

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

Members Present: Gina Cruikshank (Chair), Doug Glennon (Vice Chair), Ken Mavrogeorge, Devon Dunn, Jeff Sanborn, George DeBoer, Tyler Allen (Alternate), Eric Salovitch (Alternate), April Richer (Councilor)

Members Not Present (excused): Tom Clark, Kyle Pimental, Melina Gambino (Alternate)

Staff Present: Donna Benton, Planning Director

G. Cruikshank (Chair) called the meeting to order at 7:00pm, noted that Tyler Allen would be sitting in for Tom Clark and Eric Salovitch would be sitting in for Kyle Pimental.

1. CITIZENS' FORUM

Citizens Forum Open

No one spoke

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- March 10, 2026 Regular Meeting Minutes

Motion: D. Dunn moved to approve the regular meeting minutes of March 10, 2026 as submitted. Seconded by: K. Mavrogeorge. Vote: U/A

3. OLD BUSINESS

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

- A. 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) *(This item was continued from the February 24, 2026 Planning Board Meeting)*
- B. 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) *(This item was continued from the February 24, 2026 Planning Board Meeting)*
- C. 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) *(This item was continued from the February 24, 2026 Planning Board Meeting)*

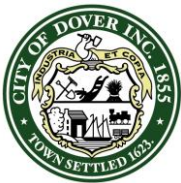
Motion: G. DeBoer moved to remove the items from the table. Seconded by: D. Dunn. Vote: U/A

D. Benton 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.

Following the Planning Board's February 24 meeting, the applicant responded to comments on the ground floor layout, conditions of approval, and the shared access easement with 5-7 Mechanic Street. They've



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revised the plans to relocate the ground floor unit away from the trash area and moved the HUD-restricted unit to an upper floor. They also submitted updated plans and a title opinion on the easement, and discussions are ongoing with the abutting property owner to formalize a shared access agreement.

Rob Ciampitti represented the application and explained the changes to the plan since the project was last presented to the board including location change of the studio apartment, HUD rate restricted unit location change to second floor, commercial unit locations, and art wall location change.

He noted conversations with the abutter, Eversource, Comcast and Fidium.

Public hearing opened.

Jeremy Barrows, 5-7 Mechanic St noted he's met with the applicant, has no issues and looks forward to the project.

Public hearing closed.

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and CBD CUP Criteria (COND-2026-0007)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria which include:

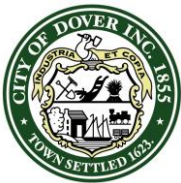
- (a) That both public and private buildings and landscaping shall contribute to the physical definition of rights-of-way as civic spaces.*
- (b) That development shall adequately accommodate automobiles, while respecting the pedestrian and the spatial form of public areas.*
- (c) That the design of 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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. The front-facing units are proposed as commercial spaces that comply with the underlying zoning requirements, including the requirement that no less than 80% of the facade consist of windows, and their inclusion is consistent with the intent of a mixed-use neighborhood.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the CBD Zoning District. Staff feels this proposal meets those criteria 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.*

Staff feels the applicant has met said criteria, in particular the compatibility with the surrounding neighborhood. Additionally, the applicant has proposed that the ground-floor residential unit be designed as an accessible unit and that another unit would be rent-restricted to HUD Fair Market Rental rates.



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

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

1. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRCD which shall include the HUD Fair Market restricted rental rate for the ground floor unit.
2. A deed restriction shall be recorded at SCRCD indicating the HUD Fair Market restricted rental rate for at least one unit in the building at all times.
3. Conditional Use Permit (COND-2026-0008) be conditionally approved.
4. Site Plan (SITE-2025-0003) be conditionally approved.

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

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and CBD CUP Criteria (COND-2026-0008)

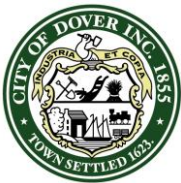
Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria which include:

- (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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. The proposal complies with all other applicable dimensional zoning requirements and does not affect public spaces, pedestrian safety, or the existing street design. The inclusion of on-site parking, which reduces the area available for structural lot coverage, supports improved traffic flow and safer vehicular access.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the CBD Zoning District. Staff feels this proposal meets those criteria 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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Staff feels the applicant has met said criteria and has considered the general design of the surrounding neighborhood with the building placement and design. Lot coverage is calculated only based on the structures on the property and due to the shape and size constraints of the lot, and the intent to accommodate on-site parking for potential residents, the applicant has proposed a site layout that results in less lot coverage than what is permitted.

