



CITY OF DOVER

ORDINANCE COMMITTEE – MINUTES

Meeting Type: **Ordinance Committee Meeting**
Meeting Location: **City Hall, City Council Conference Room**
Meeting Date: **Monday, October 6, 2025**
Meeting Time: **8:30 a.m.**

1. CALL TO ORDER/ATTENDANCE

Deputy Mayor Shanahan called the meeting to order at 8:31 a.m.

2. ATTENDANCE

Present: Deputy Mayor Dennis Shanahan, Councilor Fergus Cullen, Councilor Lindsey Williams, Acting City Attorney Jennifer Perez and Legal Assistant Patricia Moniello.

Guests: Planning Director Donna Benton, Assistant City Planning/Zoning Administrator, Paul Crouser

3. PUBLIC FORUM

Susanne Emory, 75A Belknap Street, Dover NH, a member of the public, was present for public forum.

Discussions involved off street parking for residents' use of stated purpose. Ms. Emory stayed in attendance for the rest of the meeting.

4. APPROVAL OF PRIOR MEETING MINUTES –

- July 21, 20025

Councilor Williams moved to approve; seconded by Councilor Cullen.

All in favor. Unanimous.

5. REVIEW OF PROPOSED OR PENDING ORDINANCE

Director Donna Benton gave an overview of changes and additions that included specific word usage and definitions to Section 170-6. In response to parking, she discussed the difference between commercial and residential parking. She directly responded to the public comment regarding these changes and directed Ms. Emory to meet with her separately to review her specific issues further.

Director Benton answered additional questions from the public and from the Council members directly. Councilor Cullen asked about internal vs. external measures for ADU clarity. Director Benton suggested a January meeting for further discussion. Councilor Cullen suggested if this issue could be completed by next summer. He also indicated that he does not like any of the language usage on Page 29 (Ch. 170-19). He suggested to add this to the next round of edits in January.

Director Benton also discussed changes in state law for mixed residential and commercial zoning and how affects our ordinance and that Dover is working on it (i.e. first floor commercial space, second floor and up residential is allowed). Assistant City Planner Paul



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Crouser, gave an example of a no residential zone (manufacturing/IT market). A public comment was made on whether there has been any potential, unintended consequences, and Director Benton answered that none have been seen yet.

Councilor Cullen asked about a missing footnote at R40 regarding two families and Director Benton answered that it was more of a deliberate mistake at the time and will look into it further for clarification. Questions on R20 regarding conversion/inconsistency on square footage/unit will also be pushed to January for additional clarification. Additional ADU changes regarding owner occupancy requirements were also inquired and would be dealt with at the January meeting.

Public comment was made for apartment classification meaning “is an apartment building considered commercial property?” Director Benton responded no, that it is strictly residential. Resident Emory asked if a bed/breakfast is a commercial property and Director Benton answered yes.

With no further questions, Deputy Mayor Shanahan asked for a motion to forward to City Council for approval with changes. Councilor Williams moved to forward to City Council with recommendation to approve. Councilor Cullen seconded.

All in favor. Unanimous.

6. GENERAL DISCUSSION

None.

7. BUILD AGENDA FOR NEXT MEETING

Deputy Mayor Shanahan observed the next Ordinance Committee meeting would be tentatively scheduled for November 3, 2025 at 8:30 a.m., if needed.

8. ADJOURN

Deputy Mayor Shanahan made motion to adjourn. Councilor Williams moved to adjourn - seconded by Councilor Cullen.

Unanimously approved.

Meeting adjourned at 9:05 a.m.