

CITY OF DOVER

CITY COUNCIL – AGENDA

REVISED

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, June 8, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL ATTENDANCE

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

7. PUBLIC HEARINGS

A. CHAPTER 5: BOARD AND COMMISSIONS, SECTION 25 – HERITAGE COMMISSION

SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER, AND COUNCILOR CIOTTI

B. REPROGRAM UNEXPENDED BOND PROCEEDS FROM PARKING GARAGE TO POLICE STATION, REPROGRAM BOND PROCEEDS FROM POLICE STATION TO CITY HALL CUSTOMER SERVICE CENTER PROJECT IMPROVEMENTS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (CITY COUNCIL VOTE WILL OCCUR ON JUNE 22, 2016) SPONSORED BY MAYOR WESTON BY REQUEST

C. REPROGRAM UNEXPENDED BOND PROCEEDS FROM SIXTH STREET WATER MAIN LOOP PROJECT TO WATER MAIN SPAULDING TURNPIKE PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (CITY COUNCIL VOTE WILL OCCUR ON JUNE 22, 2016) SPONSORED BY MAYOR WESTON BY REQUEST

8. CITIZEN'S FORUM

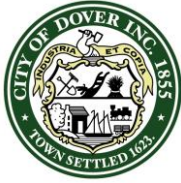
Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

9. CITY MANAGER'S REPORT

10. APPROVAL OF MINUTES

A. May 25, 2016 – Regular Meeting

11. MAYOR'S REPORT



CITY OF DOVER

CITY COUNCIL – AGENDA

REVISED

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, June 8, 2016**
Meeting Time: **7:00 pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 5: BOARD AND COMMISSIONS, SECTION 25 – HERITAGE COMMISSION

SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER, AND COUNCILOR CIOTTI

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. BLOCK PARTY – City of Dover Recreation Department – Fireworks

2. BLOCK PARTY – Grove Street

3. RAFFLE – City of Dover Recreation Department

4. ROAD RACE – Garrison School

5. TAG – Dover Little Green Cheerleading

6. B16035 AWARD OF BID FOR NELSON STREET RECONSTRUCTION

SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

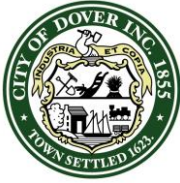
- | | |
|--|---|
| 1. School Board | 11. Pool Advisory Committee |
| 2. Planning Board | 12. Police and Parking Facility Building Committee |
| 3. Appointments Committee | 13. Recreation Advisory Board |
| 4. Arena Commission | 14. Solid Waste Advisory Commission |
| 5. Arts Commission | 15. Transportation Advisory Commission |
| 6. Legislative Liaison | 16. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 7. Library Board of Trustees | 17. Joint Building Committee – Garrison Elementary School |
| 8. McConnell Center Advisory Committee | 18. Dover Main Street |
| 9. Ordinance Committee | |
| 10. Parking Commission | |

B. RESOLUTIONS

1. NAMING PORTION OF DOVER COMMUNITY TRAIL IN HONOR OF JOHN F. SCRUTON

(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 22, 2016.)

SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL – AGENDA

REVISED

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- 2. AUTHORIZING THE CITY MANAGER TO ENGAGE IN DISCUSSIONS WITH THE CITY MANAGERS OF THE CITIES OF ROCHESTER AND SOMERSWORTH TO EXPLORE THE FEASIBILITY OF JOINT CITY FIRE ADMINISTRATIVE SERVICES SPONSORED BY MAYOR WESTON BY REQUEST**
- 3. AUTHORIZING THE CITY MANAGER TO ENGAGE IN DISCUSSIONS WITH THE STRAFFORD COUNTY ADMINISTRATION TO EXPLORE THE FEASIBILITY OF A COUNTY PROPERTY TAX ASSESSING PROGRAM TO INCLUDE THE CITY OF SOMERSWORTH**
SPONSORED BY MAYOR WESTON BY REQUEST

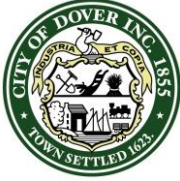
C. ORDINANCES IN 1ST READING

- 1. CHAPTER 170: ZONING, SECTION 8 – ZONING MAP**
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 22, 2016.)
SPONSORED BY COUNCILOR CIOTTI, CITY COUNCIL PLANNING BOARD REPRESENTATIVE
- 2. CHAPTER 170 – ZONING, SECTIONS 6, 8, 12, 20, 23, 24, 27, 33 and 46**
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 22, 2016.)
SPONSORED BY COUNCILOR CIOTTI, CITY COUNCIL PLANNING BOARD REPRESENTATIVE

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.B.
Public Hearing Only**

Resolution Number: **R - 2016.05.25 – 071**
Resolution Re: Reprogram Unexpended Bond Proceeds from Parking
Garage to Police Station, Reprogram Bond Proceeds from
Police Station to City Hall Customer Service Center Project
Improvements

WHEREAS: The City has identified that the Parking Garage project will be completed under budget and therefore there will be unexpended TIF District bond proceeds that are available to be utilized toward another CIP project within the Downtown TIF District; and

WHEREAS: The Police Station project is within the Downtown TIF District and is an eligible project to use the available TIF District bond proceeds, and

WHEREAS: Reprogramming TIF District bond proceeds to the Police Station project will make available General Obligation bond proceeds (Non TIF bond proceeds) to be utilized on capital improvement projects in other areas of the City; and

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

The City Council approves reprogramming TIF District bond proceeds from the Parking Garage project to the Police Station project as noted below:

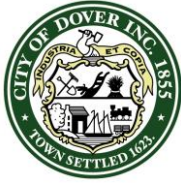
Project Number	Project Description	Available		Adjusted
		Balance	Adjustment	Balance
4015.1.210.42130.4720.02390.15	Downtown Parking Facility	571,367	(500,000)	71,367
4015.1.210.42170.4720.02389.15	Police Building - New Facility	0	500,000	500,000
	Totals	571,367	0	571,367

AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council approves reprogramming General Obligation Bond (Non TIF District) bond proceeds from the Police Station project to City Hall Customer Service Center Improvements project as noted below:

Project Number	Project Description	Available		Adjusted
		Balance	Adjustment	Balance
4014.1.210.42170.4720.02389.14	Police Building - New Facility	507,477	(500,000)	7,477
4014.1.180.41941.4745.01106.14	City Hall Customer Service Ctr	0	500,000	500,000
	Totals	507,477	0	507,477

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.B.
Public Hearing Only**

Resolution Number: **R - 2016.05.25 – 071**
Resolution Re: Reprogram Unexpended Bond Proceeds from Parking
Garage to Police Station, Reprogram Bond Proceeds from
Police Station to City Hall Customer Service Center Project
Improvements

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

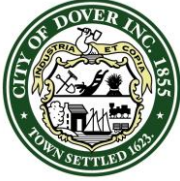
Recorded by: Karen Lavertu
City Clerk

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr., Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Robert Carrier, At Large		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.B.
Public Hearing Only**

Resolution Number: **R - 2016.05.25 – 071**
Resolution Re: Reprogram Unexpended Bond Proceeds from Parking
Garage to Police Station, Reprogram Bond Proceeds from
Police Station to City Hall Customer Service Center Project
Improvements

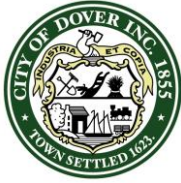
RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any increase in appropriations. The City Council previously authorized the appropriation of funding for the Parking Garage project and Police Station project in previously adopted CIPs.

Upon completion of the Parking Garage it is estimated that there will be \$500,000 in unexpended TIF bond proceeds. These unexpended TIF bond proceeds need to be expended on a capital project within the Downtown TIF that has an equivalent useful life as the Parking Garage. The new Police Station is within the Downtown TIF District and has an equivalent useful life as the Parking Garage. Bond Counsel has been contacted to confirm that the transfer of unexpended TIF bond proceeds from the Parking Garage project to the Police Station meets statutory requirements.

Reprogramming the \$500,000 of TIF bond proceeds to the Police Station project makes a corresponding amount of general obligation bond proceeds available to be reprogrammed from the Police Station project to City Hall Customer Service Center project. The City Hall Customer Service Center is to be located on the ground floor of City Hall, the former location of the Police department. Bond Counsel has been contacted to confirm that this transfer of bond proceeds meets statutory requirements.

This resolution does not authorize an increase in the indebtedness of the City's General Fund or the City's Downtown TIF District Fund.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.C.
Public Hearing Only**

Resolution Number: **R - 2016.05.25 - 72**

Resolution Re: Reprogram Unexpended Bond Proceeds from Sixth Street
Water Main Loop Project to Water Main Spaulding
Turnpike Project

WHEREAS: The City has water and sewer mains that cross under the Spaulding Turnpike and NH Department of Transportation (NH DOT) has identified that certain water and sewer mains need to be relocated as part of the State's Spaulding Turnpike project; and

WHEREAS: The City Council appropriated funds in the FY15 and FY17 CIP for Water Main relocation for the Spaulding Turnpike project; and

WHEREAS: NH DOT has noticed the City that the costs for water main relocation to be paid by the City is \$310,725.34 and the City has \$238,816.18 in available funding for the project resulting in the need for \$71,909.16 in funding; and

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

The City Council approves reprogramming unexpended bond proceeds from the Sixth Street Water Main Loop project to the Water Main Spaulding Turnpike project as noted below:

Project Number	Project Description	Available		Adjusted
		Balance	Adjustment	Balance
5300.1.300.43320.4757.03536.13	Water Main - Sixth Street	483,906	(71,910)	411,996
5300.1.300.43320.4757.03584.13	Water Main - Spaulding Turnpike	0	71,910	71,910
	Totals	483,906	0	483,906

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.

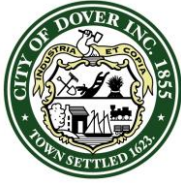
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.C.
Public Hearing Only**

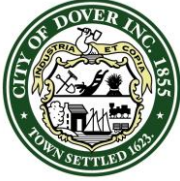
Resolution Number: **R - 2016.05.25 - 72**
Resolution Re: Reprogram Unexpended Bond Proceeds from Sixth Street
Water Main Loop Project to Water Main Spaulding
Turnpike Project

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr., Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Robert Carrier, At Large		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.C.
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Resolution Number: **R - 2016.05.25 - 72**

Resolution Re: Reprogram Unexpended Bond Proceeds from Sixth Street
Water Main Loop Project to Water Main Spaulding
Turnpike Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any increase in appropriations. The City Council previously authorized the appropriation of funding for the Sixth Street Water Main Loop project in previously adopted FY2013 CIP.

Upon completion of the Sixth Street Water Main Loop there is \$483,905.72 in unexpended bond proceeds that can be reprogrammed to other similar Water Fund projects.

The City Council approved funding in the FY2015 and FY2017 CIPs for the relocation of the Water Main that crosses under the Spaulding Turnpike. There is \$238,816.18 available from these authorizations.

In May, NH DOT provided the City with final project costing amounts and informed the City that Dover's share for the water main work is \$310,725.34. These are costs that are deemed non-participating under the Federal Highway funding eligibility standards and are to be paid by the City in order to relocate the existing water main.

This resolution does not authorize an increase in the indebtedness of the City's General Fund or the City's Downtown TIF District Fund.



THE CITY MANAGER'S REPORT

June 08, 2016

*Month Reporting on:
May 2016*

"Attitude is a little thing that makes a big difference."

- Winston Churchill

J. Michael Joyal, Jr.
City Manager

Legal Department

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 and Superintendent of Schools.

Right to Know Requests, pursuant to RSA 91-A

- Durham, NH – 4 Requests for agenda materials for meetings between 05.10.2016 and 06.09.2016
- Dover, NH – Non-renewal of teacher contract
- Fort Myers, FL – 34 Prospect Street, liens, unpaid taxes, code violations
- Austin, TX – Dog licensing records

Assistance to City Departments and/or Offices

City Council: Drafting/review of resolutions and ordinances; Meeting minutes update

City Manager: Review of documents for signature, 91-A requests; Resolutions; Request to purchase City property

Community Services: Update checklist for Tree Removal & Trimming; Class VI roads; Utility Easement acquisition

Finance: Discharge of Liens; Appropriations transfer inquiry; Class Action; Bankruptcy information; Rescission of Bid

Parking Commission: Parking Garage Art Commission; Fee Schedule for Chapter 166

Planning: Review of Manufactured Housing Supreme Court case; Junkyard violation; City lot merger; Solar Installation Agreement; Zoning Amendments

Recreation: McConnell Center custodians; McConnell Center windows

Litigation

Kelley's Row, et al v. First Street at Garrison et al: Settlement ongoing.

Clay v. City of Dover: Appeal accepted by NH Supreme Court.

City v. Nathaniel Figuers: Lien filed and hearing scheduled for June 16, 2016.

City v. Joel Bernier: Bernier was ordered to make monthly payments starting February 15, 2016, partial May payment received; Foreclosure Notice received.

Cohen v. City: Trial rescheduled for June 21, 2016.

City of Dover v. State of NH: (adequacy lawsuit) Hearing held May 6, 2016 (Sullivan County Superior Court)

Ventas Realty Limited Partnership v. City: Propounded interrogatories on Plaintiff; Awaiting Plaintiff expert disclosure; Bench Trial scheduled for October 12, 2016.

Judd, Hunt v. SELT, City of Dover & Secretary of US Dept. of Agriculture: Mediation held May 25, 2016, case was not resolved.

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.

	Current Month	FY16 YTD	FY15	FY14
Legal Matters/ Questions Handled	16	222	276	251
Document Creation/Review	27	237	180	175
Right to Know Requests Processed	7	55	103	78
Resolutions	5	45	54	48
Ordinances	3	29	21	14

Economic Development

by Dan Barufaldi

Summary:

Most firms continue to report rising sales and revenues. Retail and tourism contacts report positive results while most manufacturing companies, software and IT services firms report sales increases. Home sales in Dover are up 9% year over year. Commercial real estate activity remains up slightly. Respondents are now indicating plans to increase hiring and wages to fill needed positions. No one sees price issues and many cite lower energy prices fueling better results. Most expect the current growth to continue through year end.

The current Dover unemployment rate is 2.5%.

Selected Business Services:

Demand for consulting and advertising is up moderately over last year at this time. Software and IT services providers are experiencing improved results versus the previous year sales. Services to the healthcare sector have recently increased as walk-in convenient care centers are being added. Some consolidation is now being experienced in the institutional healthcare sector. Wentworth Douglas Hospital has recently announced a merger with Mass General that is part of an overall consolidation

trend in institutional healthcare. It is expected to expand the range of medical specialties availability to the Dover market. Wages, while up significantly in critical skill areas, remain just above inflation, as do prices. These firms usually hire in classes to be trained at one time and usually do this in the summer season. To attract highly skilled workers in growing industries these firms are expanding their social media and technological attraction efforts. Increased health insurance costs remain a concern with the onset of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Experienced wait staff is at a premium. Overall the sector is optimistic and expecting high single digit growth over the next two quarters and beyond.

Uncertainty regarding the Affordable Care Act, the slowing Chinese economy/ housing bubble, and the economic effects of Middle Eastern wars; the European migrant refugee problem and the Ukraine/Russia situation effect on the European economies continue to produce a prevailing air of caution in this and several other sectors with real local economic effect. Local walk-in healthcare centers are hiring strongly as these in demand skill sets become available.

Predictions for 2016 revenue growth are in the 5%- 15% range.

Commercial Real Estate:

Commercial real estate sales activity continued with moderate sustained growth locally, with sustained strength in the Boston and Portland markets. Demand locally has remained positive with several local commercial developments, mixed use infill, multifamily and assisted living investment projects coming to fruition. Land sales continue to have momentum locally. Investment demand for commercial real estate remains strong. Leasing fundamentals maintained a moderate 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. Some recent mixed use developments are experiencing difficulty in filling the commercial component while booking the residential component immediately. The lending environment remains highly favorable to borrowers, with historically low interest rates and increasingly looser

lending standards. Abundant investment capital continues to flow into commercial lease properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. The projected end of "quantitative easing" over time is probably going to extend to December. The latest 25 basis points rate increase of the Fed will extend the current interest rate through year end. 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 with local inventory in this category rising rapidly. 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 and uncertainty around the business and employment effects of the ACA and Medicaid expansion costs are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity. Some major capital spending projects are underway and some about to be announced. One office/manufacturing building recently available in Enterprise Park has been purchased. The two formerly vacant buildings in the park are now occupied. The former CPI building in Enterprise Park is for sale and the former DKW building on Industrial Park Dr. is on the market and is attracting interest from a relocation candidate company. See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets continue to exhibit strong performance in the Seacoast. Home buyer confidence is up. Completed sales of single family homes increased year-over-year in Q1. Low inventory levels locally are still thought to be limiting sales, but appear to be easing somewhat as rising prices are convincing sellers to put homes on the market before interest rates go up. Median selling prices continue to rise locally and are up 9% year-over-year 2014-2015. Condo sales though somewhat mixed regionally, are up locally as well, as are condo pricing and pending sales. Closed unit sales of both single family homes and condominiums improved very slightly over the past month. Sales and prices are up in the

sector. Median sale prices in NH and in Dover increased again in the period. Pending sales suggest the markets for single family houses and condos have finished well in 2015 and will continue to do well throughout 2016.

Manufacturing & Related Services:

Two thirds of local manufacturers supplying domestic markets are now reporting some sustained strength in sales and improved year over year profits. A few local manufacturers are reporting lower sales than the same period a year ago due to a falloff in export sales brought on by the strong U.S. dollar and the reduction in mining and oil exploration equipment and parts sales caused by the low crude oil prices. Exporters to both Europe and China are concerned with the macro-economics they're seeing in both markets. The Chinese economy has slowed markedly and their investment in infrastructure, often purchased here, is also down significantly. Local manufacturers, for the most part are experiencing growing sales. The recent EU economic problems and refugee influx from Iraq, Libya, Yemen and Syria, coupled with the economic problems in the Ukraine and Russia and the effects they will cause in world-wide markets and economies are a growing uncertainty and concern. Pickup truck and SUV sales are at an all-time high due to the recently lower gasoline prices. Future auto sales will be impacted by the price moves in the volatile gasoline markets. Firms reporting on inventory levels are split with half citing flat inventory levels and half citing higher levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth are now headed up. Capital investment is up locally. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese and European economies. Aerospace parts manufacturers are reporting increasing sales. Some major capital spending projects are underway and some about to be announced. A number of other commercial projects are currently underway or about to be underway during this building season. Outlook for the balance of the year remains positive.

