



CITY OF DOVER

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers, City Hall, 288 Central Ave, Dover, NH.  
Meeting Date: **Tuesday, September 23, 2025**  
Meeting Time: **7:00 pm**

**Members Present:** Gina Cruikshank (Chair), Doug Glennon (Vice-Chair), Ken Mavrogeorge, Tom Clark, George DeBoer, Jeff Sanborn, Eric Salovitch (Alternate) until 7:10, Devon Dunn (Alternate), and Dennis Shanahan (Deputy Mayor/Alternate Council Representative)

**Members Not Present (excused):** Kyle Pimental, Tyler Allen (Alternate), Fergus Cullen (Councilor), Melina Gambino

**Staff Present:** Donna Benton, Planning Director

G. Cruikshank (Chair) called the meeting to order at 7:00p.m. and went through the rules for Citizen's Forum and Public hearings and noted D. Shanahan will sit for F. Cullen and D. Dunn will sit for K. Pimental.

### 1. CITIZENS' FORUM

*Citizens Forum Open*

No one spoke

*Citizens Forum Closed*

### 2. APPROVAL OF THE PRIOR MINUTES

- September 9, 2025 Regular Meeting Minutes

**Motion:** G. DeBoer moved to approve the regular meeting minutes of September 9, 2025. Seconded by: D. Shanahan. Vote: U/A

### 3. OLD BUSINESS

### 4. NEW BUSINESS

- Site Plan Amendment for McIntosh Dover, LLC, Assessor's Map 13, Lot 23, zoned G, 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.) \*(WAIV-2025-0006)

D. Benton explained that the Applicant has submitted an application for a Site Plan Amendment to the previously approved project at McIntosh Drive that involves four 4-story apartment buildings. The amendment would add 20 units to Building 2, bringing it from 39 to 59 units and increasing the overall project total from 158 to 178 units.

The proposal would also add 25 underground parking spaces and, to accommodate the additional units, the building footprint would be amended and the previously approved clubhouse would be eliminated. Building 2 is now being proposed as a combined structure with a 2-story amenities space.

The Technical Review Committee reviewed the plan at their June 26, 2025, and August 14, 2025 meetings.

Todd Baker, owner represented the application. He explained the timeline of purchasing the property, renovating it and getting it occupied into mixed uses: commercial, church and residential. They worked with staff and the zoning was changed and approval given for 156 apartments. Last year Planning Board gave approval to change some architectural elements due to increased cost of materials. Construction is about halfway through on two buildings which are all HUD rate affordable units. The construction of these one, two and three bedroom units should be complete by fall 2026.



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Today's request is for the added density for 20 more units. The proposal has been to TRC and feedback has been incorporated. He described the alteration to the buildings and relocation of common areas.

**Motion:** D. Glennon moved to accept the application and declared no regional impact. Seconded by: G. DeBoer. Vote: U/A

*Public hearing opened.*

No one spoke

*Public hearing closed.*

### **STAFF RECOMMENDATION- Site Plan Amendment:**

Chapter 153-13 outlines Site development plan requirements. This plan meets those standards outlined. Therefore, the Planning Department recommends that the Planning Board make the necessary and supporting findings of fact, and vote to approve the Site Plan Amendment with the following subsequent conditions:

#### **Subsequent Conditions to be Met Prior to Signing of Plans:**

1. All prior conditions from original approval (P21-45, P21-46, and P21-47) still apply (understanding impact fees for the additional requested units will not be accessed);
2. Revise plans to include Planning File # WAIV-2025-0006;
3. Provide physical and digital copies (including CAD) of complete plan set for final Planning Board signature which additionally shall include:
  - 3.1. Owner signature(s);
  - 3.2. Professional stamps and signatures;
  - 3.3. Add note that this plan is subsequent to the site plan (P21-45) and CUPs (P21-46 and P21-47) and to see P21-45 plan set for all other details and conditions related to the site as a whole; and
  - 3.4. Note on sheet C-102B the reconstructed curb ramp on southern side of Cataract Ave.
4. Active and passive recreation fee to be assessed;
5. Development Agreement to be revised (including information regarding the restricted units) and submitted to the Planning Department for review and recording at SCRD;
6. Applicant shall inform NHDES regarding increased number of units and footprint change and provide proof of communication with Planning Department;
7. Submit copy of Alteration of Terrain amendment for review by the Engineering and Planning Departments;

#### **Subsequent Conditions to Be Met Prior to Construction:**

8. A site construction sign with the contact information for the general contractor be displayed in a location approved by the City Engineer or Planning Director;

#### **Subsequent Conditions to Be Met Prior to Building Permit:**

9. Payment of Water and Sewer Investment Fees if applicable at time or request of service;
10. Active and passive recreation fee paid.

