

CITY OF DOVER

TDR SUB-COMMITTEE OF THE PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, First Floor Conference Room
Meeting Date: Monday, April 20, 2026
Meeting Time: 4:30 p.m.

1. CALL TO ORDER

Acting Chair J. Nedelka called the meeting to order at 4:40pm

2. ROLL CALL

Members present: Leslie Herd (online), Doug Glennon, Jan Nedelka, Kyle Pimental, Chris Berry.
Staff present: Donna Benton, Planning Director and Paul Crouser Zoning Administrator

3. APPROVAL OF THE AGENDA

D.Glennon moved to approve the agenda. Seconded by: C.Berry. Vote: U/A.

4. APPROVAL OF PRIOR MEETING MINUTES

D.Glennon moved to approve the meeting minutes as revised. Seconded by: C.Berry. Vote: U/A.

5. CITIZEN'S FORUM

Dorna Hamer, 18 Tuttle Lane-acknowledge complexity, concerns regarding absence of size restrictions. R-12 zone disparity by 1,400 and 3,000 s.f by right. Dover's diverse architecture mix. The larger minimum lot sizes only amplify the issue. Suggest s.f. cap tied to surrounding area, green space, etc. Suggest provision for internal site access especially in condominium layouts.

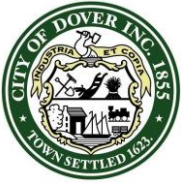
Gretchen Knight, 7 Hayes Lane- second D.Hamer. Importance of green space, parking, snow storage, etc. Developers who come in do not take into consideration neighboring neighborhoods. Take into consideration the smallness of existing neighborhoods so that small neighborhoods also have green space.

Kristen Lanzer- 93 Stark Ave- also agree with D.Hamer and G.Knight. The green space within the properties, such as trees that overlap property lines should be considered. As abutters of a proposed development, the trees existing with a large canopy that continues over the property line, what has happened in the past with trees on property lines, old growth trees that can't be replaced.

Robert Lanzer, 93 Stark Ave- looking at proposed TDR amendments, buffer zones have become more codified., could have construction 15' from their building. TDR causes "zoning creep". Used Sixth St as an example. These examples needs further explanation.

J.Nedelka closed Citizen's Forum and asked staff to address 2 questions about trees along property lines and setbacks.

D.Benton provided responses.



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6. DISCUSSION OF DRAFT TDR ORDINANCE AMENDMENTS AND CRITERIA

J.Nedelka appreciated examples.

D.Benton spoke to examples indicating that the tables need more work, they are difficult to follow and staff will continue to put in clearer forms as the amendments get more finalized. These examples are indicate how unique certain sites are, how difficult a set number is for an entire zoning district, and how some of these exemplify issues with proposed numbers in the current drafts of the tables.

P.Crouser provided an overview of calculation process in ordinance currently and difference between open space, lot coverage, and impervious coverage.

Starting with 103 Court St. Example:

P.Crouser began going over the existing calculation.

K.Pimental asked about base density calculations and unsuitable development area definition which was answered.

P.Crouser-average within 200' in both directions (same side of the road) is 85%.

Carmen's Way Example:

If we only required this, it would have been too low.

K.Pimental-so far the applicants have shown more open space in approved projects than the new amendments would have in the R-12. C.Berry indicated that wasn't the case in the 512 Sixth St./R-40 example.

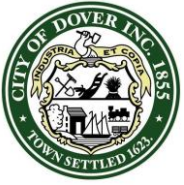
512 Sixth St. Example:

Average is 85% which means applicant was capped at 65%. That project would not have happened with proposed amendments.

P.Crouser asked for a better way to calculate green space and make it compatible.

J.Nedelka- what would an Open Space Subdivision have yielded there?

D.Glennon-constraining the R-40 isn't a big hurdle. Still feel R-40 is not useful for TDR. TDR should be a place to expand conservation to cluster homes in a way that make sense so that we are conserving land that the R-40 defines so using TDR is a bit of a contradiction so he has no problems saying certain properties aren't viable for TDR to be used in the R-40.



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C.Berry- Not every property is worthy of a TDR project. Have we looked at instead of overcomplicating this by looking at x number of properties in a certain distance but rather in the R-40 zone should have Y% of undeveloped space.

R-12 30% undeveloped space, reasonable to think that someone would develop 8,000 s.f.?

Taking that approach may be easier to calculate and come to a conclusion on but more equitable to the property owner's rights to develop to the maximum extent practicable. Is there more of a rational nexus here between the use of the TDR and the underlying zone.