Price pressures remain moderate. Regional manufacturers remain guardedly optimistic. Labor demand has been strong in IT and software. Aerospace, nursing, electronics,

engineering, quality assurance tech and legal skills demand remain strong. Most firms in the field have begun to hire with wages beginning to move upward. So far, prices have remained flat.

Retail & Tourism:

Retailers contacted for this period report store sales ranging from low single digits to 10% increases year-over-year and favorable results so far for Q2, 2016. The continued reduction in gasoline prices has increased disposable income and is enhancing retail and tourism revenues slightly in the short term. With gasoline prices now headed up in the short term, it remains to be seen if the strong retail consumer sentiment will continue. Sales of apparel, electronics, household items and home improvement goods are selling well. Prices were up slightly (1 %) despite advertised sales. Inventories appear a little higher than anticipated. On-line shopping has reinforced a "just-in-time" shopping mentality that has exacerbated erratic monthly sales results. Sears, Macys and Target are experiencing declining sales and may consider store closings and layoffs. Many retailers are making capital investments to participate more fully in on-line sales. Some local retail establishments are finding it difficult to hire experienced retail sales personnel.

Business travel has softened slightly, but leisure travel is strong and getting stronger as we head into spring. Bus tours to Dover are fully booked for 2016 and part of 2017. Hockey tournaments helped local hotel occupancy rates during this period. Annual Dover occupancy rates have been very good and well over the previous year (over 80%). Most high end restaurants are now doing well, benefiting from the parking garage downtown. The mid-tier restaurants are experiencing a good weather increase. Most restaurants are finding it more difficult to find experienced wait staff even with higher wages.

Attendance at our museums, fairly flat so far this year, is beginning to anticipate an improvement with the coming spring weather and an increase in event frequency and quality. Pricing has remained steady.

Local Major Development Projects:

- First street Development
- McIntosh properties Development
- Yacht Club Development
- Stonewall Kitchens Development
- Rand-Whitney Development
- Dover Parking Garage
- Dover Police Station
- 49,000 SF at 27 production drive leased for manufacturing with a buy option
- Broadway mixed use development
- Purchase of 44 Venture drive
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments
- Purchase of a large underutilized Dover building anticipated shortly.
- The Old courthouse Building on First and 2nd is being transformed into a mixed use facility.

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

Total Permits Issued: May 2016

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-049	CHINBURG BUILDERS	1	WASHINGTON STREET	STE.'S 315 & 318	C	23	14	10000	125
16-054	HORIZON TRUST	50	CROSBY ROAD	INT. TENANT IMPRVMENTS FOR A GYM	C	G	31-1	262000	2645
16-085	WENTWORTH DOUGLASS HOS	789	CENTRAL AVENUE	INT. OFFICE RENO. COMM. RELATIONS	C	37	1	35000	375
16-112	DECOLFMAKER	23	CATARACT AVENUE	1ST FLR TENANT FIT-UP (ADULT LEARN C	C	13	23	24000	265
16-132	CHARLES PANASIS	11	FOURTH STREET	CONST. A SIDE DECK ADDITION	C	5	3	13600	165
16-133	DOVER BLUFF CONDO ASSOC.	98	HENRY LAW AVENUE	REPAIR AN EXTERIOR DECK	C	22	9F1	1000	35
16-137	FELICITA INC.	300	CENTRAL AVENUE	REPLACE CEILING IN DINING AREA	C	2	11	25000	275
16-144	DOVER HOUSING AUTHORITY	62	WHITTIER STREET	REMODEL INT. OF MAIN OFFICE BLDG.	C	33	3	18000	0
16-149	VYGON USA	87	VENTURE DRIVE	FOR MINOR INT. RENOVATIONS	C	D	14-4	3000	55
16-180	GIOVANNUCCI	51	WEBB PLACE	TENANT FIT-UP FOR A NON-MEDICAL B	C	D	2	110262	1127
16-166	HUSSEY MANUFACTURING TE	44	VENTURE DRIVE	INT. OFFICE DEMOLITION	I	D	13-4	0	50
16-130	CITY OF DOVER	6	HENRY LAW AVENUE	FOUNDATION TO SUPPORT GUNDALOW MR		23	15	20000	0
116-189	SMALL	16	ROBERTS ROAD	CONST. A REAR FNSHD BSMNT ADD./A	R	L	95N	87000	895
16-025	JENSENS INC.	6 1/2	DEERFIELD DRIVE	INSTALL A MODULAR DWLLNG/OFFICE	R	I	22	195000	1975
16-047	KNOX MARSH DEV. LLC	23	WEST KNOX MARSH ROAD	RENOV./REPAIR A VACANT SINGLE-FA	R	H	22	95000	975
16-053	TRACEY	148	LOCUST STREET	REPLACE A DOUBLE HUNG WINDOW U	R	12	24	1200	35
16-070	KOZLER	322	DOVER POINT ROAD	INSTALLING A SHED DORMER	R	L	58	7000	96
16-093	FERNANDEZ	1 A	LOCKE STREET	CONST. A DTCHD GRGE W/ACC. DWLLN	R	19	4	100000	1025
16-107	MILNE	16 1/2	FLORENCE STREET	CONST. A FRONT ADD. & INT. RENOV.	R	27	176	58500	615
16-109	LILAC GARDENS	3	LILAC LANE	RPLCE FRT & SIDE ENTRY, WINDOWS I	R	H	35D	20000	225
16-111	LILAC GARDENS	8	LILAC LANE	RPLCE FRT & SIDE ENTRY, WINDOWS I	R	H	35D	20000	225
16-125	TOLEND ROAD DEV. LLC	21	STOCKLAN CIRCLE	NEW CONST. SFD WITH ATT. GARAGE	R	G	24J10	150000	1575

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-131	CALDER	10	DEAN DRIVE	CONST. AN ATT. GARAGE & BRZWY	R	F	12D	18300	215
16-135	HOWARD	43	BELLAMY ROAD	FNSH BSMNT FOR ADD'L LIVING SPACE	R	H	42	12000	145
16-136	LEBORGNE	348	WASHINGTON STREET	CONST. A SIDE DECK ADDITION	R	G	14	5000	75
16-138	MATHIEN	12	PICARD LANE	FINISH ATTIC SPACE FOR ADD'L LIVING	R	A	19-5	16200	195
16-139	GAGNON	36	VICTORY WAY	CONST. A SFD WITH ATT. GARAGE	R	H	2A-1	230000	2325
16-140	CZAN PROPERTIES, LLC	59	BELLAMY ROAD	RENO./RMDL A SINGLE FAMILY DWELLI	R	H	45C	30000	325
16-143	LAMB	256A	DOVER POINT ROAD	CONST. AN ADD. ONTO THE HOUSE & A	R	L	96K	130000	1325
16-146	HILL	108	MAST ROAD	INSTSALL AN ABOVE GROUND POOL	R	I	33A	11000	135
16-147	LEXINGTON HILL INVESTMEN	96	BROADWAY	RENOVATE ATTICE TO CONVERT TO A	R	27	169	26000	285
16-150	TOLEND ROAD PROPERTIES	51	STOCKLAN CIRCLE	CONST. A SFD W/ATT. GRGE	R	G	24J-1	180000	1825
16-151	SAVAGE	19	MORNINGSIDE DRIVE	INSTALL AN INGROUND SWIMMING PO	R	I	75C	20000	225
16-152	TOLEND ROAD PROPERTIES	17	STOCKLAN CIRCLE	CONST. A SFD WITH ATT. GRGE	R	G	24J11	180000	1825
16-154	PATTIASINI	17	POLLY ANN TRAILER PARK	INSTALL A MNFCTRD HOME ON EXSTN	R	M	47C17	53000	555
16-155	CARROLL	16	ELMVUE CIRCLE	INSTALL A BATHRM, IN UNFNSHD BSM	R	21	34	10000	125
16-156	STABILE HOMES AT POINTE P	7	SIERRA DRIVE	CONST. SFD W/ ATT. GRGE	R	K19	2-3	220000	2225
16-157	STABILE HOMES AT POINT PL	15	SIERRA DRIVE	CONST. SFD W/ATT. GRGE	R	K19	2-6	220000	2225
16-158	LILAC GARDENS	1	LILAC LANE	RPLCING DECKING, RAILS & POSTS, SEE	R	H	35D	108000	1105
16-159	ANCTIL	1	NICHOLAS CIRCLE	CONST. A REAR DECK ADDITION	R	B	18-1	3000	55
16-161	CIOTTI	98	SILVER STREET	CONST. A DETACHED 3 CAR GARAGE	R	12	127	40000	425
16-162	DULAC	9	IVANS LANE	INSTALL AN INGROUND POOL	R	M	52-10	24000	263.8
16-164	FLORENZA	4	SOUTHWOOD DRIVE	RENOVATE BASMENT & ADD A BATHR	R	I	5107	26000	285
16-165	PIGEON	1	BIRCH DRIVE	KITCHEN RENOVATION	R	I	83S	25000	275
16-168	KEAYS	52	PROSPECT STREET	KITCHEN REMODEL	R	32	75	31000	335
16-171	CACARILLO	8	SOUTH WATSON LANE	CONST. A ONE-STORY ADD. TO A GARA	R	19	72	10000	125
16-173	HAGMAN	34	ATLANTIC AVENUE	CONST. A REAR DECK	R	25	4	8000	105

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-174	ARKWELL	181	DURHAM ROAD	CONST. A DECK	R	H	6B	6000	85
16-175	MALSBURY	21 A	TANGLEWOOD DRIVE	INSTALL NEW WINDOWS & SIDING	R	I	99-1A	14000	165
16-182	DROUIN	164	DURHAM ROAD	SUNROOM/PORCH ADDITION	R	I	20-C	22000	245
16-183	CAMILLERI	2	MAGNOLIA DRIVE	CONST. A STAIRWAY TO EXISTING REA	R	25	45A1	1000	35
16-184	THIBAUT	4	MAGNOLIA DRIVE	CONST. A STAIRWAY TO EXISTING REA	R	25	45A2	1000	35
16-185	CASH	6	GLENCREST AVENUE	CONST. A STAIRWAY TO SMALL DECK	R	36	31	1500	45
16-186	SCHNABLE	29	PROSPECT STREET	CONST. AN ADD. ONTO EXSTNG SUNR	R	10-4	10004	20000	225
16-190	AKERTY	13	MAPLE STREET	REMODEL KITCHEN	R	30	65	25000	275
16-191	CHOLEWINSKI	43	CATARACT AVENUE	CONVRT ENCLSD PRCH TO OPEN PRCH	R	14	5-M	1500	35
16-193	BARTON	5	GLENWOOD AVENUE	CONST. A READ DECK ADDITION	R	38	32F	2000	45
16-196	GRAYSTONE BUILDERS, INC.	2	NYE LANE	FNSH SCTION OF BSMNT FOR ADD'L LVI	R	E	49-1	30000	325
16-198	FITZGERALD	39	ISAAC LUCAS CIRCLE	INT. RENV. TO RELOCATE THE 1ST FLR B	R	M	90A1	24000	265

PLANNING BOARD APPROVED PROJECTS

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Clay Hill	Henry Law Avenue	C	10	0	10		7/28/2015	Site	P15-17	22	3		W	1.1
Yacht Club	Portland Ave	A	19	19	0	12/23/2014	10/14/2014	Site	P14-45	24	104	12/23/2019	H	2.09
Bradley Commons	Central Ave	A	47	0	47	2/10/2015	9/23/2014	Site	P14-34	27	2/3	2/10/2020	H	5.17
First Street @ Garrison	First Street	A	32	32	0	6/12/2014	2/25/2014	Site	P14-03	6	3	6/12/2019	H	3.52
First Rate Realty	Silver/Central	A	16	16	0	9/24/2013	6/25/2013	Site	P13-20	12	28	9/24/2018	W	1.76
Field and Foster	Central Ave	A	18	18	0	2/11/2014	11/12/2013	2/13/2014	P13-60	3	42	2/11/2019	H	1.98
Cochecho Falls Mills	Central Ave	A	120	74	46	12/20/2011	11/28/2011	Site	P11-60	3	3	12/20/2015	H	13.2
Sherman School	School Street	C	48	0	48	9/27/2011	10/26/2010	Site	P10-39	3	10	9/27/2016	G	7.68
Paolini	Clancy Drive	C	12	12	0	1/9/2014	10/22/2013	Site	P13-37	I	12	1/9/2019	G	1.92
Lilac Gardens	Lilac Ln	A	120	72	48	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
Total: Multi-family			442	243	199									50.52
Subdivisions:														
Indian Ridge	Emerald Ln	H	49	0	49	8/25/2015	6/23/2015		P14-58	F	15	8/25/2015	W	18.13
Bellamy Ridge	Red Barn Dr	H	7	0	7	10/13/2015	8/25/2015		P15-05	I	6-C	10/13/2020	G	2.59
Kelly Brook Meadows	Old Stage Road	H	9	9	0	4/29/2014	3/25/2014	5/9/2014	P14-01	G	36	4/29/2019	W	3.33
Foster's Way	Fosters Dr	H	5	2	3	9/17/2014	12/17/2013		P13-49	L	89-1	9/17/2019	G	1.85
Kemen	Sixth St	H	1	0	1	4/29/2014	8/27/2013	5/1/2014	P13-43	B	1D	4/29/2019	H	0.37
Child's Subdivision	Childs Dr	H	19	15	4	4/9/2013	3/28/2013	3/29/2013	P12-20	N	8A-1	3/28/2018	H	7.03
Arch St	Fresian Drive	H	11	2	9	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	4.07
Labrador Woods	Labrador Dr	H	9	6	3	7/19/2010	5/25/2010	7/19/2010	P10-19	A	51-9	7/19/2014	H	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.7
Harbor Hills	Shore Rd	H	16	12	4	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.92
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	5	4	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	3.33
Picnic Rock	Back River Rd	H	21	7	14	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	9	1	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Pacific/Nye	H	15	15	0	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	58	12	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
StoneCroft	Carriage Hill Ln	H	11	9	2	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	27	5	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Emerald Woods I & II	Emerald Ln	H	25	25	0	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	17	1	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2011	H	6.66
Total: Single Family			353	229	122									109.89
TOTAL APPROVED UNITS			795	472	321									160
Elderly:														
Pointe Place	Sierra Dr	H	31	4	25		11/19/2014		P14-77	K	19		G	
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	62	55	7	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	61	46	23	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			154	105	55									
APPROVED + ELDERLY			949	577	376									160

In addition to the construction activity on the attached spreadsheet commercial renovations continue at the Mill Buildings.

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
C:\Users\bessettec.DOVERNET\Desktop\CM Report\2016\2016.06.08\Copy of Subdivision rpt may '16

* Built or permit issued and unit under construction

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 59

Total Construction Value: \$3,040,062.00

Total Fees Collected: \$31,541.80

Type of Permits Issued		Certificate of Occupancy's	
Commercial	0	Change of Use	0
Commercial Renovations	0	Commercial	2
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	4
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	2	Multi-Family Dwelling Units	0
Single Family Dwelling	7	Single Family Dwellings	3
Renovations Dwelling Unit	38	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	1		
		Total	9

City of Dover
Bid Solicitation Report
For May 2016

6/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services B16053	05/05/2016	05/26/2016	Crack Sealing Services	
Community Services B16045	05/06/2016	06/02/2016	Ford F550 Dump Truck	
Community Services B16070	05/10/2016	06/01/2016	Hot Bituminous Paving (Asphalt) laid in place	
Community Services B16058	05/10/2016	05/31/2016	Bituminous concrete Asphalt Picked Up	

City of Dover
Bid Solicitation Report
For May 2016

6/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Fire Q16-028	05/10/2016	06/07/2016	Door Replacement for Central Fire Station	
Finance B16000-8	05/17/2016	05/25/2016	GOVDEALS Various Coins	
Finance B16065	05/17/2016	06/09/2016	Surveying Services	
Executive B16063	05/17/2016	06/08/2016	Specialized Municipal Legal Services	

City of Dover
Bid Solicitation Report
For May 2016

6/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services Q16-027	05/17/2016	06/07/2016	Laboratory Testing Services	
Recreation B16061	05/17/2016	06/08/2016	Various Chemicals	
Community Services B16056	05/17/2016	06/21/2016	Leighton Way Pump Station Improvement project	
Community Services B16060	05/19/2016	05/25/2016	Waste Water Treatment Plant Temp hire for Lab Technician	

City of Dover
Bid Solicitation Report
For May 2016

6/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services B16066	05/24/2016	06/09/2016	Bulk Oil and Lubricants as needed	
Fire B16071	05/24/2016	06/14/2016	Lucas 2 Chest Compression System	
Finance B16072	05/25/2016	06/15/2016	Post-Employment Benefits other than Pensions (OPEB) Actuarial Services	
Community Services B16064	05/25/2016	06/14/2016	Natural Gas Supplier	

City of Dover
Bid Solicitation Report
For May 2016

6/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services B16069	05/25/2016	06/28/2016	Water Facilities Improvements Phase I	