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

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

1. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRD.
2. Conditional use permit (COND-2026-0007) be conditionally approved.
3. Site plan (SITE-2025-0003) be conditionally approved.

Motion: J. Sanborn moved to approve the Conditional Use Permit with the subsequent conditions. Seconded by D. Dunn. Vote: U/A

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.”

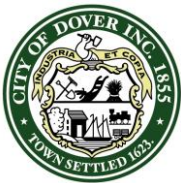
Planning Staff believes the applicant’s rationale for the requested waivers meets criterion (1), as granting such relief is not contrary to the spirit or intent of the ordinance. The lot provides limited area for landscaping; however, the applicant has included plantings on the property as shown on the plan set. Also, site access is proposed via a shared driveway made possible through an access easement with the neighboring property. The applicant is proposing to widen the existing driveway from approximately 9 feet to 16 feet, within the available area, improving existing access to both 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 conditions:

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 waivers:
§153-13A(12), required landscape plan signed by a Licensed Landscape Architect.
§153-14.D.6(b), required two-way accessway width of 24’.

Motion: D. Glennon moved to grant the waiver requests with the subsequent conditions set by staff as it meets criteria for relief. Seconded by: D. Dunn. Vote: U/A



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STAFF RECOMMENDATION- Site Plan:

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 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 final Planning Board signature which additionally shall include:
 - 1.1. Permit File #SITE-2025-0003;
 - 1.2. Owner's signatures;
 - 1.3. Professional stamps and signatures;
 - 1.4. A 2x2" box on bottom right on plan set for Planning Board Chair signature;
 - 1.5. Revise light spillover onto abutting property.
2. Provide copy of written and signed agreement for shared improvements and driveway access with 5-7 Mechanic St.;
3. Sign and return the approved parking license agreement to the Planning Department;
4. Approval of CUP (COND-2026-0007);
5. Approval of CUP (COND-2026-0008);
6. Provide written confirmation to the Planning Department from Consolidated Communications/Fidium Fiber confirming the feasibility of undergrounding the existing utility wires serving the site to add to the others received.

Subsequent Condition to Be Met Prior to Construction:

7. A pre-construction meeting must be held with City staff;
8. Submit a concept proposal to the Planning Department for the proposed artwork for review and approval by the Arts Commission.
9. 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:

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

Subsequent Conditions to Be Met Prior to Occupancy:

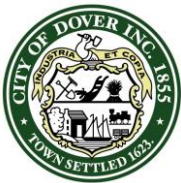
11. Issuance of Certificate of Occupancy;
12. Installation of approved public art on-site;
13. Surety or other form of security acceptable to the City is provided for any unfinished work;
14. Design engineer to submit a construction certification letter to the City ensuring construction was completed in accordance with the plans and specifications approved by the City of Dover.

D. Glennon thanked the applicant for taking the feedback from the board and presenting an altered plan. J. Sanborn agreed.

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

4. NEW BUSINESS

- A. Consideration and acceptance of a Conditional Use Permit for Public Service of New Hampshire, Assessor's Map 24, Lot 132, zoned RM-U, located at Cocheco Street. (Proposal is for an expansion to the Eversource Substation involving installation of temporary electric infrastructure resulting in 8 s.f. of



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permanent wetland impacts, 1,618 s.f. of temporary wetland impacts, 20 s.f. of permanent wetland buffer impacts and 1,615 s.f. of temporary wetland buffer impacts.) *(COND-2026-0011)

D. Benton explained that the Applicant is proposing an expansion of the Eversource Substation on Cocheco Street. The construction work will result in 8 s.f. of permanent wetland impacts, 1,618 s.f. of temporary wetland impacts, 20 s.f. of permanent wetland buffer impacts and 1,615 s.f. of temporary wetland buffer impacts.

