the weekly editions of Dover Download, special alerts, and departmental and project updates. These newsletters are designed to help communicate a wide variety of information to the public of general interest and for specific projects and topics, and to instill the city's commitment to community stewardship. More than 200 updates were posted to social media and other external communications platforms.

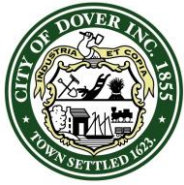
The CMA coordinated the National Citizens Survey which was sent out to various households by POLCO. The survey has closed and the draft report has been received. The City Manager will be going over the results with Department Heads at their next meeting. The report will be rolled out by the City Manager in the coming months.

The CMA, Deputy City Manager, HR Director and Fire Chief are on the hiring team for the next Police Chief. The City Manager, Deputy City Manager and Fire Chief met with all staff from the Police Department to hear any feedback employees wanted to give on the next Police Chief. There was an open survey posted to obtain public input on the next Police Chief. Last week, the three internal applicants participated in a rigorous Assessment Center which the F

Planning staff continues to work with representatives from local and regional agencies, including One Sky Community Services, Our Place, & AbleNH, to better understand the challenges faced by residents with disabilities and those who care for them. This has included a collaborative review of a proposed zoning definition and criteria for 'Community Residence,' a supportive housing type designed to meet the needs of adults living with disabilities or acquired brain injuries.

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city which was presented to the Transportation Advisory Committee. This topic will certainly be discussed further in the future, especially with the Transportation Chapter being the next Master Plan Chapter to be updated.

Director Benton and City Planner Bassegio have been working with SRPC staff on general accessibility, public transportation, and active transportation.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 10, 2025**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

Mayor Carrier called the meeting to order at 7:00 PM.

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Warach led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Retrosi, Councilor Williams, Councilor Cullen, Councilor Hackett, Councilor Warach, Deputy Mayor Shanahan, Mayor Carrier

Absent: Councilor Nemeth

Also Present: City Manager Joyal, Acting City Attorney Perez, City Clerk Vansylvong-Bizier

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to approve the agenda, seconded by Councilor Williams.
Vote: 8-0.

7. PUBLIC HEARINGS

8. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

The Mayor, seeing no one wishing to speak, closed the Public Forum.

9. CITY MANAGER'S REPORT

City Manager Joyal gave an overview of his report that he submitted to the Council in writing. Deputy Mayor Shanahan moved to accept the City Manager's Report, seconded by Councilor Williams.

Vote: 8-0.

10. APPROVAL OF MINUTES

A. August 27, 2025 – Regular Meeting & Non-Public Meeting

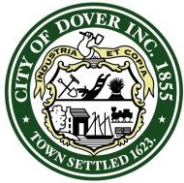
B. September 3, 2025 – Workshop Meeting

Deputy Mayor Shanahan moved to approve the minutes, seconded by Councilor Hackett.
Vote: 8-0.

11. MAYOR'S REPORT

Mayor Carrier and Deputy Mayor Shanahan gave an overview of the events and meetings they attended over the last few weeks.

City Manager Joyal introduced the Council to David Terlemezian, the new Police Chief for the City of Dover.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 10, 2025**
Meeting Time: **7:00 pm**

Mayor Carrier invited Fire Chief Plummer and Police Chief Terlemezian to the podium to begin a 9/11 Memorial Ceremony.

Fire Chief Plummer and Police Chief Terlemezian shared remarks on the 9/11 anniversary and the names of those from Dover who lost their lives in the attack.

Sierra Rodenhuis performed God Bless America.

Division Chief Irwin and Police Chief Terlemezian tolled the bell and a moment of silence was observed.

Mayor Carrier announced that there will be a committee tasked with procuring a 9/11 monument that will be placed somewhere in the City where the public can visit and reflect on the events of 9/11/2001. The Dover Firefighters Charitable Association presented a \$1,000 check to Mayor Carrier and the Dover Police Charities presented a \$1,000 check to the Mayor Carrier to kickstart the fundraising efforts for the committee.

Deputy Mayor Shanahan moved to approve the Mayor's Report, seconded by Councilor Retrosi. Vote: 8-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

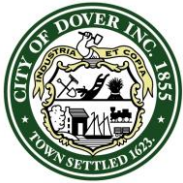
13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B26005 LABORATORY TESTING SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B26016 AUTHORIZATION TO PURCHASE TWELVE (12) SHIPPING CONTAINERS FOR FIRE DEPARTMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **PURCHASE OF VOLVO EW60E WHEELED EXCAVATOR VIA SOURCEWELL CONTRACT**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **APPROVAL OF AMENDMENTS TO DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY OPERATING RULES**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **APPROVAL OF MODIFIED CONVENANTS BETWEEN THE CITY, THE DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY AND Q, LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the Consent Calendar, seconded by Councilor Williams.

Roll Call Vote: 8-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 10, 2025**
Meeting Time: **7:00 pm**

COMMITTEE REPORTS

1. Arts Commission (Nemeth)
2. Conservation Commission (Williams)
3. Library Board of Trustees (Nemeth)
4. Appointments Committee (Williams)
5. Planning Board (Cullen)
6. School Board Liaison (Hackett)
7. Recreation Advisory (Retrosi)
8. Energy Commission (Richer)
9. Parking Commission (Warach)
10. Legislative Liaison (Shanahan)
11. Committee for Racial Equity and Inclusion (Nemeth)
12. Graffiti Management Advisory Committee (Nemeth)
13. Ordinance Committee (Shanahan)
14. Solid Waste Advisory Committee (Hackett)
15. Transportation Advisory Commission (Richer)
16. Heritage Commission (Retrosi)
17. Board of Health (Richer)
18. Downtown TIF Advisory Board (Warach)
19. Cochecho Waterfront Development Advisory Committee (Carrier)
20. COAST (Shanahan)
21. Waterfront TIF Advisory Board (Warach)
22. Dover Main Street (Carrier)
23. Strafford Regional Planning Commission (Williams)
24. Government Affairs (Carrier)
25. Cemetery Board (Warach)
26. Joint Building Committee – Athletic Complex (Cullen)

Councilor Richer gave an overview of the Library Board of Trustees report to the Council.

B. RESOLUTIONS

1. **AUTHORIZING THE ABATEMENT OF OUTSTANDING CHARGES AND ACCRUED INTEREST FOR THE DOVER HOLIDAY PARADE TRAFFIC DETAILS**
SPONSORED BY MAYOR CARRIER AND DEPUTY MAYOR SHANAHAN

Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Warach.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

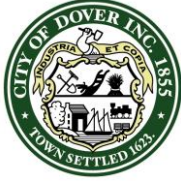
Councilor Williams reminded the Council and public that Dover Leadership Academy will be starting in October. Information for the academy can be found on the Chamber of Commerce website.

Councilor Warach reminded the Council and public that the filing period for public office ends on September 19th and that there are still openings for election officers, as well ward 4 city councilor.

Mayor Carrier invited Deputy City Manager Parker to the podium, Mr. Parker gave a brief DBIDA update.

16. ADJOURN

Councilor Warach moved to adjourn, seconded by Councilor Retrosi.
Vote: 8-0.
Meeting adjourned at 7:37 PM.

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.1.	
Resolution Number: R - 2025.09.24 - 38 Resolution Re: Setting Voting Hours for the November 4, 2025 Dover Municipal Election		

WHEREAS: In accordance with State law, the City Council must set voting hours in the City of Dover; and

WHEREAS: The Dover Municipal Election will be held on November 4, 2025; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The voting hours at all Wards in the City of Dover shall be from 7:00 am to 7:00 pm for the Dover Municipal Election to be held on November 4, 2025.

AUTHORIZATION

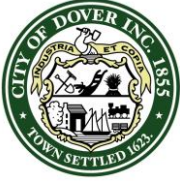
Approved as to Funding: Daniel R. Lynch Finance Director	Sponsored by: Mayor Robert Carrier By Request
Approved as to Legal Form and Compliance: Jennifer R. Perez Acting City Attorney	
Recorded by: Jerrica Vanslyvong-Bizier City Clerk	

DOCUMENT HISTORY:

First Reading Date: Approved Date:	Public Hearing Date: Effective Date:
---------------------------------------	---

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

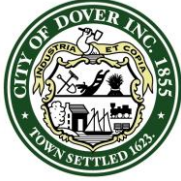
Resolution Number: **R - 2025.09.24 - 38**

Resolution Re: Setting Voting Hours for the November 4, 2025 Dover
Municipal Election

RESOLUTION BACKGROUND MATERIAL:

RSA 659:4 requires that the City Council determine polling hours in state elections no later than 30 days prior to a state election.

The Moderators and Supervisors of the Checklist have been contacted in regards to the hours proposed in this resolution and are in agreement. The City Clerk also concurs with these hours. Rules regarding absentee voting will allow people who work during the polling hours to vote via absentee ballot.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2025.09.24 - 39**

Resolution Re: B26017 Authorization to Purchase and Install a Vehicle Lift
for the Fire Department

WHEREAS: A Request for Bid B26017 was solicited and received on September 3, 2025 @ 2:00 p.m. for the Purchase and Installation of a Vehicle Lift for the Fire Department; and

WHEREAS: The City received two bid responses that were reviewed for necessary conformity to the bid specifications and deliver requirements with the offer deemed most advantageous to the City coming from the low bidder, Horsch Garage Equipment of Ashland, NH at a total cost of \$52,400.00; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a purchase order to Horsch Garage Equipment, Ashland, NH for the purchase of One (1) Vehicle Lift for the Fire Department in the amount of \$52,400.00. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4022.1.220.42280.4725.02201.22	Fire Station Building Improvments - South End	317,873.15	278,562.39

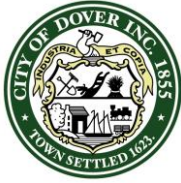
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2025.09.24 - 39**

Resolution Re: B26017 Authorization to Purchase and Install a Vehicle Lift
for the Fire Department

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

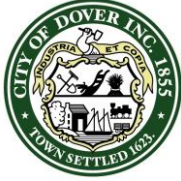
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The City of Dover Fire & Rescue has recently expanded into a new leased garage space to better support our growing fleet and maintenance needs. In order to properly equip this facility, it is essential to invest in a heavy-duty vehicle lift, specifically, one that is capable of lifting our ambulances.

Ambulances are among the most critical vehicles in the city's fleet, responding to thousands of calls annually. These units are heavy, complex, and require regular maintenance to remain reliable. Without a proper lift, our mechanic is forced to work beneath these vehicles in less-than-ideal conditions, creating both safety risks and inefficiencies. A vehicle lift offers several key advantages:

- **Efficiency & Productivity:** Routine maintenance tasks, such as brake repairs, suspension work, and undercarriage inspections, can be completed faster and with greater precision. This reduces vehicle downtime, ensuring our ambulances are back in service more quickly and available to respond to emergencies.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2025.09.24 - 39**

Resolution Re: B26017 Authorization to Purchase and Install a Vehicle Lift
for the Fire Department

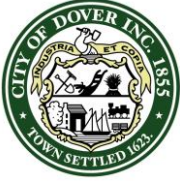
- **Safety Improvements:** A lift provides a stable, elevated platform, eliminating the hazards of crawling under heavy vehicles supported only by floor jacks or stands. This greatly reduces the risk of injury to city staff and aligns with best practices for workplace safety.
- **Cost Savings:** By equipping our own facility with the right tools, more repairs and preventative maintenance can be done in-house. This reduces the reliance on outside vendors, cuts labor and transport costs, and allows us to extend the service life of our vehicles through timely repairs. Over the life of the lift, the city will recoup its cost many times over through avoided downtime and reduced outside service expenses.
- **Right-Sizing the New Facility:** The newly leased garage space is a critical investment in the city's infrastructure. Outfitting it with the proper equipment, including a lift capable of handling ambulance, ensures that the facility is used to its fullest potential.

For all these reason, efficiency, safety, cost savings, and responsible facility management, the purchase and installation of an ambulance-capable vehicle lift is a prudent decision for the Fire Department.

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	242	Number of Responses:	2
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until Delivery	Estimated Delivery:	TBD
Recommended Award to:	Horsch Garage Equipment	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.

[B26017 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2025.09.24 - 40**

Resolution Re: Authorization of Dover Fire & Rescue EMS Agreement
with Rollinsford, NH

WHEREAS: The Town of Rollinsford desires to ensure reliable, high-quality ambulance and emergency medical services (EMS) for its residents and Dover Fire & Rescue has the staffing, equipment, and resources necessary to provide such services in a consistent and professional manner; and

WHEREAS: The Town of Rollinsford currently has a contract with York Ambulance Services Inc. through December 31, 2025 and desires Dover Fire & Rescue to assume responsibilities under the contract beginning October 1, 2025; and

WHEREAS: The City and the Town of Rollinsford have negotiated the attached draft Ambulance Service Agreement and Memorandum of Understanding.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Manager is hereby authorized to negotiate, finalize, and sign an Ambulance Service Agreement and Memorandum of Understanding to assume ambulance services for the Town of Rollinsford beginning October 1, 2025.

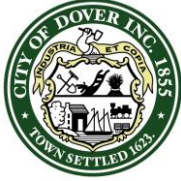
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

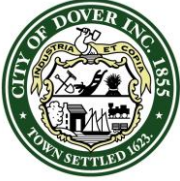
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.1. Resolution Number: R - 2025.09.24 - 40 Resolution Re: Authorization of Dover Fire & Rescue EMS Agreement with Rollinsford, NH	

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2025.09.24 - 40**

Resolution Re: Authorization of Dover Fire & Rescue EMS Agreement
with Rollinsford, NH

RESOLUTION BACKGROUND MATERIAL:

See attached draft Ambulance Service Agreement and Memorandum of Understanding.

The City of Dover has a unique opportunity to enter into a contract with the Town of Rollinsford for the provision of ambulance services. This partnership would not only strengthen regional public safety collaboration but also generate new and sustainable revenue that will help offset the staffing costs associated with resolving Dover Fire & Rescue's current aerial apparatus crisis.

The first agreement is a long-term contract beginning January 1, 2026, under which the City of Dover would provide full ambulance coverage to Rollinsford for an initial 5 ½ year period, with renewal options thereafter. The estimated annual call volume in Rollinsford is approximately 180 EMS responses. With an average billing of \$1,500 per call and an expected 80% collection rate, ambulance transport billing is projected to generate \$216,000 annually. In addition, Rollinsford has agreed to a flat annual service fee of \$75,000. Combined, the contract is expected to generate approximately \$291,000 in new annual revenue for the City of Dover.

The second agreement involves the immediate assumption of the existing York Ambulance contract beginning October 1, 2025, and running through December 31, 2025. Rollinsford already contracted with York Ambulance to provide service for this period; however, due to staffing and coverage challenges, York Ambulance has requested that Dover assume the remaining three months of the agreement. Because Rollinsford has already paid York Ambulance in full, York will reimburse the City of Dover directly (upfront) for this transition. The short-term agreement is expected to provide approximately \$75,000 in revenue through a combination of the contract fee and ambulance billing collections.

Together, these agreements offer Dover a timely and strategic opportunity to expand regional services, improve system reliability, and reinvest significant new revenues directly into personnel and operational capacity at a critical moment for the City's fire and rescue services.

Ambulance Services Agreement

Between the City of Dover, New Hampshire and the Town of Rollinsford, New Hampshire

This Ambulance Services Agreement (“Agreement”) is entered into as of January 1, 2026, by and between the City of Dover, New Hampshire (“Dover”), acting by and through its Fire & Rescue Department, and the Town of Rollinsford, New Hampshire (“Rollinsford”). Dover and Rollinsford may hereinafter be referred to individually as a “Party” and collectively as the “Parties.”

WHEREAS, Rollinsford desires to ensure reliable, high-quality ambulance and emergency medical services (EMS) for its residents;

WHEREAS, Dover Fire & Rescue has the staffing, equipment, and resources necessary to provide such services in a consistent and professional manner;

WHEREAS, Dover currently provides full-time, paramedic-level EMS coverage to its own residents and is uniquely positioned to extend such services to Rollinsford;

NOW, THEREFORE, in consideration of the mutual covenants and promises herein, the Parties agree as follows:

1. Scope of Services

1.1 Ambulance Coverage – Dover Fire & Rescue shall provide 911 emergency ambulance services within the Town of Rollinsford beginning on January 1, 2026.

1.2 Compliance with Law – Services will be staffed, equipped, and operated in accordance with all applicable federal laws, New Hampshire state laws, and City of Dover policies.

1.3 Level of Care – Dover shall provide full-time, paramedic service, ensuring Rollinsford residents receive the same enhanced level of care afforded to Dover residents.

1.4 Billing Practices – Dover shall bill ambulance users based on the Dover City Council–approved EMS rate schedule, identical to the schedule applied to Dover residents.

1.5 Hardship Applications – Hardship abatements shall be reviewed and processed in the same manner as for Dover residents, ensuring fairness and consistency.

2. Compensation

2.1 Annual Contract Fee – Rollinsford shall pay Dover the sum of Seventy-Five Thousand Dollars (\$75,000.00) per year during the term of this Agreement. This fee ensures guaranteed service availability and offsets staffing, readiness, and response costs.

- The Town of Rollinsford agrees to make payment based on the following:

- First Payment: \$37,500 (representing 50% of the \$75,000 annual fee) covering the period January 1, 2026 – June 30, 2026. Payment is due on or before January 15, 2026.
- Subsequent Payments: Beginning June 15, 2026, and on each June 15 thereafter, the Town of Rollinsford shall make an annual payment of \$75,000, covering the service period from July 1 through June 30 of the following year.

2.2 User Billing – Dover shall bill patients or their insurers directly for transport services. All revenue collected from user billing shall remain with Dover.

2.3 Escalator – Beginning June 15, 2027, the annual contract fee will be adjusted annually based the average of the 36-month changes for the calendar years immediately preceding the budget year as stated in the Consumer Price Index-Boston published by the United States Department of Labor, the same formula used for the City of Dover’s Tax Cap calculations, with the following safeguards:

- Minimum annual increase: **3%**
- Maximum annual increase: **7.5%**

3. Term and Termination

3.1 Term – This Agreement shall commence on January 1, 2026 and remain in effect until June 30, 2031, unless terminated earlier pursuant to this Agreement.

3.2 Renewal – Unless this agreement is either amended or terminated as provided herein, it shall automatically renew following the initial five-year contract, pursuant to the terms set forth herein. At any time during the term of this Agreement the parties may meet to evaluate the terms of this agreement and modify, approve and/or ratify any amendment of this Agreement to the effective date of such agreement. Any amendment shall be in writing.

3.3 Termination for Cause – Either Party may terminate this Agreement for material breach if such breach is not cured within sixty (60) days after written notice is provided.

3.4 Termination for Convenience – Either Party may terminate this Agreement without cause by providing not less than one hundred twenty (120) days’ advance written notice to the other Party.

3.5 Escape Clause – Rollinsford’s obligation to make payments under this Agreement is contingent upon the annual appropriation of funds by Rollinsford’s legislative body. In the event that sufficient funds are not appropriated for the payment of obligations due under this Agreement, Rollinsford shall not be obligated to make such payments, and this Agreement shall terminate on June 30 following Rollinsford’s failure to appropriate sufficient funds.

4. Performance Standards

4.1 Service Commitment – Dover Fire & Rescue shall provide the same level of service and response commitment in Rollinsford as is provided in Dover.

4.2 Reporting – Upon reasonable request, Dover shall provide Rollinsford with reports of response statistics, call volume, and service outcomes.

5. Insurance and Liability

5.1 Insurance – Dover shall maintain insurance coverage customary for a municipal fire and rescue department, including liability coverage consistent with New Hampshire law.

5.2 Indemnification – To the extent permitted by law, each Party shall be responsible for the acts and omissions of its officers, employees, and agents. Nothing in this Agreement shall be construed as a waiver of governmental immunity.

6. Miscellaneous

6.1 Entire Agreement – This Agreement contains the entire understanding between the Parties and supersedes all prior discussions or agreements, whether written or oral.

6.2 Amendments – Any amendment to this Agreement shall be in writing and executed by both Parties.

6.3 Governing Law – This Agreement shall be governed by and construed in accordance with the laws of the State of New Hampshire.

6.4 Notices – All notices required under this Agreement shall be in writing and delivered by hand, certified mail, or recognized overnight courier to the Parties at their official municipal addresses.

6.5 Severability - If any portion of this Agreement is deemed void or unenforceable for any reason, the remaining portions shall survive and remain in effect, with any necessary modification to become a part hereof and treated as though contained in this original Agreement.

Signatures

IN WITNESS WHEREOF, the Parties hereto have executed this Ambulance Services Agreement as of the date first written above.

City of Dover, New Hampshire

By: _____

Name: J. Michael Joyal

Title: City Manager, City of Dover, NH

Date: _____

Town of Rollinsford, New Hampshire

By: _____

Name: _____

Title: _____

Date: _____

MEMORANDUM OF AGREEMENT

Between
The City of Dover, New Hampshire (Dover Fire & Rescue)
and
York Ambulance Service, Inc.
with concurrence by
The Town of Rollinsford, New Hampshire

1. Purpose

This Memorandum of Agreement (“Agreement”) sets forth the terms under which the City of Dover Fire & Rescue (“Dover Fire”) agrees to assume the remaining term of the ambulance services contract currently in effect between York Ambulance Service, Inc. (“York Ambulance”) and the Town of Rollinsford, New Hampshire (“Rollinsford”).

2. Term

Dover Fire shall assume responsibility for providing ambulance services under the existing York Ambulance–Rollinsford contract beginning **October 1, 2025** and ending **December 31, 2025**.

3. Consideration

In consideration for Dover Fire assuming the remainder of the contract, Rollinsford shall pay Dover Fire the sum of **Fifteen Thousand Dollars (\$15,000.00)** on or before **October 1, 2025**.

4. Billing and Revenue

All ambulance billing for patients transported by Dover Fire during the contract period shall be billed at the **current City of Dover ambulance rates**. All revenue generated from such billing shall be the **sole property of the City of Dover**.

5. Communications

Upon execution of this Agreement, all future contract-related communications shall be made directly between **Dover Fire and the Town of Rollinsford**. York Ambulance shall be released from further communications and obligations as of October 1, 2025.

6. Limitation of Liability

Dover Fire shall not assume, nor be responsible for, any liabilities, claims, or responsibilities for activities, actions, or obligations of York Ambulance that occurred prior to **October 1, 2025**.

7. Entire Agreement

This Agreement constitutes the entire understanding between the parties regarding the subject matter herein and supersedes all prior discussions, negotiations, or agreements, whether written or oral, related to this matter.

8. Signatures

For York Ambulance Service, Inc.

Authorized Representative

Date: _____

For the City of Dover, New Hampshire

City Manager

Date: _____

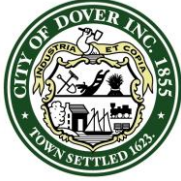
Concurrence – Town of Rollinsford, New Hampshire

The undersigned acknowledges and concurs with the terms of this Agreement.

Authorized Representative

Town of Rollinsford

Date: _____



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.09.24 - 41**

Resolution Re: Authorization to Purchase Shelving from Tucker Library Interiors, LLC via MHEC Purchasing Consortium

WHEREAS: The City of Dover is a member of the Massachusetts Higher Education Consortium (MHEC), a public cooperative of more than 3,000 New England based member companies and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In March of 2020, MHEC solicited Bid MC12-C07 for the Purchase, Repair, Rental, or Leasing of Furnishings & Related Accessories; and,

WHEREAS: In August of 2020, MHEC awarded contract #MHEC MC12-C07 to various vendors, including Tucker Library Interiors, LLC of Bedford, NH; and,

WHEREAS: On September 11, 2025, the City received a proposal from Tucker Library Interiors, LLC, for Shelving in the amount of \$154,913.90; and,

WHEREAS: Per 5-29A, Exemptions to Formal Bidding, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing can be accomplished through the State of New Hampshire or at state bid prices, other governmental agencies cooperative buying groups.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Tucker Library Interiors of Bedford, NH for the purchase of shelving for the library in the amount of \$154,913.90. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
8699.1.390.45500.4831	Disbursement by Agent	266,407.32	266,407.32

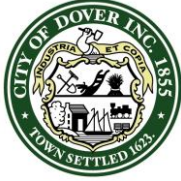
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.09.24 - 41**

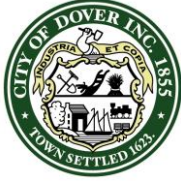
Resolution Re: Authorization to Purchase Shelving from Tucker Library Interiors, LLC via MHEC Purchasing Consortium

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#:

Resolution Number: R – 2025.09.24

Resolution Re: Authorization to Purchase Shelving from Tucker Library Interiors, LLC via MHEC

RESOLUTION BACKGROUND MATERIAL:

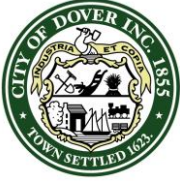
The Dover Public Library is undergoing a renovation of its 1905 building. The project includes a complete remodel of the existing space and a small addition. The Library is reusing a considerable amount of the existing shelving, but needs to purchase shelving and parts to meet current ADA codes and to fill additional spaces. Library staff having been working with Tucker Library Interiors L.L.C., located in Bedford, NH, who specialize in space planning and interior design exclusive to the Library environment. Work with Tucker began prior to the renovation in order to have an inventory of current shelving and for representatives to take field measurements of shelving and interior spaces. Tucker worked with the Library architectural drawings to determine a plan for where existing shelving could be used and what new shelving was needed. Tucker is a member of the Massachusetts Higher Education Consortium (MHEC) and works with other companies within the consortium. This allows the Library to take advantage of the cost savings negotiated in the contracts that MHEC manages. As part of the service that Tucker Interiors provides they will order, store, ship and assemble all shelving for the Library, the new shelving purchased as well as the shelving we will be reusing.

Award Information:

A purchase order will be issued to Tucker Library Interiors, LLC. to authorize expenditures as outlined in this resolution, contingent upon appropriation of funds.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Emailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes - MHEC
Prices will hold for:	Until delivery	Estimated Delivery:	10-12 weeks
Recommended Award to:	Tucker Library Solutions	Fund:	Trust
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase more than \$25,000 and Exemption from Bidding



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2025.09.24 - 42**
Resolution Re: B25081 Award Programmable Logic Controller (PLC)
Replacement for Sewer and Water to Wilson Control, LLC

- WHEREAS: A sealed Request for Proposal #B25081 was released on May 28th, 2025, with replies being received June 25th, 2025 at 2:00 p.m.; and,
- WHEREAS: The City requested proposals from qualified contractors to replace programmable logic controllers (PLCs), backplanes and associated power supplies, including labor rates and warranty, located in various sewer and water facilities located throughout the City; and,
- WHEREAS: The City also requested labor rates, including onsite support, to provide additional services and hardware as needed in support of this project for the remainder of FY26; and,
- WHEREAS: Two (2) bid responses were received. The proposal most advantageous to the City, which also offered lowest overall project and rate of service cost, was submitted by Wilson Controls, LLC Lee, NH in the amount of \$196,185.00. The City is also requesting a contingency of \$104,000.00; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a purchase order to Wilson Controls, LLC in the amount, not to exceed, \$300,185.00 per B25081. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4745.00000.23	Computers & Communicatoins Equip	107,815.90	107,815.90
5300.1.300.43320.4745.00000.24	Computers & Communicatoins Equip	37,247.00	33,686.22
5320.1.300.43250.4745.00000.23	Computers & Communicatoins Equip	102,094.13	102,094.13
5320.1.300.43250.4745.00000.24	Computers & Communicatoins Equip	91,112.70	87,551.93
5320.1.300.43256.4745.00000.23	Computers & Communicatoins Equip	416.18	416.18

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

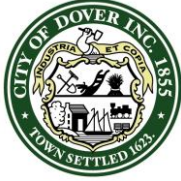
Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier

Document Created by: Purchasing
Document Posted on: September 19, 2025

R-2025.09.24 B25081 Purchase of Logic Controller (PLC)
Replacement for Sewer and Water Facilities to Wilson
Controls, LLC

Page 1 of 3

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.3.	
Resolution Number: R - 2025.09.24 - 42 Resolution Re: B25081 Award Programmable Logic Controller (PLC) Replacement for Sewer and Water to Wilson Control, LLC		

City Clerk

DOCUMENT HISTORY:

First Reading Date: Approved Date:	Public Hearing Date: Effective Date:
---------------------------------------	---

DOCUMENT ACTIONS:

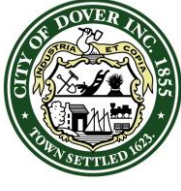
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The FY2023 Capital Improvements Program included allocations for SCADA-related upgrades for both the water and sewer supervisory control and data acquisition systems (SCADA). The plan was to upgrade programmable logic controllers (PLC's) and install, upgrade, and incorporate new radio communication equipment to provide redundancy for critical operations. Work on the PLC's had been delayed due to a NHDES grant-funded program to update and improve the SCADA computer servers. But that work is wrapping up, and the City is ready to move on to get PLC's replaced and updated.

The City recently went through an extensive water and sewer system assessment conducted by experts from the Cybersecurity and Infrastructure Security Agency (CISA) branch of the Department of Homeland Security. CISA reinforced the importance of keeping both information and operational technology systems up-to-date with actively-supported vendor hardware. The City of Dover devices can best mitigate ever changing common vulnerabilities and exposures (CVEs) by using current devices, including PLCs.

Document Created by: Purchasing Document Posted on: September 19, 2025	R-2025.09.24 B25081 Purchase of Logic Controller (PLC) Replacement for Sewer and Water Facilities to Wilson Controls, LLC Page 2 of 3
---	--

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.B.3. Resolution Number: R - 2025.09.24 - 42 Resolution Re: B25081 Award Programmable Logic Controller (PLC) Replacement for Sewer and Water to Wilson Control, LLC
---	---

City staff (from Community Services, Information Technology and Finance departments) reviewed the RFP submittals in detail, met with each submitter virtually to review solution proposed and checked references of the selected vendor, Wilson Controls LLC, or of Lee, NH. The team reviewed proposals in the areas of hardware and service proposed, vendor qualifications, cost and recommendations. While the submitted cost proposal was \$196,185, additional contingency funding is requested for authorization (\$104,000) as it is expected that ancillary components (power supplies, relays, I/O cards, surge protection) may need replacement or upgrade once the various control panels across the water and sewer systems are fully investigated and assessed for performance.

Replacement of the current PLC's is critical step towards enhancing overall functionality, reliability and enhanced security. Within the upcoming budget process, additional funding will be requested to next focus on improving and enhancing utility data communications systems.

Bid Information:

A sealed Request for Proposal #B25081 was issued and received for Programmable Logic Controller (PLC) Replacement for Sewer and Water on June 25, 2025 @ 2:00 p.m. A virtual meeting to review proposal with each vendor, Wilson Controls and Woodard & Curran, occurred on August, 5, 2025.

Award Information:

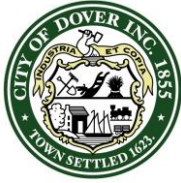
A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	337	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	FY26	Estimated Delivery:	As needed
Recommended Award to:	Wilson Controls, LLC	Fund:	Water Fund and Sewer Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.

[B25081 Bid Documents](#)

Document Created by: Purchasing Document Posted on: September 19, 2025	R-2025.09.24 B25081 Purchase of Logic Controller (PLC) Replacement for Sewer and Water Facilities to Wilson Controls, LLC Page 3 of 3
---	---



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2025.09.24 - 43**

Resolution Re: Authorization to Purchase a TruVac Vacuum System
Mounted on a 2025 Western Star 47X via Sourcewell
Contract

WHEREAS: The City of Dover is a member of Sourcewell formally the National Joint Powers Alliance (NJPA), a member-focused cooperative of more than 50,000-member agencies throughout the United States and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In October 2021, Sourcewell solicited Bid # 101221 and has entered into an agreement #101221-VTR for TruVac Vacuum Systems; and

WHEREAS: The City of Dover reached out to the local distributor C.N. Wood Company Inc in Woburn MA, for pricing of one TruVac HXX Vacuum system mounted on a 2025 Western Star 47X and received a quote with a list price of \$655,356. With the 3% Sourcewell discount the end cost for the unit is \$635,695. The City is also seeking an additional operator station at the rear of the unit and added strobes in the amount of \$20,100 for a total end cost of \$655,795; and,

WHEREAS: The City Council previously approved DWSRF Lead Services Line Loan of \$5,940,000 via [R-2025.03.12-32](#) with \$3,959,150 principal forgiveness. This unit will support lead service line investigation operations; and

WHEREAS: Per 5-29A, Exemptions to Formal Bidding: Purchases made through the State of New Hampshire, other governmental agencies, or cooperative buying groups. The purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing can be accomplished through the state of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to C.N. Wood Company Inc of Woburn MA for one TruVac Vacuum System mounted on a 2025 Western Star 47X in the amount of \$655,795. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03525.26	Water-Service Line Replacement	5,940,000.00	5,792,029.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

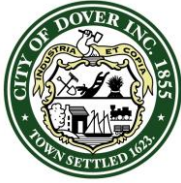
Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal: Jennifer R. Perez
Form and Compliance: Acting City Attorney

Document Created by: Purchasing
Document Posted on: September 19, 2025

R-2025.09.24 Authorization to Purchase a TruVac
Vacuum System Mounted on 2025 Western Star 47X
via Sourcewell Contract

Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2025.09.24 - 43**
Resolution Re: Authorization to Purchase a TruVac Vacuum System
Mounted on a 2025 Western Star 47X via Sourcewell
Contract

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

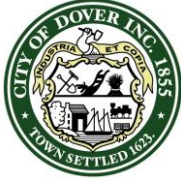
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The US Environmental Protection Agency (EPA) issued a Lead and Copper Rule Revision (LCRR) in response to the Flint, Michigan water quality crisis. The LCRR is a subset of EPA's overarching Safe Drinking Water Act. As a result, public water system suppliers need to verify materials of construction for both the publicly maintained portions of individual services, as well as the privately maintained portions at the right-of-way boundary. In the absence of detailed records, personnel have to excavate and inspect all of the service lines to verify materials of construction.

In recognition of the substantial cost and undertaking, EPA provided grant assistance to all the States to administer. The City subsequently qualified for funding package from NH Department of Environmental Services (DES) as part of the Drinking Water State Revolving Loan Fund. The funding includes a loan of \$5,940,000, with \$3,959,150 principal forgiveness.

Document Created by: Purchasing	R-2025.09.24 Authorization to Purchase a TruVac Vacuum System Mounted on 2025 Western Star 47X via Sourcewell Contract
Document Posted on: September 19, 2025	Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2025.09.24 - 43**
Resolution Re: Authorization to Purchase a TruVac Vacuum System
Mounted on a 2025 Western Star 47X via Sourcewell
Contract

NH DES staff recognize there is a substantial amount of work and staff time required to comply with the LCRR. They are encouraging public water systems to use the SRF funding to procure specialized equipment, and hire additional, but temporary staff, implementing the grant funds.

The proposed TruVac Vacuum System is mounted on a 10-wheeler truck chassis, so it is mobile and can be driven directly to any City job site. It will be used to perform exploratory excavations at the individual water service lines to verify type of material on both sides of the City-maintained shut-off valve. Provisions of the grant funding require the machine to be dedicated to work related to the LCRR, but once the investigative work is complete it is free for general use in support of Community Services operations.

While the City currently has a high-pressure jet & vacuum system, that unit is designed solely for sewer maintenance or catch basin cleaning, where materials are either “wet”, or mostly fine sand particles. The proposed hydro excavation system is designed specifically for coarser material, and equipped with higher suction capacity, higher water capacity, and a much larger on-board storage tank that should accommodate being able to expose multiple service lines without having to dump or empty the truck.

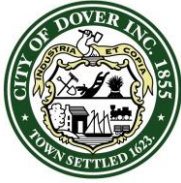
This will be a new unit to inventory, as it is not replacing any current machine or piece of equipment.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Delivered	Estimated Delivery:	Late Fall
Recommended Award to:	C.N. Wood Company Inc	Fund:	DWSRF
Other Approvals Required:	Yes NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2025.09.24 - 44**

Resolution Re: Authorization to Purchase one Spartan ER Pumper from Greenwood Emergency Vehicles, LLC via Sourcewell

WHEREAS: The City of Dover is a member of Sourcewell, formally the National Joint Powers Alliance (NJPA), a member-focused public cooperative of more than 50,000-member agencies throughout the United States and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In November of 2021, Sourcewell solicited RFP#113021 for Firefighting Apparatus and Fire Service Vehicles which included equipment, accessories and supplies; and

WHEREAS: February 2022, Sourcewell awarded contract #113021-RVG to Spartan Emergency Response as the contract holder with Greenwood Emergency Vehicles, LLC located in North Attleboro, MA, as the New England dealer.

