



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, February 12, 2014**
Meeting Time: **7:00 pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS – None**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
 - A. **CHAPTER 74 – CEMETERIES**
SPONSORED BY COUNCILOR CHENEY
8. **CITIZEN’S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

9. **CITY MANAGER’S REPORT**
10. **APPROVAL OF MINUTES**
 - A. **January 15, 2014 – Special Meeting**
 - B. **January 15, 2014 – Workshop Session**
 - C. **January 22, 2014 – Regular Meeting**
11. **MAYOR’S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING – None**
 - B. **ORDINANCES IN THE *4th READING**
 1. **CHAPTER 74 – CEMETERIES**
SPONSORED BY COUNCILOR CHENEY
 - C. **RESOLUTIONS – None**



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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BLOCK PARTY – Six03 Endurance**
2. **PARADE – American Cancer Society – Making Strides Against Breast Cancer**
3. **PARADE – Greater Dover Chamber of Commerce**
4. **RAFFLE – Greater Dover Chamber of Commerce – 10/4/2014**
5. **ROAD RACE – Children’s Museum of New Hampshire**
6. **ROAD RACE – Dover Main Street**
7. **ROAD RACE – Greater Dover Chamber of Commerce**
8. **ROAD RACE – Rochester Runners Club**
9. **ROAD RACE – Saint Mary Academy**
10. **ROAD RACE – Six03 Endurance**
11. **ROAD RACE – Trick or Treat 5k & Kids Fun Run for Dover Soccer Association**
12. **RAFFLE – Greater Dover Chamber of Commerce – 5/2/2014**

13. **TOLEND ROAD DECLARATION OF CONSERVATION RESTRICTIONS**
SPONSORED BY MAYOR WESTON BY REQUEST

14. **SPAULDING TURNPIKE, ROUTE 4 & ROUTE 16 WATER AND SEWER DESIGN SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST

15. **B13075 PHASE II ENVIRONMENTAL SITE ASSESSMENT FIRST STREET PARKING LOT**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---------------------------------------|
| 1. School Board | 7. Solid Waste Advisory Commission |
| 2. Planning Board | 8. Transportation Advisory Commission |
| 3. Appointments Committee | 9. Legislative Liaison |
| 4. Recreation Advisory Board | 10. Pool Advisory Committee |
| 5. McConnell Center Advisory Committee | 11. Parking Commission |
| 6. Arts Commission | 12. Ordinance Committee |

B. RESOLUTIONS

1. **CITY COUNCIL ETHICS COMMISSION SUBCOMMITTEE**
SPONSORED BY MAYOR WESTON BY REQUEST

2. **ESTABLISHING THE DOWNTOWN DOVER TAX INCREMENT FINANCING (TIF) DISTRICT**
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 19, 2014)
SPONSORED BY MAYOR WESTON BY REQUEST



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C. ORDINANCES IN 1ST READING

1. CHAPTER 170 – ZONING

(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 26, 2014)

**SPONSORED BY COUNCILOR GARRISON AS PLANNING BOARD
REPRESENTATIVE**

- 14. COUNCIL CORRESPONDENCE – None**
- 15. COUNCIL MATTERS OF INTEREST**
- 16. ADJOURNMENT**

THE CITY MANAGER'S REPORT

Month Reporting: January 2014

*Before we can talk about a championship, we have to practice
like a championship team.*

Mike Singletary

J. Michael Joyal, Jr.
City Manager



Legal Department

Month Reporting: January, 2014 by Anthony Blenkinsop

The Office of General Legal Counsel provides legal support to the City Council, City Manager, city staff and volunteers on boards, commissions and committees of the City of Dover to assist efforts in providing services to our constituents and/or customers. In addition, legal support is also provided to the Dover School Board, Superintendent of Schools and school staff.

Right to Know Requests, pursuant to RSA 91-A:

Alton – Principal Resignation

Alton – Ethics Commission

Fort Washington, PA – Hampton Inn

Des Moines, IA – Delinquent Taxes

Alton – Ethics Public/Nonpublic Minutes

Dover – NHRS Contract

Dover – Health Care Benefits

Collinswood, NJ – EMS Billing Contract

Dover – Planning Board Seminar

Manchester – PLT Contract

? – Assessment Roll

Assistance to City departments and/or offices:

City Council: drafting/review of resolutions and ordinances, Recreation Advisory Board inquiry

City Manager: review of documents for signature, 91-A requests,

Executive: Lot line adjustment; Legal mission statement; City Council expectations; Selecting Chair of Appointment and Ordinance Committees; Employment Agreement; Current litigation update; 2014-15 City Council Procedural Rules and Decorum; LGC pending litigation; Bankruptcies update; Easement

Community Services: Public art display guidelines; Letter of credit format requirement

Finance: Liens; Mortgagee's sale; Acceptable Use Policy

Planning: Mast Road Cell Tower; Site lot adjustment request

Police: Parking Commission; Food vending rules

School: Safe Routes for School Program; Committee meetings, Superintendent Search Committee; Meeting posting; Public or nonpublic meetings

Review of Legal Support Services for the Month of January:

	For Month	FY2014	FY2013	FY2012
Legal Matters/ Questions Handled	38	110	302	360
Document Creation/Review	19	83	145	126
Right to Know Requests Processed	11	35	43	61
Resolutions	6	27	31	23
Ordinances	0	2	14	12

The use of outside counsel to handle specialty matters continues and consists of environmental matters and labor negotiations. There are a small number of attorneys hired on a variety of smaller matters.

Economic Development

Month Reporting: January, 2014 by Dan Barufaldi

Summary: Economic activity continues to expand in the region. Manufacturing, retail and tourism, software and IT services, and the staffing industry report year-over-year revenue increases. Both residential and commercial real estate market conditions continue to improve albeit from different baselines and with different trend lines. Firms are holding headcounts level with few exceptions. Wages are mostly steady

with a slight uptrend. Upward price pressures are minimal. Many contacts are cautiously optimistic about the future with some trepidation expressed about healthcare reform and its effect on their employment costs and the permanent/temporary employment ratio. The recent softening of sequestration and the extension into February of any government shut down threat is, to some extent, mitigating the fear of negative government policy decisions affecting business conditions. Dover's unemployment rate dropped from 4.2% to 4.0% in the period.

Software & IT Services: Regional software and IT services contacts report stronger –than-anticipated activity in Q4, with modest improvement in both revenues and earnings. Increased consumer demand and improved execution at the firm level are cited as reasons for the increase. This activity has paused in January. Conversely, a healthcare contact reports negative growth due to the expiration of federal stimulus funding for health records software. Most firms are retaining current headcounts while maintaining merit increases at the 3-5% level. Selling prices and capital and technology spending have remained unchanged in Q4 and into January. Continued growth is expected through Q1 2014.

Staffing Services: Regional and local staffing firms report strengthened business conditions in Q4, with low double digit revenue growth quarter-over-quarter. This trend has continued into January. Year-over-year growth is in the 3-10% range. This is due to the improved macroeconomic climate and changes in firms' business development strategies. Labor demand is largely unchanged since late summer. Labor supply has thinned over the last several months and is particularly tight in the software/IT and engineering sectors.

The temporary to permanent ratio continues to improve with some seeking candidates for positions abroad. Bill and pay rates are either flat or modestly increased since summer. Most contacts in this sector are more optimistic than they were in Q4. Steady growth is expected through year-end.

Commercial Real Estate: Leasing fundamentals maintained a very slow pace of improvement in recent weeks, consistent with minimal-to-slow employment growth. A small amount of speculative office construction as part of mixed use building is now being done. The government shutdown caused a momentary pause in loan inquiries, but borrowing activity has since resumed at a healthy pace. The lending environment remains highly favorable to borrowers, with historically low interest rates and increasingly looser standards. Abundant investment capital continues to flow into commercial properties across the region, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace as does health care construction. The latter could be slowed by the uncertainty of healthcare reform in the near future. The outlook remains cautiously optimistic across the region. Forecasts call for more slow improvement in fundamentals moving forward, pending steady (if slow) employment growth. Fiscal policy uncertainty at both the state and federal levels is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity.

Residential Real Estate: December and January sales numbers indicate an improvement in single-family homes and condos, but January numbers to date signal a possible pause due to seasonality as winter approached. It is felt that the recovery is well under way;

however there are some signals of a drop in consumer confidence resulting from the fiscal and health care reform induced uncertainty as well as the new federal flood insurance legislation and new flood maps drawn by FEMA. These continue to generate concern across the region as insurance rates are expected to rise significantly, making houses located in the flood plain more expensive to own. That notwithstanding, this has been a turnaround year in residential markets locally.

Manufacturing & Related Services: Virtually all local manufacturing firms report stable or growing sales during the period, with one advanced manufacturing firm expanding sales so fast they are borrowing working capital to keep up with orders. The rest of the firms report year-on-year sales growth in the low single digits. None of the local firms report being materially affected by sequestration, but are relieved that some DOD expenditures are back in the budget. All manufacturing contacts report it is difficult or impossible to raise prices. All are heavily involved in cost reduction to stay competitive. Subcontracting appears on the upswing. None are reporting staff reductions, but very few are growing staff with the uncertainty about healthcare reform costs and the optimal permanent/temporary employment ratio with the ACA structure being imposed. One electronics firm plans to hire only contract workers saying the ACA is drastically increasing healthcare costs for the firm. Most respondents are trying to keep inventories low but one expanding electronics firm has had to increase inventories substantially to handle anticipated higher sales. No major capital spending actions across the sector, but two local manufacturers are contemplating new expanded buildings for their businesses. Regional manufacturers are guardedly optimistic.

Retail & Tourism: Retail contacts report year-over-year sales ranging from a 7% to 10% increase with a few firms most heavily affected by online sales showing single digit declines. Demand continues high for apparel, home furnishings, and furniture. Inventories are well managed, but sale prices are being heavily discounted on some product lines. Sentiment in this period is “wait and see” with some retailers wondering if the early holiday shopping start at Thanksgiving has cannibalized December/January sales. Most say that Q4 2013 exceeded Q4 2012 but disagree about by how much. Local hotel activity has been good, but one of our five hotels was closed for renovation, pulling 93 rooms out of the market at one of the traditionally busiest times. It is just now coming back on line. Restaurant activity locally has been very good with the new brewpub, 7th Settlement enjoying full houses almost every night since it opened. The Barley Pub, recently relocated, renovated and expanded has closed as their revenues did not keep up with their increased expenses. Two other older restaurants downtown are struggling. Our local museums, though doing better than their Boston counterparts, are experiencing a slight decline in attendance as weather has curtailed some activities involving travel. The same weather has enhanced activity at ski and winter resort venues.

* NOTE: Non-local content contains excerpts from the Federal Reserve Beige Book-Boston.

Total Permits Issued: January 2014

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
13-273	DOUBLE DIAMOND HOLDINGS	273	LOCUST STREET	RENOV. SECTION OF 2ND FLR FOR PT O	C	15	21	100000	1025
13-331	SAFFORD	55	NEW YORK STREET	RMV & RPLC/CONST. GABLE END WALL	C	4	56	3000	55
13-364	LAFRANCE HOSPILITY	9	HOTEL DRIVE	INT. RENOVATIONS TO REPAIR WATER	C	39	76	1223000	12255
13-372	BAMFORD	458	CENTRAL AVENUE	CHANGE OF USE TO RETAIL FROM OFFI	C	6	36	5000	75
13-382	LIBERTY MUTUAL INSURANC	100	LIBERTY WAY	INT. RENOVATIONS OF SOUTH WING OF	C	E	24	7645000	76474
13-393	SHAW'S PLAZA	867	CENTRAL AVENUE	INT. RENOVATIONS - COMM. REC. FACI	C	38	6-A		50
13-394	BAMFORD	6	THIRD STREET	TENANT FIT UP FOR JUICE BAR	C	6	36A	8000	105
13-409	DOUBLE DIAMOND HOLDINGS	273	LOCUST STREET	SUITE C, LIVING INNOVATIONS II	C	15	21	78500	810
13-431	KHAOPHUM	555	CENTRAL AVENUE	MINOR INT. RENO. OF A RESTAURANT	C	4	75	12000	145
13-445	CARRIER	4	FOURTH STREET	UNIT 3, CONVERT FROM OFFICE TO DW	C	6	54E	12000	145
13-383	121 BROADWAY, LLC	129	BROADWAY	RENOV. TO A LIGHT MFG FACILTY(SIG	I	26	6	82500	825
13-438	121 BROADWAY LLC	121	BROADWAY	INT. RENO. OF LIGHT MFG FACILITY/O	I	26	6	82500	850
13-316	NEWSKY	88	LITTLEWORTH ROAD	CONST. A STORAGE SHED	R	F	35	2500	55
13-351	MITCHELL PUTMAN, LLC	73	OLD ROCHESTER ROAD	RENOV./RMDL A SFD	R	A	3	30000	325
13-387	RUDOLPH	6	NILES STREET	RMV. & RPLC/CNST. A REAR DECK ADD	R	20	5-C	1800	45
13-410	CALDER	65	CENTRAL AVENUE	CONST. A MECHANICAL ROOM IN A DE	R	17	57	25000	275
13-411	ZOLLI	12	LEIGHTON ROAD	DEMO. A SFD & ACC. STRCTR, CONST.	R	8	22	215515	2185
13-418	TENARU INVESTMENTS, LLC	30	CHAPEL STREET	RENO. A MULTI-FMLY (6 -UNITS) & CON	R	24	60-B	210000	2125
13-420	HUTS TO HOMES	58	RUTLAND STREET	INT. FINISH OF REAR ADD. & INSTALL	A	15	59	50500	535
13-432	TOLEND ROAD PROPERTIES, L	68	STOCKLAN CIRCLE	NEW CONST. SFD WITH ATT. GARAGE	R	G	24J-4	134000	1365
13-434	TOLEND ROAD PROPERTIES	70	STOCKLAN CIRCLE	NEW CONST. SFD WITH ATT. GARAGE	R	G	24J-4	134000	1365
13-440	LANG	15	LANDING WAY	FOR INT. RENOV. & REMODEL THE KITC	R	L	95-11	51000	535

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
13-441	COMSTOCK	410	GULF ROAD	NEW CONST. SFD W/ATT. GARAGE & AD R		N	2A	600000	6025
13-443	MARKHAM	56	HOUGH STREET	RENOV./REMODEL A KITCHEN	R	35	8	25000	275
14-017	WEARE	35	POLLY ANN TRAILER PARK	REMOVE MOBILE HOME FROM PARK SI	R	M	47-C	0	50

Total Permits Issued: 25

Total Construction Value: \$10,730,815.00

Total Fees Collected: \$107,974.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	2	Change of Use	0
Commercial Renovations	8	Commercial	5
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	0	Industrial	0
Industrial	0	Renovations	7
Industrial Renovations	2	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	4	Single Family Dwellings	3
Renovations Dwelling Unit	12	Accessory Dwelling Unit	1
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	2		
		Total	15

DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	1/28/2014	201407753	STANLEY ELEVATOR COMPANY INC	\$5,075.00
City Finance Office	1/8/2014	201406697	PUBLIC SERVICE CO OF NH-CITY	\$5,117.19
Recreation	1/28/2014	201407688	KANSAS STATE BANK OF MANHATTAN	\$5,295.00
Executive	1/8/2014	201406699	SHI INTERNATIONAL CORP	\$5,418.00
City Finance Office	1/22/2014	201407494	PUBLIC SERVICE CO OF NH-CITY	\$5,740.02
City Finance Office	1/15/2014	201407121	PUBLIC SERVICE CO OF NH-CITY	\$5,773.71
Fire and Rescue	1/28/2014	201407781	STATE OF NH-DOT	\$5,896.74
Police	1/28/2014	201407690	MCENEANEY SURVEY ASSOC., INC.	\$6,350.00
Community Services Department	1/9/2014	201406752	FISHER AUTO PARTS 451 / FED. AUTO PARTS	\$6,502.13
City Finance Office	1/8/2014	201406695	PUBLIC SERVICE CO OF NH-CITY	\$6,769.03
City Finance Office	1/28/2014	201407767	UNITIL NH	\$6,946.79
Police	1/29/2014	201407814	STATE OF NH-DOT	\$7,265.53
Executive	1/6/2014	201406589	DELL MARKETING L.P.	\$9,063.68
Executive	1/9/2014	201406748	CCMSI	\$9,824.54
City Finance Office	1/9/2014	201406747	BAYRING COMMUNICATIONS	\$10,246.14
Community Services Department	1/28/2014	201407763	HANSCOMS TRUCK STOP, INC.	\$11,462.82
Community Services Department	1/28/2014	201407752	HANSCOMS TRUCK STOP, INC.	\$12,563.14
City Finance Office	1/8/2014	201406696	PUBLIC SERVICE CO OF NH-CITY	\$12,589.14
Community Services Department	1/16/2014	201407162	HALL & ASSOCIATES, PLLC	\$13,733.02
Community Services Department	1/22/2014	201407493	NNEPRA	\$13,843.00
City Finance Office	1/31/2014	201407876	SANTA BUCKLEY ENERGY	\$16,970.80
Community Services Department	1/7/2014	201406632	NORMAN R. GAGNON CONSTRUCTION, LLC	\$18,120.00
City Finance Office	1/9/2014	201406755	SANTA BUCKLEY ENERGY	\$18,520.98
Community Services Department	1/29/2014	201407804	STATE OF NH-DOT	\$18,861.79
Public Welfare Department	1/22/2014	201407287	ADDISON PLACE	\$21,276.00
Executive	1/28/2014	201407682	CCMSI	\$24,005.23
Executive	1/9/2014	201406749	CCMSI	\$24,085.08
Community Services Department	1/28/2014	201407754	WRIGHT-PIERCE	\$24,700.00
Police	1/29/2014	201407815	ROBERT H. IRWIN MOTORS, INC.	\$26,240.00
Executive	1/28/2014	201407692	SHEEHAN, PHINNEY, BASS & GREEN	\$29,476.18
City Finance Office	1/8/2014	201406698	PUBLIC SERVICE CO OF NH-CITY	\$32,513.53
Community Services Department	1/14/2014	201406940	ROCHESTER NH, CITY OF	\$33,333.33
Executive	1/28/2014	201407681	CCMSI	\$38,339.95
Community Services Department	1/14/2014	201406943	DENIS L. MAHER COMPANY, LLC.	\$41,718.00
City Finance Office	1/28/2014	201407766	PUBLIC SERVICE CO OF NH-CITY	\$45,200.27
Executive	1/9/2014	201406756	STATE OF NH-DEPT OF LABOR	\$48,195.53
Police	1/29/2014	201407813	GRAPPONE FORD	\$99,232.00

City of Dover

Bid Solicitation Report

For January 2014

1/30/2014

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Community Services WWTP				WWTP Phase 1 Upgrade and MLE Conversion	
B14031	01/09/2014	02/07/2014			
Recreation				REBID - Dover Indoor Pool Roof Replacement	
B14004B	01/14/2014	02/25/2014			
Community Services-Engin				Dover 15990/X-A001 (063) Woodman Park School Safe Roots to School (SRTS) Infrastructure Program	
B14032	01/16/2014	02/11/2014			
Community Services				Fire Inspection Services	
B14027	01/23/2014	02/19/2014			

Total for

City of Dover

Bid Solicitation Report

For January 2014

1/30/2014

Department	PO Date	PO No	Vendor	Description		PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes	
	Approved By		Fund	Function/Division		

Grand Total All Departments

City of Dover

Revenues of Major Funds

January 31, 2014

(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 68,454,813	\$ 971,990	\$ 36,201,231	53.0%	\$ 32,253,582	\$ -	\$ 32,253,582	(47.1)%
Licenses & Permits	4,292,780	358,508	2,841,305	66.0	1,451,475	-	1,451,475	33.8
Intergovernmental	2,016,440	46,786	1,731,866	86.0	284,574	-	284,574	14.1
Charges for Services	3,009,253	325,031	1,879,483	62.0	1,129,770	-	1,129,770	37.5
Miscellaneous Revenue	1,221,805	37,173	854,705	70.0	367,100	-	367,100	30.0
Education	11,650,632	56,426	4,676,282	40.0	6,974,350	-	6,974,350	59.9
Operating Transfers In	327,688	-	-	0.0	327,688	-	327,688	100.0
Sub-total : 1000 General Fund	\$ 90,973,411	\$ 1,795,914	\$ 48,184,872	53.0%	\$ 42,788,539	\$ -	\$ 42,788,539	47.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 101,280	\$ 10,685	\$ 59,346	59.0%	\$ 41,934	\$ -	\$ 41,934	41.4%
Parking Income	310,000	22,553	191,911	62.0%	118,089	-	118,089	38.1%
Parking Fines	150,000	9,529	79,627	53.0%	70,373	-	70,373	46.9%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 42,767	\$ 330,884	59.0%	\$ 230,396	\$ -	\$ 230,396	41.0%
3320 Residential Solid Waste Fund								
Charges for Services	\$ 950,663	\$ 15	\$ 373,276	39.0%	\$ 577,387	\$ -	\$ 577,387	60.7%
Miscellaneous Revenue	0	32	197	0.0	(197)	-	(197)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 47	\$ 373,473	39.0%	\$ 577,190	\$ -	\$ 577,190	60.7%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 625,628	\$ 51,042	\$ 358,267	57.0%	\$ 267,361	\$ -	\$ 267,361	42.7%
Operating Transfers In	168,110	12,795	104,140	62.0	63,970	-	63,970	38.1
Sub-total : 3381 McConnell Center	\$ 793,738	\$ 63,837	\$ 462,407	58.0%	\$ 331,331	\$ -	\$ 331,331	41.7%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 428,123	\$ 27,128	\$ 201,931	47.0%	\$ 226,192	\$ -	\$ 226,192	52.8%
Miscellaneous Revenue	18,000	450	2,675	0.2	15,325	-	15,325	85.1
Operating Transfers In	15,500	-	-	0.0	15,500	-	15,500	100.0
Other Financing Sources	119,100	-	-	0.0	119,100	-	119,100	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 27,578	\$ 204,606	35.0%	\$ 376,117	\$ -	\$ 376,117	64.8%
5300 Water Fund								
Charges for Services	\$ 4,828,014	\$ 174,606	\$ 2,587,386	54.0%	\$ 2,240,628	\$ -	\$ 2,240,628	46.4%
Miscellaneous Revenue	25,500	2,854	54,482	214.0	(28,982)	-	(28,982)	(113.7)
Sub-total : 5300 Water Fund	\$ 4,853,514	\$ 177,459	\$ 2,641,868	54.0%	\$ 2,211,646	\$ -	\$ 2,211,646	45.6%
5320 Sewer Fund								
Intergovernmental	\$ 6,240	\$ -	\$ -	0.0%	\$ 6,240	\$ -	\$ 6,240	100.0%
Charges for Services	5,692,809	218,577	2,805,231	49.0	2,887,578	-	2,887,578	50.7
Miscellaneous Revenue	36,000	3,306	56,996	158.0	(20,996)	-	(20,996)	(58.3)
Other Financing Sources	1,012,476	-	-	0.0	1,012,476	-	1,012,476	100.0
Sub-total : 5320 Sewer Fund	\$ 6,747,525	\$ 221,882	\$ 2,862,228	42.0%	\$ 3,885,297	\$ -	\$ 3,885,297	57.6%
6100 Dovernet Fund								
Charges for Services	\$ 513,481	\$ 23,769	\$ 308,334	60.0%	\$ 205,147	\$ -	\$ 205,147	40.0%
Miscellaneous Revenue	25,000	25,000	25,000	1.0	-	-	-	0.0
Operating Transfers In	24,000	-	-	0.0	24,000	-	24,000	100.0
Other Financing Sources	75,289	-	-	0.0	75,289	-	75,289	100.0
Sub-total : 6100 Dovernet Fund	\$ 637,770	\$ 48,769	\$ 333,334	52.0%	\$ 304,436	\$ -	\$ 304,436	47.7%
Total : REVENUES	\$ 106,098,624	\$ 2,378,254	\$ 55,393,672	52.0%	\$ 50,704,952	\$ -	\$ 50,704,952	47.8%

City of Dover

Expenditures of Major Funds January 31, 2014 (General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 411,699	\$ 20,154	\$ 190,900	46.0%	\$ 220,799	\$ 126,641	\$ 94,158	22.9%
Executive	805,318	58,197	521,971	65.0	283,347	156,955	126,392	15.7
Finance	1,620,731	127,818	933,765	58.0	686,966	442,119	244,847	15.1
Planning	491,541	44,579	277,687	56.0	213,854	124,945	88,909	18.1
Misc General Government	1,036,623	57,153	307,638	30.0	728,985	73,536	655,448	63.2
Police	7,188,131	658,908	4,221,478	59.0	2,966,653	1,746,477	1,220,175	17.0
Fire & Rescue	7,285,481	684,627	4,478,950	61.0	2,806,531	1,457,426	1,349,105	18.5
Community Service Public Works	5,882,719	553,906	2,798,542	48.0	3,084,177	1,045,489	2,038,688	34.7
Recreation	2,008,829	184,930	1,095,195	55.0	913,634	233,308	680,326	33.9
Public Library	1,056,082	95,342	623,167	59.0	432,915	307,127	125,788	11.9
Public Welfare	843,167	83,167	437,822	52.0	405,345	64,277	341,068	40.5
Debt Service	9,785,929	-	1,890,731	19.0	7,895,198	5,890,188	2,005,011	20.5
Other Financing Sources/Uses	2,581,172	-	-	0.0	2,581,172	-	2,581,172	100.0
School	42,263,590	4,564,275	20,719,450	49.0	21,544,140	19,485,175	2,058,966	4.9
Intergovernmental	7,771,799	-	7,771,799	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 91,032,811	\$ 7,133,056	\$ 46,269,094	50.8%	\$ 44,763,717	\$ 31,153,663	\$ 13,610,053	15.0%
3213 Parking Activity Fund								
Police	\$ 561,280	\$ 29,074	\$ 228,316	41.0%	\$ 332,964	\$ 154,501	\$ 178,463	31.8%
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 29,074	\$ 228,316	40.7%	\$ 332,964	\$ 154,501	\$ 178,463	31.8%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 972,726	\$ 65,207	\$ 432,707	44.0%	\$ 540,020	\$ 487,808	\$ 52,212	5.4%
Sub-total : 3320 Residential Solid Waste Fund	\$ 972,726	\$ 65,207	\$ 432,707	44.5%	\$ 540,020	\$ 487,808	\$ 52,212	5.4%
3381 McConnell Center Fund								
Recreation	\$ 793,738	\$ 35,329	\$ 283,997	36.0%	\$ 509,741	\$ 384,462	\$ 125,279	15.8%
Sub-total : 3381 McConnell Center Fund	\$ 793,738	\$ 35,329	\$ 283,997	35.8%	\$ 509,741	\$ 384,462	\$ 125,279	15.8%
3410 Recreation Special Revenue Fund								
Recreation	\$ 580,723	\$ 24,325	\$ 230,239	40.0%	\$ 350,484	\$ 30,174	\$ 320,310	55.2%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 24,325	\$ 230,239	39.6%	\$ 350,484	\$ 30,174	\$ 320,310	55.2%
5300 Water Fund								
Community Service Public Works	\$ 4,957,872	\$ 272,360	\$ 2,323,181	47.0%	\$ 2,634,692	\$ 568,286	\$ 2,066,406	41.7%
Sub-total : 5300 Water Fund	\$ 4,957,872	\$ 272,360	\$ 2,323,181	46.9%	\$ 2,634,692	\$ 568,286	\$ 2,066,406	41.7%
5320 Sewer Fund								
Community Service Public Works	\$ 6,917,127	\$ 512,843	\$ 3,224,934	47.0%	\$ 3,692,194	\$ 842,980	\$ 2,849,214	41.2%
Sub-total : 5320 Sewer Fund	\$ 6,917,127	\$ 512,843	\$ 3,224,934	46.6%	\$ 3,692,194	\$ 842,980	\$ 2,849,214	41.2%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 781,661	\$ 56,835	\$ 272,867	35.0%	\$ 508,793	\$ 120,310	\$ 388,484	49.7%
Sub-total : 6100 Dovernet Fund	\$ 781,661	\$ 56,835	\$ 272,867	34.9%	\$ 508,793	\$ 120,310	\$ 388,484	49.7%
Total : EXPENDITURES	\$ 106,597,939	\$ 8,129,028	\$ 53,265,335	50.0%	\$ 53,332,604	\$ 33,742,185	\$ 19,590,420	18.4%

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
January 31, 2014

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,328,277	178,057	839,025	63.2	489,252	0	489,252	36.8
Expenditures	936,955	101,347	515,680	55.0	421,275	99,618	321,657	34.3
Debt Service								
Principal	265,063	0	23,463	8.9	241,600	0	241,600	91.1
Interest	60,336	0	5,058	8.4	55,279	0	55,279	91.6
	65,923	76,710	294,825	447.2	(228,902)	(99,618)	(129,284)	(196.1)



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 15, 2014**
Meeting Time: **7:00 pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**

Councilor Gagnon led the Pledge of Allegiance.

4. **ROLL CALL ATTENDANCE**

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Gagnon, Councilor Garrison, Councilor Hooper, Councilor McManus, Councilor O'Connor, and Councilor Thibodeaux.

Also Present: City Manager Joyal, General Legal Counselor Blenkinsop, and City Clerk Lavertu.

5. **PUBLIC HEARINGS**

A. ADOPTION OF FY2015-2020 CAPITAL IMPROVEMENTS PROGRAM (CIP) (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL SPONSORED BY DEPUTY MAYOR CARRIER BY REQUEST

Patricia Barish, owner of Patty B's, 40 Chestnut Street: She spoke about Dover's growth and the lack of parking. She said in support of the parking garage and police facility.

Barbara Hay, Cochecho Park, 40 Chestnut Street: She spoke against the parking garage/police facility and the impact it will have on the seniors living in Cochecho Park. She asked the Councilors to reconsider.

Timothy Dargan, 5 Hawthorn Road, Dover Business and Industrial Development Authority Chairperson: He spoke in support of the CIP and the Police Station/Parking Garage.

Sean O'Connell, member of the Greater Dover Chamber of Commerce Board of Directors: He spoke in support of the CIP. He echoed Mr. Dargan's comments.

Bret Carmichael, 7 Clearwater Road: He said he understood concerns and objections, but he felt it was a good investment in Downtown. He said they need thriving businesses in Downtown.

Holly Woodhouse, 417 Middle Road: She spoke about her concern for Dover's welfare and Dover's long spending spree. She spoke about Dover's overburdened debt: retirement costs, schools, roads, and EPA requirements. She said they should pay off debt and repair what we have. She said she hopes the new Mayor will bring relief.

Mayor Weston, seeing no one else wishing to speak, closed the Public Hearing.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 15, 2014**
Meeting Time: **7:00 pm**

**B. APPROPRIATION FOR FY2015 CAPITAL IMPROVEMENTS PROGRAM –
NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL
SPONSORED BY DEPUTY MAYOR CARRIER BY REQUEST**

Mayor Weston, seeing no one wishing to speak, closed the Public Hearing.

**C. APPROPRIATION FOR FY2015 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)
SPONSORED BY DEPUTY MAYOR CARRIER BY REQUEST**

Mayor Weston, seeing no one wishing to speak, closed the Public Hearing.

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn to Workshop Session; seconded by Councilor Garrison.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 15, 2014**
Meeting Time: **To immediately follow Special Meeting**

1. CALL TO ORDER

~~2. MOMENT OF SILENCE~~

~~3. PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Gagnon, Councilor Garrison, Councilor Hooper, Councilor McManus, Councilor O'Connor, and Councilor Thibodeaux.

Also Present: City Manager Joyal, General Legal Counselor Blenkinsop, and City Clerk Lavertu.

5. DISCUSSIONS

A. CAPITAL IMPROVEMENTS PROGRAM (CIP)

Councilor Weston referred to Page 21 of the CIP and said her plan was to start with Education and then have general discussion.

City Manager Joyal gave an overview of the High School planning process and only funding for the design component this year.

Councilor Weston asked Superintendent Fernandez about the feasibility study.

Superintendent Fernandez said they do not have closure to the study because they are still assembling data.

Councilor Garrison asked about the option for a Perkins Grant for the Career Technical Center (CTC), which would cover about 65% of the costs.

Superintendent Fernandez said they were expecting it. He met with someone from the Perkins Grant initiative. He also spoke about getting State funding and the probability that the moratorium will be lifted in 2016.

Councilor Garrison discussed that they should just focus on this year's plan to figure out the concept and design.

Mayor Weston said they should go down the list on Page 20 of the CIP.

Mayor Weston started with General Government.

City Manager Joyal explained the annual reserve accounts for routine replacements. He spoke about the need to add air conditioning to Council chambers, and the alternative to have the meeting in the McConnell Center. He spoke about the City Hall roof leak and it has been determined that it needs to be replaced, and asked for the entire project be approved this year and not over a period of several years. He discussed Community Services projects and went over the Silver Street reconstruction, Central Avenue, and Watson Road. He spoke about Henry Law Park and said they could probably see some matching funds. He spoke about the water/sewer items and said many are tied to road projects. He spoke about the Spalding Turnpike project and the need to move the



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 15, 2014**
Meeting Time: **To immediately follow Special Meeting**

water/sewer lines. He said the State will cover the cost for the water lines, but the City is responsible for moving the sewer lines. He said this project would impact the user fee.

City Manager Joyal spoke about the Special Revenue Fund and the Police Station/Parking Garage. He said Police Chief Colarusso and the Architects were present to answer questions. City Manager Joyal gave an overview on the need for parking and a new police station. He asked Chief Colarusso to give additional information to the Council. Chief Colarusso said the City Manager said what he was going to say. He said he also had a representative from Harvey Construction to answer question. He turned over the conversation to Mr. Will Gatchell of Lavellee/Brensinger Architects. Mr. Gatchell gave a PowerPoint presentation to the Council regarding the proposed Police Station/Parking Garage project. He answered specific questions from the Council regarding access of safety vehicles, air quality, shadows on adjacent buildings, and access from Waldron Court.

Councilor McManus started a discussion about police parking. Chief Colarusso said there were 22 spots for police vehicles and the rest were for the employees, which those spaces will now be available at the McConnell Center.

Councilor Hooper asked about the shooting range. Chief Colarusso said that was no longer in the plans.

Mayor Weston started a discussion about the cost just for the police station. Mr. Gatchell said it's too soon to tell, but they are working to get it around \$265/square foot. Mayor Weston started a discussion about the cost just for the parking garage. Mr. Gatchell said there is a projected savings of \$500,000 by doing the projects together. City Manager Joyal introduced Andrew Martino from Harvey Construction, and said he might have better information. Mr. Martino discussed the costs and savings for the combined project. Councilor McManus asked if there was a cost per space. Mr. Martino said they don't look at it that way. They look at more of a per square foot. Councilor McManus asked for the going rate. Mr. Martino said the underground garage makes it more than \$20,000 per space. City Manager Joyal said they have projected and budgeted for \$23,000 to \$25,000 per space. Councilor Cheney started a discussion regarding the parking spaces.

Deputy Mayor Carrier added all the components that the City will benefit from by having a parking garage.

