

**CITY OF DOVER**

## LAND USE STEERING COMMITTEE – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Conference Room, City Hall, Dover NH  
Meeting Date: Wednesday, November 19, 2014  
Meeting Time: 8:00 am

**MEMBERS PRESENT:** Jerry Reese (Chair), Fergus Cullen, Norm Fracassa, Bob Paolini, Marcia Gasses, Gina Cruikshank, Jack Mettee

**STAFF PRESENT:** Steve Bird (City Planner); Dan Barufaldi (Economic Development)

**OTHERS PRESENT:** None

The meeting was convened by Reese at 8:08 AM.

### 1. Approval of Meeting Minutes of October 15, 2014

Cruikshank made a motion to approve the minutes, Cullen seconded. Vote: Unanimous.

### 2. Review of Revised Draft Chapter

Bird stated that it would be a better use of Whitman's time to attend a Planning Board meeting to present the chapter rather than attend this meeting. Let's have a broader discussion of the overall chapter contents and format.

Reese: I would like to add an explanation of what cottage housing is.

Mettee: I am sorry that I have not been at most meetings. I bring a different perspective than most due to my profession. My overall concern is a lack of data and I would like to see more analysis. I know that some of this is a difference in style. I have marked up my draft. The most important part is the recommendation section. I have prepared a suggested format, with action items listed with timeframes, priority and responsibility assigned.

Barufaldi: What do you want us to do with this? What is your expectation?

Mettee: I have no expectations on what to do with this.

Paolini: If this is our last meeting, it will be difficult to accomplish this today. If we can meet again, we can make improvements.

Gasses: I am half and half on this. I like the summary text and I like the table format.

Cullen: Is the document going to be used by staff and the Planning Board?

Bird: Yes it will be part of the annual review done by the Planning Board where they look at priorities for the year and decide what tasks to undertake.

Reese: I like the table format better.

Mettee: Each recommendation should have a goal and an action step.

Fracassa: I think we could use all three formats. Each recommendation should be supported by text in the document. Not all chapters have the table format at the end.

Reese: Where are we with developing a consensus?

Cullen: I take Mettee's comments seriously and the fact that he is considering taking his name off is a problem.

Mettee: This is not a document that I would have produced. I have a different style, but it is more than style. It needs more analysis.

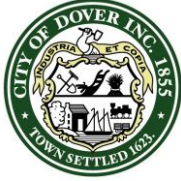
Gasses: We could add more specific directions in the recommendations, which are not very strong. We should go through each one to see if we agree.

Fracassa: It is good to get an outsiders point of view.

Reese: How does this document stack up against the previous version?

Gasses: I think we spent more time discussing the recommendations.

Fracassa: We were involved in writing it and that document was a big leap forward from the previous version.



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Cullen: I suggest we focus on the recommendations now.

Mettee: I would be willing to help staff with the table formatting.

Fracassa: Are there any other confusing statements in the document that we need to talk about? On page 19, the median household income is different in two places.

Reese: Table 5 is confusing. Is it new or existing?

Barufaldi: The City Council has a goal of changing the commercial to residential ratio to be 40/60.

Mettee: There is a data gap in the document. We don't know the existing ration. Recommendations can be broad or more specific. I think they need to be more specific or prescriptive.

Paolini: The topic of cottage style is not coming from us but from the consultant.

Gasses: I think we should add 1.2 from Mettee's handout to the first recommendation.

Mettee: All the recommendations should have an active verb.

Fracassa: We should keep the same format for each recommendation with a simple statement with an active verb.

Reese: Do we need to have another meeting to finish the recommendations? Can Mettee make changes to the recommendation section by the meeting?

It was agreed that there was no sense in working on the reformatting until the group agreed on the content of the recommendations.

Mettee: What are the incentives for high performance green buildings going to be? Any suggestions from the consultant?

Fracassa: We can leave it up to the Planning Board to decide the specifics.

Paolini: We should use "promote" instead of "revise" and take out the incentives.

Bird: I think the plan should support the principle of green buildings.

Mettee: We could change it to be support for an energy chapter.

Fracassa: I want to see what Whitman thought about that recommendation. I don't want to rewrite this.

Mettee: I don't see how this is directly related to land use. On the recommendation for Route 155, the city doesn't really have true form based code. Where did this recommendation come from?

Bird: I am not sure but it may have come from Whitman or the planning director.

Mettee left the meeting at 9:45.

### 3. Member Comments and Questions:

Reese: Bird and I will figure out when we can meet again in December.

Bird: Another steering committee meeting means we will not be presenting the chapter to the Planning Board in December.

### 4. Citizen Forum: None

### 5. Adjourn

*Cruikshank motioned to adjourn at 9:50 AM. Paolini seconded. Vote: Unanimous*