WHEREAS: The City requested pricing and received a fire apparatus proposal for a 2025 Spartan ER Pumper in the amount of \$830,000. This pricing includes lettering, training, delivery, painted rollup doors, EMS cabinet, additional hose divider, power inverter with power to L1-L2-L3 compartments, extend-a-gun, and opticom; and,

WHEREAS: Per 5-29A, Exemptions to Formal Bidding of the Dover Purchasing Procedure, the purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing can be accomplished through the state of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Greenwood Emergency Vehicles, LLC for one Spartan ER Pumper in the amount of \$830,000. The City Manager, or designee, is hereby authorized to contract with the Vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4026.1.220.42220.4743.02253.26	Heavy Vehicles	1,400,000.00	1,400,000.00

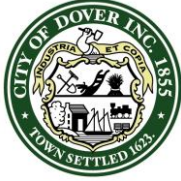
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2025.09.24 - 44**

Resolution Re: Authorization to Purchase one Spartan ER Pumper from Greenwood Emergency Vehicles, LLC via Sourcewell

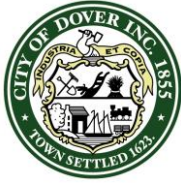
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2025.09.24 - 44**

Resolution Re: Authorization to Purchase one Spartan ER Pumper from Greenwood Emergency Vehicles, LLC via Sourcewell

RESOLUTION BACKGROUND MATERIAL:

Background – Justification for New Fire Pumper

The City of Dover Fire & Rescue is at a critical juncture. Our Ladder truck recently suffered a major failure in its frame and suspension, leaving it out of service for an extended period. To avoid prematurely wearing out our Tower by running it to every call as a quint, and risking a repeat of this crisis, we must realign operations and assign a more appropriate vehicle to the majority of calls.

The most effective solution is the purchase of a new fire pumper. This addition will expand response capacity across the city, provide an additional 1,000 gallons of water for immediate fire attack, and preserve the lifespan of both the Tower and Ladder 3 by limiting their use to true fireground emergencies. Just as importantly, this realignment, made possible in part because the additional pumper is needed to serve Dover's continued growth, allows the City to allocate \$575,000 in available fiscal impact fees. Combined with other adjustments, this enables the rescinding of \$1,000,000 in CIP funding, delivering a major fiscal benefit alongside the operational improvements.

Challenges in Fire Pumper Procurement

In the past, Dover has purchased custom-built fire pumpers. Today, that model has become unsustainable. Delivery timelines now exceed four years, and industry-wide cost increases, driven in part by new federal motor regulations, add nearly \$100,000 per vehicle. Under current conditions, replacing the department's custom-built pumper would cost more than \$1.3 million, well above the \$900,000 proposed for a vehicle that performs the same mission.

Cost-Saving Alternative: Stock/Demo Unit

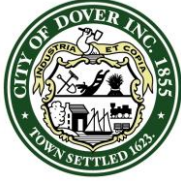
To balance fiscal responsibility with urgent operational needs, Dover Fire & Rescue conducted a nationwide search for stock or demonstration units. These vehicles are in extremely high demand and sell quickly. Of the four candidates identified, only one met our operational requirements and fit within the City's \$900,000 budget proposal.

Immediate Action Required

This stock/demo pumper has been secured for Dover while under construction, with delivery scheduled for February. However, the manufacturer has a waiting list of buyers, and if the City does not act promptly, the unit will be released to the next customer.

Cost Savings & Justification

By purchasing this stock/demo pumper, the City will save more than \$400,000 compared to a custom-built apparatus and avoid years of costly delay. This acquisition ensures Dover obtains a modern pumper that



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2025.09.24 - 44**

Resolution Re: Authorization to Purchase one Spartan ER Pumper from Greenwood Emergency Vehicles, LLC via Sourcewell

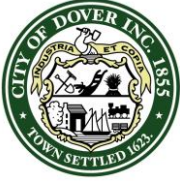
strengthens operational reliability, preserves the aerial fleet, enhances water supply in non-hydrant districts, and, most importantly, protects both firefighters and the community.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	n/a	Number of Responses:	n/a
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until Delivered	Estimated Delivery:	180 days from Award
Recommended Award to:	Greenwood Emergency Vehicles	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R - 2025.09.24 - 45**

Resolution Re: B26009 Disposal of City of Dover Owned Real-Estate Map 3 Lot 9 Rollinsford NH

WHEREAS: A sealed Request for Bid #B26009 was issued and received for the Disposal of City of Dover Owned Real-estate Map 3 Lot 9 Rollinsford NH on September 15,2025 at 2:00 p.m; and

WHEREAS: The bid request listed city owned property for sale in Rollinsford Map 3 Lot 9. Pursuant to City Ordinance Chapter 29 Article I 29-6 Disposing of City Owned Real-estate, the city Manager has evaluated the offers and is recommending dispose of this real-estate to the highest bidder. Bidders were requested to provide a cost offer and intended use of the property along with a 10% bid deposit. The selected bidder will also pay other costs associated with the closing and as well as reimbursement of the survey conducted earlier this summer; and

WHEREAS: Five bid responses were received and reviewed for conformity to the bid requirements and the offer deemed most advantageous came from the highest bidder, Acclivity Growth LLC of Greenland NH in the bid amount of \$510,000; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

Pursuant to City Ordinance Chapter 29 Article I 29-6 Disposing of City Owned Real-estate, requests have been received and the recommendation is for City Council to vote to sell Rollinsford Map 3 Lot 9 to the highest bidder, Acclivity Growth LLC in the amount of \$510,000 plus survey and closing costs.

AND FURTHER BE IT RESOLVED THAT:

The proceeds from the sale of this parcel of land to be placed in the Jeremy Belknap Guppy Trust (8703).

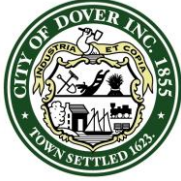
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

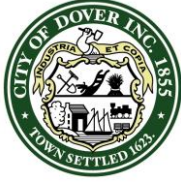
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.6. Resolution Number: R - 2025.09.24 - 45 Resolution Re: B26009 Disposal of City of Dover Owned Real-Estate Map 3 Lot 9 Rollinsford NH	

DOCUMENT HISTORY:

First Reading Date: Approved Date:	Public Hearing Date: Effective Date:
---------------------------------------	---

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.B.6. Resolution Number: R - 2025.09.24 - 45 Resolution Re: B26009 Disposal of City of Dover Owned Real-Estate Map 3 Lot 9 Rollinsford NH
---	--

RESOLUTION BACKGROUND MATERIAL:

The City of Dover Ordinance Chapter 79-6 outlines the process for disposal of City owned property. City Council approved via Resolution [R-2022.04.13-083](#), to solicit offers from abutters and/or bid out for sale Map 3 Lot 9, Old Mill Lane Rollinsford NH. Upon receiving a letter of interest to purchase this real-estate, a request for bids was solicited to abutters in conjunction with the solicitation being sent via constant contact to all interested.

The Jeremy Belknap Guppy Trust (8703) was established through a bequest of Mr. Guppy as prescribed in his will. The purpose of the trust is to aid the worthy poor of the City and benefit of the needy people of the City. In Mr. Guppy's will he also bequeathed certain tracts of land. One of those tracts of land is the parcel identified in this resolution to be sold. In accordance with Mr. Guppy's will, and as confirmed by the NH Department of Justice Charitable Trust Division, the proceeds from the sale of the parcel of land is to be placed in the Jeremy Belknap Guppy Trust (8703). The proceeds to be used for the established purpose of the trust. In prior discussions with the NH Department of Justice Charitable Trust Division, it was acknowledged that the City could use these proceeds for affordable housing with Court consent.

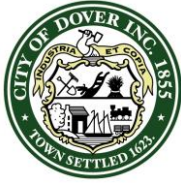
Staff recommends conveying the property and applying the proceeds towards a future permeant shelter/warming center for housing-challenged people. This would meet the existing purpose of the Guppy Trust, aid the worthy poor and benefit the needy people of the City.

Purchasing Information:

Type:	NA	Advertised:	Yes
Invitations Emailed:	1338	Number of Responses:	5
Warranty:	Quit Claim Deed	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	5 weeks
Recommended Award to:	Acclivity Growth LLC Greenland NH	Fund:	
Other Approvals Required:	NA	References Checked:	NA
Previously Worked for City:	NA	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B26009 Bid Documents](#)

Document Created by: Finance Document Posted on: September 19, 2025	R-2025.09.24 B26009 Disposal of City of Dover Owned Realestate Map 3 Lot 9 Rollinsford NH Page 3 of 3
--	---



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2025.09.24 - 46**

Resolution Re: Authorization to Apply for and Accept Northern New England Passenger Rail Authority-State of Good Repair Grant

WHEREAS: The City was made aware of up to \$300,000 of annual funding received by the Northern New England Passenger Rail Authority (NNEPRA) which the City can take advantage of for repairs needed at the Downeaster Station in Dover. The funding requires a 20% match which will come from labor/personnel cost and/or from the operating budget capital item for general maintenance. The purpose of the grant is to do repairs/maintenance work to the train station/platforming. City staff are currently gathering a list of repair projects that this funding would nicely fit into, some are listed in the background section; and

WHEREAS: In adhering to the requirements established by the Federal Transit Administration and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for and accept, unanticipated funds for eligible project costs is needed; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for and accept funds allocated to the City of Dover on behalf of the NNEPRA Grant and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

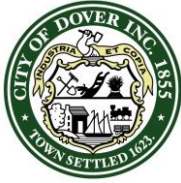
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	NNEPRA State of Good Repair Grant	300,000.00	300,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2025.09.24 - 46**

Resolution Re: Authorization to Apply for and Accept Northern New England Passenger Rail Authority-State of Good Repair Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

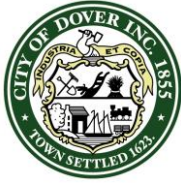
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2025.09.24 - 46**
Resolution Re: Authorization to Apply for and Accept Northern New England Passenger Rail Authority-State of Good Repair Grant

RESOLUTION BACKGROUND MATERIAL:

The New England Passenger Rail Authority (NEPRA) has grant funding available for station host communities to utilize to keep station platforms in good condition. Staff met with NEPRA and were encouraged to identify ongoing maintenance needs and utilize the funds to replace the tactile warning strip on the high platform, as well as develop a list of ongoing maintenance needs. The station opened in 2001 and is approaching 25 years old now and is showing signs of its age. While the roof and railings have been addressed in recent years, other elements are showing normal wear and tear. The warning panels are essential elements of the safety requirements to operate the station and have been a maintenance issue in the past with panels popping up and becoming a tripping hazard and making it difficult to clear snow from. New platforms are now having cast tactile panels installed, which are much more durable.

The City's match for these funds would be 20%, and may be in kind funds (salary/benefits of staff) or may be capital operating funds. The scope for replacing the tactile warning panels would require removal of the existing fiberglass panels, removal of the concrete to a sufficient depth to accommodate grouting the new thicker cast panels into place to be flush with the platform. Work would have to take place while the platform remains active so coordinating with the Rail Authority and the train crews would be critical. No access from the track side of the tactile strip would be allowed. The track level panels do not need to be replaced, as NEPRA does not use the lower level.

In addition to the tactile panel replacement, staff has identified the following items for ongoing repair/maintenance:

1. Paint the exterior of the building
2. Replace the existing recessed lighting with LED retrofits
3. Replace pole lighting along tracks with LED fixtures, probably the ones we use elsewhere in the city.
4. Gutter/downspout repair
5. Power wash and clean the platform

Items that pertain to the station but not upkeep items:

1. Install a pad and fencing for the dumpster
2. Install updated seating for passengers

This funding is available annual, and if successful this round, the City will pursue on an annual basis and expects to integrate into annual operations and maintenance work for the station.

Downeaster Station

State of Good Repair Project Funding Request

Date: _____

Organization Name: _____

Downeaster Station: _____

Project Contact Name: _____

Phone #: _____

Project Contact Title: _____

Contact Email: _____

Project Goals & Timeline - Provide a brief project description, why it is needed , anticipated benefits and project timeline
Example: Refresh and repair public areas of station to improve customer experience. 1 month to complete

Project Elements:

WE#	Description of the various work elements to be accomplished		Work Performed by	Total Element Cost	Requested Amount*
1			In-House personnel		
		X	Contractor		
2		X	In-House		
			Contractor		
3		X	In-House		
			Contractor		

* Requested amount cannot exceed 80% of work element amount.

	Total Project Cost	Funding Request
Total	\$ -	\$ -

Submitted by: _____ Title _____

☐

We acknowledge and accept the Federal Transit Administration (FTA) flowdown provisions attached.

Federal Grant Compliance Requirements

**** Updated 2024****

Contractor/Vendor (Contractor) further agrees with the Northern New England Passenger Rail Authority (referred to in this Addendum A as the "Authority") to comply with the following, to the extent applicable to Contractor. The parties agree that this document is not intended to enlarge or increase the applicability of any federal requirements to Contractor/Vendor beyond those requirements that arise under federal law, regulation or the United States of America Department of Transportation Federal Transit Administration Master Agreement for Federal Transit Administration Agreements, as the same is amended from time to time by FTA, presently published at:

<https://www.transit.dot.gov/sites/fta.dot.gov/files/2024-05/FTA-Master-Agreement-v31-05-02-2024.pdf>

(the "Master Agreement") by virtue of Contractor/Vendor's participation in the Project.

The following are standard clauses included in most contracts:

No Government Obligation to Third Parties. Contractor acknowledges and agrees that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to the Recipient, Contractor or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying Contract. The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by the FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

Program Fraud. Contractor recognizes that the requirements of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§ 3801 *et seq.*, and U.S. DOT Regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions hereunder. Accordingly, by signing the Agreement, Contractor certifies and affirms the truthfulness and accuracy of any statement it has made, it makes, or may make pertaining to the activities covered hereunder. In addition to other penalties that may be applicable, Contractor also acknowledges that if it makes false, fictitious or fraudulent claims, statements, submissions, assurances, or certifications, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986, as amended, on Contractor to the extent the Federal Government deems appropriate.

Contractor recognizes that if Contractor makes a false, fictitious, or fraudulent claim, statement, submission, certification, assurance, or representation to the Federal Government of includes a false, fictitious, or fraudulent statement or representation in any agreement with the Federal Government in connection with a project authorized under 49 U.S.C. chapter 53 or any other federal law, the Federal Government reserves the right to impose on Contractor the penalties of 49 U.S.C. § 5323(1), 18 U.S.C. § 1001 or other applicable federal law to the extent the Federal Government deems appropriate.

The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

Access to Records and Reports.

Record Retention. The Contractor will retain, and will require its subcontractors of all tiers to retain, complete and readily accessible records related in whole or in part to the contract, including, but not limited to, data, documents,

reports, statistics, sub-agreements, leases, subcontracts, arrangements, other third-party agreements of any type, and supporting materials related to those records.

Retention Period. The Contractor agrees to comply with the record retention requirements in accordance with 2 C.F.R. § 200.333. The Contractor shall maintain all books, records, accounts and reports required under this Contract for a period of at not less than three (3) years after the date of termination or expiration of this Contract, except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case records shall be maintained until the disposition of all such litigation, appeals, claims or exceptions related thereto.

Access to Records. The Contractor agrees to provide sufficient access to FTA and its contractors to inspect and audit records and information related to performance of this contract as reasonably may be required.

Access to the Sites of Performance. The Contractor agrees to permit FTA and its contractors access to the sites of performance under this contract as reasonably may be required.

Federal Changes. Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between Purchaser and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

Civil Rights Laws and Regulations. The Contractor and any subcontractor agree to comply with all the requirements prohibiting discrimination on the basis of race, color, or national origin of the Title VI of the Civil Rights Act of 1964, as amended 52 U.S.C 2000d, and U.S. DOT regulation "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of the Title VI of the Civil rights Act, "49 C.F. R. Part 21 and any implementing requirement FTA may issue.

1 Federal Equal Employment Opportunity (EEO) Requirements. These include, but are not limited to:

a) Nondiscrimination in Federal Public Transportation Programs. 49 U.S.C. § 5332, covering projects, programs, and activities financed under 49 U.S.C. Chapter 53, prohibits discrimination on the basis of race, color, religion, national origin, sex (including sexual orientation and gender identity), disability, or age, and prohibits discrimination in employment or business opportunity.

b) Prohibition against Employment Discrimination. Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, and Executive Order No. 11246, "Equal Employment Opportunity," September 24, 1965, as amended, prohibit discrimination in employment on the basis of race, color, religion, sex, or national origin.

2 Nondiscrimination on the Basis of Sex. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 et seq. and implementing Federal regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 C.F.R. part 25 prohibit discrimination on the basis of sex.

3 Nondiscrimination on the Basis of Age. The "Age Discrimination Act of 1975," as amended, 42 U.S.C. § 6101 et seq., and Department of Health and Human Services implementing regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, prohibit discrimination by participants in federally assisted programs against individuals on the basis of age. The Age Discrimination in Employment Act (ADEA), 29 U.S.C. § 621 et seq., and Equal Employment Opportunity Commission (EEOC) implementing regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, also prohibit employment discrimination against individuals age 40 and over on the basis of age.

4 Federal Protections for Individuals with Disabilities. The Americans with Disabilities Act of 1990, as amended (ADA), 42 U.S.C. § 12101 et seq., prohibits discrimination against qualified individuals with disabilities in programs, activities, and

services, and imposes specific requirements on public and private entities. Third party contractors must comply with their responsibilities under Titles I, II, III, IV, and V of the ADA in employment, public services, public accommodations, telecommunications, and other provisions, many of which are subject to regulations issued by other Federal agencies.

Civil Rights and Equal Opportunity. The Contractor agrees to comply with all applicable Federal civil rights laws and implementing regulations. Apart from inconsistent requirements imposed by Federal laws or regulations, the Contractor agrees to comply with the requirements of 49 U.S.C. § 5323(h) (3) by not using any Federal assistance awarded by FTA to support procurements using exclusionary or discriminatory specifications.

Under this Agreement, the Contractor shall at all times comply with the following requirements and shall include these requirements in each subcontract entered into as part thereof.

Nondiscrimination. In accordance with Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, disability, or age. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

Race, Color, Religion, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e *et seq.*, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, or sex (including sexual orientation and gender identity). Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

Age. In accordance with the Age Discrimination in Employment Act, 29 U.S.C. §§ 621-634, U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 *et seq.*, U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

Equal Employment Opportunity Requirements for Construction Activities. Contractor agrees to comply, when undertaking "construction" as recognized by the U.S. Department of Labor (U.S. DOL), with: (a) U.S. DOL regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and (b) Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note.

Disabilities. In accordance with section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 *et seq.*, the Architectural Barriers Act of 1968, as

amended, 42 U.S.C. § 4151 *et seq.*, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against individuals on the basis of disability. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

Incorporation of Federal Transit Administration (FTA) Terms. The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any Authority requests which would cause the Authority to be in violation of the FTA terms and conditions.

Energy Conservation. To the extent applicable to the services to be performed by Contractor hereunder, Contractor shall comply with the mandatory energy efficiency standards and policies within the applicable state energy conservation plans issued in compliance with the Energy Policy and Conservation Act.

Disadvantaged Business Enterprise. The Authority has adopted a Disadvantaged Business Enterprise and Women's Business Enterprise Policy in accordance with Federal Regulations issued by U.S. DOT (49 C.F.R. Part 26). This Policy provides that Disadvantaged Business Enterprises ("DBEs") and Women's Business Enterprises ("WBEs") will be afforded every practicable opportunity to participate in the performance of contracts related to the Authority's construction, procurement and professional service activities. The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. Contractor shall carry out applicable requirements of 49 C.F.R. part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carryout these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

1. Withholding monthly progress payments;
2. Assessing sanctions;
3. Liquidated damages; and/or
4. Disqualifying the contractor from future bidding as non-responsible. 49 C.F.R. §26.13(b)

The Contractor is required to pay its Subcontractor/Vendors performing work related to this contract for satisfactory performance of that work no later than 30 days after the Contractor's receipt of payment for that work from the Authority. In addition, is required to return any retainage payments to those Subcontractor/Vendors within 30 days after the Subcontractor/Vendor's work related to this contract is satisfactorily completed.

ADA Access. To the extent applicable to the services to be performed by Contractor hereunder, Contractor agrees to comply with all applicable employment and accessibility requirements of the American with Disabilities Act of 1990 ("ADA"), 42 U.S.C. §§ 12101 *et seq.*, Section 504 Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794; 49 U.S.C. § 5301(d), 42 U.S.C. §§ 4151 *et seq.*, and the following applicable regulations:

U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 C.F.R. Part 37;
U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 C.F.R. Part 27;
Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB)/U.S. DOT regulations, "Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 C.F.R. Part 1192 and 49 C.F.R. Part 38;
U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 C.F.R. Part 35;
U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities," 28 C.F.R. Part 36;

U.S. GSA regulations, "Accommodations for the Physically Handicapped," 41 C.F.R. Subpart 101-19;
U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630;
(viii) U.S. Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled," 47 C.F.R. Part 64, Subpart F;
(ix) U.S. ATBCB regulations, "Electronic and Information Technology Accessibility Standards," 36 C.F.R. Part 1194;
FTA regulations, "Transportation for Elderly and Handicapped Persons," 49 C.F.R. Part 609; and
Any implementing requirements FTA may issue.

Safe Operation of Motor Vehicles.

Seat Belt Use. The Contractor is encouraged to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company rented vehicles, or personally operated vehicles. The terms "company-owned" and "company-leased" refer to vehicles owned or leased either by the Contractor.

Distracted Driving. The Contractor agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle Contractor owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the work performed under this agreement.

The following clauses are included on specific projects over a certain dollar value and are not required on all projects

Prevailing Wage and Copeland Anti-Kickback Acts. The Contractor shall comply with the Davis-Bacon Act and the Copeland “Anti-Kickback” Act. Under 49 U.S.C. § 5333(a), prevailing wage protections apply to laborers and mechanics employed on FTA assisted construction, alteration, or repair projects. The Contractor will comply with the Davis-Bacon Act, 40 U.S.C. §§ 3141-3144, and 3146-3148 as supplemented by DOL regulations at 29 C.F.R. part 5, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction.” In accordance with the statute, the Contractor shall pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, the Contractor agrees to pay wages not less than once a week.

The Contractor shall also comply with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by DOL regulations at 29 C.F.R. part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in part by Loans or Grants from the United States.” The Contractor is prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

Termination Provisions.

Termination for Convenience.

The Authority shall have the right to terminate the Agreement for convenience, in accordance with 2 C.F.R. §200.339. Any termination for convenience by the Authority shall not excuse the Authority’s obligations under the Agreement arising prior to the effective date of such termination.

Termination for Default (Breach or Cause).

If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the Authority may terminate this contract for default. Termination shall be affected by serving a Notice of Termination on the Contractor setting forth the manner in which the Contractor is in default. The Contractor will be paid only the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by the Authority that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, the Authority, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a Termination for Convenience.

Opportunity to Cure.

The Authority, in its sole discretion may, in the case of a termination for breach or default, allow the Contractor an appropriately short period of time in which to cure the defect. In such case, the Notice of Termination will state the time period in which cure is permitted and other appropriate conditions.

If Contractor fails to remedy to NNEPRA’s satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within 10 days after receipt by Contractor of written notice from the Authority setting forth the nature of said breach or default, the Authority shall have the right to terminate the contract without any further obligation to

Contractor. Any such termination for default shall not in any way operate to preclude the Authority from also pursuing all available remedies against Contractor and its sureties for said breach or default.

Waiver of Remedies for any Breach.

In the event that the Authority elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this contract, such waiver by the Authority shall not limit the Authority's remedies for any succeeding breach of that or of any other covenant, term, or condition of this contract.

Contractor recognizes and agrees that the FTA may suspend or terminate the Project for various reasons set forth in the Master Agreement at Section 11, that such termination may act to cancel or invalidate certain obligations incurred by FTA prior to the termination date, and that such Termination may act to relieve the Authority of such obligations as well.

Suspension and Debarment. The Contractor shall comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 C.F.R. part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 C.F.R. part 180. These provisions apply to each contract at any tier of \$25,000 or more, and to each contract at any tier for a federally required audit (irrespective of the contract amount), and to each contract at any tier that must be approved by an FTA official irrespective of the contract amount. As such, the Contractor shall verify that its principals, affiliates, and subcontractors are eligible to participate in this federally funded contract and are not presently declared by any Federal department or agency to be:

- a) Debarred from participation in any federally assisted Award;
- b) Suspended from participation in any federally assisted Award;
- c) Proposed for debarment from participation in any federally assisted Award;
- d) Declared ineligible to participate in any federally assisted Award;
- e) Voluntarily excluded from participation in any federally assisted Award; or
- f) Disqualified from participation in any federally assisted Award.

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by the Authority. If it is later determined by the Authority that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to the Authority, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. part 180, subpart C, as supplemented by 2 C.F.R. part 1200, while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

Buy America. The contractor agrees to comply with 49 U.S.C. 5323(j) and 49 C.F.R. part 661, which provide that Federal funds may not be obligated unless all steel, iron, and manufactured products used in FTA funded projects are produced in the United States, unless a waiver has been granted by FTA or the product is subject to a general waiver. General waivers are listed in 49 C.F.R. § 661.7. Separate requirements for rolling stock are set out at 49 U.S.C. 5323(j)(2)(C) and 49 C.F.R. § 661.11.

The contractor must submit to The Authority the appropriate Buy America certification with its bid or offer. Bids or offers that are not accompanied by a completed Buy America certification will be rejected as nonresponsive.

Resolution of Dispute, Breach or Other Litigation. FTA and the Authority have a vested interest in the settlement of any dispute, default, breach, or litigation involving any federally-assisted third-party contract. Contractor agrees to pursue all legal rights available under any third-party subcontract. FTA and the Authority reserve the right to concur in any compromise or settlement of any third-party subcontract claim involving Contractor. Contractor agrees to notify FTA and the Authority of any current or prospective major dispute, breach, default, or litigation pertaining to any third-party subcontract. If Contractor seeks to name the Federal Government or the Authority as a party to litigation for any reason, in any forum, Contractor agrees to inform the FTA and/or the Authority, as applicable, before doing so. The Federal Government retains the right to a proportionate share, based on the percentage of the Federal share committed to the Project, of any proceeds derived from any third-party recovery. If the third-party subcontract at issue contains a liquidated damages provision, Contractor agrees to credit any liquidated damages recovery to the Project unless the Federal Government permits otherwise.

In the event of any failure on the part of Contractor or the Authority to comply with any of its obligations contained in the Agreement and the continuation of such failure for a period of thirty (30) days after receipt of notice thereof from the other party, the other party shall have the right, at its option, to declare a default. Upon giving the party in default an additional notice of thirty (30) days and an opportunity to cure the default, the party not in default may terminate the Agreement. The rights to terminate shall be in addition to the other rights and remedies provided hereunder as well as those available, at law or in equity, including claims for money damages and specific performance, which remedies will be cumulative.

Lobbying. Contractor agrees that it will not use Federal assistance funds received from the Authority to support lobbying or to pay any person or organization to influence or attempt to influence an officer or employee of any federal department or agency, a member of Congress, a member of a State legislature, an officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal grant, cooperative agreement, or any other Federal award used for the Project ("Lobbying"), and it will comply with applicable requirements of U.S. DOT regulations "New Restrictions on Lobbying," 49 C.F.R. Part 20, modified as necessary by 31 U.S.C. § 1352. Prior to execution of this Agreement Contractor has provided, and hereafter upon notice from the Authority's Contractor will provide, to the Authority (i) a certification that Contractor has not used Federal assistance funds for Lobbying and (ii) if applicable, Contractor's statement disclosing any Lobbying that it has undertaken with funds other than Federal appropriated funds. Contractor shall include the requirements of this paragraph in any third-party agreement with a Contractor or any subrecipient and require such Contractors or subrecipients to extend applicable requirements to all Subcontractors at any tier in connection with the Project. Contractor agrees to maintain a file with all such certifications as part of the records required to be maintained.

Clean Air and Clean Water. The Contractor agrees:

- 1) It will not use any violating facilities;
- 2) It will report the use of facilities placed on or likely to be placed on the U.S. EPA "List of Violating Facilities;"
- 3) It will report violations of use of prohibited facilities to FTA; and
- 4) It will comply with the inspection and other requirements of the Clean Air Act, as amended, (42 U.S.C. §§ 7401 – 7671q); and the Federal Water Pollution Control Act as amended, (33 U.S.C. §§ 1251-1387).

Contract Work Hours & Safety Standards Act. Contractor shall comply with all federal laws, regulations, and requirements providing wage and hour protections for non-construction employees, in accordance with 40 U.S.C. § 3702, Contract Work Hours and Safety Standards Act, and other relevant parts of that Act, 40 U.S.C. § 3701 *et seq.*, and U.S. DOL regulations, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Non-construction Contracts Subject to the Contract Work Hours and Safety Standards Act),” 29 C.F.R. part 5.

The Contractor shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three (3) years from the completion of the contract for all laborers and mechanics, including guards and watchmen, working on the contract. Such records shall contain the name and address of each such employee, social security number, correct classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid.

Such records maintained under this paragraph shall be made available by the Contractor for inspection, copying, or transcription by authorized representatives of the FTA and the Department of Labor, and the Contractor will permit such representatives to interview employees during working hours on the job.

The contractor shall require the inclusion of the language of this clause within subcontracts of all tiers.

Special DOL Equal Employment Opportunity for Construction Projects

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
- (4) The contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under section 202 of Executive Order 11246 of

September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

Bond Requirements (Construction/Facility Improvements/Contracts exceeding Simplified Acquisition Threshold, currently set at \$10,000.00)

Bid Security. Bidders may be required to supply a bid guaranty in the form of a bid bond, or certified treasurer's or cashier's check issued by a responsible bank or trust company, made payable to the Authority. The amount of such guaranty shall be equal to 100% of the total bid price. The requirement for a bid bond will be included in the individual procurement action documents.

Performance Guarantee. Awardees may be required to supply a Performance Guarantee in the amount of 100% of the Contract value to ensure faithful performance of the Contract. The requirement for a Performance Guarantee will be included in the individual procurement action documents.

Either a Performance Bond or an Irrevocable Stand-By Letter of Credit may be provided by the Contractor and will remain in full force for the term of the Agreement. The successful Bidder shall certify that it will provide the requisite Performance Guarantee to The Authority within ten (10) business days from Contract execution.

The Authority requires all Performance Bonds to be provided by a fully qualified surety company acceptable to The Authority and listed as a company currently authorized under 31 C.F.R. part 22 as possessing a Certificate of Authority as described hereunder. The Authority may require additional performance bond protection when the contract price is increased. The increase in protection shall generally equal 100 percent of the increase in contract price. The Authority may secure additional protection by directing the Contractor to increase the amount of the existing bond or to obtain an additional bond.

If the Awardee chooses to provide a Letter of Credit as its Performance Guarantee, the Bidder shall furnish with its bid, certification that an Irrevocable Stand-By Letter of Credit will be furnished should the Bidder become the successful Contractor. The Bidder shall also provide a statement from the banking institution certifying that an Irrevocable Stand-By Letter of Credit for the action will be provided if the Contract is awarded to the Bidder. The Irrevocable Stand-By Letter of Credit will only be accepted by The Authority if:

A bank in good standing issues it. The Authority will not accept a Letter of Credit from an entity other than a bank.

It is in writing and signed by the issuing bank.

It conspicuously states that it is an irrevocable, non-transferable, "standby" Letter of Credit.

The Authority is identified as the Beneficiary.

It is in an amount equal to 100% of the Contract value. This amount must be in U.S. dollars.

The effective date of the Letter of Credit is the same as the effective date of the Contract

The expiration date of the Letter of Credit coincides with the term of this Agreement.

It indicates that it is being issued in order to support the obligation of the Contractor to perform under the Contract. It must specifically reference the Contract between The Authority and the Contractor the work stipulated herein.

The issuing bank's obligation to pay will arise upon the presentation of the original Letter of Credit and a certificate and draft to the issuing bank's representative at a location and time to be determined by the parties. This documentation will indicate that the Contractor is in default under the Contract.

Payment Bonds. The Awardee may be required to supply a Labor and Materials Payment Bond equal to the full value of the contract furnished by the contractor to the Authority as security for payment by the Contractor and subcontractors

for labor, materials, and rental of equipment. The requirement for a Payment Bond will be included in the individual procurement action documents.

The bond may be issued by a fully qualified surety company acceptable to (The Authority) and listed as a company currently authorized under 31 C.F.R. part 223 as possessing a Certificate of Authority as described thereunder.

Seismic Safety. The Contractor agrees that any new building or addition to an existing building will be designed and constructed in accordance with the standards for Seismic Safety required in Department of Transportation Seismic Safety Regulations 49 CFR Part 41 and will certify to compliance to the extent required by the regulation. The Contractor also agrees to ensure that all work performed under this contract including work performed by a Subcontractor/Vendor is following the standards required by the Seismic Safety Regulations and the certification of compliance issued on the project.

Transit Employee Protective Arrangements. Contractor agrees that it will continue the collective bargaining rights of its employees affected by the Project, if any, and will preserve any existing collective bargaining agreements of such employees or any revisions or renewals thereof, pursuant to the Transit Employee Protection Arrangements entered into between the Authority and various unions and the requirements of 49 U.S.C. § 5333(b) and 29 C.F.R. Part 215 and any amendments thereto.

Drug Use and Testing. The Contractor performing safety-sensitive functions agrees to establish and implement a drug and alcohol testing program that complies with 49 CFR Parts 653 and 654, produce any documentation necessary to establish its compliance with Parts 653 and 654, and permit any authorized representative of the United States Department of Transportation or its operating administrations, the State Oversight Agency of Maine, or the Authority, to inspect the facilities and records associated with the implementation of the drug and alcohol testing program as required under 49 CFR Parts 653 and 654 and review the testing process. The Contractor agrees further to certify annually its compliance with Parts 653 and 654 before January 1 and to submit the Management Information System (MIS) reports before March 15 to Manager of Budget and Administration, The Authority, 75 West Commercial Street, Suite 104, Portland, ME 04101. To certify compliance the Contractor shall use the "Substance Abuse Certifications" in the "Annual List of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements," which is published annually in the Federal Register.

Patent Rights. If any invention, improvement or discovery is conceived or if it is actually reduced to practice in the course of or under Contractor's performance under the Agreement, and that invention, improvement or discovery is patentable under the laws of the United States of America or any foreign country, Contractor agrees to notify the Authority immediately and provide a detailed report. Unless the Federal Government later makes a contrary determination in writing, the rights and responsibilities of the Authority, Contractor, any Subcontractor and the Federal Government pertaining to that invention, improvement or discovery will be determined in accordance with applicable Federal laws and regulations, and including any waiver thereof. Unless the Federal Government later makes a contrary determination in writing, Contractor agrees that, irrespective of its status or the status of any Subcontractor/Vendor (at any tier), Contractor will transmit to FTA those rights due the Federal Government in any invention resulting from the Agreement as described in U.S. Department of Commerce Regulations, "Rights Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," 37 C.F.R. Part 401.

Rights in Data and Copyrights. Contractor agrees that all ownership, property and copyrights throughout the world in any photographs, artwork, logos, trade names, trademarks, service marks, copy, text or information assembled or created pursuant to the Agreement ("Material") shall belong to and hereby are assigned to the Authority. In accordance with 49 C.F.R. §§ 18.34 and 19.36, the Federal Government has reserved a royalty-free, non-exclusive and irrevocable

license to reproduce, publish, or otherwise use, and to authorize others to use, for Federal Government purposes, (i) any Material developed under the contract or any subcontract, whether or not a trade name, trademark or service mark has been developed, or a copyright has been obtained or any other property right registered; and (ii) any such rights that the Authority or Contractor may purchase or otherwise acquire ownership.

Contractor may not publish or reproduce any recorded information, whether or not copyrighted, that is delivered or specified to be delivered to the Federal Government under a grant agreement between the Authority and any agency of the Federal Government ("Subject Data"), in whole or in part, or in any manner or form, nor may Contractor authorize others to do so, without in each instance, the written consent of the Federal Government, until such time as the Federal Government may have either released or approved the release of such data to the public. All copyrights in any information created pursuant to this Agreement shall belong to and hereby are assigned to the Authority. In accordance with 49 C.F.R. § 18.34 and 49 C.F.R. § 19.36, the Federal Government reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for Federal Government purposes,

(i) any Subject Data developed under this Agreement or any subcontract under this Agreement, whether or not copyright has been obtained; and (ii) any rights of copyright to which the Authority or Contractor purchases ownership with Federal Assistance. Without limiting the generality of the foregoing, under certain circumstances, the Federal Government may make available Subject Data derived under this Agreement or a copy of Subject Data first produced under this Agreement to other grant recipients or Municipalities. Contractor agrees to indemnify, save and hold harmless the Authority and FTA against any liability including costs and expenses resulting from any willful or intended violation by Contractor or its Contractors and Subcontractor/Vendors at any tier, of property rights, copyrights, or right of privacy, arising out of the publication, translation, reproduction, delivery, use, or disposition of any data furnished under the Project.