PO Report

May 31, 2016

DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	5/24/2016	201610459	HALL & ASSOCIATES, PLLC	\$5,026.91
Executive	5/16/2016	201610098	DELL MARKETING L.P.	\$5,049.45
Community Services Department	5/19/2016	201610264	EJ PRESCOTT, INC	\$5,326.30
City Finance Office	5/5/2016	201609851	VERIZON WIRELESS	\$5,337.53
Community Services Department	5/10/2016	201610006	ARTHUR J. DUBOIS &	\$5,500.00
Recreation	5/16/2016	201610127	MARTINEAU ELECTRIC, INC.	\$5,675.00
Recreation	5/24/2016	201610456	FILLION ASSOCIATES	\$5,940.00
Recreation	5/3/2016	201609717	GREATVIEW LANDSCAPE CO., LLC	\$6,224.60
Community Services Department	5/23/2016	201610315	HD SUPPLY WATERWORKS LLC	\$6,817.05
Community Services Department	5/10/2016	201610005	DANIEL TWOMBLY	\$7,250.00
Fire and Rescue	5/25/2016	201610501	2 WAY COMMUNICATIONS SERVICE, INC.	\$8,731.00
Fire and Rescue	5/31/2016	201610568	CITIZENS BANK-CREDIT CARD PAYMENT	\$8,995.00
Community Services Department	5/24/2016	201610461	COLCAN GROUP, LLC	\$9,250.00
Community Services Department	5/10/2016	201610004	MOLLY M. SWEENEY	\$10,000.00
Recreation	5/4/2016	201609781	FOUNTAIN PEOPLE, INC. / A PLAYCORE CO.	\$10,300.00
Executive	5/19/2016	201610287	SOUTHERN COMPUTER WAREHOUSE	\$14,010.50
Recreation	5/4/2016	201609819	ROCKINGHAM ELECTRICAL SUPPLY, INC.	\$14,490.00
Planning	5/23/2016	201610317	SEBAGO TECHNICS, INC.	\$14,800.00
Recreation	5/5/2016	201609853	PENIEL ENVIRONMENTAL SOLUTIONS, LLC.	\$18,899.00
Community Services Department	5/3/2016	201609709	CITY OF DOVER-WATER~SEWER DEPT.	\$19,593.73
Community Services Department	5/19/2016	201610266	VELLANO CORPORATION (THE)	\$22,084.00
Community Services Department	5/24/2016	201610391	ROBERT H. IRWIN MOTORS, INC.	\$24,997.00
Recreation	5/16/2016	201610128	PAUL E. ROLLINS, INC.	\$25,000.00
Fire and Rescue	5/9/2016	201609914	FIRE TECH & SAFETY OF NEW ENGLAND, INC.	\$27,876.00
Community Services Department	5/5/2016	201609861	WOODARD & CURRAN INC.	\$35,100.00
Community Services Department	5/4/2016	201609789	SIEMENS INDUSTRY, INC.	\$42,273.00
Community Services Department	5/16/2016	201610101	MAHER CORPORATION	\$50,000.00
City Finance Office	5/11/2016	201610027	SPRAGUE OPERATING RESOURCES, LLC.	\$53,396.00
Recreation	5/19/2016	201610268	PINE BROOK CORPORATION	\$344,672.00

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
May 31, 2016

	<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	1,322,607	41,442	1,165,271	88.1	157,336	0	157,336	11.9
Expenditures	977,165	51,330	820,673	84.0	156,492	75,008	81,484	8.3
Debt Service								
Principal	290,453	0	49,881	17.2	240,572	0	240,572	82.8
Interest	54,989	0	6,940	12.6	48,049	0	48,049	87.4
	0	(9,888)	287,777	0.0	(287,777)	(75,008)	(212,769)	-

City of Dover

Expenditures of Major Funds May 31, 2016 (General Fund Includes County, School and Debt Service)

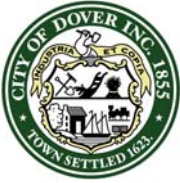
	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 407,686	\$ 55,357	\$ 324,498	80.0%	\$ 83,188	\$ 41,479	\$ 41,709	10.2%
Executive	864,566	61,785	793,875	92.0	70,691	48,428	22,263	2.6
Finance	1,739,467	134,602	1,523,632	88.0	215,835	128,338	87,497	5.0
Planning	642,382	46,460	497,180	77.0	145,202	56,845	88,356	13.8
Misc General Government	1,140,293	48,272	728,171	64.0	412,122	46,335	365,787	32.1
Police	7,801,851	577,823	7,060,090	90.0	741,761	510,204	231,556	3.0
Fire & Rescue	8,221,269	560,035	7,223,683	88.0	997,586	494,051	503,535	6.1
Community Service Public Works	6,652,331	315,213	4,273,333	64.0	2,378,998	1,043,416	1,335,582	20.1
Recreation	2,095,972	130,109	1,740,210	83.0	355,762	138,077	217,686	10.4
Public Library	1,208,936	85,822	1,014,115	84.0	194,821	90,235	104,587	8.7
Public Welfare	808,656	48,389	606,653	75.0	202,003	23,035	178,968	22.1
Debt Service	10,300,081	1,390,774	5,716,136	55.0	4,583,945	5,743,283	(1,159,338)	(11.3)
Other Financing Sources/Uses	3,271,483	101,047	1,484,420	45.0	1,787,063	-	1,787,063	54.6
School	46,776,263	4,144,940	38,100,152	81.0	8,676,111	8,523,621	152,490	0.3
Intergovernmental	8,331,912	-	8,331,912	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 100,263,148	\$ 7,700,627	\$ 79,418,060	79.2%	\$ 20,845,088	\$ 16,887,347	\$ 3,957,741	3.9%
3213 Parking Activity Fund								
Police	\$ 672,223	\$ 42,172	\$ 388,332	58.0%	\$ 283,891	\$ 101,031	\$ 182,861	27.2%
Sub-total : 3213 Parking Activity Fund	\$ 672,223	\$ 42,172	\$ 388,332	57.8%	\$ 283,891	\$ 101,031	\$ 182,861	27.2%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,036,187	\$ 56,934	\$ 790,270	76.0%	\$ 245,918	\$ 212,484	\$ 33,434	3.2%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,036,187	\$ 56,934	\$ 790,270	76.3%	\$ 245,918	\$ 212,484	\$ 33,434	3.2%
3381 McConnell Center Fund								
Recreation	\$ 828,893	\$ 36,991	\$ 423,077	51.0%	\$ 405,816	\$ 344,818	\$ 60,998	7.4%
Sub-total : 3381 McConnell Center Fund	\$ 828,893	\$ 36,991	\$ 423,077	51.0%	\$ 405,816	\$ 344,818	\$ 60,998	7.4%
3410 Recreation Special Revenue Fund								
Recreation	\$ 596,591	\$ 24,793	\$ 390,943	66.0%	\$ 205,648	\$ 15,897	\$ 189,751	31.8%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 596,591	\$ 24,793	\$ 390,943	65.5%	\$ 205,648	\$ 15,897	\$ 189,751	31.8%
5300 Water Fund								
Community Service Public Works	\$ 5,014,022	\$ 316,555	\$ 4,050,280	81.0%	\$ 963,742	\$ 346,921	\$ 616,821	12.3%
Sub-total : 5300 Water Fund	\$ 5,014,022	\$ 316,555	\$ 4,050,280	80.8%	\$ 963,742	\$ 346,921	\$ 616,821	12.3%
5320 Sewer Fund								
Community Service Public Works	\$ 7,435,156	\$ 487,279	\$ 5,901,278	79.0%	\$ 1,533,878	\$ 466,561	\$ 1,067,317	14.4%
Sub-total : 5320 Sewer Fund	\$ 7,435,156	\$ 487,279	\$ 5,901,278	79.4%	\$ 1,533,878	\$ 466,561	\$ 1,067,317	14.4%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,004,796	\$ 42,219	\$ 550,919	55.0%	\$ 453,876	\$ 73,101	\$ 380,775	37.9%
Sub-total : 6100 Dovernet Fund	\$ 1,004,796	\$ 42,219	\$ 550,919	54.8%	\$ 453,876	\$ 73,101	\$ 380,775	37.9%
Total : EXPENDITURES	\$ 116,851,016	\$ 8,707,571	\$ 91,913,159	78.7%	\$ 24,937,857	\$ 18,448,160	\$ 6,489,697	5.6%

City of Dover

Revenues of Major Funds May 31, 2016

(General Fund Includes Property Taxes and Education Revenues)

	<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>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 73,685,172	\$ 26,537,511	\$ 65,983,807	90.0%	\$ 7,701,365	\$ -	\$ 7,701,365	(10.5)%
Licenses & Permits	5,339,940	623,285	5,363,639	100.0	(23,699)	-	(23,699)	(0.4)
Intergovernmental	2,212,505	43,040	2,104,553	95.0	107,952	-	107,952	4.9
Charges for Services	3,527,041	249,094	3,082,066	87.0	444,975	-	444,975	12.6
Miscellaneous Revenue	951,895	32,093	819,090	86.0	132,805	-	132,805	14.0
Education	14,096,047	229,231	12,507,097	89.0	1,588,950	-	1,588,950	11.3
Operating Transfers In	310,548	-	-	0.0	310,548	-	310,548	100.0
Other Financing Sources	140,000	-	-	0.0	140,000	-	140,000	100.0
Sub-total : 1000 General Fund	\$ 100,263,148	\$ 27,714,255	\$ 89,860,252	90.0%	\$ 10,402,896	\$ -	\$ 10,402,896	10.4%
3213 Parking Activity Fund								
Licenses & Permits	\$ 105,000	\$ 9,500	\$ 139,260	133.0%	\$ (34,260)	\$ -	\$ (34,260)	-32.6%
Parking Income	412,223	35,030	386,656	94.0%	25,567	-	25,567	6.2%
Parking Fines	155,000	12,842	151,898	98.0%	3,103	-	3,103	2.0%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 672,223	\$ 57,372	\$ 677,814	101.0%	\$ (5,591)	\$ -	\$ (5,591)	- 0.8%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,556	\$ -	\$ 11,111	116.0%	\$ (1,555)	\$ -	\$ (1,555)	-16.3%
Charges for Services	930,000	82,282	854,938	92.0%	75,062	-	75,062	8.1%
Miscellaneous Revenue	0	25	509	0.0	(509)	-	(509)	0.0
Other Financing Sources	35,728	-	-	0.0	35,728	-	35,728	100.0
Sub-total : 3320 Residential Solid Waste	\$ 975,284	\$ 82,307	\$ 866,558	89.0%	\$ 108,726	\$ -	\$ 108,726	11.1%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 698,701	\$ 55,566	\$ 639,999	92.0%	\$ 58,702	\$ -	\$ 58,702	8.4%
Operating Transfers In	130,192	16,926	120,571	93.0	9,622	-	9,622	7.4
Sub-total : 3381 McConnell Center	\$ 828,893	\$ 72,491	\$ 760,569	92.0%	\$ 68,324	\$ -	\$ 68,324	8.2%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 403,815	\$ 24,932	\$ 306,159	76.0%	\$ 97,656	\$ -	\$ 97,656	24.2%
Miscellaneous Revenue	15,500	125	6,580	0.4	8,920	-	8,920	57.5
Operating Transfers In	15,500	-	-	0.0	15,500	-	15,500	100.0
Other Financing Sources	158,834	-	-	0.0	158,834	-	158,834	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 593,649	\$ 25,057	\$ 312,739	53.0%	\$ 280,910	\$ -	\$ 280,910	47.3%
5300 Water Fund								
Charges for Services	\$ 4,795,901	\$ 464,591	\$ 3,663,693	76.0%	\$ 1,132,208	\$ -	\$ 1,132,208	23.6%
Miscellaneous Revenue	70,500	10,056	73,774	105.0	(3,274)	-	(3,274)	(4.6)
Sub-total : 5300 Water Fund	\$ 4,866,401	\$ 474,648	\$ 3,737,467	77.0%	\$ 1,128,934	\$ -	\$ 1,128,934	23.2%
5320 Sewer Fund								
Intergovernmental	\$ 5,078	\$ -	\$ -	0.0%	\$ 5,078	\$ -	\$ 5,078	100.0%
Charges for Services	6,326,947	858,214	4,843,377	77.0	1,483,570	-	1,483,570	23.4
Miscellaneous Revenue	64,156	7,494	63,897	100.0	259	-	259	0.4
Other Financing Sources	942,687	-	-	0.0	942,687	-	942,687	100.0
Sub-total : 5320 Sewer Fund	\$ 7,338,868	\$ 865,709	\$ 4,907,274	67.0%	\$ 2,431,594	\$ -	\$ 2,431,594	33.1%
6100 Dovernet Fund								
Charges for Services	\$ 669,794	\$ 111,993	\$ 664,729	99.0%	\$ 5,065	\$ -	\$ 5,065	0.8%
Miscellaneous Revenue	25,000	-	25,000	1.0	-	-	-	0.0
Operating Transfers In	-	-	-	0.0	0	-	0	#DIV/0!
Other Financing Sources	100,417	-	-	0.0	100,417	-	100,417	100.0
Sub-total : 6100 Dovernet Fund	\$ 795,211	\$ 111,993	\$ 689,729	87.0%	\$ 105,482	\$ -	\$ 105,482	13.3%
Total : REVENUES	\$ 116,333,677	\$ 29,403,831	\$ 101,812,403	88.0%	\$ 14,521,274	\$ -	\$ 14,521,274	12.5%



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, May 25, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Nicolella led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gagnon, Councilor Greenshields, Councilor Nicolella, Councilor O'Connor, and Councilor Thibodeaux.

Absent: Councilor Shanahan

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add an Appointments Committee Report and a Joint Building Committee – Dover High School and Regional CTC Report.

Councilor Greenshields moved to add a School Board Report.

Deputy Mayor Carrier moved to add as Item 13.A.8.: Lexington Street Neighborhood Block Party, and as Item 13.B.6.: Reprogram Unexpended Bond Proceeds from Sixth Street Water Main Loop Project to Water Main Spaulding Turnpike Project.

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

Vote: 8/0.

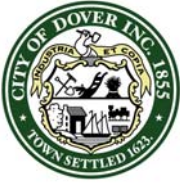
7. PUBLIC HEARINGS

A. CHAPTER 166, SECTIONS 16, 18, 21, 23, 59, 60, AND ARTICLE III – PARKING SPONSORED BY MAYOR WESTON BY REQUEST

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

B. FISCAL YEAR 2016 BUDGET AMENDMENT #2 - SCHOOL ADDITIONAL APPROPRIATION FOR CHANGE IN NON-PROPERTY TAX REVENUE ESTIMATE (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY 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, May 25, 2016**
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.

Arthur Burke, 2 Union Street: He spoke about the traffic on Court Streets being too fast even though the speed limit is posted at 30 mph. He spoke about the need for more enforcement.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He spoke about the development agreement on Washington Street and the upcoming abutters meeting on June 7, 2016. He asked the Council for time to recognize City employees. He invited Dr. James Houle from the University of New Hampshire to speak about an environmental award.

Dr. Houle spoke about and read the nomination letter for City employee Bill Boulanger who was recognized on May 10, 2016 at the Environmental Merit Ceremony.

Mr. Boulanger thanked the Council and City Manager for allowing him to meet these challenges. He thanked Dr. Houle for nominating him. He said it was a great honor.

City Manager Joyal thanked Dr. Houle for recognizing Mr. Boulanger, who has brought a lot of innovative items to the City. He congratulated Mr. Boulanger for being recognized.

Mr. Boulanger said he has had a lot of help and mentors on the Berry Brook project.

City Manager Joyal recognized Tom Clark, who will be retiring this week after 30 years of service.

Mayor Weston asked the City Manager if he had been able to address concerns about the water on Silver Street.

City Manager Joyal said he actually had someone go out there that morning to test the water from the residence and area hydrants, which did check out fine.

Deputy Mayor Carrier referred to the Citizen's Forum comment regarding traffic on Court Street, and asked if it's being addressed.

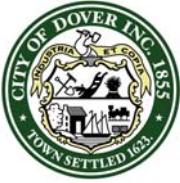
City Manager Joyal said there is a traffic improvement project coming forward for that area, but he will have the Police Chief address the problem now.

Mayor Weston asked about the speed limit sign being moved closer to the intersection.

City Manager Joyal agreed.

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

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, May 25, 2016**
Meeting Time: **7:00 pm**

10. APPROVAL OF MINUTES

- A. May 4, 2016 – Workshop Session**
- B. May 4, 2016 – Special Meeting**
- C. May 11, 2016 – Regular Meeting**

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor Ciotti.
Vote: 8/0.

11. MAYOR'S REPORT

Mayor Weston spoke about the Tri-City Coalition. She also mentioned that the Transportation Master Plan Steering Committee will be coming forward with the amended Master Plan Chapter that will require public hearings and Council approval. She spoke about the Cochecho Waterfront Development Advisory Committee (CWDAC) and said permitting for the boat dock is getting underway.

Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Gagnon.
Vote: 8/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

- 1. CHAPTER 166, SECTIONS 16, 18, 21, 23, 59, 60, AND ARTICLE III – PARKING
SPONSORED BY MAYOR WESTON BY REQUEST**

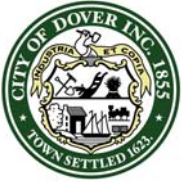
Deputy Mayor Carrier moved for its adoption; seconded by Councilor Thibodeaux.
Mayor Weston gave an overview of the ordinance with the Council.
Roll Call Vote: 8/0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. FISCAL YEAR 2016 BUDGET AMENDMENT #2 - SCHOOL ADDITIONAL
APPROPRIATION FOR CHANGE IN NON-PROPERTY TAX REVENUE
ESTIMATE (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Gagnon.
Mayor Weston gave an overview of the resolution with the Council.
Roll Call Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, May 25, 2016**
Meeting Time: **7:00 pm**

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – American Legion Post 8 Baseball**
2. **RAFFLE – Cocheco Valley Humane Society**
3. **RAFFLE – Wentworth-Douglass Foundation**
4. **PARADE – Parish of the Assumption**
5. **ROAD RACE – Dover Soccer Association**
6. **FUNDING FOR PUBLIC SEWER SYSTEM INVESTMENT FEES WITHIN PRIMARY AND SECONDARY GROUNDWATER PROTECTION ZONE**
SPONSORED BY MAYOR WESTON BY REQUEST
7. **B16027 LIBRARY CHIMNEY RESTORATION**
SPONSORED BY MAYOR WESTON BY REQUEST
8. **BLOCK PARTY – Lexington Street Neighborhood**

COMMITTEE REPORTS

1. **School Board**
2. **Planning Board**
3. **Appointments Committee**
4. **Arena Commission**
5. **Arts Commission**
6. **Legislative Liaison**
7. **Library Board of Trustees**
8. **McConnell Center Advisory Committee**
9. **Ordinance Committee**
10. **Parking Commission**
11. **Pool Advisory Committee**
12. **Police and Parking Facility Building Committee**
13. **Recreation Advisory Board**
14. **Solid Waste Advisory Commission**
15. **Transportation Advisory Commission**
16. **Joint Building Committee – Dover High School and Regional Career Technical Center**
17. **Joint Building Committee – Garrison Elementary School**
18. **Dover Main Street**

Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor O'Connor.