#### **Subsequent Conditions to Be Met Prior to Occupancy:**

11. Issuance of Certificate of Occupancy;
12. Design engineer to submit a construction certification letter to the City ensuring construction was completed in accordance with the plans and specifications approved by the City of Dover.

**Motion:** D. Glennon moved to approve the Site Plan Amendment with the subsequent conditions set by staff. Seconded by G. DeBoer. Vote: U/A



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E. Salovitch left the meeting at this time.

The Vice-Chair announced Items B & C would be heard together.

B. Consideration and acceptance of a Conditional Use Permit for Richardson Estates of Dover, LLC, Assessor's Map 35, Lot 64, zoned R-12, located at 141 Sixth Street. (Proposal seeks to allow approximately 35% impervious surface coverage where 20% max is allowed within the Secondary Groundwater Protection District.) \*(COND-2025-0015)

C. Consideration and acceptance of a Site Plan for Richardson Estates of Dover, LLC, Assessor's Map 35, Lots 64, zoned R-12, located at 141 Sixth Street. (Proposal is to construct ten (10), two-family dwelling units on a private road.) \*(SITE-2025-0010)

D. Benton explained that the Applicant has submitted an application for a development with 20 residential units in 10 two-family structures with a private road and sidewalk connection to Sixth Street and Dowaliby Court. The design meets R-12 requirements for two-family dwellings to appear as single-family homes and the Planning Board previously approved up to 20 units through Transfer of Development Rights, with a base density of 12 and 8 requested through TDR.

The site has no steep slopes or wetlands, but it is within the Secondary Groundwater Protection District, and a CUP is requested for 35% impervious coverage where 20% is allowed. One waiver is also proposed related to limited infiltration capacity and runoff. The TRC reviewed the project at two meetings and discussed the importance of looping the city water line through Dowaliby Court. Traffic was also reviewed but the traffic impact assessment did not recommend any needed improvements. The Conservation Commission also reviewed the project and endorsed the CUP at their August 11 meeting.

Christopher Berry, Berry Survey and Engineering represented the application and explained the previous TDR density approval and the proposed layout of the project. Permitting is underway with NHDES and revisions were made during the TRC process including moving the sidewalk location. He highlighted storm water management, the waiver request for storm water and CUP for impervious surface coverage.

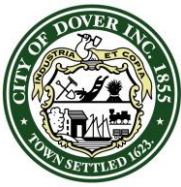
The applicant is working with the City on looping the proposed water line with the line on Dowaliby Ct to better the water quality for the residents on Dowaliby Ct.

Some discussion occurred among board members and Mr. Berry regarding the 1987 groundwater protection zone map and newer technologies and potential future ordinance modifications. Additional comments and discussion occurred relating to the location in relation to the community trail and sidewalk locations.

**Motion:** G. DeBoer moved to accept the applications and declared no regional impact. Seconded by: K. Mavrogeorge. Vote: U/A

*Public hearing opened.*

Marissa Sewell, 4 Dowaliby Ct, abutter spoke about the drainage issues, high water level and water on her property and others on Dowaliby Ct. She is a civil engineer who develops stormwater management systems and reports. Her concerns are that the increased impervious coverage will exacerbate the already existing water issues. She addressed drainage areas 38 and 5 on the plans which drain towards her property. If her interpretations of the drainage plan are correct she is asking the developer to work with the City to fix the invert to Whittier St to correct the underlying drainage problem.



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Rita Hibscheiler, 24 Whittier St is concerned about the added impervious surfaces and the water issues that already exist getting worse. She is opposed to the waiver request. The 20% that's in the regulations is there for a reason and should be followed.

Liam Sheridan, 4 Dowaliby Ct, abutter, is a construction superintendent and is concerned about flooding which already occurs at that location. He agrees with the other public comments. He requests the developers work with the City to lower the storm water invert on Whittier to fix the drainage issues.

