

 CITY OF DOVER	PLANNING BOARD TDR SUB COMMITTEE MINUTES
	Meeting Type: Regular Meeting Meeting Location: City Hall 1st Floor Conference Room, 288 Central Avenue Meeting Date: March 16, 2020 Meeting Time: 6:00 – 7:00 PM

Present: Matt Sullivan, Dave Landry, Erin Allgood, Ellen Brooks

Absent (excused):

Staff: Assistant City Manager Christopher Parker

1. Welcome and Introductions
 - a. Matt Sullivan called the meeting to order at 6:08. Dave Landry was on the phone, and noted that no one else was in the room with him.
2. Approval of Minutes
 - a. E.Brooks motioned to approve the minutes as presented. E.Allgood seconded.
 - i. Roll Call:
 1. Dave Landry: Abstained
 2. Ellen Brooks: Yes
 3. Erin Allgood: Yes
 4. Matt Sullivan: Yes
3. Critten's Forum
 - a. No one spoke.
4. Review of recommendations
 - a. The group discussed the 10 unit limit on purchased units
 - i. Number is not backed by science, and examples range between 1 and 12.
 - ii. If there is a cap, that will be the target
 - iii. Consensus is to remove this. The PB should have the ability to work with an applicant to determine the correct amount of units.
 - b. Thresholds for materials provided and using the sketch option were discussed [Section G 3 a) vi]
 - i. The committee discussed developing thresholds by number of units or by percent of units
 - ii. Consensus was that context is more important
 - iii. PB needs to know that the following elements were reviewed:
 1. Traffic
 2. Topography
 3. Environmental aspects
 4. Existing Conditions
 5. Proposed layout
 - iv. Consensus was that there should be a report developed by staff, after meeting with the applicant to determine whether a sketch review is necessary.
 - v. This will be applied to Section G 3 b) iv as well
 - c. Discussed changes to the frontage waiver to clarify changes
 - d. Discussed if HUD rental rates were applicable to mortgage costs, if 600 sf units were sold.
5. Next Meeting Date
 - a. C.Parker to distribute changes discussed to group and minutes on 3/17. If all support, no next meeting.
6. Adjourn
 - a. E.Brooks motioned to adjourn at 7:31 pm. E.Allgood seconded. UA