City Manager Joyal gave an overview of the options for financing and the option he recommends. He said he was very confident with this proposal and have no impact on the tax rate. He said within six years will have a positive revenue to the City.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Councilor McManus started a discussion about the parking rate increases and infill increments in future years. He said there is no expense in the proposal for maintaining the garage.

Councilor Cheney said this type of financing stresses for school, infrastructure, and safety.

City Manager Joyal said parking in Downtown is an economic strategy. He said it eventually it brings money back over time.

Councilor Gagnon started a discussion regarding the information on helping surrounding businesses during construction.

Planning Director Parker said they are talking with business owners and will continue to help them and inform them on the progress during construction.

Mr. Martino talked about what his company will do to minimize the impact to surrounding businesses.

Chief Colarusso said the Parking Manager has a specific plan for helping surrounding businesses during construction.

Councilor Weston said at the next meeting the City Manager will be providing the tax rate impact based on this list of items on the CIP.

Councilor Hooper reminded the Council that it's a plan and can be changed.

Councilor Cheney asked to separate out the Police Facility and Parking Garage.
City Manager Joyal said he could provide that.

6. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Mayor Weston, seeing no one wishing to speak, closed the Citizen's Forum.

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor O'Connor.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Garrison led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Gagnon, Councilor Garrison, Councilor Hooper, Councilor McManus, Councilor O'Connor, and Councilor Thibodeaux.

Also Present: City Manager Joyal, General Legal Counselor Blenkinsop, and City Clerk Lavertu.

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

Councilor Hooper moved to add the School Board Report and the Legislative Liaison Report. Councilor Cheney moved to substitute in whole Item 12.B.1. Chapter 74 - Cemeteries, and renumber as 12.B.1.a.

Deputy Mayor Carrier moved to approve the agenda as amended; seconded by Councilor Garrison.

Vote: 9/0.

7. PUBLIC HEARINGS

A. CHAPTER 74 – CEMETERIES

SPONSORED BY COUNCILOR CHENEY

Robert Whiting, 160 Locust Street, Member of the Cemetery Board: He spoke about restrictions in Chapter 74 Ordinance change. He said the Cemetery Board met and have unanimously voted to allow bicycles and motorcycles on the paved roadway, but all other restrictions were to remain, which included no dogs.

Mayor Weston, seeing no one else wishing to speak, closed the Public Hearing.

B. AMENDMENT OF FY2014 FEE SCHEDULE TO ESTABLISH METER AND PERMIT RATES FOR THE TRANSPORTATION CENTER PARKING LOT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)

SPONSORED BY MAYOR WESTON BY REQUEST

Mayor Weston, seeing no one wishing to speak, closed the Public Hearing.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

8. CITIZEN'S FORUM

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

Ronald Huml, 199 Mast Road: He asked for the total cost for the Police Station/Parking Garage including the 20-25 year bonding. He spoke about the economy and felt it didn't make sense to build at this time. He spoke about the City Hall hours during the holiday season, where in the 9 week period there were four where the City Hall was only open three days. He said it was not good business. He said the taxpayers should be able to ask questions of the auditors when they are here before the Council. He spoke about the sale of the Armory and asked where the money is being spent. He asked that future budgets show all revenues and which expenses it is applied to.

Barbara Hay, Cochecho Park, 40 Chestnut Street: She spoke against the Police Station/Parking Garage. She asked the Council to know what they are doing before they proceed.

Patricia Foster, Foster's Daily Democrat: She spoke in favor of the Police Station/Parking Garage.

Holly Woodhouse, 417 Middle Road: She spoke about her concern for all the issues the Council will or will not approve in the CIP, and issues that should be addressed. She spoke about the Police Station/Parking Garage and her concerns.

Theodore Anglace, 23 Wallace Drive: He spoke against the Police Station/Parking Garage. He referred to his handout and spoke about his research with the numbers and said they don't work. He urged the Council not to jump into this project.

Chris Kozlowski, Owner of Orchard Street Chop Shop: He said his business will be closest to the proposed Police Station/Parking Garage. He said he changed his opinion and is cautiously optimistic about the project. He urged the Council to vote for it.

Mary Hebbard, 97 Spruce Lane: She spoke about Planning Director Parker's secret trip to communist Cuba, and made a formal request for any and all information regarding Planning Director Parker's trip to Cuba, including but not limited to the conference application itself, the travel documents, conference sessions which he attended, emails regarding the conference, and photos. She said she expects this in the timeframe as laid out in RSA 91-A. She spoke about Item 13.B.2. and said the resolution should be tabled and forwarded to a workshop. She said there were a lot of changes in the agreement. She spoke about the Dover Listens program and Michelle Holt-Shannon's actions.

Richard Hebbard, 97 Spruce Lane: He spoke about the seating restrictions in the Council Chambers for the press, and said the Deputy Mayor had no right to do it. He spoke about his duty to speak at the podium and how it was facism that the Council still did what they wanted. He said the Council is supposed to listen to the citizens and do as the citizens wish. He said they don't



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
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Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

want the parking garage. He spoke about veterans and his respect for their service. He said the Oath they took to defend the Country from subversives does not expire and they needed to come do their duty and speak to this Council.

Mayor Weston, seeing no one else wishing to speak, closed the Citizen's Forum.

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report to the Council. He went over the new format. Councilor McManus said the report was very informative and educational.

Councilor Cheney said she heard the Supreme Court ruled that LGC owes the City money, and asked how much they can expect and when they will receive it.

City Manager Joyal said the City will not be receiving any money and explained the process and ruling that occurred. He said the City has sent a letter saying that we should be getting the money back because they didn't participate in the workers' compensation program and expect to be separated out from the other communities that are part of it.

Councilor Cheney asked for a copy of the letter.

City Manager Joyal said he will get it to the Council. He said its main purpose was to reassure himself that they were still covered. He said he has been assured of that verbally, but will receive it in writing. He said in the letter he also said he will not be exercising the automatic renewal so they can review all this information. He informed the Council that they are submitting the City's information to Primex, NH Public Risk Management Group, which is a competing risk pool program.

Councilor Cheney asked how much money was it that the HealthTrust owes Dover.

City Manager Joyal said he estimates it to be a little over \$200,000.

Councilor Cheney asked the Council to support the City Manager with this issue.

City Manager Joyal gave an overview of the future process.

Councilor Cheney asked about the increase in insurance rates because of the Affordable Health Care Act.

City Manager Joyal gave an overview of the impact of Affordable Health Care Act and the tax that will be paid next year.

Councilor Cheney asked about Planning Director's trip to Cuba and why it wasn't in the City Manager's Report. She also asked to have General Legal Counsel's opinion regarding the School Department contracts distributed to the School Board and the public before next week's Joint Fiscal Committee meeting.

Mayor Weston said the whole Council has received it, but it was marked confidential.

City Manager Joyal said all multi-year contracts, even the School Department's, have to be approved by the City Council. He said the Council can release the confidential legal opinion right now or during Councilor Matters of Interest, and they will get it out before next week's meeting. He cautioned against releasing it.

Councilor Cheney moved to release the legal opinion. The motion was not seconded.

Councilor Garrison asked for confirmation that Primex is the company the School Department uses for their property liability.

City Manager Joyal said that was correct.

Councilor Garrison asked if they could join those services and get a different rate.

City Manager Joyal said they are going to ask.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
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Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

Councilor Garrison asked for clarification regarding the additional tax due to insurance, and if it was the "Cadillac" plan tax.

City Manager Joyal said this was not part of that, but an additional tax that the insurance company has to pay that they are passing on to the insured. He added his concerns about the "Cadillac" plan tax and the City is doing their best to avoid that tax.

Deputy Mayor Carrier asked the City Manager to explain to the public what the Council asked for when they requested a designated media section.

City Manager Joyal gave an overview of meetings of public bodies. He said in the Council Chambers they have to make accommodations for Channel 22, radio stations, and newspaper reporters. He said they are here to assist the public. He said they placed a sign there to reserve the spot for the media, because there was an incident where someone wouldn't accommodate the media personnel.

Councilor Thibodeaux referred to Page 3 and asked for an update about the water breaks.

City Manager Joyal said he has not received an update at this point.

Councilor Thibodeaux asked if this was normal amount of breaks at this time of year, or is this about the condition of the system.

Community Services Director Steele said it was average for this time of year.

Mayor Weston asked for a status of the dredge cell.

City Manager Joyal said they have been in contact with the Department of Environmental Services (DES), and they have been supportive of allowing the City to move urban fill from First Street to the dredge cell and take up the unused capacity and allow for capping it in the spring of 2015.

Mayor Weston asked for a status on the snow removal budget.

Community Services Director Steele said they have used two-thirds of the \$450,000 budget.

Mayor Weston requested the City Manager to respond to Mr. Huml's financial numbers requests.

City Manager Joyal said the operating expenses for Enterprise Park have been covered by the funds received from Enterprise Park, which is significantly less than how much revenue the City has taken in.

Mayor Weston asked about the citizen's asking questions of the auditors.

City Manager Joyal said Mr. Huml can talk with Finance Director Lynch with any questions he has about the Comprehensive Financial Report.

Mayor Weston asked where the money for the sale of the Armory went.

City Manager Joyal said it went into the City's General Fund.

Deputy Mayor Carrier moved to accept the City Manager's Report; seconded by Councilor Garrison.

Vote: 9/0.

10. APPROVAL OF MINUTES

A. January 6, 2014 – Organizational Meeting

B. January 8, 2014 – Organizational Meeting

C. January 8, 2014 – Regular Meeting

Councilor Thibodeaux moved to approve the Minutes; seconded by Councilor Hooper.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

11. MAYOR'S REPORT

Mayor Weston said she attended three ribbon cuttings for new businesses in Dover. Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Gagnon. Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING – None

B. ORDINANCES IN THE 3rd READING

1. a. CHAPTER 74 – CEMETERIES SPONSORED BY COUNCILOR CHENEY

Deputy Mayor Carrier moved the substituted ordinance to a public hearing on February 12, 2014; seconded by Councilor Cheney.

Councilor Cheney gave an overview of the substituted ordinance.

Councilor Garrison said he was happy to hear from the Cemetery Board. He said as a new member of the Ordinance Committee he felt it was important to include the Board and Commissions involved in these ordinances and get their input.

Councilor Cheney said this did go through due process. She also commented that the Cemetery Board is planning on revising their operating rules.

Councilor McManus talked about dogs on a leash not being allowed.

Councilor Cheney explained why they don't want dogs.

Vote: 8/0. Councilor McManus was absent from Council Chambers.

C. RESOLUTIONS

1. AMENDMENT OF FY2014 FEE SCHEDULE TO ESTABLISH METER AND PERMIT RATES FOR THE TRANSPORTATION CENTER PARKING LOT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Hooper.

Mayor Weston said she has had three communications from the Parking Commission asking her to not approve this resolution. She asked the Council if they would consider tabling this resolution so they can hear from the Parking Commission.

Councilor McManus moved to table the resolution; seconded by Councilor Gagnon.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

2. ADOPTION OF FY2015-2020 CAPITAL IMPROVEMENTS PROGRAM SPONSORED BY DEPUTY MAYOR CARRIER BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.

Councilor Garrison moved to move the \$80,000 for City Hall renovations out to FY2016.
Vote: 8/1; Passed. Councilor Gagnon was opposed.

Mayor Weston moved to change General Streets and Improvements for FY2015 to \$1 million, and to reach the \$1.8 million goal in FY2020 with equal increments.

Councilor Garrison said he appreciates the concept, but felt it was important to keep it at \$1.8 million. He felt it was a plan and should keep this number the way it is.

Councilor Thibodeaux agreed with Councilor Garrison to leave the number alone. She added that the \$1.8 million is probably too low. She doesn't believe when they actually do the budget that it will stay at \$1.8 million, but felt it should stay in the plan.

Councilor Gagnon asked Director Steele what the number should be with increased costs of materials.

Director Steele said he can get those figures for the Council. He added that there is new equipment available to inspect the condition of the roads. He said it could help them with updating the expense to maintain the roads.

Councilor Gagnon asked for a report that showed what it would end up costing the City by not funding the full \$1.8 million.

Director Steele said there is a program that can figure that out.

Councilor Gagnon said he felt the Council seeing those numbers would help them make a better decision.

Councilor Weston said the \$1.8 million was not a real number, and she was looking for a real number.

Councilor Garrison said the \$1.8 is the goal they are trying to achieve.

Councilor Gagnon said Director Steele should be bumping this number up, and lowering the number is a deterrent to planning.

Vote: 2/7; Failed. Mayor Weston and Councilor Cheney were opposed.

Councilor Garrison moved to push the \$50,000 for Guppy Park in 2016.

City Manager Joyal explained the process why they like splitting the years for design and actual construction. He explained the implications of moving projects around.

Councilor Garrison withdrew his motion.

Councilor McManus started a discussion regarding the funding for reconstruction of fields. Planning Director Parker gave a better explanation of the funding and apologized for the miscommunication.

Superintendent Fernandez talked about how the design work needed to be complete for qualification for the Perkins Grant and giving them a year to have a complete plan.

Councilor Thibodeaux moved to move out the parking deck for Third Street to FY2016.
Councilor Garrison asked if this action would affect the proforma for the parking garage.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

City Manager Joyal said no, it wouldn't, as long as they were able to construct the deck in FY2017. He explained why it was split up over two years.

Councilor Weston asked about a right of way issue.

City Manager Joyal talked about the railroad, but there wasn't another issue.

Mayor Weston said they have two options: to push both phases out one year, or add FY2015 into FY2016.

Councilor Garrison explained why they should be added together into FY2016.

Mayor Weston asked if there as a consensus to add them together into FY2016.

Vote: 9/0.

City Manager Joyal went over the proposed amendments with the Council.

Move \$80,000 City Hall HVAC to FY 2016.

Move \$100,000 Parking Deck - Third Street to FY2016.

Mayor Weston asked for a hand vote on the plan as amended.

Vote: 9/0.

**3. APPROPRIATION FOR FY2015 CAPITAL IMPROVEMENTS PROGRAM –
NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY DEPUTY MAYOR CARRIER BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor McManus.

Roll Call Vote: 9/0.

**4. APPROPRIATION FOR FY2015 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY DEPUTY MAYOR CARRIER BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.

Mayor Weston went through the list

1. No change

2. No change

3. No change

4. No change

5. No change

6. No change

Councilor McManus moved to eliminate FY2015 appropriation of \$50,000 from Item #7; seconded by Councilor Cheney.

Vote: 2/7; Failed. Councilor Cheney and McManus voted in favor.

7. No change

8. No change

9. No change

10. No change

11. Wait - wanted discussion



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

Councilor Cheney moved to removed Item 12; seconded by Councilor Thibodeaux.

Vote: 9/0.

- 12. Removed
- 13. No change
- 14. No change
- 15. No change
- 16. No change

Item 11 discussion .

Councilor Cheney moved to remove the funding for Item 11.; seconded by Councilor McManus.

Mayor Weston asked for a discussion on the proforma and traffic issues.

City Manager Joyal gave an overview of the financial analysis and his updated proforma handout.

Councilor Garrison moved to suspend the rules to continue the meeting past 10:30 pm in order to complete the agenda; seconded by Councilor Thibodeaux.

Roll Call Vote: 9/0.

City Manager Joyal continued his overview of the updated proforma handout.

Councilor Cheney started a discussion about net new spaces and the cost per space.

Parking Manager Simons gave an overview of the net additional spaces the City will have after the parking garage is completed, which included parking spaces in the McConnell Center parking lot since the police personnel won't be parking there.

Mr. Will Gatchell of Lavellee/Brensinger Architects gave an overview of the total project costs versus construction costs. He said cost per space needs to be from total construction costs and not the total project costs. He said they are still in the design phase, and can't say specifically the cost per space. He does know it's not \$38,000 per space. He said they can say that the City can construct this project with the budget they have in the CIP.

Councilor Cheney started a discussion about the maintenance of the parking garage being \$145,000.

Parking Manager Simons said the maintenance costs will be absorbed by the increased income. He said they were going to have the pay and display system in the garage, and not employees manning the garage.

City Manager Joyal said that some of what they currently pay for maintenance in the parking lots will be transferred to the garage.

Councilor McManus said the Parking Commission didn't want a garage for another three years, and this was brought about because the Police Chief wanted cover for his police vehicles. He said they are netting 190 new spaces, and an inefficient use of public money. He explained why the funding proposal doesn't make sense to him. He added that he felt Orchard Street was the wrong place.

Mayor Weston asked if City Hall employees get free parking.

City Manager Joyal said City Hall and Police Department employees currently receive free parking in the McConnell Center parking lot as part of their employment contract.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

Councilor Cheney asked the Mayor about her earlier comment that they would be breaking the City's financial policy.

Mayor Weston said they try to finance new debt equal to the amount they are retiring.

Mayor Weston asked Mr. Gatchell about plans to manage the traffic in the Orchard Street area.

Mr. Gatchell referred to the email that answered the question, but asked Planning Director Parker to answer the question.

Planning Director Parker gave an overview of the affect on traffic review in the Chestnut Street area. He said this project will be going through the same site review process as any other project.

Mayor Weston asked for the vote to remove Item #11.

Vote: 2/7; Failed. Councilor Cheney and McManus voted in favor.

City Manager Joyal asked the Finance Director to tell the Council the new total they will be approving with the adjustments.

Finance Director Lynch said the adjusted total is \$26,824,000.

Mayor Weston asked for a roll call vote on the amended resolution.

Roll Call Vote: 7/2; Passed. Councilor Cheney and McManus were opposed.

Mayor Weston asked to recess for five minutes.

Vote: 9/0.

Deputy Mayor Carrier moved to suspend the rules and bring forward Items 13.B.1., 13.B.2., and 13.B.3. to this point on the agenda, because people have been waiting to answer the Council's questions; seconded by Councilor O'Connor.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved to adopt Item #13.B.1.; seconded by Councilor Garrison.

Captain Breault gave an overview of the resolution and why they chose Harvey Construction.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved to adopt Item #13.B.2.; seconded by Councilor Garrison.

City Manager Joyal asked Mr. Kevin McEnaney to give the Council an overview of the resolution.

Mr. McEnaney gave the Council an overview of the resolution and an update on the development project..

Mayor Weston asked that the date in the first Whereas be change to reflect 2013.

Planning Director Parker gave an overview of the changes to the development agreement.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved to adopt Item #13.B.3.; seconded by Councilor Thibodeaux.

City Manager Joyal gave an overview of the resolution to the Council.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – American Legion Rider’s**
2. **RAFFLE – Children’s Museum of New Hampshire**
3. **RAFFLE – Portsmouth Christian Academy**

4. **RESOLUTION: PURCHASE OF FIREFIGHTING BUNKER GEAR**
SPONSORED BY MAYOR WESTON BY REQUEST

5. **RESOLUTION: PURCHASE OF FIVE 2014 FORD POLICE INTERCEPTORS**
SPONSORED BY MAYOR WESTON BY REQUEST

6. **RESOLUTION: BERRY BROOK RESTRICTIONS TO WARRANTY DEED**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|---------------------------------------|---------------------------------------|
| 1. School Board | 7. Solid Waste Advisory Commission |
| 2. Planning Board | 8. Transportation Advisory Commission |
| 3. Appointments Committee | 9. Legislative Liaison |
| 4. Recreation Advisory Board | 10. Pool Advisory Committee |
| 5. McConnellCenter Advisory Committee | 11. Parking Commission |
| 6. Arts Commission | 12. Ordinance Committee |

Deputy Mayor Carrier moved to adopt the Consent Calendar; seconded by Councilor McManus. Mayor Weston asked the Council if they would like to pull an item for further discussion. Councilor Cheney asked to pull Item 13.A.6. Councilor Hooper said she would like to give a brief Legislative Liaison Report. Mayor Weston asked for a roll call vote on the remaining items on the Consent Calendar. Roll Call Vote: 9/0.

Deputy Mayor Carrier moved to adopt Item 13.A.6.; seconded by Councilor Cheney. Councilor Cheney asked where was this property and what the resolution meant. City Manager Joyal said this was to clean up the stream that goes into Great Bay. He said they are putting a use restriction in this area. He said nothing can be built on the property. Roll Call Vote: 9/0.

Councilor Hooper gave an overview of her Legislative Liaison Report. Deputy Mayor Carrier moved to accept the Legislative Liaison Report; seconded by Councilor O'Connor. Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

B. RESOLUTIONS

- 1. B14007 AWARD OF CONSTRUCTION MANAGEMENT SERVICE FOR DOVER POLICE FACILITY**
SPONSORED BY MAYOR WESTON BY REQUEST

Moved up on the Agenda to follow Old Business.

- 2. REVISED AND RESTATED DEVELOPMENT AGREEMENT FOR FIRST STREET DEVELOPMENT PROJECT**
SPONSORED BY MAYOR WESTON BY REQUEST

Moved up on the Agenda to follow Old Business.

- 3. FOURTH AMENDMENT AND LEASE EXTENSION AGREEMENT GARRISON HILL CELL TOWER/VERTICAL REALITY PROPERTIES, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST

Moved up on the Agenda to follow Old Business.

- 4. CITY COUNCIL PERSONAL LINKS FROM CITY OF DOVER WEBSITE**
SPONSORED BY COUNCILOR GARRISON

Councilor Garrison moved for its adoption; seconded by Councilor Hooper. Councilor Garrison gave an overview of the resolution to the Council. Councilor Cheney asked that the resolution be tabled. She didn't believe this was the venue to address this issue. Councilor McManus moved the question; seconded by Councilor Garrison. Vote: 7/2; Passed. Mayor Weston and Councilor Cheney were opposed.

C. ORDINANCES IN 1ST READING – None

14. COUNCIL CORRESPONDENCE – None

- A. Letter from Dover Main Street, dated January 10, 2014.**
- B. Letter from Dr. Robert M. Chaiken, dated January 20, 2014.**

Deputy Mayor Carrier moved to place on file; seconded by Councilor McManus. Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Mayor Weston asked Councilor O'Connor if he settled the issue with the Arts Commission. Councilor O'Connor said the Arts Commission chairperson is trying to arrange a new schedule for their meetings.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, January 22, 2014**
Meeting Time: **7:00 pm**

Mayor Weston asked the City Manager when they are going to start environmental permitting. City Manager Joyal said it was a \$24,000 expense that he was planning to bring before the Council at the next meeting, but asked the Council for their vote to go ahead to start the process tonight. Vote: 8/1; Passed. Councilor McManus was opposed.

16. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Thibodeaux.
Vote: 9/0.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2013.12.11 – 14**
Ordinance Title: Chapter 74, Cemeteries
Chapter: 74

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 74 entitled “Cemeteries”

2. AMENDMENT

Chapter 74 entitled “Cemeteries” is hereby amended as follows:

74-4. Certain Vehicles and Domestic Animals Restricted. [Amended on 7-19-89 by Ord. No. 18-89]

- A. No Off Highway Recreational Vehicles (OHRV), minibikes, snowmobiles, all terrain vehicles, or other off road recreational vehicles are permitted on the grounds of cemeteries.
- B. No ~~unleashed~~ dogs, horses, cattle or other domestic animals are permitted on the grounds of cemeteries.

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Councilor Catherine Cheney
Approved as to Legal Form and Compliance:	Anthony Blenkinsop General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2013.12.11 – 14**
Ordinance Title: Chapter 74, Cemeteries
Chapter: 74

DOCUMENT HISTORY:

First Reading Date:	12/11/2013	Public Hearing Dates:	1/8/2014 1/22/2014 2/12/2014
Approved Date:		Effective Date:	

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothy Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

The Cemetery Board met on October 22, 2013 and unanimously voted to restore the restrictions in Chapter 74. Councilor Cheney sponsored this Ordinance first read on December 11, 2013 and reviewed by the Ordinance Committee on December 18, 2013.

This Ordinance reflects both feedback from the Cemetery Board and the Ordinance Committee regarding changes made during the codification and subsequent adoption of the code on November 13th. In effect the restrictions are restored prior to the codification changes.



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE* ____, TAG* ____, PARADE** ____, BLOCK PARTY** [checked], ROAD TOLL*** ____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: SIX03 ENDURANCE
Federal Tax ID number for Organization: EIN 46-2281543

Check (✓) Nature of Organization:
Religious ____, Educational ____, Charitable ____, Civic ____, Sports [checked], Veterans ____, Fraternal or Political ____, Other ____,
(Describe)

Contact Person: ALEX MITRUSKI Day Time Telephone: 603-343-6883
Address: 122 MT. VERNON ST DOVER, NH Email alex@six03endurance.com
Purpose of Permit: 10K Road Race post race event/awards/music
Date of Event: Sunday, July 27, 2014 Specific Time: 0900
Location of Event: 110 Foote Ave - Dover Ice Arena / Jenny Thompson Pool

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded:
Cost of Ticket: Date of Drawing:
Place of Drawing:

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that
your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney
General's Office prior to the acceptance of your application. The police department may contact you to
obtain additional information. Please provide a way for us to contact you during the day so the request can
expedited. Information on these requirements may be found at

http://www.doj.nh.gov/charitable-trusts/faq.htm

PARADE
PERMITS &
BLOCK

PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE
ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature:
Printed Name: Sgt. Mark Speidel Check Here If Parade Route Is Attached:

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT
SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location:
Police Department Road Toll Approval Signature:
Printed Name:

Licensing Board Approval [Signature] Date: 1/27/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT
THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or
RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/22/14



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

RAFFLE* ____, TAG* ____, PARADE** [v], BLOCK PARTY** ____, ROAD TOLL*** ____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: American Cancer Society - Making Strides Against Breast Cancer
Federal Tax ID number for Organization: 13-1788491

Check (v) Nature of Organization:

Religious ____, Educational ____, Charitable ____, Civic ____, Sports ____, Veterans ____, Fraternal or Political ____, Other ____,
(Describe) Fundraising

Contact Person: George Samaras Day Time Telephone: 603-471-4113

Address: 2 Commerce Dr Email: George.Samaras@Cancer.org

Purpose of Permit: For Dover Making Strides Against Breast Cancer Walk

Date of Event: 10/18/14 Specific Time: Morning until afternoon

Location of Event: Surrounding Henry Low park (See map that is attached)

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

http://www.doj.nh.gov/charitable-trusts/faq.htm

Handwritten initials

PARADE PERMITS & BLOCK PARTIES ONLY

PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached: [v]

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

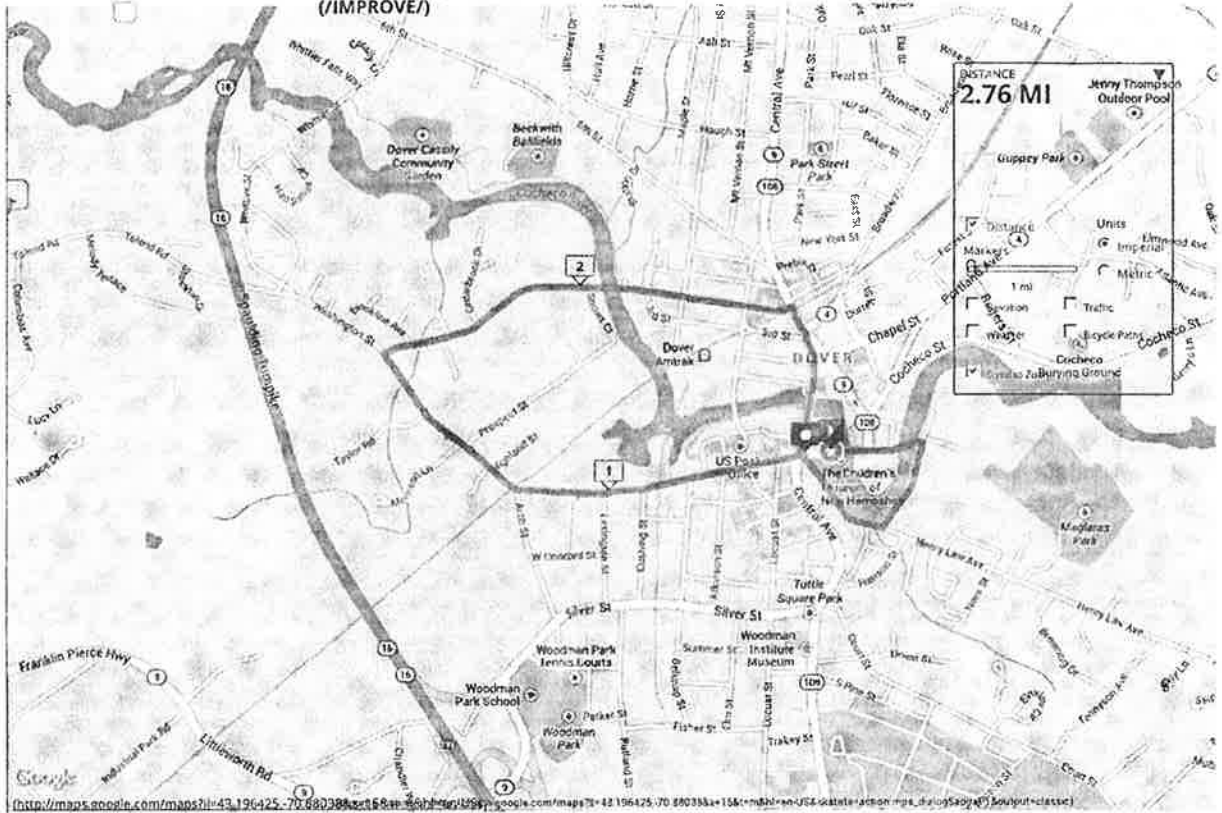
Licensing Board Approval [Signature] Date: 1/24/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/13/14



[\(my home/\)](#) [http://mvp.mapmywalk.com?](http://mvp.mapmywalk.com?mxp_page_source=header&mxp_link_location=page_header&mxp_link_name=go_mvp)
[\(IMPROVE/\)](#) [DISCOVER \(US/\)](#) [IMPROVE](#)



Support

[Elevation](#) [Show elevation with grades](#)

Lavertu, Karen

From: George Samaras <george.samaras@cancer.org>
Sent: Tuesday, January 14, 2014 10:22 AM
To: Lavertu, Karen
Subject: RE: Making Strides Against Breast Cancer Walk in 2014

Hi Karen,

For the specific time of request on the form I sent in yesterday, I realized that I only listed morning until afternoon.

My apologies, but the specific time needed will be 7:00 am – 2:00 pm.

Regards,
George

George Samaras | Specialist, Community Events
New England Division | American Cancer Society, Inc.
2 Commerce Dr Suite 110
Bedford, NH 03110
Phone: 603.471.4113
cancer.org | 1.800.227.2345



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From: Lavertu, Karen [<mailto:K.Lavertu@dover.nh.gov>]
Sent: Monday, January 13, 2014 4:18 PM
To: George Samaras
Subject: RE: Making Strides Against Breast Cancer Walk in 2014

There is nothing else that needs to be submitted at this time. I will send it to the Licensing Board for approval and they will contact you if they need additional information.

Once they have signed off on it-it needs to go before the City Council for final approval. Their Regular meetings are only twice month which is why it can take awhile to get this approved.

