



CITY OF DOVER

DOVER PLANNING BOARD – AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall, 288 Central Ave, Dover NH 03820
Meeting Date: **Tuesday, April 12, 2022**
Meeting Time: **7:00 pm**

1. CITIZENS' FORUM

2. APPROVAL OF THE PRIOR MINUTES

- March 22, 2022 Regular Meeting Minutes

3. OLD BUSINESS

4. NEW BUSINESS

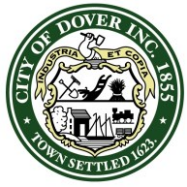
- Consideration and acceptance of a Minor Subdivision for Canney Brook Engineering and Consulting, CBF2 LLC., (Owners: Canney Brook Engineering and Consulting, CBF2 LLC. and Helen F. Preston Revocable Trust of 2009), Assessor's Map K, Lot 6, zoned R-40, located at 105 Middle Road and Back Road. (2 new lots) *(P22-09)
- Consideration and acceptance of a Conditional Use Permit for Quantum Real Estate Group, LLC., Assessor's Map H, Lots 29 A-3 & 29 A-4, zoned CM, located on Littleworth Road. (Proposal is to install a municipal water main creating 785 square feet of temporary wetlands impact and 2,665 square feet of buffer impact). *(P22-20)
- Public hearing to consider amendments to Chapter 153, entitled "Site Review Regulations" of the code of the City of Dover. Amendments include amount of copies needed for TRC, abutter notices, and clarifying authority of the TRC. *
- Public hearing to consider amendments to Chapter 157, entitled "Land Subdivision Regulations" of the code of the City of Dover. Amendments include abutter notices and associated fees.*

5. STAFF COMMENT

6. MEMBER COMMENTS

7. ADJOURNMENT

*Indicates that if the application is accepted for discussion, the public hearing will be held the same evening. Note that some hearings will be continued from one meeting to another and some may be postponed. Since this is only a partial description of the proposal and may change, persons with questions or wishing to see the plans are invited to visit the Planning Office, Monday through Thursday from 8:30 am to 5:30 pm and Friday 8:30 am to 4:00 pm or email Dover-Planning@dover.nh.gov. You may also view materials at www.dover.nh.gov. Follow us on Twitter @DoverNHPlanning and find us on Facebook at <https://www.facebook.com/DoverNHPlanning>. The public is encouraged to leave comments in advance by emailing Dover-Planning@dover.nh.gov, or mailing written comments to Planning Board, Dover City Hall, 288 Central Ave., Dover, NH 03820. Messages must be received no later than 4 p.m. the day of the meeting and should identify the name and Dover address of the person leaving the message or providing the comment.



CITY OF DOVER

DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, March 22, 2022**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Hayley Harmon (Vice Chair), Mark Speidel, Ken Mavrogeorge, Fergus Cullen (Councilor), Tom Clark, Kyle Pimental, Frank Torr, Dave Landry, Erinn Kaspari (Alternate)

Members Not Present (excused): Jackie Walker (Alternate), Stephanie George (Alternate),

Members Not Present (un-excused): None

Staff Present: Donna Benton, Director of Planning and Community Development

G. Cruikshank called the meeting to order at 7:00 p.m. and welcomed Ken Mavrogeorge to the Board.

1. CITIZENS' FORUM

Citizens Forum Open

Matt Cox, 33 Fisher spoke about the proposed zoning changes to the Gateway district. There should be regulations in historic neighborhoods. He suggested the height of the buildings, the density and the buffers should resemble the neighborhoods in these transition areas.

Laurie Smith, 36 Fisher thanked the board for proposing the zoning changes to the Rutland St. area. Most homes on Fisher are 100-200 years old and she is concerned about density/ height variance with new development there. She would like the Heritage zone to extend up Fisher to Locust St.

Citizens Forum Closed

2. APPROVAL OF THE PRIOR MINUTES

March 8, 2022 Regular Meeting Minutes

Motion: F. Torr moved to approve the minutes as submitted. Seconded by T. Clark. Vote: U/A

3. OLD BUSINESS

A. Consideration and possible vote on posting the proposed Amendments to Chapter 170 (Zoning). The full text of the amendments is available in Planning Department & at www.dover.nh.gov located under meeting materials and on the Planning Department page.