*Public hearing closed.*

Mr. Berry addressed public comment:

- Peak runoff and volume is being reduced at that location
- They've sent as much water as possible from the proposed development in the other direction
- Roof runoff from the two abutters will also be captured
- Possible reinfiltration of storm water with sidewalk drain location
- Flow off Dowaliby is poor with or without the development
  - Applicant is working with the City to replace a water line in that area
    - If a rim needs to be adjusted or a core provided into that structure to allow water to drain into it, the applicant is willing to do that

K. Mavrogeorge confirmed the applicant is working with the City to install the water line. After that, Dowaliby will be repaved. If the application moves forward, whatever needs to happen with drainage at that location will be reviewed and taken care of at the time the water line is installed.

K. Mavrogeorge clarified which issues will be addressed once the area is opened up.

### **Consistency with Land Use Regulations – Conditional Use Permit, Groundwater Protection**

The Groundwater Protection ordinance §170-33E(4) provides for Conditional Use Permits to allow relief from the ordinance if supported by expert technical documentation demonstrating consistency with the ordinance's purpose and intent, including submission of an environmental protection plan meeting NHDES Best Management Practices (BMPs) for Groundwater Protection, and provisions for routine monitoring and reporting.

Planning Staff finds that the applicant has met all criteria under §170-33E(4). A drainage analysis and soils survey were completed and reviewed. The applicant's stormwater plan is consistent with the ordinance and meets both City and NHDES AoT requirements.

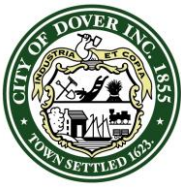
The Planning Department recommends the Planning Board make findings, and vote to approve the application with the following subsequent conditions:

### **Conditions to Be Met Prior to the Issuance of Conditional Use Permit:**

1. The owner's signatures on the final plan set.
2. Site Plan (SITE-2025-0010) approved.
3. State and federal permit numbers be added to the plan set.

**Motion:** G. DeBoer moved to approve the Conditional Use Permit with the subsequent conditions.

Seconded by D. Shanahan. Vote: U/A



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### **STAFF RECOMMENDATION - Waivers/Relief:**

§153-21 of the Site Plan Review Regulations state the “Planning Board may waive specific provisions of these regulations. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that:

- (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or
- (2) Specific circumstances relative to the subdivision, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.”

Planning Staff believes the applicant’s rationale for the waivers meets criterion (2) because of on-site soil conditions and waiving such standards and requirements is not contrary to the spirit or intent of the ordinance.

The applicant’s soil analysis shows limited infiltration on site, with two drainage points seeing a slight increase in runoff. However, staff finds the stormwater design reduces peak flows, meets ordinance intent, and will not cause flooding or impacts to surrounding properties.

The Planning Department recommends that the Planning Board make the necessary and supporting findings of fact, and vote to grant the waivers with the following subsequent condition:

### **Subsequent Condition to be Met Prior to the Signing of the Plans:**

1. Add a note that the Planning Board found the criteria of Chapter 153-21 have been met and the Board approved the following waiver:  
§153-14A(3)(b)[4], post-development stormwater runoff greater than pre-development runoff in 24-hour storm event

D. Benton answered why there are relief mechanisms that can be sought outside of the regulations such as 20% impervious surface regulation for the Deputy Mayor.

**Motion:** D. Glennon moved to grant the waiver request with the subsequent condition set by staff as it meets criteria for relief. Seconded by: K. Mavrogeorge. Vote: U/A

### **STAFF RECOMMENDATION- Site Plan:**

§153-13 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. This plan is consistent with those regulations.