Mayor Weston asked the Council if they had items they would like pulled for further discussion. Councilor O'Connor asked to pull Item 13.A.6.

Deputy Mayor Carrier asked to pull Item 13.A.7., Appointments Committee Report, and the Joint Building Committee – Dover High School and Regional CTC Report.

Mayor Weston asked for a vote on the remaining items of the Consent Calendar.

Vote: 8/0.

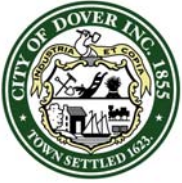
Deputy Mayor Carrier moved for the adoption of Item 13.A.6.; seconded by Councilor Greenshields.

Councilor O'Connor asked for clarification on the resolution.

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

Deputy City Manager Steele provided clarification of the area and why this was being offered.

Councilor O'Connor said he couldn't see supporting this resolution.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, May 25, 2016**
Meeting Time: **7:00 pm**

City Manager Joyal explained that the City was offering this because it protected the City's water supply. He asked for an amendment to the resolution that states that the resident needs to be hooked up to both water and sewer, because sewer is metered by water usage. Councilor Ciotti moved to amend the resolution to add the following to the end of the Now, Therefore: "...and provided the Homeowner is connected or must connect to City's water system."; seconded by Councilor Gagnon.
Vote: 6/2; Passed. Councilors Greenshields and Gagnon were opposed..
Mayor Weston asked for a roll call vote on the amended resolution.
Roll Call Vote: 7/1; Passed. Councilor O'Connor was opposed.

Deputy Mayor Carrier moved for the adoption of Item 13.A.7.; seconded by Councilor O'Connor.
Deputy Mayor Carrier asked for clarification on the project.
Library Director Beaudoin gave an overview of the resolution to the Council.
Roll Call Vote: 8/0.

Councilor Greenshields gave an overview of the School Board Report.
Deputy Mayor Carrier moved to accept the School Board Report; seconded by Councilor Gagnon.
Vote: 8/0.

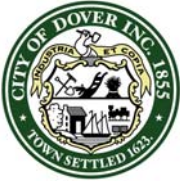
Deputy Mayor Carrier gave an overview of the Appointments Committee Report; and recommended the following Appointment:
Amy Kramer-Perry – Conservation Commission Alternate
Deputy Mayor Carrier moved for her appointment; seconded by Councilor Gagnon.
Vote: 8/0.
Deputy Mayor Carrier said there are several openings on Boards and Commissions.
Deputy Mayor Carrier moved to accept the Appointments Committee Report; seconded by Councilor Ciotti.
Vote: 8/0.

Deputy Mayor Carrier gave an overview of the Joint Building Committee – Dover High School and Regional CTC Report to the Council.
Deputy Mayor Carrier moved to accept the Joint Building Committee – Dover High School and Regional CTC Report; seconded by Councilor Thibodeaux.
Vote: 8/0.

B. RESOLUTIONS

1. FISCAL YEAR 2016 TRANSFER OF APPROPRIATION – GENERAL FUND SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.
Roll Call Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, May 25, 2016**
Meeting Time: **7:00 pm**

2. DISPOSAL OF CITY OWNED REAL ESTATE
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
Roll Call Vote: 8/0.

**3. ACCEPTANCE OF AMENDMENT TO DEVELOPMENT AGREEMENT BETWEEN
THE CITY OF DOVER AND H53 MAST ROAD, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8/0.

4. ACCEPTANCE OF PHASE II OF EMERALD DRIVE AS A PUBLIC WAY
SPONSORED BY MAYOR WESTON BY REQUEST

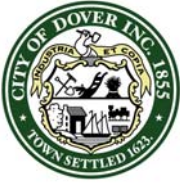
Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.
Vote: 8/0.

**5. REPROGRAM UNEXPENDED BOND PROCEEDS FROM PARKING GARAGE TO
POLICE STATION, REPROGRAM BOND PROCEEDS FROM POLICE STATION
TO CITY HALL CUSTOMER SERVICE CENTER PROJECT IMPROVEMENTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 8, 2016, WITH CITY
COUNCIL VOTE TO OCCUR ON JUNE 22, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on June 8, 2016; seconded by
Councilor O'Connor.
Vote: 8/0.

**6. REPROGRAM UNEXPENDED BOND PROCEEDS FROM SIXTH STREET WATER
MAIN LOOP PROJECT TO WATER MAIN SPAULDING TURNPIKE PROJECT
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 8, 2016, WITH CITY
COUNCIL VOTE TO OCCUR ON JUNE 22, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on June 8, 2016; seconded by
Councilor Ciotti.
Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, May 25, 2016**
Meeting Time: **7:00 pm**

C. ORDINANCES IN 1ST READING

1. CHAPTER 5: BOARD AND COMMISSIONS, SECTION 25 – HERITAGE COMMISSION

(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 8, 2016)

SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER, AND COUNCILOR CIOTTI

Deputy Mayor Carrier moved to refer to a Public Hearing on June 8, 2016; seconded by Councilor Ciotti.

Vote: 8/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Thibodeaux said she'll be holding her Coffee with the Councilor.

Mayor Weston asked if they could consider going to the McConnell Center to hold their meetings for the summer.

Councilor Ciotti asked the City Manager to find money in the budget to install air conditioning in the Council Chambers.

City Manager Joyal said he will put it in the Capital Improvements Program (CIP).

Mayor Weston said the meetings will be held in the McConnell Center.

Councilor Gagnon announced that the Farmer's Market is open again.

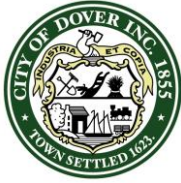
Councilor O'Connor congratulated Dover Baseball. He also talked about the Athletic Director for Dover, Peter Wotton, and the award issued to him last September.

Deputy Mayor Carrier spoke about Casino Night on June 3, 2016.

16. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor Gagnon.

Vote: 8/0.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2016-05.25 – 008**
Ordinance Title: Chapter 5, Boards, Commissions and Committees
Chapter: 5
Section: 25. Heritage Commission

The City of Dover Ordains:

1. PURPOSE

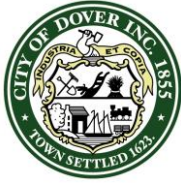
The purpose of this ordinance is to amend Chapter 5 entitled “Boards, Commissions and Committees” by revising Section 5-25.A. MEMBERSHIP.

2. AMENDMENT

Chapter 5, Section 25 entitled “Heritage Commission” is hereby amended as follows:

5-25. Heritage Commission. [Added on 2015.10.28 by Ordinance No. 2015.10.14-021]

- A. MEMBERSHIP: The Heritage Commission shall consist of ~~four (4)~~ five (5) voting members including one (1) City Councilor; one (1) Citizen recommended by the Woodman Institute Museum; and ~~two (2)~~ three (3) Citizens, one of which may be a Planning Board member, and one of which may be a Downtown Dover Tax Increment Finance Advisory Board Member.
- B. TERM OF MEMBERS: Members shall be appointed to terms of three (3) years. The City Council Member shall serve for their current Council term and shall be appointed by the Mayor with the approval of the Council.
- C. AUTHORITY AND DUTIES: The Heritage Commission shall have the following duties and functions consistent with RSA 674:
- (1) Survey and inventory all cultural resources.
 - (2) Conduct, research and publish findings.
 - (3) Assist the Planning Board, as requested, in the development and review of those sections of the master plan which address cultural and historic resources.
 - (4) Advise, upon request, local agencies and other local boards in their review of requests on matters affecting or potentially affecting cultural and historic resources, including advising the City Council on the Historic Value of potentially “replaced qualifying structures” pursuant to RSA 79-E:4.
 - (5) Coordinate activities with appropriate service organizations and non- profit groups.
- D. Any appropriations established by the City Council for use by the Heritage Commission shall be held in a Heritage Commission fund and disbursed in accordance with RSA 674:44-b subject to the requirements of the City’s purchasing procedures and accounting requirements as administered by the City Manager.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2016-05.25 – 008**
Ordinance Title: Chapter 5, Boards, Commissions and Committees
Chapter: 5
Section: 25. Heritage Commission

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 Sponsored by: Mayor Karen Weston
Deputy Mayor Robert Carrier
Councilor Dennis Ciotti
Finance Director

Approved as to Legal Form and Compliance: Anthony Blenkinsop
City Attorney

Recorded by: Karen Lavertu
City Clerk

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

This ordinance expands the membership of the Commission, from four members to five members.

Document Created by: Planning	O-2016.05.25 Chapter 5, Boards, Commissions and Committees, Section 25 Heritage Commission
Document Posted on: May 16, 2016	Page 2 of 2



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (☒) the type of application:

RAFFLE* _____, TAG* _____, BLOCK PARTY** _____, FIREWORKS ☒ _____

Fill In Completely and Return To City Clerk -- **PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT**

Organization Name: City of Dover Recreation Department

Federal Tax ID number for Organization: 02-6000230

Check (☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____
(Describe) _____

Contact Person: Gary S Bannon

Day Time Telephone: 516-6410

Address: 61 Locust St, Suite 124, Dover, NH

Email g.bannon@dover.nh.gov

Purpose of Permit: Fireworks Display

Date of Event: July 4, 2016/July 5, 2016 Rain Date Specific Time: Dusk

Location of Event: Maglaras Park

*****RAFFLE / TAG PERMITS*****

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>

*****BLOCK PARTY PERMITS*****

**NOTICE TO BLOCK PARTY APPLICANTS: STREET CLOSURES, TRAFFIC DETOURS, AND/OR PARKING RESTRICTIONS MUST BE ARRANGED WITH THE POLICE DEPARTMENT

Block Party Location (attach map if more than one street is affected): _____

Police Department Block Party Approval Signature: _____

Printed Name: _____

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: Gary S Bannon

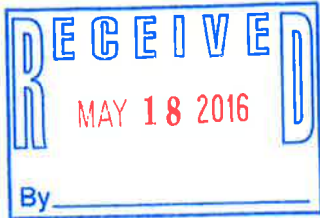
DATE: 5/26/16

(duly authorized)

PRINTED NAME: Gary S Bannon

Licensing Board Approval (Signature)

Date: 5/27/16



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

RAFFLE*_____, TAG*_____, BLOCK PARTY** ☒ ,

Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Grove Street Block Party
Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic ☒, Sports____, Veterans____, Fraternal or Political____, Other____
(Describe) Neighbors getting together to celebrate our neighborhood & families
Contact Person: Michael Quigley Day Time Telephone: 603-319-7872
Address: 102 Grove St., Dover Email: michael-quigley@comcast.net
Purpose of Permit: Celebrating our neighborhood & families
Date of Event: August 6, 2016 Specific Time: 10:00AM to 4:00PM
Location of Event: Grove Street, Dover, NH 03820 - SEE MAP ON BACK

*****RAFFLE / TAG PERMITS*****

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>

*****BLOCK PARTY PERMITS*****

**NOTICE TO BLOCK PARTY APPLICANTS: STREET CLOSURES, TRAFFIC DETOURS, AND/OR PARKING RESTRICTIONS MUST BE ARRANGED WITH THE POLICE DEPARTMENT

Block Party Location (attach map if more than one street is affected): SEE BACK (Grove Street)

Police Department Block Party Approval Signature: _____

Printed Name: Sergeant Marn Speidel

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: Michael J. Quigley DATE: 5/11/16

(duly authorized)

PRINTED NAME: Michael J. Quigley

Licensing Board Approval (Signature) Date: 5/20/16

1/2015

<http://www.dover.nh.gov/Assets/government/city-operations/1form/finance/city-clerk-tax-collection/Application%20raffle.pdf>

See back →
for map



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

RAFFLE* ☒, TAG* _____, BLOCK PARTY** _____,

Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: City of Dover Recreation Department

Federal Tax ID number for Organization: 02-6000230

Check (✓) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____
(Describe) _____

Contact Person: Gary S Bannon

Day Time Telephone: 516-6410

Address: 61 Locust St, Suite 124, Dover, NH

Email g.bannon@dover.nh.gov

Purpose of Permit: Fundraising/Donations

Date of Event: Varies

Specific Time: July 1, 2016 - June 30, 2017

Location of Event: Throughout Year-Playgrounds, 4th of July, Senior Center, Arena, Pools, etc

*****RAFFLE / TAG PERMITS*****

Prize (s) To Be Awarded: varies

Cost of Ticket: varies

Date of Drawing: varies

Place of Drawing: varies

* 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>

*****BLOCK PARTY PERMITS*****

**NOTICE TO BLOCK PARTY APPLICANTS: STREET CLOSURES, TRAFFIC DETOURS, AND/OR PARKING RESTRICTIONS MUST BE ARRANGED WITH THE POLICE DEPARTMENT

Block Party Location (attach map if more than one street is affected): _____

Police Department Block Party Approval Signature: _____

Printed Name: _____

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: Gary S. Bannon

DATE: 5/26/16

(duly authorized)

PRINTED NAME: Gary S. Bannon

Licensing Board Approval AFC

Date: 5/27/16



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** ☒, ROAD TOLL*** ☐,

Fill In Completely and Return To City Clerk -- **PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT**

Organization Name: GARRISON SCHOOL

Federal Tax ID number for Organization: 02-0452247

Check(☒) Nature of Organization:

Religious___, Educational ☒, Charitable___, Civic___, Sports___, Veterans___, Fraternal or Political___, Other___

Name/Description of Event (if applicable): GARRISON 5K

Contact Person: SARAH CROTEAU, MIKE ROMPS Day Time Telephone: 603-516-6751

Address: 50 GARRISON ROAD

Email S.CROTEAU@DOVER.K12.NH.US

Date of Event: JUNE 12TH Specific Time: 9 AM

Location of Event (if parade, attach course description or map): MAP ATTACHED

*****PARADE PERMITS*****

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

Police Department Parade Route Approval Signature: _____

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

*****ROAD TOLL PERMITS*****

*****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: _____

Unless expressly waived in writing by the Licensing Board, the Organization agrees to defend, indemnify, and hold harmless the City of Dover from any claims, losses, and/or damages arising out of the event, and to name the City of Dover as an additional insured on its general liability insurance policy in amounts of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. The Organization/Applicant shall provide the City a certificate of insurance evidencing such additional insured status no less than fifteen (15) days prior to the event.

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.

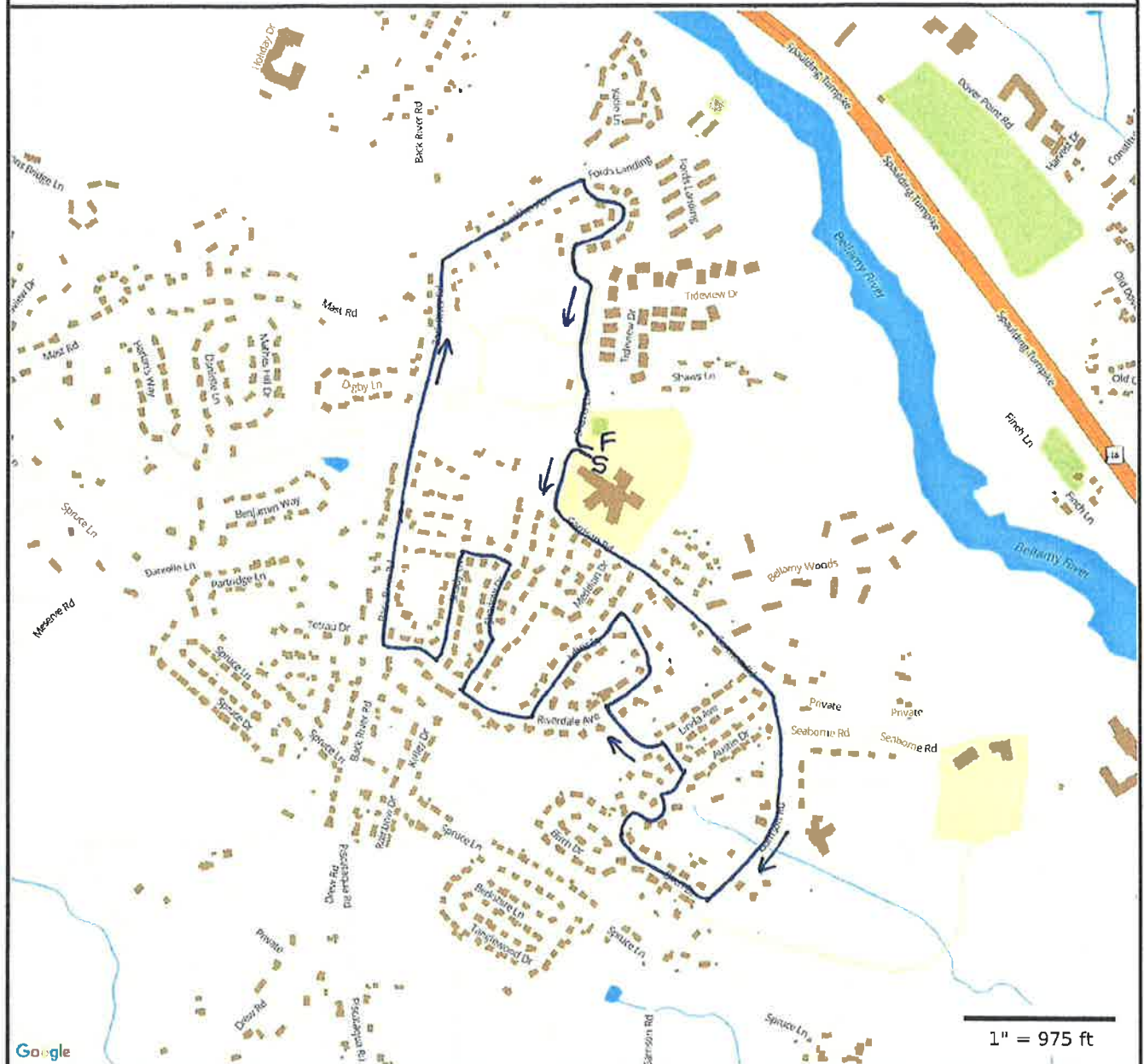
SIGNATURE OF APPLICANT: SARAH L. CROTEAU DATE: MAY 16, 2016

(duly authorized)

PRINTED NAME: SARAH L. CROTEAU

Licensing Board Approval (Signature) Date: 5/20/16

Garrison School 5K



START on Shaws Lane
 Left on Garrison
 Right on Birch
 Right on Hemlock
 Left on Linda
 Right on Riverdale
 Left on Arbor
 Right on Riverdale
 Right on Morningside



MAP FOR REFERENCE ONLY
 NOT A LEGAL DOCUMENT

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Left on Shadow
 Left on Shady
 Right on Morningside
 Right on Back River
 Right on Leathers
 Right on Rosanna
 Down path through
 gate/fields to
 Shaws Lane
 FINISH at rear of school



**PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**

Check(☒) the type of application:

RAFFLE* ☐, TAG* ☒, BLOCK PARTY** ☐

Fill In Completely and Return To City Clerk – PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Dover Little Green Cheerleading

Federal Tax ID number for Organization: 26-2543466

Check (☒) Nature of Organization:

Religious ☐, Educational ☐, Charitable ☐, Civic ☐, Sports ☒, Veterans ☐, Fraternal or Political ☐, Other ☐
(Describe) Sports

Contact Person: Diana Dravin Day Time Telephone: 603-969-3815

Address: 43 Long Hill Rd Dover NH 03820 Email: dianadravin@gmail.com

Purpose of Permit: Sports Fundraiser

Date of Event: 6/24, 6/25 + 6/26 Specific Time: 6/24 - 4pm-6pm, 6/25 - 8am - 8pm, 6/26 - 8am + 6pm

Location of Event: Various spots around town

*****RAFFLE / TAG PERMITS*****

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.dor.nh.gov/charitable-trusts/faq.htm>

*****BLOCK PARTY PERMITS*****

**NOTICE TO BLOCK PARTY APPLICANTS: STREET CLOSURES, TRAFFIC DETOURS, AND/OR PARKING RESTRICTIONS MUST BE ARRANGED WITH THE POLICE DEPARTMENT

Block Party Location (attach map if more than one street is affected): _____

Police Department Block Party Approval Signature: _____

Printed Name: _____

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.

