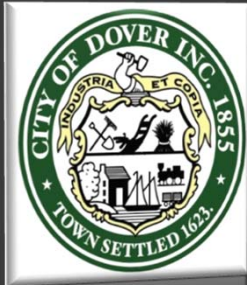


# CITY OF DOVER

## FY2011 PROPOSED BUDGET

Planning and Community Development,  
Account 41910

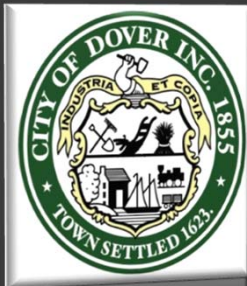
Presented to the City Council by  
Christopher G. Parker, AICP, Director  
on May 12, 2010



# Planning and Community Development

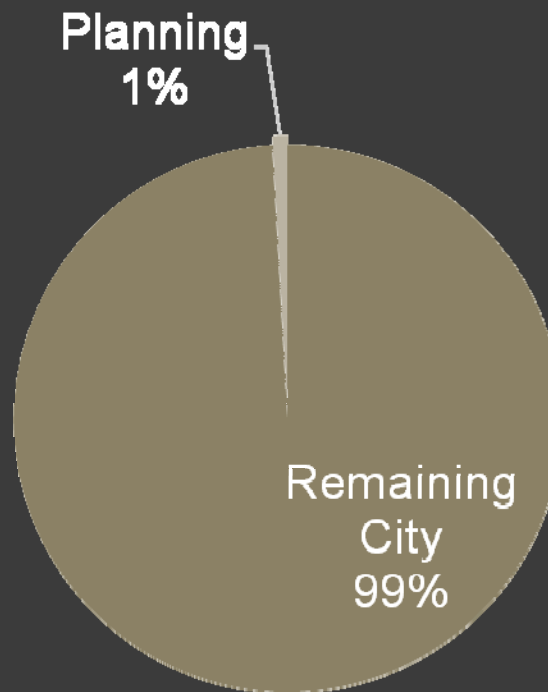
## Departmental Philosophy

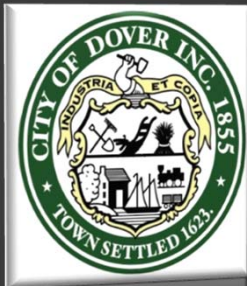
"Growth is inevitable and desirable, but destruction of community character is not. The question is not whether your part of the world is going to change. The question is how." -- Edward T. McMahon, The Conservation Fund



# Planning and Community Development

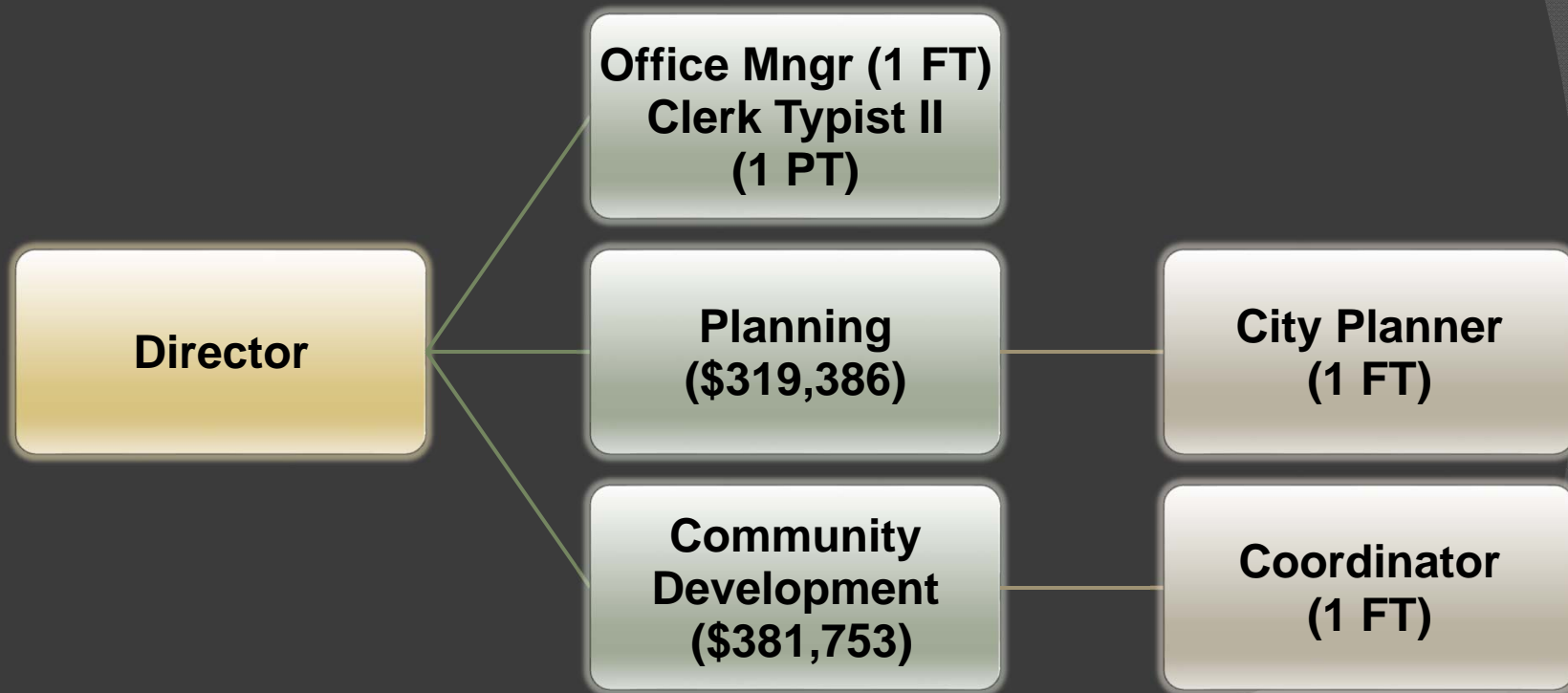
General Fund Department Requests  
Total City Department Requests \$35,656,238