Recovered Materials. The Contractor agrees to comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

Cargo Preference. (Only for transport by ocean vessel) The Contractor agrees:

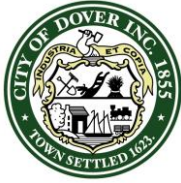
- a. to use privately owned United States-Flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to the underlying contract to the extent such vessels are available at fair and reasonable rates for United States-Flag commercial vessels;
- b. to furnish within 20 working days following the date of loading for shipments originating within the United States or within 30 working days following the date of leading for shipments originating outside the United States, a legible copy of a rated, "on-board" commercial ocean bill-of-lading in English for each shipment of cargo described in the preceding paragraph to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, DC 20590 and to the FTA recipient (through the Contractor in the case of a Subcontractor/Vendor's bill-of-lading.); and,
- c. to include these requirements in all subcontracts issued pursuant to this contract when the subcontract may involve the transport of equipment, material, or commodities by ocean vessel.

Fly America. The Contractor agrees to comply with 49 U.S.C. 40118 (the "Fly America" Act) in accordance with the General Services Administration's regulations at 41 CFR Part 301-10, which provide that recipients and subrecipients of Federal funds and their Contractors are required to use U.S. Flag air carriers for U.S Government-financed international

air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. The Contractor shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a U.S. flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. The Contractor agrees to include the requirements of this section in all subcontracts that may involve international air transportation.

Veteran's Preference/Employment. The Contractor shall give hiring preference, to the extent practicable, to veterans (as defined in section 2108 of title 5) who have the requisite skills and abilities to perform the construction work required under the contract. This shall not be understood, construed or enforced in any manner that would require the Contractor to give preference to any veteran over any equally qualified applicant who is a member of any racial or ethnic minority, female, an individual with a disability, or former employee.

Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment. Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to: procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115–232](#), section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities). For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities). Telecommunications or video surveillance services provided by such entities or using such equipment. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2025.09.24 - 47**

Resolution Re: Amendment of FY2026 Schedule of Fees to Change Parking
Fee Pay by Phone/Text Transaction Fee

WHEREAS: The City adopted the FY2026 City of Dover Schedule of Fees on April 2, 2025, and;

WHEREAS: Parking Commission voted on September 16, 2025 to amend Parking Fee – Pay by Phone or Text Transaction Fee as presented in background section of this resolution, and;

WHEREAS: The City Council regulates parking rates and permit fees, and;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council authorizes changes to the Police Department Section of the approved FY2026 Schedule of Fees – Parking Meter Rates to reflect amending the fee for Pay by Phone or Text Transaction Fee as noted in the Resolution Background Material section of this resolution.

NOTE: THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF COUNCIL.

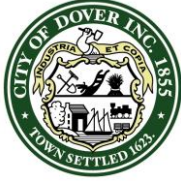
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2025.09.24 - 47**

Resolution Re: Amendment of FY2026 Schedule of Fees to Change Parking
Fee Pay by Phone/Text Transaction Fee

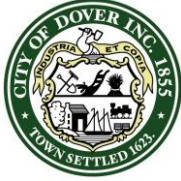
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2025.09.24 - 47**

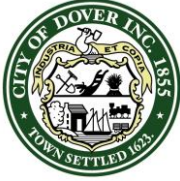
Resolution Re: Amendment of FY2026 Schedule of Fees to Change Parking
Fee Pay by Phone/Text Transaction Fee

RESOLUTION BACKGROUND MATERIAL:

This is based on the September 16, 2025 vote of the Parking Commission to amend the Pay by Phone or Text Transaction fee as presented in the table below.

The current Pay by Phone/Pay by Text provider is Flowbird and they are ending service due to a sale of its the parent company Arrive to ParkMobile. ParkMobile is the industry leader in pay by phone/pay by text processes. ParkMobile is the system used in Portsmouth. The City of Dover will be transitioning to ParkMobile. The City administration believes ParkMobile will provide a better customer experience. The fee structure for the customer would change from its current \$0.25/transaction to \$0.30/transaction, an increase of \$0.05/transaction. In FY2027 the per transaction fee would increase \$0.05/transaction to \$0.35/transaction, and in FY2028 the per transaction fee would increase \$0.05/transaction to \$0.40/transaction.

PARKING METER RATES:			
	FY26 CURRENT FEES	PROPOSED CHANGE	FY26 PROPOSED FEES
Pay by Phone or Text Transaction Fee * Per Budget Resolution * Adopted by City Council * Pass through from provider of service	\$0.25	\$0.05	\$0.30



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2025.09.24 - 48**

Resolution Re: Reprogram Non-Debt FY25 and FY26 CIP Appropriations for Fire & Rescue Department Utilizing Fire & Rescue Capital Reserve Funds and Appropriating Additional Fire & Rescue Capital Reserve Funds for FY26 CIP Project.

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Capital Reserve (Non-Debt) Financing authorization for certain Fire & Rescue department CIP projects; and

WHEREAS: The FY2025 CIP Non-Debt Financing authorization, adopted by City Council on December 13, 2023, included a \$50,000.00 appropriation for Fire & Rescue Service Analysis to be financed through the use of the Fire & Rescue Capital Reserve Fund; and

WHEREAS: The FY2026 CIP Non-Debt Financing authorization, adopted by City Council on December 11, 2024, included a \$400,000.00 appropriation for Fire & Rescue South End Station Addition to be financed through the use of the Fire & Rescue Capital Reserve Fund; and

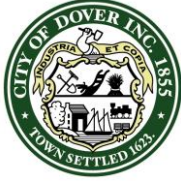
WHEREAS: The Fire & Rescue Capital Reserve currently has an available balance of \$66,864.00 and the Fire & Rescue Department has determined at this time the use of these funds towards the purchase of a new front-line Pumper is the most effective and efficient use of the capital reserve funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$450,000.00 of unexpended Fire & Rescue CIP appropriations is hereby reprogrammed from the Fire & Rescue – Service Analysis FY25 CIP project and from the Fire & Rescue – South End Station Addition FY26 CIP project to the Fire & Rescue Pumper/Ladder Vehicle Replacement Project as presented in the table below. The Finance Director is authorized to transfer the funds from the Fire & Rescue Capital Reserve Fund up to the amount listed in the table below.

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4025.1.220.42210.4331.02250.25.000.000.300	Fire & Rescue - Service Analysis	50,000.00	(50,000.00)	0.00
4025.1.220.42220.4743.02253.25.000.000.700	Fire & Rescue - Pumper/Ladder Replacement	0.00	50,000.00	50,000.00
4026.1.220.42280.4725.02201.26.000.000.700	Fire & Rescue - South End Station Addition	400,000.00	(400,000.00)	0.00
4026.1.220.42220.4743.02253.26.000.000.700	Fire & Rescue - Pumper/Ladder Replacement	400,000.00	400,000.00	800,000.00
		850,000.00	0.00	850,000.00

AND FURTHER BE IT RESOLVED THAT:

The following capital outlay is appropriated as part of the FY2026 Capital Improvements Program for the purpose so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Fund in the amount listed.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2025.09.24 - 48**

Resolution Re: Reprogram Non-Debt FY25 and FY26 CIP Appropriations for Fire & Rescue Department Utilizing Fire & Rescue Capital Reserve Funds and Appropriating Additional Fire & Rescue Capital Reserve Funds for FY26 CIP Project.

		Proposed			
Item#	Description	Appropriation	Funding	Department	Fund
1	Fire & Rescue - Pumper/Ladder Replacement	66,864.00	Fire & Rescue Capital Reserve	Fire & Rescue	Trust
	Total	66,864.00			

NOTE: This resolution reprograms appropriations and authorizes additional appropriations, and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage per C6-6 of the Charter. Vote may occur at same meeting as the public hearing.

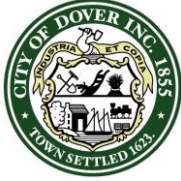
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Jennifer R. Perez
Form and Compliance: Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2025.09.24 - 48**

Resolution Re: Reprogram Non-Debt FY25 and FY26 CIP Appropriations for Fire & Rescue Department Utilizing Fire & Rescue Capital Reserve Funds and Appropriating Additional Fire & Rescue Capital Reserve Funds for FY26 CIP Project.

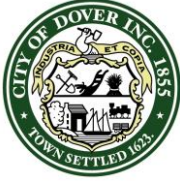
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2025.09.24 - 48**

Resolution Re: Reprogram Non-Debt FY25 and FY26 CIP Appropriations for Fire & Rescue Department Utilizing Fire & Rescue Capital Reserve Funds and Appropriating Additional Fire & Rescue Capital Reserve Funds for FY26 CIP Project.

RESOLUTION BACKGROUND MATERIAL:

This resolution reprograms \$450,000.00 of appropriations from two existing Fire & Rescue Department CIP projects to Fire & Rescue Pumper/Ladder Replacement. The City Council previously authorized the appropriation for the \$50,000.00 FY2025 CIP for Service Analysis on December 13, 2023. The City Council previously authorized the appropriation for the \$400,000.00 FY2026 CIP for South End Station Addition on December 11, 2024.

This resolution does not authorize an increase in the indebtedness of the city. The appropriations in this resolution are funded by the Fire & Rescue Capital Reserve.

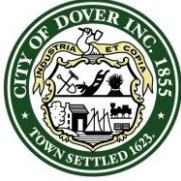
Over the past few months, the Fire & Rescue department has been evaluating and streamlining operations for both efficiency and fiscal responsibility.

One of the outcomes of these ongoing evaluations is the need to address the operational functionality of a 2018 100-foot Ladder Truck, which has experienced significant mechanical breakdowns and is now out of service. The Fire & Rescue department has been evaluating the causes of the ladder truck mechanical issues. Although the replacement of the ladder truck was appropriated as part of the FY2026 CIP for \$1,400,000.00, the Fire & Rescue department has determined that using the ladder truck as both a ladder truck and a pumper/engine is the root cause of the ladder truck mechanical issues.

As presented by Fire & Rescue Chief Plummer to the City Council at their September 3, 2025 workshop, the Fire & Rescue department developed a revised plan for replacement of front-line apparatus. This new course of action would provide for operational efficiency, aid in extending the service life of existing aerial apparatus, and provide for significant fiscal savings.

To implement the new course of action, this resolution reprograms some existing CIP appropriations and appropriates an additional amount of available Fire & Rescue Capital Reserve Funds to purchase a new Pumper with 1,000-gallon tank instead of replacing a Ladder truck.

The cost of the pumper and fit-out equipment is estimated at \$900,000. This will be funded in part from the \$450,000.00 existing CIP appropriations being reprogrammed in this resolution, plus the \$66,864.00 being appropriated in this resolution, combined with a portion of the FY26 CIP appropriation of \$1,400,000.00 for Ladder replacement. In a separate resolution to be acted on by City Council, the City is seeking to rescind \$1,000,000.00 of the FY26 CIP Ladder replacement project, leaving \$400,000.00 for the Pumper purchase.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

Resolution Number: **R – 2025.09.24 - 49**
Resolution Re: To Rescind \$1.0 Million Portion of FY2026 Capital Improvements Program Appropriation and Authorization for Bonding for Fire & Rescue Pumper/Ladder Replacement

- WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.
- WHEREAS: The City Council approved FY2026 Capital Improvements Program (CIP) appropriations and authorization for bonding resolution R-2024.10.23-191 on December 11, 2024, which included \$1,400,000.00 for Fire & Rescue Pumper/Ladder Replacement; and
- WHEREAS: The Fire & Rescue Department has identified a Pumper replacement for a projected cost of \$900,000.00 for the vehicle and fit-out equipment, and utilizing approximately \$500,000.00 in Fire & Rescue Facilities impact fees, resulting in an overall need to bond and expend \$1,000,000.00 less; and
- NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The FY2026 CIP Appropriation and Authorization for Bonding of \$1,000,000.00 for the Fire & Rescue Pumper/Ladder Replacement project is hereby rescinded:

		CIP	Date	Amount	Amount	Revised
Project Number	Project Name	Fiscal Year	Authorized	Authorized	To Rescind	Authorization
4026.1.220.42220.4743.02253.26.000.000.700	Fire & Rescue - Pumper/Ladder Replacement	2026	12/11/2024	1,400,000.00	1,000,000.00	400,000.00

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.

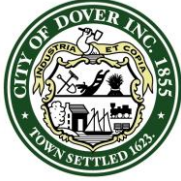
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

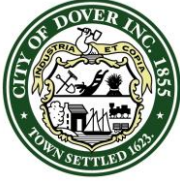
Resolution Number: **R – 2025.09.24 - 49**
Resolution Re: To Rescind \$1.0 Million Portion of FY2026 Capital
Improvements Program Appropriation and Authorization
for Bonding for Fire & Rescue Pumper/Ladder
Replacement

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

Resolution Number: **R – 2025.09.24 - 49**
Resolution Re: To Rescind \$1.0 Million Portion of FY2026 Capital Improvements Program Appropriation and Authorization for Bonding for Fire & Rescue Pumper/Ladder Replacement

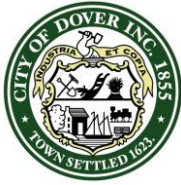
RESOLUTION BACKGROUND MATERIAL:

This resolution seeks to repeal a portion of an appropriation and authorization for bonding for Fire & Rescue Pumper/Ladder Replacement project that was contained in the FY2026 CIP. The \$1,400,000.00 for Fire & Rescue Pumper/Ladder Replacement project was approved in resolution R-2024.10.23-191 on December 11, 2024. The \$1,400,000.00 authorization has not been bonded, and remains as authorized unissued debt.

Since the approval of the FY2026 CIP, the City's Fire & Rescue Department evaluated options and identified the feasibility of a change to their front-line vehicles. The proposed implementation of the change for front-line vehicle replacement was presented to the City Council at their September 3, 2025 workshop session.

The Fire & Rescue Department has identified a Pumper replacement for a projected cost of \$900,000.00 for the vehicle and fit-out equipment, and utilizing approximately \$500,000.00 in Fire & Rescue Facilities impact fees, resulting in an overall need to bond and expend \$1,000,000.00 less.

Therefore, the previous FY2026 CIP appropriation and authorization for bonding of \$1,400,000.00 for the Fire & Rescue Pumper/Ladder Replacement project can have \$1,000,000.00 rescinded.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 170 of the Code of the City of Dover, entitled Zoning, and specifically Sections 6, 12, 14, 15, 19, 23, 24, 32, 33, 50, 53, 56, and 60 to reflect changes in the community and in land use regulations recommended by the Planning Board.

2. AMENDMENT

Chapter 170 entitled “Zoning” is hereby amended by revising Section 170-6 “Word usage and definitions” as follows:

§ 170-6 Word usage and definitions.

A. For the purposes of this chapter, the present tense includes the future tense, the singular number includes the plural, and the plural number includes the singular. The word "shall" is mandatory; the word "may" is permissive; the word "used" or "occupied" includes the words "intended, designed or arranged to be used or occupied"; and certain terms or words shall be interpreted as follows.

B. Words and terms appearing throughout this chapter shall have the meanings indicated below. Other land use/planning related words and terms not defined in this chapter shall rely on the definition(s) contained within A Planners Dictionary published and updated by the American Planning Association.

ABANDONED SIGN

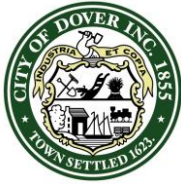
Any sign that does not display a well-maintained message for a consecutive 180-day period, and/or the owner of said sign cannot be located after reasonable efforts have been made, and/or said sign is no longer fully supported by the structure designed to support the sign for a consecutive 180-day period, and/or the sign no longer advertises bona fide business and/or products sold for a consecutive 180-day period. The Zoning Administrator shall direct the removal of any sign which meets this definition.

ABUTTER

(1) The owner of record of a parcel of land located in New Hampshire and that adjoins or is directly within 200 feet (including land across the street or waterway) of the proposed site under consideration by the Planning Board.

(2) For the purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person or entity who is able to demonstrate that his land will be directly affected by the proposal under consideration.

(3) In the case of an abutting property being under a condominium or other collective form of ownership, the term "abutter" means the officers of the collective or association, as defined in RSA 356-B:3, XXIII. Additionally, the individual owners of units within the association which are located within 200 feet of the common property line shall be notified only by first-class mail.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

- (4) For purposes of notification and receiving testimony, "abutter" means all affected towns and the regional planning commission in the case of a development having regional impact, as determined by the Planning Board.
- (5) For purposes of notification, abutter ownership information for lots located in Dover shall be obtained through the City's Tax Assessment Office.

ACCESSORY DWELLING UNIT

A secondary dwelling unit attached and subordinate to a single-family dwelling or constructed within a detached ~~garage structure~~ that is accessory and subordinate to a single-family dwelling. See § 170-24 for the accessory dwelling unit regulations.

ACCESSORY STRUCTURE

A structure with a minimum floor area of 200 square feet which exists on the same lot and within the same zoning district as the principal building and which shall be customarily incident and subordinate to the principal building, subject to the provisions of § 170-10E.

ACCESSORY USE

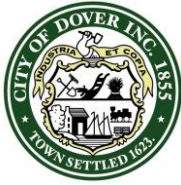
A use existing on the same lot and within the same zoning district as the principal use which shall be customarily incident and subordinate to the principal use; subject, however, to the provisions of § 170-10E.

ADULT BOOKSTORE AND/OR VIDEO STORE

- (1) A place of business that devotes more than 15% of the total display, shelf, rack, table, stand or floor area for the display and sale of the following:
- (a) Books, magazines, periodicals or other printed matter or photographs, films, motion pictures, videocassettes, slides, tapes, records, CD-ROMs or other forms of visual or audio representations which meet the definition of "harmful to minors" and/or "sexual conduct" as set forth in RSA 571-B:1; or
 - (b) Instruments, devices or paraphernalia which are designed for use in connection with "sexual conduct" as defined in RSA 571-B:1, other than birth-control devices.
- (2) An adult bookstore and/or video store does not include an establishment that sells books, periodicals or videos as an incidental or accessory part of its principal stock-in-trade and does not devote more than 15% of the total floor area of the establishment to the sale of books, periodicals or videos.

ADULT CABARET

A nightclub, bar, restaurant or similar establishment which, during a substantial portion of the total presentation time, features live performances that meet the definition of "harmful to minors" and/or "sexual conduct" as set forth in RSA 571-B:1 and/or shows films, motion pictures, videocassettes, slides or other photographic reproductions which meet the definition of "harmful to minors" and/or "sexual conduct" as set forth in RSA 571-B:1.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

ADULT DAY CARE

A facility used for the care of three or more adults for less than 24 hours per day who are in need of supervision or assistance with daily living activities. The facility may provide for dining, recreation activities, education and counseling services, and accessory uses related to the care of adults in need.

AGRICULTURE

See RSA 21:34-a, II. Agriculture shall not include marketing or selling at wholesale or retail, except where permitted as part of a roadside farm stand or where the retail sale of agricultural or farm products raised on site is a permitted use. One single-family dwelling shall be permitted as an accessory to the principal use.

ALTER or ALTERATION

Any change involving the structural frame of a building or use of a building.

ALTERNATIVE ENERGY SYSTEM

A system where energy is derived from a renewable natural source, such as the sun, wind, tides, or waves.

ALTERNATIVE TOWER STRUCTURE

The use of structures such as man-made trees, clock towers, bell steeples, rooftops on buildings five stories or more, light poles, and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers and their appurtenances.

ANTENNA

Any exterior apparatus designed for telephonic, radio, television, personal communications service (PCS), pager network, repeater, or any other communications through the sending and/or receiving of electromagnetic waves of any bandwidth.

APPLICANT

Any person, agent, firm, association, partnership or corporation that makes application to a land use board pursuant to the rules and regulations of this chapter.

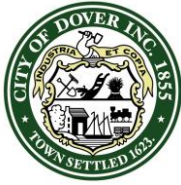
ASSEMBLY HALL

A building or a portion of a building, not to exceed 5,000 square feet, used for groups of people to gather for an event or regularly scheduled program. Assembly halls include but are not limited to service clubs, religious institutions, cultural and educational lecture/performance halls, banquet halls, and similar facilities.

ASSESSED PROPERTY

Any land or buildings comprising new development that is subject to an impact fee assessment under this chapter.

ASSESSMENT

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

A notification issued by the City of Dover, its Planning Board, or its Building Inspector which states the amount of an impact fee due on an assessed property and the responsibilities, conditions or schedules pertinent to the process and timing of impact-fee payments to the City.

ASSISTED LIVING FACILITY

A facility, licensed under RSA 151-E, that provides housing and supportive services and care for more than 12 elderly residents who require assistance with daily living activities but do not require the skilled nursing and medical care provided in a nursing home. Such supportive services include the provision of meals, housekeeping, laundry, transportation, daily personal care, dispensing of medications and staffing 24 hours per day. An assisted living facility includes a community dining room in which meals are provided to all residents, and each individual assisted living unit may also have a kitchenette. Other than any accommodations provided for use by the facility's staff, only assisted living units are permitted as part of an assisted living facility.

AUTO SERVICE

A place of business which offers as a service the repair of automobiles. Such auto service place shall not be construed to be a vehicle refueling/recharging station.

BED-AND-BREAKFAST

A residential structure consisting of nine or fewer bedrooms rented on a temporary, short-term basis for overnight sleeping purposes. Said facility shall have common eating and living areas and provide on-site management on a twenty-four-hour basis. Breakfast shall be the only meal served and shall be served to registered guests only.

BERM

A mound of earth that may contain stumps of sufficient height to serve as sight, sound, sand and dust screening of operations in an excavation site.

BLOCK

A tract of land bounded by streets or by a combination of streets and public land, railroad rights-of-way, waterways or other barriers to the continuity of a development.

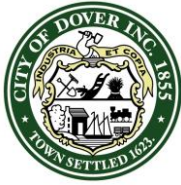
BLOCK CORNER

Where two public streets meet on a block.

BLOCK FACE

The aggregate of all the building facades on one side of a block.

BUILDING

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Any structure built for the support, shelter or enclosure of persons, animals, chattels or property of any kind and which is constructed and permanently affixed on the land. Such building includes open decks, open breezeways and any roofed areas. This in no way is to be construed to include a trailer, manufactured home or any other like product. For the purposes of measuring setbacks, eaves and uncovered porches, accessible ramps or steps may encroach into the side, rear and front setbacks for a distance of up to three feet. Improvements made at ground level (patio, pads, deck) are not required to meet setbacks.

BUILD-TO LINE

A line parallel to the street right-of-way line representing the distance that part of the building must be located. Front porches, stairs and handicap ramps may extend beyond the build-to line up to half their depth. If locating the building at the build-to line is not possible due to setback or buffer requirements of § 170-27 or 170-28, the building shall be located as close to the build-to line as feasible. For parcels with no frontage, the build-to line shall be calculated from the boundary parallel to the nearest street right-of-way line. For parcels with frontage on a tidal waterway, the build-to line may be a 100-foot setback, unless reduced via a conditional use permit from the reference line, no matter the distance to the street right-of-way line.

BULK

A term used to indicate the physical size, setbacks, and location of a building upon a lot.

BUSINESS FRONTAGE

The length along the ground floor of a building front, having frontage on the street, which is occupied by a separate and distinct principal use, or the length along the ground floor of a building side, having frontage on a street, which is occupied by a separate and distinct principal use or by the same principal use which occupies the front of said building.

CERTIFICATE OF OCCUPANCY

See Chapter 57, Building Construction, § 57-9, of the Code of the City of Dover.

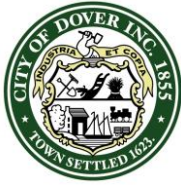
CERTIFIED SOIL SCIENTIST

A person who, by reason of special knowledge of pedological principles acquired by professional education and practical experience as specified by RSA 310-A:84, is qualified to practice soil science and who has been duly certified by the State Board of Natural Scientists.

CHILD-CARE FACILITY

A nonresidential facility used for the care of children for periods of less than 24 hours per day and/or the provision of educational services commonly associated with preschool, nursery schools or kindergartens. A child-care facility requires Technical Review Committee review.

CHILD-CARE HOME

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

An occupied, single-family dwelling in which child day care is provided for less than 24 hours per day, except in emergencies. A child-care home is subject to the customary home occupation requirements and requires a customary home occupation certificate of use. There are two types of child-care homes, as follows:

- (1) A group child-care home is a child day care for seven to 12 preschool-aged children from one or more unrelated families. The 12 children shall include all children residing with the caregiver in the home, except children 10 years of age or older. In addition to the 12 children, up to five children enrolled in a full-day school program may also be cared for up to five hours per day on school days and all day during school holidays. Applications require Technical Review Committee review and are subject to possible site review and Planning Board approval per § 153-4D of Chapter 153, Site Review Regulations.
- (2) A family child-care home is a child day care for up to six preschool-aged children from one or more unrelated families. The six children shall include all children residing with the caregiver in the home, except children 10 years of age or older. In addition to the six children, up to three children enrolled in a full-day school program may also be cared for up to five hours per day on school days and all day during school holidays. A family child-care home for up to three children (at any one time and not including the provider's own children) shall not require a customary home occupation certificate of use and does not require Technical Review Committee review.

CIVIC BUILDING

A building operated by not-for-profit organizations dedicated to arts, culture, education, recreation, government, transit, and municipal parking, or for use approved by the legislative body.

CIVIC SPACE

An outdoor area dedicated for public use.

COLLECTION

The actual delivery of payment of an assessment of an impact fee to the City of Dover on behalf of an assessed property.

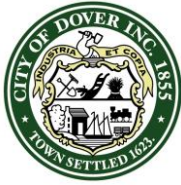
COMMENCEMENT OF CONSTRUCTION

The beginning of the physical construction of an approved structure. Said construction shall include the erection of any portion of a structure above or below grade level.

COMMERCIAL EXCAVATION

Excavation of earth intended for commerce, excluding excavation that is strictly conducted for the purpose of alterations, renovation, improvement or construction to the property on which the excavation takes place. Any material leaving the property for whatever reason is considered to be a commercial operation, except agricultural activities, as defined by RSA 21:34-a.

COMMERCIAL RECREATION

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	---

Leisure-time activities conducted at prescribed places, sites, or fields as a principal use, in order to obtain profit for a private group, organization, or individual. For the purpose of this chapter, commercial recreation may include but not be limited to mechanical- and/or electronic-operating games, animated mechanical devices and/or rides and live entertainment, and food concessions will be allowed by permit.

COMMERCIAL PARKING FACILITY

An area of off-street parking where, for a fee or permit, motor vehicles may be stored for the purpose of temporary, daily, weekly, or overnight off-street parking. Said facility may provide shuttle or park-and-ride services.

COMMON YARD

A planted private frontage wherein the facade is set back from the front property line.

COMMUNITY RESIDENCE means an establishment qualified for certification or licensure by the State of New Hampshire which provides resident services to individuals with a developmental disability or an acquired brain disorder. This use shall be permitted by right in all zoning districts.

CONGREGATE CARE FACILITIES

A residential facility for elderly persons containing individual one- and two-bedroom units. Each unit may also have a kitchenette. The facility shall contain common dining facilities and amenities, such as housekeeping, transportation and organized social and recreational activities, and may include limited medical services on site. This facility is intended for and solely occupied by persons 62 years of age or older and thereby qualifies as housing for older persons under state law.

CONSERVATION LOT

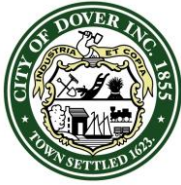
A lot created solely for the purpose of land conservation. The conservation lot must contain no less than 50% developable uplands, but will have no development rights. The conservation lot may be owned by a private, nonprofit organization, which has as its purpose the preservation of open space, or dedicated to a public entity. Conservation lots must meet the required minimum lot size and setbacks. Conservation lots do not need to meet the minimum frontage requirements. Conservation lots must be created following the regulations outlined in Chapter 157, Land Subdivision Regulations.

CONTIGUOUS

Land whose perimeter can be circumscribed without interruption in common ownership except for roads or other easements, wholly within the City, except in the case of stationary manufacturing plants, whose perimeter is not defined by the City's boundaries.

CONTINUING-CARE COMMUNITY FACILITY

A residential development that provides multiple elements of adult living, including independent living units, assisted-living units and skilled nursing care, enabling residents to live at a single location as their medical needs

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

change over time. This facility is licensed pursuant to RSA 420-D and includes common dining, recreation and health facilities and other common areas; provides services such as medical care and programmed social activities; and may include limited accessory retail and personal services. This facility is intended for and solely occupied by persons 62 years of age or older and thereby qualifies as housing for older persons under state law.

COUNTRY CLUB

A nonprofit establishment involving the use of a golf course, swimming pool or tennis courts and a structure designed as a center for these activities within which food and drink may be served to members of said club and their guests. The term "country club" shall not be so construed as to include within its meaning any operation conducted with a profit-making intent.

COVERAGE

The percentage of area of a lot which is occupied by the physical limits of a building or buildings. Roofed area to the extent of the dripline shall constitute the physical limits of a building.

COVER CROP

Vegetation designed to prevent erosion of the soil.

CUSTOMARY HOME OCCUPATION

An occupation carried on as a secondary use in a dwelling unit or accessory building by the occupant of such unit.

DEVELOPMENT IDENTIFICATION SIGN

A sign attached to a screening wall or landscape planter designed and intended to identify an approved multi-lot residential subdivision or multi-tenant site plan, located at the principal vehicular entry points. Also includes a construction sign as a temporary sign, for this purpose.

DEVELOPMENT RIGHTS

The legal claim to construct or develop specified land uses within specified densities and/or dimensional limits as granted by this chapter.

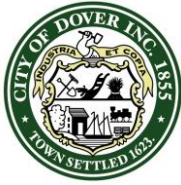
DIMENSION STONE

Rock that is cut, shaped or selected for use in blocks, slabs, sheets, or other construction units of specified shapes or sizes and is used for external or interior parts of buildings, foundations, curbing, paving, flagging, bridges, revetments, or for other architectural or engineering purposes. Dimension stone includes quarry blocks from which sections of dimension stone are to be produced. Dimension stone does not include earth as defined below.

DIRECT ILLUMINATION

The material of which a sign is made is itself illuminated (e.g., neon light).

DRIVE-IN SERVICE

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Service whereby the customer need not leave his vehicle in order to obtain the product offered for sale.

DWELLING UNIT

One or more rooms, designed, occupied or intended for occupancy as separate living quarters, with cooking, sleeping and sanitary facilities provided within the dwelling unit for exclusive use of a single family maintaining a household.

DWELLING, MULTIFAMILY

A building containing more than four dwelling units.

DWELLING, SINGLE-FAMILY

A detached building, to include MANUFACTURED HOUSING, containing one dwelling unit only.

EARTH

Sand, gravel, rock, soil or construction aggregate produced by quarrying, crushing or any other mining activity or such other naturally occurring, unconsolidated materials that normally mask the bedrock.

EDUCATIONAL INSTITUTION, K-12

A facility, licensed by the State of New Hampshire, that provides curriculum of elementary and secondary academic instruction, including kindergartens, elementary schools, junior high schools, and high schools.

EDUCATIONAL INSTITUTION, POST-SECONDARY

An institute of higher education that provides a curriculum of academic instruction beyond the high school level, is licensed by the State of New Hampshire, and is accredited by an approved agency.

ELDERLY ASSISTED-CARE HOME

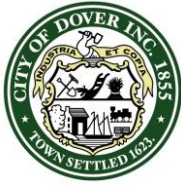
A residential facility permanently housing six to 12 elderly residents with common dining facilities and accessory uses typically needed by elderly persons. The Zoning Board of Adjustment may increase the number of residents through the granting of a special exception.

ELECTRIC VEHICLE (“EV”) READINESS means having installed electrical conduit and stub-outs to accommodate the power requirements of industry-standard EV chargers for future installation.

ENERGY STORAGE

The capture of energy produced at one time for use at a later time. A device that stores energy is generally called an "accumulator" or "battery." Energy comes in multiple forms including radiation, chemical, gravitational potential, electrical potential, electricity, elevated temperature, latent heat and kinetic. Energy storage involves converting energy from forms that are difficult to store to more conveniently or economically storable forms.

[Added 7-22-2020 by Ord. No. 2020.07.08-007]

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

EXCAVATION

A land area that is used, or has been used, for the commercial taking of earth, including all slopes.

EXCAVATION AREA

The area within an excavation site where excavation has occurred or is eligible to occur under the provisions of RSA 155-E. This is also known as the "pit area."

EXCAVATION SITE

Any area of contiguous land in common ownership upon which excavation takes place.

EXISTING EXCAVATION

Any excavation that lawfully existed as of August 24, 1979, from which earth material of sufficient weight or volume to be commercially useful had been removed during the two-year period before August 24, 1979.

EXISTING TOWERS AND ANTENNAS

Any tower or antenna lawfully constructed or permitted prior to the adoption of this chapter. Additionally, any tower or antenna lawfully constructed in accordance with this chapter that predates an application currently before the Planning Board.

EXPANSION (pertaining to excavations)

(1) "Expansion of existing excavations" means excavation beyond the limits of the City and the area which on August 24, 1979, had been contiguous to and in common ownership with the excavation site and has been appraised and inventoried for tax purposes as part of the same tract as the excavation site.

(2) "Expansion of stationary manufacturing plants" means to any contiguous lands which were in common ownership with the site of the plant on August 4, 1989.

EXTENSION, BUILDING

Any action which shall cause the floor area or volume of a structure to be increased.

EXTENSION, USE

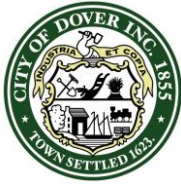
The enlargement of a business, industrial or residential activity beyond the limits in use at the time this chapter was passed.

EXTERNAL ILLUMINATION

A separate light fixture that shines onto a sign in order to illuminate it.

FAA

An acronym meaning "Federal Aviation Administration."

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

FARM

See RSA 21:34-a, I. See also the definition of "agriculture."

FARM ANIMALS

Animals that are commonly raised or kept in an agricultural setting, including, but not limited to, chickens, roosters, turkeys, ducks, pigs, sheep, goats, horses, cows, cattle, llamas, emus, ostriches, donkeys, mules, buffalo, bison, alpacas, elk, deer and reindeer; provided, however, that chickens, sheep or goats totaling six or fewer shall not be considered to be included.

FARM ANIMALS FOR FAMILY USE

Animals commonly raised or kept by a family for noncommercial purposes on a lot containing a one- or two-family dwelling. Includes chickens, sheep or goats totaling six or fewer, but does not include roosters.

FCC

An acronym meaning "Federal Communications Commission."

FENCE

A freestanding structure of metal, masonry, composition of wood or any combination thereof resting on or partially buried in the ground and rising above ground level, and used for confinement, screening or partition purposes.

FLASHING SIGN

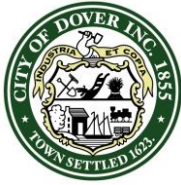
Any directly or indirectly illuminated sign which changes the intensity of illumination so as to result in changes in light, color, direction or animation. Included in this definition shall be electronic changeable message boards or signs of similar technologies, excluding those deemed necessary for the public safety and welfare by federal, state or municipal authorities.

FLOOR AREA

The sum of the gross horizontal areas of all floors of any building or buildings on a lot measured from the exterior walls. In particular, the floor area shall include:

- (1) In dwellings, any basement space designed to be used for residential purpose.
- (2) In other than dwellings, any basement or cellar space used for any purpose.
- (3) In all buildings, interior balconies, mezzanines, roofed porches or terraces and all spaces other than basement or cellar spaces with structural headroom of at least seven feet.

FREESTANDING SIGN

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

A sign permanently erected on a freestanding frame, mast or pole and not attached to any building. A-frame signs shall not be considered freestanding but rather temporary signs. Each individual tenant panel on a multi-tenant sign shall require a sign permit and shall be counted towards each tenant's permitted number of signs and sign area.

FRONTAGE

(1) The linear distance measured along the front lot line between the points of intersection with the side lot lines. Frontage along culs-de-sac shall be the linear distance at the appropriate front yard building setback depth from the front lot line between the points of intersection with the side lot lines. For the purpose of measurement, lot frontage shall be continuous and measured along the joining boundary of the front lot line and a public right-of-way.

(2) In the Central Business District, "frontage" means the area between a building facade and the public street, inclusive of its built and planted components.

GALLERY

A private frontage conventional for retail use wherein the facade is aligned close to the front property line with an attached, cantilevered shed or lightweight colonnade overlapping the sidewalk.

GEOTHERMAL ENERGY

A system generating electricity by tapping into steam or hot water reservoirs underground; the heat is used to drive an electrical generator.

GRAND OPENING SIGN means any temporary sign, to include banner-type signs, which is installed prior to the initial opening of a new business. Such signs shall not exceed twenty-four (24) sf. in total and shall be installed for a period not to exceed two (2) weeks.