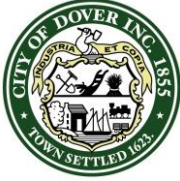
SIGNATURE OF APPLICANT: Diana Dravin DATE: 5/20/16

(duly authorized)

PRINTED NAME: Diana Dravin

Licensing Board Approval ATC

Date: 5/25/16



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2016.06.08 – 73**
Resolution Re: **B16035 Nelson St Reconstruction**

- WHEREAS: The sealed Request for Proposal B16035 was solicited for qualified vendors for the reconstruction of Nelson St and replies were received on March 29, 2016 @ 11:30am; and
- WHEREAS: A non-mandatory prebid meeting was conducted on March 9, 2016 with five companies attending. Five bid replies were received and evaluated with the proposal deemed most advantageous being submitted by Target Construction of Salem NH in the base amount of \$935,846.50; and
- WHEREAS: The objective of this project is to accomplish the reconstruction of approximately 600 feet of Nelson Street between Belknap Street and Locust Street, and approximately 300 feet of Atkinson Street between Nelson Street and Silver Street.

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 Target Construction of Salem NH for construction services at rates provided in conjunction with bid B16035. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4013.1.300.43121.4715.03174.13	Nelson St reconstruction	32,886	9,750
4016.1.300.43121.4751.03174.16	Nelson St reconstruction	425,000	425,000
5300.1.300.43320.4757.03549.13	Nelson St reconstruction	50,000	50,000
5300.1.300.43320.4754.03549.16	Nelson St reconstruction	200,000	200,000
5320.1.300.43250.4757.04533.13	Nelson St reconstruction	50,000	50,000
5320.1.300.43250.4757.04533.16	Nelson St reconstruction	150,000	150,000
4006.1.300.43121.4751.03121.06	CS-Street Improvements	14,233	14,233
4007.1.300.43121.4751.03121.07	CS-Street Improvements	167,214	36,864

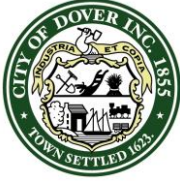
AUTHORIZATION

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

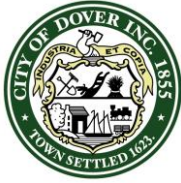
Agenda Item#: 13.A.6.

Resolution Number: **R - 2016.06.08 – 73**
Resolution Re: **B16035 Nelson St Reconstruction**

DOCUMENT HISTORY:

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

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2016.06.08 – 73**
Resolution Re: **B16035 Nelson St Reconstruction**

RESOLUTION BACKGROUND MATERIAL:

The objective of this project is to accomplish reconstruction of approximately 600 feet of Nelson Street between Belknap Street and Locust Street, and approximately 300 feet of Atkinson Street between Nelson Street and Silver Street in the base amount of \$935,846.50. The City also requested an alternate bid ALT A for trees and tree box filters in the amount of \$117,500 which is opting out of.

Communications from and with the original low bidder, Jamco Excavators LLC, revealed alleged errors in their bid reply thereby causing it to request rescission of its bid and excluding it from being the lowest responsible and responsive bid proposal.

Bid Information:

The sealed Request for Proposals B16035 was solicited for qualified vendors for the Nelson St Reconstruction on March 29, 2016 @ 11:30am.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations eMailed:	382	Number of Responses:	5
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	yes	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	Target Construction	Fund:	CIP
Other Approvals Required:	No	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

Bid Results and Vendor List



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.06.08 – 74**
Resolution Re: **Naming Portion of Dover Community Trail in Honor of John F. Scruton**

- WHEREAS: The late John F. Scruton was a Dover native and a dedicated volunteer who devoted numerous hours of service to make Dover a better place to live; and
- WHEREAS: John F. Scruton served as a volunteer on the Dover Open Lands Committee from 2000 to 2015 and on the Dover Transportation Advisory Commission from 2001 to 2012; and
- WHEREAS: John F. Scruton was a passionate advocate for agriculture and farm preservation and a champion for pedestrians and walkable communities; and
- WHEREAS: The City of Dover owns two parcels of conservation land (Map 34, Lots 20-B & 21) known as the “Cochecho River Conservation Area” that were purchased from the Cassily Family in 2003; and
- WHEREAS: The Dover Community Trail runs through the Cochecho River Conservation Area parallel to the Cochecho River from Whittier Street to another City-owned parcel off Hillside Drive; and
- WHEREAS: The Dover Open Lands Committee and Dover Community Trail Committee have proposed that this portion of the Dover Community Trail be named in honor of the late John F. Scruton.

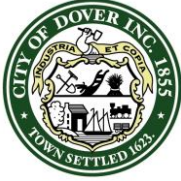
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

The portion of the Dover Community Trail that runs through the Cochecho River Conservation Area be named in honor of the late John F. Scruton.

REFER TO A PUBLIC HEARING ON JUNE 22, 2016 PER DOVER CODE 79-7

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - RESOLUTION		Agenda Item#: 13.B.1.
	Resolution Number: R – 2016.06.08 – 74 Resolution Re: Naming Portion of Dover Community Trail in Honor of John F. Scruton		

DOCUMENT HISTORY:

First Reading Date: _____ Approved Date: _____	Public Hearing Date: _____ Effective Date: _____
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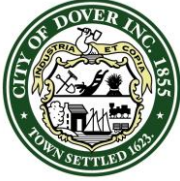
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

John F. Scruton was a dedicated volunteer for many years in his native Dover. After his passing in 2015, there was a desire to honor his legacy. Given his dedication to the work of the Open Lands Committee and his advocacy for walkable communities, the idea was developed to name a portion of the Dover Community Trail in his honor. The section proposed is across Sixth Street from the home he owned for many years. Appropriate signage will be placed at each end of this portion of the Community Trail to recognize John F. Scruton.

The Dover Community Trails Committee voted to support this resolution at a meeting on May 17, 2016, and the Dover Open Lands Committee did the same at a meeting on May 19, 2016.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2016.06.08 – 75**
Resolution Re: **Authorizing the City Manager to Engage in Discussions with the City Managers of the Cities of Rochester and Somersworth to Explore the Feasibility of Joint City Fire Administrative Services**

WHEREAS: The City of Dover is a member of the Tri-City Coalition (Coalition) whose mission is to foster dialog, exploration and implementation of joint policies and programs which would benefit the member Communities of the Coalition; and

WHEREAS: The members of the Coalition include the Mayors of the Cities of Somersworth, Rochester, and Dover, and two City Councilors from each Community; and

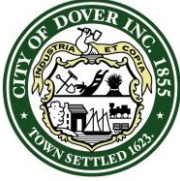
WHEREAS: The Coalition has discussed evaluating the benefits to the member Communities working together to establish joint fire administrative services.

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

The City Manager is authorized to engage in discussions with the City Managers of the Cities of Rochester and Somersworth to evaluate the benefits of joint fire administrative services.

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 – 2016.06.08 – 75**
Resolution Re: **Authorizing the City Manager to Engage in Discussions with the City Managers of the Cities of Rochester and Somersworth to Explore the Feasibility of Joint City Fire Administrative Services**

DOCUMENT HISTORY:

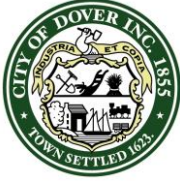
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicoletta, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The Cities of Rochester, Somersworth, and Dover formed the Tri-City Coalition (Coalition) in order to foster dialog, exploration, and implementation of joint policies and programs which would benefit the member Communities of the Coalition. This Resolution authorizes the City Manager to engage in discussions on the possibility of engaging in a joint city fire administrative services agreement with Rochester and Somersworth.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2016.06.08 – 76**
Resolution Re: **Authorizing the City Manager to Engage in Discussions with the Strafford County Administration to Explore the Feasibility of a County Property Tax Assessing Program to Include the City of Somersworth**

WHEREAS: The City of Dover is a member of the Tri-City Coalition (Coalition) whose mission is to foster dialog, exploration and implementation of joint policies and programs which would benefit the member Communities of the Coalition; and

WHEREAS: The members of the Coalition include the Mayors of the Cities of Somersworth, Rochester, and Dover, and two City Councilors from each Community; and

WHEREAS: The Coalition has discussed the possibility of a County Assessing Cooperative run under the direction of the Strafford County Commissioners and its Administration, providing assessing services to each participating Community in Strafford County.

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

The City Manager is authorized to engage in discussions with the Strafford County Administration to explore the feasibility of a County property tax assessing program.

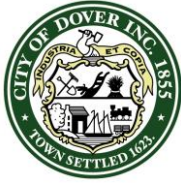
AUTHORIZATION

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.3.

Resolution Number: **R – 2016.06.08 – 76**
Resolution Re: **Authorizing the City Manager to Engage in Discussions with the Strafford County Administration to Explore the Feasibility of a County Property Tax Assessing Program to Include the City of Somersworth**

DOCUMENT HISTORY:

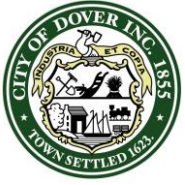
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The Cities of Rochester, Somersworth, and Dover formed the Tri-City Coalition (Coalition) in order to foster dialog, exploration, and implementation of joint policies and programs which would benefit the member Communities of the Coalition. This Resolution authorizes the City Manager to engage in discussions on the possibility of engaging in an assessing cooperative in Strafford County.

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY OF DOVER – ORDINANCE</th></tr> <tr> <td colspan="2">Agenda Item: 13.C.1.</td></tr> <tr> <td>Ordinance Number:</td><td>O – 2016.06.08 – 009</td></tr> <tr> <td>Ordinance Title:</td><td>Updating the Dover Zoning Ordinance</td></tr> <tr> <td>Chapter:</td><td>170</td></tr> <tr> <td>Section:</td><td>8. Zoning Map</td></tr> </table>	CITY OF DOVER – ORDINANCE		Agenda Item: 13.C.1.		Ordinance Number:	O – 2016.06.08 – 009	Ordinance Title:	Updating the Dover Zoning Ordinance	Chapter:	170	Section:	8. Zoning Map
CITY OF DOVER – ORDINANCE													
Agenda Item: 13.C.1.													
Ordinance Number:	O – 2016.06.08 – 009												
Ordinance Title:	Updating the Dover Zoning Ordinance												
Chapter:	170												
Section:	8. Zoning Map												

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 rezoning four (4) parcels of land from office and residential to retail/commercial.

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 Office (O) District to Thoroughfare Business (B-3) District an area of approximately 1.8 acres located at 824 – 828 Central Avenue, consisting of Map 37 Lots 35-37.

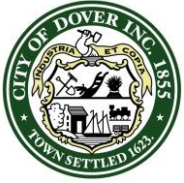
AND

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 Thoroughfare Business (B-3) District an area of approximately 3.4 acres located at 8 Glenwood Avenue, consisting of Map 37 Lot 38.

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 Dimensional Regulations Table in the Thoroughfare Business District (B-3) to add a new footnote to the Dimensional Regulations table relative to setbacks to read as follows:

“[6] A vegetated buffer of no less than fifty feet (50’) must be established and maintained along the B-3/R-12 zoning boundary abutting the southern property line of the Tax Assessor’s Map 37, Lot 38. The buffer must be populated with existing vegetation, where available, and where existing vegetation is not available or not adequate, the buffer shall be improved to provide visual screening on a year-round basis for the benefit of the residential uses abutting the B-3 Zoning District. The buffer may feature new landscaping vegetation and materials, berms, fences, walls and other screening techniques, with a preference toward preserving existing healthy trees, where feasible. Buildings, impervious surfaces, mechanical equipment, parking and storage and display of goods and materials are



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item: 13.C.1.

Ordinance Number: **O – 2016.06.08 – 009**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170
Section: 8. Zoning Map

prohibited in the buffer. Following installation, the buffer must be adequately maintained by the owner(s) of Tax Assessor's Map 37, Lot 38."

TAKES EFFECT

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

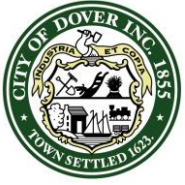
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Dennis Ciotti
City Council Planning Board
Representative

Approved as to Legal
Form and Compliance: Anthony Blenkinsop
City Attorney

Recorded by: Karen Lavertu
City Clerk

 CITY OF DOVER	CITY OF DOVER – ORDINANCE		Agenda Item: 13.C.1.
	Ordinance Number:	O – 2016.06.08 – 009	
	Ordinance Title:	Updating the Dover Zoning Ordinance	
	Chapter:	170	
	Section:	8. Zoning Map	

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

Attached is the application provided by the Property Owners and Applicant.

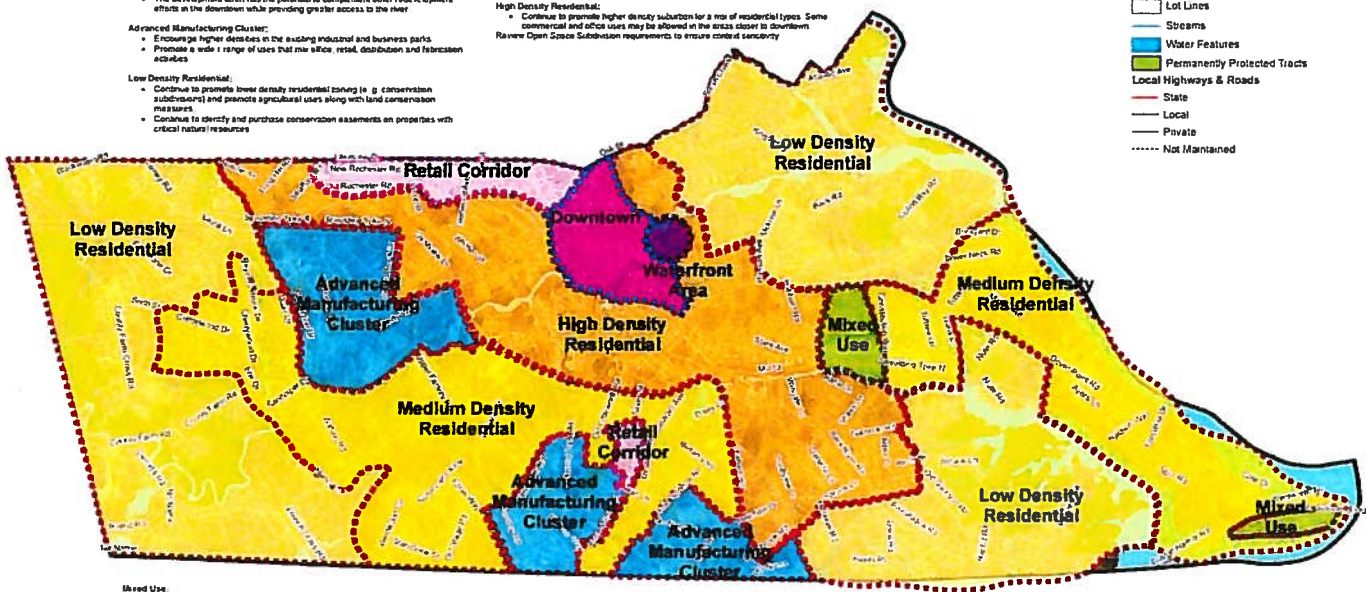
Future Land Use Map City of Dover, NH

- Municipal Boundary
- Lot Lines
- Streams
- Water Features
- Permanently Protected Tracts
- Local Highways & Roads
- State
- Local
- Private
- Not Maintained

- Downtown:**
- The majority of future development should be located in or near downtown
 - Continue to encourage in-fill and mixed-use development within a 1/2 mile or so of the downtown core
- Waterfront Area:**
- Potential for a major mixed-use development on the city's former public works site on the river
 - The development effort has the potential to complement other redevelopment efforts in the downtown while providing greater access to the river
- Advanced Manufacturing Cluster:**
- Encourage higher densities in the existing industrial and business parks
 - Promote a wide range of uses that mix office, retail, distribution and fabrication activities
- Low Density Residential:**
- Continue to promote lower density residential zoning (e.g. conservation subdivisions) and promote agricultural uses along with land conservation measures
 - Continue to identify and purchase conservation easements on properties with critical natural resources

- Medium Density Residential:**
- Encourage residential development at a moderate density on smaller lots served by municipal water and sewer. Many of these areas already have established neighborhoods
 - Continue to identify and purchase conservation easements on properties with critical natural resources
 - Review Open Space Subdivision requirements to promote usage of that development technique
- High Density Residential:**
- Continue to promote higher density suburban for a mix of residential types. Some commercial and office uses may be allowed in the areas closer to downtown
 - Review Open Space Subdivision requirements to ensure context sensitivity

- Mixed Use:**
- Encourage a mix of residential and commercial uses that are compatible with each other in areas outside of the downtown area
- Retail Corridor:**
- Continue to promote retail and commercial development along highway corridors and encourage interrelationship with more attractive buildings and parking areas that contain green drainage infrastructure and landscaping



Data Sources:
City of Dover Assessor's Office Parcel Data
GRANIT Conservation & Public Lands Datalayer (level of protection)
NHDOT Aerial Photography ~ 2010

Jarvis, Patricia A.

