



**CITY OF DOVER**

## DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Media Access Center – Room #306 – McConnell Center  
Meeting Date: **Tuesday, April 10, 2012**  
Meeting Time: **7:00 pm**

**Members Present:** Marcia Gasses (Chair), Frank Torr (Vice Chair), Dean Trefethen, Mayor; Lee Skinner, Tom Clark, Gary Green, Dave White, Dennis Ciotti (Alternate)

**Members Not Present:** Kirt Schuman, Jake Forget (Alternate)

**Staff Present:** Christopher Parker (Planning Director)

*The Chair called the meeting to order at 7:05 pm.*

### 1. LAND USE BOARD ORIENTATION

Christopher Parker reviewed a presentation on land use boards, focusing primarily on the Planning Board but also covering the Zoning Board, Conservation Commission, Energy Commission and Transportation Advisory Commission. The presentation also included information about general meeting criteria and process.

**2. DISCUSSION REGARDING:** Sidewalks vs. Shoulders – This item will be presented at a later date, as Mr. Scruton was unable to attend.

**3. PRESENTATION AND DISCUSSION REGARDING:** Proposed zoning, subdivision regulation and site review regulation amendments distributed April 10, 2012.

C.Parker reviewed the two Site Review Regulation amendments:

- Clarifying Chapter 149 Site Review Regulations & Technical Review Committee requirements
- Clarifying Site Development Design Criteria
- Adjust the parking requirements to the B-4 district.

D. Trefethen asked for clarification on the change from Architectural Design Guidelines to Standards.

C.Parker reviewed the four Subdivision of Land Regulation changes:

- Clarifying Chapter 155 General Requirements
- Improvements to Sidewalks
- Telephone, Electric Utilities and Street Lights
- Land Use Subdivision Regulation Definitions

D.Trefethen asked about the sidewalk width, and setting minimum street tree areas which is not in the regulations. He feels review is needed in the area of – the grass area between the sidewalk and the curb.

D.White clarified the width of a grass strip is between 3 and 5 feet. General discussion occurred relative to street trees.

Staff will review inserting street cross sections.

G.Green requested clarification on what “low height” means in regards to street lights. L.Skinner requested clarification on the “frequency” requirement.



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Discussion ensued regarding the ways to interpret “energy efficient” lighting, and the ownership of street lights.

C.Parker reviewed the eighteen (18) Dover Zoning Ordinance Amendments proposed.

- Definitions to include Lots and Rooming House
  - Discussion focused on the length of time a tenant would stay in a rooming house.
- Amending the 2009 Zoning Map from Urban Density Multi-residential (RM-U) to Central Business District (CBD) as described in the amendments; and changing from Office (O) to Central Business District (CBD) as described in the amendments.
- Amending the 2009 Zoning Map from Urban Density Multi-residential (RM-U) to Office District (O) as described in the amendments; and changing from Medium Density Residential (R-12) to Office District (O) as described in the amendments.
- Amending the 2009 Zoning Map from Medium Density Residential (R-12) to Thoroughfare Business District (B-3) as described in the amendment.
- Amendments regarding increasing agricultural activities within the city and better defining types and styles of retail agricultural uses.
  - Discussion regarding the building size and display areas for Roadside Farmstands ensued.
- Amendment allowing commercial recreation and educational institutions, post secondary in I-2 districts
- Amendment changing the Special Exception to Conditional Use Permits for retail in the O district.
- Amendment reducing the front setbacks from 75 to 50 feet in the B-4 district, and the parking setback from 25 to 20 feet.
- Rooming houses as a permitted use in the office zone as an additional option for affordable housing. And, Group Home for minors in the office district.
- The Terminology change for manufactured housing (replacing mobile home) and changes permitted use for any manufactured housing in any R-40 district to be compliant with the RSA # 674:31-a.; Applicability of Tables of Use and Dimensional Regulations by District; and Definition of Mobile Home Subdivision.
- Accessory Dwelling Unit, in the RM-SU, RM-U, and B-1 Districts. Remove the word *following*. To clarify that an Accessory Dwelling Unit is not categorized as a duplex. It is an owner-occupied structure, rented to a relative, or an unknown renter, and it is not an in-law apartment.
  - Discussion regarding ensuring that the owner resides in one of the units ensued.
- Revising the Permitted Use to add the use Child Care Home and to revise the definition of Child Care Facility. A child care facility, group child care home, family child care home are redefined.
- Amendments to revise the Customary Home Occupation definition to remove the regulatory portion and to set that as a standalone section in the code.
- Amendments to change Article VI from Special Exceptions to Additional Regulations, and relocating miscellaneous regulations to this new section.
- Revising Residential-Commercial Mixed Use Overlay District – reducing the parcel size from 50 acres to 20 acres.
  - D. Trefethen requested that the requirements for mobile homes in the district be reviewed.
- Revising Article Chapter 170-52 Zoning Board of Adjustment, Section C, Powers and Duties.

#### 4. ADJOURNMENT

**Motion:** D. Trefethen motioned to adjourn the meeting at 9:01 pm. L.Skinner seconded. Vote: U/A.