



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, February 24, 2026**
Meeting Time: **7:00 pm**

Members Present: Doug Glennon (Chair), Kyle Pimental (Vice Chair), Ken Mavrogeorge, George DeBoer, Jeff Sanborn, Tom Clark, Tyler Allen (Alternate), Eric Salovitch (Alternate), April Richer (Councilor)

Members Not Present (excused): Devon Dunn, Melina Gambino (Alternate)

Staff Present: Erin Bassegio, City Planner

D. Glennon (Chair) called the meeting to order at 7:00pm, noted he would be acting as Chair and Kyle Pimental would be acting as Vice-Chair. He also noted that Tyler Allen would be sitting for Gina Cruikshank and Eric Salovitch would be sitting for Devon Dunn.

1. CITIZENS' FORUM

Citizens Forum Open

No one spoke

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- February 10, 2026 Regular Meeting Minutes

Motion: T. Clark moved to approve the regular meeting minutes of February 10, 2026 as submitted.

Seconded by: J. Sanborn. Vote: All in favor with E. Salovitch abstaining

3. OLD BUSINESS

4. NEW BUSINESS

The Vice-Chair announced Items A, B, and C would be heard together.

- Consideration and acceptance of a Conditional Use Permit for Diversified Building and Maintenance, LLC, Assessor's Map 25, Lot 46, zoned R-12, & G, located at 6 Granite Street. (Proposal is to create one new lot that is shaped in a way that a future building could not practically be sited to meet the 60% frontage build-out requirement) *(COND-2026-0003)
- Consideration and acceptance of a Conditional Use Permit for Diversified Building and Maintenance, LLC, Assessor's Map 25, Lot 46, zoned R-12 & G, located at 6 Granite Street. (The proposal is to create one new lot on which a structure cannot practically be sited within the required 5-20' build-to line.) *(COND-2026-0006)
- Consideration and acceptance of a Minor Subdivision for Diversified Building and Maintenance, LLC, Assessor's Map 25, Lot 46, zoned R-12 & G, located at 6 Granite Street. (Proposal is for a minor subdivision creating one (1) new lot.) *(SUBM-2025-0008) (This item was continued from the January 27, 2026 Planning Board Meeting)

E. Bassegio explained that the Applicant is proposing subdividing the parent parcel at 6 Granite St., creating one new lot. Following the proposed subdivision, the parent parcel would total around 0.28 acres and the newly proposed lot would total around 0.45± acres.

The applicant is requesting two CUPs as part of this project. After the proposed subdivision, the new lot would have only about 26 feet of frontage, making it difficult to meet the 60% frontage build-out requirement given the side setbacks. They are also seeking relief from the 5- to 20-foot build-to line, as placing a building within that narrow area would be impractical. These are being sought as precedent conditions as no structure is currently being proposed but to ensure appropriate review of any future proposed structure.



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Christopher Berry, Berry Survey and Engineering represented the application and explained the request for a two-lot subdivision and the details of layout, frontage and future access. No building is being proposed at this time. Staff and the applicant have coordinated so that any proposed future development will come back before the Planning Board. He addressed utilities, storm water, and anticipated future development options.

Mr. Berry addressed comments and questions from the board related to site conditions, development layout, soil conditions and ledge.

Motion: T. Clark 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: Non-Environmental CUP Criteria and Gateway CUP Criteria (COND-2026-0003)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Those criteria include:

- (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.*

Well recognized planning practices would, in Staff's opinion, support the requested relief, as construction would be best suited in the rear of the property, not the front. However, staff finds that it cannot fully evaluate the stated criteria at this time, as no structure is currently proposed. Therefore, Staff recommends approval of the Conditional Use Permit with conditions precedent, so that any future property owner will be required to submit building plans for review and final consideration once an actual development proposal is presented.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the Gateway Zoning District. Those criteria include:

- (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.*



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Similarly, as stated previously, staff recommends approval of the Conditional Use Permit with conditions precedent to ensure appropriate review of future proposed structures.