The applicant submitted an NHDES Expedited Minimum Impact Wetlands Permit, which was reviewed and endorsed by the Conservation Commission, along with the CUP application, as presented on March 9, 2026.

Dan Edgerly, Project Manager at Eversource represented the application and explained the request to install a mobile transformer as phase 1 of the substation rebuild. He explained details of the project.

Motion: D. Dunn moved to accept the application and declared no regional impact. Seconded by: E. Salovitch. Vote: U/A

Public hearing opened.

No one spoke

Public hearing closed.

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.

Planning Staff feels that the applicant considered and met all of the criteria as specified in §170.28.F per their narrative. The project will result primarily in temporary impacts and the applicant is proposing NHDES-approved best management practices during construction and no mitigation is required for the project. NHDES permitting for the proposed impacts has been applied for, and the Conservation Commission reviewed and endorsed the application as presented on March 9, 2026.

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

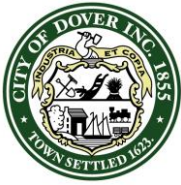
Subsequent Conditions to be Met Prior to Issuance of Conditional Use Permit:

1. Submit a final site plan to the Planning Department that includes:
 - 1.1. Permit File #COND-2026-0011;
 - 1.2. Owner's signature;
2. Submit a copy of approved NHDES permitting when received.

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

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

- B. Consideration and acceptance of a Conditional Use Permit for Equinox Properties, LLC, Assessor's Map 24, Lot 34, zoned CBD-R, located at 24 Winter Street. (Proposal requests relief from the minimum lot coverage of 40% to construct a four-unit townhouse.) *(COND-2026-0005)



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- C. Consideration and acceptance of a Conditional Use Permit for Equinox Properties, LLC, Assessor's Map 24, Lot 34, zoned CBD-R, located at 24 Winter Street. (Proposal requests relief from the 8-15' front build-to requirement to construct a four-unit townhouse.) *(COND-2026-0012)
- D. Consideration and acceptance of a Conditional Use Permit for Equinox Properties, LLC, Assessor's Map 24, Lot 34, zoned CBD-R, located at 24 Winter Street. (Proposal requests relief from the required 10' side setback to construct a four-unit townhouse.) *(COND-2026-0013)
- E. Consideration and acceptance of a Conditional Use Permit for Equinox Properties, LLC, Assessor's Map 24, Lot 34, zoned CBD-R, located at 24 Winter Street. (Proposal requests relief from the required 15' rear setback to construct a four-unit townhouse.) *(COND-2026-0014)

T. Allen recused himself from the item as he is an abutter.

D. Benton explained that the Applicant is proposing a four-unit townhouse where there is currently a single-family home. Within the CBD-R Zoning District, the proposed density is allowed but, due to the unique shape of the lot, the applicant is seeking four conditional use permits for relief on dimensional requirements which include the lot coverage, and front built-to, side, and rear setback requirements.

While not required, the Technical Review Committee reviewed the application at their February 19, 2026 meeting and provided application feedback and recommendations for stormwater treatment.

Joe Berry, Berry Survey and Engineering represented the application and explained the proposed project and the requests for CUPs.

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

Public hearing opened.

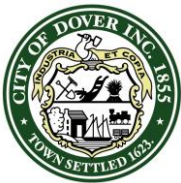
No one spoke

Public hearing closed.

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and CBD CUP Criteria (COND-2026-0005, Lot Coverage)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.*
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- (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.*



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Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. Given the similarities between the proposal and other four-unit structures within the neighborhood, coupled with the topographic constraints the lot presents, staff feels the criteria of the Conditional Use Permit have been met.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the CBD Zoning District. Staff feels this proposal meets those criteria 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.*

Staff feels the applicant has met said criteria.

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

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

1. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - 1.1. The owner's signatures;
 - 1.2. The Planning File #COND-2026-0005;
 - 1.3. The stamp and signature of the LLS on the final plans; and
2. Receive Conditional Use Permits from the CBD-R District's Front Build-to Line, Side Setback, and Rear Setback (COND-2026-0012, 13, and 14)
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCR.D.

The applicant addressed existing and proposed setbacks.

