



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, April 28, 2026**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), George DeBoer, Doug Glennon (Vice Chair), Kyle Pimental, Ken Mavrogeorge, Tom Clark, Jeff Sanborn, Melina Gambino (Alternate), Richard Robison (Councilor)

Members Not Present (excused): Devon Dunn, Tyler Allen (Alternate), Eric Salovitch (Alternate)

Staff Present: Donna Benton, Planning Director

G. Cruikshank (Chair) called the meeting to order at 7:03pm, noted that Melina Gambino would be sitting in for Devon Dunn

1. CITIZENS' FORUM

Citizens Forum Open

No one spoke

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

- April 14, 2026 Regular Meeting Minutes

Motion: T. Clark moved to approve the regular meeting minutes of April 14, 2026 as submitted. Seconded by: K. Mavrogeorge. Vote: U/A

3. OLD BUSINESS

- A. 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 one (1) unit through TDR for a total of three (3) units.) *(TRAN-2026-0003) *(This item was continued from the March 24, 2026 Planning Board meeting.)**

Motion: G. DeBoer moved to remove the item from the table. Seconded by: M. Gambino. Vote: U/A

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

Following Planning Board consideration at the March 24, 2026 meeting, the Board voted to continue the item and since that time, the applicant submitted a revised proposal and plan. Following comments from staff and the Board, the applicant has decreased the original proposal by one unit, resulting in a total of three residential units. Accordingly, the TDR request has also been reduced by one unit, as the base density remains at two units.

In response to Board and abutter feedback, the applicant has increased separation between the proposed homes and adjacent properties. A landscape plan has also been submitted depicting proposed screening and existing trees to be maintained. Site photos of the area have also been provided, along with building elevations for the proposed architectural design. Finally, sight distances and lot coverage were clarified in this submission, with lot coverage meeting the underlying R-12 district maximum of 30%.

Bob Stowell, TriTech Engineering, represented the application and explained the revisions to the original proposal submitted. The new request is for three total units. He also addressed concerns about buffer, additional details about the project, photos and existing tree conditions, traffic and density, layout, screening, landscaping and existing trees, data on accidents and speeding violations requested.

Public hearing re-opened.

Pat Murphy 8 Hayes Ln states the project does not meet the standards relating to density, lack of green space, noise/ light/ runoff concerns. Traffic is also a big concern relating to site lines and accidents in that area. He



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expounded on that concern giving anecdotal evidence. He suggested a total of two units and explained a safer layout for the project.

Gretchen Knight, 7 Hayes Ln referred to the spirit of the TDR ordinance. She shared many similar concerns and experiences as the previous speaker. She provided additional information about the tree coverage.

Kristen Lanzer 93 Stark Ave shared concerns for the existing trees on the property line.

Jim Nute 12 Governor Sawyer Ln expressed concerns about additional traffic, speeding, site lines and accidents in that area.

Travis Carloni 103 Stark Ave spoke about traffic and accidents that have occurred along with concerns about precedent and what happens when all these lots start turning over and each new owner does the same thing on their similar-sized lots.

Greg Knight 7 Hayes Ln appreciates the reduction, but has concerns about impervious surfaces, runoff, traffic and noise pollution.

Andy Lanzer 93 Stark Ave expressed concerns about safety issues such as traffic and accidents along with giving tree and fire lane details.

Email received from Greg Knight, 7 Hayes Ln., who spoke tonight and wrote to oppose the application.

Email received from Gretchen Knight, 7 Hayes Ln., who spoke tonight and wrote to oppose the application.

Email received from Eric Trufant, 3 Keating Ave., who wrote to oppose the application. He stated that he has concerns with overdevelopment of the lot, reduced privacy, potential loss of property value, and increased noise from removal of vegetation.

Email received from Alan Nasberg, 5 Hayes Ln., who expresses concern that the proposed project will lead to increased congestion and requested the Board to consider the perspective of abutters in their decision making.