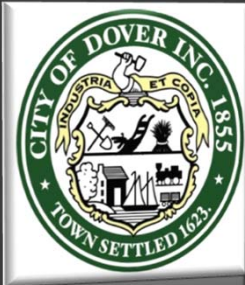


# Planning and Community Development

## Organization Chart



Department total: 3 FTE paid by the General Fund

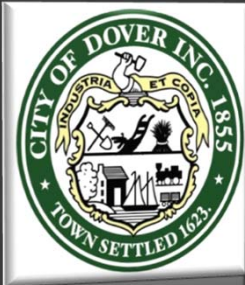


# Planning and Comm. Dev.

## City Council Objectives

### # 3 *Proactively educate the public regarding city services, polices, etc.*

- ◉ Developed one sheet information pages
- ◉ Blog (<http://dovernplanning.blogspot.com/>)
- ◉ Facebook: ([www.facebook.com/DoverNHPLanning](http://www.facebook.com/DoverNHPLanning))
- ◉ Twitter: (@DoverNHPlanning)
- ◉ Google Maps of project locations  
([www.dover.nh.gov/planhome.htm](http://www.dover.nh.gov/planhome.htm))
- ◉ Hold monthly planning discussion sessions
- ◉ Hold quarterly public hearings on land use regs

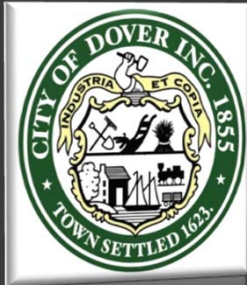


# Planning and Comm. Dev.

## City Council Objectives

### # 4 *Maintain, improve and manage infrastructure issues*

- Facilitate CIP process through Planning Board
  - Review for connectivity with Master Plan
- Advise decision makers on long term development trends and potential for development

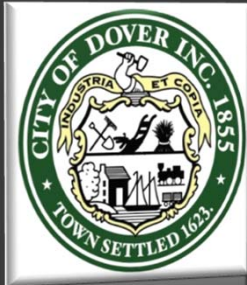


# Planning and Comm. Dev.

## City Council Objectives

### #5 *Promote City-wide sustainability*

- *Support appropriate conservation and open land initiatives*
  - Provide staff support for conservation efforts
    - PERT grant
    - Monitoring
    - Community Garden
    - Master Plan chapter due to be updated
  - Energy Improvements project
  - Dover Energy Advisory Committee
  - Electronic information dissemination



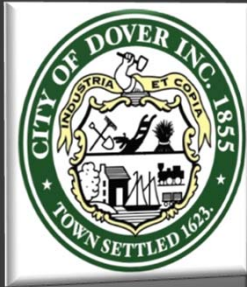
# Planning and Comm. Dev.

## City Council Objectives

### # 6 *Promote and maintain quality of life issues*

- *Continue to support planning initiatives that relate to multi-modal initiatives*
  - FASTrans administration
  - Community Trail development
  - Park n ride facilities
  - Parking Garage support
- *Continue to be guided by the Master Plan*
  - Draft and administer Master Plan





# Planning and Comm. Dev.

## Overview

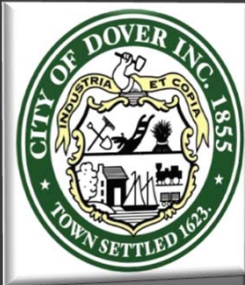
- Master Plan

- Draft and administer Master Plan

- Provide annual update to City Manager, City Council and Planning Board

- Assist other departments in understanding their projects/areas

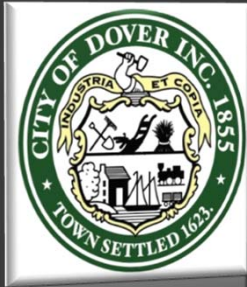
- Review for compliance with State Statute