Therefore, the Planning Department recommends that the Planning Board make the necessary and supporting findings of fact, and vote to approve the Site Plan with the following subsequent conditions:

### **Subsequent Conditions to be Met Prior to Signing of Plans:**

1. Approval of COND-2025-0015;
2. Submit condo association documents to the Planning Department for review, ensuring that provisions for maintenance of the stormwater system, roadway, sidewalks, roof, and limited common areas are included, along with reserve and surety calculation;
3. Continue process of pursuing water line looping through Dowaliby Court with the City;
4. Provide physical and digital copies (including CAD) of complete plan set for final Planning Board signature which additionally shall include:



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- 4.1. Owner's signatures;
- 4.2. Professional stamps and signatures;
- 4.3. Revise plans to show that CB #5 should be relocated on Sixth St before tip down ramp;
- 4.4. Indicate final waterline and hydrant locations;

### **Subsequent Condition to Be Met Prior to Construction:**

5. City's standard site construction sign with the contact information for the general contractor must be displayed in a location approved by the City Engineer or Planning Director;

### **Subsequent Condition to Be Met Prior to Building Permit:**

6. Payment of Water and Sewer Investment Fees, if applicable at time of request of service;

### **Subsequent Conditions to Be Met Prior to Occupancy:**

7. Issuance of Certificate of Occupancy;
8. Surety or other form of security acceptable to the City is provided for any unfinished work;
9. Design engineer to submit a construction certification letter to the City ensuring construction was completed in accordance with the plans and specifications approved by the City of Dover.

**Motion:** D. Glennon moved to approve the Site Plan with the subsequent conditions set by staff. Seconded by T. Clark.

Mr. Berry addressed board questions relating to the various sizes of the proposed structures/ units, confirmed the units will be market rate, and the proposal for hammer head vs cul-de-sac road option.

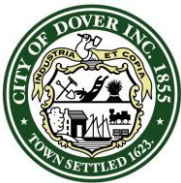
Vote: U/A

The Vice-Chair announced Items D, E, & F, continued from the September 9, 2025 meeting, would be heard together.

- D. Consideration and acceptance of a Conditional Use Permit for the City of Dover, Assessor's Map H, Lot 12, zoned R-20, located 25 Alumni Drive. (Proposal is for approximately 378 s.f. of permanent impacts within the 50' wetland buffer as a result of the proposed renovation of the Dover High School Athletic Complex.) \*(COND-2025-0018)
- E. Consideration and acceptance of a Conditional Use Permit for the City of Dover, Assessor's Map H, Lot 12, zoned R-20, located at 25 Alumni Drive. (Proposal seeks to allow relief from the Secondary Groundwater Protection District for development that creates more than 20% impervious surface for the proposed renovation of the Dover High School Athletic Complex.) \*(COND-2025-0020)
- F. Consideration and acceptance of Site Plan Amendment 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.) \*(WAIV-2025-0010)

Ken Mavrogeorge and Jeff Sanborn recused themselves. Six board members were available to sit for the item.

D. Benton explained that the proposal is for a Site Plan Amendment for the full reconstruction of the Dover High School Athletic Complex, with the project's authorizing resolutions passing both City Council and the School Board during the summer. RSA 199:3 outlines the role of the Joint Building Committee and it is really the entity to decide items/design of the project therefore, the decision of synthetic turf or natural is in their



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jurisdiction and they will make final decision based off any bids coming back compared to the budget they have. The project is before the Planning Board tonight because under RSA 674:54, the Planning Board can review governmental land use projects and provide written, nonbinding comments on whether the proposal aligns with normally applicable land use regulations.

The project proposes replacing the football field, track, baseball field, grandstands, and lighting, along with new bathrooms, concessions, team rooms, press box, storage, and upgraded equipment. It also adds accessible parking, team bus accommodations, and landscaping. The applicant is seeking Conditional Use Permits for impacts to the wetland buffers and impacts within the Secondary Groundwater Protection District, both conditionally endorsed by the Conservation Commission. The Technical Review Committee also reviewed the plan on August 28, 2025.

Fergus Cullen, 152 Boxwood Ln represents the Joint Athletics Building Committee and represented the application.

He noted the committee has been working with Tighe and Bond on the engineering aspects of this project for 18 months, but they couldn't be here tonight.

They are seeking approval for an amended site plan and two CUPs. He explained the CUPs are for impacts to wetland buffer and impervious surface coverage within the secondary groundwater protection zone.

The committee is voluntarily going through the discussion and approval processes with the City committees and boards, though as a public project it is not a requirement.

TRC, all departments, and Conservation Commission have all reviewed the proposal.

He explained the scope and details of the proposal for the new, updated, rearranged athletic complex.

He addressed the material of the field as follows: it is a settled matter. After an exhaustive public process which included feedback from 300 members of the community, the school board endorsed and the City Council voted to fund the project as recommended with synthetic turf on the new field.