GROUND FLOOR

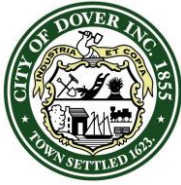
The street level floor of a structure.

GROUND-MOUNTED SOLAR

A system installed on the ground rather than on the roof of a building. This allows the solar panels to be placed anywhere on the property and mounted at any height, from a few inches to many feet off the ground. Ground-mounted solar may include motorized ground-mounts that track the sun throughout the day, ensuring the panels are facing the sun at all times, as well as panels attached to stand-alone carports.

GROUP HOME FOR MINORS

A group boarding home for minor children and others attending Grades K-12 which is issued a general or intermediate license by and operated in accordance with standards promulgated by the State of New Hampshire

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Department of Health and Human Services. Such use may include accessory uses, such as educational and counseling programs, which are directly related to the primary purpose of the home.

HAZARDOUS WASTE/MATERIAL

A material, waste or combination of materials or wastes which, because of the quantity, concentration or infectious characteristics, may cause or significantly contribute to illness or present a substantial hazard to health, safety or welfare or to the environment.

HEIGHT

When referring to a telecommunications tower or other structure, means the distance measured from ground level to the highest point on the tower or other structure or appurtenance, even if said highest point is an antenna or other appurtenance.

HEIGHT OF BUILDING

The vertical distance measured from the average grade level adjoining the building to the highest level of the roof surface or front parapet, whichever is greater. Television and radio receiver antennas and photovoltaic systems as well as church steeples shall not be included in this calculation.

HIGH INTENSITY SOIL MAP (HIS)

A map prepared using the methods prescribed by the Society of Soil Scientists of Northern New England, in the publication High Intensity Soil Maps for New Hampshire, January 1987, as amended.

HOME-BASED AGRICULTURAL ACTIVITIES

The sale of products associated with raising poultry, bees or like animals, or harvesting of herbs, flowers or vegetables/fruit. Products must be grown on site and may be sold either in raw or value-added forms.

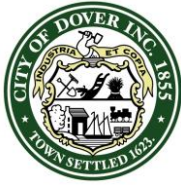
HOTEL

A building consisting of 10 or more rooms accessed by a common hallway and designed for or used commercially as temporary living quarters for persons who are lodged with or without meals.

IMPACT FEE

A fee or assessment imposed upon development, including subdivision, building construction or other land use change, in order to help meet the needs occasioned by that development for the construction or improvement of capital facilities owned or operated by the City of Dover or the Dover School District, including and limited to water treatment and distribution facilities; wastewater treatment and disposal facilities; sanitary sewers; stormwater, drainage and flood-control facilities; public road systems and rights-of-way; municipal office facilities; public school facilities; public safety facilities; solid waste collection, transfer, recycling, processing and disposal facilities; public library facilities; and public recreational facilities, not including public open space.

INTERMITTENT STREAM

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

A stream that flows for sufficient times of the year to develop and maintain defined channels but which may not flow during dry portions of the year.

INTERNAL ILLUMINATION

Illumination that is located within a translucent or otherwise diffusive sign material.

JUNKYARD

An open area where waste or used or secondhand materials are brought, sold, exchanged, stored, baled, packed, disassembled or handled, including but not limited to scrap iron and other metals, paper, rags, rubber tires and bottles. The term "junkyard" shall not include uses established entirely within enclosed buildings.

JUNKYARD, MOTOR VEHICLE

Any business and any place of storage or deposit, whether in connection with another business or not, which has stored or deposited two or more unregistered motor vehicles which are no longer operable or in condition for legal use on the public highways or used parts of motor vehicles or old iron, metal, glass, paper, cordage or other waste or discarded or secondhand material which has been a part or intended to be a part of any motor vehicles, the sum of which parts or materials shall be equal in bulk to two or more motor vehicles. "Motor vehicle junkyard" shall also include any place of business or storage or deposit of motor vehicles purchased for the purpose of dismantling the vehicles for parts or for use of the metal for scrap and where it is intended to burn materials which are parts of a motor vehicle or cut up the parts thereof.

KENNEL

Any building(s) or land operated as a business for the boarding, breeding, training, or selling of five or more dogs, cats or other household pets.

LANDSCAPE AREA

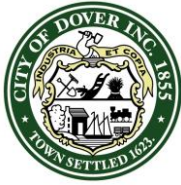
The area unoccupied by pavement or structures and open to the sky in either a landscaped or grassed condition. May include recreational fields, lawns, and public parks that do not possess significant conservation features.

LIGHT INDUSTRY

All manufacturing and assembly processes carried on completely within a structure and involving no permanent outside storage of equipment or materials (except as a customary accessory use in connection with the permitted activities with the structures), unless such storage is approved by the Dover Planning Board. This term shall not be interpreted to include any industry, the operations of which shall result in significant objectionable noise, glare, vibration or odor which would constitute a nuisance in an industrial district and which exceed the maximum levels of adjacent activities.

LOADING BERTH

A berth designed for the onloading and off-loading of trucks and other commercial vehicles.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

LOT

A parcel of land which fronts on and has ingress and egress by means of a public vehicular right-of-way and is occupied by, or is intended to be occupied by, one principal building and its accessory buildings or uses customarily incidental to it, together with such open spaces and yards as are required by this chapter. More than one principal building may be placed on a lot located in the Central Business or Gateway District. More than one principal building may also be placed on a lot in all other districts with Planning Board approval for nonresidential developments, multifamily dwelling developments, and open space subdivisions.

LOT LINE

A line of record bounding a lot which divides one lot from another lot or from a public or private street or any other public space.

LOT WIDTH

The width of a lot along a straight line parallel to the front street line and lying at a distance from said street line equal to the required minimum front yard setback for said lot.

LOT, CORNER

A lot abutting upon two or more streets at their intersection. The side of the corner lot that fronts on the street that provides the address for the property shall be considered the front, and the side(s) of the corner lot that front on any other streets shall be considered the abut-a-street.

MANUFACTURED HOUSING

Any structure, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width and 40 body feet or more in length, or, when erected on site, is 320 square feet or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to required utilities, which include plumbing, heating and electrical heating systems contained therein. Manufactured housing shall not include presite built housing as defined in RSA 674:31-a.

MANUFACTURED HOUSING PARK or MOBILE HOME PARK

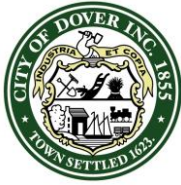
Any plot of ground upon which two or more manufactured homes, occupied for dwelling or sleeping purposes, are located.

MARINA

A facility for storing, servicing, fueling, berthing, securing and launching of private pleasure marine craft that may include the sale of fuel and incidental supplies for boat owners, crews and guests.

METEOROLOGICAL TOWER (MET TOWER)

The tower, base plate, anchors, guy wires and hardware, anemometers (wind speed indicators), wind direction vanes, booms to hold equipment for anemometers and vanes, data loggers, instrument wiring, and any telemetry

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

devices that are used to monitor or transmit wind speed and wind flow characteristics over a period of time for either instantaneous wind information or to characterize the wind resource at a given location. For the purpose of this chapter, "MET tower" shall refer only to those whose purpose is to analyze the environmental factors needed to assess the potential to install, construct or erect a small wind energy system.

MODIFICATION

In relation to a small wind energy system, means any change to the system that materially alters the size, type or location of the small wind energy system. Like-kind replacements shall not be construed to be a modification.

MOTEL

A building consisting of 10 or more rooms having direct outside access and designed for or used commercially as temporary living quarters for persons who are lodged with or without meals.

NEIGHBORHOOD

A grouping of structures with more clearly evident relationship to one another than to other structures in the community.

NET METERING

The difference between the electricity supplied to a customer over the electric distribution system and the electricity generated by the customer's alternative energy system that is fed back into the electric distribution system over a billing period.

NEW DEVELOPMENT

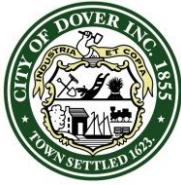
(1) An activity that results in:

- (a) The creation of a new dwelling unit or units;
- (b) The conversion of a legally existing use, or additions thereto, which would result in a net increase in the number of dwelling units;
- (c) Construction resulting in a new nonresidential building or a net increase in the floor area of any nonresidential building; or
- (d) The conversion of an existing use to another use if such change creates a net increase in the demand on public capital facilities that are the subject of impact fee assessments.

(2) New development shall not include the replacement of an existing manufactured home or the reconstruction of a structure that has been destroyed by fire or natural disaster where there is no change in its size, density or type of use, and where there is no net increase in demand on public capital facilities.

NONCONFORMING USE

A lawful use that does not conform to the prescribed use regulations of the district in which it is located.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

NUISANCE

A factor generally recognized to be undesirable, such as odor, noise, glare or vibration.

NURSING HOME

A residential facility for elderly persons that is licensed by the state, containing a common dining facility and accessory uses typically needed by elderly residents.

OFF-SITE IMPROVEMENTS

Those public facility improvements that are necessitated by a development but which are located outside the boundaries of the property that is subject to a subdivision plat or site plan approval by the Planning Board. Such off-site improvements shall be limited to any necessary highway, drainage, and sewer and water upgrades pertinent to that development.

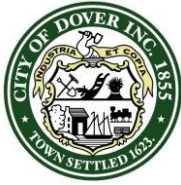
OFF-STREET PARKING

Parking facilities located in City or privately owned lots and structures.

OFFICE

A place of business which may fall under the following categories:

- (1) Accessory. An office facility that is incidental and accessory to another business or sales activity that is the primary use of the structure or site.
- (2) Administrative business professional. An establishment providing direct, over-the-counter services to consumers (e.g., insurance agencies, real estate offices, travel agencies, utility company offices, etc.) and office-type facilities occupied by businesses providing professional services and/or engaged in the production of intellectual property. This use includes accounting, auditing and bookkeeping services; advertising agencies; airline, lodging, chain, and rental car company reservation centers; architectural, engineering, planning and surveying services; attorneys; legal services; commercial art and design services; computer software and hardware design; counseling services; court reporting services; data processing services; detective agencies and similar services; educational, scientific and research organizations; employment, stenographic, secretarial and word processing services; insurance claim processing; literary and talent agencies; mail order and e-commerce transaction processing; management and public relations services; media postproduction services; photography and commercial art studios; police facility used as an office where there are no jail detention facilities or storage of vehicles except the parking of police cars; psychologists; telecommunications facility design and management; telemarketing; and writers' and artists' offices.
- (3) Government. An administrative, clerical, or public contact office of a government agency, including postal facilities, together with the incidental storage and maintenance of vehicles.
- (4) Medical. An office or health facility providing health services, including, without limitation, preventative and rehabilitation treatment, diagnostic services, testing and analysis. This use includes offices providing medical,

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	---

dental, surgical, rehabilitation, podiatric, optometric, chiropractic and psychiatric services, and medical or dental laboratories incidental to these offices, but excludes inpatient services and overnight accommodation.

OPEN SPACE

Land that is not built upon or substantially altered by human activity, including open fields, such as meadows and farmland, and forest as well as undeveloped shorelands and water bodies. No more than 35% of any required open space may be comprised of any protected overlay zone such as wetlands, buffers to wetlands, steep slopes, or no-cut/ no-disturb buffers.

ORDINARY HIGH-WATER MARK

The line on shore, running parallel to the main stem of the river, established by the fluctuations of the water and indicated by physical characteristics such as a clear, natural line impressed on the immediate bank, shelving, changes in the character of soil, destruction of terrestrial vegetation, the presence of litter and debris, or other appropriate means that consider the characteristic of the surrounding areas.

OUTBUILDING

See "accessory structure."

PARAPET

A low, protective wall or railing along the edge of a raised structure such as a roof or balcony.

PARKING SPACE

An off-street area available with paved surface, accessible and suitable for parking one motor vehicle.

PERSONAL SERVICE ESTABLISHMENT

A commercial use, the primary concern of which is the rendering of services rather than the sale of products. "Primary concern" shall mean less than 50% of the revenues from such commercial use shall be gained from the sale of products. A personal service establishment shall not be construed to include a gasoline service station.

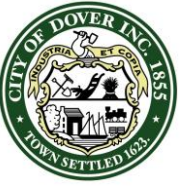
PLANNING BOARD

The Planning Board of the City of Dover.

PLAT

A map or plan of a subdivision or a site plan prepared by a registered surveyor or engineer in compliance with all applicable provisions of this chapter, the Site Review Regulations (Chapter 153), and the Subdivision Regulations (Chapter 157) of the Code of the City of Dover.

PORCH

 CITY OF DOVER	CITY OF DOVER – ORDINANCE	
	Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60	Agenda Item#: 13.C.1.

A private frontage set back from the front property line with an attached porch permitted to encroach beyond the build-to lines.

POWER GRID

The transmission system, managed by ISO New England, created to balance the supply and demand of electricity for consumers in New England.

PRINCIPAL BUILDING

The main building on a lot, usually located toward the frontage.

PROJECTING SIGN

A sign attached to a building with the plane of the sign at an angle to the plane of the wall of the building.

PUBLIC ART

Works of art in any media that have been planned and executed with the specific intention of being sited or staged in the physical public domain, usually outside and accessible to all.

PUBLIC OPEN SPACE

A parcel of land essentially unimproved and principally intended for open space preservation, natural resource conservation, or similar uses. For the purposes of this chapter, City parks that do not include public recreation facilities constitute public open space.

PUBLIC RECREATION

Leisure-time activities open to the public, subject to reasonable limitations as to participation, and conducted at prescribed places, sites or fields by nonprofit corporations or charitable organizations. The nonprofit organization or charitable organization may either rent or own the site. Food concessions will be allowed by permit.

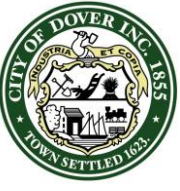
PUBLIC RECREATION FACILITIES

The land and facilities owned or operated by the City of Dover, other than public open space, that are used or designed for the conduct of recreational sports or recreation programs, and which include equipment or substantial improvements to the land to provide indoor or outdoor public recreation opportunities. Public recreation facilities may also include those portions of public open space parcels that are improved with developed trail systems for uses such as hiking or cross-country skiing.

PUBLIC SPACE

Open to public view or access.

PUBLISHING FACILITY

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

A structure or part of a structure, with office space and production facilities, which is used for producing newspapers, magazines, books and/or other related published materials. For the purpose of this definition, production facilities shall include a printing press and/or similar equipment.

REAR

The private back portion of a property.

RECEIVING AREA

A defined area within a TDR District to which development rights are transferred resulting in more efficient and intense use of suitable development sites.

RECLAMATION

The restoring of an excavation site to a standard at least equal to those outlined in § 170-43.

REGULATING PLAN

A zoning map or set of maps that shows the sub-districts subject to regulation by § 170-20.

REVOCATION

The revoking of the approved extraction permit by the Planning Board. The revocation requires ceasing operations until such time as the owner or operator can bring the operation into compliance and subsequently reapply for permitted status with the Planning Board at a regular meeting using standard application steps as outlined in this chapter.

RIGHT-OF-WAY

A public or private area that allows for the passage of people, goods, and/or utilities. A public right-of-way is a right-of-way that is dedicated or deeded to the public for public use and under the control of a public agency.

RIGHT-OF-WAY LINES

The lines that form the boundaries of the right-of-way.

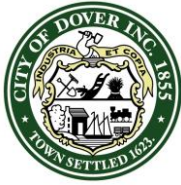
ROADSIDE FARM STAND

An accessory use where permitted agricultural products grown on site are sold.

ROOFTOP SOLAR

A photovoltaic system that generates electricity by capturing solar energy and is mounted on the rooftop of a residential or commercial building or structure.

ROOM

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

An unsubdivided portion of the interior of a dwelling unit, excluding bathrooms, closets, hallways and service porches.

ROOMING HOUSE

Any building in which rooms are rented, leased or otherwise made available for compensation to not more than 10 persons, for longer than one night, but not requiring a long-term lease, said rooms being for a sleeping purpose and containing communal bathroom facilities and cooking facilities.

SELF-SERVICE STORAGE FACILITY

A building or a group of buildings consisting of individual, self-contained units of various sizes rented or leased for self-storage of customers' property. Internally accessed facilities shall be considered warehousing but still are required to have the parking and screening requirements of externally accessed self-storage facilities.

SENDING AREA

A defined area within a TDR District from which development rights are transferred, resulting in the permanent preservation of lands possessing significant conservation features.

SERVICE CLUB

An establishment to be used as a gathering place for a group of citizens organized for a nonprofit purpose.

SETBACK

The area of a lot measured from the lot line to a building facade or elevation that is maintained clear of permanent structures, with the exception of allowed encroachments for stairs or porches.

SHADOW FLICKER

The visible flicker effect when rotating blades of the wind generator cast shadows on the ground and nearby structures causing a repeating pattern of light and shadow.

SHOP FRONT

A private frontage conventional for retail use, with substantial glazing and an awning, wherein the facade is aligned close to the front property line with the building entrance at sidewalk grade.

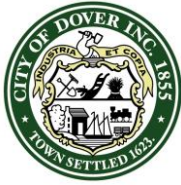
SHOPPING CENTER

Any building containing five or more tenants and containing more than 50,000 square feet of gross floor area.

SIDEWALK

The paved section of the public frontage dedicated to pedestrian activity, cafe seating, and other street furniture.

SIGN

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Any name, identification, description, display, or illustration which is affixed to or painted or represented directly or indirectly upon a building, structure or piece of land, in view of the general public, and which directs attention to an object, product, place, activity, person, institution, organization or business.

SIGN AREA

The entire area within a single continuous perimeter enclosing the extreme limits of the actual sign surface. It does not include any structural elements outside the limits of such perimeter which do not form an integral part of the display. For projecting or double-faced signs, only one display space shall be measured in computing total surface area where the sign faces are parallel or where the interior angle formed by the faces is 90° or less. For freestanding signs, sign area does not include any portion of the sign displaying the building address.^[1]

SITE DEVELOPMENT PLAN

Professionally rendered drawings which delineate a proposed nonresidential, multifamily or manufactured home development. Said plan shall include property lines, location of buildings, means of ingress and egress, access to off-site parking and all provisions as outlined in this chapter and Chapter 153, Site Review Regulations, of the Code of the City of Dover.

SLOPE

The ratio of vertical distance to horizontal distance (rise divided by run), usually expressed in percent or degrees. Slope is measured over horizontal distances of 20 feet or more, utilizing elevations at two-foot contours.

SMALL WIND ENERGY SYSTEM

A wind energy conversion system consisting of a wind generator, a tower, and associated control or conversion electronics, which has a rated capacity of 100 kilowatts or less and will be used primarily for on-site consumption.

SOLAR READINESS pursuant to a structure means that the structure in question is proven to be physically capable of supporting the industry standards for nominal loads of a roof-mounted solar array in proportion with the size and use of the structure, including electrical conduit access from the service panel to the future array location.

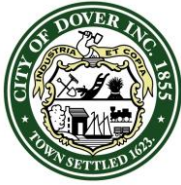
SQUARE

A civic space designed for unstructured recreation and civic purposes, spatially defined by building frontages and consisting of paths, lawns and trees.

STATIONARY MANUFACTURING AND/OR PROCESSING PLANTS

Facilities that are placed on a site for the purposes of sorting, washing, screening, crushing, classifying, drying or processing excavated earth materials.

STOOP

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

A private frontage wherein the facade is aligned close to the front property line with the first story elevated from the sidewalk for privacy, with an exterior stair and landing at the entrance.

STREET

A City thoroughfare for vehicle access.

STREET FURNITURE

Benches and other structures incorporated into the streetscape for use by pedestrians.

STREETLIGHTS

Pedestrian-scale lighting incorporated into the streetscape and in parking facilities to promote safe travel during evening hours.

STREETSCAPE

The physical elements along a street, including trees, benches, waste bins, and bike racks.

STREET TREES

Canopy trees used to reinforce the area along vehicular streets where pedestrian activities are encouraged.

STREET WALLS

A freestanding wall built along the front property line. It may mask a parking lot from the street, provide privacy to a side yard, and/or strengthen the spatial definition of the public realm.

STRUCTURE

A framework of support.

SUSPENSION

The ordered cessation of that portion of an extraction operation that is in violation of this chapter until such time as the owner or operator can demonstrate compliance to the Zoning Administrator.

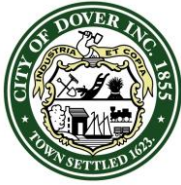
SYSTEM HEIGHT

The vertical distance from ground level to the tip of the wind generator blade when it is at its highest point.

TDR DISTRICT

An area defined as a "zoning overlay district," which includes a sending area and a receiving area for the purpose of transferring development rights from a parcel within the sending area to a parcel within the receiving area.

TELECOMMUNICATIONS FACILITY

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Any structure, antenna, tower, or other device which provides licensed commercial mobile wireless services, cellular telephone services, specialized mobile radio communications (SMR), enhanced specialized mobile radio communications (ESMR), personal communications service (PCS), paging, and similar services marketed to the general public.

TEMPORARY SIGN

A sign(s) customarily located on a trailer or similar wheeled apparatus, whether self-propelled or pulled by another vehicle, which is not permanently affixed to the ground. A-frame, sandwich board, inflatable, and other signs not permanently affixed, directly or indirectly, upon a building, structure, or land and not otherwise referenced under the definition of "freestanding sign," "projecting sign" or "wall sign" shall also be considered as temporary signs.

TERRACE/LIGHTWELL

A private frontage set back from the front property line by an elevated terrace or sunken lightwell which is permitted to encroach beyond the build-to lines.

TOWER

Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, guy towers, or monopole towers. The term also includes commercial radio and television transmission towers, microwave towers, common carriers towers, cellular telephone towers, alternative tower structures, and similar structures.

TOWER

The monopole, guyed monopole or lattice structure that supports a wind generator.

TOWER HEIGHT

The height above grade of the fixed portion of the tower, excluding the wind generator.

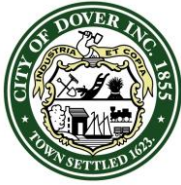
TRANSFER OF DEVELOPMENT RIGHTS (TDR)

The conveyance of the development rights of a parcel of land by deed or other legal instrument approved by the Planning Board to the developer of another parcel. Said legal instrument shall be recorded at the Strafford County Registry of Deeds.

UNSUITABLE DEVELOPMENT AREA

The area of a site that includes wetlands, water bodies, slopes exceeding a grade of 20% and totaling more than 2,000 square feet of contiguous area, land used for septic systems, floodways, areas within 25 feet of a designated burial ground, and floodway fringe within the 100-year floodplain as shown on the latest FEMA maps accepted by the City, and public utility easements.

USED CAR LOT

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

An unenclosed space on which three or more used cars are stored or offered for sale.

VEHICLE REFUELING/RECHARGING STATION

An establishment, the principle use of which is to provide for the sale of gasoline fuel (including but not limited to gasoline, diesel, natural gas, electricity or hydrogen) and oil to individual vehicles and retail sale of products required for motor vehicle maintenance such as oil, transmission fluid, brake fluid, polish, wax, fuel additives and treatments, wipers, tires, batteries, windshield wiper fluid, cleaning fluids and similar items. The retail sale of propane and kerosene is also allowed. The retail sale of over-the-counter retail consumer merchandise and drive-through service may also be allowed.

WALL SIGN

A sign attached to or erected against the wall of a building, with the face in a parallel plane to the plane of the building wall, and projecting no more than 14 inches from the building wall.^[2]

WAREHOUSING

Only includes the activity of storing wares or goods by the occupant in his own behalf or for the benefit of others.

WATERBORNE PASSENGER TRANSPORTATION FACILITY

A facility designed for storing, servicing, fueling, berthing, securing and launching of excursion boats and water shuttles for the purpose of transporting passengers.

WATER-DEPENDENT

Those uses and facilities which require direct access to, or location in, marine or tidal waters and which, therefore, cannot be located inland.

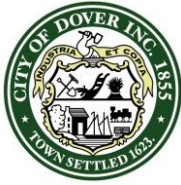
WATER-RELATED EDUCATIONAL/RESOURCE CENTER

A facility devoted to the provision of educational resources and materials and/or displays. Such a facility may include but not be limited to a museum, aquarium, and aquaculture facility.

WETLAND EVALUATION HANDBOOK FOR DOVER

The manual used to conduct a functional evaluation of the wetland in order to obtain a conditional use permit as required by § 170-28, Wetland Protection District, of this chapter. This handbook shall be adopted and amended, as required, by the Planning Board after a public hearing. Notice for said public hearing shall be published in a newspaper of general circulation and posted in three places at least 15 days prior to the hearing.

WHOLESALE

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Only includes the activity of storage, repacking, sale and/or distribution of commodities in bulk quantities to jobbers, retailers, processors and manufacturers and shall not allow the sale and/or distribution of commodities to consumers on a retail basis.

WIND GENERATOR

The blades and associated mechanical and electrical conversion components mounted on top of the tower whose purpose is to convert kinetic energy of the wind into rotational energy used to generate electricity.

WINDOW SIGN

A sign affixed to, or within one foot of, a window, intended to be visible and readable from the right-of-way or from adjacent property.

YARD, FRONT

An open, unoccupied space on a lot between the street line and a line parallel thereto at such distance therefrom as may be specified herein for the district in which said lot is located.

YARD, REAR

An open, unoccupied space on a lot between the rear lot line and a line parallel thereto at such distance therefrom as may be specified herein for the district in which said lot is located.

YARD, SIDE

An open, unoccupied space on a lot between the side lot line and a line parallel thereto at such distance therefrom as may be specified herein for the district in which said lot is located.

ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment of the City of Dover, as provided in RSA 673:3.

3. AMENDMENT

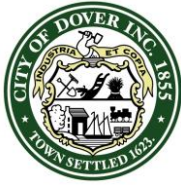
Chapter 170 entitled “Zoning” is hereby amended by revising Section 170-12 “Applicability of Tables of Use and Dimensional Regulations by District” as follows:

§ 170-12 Applicability of Tables of Use and Dimensional Regulations by District.

A. Uses permitted in those zoning districts identified in § 170-7 shall be as set forth in the Tables of Use and Dimensional Regulations by District.

B. The minimum regulations for lot size, lot frontage, building setback standards for front, side and rear yards, building heights, and lot coverage shall be as specified in the Tables of Use and Dimensional Regulations by District.

[1] *Editor's Note: The Tables of Use and Dimensional Regulations by District are included as attachments to this chapter*

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Attachments to Chapter 170 entitled “Zoning” is hereby amended by revising Section 170-6 “Word usage and definitions” are amended as attached to this ordinance. Specifically, the following Attachments to Section 170-12 have been amended as attached to this Ordinance:

ATTACHMENTS

ATTACHMENT 5 - URBAN DENSITY MULTI-RESIDENTIAL (RM-U) DISTRICT

ATTACHMENT 6 - HERITAGE RESIDENTIAL (HR) DISTRICT

ATTACHMENT 7 - COMMERCIAL (C) DISTRICT

ATTACHMENT 8 - COMMERCIAL MANUFACTURING (CM) DISTRICT

ATTACHMENT 9 - INNOVATIVE TECHNOLOGY (IT) DISTRICT

ATTACHMENT 10 - GATEWAY (G) DISTRICT

ATTACHMENT 14 - CBD TRANSIT-ORIENTED DEVELOPMENT SUB-DISTRICT

ATTACHMENT 15 - CBD MIXED-USE SUB-DISTRICT

ATTACHMENT 16 - CBD RESIDENTIAL SUB-DISTRICT

ATTACHMENT 17 - CBD GENERAL SUB-DISTRICT

4. AMENDMENT

Chapter 170 entitled “Zoning” is hereby amended by revising Section 170-14 “Nonconforming Lots” as follows:

§ 170-14 Nonconforming lots.

In any district, structures which are allowed by right, ~~but not structures that are allowed by special exception,~~ may be erected on any nonconforming lot of record even though such lot fails to meet the requirements for area, width or frontage provided that:

A. The lot has been duly recorded at the Strafford County Registry of Deeds on or before the effective date of adoption of this chapter.

B. Should the lot be less than 5,000 square feet and not have a minimum width of 50 feet, it may be developed as long as the home constructed is no larger than 1,000 square feet in total living space.

C. If the lot has a land area of at least 5,000 square feet and a minimum width of 50 feet, a home constructed may be larger than 1,001 square feet in total living space.

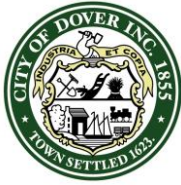
D. In either case, the following side yard restrictions shall apply:

(1) A lot with a width of 110 feet or less and greater than 75 feet shall have a minimum side yard of 10 feet.

(2) A lot with a width of less than 75 feet shall have a minimum side yard of six feet.

The above relief afforded for construction on nonconforming lots shall not apply to uses which are subject to either a Special Exception or a Conditional Use permit granted through the Zoning Board of Adjustment.

5. AMENDMENT

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Chapter 170 entitled “Zoning” is hereby amended by revising Section 170-15 “Recreation space and separation between use requirements” as follows:

§ 170-15 Recreation space and separation between use requirements.

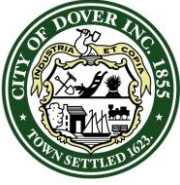
- A. For each bedroom of a multifamily (greater than four dwelling units) residential structure, there shall be provided at least 100 square feet of usable recreation space. Half of this required recreation space shall be provided in such a manner so as to afford active recreational opportunities for children, to include such facilities as swings, sandboxes, slides, play areas, etc. The remainder of the required recreation space shall be provided in such a manner so as to afford passive recreational opportunities for adults, such as sitting areas, outdoor cooking facilities, walkways, etc. The active and passive recreational facilities may be combined or separated as appropriate to the site and to the anticipated occupancy needs of the development.
 - (1) Efficiency apartments shall be counted on the basis of 50 square feet per unit.
 - (2) A payment in lieu of providing the recreation space on site, for an identified recreation area, may be agreed to by the Planning Board.
- B. The minimum distance between any main building and any accessory building not structurally attached to such main building shall comply with any and all applicable regulations as specified in the currently-adopted Fire Code~~be not less than the height of the rear wall of the accessory building.~~
- C. No part of a yard or other recreation space required for any building for the purpose of complying with the provisions of this chapter shall be included as part of a yard or other recreation space similarly required for another building.
- D. Nonresidential uses requiring site plan review shall be at least 150 feet from all existing residential structures located within residential zones.
- E. A continuous and year-round visual buffer of either vegetation or fencing shall separate nonresidential structures or parking areas from existing residential structures located to the rear and side of any proposal.
- F. All screening and setback requirements pursuant to this section shall not be binding in the IT or any mixed-use zoning district.
- G. All recreation space requirements pursuant to this section shall not be binding in the CBD–General, TOD and CWD districts.

6. AMENDMENT

Chapter 170 entitled “Zoning” is hereby amended by revising Section 170-15 “Non-environmental conditional use permit criteria” as follows:

§ 170-19 Non-environmental conditional use permit criteria.

- A. Purpose and intent.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

(1) Where a conditional use permit is being requested for relief by use or standards as allowed by this chapter, the following criteria in Subsection B shall be met.

(+)(2) ~~Notwithstanding any other language herein, the relief granted in Chapter 153, Site Review Regulations, §17.C., shall apply to any use as defined in §11.B of this chapter.~~

B. Conditional use criteria.

(1) Conditional use approval for relief from the standards herein may be granted by the Planning Board (RSA 674:21, II) after proper public notice and public hearing provided that the proposed project complies with the following standards:

(a) That both public and private buildings and landscaping shall contribute to the physical definition of rights-of-way as civic spaces.

(b) That development shall adequately accommodate automobiles, while respecting the pedestrian and the spatial form of public areas.

(c) That the design of streets and buildings shall reinforce safe environments, but not at the expense of accessibility.

(d) That architecture and landscape design shall grow from local climate, topography, history, and building practice.

(e) That buildings shall provide their inhabitants with a clear sense of geography and climate through energy-efficient methods via a mixture of elements including windows, floor plan, and public and private space.

(f) That encourage civic buildings and other public gathering places be provided as locations that reinforce community identity and activity.

(g) That civic buildings shall be distinctive and appropriate to a role more important than the other buildings that constitute the fabric of the City.

(h) That the preservation and renewal of historic buildings shall be facilitated.

(i) That the harmonious and orderly evolution of urban areas shall be advanced by the proposed building and/or use.

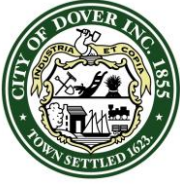
(j) That if the relief is granted, the surrounding neighborhood is not negatively impacted.

(2) Conditional use approval for relief from the use standards herein may be granted by the Planning Board (RSA 674:21, II) after proper public notice and public hearing provided that the proposed project complies with the following standards:

(a) The requested use shall be compatible with abutting uses and the surrounding neighborhood.

(b) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.

(c) The requested use will not result in objectionable noise or odor which would constitute a nuisance.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

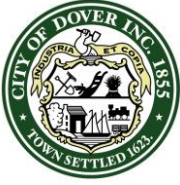
(3) Conditional use approval shall be subject to a formal agreement between the Planning Board and the applicant. Said agreement shall be recorded at the Strafford County Registry of Deeds.

7. AMENDMENT

Chapter 170 entitled “Zoning”, is hereby amended by revising Chapter 170-23, “Impact fees”, as follows:

§ 170-23. Impact fees. [Amended 6-22-2016 by Ord. No. 2016.06.08-010]

- A. Purpose. This section is enacted pursuant to RSA 674:16 and 674:21 and in order to:
- (1) Assist in the implementation of the Master Plan and Capital Improvements Program.
 - (2) Provide adequate public capital facilities necessitated by new development.
 - (3) Assess an equitable share of the cost of public capital facilities to new development.
- B. Applicability. This section shall only apply to site plan approvals which were made prior to September 24, 2024. Projects that had verbiage about possible impact fee policy in their condition of approval, projects that received approval or reapproval in calendar year 2024, or projects submitted since September 24, 2024 are not required to meet this section. However, if impact fees have been paid for any project prior to the September 24, 2024 date, they are not to be voided or reimbursed unless the proposed development has been reduced or voided.
- C. Authority.
- (1) Impact fees may be assessed to new development to compensate the City of Dover and the School District for the proportional share of capital facilities generated by new development in the City of Dover. Any person who seeks approval for new development may be required to pay an impact fee in the manner set forth herein.
 - (2) The Planning Board may, as a condition of approval of any subdivision, site plan, or change of use, and when consistent with applicable Board regulations, require an applicant to pay an exaction for off-site improvements necessitated by the development.
 - (3) Nothing in this section shall be construed to limit the existing authority of the Planning Board to disapprove proposed development which is scattered or premature, or which would require an excessive expenditure of public funds, or which would otherwise violate applicable ordinances and regulations. Nothing in this section shall be construed to limit the Planning Board's authority to require off-site work to be performed by the applicant, in lieu of paying an exaction for off-site improvements, or the Board's authority to impose other types of conditions of approval. Nothing in this section shall be construed to affect types of fees governed by other statutes, ordinances or regulations.
- D. Assessment methodology.
- (1) Proportionality. The amount of the impact fee shall be calculated by the Planning Board to be a proportional share of municipal capital improvement costs which is reasonably related to the capital needs created by the development, and to the benefits accruing to the development from the capital improvements financed by the fee. The Planning Board may prepare, adopt, or amend studies or reports that are consistent with the above standards and which define a methodology for impact fee assessment for public capital facilities and impact fee assessment schedules therefor.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

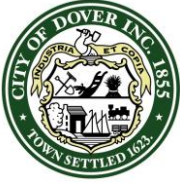
Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (2) Existing deficiencies. Upgrading of existing facilities and structures, the need for which is not created by new development, shall not be paid for by impact fees.
- (3) In the case of new development created by conversion or modification of an existing use, the impact fee shall be based upon the net positive increase in the impact fee assessed for the new use as compared to the highest impact fee that was or would have been assessed for the previous use in existence on or after the effective date of this chapter.