G. DeBoer stated given the lot shape the request is very reasonable.

D. Dunn agreed the project fits in the neighborhood.

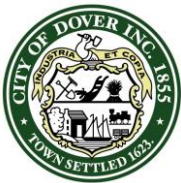
Motion: G. DeBoer moved to approve the Conditional Use Permit with the subsequent conditions.

Seconded by K. Mavrogeorge. Vote: U/A

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and CBD CUP Criteria (COND-2026-0012, Front Build-To)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.*



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- (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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. This project is similar to other lots in the immediate area in terms of building massing and distance to the front property line. Coupled with the topographic constraints the lot presents, staff is in favor of granting this Conditional Use Permit.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the CBD Zoning District. Staff feels this proposal meets those criteria 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.*

Staff feels the applicant has met said criteria.

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

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

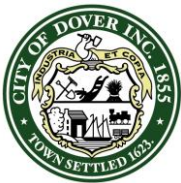
1. Provide physical and digital copies (including CAD) of complete plan set, which additionally shall include:
 - 1.1. The owner's signatures;
 - 1.2. The Planning File #COND-2026-0012;
 - 1.3. The stamp and signature of the LLS on the final plans; and
2. Receive Conditional Use Permits from the CBD-R District's Front Build-to Line, Side Setback, and Rear Setback (COND-2026-0005, 13, and 14)
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRD.

Motion: D. Dunn moved to approve the Conditional Use Permit with the subsequent conditions. Seconded by K. Mavrogeorge. Vote: U/A

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and CBD CUP Criteria (COND-2026-0013, Side Setback)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.*



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(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.

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. Staff would note that the majority of the structures in this neighborhood are noncompliant with underlying zoning setbacks. Coupled with the topographic constraints the lot presents, staff is in favor of granting this Conditional Use Permit.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the CBD Zoning District. Staff feels this proposal meets those criteria 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.

Staff feels the applicant has met said criteria.

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

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

1. Provide physical and digital copies (including CAD) of complete plan set, which additionally shall include:
 - 1.1. The owner's signatures;
 - 1.2. The Planning File #COND-2026-0013;
 - 1.3. The stamp and signature of the LLS on the final plans; and
2. Receive Conditional Use Permits from the CBD-R District's Front Build-to Line, Side Setback, and Rear Setback (COND-2026-0005, 12, and 14)
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCR.D.

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

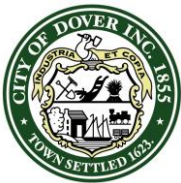
Seconded by D. Dunn. Vote: U/A

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and CBD CUP Criteria (COND-2026-0014, Rear Setback)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.



CITY OF DOVER

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- (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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. Staff would note that several of the surrounding structures in this neighborhood are non-compliant with underlying rear setbacks. Coupled with the topographic constraints the lot presents, staff is in favor of granting this Conditional Use Permit.

Chapter 170-20.B.2 outlines the criteria for granting a Conditional Use Permit for relief within the CBD Zoning District. Staff feels this proposal meets those criteria 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.*

Staff feels the applicant has met said criteria.

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

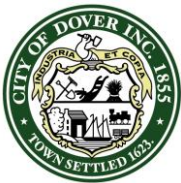
Subsequent Conditions to Be Met Prior to Issuance of a Conditional Use Permit:

1. Provide physical and digital copies (including CAD) of complete plan set, which additionally shall include:
 - 1.1. The owner's signatures;
 - 1.2. The Planning File #COND-2026-0014;
 - 1.3. The stamp and signature of the LLS on the final plans; and
2. Receive Conditional Use Permits from the CBD-R District's Front Build-to Line, Side Setback, and Lot Coverage (COND-2026-0005, 12, and 13)
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRD.

E. Salovitch expressed concern about the diminishing of the rear setback with the proposal.

Motion: D. Glennon moved to approve the Conditional Use Permit with the subsequent conditions.
Seconded by D. Dunn. Vote: 7-1 with Salovitch opposed

- F. Consideration and acceptance of a Transfer of Development Rights for Corey Mackoul, Assessor's Map 17, lot 38, zoned R-12, located at 89 Stark Avenue. (Proposal is to request two (2) units through TDR for a total of four (4) units.) *(TRAN-2026-0003)



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D. Benton explained that the Applicant is proposing to purchase two residential units through TDR, for a project total of four residential units, with one single-family home currently existing on site.