From: Uchida, Richard Y.
Sent: Tuesday, May 24, 2016 9:13 AM
To: Jarvis, Patricia A.
Subject: FW: map

Please print in color at 8 ½ x 11. Provide me with one copy and I will explain what I need from there.



To: Dover City Council
From: Christopher Parker, AICP
CC: J. Michael Joyal, City Manager
Dover Planning Board
Date: June 1, 2016
Re: Zoning Amendments

ISSUE:

On May 24, 2016, the Planning Board unanimously approved a citizen petition to amendment to the City's Zoning Map.

INTENT:

This memo will briefly describe the findings of the Planning Board and ensure compliance with Chapter 170-53(F) of the Code.

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.

PROCESS:

Chapter 170 provides that citizens may request rezoning of their property. On March 22, the Planning Board reviewed a request by 4 property owners to rezone their parcels from Office and Medium Density Residential to Thoroughfare Business.

The Planning Board posted the amendments after consideration on March 22, 2016. It held public hearings on April 26 and May 24 2016. The Board approved the requested amendment at the conclusion of the May 24th hearing and forwarded it to the City Council for ratification.

ATTACHMENTS:

- Citizen Petition for Rezoning
- Staff memo to the Planning Board
- Map of 4 lots to be rezoned
- Conceptual site layout of development.

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;

The 2015 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Tomorrow." This chapter includes references to increasing the City's commercial tax base through economic development. A review of the future land use map contained within the Land Use Chapter, indicates that the parcels are with an area designated as "Retail Corridor." The rezoning is consistent with the other uses along Central Avenue to the west and across both streets.

The consistency of the proposed amendment with other plans, studies, or technical reports prepared by or for the Board and the City;

The proposed amendments do not conflict with any other plans, studies or technical reports.

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. There will be improvements to the stormwater management in the area, through the unified collection and distribution of the stormwater generated through development of the site.

The effect of the proposed amendment on the natural, environment, and historical resources of the City;

The adjacent Berry Brook watershed is an environmentally sensitive area. The Planning Board found that by allowing for residential development of the site, there would be more impact to the environment than there will be through commercial development. This is in part because the City's site regulations require higher standards of containment and management of stormwater, as well as stricter landscape management requirements.

A further benefit is that the Applicant has agreed to donate a conservation easement to the City for all undeveloped portions of Map 37 lot 38. This easement would be over approximately 60% of the parcel.

The effect of the proposed amendment on neighborhood including the extent to which nonconformities will be created or eliminated;

The area to be rezoned is adjacent to the Walgreen's Pharmacy development and across the street from the Shaws Plaza and the Hannaford/Natural Pharmacy/Papa Gino's developments. The rezoning is an extension of the existing B-3 Zoning District. Through thoughtful layout of the buildings, reasonable landscaping, preservation of existing trees where possible, and the establishment of fencing and vegetative buffers, the area in question can be developed in a manner which is complementary to Central Avenue while protecting the residential neighborhood on Crescent Avenue.

As the lots would be combined, there is no concern about creating non-conformities.

The effect of the proposed amendment on the City's economy and fiscal resources; and

The amendment will have a positive impact on the economy of the City, while not creating any material burden on municipal services, capital facilities or any natural or historic resources in Dover. The rezoning will positively impact the fiscal resources of the City by rezoning the properties to accommodate the highest and best uses of those properties, given the affected area.

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 approved the amendments by a vote of 8 to 1 and hereby submits them to the City Council for ratification.



City of Dover, New Hampshire ZONING AMENDMENT APPLICATION

RECEIVED
[Revision Date: February 13, 2013]
Planning Office

Office Use Only

File #:

P16-06

Date Received:

MAR 17 2016

Amount Paid:

Time Received:

Dover, New Hampshire

APPLICANT INFORMATION

Name of Applicant: Scott Mitchell Real Estate, LLC

Address of Applicant: 321D Lafayette Road, Hampton, NH 03242

Telephone # (603) 926-7770

Email Address scott@tropicstardevelopment.com

DESCRIPTION OF PROPOSED AMENDMENT

Amendment will rezone four properties on or near the southeasterly corner of Glenwood
Avenue and Central Avenue to B-3 (Thoroughfare Business Zoning District)

AREA REZONING INFORMATION

Assessor's Map and Lot #s of all properties within the area proposed to be rezoned:

Map	Lot(s)
37	35-0-0
37	36-0-0
37	37-0-0
37	38-0-0

Current Zoning District(s) See attached Size of Area: 5.38 AC (in total)

Existing Use(s) Within Area: Properties on Central Avenue-Office; Property on Glenwood-Residential

Proposed Zoning District(s) B-3 Proposed Use of Area: Retail/Commercial

ORDINANCE AMENDMENT INFORMATION

Article# 170 Section(s) # 8 Section Title(s) Zoning Map

Current Provision(s) Language See attached for existing zoning of properties.

Proposed Provision(s) Language See attached for proposed zoning of properties.

In a separate narrative, please describe how your proposed amendment(s) addresses the following elements:

- The purpose and intent of the amendment;
- Consistency with RSA 674:17;
- Consistency with Dover's Master Plan;
- Consistency with other plans, studies, or technical reports prepared by, or for, the Planning Board and the City;
- Effect on the City's municipal services and capital facilities as described in the Capital Improvements Program;
- Effect on the natural, environment, and historical resources of the City;
- Effect on neighborhood including the extent to which nonconformities will be created or eliminated; and
- Effect on the City's economy and fiscal resources.

REQUIRED ATTACHMENTS

Fifteen (15) hard copies and one digital copy of the following:

- This application;
- A properly drafted ordinance containing the amendment in a form meeting the requirements of the City Clerk (please see attached for example);
- A statement of the purposes and intent of the proposed amendment
- For zoning map amendments:
 - A map showing the existing zoning districts of the area to be rezoned and the proposed changes to these districts;
 - The names, addresses, and telephone numbers of those submitting the petition and of any agents or representatives of the same;
 - A list and address labels including the name, address, and tax map number of each property owner of the area proposed for rezoning and each property owner within one hundred (100) feet of the subject area. The list shall be current within ten (10) days of submittal;
 - A non-refundable fee of eight dollars (\$8.00) per property owners and abutter required to be notified included on the lists of properties;
- A non-refundable fee of one hundred fifty dollars (\$150.00) to cover the cost of staff review and processing of the amendment;
- A non-refundable fee of eighty dollars (\$80.00) to cover the cost of the newspaper notice; and
- For district or citywide zoning map amendments, or for zoning ordinance text amendments, please contact the Planning Department for cost of mailing and abutter notice requirements.

SIGNATURE OF APPLICANT(S)

I /We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Applicant: See attached Date: _____

Signature of Applicant: _____ Date: _____

City of Dover, New Hampshire REZONING APPLICATION (Addendum)

The following information is supplied for each property in this rezoning application:

824 Central Avenue

Property Owner: Judith T. Spang, Trustee
Owner Address: Judith T. Spang Revocable Trust of 2003
55 Wiswall Road
Durham, New Hampshire 03824
Assessor's Map #: 37-35-0-0
Current Zoning District: O - Office District
Size of Parcel: .7 Acres
Existing Use: Professional office

826 Central Avenue

Property Owner: 826 Central Avenue, LLC
Owner Address: P.O. Box 343
Lafayette, Colorado 80026
Assessor's Map #: 37-36-0-0
Current Zoning District: O- Office District
Size of Parcel: .585 Acres
Existing Use: Office

828 Central Avenue

Property Owner: Parkstone Properties, Inc.
Owner Address: 4 Bulough Park
Newton, Massachusetts 02160

- Provision of light and air and the prevention of overcrowding of the land, through master planning of the parcels, as merged, including appropriate open space, landscaping and buffering, as part of a master plan for the development of the parcels.

Impacts on economy, fiscal resources, environment, natural and historical resources, municipal services, capital facilities and neighborhoods: The amendment will have a positive impact on the economy of the City, while not creating any material burden on municipal services, capital facilities or any natural or historic resources in Dover. The rezoning will positively impact the fiscal resources of the City by rezoning the properties to accommodate the highest and best uses of those properties, given the affected area. The rezoning also brings the properties more in line with the manner in which this portion of Central Avenue has been developed. The area to be rezoned is adjacent to the Walgreen's Pharmacy development and across the street from the Shaws Plaza and the Hannaford/Natural Pharmacy/Papa Gino's developments. In fact, the rezoning simply represents an extension of the existing B-3 Zoning District. Through thoughtful layout of the buildings, reasonable landscaping, preservation of existing trees where possible, and the establishment of fencing and vegetative buffers, the area in question can be developed in a manner which is complementary to Central Avenue while protecting the residential neighborhood on Crescent Avenue. The applicant is not aware of any non-conformities which will be created, once the rezoning is accomplished and the properties are developed as intended.

Master Plan Consistency. The City's master plan espouses a vision for an increase in the City's commercial tax base through economic development, especially on properties already used commercially. See Vision Element 8. As noted above, the rezoning of the properties in this application will accommodate the highest and best uses of those properties, given the affected area. This will represent an improvement, in terms of commercial tax base, over the current uses of the properties. Also, as noted above, the properties, as combined, offer an opportunity to develop the land with higher quality commercial uses, while providing for the reservation of areas of open space and landscaping to protect the nearby residential neighborhood on Crescent Avenue. This is consistent with the Master Plan vision of protecting the residentially zoned areas in the City from unreasonable encroachment by commercial uses. Not all commercially-zoned properties in the City feature enough size and depth to be developed commercially with appropriate separation from residentially-zoned areas. Finally, the rezoning does not represent the expansion of commercially zoned properties outside of what is thought as the urban growth area of the City into its rural areas. See February 24, 2015 Land Use Analysis, LU 2.1. It is in an area within or adjacent to land designated as "Retail Corridor" in the Master Plan Future Land use Map. The rezoning is perfectly consistent with the other uses along Central Avenue to the west and across both streets. While the rezoning does include one parcel which is occupied by and zoned for residential use, the parcel location lines up, in terms of depth, with the depth of other commercial uses fronting on Central Avenue, and provides sufficient land to buffer residential uses on Crescent Avenue from the proposed development of the properties.

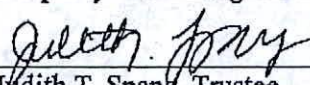
Respectfully submitted:

SCOTT MITCHELL REAL ESTATE, LLC

By:


Richard V. Nichols (Print Name)
Attorney at Law (Title)
Duly authorized

Property Owner Signatures:


Judith T. Spang, Trustee

826 Central Avenue, LLC

(Print Name)

(Title)
Duly authorized

Parkstone Properties, Inc.

(Print Name)

(Title)
Duly authorized

Charles Banaian

Property Owner Signatures:

Judith T. Spang, Trustee

826 Central Avenue, LLC

(Print Name)

(Title)

Duly authorized

Joseph Tischler
Parkstone Properties, Inc.

JOSEPH TISCHLER (Print Name)

PRESIDENT (Title)

Duly authorized

Charles Banaian

Property Owner Signatures:

Judith T. Spang, Trustee

Heather S. Clements, member

826 Central Avenue, LLC

Heather S. Clements (Print Name)

member (Title)

Duly authorized

Parkstone Properties, Inc.

(Print Name)

(Title)

Duly authorized

Charles Banaian

Property Owner Signatures:

Joshua L. Spang, Trustee

126 Central Avenue, LLC

(Print Name)

(Title)

Duly authorized

Parkstone Properties, Inc.

(Print Name)

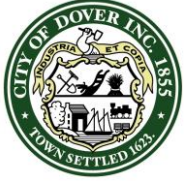
(Title)

Duly authorized

Alfred M. Silva Mascato

Charles Baranovich

Executive for Charles Baranovich



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P16-06

Application Type:	Citizen Petition for Rezoning
Applicant(s):	Scott Mitchell Real Estate, LLC
Owner(s):	Multiple (See attached application)
Location:	Central Ave and Glenwood Ave (Assessor's Map 37, Lots 35, 36, 37, 38)
Meeting Date:	May 24 2016

INTENT: A request by a citizen proposes to rezone four (4) parcels that total approximately 5.38 acres from Office (O) and Medium Density Residential (R-12) to Thoroughfare Business District (B-3).

LOTS/UNITS PROPOSED: None at this time

AGENDA ITEM #: 3-A

ACREAGE: 5.38 acres

ZONING DISTRICT: Office (O) and Medium Density Residential (R-12)

EXISTING LAND USE: Office, residential, and vacant

PROPOSED LAND USE: Commercial and other uses permitted in the Thoroughfare Business District (B-3)

SURROUNDING LAND USE: Residential, office, and vacant

ZBA ACTION:

Lot 35:

H82-17: Variance granted to have professional offices in a residential zone on August 19, 1982

H84-36: Variance granted to move the existing building and garage to the rear of the lot and construct a new office building at the front of the lot on June 21, 1984

Z01-2: Variance granted to install a 12 sq. ft. freestanding sign with the condition that there will be no additional signage on the property that would otherwise be allowed on March 15, 2001

Lot 36

Z00-16: Variance granted to allow a 12 sq. ft. freestanding sign with the condition that it be at least 10 feet from sidewalk and that no additional signs to be permitted on the property on June 15, 2000

Lot 37

Z94-22: Variance granted to allow a 12 sq. ft. freestanding sign and to increase the overall sq. ft. to 36 sq. ft. on October 20, 1994.

H87-47: Variance granted to allow one sign to be 8 sq. ft. and one sign to be 40 sq. ft. on September 17, 1987.

H70-7: Exception denied to rezone lot to commercial from residential

Z94-15: Variance denied to erect a second freestanding sign

ATTACHMENTS: Bring material from 3/22/16 and 4/26/16 meeting

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices were sent by first class mail for the April 26th meeting

Summary of Request and Background

The applicant is requesting to rezone four parcels on Glenwood and Central Aves from Office (O) and Medium Density Residential (R-12) to Thoroughfare Business District (B-3).

The process for handling the petitioned amendment is outlined in Chapter 170-53-C-3. On March 22, 2016, the Planning Board voted to post the citizen petition and hold a public hearing. A public hearing was held on April 26th and then tabled so that the applicant could provide additional materials to the Planning Board.

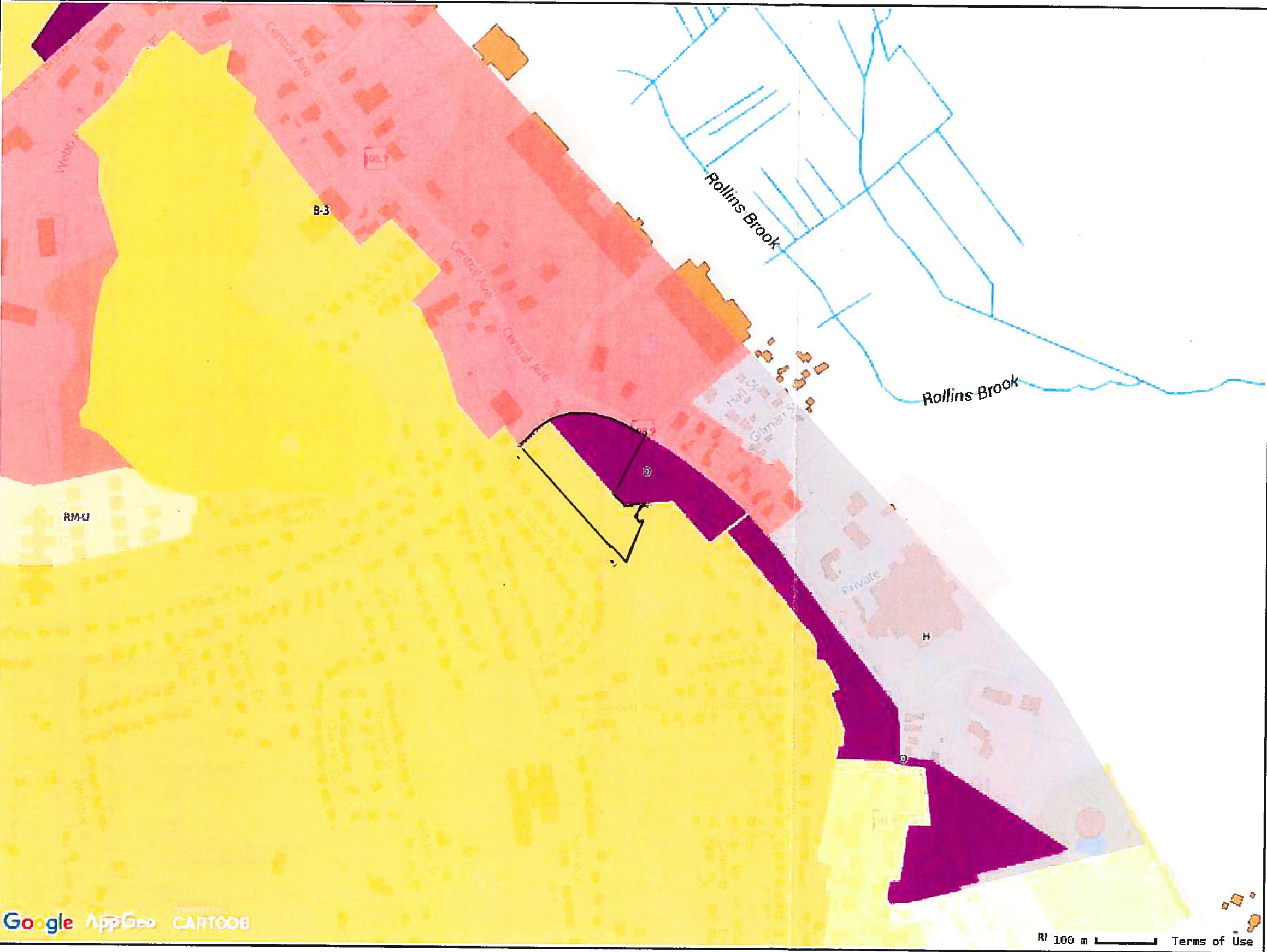
Accompanying this memo are three plans. Two are provided by the developer (a concept residential subdivision, the concept site plan showing neighboring residential). One is from the City (showing distances from the residential to the property lines).