Once they have approved this I will send you out a parade permit which will show the date and location were approved

Karen Lavertu
City Clerk - Tax Collector
City of Dover, NH
288 Central Avenue
Dover, NH 03820-4169
e: k.lavertu@dover.nh.gov



RECEIVED
DOVER CITY CLERK
DOVER, NH

2013 DEC 12 P 1:48

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check () the type of application:

RAFFLE* , TAG* , PARADE** , BLOCK PARTY** , ROAD TOLL***
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: GREATER DOVER CHAMBER OF COMMERCE
Federal Tax ID number for Organization: 02-0127246

Check () Nature of Organization:

Religious , Educational , Charitable , Civic , Sports , Veterans , Fraternal or Political , Other
(Describe) APPLE HARVEST DAY

Contact Person: MICHAEL MENGER Day Time Telephone: (603) 742-2218

Address: 550 CENTRAL AVENUE Email MICHAEL@DOVERNH.ORG

Purpose of Permit: HOLDING APPLE HARVEST DAY 2014 - DOWNTOWN DOVER

Date of Event: 10/4/2014 Specific Time: 9:00am - 4:00pm (PERMIT: 5:00am - 5:00pm)

Location of Event: (SEE ATTACHED MAP)

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

<http://www.doj.nh.gov/charitable-trusts/faq.htm>

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PARADE PERMITS & BLOCK PARTIES ONLY

PARADE PERMITS ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached:

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____

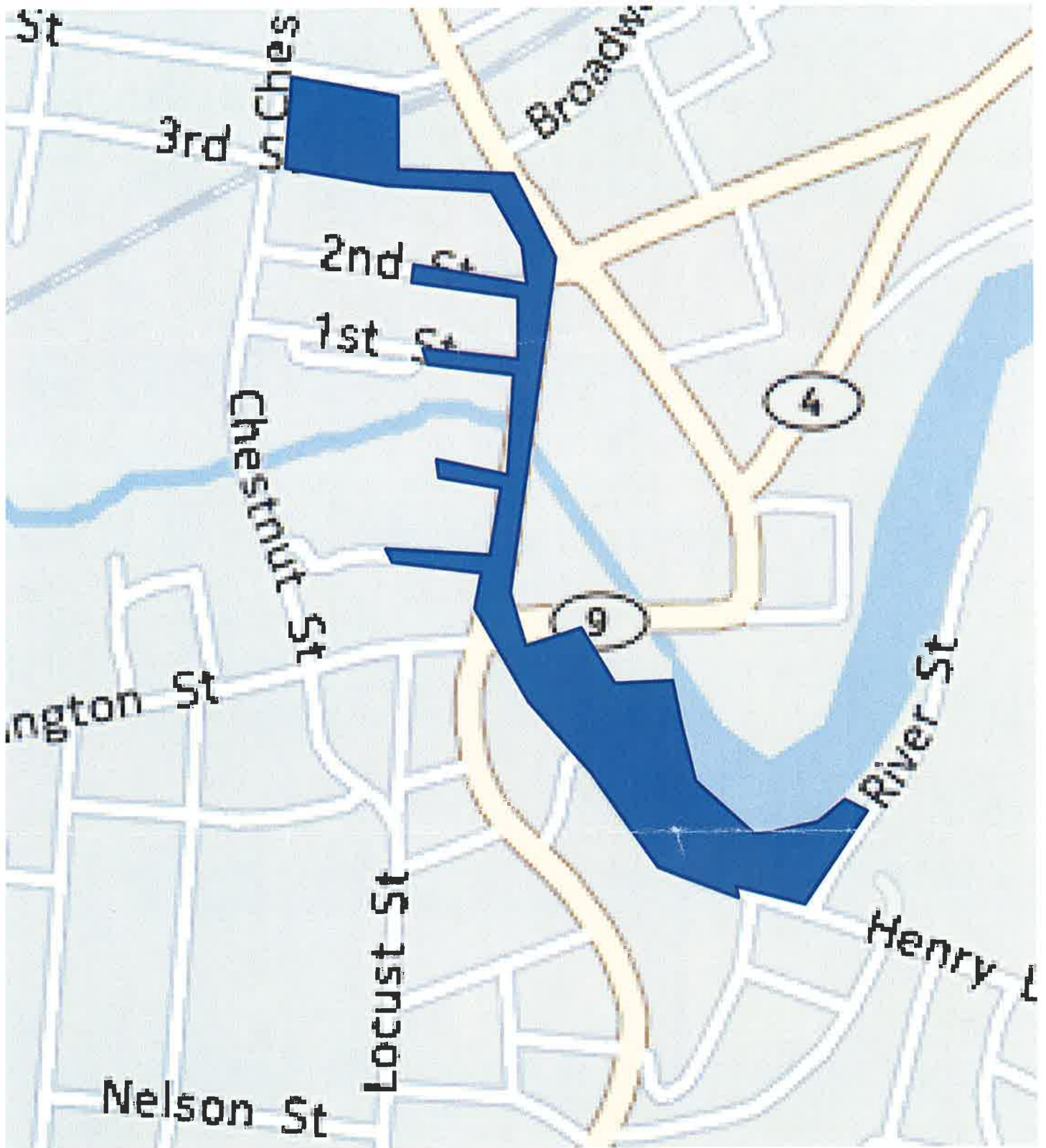
Police Department Road Toll Approval Signature: _____

Printed Name: _____

Licensing Board Approval (Signature) Date: 1/21/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: (Signature) DATE: 1/12/14



= Apple Harvest Day Footprint (2014)



RECEIVED
DOVER CITY CLERK
DOVER, NH

2013 DEC 12 P 1:49

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE* , TAG* _____, PARADE** _____, BLOCK PARTY** _____, ROAD TOLL*** _____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: GREATER DOVER CHAMBER OF COMMERCE

Federal Tax ID number for Organization: 02-0127246

Check (✓) Nature of Organization:

Religious _____, Educational _____, Charitable _____, Civic , Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) PRIZE WHEEL AT APPLE HARVEST DAY

Contact Person: MICHAEL MENDEL Day Time Telephone: (603) 742-2218

Address: 550 CENTRAL AVENUE Email MICHAEL@DOVERNH.ORG

Purpose of Permit: FUNDRAISING PRIZE WHEEL AT APPLE HARVEST DAY

Date of Event: 10/4/2014 Specific Time: 9:00AM - 4:00PM

Location of Event: CENTRAL AVENUE

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: LEFT CERTIFICATES (LESS THAN \$10 IN VALUE)

Cost of Ticket: 1 Date of Drawing: INDIAN - 10/4/14

Place of Drawing: CENTRAL AVENUE

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

<http://www.doj.nh.gov/charitable-trusts/faq.htm>

Handwritten initials

PARADE
PERMITS &
BLOCK

PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____

Printed Name: _____ Check Here If Parade Route Is Attached: _____

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

Licensing Board Approval *(Signature)* Date: 1/17/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: *(Signature)* DATE: 10/4/14



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE* ____, TAG* ____, PARADE** ✓, BLOCK PARTY** ____, ROAD TOLL*** ____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Children's Museum of NH
Federal Tax ID number for Organization: 02-0363746

Check (✓) Nature of Organization:

Religious ____, Educational ____, Charitable ____, Civic ____, Sports ____, Veterans ____, Fraternal or Political ____, Other ✓ nonprofit
(Describe) nonprofit children's museum

Contact Person: Sarah Lavoie Day Time Telephone: 603.742.2332/603.828.4930
Address: 255 Washington St., Dover, NH Email slavoie@burnsbryant.com

Purpose of Permit: Annual 5K Road Race & Fun Run

Date of Event: 5/3/14 Specific Time: Race start: 9 am with set up and break

Location of Event: Henry Law Park - start & finish - see attached / down before & after race

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded:
Cost of Ticket:
Date of Drawing:
Place of Drawing:

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

http://www.doj.nh.gov/charitable-trusts/faq.htm

PARADE PERMITS & BLOCK PARTIES ONLY

PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature:
Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached: ✓

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location:
Police Department Road Toll Approval Signature:
Printed Name:

Licensing Board Approval [Signature] Date: 1/27/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/16/14

The CHILDREN'S MUSEUM OF NH 5K Dover, NH

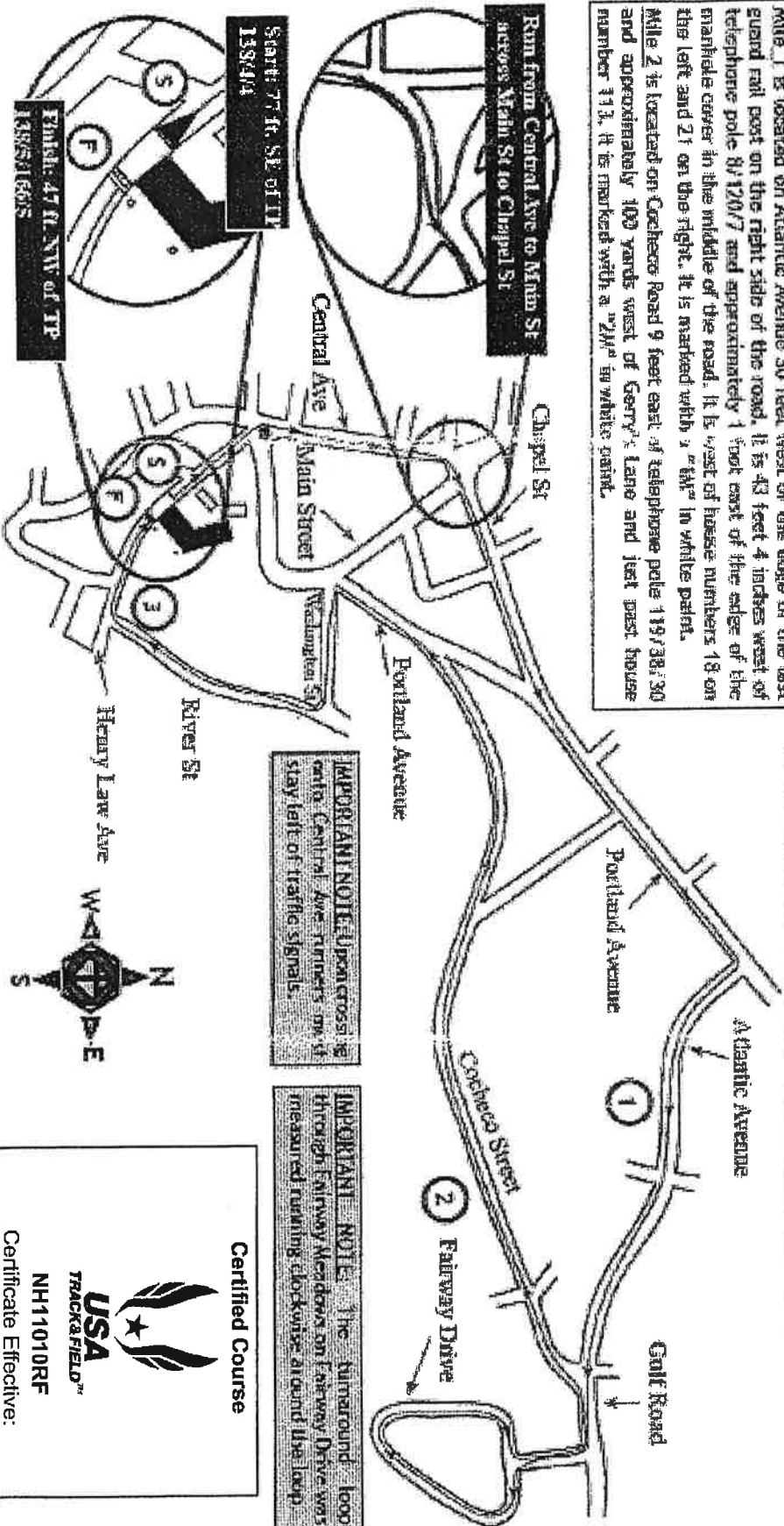
Starting line is located on Henry Law Avenue approximately .1 kilometers southeast of the intersection of Henry Law, Main Street, Central Avenue, and Washington Street in Dover, NH. It is 77 feet southeast of telephone pole 138/4/4 (on the east side of road) across from Central Towers Apartment building. The starting line is marked on both sides of the street by a white letter "S" and arrow pointing northwest with a white line marking the start. Three "F" marks were banerened into the start line on each side of the road.

Mile 1 is located on Atlantic Avenue 30 feet west of the edge of the last guard rail post on the right side of the road. It is 43 feet 4 inches west of telephone pole 8/120/7 and approximately 1 foot east of the edge of the marble cover in the middle of the road. It is west of house numbers 18 on the left and 21 on the right. It is marked with a "2M" in white paint.

Mile 2 is located on Cocheco Road 9 feet east of telephone pole 119/3/1 30 and approximately 100 yards west of Gerry's Lane and just past house number 113. It is marked with a "2M" in white paint.

Mile 3 is located on River Street 6 inches southwest of telephone pole 136/7 and 49 feet 5 inches northwest of Stop Sign at corner of River Street and Henry Law on the west side of River Street. It is marked with a "M3" in white paint.

Finish line is located on Henry Law Avenue approximately 47 feet northwest of telephone pole 18/6/6 and 62 feet 2 inches southeast of telephone pole 130/5/166/5. It is marked with a white letter "F" and arrows pointing north with a white line marking the finish. Three "P" marks



IMPORTANT NOTE! Upon crossing onto Central Ave, runners must stay left of traffic signals.

IMPORTANT NOTE! The turnaround loop through Fairway Meadows on Fairway Drive was measured running clockwise around the loop.

Measured by Dave Abbott (dave.abbott@unh.edu) on April 17, 2011

Certified Course



USA
TRACK & FIELD™

NH11010RF
Certificate Effective:
4/17/2011 - 12/31/2021



RECEIVED
DOVER CITY CLERK
DOVER, NH

~~2013 DEC -4 P 1:35~~
Jan. 13, 2014 *Amr*

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:
Road Race 5K

RAFFLE* _____, TAG* _____, PARADE** , BLOCK PARTY** _____, ROAD TOLL*** _____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Dover Main Street
Federal Tax ID number for Organization: 02-0509406

Check (✓) Nature of Organization:
Religious __, Educational __, Charitable __, Civic __, Sports __, Veterans __, Fraternal or Political __, Other
(Describe) NO Profit Dover Main Street Advocate

Contact Person: Jessica Smith Day Time Telephone: 603-396-1637
Address: 66 Third St. Ste 104 Dover Email jsmith@winsorbrook.com

Purpose of Permit: Road Race
Date of Event: March 15th 2014 Specific Time: 10:00 AM
Location of Event: Start point at Train Station Route Attached

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____
Cost of Ticket: _____ Date of Drawing: _____
Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

<http://www.doj.nh.gov/charitable-trusts/faq.htm>

dot of

PARADE PERMITS & BLOCK PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____
Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached:

ROAD TOLL ONLY

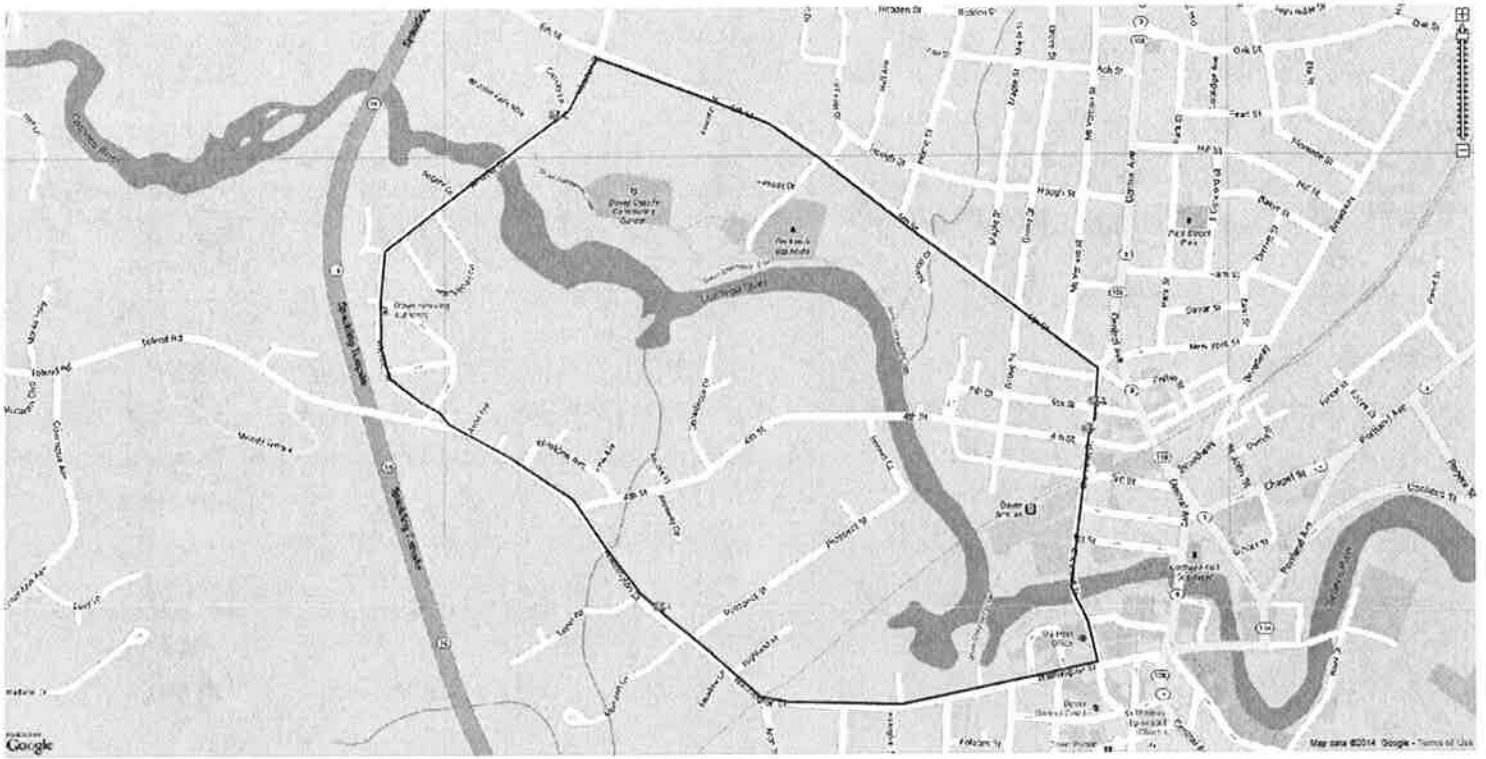
***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____
Police Department Road Toll Approval Signature: _____
Printed Name: _____

Licensing Board Approval Date: 1/21/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: Jessica Smith DATE: 1/10/14



Dover Main Street St. Paddy's 5K Road Race
Course shown, runs clockwise
Traffic Bureau approved MES



RECEIVED
DOVER CITY CLERK
DOVER, NH

2013 DEC 12 P 1:48

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

Check () the type of application:

RAFFLE* _____, TAG* _____, PARADE** , BLOCK PARTY** _____, ROAD TOLL*** _____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: GREATER DOVER CHAMBER OF COMMERCE

Federal Tax ID number for Organization: 62-0127246

Check () Nature of Organization:

Religious __, Educational __, Charitable __, Civic , Sports __, Veterans __, Fraternal or Political __, Other __

(Describe) APPLE HARVEST DAY SK

Contact Person: MICHAEL MENUELS Day Time Telephone: (603) 742-2218

Address: 590 CENTRAL AVENUE Email MICHAEL@DOVERNH.ORG

Purpose of Permit: FUNDRAISING ROAD RACE - APPLE HARVEST DAY SK

Date of Event: 10/4/2014 Specific Time: 8:30AM

Location of Event: STARTING + FINISHING ON PINE STREET (SEE ATTACHED MAP)

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

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** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____

Printed Name: Sgt Marn Speidel Check Here If Parade Route Is Attached:

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

Licensing Board Approval [Signature] Date: 1/2/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/2/14

Apple Harvest Day 5k Run/Walk

DOVER, NH

Start: The race starts by heading north on River Street in Dover, NH. The start line is located 3 feet 9 inches south of telephone pole 136/3 and 142 feet 5 inches south of telephone pole 136/4. The starting line is marked by a dark letter 'S' and an arrow pointing north with a red line marking the start. Three P-K nails were hammered into the start line.

Mile One: is located on Court Street and is 73 feet 6 inches southeast of telephone pole 142/16 and 36 feet 6 inches northwest of telephone pole 142/15. Mile one is marked in red paint with the number 1M.

Mile Two: is located on Henry Law Avenue and is 157 feet southeast of telephone pole 166/38/138/38 and 84 feet 5 inches northwest of telephone pole 133/40. Mile two is marked in red paint with the number 2M.

Mile Three: is located on River Street and is 15 feet 10 inches south of telephone pole 136/6 and 125 feet 10 inches north of telephone pole 1_6 (numbers have fallen off). Mile three is marked in red paint with the number 3M.

Finish: is located on Washington Street in front of One Washington Center. The Finish Line is set as if a continuous line were drawn starting with the northernmost side of the eastern entrance 'tower' (see picture). It is also located 21 feet west of fire hydrant #2846 and 26'9" west of telephone pole 4/11 on the north side of street. The finish line is marked with the letter "F" with an arrow pointing west and a red painted line. The line has three P-K nails embedded into the pavement.

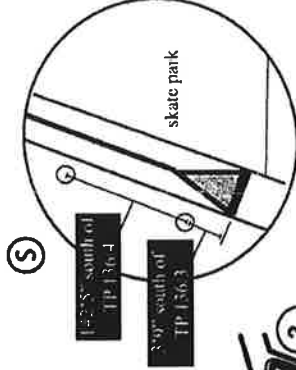
Certified Course



USA
TRACK & FIELD™

NH10029RF

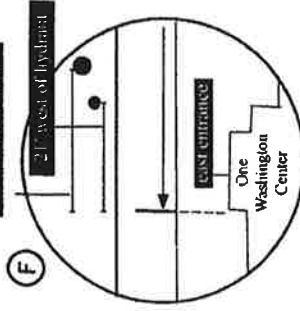
Certificate Effective:
9/25/2010 - 12/31/2020



12'5" south of
TP 136.4

3'9" south of
TP 136.3

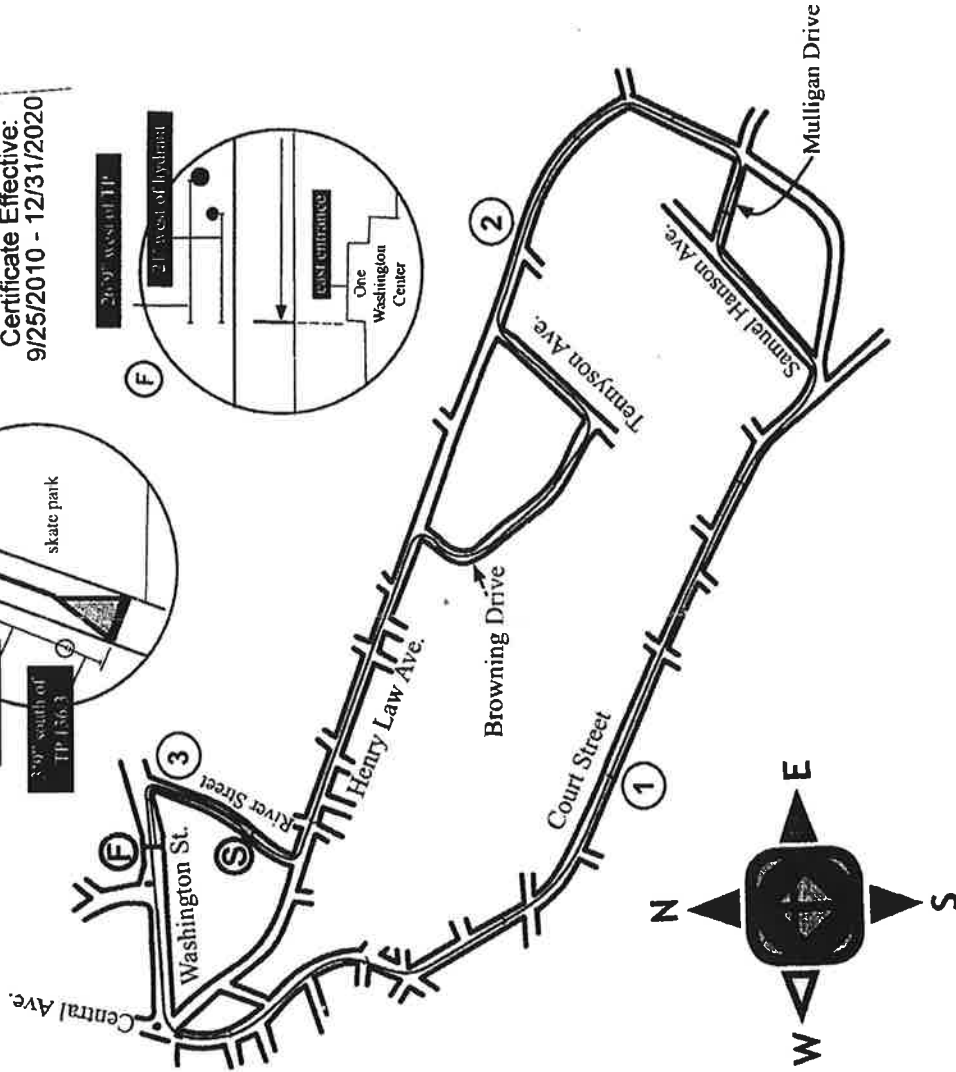
skate park



26'9" west of HP

21' west of hydrant

One
Washington
Center



Measured by Dave Abbett [dave.abbett@gmail.com] on September 25, 2010



CITY OF DOVER

14 JAN 14 AM 9:10

RECEIVED
DOVER CITY CLERK
DOVER, NH

2013 DEC 12 P 1:49

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE* _____, TAG* _____, PARADE** ✓, BLOCK PARTY** _____, ROAD TOLL*** _____,
Fill In Completely and Return To City Clerk – PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Rochester Runners Club
Federal Tax ID number for Organization: 02-0453677

Check (✓) Nature of Organization:

Religious __, Educational __, Charitable __, Civic __, Sports ✓, Veterans __, Fraternal or Political __, Other __
(Describe) _____

Contact Person: CHUCK ZERBINOPoulos Day Time Telephone: 603 502-9005
Address: 12 Longmeadow Rd, DOVER Email HMMZERB@COMCAST.NET
Purpose of Permit: REDS RACE FOR A BETTER COMMUNITY (5 miles)
Date of Event: 4-13-2014 Specific Time: 10:00 AM
Location of Event: START - CITY HALL FINISH - HENRY LAW AVE

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____
Cost of Ticket: _____ Date of Drawing: _____
Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at

<http://www.doj.nh.gov/charitable-trusts/faq.htm>

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PARADE PERMITS & BLOCK PARTIES ONLY

PARADE PERMITS ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____
Printed Name: Sgt. Marn Speidel Check Here If Parade Route is Attached:

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____
Police Department Road Toll Approval Signature: _____
Printed Name: _____

Licensing Board Approval AT Date: 1/21/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: Chuck Zerbinopoulos DATE: 1-14-2014



DOVER POLICE DEPARTMENT

Dover, New Hampshire

Memorandum

TO: Chief Anthony F. Colarusso, Jr.
FROM: Sgt. Marn Speidel, Traffic Bureau
RE: RED'S RACE APPLICATION
DATE: January 17, 2014

The course route for the April 13, 2014 "Reds Race for a Better Community" was not attached to the application, but it remains unchanged.

The race length for runners is 5 miles. **START** in front of Dover City Hall on Central Avenue, south to Court Street, left on Court Street to Middle Road, straight on Middle Road to Back Road, left on Back Road to Henry Law Avenue, right on Henry Law Avenue, north on Henry Law to **FINISH** at Henry Law Park.

The course length is shortened for walkers. Walkers will begin on the same route, and will turn from Court Street into Pine Hill Cemetery at some point after East Watson Street. Walkers will proceed on a designated route through the cemetery, come out on South Pine Street, to Central Avenue and then to Hanson Street, to Henry Law Avenue.

The police department will provide officers for traffic control at a cost to be reimbursed by the organizers. The organizers will be responsible to provide traffic control volunteers at other key locations.

The police department will post parking restrictions on Henry Law Avenue from Washington to George Streets to accommodate the finish line area.

Traffic implications include a brief (10-15 minute) closure of Central Avenue between Washington and Silver Streets, and motorists will have brief delays on other streets along the route. Henry Law Avenue between Washington and George Streets will be closed from 10 AM until 11:30 AM.

RECEIVED
DOVER CITY CLERK
DOVER, NH



2013 DEC 12 P 1:49

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

5K Road Race ✓

Check (✓) the type of application:

RAFFLE* _____, TAG* _____, PARADE** ✓, BLOCK PARTY** _____, ROAD TOLL*** _____
Fill In Completely and Return To City Clerk - PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Saint Mary Academy
Federal Tax ID number for Organization: 02-0342967

Check (✓) Nature of Organization:

Religious _____, Educational ✓, Charitable _____, Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) Pre-K-8th Grade Co-Ed Catholic School

Contact Person: Stephanie Boduc Day Time Telephone: 742 3299 or 978-4929

Address: 222 Central Avenue Dover Email lvbugs@comcast.net

Purpose of Permit: 5K Road Race

Date of Event: April 12, 2014 Specific Time: 9am

Location of Event: Starts at school - runs through Dover - we have worked w/ Marn Speidel.

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day as the request can expedited. Information on these requirements may be found at

<http://www.doi.nh.gov/charitable-trusts/faq.htm>

ok

PARADE PERMITS & BLOCK PARTIES ONLY

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Police Department Parade Route/Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached:

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

Licensing Board Approval (Signature) Date: 1/21/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: Stephanie Boduc DATE: 12/12/13

Traffic Bureau reviewed 1/16/14
(M.E.S.)

Certification committee,

Please consider this, as it is our pending new course for 2014. Marn Speidel has reviewed this with me. It is in the certification process waiting on the clearing of the snow. We have attached our 2013 course, in case this new course can not be certified in time for the April 12, 2014 date.

2014 SMA 5k Course

START on Church at corner of Academy

Right on Locust

Right on Hale

Right on Central

Right on Trakey

Left on Locust

Right on Central

Right on Rutland

Right on Fisher

Left on Elm

Left on Hamilton

Left on Belknap

Right on Fisher

Right onto Community Trail

Right on Folsom

Left on Belknap

Right on St Thomas

Right on Atkinson

Left on Nelson

Left on Locust

Right on Church to FINISH

Thanks for considering this new course for us this year. Attached is our old one for "just in case".

Thanks,

Lise Study &
Lise Study & Beth Evans

742-3299

Traffic Bureau
reviewed
1/16/2014
MES

St. Mary's Academy 5k Road Race

Dover, NH

Start: is located on Church Street heading W, 29 ft. 5 in. W of telephone pole 2 and 94 ft. 3 in. E of telephone pole 46/1/40/11B. It is marked in white painted "S" with an arrow pointed west and 3 P-K nails embedded into the pavement.

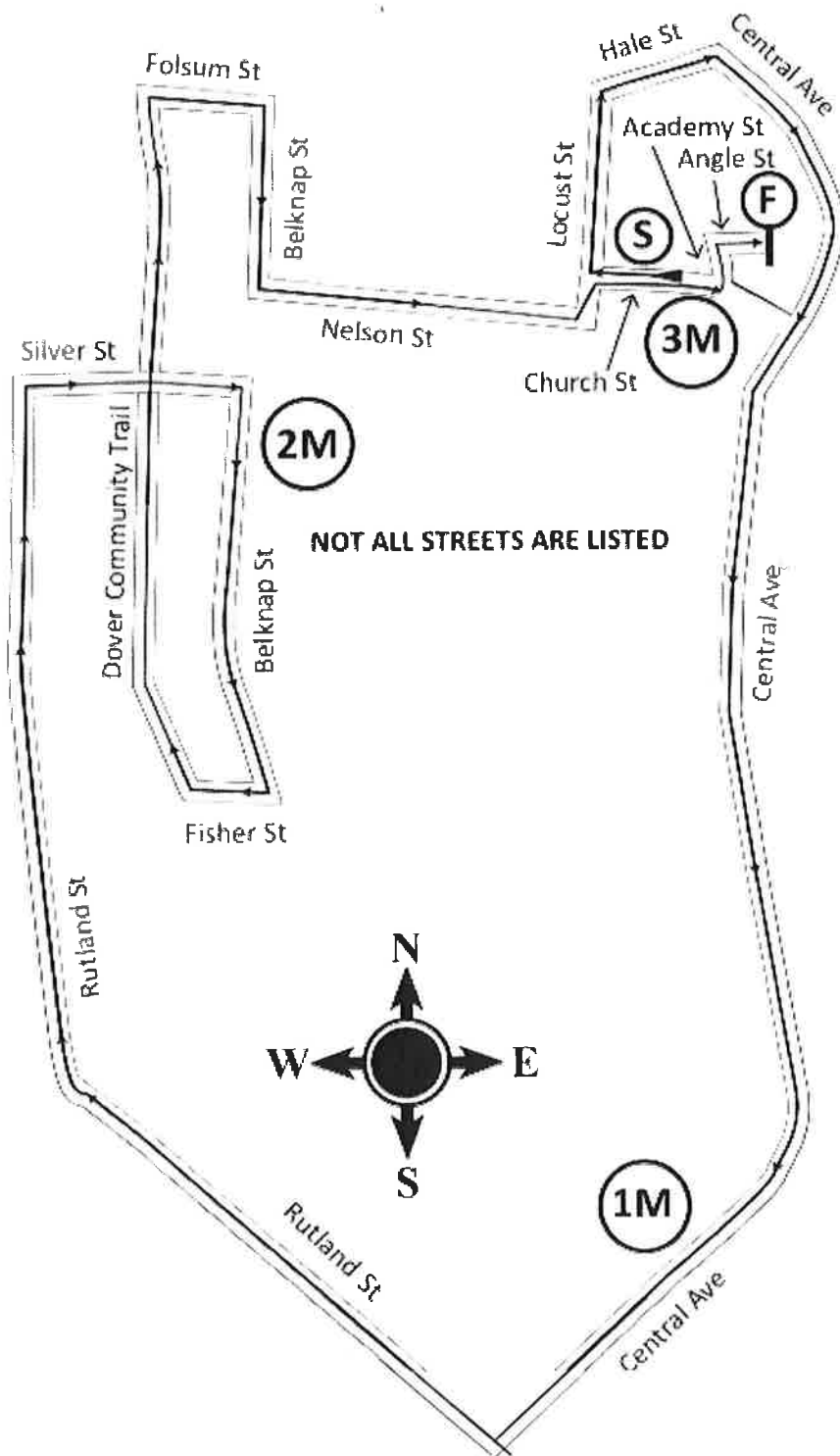
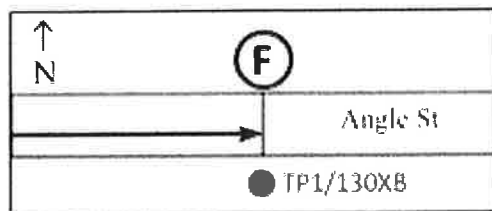
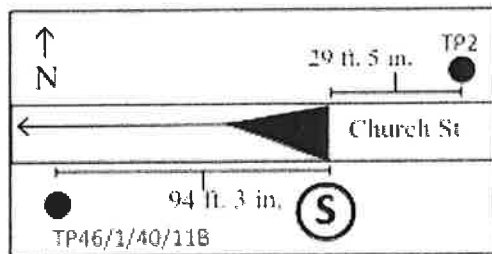
Mile 1: is located on Central Ave. just S of Silver St., heading SW, 105 ft. 8 in. NE of TP7A and 41 ft. 10 in. SW of TP941/5/25.

Mile 2: is on Belknap Street heading S, 37 ft. 7 in. S of TP34/2 and 64 ft. 4 in. N of TP16.

Mile 3: is on Church St. heading E, 15 ft. 2 in. W of TP2 and 109 ft. 8 in. E of TP46/1/40/11B.

Finish: is located on Angle St. heading E, at TP1/130XB. It is marked in white painted "F" with an arrow pointed E and 3 P-K nails embedded into the pavement.

All mile markers are painted in white.





APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

RAFFLE* ____, TAG* ____, PARADE** [v], BLOCK PARTY** ____, ROAD TOLL*** ____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: SIX03 ENDURANCE
Federal Tax ID number for Organization: EIN 46-2281593

Check (v) Nature of Organization:

Religious __, Educational __, Charitable __, Civic __, Sports [v], Veterans __, Fraternal or Political __, Other __
(Describe) _____

Contact Person: ALEX MITRUSHI Day Time Telephone: 603-343-6883

Address: 122 MT. VERNON ST, DOVER, NH Email alex@six03endurance.com

Purpose of Permit: 10K Road Race

Date of Event: Sunday, July 27, 2014 Specific Time: 0900

Location of Event: 110 Portland Ave - Dover Ice Arena / Jerry Thompson Pool

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that
your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney
General's Office prior to the acceptance of your application. The police department may contact you to
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expedited. Information on these requirements may be found at

http://www.doj.nh.gov/charitable-trusts/faq.htm

PARADE
PERMITS &
BLOCK

PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE
ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached: [v]

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT
SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

Licensing Board Approval [Signature] Date: 1/27/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT
THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or
RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/22/14

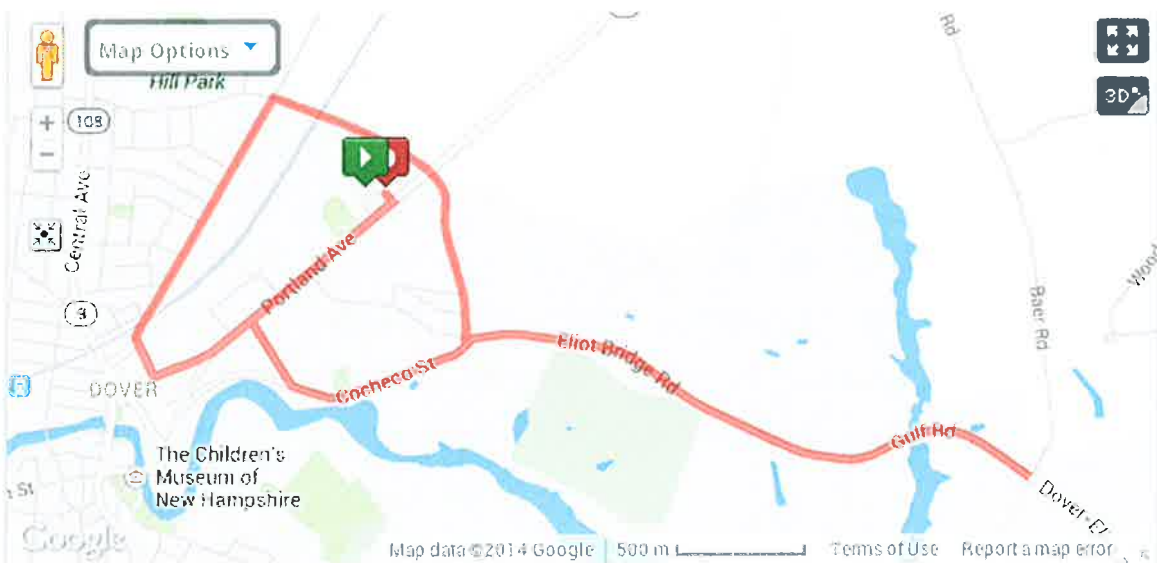
SIX03 Summerfest 10K Route via Gulf Road

This road race will take place on Sunday, July 27, 2014 at 9AM. The course is 10K (or 6.24 miles). The racecourse is concentrated between Broadway and Gulf Rd. Traffic will be interrupted temporarily on Portland Ave, St. John, and Broadway temporarily at the beginning of the race. Rogers St and Cocheco St will be limited to one way throughout the race, but these are short streets and Cocheco St is partially one-way for a duration of the street already. Gulf Rd is the most significantly impacted street. It will be shut down to one way outbound, but a simple detour is available via Baer Rd to Portland Ave.