The Planning Department recommends the Planning Board make the necessary and supporting findings of fact, and vote to approve the Conditional Use Permit with the following precedent conditions of approval:

Precedent Conditions to Be Met Prior to Issuance of a Conditional Use Permit:

1. Provide physical and digital copies (including CAD) of complete plan set for recording at Strafford County Registry of Deeds, which additionally shall include:
 - 1.1. The owner's signatures;
 - 1.2. The Planning File #COND-2026-0003;
 - 1.3. The stamp and signature of the LLS on the final plans;
2. Receive Conditional Use Permit approval for exceeding Front Primary Build-to Line (COND-2026-0006); and
3. The applicant shall return to the Planning Board for review once a structure is proposed, to demonstrate that all precedent conditions and applicable Conditional Use Permit criteria have been satisfied.

Motion: K. Pimental moved to approve the Conditional Use Permit with the precedent conditions. Seconded by T. Clark. Vote: U/A

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and Gateway CUP Criteria (COND-2026-0006)

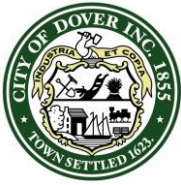
Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief which include:

- (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.*

Similarly, as stated previously, staff recommends approval of the Conditional Use Permit with conditions precedent to ensure appropriate review of future proposed structures.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the Gateway Zoning District which include:

- (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.*



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Similarly, as stated previously, staff recommends approval of the Conditional Use Permit with conditions precedent to ensure appropriate review of future proposed structures.

The Planning Department recommends the Planning Board make the necessary and supporting findings of fact, and vote to approve the Conditional Use Permit with the following precedent conditions of approval:

Precedent Conditions to Be Met Prior to Issuance of a Conditional Use Permit:

1. Provide physical and digital copies (including CAD) of complete plan set for recording at Strafford County Registry of Deeds, which additionally shall include:
 - 1.1. The owner's signatures;
 - 1.2. The Planning File #COND-2026-0006;
 - 1.3. The stamp and signature of the LLS on the final plans;
 - 1.4. Removal of the errant CUP reference
2. Receive Conditional Use Permit from the Gateway District's 60% Frontage Build-Out requirement (COND-2026-0003); and
3. The applicant shall return to the Planning Board for review once a structure is proposed, to demonstrate that all precedent conditions and applicable Conditional Use Permit criteria have been satisfied.

Motion: T. Clark moved to approve the Conditional Use Permit with the precedent conditions. Seconded by K. Mavrogeorge. Vote: U/A

STAFF RECOMMENDATION- Minor Subdivision

The plan is consistent with §157-15 of the City of Dover's Land Subdivision Regulations, which provides for subdivision of existing lots.

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

Subsequent Conditions to be Met Prior to Signing of Plans:

1. Provide physical and digital copies (including CAD) of complete plan set for recording at Strafford County Registry of Deeds, which additionally shall include:
 - 1.1. The owner's signatures;
 - 1.2. The Planning File #SUBM-2025-0008;
 - 1.3. The stamp and signature of the LLS on the final plans; and
2. Confirm lot numbering with City Assessor and include approved numbering on plan set;
3. Receive conditional approval of Conditional Use Permit for Frontage Build-out percentage;
4. Receive conditional approval of Conditional Use Permit for exceeding Front Primary Build-to Line.

Motion: K. Pimental moved to approve the Minor Subdivision with the subsequent conditions. Seconded by T. Clark. Vote: U/A

The Vice-Chair announced Items D, E, and F would be heard together.

- D. Consideration and acceptance of a Conditional Use Permit for Mechanic Street Realty Trust, Assessor's Map 24, Lot 101, zoned CBD-G, located at 9-11 Mechanic Street. (Proposal is for one accessible residential unit on the ground floor where a non-residential use on the ground floor is required.)
*(COND-2026-0007)



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- E. Consideration and acceptance of a Conditional Use Permit for Mechanic Street Realty Trust, Assessor's Map 24, Lot 101, zoned CBD-G, located at 9-11 Mechanic Street. (Proposal is to construct a mixed-use building that would have less than the minimum required lot coverage.) *(COND-2026-0008)
- F. Consideration and acceptance of Site Plan for Mechanic Street Realty Trust, Assessor's Map 24, Lot 101, zoned CBD-G, located at 9-11 Mechanic Street. (Proposal is to construct an approximately 8,750 square feet, five (5) story mixed-use building, with commercial space on the first floor.) *(SITE-2025-0003)

E. Bassegio explained that the Applicant is proposing a five-story mixed-use building with two commercial units, nine residential units, and eight on-site parking spaces. The applicant has also received City Council approval for a license agreement to use twelve additional spaces in the Portland Avenue public lot.