The project has gone out to bid this week, but some details will be unknown until after submissions are received and reviewed.

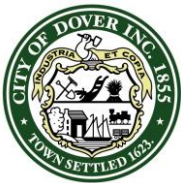
He addressed groundwater protection:

- The amount of impervious surface is not changing that much under the proposal for the new complex
  - Currently 37%
  - Proposed at 43%
- Existing drainage and runoff system failed decades ago
  - The new proposed system will be a vast improvement to groundwater protection from what exists now
- The project is subject to state permits and state review
  - Alteration of Terrain
  - Shoreline protection
  - Sewer connection

He addressed the CUP for impacts to the buffer.

He noted that both grass and synthetic fields are impervious.

Synthetic fields have been used for years and have been thoroughly reviewed by the JBC, Council and School Board. He gave specific numbers of these types of fields in NH.



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Mr. Cullen answered questions from the board relating to size of the buffer impact and why that impact (bleachers) can't be reduced, impervious versus pervious status of turf and (preferred) bid request requirement to meet the pervious criteria, explanation of the layers and drainage under a synthetic field, requests that the JBC keep feedback from boards, committees and public as they move forward through the process, and additional information about where the added impervious surfaces are within the new proposed complex.

**Motion:** G. DeBoer moved to accept the applications and declared no regional impact. Seconded by: D. Shanahan. Vote: U/A

*Public hearing opened.*

John Atherton, 22 West Concord St is concerned about plastics and toxins getting into the water. He expounded on his concerns which he believes are inevitable.

Peter Siess, 28 Bellamy Rd, abutter is in favor of the project but has concerns about the location of the driveway, parking and maintenance building in relation to his property line. The plans remove the tree buffer that currently exists and creates a parking area. There will be no buffer from lights and sound which will negatively affect his property and the flora and fauna which will be eradicated. He suggested another location for the parking and maintenance building. He made several requests if the plans can't change.

Cynthia Walter, 22 West Concord St, expressed concerns about the synthetic fields and plastics and getting into the ground. She requests the board add conditions to any approvals to prevent unlimited amounts of plastics to be chosen by the JBC for turf and infill. She asked that the recommendations provided by the Conservation Commission are made conditions of approval by the Planning Board. She gave additional requests for conditions of approval.

Kate Surman, 39 Sandra's Run, agrees with what the other speakers have stated. She encourages the board to follow the Conservation Commission's recommendations. She noted the more impervious surfaces there are, the more the wildlife is affected and has less areas available.

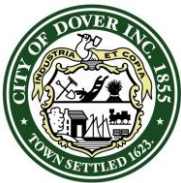
Ronan O'Doherty, 13 Elliot Park, JBC member is a coach and has experience maintaining the fields. He highlighted some issues that exist with grass fields. He expressed appreciation for the work and research of the JBC and looks forward to completing the project and giving the community the facilities they deserve.

Robin Trefethen, 3 Nantucket Ct, Chair, Dover School Board noted the School Board is supportive of the project. The surface of the field has been up for debate and she clarified the JBC has the authority to decide the materials used based on the funds available. She asked the board to make their decisions based on whether criteria has been met rather than information from special interest groups.

Emails were received by the office and summarized below:

Allison Davis, 11 Hidden Valley Dr, wrote that she strongly supported the recommendations made by the Conservation Commission and requested Planning Board support of the recommendations and highlighted water supply and natural resource protection.

Amy M. Kramer Perry, no address provided, wrote that she strongly supported the recommendations made by the Conservation Commission.



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Diana Carpinone, no address provided, wrote that she strongly supported the recommendations made by the Conservation Commission and requested the Planning Board follow Conservation Commission recommendations with emphasis on water quality protection.

Cynthia Walter, no address provided, provided a detailed overview of potential effects of contaminants in groundwater. She requested that the Planning Board follow the Conservation Commission's recommendations and further requested prioritization of natural grass over synthetic turf.

Peter Siess, 28 Bellamy Road, wrote in support of the athletic complex renovations but has concerns due to the proposed placement of parking and maintenance operations near residential properties. He requests consideration of the relocation/reduction of parking and maintenance uses, installation of an evergreen buffer with fencing, shielded lighting with curfews, permeable paving, construction limits, and a traffic study.