Route

The entire route can be found on Mapmyrun.com or by following the link:

<http://www.mapmyrun.com/routes/view/336319225>



Start in the access road to the Dover Ice Arena
Right onto Portland Ave running "with traffic"
Right onto Chapel St "with traffic"
Right onto St. John St. "with traffic"
Right onto Broadway "with traffic"
Right onto Oak St "with traffic"
Cross over Portland Ave on Oak St "against traffic"
Left onto Gulf Rd "against traffic"
Continue on Gulf Rd to Baer Rd.
Turn around at Baer Rd and return on Gulf Rd "with traffic"
Left onto Cocheco St "against traffic"
Right onto Rogers St "with traffic"
Right onto Portland Ave "against traffic"
Left into Dover Ice Arena
Finish in the access road to the Dover Ice Arena



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

RAFFLE* ____, TAG* ____, PARADE** [checked], BLOCK PARTY** ____, ROAD TOLL*** ____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: TRICK OR TROT 5K & KIDS FUN RUN FOR DOVER SOCCER ASSOCIATION
Federal Tax ID number for Organization: 02-0392171

Check (v) Nature of Organization:

Religious ____, Educational ____, Charitable ____, Civic ____, Sports [checked], Veterans ____, Fraternal or Political ____, Other [checked]
(Describe) 5K BENEFIT FOR DSA. PROCEEDS HELP FUND PROGRAMS & PURCHASE EQUIPMENT
Contact Person: DONALD TREJO Day Time Telephone: 603-502-8947
Address: 4 WALLEYWOOD ST. DOVER NH. Email: DONALD.TREJO@COMCAST.NET
Purpose of Permit: TO PROMOTE A HEALTHY LIFESTYLE WITHIN OUR COMMUNITY.
Date of Event: OCTOBER 26TH 2014 Specific Time: 9AM START
Location of Event: 1 SITAW'S LANE, DOVER N.H. 03820

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded:
Cost of Ticket:
Date of Drawing:
Place of Drawing:

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http://www.doj.nh.gov/charitable-trusts/faq.htm

PARADE PERMITS & BLOCK PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: [Signature]
Printed Name: Sgt. Marc Speidel Check Here If Parade Route Is Attached: [checked]

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location:
Police Department Road Toll Approval Signature:
Printed Name:

Licensing Board Approval [Signature] Date: 1/27/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1.15.2014



**Road Running Technical Council
USA Track & Field
Measurement Certificate**



Name of the course Trick or Trot 5k Distance 5 km
 Location (state) New Hampshire (city) Dover
 Type of course: road race calibration track Configuration: Loop
 Type of surface: paved 100 % dirt _____ % gravel _____ % grass _____ % track _____ %
 Elevation (meters above sea level) Start 30 m Finish 30 m Highest 45 m Lowest 27 m
 Straight line distance between start & finish 28 m Drop 0.00 m/km Separation 0.56 %
 Measured by (name, address, phone & e-mail) Bob Kennedy, 18 Riverview Road, Durham, New Hampshire 03824, (508)577-4105, osprey02554@yahoo.com
 Race contact (name, address, phone & e-mail) Donaldo Trejo, 4 Wallingford Street, Dover, New Hampshire 03820, (603)502-8947, donaldo1@comcast.net
 Measuring Methods: bicycle steel tape electronic distance meter
 Number of measurements of entire course: 2 Date(s) when course measured: October 24, 2013
 Race date: October 26, 2014 Course certification effective date: November 15, 2013
 Certification code: NH13017TY

Notice to Race Director: Use this Certification Code in *all* public announcements relating to your race.

Be It Officially Noted That

Based on examination of data provided by the above named measurer, the course described above and in the map attached is hereby certified as reasonably accurate in measurement according to the standards adopted by the Road Running Technical Council. If *any* changes are made to the course, this certification becomes void, and the course must then be recertified.

Verification of Course — In the event a National Open Record is set on this course, or at the discretion of USA Track & Field, a verification remeasurement may be required to be performed by a member of the Road Running Technical Council. If such a remeasurement shows the course to be short, then all pending records will be rejected and the course certification will be cancelled.

This certification expires on December 31 in the year **2023**

AS NATIONALLY CERTIFIED BY:

Date: November 19, 2013

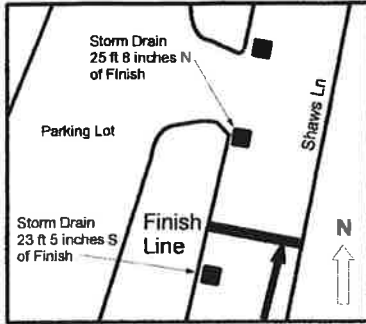
Toni Youngman — USA TF/RRTC National Certifier
 12895 Downstream Cifele, Orlando, FL 32828, (407) 619-2797, toni@runzamok.net



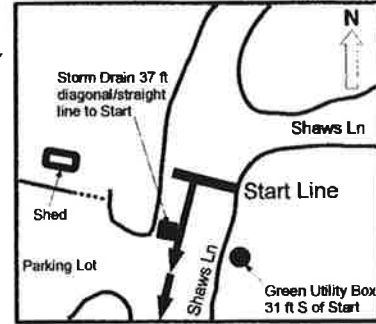
Trick or Trot 5K Dover, New Hampshire



Finish Detail



Start Detail



TRICK OR TROT 5K
USATF CERTIFICATE NH13017TY
EFFECTIVE 11-15-13 TO 12-31-23

Start and Finish, and all mile markers are marked with P-K nails and YELLOW paint (UP = Utility Pole).

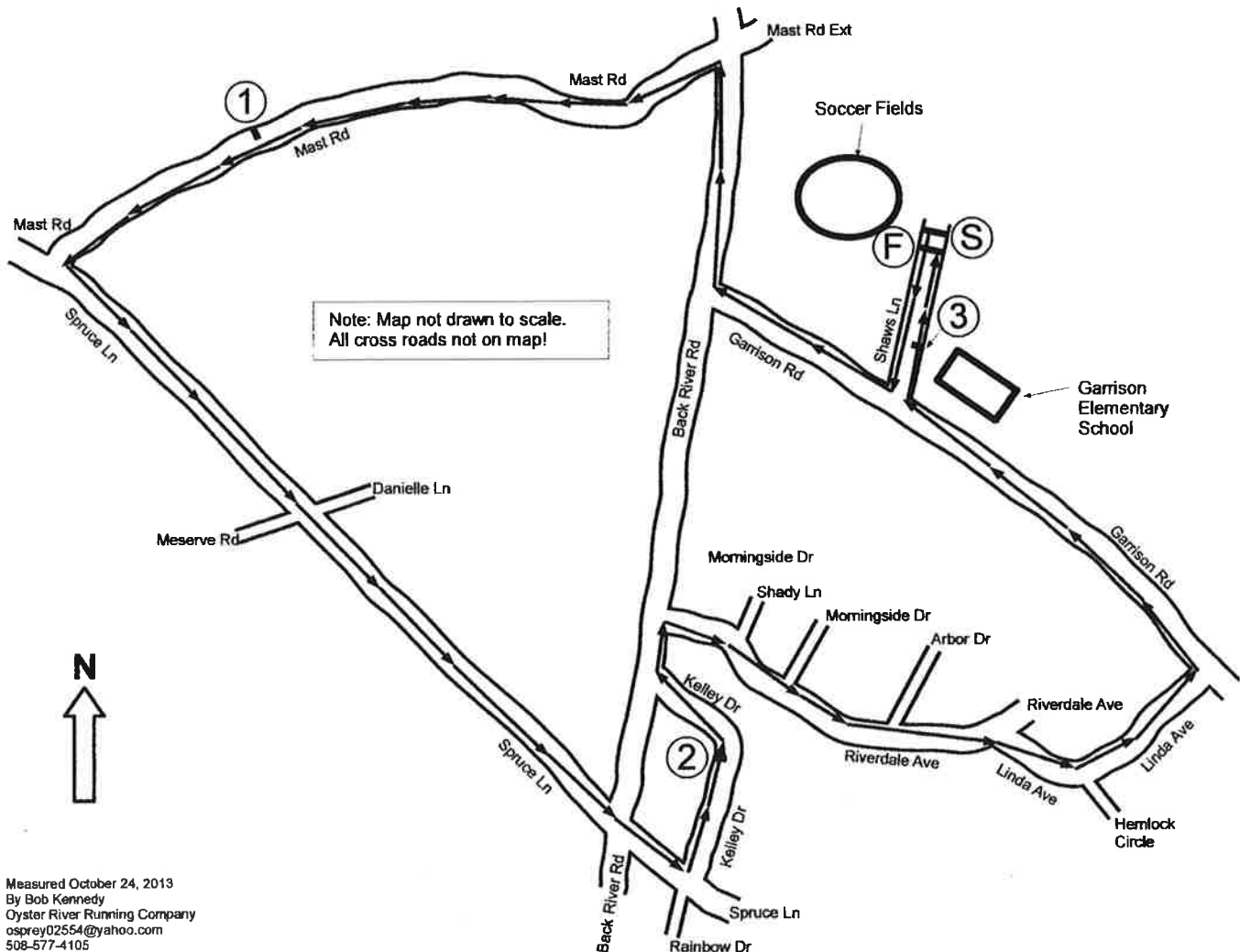
Start: Marked on east side of Shaws Lane 31 ft N of Green Utility Box on same side and 37 ft diagonal/straight line to Storm Drain on north side of soccer field parking lot entrance.

Mile 1: On north side of Mast Rd 44 ft W of east edge of Driveway for 91 Mast Rd, and 55 ft E of red & white Fire Hydrant on same side.

Mile 2: On west side of Kelley Dr 1 ft 6 inches N of Mailbox for 5 Kelley Dr, and 17 ft N of UP PSNH 4 NYNEX 4 on same side.

Mile 3: On east side of Shaws Ln 43 ft N of "No Parking" sign on same side, and 83 ft S of UP PSNH 24 6-1 on same side.

Finish: Marked on west side of Shaws Ln 23 ft 5 inches N of Storm Drain on same side, and 25 ft 8 inches S of Storm Drain on same side at soccer field parking lot entrance.



Measured October 24, 2013
By Bob Kennedy
Oyster River Running Company
osprey02554@yahoo.com
508-577-4105

REGISTER FOR FREE TODAY



COMPLETE 7 OUT OF 11 RACES TO RECEIVE YOUR 2014 RACE SERIES JACKET!

DOVER MAIN STREET'S RUN BEFORE YOU CRAWL 5K - MARCH 15TH

SAINT MARY ACADEMY 5K RUN/WALK - APRIL 12TH

REDS RACE FOR A BETTER COMMUNITY - APRIL 13TH

MOMS ON THE RUN 5K RUN/WALK - MAY 11TH

SPIRIT OF RECOVERY 5K RUN/WALK - MAY 18TH

GOODWIN COMMUNITY HEALTH FATHER'S DAY 5K - JUNE 15TH

SIX03 SUMMERFEST 10K - JULY 27TH

HORNE STREET SCHOOL 5K RUN & 2 MILE FITNESS WALK - SEPTEMBER 21ST

APPLE HARVEST DAY 5K - OCTOBER 4TH

TRICK OR TROT 5K & KIDS FUN RUN FOR OSA - OCTOBER 26TH

GARRISON SCHOOL PTA DOVER TURKEY TROT 5K - NOVEMBER 27TH



Wentworth-Douglas
Hospital

THE SEACOAST'S LEADING MEDICAL CENTER

2014 RACE SERIES UNDERWRITER

WWW.DOVERRACESERIES.COM



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

RAFFLE* X, TAG* ____, PARADE** ____, BLOCK PARTY** ____, ROAD TOLL*** ____,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: GREASEL DOVER CHAMBER OF COMMERCE
Federal Tax ID number for Organization: 02-012246

Check (v) Nature of Organization:

Religious __, Educational __, Charitable __, Civic X, Sports __, Veterans __, Fraternal or Political __, Other __
(Describe) 13th ANNUAL SWEEPSTAKES + AUCTION
Contact Person: MICHAEL MENDERS Day Time Telephone: (603) 742-2218
Address: 550 CENTRAL AVENUE Email MICHAEL@DOVERNH.ORG
Purpose of Permit: RAFFLE PERMIT FOR SWEEPSTAKES + AUCTION
Date of Event: 5/2/2014 Specific Time: 5pm - 10pm
Location of Event: WENTWORTH-DOUGLASS HOSPITAL, 789 CENTRAL AVENUE

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: \$10,000 CASH (+ OTHER VARIOUS CASH/ITEM PRIZES)
Cost of Ticket: \$100 Date of Drawing: 5/2/2014, 9pm
Place of Drawing: WENTWORTH-DOUGLASS HOSPITAL, 789 CENTRAL AVENUE

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that
your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney
General's Office prior to the acceptance of your application. The police department may contact you to
obtain additional information. Please provide a way for us to contact you during the day so the request can
expedited. Information on these requirements may be found at

http://www.doj.nh.gov/charitable-trusts/faq.htm

Handwritten initials

PARADE
PERMITS &
BLOCK

PARTIES ONLY

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE
ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

Police Department Parade Route/Block Party Approval Signature: _____

Printed Name: _____ Check Here If Parade Route Is Attached: _____

ROAD TOLL ONLY

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT
SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

Licensing Board Approval [Signature] Date: 1/31/14

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT
THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or
RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/28/14



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.13.

Resolution Number: **R – 2014.02.12 - 008**
Resolution Re: **Tolend Road Declaration of Conservation Restrictions**

WHEREAS: The City owns a 25.693 acre parcel of land being Tax Map C, Lot 20, which abuts Tolend Road; and

WHEREAS: As part of the wetlands permit for the Tolend Road project, the City was required by the NH Department of Environmental Services to place conservation restrictions on a piece of land on Tolend Road for mitigation; and

WHEREAS: Conservation restrictions applying to a 19.693 acre portion of the City owned parcel are stated in a “Declaration of Conservation Restrictions on a Portion of Land Owned by The City of Dover”, wherein such restrictions are to be recorded in the Registry of Deeds in order to run with the land in perpetuity and shall constitute conservation restrictions and covenants.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

The City Manager is authorized to sign said Declaration of Conservation Restrictions on a Portion of Land Owned by The City of Dover and record said Declaration in the Strafford County Registry of Deeds.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Anthony I. Blenkinsop General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.13.

Resolution Number: **R – 2014.02.12 - 008**

Resolution Re: **Tolend Road Declaration of Conservation Restrictions**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor, Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

See attached Declaration of Conservation Restrictions on a Portion of Land Owned by The City of Dover.

DECLARATION OF CONSERVATION RESTRICTIONS
ON A PORTION OF LAND
OWNED BY THE CITY OF DOVER

The following restrictions hereinafter set forth shall apply to a portion of a parcel of land described below, owned by the City of Dover, 288 Central Avenue, Dover, County of Strafford, State of New Hampshire, acquired from Minichiello Bros., Inc., by deed dated September 21, 1984, recorded at the Strafford County Registry of Deeds at Book 1146, Page 70 being Tax Map C Lot 20.

Such restrictions are to run with the land in perpetuity and shall constitute conservation restrictions and covenants.

Description of the Parcel of Land:

A certain parcel of land consisting of 25.693 acres ("Parcel of Land") and being more particularly bounded and described on a plan entitled, "Mitigation Plan Of Land The City Of Dover," dated November 21, 2011 by Doucet Survey Inc, recorded as Plan 105-15 at Strafford County Registry of Deeds and included in the New Hampshire Department of Environmental Services Wetlands Bureau permit #2011-3130 ("the Plan").

Beginning on Glen Hill Road at the southeasterly corner of Lot #20 and running S 79° 47' 51" W for a distance of 1016.60 feet to a point; thence turning and running S 11° 50' 58" E a distance of 179.35 feet to a granite bound; thence turning and running N 71° 34' 21" W for a distance of 951.75 feet to a stone bound; thence turning and running N 34° 45' 40" E for a distance of 356.93 feet to a granite bound; thence turning and running S 88° 05' 00" E a distance of 579.19 to a stone bound; thence turning and running N 12° 08' 26" W for a distance of 70.63 feet to a steel stake; thence turning and running N 79° 47' 51" E for a distance of 676.50 feet to a rebar; thence turning and running N 08° 27' 09" W for a distance of 483.84 feet partially along a trail to a metal pipe; thence turning and running N 79° 08' 49" E for a distance of 411.32 feet across a ditch to a point and continuing along N 79° 08' 49" E for a distance of 144.37 feet to an iron pipe; thence turning and running S 07° 23' 49" W a distance of 192.00 feet; thence turning and running S 73° 06' 11" E a distance of 103.71 feet to the westerly sideline of Glen Hill Road; thence turning and running along the westerly sideline of Glen Hill Road S 09° 01' 45" W for a distance of 363.78 feet, S 14° 04' 04" W for a distance of 49.19 feet, S 09° 47' 52" W a distance of 233.36 feet and S 03° 02' 50" W a distance of 134.62 feet to the point of beginning.

CONSERVATION RESTRICTIONS AND COVENANTS

A 19.693 acre portion of the Parcel of Land, referred to as the Mitigation Area in the Plan ("Mitigation Area"), is hereby made subject to the following restrictions, which shall run with

the land and be enforceable as permanent conservation restrictions, as defined under RSA 477:45-47, for conservation purposes. The Mitigation Area shall be used primarily for wildlife habitat.

The following activities are prohibited within the 19.693 acres of Mitigation Area:

1. No man-made structures including, but not limited to, a fence, utility pole, shed or other such structures, shall be constructed or located on the property described above except as provided herein.
2. The placement or construction of new structures, unless such structures are used solely for conservation, forestry, wildlife habitat management and/or outdoor education purposes and are consistent with the purposes stated below.
3. The building of trails, except for conservation, wildlife habitat management, outdoor recreation and education purposes.
4. The building of roads, except for forestry, conservation, wildlife habitat management or outdoor education purposes.
5. The land shall not be subdivided.

The restrictions serve the following purposes:

1. The property shall be maintained in an undeveloped and natural condition to retain in perpetuity its scenic, forested, wetland and open space condition.
2. To reduce the potential for adverse impacts to New England cottontail and black racer.
3. Provides preservation of 19.6 acres of Tax map C lot 20 of upland buffer, which consists of 6.7 acres of Appalachian oak/pine forest and 12.9 acres of palustrine forested/scrub-shrub wetlands.

Meaning and intending to restrict a portion of the property conveyed from Minichiello Bros., Inc., to the City of Dover by deed dated September 21, 1984, recorded Strafford County Registry of Deeds Book 1146, Page 70.

The City of Dover reserves the right to post the Mitigation Area against general public access. New Hampshire Fish and Game and New Hampshire Department of Environmental Services shall have access to the property and reserves the right to manage suitable habitat on the mitigation parcel for the benefit of New England Cottontail.

Subject to a right of the conservation restrictions; said declaration of conservation restrictions being recorded in the Strafford County Registry of Deeds Book 854, Page 69 and dated January 16, 1969; said easement being in favor of the Public Service Co. of New Hampshire and NE Tel & Tel Co.

This Declaration was approved by a vote of the Dover City Council on February 12, 2014.

Executed this ____ day of _____, 2014.

THE CITY OF DOVER

By: _____
J. Michael Joyal, Jr. City Manager

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD.

Personally appeared J. Michael Joyal, Jr. this _____ day of _____,
2014 and acknowledged that he signed the foregoing instrument for the purposes contained
therein.

Before me, _____
Notarial Officer/Title

My Commission Expires: _____



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.14.

Resolution Number: **R – 2014.02.12 - 009**
Resolution Re: **Additional Scope of work Spaulding Turnpike US Rte 4 and NH Rte 16 Final Water & Sewer design Services**

WHEREAS: The NH Department of Transportation is proposing extensive road improvements to the Spaulding Turnpike, US route 4 and NH Route 16 in Dover. The NHDOT has requested assistance from the City of Dover in the review of sewer and water lines in conflict with the proposed road improvements.; and

WHEREAS: The state of NH DOT has requested that the city relocate water and sewer utilities in the state right of way as part of the Newington Dover Bridge project. Vanasse Hangen Brustlin, Inc (VHB) is the lead engineer for the NHDOT. The city requested a proposal from (VHB) to expedite the design process and meet the NHDOT timeline for design documents. VHB Inc has performed this scope of services at a cost of \$37,500 to the City of Dover which was approved by council 4.10.2013; and

WHEREAS: The final project scope is anticipated to include final design and plans for sewer and water improvement, phasing coordination and coordination with City, NHDOT, NH Bureau of Turnpikes, Comprehensive Environmental Inc, Clough Harbour & Associates and coordination with geotechnical sub-consultants in the evaluation of settlement issues related to compressible soils. VHB has offered a proposal in the amount of \$298,400 for these services. 38.26% (\$114,168) of project cost is reimbursable by State NH.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to VHB Inc of Bedford NH given the rates provided in conjunction with Agreement for professional Services. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.xxxxx.15	Water Main Spaulding Tpk	1,500,000.00	1,500,000.00
5320.1.300.43250.4757.04555.15	Sewer Main Spaulding Tpk	1,500,000.00	1,500,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved as to Legal Form and Compliance: "NOT REVIEWED"

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.14.

Resolution Number: **R – 2014.02.12 - 009**
Resolution Re: **Additional Scope of work Spaulding Turnpike US Rte 4 and NH Rte 16 Final Water & Sewer design Services**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.14.

Resolution Number: **R – 2014.02.12 - 009**
 Resolution Re: **Additional Scope of work Spaulding Turnpike US Rte 4 and NH Rte 16 Final Water & Sewer design Services**

RESOLUTION BACKGROUND MATERIAL:

The NH Department of Transportation is proposing extensive road improvements to the Spaulding Turnpike, US route 4 and NH Route 16 in Dover. The NHDOT has requested assistance from the City of Dover in the review of sewer and water lines in conflict with the proposed road improvements.

The state of NH DOT has requested that the city relocate water and sewer utilities in the state right of way as part of the Newington Dover Bridge project. VHB is the lead engineer for the NHDOT. The city requested a proposal from VHB to expedite the design process and meet the NHDOT timeline for design documents. VHB Inc has completed this scope of services at a cost of \$37,500 to the City of Dover approved by council on 4.10.2013.

The final project scope is anticipated to include final design and plans for sewer and water improvement, phasing coordination and coordination with City, NHDOT, NH Bureau of Turnpikes, Comprehensive Environmental Inc, Clough Harbour & Associates along with coordination with the geotechnical sub-consultants in the evaluation of settlement issues related to compressible soils. VHB has offered a proposal in the amount of \$298,400 for these services. 38.26% (\$114,168) of project cost is reimbursable by State NH

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations emailed:	na	Number of Responses:	na
Warranty:	Manufactures	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	No
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	VHB inc	Fund:	CIP
Other Approvals Required:	State NHDOT	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.15.

Resolution Number: **R – 2014.02.12 - 010**
Resolution Re: **B13075 Award of Additional Scope of Work
Phase II Environmental Site Assessment First St**

WHEREAS: Sealed Request for Proposals #B13075 were requested and received for professional consulting services for the Phase II Environmental Site Assessment for the First Street parking lot on June 18, 2013 @10:00 am. An additional scope of service and cost was also requested for the development of an action plan contingent upon the results of the site assessment; and

WHEREAS: Fifteen proposals were received and evaluated for qualifications. Three vendors were shortlisted and cost proposals opened. Low bid meeting specification for the phase II environmental site assessment was received from Ransom Environmental Consultants in the amount of \$13,900 and award was made in this amount. Samples were taken and the need for additional testing of these samples created a change order #1 to this project in the amount of \$2,060.00. A soil management plan was developed and thereby generated change order #2 in the amount of \$4,600.00. Due to the levels of contaminants for petroleum detected, which are above allowable levels by the State, the need for the additional services of an action plan is needed. Ransom Environmental provided a revised price of \$8,050 bringing the total for this project over the \$25,000 threshold, which was approved by council on August 14, 2013; and

WHEREAS: Since last council approval there have been several other discoveries which have generated five more changes orders as outlined in the background section totaling over \$25,000 thereby requiring further council approval.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue Purchase Order revisions to Ransom Environmental Consultants, Inc at rates provided in conjunction with B13075 and additional change orders. The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
4011.1.210.42130.4741.02380.11	Pay & Display	\$268,902.87	\$234,440.16
4009.1.210.42170.4720.02389.09	Police Facility	\$500,000.00	\$339,892.00
4015.1.210.42130.4715.02390.15	Parking Facility	\$11,500,000.00	\$11,500,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved as to Legal Form and Compliance: Anthony Blenkinsop
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.15.

Resolution Number: **R – 2014.02.12 - 010**
Resolution Re: **B13075 Award of Additional Scope of Work
Phase II Environmental Site Assessment First St**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.15.

Resolution Number: **R – 2014.02.12 - 010**
Resolution Re: **B13075 Award of Additional Scope of Work
Phase II Environmental Site Assessment First St**

RESOLUTION BACKGROUND MATERIAL:

Bid Pricing Phase II Environmental Site Assessment \$13,900 Optional (if needed) Action plan \$11,300
Change order #1 additional testing \$2,060.00
Change order #2 soil management plan \$4,600
Revised action plan \$8,050
Total project \$28,610.00 approved by council R-2013.08.14

Change order #3 RCRA Metals groundwater test and SPLP or TC-P lead-arsenic soils test totaling \$1,615
Change order #4 Subsequent site investigations and soils management \$2,100
Change order #5 Predisposal soil characterization and reporting \$15,200
Change order #6 Additional Pre-disposal soil characterization and reporting \$4,230
Change order #7 Orchard St Geotechnical engineering \$11,375 and
Phase II Environmental Site Assessment \$12,385

Total of change orders #3 - #7 in the amount of \$46,905

Total project \$75,515 thereby requiring additional council approval via R-2014.01.22

This project is associated with the development of the First and Orchard Street parking lots. During the sales process, with First Street at Garrison, LLC, it became apparent that there was potential for petroleum buried under the lot. The City went out to bid to have a Phase II Environmental Study conducted, to supplement the Phase I completed in 2011. As part of the ongoing work for the Phase II, staff has determined that a soil management plan and remedial action plan are necessary to further the process along.

Change order #7 expands the scope of work to include the Orchard Street parking lot, as additional Phase I and Phase II work can be completed in support of the Police Facility project. This work will determine the depth of bedrock and other geological characteristics. This change order will be charged evenly to Police Facility and Parking Garage.

Purchasing Information:

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	225	Number of Responses:	15 shortlisted 3
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until delivered	Estimated Delivery:	weeks
Recommended Award to:	Ransom Environmental	Fund:	Police
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater

Vendor Solicitation List & RFP Results:

<https://online.ci.dover.nh.us/energie/financeRequests.php>



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2014.02.12 – 11**
Resolution Re: **City Council Ethics Commission Subcommittee**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor, Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

On November 18, 2013 Jeffrey Thomas Clay of 53 Mallard Drive, Alton, New Hampshire filed an Ethics Complaint against School Board members Rocky D’Andrea, Betsy Andrews Parker, and Amanda Russell, as well as former Superintendent Jean Briggs Badger, citing “unethical and illegal behavior for personal gain and to influence the outcome of an election, all while serving in their official capacities as elected officials”; and

The Ethics Commission met on December 11, 2013, to review the Complaint; and

At its December 11, 2103 meeting, the Ethics Commission dismissed the Complaint based on several reasons, citing to the provisions of Dover City Code Chapter 22; and

Pursuant to the Dover City Charter the Ethics Commission forwarded its decision to the Dover School Board; and

As a result of the dismissal of his Complaint by the Ethics Commission Mr. Clay filed an Ethics Complaint dated January 14, 2014 against the Ethics Commission itself, citing violations of City Charter, Code, and Ordinances. The Ethics Commission met on January 17, 2014 and recused themselves from making a determination on the second Complaint due to conflicts of interest, returning the Complaint to the City Clerk.



CITY OF DOVER

14 JAN -2 AM 9:10

**CITY OF DOVER, NEW HAMPSHIRE
ETHICS COMPLAINT**

Please type or print legibly and attach additional pages, if necessary.

Date Filed: 14 JANUARY 2014

Your Name: Jeffrey T. Clay

Address: 53 Merrill dr. ALTON, NH 03809

Your Telephone Number 603-534-4906

Name of person about whom you are filing. CITY OF DOVER, NH ETHICS COMMISSION

Type of Allegation(s). Check the appropriate box(es) below indicating the type of allegation(s) stated in this complaint. *Violations of City Charter, Code, or Laws.*

ARTICLE X OF THE DOVER CITY CHARTER

- ELIGIBILITY FOR ELECTIVE OFFICE (10-1)
- CONFLICTS OF INTEREST (C10-2)
- DISQUALIFICATION FROM DECISION MAKING PROCESS(C10-3)
- PRIVATE USE OF CITY PROPERTY (C10-4)
- ACCEPTANCE OF GIFTS AND GRATUITIES (C10-5)
- DISPOSITION OF FEES (C10-6)
- MISUSE OF INFORMATION (C10-7)
- FUTURE EMPLOYMENT (C10-10)

CHAPTER 22 OF THE CITY CODE

- CONFLICTS OF INTEREST (22-2)
- REPRESENTATION OF PRIVATE INTERESTS BEFORE CITY AGENCIES(22-3)
- REQUIRED DISCLOSURE BY COUNCIL MEMBERS; RECUSAL (22-4)
- REQUIRED DISCLOSURE BY OFFICERS AND EMPLOYEES; RECUSAL (22-5)
- GIFTS (22-6)
- DISCLOSURE OF CONFIDENTIAL INFORMATION (22-7)
- INVESTMENTS IN CONFLICT WITH OFFICIAL DUTIES (22-8)
- INCOMPATIBLE EMPLOYMENT(22-9)
- FUTURE EMPLOYMENT (22-10)

If your complaint alleges some form of misconduct that does not fall within the jurisdiction of the Ethics Commission, then your complaint will be forwarded to the City Manager, the Police Department or the City Council for processing.

Description of Facts.

Provide a specific description of the facts constituting the alleged violation(s), including dates or approximate dates.

Please see attached letter.

*Violations of City Charter, code - and
- Responsibility.*

Witness Information.

Provide the name(s), business address(es) and telephone number(s) of person(s) you believe may have information that would assist the Commission in its evaluation of this

complaint. Also, describe the information that you believe each of the persons listed can provide to support the allegations stated in this complaint.

*Please see attached letter
City manager - City Council - City Attorney,*

Documentation.

Attach copies of any documents in your possession that relate to the allegations stated in this complaint. In addition, indicate below whether there are other records, not in your possession, that you believe may assist the Commission in its evaluation of this complaint.

*See attached letter City Charter - code - and -
Original complaint filed by me.
ETHICS COMMISSION DECISION OF Dec 11, 2013.*

Additional Information.

Provide any additional information that you believe may assist the Ethics Commission in its evaluation of this complaint.

See attached letter.

CERTIFICATIONS: (Please initial each certification)

- I CERTIFY THAT I AM A RESIDENT OF THE CITY OF DOVER, A PROPERTY OWNER IN DOVER OR I AM A VENDOR WHO HAS RESPONDED TO A BID SOLITICATION _____ (initials)
- THIS ETHICS COMPLAINT IS A PUBLIC DOCUMENT. I UNDERSTAND THAT I SHOULD HAVE NO EXPECTATION OF PRIVACY REGARDING THIS DOCUMENT OR THE PROCEEDINGS OF THE ETHICS COMMISSION. nc (initials)
- I UNDERSTAND THAT KNOWINGLY MAKING WRITTEN FALSE STATEMENTS WHICH I DO NOT BELIEVE TO BE TRUE MAY SUBJECT ME TO CRIMINAL SANCTIONS PURSUANT TO RSA 641:3. nc (initials)

DATE: 14 JAN 2013

Signature




NOW COMES Jeffrey T. Clay who after being duly sworn states that the above statements are true and accurate.

Kan Hauke NP
exp 2/5/2015
Notary Public

-----OFFICIAL USE ONLY-----

Received by the City Clerk's office 1/14/15 C

Received by the Ethics Commission _____

Completed form should be returned to:

City of Dover Ethics Commission
c/o City Clerk
288 Central Avenue
Dover, NH 03820

City of Dover Ethics Commission:

Please accept this letter as my formal ethics violation complaint against the City of Dover, NH Ethics Commission.

It's my belief that the City of Dover Ethics Commission violated their responsibilities as well as provisions of the City of Dover's Charter, Code, and Ordinances through their decisions regarding an ethics violations complaint properly before them on December 11, 2013.

The willful violation of the City Charter, Code, and ordinances constitutes unethical and unlawful actions and is therefore proper for investigation.

Dover's Charter specifically states: "The (Ethics) Commission will investigate complaints filed against members of the City Council, School Board, and members of standing city boards and commissions. This they did not do.

Additionally, the complaint filed in this case identified ten witnesses who could have helped the Commission evaluate the complaint and nine documents in possession of the City of Dover which would have assisted the Commission in evaluating the complaint. Yet the Ethics Commission failed in their responsibility to properly evaluate the complaint by not reviewing the documents or contacting the witness identified.

The Ethics Commission dismissed the complaints for "Failure to state sufficient facts for establishing a reasonable basis to believe that an ethical violation may have occurred."

The complaint in fact contained more than sufficient facts for establishing a reasonable basis that an ethical violation *may have occurred* (please see original complaint).

Dover's Code states: "Acceptance of the ethics complaint shall occur upon the determination by the Ethics Commission that there is a reasonable basis to believe the facts in the complaint *may constitute* an ethics violation." This is a far cry from the clear and convincing evidence provision invoked by the Commission in dismissing the complaint.

In support of their decision to dismiss the complaint, the Commission invoked a burden of proof clause contained in the City Code which states: "The burden of proof rests with the Complainant, and the standard of proof for Ethics Commission shall be clear and convincing evidence.

In basing their decision to dismiss the complaint upon the burden of proof clause, the Commission was violating the City ordinance pertaining to the initial screening process for ethics violations.

According to Dover's Code, the initial screening of any ethics complaint does not require clear and convincing evidence for the Commission to hold a hearing on the allegations contained in the complaint; nor does it provide the opportunity for a complainant to put forth clear and convincing evidence in order to meet the burden of proof requirement during this initial screening process. These opportunities are only provided for during a hearing on the matter.

The original complaint contained allegations of violations of state law, and despite the directive contained in the administrative code for the Commission to notify the police, they failed to do so.

Finally, in each case where the Commission voted to dismiss the complaint, but allowed it to move forward, the Commission's decisions were in error and not supported by the facts.