The project includes two waiver requests for a landscape plan signed by a licensed landscape architect and for a reduced accessway width. Two Conditional Use Permits are also proposed: one to allow a ground-floor residential unit and another for lot coverage of about 26% where 75% is required.

The Technical Review Committee reviewed the application at their April 2, 2025, November 6, 2025, and January 22, 2026 meetings. Part of the TRC discussion and review focused on emergency access, building code compliance based on proximity to neighboring structures, parking availability and layout, and access for passenger vehicles and garbage removal.

Rob Ciampitti, attorney and owner represented the application and explained the requests. He described the existing site conditions, redevelopment plan and unit counts.

Ben Osgood, Engineer, Ranger Engineering, described the existing site conditions, proposed 5-story building location, access, parking, trash area, lighting, drainage, storm water, building description of unit accesses, sidewalks, utilities and landscaping.

Stefano Basso, Architect, SV Designs described details of the proposed building.

Mr. Ciampitti gave closing thoughts about the proposed project.

K. Pimental noted the recent memo provided by staff included criteria to help discern whether the board should allow ground floor commercial units to be converted into residential units. This project is a bit different, but does meet most of that criteria.

The applicant addressed comments and questions related to the proposed artwork, view from the upper floors, parking, commercial unit sizes and use options, HUD restricted / accessible unit location, easement/deed details and proposed driveway plans.

Board members discussed the easement in place, the lack of support provided from the abutting property owner, expansion of driveway onto abutting parcel and how best to provide proof of rights.

Amended condition language was suggested and discussed.

The applicant addressed questions of the board related to the proposed accessible unit location and snow storage.



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Motion: G. DeBoer moved to accept the application and declared no regional impact. Seconded by: T. Allen.
Vote: 7-2 with Salovitch and Richer opposed

Public hearing opened.

Jeremy Barrows, 5-7 Mechanic St, abutter would like some time to look into the easement as well as meet with the developer.

Steve Colleti, noted he has tried to reach out to the developer in advance of the meeting, but they haven't connected. There may be a legal issue, but he believes the project is good and they can work out the details among themselves.

Public hearing closed.

Motion: E. Salovitch moved to continue the item to the March 24, 2026 meeting at 7pm in this room.
Seconded by: A. Richer.

Board members discussed their opinions on whether a continuance is necessary and/or preferred.

Vote: 5-4 with Sanborn, DeBoer, Clark and Pimental opposed

- G. Consideration and acceptance of a Conditional Use Permit for RY Development, LLC, Assessor's Map H, Lot 34, zoned CM, located at 99 Knox Marsh Road. (Proposal is to establish a Residential Commercial Mixed-Use (RCM) Overlay District to allow for a commercial and residential development plan, with all residential units subject to rent restrictions published annually by New Hampshire Housing and HUD at the 60% Area Median Income (AMI) level for Multifamily Tax Subsidy Projects.)
*(COND-2026-0002) *(This item was continued from the February 10, 2026 Planning Board Meeting)*

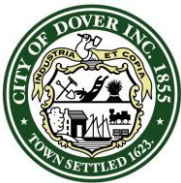
E. Bassegio explained that the Applicant is proposing a Conditional Use Permit to establish a Residential Commercial Mixed-Use overlay district. The overall development plan proposed a mixed-use project with an approximately 25,000 square foot commercial building and two residential buildings, each containing 80 residential units, and 7.5 acres set aside as a wildlife conservation area. The applicant is proposing all residential units subject to rent restrictions based on the 60% Area Median Income (AMI) rent limits.

The property is located within the Secondary Groundwater Protection District and has wetlands and wetland buffers on site, therefore potential environmental Conditional Use Permit approval may be required in the future due to these factors.