E. Administration.

- (1) Accounting. In accord with RSA 673:16, II, and 674:21, V(c), impact fees shall be accounted for separately, shall be segregated from the City's general fund, may be spent upon order of the City Council, and shall be used solely for the capital improvements for which they were collected, or to recoup the cost of capital improvements made in anticipation of the needs which the fee was collected to meet. In the event that bonds or similar debt instruments have been or will be issued by the City of Dover or the Dover School District for the funding of capital improvements that are the subject of impact fee assessment, impact fees from the appropriate related capital facility impact fee accounts may be applied to pay debt service on such bonds or similar debt instruments.
- (2) Assessment and collection.
 - (a) Where subdivision or site plan approval is required for new development, impact fees shall be assessed at the time of Planning Board approval of a subdivision plat or site plan. The amount of such assessment shall be applicable to subsequent building construction within the approved subdivision or site plan for a period of five years from the date of Planning Board approval. Once this five-year period has expired, remaining construction for which no building permit has been obtained shall be subject to the adopted fee schedule in force at the time the building permit application is made
 - (b) With the exception of those plats and site plans meeting the conditions in Subsection D(2)(a) above, and when no other Planning Board approval is required or has been made prior to the adoption or amendment of this section, impact fees shall be assessed upon the issuance of a building permit. In such cases, the impact fee schedule in force at the time of the building permit application shall apply.
 - (c) Impact fees will be collected prior to or at the time of issuance of a certificate of occupancy, unless the Planning Board establishes an alternate, mutually acceptable schedule of payment of impact fees imposed on an assessed property. If an alternate schedule of payment is established, the Planning Board may require security, in the form of a cash bond, letter of credit, or performance bond, so as to guarantee future payment of impact fees. In no case will an impact fee payment be allowed to be made after the issuance of a certificate of occupancy.
- (3) Security. In the interim between assessment and collection, the Building Inspector may require developers to post bonds, issue letters of credit, accept liens, or otherwise provide suitable measures of security so as to guarantee future payment of assessed impact fees.
- (4) Refund of fees paid. The current owner of record of property for which an impact fee has been paid shall be entitled to a refund of that fee, plus accrued interest, under the following circumstances:



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (a) When either the full or partial portion of the impact fee, whichever is applicable, has not been encumbered or legally bound to be spent for the purpose for which it was collected within a period of six years from the date of the full and final payment of the fee; or
- (b) When the City of Dover or, in the case of school impact fees, the Dover School District, has failed, within the period of six years from the date of the full and final payment of such fee, to appropriate its proportionate non-impact-fee share of related capital improvement

F. Appeals.

- (1) A party aggrieved by a decision made by the Building Inspector regarding the assessment or collection of impact fees authorized by this section may appeal such decision to the Planning Board.
- (2) In accord with RSA 676:5, III, appeals of the decision of the Planning Board in administering this section may be made to Superior Court, as provided in RSA 676:5, III, and 677:15.

G. Waivers. The Planning Board may grant full or partial waivers of impact fees where the Planning Board finds that one or more of the following criteria are met with respect to the particular public capital facilities for which impact fees are normally assessed: [Amended 8-22-2018 by Ord. No. 2018.08.08-009; 7-22-2020 by Ord. No. 2020.07.08-006]

- (1) The Planning Board may agree to waive all or part of an impact fee assessment and accept in lieu of a cash payment a proposed contribution of real property or facility improvements of equivalent value and utility to the public. Prior to acting on a request for a waiver of impact fees under this provision that would involve a contribution of real property or the construction of capital facilities, the Planning Board shall submit a copy of the waiver request to the City Council for its review and consent prior to its acceptance of the proposed contribution. The value of contributions or improvements shall be credited only toward facilities of like kind and may not be credited to other categories of impact fee assessment. The applicant shall pay all costs incurred by the City for the review of such proposal, including consultant and counsel fees.

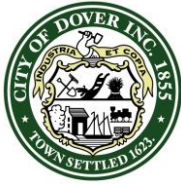
8. AMENDMENT

Chapter 170 “Zoning” is hereby amended by revising Chapter 170-24 “Accessory dwelling units” as follows:
§ 170-24 Accessory dwelling units.

Where permitted, an accessory dwelling unit shall comply with the following:

A. A maximum of one accessory dwelling unit (ADU) per property is permitted. In residential districts other than the R-40, more than one ADU may be allowed provided the second unit meets HUD Fair Market Rent rates, for Dover, published annually by the New Hampshire Housing Finance Authority. An ADU shall not be permitted on property where more than one dwelling unit currently exists.

B. Exterior alterations, enlargements, or extensions of the single-family dwelling or detached accessory structure are permitted in order to accommodate the accessory dwelling unit. However, no such change is permitted which would alter the appearance of the single-family dwelling to look like a duplex or any other multifamily structure (i.e., the house should not look like it was designed to occupy more than one family). The construction of any

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

accessways into the house and/or detached ~~garage-structure~~ which are required for access to the accessory dwelling unit shall be located to the side or rear of the building whenever possible.

C. An ADU shall have an area of no less than 300 square feet and no greater than ~~800~~950 square feet. If located in a detached accessory structure, the accessory dwelling unit may be located on either floor of the structure.

D. A minimum of one dedicated off-street parking space shall be provided for the ADU.

E. The single-family dwelling (and detached accessory structure, when applicable) and lot shall not be converted to a condominium or any other form of legal ownership distinct from the ownership of the single-family dwelling. In order to ensure compliance with this requirement, the property owners at the time the ADU is established shall be required to execute a restrictive covenant running in favor of the City, which shall be recorded in the Strafford County Registry of Deeds, and a copy of which shall be provided to the Planning and Community Development Department and the City Assessor prior to the issuance of a certificate of occupancy.

F. The property owner must occupy one of the two dwelling units. Electric, water and sewer utilities shall be metered on a single bill.

G. Where municipal sewer service is not provided, the septic system shall meet New Hampshire Department of Environmental Services, Water Division, requirements for the combined system demand for total occupancy of the premises.

H. A certificate of use issued by the Zoning Administrator is required to verify conformance with the preceding standards. Said certificate shall be renewed annually. Applications to renew the certificate of use shall be due by January 1 following the date of approval of the certificate of use and then by every January 1 thereafter for so long as the accessory dwelling unit continues. Fees shall be levied as set forth in the City of Dover Fee Schedule, as amended annually, for accessory dwelling unit certificates of use and renewals.

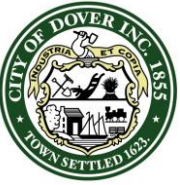
9. AMENDMENT

Chapter 170 “Zoning” is hereby amended by revising Chapter 170-29 “Transfer of Development Rights” as follows:

§ 170-29 Transfer of development rights.

A. Authority. By the authority granted under RSA 674:21, this section creates overlay district(s) for the purpose of transferring development rights (TDR) within said districts.

B. Purpose and intent. Within the City of Dover, there are certain lands that possess significant conservation features, including but not limited to unsuitable development areas, groundwater recharge zones, forested areas, wildlife habitat, farmland, scenic view sheds, historic landmarks, and linkages to other such areas. Because of their unique assemblages of flora and fauna and their significant contribution to the ecological system and/or the cultural identity of our community, these lands are worthy of special protection. The City of Dover, furthermore, has a limited supply of land suitable for development. The purpose of this overriding district is to promote intensive development on the developable land possessing the least conservation value and to permanently protect lands possessing significant conservation features that provide unique values in their undisturbed

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

condition. Additionally, it is recognized that the City of Dover has an Open Lands Committee and Conservation Commission which is active in protecting and preserving open space.

C. Applicability. Upon request by an applicant for development approval and at the discretion of the Planning Board, the provisions of this section may apply to the district(s) defined in Subsection **D** below.

D. Districts defined.

(1) The Industrial TDR District is hereby determined to be any IT or CM Zoning District as shown on the Zoning Map for the City of Dover, New Hampshire, adopted September 11, 2019. The "sending area" is defined to be open space and related setbacks as defined by the City of Dover Wetland Protection District, § **170-28**, which are located in any IT or CM Zoning District. The "receiving area" is defined to be all remaining land in be any IT or CM Zoning District.

(2) The Residential TDR District is hereby determined to be residential districts noted or displayed on the Zoning Map for the City of Dover, New Hampshire, adopted September 11, 2019. The "sending area" is defined to be any land preserved by the City of Dover through conservation programs in the R-40 or R-20 residential zoning districts. The "receiving area" is defined to be all non-R-40 or -R-20 zoning districts east of the Spaulding Turnpike which allow residential development.

(a) If the units created are purchased, the receiving area may be any zoning district that allows residential development.

E. Procedural requirements.

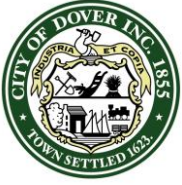
(1) At the discretion of the Planning Board, an applicant for development approval within the receiving area of the defined Industrial TDR district may apply the performance standards specified in Subsection **F** below in return for the acquisition of land or development rights from the sending area within the same TDR district. The performance standards for the Residential TDR district are outlined in Subsection **G** below.

(2) A certified boundary survey of the associated land in the sending area shall be submitted as a supplement to the site plan or subdivision plan for development within the receiving area.

(3) The owner of the subject open space within the sending area of the TDR district shall sign all application materials as a co-applicant of the development application. For residential application, proof of an agreement to sell development rights must be provided by the Conservation Commission.

(4) A sketch plan estimating layout of the development site and identifying the open space associated with the plan may be submitted to the Planning Board for review at a regularly scheduled meeting. The Planning Board, within 30 days of its review of the sketch plan, shall determine if waivers will be granted as allowed in Subsections **F** and **G** below. Waivers shall be reviewed using the same criteria as are used for site plan waivers. Following this decision, a final application is prepared. The final application for development approval shall be reviewed in accordance with the standard plan review process and subjected to all applicable development regulations, except as provided in this section.

(a) The determination of whether a proposed TDR project requires a sketch plan review shall be made by the Director of Planning and Community Development based on initial discussions with the applicant. The determination, made in writing, shall be made prior to the submittal of any plans and shall specify the Director's reasoning, including a review of known conditions, including: traffic, existing layout/topography, environmental. This determination shall be included in the staff report to the Board. If the applicant does not agree with the Director's determination, they may appeal the decision to the Board at its next meeting.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

(b) If the sketch plan requires an environmental conditional use permit to develop homes, the applicant must appear before the Conservation Commission for review and endorsement prior to the Planning Board's review.

(5) A perpetual easement or restrictive covenant shall be recorded at the Strafford County Registry of Deeds that preserves the designated open space within the sending area. Said easement or covenant may allow for the continuance of existing residential and agricultural activities, and may allow for utility and access crossings in accordance with Subsection H below. The designation of the land protection agency to hold the easement shall be approved by the Planning Board.

F. Industrial performance standards.

(1) Land within a sending area, when surveyed, approved by the Planning Board and preserved by easement or covenant as specified in Subsection E, above, may be counted for the open space requirement for a development site in a receiving area. The amount of land preserved in a sending area shall equal or exceed the open space requirement for the development site, but in no case be less than one acre. Notwithstanding, development sites within the IT and CM Zoning Districts shall maintain open space or landscaped area on at least 10% of the site. The design of the development site shall locate the open space or landscaped area to maximize the aesthetic value of the site.

(2) The minimum lot size requirement may be waived by the Planning Board for land subjected to the transfer of development rights.

(3) The minimum frontage requirement may be waived by the Planning Board for land subjected to the transfer of development rights, provided that paved access to all developed areas suitable for emergency vehicles is approved by the Planning Board.

(4) Setbacks for parking, paved areas, and buildings may be waived by the Planning Board and be consistent with the intent to promote intensive development of suitable development sites. Notwithstanding, buildings shall be at least 150 feet from residential structures that exist on the date of enactment of the IT and CM Zoning Districts, and 75 feet from the lot line of a disagreeing residential abutter.

(5) The developer shall record covenants that address architectural considerations for structures, signage and lighting that are designed to promote the highest possible aesthetic quality of the development site.

(6) A landscaping plan shall be submitted with a development application that depicts landscaping or open space around the perimeter of the site, near the proposed buildings, and within the parking lot that promotes the highest possible aesthetic quality of the development.

G. Residential performance standards.

(1) Annually, the City shall update a document identifying the ~~cumulative~~ cost per acre spent to preserve open space within the City of Dover. This list shall be kept on file in the Department of Planning and Community Development and coordinated with the Conservation Commission. This cost shall become the value at which development rights may be purchased.

(2) Proceeds from the purchase of development rights shall be placed into the Conservation Fund to be used to purchase future property or easements, or monitor easements, and not into the general fund.

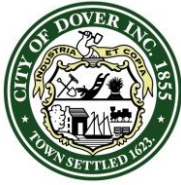
(3) A residential transfer of development rights applicant may pursue one of the following methods for transferring development rights.

(a) Single-family detached method.

[1] An applicant shall develop a baseline yield for the lot to be developed through the following formula:

[a] The square footage of the parent lot minus unsuitable areas is the base lot size.

[b] The base lot size is then reduced by 15% to account for roadway; this creates the net area.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	---

[c] The net area is then multiplied by a factor determined by the amount of unsuitable development area over the parent lot. This is the developable area.

Percentage of Parcel That Is Unsuitable Development Area	Factor
0% to < 10%	0.85
10% to < 20%	0.8
20% to < 30%	0.75
30%	0.7

[d] The developable area is then divided by the minimum lot size, and the whole number value is the base number, with no rounding.

[i] This base number is not required to be restricted by the requirements in Subsection **G(3)(a)[3]**, unless the formula defined in Subsection G[2][a] is utilized.

[e] The development plan shall be laid out in a design that meets the requirements for block length and cul-de-sac length.

[2] The transfer shall equate to one of the following calculations:

[a] For construction of units no larger than 600 square feet of total living area, including the base calculated units, there shall be no density limit. The monthly cost of said units shall conform to the HUD Fair Market Rent rates, for Dover, published annually by the New Hampshire Housing Finance Authority, and there shall be no TDR fee collected for said unit(s).

[b] For construction of units no larger than 1,000 square feet of total living area, two units per development right purchased shall be allowed.

[c] For construction of units no larger than 1,400 square feet of total living area, one unit per development right purchased shall be allowed. The unit count shall be the whole number value and not rounded up.

[i] Total living area shall mean the size of the home (in square feet) based upon the exterior dimensions, excluding unconditioned spaces.

[3] The units created through the transfer must be:

[a] Limited to the square footage originally constructed.

[4] A note shall be placed on the approved plan, and any building permit shall note the adherence to this section of the Code.

[5] A note shall be placed in the property/unit deed citing the restrictions listed above.

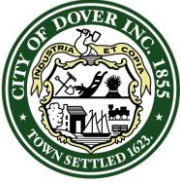
[6] The plan shall be considered a subdivision application. Prior to submission, a determination by the Director of Planning and Community Development shall be made whether to follow the minor or major subdivision regulations.

(b) Single-family, two-family, three-family, and four or more method.

[1] The transfer may be through the purchase of development rights, as described in Subsection **G(1)**, or through the protection of land via a permanent conservation easement as per Subsection **E(5)**.

[a] In mixed-use or multifamily zones, the base density shall be derived from the underlying zoning, and not through a formula.

[b] If the additional unit(s) resulting from TDR is restricted so that the rent of said unit(s) conforms to the HUD Fair Market Rent rates, for Dover, published annually by the New Hampshire Housing Finance Authority, there shall be no fee collected for said unit(s).



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

[2] The transfer shall equate to one unit per acre preserved or purchased. If the end result is a village-themed residential/nonresidential project, whereby 35% of the square footage being created is nonresidential, the transfer shall equate to one unit per 2,500 square feet preserved or purchased.

[3] Any development approved by the Planning Board after July 1, 2020, which will create a manufacturing or assembly facility over 40,000 square feet may create and transfer one unit per 2,000 square feet of building approved, above the 40,000 square foot base. The transfer shall not be completed prior to the issuance of the certificate of occupancy for the additional space.

[a] If the units are to be placed upon the same lot, the layout must be shown on the site plan for the development.

[4] The plan shall be treated as a site plan application, unless otherwise determined by the Director of Planning and Community Development, prior to final submission.

(4) Regardless of the method utilized, the minimum lot size requirement may be waived by the Planning Board for land subjected to the transfer of development rights.

(5) Regardless of the method utilized, the setbacks shall be:

Minimum Building Setbacks for Subdivision Lots

Abutting a Street	Abutting a Side Lot Line	Abutting a Rear Lot Line
20 feet	10 feet	30 feet

(6) Regardless of the method utilized, the minimum frontage requirement may be waived by the Planning Board, to no less than 40 feet. Paved access to all developed areas shall be suitable for emergency vehicles.

(7) A continuous visual buffer shall be created along the perimeter of the parent parcel, which shall include a thirty-foot no cut, no disturb buffer.

(8) Regardless of the method utilized, any other provision in this chapter to the contrary, the density or intensity of development of a receiving parcel may be increased by the transfer of development rights so long as the increase in density or intensity meets the following criteria and a narrative is submitted indicating how those criteria are met:

(a) Is consistent with the Master Plan.

(b) Is compatible with the land uses on neighboring lots (e.g., a multifamily building fits in within a single-family neighborhood). The applicant shall provide in their narrative an explanation of their neighborhood analysis.

(c) Is created on property served by public water and sanitary sewer.

(d) Any relief sought should not be caused by the additional density

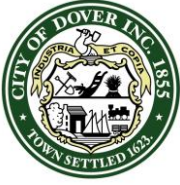
10. AMENDMENT

Chapter 170 “Zoning” is hereby amended by revising Chapter 170-32 “Residential-Commercial Mixed-Use (RCM) Overlay District” as follows:

§ 170-32. Residential-Commercial Mixed-Use (RCM) Overlay District.

A. Purpose and intent.

- (1) The Residential-Commercial Mixed-Use Overlay District is designed as an overlay district that allows a mixture of residential use and commercial uses on one parcel. In order for a developer to utilize these regulations, the Planning Board shall have granted a conditional use permit. The district includes options which enable and encourage greater flexibility in the design of residential housing with commercial projects. The overlay permits development of large tracts of land on a development-plan



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- basis which allows flexibility in internal road design, with reduced dwelling lot sizes and modified dimensional requirements.
- (2) The mixed residential and commercial uses are intended to be complementary to one another and to create a sense of community between the mixed uses. Housing and commercial uses can be developed to provide appropriate use of land, facilitate the economical and efficient provision of public services, promote open space conservation, protect the natural and scenic attributes of the land, and expand opportunities for the development of housing outside the traditional residential developments.
- B. Conditional use permit.
- (1) Conditional use approval may be granted by the Planning Board (RSA 674:21, II) after proper public notice and public hearing, provided that the proposed project complies with the following standards:
- (a) The applicant demonstrates that the development complies with the design guidelines that are outlined in § 153-16 of the Site Review Regulations. These guidelines encourage a context-sensitive development, which encourages components that act as one project and not as two adjacent projects.
 - (b) The applicant demonstrates that the development poses no detrimental effects on surrounding properties. Potential areas of impact that need to be analyzed include, but are not limited to, vehicular traffic, noise, property value, visual blight, natural resources degradation, light pollution, and offensive emissions such as dust, odor, or smoke.
 - (c) The applicant shall submit a fiscal impact analysis as defined in § 157-21C(1)(b) of the Land Subdivision Regulations. The analysis shall demonstrate that the project is at least a cost-neutral project for the City at present and 10 years from the occupation.
- (2) Conditional use approval shall be subject to a formal agreement between the Planning Board and the applicant. Said agreement shall be recorded at the Strafford County Registry of Deeds.
- C. Location. The Residential-Commercial Mixed-Use Overlay District shall include any parcel located within the CM, IT or R-40 Zone which is greater than 20 acres and served by public water and sanitary sewer.
- D. Permitted uses. The following uses are permitted:
- (1) Principal uses.
- (a) Housing:
 - [1] Single-family dwelling, including the use of manufactured housing.
 - [2] Two-family dwelling.
 - [3] Three- to four-family dwelling.
 - [4] Multifamily dwelling.
 - [5] Manufactured housing parks (permitted outright without a special exception).
 - (b) Public and private utilities.
 - (c) Nonresidential uses as allowed as follows:
 - [1] Any use allowed in the underlying zone.
 - [2] Barber or beauty shop.
 - [3] Bank.
 - [4] Eating/drinking establishments (no drive-through service).
 - [5] Bed-and-breakfast.
 - [6] Office.
 - [7] Retail store.
 - [8] Theater.



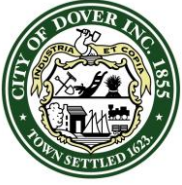
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- [9] Adult day care.
 - [10] Nursing homes at a density of one bedroom per 7,500 square feet of land.
 - [11] Congregate care facilities at a density of one unit per 7,500 square feet of land.
 - [12] Other uses compatible with housing may be approved via conditional use, using the criteria in § 170-20B(2).
 - [13] Nonresidential uses in existence at the adoption of this section on adjacent parcels shall be allowed to expand within the development if conceptually shown on the approved plan.
- (2) Accessory uses.
- (a) Recreational facilities.
 - (b) "Community building," defined as a building used as a place of meeting, recreation or social activity typically for use by the residents of a particular development.
 - (c) Maintenance buildings.
 - (d) Rental and sales offices.
- E. Procedural concepts.
- (1) The developer shall prepare a development plan, which locates the proposed types of nonresidential and residential development, utilities, access roads, and public ways. The parcels comprising the development may be under separate ownership but shall be treated as one development and shall be bound by the approval granted for the entire development plan. If approval is granted, individual lots must be developed as part of the larger development plan and phasing outlined below, and not separately. The development plan must identify the percentage of the nonresidential uses, residential uses and open space. Nonresidential and/or mixed-use uses must comprise at least 55% of the total proposed floor area for the development; residential uses must not exceed 45% of the total proposed floor area for the development. ~~Nonresidential uses within projects located in the CM District must be 90% manufacturing and assembly in nature.~~ A building shall be considered "mixed-use," provided that at least 50% of the floor area of the first floor is reserved as commercial space and provided that such commercial space is located roughly in the front half of the building and extends the length of the building facade. Residential accessory uses (e.g. mechanical, storage, laundry, etc.) are permitted to be located within the back half of the first floor of any mixed-use building.
 - (2) A minimum of 20% of the area of the original tract shall be reserved as open space and identified as such on the development plan. Fifty percent of the required open space (as defined in § 157-60) must be usable uplands and reasonably accessible to all property owners or lessees in the project. Any open space provided above 20% may be mixed unsuitable areas and upland.
 - (3) Residential uses require that the calculation of permitted density shall be completed through the submission of a yield plan (as defined in § 157-60) applied to the development lot and not individually to the internal dwelling lots.
 - (4) For residential development that includes single-family homes over 1,001 square feet of total living area, or three- to four-family, density shall be based upon calculating one unit per 40,000 square feet of contiguous upland, and using 150 feet of frontage on a public roadway
 - (5) For single-family residential homes 1,000 or less square feet of total living area, development, two-family dwellings, or multifamily dwellings, density shall be based upon calculating one unit per 10,000 square feet of contiguous upland, and using 100 feet of frontage on a public roadway.
 - (a) If units are restricted so that the rent of said units conforms to the HUD Fair Market Rent rates, for Dover, published annually by the New Hampshire Housing Finance Authority, there shall be no density for said unit(s).



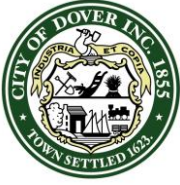
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (6) The development plan may be phased for a term of five years. The phasing plan shall contain provisions which promote the mixed use of the site consistent with Subsection A. For the purposes of this section, development shall include:
- (a) Construction of structures;
 - (b) Environmental remediation;
 - (c) Site preparation or demolition;
 - (d) Roadway utility or recreation and common area design and construction; and
 - (e) Bonding or other security for site development.
- (7) The phasing plan shall provide that no more than 50% of the residential development may be occupied prior to completion of between 25% and 50% of the nonresidential structures, as negotiated between the Planning Board and the developer, and included in the conditional use approval.
- (8) Provided that the developer is making reasonable efforts to develop the site, the Planning Board may extend the initial five-year phasing period, provided a request for extension is submitted before the expiration of the initial five-year phasing term.
- (9) Residential development plan guidelines.
- (a) The developer shall be permitted to allocate permitted density among internal dwelling lots in a flexible and creative manner. The sum total of the permitted density shall not exceed the permitted density of the development lot or legal lot, unless the additional density is derived from § 170-29, Transfer of development rights. Layouts may include individual lots or a cluster of units without lot lines.
 - (b) Dwelling layouts shall be so designed that parking is screened from external roadways by garages, building locations, grading or screening. Major topographical changes or removal of existing trees shall be avoided wherever possible, and water, wetlands, and other scenic views from the external streets shall be preserved as much as possible.
 - (c) Where possible, it is desirable and encouraged to mix residential and nonresidential uses. This may be achieved through situating the buildings close to each other, or through allowing structures to house residential, preferably on the second or above floor, with nonresidential on the first floor. Creativity and flexibility is encouraged, and the development plan may offer another option for mixing uses.
 - (d) All residential development must adhere to architectural design guidelines. Said standards will reflect a New England village motif and include structures with peaked roofs and architectural shingles. The guidelines for this development are included in Chapter 153, Site Review Regulations, § 153-16.
 - (e) All manufactured homes shall adhere to the standards outlined in Chapter 101, Manufactured Home Parks, with the exception of §§ 101-3, 101-4, 101-5, 101-6, and 101-7F, which shall be controlled by the provisions hereof and unless noted below. Where there is a difference in the requirements between this overlay district and the provisions of Chapter 101, Manufactured Home Parks, the provisions of the overlay district shall apply.
- (10) Nonresidential development plan guidelines.
- (a) The general character of the nonresidential structures within the development lot is intended to be a pedestrian-friendly setting, with emphasis on the natural characteristics of the site. The site design should create a sense of character and cohesiveness through landscaping, facade treatment, and signage.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

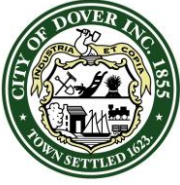
Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

(b) The guidelines for this development are included in Chapter 153, Site Review Regulations, § 153-16.

F. Standards and regulations.

- (1) Internal roads. As part of the approval of the conditional use permit, the Planning Board shall determine whether internal roads shall be public or private. If a road is determined to be private, no municipal services shall be provided other than public safety, utilities maintenance, and regulatory services. Unless noted below, roadways shall conform to the street design criteria laid out in the Code.
 - (a) Minimum internal right-of-way.
 - [1] Maximum residential: 35 feet.
 - [2] Maximum nonresidential: 50 feet.
 - (b) Minimum pavement width.
 - [1] Minimum residential: 20 feet.
 - [2] Minimum nonresidential: 28 feet.
 - [3] Minimum sidewalk pavement width: five feet.
 - [4] Minimum bike/Segway®/golf cart path width: five feet.
 - (c) Minimum tangent length at intersections: 75 feet.
 - (d) Maximum street angle at intersections: 60°.
 - (e) Minimum center-line radius: 100 feet.
 - (f) Minimum tangent length between reverse curves: 50 feet.
- (2) Dimensional requirements.
 - (a) Nonresidential/mixed-use buildings.
 - [1] Minimum structure setback from external lot line: 50 feet. Expanding existing nonresidential uses are not held to this setback.
 - [2] Minimum structure setback from external right-of-way: 50 feet.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

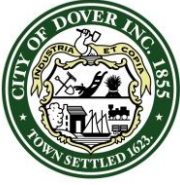
- [3] Maximum nonresidential building height: 55 feet.
- [4] For all other dimensional requirements for nonresidential structures and parking setbacks refer to the underlying zone.
- (b) Residential dwellings.
 - [1] Minimum structure and parking setback from external lot line: 50 feet.
 - [2] Minimum structure and parking setback from external row: 100 feet.
 - [3] Maximum residential building height: 35 feet.
 - [4] Minimum frontage on internal road: 40 feet.
 - [5] Minimum setbacks:
 - [a] Front yard setbacks: 20 feet.
 - [b] Distance between buildings: 24 feet.
- (c) There shall be no minimum lot size or frontage for internal lots created.
- (3) Parking.
 - (a) All dwelling units shall require two independently accessible parking spaces per unit, except that the congregate-care and nursing-home requirements shall be as otherwise defined by this chapter. Nonresidential uses shall comply with parking requirements defined by this chapter.
 - (b) Overnight parking shall not be permitted on internal roadways.
 - (c) Parking shall be utilized and available to all components of the development plan, through the recording of access and parking easements.

11. AMENDMENT

Chapter 170 “Zoning” is hereby amended by revising Chapter 170-33 “Groundwater Protection” as follows:

§ 170-33. Groundwater protection.

- A. Purpose. The purpose of this section is to promote the public health, safety and general welfare by protecting and preserving the quality of existing and future groundwater supplies from adverse or detrimental land use, development or activities.
- B. Location. These regulations shall apply to all lands within the primary and secondary groundwater protection zones. The boundaries of the primary and secondary groundwater protection zones are depicted on maps titled "Groundwater Protection Zones," dated October 6, 1998. These maps shall be on file at the Planning and Community Development Department and the City Clerk's office.
- C. Applicability.
 - (1) All land use activities and development conducted within the primary or secondary groundwater protection zones shall be regulated by the standards established herein.
 - (2) The standards established herein shall constitute the rules of an overlay zone and shall be superimposed over other zoning districts or portions thereof. The provisions herein shall apply in addition to all other applicable ordinances and regulations. In the event of a conflict between any provision herein and any other ordinance or regulation, the more restrictive requirement shall control.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

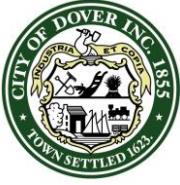
Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (3) Pursuant to New Hampshire Administrative Rules Part Env-Wq 401, land use activities within a 400-foot radius of a municipal well, the primary groundwater protection zone, shall be subjected to more restrictive standards than the balance of the groundwater protection zones.
- (4) Any nonconforming use may continue, and may be maintained and repaired, unless such use is determined to be an imminent hazard to public health and safety by the City Council or the Health Officer.

D. Standards and regulations.

- (1) The following land uses are allowed in the primary groundwater protection zones. All other land uses are prohibited.
 - (a) Construction, operation, and maintenance of wells, dams and water conservation apparatus.
 - (b) Conservation, education and recreational activities which do not cause erosion or necessitate the application of chemicals.
 - (c) Forestry and agricultural uses, provided that fertilizers, herbicides, pesticides, manure and other leachables are not used or stored within said zone.
 - (d) Maintenance and repair of any existing structure, provided that there is no increase in the area of impermeable surfaces.
- (2) The following land uses are expressly prohibited from the secondary groundwater protection zones:
 - (a) Disposal or storage of solid waste that contains leachable toxic substances, except for temporary storage awaiting removal, provided that it is stored in a manner that avoids leaching and runoff.
 - (b) Disposal or storage of liquid waste, except for normal sanitary waste disposal from a domestic septic system approved in compliance with New Hampshire Department of Environmental Services (NHDES) Regulations, which may require a groundwater discharge permit under RSA 485-A:13. Land application of wastewater residuals (sewage sludge) subject to regulation under NHDES Rules Env-Wq 800 to 811 is prohibited.
 - (c) All on-site handling, disposal, storage or recycling of solid or liquid waste and hazardous or toxic materials, as defined in RSA 147-A, except for the temporary storage of such materials when they are incidental to or by-products of a manufacturing process. Such materials are to be stored and removed in accordance with Chapter 153, Site Review Regulations, and other applicable state and federal regulations.
 - (d) Junkyard or salvage yard.
 - (e) Motor vehicle service or repair shops, except as a customary accessory use designed to provide routine service to the vehicles operated by the principal use.
 - (f) Storage of petroleum or related products, exempting such products when they are a part of Subsection D(2)(c) or (e) above and exempting normal heating oil. Notwithstanding, the facilities for storing and handling such products shall be designed to avoid groundwater contamination and shall be proposed for review and approval prior to construction.
 - (g) Storage of road salt and other deicers, except in a shelter constructed to avoid leaching and runoff for use on site.
 - (h) The dumping of snow containing road salt or other deicers brought in from outside the groundwater protection zone.
 - (i) Industrial uses that discharge contaminated wastewater on site.
 - (j) Animal feedlots.



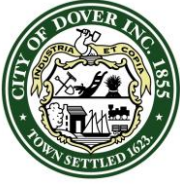
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (k) Commercial storage of manure, fertilizers, herbicides, pesticides or other leachables, except for the temporary storage of such material when it is incidental to the principal use and stored in a manner that avoids leaching and runoff.
- (l) The use of wood piling treated with creosote or other preservative.
- (3) The following land uses are allowed in the secondary groundwater protection zones only if the Planning Board approves a conditional use permit for the specific use per Subsection E(4):
 - (a) General service and repair shops, including, but not limited to, furniture stripping, painting, and refinishing; photographic processing; printing; appliance and small engine repair; boat repair, service and refinishing; and refrigeration, heating, ventilating and air-conditioning shops.
 - (b) Metalworking shops, including, but not limited to, machine shops; metal plating shops; heat-treating shops; smelting shops; and jewelry-making shops.
 - (c) Manufacturing facilities, including, but not limited to, electronics and chemical manufacturing, processing, and reclamation; paper, leather, plastic, fiberglass, rubber, silicon and glass making; pharmaceutical production; pesticide manufacturing; and chemical preservation of wood and wood products.
 - (d) Laboratories and professional medical offices, including, but not limited to, medical, dental, and veterinary offices; and research and analytical laboratories.
 - (e) Cleaning services, including, but not limited to, dry cleaner; laundromats; beauty salons; and car washes.
- (4) The following land uses are allowed in the secondary groundwater protection zones:
 - (a) Construction, operation and maintenance of wells, dams, and water conservation apparatus.
 - (b) Conservation, education and recreational activities which do not cause erosion or necessitate the application of chemicals.
 - (c) Forestry and agricultural uses, provided that fertilizers, herbicides, pesticides, manure and other leachables are not commercially stored within said zone.
 - (d) All land uses permitted in the applicable underlying zoning district, provided that they are not expressly prohibited in Subsection D(2) or (3) above.
- (5) In soils that are excessively drained, well-drained, moderately well-drained or somewhat poorly drained, as defined by a site specific soil survey completed in accordance with the standards of the Society of Soil Scientists of Northern New England, the development shall not make impervious to water more than 20% of the area of said soils except as provided for below. Any development in the secondary groundwater protection zone that proposes a total impervious surface greater than 20% shall only be permitted if the Planning Board grants a conditional use permit per Subsection E(4). In reviewing a conditional use permit application filed under this provision, the Planning Board shall require that the proposed development plan incorporates a stormwater drainage plan, approved by the Planning Board and prepared by a professional engineer certified to practice in the State of New Hampshire. The plan shall provide for the retention and percolation within the secondary groundwater protection zone of all development-generated stormwater runoff from a ten-year storm. Furthermore, the stormwater drainage plan shall provide for the removal of oil and gasoline from parking lot runoff by use of treatment swales, oil/gas separators or other device, prior to retention and percolation of the runoff.
- (6) In addition to standards and requirements contained in other ordinances and regulations, a proposed site plan and building permit application shall be accompanied by a report that specifies the amount



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

and composition of industrial or commercial waste that will be generated on site and details the proposed method for disposal of such waste outside of the groundwater protection zones.

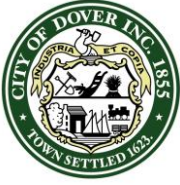
- (7) A hydrogeologic study may be required by the Planning Board to investigate the impacts a proposed development or land use activity will have on an existing or future groundwater supply. A qualified professional hydrologist or geologist shall be chosen from a list of such professionals provided by the City of Dover, and the applicant shall pay any costs incurred.

E. Administration.

- (1) Development or land use activities proposed within the groundwater protection zones that require subdivision or site plan approval from the Planning Board also shall be reviewed by the Dover Conservation Commission. The Planning Board and Conservation Commission shall verify that the proposed activity will comply with this chapter before the Planning Board grants approval.
- (2) The Building Inspector shall not issue a building permit for development or land use activities until such time as he verifies with the Zoning Administrator that the proposed development will comply with the provisions and standards established herein. The Building Inspector may consult with the Conservation Commission or Planning and Community Development Department as he deems necessary.
- (3) Land use activities that do not require Planning Board approval or building permits are also subject to the requirements and standards established herein.
- (4) Conditional use permits. The Planning Board, after receiving a recommendation from the Conservation Commission, may vary the provisions herein by granting a conditional use permit in accordance with RSA 674:21. Along with the conditional use permit application, the applicant shall submit expert technical information from a professional engineer, hydrologist or geologist that documents that the requested relief is consistent with the stated purpose and intent of this chapter. Such technical information shall include an environmental protection plan consistent with the regulated substance management requirements of the New Hampshire Department of Environmental Services Best Management Practices for Groundwater Protection (Part Env-Wq 401). Said plan shall also include provisions for routine monitoring and reporting of environmental protection activities to be reported to the City of Dover. Any cost incurred by the City in reviewing the groundwater protection information shall be paid by the applicant for the conditional use application.