For these and other reasons, I believe the Commission has committed numerous unethical and unlawful violations of the City of Dover's Charter, Code, and ordinances and I am requesting their actions be investigated.

Thank you for your assistance in this matter.

Sincerely,

Jeffrey T. Clay

A handwritten signature in black ink, appearing to read "Jeffrey T. Clay", with a long horizontal flourish extending to the right.



CITY OF DOVER

ETHICS COMMISSION - MINUTES

Meeting Type: **Public and Non-Public Session**
Meeting Location: **Room 305, McConnell Center**
Meeting Date: **Friday, January 17, 2014**
Meeting Time: **6:30 pm**

1. CALL TO ORDER

Mr. Lariviere called the meeting to order at 6:35 pm.

2. ROLL CALL

Present: Rose Forcillo, Brendan Licata, Herman Stolzenburg, Dana Lariviere, and Peter Mathieu.

Mr. Lariviere moved to add "Discussion of Ethics Complaint" as an agenda item; seconded by Ms. Forcillo.

Vote: 5/0.

Mr. Lariviere started a discussion on amendments to the Public Meeting Minutes from the December 11, 2013 Ethics Commission meeting. He said were just to clarify why they entered into a Non-Public Session. He said he cited the RSA 91-A incorrectly and he cited the reason for going into and coming out of the Non-Public Session, which is not reflected in the minutes. Mr. Mathieu moved to accept the minutes of the Public Session as amended; seconded by Mr. Licata.

Vote: 5/0.

Mr. Lariviere said he would entertain a motion to entered into a Non-Public Session pursuant to RSA 91-A:3II(c), to discuss matters which if discussed in public would likely affect adversely the reputation of any person other than a member of this body to discuss the Non-Public Minutes.

Mr. Licata so moved; seconded by Ms. Forcillo.

Roll Call Vote: 5/0.

3. NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3II(c)

Mr. Lariviere asked Mr. Mathieu to keep a separate set of minutes.

Mr. Lariviere started a discussion on minor changes to the Non-Public Minutes from the December 11, 2013 Ethics Commission meeting. He referred to Page 3/6, four lines from the bottom; and said it was Mr. Stolzenburg who asked what the complainant's connection was. He referred to Page 4/6, first line; and asked the minutes reflect that "Mr. Lariviere said Mr. Clay said the Board ..." He also asked to change the last line of the paragraph to insert the word "if" to "there is something here," and end it with "we should have a look at it." He referred to the 11th line and said the word should be sufficiently instead of efficiently. He said the 11th line from the bottom it was Mr. Stolzenburg and not Mr. Licata who said "that isn't to say that there isn't enough evidence out there." He referred to the 4th line from the bottom and said he said "...if there was evidence of a crime he would refer it to the Police Department." He referred to Page 5 and noted that the citation of coming out of Non-Public Session was incorrect, but the actually conversation was correct. He said there was a total of five corrections. He asked the Commission if they had any other corrections or wished for more time to review them.

Mr. Stolzenburg said with the correction he felt the minutes were accurate.



CITY OF DOVER

ETHICS COMMISSION - MINUTES

Meeting Type: **Public and Non-Public Session**
Meeting Location: **Room 305, McConnell Center**
Meeting Date: **Friday, January 17, 2014**
Meeting Time: **6:30 pm**

Mr. Lariviere talked about why they sealed the minutes. He said the people affected have now been notified and no longer a reason to have the minutes sealed. He asked the Commission if they felt there was a reason to prevent them from unsealing the minutes.

Mr. Licata said he didn't see a reason.

Mr. Lariviere said they will adjourn the Non-Public Session and vote on unsealing the Non-Public Minutes.

Mr. Licata moved to adjourn the Non-Public Session and enter into Public Session; seconded by Mr. Stolzenburg.

Vote: 5/0.

Mr. Lariviere made a motion to unseal the Minutes from the December 11, 2013 Ethics Commission Non-Public Minutes; seconded by Mr. Stolzenburg.

Vote: 5/0.

Mr. Lariviere said the Non-Public Minutes have been unsealed with the corrections as amended.

Mr. Lariviere started a new discussion about the new Ethics Complaint received by the City Clerk on January 14, 2014. He said it was his personal contention to recuse himself from discussion on this complaint. He said he felt it was a clear conflict of interest and violation of ethics for him to personally entertain any conversation or entertain the merits of this particular complaint. He told the Commission that each one of them would have to make a decision on their own position regarding this complaint.

Mr. Licata asked what the nature of his specific conflict.

Mr. Lariviere said his conflict is that the complaint is about the Ethics Commission.

Mr. Licata said that would include all of them; correct?

Mr. Lariviere said the Board can't as a unit recuses itself.

Mr. Licata asked what happens to the complaint if each member recuses themselves.

Mr. Lariviere said there would not be a quorum, they couldn't deal with it, and his intent is to refer it back to the City Clerk for action that she would deem appropriate.

Mr. Licata started a discussion about how in court this has already being adjudicated since no new facts, new laws, or something they have missed have been provided. He said there was nothing new.

Mr. Lariviere said he felt considering this complaint against himself and the Board smacks of conflict. He said rather than say he can't have a position on this complaint.

Mr. Licata asked what the City Clerk would do.

Mr. Lariviere said he expects the City Clerk to refer it to the City Council. He explained that as an advisory board their recommendation would go to the City Council in any event.

Mr. Licata wanted the gentleman have an avenue to go to. He asked Mr. Lariviere if he was going to notify the City Council why they were turning it over to them.

Mr. Lariviere said the Minutes will reflect that.

Mr. Licata said he felt he had to recuse himself.



CITY OF DOVER

ETHICS COMMISSION - MINUTES

Meeting Type: **Public and Non-Public Session**
Meeting Location: **Room 305, McConnell Center**
Meeting Date: **Friday, January 17, 2014**
Meeting Time: **6:30 pm**

Mr. Stolzenburg said he felt he had to recuse himself, because Mr. Clay is saying the Commission didn't look at all the evidence.

Mr. Licata asked if Mr. Clay was saying that they didn't come to the same conclusion as he did. Mr. Stolzenburg said he wasn't certain, but felt this new complaint came about because they didn't agree with him. He again stated that he recuse himself.

Mr. Mathieu said he recused himself, because her preferred to have another body look at their decision.

Ms. Forcillo said she recused herself, because she felt they should back off and have someone above them deal with this complaint.

Mr. Lariviere said since all five present Ethics Commission members have stated they will recuse themselves because they feel that they cannot consider the ethics complaint, then with their consent he will send this back to the City Clerk with the recommendation that the City Council make a determination or other action that they see fit

Moved by Mr. Licata; seconded by Ms. Forcillo.

Mr. Stolzenburg said he believed there would be repercussions from the City Council if they did make some sort of decision on this complaint.

Vote: 5/0.

Mr. Lariviere said he would like to set the time for their next meeting for discussion on Election of Officers. He said he will contact the Appointments Committee regarding openings on the Committee. He stated that he would like to continue serving on the Commission, but would like to pass the torch as Chairperson to someone else.

The Commission set the next meeting for Monday, February 10, 2014 at 5:30 pm., in City Hall.

Mr. Lariviere asked the members to forward any agenda items to him before the meeting.

Mr. Stolzenburg moved to adjourn; seconded by Mr. Licata.

Vote: 5/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.02.12 - 12**

Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

WHEREAS: The City Council of the City of Dover has adopted the provisions of RSA 162-K, Local Option for Tax Increment Financing District, as per Resolution R-2010.09.08-123, passed by City Council, October, 10, 2012; and

WHEREAS: The Planning Board of the City of Dover adopted the Master Plan Visioning Chapter on August 28, 2012 which specifically identifies the need for downtown parking as important to the continued vitality and attractiveness of the downtown area; and

WHEREAS: The City of Dover's 2007 Master Plan's Land Use Chapter recommends the designation of "areas as Business Investment Districts to improve infrastructure and streetscape by taking advantage of income created by an increased tax assessment"; and

WHEREAS: The City Council of the City of Dover finds that the issuance of general obligation bonds, issued for the purposes as outlined in the Downtown Dover Infrastructure Improvements Development Plan provides a general public use and fulfills a public purpose; and

WHEREAS: The City Council of the City of Dover finds that the financing of public parking spaces in the downtown area and other infrastructure improvements serve a public purpose and are consistent with the City's long-term recognition of the importance and unique nature of the downtown area and its desire to continue the downtown area's vitality, attractiveness, and prosperity.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

That a municipal economic development and revitalization district is hereby designated as shown on the attached Proposed TIF District Street Plan lying generally north of St. Thomas Street, south of Sixth Street, west of Chestnut Street and the Cochecho River, and east of Main Street. The district shall be named the "Downtown Dover Tax Increment Financing District," ("the District") and parcels included are documented on the attached Proposed TIFD Tax Map Parcels.

That the attached Downtown Dover Tax Increment Financing District Development Program ("the Program") is hereby adopted in its entirety by the City Council of the City of Dover and that the District and the Program, as proposed, meet the requirements of RSA 162-K.

That the attached Downtown Dover Tax Increment Financing Plan ("the Plan") is hereby adopted for use in accordance with said Program in the District, consistent with the requirements of RSA 162-K.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.02.12 - 12**

Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

That in accordance with the provisions of RSA 162-K:5 and consistent with the attached Downtown Dover TIF Limitations, the City Council hereby resolves that the total assessed value of taxable real property in the District shall not exceed eight (8%) percent of the most recent total assessed value of all taxable assessed value in the City and that the total assessed value of taxable real property within all development districts for which bonds remain outstanding shall not exceed sixteen (16%) percent of the most recent total assessed value of all taxable real property in the City. Furthermore, the land area within the District shall not encompass more than five percent (5%) of the City's land area.

That the attached Downtown Dover TIF Administration Plan is hereby adopted and that, consistent with that Plan, the City Manager is designated as the District Administrator and a five (5) member Advisory Board is hereby created for the District. The Board shall be called the "Downtown Dover TIF Advisory Board" and a majority of the members of the Advisory Board shall be owners or occupants of real property within or adjacent to the District. The duties of the Advisory Board shall be in accordance with the provisions of RSA 162-K:14 and the attached Administration Plan. The Advisory Board shall be governed by the attached Advisory Board Operating Rules. Any conflicts that may arise between the policies established by the District Administrator and the Advisory Board shall be considered and resolved by resolution through the City Council.

TO BE REFERRED TO A PUBLIC HEARING.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Anthony I. Blenkinsop General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.02.12 - 12**

Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

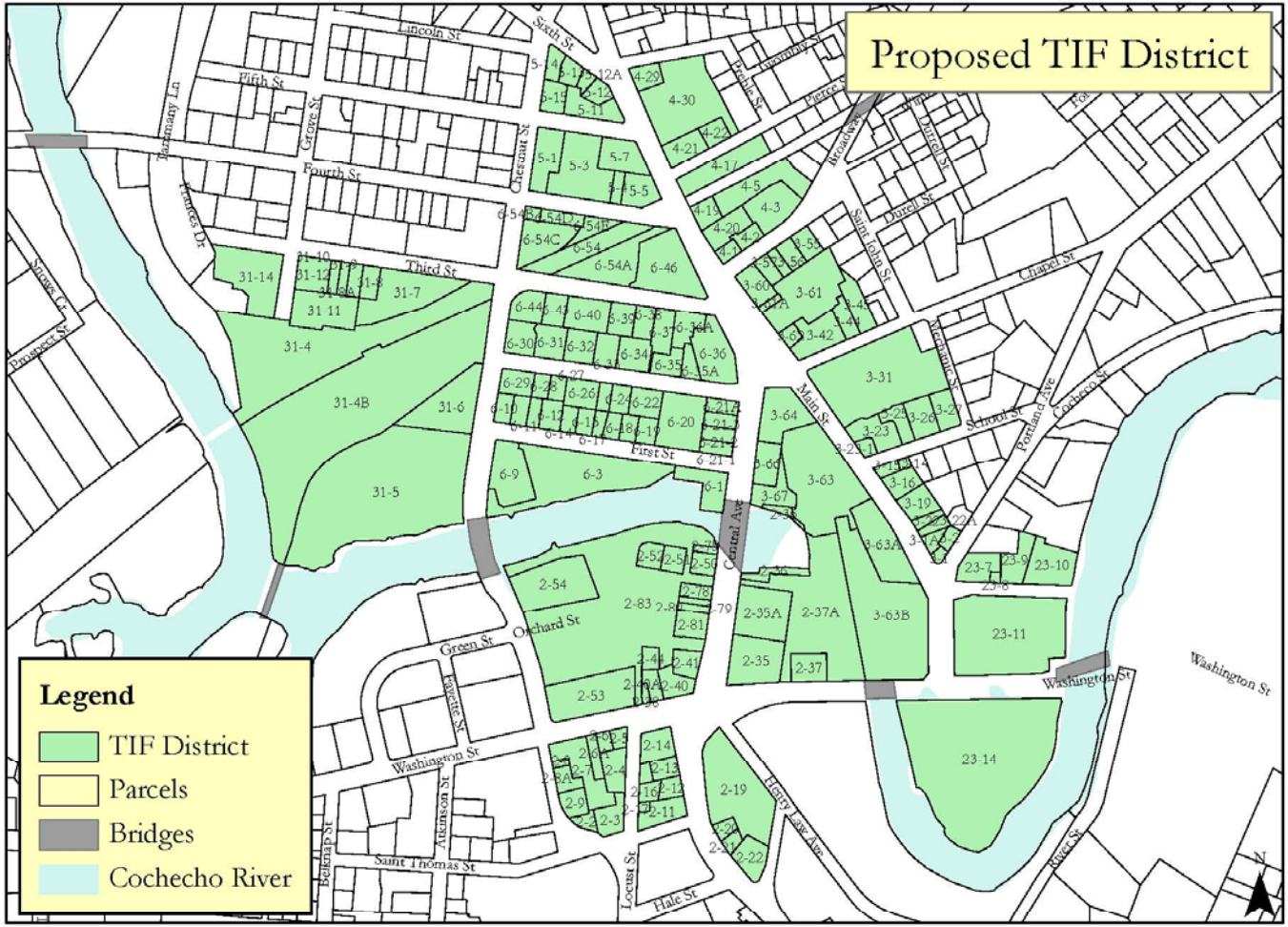
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor, Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

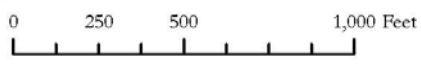
See attached: Street Plan, Tax Map Parcels, Downtown Dover Tax Increment Financing District Development Program, Downtown Dover Tax Increment Financing Plan, Downtown Dover TIF Limitations, Downtown Dover TIF Administration Plan, and Downtown Dover TIF Advisory Board Rules.

Proposed TIF District



Legend

- TIF District
- Parcels
- Bridges
- Cochecho River



City of Dover

Proposed TIFD Tax Map Parcels

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current
								Land Value	Building Value	Total Value
02002-000000	CITY OF DOVER	17	ST THOMAS ST	CBD	903	E	0.100	30,800	6,100	36,900
02003-000000	CITY OF DOVER	33	LOCUST ST	CBD	903	E	0.200	99,000	0	99,000
02004-000000	104 WASHINGTON ST INC	9	LOCUST ST	CBD	337	C	0.200	168,300	0	168,300
02005-000000	104 WASHINGTON ST INC	102	WASHINGTON ST	CBD	340	C	0.060	173,900	384,000	557,900
02006-000000	ROBBINS SIDNEY FAMILY TRUST	108	WASHINGTON ST	CBD	307	C	0.055	164,100	123,500	287,600
02006-A00000	ROBBINS SIDNEY FAMILY TRUST	114	WASHINGTON ST	CBD	307	C	0.020	95,900	45,800	141,700
02007-000000	ROBBINS SIDNEY FAMILY TRUST	124	WASHINGTON ST	CBD	307	C	0.380	173,400	476,400	649,800
02008-000000	ROBBINS SIDNEY FAMILY TRUST	26	WALNUT ST	CBD	337	C	0.024	48,000	0	48,000
02008-A00000	ROBBINS SIDNEY FAMILY TRUST	28	WALNUT ST	CBD	337	C	0.107	126,600	6,900	133,500
02009-000000	ROBBINS SIDNEY FAMILY TRUST	32	WALNUT ST	CBD	337	C	0.137	127,300	8,800	136,100
02011-000000	TRI COUNTY REALTY INC	300	CENTRAL AV	CBD	322	C	0.200	198,000	506,200	704,200
02012-000000	TRI COUNTY REALTY INC	314	CENTRAL AV	CBD	322	C	0.090	194,200	453,400	647,600
02013-000000	CITY OF DOVER	320	CENTRAL AV	CBD	903	E	0.120	123,500	6,700	130,200
02014-000000	90 TEMPLE ASSOCIATES LIM PART	90	WASHINGTON ST	CBD	306	C	0.209	181,000	1,694,900	1,875,900
02015-000000	CITY OF DOVER	18	LOCUST ST	CBD	903	E	0.050	48,900	2,700	51,600
02016-000000	TRI COUNTY REALTY INC	32	LOCUST ST	CBD	337	C	0.070	101,800	7,100	108,900
02017-000000	TRI COUNTY REALTY INC	38	LOCUST ST	CBD	337	C	0.030	100,800	8,800	109,600
02019-000000	TRI COUNTY REALTY INC	333	CENTRAL AV	CBD	340	C	1.046	232,800	1,273,900	1,506,700
02020-000000	TRI COUNTY REALTY INC	297	CENTRAL AV	CBD	303	C	0.070	154,900	194,900	349,800
02021-000000	TRI COUNTY REALTY INC	295	CENTRAL AV	CBD	111	A	0.060	113,800	34,400	148,200
02022-000000	VSH REALTY INC	291	CENTRAL AV	CBD	340	C	0.248	199,600	186,600	386,200
02035-000000	STRAFFORD NATL BANK	353	CENTRAL AV	CBD	341	C	0.540	242,500	1,589,000	1,831,500
02035-A00000	BANK OF NEW HAMPSHIRE	375	CENTRAL AV	CBD*	341	C	0.590	211,100	142,600	353,700
02036-000000	COCHECO FALLS DAM	2	CENTRAL AV	CBD	502	U2	0.080	92,500	356,800	449,300
02037-000000	COCHECO MILLS HOLDINGS LLC	51	WASHINGTON ST	CBD	13	C	0.220	198,600	6,721,600	6,920,200
02037-A00000	COCHECO MILLS HOLDINGS LLC	0	MAIN ST	CBD	390	C	1.740	376,800	40,800	417,600
02038-000000	HOLGATE LIMITED PARTNERSHIP	93	WASHINGTON ST	CBD	303	C	0.030	151,900	282,100	434,000
02040-000000	SARNIA PROPERTIES INC	83	WASHINGTON ST	CBD	340	C	0.170	197,000	1,624,600	1,821,600
02040-A00000	MTI	85	WASHINGTON ST	CBD	340	C	0.100	168,800	563,600	732,400
02041-000000	SARNIA PROPERTIES INC	350	CENTRAL AV	CBD	337	C	0.200	99,000	8,400	107,400
02044-000000	KOZ PROPERTIES LLC	1	ORCHARD ST	CBD	326	C	0.085	143,400	351,000	494,400
02050-000004	SMESTAD STEVEN A	388	CENTRAL AV	CBD	102	R	0.000	70,000	109,300	179,300
02051-000000	GEORGAKILAS PETER & PAULA TRUSTEES	2	WALDRON CT	CBD	111	A	0.120	114,800	292,200	407,000
02052-000000	INNATE LLC	1	WALDRON CT	CBD	340	C	0.130	166,300	268,000	434,300

City of Dover

Proposed TIFD Tax Map Parcels

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current
								Land Value	Building Value	Total Value
02053-000000	ONE TWENTY FIVE WASHINGTON ST	125	WASHINGTON ST	CBD	340	C	0.740	216,200	1,126,100	1,342,300
02054-000000	COCHECO PARK PRESERVATION ASSOCIATES	40	CHESTNUT ST	CBD	112	A	0.740	324,300	3,926,200	4,250,500
02075-C00000	KARELITZ ROBERT S REVOCABLE TRUST	400	CENTRAL AV	CBD	396	C	0.000	45,000	148,400	193,400
02078-000000	HOLGATE LIMITED PARTNERSHIP	386	CENTRAL AV	CBD	303	C	0.080	157,300	380,400	537,700
02079-000000	GUILLEMETTE RAYMOND N 2005 TRUST	378	CENTRAL AV	CBD	303	C	0.030	151,900	177,200	329,100
02080-000000	GUILLEMETTE RAYMOND N 2005 TRUST	376	CENTRAL AV	CBD	303	C	0.050	154,100	113,300	267,400
02081-000000	364 CENTRAL AVENUE ASSOCIATES LLC	364	CENTRAL AV	CBD	303	C	0.179	197,400	1,187,500	1,384,900
02083-000000	CITY OF DOVER	0	ORCHARD ST	CBD	903	E	3.609	665,400	51,500	716,900
03001-000000	KRANS ALLAN B	29	MAIN ST	CBD	340	C	0.030	124,900	173,600	298,500
03001-A00000	KRANS ALLAN B	33	MAIN ST	CBD	340	C	0.070	125,800	121,300	247,100
03002-000000	GENTILE LISA TRUSTEE	0	PORTLAND AV	CBD	340	C	0.060	125,600	138,800	264,400
03014-000000	GRAY JOHN W REVOCABLE TRUST	3	SCHOOL ST	CBD	101	R	0.025	65,000	51,300	116,300
03015-000000	GRAY JOHN W REVOCABLE TRUST	55	MAIN ST	CBD	303	C	0.050	110,000	147,900	257,900
03016-000000	COCHECO MILLS HOLDINGS LLC	51	MAIN ST	CBD	337	C	0.180	157,800	6,300	164,100
03019-000000	CARDILLO CASSANDRA M &	39	MAIN ST	CBD	13	R	0.197	112,800	145,100	257,900
03022-000000	KRANS ALLAN B	35	MAIN ST	CBD	337	C	0.066	58,000	3,700	61,700
03022-A00000	KRANS ALLAN B	0	MAIN ST	CBD	337	C	0.060	58,000	3,700	61,700
03023-000000	65 MAIN ST LLC	6	SCHOOL ST	CBD	340	C	0.260	200,000	432,300	632,300
03023-001000	CITY OF DOVER	0	MAIN ST	CBD	903	E	0.060	93,100	5,100	98,200
03025-000000	CITY OF DOVER	8	SCHOOL ST	CBD	903	E	0.160	87,200	9,000	96,200
03026-000000	CITY OF DOVER	0	SCHOOL ST	CBD	903	E	0.220	149,000	12,300	161,300
03027-000000	CITY OF DOVER	2	MECHANIC ST	CBD	903	E	0.220	149,000	12,300	161,300
03031-000000	BIG J REALTY INC	77	MAIN ST	CBD	322	C	1.670	338,100	881,100	1,219,200
03042-000000	FIELD AND FOSTER INC	459	CENTRAL AV	CBD	302	C	0.320	215,000	1,058,600	1,273,600
03044-000000	8 CHAPEL STREET LLC	8	CHAPEL ST	CBD	111	A	0.130	82,400	226,000	308,400
03045-000000	COCHECO MILLS HOLDINGS LLC	10	CHAPEL ST	CBD	337	C	0.200	148,500	10,300	158,800
03055-000000	CITY OF DOVER	13	BROADWAY	CBD	903	E	0.120	166,000	7,100	173,100
03056-000000	CITY OF DOVER	9	BROADWAY	CBD	903	E	0.120	111,300	584,000	695,300
03057-000000	7 BROADWAY LLC	7	BROADWAY	CBD	303	C	0.070	116,100	51,600	167,700
03058-059000	SULLIVAN JOHN W	3	BROADWAY	CBD	303	C	0.080	174,500	126,100	300,600
03060-000000	SOJOURN PROPERTY MANAGEMENT LLC	495	CENTRAL AV	CBD	322	C	0.180	177,800	519,300	697,100
03061-000000	GIRI DOVER LLC	481	CENTRAL AV	CBD	302	C	0.820	218,900	947,900	1,166,800
03061-A00000	SOJOURN PROPERTY MANAGEMENT LLC	487	CENTRAL AV	CBD	326	C	0.030	192,200	150,600	342,800
03062-000000	PHOFOLOS FAMILY REVOCABLE TRUST OF 2001	475	CENTRAL AV	CBD	326	C	0.070	156,200	242,600	398,800

City of Dover

Proposed TIFD Tax Map Parcels

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current
								Land Value	Building Value	Total Value
03063-000000	COCHECO MILLS HOLDINGS LLC	100	MAIN ST	CBD	390	C	1.380	376,000	10,300	386,300
03063-A00000	PICKER HOUSE LLC	42	MAIN ST	CBD	112	A	0.550	227,500	1,272,700	1,500,200
03063-B00000	COCHECO MILLS HOLDINGS LLC	43	WASHINGTON ST	CBD	390	C	0.540	194,000	25,700	219,700
03064-000000	PILLAR INVESTMENT CORP	451	CENTRAL AV	CBD*	322	C	0.370	183,300	1,083,200	1,266,500
03066-000000	COCHECO MILLS HOLDINGS LLC	427	CENTRAL AV	CBD	391	C	0.220	69,500	0	69,500
03067-000000	421 CENTRAL AVENUE LLC	421	CENTRAL AV	CBD	326	C	0.230	156,600	581,600	738,200
04001-000000	DOVER DRUG	505	CENTRAL AV	CBD	303	C	0.074	193,700	488,700	682,400
04002-000000	RANDALL CLAYTON F LIVING REVOCABLE TRUST	4	BROADWAY	CBD	322	C	0.110	175,400	188,000	363,400
04003-000000	RANDALL CLAYTON F LIVING REVOCABLE TRUST	12	BROADWAY	CBD	337	C	0.350	162,400	16,200	178,600
04005-000000	TRINKET REALTY LLC	14	BROADWAY	CBD	401	I	0.447	166,800	31,400	198,200
04017-000000	DANVIN COURT ONE LLC &	525	CENTRAL AV	CBD	335	C	0.290	200,700	303,100	503,800
04019-000000	PAPAIOANNOU ATHANASIOS &	519	CENTRAL AV	CBD	326	C	0.130	195,600	171,900	367,500
04020-000000	PAPAIONNOU SOTIRIOS & ALEXANDRA &	511	CENTRAL AV	CBD	303	C	0.230	203,800	363,200	567,000
04021-000000	SEACOAST SAVING BANK	0	CENTRAL AV	CBD	337	C	0.212	50,400	10,300	60,700
04022-000000	JALBERT MARGARET L &	2	PIERCE ST	CBD	303	C	0.110	111,100	293,300	404,400
04029-000000	CHITTENDEN CORPORATION	543	CENTRAL AV	CBD	340	C	0.146	144,900	898,700	1,043,600
04030-000000	CHITTENDEN CORPORATION	537	CENTRAL AV	CBD	341	C	1.430	308,800	689,800	998,600
05001-000000	FULL CIRCLE CONDOMINIUMS C/O MOUZOURAKIS	12	CHESTNUT ST	CBD	911	E	0.352	150,100	347,900	498,000
05003-000000	21 FOURTH STREET LLC	11	FOURTH ST	CBD	322	C	0.698	204,100	1,158,500	1,362,600
05004-000000	MANTOS PETER W &	9	FOURTH ST	CBD	303	C	0.050	91,600	86,000	177,600
05005-000000	CONROY MARY L & STAPLES K & LAJOIE L	526	CENTRAL AV	CBD	326	C	0.210	201,300	210,500	411,800
05007-000000	GOSSELLS BONNIE & BLICHER E CO-TRUSTEES	530	CENTRAL AV	CBD	325	C	0.340	217,500	164,900	382,400
05011-000000	FIVE POINTS DEVELOPMENT LLC	538	CENTRAL AV	CBD	303	C	0.254	175,700	1,100,200	1,275,900
05012-000000	FISCHER WALTER TRUSTEE	540	CENTRAL AV	CBD	303	C	0.120	175,700	244,100	419,800
05012-A00000	FISCHER WALTER TRUSTEE	4	SIXTH ST	CBD	104	R	0.067	104,200	69,500	173,700
05013-000000	SHEEHAN DANIEL H	6	SIXTH ST	CBD	105	R	0.109	111,100	98,400	209,500
05014-000000	FOURNIER DEAN A TRUSTEE	10	SIXTH ST	CBD	104	R	0.116	129,800	99,100	228,900
05015-000000	AVALON INVESTMENT INC	9	FIFTH ST	CBD	121	A	0.330	83,300	189,000	272,300
06001-000000	FISCHER BRIAN &	432	CENTRAL AV	CBD	322	C	0.280	168,000	362,900	530,900
06003-000000	CITY OF DOVER	6	FIRST ST	CBD	903	E	1.355	101,100	36,100	137,200
06009-000000	FIRCH LLC	24	CHESTNUT ST	CBD	340	C	0.461	152,800	288,700	441,500
06010-000000	HOLGATE LIMITED PARTNERSHIP	22	CHESTNUT ST	CBD	303	C	0.100	175,100	168,300	343,400
06010-A00000	HOLGATE LIMITED PARTNERSHIP	37	FIRST ST	CBD	111	A	0.100	81,800	498,800	580,600
06011-000000	LONG STEPHANIE N	35	FIRST ST	CBD	101	R	0.057	71,500	89,400	160,900

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								Land Value	Building Value	Total Value
06012-000000	MURPHY BRIAN J	31	FIRST ST	CBD	111	A	0.150	82,800	236,100	318,900
06014-000000	DICKEY NATHAN TRUSTEE	27	FIRST ST	CBD	111	A	0.070	81,200	234,100	315,300
06015-000000	KAB REALTY MANAGEMENT LLC	23	FIRST ST	CBD	111	A	0.100	81,800	324,300	406,100
06016-000000	CONNORS COLLEEN F &	21	FIRST ST	CBD	101	R	0.054	79,500	77,200	156,700
06017-000000	HOLGATE LIMITED PARTNERSHIP	19	FIRST ST	CBD	111	A	0.110	82,000	394,500	476,500
06018-000000	WHITE DOVE PROPERTIES LLC	17	FIRST ST	CBD	111	A	0.100	81,800	393,100	474,900
06019-000000	FORTIER MARY M	13	FIRST ST	CBD	104	R	0.117	195,200	200,200	395,400
06020-000000	KOUTRELAKOS HELEN	1	FIRST ST	CBD	340	C	0.529	209,100	482,500	691,600
06021-001000	BUILD UPON LLC	436	CENTRAL AV	CBD	326	C	0.090	158,300	305,600	463,900
06021-002000	MARKER 21 HOLDINGS LLC	442	CENTRAL AV	CBD	322	C	0.090	158,300	173,300	331,600
06021-003000	CARTELLI'S LLC	446	CENTRAL AV	CBD	303	C	0.100	159,400	320,900	480,300
06021-A00000	HENRY PETER T &	450	CENTRAL AV	CBD	340	C	0.090	158,300	504,300	662,600
06022-000000	WEST CONCORD INVESTMENTS LLC	14	SECOND ST	CBD	111	A	0.098	81,800	331,000	412,800
06024-000000	CAMIRE DAVID R &	18	SECOND ST	CBD	111	A	0.110	82,000	213,300	295,300
06025-000000	CAMIRE DAVID R &	22	SECOND ST	CBD	104	R	0.079	79,800	146,800	226,600
06026-000000	FIELD JEAN	24	SECOND ST	CBD	104	R	0.217	77,600	147,400	225,000
06027-000000	NGUYEN HOA K	28	SECOND ST	CBD	111	A	0.080	81,400	266,700	348,100
06028-000000	SCHREUER RICHARD &	32	SECOND ST	CBD	111	A	0.080	81,400	267,400	348,800
06029-000000	HOLGATE LIMITED PARTNERSHIP	36	SECOND ST	CBD	337	C	0.160	127,800	9,900	137,700
06030-000000	ROSE SANDRA C	35	SECOND ST	CBD	101	R	0.200	119,100	160,400	279,500
06031-000000	SECOND STREET DOVER LLC	29	SECOND ST	CBD	111	A	0.200	83,800	299,700	383,500
06032-000000	WONG MO	42	THIRD ST	CBD	326	C	0.360	203,400	12,600	216,000
06033-000000	ROSS FURNITURE COMPANY INC	23	SECOND ST	CBD	307	C	0.200	99,000	12,200	111,200
06034-000000	WOODS PHYLLIS L TRUSTEE	17	SECOND ST	CBD	31	C	0.220	129,100	300,700	429,800
06035-000000	TEACH A MAN TO FISH INC	11	SECOND ST	CBD	111	A	0.140	195,900	354,500	550,400
06035-A00000	BAMFORD INVESTMENT CO LLC	0	SECOND ST	CBD	337	C	0.100	97,300	0	97,300
06036-000000	BAMFORD INVESTMENT CO LLC	456	CENTRAL AV	CBD	322	C	0.520	208,800	2,478,900	2,687,700
06036-A00000	BAMFORD INVESTMENT CO LLC	4	THIRD ST	CBD	377	C	0.187	98,800	0	98,800
06037-000000	ANBELWOLD LLC	18	THIRD ST	CBD	364	C	0.210	178,500	421,000	599,500
06038-000000	ROSS FURNITURE COMPANY INC	22	THIRD ST	CBD	337	C	0.130	97,800	0	97,800
06039-000000	ROSS FURNITURE COMPANY INC	30	THIRD ST	CBD	322	C	0.160	177,000	529,500	706,500
06040-000000	WONG JOHN	44	THIRD ST	CBD	303	C	0.140	195,900	1,110,500	1,306,400
06043-000000	VARNEY LINDA S	52	THIRD ST	CBD	322	C	0.150	196,300	138,200	334,500
06044-000000	VARNEY JAMES & LINDA TRUSTEES	60	THIRD ST	CBD	322	C	0.210	198,300	232,500	430,800

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Proposed TIFD Tax Map Parcels

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current	
								Land Value	Building Value	Total Value	
06046-000000	BAMFORD DAVID K	488	CENTRAL AV	CBD	303	C	0.696	262,000	1,172,200	1,434,200	
06054-000000	BOSTON & MAINE RR	0	THIRD ST	CBD	900	E	0.410	205,100	0	205,100	
06054-A00000	CITY OF DOVER	0	THIRD ST	CBD	903	E	0.750	108,300	1,900	110,200	
06054-B00000	FORTIN GAIL A	20	CHESTNUT ST	CBD	326	C	0.040	71,200	58,300	129,500	
06054-C00000	CITY OF DOVER	0	CHESTNUT ST	CBD	903	E	0.552	209,900	31,000	240,900	
06054-D00000	COLWELL-ELLIS DARLENE TRUSTEE	10	FOURTH ST	CBD	322	C	0.110	175,400	126,200	301,600	
06054-E00000	CARRIER IRENE R TRUSTEE	4	FOURTH ST	CBD	340	C	0.160	157,300	119,900	277,200	
23007-000000	MELITUS JAMES & KATHLEEN L &	3	PORTLAND AV	CBD	105	R	0.255	75,500	118,000	193,500	
23008-000000	TRAVIS ERIK M &	10	YOUNG ST	CBD	132	R	0.020	7,300	0	7,300	
23009-000000	TRAVIS ERIK M &	12	YOUNG ST	CBD	105	R	0.189	70,900	161,800	232,700	
23010-000000	ALLIS JOSEPH	17	YOUNG ST	CBD	337	C	0.360	129,900	6,400	136,300	
23011-000000	ALLIS GLORIA L & JOSEPH	1	MAIN ST	CBD	307	C	1.534	315,100	707,600	1,022,700	
23014-000000	WASHINGTON STREET MILL LLC	1	WASHINGTON ST	CBD	402	I	3.350	529,200	4,671,800	5,201,000	
31004-000000	BOSTON & MAINE RR %GUILFORD TRANS	35	CHESTNUT ST	CBD	900	E	2.750	105,000	134,500	239,500	
31004-B00000	COCHECO MILLS HOLDINGS LLC	33	CHESTNUT ST	CBD	337	C	4.600	218,200	182,500	400,700	
31005-000000	HARLECH LLC	47	CHESTNUT ST	CBD	322	C	3.660	292,200	1,106,900	1,399,100	
31006-000000	LOYAL ORDER OF MOOSE #443	45	CHESTNUT ST	CBD	353	C	0.830	64,800	126,800	191,600	
31007-000000	SOJOURN PROPERTY MANAGEMENT LLC	66	THIRD ST	CBD	307	C	0.680	158,300	998,900	1,157,200	
31008-000000	SOJOURN PROPERTY MANAGEMENT LLC	78	THIRD ST	CBD	337	C	0.090	107,700	0	107,700	
31008-A00000	POLYCHRONIS BLANCHE H 2001 TRUST	80	THIRD ST	CBD	101	R	0.090	80,000	97,300	177,300	
31009-000000	GRASS ARTHUR	82	THIRD ST	CBD	104	R	0.067	79,600	119,400	199,000	
31010-000000	ERNEST 39 HOLDING LLC	86	THIRD ST	CBD	104	R	0.069	79,700	76,000	155,700	
31011-000000	ONE GROVE STREET LLC	1	GROVE ST	CBD	401	I	0.500	118,600	126,100	244,700	
31012-000000	THIRD STREET PROPERTY CORP	5	GROVE ST	CBD	337	C	0.230	73,500	10,800	84,300	
31014-000000	HATCH ALAN L	6	GROVE ST	CBD	401	I	0.729	130,600	440,500	571,100	
							Assessed Value as of April 1, 2013	58.467	24,473,100	64,264,100	88,737,200

Downtown Dover TIF District Development Program

The following Development program will guide development that occurs within the Downtown Dover Tax Increment Finance District (TIFD) as per RSA 162-K:6.