The Zoning Board of Adjustment previously approved a Variance for the applicant on Aug. 21, 2025, granting relief related to dimensional requirements and the rental-restriction based on the HUD Fair Market rates.

This CUP is an initial step in the review process, detailed site plans for phases or components of the development will be required and must be submitted for future review and consideration by the Technical Review Committee and Planning Board. If the proposal changes significantly, a revised CUP application will need to be submitted for review and consideration.

FX Bruton, Bruton and Berube and Steve Haight, CivilWorks represented the application and explained the request which is the first step in the process to get the project moving forward. Subsequent steps will include coming back before the board for additional approvals and full site plan review. Mr. Bruton explained details of the proposed buildings, units, commercial and residential breakdowns and variances granted.



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E. Salovitch commented the proposed project fits well in the proposed location and he appreciates the 100% affordability aspect.

Motion: T. Allen moved to accept the application and declared no regional impact. Seconded by: T. Clark.
Vote: U/A

Public hearing opened.

Lisa Austin-Smith, 72 Trestle Way is happy for affordable housing being added and expressed concerns about the traffic from Knox Marsh Rd.

Email received from Devon Dunn, 9 Chandler Way, who expressed general support for the project, especially its mixed-use design and affordable housing, but raised concerns about aesthetics and site layout. They encouraged improvements such as breaking up building massing, enhancing façade materials, relocating street-facing parking, and providing a cohesive landscaping and site design plan.

Public hearing closed.

The board discussed the long-term plan for the community trail, pedestrian access, diversity within the development and DOT input.

STAFF RECOMMENDATION – Conditional Use Permit, RCM

The Residential-Commercial Mixed-Use Overlay District ordinance §170-32B provides for Conditional Use Permits to establish an overlay district that allows a mixture of residential and commercial uses on one parcel. Conditional Use approval may be granted if the applicant has shown that the project follows the City's design guidelines, demonstrated that it will not negatively impact surrounding properties, and provided a fiscal impact analysis that demonstrates the project will be at least cost-neutral to the City both now and over a 10-year period. Approval is also contingent on a formal agreement between the applicant and the Planning Board, which must be recorded with the Strafford County Registry of Deeds.

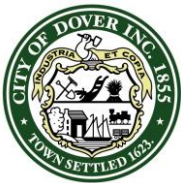
This application meets these standards.

The Planning Department recommends the Planning Board make the necessary and supporting findings of fact, and to approve the Conditional Use Permit with the following subsequent conditions, as the plans meet the standards outlined:

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

1. Revise conditional use permit plan to include:
 - 1.1. Owner's signatures;
 - 1.2. Note with a list of approved variances for the site;
 - 1.3. Add a note stating that the RCM overlay was approved based on the applicant's proposal that 100% of the residential units will be rent-restricted at 60% Area Median Income (AMI) under NH Housing Multifamily Tax Subsidy guidelines;
2. The applicant shall provide the Planning Department with a digital version of the final concept.
3. The applicant continues working with NHDOT on traffic related analysis and potential improvements.
4. A formal development agreement between the Planning Board and the applicant and recorded at SCRD.

Motion: T. Clark moved to approve the Conditional Use Permit with conditions presented by staff.
Seconded by E. Salovitch. Vote: U/A



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5. STAFF COMMENT

- Prior TRCs:
 - On February 19th: Site Plan proposal at 47 Central Ave. to construct a four-story, 94-unit hotel with associated landscaping and parking.
 - On February 19th: CUP applications to construct a 4-unit townhouse at 24 Winter St.
- Upcoming TRCs:
 - On March 12th: Site Plan proposal to construct a mixed-use building at 28 Dover Point Rd. to include three (3) commercial units on the first floor and four (4) residential units on the second floor.

6. MEMBER COMMENTS

- K. Pimental
 - Shout out to Dover Public Works during storm events
- K. Mavrogeorge
 - Public is always welcome to help clear fire hydrants and sidewalks. Also be sure not to plow driveway snow into City right of way. Submit requests if areas need addressing.

7. ADJOURNMENT

Motion: G. DeBoer moved to adjourn at 9:18 pm. Seconded by K. Mavrogeorge. Vote: U/A