Email received from Pat Murphy, 8 Hayes Ln., who spoke tonight and opposes the application.

Email received from Kristen Lanzer, 93 Stark Ave, who raised concerns about the proposed development and who spoke tonight.

Email received from Kevin Murphy, 100 Stark Ave., who opposes the proposal, citing increased traffic volume and speeding concerns on Stark Avenue, and referencing crash and traffic stop data near the site. He argued that existing conditions already present safety challenges and additional development could worsen these issues, recommending traffic mitigation measures if approved.

Email received from William Seubert, 4 Hayes Ln., who opposes the proposal, raising concerns about increased traffic and safety issues, added noise, loss of vegetation affecting runoff, air quality, and buffering, and uncertainty about project feasibility.

Email received from Sam Goodall, who opposes the proposal, and states they support downtown density but argues that the project would crowd a residential neighborhood, and raised concerns about loss of trees, habitat, privacy, and neighborhood character, and stating the impacts outweigh the benefits.



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Email from Diana Carpinone, Non-Toxic Dover, opposing the project and noted trash, air quality, and that this wasn't a good location for an ADU or TDR.

Public hearing closed.

The applicant addressed public comment

- Traffic assessment and site lines information provided
- Landscape/ site conditions
- Spirit and concept of TDR

Staff and board addressed public comment

- Storm water and runoff

Staff and applicant addressed board comments and questions

- Process and next steps for project review
- Review of the proposal in relation to existing old trees and Planning Board procedures which relate
 - Discussions ensued
- Density options allowed by right on site
 - Discussions and opinions were shared by board members relating to density, walkability, tree protection

STAFF RECOMMENDATION – Transfer of Development Rights

§170-29 provides for additional density to be purchased through Transfer of Development Rights, provided that four criteria are met: The proposal is consistent with the Master Plan; is compatible with the land uses on neighboring lots; is created on property served by public water and sanitary sewer; and not seeking permitted relief caused by additional density.

The applicant described the site within the R-12 District as surrounded by a mix of single- and two-family homes. The proposed density, about one unit per 12,800 square feet, now exceeds minimum requirements for the underlying R-12 zoning district, is consistent with abutting lots, and is less dense than many nearby properties. The site is served by municipal water and sewer and has no identified environmental constraints.

The Planning Department recommends the Planning Board make findings, and vote to grant the TDR request with the following subsequent conditions:

Subsequent Conditions to be Met Prior to Granting TDR:

1. A Site Plan application is required to be submitted for review and approval by the TRC and Planning Board; and density may be reduced by Planning Board after review of a fully engineered site plan
2. Payment of TDR fees;
3. Payment of water/sewer investment fees at time of request for service;
4. Revise and submit plan set to include:
 - 4.1. Owners' signatures;
 - 4.2. Correct locus plan sheet;
 - 4.3. Surveyed plan signed and stamped by a LLS;
 - 4.4. The following notes:
 - 4.4.1. "This site plan uses the Transfer of Development Rights ordinance which allows for relief to the setbacks, lot area, frontage, density and intensity of the development. The Board granted TDR relief to purchase one unit for a maximum total of three units on the subject lot."



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4.4.2. Add note to site plan to use best management practices during construction to ensure existing 37" spruce along with any other existing landscaping along the southerly property line is protected.

Motion: K. Pimental moved to approve the Transfer of Development Rights with the subsequent conditions set by staff. Seconded by K. Mavrogeorge. Vote: U/A

The Vice-Chair announced Items 4B and C would be heard together.

- B. Consideration and possible adoption of the proposed Amendments regarding Chapter 153 (Site Plan Regulations). The full text of the amendments is available in the Planning Department and at www.dover.nh.gov located under meeting materials and on the Planning Department page*.
- C. Consideration and possible adoption of the proposed Amendments regarding Chapter 157 (Land Subdivision Regulations). The full text of the amendments is available in the Planning Department and at www.dover.nh.gov located under meeting materials and on the Planning Department page*.