STAFF RECOMMENDATION:

The Planning Board should remove the item from the table, re-open the public hearing, allow the applicant to present any new material rezoning request, receive input from abutters, and make a recommendation to the City Council.

Should the Board seek to forward the amendment to the Council, staff recommends adding the following language, as a footnote to the setback table:

“A vegetated buffer of no less than fifty feet (50') must be established and maintained along the B-3/R-12 zoning boundary abutting the southern property line of the Tax Assessor's Map 37, Lot 38. The buffer must be populated with existing vegetation, where available, and where existing vegetation is not available or not adequate, the buffer shall be improved to provide visual screening on a year-round basis for the benefit of the residential uses abutting the B-3 Zoning District. The buffer may feature new landscaping vegetation and materials, berms, fences, walls and other screening techniques, with a preference toward preserving existing healthy trees, where feasible. Buildings, impervious surfaces, mechanical equipment, parking and storage and display of goods and materials are prohibited in the buffer. Following installation, the buffer must be adequately maintained by the owner(s) of Tax Assessor's Map 37, Lot 38.”



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.



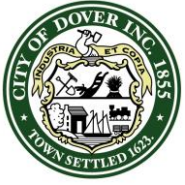
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May 17, 2016

Scale: 1" = 40'

 CITY OF DOVER	CITY OF DOVER – ORDINANCE	
	Agenda Item: 13.C.2. Ordinance Number: O – 2016.06.08 – 010 Ordinance Title: Updating the Dover Zoning Ordinance Chapter: 170 Sections: 6, 8, 12, 20, 23, 24, 27, 33 and 46	

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 and in land use regulations.

2. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-6 “Definitions”, to revise definitions as follows:

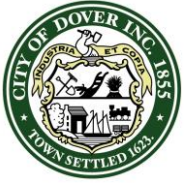
HEIGHT OF BUILDING means the vertical distance measured from the *average* grade level *adjoining the BUILDING* to the highest level of the roof surface or front PARAPET, whichever is greater. Television and radio receiver ANTENNAS and photovoltaic systems as well as church steeples shall not be included in this calculation.

NONCONFORMING USE means a lawful use that ~~does not conform as to BULK~~ if it does not conform to the prescribed ~~use BULK~~ regulations of the district in which it is located.

TEMPORARY ~~PORTABLE~~ SIGN means a SIGN(s) customarily located on a trailer or similar wheeled apparatus, whether self-propelled or pulled by another vehicle, ~~intended for promotional purposes or to convey an advertising message of any kind~~, which is not permanently affixed to the ground. A-frame, sandwich board, inflatable, and other SIGNS not permanently affixed, directly or indirectly, upon a BUILDING, STRUCTURE, or land and not otherwise referenced under the definitions of “FREESTANDING SIGN,” “PROJECTING SIGN,” or “WALL SIGN” shall also be considered as “TEMPORARY ~~PORTABLE~~ SIGNS.”

CHILD CARE FACILITY means a non-residential facility use for the care of children for periods of less than twenty-four (24) hours per day, and/or the provision of educational services commonly associated with preschool, nursery schools or kindergartens. A CHILD CARE FACILITY requires Technical Review Committee review ~~and is subject to possible Site Review and PLANNING BOARD approval per Section 149 4.C.3 of the Site Review Regulations.~~

OUTBUILDING – see ACCESSORY STRUCTURE ~~means an accessory BUILDING, usually located toward the REAR of the same LOT as a PRINCIPAL BUILDING, and sometimes connected to the PRINCIPAL BUILDING.~~



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item: 13.C.2.

Ordinance Number: **O – 2016.06.08 – 010**
Ordinance Title: **Updating the Dover Zoning Ordinance**
Chapter: **170**
Sections: **6, 8, 12, 20, 23, 24, 27, 33 and 46**

3. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-6 “Definitions” to add new definitions as follows:

DIRECT ILLUMINATION means that the material of which a sign is made is itself illuminated (e.g. neon light).

EXTERNAL ILLUMINATION means a separate light fixture that shines onto a sign in order to illuminate it.

INTERNAL ILLUMINATION means illumination that is located within a translucent or otherwise diffusive sign material.

DEVELOPMENT IDENTIFICATION SIGN means a sign attached to a screening wall or landscape planter designed and intended to identify an approved multi-lot residential subdivision or multi-tenant site plan, located at the principal vehicular entry points.

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:

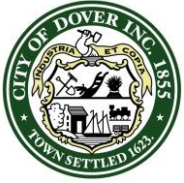
The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-Residential (RM-U) District to Heritage Residential (HR) District an area of approximately 5.06 acres located along Arch Street and Washington Street, consisting of lots 10-21*, 10-40*, and 10-151.

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

5. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-6 “Definitions”, to add a new definition as follows:

SELF-SERVICE STORAGE FACILITY means a building or a group of buildings consisting of individual, self-contained units of various sizes rented or leased for self-storage of customers’ property.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item: 13.C.2.

Ordinance Number: **O – 2016.06.08 – 010**
Ordinance Title: **Updating the Dover Zoning Ordinance**
Chapter: **170**
Sections: **6, 8, 12, 20, 23, 24, 27, 33 and 46**

AND

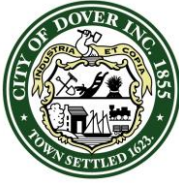
Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District”, by revising the Dimensional Regulations Tables in the Restricted Industrial District (I-1), Rural Restricted Industrial District (I-2) and Assembly and OFFICE District (I-4), to add SELF-SERVICE STORAGE FACILITY as a use allowed by Conditional Use Permit with criteria as follows:

SELF-SERVICE STORAGE FACILITY shall be allowed if a Conditional Use Permit is granted by the PLANNING BOARD upon a finding that the following criteria are met:

- A. The minimum front SETBACK shall be double the SETBACKs required in the district.*
- B. Any storage unit BUILDING visible from the STREET shall be located to be perpendicular to the STREET, with no storage unit doors facing the STREET.*
- C. If adjacent to a residential district or a LOT containing a residential use, the facility shall:*
 - (1) Be limited to a one story STRUCTURE with a height no more than twenty (20) feet.*
 - (2) Restrict the hours of operation to 9 am to 9 pm, Monday through Friday, and 10 am to 6 pm on Saturday and Sunday.*
 - (3) Not hold auctions or sales of contents of storage containers.*
 - (4) Have screening sufficient to block the view of the BUILDINGS from abutting parcels and shall prohibit lighting from shedding onto abutting parcels.*
- D. The architectural design standards of Chapter 149-14 L.(8)(b) shall be adhered to.*

6. 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 Dimensional Regulations Tables in the Hospital (H) District, Little Bay Waterfront (LBW) District, and Office (O) District, to add ACCESSORY DWELLING UNIT as a permitted use.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item: 13.C.2.

Ordinance Number: **O – 2016.06.08 – 010**
Ordinance Title: **Updating the Dover Zoning Ordinance**
Chapter: **170**
Sections: **6, 8, 12, 20, 23, 24, 27, 33 and 46**

7. 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 Dimensional Regulations Table in the Suburban Density Multi-residential (RM-SU) District to delete footnote [4]: ~~“A single family residential dwelling may be constructed within this zoning district under the same dimensional regulations that govern development in a R-20 District.”~~

8. AMENDMENT

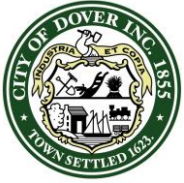
Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District” by revising the Dimensional Regulations Table in the Central Business District Downtown Gateway Sub-District (CBD-G) as follows:

In the “Ground Floor Standards” section of “Special Regulations,” revise the third bullet point to read, “Residential uses permitted; ~~buildings with more than 4 units are required to follow architectural standards, see section 170-20F.~~”

In the “Permitted Uses – Central Business District” table, revise the residential row to read, “Permitted, ~~buildings of four or more units on GROUND FLOOR allowed only if Architectural Standards are followed.~~ Density allowed at 5,000 sf per unit, 10 units max.”

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 revising the Dimensional Regulations Table in the Cochecho Waterfront District (CWD) by removing an obsolete reference to the Mill Motif in the Sign Regulations table.



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Sections: **6, 8, 12, 20, 23, 24, 27, 33 and 46**

10. 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” by revising Section H “Administration” to add language as follows:

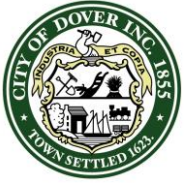
H. Administration

- (1) 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 ADJUSTMENT (as outlined in 170 – 52). Projects submitted shall follow the process outlined with Chapter 149, Site Review Regulations.
 - a. *Any redevelopment of an existing STRUCTURE within the CBD Downtown Gateway or Mixed Use sub-districts does not require a Conditional Use Permit if it results in three (3) or fewer total residential units, or if it increases the gross floor area of nonresidential space by less than two thousand five hundred (2,500) square feet, and is exempt from the regulations of this Section, except for SETBACK, BUILD TO, and use regulations. Density requirements for residential uses do not apply.*
- (2) Any redevelopment within the CBD is exempt from Wetlands Regulations as described and administered in this Chapter.

11. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-23. IMPACT FEE Ordinance, by deleting Section F – “Waivers”, subsection (b) and renumber subsection (c) to (b):

- ~~(b) A person may request a full or partial waiver of IMPACT FEES for construction within a subdivision or site plan approved by the PLANNING BOARD prior to the effective date of this ordinance. Prior to granting such a waiver, the PLANNING BOARD must find that the proposed construction is entitled to the four (4) year exemption provided by RSA 674:39, pursuant to that statute. This waiver shall not be applicable to phases of a phased development project where active and substantial development, BUILDING and construction has not yet occurred in the phase in which construction is proposed.~~



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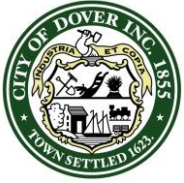
12. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-24 “ACCESSORY DWELLING UNITS” as follows:

170-24. ACCESSORY DWELLING UNITS. [Amended on 11-28-2012 by Ord. No. 2012.11.14-24.]

Where permitted, an ACCESSORY DWELLING UNIT shall comply with the following:

- A. A maximum of one (1) ACCESSORY DWELLING UNIT (ADU) per property is permitted. An ADU shall not be permitted on property where more than one DWELLING UNIT currently exists.
- B. Exterior ALTERATIONS, enlargements, or extensions of the SINGLE FAMILY DWELLING or detached ACCESSORY STRUCTURE are permitted in order to accommodate the ACCESSORY DWELLING UNIT. However, no such change is permitted which would ALTER the appearance of the SINGLE FAMILY DWELLING to look like a duplex or any other multi-family STRUCTURE (i.e., the house should not look like it was designed to occupy more than one family). The construction of any access ways into the house and/or detached garage which are required for access to the ACCESSORY DWELLING UNIT shall be located to the side or REAR of the BUILDING whenever possible.
- C. An ADU shall have an area of no less than ~~300~~ *three hundred (300)* square feet and no greater than ~~800~~ *eight hundred (800)* square feet. ~~An attached ACCESSORY DWELLING UNIT shall occupy no more than 30% of the FLOOR AREA of the SINGLE FAMILY DWELLING, including the ADU.~~ If located in a detached ACCESSORY STRUCTURE, the ACCESSORY DWELLING UNIT shall be located entirely on the second floor of the STRUCTURE.
- D. A minimum of one dedicated OFF-STREET PARKING space shall be provided for the ADU.
- E. The SINGLE-FAMILY DWELLING (and detached ACCESSORY STRUCTURE, when applicable) and LOT shall not be converted to a condominium or any other form of legal ownership distinct from the ownership of the SINGLE-FAMILY DWELLING. In order to ~~assure~~ *ensure* compliance with this requirement, the property owners at the time the ADU is established shall be required to execute a restrictive covenant running in favor of the City, which shall be recorded in the Strafford County Registry of Deeds and a copy of *which shall be* provided to the Planning and Community Development



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Department and the City Assessor prior to the issuance of a CERTIFICATE OF OCCUPANCY.

- F. The property owner must occupy one of the two DWELLING UNITS. Electric, water, and sewer utilities shall be metered on a single bill.
- G. Where municipal sewer service is not provided, the septic system shall meet NH Water Supply and Pollution Control Division requirements for the combined system demand for total occupancy of the premises.
- H. A certificate of use issued by the Zoning Administrator is required to verify conformance with the preceding standards. Said certificate shall be renewed annually. Applications to renew the certificate of use shall be due by January 1st following the date of approval of the certificate of use and then by every January 1st thereafter for so long as the ACCESSORY DWELLING UNIT continues. Fees shall be levied as set forth in the City of Dover *Fee Schedule* ~~Adopted Schedule of Fees~~, as amended annually, for ACCESSORY DWELLING UNIT certificates of use and renewals.

13. AMENDMENT

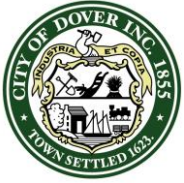
Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-27 “Conservation District”, by revising Section E(6), first paragraph to read as follows:

- (6) Upon the discretion of the Building Inspector, a STRUCTURE may be erected within the Conservation District as described in Subsection B(1) up to but never closer than seventy-five (75) feet of the *reference line (as defined in RSA 483-B:4, XVII)* ~~mean high water mark~~, provided that:

14. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-33 “FENCE Review and Regulations”, by revising subsection A to read as follows:

- A. FENCE HEIGHTS. No person, or other entity, shall erect or cause to be erected a FENCE exceeding four (4) feet in HEIGHT between the RIGHT OF WAY and *either ten (10) feet from the RIGHT OF WAY or a parallel line parallel with the front of the house closest to the RIGHT OF WAY, whichever is less*. FENCES may be up to eight (8) feet in HEIGHT *for the remainder of the lot* ~~from said parallel line with the front~~



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CITY OF DOVER – ORDINANCE

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~~of the house, around both sides and around the REAR YARD.~~ HEIGHT is measured from ground level.

15. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by deleting Chapter 170-46 “Loading Spaces”, to read as follows:

170-46. Loading Spaces. ~~[Amended 02-20-91 by Ord. No. 02-91.]~~ *Reserved.*

~~In all districts, no nonresidential STRUCTURE shall be erected, enlarged or used unless off-STREET loading spaces are provided as specified herein.~~

~~A. Off-STREET loading spaces shall be provided on the same LOT as the principal use they are intended to serve. In no instance shall an off-STREET loading space be counted as part of an area to satisfy the OFF-STREET PARKING requirements and vice versa.~~

~~B. No loading bay in a nonresidential district shall be located within one hundred (100) feet of a residential district boundary or within one hundred (100) feet of the LOT LINE of an abutting residential use.~~

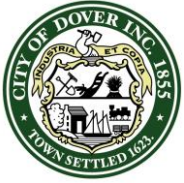
~~C. All bays shall be located at the side or REAR of the BUILDING they are intended to serve.~~

~~D. The minimum number of required loading spaces shall be determined by the PLANNING BOARD.***~~

~~*** Previous table illustrating number of loading spaces has been replaced by subsection D, by Ord. No. 02-91~~

16. TAKES EFFECT

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



CITY OF DOVER

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AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Dennis Ciotti
City Council Planning Board
Representative

Approved as to Legal Form
and Compliance: Anthony Blenkinsop
City Attorney

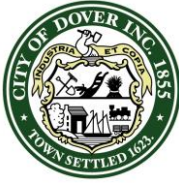
Recorded by: Karen Lavertu
City Clerk

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER – ORDINANCE

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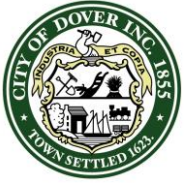
ORDINANCE BACKGROUND MATERIAL:

The amendments, which the Planning Board posted on April 12th, 2016, were drafted by staff and the Planning Board during the winter and spring of 2016. The amendments are the result of a comprehensive effort by the Planning Board to involve the public in the process. These amendments were suggested after a review of Zoning Board of Adjustment applications, adjustments to State Statutes and discussions with property owners and the Planning staff. Goals of the amendments include the protection of Dover’s character, promotion of development that will have a positive tax impact, and protection of natural resources.

Since some amendments affect all zoning districts in the City, a notice was sent to all property owners inviting them to a public hearings on May 10, 2016 and May 24, 2016.