Susan Smith, 2 Susannah's Crossing, wrote that she requests the Planning Board support the recommendations made by the Conservation Commission.

Kristine Baber, 5 Gerrys Lane, wrote that she strongly supported the recommendations made by the Conservation Commission and about the importance of water protection. She requests the Planning Board follow Conservation Commission recommendations, restrict impervious surfaces to current standards, require natural grass for the multi-use field, and prohibit crumb rubber infill.

William Baber, 5 Gerrys Lane, wrote about the importance of stormwater and flood management in the city. He wrote in opposition to the proposed artificial turf field, arguing that artificial turf worsens runoff and contamination risks. He stated that relief should not be granted for groundwater protection standards.

Alexandra Barbahen wrote to follow the recommendations of the Conservation Commission.

*Public hearing closed.*

F. Cullen addressed public comment:

- Acknowledged the abutter's comments and the JBC will be in touch to try to address some of the concerns he has and requests he's made as an abutter

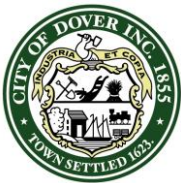
D. Benton addressed public comment:

- Conditions from the Conservation Commission are non-binding but have been added to the CUP.
- They were included within the conditions for approval tonight for the CUP

The Chair requested K. Mavrogeorge as Deputy Community Services Director to answer some questions from the board.

K. Mavrogeorge answered questions about whether Dover treats water for plastic nanoparticles and where the drinking water comes from and how it's treated. He gave some comparisons of pros and cons for both turf and grass fields and explained a bit about what happens to the water passing through the synthetic field.

D. Shanahan noted he has various personal opinions on the matter, but the City Council made their decision based on their technical review and the overwhelming feedback from the citizens.



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He recognized that the boards and committees which have voted on this project have had many members voting in favor though reluctantly. That is because they have to follow the regulations, criteria and legal authority given to them or not given to them.

D. Dunn noted from a public health standpoint, she hopes the JBC will consider natural rather than synthetic.

### **Consistency with Land Use Regulations – Conditional Use Permit, Wetland Protection District**

The Wetlands Protection District ordinance §170-28.F provides for Conditional Use Permits to allow impacts to the Wetlands Protection District if standards related to demonstration that no practicable alternative is available, impact avoidance was considered, impacts were minimized, mitigation has been sought, and approval of the wetlands impact from NHDES Wetlands Bureau has been granted.

Staff finds the applicant has met the criteria in §170-28.F. Buffer impacts are limited to the visitor grandstands, and the project has been designed to avoid direct wetland impacts while minimizing proximity to wetlands as much as site constraints allow.

The Planning Department recommends the Planning Board make findings, and vote to approve the application with the following subsequent non-binding conditions:

#### **Subsequent Conditions to Be Met Prior to the Issuance of Conditional Use Permit:**

1. Submit a final site plan to the Planning Department that includes:
  - 1.1. Professional stamps and signatures (including LLS and CWS);
  - 1.2. Owner's signature;
2. Copies of approved NHDES permitting.

**Motion:** D. Glennon moved to approve the Conditional Use Permit with the subsequent conditions.  
Seconded by D. Shanahan. Vote: U/A

### **Consistency with Land Use Regulations – Conditional Use Permit, Groundwater Protection**

The Groundwater Protection ordinance §170-33E(4) provides for Conditional Use Permits to allow relief from the ordinance if supported by expert technical documentation demonstrating consistency with the ordinance's purpose and intent, including submission of an environmental protection plan meeting NHDES Best Management Practices (BMPs) for Groundwater Protection, and provisions for routine monitoring and reporting.

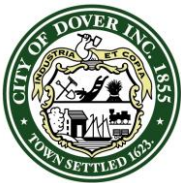
Planning Staff finds that the applicant has met all criteria under §170-33E(4). A drainage and soils analysis was completed and reviewed. The proposed stormwater system complies with NHDES AoT regulations and includes pretreatment measures and a bioretention rain garden designed to meet water quality and groundwater recharge requirements. An O&M plan also provides for routine monitoring and reporting.