D. Benton provided an overview of the proposed amendments, previous motion to post the amendments, and option to adopt the amendments.

Board members asked clarifying questions of staff and discussed the proposed amendments.

Public hearing opened.

No one spoke

Public hearing closed.

Motion: K. Mavrogeorge moved to adopt the amendments as posted and presented. Seconded by: T. Clark.
Vote: U/A

4. NEW BUSINESS

- A. Consideration and acceptance of a Lot Line Adjustment for Waterside Land Holdings, LLC, Assessor's Map M, Lots 91-C and 91-D, zoned R-40, located at Middle Road. *(LOTA-2026-0001)

D. Benton explained that the Applicant is proposing a lot line adjustment between two abutting vacant parcels on Middle Road, adding approximately 31,100 square feet from Lot 91-C to Lot 91-D.

The lot line adjustment will support the creation of a drainage easement for the city in the area for run-off from the adjacent public road, Isaac Lucas Circle. It will also allow for the applicant to work with the city towards conservation efforts.

Post lot line adjustment the minimum frontage and lot size zoning requirements will still be met.

Kevin McEneaney, represented the application and explained the request for lot line adjustment between abutting lots.

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

Public hearing opened.

No one spoke



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Emails received from Chris Stevens, 14 Isaac Lucas Circle, who provided information on the Brickyard Homeowners Association and a recorded agreement with the subject property and stated any boundary adjustments may require association review.

Public hearing closed.

STAFF RECOMMENDATION – Lot Line Adjustment

Chapter 157-17 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

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. Planning File Number LOTA-2026-0001
 - 1.2. The owner's signatures
 - 1.3. The LLS stamp and signature
 - 1.4. Add common note regarding proposed utilities.

Motion: T. Clark moved to approve the Lot Line Adjustment with the subsequent conditions. Seconded by M. Gambino. Vote: U/A

- B. Consideration and acceptance of a Conditional Use Permit for Edward Williams, Assessor's Map L, Lot 45-H, zoned R-20, located at 169 Spur Road. (Proposal is to demolish the existing structure and construct a new single-family home with site improvements resulting in approximately 7,839 square feet of impacts to the Conservation District.) *(COND-2026-0023)

D. Benton explained that the Applicant is proposing to demolish the existing home and construct a new single-family home. The proposed work would result in overlapping impacts to the wetland buffers and Conservation District. There are no direct wetland impacts associated with this proposal.

As the total proposed permanent impacts, 7,839± square feet, are within the 100-foot Conservation District boundary, the Conservation District regulations were considered for the request. An NHDES Standard Dredge and Fill Wetlands Permit was approved for these impacts on March 13, 2026.

On June 19, 2025, the Zoning Board of Adjustment (ZBA) granted a Variance to allow for the proposed structure to be located closer to Spur Road, within the front setback, and further from the wetlands on the parcel.

Drew Olehowski, Hayley Ward represented the application and explained the request for CUP to demolish an existing home and construct a new single-family dwelling. He highlighted the removal of driveway and addition of vegetation.

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



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Public hearing opened.

No one spoke

Email received from Raymond Bardwell, 199 Spur Rd., in support of the application stating that the new construction will be built to “today’s standards.”

Public hearing closed.

STAFF RECOMMENDATION – Conditional Use Permit, Conservation District

The Conservation District ordinance §170.27.C provides for Conditional Use Permits to allow impacts to the Conservation District if standards related to demonstration that the use is essential to the productive use of land, a soil erosion and sedimentation control plan is submitted, state and federal approvals have been applied for, and a written review by the Conservation Commission has been sought.

Planning Staff feels that the applicant considered and met all of the criteria as specified in §170.27.C per their application. The parcel is entirely within the Conservation District, and a Variance was granted to allow the structure to shift farther from the wetlands than the existing home. The proposal improves site conditions by removing impervious surfaces within the buffer, reducing lot coverage from 51% to 24.5%. It also adds new buffer plantings while preserving existing trees. The project has received NHDES wetlands permitting and was reviewed and endorsed by the Conservation Commission.