The following is a list of the amendments summarized:

1. Purpose statement.
2. Amend Chapter 170-6 clarifying the definitions for “Height of Building,” “Nonconforming Use,” “Temporary Sign,” “Child Care Facility,” and “Outbuilding” to remove ambiguity from them.
3. Amend Chapter 170-6 adding definitions for signage “Direct Illumination,” “External Illumination,” “Internal Illumination,” and “Development Identification Sign.” Definitions are needed to ensure equal application of permitting and enforcement of these styles of signage.
4. Amend 170-8 rezoning 5 acres along Washington Street from Urban Density Multi-Residential (RM-U) District to Heritage Residential (HR) District. Three lots were approved as part of the 2015 zoning amendments, but a drafting error was discovered in the final amendment, which orphaned these lots.
5. Amend Chapter 170-12 and 170-6 defining “Self-Service Storage Facility” and allowing said use within the I-1, I-2, and I-4 districts, via Conditional Use Permit. Criteria for the permit is specified.
6. Amend Chapter 170-12 revising the Dimensional Regulations Table in the Hospital (H) District, Little Bay Waterfront (LBW) District, and Office (O) District, to add Accessory Dwelling Unit as a permitted use, to be consistent with State Statute.
7. Amend Chapter 170-12 revising the Dimensional Regulations Table in the Suburban Density Multi-Residential District (RM-SU) to require single family homes meet the same dimensional requirements as other uses.
8. Amend Chapter 170-12 revising the Dimensional Regulations Table in the CBD Downtown Gateway Sub-District to remove conflicting architectural requirements and clarify when they are necessary for residential projects.
9. Amend Chapter 170-12 removing an obsolete reference to Mill Motif in the Sign Regulations table for the Dimensional Regulations Table in the Cochecho Waterfront District (CWD).
10. Amend Chapter 170-20 revising section H “Administration” clarifying that projects which do not meet the Site Plan review criteria only need to meet limited dimensional and use conditions in the CBD General, Downtown Gateway and Mixed Use Sub-Districts.
11. Amend Chapter 170-23 removing the applicability of impact fee waivers to projects approved prior to adoption of impact fees.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

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12. Amend Chapter 170-24 revising permit requirements for Accessory Dwelling Units, removing a limit that a unit be no larger than 30% of the structure's square footage, consistent with State Statute.
13. Amend Chapter 170-27 replacing the term "mean high water mark" with "reference line," consistent with State Statute.
14. Amend Chapter 170-33 revising the front setback for fences, from being in line with the front of a house, to that or no closer than 10 feet, where a fence can be no taller than 4 feet in height.
15. Amend Chapter 170-46 to remove loading space regulations, which will appear in the site review regulations (Chapter 149).

In addition to the above, Planning Staff has provided a summary document of the amendments, the required report to the City Council and a copy of the presentation which the Planning Board held on May 10th .

To: Dover City Council
From: Christopher Parker, AICP
CC: J. Michael Joyal, City Manager
Dover Planning Board
Date: June 1, 2016
Re: Zoning Amendments

ISSUE:

On May 24, 2016, the Planning Board unanimously approved 14 amendments to the City's Zoning Ordinance, Chapter 170.

INTENT:

This memo will briefly describe the findings of the Planning Board and ensure compliance with Chapter 170-53(F) of the Code.

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.

PROCESS:

The Planning Board and staff prepared a set of amendments in response to a list of areas of the Zoning Code the Board selected at its January 24th goal setting session.

The Planning Board posted the amendments after consideration on April 12, 2016. It held public hearings on May 10 and 24 2016. The Board unanimously approved the amendments at the conclusion of the May 24th hearing and forwarded them to the City Council for ratification.

ATTACHMENTS:

- Summary of amendments
- Map of 3 lots to be rezoned
- Presentation of changes.

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;

The 2015 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Tomorrow." This chapter emphasizes the need for new development to be in keeping with the existing conditions in a neighborhood, and promotes adaptive reuse of existing infrastructure and buildings/areas. Amendments 5 is connected with recommendation ED 1.3, which encourages looking at ways to keep industrial areas current. The remaining amendments less directly support the overall themes and vision of the 2012 Vision Chapter.

The consistency of the proposed amendment with other plans, studies, or technical reports prepared by or for the Board and the City;

The proposed amendments do not conflict with any other plans, studies or technical reports. It should be noted that amendment 6 and 12 relative to Accessory Dwelling Units are in response to changes in State law.

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. A review of the City's infrastructure/services indicates no adverse impact.

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 heritage and character.

The effect of the proposed amendment on neighborhood including the extent to which nonconformities will be created or eliminated;

Only one amendment changes the zone of lots. There are 3 lots, previously identified for rezoning, as part of a citizen request to create a district around the Silver Street neighborhood. This district requires contextually sensitive development for these areas. Existing uses were included in the new district, and dimensional regulations are consistent with the neighborhood.

The effect of the proposed amendment on the City's economy and fiscal resources; and

The Planning Board sought to create amendments which foster economic diversity and to allow for continued and sustained growth in Dover. Amendments 8, 10 all promote the City's economy. Amendment 5 in particular is designed to ensure that Dover's industrial zones are up to date with modern nomenclature and trends, and encourage new industry.

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.

CITY OF DOVER - SUMMARY OF PROPOSED AMENDMENTS – 2016

April 12, 2016

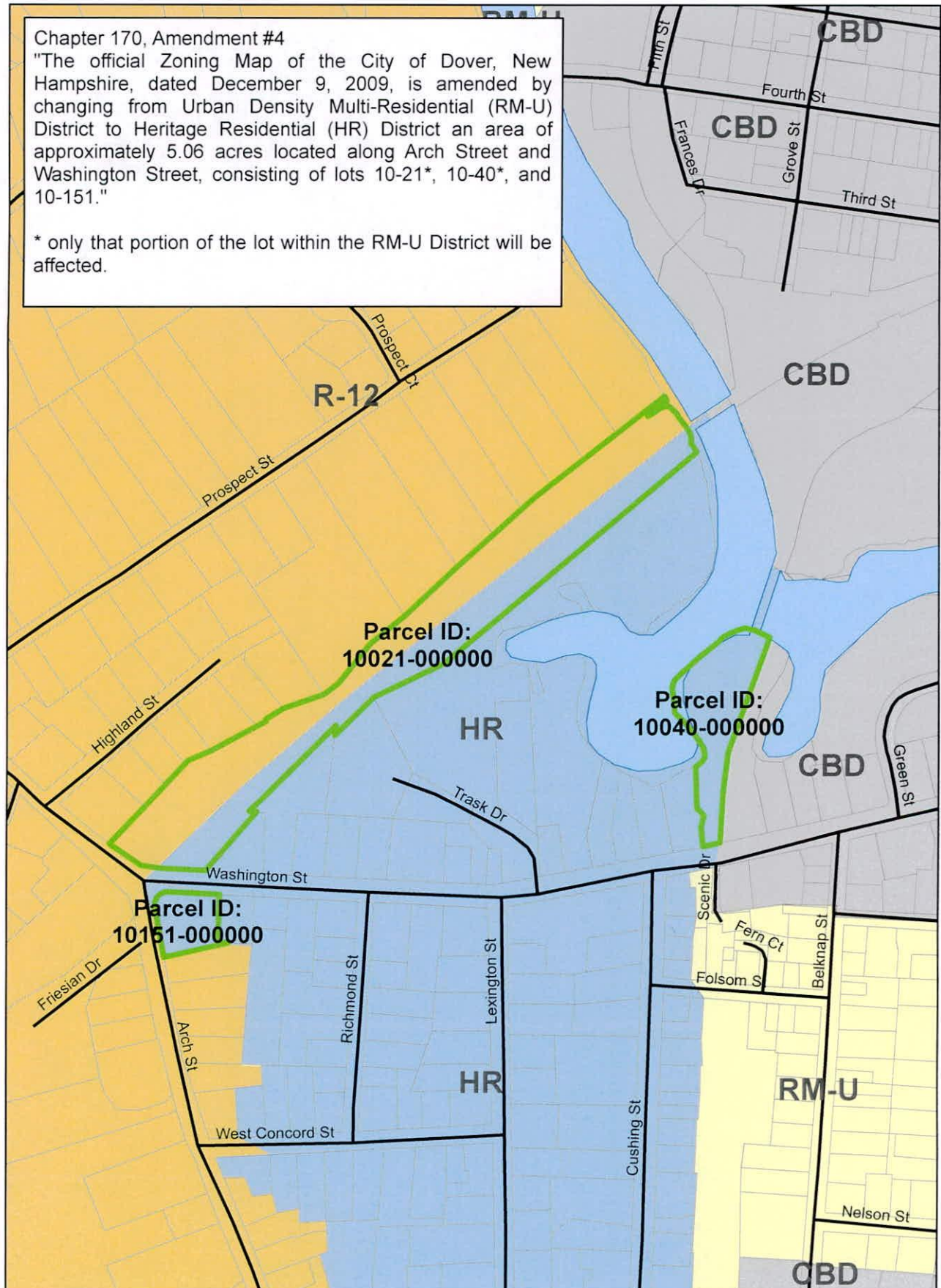
Zoning Ordinance – Chapter 170

Amendment #	Section	Summary	Why
2	170-6	Amend definitions for Height of Building, Nonconforming Use, Temporary Portable Sign, Child Care Facility and Outbuilding	Clarify how to measure building height; clarify non-conforming use; remove portable from temporary portable sign because it is not used; amend child care facility to remove outdated reference; and remove confusing outbuilding definition
3	170-6	Add definitions for external, internal, and direct illumination and development identification sign	Clarify sign lighting types and define a common type of sign used to identify a project
4	170-12	Amend Zoning Map to include three lots in the Heritage Residential District	Three adjacent lots were mistakenly excluded from the 2015 amendment
5	170-6 & 12	Add Self Storage Facility definition and add as a use allowed by Conditional Use Permit the I-1, I-2 and I-4 districts	Currently not listed as a permitted use and it is a common use; added CUP criteria to limit potential impacts
6	170-12	Add accessory dwelling unit as a permitted use in Hospital, Little Bay Waterfront, and Office Districts	These districts permit a single family dwelling, where ADU's are allowed; ADUs have been popular
7	170-12	Remove requirement that a single family dwelling in RM-SU District meet R-20 dimensional requirements	Remove unnecessary restriction
8	170-12	Revise dimensional regulations table for CBD-Downtown Gateway District to clarify that residential uses are allowed on ground floor and architectural standards apply for 4 or more units	To remove conflicting provisions
9	170-12	Revise dimensional regulations table for Cochecho Waterfront District	To remove obsolete reference to mill motif sign regulations
10	170-20	Revise Central Business District regulations so that in the Downtown Gateway and Mixed Use sub-districts no CUP is required if development results in 3 or less residential units or less than 2,500 sq. ft. of nonresidential space	Small redevelopment projects were held to the same dimensional requirements intended for large projects
11	170-23	Amend Impact Fees ordinance	To remove obsolete waiver provision not consistent with state law
12	170-24	Amend Accessory Dwelling Units ordinance	To comply with revisions to state law on ADU's
13	170-27.E(6)	Replace "mean high water mark" with "reference line"	Consistency throughout section
14	170-33.A	Amend fence regulations	To allow taller fences in side yards starting from the front of house or 10 feet from the ROW, whichever is less
15	170-46	Delete Loading Spaces section and move standards to Chapter 149	More appropriate for Site Plan regulations

Chapter 170, Amendment #4

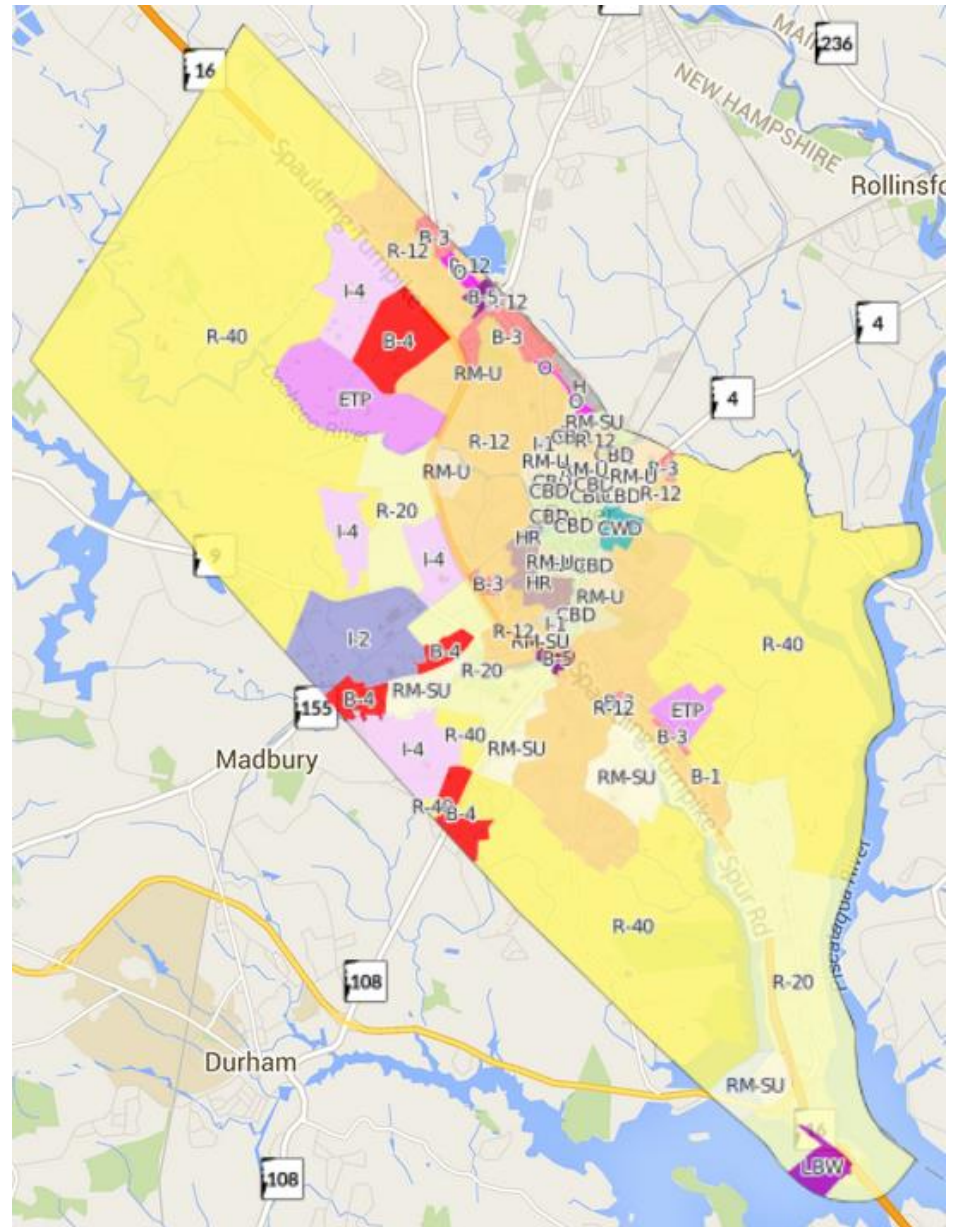
"The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-Residential (RM-U) District to Heritage Residential (HR) District an area of approximately 5.06 acres located along Arch Street and Washington Street, consisting of lots 10-21*, 10-40*, and 10-151."

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



Proposed Zoning Amendments

Planning Board
Public Hearing
May 10, 2016



How We Got Here:

- Housekeeping changes from Staff
- Complying with new State law about Accessory Dwelling Units
- Revising Sign Ordinance to be content neutral per Supreme Court case
- Zoning amendment letter mailed to every property owner in City on April 25th
- Categories
 - Housekeeping/Simplification
 - Mandated
 - Additions/Limitations

Housekeeping/Simplification Amendments

#	Intent
4	Adding three lots to Heritage District
8	Revising dimensional regulations table for CBD-Downtown Gateway District to clarify that residential uses are allowed on ground floor and architectural standards apply for 4 or more units
9	Removing obsolete reference to mill motif sign regulations
13	Replacing “mean high water mark” with “reference line”

Mandated Amendments

#	Intent
6	Adding Accessory Dwelling Unit as a permitted use in Hospital, Little Bay Waterfront and Office Districts
12	Amending Accessory Dwelling Unit ordinance to comply with revisions to state law
14	Amending sign ordinance to be in compliance with Reed v. Town of Gilbert

Additions/Limitations Amendments

#	Intent
2	Revising existing definitions
3	Adding new definitions re: illuminated signs
5	Add Self-Storage facility definition & use via CUP in I-1, I-2, & I-4 Districts
7	Removing requirement that a single family dwelling in RM-SU District meet R-20 dimensional requirements
10	Revising Central Business District - Downtown Gateway & Mixed Use sub-districts, so that no CUP is required if development results in 3 or less residential units or less than 2,500 sq. ft. of nonresidential space
11	Permitting waiver for reduced school impact fee for 55+ age units and remove obsolete waiver provision not consistent with state law
15	Allowing taller fences in side yards starting from the front of house or 10 feet from the ROW, whichever is less
16	Deleting loading spaces section and move standards to Chapter 149

Signs

- Reed v. Town of Gilbert
- Zoning Amendments to Comply
 - Content Neutral
 - Temporary Sign Location



Self-Service Storage Facility

“SELF-SERVICE STORAGE FACILITY means a building or a group of buildings consisting of individual, self-contained units of various sizes rented or leased for self-storage of customers’ property.”

DISTRICTS ALLOWED VIA CUP: I-1, I-2, AND I-4

Criteria to meet for CUP:

- A. The minimum front SETBACK shall be double the SETBACKs required in the district.**
- B. Any storage unit BUILDING visible from the STREET shall be located to be perpendicular to the STREET, with no storage unit doors facing the STREET.**
- C. If adjacent to a residential district or a LOT containing a residential use, the facility shall:
 - i. Be limited to a one story STRUCTURE with a height no more than twenty (20) ft.**
 - ii. Restrict the hours of operation to 9 am to 9 pm, Monday through Friday, and 10 am to 6 pm on Saturday and Sunday.**
 - iii. Not hold auctions or sales of contents of storage containers.**
 - iv. Have screening sufficient to block the view of the BUILDINGS from abutting parcels and shall prohibit lighting from shedding onto abutting parcels.****
- D. The architectural design standards of Chapter 149-14L (8) (b) shall be adhered to.**



Accessory Dwelling Units

- Removing the requirement for no more than 30% of the floor area
- The only size requirement now is that the ADU size is between 300 and 800 square feet
- Other minor revisions to terminology

For More Information....

- The full text is available:
 - On the City's Web Site: <http://1.usa.gov/1WpIylZ>
 - In the Planning Department and City Clerk's Office M-Th 8:30 am to 5:30 pm or Fri 8:30am-4pm
 - At the Public Library
- Please call 516-6008 with further questions.
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