Also, included in the application materials is a supplemental letter from the City of Dover's Community Services Department, provided in response to the Conservation Commission's condition for relevant city staff related to drinking water to submit their input to Planning Board as part of meeting materials;

The Planning Department recommends the Planning Board make findings, and vote to approve the application with the following subsequent nonbinding conditions:

#### **Subsequent Conditions to Be Met Prior to the Issuance of Conditional Use Permit:**

1. JBC consider natural grass be used, or organic infill for synthetic turf where required;



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2. JBC consider the provided recommendations and information from staff when choosing which bid to accept;
3. Copies of approved NHDES permitting.

**Motion:** D. Shanahan moved to approve the Conditional Use Permit with the subsequent conditions. Seconded by G. DeBoer. Vote: U/A

### **STAFF RECOMMENDATION- Site Plan Amendment:**

Chapter 153-13 outlines Site development plan requirements. This plan meets those standards outlined. Therefore, the Planning Department recommends that the Planning Board make the necessary and supporting findings of fact, and vote to approve the Site Plan Amendment with the following non-binding subsequent conditions:

#### **Subsequent Conditions to be Met Prior to Signing of Plans:**

1. Revise plans to include Planning File # WAIV-2025-0010;
2. Provide physical and digital copies (including CAD) of complete plan set for final Planning Board signature which additionally shall include:
  - 2.1. Owner or designee signature(s);
  - 2.2. Professional stamps and signatures; and
  - 2.3. Add note that should code designer or Inspection Services staff find any design elements need to be altered to meet Fire, Building or Life Safety Code or accessibility, those changes can be made with approval by the JBC and Building Official.
  - 2.4. Add note that final utility locations and capacity will be to the satisfaction of the Community Services Department.
  - 2.5. Add note that this plan is subsequent to the site plan (P16-12) and to see P16-12 plan set for all other details and conditions related to the site as a whole.
  - 2.6. Add note to confirm fire hydrant locations with the Fire Chief and City Engineer.
  - 2.7. Add note about memorial sign for Honorable Ray Proulx Way” to remain post construction.
3. JBC work with abutters on appropriate screening

#### **Subsequent Condition to Be Met Prior to Construction:**

4. A site construction sign with the contact information for the general contractor be displayed in a location approved by the City Engineer or Planning Director;

#### **Subsequent Condition to Be Met Prior to Building Permit:**

5. Payment of Water and Sewer Investment Fees if applicable at time or request of service;

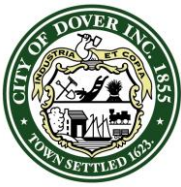
#### **Subsequent Conditions to Be Met Prior to Occupancy:**

6. Issuance of Certificate of Occupancy or completion;
7. Design engineer to submit a construction certification letter to the City ensuring construction was completed in accordance with the plans and specifications approved by the City of Dover.

**Motion:** D. Shanahan moved to approve the Site Plan Amendment with the subsequent conditions set by staff. Seconded by G. DeBoer. Vote: U/A

### **5. STAFF COMMENT**

- Apologies for the technical difficulties tonight with the screens in the room



**CITY OF DOVER**

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers, City Hall, 288 Central Ave, Dover, NH.  
Meeting Date: **Tuesday, September 23, 2025**  
Meeting Time: **7:00 pm**

- The City of Dover is one of 16 communities nationwide that has been selected to participate in the Housing Supply Accelerator Challenge. The initiative is designed to accelerate the implementation of proven and innovative housing strategies. As part of the challenge, the city must designate a “team” that will be participating in the 18-month program. If there is any interest in joining the Housing Accelerator Challenge as a core or drop-in team member, let staff know.
- TRC items since last meeting:
  - September 11<sup>th</sup>: Site Plan proposal for the redevelopment of 376 and 378 Central Ave. Proposal is to renovate the commercial spaces on the first floor and to construct 16 residential units, primarily on the upper three floors.
- Upcoming TRC items:
  - September 25<sup>th</sup>: Site Plan proposal for a development at 9-11 Mechanic St. to construct a five-story building, with nine residential units and two commercial units on the first floor.

### 6. MEMBER COMMENTS

- Member comments
  - None
- The Chair signed the following:
  - Minor Subdivision for 49 Prospect Street.

### 7. ADJOURNMENT

**Motion:** G. DeBoer moved to adjourn at 8:46 p.m. Seconded by D. Glennon. Vote: U/A