



## **DOVER PLANNING BOARD**

### Meeting Minutes

7:00 PM

March 27, 2023, Approved as Submitted, April 24, 2023  
Held Remotely Via Zoom

**Members Participating:** Carol Lisbon, Jody Shue and Scott Freedman.

**Associate Member:** Val Lin.

**Others Participating:** Interim Town Planner Laura Harbottle; Planning Assistant Sue Hall.

**Opening:** Chair Carol Lisbon called the meeting to order at 7:01 PM. She read the guidance issued by Governor Baker regarding the Open Meeting Law and remote participation.

### **I. New/Special Business:**

#### **a. Extension of Stonewall, 55 Haven Street**

There was no discussion due to property owner not being present. This item will be rescheduled to April 3 and the property owner will be notified.

#### **b. Continuation of Preliminary Site plan, 78 Strawberry Hill Street**

Ms. Harbottle updated the Board on the status of the proposed project. She reported that the applicant has hired a new engineer and landscape architect that are currently redesigning the proposed home and outbuildings. The locations of some of the structures will change and there will be a new stormwater management plan. The applicant has asked for a continuance of the hearing to May 8 with a decision finalized by May 15. After discussing the request, the Board decided to ask the applicant for a continuance to May 22 due to time needed for final preparation of warrant articles.

**Ms. Lisbon made a motion to continue the preliminary site plan review for 78 Strawberry Hill Street to May 22, if not acceptable for the applicant the meeting will be continued to May 8; seconded by Ms. Shue. The motion passed by a voice vote of 3-0**

## **II. Updates**

### **a. Accessory Dwelling Unit Bylaw Amendment**

Ms. Shue reported that the Board of Health has reviewed the warrant article draft and suggested some minor changes that Ms. Shue and Ms. Harbottle agree with.

**Ms. Lisbon made a motion to approve the suggested revisions per the Board of Health by removing the word "Attached" from "Attached ADU" and to add the words "consistent with ensuring compliance with State and Town regulations regarding water and septic" after the word Health; seconded by Ms. Shue. The motion passed by a voice vote of 3-0.**

### **b. Search Committee for the Town Administrator Position**

Ms. Lisbon announced that the Board of Selectmen have hired a consulting firm in search of a Town Administrator. She asked Associate member Val Lin if she would like to serve on the search committee. Ms. Lin agreed to do so.

### **c. Accessory Dwelling Unit Presentation to Council on Aging**

Ms. Lisbon and Ms. Shue will be presenting the Accessory Dwelling Unit Bylaw Amendment to the Council on Aging Board meeting on April 4.

### **d. Tree Preservation Committee**

Ms. Lin reported the committee had a second public forum on March 11 which was conducted on Zoom. The Conway School presented their findings and the committee discussed and commented on them. The school has now sent the Town a draft of the report incorporating the comments from this discussion. The committee reviewed it and made some final comments. The school is planning on sending the Town its final draft in the very new future.

## **II. Interim Town Planner Updates**

- Ms. Harbottle told the Planning Board St. Dunstan's Church was interested in installing new "Entrance" and "Exit" signs. She explained as a religious institution, they are exempt from the Sign Bylaw but still need to be aware of the proper location of the sign relating to the Right of Way of the street.
- Ms. Harbottle reminded the Board that Towns with subway, commuter rail or bus service or adjacent to towns that have it are now required to adopt zoning allowing approval by right of 15 housing units per acre. The purpose is to start to make up for a statewide housing shortage. All housing will still need to meet Title V and the Wetlands Protection Act. The required density is very different from

most zoning in Dover, but the Town has a few areas where relatively high densities already exist or have recently been approved in new projects.

Several firms are offering assistance to towns to see how they can best comply with this and to develop zoning to meet the law's requirements. Consulting is available from a variety of firms through the Massachusetts Housing Partnership, a statewide non-profit organization at no charge to the Town. To benefit from a choice of consultants and keep Dover's eligibility for this assistance, an application was made and Dover is on track to receive consulting from the Horsley Witten Group, which has a history of specializing in environmental issues and would seem to be a good fit for Dover. Dover is also eligible to receive consulting from the Citizens Housing and Planning Association (CHAPA) to help address public concerns with higher density.

### **III. General Town Business**

#### **a. Approval of Minutes**

**Ms. Lisbon made a motion to approve as submitted, the minutes for January 9, 2023, February 6, 2023, and February 13, 2023; seconded by Ms. Shue. The motion pass by a voice vote of 3-0.**

#### **Adjournment:**

**At 7:37 PM Ms. Lisbon made a motion to adjourn; seconded by Mr. Freedman. The motion passed by a voice vote of 3-0.**