103 Court St. has 53% of its site is undeveloped area (not including stormwater bioretention area)

P.Crouser-having a single metric would be easy and would save staff review time but it works both ways. We don't want sprawl, we want to infill vertically where we can and it makes sense. Comparing density calculations to the rest of the area is very telling and is an easier reference for Planning Board members and the public to reference.

C.Berry in terms of progression would prefer something simpler and easier.

D.Glennon-design based code does choose the current situations in neighborhoods.

Discussion ensued on best ways to determined required open space and neighborhood consistency.

K.Pimental-where is the 30% added? Answered to the table/calculation. Are we overthinking undeveloped land? Whatever percentage we land on, developers will make work so we should focus on design standards?

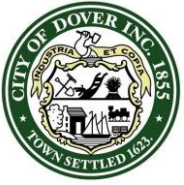
J.Nedelka-the 30% is just off and needs to be changed but tweaked or significantly? Ultimately, we are trying to come up with an imperfect metric.

D. Glennon reminded that it's a starting point and that Open Space is one piece of the neighborhood metric.

C.Berry discussed other design options at 103 Court. Pointed out Nantucket Ct, Wallingford St. Beacon Circle, etc.

P.Crouser-showed an example of simple lot and 30% of a building envelope.

Summed up that this was a helpful discussion but no decisions were made and staff needs more guidance. Does average undevelopable land useful and should be in there? If so, R-12 needs to do up,



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R-40 may need to be slightly adjusted. C.Berry voted yes to consider undeveloped land calculation-fixed number or average though? K.Pimental agrees. Looked at GranitView Impervious Coverage dataset is fairly accurate. Can we do a GIS dataset instead to then get an average per zoning district, could then supplement that, use that which is fairly up to date and aerial imagery. That could be something we can hang our hat on. When that data set changes we can review the averages again.

P.Crouser-agree but not sure of a practical way to obtain that dataset as we can have impervious area increased without certain permits, etc. Discussed AI layers on NearMap but coverage wasn't offered.

D.Glennon like the idea but that it is a percentage of a percentage of the surrounding is couching the neighborhood context. Then the engineer would have to determine that and present that information as part of that application. Average or median?

Discussion ensued on where the right number is supposed to be? We need to feel it out even looking at non-TDR places.

P. Crouser- GIS. SRPC can help with taking satellite 2021 dataset off Granit and can clip it out from City's parcel data and zoning districts.

D.Glennon noted that would be a good analysis.

Group decided non-developable area is a good starting point to consider for neighborhood context but is one piece in the entire ordinance.

More criteria are needed for the Planning Board to make their decisions on TDR requests. Screening is another really important factor.

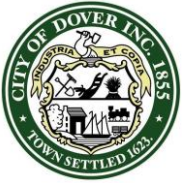
C.Berry stuck with trying to have enough flexibility but also to have clear enough for the Board to make a decision.

D. Glennon-should we consider stormwater management as part of the non-developable area? Something to sort out.

Discussion about setbacks and buffer requirements and screening requirements.

Combination of fencing and vegetation should be part of neighborhood area.

J.Nedelka existing setback of the parent lot established the abutters expectations so visual screening in lieu of buffers plus underlying setback would be appropriate.



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C.Berry would like to think about it. In 103 Court/R-12 instance, if fence and landscape between the fence and 10' mark. C.Berry would be comfortable with a reduced setback if there is a visual screening buffer. But in other cases, do we need a buffer to the buffer in the R-40, we may need a setback and visual buffer which should not be summed. So calculate the setback from the visual screening and not be on the foundation of the proposed development. D.Glennon agreed.

Screening should be in the neighborhood context so this would be subjective for the Planning Board.

In the underlying R-12, but if you look at 103 Court St example. So structures could be 15' from side, plus create a visual buffer of 10' and a side setback of 5' then a deck or some other pillage area would likely be added to that area.

C.Berry maybe we need to use underlying setbacks for side and rear and then fit visual buffer within that setback. Gave R-12 numbers as an example.

Discussion about internal vs. parent parcel setbacks and screening requirements.

Make clarification for the chart on what the setbacks mean on the development proposal.

10' or 12' would make sense for separation of buildings and same underlying side setbacks and rear setbacks around parent parcel. Adding an illustration to add to the table would be helpful.

Next meeting will further refine the tables.

7. OTHER BUSINESS

8. SELECTION OF NEXT MEETING DATE

May 11th at 4:30pm was selected.

9. ADJOURN

D.Glennon made a motion to adjourn at 6:35pm. Seconded by C.Berry. Vote: U/A.