# Planning and Comm. Dev.

## Previous Innovations

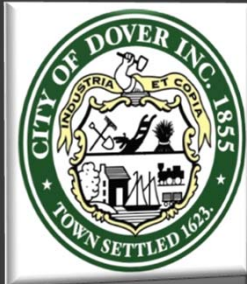
- Reduction from three to two Planners
  - Created “working foreman” management style
- Placed the cost of development on the developer.
- Made applications available online for users to download.
- Placed plans online for abutters to review
- Added part time clerk for minutes, reducing overtime
- Increased utilization of non-general fund sources
  - to pay for employees.
  - to pay for Master Plan work



# Planning and Comm. Dev.

## Previous Impacts

- Eliminated participation in GIS Program
- Reduction in transportation projects
- Reduction in Planning Board meetings
- Reduction in un-specified projects

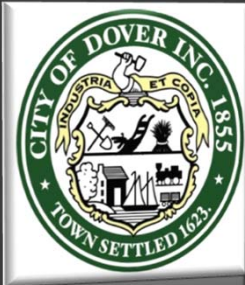


# Planning and Comm. Dev.

## Achievements

- Waterfront
- Transportation improvements
- Pedestrian Facilities
- Main Street Program
- Sixth Street Development
- Enterprise Park
- Weeks Crossing
- Move towards regional fair share of growth.
- Courthouse retention
- McConnell Center
- Downeaster
- Rezoning for Non-res.
- Children's Museum
- Form Based Code

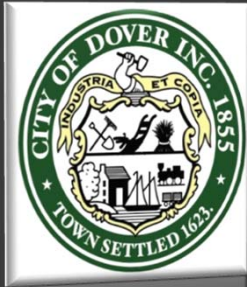
1986



# Planning and Comm. Dev.

## Work Plans

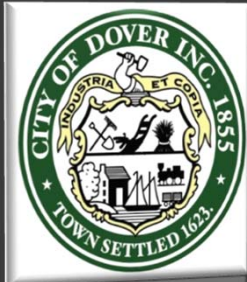
- Reviewed hours in a year (2080)
  - Developed actual work hours (1712)
- Reviewed activities by hour of staff
  - Used calendar to track on 30 minute basis
- Documented tasks
  - One time
  - Ongoing
- No Customer Service task – because everything is a customer service task



# Planning and Comm. Dev.

## Planning Division Tasks

- Board Support
- CDBG Admin
- (Proactive) Code Amendment
- Community Trail
- Conservation
- Digital Archives
- File Conversion/Maintenance
- General Admin
- Grant Admin
- Impact Fees
- Management
- Master Plan
- NH Rail Transit Authority
- Plan Review
- Public Relations
- Signal Coordination
- TAC Projects
- TIP Admin
- Transportation Center
- Waterfront
- Willand Pond
- Zoning Review



# Planning and Comm. Dev.

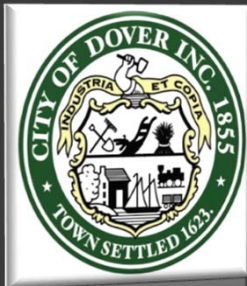
## Myths/Reality

### Myth

- Less activity
- Less developable land
- Online info decreases office visits
- Passive mood

### Reality

- Submission uptick
- Plans requires more review and scrutiny
- Increased awareness increases activity
- Zoning enforcement

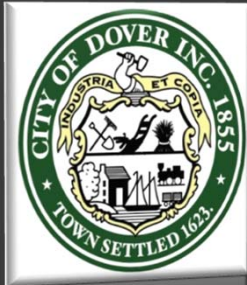


# Planning and Community Development

## Community Development Division Tasks

- Develop City's 5 year "Consolidated Plan"
- Develop 1 year "Action Plan", use of funds.
- Administer Housing and Economic Loan Programs
- Assure compliance with HUD, regulations including: Federal Statutes, Federal Labor Standards and Davis Bacon Wages, Environmental Review and Request for Release of Funds, Citizen's Participation.
- Act as liaison between the Planning Board and grant applicants.
- File Compliance Reports to HUD and DOL
- Cash management and IDIS drawdown.

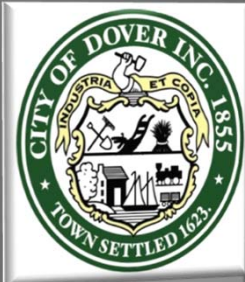




# Planning and Community Development

## Community Development Division Projects

- ◉ Administration of DELP program
- ◉ Improving downtown pedestrian infrastructure
- ◉ Housing Rehabilitation.
- ◉ Sub-recipient Monitoring.
- ◉ Set up activities and projects in Integrated Disbursement and Information System (IDIS).
- ◉ Oversight of Energy Infrastructure Upgrades and Grants



## Questions

Christopher G. Parker, AICP, Director  
[c.parker@dover.nh.gov](mailto:c.parker@dover.nh.gov)

- Blog: <http://dovernhplanning.blogspot.com/>
- Facebook: [www.facebook.com/DoverNHPLanning](http://www.facebook.com/DoverNHPLanning)
- Twitter: @DoverNHPlanning
- WWW: [www.dover.nh.gov/planhome.htm](http://www.dover.nh.gov/planhome.htm)