F. Performance standards.

- (1) Applicability. Within the primary and secondary groundwater protection zones, the following performance standards shall apply to all new nonresidential and multifamily development, expansion of preexisting nonresidential and multifamily developments that expand the lot coverage of the existing structure(s) by more than 20%, and all subdivisions of four or more new lots:
- (a) Post-development infiltration volumes shall be no greater than predevelopment volumes as determined by use of the Development Review Model described in Subsection G below.
- (b) Stormwater shall be treated by use of a stormwater treatment system designed to remove no less than 80% of the annual load of total suspended solids. The removal rate shall be accomplished using best management practices installed in advance of the final infiltration system.
- (c) No stormwater infiltration system shall be located within the ~~200~~50-day travel time of an existing or proposed municipal well as depicted on the map referenced in Subsection B above. In absence of a defined ~~200~~50-day-travel-time radius, the applicant shall submit a technical evaluation from a professional engineer, hydrologist or geologist that documents that the proposed discharge is consistent with the stated purpose and intent of this requirement.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (2) Specific requirements. Within the primary and secondary groundwater protection zones, the following performance standards shall apply to specific activities which may impact the groundwater quality:
- (a) Sand and gravel extraction operations shall not excavate below an elevation four feet above the seasonal high-water table observed when the associated water supply well has not been operating for at least two weeks prior to the date of measurement. The operator of the sand and gravel extraction operation shall prepare for the City an annual report documenting compliance with the requirements of this section. Pursuant to RSA 155-E:11, II, the requirements of this subsection may be waived if the applicant demonstrates that such excavation will not adversely affect water quality and that written notice of such exception shall be recorded in the Registry of Deeds, and one copy filed with the New Hampshire Department of Environmental Services.
 - (b) Pursuant to Chapter 81, Fire Prevention and Life Safety, § 81-24, on-premises use of heating oil tank facilities shall comply with the provisions of the National Fire Protection Association Standard NFPA 31, Installation of Oil-Burning Equipment.
- G. Development review. All developments to which Subsection F, Performance standards, above, applies shall complete the calculations as specified in the Development Review Model, or a performance equivalent, incorporated herein by reference. A copy of this model shall be on file at the Planning and Community Development Department and the City Clerk's office. The Building Inspector shall withhold a building permit until such time as he/ she verifies that the proposed development will comply with the infiltration and nitrogen maximums set forth in Table 1, Sections A and B, of said Development Review Model.

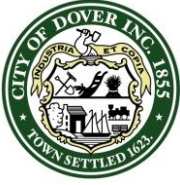
12. AMENDMENT

Chapter 170 “Zoning” is hereby amended by revising Chapter 170-50, “Sign review and regulations” as follows:

§ 170-50. Sign review and regulations.

The purpose of this section is to create a legal framework for signage regulations that is intended to facilitate a flexible and agreeable communication between people. Such an ordinance acknowledges the need to protect the safety and welfare of the public, the need for a well- maintained and attractive appearance throughout the City of Dover and the need for adequate identification, advertising and communication. While this section recognizes that aesthetics and design quality cannot be satisfactorily legislated, it does, however, operate on the premise that a large percent of that which is unattractive can be eliminated by sensible quality control through maintenance and inspection and by guidelines formulated to minimize clutter.

- A. Permitted signs. No sign shall be permitted within the City of Dover except in accordance with the provisions of this section. See Tables of Use and Dimensional Regulations by District for overview of permitted signs.
- B. Permit required. No sign, other than a residential nameplate or a sign exempted from the permitting requirements of this section as described herein, shall be erected or placed in the City of Dover without a sign permit. Said permit shall be issued by the Zoning Administrator, provided that the sign meets all the regulations of this section, after the submission of an application and a set of plans to an appropriate scale, showing site location, dimensions of any newly proposed and existing sign on the premises, method of illumination, if any, and types of materials to be used in construction. Replacement of existing signs and support structures, where the area, location or materials are being altered, shall require a permit, and such replacement shall conform to the regulations of this section.
- C. General provisions. All signs shall conform to the following regulations:



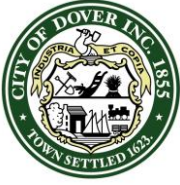
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (1) Sign location. Signs shall relate only to the premises upon which they are located, excluding temporary signs as regulated in Subsection O.
- (2) All signs shall be constructed, erected and maintained so as not to present a hazard to persons and property.
- (3) All signs shall be erected in such a manner so as not to obstruct free and clear vision along or onto a public right-of-way.
- (4) All signs shall be erected in such a manner so as not to obstruct the view of, be confused with or mistaken for any authorized traffic sign, signal or like device.
- (5) The illumination of any sign shall be nonflashing; spot- or floodlights shall be arranged so that the direct rays of light do not shine or reflect directly into adjacent properties or the line of vision of a motorist.
 - (a) Flashing signs are prohibited.
 - (b) Illuminance of the sign face shall not exceed the following standards:
 - [1] External illumination: 50 footcandles as measured on the sign face.
 - [2] Internal illumination: 5,000 nits (candelas per square meter) during daylight hours, and 500 nits between dusk and dawn, as measured at the sign's face.
 - [3] Direct illumination: 5,000 nits during daylight hours, and 500 nits between dusk and dawn, as measured at the sign's face.
- (6) The top edge of a wall sign shall be at least one foot below the top of the wall or parapet wall. The top edge of a roof sign shall be at least one foot below the roof ridge or the highest point of the roof if no ridgepole exists. **Editor's Note: See Figure 1 of the Sign Diagrams, Part I, included as an attachment to this chapter**
- (7) No sign shall be painted or affixed with adhesive directly on the surface of a building.
 - (a) Window decals (such as: adhesive; labels; placards) are not permissible when affixed on the outside of a window, but are, generally, allowed when affixed to the inside.
- (8) Rotating signs or beacons, waving pennants or whirling devices are prohibited.
- (9) Temporary signs are prohibited, except as otherwise provided in Subsection O.
- (10) All signs are prohibited within the public right-of-way, except as otherwise provided in this section.
- (11) The terms of this section shall not apply to signs being necessary for the public welfare and, as such, are required by the municipal, state, or federal government.
- (12) The material and construction of any sign or supporting elements shall be in accordance with the building and electrical codes (in use by the City at the time of installation) and all other applicable City regulations.
- (13) On a corner lot, no freestanding sign or support element shall be erected to materially impede vision between a height of 2 1/2 feet and eight feet above curb grades in the same area bounded by the street lines of such corner lot and a straight line joining points along said street lines 30 feet from point of their intersection except as otherwise provided in this section.
- (14) Essential directional signs not exceeding four square feet in area are permitted indicating entrance and exit driveways. Said signs shall not be subject to the permitting requirements of this section.
- (15) Signs not exceeding two square feet in area are permitted in parking lots indicating aisles or reserved areas or spaces. Said signs shall not be subject to the permitting requirements of this section.
- (16) On a building or project under construction, or on a property currently for sale or rent, one additional sign is permitted and shall conform to the following additional regulations:



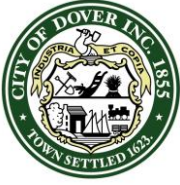
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (a) One sign not exceeding 32 square feet is permitted on a building or project under construction. Such sign shall be removed upon the receipt of a certificate of occupancy or upon the expiration of the building permit. An additional one sign not exceeding 32 square feet is also permitted as a temporary development identification sign at the principal vehicular entry point. Said sign shall not be subject to the permitting requirements of this section.
- (b) One sign not to exceed four square feet may be erected on a property currently for sale or rent. Said sign shall not be subject to the permit requirements of this section.
- (17) Wall signs shall conform to the following additional regulations:
 - (a) No wall sign shall be located in such a manner so as to extend above the next floor's windowsill or descend below the top of the lower floor's lintel. **Editor's Note: See Figure 2 of the Sign Diagrams, Part I, included as an attachment to this chapter**
 - (b) In all nonresidential zoning districts where a business/premises fronts on more than one public street or municipal parking lot, one wall sign shall be permitted upon each frontage. The sign area displayed shall not exceed that area permitted by the frontage on that public street or parking lot. **Editor's Note: See Figure 3 of the Sign Diagrams, Part I, included as an attachment to this chapter**
 - (c) In all nonresidential zoning districts, one informational/directional wall sign shall be permitted for each building entryway. Said sign shall not exceed four square feet in area and shall not be illuminated. Said sign shall not be subject to the permitting requirements of this section.
- (18) All freestanding signs shall conform to the following regulations:
 - (a) No freestanding signs shall be located in an area designated for parking unless said sign is protected along all sides by curbing. A four-foot clear space is required along all approaches. **Editor's Note: See Figure 4 of the Sign Diagrams, Part I, included as an attachment to this chapter**
 - (b) No freestanding sign shall be placed within 50 feet of a low-density residential district (R-40, R-20) boundary.
- (19) All projecting signs shall conform to the following additional regulations:
 - (a) Projecting signs shall be attached to the main wall of the building.
 - (b) Projecting signs shall be prohibited from projecting over a street, alley or other public space beyond four feet eight inches from a building facade or 2/3 of the width of the sidewalk, whichever is less. **Editor's Note: See Figure 5 of the Sign Diagrams, Part I, included as an attachment to this chapter**
 - (c) A clear space of not less than 10 feet shall be provided below all parts of a projecting sign, except for residential nameplates.
 - (d) In all nonresidential zoning districts where a business/premises fronts on more than one public street or municipal parking lot, one projecting sign shall be permitted upon each frontage. The sign area displayed shall not exceed that area permitted by the frontage on that public street or parking lot.
- (20) Awnings may be used in lieu of permitted wall signs, provided said letters, insignia or emblems do not exceed the square footage allowed for a wall sign in the applicable zoning district.
- D. Signs permitted in residential districts. Any sign permitted in a residential district shall conform to the following regulations (see tables for overview of permitted signs):



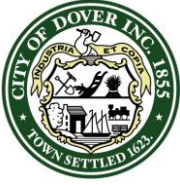
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (1) Customary home occupation signs shall identify only the name of each occupant and the street address. Said sign shall not exceed two square feet and shall not be subject to the permit requirements of this section.
 - (2) One sign not to exceed 16 square feet may be erected in connection with any legally permitted nonresidential use, excepting home occupations and bed-and-breakfasts.
 - (3) One sign may be erected in connection with a lawfully maintained nonconforming use.
 - (4) All nonresidential signs may only be illuminated by constant external illumination. The lighting element shall be shielded and shall illuminate only the sign. No sign shall be illuminated after 9:00 p.m. or before 6:00 a.m.
 - (5) One sign not to exceed four square feet may be erected in connection with a bed-and- breakfast.
 - (6) No sign shall be located greater than eight feet above the ground, whether freestanding or attached to a building.
- E. Signs permitted in CBD and CWD Districts. (See table for overview of permitted signs.)
- (1) Wall signs. An additional one square foot of sign area per one foot of business frontage shall be permitted, provided that the character of the sign conforms to mill motif design criteria. Refer to Subsection O for applicable criteria. **Editor's Note: See Figure 6 of the Sign Diagrams, Part II, included as an attachment to this chapter.**
- F. Signs permitted in C District. (See table for overview of permitted signs.)
- (1) Freestanding signs.
 - (a) Where a principal building fronts on more than one street, one freestanding sign may be erected upon each frontage, provided that the building complies with applicable setbacks.
 - (b) One freestanding sign shall be permitted for every principal entryway to a shopping center. Such signage shall be a distance of 500 feet apart.
 - (c) Each freestanding sign shall not exceed 16 feet in height, except as provided for below, and shall be permanently affixed to the ground. Notwithstanding, freestanding signs fronting on the Spaulding Turnpike shall not exceed 30 feet in height.
 - (d) Notwithstanding, no freestanding sign shall be allowed on Old Rochester Road. **Editors Note: Original § 170-32G, Signs permitted in B-1 Districts, of the 2013 Code, which immediately followed this subsection, was repealed 7-22-2020 by Ord. No. 2020.07.08-007**
- G. Signs permitted in O and Gateway Districts. No sign shall be illuminated after 9:00 p.m. or before 6:00 a.m. (See table for overview of permitted signs.) Signs shall only be illuminated by constant external illumination. The lighting element shall be shielded and shall illuminate only the sign.
- H. Signs permitted in CM District. (See table for overview of permitted signs.)
- (1) Freestanding signs.
 - (a) Where a principal building fronts on more than one street, one freestanding sign may be erected upon each frontage, provided that the building complies with applicable signage setbacks.
 - (b) Two freestanding development identification signs shall be permitted per approved industrial park, provided that the combined square footage of such signs does not exceed 500 square feet in area and that, if on a corner lot, such signs shall be set so as to not materially impede vision.
- I. Signs permitted in IT District. (See table for overview of permitted signs.)
- (1) Freestanding signs.



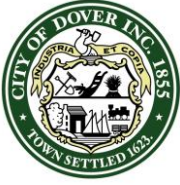
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (a) Where a development fronts on more than one public street or roadway, one freestanding sign shall be permitted upon each frontage.
 - (b) Each freestanding sign shall not exceed 16 feet in height, except as provided for below, and shall be permanently affixed to the ground. Notwithstanding, freestanding signs fronting on the Spaulding Turnpike shall not exceed 30 feet in height.
 - (c) Sign area shall not exceed 60 square feet in area. Notwithstanding, a freestanding sign fronting the Spaulding Turnpike shall not exceed 100 square feet in area. **Editor's Note: Original § 170-32K, Signs permitted in the B-5 District, of the 2013 Code, which immediately followed this subsection, was repealed 7-22-2020 by Ord. No. 2020.07.08-007**
- J. Political advertising signs. Political advertising signs are permitted per the political advertising sign provisions of state law.
- K. Obsolete signs. Any sign which is located on property which becomes vacant and unoccupied for a period of more than six months shall be deemed to have been abandoned, and the sign shall be considered obsolete. Such obsolete signs are prohibited and shall be removed by the owner of the sign or owner of the premises. In the event that the said sign(s) and support(s) are not removed as requested by the Zoning Administrator, the City of Dover may remove said structure(s) and assess all costs and expenses incurred in said removal against the structure's owners and/or the owner of the land upon which said structure(s) is located.
- L. Nonconforming signs. A sign installed prior to the effective date of this section which meets the applicable requirements of the Zoning Code then in effect but which is not in conformance with the provisions of this code shall be deemed a permitted nonconforming sign. Such nonconforming sign shall, however, be subject to the following regulations:
 - (1) No nonconforming sign shall be altered in any way, in structure or material, which makes the sign less in compliance with the requirements of this section than it was before the alterations.
 - (2) No nonconforming sign shall be relocated to a position making it less compliant with the requirements of this section.
 - (3) Nonconforming freestanding signs and projecting signs may be replaced upon approval of a sign permit application, provided that the support structure of the sign remains in place and the dimensions of the sign are the same or smaller. If any other nonconforming sign is replaced, it shall be replaced in total with a sign that is in conformance with the provisions of this section.
 - (4) Should a nonconforming sign be destroyed by any means to an extent of more than 75% of its replacement cost at the time of its destruction, it shall not be reconstructed except in conformity with the provisions of this section.
- M. Mill motif design criteria.
 - (1) Intent.
 - (a) A recurring architectural theme exists within the Central Business District, where the use of brick, granite and slate dominates much of the existing commercial building stock. Influenced by the early 19th century mill development, signage was closely integrated with the style and composition of the building, often consisting of handsomely carved and painted wooden signboards. The use of dark background tones, highlighted with bright lettering, was dominant. Projecting signs were typically constructed from dark-hued metal, cast iron in particular, and internal lighting or use of plastics, aluminum and vinyl was nonexistent.
 - (b) The use of a mill motif signage theme is an attempt to promote a style of architectural continuity within Dover's urban center. Within the defined mill motif theme, a great amount of flexibility is



CITY OF DOVER

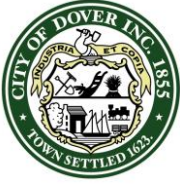
CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

permitted where design and materials are involved, and all signage should be guided by general design criteria.

- (2) Sign location. Every sign shall be required to be an integral part of its building. Signs shall be located with respect to the basic architectural framework of the building, so as not to obscure the primary elements (door and window openings and decorative facade treatments) of a building's framework.
- (3) Sign composition.
 - (a) Lettering.
 - [1] No more than one font shall be permitted per sign. More than one size is permitted.
 - [2] Letters may be attached to the building facade.
 - [3] Light-colored letters on a dark background are required.
 - [4] Lettering shall be located so as not to obstruct architectural detailing on the building face.
 - [5] Product trademarks are not permitted. Generic trade symbols (e.g., a shoe for a cobbler, a mortar and pestle for a druggist) are permitted.
 - [6] Letter styles shall be limited to the classic genre, i.e., Copperplate Gothic, Times, Franklin Gothic, Benton, Clarendon, Haas Helvetica, Folio Caravelle Medium, Windsor, and Times Roman.
 - [7] The size of the lettering shall be in proportion to both the sign configuration and the building.
 - (b) Color.
 - [1] No more than three colors are preferred, plus black and white. Differences in shade or hue are considered different colors. Lettering is limited to one color.
 - [2] Colors used in signage should relate to the color composition of the building material and be compatible with them.
 - [3] The determination of sign color must relate to the degree of contrast between the sign lettering and sign background.
 - (c) Lighting.
 - [1] Internal illumination and direct illumination are prohibited.
 - [2] Only shielded external illumination shall be permitted if lighting is used.
 - (d) Materials.
 - [1] The appearance of traditional materials, such as wood, glass, brass, bronze or iron, is required.
 - [2] Wooden signs shall be constructed of dense, clear wood that adapts to engraving/carving and paint or stain. The use of plywood shall be limited to overlay, exterior or marine plywood.
 - [3] Projecting signs shall be supported by black, iron attachments to the building. Guy wires shall not be permitted as a principal sign support member.
 - [4] No support for a projecting sign shall extend above the cornice line of the building to which it is attached.
- (4) Permit process.
 - (a) The Zoning Administrator shall be responsible for the issuance of sign permits relative to mill motif accessory signs. Application for said signs shall include the following items:
 - [1] A scaled elevation drawing of the entire building facade(s).
 - [2] Proposed sign clearly delineated on the elevation drawing.



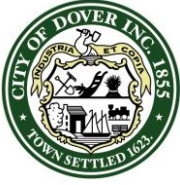
CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- [3] Detailed drawings indicating materials, size, colors and style of lettering, lighting and attachment method.
 - [4] A photograph of the building.
 - [5] A sample color rendering of the intended sign.
 - (b) Upon completion of the review, the Zoning Administrator will approve or disapprove the application and inform the applicant of the decision, in writing.
- N. Fees for the review of signage are set annually and may be found in the City's Fee Schedule.
- O. Temporary signs. No temporary sign shall be erected or placed in the City of Dover without a temporary sign permit issued by the Planning and Community Development Department, except as noted in Subsection O(1)(b). The following regulations shall apply:
 - (1) Temporary signs are prohibited in all residential zoning districts (R-40, R-20, R-12, RM-SU, RM-U, HR, and CBD-R). Where permitted temporary signs are subject to the following regulations:
 - (a) Temporary signs allowed with one-week permit. A lot or tenant may obtain a temporary sign permit for one week, provided that all of the following conditions are met:
 - [1] One-week temporary sign permits are valid for a consecutive seven-day period and may be obtained once every three months, for a maximum of four one-week temporary signs per year. If the permit is not used in one quarter, it shall not be carried over to the next quarter.
 - [2] The temporary sign shall be limited to 24 square feet in size and shall not be placed in such a manner so as to create a traffic or safety hazard. Banner-type temporary signs are permitted only in the C Zoning District, with the exception of grand opening signs.
 - [3] The temporary sign shall be removed within 24 hours after the end of the approved display period. If the temporary sign or banner is not removed within 24 hours, the temporary sign or banner may be removed by the City of Dover.
 - [4] If the temporary sign is located on a City sidewalk or within a public right-of-way directly in front of the building, the requirements in Subsection O(1)(d) must be met.
 - (b) Temporary signs allowed without a permit. One A-frame sandwich board temporary sign is permitted per lot or tenant and does not require a permit, provided all of the following conditions are met:
 - [1] The temporary sign is not located on a City sidewalk or within a public right-of-way.
 - [2] The maximum size of the temporary sign is eight square feet.
 - [3] The temporary sign must be placed directly in front of the building at a distance no greater than two feet from the building and must not impede pedestrian or handicapped access to the business or adjacent businesses.
 - (c) Temporary signs allowed with annual permit. One temporary sign shall be permitted per each principal building. Buildings with an excess of 100 feet of street frontage shall be permitted one additional temporary sign per every additional 100 feet of street frontage. See District Tables of Use for additional requirements. **Editor's Note: The District Tables of Use are included as attachments to this chapter.**
 - [1] If the temporary sign is located on a City sidewalk or within a public right-of-way directly in front of the building, the requirements in Subsection O(1)(d) must be met.
 - [2] The following additional regulations shall apply to temporary signs located in the CBD-General District:
 - [a] The structure of the temporary sign must consist of medium density overlay plywood, or a similar durable, wood-like material which can withstand the weather, or metal



CITY OF DOVER

CITY OF DOVER – ORDINANCE

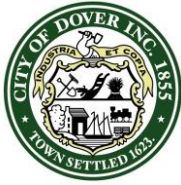
Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

(except as supplemented by material for changeable messages; see below). The use of other materials is permitted if styled and composed to imitate wood or metal.

- [b] Any graphics, lettering, words, numbers, messages and/or symbols on the temporary sign shall be applied directly onto the surface of the sign and/or shall be made with sign plastic film.
 - [c] The material for changeable messages shall be either chalkboard or dry- erase board. Temporary signs with moveable slide-in plastic letters are not permitted.
 - [d] Temporary signs using stencils or spray paint are not permitted.
 - [e] Temporary signs may not be painted traffic yellow or construction-zone orange or use any reflective or fluorescent materials.
- (d) Temporary signs located on a City sidewalk or within a public right-of-way. Temporary signs located on a City sidewalk or within a public right-of-way shall meet the following requirements:
- [1] A certificate of insurance in the amount of \$100,000 (bodily injury/property damage) shall be filed as part of the temporary sign permit application to ensure sufficient liability coverage of the applicant.
 - [2] A hold harmless certification letter shall be filed as part of the temporary sign permit application to relieve the City of Dover from bodily injury and property damage liability.
 - [3] Temporary signs shall only be displayed during business hours.
 - [4] A five-foot clear passageway must be maintained at all times.
 - [5] Temporary signs shall be located directly in front of the building or in front of the space within the building occupied by the temporary sign owner.
- (2) Community signs. With a permit, temporary signs may be located in the public right-of- way at Central Square, Weeks Crossing, and the intersections of Durham Road and Back River Road, Sixth Street and Indian Brook Drive, and Knox Marsh Road and Littleworth Road, provided that the following requirements are met:
- (a) Community signs shall be A-frame/sandwich board type and no larger than six square feet in area and no greater than three feet in height.
 - (b) No more than three permits shall be issued per location, per display period.
 - (c) Each week of the year shall constitute one display period. No applicant will be issued a community sign permit for more than 12 display periods per calendar year.
 - (d) Applications for community sign permits will be accepted by the Planning and Community Development Department only during the week prior to the display period. Applications will not be accepted in advance unless an entire calendar year's display schedule and payment of fees are submitted by the applicant. Permits will be granted on a first-come, first-served basis.
 - (e) Applications must be signed by the property owner (applicant or applicant's landlord) and shall include:
 - [1] A certificate of insurance in the amount of \$100,000 (bodily injury/property damage) to ensure sufficient liability coverage of the applicant.
 - [2] A hold harmless certification letter to relieve the City of Dover from bodily injury and property liability.
 - (f) A display period sticker will be issued with the community sign permit and shall be affixed to the lower right corner of the sign face.

13. AMENDMENT

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	--

Chapter 170 “Zoning” is hereby amended by revising Chapter 170-53, “Nonconforming structures” as follows:

§ 170-53. Nonconforming structures.

Where a lawful structure exists at the effective date of adoption or amendment of this chapter that could not be built under the terms of this chapter by reason of restrictions on area, lot coverage, height or yards, its location on the lot or other requirements concerning the structure may be continued so long as it remains otherwise lawful, subject to the following:

- A. Except as provided for in §§ 170-52A and 170-53D, no such nonconforming structure may be enlarged or altered in a way which increases its nonconformity, but any structure or portion thereof may be altered to decrease its nonconformity.
- B. A building or structure nonconforming either in terms of use or bulk may be restored to its former bulk if destroyed by fire, other hazard or if it is determined by the building official to be a hazard to persons or buildings abutting it, provided that restoration of the structure is begun within 12 months after the act of destruction. All such structures in use at the time of destruction for agricultural purposes shall be exempt from the provisions of this subsection, provided that such reconstruction, alterations or repairs are in compliance with the provisions of Subsection A.
- C. Should such structure be intentionally moved for any reason for any distance whatever, it shall thereafter conform to the regulations for the district in which it is located after it is moved.
- D. Additions to nonconforming single-family structures that were made nonconforming by a zoning amendment that changed the front, side or rear setback requirements shall be permitted within the front, side or rear setback areas, provided that the addition is no closer to the lot line than the existing nonconforming structure, ~~or is no closer than six (6) feet from the lot line, whichever is greater, and no closer than 10 feet to the lot line.~~
- E. For nonconforming single-family structures that were made nonconforming by a zoning amendment that changed the front, side or rear setback requirements, accessory structures that are less than one story in height shall be permitted within the front, side or rear setback areas provided that the accessory structure is no closer to the lot line than the existing nonconforming principal structure, and no closer than five feet to the lot line, and has no windows on the side of the building facing that encroached area.

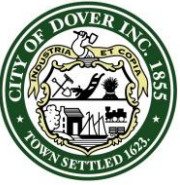
14. AMENDMENT

Chapter 170 entitled “Zoning” is hereby amended by revising Chapter 170-56, “Applicability” as follows:

§ 170-56. Applicability.

The following conditions shall apply to all parking and loading spaces provided in conformance with this chapter:

- A. Conformity with the Site Review Regulations, Chapter 153, §§ 153-14 and 153-17, site development criteria, ~~as deemed necessary by the Director of Planning and Community Development.~~
- B. Where parking spaces are provided for nonresidential structures and this parking area adjoins a residential use, suitable screening at least seven feet in height shall be provided and maintained.
- C. In the Central Business District (CBD) and Cochecho Waterfront District (CWD), municipal parking facilities may be substituted for the requirements of this section.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2025.09.24 - 2 Ordinance Title: Zoning Chapter: 170 Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60
---	---

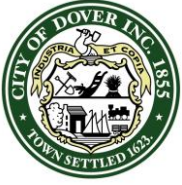
Parking spaces for nonresidential uses and multifamily dwellings shall have independent access to an aisle or driveway and be accessible year-round

15. AMENDMENT

Chapter 170 “Zoning” is hereby amended by revising Chapter 170-60 “Amendment procedure” as follows:

§ 170-60. Amendment procedure.

- A. Power to amend. In accordance with RSA 674:16, the City Council may, from time to time, amend the provisions of this chapter.
- B. Initiation of amendments. Amendments may be initiated by the City Council, the Planning Board, or by petition from one or more property owners in Dover or citizens of Dover.
- C. Procedure for consideration of a proposed amendment.
 - (1) Amendments initiated by the Planning Board. The Planning Board may, upon its own initiative, from time to time, consider amendments to this chapter or Zoning Map and submit recommendations for amendments to the City Council. Such amendments shall be developed pursuant to the public notice and hearing requirements contained in Subsection D below.
 - (2) Amendments initiated by the City Council. The City Council may, upon its own initiative, from time to time, consider amendments to this chapter or Zoning Map. All such City Council-initiated amendments shall be referred to the Planning Board for its review and study. The referral shall be made, in writing, by the Mayor. The Planning Board shall, after following the public notice and hearing requirements contained in Subsection D below, submit written recommendations regarding the amendments to the City Council within 60 days of their referral.
 - (3) Amendments initiated by Dover citizens or property owners. Dover citizens or owners of property in Dover submitting amendments to this chapter or Zoning Map shall forward their proposed amendments to the Planning Board for its consideration and recommendation. Such submission shall contain the information required by Subsection E below. The Planning Board shall have the petition placed on the agenda for its next regularly scheduled meeting that proper notice, as required in Subsection D below, can be met. After the public hearing, the Planning Board shall make its recommendations concerning the petitioned amendments to the City Council within 60 days of the date of the initial public hearing.
- D. Public notice and hearing requirements.
 - (1) Public notice. Public notice shall be given for the time and place of the public hearing at least 10 days before the hearing, not including the day the notice is posted or published or the day of the public hearing. In accordance with the requirements of RSA 675:7, I(a) and (b)(3), notice of the public hearing shall be posted in at least three public places, including the City website. In accordance with RSA 675:7, I(b), the posting on the City website shall appear prominently on the City's home page (or a link directly to the notice appearing prominently on the City's home page), shall be posted at least 10 days before the hearing, and shall remain posted on the website until the conclusion of the hearing.
[Amended 8-9-2023 by Ord. No. 2023.07.12-008]
 - (2) Notice to landowners and abutters. Except as hereinafter provided, a letter of notification shall be sent to landowners whose property lies within that area affected by a rezoning boundary change, change in permitted minimum lot sizes, or change in permitted use to their zone. Otherwise, notices will be sent per RSA 675:7. All such



CITY OF DOVER

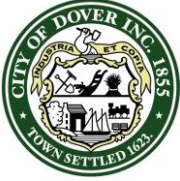
CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.09.24 - 2**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

notices shall be sent to the address used for mailing local property tax bills, shall be by first-class mail and shall be sent at least 10 days prior to the scheduled public hearing date. In accordance with RSA 675:7, I-a, good faith effort and substantial compliance shall satisfy the notice requirements set forth in this subsection. In accordance with RSA 675:7, I-b, in the event of petitioned zoning amendments, the petitioners shall be responsible for the full cost of notice by mail as set forth in this subsection. The requirements of RSA 675:7 shall apply if and to the extent RSA 675:7 (as may be amended from time to time) provides other or more stringent requirements than the notice and other requirements stated in this subsection.

- (3) Text of notice. All letters of notification and public notices shall state the time and place of the public hearing, the nature of the amendment, and a general description of the property involved, where applicable, and designate a place where the full text of the amendment is on file for public inspection.
- E. Submission requirements for petitioned amendments. A petitioned amendment proposal shall be accompanied by maps, data and narrative information describing the location, nature and purpose of the proposed amendment, as follows:
- (1) A properly drafted ordinance containing the amendment in a form meeting the requirements of the City Clerk;
 - (2) A statement of the purposes and intent of the proposed amendment;
 - (3) A statement of the impact of the proposed amendment on the City's economy, environment, municipal services, municipal facilities and neighborhoods;
 - (4) A map showing the existing zoning districts and the amendments to these districts as proposed in the amendment, if applicable;
 - (5) The names, addresses, and telephone numbers of those submitting the petition and of any agents or representatives of the same;
 - (6) A list and address labels including the name, address, and Tax Map number of each property owner of the area proposed for rezoning and each property owner within 100 feet of the subject area. The list shall be current within 10 days of submittal; and
 - (7) A ~~nonrefundable fee as contained within the Fee Schedule to cover the cost of the newspaper notice,~~ and a nonrefundable fee as contained within the Fee Schedule per landowner and abutter required to be notified per Subsection D(2).
- F. Criteria for Planning Board review of proposed amendments. The Planning Board shall provide to the City Council a report on each proposed amendment. The report of the Planning Board shall include the Planning Board's findings and recommendations on the following:
- (1) The consistency of the proposed amendment with the Master Plan;
 - (2) The consistency of the proposed amendment with other plans, studies, or technical reports prepared by or for the Planning Board and the City;
 - (3) The effect of the proposed amendment on the City's municipal services and capital facilities as described in the capital improvements program;
 - (4) The effect of the proposed amendment on the natural, environment, and historical resources of the City;
 - (5) The effect of the proposed amendment on neighborhood, including the extent to which nonconformities will be created or eliminated;
 - (6) The effect of the proposed amendment on the City's economy and fiscal resources; and
 - (7) The recommendation of the Planning Board relative to whether the proposed amendment should be adopted or rejected, and any recommendations for modifications to the proposed amendment.
- G. City Council action on proposed amendments.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Ordinance Number: **O – 2025.09.24 -**
Ordinance Title: Zoning
Chapter: 170
Section: 6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

- (1) Setting a hearing date. Upon receipt of the Planning Board's report and recommendations on the proposed amendment, or upon the expiration of the sixty-day study period, the City Council shall establish a date for a public hearing and shall further publish and post a notice of such hearing as specified in Subsection D.
- (2) Waiver of notice. In the event that the proposed amendment is comprehensive in nature, the aforementioned provisions requiring notice by first class mail to individual landowners and abutters may be waived by a majority vote of the full City Council, with respect to the public hearing to be held before it. An amendment shall be deemed to be comprehensive in nature if it affects more than one of the zoning districts established by § 170-7 of this chapter. ~~Under no circumstances may the provisions for publication of notice in a newspaper or posting of public notice contained in Subsection D(1) of this section be waived.~~
- (3) Action on the proposed amendment. After holding the duly noticed public hearing on a proposed amendment, the City Council shall approve or disapprove the amendment. The City Council shall not have the right to overrule the Planning Board recommendations unless by a vote of not less than 2/3 of its membership present and voting.
- (4) Protest petition. If a valid protest petition, in accordance with RSA 675:5, has been filed against a proposed amendment, a favorable vote of 2/3 of the City Council members present shall be required.

16. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

REQUIRES PUBLIC HEARING

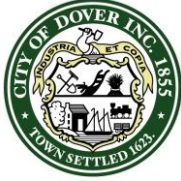
TO BE REFERRED TO PUBLIC HEARING ON OCTOBER 8, 2025

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Robert Carrier By Request
Approved as to Legal Form and Compliance:	Jennifer R. Perez Acting City Attorney		
Recorded by:	Jerrica Vansylyvong-Bizier City Clerk		

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

 CITY OF DOVER	CITY OF DOVER – ORDINANCE	
	Ordinance Number:	O – 2025.09.24 -
	Ordinance Title:	Zoning
	Chapter:	170
	Section:	6, 12, 14, 15, 19, 23, 24, 29, 32, 33, 50, 53, 56, and 60

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Robert Carrier		
Deputy Mayor Dennis Shanahan, Ward 5		
Councilor April Richer, Ward 1		
Councilor, Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Lindsey Williams, At Large		
Councilor Linea Nemeth, At Large		
Total Votes:		
Ordinance does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

The above changes have been approved and recommended by the Planning Board.

See attached for the edited attachments to § 170-12Applicability of Tables of Use and Dimensional Regulations by District.

ZONING

170 Attachment 5

City of Dover

Urban Density Multi-Residential (RM-U) District [Amended 8-19-2015 by Ord. No. 2015.07.22-017; 10-13-2021 by Ord. No. 2021.09.08-006]

Permitted Uses

- Accessory dwelling unit
- Adult day care
- Assembly hall
- Child-care facility
- Child-care home
- Conservation lot
- Conversion of existing dwelling to accommodate not more than 2 units [4]
- Dwelling, two-family
- Dwelling, single-family
- Educational institution, K-12
- Farm animals for family use, for noncommercial purposes, on lots containing a one- or two-family dwelling [5]
- Funeral parlor
- Office [6]
- Personal Services
- Public recreation
- Public utility [7]
- Rooming house

Dimensional Regulations [1] [2]

Lot	
Minimum lot size	10,000 sf
Maximum lot coverage	40%
Minimum frontage	80 ft
Principal Building	
Front setback	[3]
Abut a street setback	[3]
Side setback	15 ft
Rear setback	15 ft
Outbuilding/Accessory Use	
Front setback	No closer than the principal
Abut a street setback	No closer than the principal
Side setback	10 ft
Rear setback	10 ft
Height of Building	
Principal building	40 ft max
Outbuilding	40 ft max

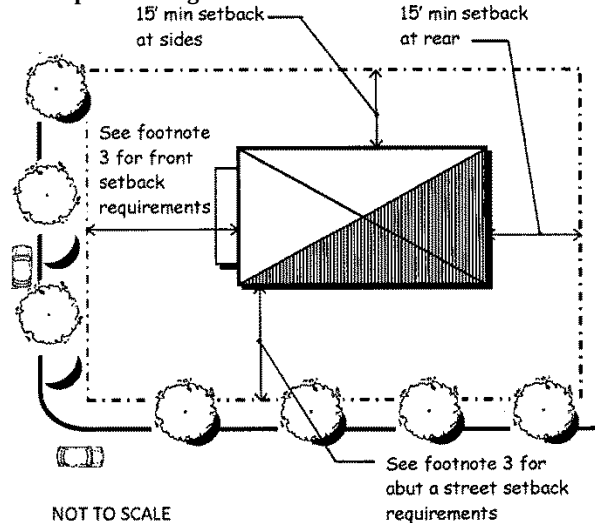
Uses Permitted by Special Exception

- Assisted living facility
- Beauty shop and barbershop
- Congregate care facility
- Continuing care community facility
- Conversion of existing dwelling to accommodate not more than 4 units
- Dwelling, three- to four-family
- Elderly assisted care home
- Group home for minors
- Nursing home
- Retail store

Sign Regulations

Size	RM-U District
Total signs permitted	1
Total area permitted	16 sf (customary home occupation sign 2 sf max, development identification sign 20 sf max)
Type	
Freestanding	Permitted (10 ft setback required)
Projecting	Permitted
Wall/awning	Not permitted
Temporary	Not permitted

Principal Building Placement



DOVER CODE

Footnotes

- [1] Refer to §§ 170-13, 170-14 and 170-27D for exceptions to lot size, frontage and setback requirements.
- [2] All land containing wetlands shall not be counted in determining the gross land area of a lot for the purposes of minimum lot size or minimum density requirements for residential uses. The minimum nonwetland portion of any newly created lot shall be contiguous. For the purposes of this calculation, wetlands shall include areas that meet the definition of wetland in the New Hampshire Code of Administrative Rules Env-Wt 101.113 and the 1987 Federal Manual for Identifying Jurisdictional Wetlands. Wetland buffers shall only be allowed to count for 40% of the minimum lot size required.
- [3] The property owner shall calculate the average front setbacks of all lots within the same zone located on the same side of the street, 250 feet in each direction from the center of the front lot line. This front setback dimension shall be considered to be a build-to line. Structures may be constructed within 5 feet plus or minus of the average. Porches or steps may be located an additional 5 feet beyond the front facade of the structure. Expansions to existing structures shall be subject to a minimum setback equal to the calculated average setback minus 5 feet.
- [4] Provided that the lot contains at least 2,000 square feet for each dwelling unit, plus an additional 500 square feet for every bedroom contained in such multiunit residence. A maximum of 4 units per lot is allowed.
- [5] Use is allowed on the portion of the lot that is behind the principal structure, provided the following standards are met. Chickens: No more than six chickens and no roosters, with 3 square feet of chicken coop and 20 square feet of a fenced enclosure yard per chicken; all coops and enclosures shall be 20 feet from any property line. Sheep or goats: 1 animal per 10,000 square feet of lot area, with a maximum of six animals; 10 square feet of shelter and 30 square feet of a fenced enclosure yard per animal; all shelters and enclosures shall be 30 feet from any property line.
- [6] Permitted only if operated as a customary home occupation (refer to definition in § 170-6B).
- [7] The utility facility shall be appropriately fenced to protect the public. Landscaping materials shall be required to provide a visual screen from any structures and storage within.