Review by the Technical Review Committee was not required for the TDR proposal, but would be required for Site Review.

D. Benton explained that the applicant has chosen to come before the board as the first step to hear feedback on the density request prior to going to TRC and then site plan review.

Bob Stowell, Trittech Engineering, represented the application and explained the density request, showed the proposed site plan, addressed utilities and other details in the packet provided.

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

Public hearing opened.

Greg Knight, 7 Hayes Ln, abutter believes the application is not complete to the TDR standards. Lot sizes are not clear and if averaged do not meet the 12,000sf requirement, no 30-foot buffer is shown on the plan, Bio 1 on the plan shows no details about capacity therefore runoff cannot be determined. The existing home has been sitting vacant, is not maintained and renovations have not begun as intended.

Kristen Lanzor, 93 Stark Ave, abutter noted the property line is 4' from her home which concerns her. She is opposed to the project and is concerned about the impact of the natural area and loss of trees, the added traffic and pavement, noise and lighting. She read from the applicant's narrative in relation to conservation and wildlife and listed all of the wildlife she has witnessed on the lot.

Gretchen Knight, 7 Hayes Ln, abutter explained how the project as proposed does not fit in with the neighborhood due to lot size/ density proposed and setbacks.

William Seubert, 4 Hayes Ln agreed with all the abutter comments in addition to his concerns about environmental, infrastructure and quality of life impacts.

Eric Trufant, 3 Keating Ave agrees with his neighbors and is opposed to the project as proposed. He shared concerns about the grade as well.

Kevin Murphy, 100 Stark Ave expressed concerns about traffic safety on Stark Ave.

Robert Lanzor 93 Stark Ave is opposed to the project. The driveway will be mere feet away from their living space. He requested the board do a site visit. He expressed various concerns and impacts due to layout.

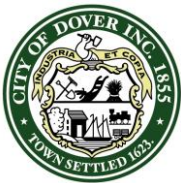
Brad Upson, 7 Renaud Ave is concerned about the density proposed. Three or four is too many on that lot. Two seems ok.

Paul Geraci, 2 Hayes Ln asked the board to look at the intent and requirements of TDR before making a decision.

Email received from Paula Ford, 6 Hayes Ln., who opposes the proposal, arguing that adding more units will increase noise, traffic, and reduce green space while setting a precedent for in the neighborhood.

Emails received from Kristen and Andrew Lanzer, 93 Stark Ave.

Email received from James Boos, 1 Hayes Ln., who opposes the proposal, cited concerns about density and the retention pond location, and suggests reducing the project to three units. They also criticize the TDR program as being misused and urge the City to reconsider or limit its application.



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Email received from Eric Poulin and Emily Ranauro, 3 Hayes Ln., who oppose the project, citing existing high noise pollution from Route 16 and concern that the development will worsen noise and reduce privacy by removing vegetation. Due to this, they argue the project would negatively impact neighbors.

Emails received from Gretchen Knight, 7 Hayes Ln.

Email received from Greg Knight, 7 Hayes Ln..

Public hearing closed.

Mr. Stowell addressed public comment:

- Layout and the balance of property owner rights to the subject property and both abutters whose homes are closer than normal to the property line. The proposal is their first layout attempt to be beneficial to all.
- Engineered plans have not been created yet, but will come at a later stage in the process
 - These plans are to start a discussion with the board about density
- 30-foot buffer is not applicable for this type of development
- Traffic assessment provided did not include accidents

D. Benton addressed public comment:

- A subcommittee is looking at the TDR as written as some clarifications are needed
 - They may be ready to bring recommendations to the board in April or May
- 30-foot no-cut, no-disturb buffer is not required for this type of development, but staff prefers to see as much screening as possible
- She explained the process: TDR / density may be voted on tonight by the board and if so, the project moves to Technical Review Committee for full review of defined plans and then back to Planning Board for final approvals.
 - Any vote of the density is a maximum and once the applicant comes back with plans, the board can still deny it or ask for a reduction if the plan doesn't work.

