The Planning Board

- RSA 673:1 I
- Dover City Code, Chapter 41
  - “Planning Board is hereby empowered to review and approve or disapprove site plans… whether or not such development includes a subdivision or resubdivision of the site.”

- RSA 673:2 I-a
- 3 Ex Officio Member
  - Council Representative
  - City Manager – designee
  - An administrative official of the city
- 6 Council Appointees
  - 1 acts as Chair
- Alternates
  - Up to 5
The Zoning Board

- RSA 673:1 IV
- RSA 674:13
  - Where a community has adopted a zoning ordinance shall provide a board of adjustment created under a local zoning ordinance and having the power to make variances or exceptions in zoning regulations
- RSA 673:3 I
  - 5 members appointed by the Council
  - Up to 3 alternates
- RSA 673:3 IV
  - Also acts as the building code of appeals.

Jurisdiction
- Variances
- Special Exceptions
- Administrative Appeals
- Equitable Waivers
Conservation Commission

- RSA 36-a
- Dover City Code, Chapter 14
  - “The establishment of the Conservation Commission shall be for the declared purpose
  - of developing, protecting and promoting the natural resources of Dover, for promoting an
  - awareness of the conservation practices and policies throughout the city and for protecting the watershed resources of the city.”

- Chapter 14-4
- 7 Council Appointees
  - 1 acts as Chair
  - 1 Planning Board Representative

- Alternates
  - Up to 2

- Jurisdiction
  - Conditional Use Permits
  - Oversee conservation efforts
  - Manage preserved land
Trans. Advisory Commission

- RSA 36-a
- Dover City Code, Chapter 5
- Jurisdiction
  - Review transportation policy and safety matters
  - Assist with developing the City Transportation Improvement Program
  - Support policy/issues related to the Transportation Master Plan
  - Encourage public input on transportation projects
- Chapter 5-14
- 9 Council Appointees
  - 1 City Councilor
  - 1 COAST
  - 3 staff members
  - 4 citizen members
  - Alternates
  - Up to 2
Energy Commission

- RSA 38-D
- Dover City Code, Chapter 5
- Jurisdiction
  - Research municipal energy use and cost and make such information available to residents.
  - Make recommendations pertaining to municipal energy plans and sustainable practices.

- Chapter 5-22
- 7 Council Appointees
- Alternates
  - Up to 2
The Planning Staff

- Mission
- Community Focused
  - Over 60 yrs combined experience
  - Masters degrees
  - Law degree
  - Community Development Coordinator
  - Certified Planner Professional membership
    - APA
    - NHPA
    - CNU
    - ULI

Director
Office Mng (1 FT)
Clerk Typist II (1 PT)
Planning

Community Development

Planners (2 FT)
Coordinator (1 FT)
General Meeting Requirements

- Planning Board must meet monthly
  - Other Boards may meet as needed.
- Minutes shall be recorded by a clerk and made available for inspection and copying by the public within 5 working days.
- Follow Robert’s Rules of Order, Revised, 10th ed
- Not utilize public emails for discussion or decision making
- Elect officers annually, by ballot.
Role of the Planning Board

- **Master Plan**
  - First Plan: 1962
  - Last Update: 2012

- **CIP**
  - First Plan: 1962
  - Last Update: 2011

- **Subdivision Regulations**
  - First Plan: 1951
  - Last Update: 2012

- **Site Review Regulations**
  - First Plan: 1983
  - Last Update: 2012

- **Zoning Ordinance**
  - First Enacted: 1949
  - Major re-write: 1979, 2002
  - Last Amendment: 2012
Planning Process:

- Development
- Planning Board
- Site Walk
- Final Plans
- Planning Committee
- Technical Review Committee
- Application For Site
- Preliminary Meeting With Staff
- final planning
Process

• Planning Board reviews and drafts proposals based upon needs

• Planning Board holds a public hearing to receive feedback on proposed amendments

• After the public hearing, the Planning Board can adopt the proposals

• Planning Board recommendations are forwarded to City Council for ratification

• City Council holds public hearing to receive feedback

• After the public hearing, the City Council can ratify amendments

Why Have a Zoning Ordinance?

• Ordinances are designed to promote the health, safety and general welfare including the prevention of overcrowding of land and congestion of streets

Process of the adoption
Subdivision and Site Plan Regs

Process

• Planning Board reviews and drafts proposals based upon needs

• Planning Board holds a public hearing to receive feedback on proposed amendments

• After the public hearing, the Planning Board can adopt the proposals
Land Use Board Orientation

Questions?