Special Exception Criteria [see § 170-59C(3) for additional regulations]

Assisted Living Facility:

- A. The facility shall be serviced by municipal sewer.
- B. The density per unit requirement is 2,500 square feet of lot area in the RM-U District.
- C. Parking lots and service areas are screened from abutting residential uses.
- D. The facility shall obtain a license from the State of New Hampshire.

Barbershops and Beauty Shops: Barber and beauty shops shall be subject to the following regulations:

- A. No more than 1 operator's chair is permitted.
- B. No assistants are to be employed.
- C. All operators are to be members of the immediate family who reside in the home.
- D. All such uses shall conform to the regulations governing customary home occupations in § 170-18.

Congregate Care Facility: Congregate care facility is allowed as a special exception in accordance with the density and provisions stated below:

- A. In the RM-U District at 1 unit per 2,500 sq. ft. of land.
- B. Provided that parking and service areas are screened from abutting residential uses.

Continuing Care Community Facility:

- A. The facility shall be serviced by municipal sewer.
- B. The density per unit requirement is 5,000 square feet of lot area in the R-20 District.
- C. Parking lots and service areas are screened from abutting residential uses.
- D. The facility shall obtain a license from the State of New Hampshire.

Conversion to or Creation of Dwelling, Three- to Four-Family: Three- or four-family dwellings and conversions of existing dwellings to 3 or 4 units shall be subject to the following regulations:

- A. The specific site must have an amount of open space, either landscaped or left natural, at least equal to the average amount of open space on all developed lots in the RM-U District that are wholly or partly within 200 feet of the subject parcel. Existing parking areas, either gravel, paved or unpaved, shall not be considered to be open space.
- B. Off-street parking, in accordance with Chapter 153, Site Review Regulations, shall be provided as to avoid vehicles backing into the street. ~~Two~~ One (1) parking spaces per unit shall be required.
- C. Parking lots shall be at least 5 feet from a side property line and 10 feet from a front property line.
- D. Parking areas shall be screened from the street and from abutting lots.
- E. Structures shall be at least 20 feet from a front property line, 15 feet from a rear property line and 15 feet from a side property line unless abutting a

ZONING

street, in which case the distance from the side property line shall be 20 feet.

- F. If the units generated are restricted to the HUD Fair Market Rent rates, for Dover, criteria A and E do not apply.

- F. Hours of operation shall be limited to 6:00 a.m. to 9:00 p.m., Sunday to Thursday.

Elderly Assisted Care Home: Elderly assisted care home is allowed by special exception in accordance with the densities and provisions stated below:

- A. Elderly assisted care homes larger than 6 bedrooms shall meet the following density requirements: In the RM-U District at a density of 1 bedroom per 2,500 sq. ft.
- B. Provided that parking and service areas are screened from abutting residential uses.
- C. Notwithstanding the above requirements, the maximum number of bedrooms and residents allowed in a facility may be increased, provided the increase is found not to be detrimental to the surrounding properties and conforms with parking standards in § 170-56 (Conditions for parking and loading spaces). Furthermore, any increase to an existing structure must be contained within or contiguous to the original structure.

Group Home for Minors: Group home for minors shall be subject to the following conditions:

- A. The group home site shall be compatible with abutting uses.
- B. The group home shall be located in areas of transitional land use or mixed land uses.
- C. Parking and service areas shall be screened from abutting residential uses, unless the abutter chooses to not want said screening.
- D. Open space shall be maintained on the property in an amount comparable to the neighborhood.
- E. The planned occupancy of the group home shall be compatible with the permitted density of the surrounding neighborhood.

Nursing Home: Nursing home is allowed as a special exception in accordance with the density and provisions stated below:

- A. In the RM-U District at 1 unit per 2,000 sq. ft. of land.
- B. Provided that parking and service areas are screened from abutting residential uses.

Retail Store: A retail store shall be subject to the following regulations:

- A. The store shall contribute to a neighborhood feel and be pedestrian-friendly.
- B. The store shall be no larger than 2,000 square feet.
- C. No more than half of the required parking necessary shall be on-site parking, which shall be screened from abutting residential lots.
- D. Any loading or unloading of products shall not disrupt neighborhoods or traffic flow.
- E. The proposed use shall be compatible with the surrounding neighborhood.

ZONING

170 Attachment 6

City of Dover

Heritage Residential (HR) District

[Added 8-19-2015 by Ord. No. 2015.07.22-017; amended 8-22-2018 by Ord. No. 2018.08.08-009; 10-13-2021 by Ord. No. 2021.09.08-006]

Permitted Uses***

- Accessory dwelling unit
- Adult day care
- Child-care home
- Conversion of existing dwelling to accommodate not more than 2 units [5]
- Customary home occupation
- Dwelling, two-family [5]
- Dwelling, single-family
- Farm animals for family use, for noncommercial purposes, on lots containing a one- or two-family dwelling [6]
- Public recreation
- Public utility [7]
- Roadside farm stand [8]

Uses Permitted by Conditional Use Permit***

- Bed-and-breakfast (permitted on Silver Street only)
- Child-care facility
- Conversion of existing dwelling to accommodate not more than 4 units
- Dwelling, three- to four-family
- Elderly assisted care home
- Group home for minors
- Office

Sign Regulations

Size	HR District
Total signs permitted	1
Total area permitted	8 sf (customary home occupation sign 2 sf max)
Type	
Freestanding	Permitted (10 ft setback required)
Projecting	Permitted
Wall/awning	Not permitted
Temporary	Not permitted

Dimensional Regulations* [1] [2]

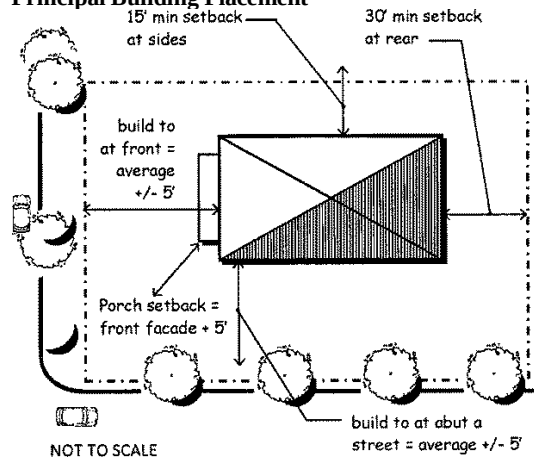
Lot	
Minimum lot size	10,000 sf
Maximum lot coverage	40%
Minimum frontage	80 ft
Principal Building***	
Front build-to line	[3]
Abut a street build-to line	[3]
Side setback	15 ft
Rear setback	30 ft
Outbuilding/Accessory Use***	
Front setback	[4]
Abut a street setback	[4]
Side setback	10 ft
Rear setback	10 ft
Height of Building	
Principal building	24 ft min**, 40 ft max
Outbuilding	40 ft max

* Deviations from these requirements are permitted by conditional use permit, subject to the requirements of § 170-20B(1), where applicable.

** The minimum principal building height shall not apply to additions constructed onto the rear of the principal building, provided that where the addition will be closer to either side lot line than the existing principal building, the addition shall be located no closer than 45 feet to the front lot line.

*** See next page for architectural considerations.

Principal Building Placement



DOVER CODE

Footnotes

- [1] Refer to §§ 170-13, 170-14 and 170-27D for exceptions to lot size, frontage and setback requirements.
- [2] All land containing wetlands shall not be counted in determining the gross land area of a lot for the purposes of minimum lot size or minimum density requirements for residential uses. The minimum nonwetland portion of any newly created lot shall be contiguous. For the purposes of this calculation, wetlands shall include areas that meet the definition of wetland in the New Hampshire Code of Administrative Rules Env-Wt 101.113 and the 1987 Federal Manual for Identifying Jurisdictional Wetlands. Wetland buffers shall only be allowed to count for 40% of the minimum lot size required.
- [3] The property owner shall calculate the average front setbacks of all lots within the same zone located on the same side of the street, 250 feet in each direction from the center of the front lot line. This front setback dimension shall be considered to be a build-to line. Structures may be constructed within 5 feet plus or minus of the average. Porches or steps may be located an additional 5 feet beyond the front facade of the structure. Expansions to existing structures shall be subject to a minimum setback equal to the calculated average setback minus 5 feet.
- [4] Accessory structures must be set back at least 20 feet from the average front setback of all lots within the same zone located on the same side of the street, 250 feet in each direction from the center of the front lot line.
- [5] Two-family dwellings shall be designed to look like single-family dwellings (i.e., the two-family dwelling should not look like it was designed to occupy more than 1 family). At a minimum, this shall mean that only 1 entrance shall be visible from a public street. Notwithstanding any other provision of Chapter 170, a legal or legal nonconforming accessory structure existing as of the effective date of these regulations may be converted into a second unit, provided that it shall not be enlarged, nor shall any exterior improvements be made to alter its appearance as an accessory structure.
- [6] Use is allowed on the portion of the lot that is behind the principal structure, provided the following standards are met. Chickens: No more than 6 chickens and no roosters, with 3 square feet of chicken coop and 20 square feet of a fenced enclosure yard per chicken; all coops and enclosures shall be 20 feet from any property line. Sheep or goats: 1 animal per 10,000 square feet of lot area, with a maximum of 6 animals; 10 square feet of shelter and 30 square feet of a fenced enclosure yard per animal; all shelters and enclosures shall be 30 feet from any property line.
- [7] The utility facility shall be appropriately fenced to protect the public. Landscaping materials shall be required to provide a visual screen from any structures and storage within.
- [8] Roadside farm stands shall be set back a minimum of 20 feet from all abutting vehicular rights-of-way. The area of any building associated with the roadside farm stand shall not be greater than 200 square feet in area and shall be considered an accessory structure if a residence is also located on the property. The total of the display area, including the building, shall not exceed 400 square feet. Off-street parking shall be provided in the amount of 1 off-street parking space per 250 square feet of display and building area, and all required parking spaces shall have safe access to and from a public street. A certificate of use issued by the Zoning Administrator and a driveway permit shall be required in all cases.

Architectural Considerations

The goal of the Heritage Residential District is to recognize, celebrate, and enhance the unique character of this area, in part by promoting architecture with a strong sense of place, fine detailing, quality materials, and designed with the site context and adjacent development in mind. To that end, applicants for new construction are encouraged to refer to the Dover Historic Preservation Guide (June 1991) for examples of architecture and design that is fitting for the Heritage Residential District. This document is available for viewing on the Planning and Community Development Department webpage and at the offices of the Planning and Community Development Department and Inspection Services Division, and is intended to serve as a guide to help encourage and inspire thoughtful and attractive development.

Conditional Use Permit Criteria

The requirements of § 170-20B(2) and (3) shall apply to all uses permitted by conditional use permit, in addition to the requirements set forth below.

Child-Care Facility: Child-care facilities shall be subject to the requirements set forth in the "child-care facility" definition, § 170-6.

Conversion to or Creation of Dwelling, Three- or Four-Family: Three- or four-family dwellings and conversions of existing dwellings to 3 or 4 units shall be subject to the following regulations:

- A. The specific site must have an amount of open space, either landscaped or left natural, at least equal to the average amount of open space on all developed lots in the HR District that are wholly or partly within 200 feet of the subject parcel.

ZONING

- Existing parking areas, either gravel, paved or unpaved, shall not be considered to be open space.
- B. Off-street parking, in accordance with Chapter 153, Site Review Regulations, shall be provided as to avoid vehicles backing into the street. ~~Two~~ One (1) parking spaces per unit shall be required.
 - C. Parking lots shall be at least 5 feet from a side property line and 10 feet from a front property line.
 - D. Parking areas shall be screened from the street and from abutting lots.
 - E. Structures shall be at least 20 feet from a front property line, 30 feet from a rear property line and 15 from a side property line unless abutting a street, in which case the distance from the side property line shall be 20 feet.
 - F. For new construction, the building must be designed to look like a single-family dwelling. At a minimum, this shall mean that only 1 entrance shall be visible from a public street. For conversions, the building must retain its appearance as a single-family dwelling or a two-family dwelling, whichever is the current use. Notwithstanding any other provision of Chapter 170, a legal or legal nonconforming accessory structure existing as of the effective date of these regulations may be converted into 1 or more residential units, provided that the building shall not be enlarged, nor shall any exterior improvements be made to alter its appearance as an accessory structure.
 - E. The planned occupancy of the group home shall be compatible with the permitted density of the surrounding neighborhood.
 - F. Hours of operation shall be limited to 6:00 a.m. to 9:00 p.m., Sunday to Thursday, and 6:00 a.m. to 10:00 p.m., Friday and Saturday.

Elderly Assisted Care Home: Elderly assisted care home is allowed in accordance with the densities and provisions stated below:

- A. Elderly assisted care homes larger than 6 bedrooms are permitted at a density of 1 bedroom per 2,500 square feet.
- B. Parking and service areas are screened from abutting residential uses.
- C. Notwithstanding the above requirements, the maximum number of bedrooms and residents allowed in a facility may be increased provided the increase is found not to be detrimental to the surrounding properties and conforms with parking standards in § 170-56 (Conditions for parking and loading spaces). Furthermore, any increase to an existing structure must be contained within or contiguous to the original structure.

Group Home for Minors: Group home for minors shall be subject to the following conditions:

- A. The group home site shall be compatible with abutting uses.
- B. The group home shall be located in areas of transitional land use or mixed land uses.
- C. Parking and service areas shall be screened from abutting residential uses, unless the abutter chooses to not want said screening.
- D. Open space shall be maintained on the property in an amount comparable to the neighborhood.

ZONING

170 Attachment 7

City of Dover

Commercial (C) District

[Added 7-22-2020 by Ord. No. 2020.07.08-007; amended 10-13-2021 by Ord. No. 2021.09.08-006; 9-14-2022 by Ord. No. 2022.08.10-010]

Permitted Uses [8]

- Adult day care
- Auto service station
- Bank
- Barber and beauty shop
- Child-care facility
- Clinic
- Commercial parking facility
- Commercial recreation
- Computer and data processing
- Dwelling, multifamily [3]
- Eating and drinking establishment [4]
- Farm
- Hotel/motel
- New car sales
- Office
- Personal service establishment
- Public utility [5]
- Publishing facility
- Retail store
- Theater
- Used car lot [6]
- Veterinary office, animal hospital or kennel

Uses Permitted by Special Exception

- Adult bookstore and/or video store
- Adult cabaret
- Vehicle refueling and recharging station

Sign Regulations

Size	C District
Total signs permitted	2 [per tenancy, and is for lot (excluding development identification signs)]
Total area permitted	2 sf for each linear foot of business frontage (see § 170-50 for regulations for businesses bordering the Spaulding Turnpike)
Type	
Freestanding	(Max size 60 sf, max height 16 ft. 1 sign per side of frontage. Freestanding signs shall be located on low planter walls or be monument signs.)
Projecting	Permitted (max size 8 sf)
Wall/awning	(Provide building signage that is proportional to the scale of the tenant facade, max 1 sf for each linear foot of business frontage)
Temporary	Permitted (max ht 4 ft, max size 32 sf)
Sign Size & Quantity	
<u>Total signs permitted (see §170-50 for multiple frontage exceptions)</u>	<u>2 [per tenancy, and is for lot (excluding development identification SIGNS)]</u>

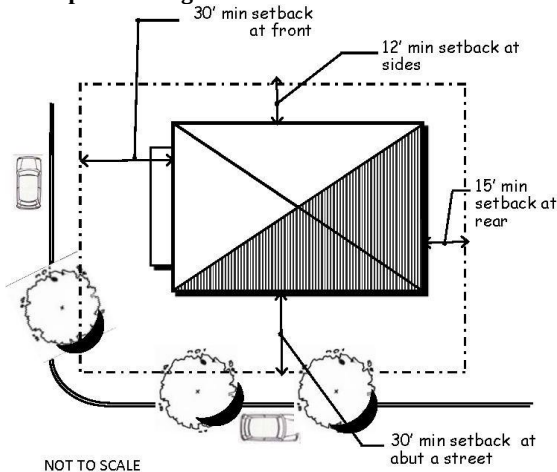
Dimensional Regulations [1] [2]

Lot	
Minimum lot size	20,000 sf
Maximum coverage	50%
Minimum frontage	125 ft
Principal	
Front setback	30 ft
Abut a street setback	30 ft
Side setback [7]	12 ft
Rear setback [7]	15 ft
Outbuilding/Accessory Use	
Front setback	50 ft
Abut a street setback	50 ft
Side setback	10 ft
Rear setback	10 ft
Height of Building	
Principal building	40 ft max
Outbuilding	40 ft max

* Parking areas shall be set back at least 25 feet from property lines

DOVER CODE

Principal Building Placement



Signs shall be designed and located to be visible from both pedestrian and vehicular areas, and shall be designed to further the design theme of the building and be consistent with any sign package. Paint sign backgrounds and sign cabinets to complement building colors.

Footnotes

- [1] Refer to §§ 170-13, 170-14 and 170-27D for exceptions to lot size, frontage and setback requirements.
- [2] All land containing wetlands shall not be counted in determining the gross land area of a lot for the purposes of minimum lot size or minimum density requirements for residential uses. The minimum non-wetland portion of any newly created lot shall be contiguous. For the purposes of this calculation, wetlands shall include areas that meet the definition of wetland in the New Hampshire Code of Administrative Rules Env-Wt 101.113 and the 1987 Federal Manual for Identifying Jurisdictional Wetlands. Wetland buffers shall only be allowed to count for 40% of the minimum lot size required.
- [3] Provided the lot contain 5,000 square feet per dwelling unit. Units are allowed only in mixed-use buildings, where no more than 2/3 of the overall square footage of the building is residential.
- [4] If the eating and drinking establishment has drive-in services, said service shall be set back either 50 feet from a residential abutting lot line or 100 feet from the abutting residential structure whichever is greater.
- [5] The utility facility shall be appropriately fenced to protect the public. Landscaping materials shall be required to provide a visual screen from any structures and storage within.
- [6] Permitted if an accessory use to a new car dealership.
- [7] A vegetated buffer of no less than 50 feet must be established and maintained along the C/R-12 zoning boundary abutting the southern property

line of the Tax Assessor's Map 37, Lot 38. The buffer must be populated with existing vegetation, where available, and where existing vegetation is not available or not adequate, the buffer shall be improved to provide visual screening on a year-round basis for the benefit of the residential uses abutting the C Zoning District. The buffer may feature new landscaping vegetation and materials, berms, fences, walls and other screening techniques, with a preference toward preserving existing healthy trees, where feasible. Buildings, impervious surfaces, mechanical equipment, parking and storage and display of goods and materials are prohibited in the buffer. Following installation, the buffer must be adequately maintained by the owner(s) of Tax Assessor's Map 37, Lot 38.

[8] Solar/green roof standard:

- All buildings ~~must~~ shall be constructed to be solar ready, ensuring that future installation of solar energy systems can be easily and effectively accommodated.
- ~~Commercial and mixed-use buildings that are 25,000 square feet or more must also incorporate solar panels and/or a green roof on at least 30% of the roof area.~~

Special Exception Criteria [see § 170-59C(3) for additional regulations]

Adult bookstore and/or video store, adult cabaret:

Adult bookstore and/or video store and adult cabaret shall be subject to the following conditions:

- A. An adult bookstore, video store or cabaret shall be at least 500 feet from a parcel of land containing an existing residential use.
- B. An adult bookstore, video store or cabaret shall be at least 1,000 feet from a parcel of land containing a school, church, community park or public recreational area.
- C. No adult bookstore, video store or cabaret shall be permitted within 1,000 feet of an existing similar use.
- D. The proposed use shall comply with all other state statutes, and City ordinances and codes.

Vehicle refueling/recharging stations:

- A. The use of land for vehicle refueling/recharging station may only be permitted upon the determination that the property values of adjacent land will not be compromised. Any vehicle refueling/recharging station which discontinues operations for a period in excess of 180 days shall be required to file a new application for a special exception with the Zoning Board of Adjustment. Such conditions may include, but need not be limited to, the provision of adequate and properly maintained screening around land so used.
- B. If petroleum based, the minimum lot size shall be 80,000 square feet; the minimum lot width shall be 150 feet. Thirty-three percent of the subject parcel shall be open/green space.

ZONING

- C. The total permitted sign area shall not exceed 100 square feet, inclusive of the canopy and fueling equipment, and any signage for retail or eating or drinking uses.
- D. Hours of operations shall be limited to 6:00 a.m. to 9:00 p.m.
- E. If a drive-in thru service is proposed, said facility shall be set back either 50 feet from a residential abutting lot or 100 feet from the abutting residential structure, whichever is greater, and shall also be screened consistent with Subsection G below.
- F. No fuel storage tanks may be constructed or enlarged closer than 100 feet to any Conservation District, and 200 feet to a secondary groundwater protection zone.
- G. Year-round consistent screening no less than 5 feet in height shall be provided from the street or any abutting residential structure to the pumps. The building may act as the screening.

ZONING

170 Attachment 8

City of Dover

Commercial Manufacturing (CM) District

[Added 7-22-2020 by Ord. No. 2020.07.08-007; amended 10-13-2021 by Ord. No. 2021.09.08-006; 9-14-2022 by Ord. No. 2022.08.10-010; 8-9-2023 by Ord. No. 2023.07.12-008]

Permitted Uses [9]

- Adult day care
- Child-care facility
- Commercial recreation
- Eating and drinking establishment [5]
- Establishments for the manufacture, assembly, services and repair of the products listed below and other uses of a similar nature:
 - ◊ Drugs
 - ◊ Office, computing and accounting machines
 - ◊ Radio and television receiving equipment; communication equipment
 - ◊ Electronic components and engineering, laboratory, scientific and research instruments and associated equipment
 - ◊ Measuring and controlling instruments
 - ◊ Optical instruments and lenses
 - ◊ Surgical, medical and dental instruments and supplies
 - ◊ Photographic equipment and supplies
 - ◊ Electrotherapeutic, electro-medical and X-ray apparatus
- Farm [6]
- Fuel, oil, or gas storage
- Helicopter take offs and landings [7]
- Hotel/motel
- Industry
- Light industry
- Office
- Open storage [8]
- Personal service establishment
- Public utility
- Publishing facility
- Research institutions
- Retail sale of agricultural or farm products raised on site
- Trucking terminal
- Warehousing
- Wholesaling

Uses Permitted by Special Exception

- Auto service
- Vehicle refueling and recharging station

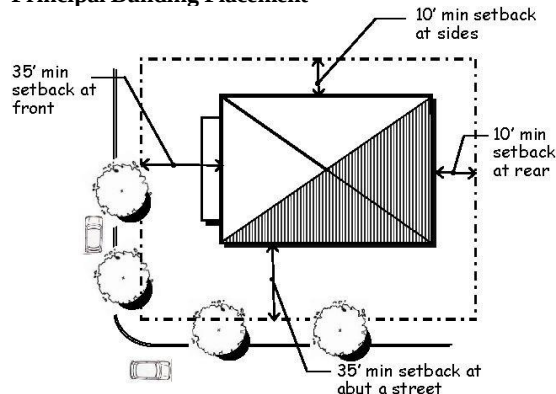
Uses Permitted by Conditional Use

- Alternative treatment center
- Self-service storage facility

Dimensional Regulations [1] [2]

Lot	
Minimum lot size	20,000 sf
Maximum lot coverage	50%
Minimum frontage	100 ft
Principal Building	
Front setback [3]	35 ft
Abut a street setback	35 ft
Side setback	10 ft
Rear setback	10 ft
Outbuilding/Accessory Use	
Front setback	35 ft
Abut a street setback	35 ft
Side setback	10 ft
Rear setback	10 ft
Building Height	
Principal building [4]	50 ft max
Outbuilding/accessory use	40 ft max

Principal Building Placement



Sign Regulations

Size	CM District
Total signs permitted	2 [per tenancy, and is for lot (excluding development identification signs)]
Total area permitted	1 sf for each 100 sf of leased space (if less than 700 sf of leased space, then 6 sf max)
Type	
Freestanding	Permitted, provided that the principal building is set back

DOVER CODE

	at least 35 ft (max size 100 sf, max ht 30 ft)
Projecting	Permitted
Wall/awning	Permitted
Temporary	Permitted
<u>Sign Size & Quantity</u>	
<u>Total signs permitted (see §170-50 for multiple frontage exceptions)</u>	<u>2 [per tenancy, and is for lot (excluding development identification SIGNS)]</u>

affect adjacent residential areas, particularly with respect to noise levels.

- [8] Provided that safety precautions be implemented so to prevent the endangerment of people and property adjacent to said storage. Screening, of at least 6 feet in height, of all open storage shall be accomplished through use of a fence, wall or vegetal (evergreens) material.

Footnotes

- [1] Refer to §§ 170-13, 170-14 and 170-27D for exceptions to lot size, frontage and setback requirements.
- [2] All land containing wetlands shall not be counted in determining the gross land area of a lot for the purposes of minimum lot size or minimum density requirements for residential uses. The minimum non-wetland portion of any newly created lot shall be contiguous. For the purposes of this calculation, wetlands shall include areas that meet the definition of wetland in the New Hampshire Code of Administrative Rules Env-Wt 101.113 and the 1987 Federal Manual for Identifying Jurisdictional Wetlands. Wetland buffers shall only be allowed to count for 40% of the minimum lot size required.
- [3] The maximum building heights may be increased to 75 feet provided the following conditions are met:
- A. The additional building height above 50 feet is necessary to meet an industrial function.
 - B. The building is located a minimum of 150 feet from a residential district.
 - C. The Planning Board has granted preliminary approval to the development proposal containing the taller building.
 - D. The building is for a permitted use, and not one granted by special exception, conditional use permit or variance.
- [5] If the eating and drinking establishment has drive-in services, said service shall be set back either 150 feet from a residential abutting lot line or 200 feet from the abutting residential structure whichever is greater.
- [6] Shall not include the raising and sale of farm animals; the breeding, boarding, and training of equines, and equine riding instruction; the commercial raising, harvesting, and sale of freshwater fish or other aquaculture products; and/or the breeding of poultry or game birds.
- [7] Helicopter take offs and landings are allowed subject to the following conditions:
- A. There shall be a distance of 1,000 feet between any existing residential structure and any proposed helicopter landing pad.
 - B. Except in the case of an emergency, no helicopter take offs or landings shall occur between the hours of 9:00 p.m. and 7:00 a.m.
 - C. The facility shall be accessory to the principal use located on the lot.
 - D. All facilities shall be located and designed so

that the operation thereof will not adversely

[9] Solar/green roof standard:

- All buildings ~~shall be constructed to~~ must be solar ready ensuring that future installation of solar energy systems can be easily and effectively accommodated.
- ~~Commercial and mixed-use buildings that are 25,000 square feet or more must also incorporate solar panels and/or a green roof on at least 30% of the roof area.~~

Special Exception Criteria [see § 170-59C(3) for additional regulations]

Vehicle refueling and recharging and auto service stations:

- A. The use of land for vehicle refueling/recharging station may only be permitted upon the determination that the property values of adjacent land will not be compromised. Any vehicle refueling/recharging station which discontinues operations for a period in excess of 180 days shall be required to file a new application for a special exception with the Zoning Board of Adjustment. Such conditions may include, but need not be limited to, the provision of adequate and properly maintained screening around land so used.
- B. If petroleum based, the minimum lot size shall be 80,000 square feet, the minimum lot width shall be 150 feet. Thirty-three percent of the subject parcel shall be open/green space.
- C. The total permitted sign area shall not exceed 100 square feet, inclusive of the canopy and fueling equipment, and any signage for retail or eating or drinking uses.
- D. No fuel storage tanks may be constructed or enlarged closer than 100 feet to any Conservation District, and 200 feet to a secondary groundwater protection zone.
- E. Year-round consistent screening no less than 5 feet in height shall be provided from the street or any abutting residential structure to the pumps. The building may act as the screening.
- F. Hours of operations shall be limited to 6:00 a.m. to 9:00 p.m.
- G. If a drive-in thru service is proposed, the facility shall be set back either 50 feet from a residential abutting lot or 100 feet from the abutting residential structure, whichever is greater, and shall also be screened consistent with Subsection E above.

ZONING

Conditional Use Permit Criteria

An alternative treatment center, as defined in RSA 126-X:1, I, shall be allowed if a conditional use permit is granted by the Planning Board upon a finding that the following criteria are met:

- A. An alternative treatment center shall not be located within 1,000 feet of the property line of a public or private elementary or secondary school or designated drug-free school zone.
- B. The alternative treatment center shall be located in a permanent building and may not be located in a trailer, manufactured home, cargo container, or any structure that has axles with wheels. Drive-in services are prohibited.
- C. Hours of operation shall be limited to 9:00 a.m. to 9:00 p.m., Monday through Friday, and 10:00 a.m. to 6:00 p.m. on Saturday and Sunday.
- D. The alternative treatment center shall provide for the proper disposal of cannabis remnants or by-products, which remnants or by-products shall not be placed in the facility's exterior refuse containers.
- E. The applicant shall provide a detailed narrative and floor plan, as well as any other relevant documentation, describing how the alternative treatment center shall be secured. The security plan must take into account the measures that will be taken to ensure the safe delivery of any product to the facility (including permitted times for delivery), how the product will be secured on site, and how patient transactions will be facilitated in order to ensure safety. The security plan shall be reviewed and approved by the City of Dover Police Department.
- F. The use of cannabis on the premises is prohibited.
- G. The alternative treatment center shall emit no cannabis-related fumes, vapors or odors which can be smelled or otherwise perceived from beyond the lot lines of the property where the facility is located.

Self-service storage facility shall be allowed if a conditional use permit is granted by the Planning Board upon a finding that the following criteria are met:

- A. The minimum front setback shall be double the setbacks required in the district.
- B. No storage unit building which units are externally accessed shall be visible from the street.
- C. Hours of operation shall be limited to 9:00 a.m. to 9:00 p.m., Monday through Friday, and 10:00 a.m. to 6:00 p.m. on Saturday and Sunday.
- D. If adjacent to a residential district or a lot containing a residential use, the facility shall:
 - i. Be limited to a one-story structure with a height no more than 20 feet.
 - ii. Not hold auctions or sales of contents of storage containers.
 - iii. Have screening sufficient to block the view of the buildings from abutting parcels and shall

prohibit lighting from shedding onto abutting parcels.

- E. All setbacks shall be double the setbacks required in the district, not just the front setback.
- F. The architectural design standards of § 153-14L(8)(b) shall be adhered to.

ZONING

170 Attachment 9

City of Dover

Innovative Technology (IT) District

[Added 7-22-2020 by Ord. No. 2020.07.08-007; amended 10-13-2021 by Ord. No. 2021.09.08-006; 9-14-2022 by Ord. No. 2022.08.10-010]

Permitted Uses [10] [11] [12] [13] [14] [15]

- Adult day care
- Child-care facility
- Computer and data processing
- Eating and drinking establishments [7]
- Establishments for the manufacture, assembly, services and repair of the products listed below and other uses of a similar nature:
 - ◊ Drugs
 - ◊ Office, computing and accounting machines
 - ◊ Radio and television receiving equipment; communication equipment
 - ◊ Electronic components and engineering, laboratory, scientific and research instruments and associated equipment
 - ◊ Measuring and controlling instruments
 - ◊ Optical instruments and lenses
 - ◊ Surgical, medical and dental instruments and supplies
 - ◊ Photographic equipment and supplies
 - ◊ Electrotherapeutic, electro-medical and X-ray apparatus
- Excavation
- Farm [8]
- Laboratories (scientific, medical, chemical) and testing facilities devoted to experimental production, research, product development or similar activity
- Office
- Public utility [9]
- Publishing facility
- Veterinary office, animal hospital or kennel [10]
- Warehousing
- Wholesaling

Sign Regulations

Size	IT District
Total signs permitted	2 [per tenancy, and is for lot (excluding development identification signs)]
Total area permitted	1 sf for each linear foot of business frontage (see § 170-50 for regulations for businesses bordering the Spaulding Turnpike)
Type	
Freestanding	Permitted, provided that the principal building is set back at least 75 ft (max ht 16 ft, max size 100 sf)
Projecting	Not permitted
Wall/awning	Permitted
Temporary	Permitted
Sign Size & Quantity	
Total signs permitted (see §170-50 for multiple frontage exceptions)	2 [per tenancy, and is for lot (excluding development identification SIGNS)]

Dimensional Regulations [1] [2]

Lot	
Minimum lot size [3]	2 acres
Maximum lot coverage [4]	33%
Minimum frontage	200 ft [3]
Principal Building	
Front setback [5]	50 ft
Abut a street setback	50 ft
Side setback	50 ft
Rear setback	50 ft
Outbuilding/Accessory Use*	
Front setback	50 ft
Abut a street setback	50 ft
Side setback	10 ft
Rear setback	10 ft
Height of Building	
Principal building [6]	55 ft max
Outbuilding	55 ft max

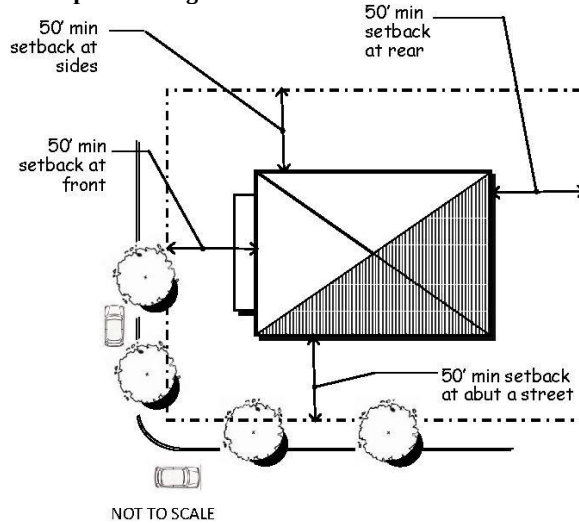
* Parking areas shall be set back at least 25 feet from property lines.