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

Subsequent Condition to Be Met Prior to the Issuance of Conditional Use Permit:

1. Submit a copy of approved NHDES Standard Dredge and Fill Wetlands Permit.

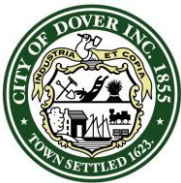
Motion: M. Gambino moved to approve the Conditional Use Permit with the subsequent conditions.

Seconded by T. Clark. Vote: U/A

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

- C. Consideration and acceptance of Transfer of Development Rights (TDR) for 25 Dover Point, LLC, Assessor’s Map K, Lot 26, zoned R-12, located at 28 Dover Point Road. (Proposal is to purchase two (2) residential units through TDR.) *(TRAN-2026-0002)
- D. Consideration and acceptance of a Conditional Use Permit for 25 Dover Point, LLC, Assessor’s Map K, Lot 26, zoned R-12, located at 28 Dover Point Road. (Proposal is to allow for construction of a mixed-use building with associated drainage and grading resulting in approximately 1,797 square feet of permanent impacts to the wetland buffer. There are no direct wetland impacts proposed.) *(COND-2026-0010)
- E. Consideration and acceptance of a Site Plan for 25 Dover Point, LLC, Assessor’s Map K, Lot 26, zoned R-12, located at 28 Dover Point Road. (Proposal is to construct an approximately 3,048 square feet mixed-use building to include three (3) commercial units on the first floor and three (3) residential units on the second floor.) *(SITE-2026-0002)

D. Benton explained that the Applicant is proposing a mixed-use building at 28 Dover Point Rd. consisting of three residential units on the second floor and three commercial units on the first floor. The applicant has also applied for Transfer of Development Rights (TDR) as part of this project with two residential units being sought for approval by the Board.



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Approximately $\pm 1,797$ square feet of permanent impacts to the wetland buffers have been proposed in relation to the stormwater mitigation design and grading for the project. There are no direct wetland impacts proposed. The applicant has applied for a Conditional Use Permit (CUP) for the related impacts and the Conservation Commission reviewed and endorsed the application at their April 13, 2026 meeting.

On Dec. 18, 2025, the Zoning Board of Adjustment (ZBA) approved three Variances, (ZONE-2025-0037), from Sections 170-11(D), 12(B), and 15(D) to allow for a commercial use within a residential zoning district, an increased build-to line, and to allow for a commercial use closer than 150' from a residential structure within a residential zone.

Similar Variances were granted in 2021 by the ZBA related to a prior approval on site for a medical office building. In that instance, the related project Site Plan and CUP were also approved by the Planning Board.

The Technical Review Committee reviewed the application at their March 12, 2026 meeting. Part of the TRC discussion and review focused on changes to the site design from the previous proposal, appropriate abutter screening, and plan revisions associated with a reduction in the number of residential units from what was originally proposed.

Steve Haight, CivilWorks represented the application and explained the project details including history of the property and previous application, layout, proposed sidewalk, recreation area, and change in use from the previous approval.

He addressed comments and questions from the board related to traffic circle/ light history, additional residential units (Planning Dept process and recommendations) and storm water management.

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

Public hearing opened.

No one spoke

Public hearing closed.

STAFF RECOMMENDATION – Transfer of Development Rights

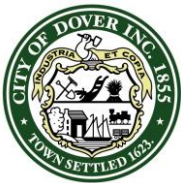
§170-29 provides for additional density to be purchased through Transfer of Development Rights, provided that four criteria are met: The proposal is consistent with the Master Plan; is compatible with the land uses on neighboring lots; is created on property served by public water and sanitary sewer; and not seeking permitted relief caused by additional density.

Staff finds the proposal consistent with Master Plan goals by redeveloping an underutilized parcel in a developed area. The site context and zoning are appropriately addressed, with a reasonable proposed density comparable to what is allowed by-right in the R-12 District. While the project includes stormwater improvements within the wetland and stream buffers, the impacts are limited and consistent with those previously approved for the site, and have been endorsed by the Conservation Commission.