The City's initial activities in developing the Downtown TIF District will include the construction of a parking facility. It may include public infrastructure development, marketing and promotion of the District, negotiation of development agreements, and the sale of property for commercial and infill development.

Property Disposition & Reuse of Private Property

The City may convey all or a portion of public parking lots located within the TIFD to private developers under the terms of specific development agreements designed to promote the objectives of the Development Program. The terms of purchase and sale agreements or development agreements pertaining to properties transferred by the City must be approved by the City Council.

Public Facilities to be constructed

The initial public facilities to be constructed include a 339 space parking garage which includes 290 public parking spaces and 49 spaces for police staff and police vehicles. The garage will be located on an existing surface parking lot within downtown Dover. The additional spaces created will provide much needed parking for various users as well as attract investors to the downtown area. Infrastructure improvements may include street lighting, traffic control devices, water, wastewater, storm drainage and road systems anticipated for the completion of the parking structure.

Following the capital investment in a parking facility, future public infrastructure within the TIFD may include the following elements, which center on improvements necessary to encourage positive economic development within Dover's urban core:

- Relocating existing private utility transmission lines underground;
- Expansion or replacement of public utility infrastructure;
- Improvements to public streetscape and lighting, seasonal and permanent;
- Upgrading existing portions of sidewalk and road way infrastructure as needed for anticipated development;
- Maintenance and administrative costs.

In addition to the guidelines already described, the construction of the public facilities will adhere and comply with the following guidelines:

- Facilities constructed will not create any additional open space;
- All relevant rules and regulations related to environmental controls;
- Facilities constructed will not involve the reuse of private property; and
- Facilities constructed will be operated by the City of Dover.

Private Utilities

Natural gas service is provided to Dover's downtown by Unitil, which has a policy of extending service lines at its own cost to provide service to new development sites. Public Service Company of New Hampshire (PSNH) is the provider of electric service to all areas of the City of Dover.

The City's land development regulations require new development to place all utilities underground. The Master Plan encourages the City to look at placing existing utilities underground as well. All public facility programs will meet this goal.

Land Use Regulations

As established by the City's development practices, public and private property within the TIFD shall be developed or redeveloped in accordance with the goals, objectives, and standards set by the following City documents, as amended:

- The City's Master Plan
- Zoning ordinance;
- Subdivision of Land regulations;
- Site plan review regulations;
- Building and life safety codes;
- All applicable state and federal laws.

In addition to applicable regulations, during the Planning Board review process, other pertinent limits on development may be defined by the terms of development agreements between the City and individual private parties. An example of these terms may be found within the Land Development Agreement signed by the City and First Street at Garrison LLC for the development of the First Street parking lot. Elements of this agreement include guidelines for the development of the lot, as well as tax revenue guarantees.

Relocation of persons, businesses or others:

The proposed development does not anticipate the displacement of persons, businesses or others. As the area of initial development is municipal owned property, therefore, no plan for relocation is necessary. If, the City were to work with a private property owner to develop other property within the District, and relocation is required, the City of Dover will ensure that the safety and well-being of those affected by relocation is maintained. Furthermore, the City shall be required to act ethically and with integrity in all dealings.

Powers and authorities:

In conformity with the development program, within the district, the City via actions of the City Council may, by virtue of the statute, invoke the various powers and authorities as stated in RSA 162-K:6 III.

District changes and modifications:

The area of the TIFD may be enlarged following the date of the designation, subject to further public hearings and vote of the City Council, in accordance with RSA 162K:5.

The tax increment financing plan may be modified by the approval of the City Council in accordance with 162-K:9 IV.

Downtown Dover TIF Financing Plan

New Hampshire's Revised Statutes Annotated (RSA) govern the State's wellbeing and authorities allowed local communities. RSA 162-K:9 requires that the City of Dover adopt a Tax Increment Financing Plan (TIFP), prior to establishing a TIF district.

Objective

It is the objective of the City of Dover to use the tax increment financing district (TIFD) to help provide downtown parking for various users, support infill and economic development in the downtown by providing public parking facilities and other public infrastructure. In order to assist in that endeavor, it is necessary that the City of Dover fund public improvements necessary to attract private investors to the center of the community and, in turn, those private investors and their projects will provide needed taxable assessment, business revenue, and cultural and social activities to the downtown and the community as a whole. With the development of the proposed TIFD, some of the parking requirements of the downtown are met, along with the inclusion of public improvements such as water, wastewater, storm water infrastructure and road systems within the TIFD. Without the creation of the TIFD, long standing parking issues and public infrastructure needs in the downtown will not be resolved, the City will not be the beneficiary of millions of dollars of private investments and the opportunity to benefit from the additional taxable value those private investments generate to fund the aforementioned parking structure and public improvements will be lost.

Additionally, the creation of the TIFD is contemplated by the Master Plan Visioning Chapter adopted by the Planning Board on August 28, 2012 as well as the recommendation from the Land Use Chapter of the Master Plan from 2007 that specifically states the City of Dover should "Designate areas as Business Investment Districts to improve infrastructure and streetscape by taking advantage of income created by an increased tax assessment." The Master Plan also endorses the justification that parking garages be constructed recognizing parking is not just a private sector issue but must be fortified through strong public-private partnership in order for the downtown to prosper.

Sale of City-Owned Real Estate within the TIF District

As part of the Development Program, the City may convey individual properties to private entities for the purposes of development consistent with the purposes of the TIFD. Net revenues generated from the sale of these parcels shall be used to reimburse the City's Parking Activity Fund for its prior investments with the TIFD.

Cost of Public Improvements

As part of the Fiscal Year 2015 Capital Improvement's Program adopted in January 2014, the City Council approved the creation of a downtown parking structure. This structure is anticipated to accommodate approximately 339 spaces, with one (1) below grade level of 49 spaces for use by the Dover Police Department and four (4) above grade decks containing a total of 290 public parking spaces. The cost of the parking structure and

related infrastructure improvements will be approximately \$11.5 million. The amount financed will be \$11.5 million.

While estimates of infrastructure costs are in progress, it is anticipated that those costs may encompass street lighting, traffic control devices, water, wastewater, storm water infrastructure and roadway systems. The debt service for the first five years of the garage will be limited to interest-only payments. It is anticipated that these payments will be approximately \$575,000 per year. For the remaining twenty years of the bond, the anticipated payments, including principal and interest, will be approximately \$925,000 per year.

As part of the annual development of the City’s Capital Improvement’s Program, further public improvements will be analyzed and approved by the City Council in accordance to existing and future financial policies. Said public improvements will be tied to the overall growth and enhancement of downtown Dover and should contribute to the economic viability and health of the City. There is no expectation of bonding at this time for public improvements. Improvements will be scheduled as increment becomes available, and as the City Council approves.

Revenue Potential from Captured Assessed Valuation in District

A pro forma is attached in Appendix C that demonstrates how the plan would finance a 339 space parking structure. As described above, the project will be financed with a twenty-five (25) year general obligation bond. The repayment of the bond will include five (5) years of interest only payments and twenty (20) years of principal and interest payments to fully amortize the debt. It is anticipated that the cost to repay the debt along with ongoing administration, maintenance and capital improvement costs will be satisfied each year from a combination of sources including new tax increment derived from new captured assessed value within the TIFD, parking revenues, and the sale of City-owned parcels.

Annual TIF District Revenues

TIF revenues will be generated by property taxes levied on the incremental assessed valuation within the District after the date of its creation. Long term projections of infill development build-out within the TIFD indicate the following annual tax revenue potential generated by one hundred percent (100%) retention of captured assessed value.

Tax Year Ending	Annual Tax Revenue Potential From Incremental Assessed Valuation
2020	\$620,468
2025	\$774,761
2030	\$910,837
2035	\$1,053,858
2039	\$1,173,507

The above revenue estimates rely on assumptions that include development commitments, such as the First Street parking lot redevelopment, the proposed infill development plan for the Orchard Street and Third Street parking lots, and an annual pace of growth in assessed value of two percent (2%) growth in annual assessments due to market forces for the initial years. After year 5 the percentage of growth is estimated at a value of one percent (1%). Various factors, including the actual pace and character of new development within the TIFD, actual valuations assigned to TIF properties, and property tax rate may alter the captured assessed valuation.

Annual Allocation of Captured Value

Where annual tax increment revenues from the TIFD, together with unexpended balances of such revenues from prior years exceed the amount necessary for annual debt service payments, the balance may be returned to the General Fund following a vote of the City Council and adoption of annual municipal budget.

Impact of RSA 162-K TIF District on Related Taxing Jurisdictions

In accordance with RSA 162-K:10, all property tax revenues generated by the original assessed value (base value) of the TIFD will continue to accrue to the City's general fund.

In accordance with RSA 162-K:9, Strafford County and Dover School Board will specifically be provided an opportunity to meet with the City Council, the governing body of the City of Dover, so they also can be informed of the TIF plan and proposed district. They will also be allowed to contribute comments during the public hearing on the establishment of the proposed TIFD.

Operation and Maintenance

The City will be responsible for the operation and maintenance of all public facilities, including the parking facility. The projected annual expense of the parking facility for maintenance and operating expenses will be approximately \$110,000 per year.

The Dover City Council may also establish capital reserve accounts for the replacement or upgrades of public infrastructure within the TIFD using TIF incremental revenues.

Duration

The Downtown Tax Increment Financing District will expire at the conclusion of the bond repayment schedule which is anticipated to be twenty-five (25) years. Upon expiration of the TIFD, all incremental valuation that has been created within the TIFD becomes available generated property tax revenues for the City's general fund.

Downtown Dover TIF Limitations

Dover's Tax Increment Financing District must meet certain guidelines and restrictions in its formation, and utilization. In accordance with RSA 162-K:5, the Dover City Council understands that any individual Tax Increment Financing District (TIFD) must demonstrate that the taxable valuation must not be more than eight percent (8%) of the City's taxable value. Furthermore, the land area within the TIFD encompass no more than five percent (5%) of the City's land area.

Dover's Downtown TIF District is proposed to meet the following guidelines:

	<i>Taxable Valuation</i>	<i>Land Area in Acres</i>
City Total 2013	\$2,697,318,050	18,857
Maximum Allowable - Individual TIF District <i>(8% of Taxable Value; 5% of Acreage)</i>	\$215,785,444	942.85
Downtown Dover TIF Baseline <i>As Percent of City Total</i>	\$88,737,200 3.28%	58.467 .31%
Maximum Cumulative TIFs Allowable <i>(16% of Taxable Value; 10% of Acreage)</i>	\$431,570,888	1,885.70
Downtown Dover TIF	\$11,500,000	58.467
Total Cumulative District Values 2013 <i>As Percent of City Total</i>	\$11,500,000 .43%	58.467 .31%

This proposed plan has a total valuation that is just over three percent (3%), thus below the mandated eight percent (8%) of the City's taxable value. The proposed land area of 58 acres, is less than one percent (1%) of the City's land area, thus the TIFD conforms to the requirement not be more than five percent (5%).

The statute also limits the cumulative land area and taxable valuation within all TIF districts of a municipality to sixteen percent (16%) of assessed valuation and ten percent (10%) of total land area. Dover has no other existing TIF districts, thus the proposed point forty three percent (.43%) and sub one percent (.31%) allotments meet this cumulative requirement.

Downtown Dover TIF Administration Plan

Proper administration of the Tax Increment Financing District (TIFD) is of paramount importance. Strict adherence to the Development and Financing Plan as well as proper fiscal controls, and oversight of the use of a TIF to promote economic activity must be consistent and constant. In accordance with RSA 162-K, the following administrative processes will govern the TIFD.

Administrator

By designation of the City Council and consistent with the responsibilities for municipal administration established by the Dover City Charter, the administrator of the Downtown Dover TIF District shall be the City Manager, who shall make an annual financial report to the City Council, as per RSA 162-K: 11.

Advisory Board

In accordance with RSA 162-K: 14, the Dover City Council shall create an Advisory Board for the TIFD, which shall have operating rules. The board shall consist of five members including the City Manager (or designee), one (1) Parking Commission designee, one (1) property owner or occupant of real property within or adjacent to the district to be designated by the City Council, one (1) property owner or occupant of real property within or adjacent to the district to be designated by the Greater Dover Chamber of Commerce, and one (1) property owner or occupant of real property within or adjacent to the district to be designated by Dover Main Street.

The Board shall operate under the provisions of 162-K: 14 which governs the powers and authority of the Advisory Board. The purpose of the Advisory Board shall be to advise the City Council on the policies and actions for the administration of the district relating to planning, construction and implementation of the Development Program and the operation and maintenance of the District after the program is completed.

The Advisory Board shall meet either as determined by the chair of the Board or request by the Mayor or the City Manager to examine operation and maintenance of the TIFD.

The Advisory Board shall have 30 days to appeal any decision of the district administrator to the City Council for review and appropriate action.

Amendments

Amendments to the boundaries of the TIFD, the Development Program or Financing Plan shall be undertaken in accordance with the public hearing process set forth within RSA 162-K:4, including its requirements for reasonable notification to the Dover School District and Strafford County Commissioners, in accordance with RSA 162-K:9.

Duration of Program

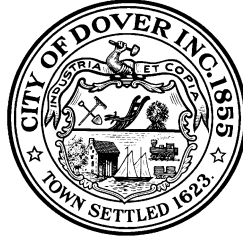
The Downtown Tax Increment Financing District will expire at the conclusion of the bond repayment schedule which is anticipated to be twenty-five (25) years.

Computation of tax increments:

Upon formation of a development district, the Dover Tax Assessor shall determine the current assessed value of the real property within the district in conformity with RSA 162-K:10. The current assessed value shall be known as the "original assessed value." Each year thereafter, the Assessor(s) shall determine the amount by which the assessed value has increased or decreased from the original assessed value. Any amount by which the current assessed value of the district exceeds the original assessed value will be referred to as the captured assessed value. This amount will be determined annually.

Captured assessed value dedication:

The City of Dover shall expend the tax increments received in accordance with the tax increment financing plan. Tax increments shall be used only to pay the costs (including debt service) and administrative expenses incurred in developing and maintaining the public facilities and infrastructure to be constructed within the district.



DOWNTOWN DOVER TIF ADVISORY BOARD OPERATING RULES

Article I. Name

The name of the board is the "Downtown Dover TIF Advisory Board."

Article II. Authority and Duties

- A. The TIF Advisory Board shall have the powers and duties established by state law pursuant to RSA 162-K 14.
- B. The TIF Advisory Board shall advise the City Council and district administrator pertaining to planning, construction and implementation of the development program and on maintenance and operation of the district.

Article III. Membership

- A. **Membership.** There shall be five (5) members on the board. Membership shall be for terms of three (3) years. Terms shall be staggered.
- B. **Attendance, Vacancies and Removal.** All appointments to the board shall serve for the terms appointed and until a successor shall have been appointed and qualified, unless any board member has unexcused absences for four (4) consecutive meetings or four (4) regular meetings in a calendar year, whereby a vacancy shall be created in the position, and said vacancy shall be filled by the appointing authority. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing authority unless otherwise provided in state statute. Conditions for removal of any board member shall be defined by statute, ordinance or the Charter.

Article IV. Officers and Staffing

- A. **Officers.** The officers consist of a Chair and Vice Chair who shall be selected by the membership and who shall serve at the pleasure of the membership for one-year terms. Officers may be re-elected.
- B. **Duties of the Chair.** The Chair shall have general supervisory and directional powers over the board. The Chair shall preside at all board meetings and set the board's agenda. The Chair shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the board, unless this responsibility is delegated in writing.
- C. **Vice Chair.** The Vice Chair shall execute all powers of the Chair in the absence of the Chair.

- D. **Staff.** The City of Dover may provide staff support to the board for meeting notification, typing, copying, and information gathering to the extent permitted by the city budget. All staff shall remain under the direction of the employer.

Article V. Procedures

- A. **Meetings.** The board shall hold regular meetings as necessary at a time and place designated by the Chair. The business of the public shall be conducted in public session unless otherwise permitted by state law. All meetings of the board and subcommittees shall be posted to comply with state law. State law requires all meetings to be posted in two (2) places with a minimum of twenty-four (24) hours notice.
- B. **Quorum.** Fifty-one percent (51%) of the voting membership of the board shall constitute a quorum.
- C. **Parliamentary Authority.** The parliamentary authority for the board is *Robert's Rules of Order Revised, 11th ed*, except as provided by these rules or local, state or federal law.
- D. **Minutes.** Minutes shall be kept for all meetings of the board. The minutes shall include the names of the members in attendance, all actions, motions and resolutions coming before the public body including the votes of the members, and a summary of all discussions. Draft minutes shall be provided to the City Clerk within five (5) business days of each meeting for posting on the city website in draft form. Draft minutes shall be clearly marked "DRAFT". Draft minutes with or without revisions shall be approved by the board at the next meeting of the board, or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the city website.
- E. **Recording of Meetings.** The board shall arrange for video or audio recording at all meetings. All recordings shall be provided to the City Clerk within five (5) business days of the meeting.
- F. **E-mail accounts.** Board members may obtain a City of Dover e-mail address to facilitate communications regarding meetings, agendas and the dissemination of information. Board members shall refrain from using e-mail to discuss issues with other members where the e-mail discussion directly or indirectly involves a quorum of the board. In addition, board members shall refrain from conducting the official business of the board outside the view of the public and the press unless permitted by state law.
- G. **Nonpublic meetings.** The board may conduct nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by General Legal Counsel for nonpublic meetings.
- H. **Amendment of Rules.** These rules may be repealed or amended by a vote of the Dover City Council based upon the recommendation of the board.



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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 170 of the Code of the City of Dover, entitled Zoning, by updating the Code to reflect changes in the community, to provide more flexible land use regulations for properties located along the roadways that lead into downtown, to promote infill development along these roadways, to promote downtown economic growth and development, and to provide more flexible temporary sign regulations.

2. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-Residential (RM-U) District to Central Business District (CBD) an area of approximately 2.5 acres located along Broadway, consisting of lots 27-278*, 27-277*, 27-276*, 27-275*, 27-274*, 27-273*, 27-203*, 27-73*, 27-72*, 27-71*, 27-70*, 27-69*, 27-53*, and 27-67*”

* = only that portion of the lot within the RM-U District will be affected.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Medium Density Residential (R-12) District to Central Business District (CBD) an area of approximately 1.5 acres located along Broadway, consisting of lots 27-278*, 27-277*, 27-276*, 27-275*, 27-274*, 27-273*, 27-286A*, 27-291C*, 27-291A*, and 27-291D*”

* = only that portion of the lot within the R-12 District will be affected.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Thoroughfare Business (B-3) District to Central Business District (CBD) an area of approximately 10.3 acres located along Broadway, consisting of lots 27-286A*, 27-291C*, 27-291A*, 27-291D*, 27-292, 27-186, 27-185,



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27-184, 27-170, 27-169, 27-205, 27-204, 27-203*, 27-75, 27-74, 27-73*, 27-72*, 27-71*, 27-70*, 27-69*, 27-68A, 26-7A*, 26-8*, 26-9*, 26-10, 26-11*, 26-12*, 24-1*, 24-2J*, and 24-2H*”

* = only that portion of the lot within the B-3 District will be affected.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Thoroughfare Business (B-3) District to Medium Density Residential (R-12) District an area of approximately 0.2 acres located along Broadway, consisting of lots 27-291B*, 27-187*, 27-183*, and 27-171*”

* = only that portion of the lot within the B-3 District will be affected.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Thoroughfare Business (B-3) District to Urban Density Multi-Residential (RM-U) District an area of approximately 0.2 acres located along Broadway, consisting of lots 27-206*, 27-202*, 27-76*, and 27-68”

* = only that portion of the lot within the B-3 District will be affected.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Restricted Industrial (I-1) District to Central Business District (CBD) an area of approximately 20.8 acres located along Broadway, consisting of lots 26-6, 26-7A*, 26-8*, 26-9*, 26-11*, 26-12*, 24-1*, and 24-2J*.”

* = only that portion of the lot within the I-1 District will be affected.

3. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:



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“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-Residential (RM-U) District to Central Business District (CBD) an area of approximately 14.5 acres located along Portland Avenue, consisting of lots 24-109*, 24-110*, 24-111*, 24-111A*, 24-114*, 24-115, 24-115A, 24-116A, 24-128, 24-128B, 24-129, 24-129-1, 24-129-2, 24-130, 24-131, 24-62, 24-64, 24-68C, 24-68, 24-69, 24-70, 24-71, 24-72, 24-73, 24-74, 24-75, 24-76, 24-77, and 26-28A”

* = only that portion of the lot within the RM-U District will be affected.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Cochecho Waterfront District (CWD) to Central Business District (CBD) an area of approximately 0.9 acres along Cochecho Street, consisting of lots 24-109*, 24-110*, 24-111*, 24-111A*, and 24-114*.”

* = only that portion of the lot within the CWD District will be affected.

4. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-Residential (RM-U) District to Central Business District (CBD) an area of approximately 4.3 acres located along Central Avenue and Locust Street, consisting of lots 15-81, 15-82, 15-83, 15-84, 15-85, 15-86, 15-87, 15-88, 15-89, 15-90, 15-91, 15-92, 15-93, 15-94, 15-95, 15-96, 15-97, 15-98, 15-99, 15-100, 15-106, 15-107, 15-111, 15-112, and 15-112A”

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Neighborhood Business (B-1) District to Central Business District (CBD) an area of approximately 3.5 acres located along Locust Street and Central Avenue south of Trakey Street, consisting of lots 15-103, 15-105, 15-113, 15-113A, and the portion of 15-102 that is within the B-1 District”

AND



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“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from the Office (O) District to Central Business District (CBD) an area of approximately 9.179 acres located at Central Avenue and Locust Street, consisting of lots 15-67, 15-68, 15-69, 15-70, 15-72, 15-73, 15-74, 15-75, 15-76, 15-77, 15-78, 15-79, 15-80, 15-101, and the portion of 15-102 that is within the Office District.”

5. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-Residential (RM-U) District to Central Business District (CBD) an area of approximately 0.2 acres located along Central Avenue, consisting of that portion of lot 30-134 that is located within the RM-U District”

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Office (O) District to Central Business District (CBD) an area of approximately 23.2 acres located along Central Avenue, consisting of lots 30-126, 30-120-1, 30-127, 30-129-1, 30-130, 30-131, 30-132, 30-133, 30-134*, 30-135, 30-136, 30-137, 30-138, 30-139, 29-2, 29-3, 29-4, 29-9, 29-10, 29-11, 29-12, 29-100, 29-16, 29-17, 29-19, 29-20, 28-7, 28-9A, 28-10, 28-11, 28-12, 28-12A, 28-13, 27-222, 27-223, 27-224, 27-225*, 27-226, 27-143, 27-227, 27-144, 27-145, 27-146, 27-147, 27-148, 27-149, and 27-150”

* = only that portion of the lot within the Office District will be affected.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Suburban Density Multi-Residential (RM-SU) District to Central Business District (CBD) an area of approximately 1.5 acres located along Central Avenue, consisting of lots 28-18, 28-18B, and the portion of 28-19 that is within the RM-SU District”

AND



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“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Thoroughfare Business (B-3) District to Central Business District (CBD) an area of approximately 2.6 acres located along Central Avenue, consisting of the portions of lots 28-19 and 27-219 that are located within the B-3 District”

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Thoroughfare Business (B-3) District to Medium Density Residential (R-12) District an area of approximately 0.1 acres located along Central Avenue, consisting of that portion of lot 28-20 that is located within the B-3 District”

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Medium Density Residential (R-12) District to Central Business District (CBD) an area of approximately 0.5 acres located along Central Avenue, consisting of those portions of lots 27-219 and 27-225 that are located within the R-12 District.”

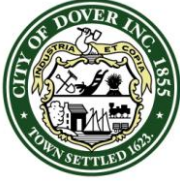
6. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-Residential (RM-U) District to Central Business District (CBD) an area of approximately 12.2 acres located along Central Avenue consisting of lots 12-25, 12-21, 12-20, 12-6, 12-5, 12-4, 12-3, 12-2, 12-1, 19-51, 19-50, 19-49, 19-48, 19-32, 19-31, 20-64, 20-63, 20-62, 20-61, 20-60”

7. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the Regulating Plan for the CBD Zone, referred to in Section 170-8, subsection B, to reflect the revised boundary of the Central Business District (CBD) per these amendments, and to depict the locations of the CBD General, Mixed Use, Residential, Downtown Gateway, and Transit Oriented Development sub-districts.



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[SEE REGULATING PLAN AT END OF DOCUMENT]

8. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations by District”, by revising the Central Business District – General Sub-District Table by amending the following language as follows:

- “New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.”
- “~~New p~~Parking spaces shall be screened from the street with a masonry wall, see Section 170-20(F)(4).”
- “Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs; flowering vegetation no bare ground is permitted.”
- “Sidewalks shall be concrete or brick, a minimum of 5 feet wide.”
- “Street furniture shall include 1 bench for every 75 ~~100~~ feet of Frontage.”
- “These standards are required. The fast track review provisions of 170-20(G) shall apply optional and may be utilized by the applicant.”

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations by District”, by revising the Central Business District – Mixed Use Sub-District Table by amending the following language as follows:

- “New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.”
- “~~New p~~Parking spaces shall be screened from the street with a masonry wall, see Section 170-20(F)(4).”
- “Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs; flowering vegetation no bare ground is permitted.”
- “Sidewalks shall be concrete or brick, a minimum of 5 feet wide.”



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- “Street furniture shall include 1 bench for every 100 ~~30~~ feet of Frontage.”

9. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District”, by adding a new Central Business District – Downtown Gateway Sub-District Table that reads as follows:

[SEE TABLE AT END OF DOCUMENT]

10. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District”, by adding a new Central Business District – Transit Oriented Development Sub-District Table that reads as follows:

[SEE TABLE AT END OF DOCUMENT]

11. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-20 “Central Business District Regulations”, to read as follows:

“A. Purpose and Intent

The City of Dover Central Business District (CBD) follows the premises of context sensitive zoning. This ~~form-based code~~ context sensitive zoning is intended to foster a vital ~~main street downtown~~ both for itself and for its adjacent NEIGHBORHOODS and major roadways leading into the downtown through a lively mix of uses—with SHOPFRONTS, sidewalk cafes, and other commercial uses at street level, overlooked by canopy shade trees, upper story residences and offices.

Redevelopment within the ~~Central Business District (CBD)~~ shall be regulated by ~~this form-based code~~ these context sensitive zoning regulations, in order to achieve the City’s vision set forth in the 2007 update to the Land Use Chapter of the Master Plan, adopted by the PLANNING BOARD on November 13, 2007.

~~The form-based code was~~ These context sensitive zoning regulations were originally developed through a citizen-based discussion process regarding the design for the



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improvement of all properties in the ~~Central Business District, designated areas, CBD.~~ To allow further refinement consistent with individual areas, the district has been divided into sub-districts, with special requirements for each sub-district to allow for context sensitive development along ~~corridors~~ roadways and NEIGHBORHOODS alike. In 2012-2013, using a similar citizen-based process, these context sensitive zoning regulations were extended to the major roadways that lead into downtown, identified as the Downtown Gateway Sub-district.

All of the areas within the CBD share a common goal of increased emphasis on the form and placement of STRUCTURES, and a decreased emphasis on the function(s) contained within them. As such this Article sets careful and clear controls on BUILDING form—with broader parameters on BUILDING use—so as to shape clear, attractive PUBLIC SPACES (good streets, NEIGHBORHOODS and parks) with a healthy mix of uses. With proper urban form, a greater integration of BUILDING uses is natural and comfortable.

Wherever there appears to be a conflict between the form based code and other sections of the Zoning Ordinance (as applied to a particular development), the requirements specifically set forth in this section shall prevail. For development standards not covered herein, the other applicable sections in the City of Dover Code shall be used as the requirement.

B. Conditional Use Permit

- (1) Conditional use approval for relief from the standards herein may be granted by the Planning Board (RSA 674:21 II) after proper public notice and public hearing provided that the proposed project complies with the following standards:
 - (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.



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- (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.
 - (f) That CIVIC BUILDINGS and public gathering places shall 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 secured through advanced by the adoption of these regulations, proposed building and/or use.
- (2) Conditional use approval for relief from the use standards herein may be granted by the Planning Board (RSA 674:21 II) after proper public notice and public hearing provided that the proposed project complies with the following standards:
- (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.
- (2)(3) Conditional use approval shall be subject to a formal agreement between the PLANNING BOARD and the APPLICANT. Said agreement shall be recorded at the Strafford County Registry of Deeds.



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C. Sub-districts

(1) The REGULATING PLAN for the CBD shall locate the boundaries for the following sub-districts:

- (a) General
- (b) Mixed Use
- (c) Residential
- (d) Transit Oriented Development (TOD)
- (e) Downtown Gateway

D. Standards and regulations

(1) The standards for use and dimensions to be utilized within the CBD are shown on the tables at the end of the section. Included in each table are the following areas:

- (a) District Purpose
- (b) LOT Occupation Regulations
- (c) Diagram of BUILDING HEIGHT
- (d) Diagram of BUILD TO LINES
- (e) Special Regulations
- (f) Permitted Uses

(2) Where BUILDINGS exist on LOTS adjacent to a proposed BUILDING, the proposed BUILDING may match the more conforming of the adjacent BUILDINGS' SETBACKS and HEIGHTS rather than match the provisions of this code, through the issuance of a conditional use permit.

(3) General Guiding Principles for Building Placement



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- (a) The goal of the BUILDING HEIGHT and BUILD TO LINE standards is the creation of a healthy and vital public realm through good STREET space.
- ~~(a) General Guiding Principles~~
- ~~(i)-(b)~~ BUILDINGS are aligned and close to the STREET.
- ~~(ii)-(c)~~ The STREET is a coherent space, with consistent BUILDING forms on both sides of the STREET, creating a clear PUBLIC SPACE and community identity.
- ~~(iii)-(d)~~ BUILDINGS oversee the STREET (and SQUARE) with active fronts contributing to a vital and safe PUBLIC SPACE.
- ~~(iv)-(e)~~ Property lines are physically defined by BUILDINGS or STREET WALLS.
- ~~(v)-(f)~~ BUILDINGS are designed for an urban feel and situation. Views are directed to the STREET and the garden/courtyard, not toward the neighbors. However within the STREET wall alcoves or small courtyards are permitted to allow for seating and public access.
- ~~(vi)-(g)~~ Vehicle storage, garbage and mechanical equipment are kept away from the STREET.
- ~~(vii)-(h)~~ Within the General ~~and~~ Mixed Use ~~and~~ TOD sub-districts, new retail and commercial activities are located on the GROUND FLOOR. Residential activity is not.
- ~~(i)~~ In the Downtown Gateway residential may be located on the GROUND FLOOR, however new retail and commercial activities are encouraged to be developed.
- ~~(viii)-(j)~~ Parking (not including on-street parking) should be away from the STREETS and shared by multiple owners/users.
- ~~(ix)-(k)~~ Historic character should be preserved and enhanced by context sensitive construction.



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E. STREETScape

(1) ~~The Sites within the CBD sites~~ shall be developed so that BUILDINGS are placed at or near the STREET, along the outer edge of their sites and so as to ensure the unity of those STREETS. Furthermore, ~~the standards demonstrate the relationship between the STREET and LOTS. Finally,~~ these standards establish an environment that encourages and facilitates pedestrian activity. The Dover Streetscape Standards will serve as a reference document for many of the elements below.

(2) General Principles and Intent

(a) The STREETScape

(i) The STREET and BUILDING façade receives more attention than the rest of the BUILDING.

(ii) STREETScape elements, such as ~~brick~~-pavers, benches and waste-bins must be consistent within a project and adjacent properties where these elements are present.

(iii) PUBLIC ART is encouraged.

(b) FRONTS AND REARS

(i) BUILDING facades are the public "face" of every BUILDING. Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area in front of their BUILDINGS.

(ii) The private, REAR portions of the LOTS, allow commercial operators to utilize these spaces as efficient working environments unseen by the public and allow residents to have private and semi-private (for apartment and condominium BUILDINGS) OPEN SPACE.



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(c) OFF STREET PARKING

- (i) Parking provided for a project shall be screened from the STREET. The design of the screen shall be subject to Planning Board approval and shall use materials that are compatible with the surrounding character of the neighborhood and contribute to an attractive streetscape.
- (ii) Parking shall be considered accessory and shall not be the principal use of a lot.

(3) Minimum Standards

Unless In addition to any regulations set forth in the CBD sub-district tables indicate additional or replacement regulations and the *Dover Streetscape Standards*, development shall follow the regulations outlined below:

~~(a) The STREETScape~~

Subsections (a), (b), and (c) shall only apply to new construction and/or renovations that will result in a 50% or more increase in the value of the property, as determined by a licensed New Hampshire appraiser.