Board members shared some comments

D. Dunn is concerned about the density request for 4 units- it seems too much.

D. Glennon is not in favor of granting TDR at this location as there is no green space, no buffer to neighbors, no area for snow storage, too dense for this lot.

K. Mavrogeorge noted the concentration towards Stark St. Feedback for the applicant is that this request and design provides several concerns. The odd shaped lot does not lend itself to the design provided. Perhaps condensing to the back would work better. Four units looks tight, three would be better.

T. Allen is generally in favor of maximizing use of the land given the housing shortage, but he agrees with D. Glennon and doesn't see it for this lot.

G. DeBoer asked some clarifying questions which were addressed by staff and the applicant.

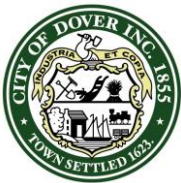
E. Salovitch is against any TDR on this lot and the project proposed is too dense. He addressed the 30-foot buffer confusion in the regulations.

A. Richer is not comfortable with the project given all the concerns raised.

G. DeBoer commented that the lot has some qualities that are favorable for TDR, but each lot still needs review as to whether TDR is appropriate and it does not seem so with this proposal.

G. Cruikshank appreciates the thought put into the proposal regarding single family home style and keeping homes away from other properties. It isn't the applicant's fault that the abutting homes are so close to the property lines. However, four units is too much. Possibly three would work depending on the layout.

K. Mavrogeorge suggested the board vote for a maximum of 3 units tonight and let the applicant come back with a new proposal.



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D. Benton noted the various options for the applicant given the feedback heard tonight. The applicant prefers to continue the item.

Motion: E. Salovitch moved to continue the item to the April 28th meeting at 7pm in this room. Seconded by K. Mavrogeorge. Vote: U/A

The Vice-Chair announced Items G, H, I, J, and K would be heard together.

- G. Consideration and acceptance of a Conditional Use Permit for Lafrance Bowden Hospitality II, LLC, Assessor's Map 17, Lot 76, zoned G, located at 47 Central Avenue. (Proposal is to allow a hotel use (or a lodging use exceeding 12 rooms) in the Gateway District.) *(COND-2026-0015)
- H. Consideration and acceptance of a Conditional Use Permit for Lafrance Bowden Hospitality II, LLC, Assessor's Map 17, Lot 76, zoned G, located at 47 Central Avenue. (Proposal requests relief from the required 60% primary frontage build-out and the primary front built-to line of 5 feet minimum to 20 feet maximum in order to construct a 94-room hotel.) *(COND-2026-0016)
- I. Consideration and acceptance of a Conditional Use Permit for Lafrance Bowden Hospitality II, LLC, Assessor's Map 17, Lot 76, zoned G, located at 47 Central Avenue. (Proposal requests relief from the required 60% secondary frontage build-out requirement to construct a 94-room hotel.) *(COND-2026-0017)
- J. Consideration and acceptance of Conditional Use Permit for Lafrance Bowden Hospitality II, LLC, Assessor's Map 17, Lot 76, zoned G, located at 47 Central Avenue. (Proposal requests relief from the Gateway District streetscape standards to construct a 94-room hotel.) *(COND-2026-0018)
- K. Consideration and acceptance of a Site Plan for Lafrance Bowden Hospitality II, LLC, Assessor's Map 17, Lot 76, zoned G, located at 47 Central Avenue. (Proposal is to construct a four-story, 50,120± s.f., 94-room hotel with associated patios, landscaping, parking, and utilities.) *(SITE-2026-0001)

D. Benton explained that the Applicant is proposing a four-story, 94-room extended stay hotel with 97 parking spaces at 47 Central Ave.

The applicant has applied for four CUPs in relation to this proposal, seeking relief from the streetscape standards, frontage build-to requirements, primary and secondary frontage build-out requirements, and to allow a hotel use. The requested dimensional relief primarily stems from the unique shape of the lot and the lack of reusable frontage, which totals approximately 47.5 feet and is associated with access lanes.