Uses Permitted by Conditional Use

- Educational institution, post-secondary
- Helicopter take offs and landings
- Personal service establishment
- Self-service storage facility

DOVER CODE

Principal Building Placement



Footnotes

- [1] Refer to §§ 170-13, 170-14 and 170-27D for exceptions to lot size, frontage and setback requirements.
- [2] All land containing wetlands shall not be counted in determining the gross land area of a lot for the purposes of minimum lot size or minimum density requirements for residential uses. The minimum non-wetland portion of any newly created lot shall be contiguous. For the purposes of this calculation, wetlands shall include areas that meet the definition of wetland in the New Hampshire Code of Administrative Rules Env-Wt 101.113 and the 1987 Federal Manual for Identifying Jurisdictional Wetlands. Wetland buffers shall only be allowed to count for 40% of the minimum lot size required.
- [3] Not applicable to lots of internal or private roadways.
- [4] At least 33% of the site shall be maintained as open space, either landscaped or left natural. A maximum of 33% of the site can be covered by buildings.
- [5] See § 170-15.
- [6] The maximum building heights may be increased to 75 feet provided the following conditions are met:
 - A. The additional building height above 50 feet is necessary to meet an industrial function.
 - B. The building is located a minimum of 200 feet from a residential district.
 - C. The Planning Board has granted preliminary approval to the development proposal containing the taller building.
 - D. The building is for a permitted use, and not one granted by special exception, conditional use permit or variance.
- [7] No drive thru allowed.
- [8] Where farm animals are raised and boarded, shelters to house said animals shall not be less than 100 feet from any property boundary.
- [9] The utility facility shall be appropriately fenced to protect the public. Landscaping materials shall be required to provide a visual screen from any structures and storage within.
- [10] Shelters and runs used to house and/or contain animals shall be no closer than 100 feet to any property line and must support a minimum tract size of 100,000 square feet.
- [11] Parking areas shall be screened from public streets and existing residential uses so as to minimize the visibility of such areas. Screening may consist of vegetation, earth berms, fencing or any combination of the above.
- [12] The allowed activities shall not be obnoxious or offensive by reason of emission of dust, odor, smoke, gas, noise or similar cause. Prior to site plan approval, the applicant shall submit evidence to the Planning Board identifying waste products to be generated by on-site activities. A plan for removal of the waste shall be approved by the Planning Board. Developments that will use, store or generate hazardous chemicals shall identify such chemicals prior to site plan approval. A plan for storage and use of hazardous chemicals shall be approved by the Planning Board. Plans pertaining to waste or hazardous chemicals shall verify compliance with applicable federal, state and local regulations.
- [13] A residential structure located within the Innovative Technology District and existing prior to 7-8-1987 may be increased up to 20% of the gross floor area of habitable space. New dwelling units shall not be allowed. Furthermore, customary accessory structures shall be allowed within the Innovative Technology District, but must remain within 75 feet of the nonconforming residential structure.
- [14] Development within the IT District shall conform to design standards contained in Chapter 153, Site Review Regulations, § 153-15.
- [15] Solar/green roof standard:
 - All buildings ~~shall be constructed to~~ must be solar ready ensuring that future installation of solar energy systems can be easily and effectively accommodated.
 - ~~Commercial and mixed-use buildings that are 25,000 square feet or more must also incorporate solar panels and/or a green roof on at least 30% of the roof area.~~

Conditional Use Permit Criteria

The following uses shall be allowed if a conditional use permit is granted by the Planning Board upon a finding that the following criteria are met:

Self-storage facility:

- A. The minimum front setback shall be double the setbacks required in the district.
- B. No storage unit building which units are externally accessed shall be visible from the street.

ZONING

- C. Hours of operation shall be limited to 9:00 a.m. to 9:00 p.m., Monday through Friday, and 10:00 a.m. to 6:00 p.m. on Saturday and Sunday.
- D. If adjacent to a residential district or a lot containing a residential use, the facility shall:
 - i. Be limited to a one-story structure with a height no more than 20 feet.
 - ii. Not hold auctions or sales of contents of storage containers.
 - iii. Have screening sufficient to block the view of the buildings from abutting parcels and shall prohibit lighting from shedding onto abutting parcels.
- E. All setbacks shall be double the setbacks required in the district, not just the front setback.
- F. The architectural design standards of § 153-14L(8) (b) shall be adhered to.

Helicopter take offs and landings:

- A. There shall be a distance of 1,000 feet between any existing residential structure and any proposed helicopter landing pad.
- B. Except in the case of an emergency, no helicopter take offs or landings shall occur between the hours of 9:00 p.m. and 7:00 a.m.
- C. The facility shall be accessory to the principal use located on the lot.
- D. All facilities shall be located and designed so that the operation thereof will not adversely affect adjacent residential areas, particularly with respect to noise levels.

Educational institution, post-secondary:

- A. The school is a trade/vocational/career technical school.
- B. The school ~~is accredited by~~ has active licensure through the State of New Hampshire, or equivalent.

Personal service establishments:

- A. The use is part of a larger retail/office or service center
- B. The use is complimentary to the adjacent advanced manufacturing or assembly uses.

ZONING

170 Attachment 10

City of Dover

Gateway District

[Added 7-22-2020 by Ord. No. 2020.07.08-007; amended 9-14-2022 by Ord. No. 2022.08.10-010; 8-9-2023 by Ord. No. 2023.07.012-008]

The information included in this table represents the requirements for development in this district; see § 170-20 for additional requirements.

Statement of Purpose

A gateway is an area that marks a transition point where you move from one existing condition to another. In terms of land use, Gateways generally indicate transition points from a less developed area (the highway, the rural landscape, etc.) to a more formal, densely developed urban core (multistory buildings, civic buildings, etc.). In Dover the primary Gateways (Central Avenue north and south of the downtown core, Broadway, and Portland Avenue) are generally dominated by commercial activity, with buildings of a lower height than those located downtown. Some residual residential activity occurs occasionally as stand-alone buildings, but frequently residential activity is located above ground-floor commercial uses. A modest distance between the building and the street exists, with a fair amount of landscaping.

Dimensional Regulations*

Principal Building	
Lot size	N/A
Lot coverage	50% max
Frontage build-out	60% min.
Front primary build to line	5 ft. min - 20 ft. max
Front secondary build to line	5 ft. min - 20 ft. max
Side setback	10 ft. min
Rear setback	15 ft. min
Outbuilding	
Front setback	20 ft. min + bldg. setback
Side setback	10 ft. min
Rear setback	15 ft. min
Private Frontages	
Common yard	Permitted
Porch and fence	Permitted
Terrace/light well	Permitted
Stoop	Permitted
Shopfront/awning	Permitted
Gallery	Not permitted
Height of Building	
Principal building	4 story max, 2 story min#
Outbuilding/accessory	2 story max

* CUP (§ 170-20B) may be used to adjust standards.

Parking Location Standards (See § 153-14)

New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

Permitted Uses* [1]

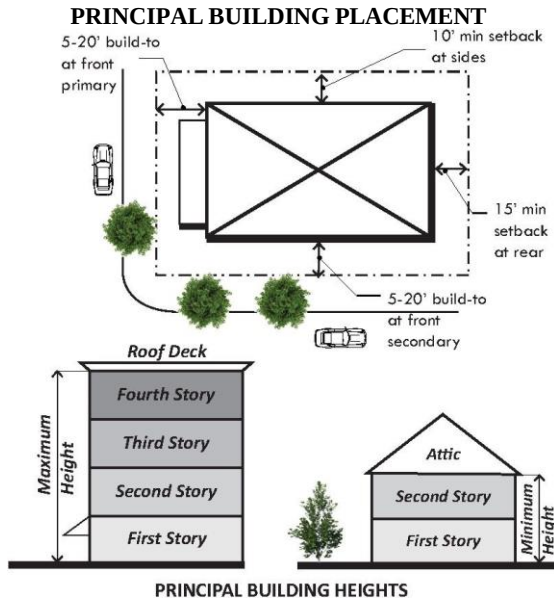
Use	
Residential	Permitted; density: 4,000 sf. per unit**#
Lodging	Permitted, up to 12 rooms. Must be 150 ft. from residential. 13 or more rooms are permitted with CUP.
Day care	Adult and child permitted, institutional not permitted.
Professional services and offices	Permitted#
Eating and drinking establishments	Permitted#
Retail/personal services	Permitted#
Industrial	Permitted on Broadway via CUP
Civic	Permitted
Drive-thru services	Not permitted
Other	Via conditional use permit

* CUP (§ 170-20B) may be used to adjust standards.

Footnotes

[1] If a four-story building is proposed, screening (year-round landscaping or solid fence) is required near property lines shared with adjacent properties where the building height is less than 4 stories, in order to create a visual buffer.

DOVER CODE



Sign Regulations

Sign Size and Quantity	
Total signs permitted	2
Total area of all signs	24 sf
Sign Type	
Freestanding	Permitted - 16 ft. max ht.
Projecting	Permitted - 10 ft. min. above sidewalk, 25 ft. max height, 24 sq. ft. max.
Wall/awning	Permitted
Temporary	Permitted per § 170-500(1)

Downtown Architectural Standards*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Gateway District is integral to maintaining the character and identity of our community. Building designs and materials along Central Ave. should enhance the appearance of Dover, reinforce pedestrian character where appropriate, reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single-family and multifamily uses. Architectural standards are not intended to stifle creativity or variety, but produce designs respectful of place and context. ~~For~~ **more information, please see Section 2 of Dover's CBD Architectural Design Guidelines.**

The following architectural standards must apply for a residential building with 5 units or more and all mixed-use/nonresidential uses along Central Ave. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the facade shall be windows.
- A pedestrian entrance shall be required at the street side or front facade.
- Residential uses permitted.
- The use of ground floor exterior lighting on the building should offer a feeling of warm security and increase safety to pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Building design shall enhance the pedestrian environment and streetscape.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Use of architectural details and changes in depth are included on building elevations to increase visual interest and scale.
- Garages shall not face the street.
- Solar/green roof standard:
 - All buildings must be solar ready
 - Commercial and mixed-use buildings that are 25,000 square feet or more must also incorporate solar panels and/or a green roof on at least 30% of the roof area.

Optional Standards:

- Use of elements that accentuate and/or provide coverage at the entry such as canopy, porch, recessed entry, etc., are encouraged.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Energy-efficient design techniques, LEED standards, or an equivalent standard is encouraged.
- Other integrated green infrastructure elements are encouraged.
- Approved public art is encouraged.

* CUP (§ 170-20B) may be used to adjust standards.

ZONING

Streetscape Standards

Streetscape standards were crafted to ensure streets in mixed-use areas of the Gateway District have a relationship with adjacent buildings, accommodate pedestrians and bicyclists, and are compatible with the character of Dover's neighborhoods. All street elements must be consistent with Dover Streetscape and Landscape Standards. ~~For more information on streetscape standards, please see Section 3 of Dover's CBD Architectural Design Guidelines.~~

- Sidewalks are encouraged to be brick and shall be a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate ground cover or shrubs, no bare ground permitted. Low-impact development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas and maintained to ensure five-foot-wide walkway.
- Projects shall be designed to maintain and enhance the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
- Street furniture is encouraged to be provided as follows:
 - 1 bench for every 75 feet of frontage.
 - At least 1 waste bin at each block corner.
 - 1 bike rack per nonresidential project.
- Lighting and mechanical equipment standards per § 170-20E(3)(d).

* CUP (§ 170-20B) may be used to adjust standards.

Streetscape Elements



** Density: 3,000 square feet per unit if part of a mixed-use building with 35% nonresidential uses; 2,000 square feet per unit if rents conform to HUD fair market rent rates for Dover, as published by the New Hampshire Housing Finance Authority.

Rooming houses and manufactured homes are considered other uses.

On Dover Point Road, within 300 feet of the center line of New Rochester Road, and for lots on Rutland Street:

- Building height is limited to 2 stories, unless a structure on adjacent property is 3 stories, in which case this may be matched.
- Residential is limited to single-family and two-family dwelling units, unless part of a permitted mixed-use building.
- Professional service and office, eating and drinking establishments and retail/personal services are limited to 2,000 square feet per unit.

ZONING

170 Attachment 14

City of Dover

CBD Transit Oriented Development Sub-District [Amended 9-11-2019 by Ord. No. 2019.08.28-12]

The information included in this table represents the requirements for development in this sub-district; see § 170-20 for additional requirements.

Statement of Purpose

This is an area ripe for redevelopment. This area west of Chestnut Street was once the home of coal yards, warehouses, and other supporting structures for the rail line that passes through it. The rail line will be the key to its future success as well. In combination with the associated transportation center, transportation is the key to future development here. It is envisioned that this could be an area of very dense development along the banks of the Cochecho River. A wide variety of uses is intended here, with residences dominating upper levels, and retail and commercial activity dominating lower levels.

Dimensional Regulations*

Principal Building	
Lot size	N/A
Lot coverage	75% - 100%
Frontage build-out	80% min
Front primary build-to line	0 ft. min - 0 ft. max
Front secondary build-to line	0 ft. min - 0 ft. max
Side setback	10 ft. min, 25 ft. max
Rear setback	0 ft. min, 25 ft. max
Outbuilding	
Front setback	Not permitted
Side setback	Not permitted
Rear setback	Not permitted
Private Frontages	
Common yard	Not permitted
Porch and fence	Not permitted
Terrace/lightwell	Not permitted
Stoop	Permitted
Shopfront/awning	Permitted
Gallery	Permitted
Height of Building	
Principal building	5 story max, 3 story min
Outbuilding/accessory	Not permitted

*CUP (§ 170-20B) may be used to adjust standards.

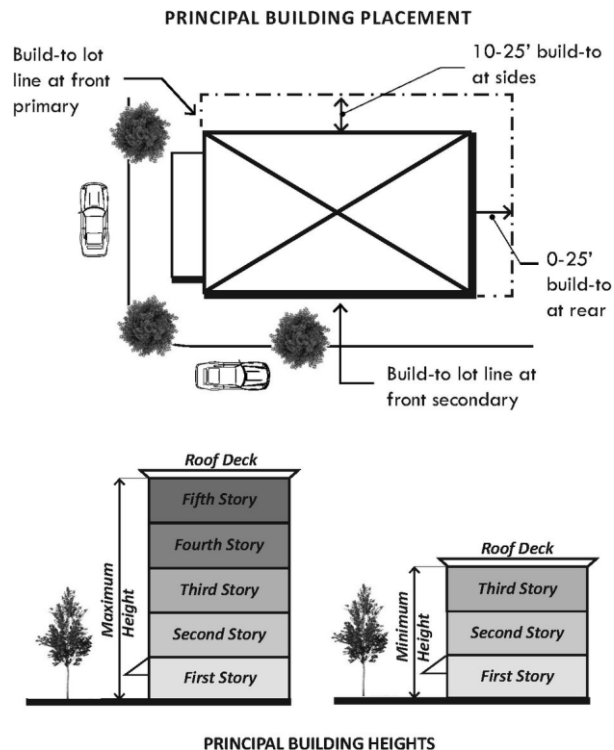
Parking Location Standards (See § 153-14)

New construction resulting in additional square footage, or an increase in residential units, must comply with parking standards for the new portion of the building only.

Permitted Uses*

Use	
Residential	Permitted but not on ground floor, except as existing use
Lodging	Permitted
Professional services & offices	Permitted
Eating & drinking establishments	Permitted
Retail/personal services	Permitted
Industrial	Not permitted
Civic	Permitted
Drive-thru services	Not permitted
Other	Via conditional use permit

*CUP (§ 170-20B) may be used to adjust standards.



DOVER CODE

Sign Regulations

Sign Size & Quantity	
Total signs permitted	2
Total area of all signs	1 sf per lf of frontage - area may be increased if mill motif is adhered to
Sign Type	
Freestanding	Not permitted
Projecting	Permitted - 10 ft. min above sidewalk, 25 ft. max height, 24 sq. ft. max
Wall/Awning	Permitted - 40 sq. ft. max
Temporary	Permitted per § 170-500(1)
Sign Size & Quantity	
<u>Total signs permitted</u>	<u>2 [per tenancy, and is for lot (excluding development identification SIGNS)]</u>

Architectural Standards*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Building designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, and reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single-family and multifamily uses. Architectural standards are not intended to stifle creativity or variety but produce designs respectful of place and context. For more information, please see Section 2 of Dover's CBD Architectural Design Guidelines.

The following architectural standards must apply for a residential building with 5 units or more and all mixed-use/nonresidential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the facade shall be windows.
- A pedestrian entrance shall be required at the street side or front facade.
- No more than 80% of any street facade shall be for parking.
- The use of ground floor exterior lighting on the building should offer a feeling of warm security and increase safety for pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Building design shall enhance the pedestrian environment and streetscape.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Solar/green roof standard:
 - All buildings ~~shall be constructed to must~~ be solar ready ensuring that future installation of solar energy systems can be easily and effectively accommodated.
 - ~~Commercial and mixed-use buildings that are 25,000 sq. ft. or more must also incorporate solar panels and a green roof on at least 30% of the roof area.~~

Optional Standards:

- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
 - Ornamental roof features that exceed the allowed building height are subject to the CUP process.
 - Energy-efficient design techniques, LEED standards, or an equivalent standard is encouraged.
 - Other integrated green infrastructure elements are encouraged.
- *CUP (§ 170-20B) may be used to adjust standards.

Streetscape Standards

Streetscape standards were crafted to ensure streets in transportation-oriented, mixed-use areas of the CBD accommodate pedestrians and bicyclists and facilitate alternative transportation travel. All street elements must be consistent with Dover streetscape and landscape standards. For more information on streetscape standards, please see Section 3 of Dover's CBD Architectural Design Guidelines.

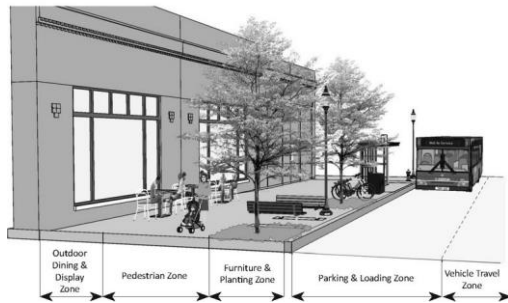
- Sidewalks shall be brick and a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate ground cover or shrubs, no bare ground permitted. Low-impact development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas and be maintained to ensure 5-foot-wide walkways.
- Projects shall be designed to maintain and enhance, the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
- Street furniture shall, at a minimum, be provided as follows:
 - 1 bench for every 75 feet of frontage.

ZONING

- At least 1 waste bin at each block corner.
- At least 1 bike rack per project plus 10% of the parking spaces provided for bike storage.
- Lighting and mechanical equipment standards per § 170-20E(3)(d).

*CUP (§ 170-20B) may be used to adjust standards.

STREETSCAPE ELEMENTS



Adult Bookstore, Video Store, or Cabaret

These uses are subject to the following conditions:

- An adult bookstore, video store or cabaret shall be at least 500 feet from a parcel of land containing an existing residential use.
- An adult bookstore, video store or cabaret shall be at least 1,000 feet from a parcel of land containing a school, church, community park or public recreational area.
- No adult bookstore, video store or cabaret shall be permitted within 1,000 feet of an existing similar use.
- The proposed use shall comply with all other state statutes, and City ordinances and codes.

ZONING

170 Attachment 15

City of Dover

CBD Mixed Use Sub-District [Amended 9-11-2019 by Ord. No. 2019.08.28-12]

The information included in this table represents the requirements for development in this sub-district; see § 170-20 for additional requirements.

Statement of Purpose

This is an area in transition. Once the homes of the mills' managers and the community's professionals and successful merchants, shipbuilders, sea captains, and others, these stately Victorian buildings are a tribute to Dover's financial success during the height of the mill economy. These elegant structures lend grace to the community. While some of the existing buildings remain as single-family residences, others are being converted to apartments and offices. As new structures replace older ones, they should follow the setback and massing of earlier structures. Residences in these newer buildings should be restricted to upper levels. Landscaping is an important element of this district, in both the public and private arenas.

Dimensional Regulations*

Principal Building	
Lot size	N/A
Lot coverage	~~75%~~ - ~~100%~~ <u>50% min</u>
Frontage build-out	~~80%~~ <u>60%</u> min.
Front primary build-to line	~~95~~ ft. min - ~~200~~ ft. max
Front secondary build-to line	~~50~~ ft. min - ~~200~~ ft. max
Side setback	~~10-5~~ ft. min, ~~25-20~~ ft. max
Rear setback	~~0-10~~ ft. min, ~~25-20~~ ft. max
Outbuilding	
Front setback	~~Not permitted~~ <u>20 ft. min + bldg. setback</u>
Side setback	~~Not permitted~~ <u>5 ft. min</u>
Rear setback	~~Not permitted~~ <u>5 ft. min</u>
Private Frontages	
Common yard	~~Not p~~ Permitted
Porch and fence	~~Not p~~ Permitted
Terrace/lightwell	~~Not p~~ Permitted
Stoop	Permitted
Shopfront/awning	Permitted
Gallery	~~P~~ <u>Not</u> permitted

Height of Building	
Principal building	~~53~~ story max, ~~32~~ story min
Outbuilding/accessory	~~Not permitted~~ <u>2 story max</u>

Parking Location Standards (See § 153-14)

New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

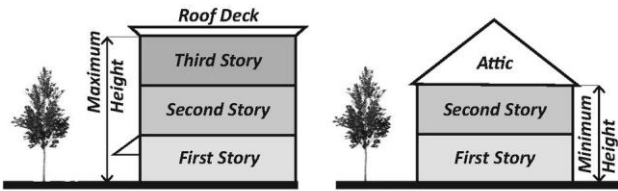
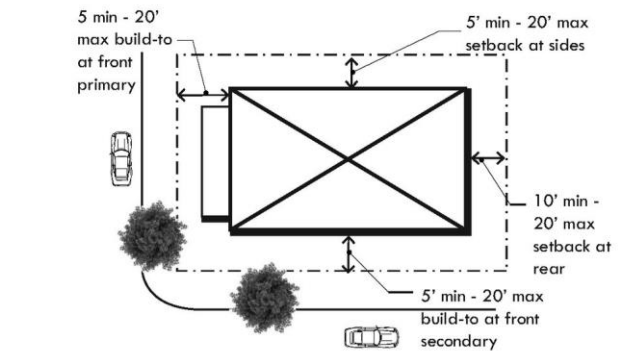
Permitted Uses*

Use	
Residential	Permitted, but not on ground floor except in existing structures; density allowed at 5,000 sf per unit, 10 units max
Lodging	Permitted, up to 12 rooms w/ stays up to 14 days
Professional services & offices	Permitted
Eating & drinking establishments	Not permitted
Retail/personal services	Permitted
Industrial	Not permitted
Civic	Permitted
Drive-thru Services	Not permitted
Other	Via conditional use permit

*CUP (§ 170-20B) may be used to adjust standards.

DOVER CODE

PRINCIPAL BUILDING PLACEMENT



PRINCIPAL BUILDING HEIGHTS

ZONING

Sign Regulations

Sign Size & Quantity	
Total signs permitted	2
Total area of all signs	1 sf per lf of frontage - area may be increased if mill motif is adhered to
Sign Type	
Freestanding	Not permitted
Projecting	Permitted - 10 ft. min above sidewalk, 25 ft. max height, 24 sq. ft. max
Wall/awning	Permitted - 40 sq. ft. max
Temporary	Permitted per § 170-500(1)
Sign Size & Quantity	
Total signs permitted	2 [per tenancy, and is for lot (excluding development identification SIGNS)]

*CUP (§ 170-20B) may be used to adjust standards.

Architectural Standards*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Building designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, and reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single-family and multifamily uses. Architectural standards are not intended to stifle creativity or variety but produce designs respectful of place and context. For more information, please see Section 2 of Dover's CBD Architectural Design Guidelines.

The following architectural standards must apply for a residential building with 5 units or more and all mixed-use/nonresidential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the facade shall be windows.
- A pedestrian entrance shall be required at the street side or front facade.
- The use of ground floor exterior lighting on the building should offer a feeling of warm security and increase safety to pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Garages shall not face the street.
- Solar/green roof standard:
 - All buildings shall be constructed to must be solar ready ensuring that future installation of solar energy systems can be easily and effectively accommodated.
 - ~~Commercial and mixed-use buildings that are 25,000 sq. ft. or more must also incorporate solar panels and a green roof on at least 30% of the roof area.~~

Optional Standards:

- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
- Use of elements that accentuate and/or provide coverage at the entry such as canopy, porch, recessed entry, etc., is encouraged.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Energy-efficient design techniques, LEED standards, or an equivalent standard is encouraged.
- Other integrated green infrastructure elements are encouraged.

*CUP (§ 170-20B) may be used to adjust standards.

Streetscape Standards

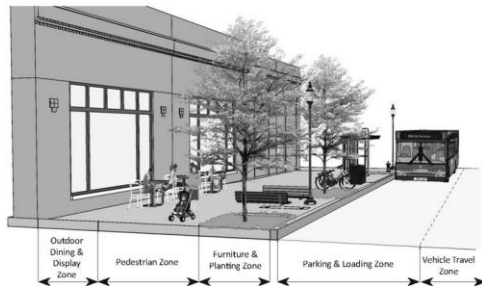
Streetscape standards were crafted to ensure streets in mixed-use areas of the CBD have a relationship with adjacent buildings, accommodate pedestrians and bicyclists, and are compatible with the character of Dover's neighborhoods. All street elements must be consistent with Dover streetscape and landscape standards. For more information on streetscape standards, please see Section 3 of Dover's CBD Architectural Design Guidelines.

- Sidewalks shall be brick and a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate ground cover or shrubs, no bare ground or mulch-only areas permitted. Low-impact development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas.

DOVER CODE

- Projects shall be designed to maintain and enhance the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
 - Street furniture shall, at a minimum, be provided as follows:
 - 1 bench for every 75 feet of frontage.
 - At least 1 waste bin at each block corner.
 - 1 bike rack per nonresidential project.
 - Lighting and mechanical equipment standards per § 170-20E(3)(d).
 - Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area in front of their buildings and maintain in such a way so that the walkway is cleared.
 - Approved public art is encouraged.
- *CUP (§ 170-20B) may be used to adjust standards.

STREETSCAPE ELEMENTS



ZONING

170 Attachment 16

City of Dover

CBD Residential Sub-District [Amended 9-11-2019 by Ord. No. 2019.08.28-12]

The information included in this table represents the requirements for development in this sub-district; see § 170-20 for additional requirements.

Statement of Purpose

North of the downtown core are neighborhoods of smaller homes, once the residences of mill employees, shopkeepers, and others for whom the close proximity to the downtown was an important feature. Smaller in scale than the more ornate homes in the Mixed Use District, many of these buildings still present considerable architectural detailing. Many of them have outbuildings at the rear of the property. The continued use of these areas as residential neighborhoods is important, both to the City's heritage and to achieving the smart growth and low carbon impact goals of the Master Plan. Where new structures are added, they should mimic the placement, scale, and building materials of the older homes.

Dimensional Regulations*

Principal Building	
Lot size	N/A
Minimum lot coverage	40%
Minimum frontage	75 ft.
Frontage build-out	40% min
Front primary build-to line	8 ft. min - 15 ft. max
Front secondary build-to line	8 ft. min - 10 ft. max
Side setback	10 ft.
Rear setback	15 ft.
Outbuilding	
Front setback	20 ft. min + bldg. setback
Side setback	5 ft. min
Rear setback	5 ft. min
Private Frontages	
Common yard	Permitted
Porch and fence	Permitted
Terrace/lightwell	Not permitted
Stoop	Permitted
Shopfront/awning	Not permitted
Gallery	Not permitted

Height of Building	
Principal building	3 story max, 2 story min
Outbuilding/accessory	2 story max

CUP (§ 170-20B) may be used to adjust standards.

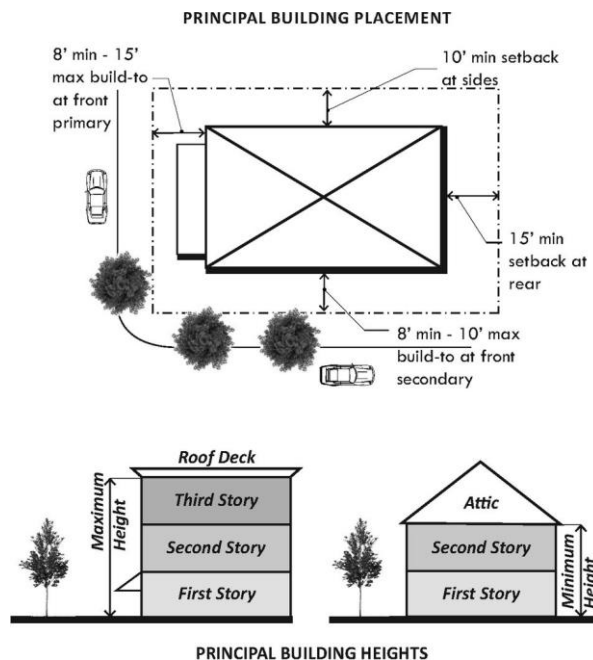
Parking Location Standards (See § 153-14)

New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

Permitted Uses*

Use	
Residential	Permitted
Lodging	Permitted, up to 12 rooms w/ stays up to 14 days
Professional services & offices	Via conditional use permit
Eating & drinking establishments	Not permitted
Retail/personal services	Via conditional use permit
Industrial	Not permitted
Civic	Permitted
Other	Via conditional use permit

*CUP (§ 170-20B) may be used to adjust standards.



DOVER CODE

Sign Regulations

Sign Size & Quantity	
Total signs permitted	1
Total area of all signs	16 sf
Sign Type	
Freestanding	Not permitted
Projecting	Permitted - 10 ft. min above sidewalk, 25 ft. max height, 24 sf max size
Wall/awning	Permitted - 16 ft. max height or to bottom of 2nd floor window sills, whichever is lowest
Temporary	Not permitted
<u>Sign Size & Quantity</u>	
<u>Total signs permitted</u>	<u>1 [per tenancy, and is for lot (excluding development identification SIGNS)]</u>

- Utility elements shall be screened in an aesthetically pleasing manner.

Architectural Standards*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Building designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, and reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single-family and multifamily uses. Architectural standards are not intended to stifle creativity or variety but produce designs respectful of place and context. For more information, please see Section 3 of Dover's CBD Architectural Design Guidelines.

The following architectural standards must apply for a residential building with 5 units or more and all mixed-use/nonresidential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the facade shall be windows.
- A pedestrian entrance shall be required at the street side or front facade.

Required Building Standards:

- Building designs shall be harmonious with neighboring structure in terms of mass, width, height, proportion, spacing, and setback.
- Building designs shall consider the quality of the pedestrian environment.
- Garage doors shall be relatively unobtrusive.

DOVER CODE

Optional Standards:

- Desirable materials include wood (clapboard and shakes), brick, stone, and contemporary materials that are harmonious and compatible with the aesthetic of the sub-district and its neighboring structures.
- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Energy-efficient design techniques, LEED standards, or an equivalent standard is encouraged.

*CUP (§ 170-20B) may be used to adjust standards.

Streetscape Standards

Streetscape standards were crafted to ensure streets in residential areas of the CBD are walkable, accommodate pedestrians and bicyclists, and are compatible with the character of Dover's neighborhoods. All street elements must be consistent with Dover streetscape and landscape standards. For more information on streetscape standards, please see Section 2 of Dover's CBD Architectural Design Guidelines.

- Sidewalks shall be a minimum of 5 feet wide.
- Projects shall be designed to maintain and enhance the quality of pedestrian, bicycle and vehicular facilities, and circulation and safety on affected public streets.
- Lighting and mechanical equipment standards per § 170- 20E(3)(d).
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate ground cover or shrubs, no bare or mulch-only ground areas permitted. Low-impact development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas.
- Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area in front of their buildings but maintain them in a way to not block the walkways.

*CUP (§ 170-20B) may be used to adjust standards.

STREETSCAPE ELEMENTS



ZONING

170 Attachment 17

City of Dover

CBD General Sub-District [Amended 9-11-2019 by Ord. No. 2019.08.28-12]

The information included in this table represents the requirements for development in this sub-district; see § 170-20 for additional requirements.

Statement of Purpose

From the late 1700's, when Dover began to shift from a farming community to a manufacturing center, the land and blocks in and around Washington and Main Streets and Central Avenue have been the community's commercial core. Both redevelopment and new development should reflect that 250-year history. A wide array of retail and commercial activity should be encouraged here. Residential activity should be encouraged on the upper floors of buildings. New construction, where needed, should follow the pattern of existing development in terms of building placement, building height, and the use of durable construction materials. Public spaces are important here, and should be encouraged and maintained properly.

Dimensional Regulations*

Principal Building	
Lot size	N/A
Lot coverage	75%
Frontage build-out	70% min
Front primary build-to line	(1)
Front secondary build-to line	(1)
Side setback	0 ft. min - 24 ft. max
Rear setback	10 ft. min
Outbuilding	
Front setback	Not permitted
Side setback	Not permitted
Rear setback	Not permitted
Private Frontages	
Common yard	Not permitted
Porch and fence	Not permitted
Terrace/lightwell	Not permitted
Stoop	Permitted
Shopfront/awning	Permitted
Gallery	Permitted
Height of Building	
Principal building	5 story max, 2 story min
Outbuilding/accessory	Not permitted

*CUP (§ 170-20B) may be used to adjust standards.

(1) The property owner shall calculate the average front setbacks of all lots within the same zone located on the same side of the street, 250 feet in each direction from the center of the front lot line. This front setback dimension shall be considered to be a build-to line. Structures may be constructed within 5 feet plus or minus of the average. Porches or steps may be located an additional 5 feet beyond the front facade of the structure. Expansions to existing structures shall be subject to a minimum setback equal to the calculated average setback minus 5 feet.

Parking Location Standards (See § 153-14)

New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

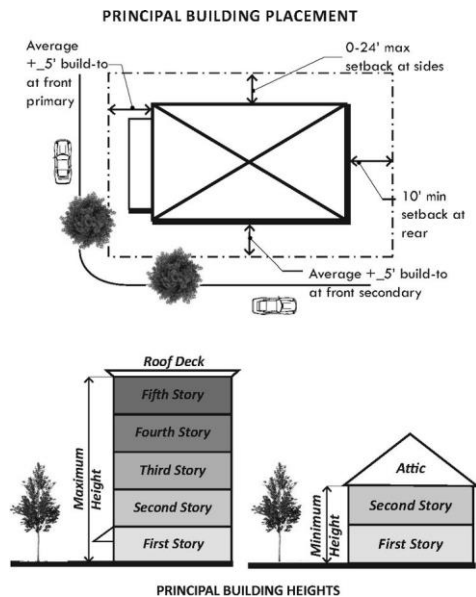
Permitted Uses*

Use	
Residential	Permitted, but not on ground floor except in an existing use
Lodging	Permitted
Professional services & offices	Permitted
Eating & drinking establishments	Permitted
Retail/personal services	Permitted
Industrial	Not permitted
Civic	Permitted
Drive-thru services	Not permitted
Other	Via conditional use permit

*CUP (§ 170-20B) may be used to adjust standards.

DOVER CODE

Section 2 of Dover's CBD Architectural Design Guidelines.



Sign Regulations

Sign Size & Quantity	
Total signs permitted	2
Total area of all signs	1 sf per lf of frontage - area may be increased if Mill Motif is adhered to
Sign Type	
Freestanding	Not permitted
Projecting	Permitted - 10 ft. min above sidewalk, 25 ft. max height, 24 sf
Wall/awning	Permitted, 40 sf max
Temporary	Permitted per § 170-500(1)
Sign Size & Quantity	
Total signs permitted	2 [per tenancy, and is for lot (excluding development identification SIGNS)]

Architectural Standards*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Building designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, and reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single-family and multifamily uses. Architectural standards are not intended to stifle creativity or variety but produce designs respectful of place and context. For more information, please see

DOVER CODE

The following architectural standards must apply for a residential building with 5 units or more and all mixed-use/nonresidential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 80% of the facade shall be windows.
- A pedestrian entrance shall be required at the street side or front facade.
- For new construction only nonresidential uses shall be on the ground floor level.
- Ground floor exterior lighting on the building is encouraged and should offer a feeling of warm security and increased safety to pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Building design shall enhance the pedestrian environment and streetscape.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Garages shall not face the street.
- Solar/green roof standard:
- All buildings ~~shall be constructed to~~ must be solar ready ensuring that future installation of solar energy systems can be easily and effectively accommodated.
- ~~Commercial and mixed-use buildings that are 25,000 sq. ft. or more must also incorporate solar panels and a green roof on at least 30% of the roof area.~~

Optional Standards:

- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
- Ornamental roof features that exceed the allowed building height are subject to the

CUP process.

- Use of elements that accentuate and/or provide coverage at the entry such as canopy, porch, recessed entry, etc., is encouraged.
 - LEED standards or an equivalent standard is encouraged.
 - Energy-efficient design techniques, LEED standards, or an equivalent standard is encouraged.
 - Other integrated green infrastructure elements are encouraged.
- *CUP (§ 170-20B) may be used to adjust standards.

Streetscape Standards

Streetscape standards were crafted to create a vibrant, walkable downtown area that facilitates pedestrian activity. The experience

ZONING

each person will have with the street, the sidewalk, the buildings, and the surrounding environment is what helps define the unique character of a place. All street elements must be consistent with Dover streetscape and landscape standards. For more information on streetscape standards, please see Section 3 of Dover's CBD Architectural Design Guidelines.

- Sidewalks shall be brick and a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate ground cover or shrubs, no bare ground or mulch-only areas permitted. Low-impact development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas and maintained to ensure 5-foot-wide walkway.
- Projects shall be designed to maintain and enhance the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
- Street furniture shall be provided as follows:
 - 1 bench for every 75 feet of frontage.
 - At least 1 waste bin at each block corner.
 - 1 bike rack per project.
- Lighting and mechanical equipment standards per § 170-20E(3)(d).
- Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area in front of their buildings.
- Approved public art is encouraged.

*CUP (§ 170-20B) may be used to adjust standards.

STREETSCAPE ELEMENTS