(a) STREET TREES/Landscaping

- (i) Each STREET shall have canopy shade trees (STREET TREES). STREET TREES shall be planted at an average spacing not greater than twenty-five (25) to thirty (30) feet on center (measured per BLOCK FACE). The planting area's minimum dimension shall be not less than five (5) feet. At planting, trees shall be ~~at least four (4) to four two and a half (42.5) to three (3) inches in diameter~~ (four (4) feet above grade) and ~~at least twelve (12) feet in overall HEIGHT.~~ shall meet the *American Nursery Standards* for height. The tree species used shall be selected from the City of Dover's approved list of STREET TREES.
- (ii) Any unpaved ground area fronting the LOTS (to the curb) shall be planted with groundcover or flowering vegetation.



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(b) SIDEWALKS

- (i) SIDEWALKS shall be made of brick or concrete and shall be a minimum of five (5) feet wide.

(c) STREET FURNITURE

- (i) Benches - Benches will have backs and arm rests. See sub-district tables for spacing requirements.

a: ~~For each project, one (1) bench will be provided for every one hundred (100) feet of FRONTAGE on a project.~~

- (ii) Waste Bins - At a minimum, one (1) waste bin will be provided at each BLOCK CORNER.
- (iii) Bike Racks – At a minimum, one (1) bike rack shall be required per non-residential project.

(d) Lighting

- (i) Materials and equipment chosen for lighting fixtures should be durable, energy efficient and weather well. Appropriate lighting is desirable for nighttime visibility, crime deterrence, and decoration. However, lighting that is too bright or intense creates glare, hinders night vision, and creates light pollution.
- (ii) At the front of the building, exterior lights shall be mounted between six (6) feet and fourteen (14) feet above the adjacent grade.
- (iii) Floodlights or directional lights may be used to illuminate parking garages and working (maintenance) areas but must be shielded or aimed in such a way that they do not shine into other LOTS, or the STREET. Floodlighting shall not be used to illuminate building walls (i.e. no up-lighting), except in the TOD sub-district.



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(iv) Site lighting shall be of a design and height so as to illuminate only the LOT.

(v) No flashing, traveling, animated, or intermittent lighting shall be visible from the STREET on the exterior of any building, whether such lighting is of temporary or long-term duration.

(e) Mechanical Equipment

(i) The following shall not be stored or located within any STREET, and be screened from view from the STREET: Air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and the like may not be stored or located within any area considered a front yard under this Code.

(ii) Roof mounted equipment shall be screened from view from the STREET.

F. Architectural Standards

The following standards are optional (except where noted on sub district sheets) and may be utilized by the APPLICANT. An APPLICANT's election not to submit to architectural standards shall not adversely prejudice the application.

(1) General Principles and Intent

(a) Tradition

(i) These standards favor BUILDINGS that are traditional in design in a broad sense. They specify an architectural language of load-bearing walls and regional materials that help define building base and cornice. These standards encourage details, such as column and pier spacing, window proportions, entry level, roof or cornice configurations, storefronts, and overhangs.



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(ii) The intent behind these standards is to reinforce the existing character and historic nature of Dover’s central business district. However, modern BUILDINGS that are sensitive to that character may be permitted as well.

(iii) All building materials to be used shall express their specific properties. For example, stronger and heavier materials (masonry) support lighter materials (wood).

(b) Energy Efficiency and Environmental Conservation

(i) LEED (Leadership in Energy and Environmental Design) standards, or an equivalent standard (or such others as may succeed them), are encouraged to be incorporated into the building design.

(c) PUBLIC SPACE

(i) Many of these standards apply only in conditions that enhance and define the PUBLIC SPACE. These controls concentrate on the public space/views from the public space and minimize interference in the private realm.

(2) Building Walls (Exterior)

(a) Building walls should reflect and complement the traditional materials and techniques of Dover’s architecture. They should express the construction techniques and structural constraints of traditional, long-lasting, building materials. Simple configurations and solid craftsmanship are favored over complexity and ostentation in building form and the articulation of details. All building materials to be used shall express their specific properties. For example, heavier more permanent materials (masonry) support lighter materials (wood).

(b) Building materials shall be context sensitive and shall reflect a consistency to be found within the sub-district.

(i) Brick, stone or masonry building materials are encouraged for exterior walls.



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(3) Roofs and PARAPETS

- (a) Roofs and PARAPETS should demonstrate a commonsense recognition of the climate by utilizing appropriate pitch, drainage, and materials.
- (b) BUILDINGS without visible roof surfaces and overhanging eaves may have a cornice projecting horizontally between six (6) and twelve (12) inches beyond the building walls. For BUILDINGS three stories or taller, the cornice projection shall increase an additional six (6) and twelve (12) inches per STORY.
- (c) Skylights and roof vents are permitted only on the roof plane opposite the primary STREET or when shielded from the STREET view by the building's PARAPET wall.
- (d) Overly elaborate, “postmodern” and/or “high-tech” designs are discouraged, where in conflict with existing architecture. However, ornamentation which contributes to the character of the building is encouraged. BUILDING designs need to reflect the adjacent massing. Ornamentation should be consistent with that used in the neighborhood of BUILDINGS to reinforce the fabric and richness of the community.
- (e) Green roof technologies are encouraged. Vegetative cover should be considered for flat roofs and solar panels should be considered for integration into pitched roof STRUCTURES.

(4) Street Walls

- (a) STREET WALLS establish a clear edge to the STREET in locations where the BUILDINGS do not. The CBD requirements include masonry walls that define outdoor spaces and separate the STREET from the private realm (parking LOTS, trash cans, gardens, and equipment). All STREET WALL façades shall be as carefully designed as the building façade, with the finished side out, i.e. the “better” side facing the STREET.



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(5) Windows and Doors

- (a) Windows should be divided by multiple, vertical panes of glass. This helps the window “hold” the surface of the façade, rather than appearing like a “hole” in the wall (an effect produced by a large single, horizontal sheet of glass).
- (b) Principal building entrances shall be clearly visible from the primary front street and create a safe and inviting space.

~~(6) Lighting and Mechanical Equipment~~

- ~~(a) Materials and equipment chosen for lighting fixtures should be durable, energy efficient and weather well. Appropriate lighting is desirable for nighttime visibility, crime deterrence, and decoration. However, lighting that is too bright or intense creates glare, hinders night vision, and creates light pollution.~~

~~(b) STREET LIGHTS:~~

- ~~(i) In order to minimize light pollution, light should be directed downward to the immediate area being lighted and away from any living quarters.~~
- ~~(ii) Lights shall be located sixteen (16) feet above grade with a maximum average spacing (per BLOCK FACE) of sixty (60) feet on center~~
- ~~(iii) At the front of the building, exterior lights shall be mounted between six (6) feet and fourteen (14) feet above the adjacent grade.~~
- ~~(iv) Floodlights or directional lights (maximum seventy five (75) watt bulbs) may be used to illuminate parking garages and working (maintenance) areas, but must be shielded or aimed in such a way that they do not shine into other LOTS, or the STREET.~~
- ~~(v) Floodlighting shall not be used to illuminate building walls (i.e. no up-lighting), except in the Mill sub-district.~~



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(vi) ~~Site lighting shall be of a design and height so as to illuminate only the LOT.~~

(vii) ~~No flashing, traveling, animated, or intermittent lighting shall be visible from the STREET on the exterior of any building, whether such lighting is of temporary or long term duration.~~

(c) ~~Mechanical Equipment~~

~~(i) The following shall not be stored or located within any STREET, and be screened from view from the STREET:~~

~~a. Air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and the like may not be stored or located within any area considered a front yard under this Code.~~

~~(ii) Roof mounted equipment shall be screened from view from the STREET.~~

G. Incentives for Architectural Standards

(1) Any plan that demonstrates reasonable use of the optional architectural standards defined in Section F, may apply for the following ~~incentives~~ incentive:

(a) Fast track review

The Planning Director shall give preference to projects in setting the Planning Board agendas and in other review processes.

(2) Reasonable use shall be considered demonstration of at least six (6) of the criteria or items mentioned under Section F. These criteria/items will be listed on a waiver application form.



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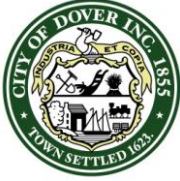
H. Administration

- (1) ~~The CBD district exists like every other district and development within is intended to be reviewed and approved as any other district. Any appeals of this section shall be treated as any other zoning appeal and shall~~ Deviations from the requirements herein may be requested by application to the Planning Board for a conditional use permit (see Section B). Administrative appeals from this section may be directed to the Zoning Board of Appeals (as outlined in 170 – 52). Projects submitted shall follow the process outlined with Chapter 149, Site Review Regulations.
- (2) Any redevelopment within the CBD is exempt from Wetlands Regulations as described and administered in this Chapter.

12. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-32 “Sign Review and Regulations”, by revising subsection E “Signs permitted in CBD and CWD Zones”, subsection 3, as follows:

- 3) ~~Temporary SIDEWALK/A frame SIGNS Signs. Temporary SIGNS may be erected subject to the following regulations.~~
 - (a) ~~Temporary SIDEWALK/A frame SIGN signs require a temporary sign permit. The permit permits shall remain in effect for a period of one (1) year and can be renewed on an annual basis.~~
 - (b) ~~One (1) SIDEWALK/A frame temporary SIGN shall be permitted per each PRINCIPAL BUILDING, or portion thereof under separate ownership, regardless of the number of individual tenants within said BUILDING. BUILDINGS with an excess of one hundred (100) feet of STREET FRONTAGE shall be permitted one (1) additional SIDEWALK temporary SIGN per every one hundred (100) feet of STREET FRONTAGE.~~
 - (c) ~~No SIGN shall be permitted on a city SIDEWALK or public right of way unless a five (5) foot, clear passageway can be maintained at all times.~~
 - (d) ~~All SIDEWALK SIGNS shall be assigned a specific geographical location by the Zoning Administrator.~~



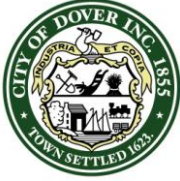
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- (ce) For temporary signs located on a City SIDEWALK or within a public right-of-way:
- (i) A certificate of insurance in the amount of one hundred thousand dollars (\$100,000.00) (bodily injury/property damage) shall be filed with the Zoning Administrator as part of the temporary sign permit application to assure sufficient liability coverage of the APPLICANT.
 - ~~(ii) f) A hold-harmless certification letter shall be filed with the Building Inspector as part of the temporary sign permit application to relieve the City of Dover from bodily injury and property damage liability.~~
 - ~~(g) All SIDEWALK SIGNS shall conform to the mill motif design criteria (Subsection P).~~
 - ~~(iii) h) SIDEWALK SIGNS shall only be displayed during business hours.~~
 - (iv) A five (5) foot, clear passageway must be maintained at all times.
 - (v) SIGNS shall be located in front of the building occupied by the business or in front of the space occupied by the business if the business is located in a multi-tenant building.
 - (vi) Demonstration of compliance with the mill motif design criteria (Subsection O, subparagraph 4) shall be filed as part of the temporary sign permit application. To meet this requirement, the applicant must demonstrate compliance with at least four (4) of the eight (8) following criteria:
 - 1. No more than one (1) lettering style shall be permitted per SIGN.
 - 2. Light-colored letters on a dark background are preferred. Dark letters on a light back ground shall only be permitted if it compliments the BUILDING's color composition.
 - 3. Product trademarks are discouraged; however, trade SIGNS (e.g., a shoe for a cobbler, a mortar and pestle for a druggist) are preferred.
 - 4. Letter styles shall be limited to the classic genre, i.e., Copper Plate Gothic, Times, Franklin Gothic, Benton, Clarendon, Haas Helvetica, Folio Caravelle Medium, Windsor, and Times Roman.
 - 5. No more than three (3) colors are preferred, including black and white. Lettering shall preferably be one (1) color.
 - 6. Colors used in SIGNAGE should relate to the color composition of the BUILDING material and be compatible with them.



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7. Traditional materials, such as wood, glass, brass, bronze or iron, are preferred. The use of plastic, aluminum and vinyl will only be permitted if styled and composed to imitate wood or iron.
8. Wooden SIGNS shall be constructed of dense, clear wood that adapts to engraving/carving and paint or stain. Ordinary plywood will not withstand exposure; therefore, only overlay, exterior or marine plywood shall be permitted.

13. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-32 “Sign Review and Regulations”, by revising subsection F “Signs permitted in B-3 Thoroughfare Business District”, subsection 2, as follows:

- (2) Temporary SIGNS. Temporary SIGNS may be erected ~~in the B-3 Thoroughfare District to advertise newly located businesses provided that the following guidelines are met~~ subject to the following regulations:
 - ~~(a) Temporary SIDEWALK/A frame SIGN permits shall remain in effect for not more than six (6) months.~~
 - ~~(b) Only one temporary SIGN shall be permitted per new business.~~
 - ~~(c) The property owner shall be required to execute a hold harmless certification letter in a form approved by the General Legal Counsel for the purpose of indemnifying and holding the City harmless from any liability due to the use or existence of any such temporary SIGN. All such agreements shall be kept on file in the Department of Planning and Community Development Office.~~
 - (a) Temporary signs require a temporary sign permit. The permit shall remain in effect for a period of one (1) year and can be renewed on an annual basis.
 - (b) One (1) temporary SIGN shall be permitted per each PRINCIPAL BUILDING, or per tenant if the PRINCIPAL BUILDING or BUILDINGS have multiple tenants.
 - (c) For temporary signs located on a City SIDEWALK or within a public right-of-way:
 - (i) A certificate of insurance in the amount of one hundred thousand dollars (\$100,000) (bodily injury/property damage) shall be filed as part of the temporary sign permit application to assure sufficient liability coverage of the APPLICANT.



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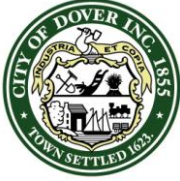
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- (ii) A hold-harmless certification letter shall be filed as part of the temporary sign permit application to relieve the City of Dover from bodily injury and property damage liability.
- (iii) SIGNS shall only be displayed during business hours.
- (iv) A five (5) foot, clear passageway must be maintained at all times.
- (v) SIGNS shall be located in front of the building occupied by the business or in front of the space occupied by the business if the business is located in a multi-tenant building.

14. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-32 “Sign Review and Regulations”, by revising subsection K “Signs permitted in the B-5 Commercial/Retail District”, subsection 2, as follows:

- (2) Temporary SIGNS. Temporary SIGNS may be erected subject to the following regulations:
 - (a) ~~Only one (1) temporary SIGN shall be permitted per new business.~~
 - (b) ~~The property owner shall be required to execute a hold harmless certification letter in a form approved by the City Attorney for the purpose of indemnifying and holding the City harmless from any liability due to the use or existence of any such temporary SIGN. All such agreements shall be kept on file in the Department of Planning and Community Development Office.~~
 - (a) Temporary signs require a temporary sign permit. The permit shall remain in effect for a period of one (1) year and can be renewed on an annual basis.
 - (b) One (1) temporary SIGN shall be permitted per each PRINCIPAL BUILDING, or per tenant if the PRINCIPAL BUILDING or BUILDINGS have multiple tenants.
 - (c) For temporary signs located on a City SIDEWALK or within a public right-of-way:
 - (i) A certificate of insurance in the amount of one hundred thousand dollars (\$100,000) (bodily injury/property damage) shall be filed as part of the temporary sign permit application to assure sufficient liability coverage of the APPLICANT.
 - (ii) A hold-harmless certification letter shall be filed as part of the temporary sign permit application to relieve the City of Dover from bodily injury and property damage liability.
 - (iii) SIGNS shall only be displayed during business hours.
 - (iv) A five (5) foot, clear passageway must be maintained at all times.



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(v) SIGNS shall be located in front of the building occupied by the business or in front of the space occupied by the business if the business is located in a multi-tenant building.

15. TAKES EFFECT

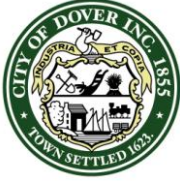
This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch Sponsored by: Councilor William Garrison
Finance Director City Council Planning Board
Representative

Approved as to Legal Form and Compliance: Anthony Blenkinsop
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



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DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony MacManus, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

The City of Dover was awarded \$50,000 by New Hampshire Housing through a competitive grant process to examine the zoning regulations in and around the roadways that lead into downtown. The goal of the project, titled the “Gateway Rezoning Study”, was to ensure that the roadways are zoned to provide opportunities for robust growth and a mixture of uses in order to create a seamless transition from Dover's more suburban residential areas to the urban core. The roadways that were the focus of the project include portions of Central Avenue, Broadway, Portland Avenue, Sixth Street, and Silver Street.

Over the course of several months, the Planning Department and the City’s consultant, Jeffrey H. Taylor and Associates, performed on the ground inventories of all the gateways and engaged in substantial public outreach including:

- mailings to all residents, property owners and business owners within the gateways,
- conducting stakeholder interviews with property owners, developers, design professionals, city officials, and transportation and housing advocates,
- conducting design sessions in March and February where participants were asked to share their thoughts on how the gateways should change over time, and



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- developing two on-line surveys the first of which was a general survey about the gateways and received 126 responses, and the second of which focused on the detailed concept designs that were produced at the design sessions showing ways the gateways might be redeveloped in the future.

The consultant used the data obtained from the research and public outreach phases of the project to draft proposed zoning regulations for the gateways. Note that Sixth Street was removed from the project based on the public feedback received during the data gathering phase.

The Planning Board posted the amendments on October 8, 2013 and held public hearings on November 12th and December 17th. The feedback received from the public at the November 12th hearing focused primarily on concerns raised by residents regarding the extension of the Central Business District along Silver Street and the impact that would have on the surrounding neighborhood. Other residents expressed concern about the proposed inclusion of the properties at the corner of Trakey Street and Locust Street within the Central Business District.

Subsequent to the November 12th hearing, staff met with residents of the Silver Street neighborhood and concluded that, based on the residents' feedback, Silver Street and the Trakey Street/Locust Street corner should be removed from the present set of amendments and the zoning in that neighborhood should be looked at comprehensively and not just narrowly focused on Silver Street itself. As a result, staff applied for and received supplemental funding under the Community Planning Grant program to fund a separate study of the Silver Street neighborhood. It is anticipated that the new zoning regulations to be developed in the coming months will focus on and recognize the unique historical character of this area and provide regulations that support and enhance this character.

At the December 17th hearing, staff proposed amending the zoning amendments to remove Silver Street and the corner of Trakey and Locust from the proposed rezoning, based on the feedback received at the November 12th public hearing and the subsequent meeting with residents. Staff also made additional minor recommendations to amend the zoning amendments based on feedback received from Planning Board members at the November 12th public hearing. Following the December 17th public hearing at which no one from the public spoke, the Planning Board adopted the zoning amendments with the modifications recommended by staff.

To: Dover City Council
From: Christopher Parker, AICP
CC: J. Michael Joyal, City Manager
Dover Planning Board
Date: January 14, 2014
Re: Zoning Amendments

As per section 170-53(F), the Planning Board shall provide to the City Council a report on each proposed amendment that has been proposed and endorsed by it. This report shall include the Board's findings and recommendations on the following:

The consistency of the proposed amendments with the Master Plan;

ISSUE:

On December 17, 2013, the Planning Board unanimously approved 13 amendments to the City's Zoning Ordinance, Chapter 170.

The 2007 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Context." This chapter emphasizes the need for new development to be in keeping with the existing conditions in a neighborhood. Amendments 2 and 3 revise existing districts to follow more closely the neighborhoods they are around, and to clarify district boundaries, which match property owner needs. Furthermore, by establishing form based code regulations for the subject roadways, the Zoning Ordinance will require contextually sensitive development for these areas.

INTENT:

This memo will briefly describe the findings of the Planning Board and ensure compliance with Chapter 170-53(F) of the Code.

The consistency of the proposed amendment with other plans, studies, or technical reports prepared by or for the Board and the City;

GOALS:

The proposed zoning amendments must meet certain criteria for the Planning Board to support their adoption. This memo reviews the report criteria laid out in Chapter 170 to explain the findings of the Planning Board.

The proposed amendments do not conflict with any other plans, studies or technical reports, and are consistent with the Land Use Chapter of the Master Plan.

PROCESS:

The City of Dover was awarded \$50,000 by New Hampshire Housing Finance Authority through a competitive grant process to examine the zoning regulations in and around the roadways that lead into downtown. Over the course of several months, the Planning Department and the City's consultant, Jeffrey H. Taylor and Associates, performed on the ground inventories of all the gateways, and prepared draft zoning amendments.

The effect of the proposed amendment on the City's municipal services and capital facilities as described in the Capital Improvements Program;

The proposed amendments do not conflict with the Capital Improvements Program.

The effect of the proposed amendment on the natural, environment, and historical resources of the City;

In promoting contextually sensitive development, the amendments will increase the level of protection of the City's historic homes, buildings, and character.

The effect of the proposed amendment on neighborhood including the extent to which nonconformities will be created or eliminated;

Amendments 2, 3, 4, 5 and 6 seek to expand the Central Business District (CBD) to portions of Central Avenue, Portland Avenue, and Broadway. This expansion was devised with the interest of property owners in mind, and several outreach efforts were made to all stakeholders, including the holding of several design sessions. The proposed expansion of the CBD is intended to increase flexibility and opportunity, but not create nonconformities.

Furthermore, by realigning the zoning boundaries along Broadway and Portland Avenue from a common setback off the centerline of the road to the back property lines, this eliminates a hardship property owners have faced when developing property. A clear boundary will exist for them to grow with.

The effect of the proposed amendment on the City's economy and fiscal resources; and

ATTACHMENTS:

- Current and proposed Central Business District Regulating Plan
- Proposed new CBD sub-district tables
- Current and proposed revised CBD sub-district tables
- Summary of amendments

The Planning Board sought to create amendments which foster economic diversity and to allow for continued and sustained growth in Dover.

In particular, the establishment of a CBD Transit Oriented Development sub-district relaxes residential parking requirements in order to encourage denser residential development in the area surrounding the Transportation Center, while at the same time encouraging commercial uses on the ground floor. It is expected that the denser residential development encouraged under the TOD will create more demand for services and retail downtown, thereby helping to contribute a vibrant and sustainable central business district.

The proposed extension of the Central Business District along Portland Avenue, Broadway, and portions of Central Avenue will establish form based code context sensitive zoning for these areas. Under these regulations, property owners will have significantly more options for the use and/or redevelopment of their properties. At the same time, the proposed zoning regulations are designed to preserve the character of these areas. The result is to promote robust commercial growth and an attractive and desirable community.






Likewise, the proposed requirement that construction in the existing Central Business District General sub-district must meet the architectural design standards of Section 170-20 will ensure that downtown Dover remains an attractive and desirable place to both work and live. It is expected that these required design criteria will both complement and support the robust commercial growth that flexible context sensitive zoning of the Central Business District is intended to engender.

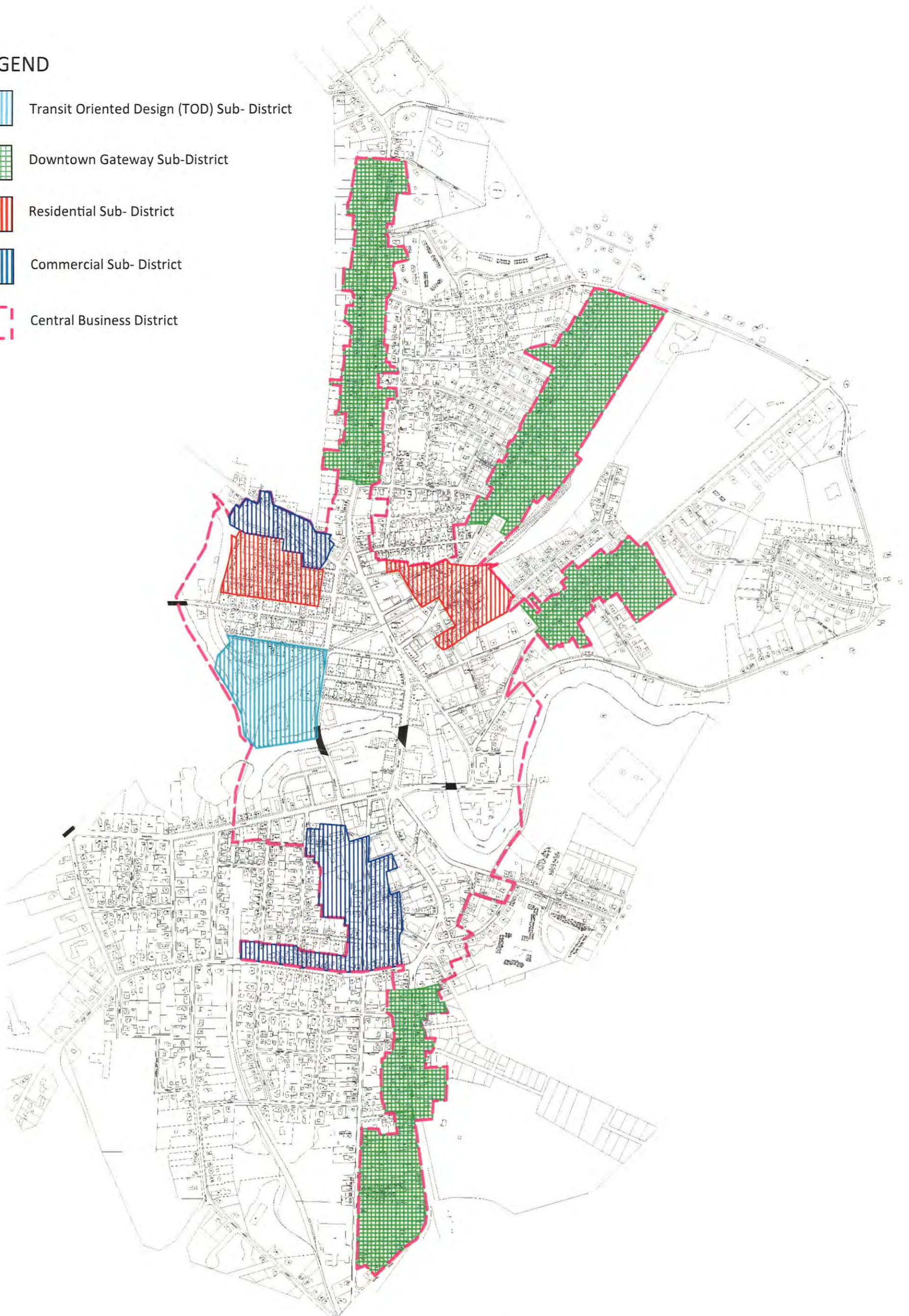
Finally, the proposed amendments provide additional flexibility for temporary signs in the zoning districts where they are currently permitted. In the Central Business District and Cochecho Waterfront District, business owners may now choose from a menu of mill motif design criteria rather than the full palate of mill motif criteria, and in the B-3 and B-5 commercial districts, business owners may now obtain year-long sign permits in place of an allowed one-time permit for the first six months after the opening of a new business.

The recommendation of the Planning Board relative to whether the proposed amendment should be adopted or rejected, and any recommendations for modifications to the proposed amendment.

The Planning Board unanimously approved the amendments and hereby submits them to the City Council for ratification.

LEGEND

-  Transit Oriented Design (TOD) Sub- District
-  Downtown Gateway Sub-District
-  Residential Sub- District
-  Commercial Sub- District
-  Central Business District

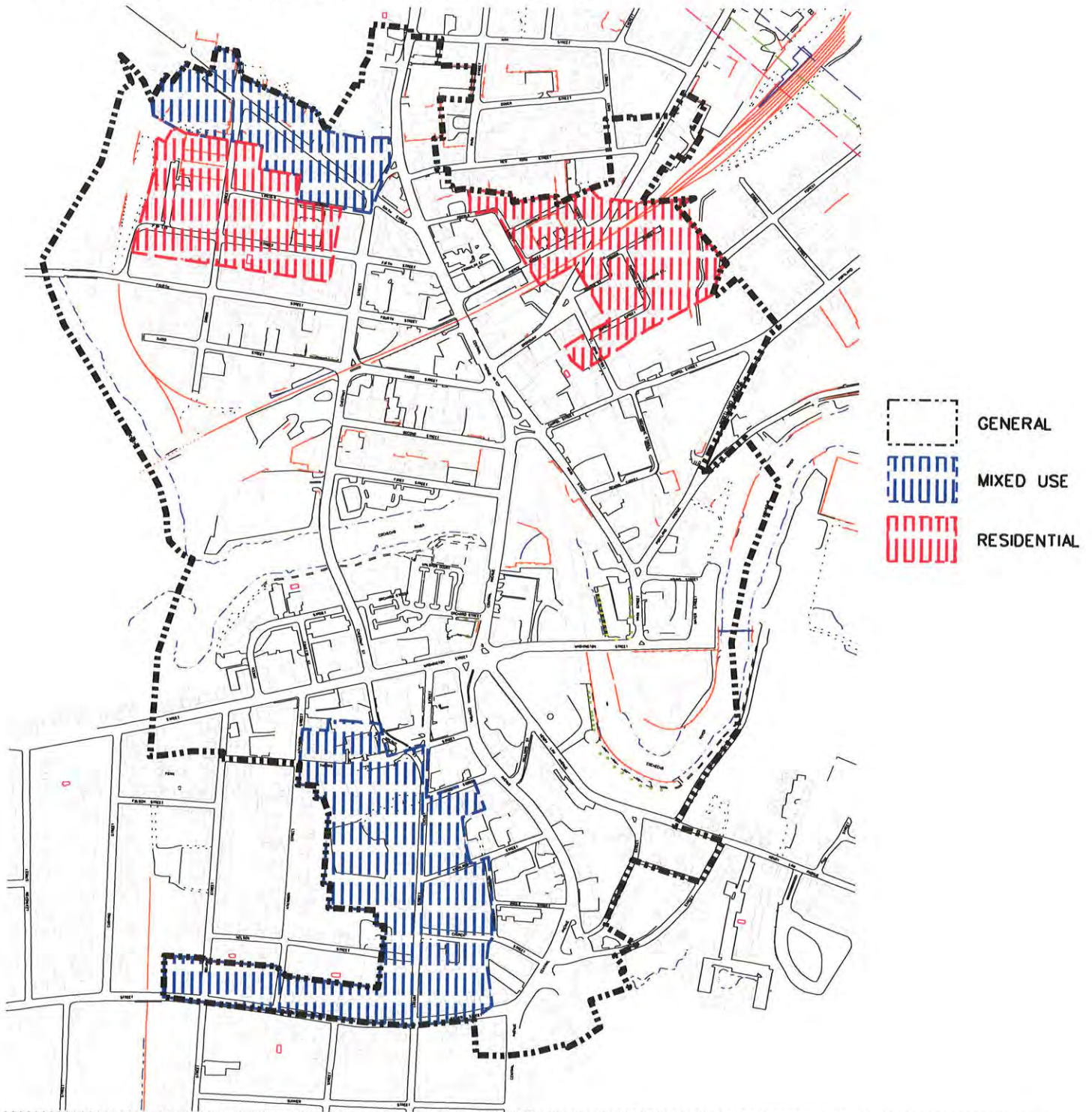


City of Dover, New Hampshire

CBD Regulating Plan

12/2013

CBD REGULATING PLAN





Statement of Purpose

A gateway is an area that marks a transition point where you move from one existing condition to another. In terms of land use, Gateways generally indicate transition points from a less developed area (the highway, the rural landscape, etc.) to a more formal, densely developed urban core (multi-story buildings, civic buildings, etc.). In Dover the primary Downtown Gateways (Central Avenue north and south of the downtown core, Broadway, and Portland Avenue) are generally dominated by commercial activity, with buildings of a lower height than those located downtown. Some residual residential activity occurs occasionally as stand-alone buildings, but frequently residential activity is located above ground floor commercial uses. A modest distance between the building and the street exists, with a fair amount of landscaping.

Special Regulations

Parking Location Standards (See 170-44) - New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

- Parking spaces may be located off-site within 1,000 feet of the proposed use.
- Parking spaces may be leased from the City or a private landowner.
- Parking spaces shall be screened from the street with a masonry wall, see Section 170-20(F)(4).

Ground Floor Standards

- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- Residential uses permitted; buildings with more than 4 units are required to follow architectural standards, see section 170-20F.

Streetscape Standards (See 170-20 (E)) - All elements must be consistent with Dover Streetscape Standards.

- Street trees shall be planted at an average spacing of 25 to 30 feet on center.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs; no bare ground is permitted.
- Sidewalks shall be concrete and a minimum of 5 feet wide.
- Street furniture shall be provided as follows:
 - * 1 bench for every 100 feet of frontage
 - * At least 1 waste bin at each block corner
 - * 1 bike rack per non-residential project
- Lighting and mechanical equipment standards per sect 170-20 E.

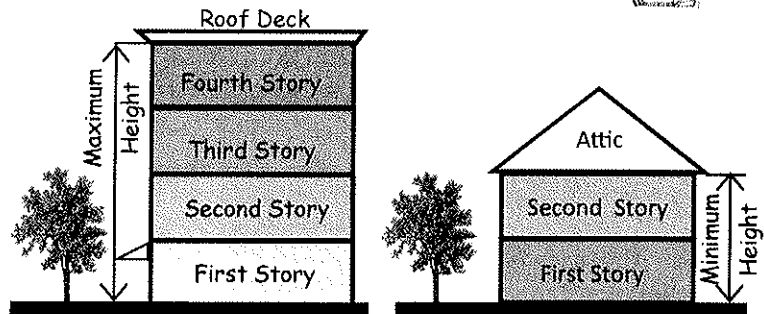
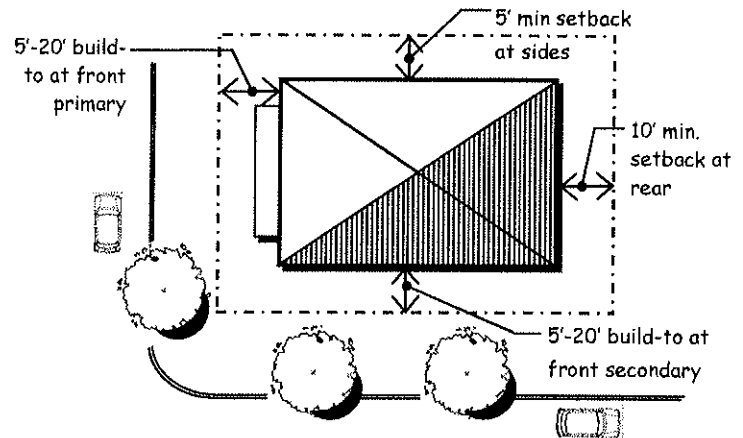
Architectural Standards (See 170-20 (F))

- LEED standards or an equivalent standard are encouraged.
- No Drive-in Service permitted.
- Standards must apply for residential buildings with 4 units or more.
- All other standards are optional and may be utilized by applicant.