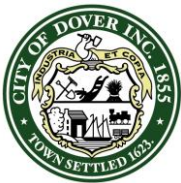
The Technical Review Committee reviewed the application at their February 19, 2026 meeting. Part of the TRC discussion and review focused on emergency access, surrounding municipal infrastructure including the crosswalk in the vicinity, floor plan layout, and the traffic impact statement.

David Sherborne, Architect Opechee Construction represented the application. They handed out additional materials to the board. He explained the existing site, the proposal including size, amenities, storm water and impervious surfaces.

He explained the various requests before the board tonight and gave explanations of each.

Traffic information was provided and compared to the property's previous use. Renderings were shown and explained.

The applicant addressed the topics of easement/ sidewalk access E. Salovitch inquired about.



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

Public hearing opened.

Steve Oliver, Birchwood Place is concerned about traffic and noted the lights are not timed well.

Public hearing closed.

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and Gateway CUP Criteria (COND-2026-0015, Hotel Use)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. The proposed use is expected to generate significantly fewer vehicle trips during typical weekdays and weekends than the prior on-site use, a fast-food restaurant, which is permitted by right.

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

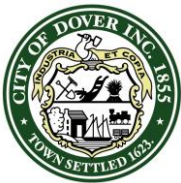
- (a) The requested use shall be compatible with abutting uses and the surrounding neighborhood.*
- (b) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.*
- (c) The requested use will not result in objectionable noise or odor which would constitute a nuisance.*

Staff finds that the proposed hotel use is consistent with the intent of the stated criteria. Further, the use is limited to lodging without high-intensity commercial activities.

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

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

1. Approval of Site Plan (SITE-2026-0001);
2. Approval of Conditional Use Permits (COND-2026-0016, COND-2026-0017, and COND-2026-0018);
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRD.



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

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and Gateway CUP Criteria (COND-2026-0016, Primary frontage build-out and the primary front built-to line)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.1. Importantly, the site has constraints due to the shape that would make it nearly impossible to meet the primary frontage build-out and build-to requirements.

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

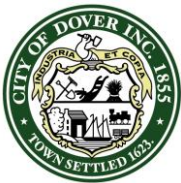
- (a) The requested use shall be compatible with abutting uses and the surrounding neighborhood.*
- (b) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.*
- (c) The requested use will not result in objectionable noise or odor which would constitute a nuisance.*

Staff feels the applicant has met said criteria and has considered the general design of the surrounding neighborhood with the proposed building placement and its placement is similar to the existing structure on site.

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

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

1. Approval of Site Plan (SITE-2026-0001);
2. Approval of Conditional Use Permits (COND-2026-0015, COND-2026-0017, and COND-2026-0018);
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRD.



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Motion: D. Dunn moved to approve the Conditional Use Permit with the subsequent conditions. Seconded by K. Mavrogeorge. Vote: U/A

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and Gateway CUP Criteria (COND-2026-0017, Secondary frontage build-out)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.2. as this proposed site design balances the access and parking demands, and proximity to the Spaulding Turnpike.

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

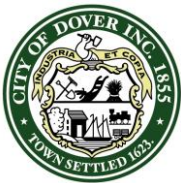
- (a) The requested use shall be compatible with abutting uses and the surrounding neighborhood.*
- (b) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.*
- (c) The requested use will not result in objectionable noise or odor which would constitute a nuisance.*

Staff finds that the applicant has met the stated criteria and that a structure designed to meet the required secondary frontage build-out requirement would be inconsistent with the surrounding area.

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

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

1. Approval of Site Plan (SITE-2026-0001);
2. Approval of Conditional Use Permits (COND-2026-0015, COND-2026-0016, and COND-2026-0018);
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRD.



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Motion: J. Sanborn moved to approve the Conditional Use Permit with the subsequent conditions. Seconded by E. Salovitch. Vote: U/A

STAFF RECOMMENDATION: Non-Environmental CUP Criteria and Gateway CUP Criteria (COND-2026-0018, Streetscape standards)

Chapter 170-19.B.1 outlines the criteria for granting a Conditional Use Permit for relief. Staff feels this proposal meets those criteria 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.*

Planning Staff feels that the applicant has adequately shown compliance with the criteria as specified in §170-19.B.2. and the existing streetscape is primarily paved for the accessway and is proposed to remain.

