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

Planning 1%

Remaining City 99%
Planning and Community Development

Director

Office Mngr (1 FT)
Clerk Typist II
(1 PT)

Planning
($319,386)

City Planner
(1 FT)

Community Development
($381,753)

Coordinator
(1 FT)

Department total: 3 FTE paid by the General Fund
# 3 Proactively educate the public regarding city services, polices, etc.

- Developed one sheet information pages
- Blog (http://dovernhplanning.blogspot.com/)
- Facebook: (www.facebook.com/DoverNHPPlanning)
- Twitter: (@DoverNHPPlanning)
- Google Maps of project locations (www.dover.nh.gov/planhome.htm)
- Hold monthly planning discussion sessions
- Hold quarterly public hearings on land use regs
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
#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
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
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
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
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
- 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

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