Dimensional Regulations

Principal Building	
Lot Size	NA
Minimum Lot Coverage	50%
Frontage Build-Out	60% min
Front Primary Build-To	5 ft min - 20 ft max
Front Secondary Build-To	5 ft min - 20 ft max
Side Setback	5 ft min
Rear Setback	0 ft min
Outbuilding/Accessory	
Front Setback	20' min + bldg setback
Side Setback	5' min
Rear Setback	10' min
Private Frontages	
	See table xxxx
Common Yard	permitted
Porch and Fence	permitted
Terrace / Lightwell	permitted
Stoop	permitted
Shopfront & Awning	permitted
Gallery	not permitted
Building Height	
Principal Building	4 story max, 2 story min
Outbuilding/Accessory	2 story max

*CUP may be used to adjust standards



Principal Building Heights



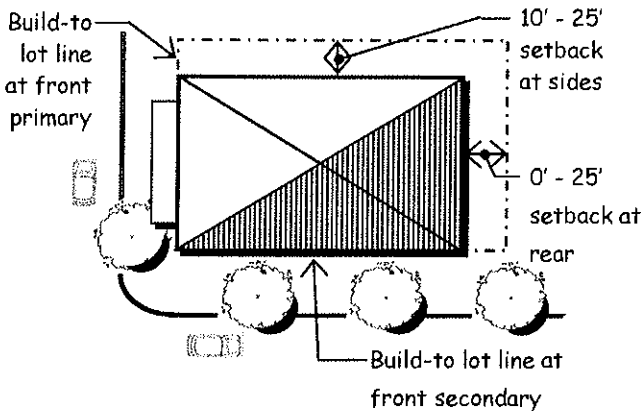
Statement of Purpose

This is an area ripe for redevelopment. This area west of Chestnut Street was once the home of coal yards, warehouses, and other supporting structures for the rail line that passes through it. The rail line will be the key to its future success as well. In combination with the associated bus terminal, transportation is the key to future development here. It is envisioned that this could be an area of very dense development along the banks of the Cochecho River. A wide variety of uses is intended here, with residences dominating upper levels, and retail and commercial activity dominating lower levels.

Dimensional Regulations

Principal Building	
Lot Size	NA
Lot Coverage	75% - 100%
Frontage Build-Out	80% min
Front Primary Build-To	0 ft min - 0 ft max
Front Secondary Build-To	0 ft min - 0 ft max
Side Setback	10 ft min, 25 ft max
Rear Setback	0 ft min, 25ft max
Outbuilding/Accessory	
Front Setback	Not permitted
Side Setback	Not permitted
Rear Setback	Not permitted
Private Frontages	
	See table xxxx
Common Yard	Not permitted
Porch and Fence	Not permitted
Terrace / Lightwell	Not permitted
Stoop	permitted
Shopfront & Awning	permitted
Gallery	permitted
Building Height	
Principal Building	5 story max, 3 story min
Outbuilding/Accessory	2 story max

*CUP may be used to adjust standards



Special Regulations

Parking Location Standards (See 170-44) - New construction resulting in additional square footage, or an increase in residential units, must comply with parking standards for the new portion of the building only.

- Parking spaces may be located off-site within 1,000 feet of the proposed use, and may be leased from the City or a private landowner.
- Parking spaces shall be screened from the street with a masonry wall, see section 170-20F.
- One space per residential unit.

Ground Floor Standards

- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- No more than 80% of any street façade shall be for parking.

Streetscape Standards (See 170-20 E) - All elements must be consistent within a project.

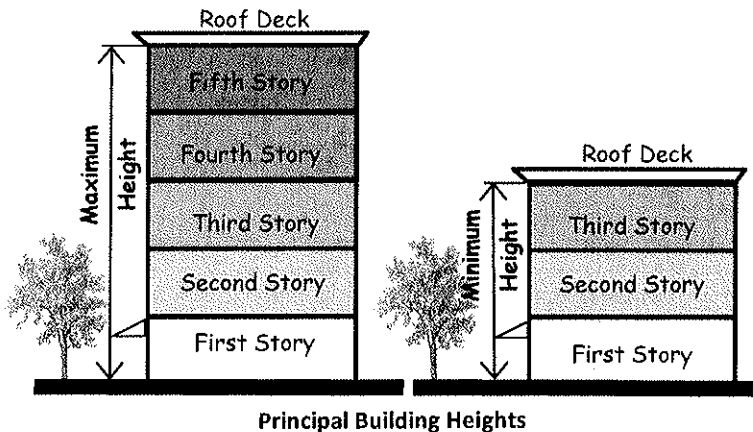
- Street trees shall be planted at an average spacing of 25 to 30 feet on center.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs for the space, no bare ground is permitted.
- Sidewalks shall be concrete or brick, a minimum of 5 feet wide
- Street furniture shall include:
 - * 1 bench for every 50 feet of frontage
 - * At least 1 waste bin at each block corner
 - * 1 bike rack per non-residential project

Architectural Standards (See 170-20 F)

- Exterior walls shall be brick, stone, or masonry.
- LEED standards or an equivalent standard are encouraged.
- Drive-in Services not permitted.
- These standards are required. The fast track review provisions of 170-20(G) shall apply.

Adult Bookstore, Video Store or Cabaret [Added 10-20-93 by Ord. No. 28-93] shall be subject to the following conditions:

- An Adult Bookstore, Video Store or Cabaret shall be at least 500 feet from a parcel of land containing an existing residential use.
- An Adult Bookstore, Video Store or Cabaret shall be at least 1000 feet from a parcel of land containing a school, church, community park or public recreational area.
- No adult Bookstore, Video Store or Cabaret shall be permitted within 1000 ft. of an existing similar use.
- The proposed use shall comply with all other state statutes, and city ordinances and codes.



Permitted Uses—Central Business District

Uses	General	Mixed Use	Residential	Downtown Gateway	TOD
Residential	Permitted, but not on ground floor, except in an existing use	Permitted, but not on ground floor except in existing structures	Permitted	Permitted, buildings of four or more units on ground floor allowed only if Architectural Standards are followed.	Permitted but not on ground floor, except as an existing use.
Lodging	Permitted	Permitted, up to 12 rooms w/ stays up to 14 days	Permitted, up to 12 rooms w/stays up to 14 days	Permitted, up to 12 rooms, 13+ rooms if Arch Standards followed.	Permitted
Professional Services & Offices	Permitted	Permitted	Via CUP	Permitted	Permitted
Eating and Drinking Establishments	Permitted	Not Permitted	Not Permitted	Permitted	Permitted
Retail/ Personal Services	Permitted	Permitted	Via CUP	Permitted	Permitted
Industrial	Not Permitted	Not Permitted	Not Permitted	Permitted on Broadway via CUP	Not Permitted
Civic	Permitted	Permitted	Permitted	Permitted	Permitted
Other	Via CUP	Via CUP	Via CUP	Via CUP	Via CUP

For Conditional Use Permit (CUP) criteria see section 170-20 B

Signage Regulations—Central Business District

Sign Size & Quantity	General	Mixed Use	Residential	Downtown Gateway	TOD
Total Signs Permitted	2	1	1	2	2
Total area of all signs	1 sf per lf of frontage (4)	12 sf	16	24 sf	1 sf per lf of frontage (4)
Sign Type					
Freestanding	not permitted	not permitted	not permitted	Permitted (5)	not permitted
Projecting	permitted (1)	not permitted	permitted (1)	permitted (1)	permitted (1)
Wall/ Awning	permitted, 40 sf max	permitted (3)	permitted (3)	permitted	permitted, 40 sf max
Temporary	permitted per 170-32.E.3 (2)	not permitted	not permitted	permitted per 170-32.E.3 (2)	permitted per 170-32.E.3 (2)

- 1) 10 ft min above sidewalk, 25 ft max ht. 24 sf max size.
- 2) 1 year permit granted, 1 sign per building, for lots with over 100 lf of frontage 2 signs permitted . Max ht 3', 6 sf max size. Mill Motif not required for Downtown Gateway.
- 3) 16 ft max ht, or to bottom of second floor window sills, which ever is lowest.
- 4) Area may be increased if Mill Motif is adhered to.
- 5) One per lot, 5 ft max ht,

The information included in this Table represents the requirements for development in this District.

Statement of Purpose:

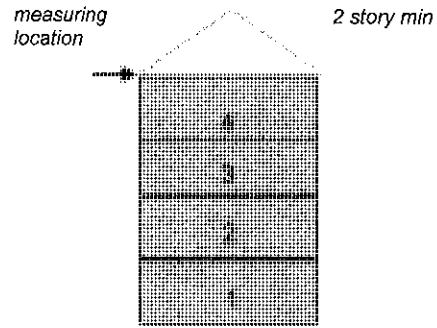
From the late 1700's, when Dover began to shift from a farming community to a manufacturing center, the land and blocks in and around Washington and Main Streets and Central Avenue have been the community's commercial core. Both redevelopment and new development should reflect that 250 year history. A wide array of retail and commercial activity should be encouraged here. Residential activity should be encouraged on the upper floors of buildings. New construction, where needed, should follow the pattern of existing development in terms of building placement, building height, and the use of durable construction materials. Public spaces are important here, and should be encouraged and maintained properly.

LOT OCCUPATION	
Lot Coverage	75% min
BUILD TO LINES - PRINCIPAL BUILDING	
Front (Principal)	0 ft min (10 ft max)
Front (Secondary)	0 ft min (10 ft max)
Side	0 ft min 24 ft max
Rear Setback	10 ft min
Frontage Buildout	70% min
OUTBUILDING/ACCESSORY SETBACKS	
Front Setback	not permitted
Side Setback	not permitted
Rear Setback	not permitted
PRIVATE FRONTAGES	
Common Yard	not permitted
Porch and Fence	not permitted
Terrace / Lightwell	not permitted
Stoop	permitted
Shopfront & Awning	permitted
Gallery	permitted
BUILDING HEIGHT	
Principal Building	2 story min
Outbuilding	not permitted

*CUP may be used to adjust above standards

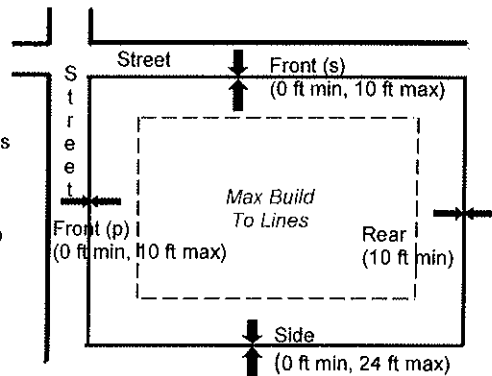
Building Height

1. Building height shall be measured in number of Stories, excluding attics and raised basements.
2. Height shall be measured to the eave or roof deck as specified in the ordinance.



Build to Lines

1. The Facades and Elevations shall be distanced from the Lot lines as shown.
2. Facades shall be built to a minimum of 70% of the Frontage Buildout.



SPECIAL REGULATIONS

Parking Location Standards (See 170-44)

New construction resulting in additional square footage or an increase in residential units must comply with parking standards.

- a. Parking spaces may be located off-site within 1,000 feet of the proposed use.
- b. Parking spaces may be leased from the city or a private landowner.
- c. New parking spaces shall be screened from the street

Ground Floor Standards

- a. No less than 30% of the Façade shall be windows.
- b. A pedestrian entrance shall be required.
- c. For new construction only non-residential uses shall be on the ground floor level.

Streetscape Standards (See 170-10.1 E)

All elements must be consistent within a project.

- a. Street Trees shall be planted at an average spacing of 25 to 30 feet on center.
- b. Unpaved ground area along the frontage shall be planted with groundcover or flowering vegetation.
- c. Sidewalks shall be concrete a minimum of 5 feet wide.
- d. Street Furniture shall include:
 - 1 bench for every 100 feet of Frontage,
 - A minimum of 1 waste bin at each Block Corner,
 - 1 bike rack per non-residential project.

Architectural Standards (See 170-10.1 F)

a. These standards are optional and may be utilized by the applicant.

Turn sheet over for Permitted Uses

Permitted Uses			
Uses	Commercial	Mixed Use	Residential
Residential	Permitted, but not on ground floor, except as an existing use	Permitted, but not on ground floor except in existing structures	Permitted
Lodging	Permitted	Permitted, up to 12 rooms w/stays up to 14 days	Permitted, up to 12 rooms w/stays up to 14 days
Professional Services/OFFICES/ Commercial/ ASSEMBLY HALL	Permitted	Permitted	Home Occupation, Neighborhood Store, others via CUP (170-10.1 B)
Eating and Drinking (without drive-thru)	Permitted	Not Permitted	Not Permitted
Retail/ PERSONAL SERVICE (without drive-thru)	Permitted	Permitted	Permitted
CIVIC	Permitted	Permitted	Permitted
Other	Via CUP (170-10.1 B)	Via CUP (170-10.1 B)	Via CUP (170-10.1 B)

Sign Regulations - Commercial

Total Sign No.	2
Maximum Sign Area	Note 1
Total Sign # is per tenancy, and is for lot (excluding development identification signs)	
Sign Type	Allowed
Freestanding	NP
Projecting	Note 2
Wall/Awning	Note 3
Temporary	Note 4

Adult Bookstore, Video Store or Adult Cabaret [Added 10-20-93 by Ord. No. 28-93]

Adult Bookstore, Video Store or Adult Cabaret shall be subject to the following conditions:

- A. An Adult Bookstore, Video Store or Cabaret shall be at least 500 feet from a parcel of land containing an existing residential use.
- B. An Adult Bookstore, Video Store or Cabaret shall be at least 1000 feet from a parcel of land containing a school, church, community park or public recreational area.
- C. No adult Bookstore, Video Store or Cabaret shall be permitted within 1000 ft. of an existing similar use.
- D. The proposed use shall comply with all other state statutes, and city ordinances and codes.

- (1) 1sf of sign area for each lineal foot of business frontage. Sf may be increased if Mill Motif (170-32 O) is adhered to.
- (2) Max. size: 24 sf. Min. height is 10' above sidewalk Max. height is 25' above sidewalks.
- (3) Max. size: 40sf.
- (4) 1 year permits granted, 1 sign allowed per building, any building over 100' of frontage is allowed a second sign. Max. height is 3'. Max. size: 6sf.



Statement of Purpose

From the late 1700's, when Dover began to shift from a farming community to a manufacturing center, the land and blocks in and around Washington and Main Streets and Central Avenue have been the community's commercial core. Both redevelopment and new development should reflect that 250 year history. A wide array of retail and commercial activity should be encouraged here. Residential activity should be encouraged on the upper floors of buildings. New construction, where needed, should follow the pattern of existing development in terms of building placement, building height, and the use of durable construction materials. Public spaces are important here, and should be encouraged and maintained properly.

Special Regulations

Parking Location Standards (See 170-44) - New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

- Parking spaces may be located off-site within 1,000 feet of the proposed use.
- Parking spaces may be leased from the City or a private landowner.
- Parking spaces shall be screened from the street with a masonry wall, see Section 170-20(F)(4).

Ground Floor Standards

- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- For new construction only non-residential uses shall be on the ground floor level.

Streetscape Standards (See 170-20 (E)) - All elements must be consistent with Dover Streetscape Standards.

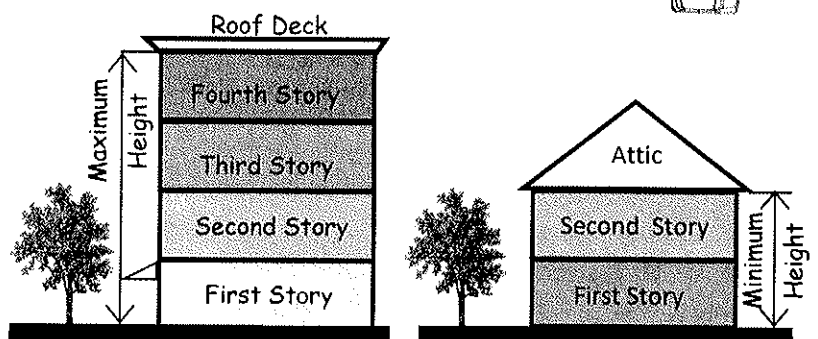
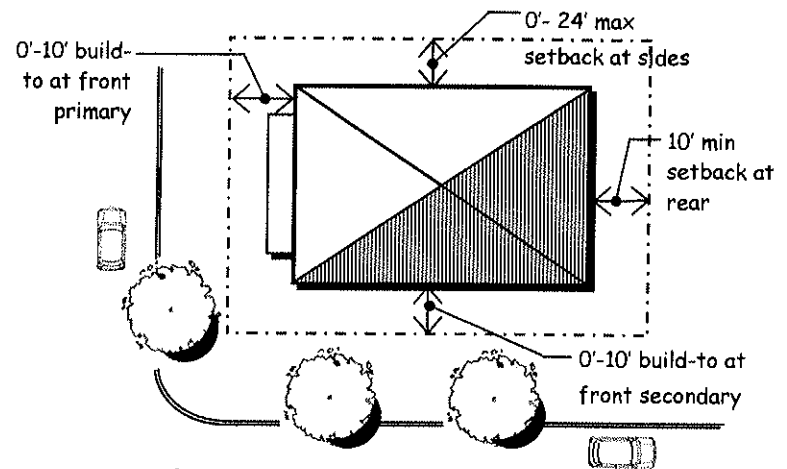
- Street trees shall be planted at an average spacing of 25 to 30 feet on center.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs; no bare ground is permitted.
- Sidewalks shall be concrete or brick and a minimum of 5 feet wide.
- Street furniture shall be provided as follows:
 - * 1 bench for every 75 feet of frontage
 - * At least 1 waste bin at each block corner
 - * 1 bike rack per non-residential project
- Lighting and mechanical equipment standards per sect 170-20 E.

Architectural Standards (See 170-20 (F))

- LEED standards or an equivalent standard are encouraged.
- No Drive-in Service permitted.
- These standards are required. The fast track review provisions of 170-20(G) shall apply.

Dimensional Regulations

Principal Building	
Lot Size	NA
Minimum Lot Coverage	75%
Frontage Build-Out	70% min
Front Primary Build-To	0 ft min - 10 ft max
Front Secondary Build-To	0 ft min - 10 ft max
Side Setback	0 ft min - 24 ft max
Rear Setback	10 ft min
Outbuilding/Accessory	
Front Setback	not permitted
Side Setback	not permitted
Rear Setback	not permitted
Private Frontages	
	See table xxxx
Common Yard	not permitted
Porch and Fence	not permitted
Terrace / Lightwell	not permitted
Stoop	permitted
Shopfront & Awning	permitted
Gallery	permitted
Building Height	
Principal Building	2 story min
Outbuilding/Accessory	not permitted



Principal Building Heights

*CUP may be used to adjust standards

The information included in this Table represents the requirements for development in this District.

Statement of Purpose:

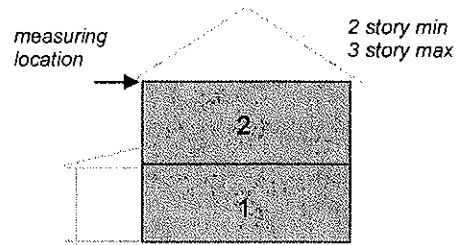
This is an area in transition. Once the homes of the mills' managers and the community's professionals and successful merchants, shipbuilders, sea captains, and others, these stately Victorian buildings are a tribute to Dover's financial success during the height of the mill economy. These elegant structures lend grace to the community. While some of the existing buildings remain as single family residences, others are being converted to apartments and offices. As new structures replace older ones, they should follow the setback and massing of earlier structures. Residences in these newer building should be restricted to upper levels. Landscaping is an important element of this district, in both the public and private arenas.

LOT OCCUPATION	
Lot Coverage	50%
BUILD TO LINES - PRINCIPAL BUILDING	
Front (Principal)	5 ft min 20 ft max
Front (Secondary)	5 ft min 20 ft max
Side	5 ft min 20 ft max
Rear	10 ft. min 20 max
Frontage Buildout	60% min
OUTBUILDING/ACCESSORY SETBACKS	
Front Setback	20 ft min + bldg setback
Side Setback	5 ft min
Rear Setback	5 ft min
PRIVATE FRONTAGES	
Common Yard	permitted
Porch and Fence	permitted
Terrace / Lightwell	permitted
Sloop	permitted
Shopfront & Awning	not permitted
Gallery	not permitted
BUILDING HEIGHT	
Principal Building	2 stories min, 3 max
Outbuilding	2 stories max

*CUP may be used to adjust above standards

Building Height

1. Building height shall be measured in number of Stories, excluding attics and raised basements.

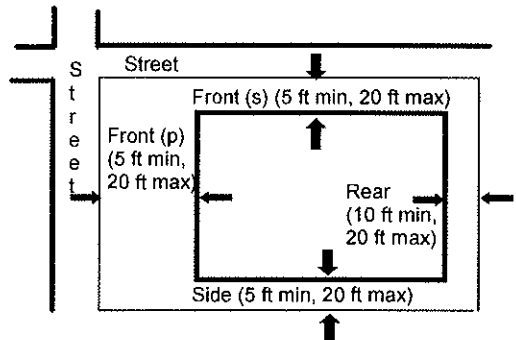


2. Height shall be measured to the eave or roof deck as specified in the ordinance.

Build to Lines

1. The Facades and Elevations shall be distanced from the Lot lines as shown.

2. Facades shall be built along the Principal Frontage to a minimum of 60% of the Frontage Buildout.



SPECIAL REGULATIONS

Parking Location Standards (See 170-44)

New construction resulting in additional square footage or an increase in residential units must comply with parking standards.

- a. Parking spaces may be located off-site within 1,000 feet of the proposed use.
- b. Parking spaces may be leased from the city or a private landowner.
- c. New parking spaces shall be screened from the street

Streetscape Standards (See 170-10.1 E)

All elements must be consistent within a project.

- a. Street Trees shall be planted at an average spacing of 25 to 30 feet on center.
- b. Unpaved ground area along the frontage shall be planted with groundcover or flowering vegetation.
- c. Sidewalks shall be asphalt a minimum of 5 feet wide.
- d. Street Furniture shall include:
 - 1 bench for every 30 feet of Frontage,
 - A minimum of 1 waste bin at each Block Corner,
 - 1 bike rack per non-residential project.

Ground Floor Standards

- a. Only Non-residential uses on ground floor level.

Architectural Standards (See 170-10.1 F)

- a. These standards are optional and may be utilized by the applicant.

Turn sheet over for Permitted Uses

Permitted Uses			
Uses	Commercial	Mixed Use	Residential
Residential	Permitted, but not on ground floor, except as an existing use	Permitted, but not on ground floor except in existing structures	Permitted
Lodging	Permitted	Permitted, up to 12 rooms w/stays up to 14 days	Permitted, up to 12 rooms w/stays up to 14 days
Professional Services/OFFICES/ Commercial/ ASSEMBLY HALL	Permitted	Permitted	Home Occupation, Neighborhood Store , others via CUP (170-10.1 B)
Eating and Drinking (without drive-thru)	Permitted	Not Permitted	Not Permitted
Retail/ PERSONAL SERVICE (without drive-thru)	Permitted	Permitted	Permitted
CIVIC	Permitted	Permitted	Permitted
Other	Via CUP (170-10.1 B)	Via CUP (170-10.1 B)	Via CUP (170-10.1 B)

Sign Regulations - Mixed Use

Total Sign No.	1
Maximum Sign Area	16 sf
Total Sign # is per tenancy, and is for lot (excluding development identification signs)	
Sign Type	Allowed
Freestanding	NP
Projecting	Yes
Wall/Awning	Note 1
Temporary	NP

(1) Maximum height is 16 ft above ground elevation, or to bottom of the sills of the first level of windows above the first floor, whichever is lowest.

Adult Bookstore, Video Store or Adult Cabaret	[Added 10-20-93 by Ord. No. 28-93]
Adult Bookstore, Video Store or Adult Cabaret shall be subject to the following conditions:	
A. An Adult Bookstore, Video Store or Cabaret shall be at least 500 feet from a parcel of land containing an existing residential use.	
B. An Adult Bookstore, Video Store or Cabaret shall be at least 1000 feet from a parcel of land containing a school, church, community park or public recreational area.	
C. No adult Bookstore, Video Store or Cabaret shall be permitted within 1000 ft. of an existing similar use.	
D. The proposed use shall comply with all other state statutes, and city ordinances and codes.	





Statement of Purpose

This is an area in transition. Once the homes of the mills' managers and the community's professionals and successful merchants, shipbuilders, sea captains, and others, these stately Victorian buildings are a tribute to Dover's financial success during the height of the mill economy. These elegant structures lend grace to the community. While some of the existing buildings remain as single family residences others are being converted to apartments and offices. As new structures replace older ones, they should follow the setback and massing of earlier structures. Residences in these newer building should be restricted to upper levels. Landscaping is an important element of this district, in both the public and private arenas.

Dimensional Regulations

Principal Building	
Lot Size	NA
Minimum Lot Coverage	50%
Frontage Build-Out	60% min
Front Primary Build-To	5 ft min - 20 ft max
Front Secondary Build-To	5 ft min - 20 ft max
Side Setback	5 ft min - 20 ft max
Rear Setback	10 ft min - 20 ft max
Outbuilding/Accessory	
Front Setback	20 ft min
Side Setback	5 ft min
Rear Setback	5 ft min
Private Frontages <i>See table xxx</i>	
Common Yard	permitted
Porch and Fence	permitted
Terrace / Lightwell	permitted
Stoop	permitted
Shopfront & Awning	not permitted
Gallery	not permitted
Building Height	
Principal Building	2 story min, 3 story max
Outbuilding/Accessory	2 story max

Special Regulations

Parking Location Standards (See 170-44) - New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

- Parking spaces may be located off-site within 1,000 feet of the proposed use.
- Parking spaces may be leased from the City or a private landowner.
- Parking spaces shall be screened from the street with a masonry wall, see Section 170-20(F)(4).

Ground Floor Standards

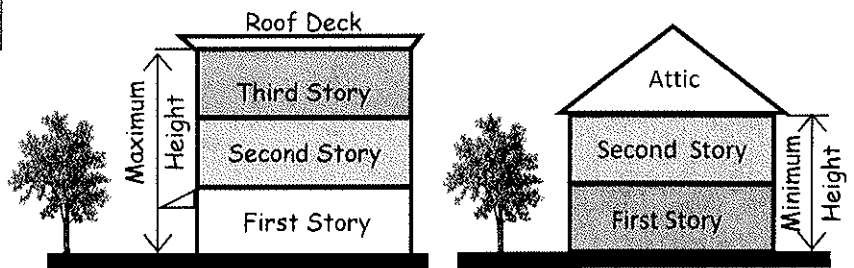
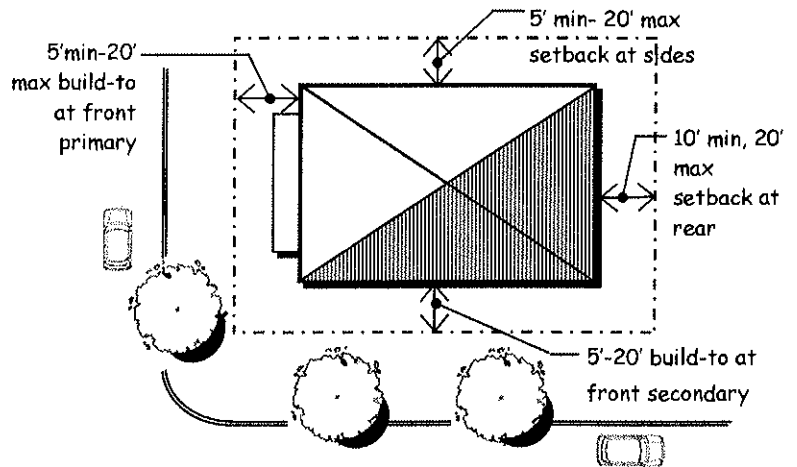
- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- Residential uses permitted; buildings with more than 4 units are required to follow architectural standards, see section 170-20F.

Streetscape Standards (See 170-20 (E)) - All elements must be consistent with Dover Streetscape Standards.

- Street trees shall be planted at an average spacing of 25 to 30 feet on center.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs; no bare ground is permitted.
- Sidewalks shall be concrete or brick and a minimum of 5 feet wide.
- Street furniture shall be provided as follows:
 - * 1 bench for every 100 feet of frontage
 - * At least 1 waste bin at each block corner
 - * 1 bike rack per non-residential project
- Lighting and mechanical equipment standards per sect 170-20 E.

Architectural Standards (See 170-20 (F))

- LEED standards or an equivalent standard are encouraged.
- No Drive-in Service permitted.
- Standards must apply for residential buildings with 4 units or more.
- All other standards are optional and may be utilized by applicant.



Principal Building Heights

*CUP may be used to adjust standards

Permitted Uses - Central Business District

<i>Uses</i>	<i>General</i>	<i>Mixed Use</i>	<i>Residential</i>	<i>Downtown Gateway</i>	<i>TOD</i>
Residential	Permitted, but not on ground floor, except in an existing use	Permitted, but not on ground floor except in existing structures	Permitted	Permitted, buildings of four or more units on ground floor allowed only if Architectural Standards are followed.	Permitted but not on ground floor, except as an existing use.
Lodging	Permitted	Permitted, up to 12 rooms w/stays up to 14 days	Permitted, up to 12 rooms w/stays up to 14 days	Permitted, up to 12 rooms, 13+ rooms if Arch Standards followed.	Permitted
Professional Services & Offices	Permitted	Permitted	Via CUP	Permitted	Permitted
Eating and Drinking Establishments	Permitted	Not Permitted	Not Permitted	Permitted	Permitted
Retail/ Personal Services	Permitted	Permitted	Via CUP	Permitted	Permitted
Industrial	Not Permitted	Not Permitted	Not Permitted	Permitted on Broadway via CUP	Not Permitted
Civic	Permitted	Permitted	Permitted	Permitted	Permitted
Other	Via CUP	Via CUP	Via CUP	Via CUP	Via CUP

For Conditional Use Permit (CUP) criteria see section 170-20 B

Signage Regulations—Central Business District

<i>Sign Size & Quantity</i>	<i>General</i>	<i>Mixed Use</i>	<i>Residential</i>	<i>Downtown Gateway</i>	<i>TOD</i>
Total Signs Permitted	2	1	1	2	2
Total area of all signs	1 sf per lf of frontage (4)	12 sf	16	24 sf	1 sf per lf of frontage (4)
<i>Sign Type</i>					
Freestanding	not permitted	not permitted	not permitted	Permitted (5)	not permitted
Projecting	permitted (1)	not permitted	permitted (1)	permitted (1)	permitted (1)
Wall/ Awning	permitted, 40 sf max	permitted (3)	permitted (3)	permitted	permitted, 40 sf max
Temporary	permitted per 170-32.E.3 (2)	not permitted	not permitted	permitted per 170-32.E.3 (2)	permitted per

- 1) 10 ft min above sidewalk, 25 ft max ht. 24 sf max
- 2) 1 year permit granted, 1 sign per building, for lots with over 100 lf of frontage 2 signs permitted . Max ht 3', 6 sf max size. Mill Motif not required for Downtown Gateway.
- 3) 16 ft max ht, or to bottom of second floor window sills, which ever is lowest.
- 4) Area may be increased if Mill Motif is adhered to.
- 5) One per lot, 5 ft max ht,

SUMMARY OF PROPOSED AMENDMENTS 2013-2014

Zoning Ordinance

Amendment	Summary	Why
2	Rezone land on Broadway	From RM-U, R-12, B-3, and I-1 to CBD to extend CBD along Broadway
2	Rezone land near Broadway	From B-3 to R-12 and RM-U to reduce the number of lots split by zone lines
3	Rezone land on Portland Avenue	From RM-U and CWD to CBD to extend CBD along Portland Ave.
4	Rezone land on Central Avenue and Locust Street	From RM-U, B-1, and Office District to CBD to extend CBD south along Central Avenue and Locust Street
5	Rezone land on Central Avenue from Ham Street to Abbey Sawyer Memorial Highway	From RM-U, RM-SU, B-3, R-12 and Office District to CBD to extend CBD north along Central Avenue
5	Rezone land n Oak Street near Central Avenue	From B-3 to R-12 to reduce the number of lots split by zone lines
6	Rezone land on Central Avenue from Tuttle Square to Trakey Street	From RM-U to CBD to extend CBD south along Central Avenue
7	Amend the CBD Regulating Plan	To update the Regulating Plan to reflect the new boundaries of the CBD
8	Amend the Tables of Use for the CBD – General and CBD-Mixed Use Sub-Districts to require architectural standards for new development	To help ensure attractive and harmonious new development in order to create and sustain a vibrant downtown
8	Amend the bench spacing requirements in the Tables of Use for the CBD – General and CBD-Mixed Use Sub-Districts	To provide bench spacing requirements more appropriate and more closely tailored to the CBD-General and CBD-Mixed Use Sub-Districts
8	Amend Tables of Use for the CBD – General and CBD-Mixed Use Sub-Districts	To make miscellaneous refinements and clarifications to the language in the existing Tables of Use for the CBD – General and CBD-Mixed Use Sub-Districts
9	Insert a Table of Use for the CBD – Downtown Gateway Sub-District	To create a table summarizing the regulations for the CBD – Downtown Gateway Sub-District
10	Insert a Table of Use for the CBD- Transit Oriented Development Sub-District	To create a table summarizing the regulations for the CBD – TOD Sub-District
11	Amend Section 170-20, the regulations for the Central Business District	<ul style="list-style-type: none"> • To make miscellaneous refinements and clarifications to the existing regulations for the Central Business District and to reorganize some subsections for additional clarification, • to provide specific standards for Conditional Use Permits sought for uses not specified in the CBD Table of Use, • to add a Downtown Gateway Sub-District to provide additional flexibility for properties located along the roadways that lead downtown, • to add a Transit Oriented Development sub-district to promote greater residential density in the area surrounding the Transportation Center • to incorporate the forthcoming Dover Streetscape Standards as a reference document,

SUMMARY OF PROPOSED AMENDMENTS 2013-2014

Amendment	Summary	Why
		<ul style="list-style-type: none"> • to establish a threshold for mandatory compliance with the streetscape standards, and • to relocate the lighting and mechanical equipment requirements
12	Amend existing CBD and CWD temporary sign regulations	To refine the language in the existing CBD and CWD temporary sign regulations and to reorganize the sections for the purpose of achieving clarity
12	Add new section clarifying that temporary signs in the CBD and CWD must be located in front of the business that the sign advertises	To reinforce the existing prohibition on off-site advertising applicable to all business signs
12	Amend CBD and CWD temporary sign "Mill Motif" design requirements	To clarify which Mill Motif design criteria are applicable to temporary signs and to establish flexibility for business owners by providing a menu of Mill Motif options from which to choose in place of requiring compliance with all Mill Motif criteria
13	Amend B-3 temporary sign regulations to allow one-year permits for temporary signs renewable annually	To provide greater flexibility and signage opportunities for businesses in the B-3 District
13	Amend B-3 temporary sign regulations to allow one-year permits for temporary signs renewable annually	To help ensure that temporary signs are installed and displayed safely in the B-3 District
14	Amend B-5 temporary sign regulations to allow one-year permits for temporary signs renewable annually	To provide greater flexibility and signage opportunities for businesses in the B-5 District
14	Add new sections containing standards for temporary signs in the B-5 District	To help ensure that temporary signs are installed and displayed safely in the B-5 District