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

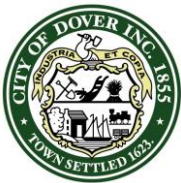
- (a) The requested use shall be compatible with abutting uses and the surrounding neighborhood.*
- (b) The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.*
- (c) The requested use will not result in objectionable noise or odor which would constitute a nuisance.*

Staff feels that this proposal complies with the Gateway CUP criteria and, of note, many of the abutting uses are commercial, and given the proximity to the Spaulding Turnpike, these streetscape standards are not currently present in the immediate area.

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

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

1. Approval of Site Plan (SITE-2026-0001);
2. Approval of Conditional Use Permits (COND-2026-0015, COND-2026-0016, and COND-2026-0017);
3. Work with the Planning Department to endorse a development agreement per Chapter 170-20B(3) and then record at SCRD.



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Meeting Time: **7:00 pm**

Motion: D. Dunn moved to approve the Conditional Use Permit with the subsequent conditions. Seconded by K. Mavrogeorge. Vote: U/A

STAFF RECOMMENDATION- Site Plan:

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 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 final Planning Board signature which additionally shall include:
 - 1.1. Permit File #SITE-2026-0001;
 - 1.2. Owner's signatures;
 - 1.3. Professional stamps and signatures;
2. Approval of Conditional Use Permits (COND-2026-0015, COND-2026-0016, COND-2026-0017, and COND-2026-0018);
3. Provide copy of approved NHDES Sewer Connection Permit;

Subsequent Conditions to Be Met Prior to Construction:

4. A preconstruction meeting must be held with City staff;
5. A hydrant flow test must be conducted in coordination with the Community Services Department, and the domestic water service design will be determined following the results of the hydrant flow test, subject to review of the Engineering Department;
6. 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 Conditions to Be Met Prior to Building Permit:

7. Submit updated roof plan showing solar array for review;
8. Submit proposed generator size for review and approval by Inspections Services;
9. Payment of Water and Sewer Investment Fees, if applicable, at time of request of service;

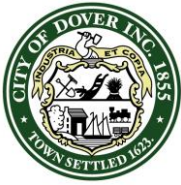
Subsequent Conditions to Be Met Prior to Occupancy:

10. Issuance of Certificate of Occupancy;
11. Surety or other form of security acceptable to the City is provided for any unfinished work;
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. Dunn moved to approve the Site Plan with the subsequent conditions set by staff. Seconded by K. Mavrogeorge. Vote: U/A

5. STAFF COMMENT

- NH BEA's Office of Planning and Development holding their annual conference on May 9 if interested in attending, please let me know.
- TDR Subcommittee slated to meet again on Monday.
- Prior TRCs:
 - On March 19th: Review of conditionally approved TDR plan for 36 Forest St. This plan involves conversion of the existing single-family dwelling into a two-family dwelling and construction of a new two-family dwelling following TDR approval for the purchase of two units.



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

- Upcoming TRCs:
 - On March 26th: Site Plan proposal to construct ten, two-family dwelling units, with an existing two-family dwelling to remain on site, at 21 Old Rochester Rd.
 - On March 26th: Review of conditionally approved CUP plan for 13 Monroe St. This plan involves the demolition of an existing, dilapidated single-family home and the construction of two, two-family homes which had previously appeared before the Planning Board.

6. MEMBER COMMENTS

- K. Mavrogeorge
 - Public Works open house May 16th
- Planning Board Chair signed the following:
 - Development Agreement for CUP conditionally approved at 94 Portland Ave.
- D. Glennon
 - Proposes to pause hearing TDR requests until the subcommittee feedback has come in and the board can clarify the regulations confusing for the applicants and the public.

E. Salovitch agreed.

Discussion ensued.

D. Benton explained the logistics and potential schedule that the process could be finalized by City Council possibly in late summer or early fall.

Board members discussed a previous case, their decision, the appeal process details while discussing how to move forward if opposed to a project.

7. ADJOURNMENT

Motion: D. Glennon moved to adjourn at 9:35pm. Seconded by K. Mavrogeorge. Vote: U/A