

CITY OF DOVER

ZONING BOARD OF ADJUSTMENT - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall – 288 Central Ave., Dover, NH 03820
Meeting Date: Thursday, October 16, 2025
Meeting Time: 7:00 pm

1. ATTENDANCE

Members Present: Chris Prior (Chair), Anthony Sillitta (Vice Chair), Jackson Brown, Rich Onufry, Hilary Hamer (Alternate), Nicole Morin (Alternate)

Members Not Present: Nicholas Couturier

Staff Present: Paul R. Crouser (Zoning Administrator)

Chair Prior called the meeting to order at 7PM.

2. APPROVAL OF MEETING MINUTES OF SEPTEMBER 18, 2025

Motion: J.Brown moved to approve the minutes of September 18, 2025 as submitted. Seconded by H.Hamer. Vote: U/A

Chair Prior explained the hearing process.

3. HEARINGS

A. ZONE-2025-0031 Applicant: Lassel Architects (Owner: Katrine B. & John M. MacGregor) 50 Mount Vernon Street, Tax Map 30, Lot 150, located in the Urban Density Multi-Residential District (RM-U), requests a Special Exception via Section 170-12(B), RMU Table of Uses, to, following the conversion of an existing 3-unit home to a 2-unit home, construct a 2-unit addition for an increased from 3-units to 4-units total.

The property seeking this Special Exception request is located at 50 Mount Vernon St. within the RM-U Zoning District. The parcel is approximately 14,810.40 s.f. in area and currently holds three (3) existing dwelling units. The Applicant seeks to raze the existing detached garage and a portion of the existing 3-dwelling structure and subsequently construct an addition to the structure, with the intent of redistributing the units such that two (2) will remain within the existing portion of the structure, with the third and fourth (new unit) being housed within the addition. To support the tenants of the overall development, the Applicant is also proposing to expand the available parking by providing two (2) garage spaces on the first floor of the addition, with six (6) additional spaces being available in a parking lot on the property.

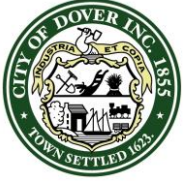
Sarah Hourihane, Lassel Architects represented the application.

Morin arrived at this time.

The Chair noted there are six members present, but five will be voting on the matter. Hamer will sit for Couturier.

Ms. Hourihane explained the proposal to demolish a garage, eliminate one of the existing units in the structure, build an addition to house two additional units for a total of four units on site.

She addressed maintaining the curb cut, narrowing the driveway for added parking spaces and parking within the garage. The proposal includes a revised parking plan with two spaces in a garage and four spaces outdoors. Parking areas and structures will meet setbacks. The design will maintain the character of the existing structure.



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Ms. Hourihane addressed questions from the board. No units are currently expected to be rented at HUD rates.

Public Hearing opened.

Mark Makowski, 44 Mount Vernon St, abutter, has an existing garage a foot from his property line and is concerned about the proposed fence location.

Sam Hewitt, 5 Maple St commented on the staff memo and site plan provided in the packet.

No sign was posted in advance of the meeting at the property therefore, the item should not be heard. He noted several other procedural issues the board should consider before voting.

The applicant addressed questions from the board relating to availability of the open space calculation document, the sign being posted at the site, and proposed fence location in relation to existing abutting garage.

P. Crouser confirmed the latest packet with the open space calculation does not appear to have been uploaded to the website, though it was received to the office, was reviewed by staff, and meets the criteria.

Planning Department input: Sign posting is procedural; it is not statutorily required. It was posted during the initial meeting process. Regarding open space calculations, P. Crouser used GIS and measured each one and came up with an average of 64% with a range from 41% to 82%. For the subject property, his calculations were not substantially different than what the applicant provided. (65%)
Staff believes the applicant has met all requirements.

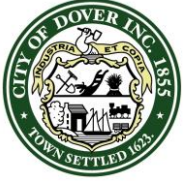
He addressed public comments by noting screening is not specified by regulation. The applicant can choose vegetation or a fence etc. The applicant is also not required to work with the abutter on placement of the fence as long as it's on their property, but it appears they are willing to work with the abutter on this matter.

He addressed other criteria including parking, noting the recent legislative change to require only one parking space per unit is more than met in the proposal. Setback regulations are met. HUD fair market rate is not applicable in this case.

Amendments to the ordinance were adopted last week by City Council, one of which now states that Chapter 153.14 rules get triggered at the will of the Planning Director and this application does not rise to that requirement.

The board members and staff discussed the proposed parking in relation to the new state standard.

Motion: Onufry moved to grant the special exception.



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It was further clarified that state statute took effect in September regarding the change to parking requirements. It was only last week that the City was able to formally adopt the change within the ordinance, but the change was already in effect as soon as the state mandated the change to take effect.

Brown seconded. Vote: All in favor with Hamer opposed.

4. OTHER BUSINESS

None

5. ADJOURN

Motion: Sillitta moved to adjourn at 7:28pm. Onufry seconded. Vote: U/A