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

Subsequent Conditions to be Met Prior to Granting TDR:

1. Approval of Site Plan SITE-2026-0002;
2. Approval of CUP COND-2026-0010;
3. Payment of TDR fees;
4. Payment of water/sewer investment fees at time of request for service;



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5. Revise and submit plan set to include:
 - 5.1. Owners' signatures;
 - 5.2. Surveyed plan signed and stamped by a LLS;
 - 5.3. The following note:
 - 5.3.1. "This site plan uses the Transfer of Development Rights ordinance which allows for relief to the setbacks, lot area, frontage, density and intensity of the development. The Board granted TDR relief to purchase two units for a maximum total of four units on the subject lot."

Motion: M. Gambino moved to approve the Transfer of Development Rights with the subsequent conditions. Seconded by D. Glennon. Vote: U/A

STAFF RECOMMENDATION – 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 application. There are no direct wetland impacts associated with the project, therefore no mitigation or DES permitting is required. All buffer impacts are associated with the grading and stormwater management from the project. No impervious surfaces are proposed within any buffers and the Conservation Commission reviewed and endorsed the application.

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

Subsequent Condition to Be Met Prior to the Issuance of Conditional Use Permit:

1. Approval of Site Plan (SITE-2026-0002).

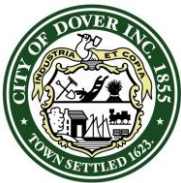
Motion: K. Pimental moved to approve the Conditional Use Permit with the subsequent conditions. Seconded by K. Mavrogeorge. Vote: U/A

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-2026-0002;
 - 1.2. Owner's signatures;
 - 1.3. Professional stamps and signatures;
 - 1.4. Revise lighting plan to address light spillover on neighboring property;
 - 1.5. Label row of trees along northern boundary on landscape plan in compliance with Chapter 153-13.G;
 - 1.6. Remove water shutoff shown in lawn on sheet 8;
2. Approval of CUP (COND-2026-0010);
3. Submit a draft amended utility easement, naming the City of Dover as beneficiary, for review by the City Engineer;



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Subsequent Conditions to Be Met Prior to Construction:

4. A pre-construction meeting must be held with City staff;
5. 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:

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

Subsequent Conditions to Be Met Prior to Occupancy:

7. Issuance of Certificate of Occupancy;
8. Surety or other form of security acceptable to the City is provided for any unfinished work;
9. 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.

The applicant addressed a question about lighting.

He asked a question about one of the conditions which was addressed by K. Mavrogeorge.

Board members and staff discussed the City plans for light/round-about.

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

5. STAFF COMMENT

- The NHPA is holding their spring conference next Thursday in Laconia.
- NH BEA's OPD Conference for Board members is Saturday May 9th in Concord (not online)
- No Prior TRCs since the last meeting and no upcoming TRCs currently scheduled.
- May 12th's agenda will include a compliance hearing on the tree cutting near 566 Sixth St.
- May 6th City Council workshop on housing
- D. Benton just got back from the National Planning Conference in Detroit, which was very interesting to see their planning and economic development efforts and network with fellow planners. Dover did receive an award from the Economic Development Division for the Implementation of the Cochecho Waterfront Development being so innovative. More on that will follow.

6. MEMBER COMMENTS

- K. Pimental
 - Legislation update
- G. DeBoer
 - Stark Ave traffic issues- good public feedback tonight
- K. Mavrogeorge
 - May 16 Community Services open house
 - Accolades for Community Services team and their recent work
 - Public input session about Morningside park coming up
- Planning Board Chair signed the following:
 - Lot Merger for 7 and 11 Iona Ave.

7. ADJOURNMENT

Motion: G. DeBoer moved to adjourn at 8:49 pm. Seconded by K. Mavrogeorge. Vote: U/A