D. Benton went over some changes to the Zoning Amendments since the Board's last meeting. She removed the two amendments that were posted at the last meeting. She reviewed the changes that have been made since the last meeting.

If the Board desires, they could discuss then vote to post any or all of them. She would recommend tabling the wetlands to allow for some feedback from developers and engineers who are running some examples to indicate the impact of the wetlands amendments in time for their April 12th meeting but would recommend posting the rest tonight.

D. Landry is opposed to tabling the wetlands portion. There have been several meetings about these changes, and no one has come forward to speak yet so there's no reason to hold up the process.

T. Clark noted it's easier to postpone posting the amendment than it is to make a change after the amendment has taken effect so if there is relevant information coming to the board at the next meeting, he has no issue tabling the wetlands.

F. Torr agrees with T. Clark. The Board should look at it again. It will affect property owners and restrict them from developing. There's no harm waiting a short time longer.

D. Benton clarified the grant the sub-committee has been working off of has an engagement piece and there are multiple outreach methods in the works.



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K. Pimental noted if/ when we hold the special meeting about the wetlands amendments, the wetlands scientist who was part of the sub-committee should be present to answer technical questions that come up.

Board members confirmed and clarified details of the amendments with staff.

D. Landry suggested a small sub-committee to look at the gateway district and brainstorm before applications start coming in.

M. Speidel agreed with D. Landry that this topic should be discussed more in-depth at a sub-committee level and he volunteered to be on it.

Motion: T. Clark moved to table the wetland portion of the zoning ordinance. Seconded by H. Harmon. Vote: U/A

Motion: T. Clark moved to post the remainder of the amendments as submitted with the clarification of what constitutes an abutting structure. Seconded by M. Speidel. Vote: U/A

B. NEW BUSINESS

A. Consideration and acceptance of a Minor Lot Line Adjustment for Unitil, (Owners: Hennessey Revocable Trust of 2008 and Northern Utilities Inc), Assessor's Map K, Lots 17-P-3 and 18-Y, zoned R-12, located at 55 Applevale Drive & 31 Kent Avenue. *(P22-13)

B. Consideration and acceptance of a Site Review for Unitil, (Owner: Hennessey Revocable Trust of 2008), Assessor's Map K, Lot 17-P-3, zoned R-12, located at 55 Applevale Drive. (Proposal is to build a new natural gas regulator station off of Hawthorne Rd). *(P22-14)

The Vice Chair noted Items 4A and 4B would be heard together.

D. Benton explained that the applicant is before the Board to revise a lot line moving the location of one lot from a small lot at 31 Kent to a lot accessed off Hawthorne that will receive a Hawthorne address. This would allow for existing easements to be abandoned. Then a site plan is before the Board to build a new natural gas regulator station which would replace two existing ones. The applicant is requesting two waiver-one to not submit a Traffic Impact Analysis and secondly a full landscape plan. This site plan went to TRC on March 3rd, 2022 and the applicant is here with a short presentation.

Tracy Sweeny, Sheena Mason, Matt Pelletier, Unitil represented the applications and owner Berry Hennessey was also present.

Ms. Mason presented the application which is to replace two existing stations with a new consolidated station which will be up to current codes and standards.

T. Clark suggested the surrounding fence be 8' high. The applicant did not have an issue with that.

Motion: F. Torr moved to accept and declared no regional impact for both applications. Seconded by T. Clark. Vote: U/A.

Public hearing opened.

No one spoke

Public Hearing closed.



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DOVER PLANNING BOARD – MINUTES

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STAFF RECOMMENDATION:

Chapter 157-17 of the Land Subdivision Regulations of the City Code provides for the adjustment of existing lot lines between two or more lots. This plan is consistent with those regulations.

The Planning Department recommends the Planning Board vote to approve the application with the following conditions:

Conditions to Be Met Prior to Signing of Plans:

1. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - a. The signature and stamp of LLS
 - b. The owner's signatures for recording at Strafford County Registry of Deeds.
 - c. Revising the Planning File Number to #P22-13 on the LLA plan sheet

Motion F. Torr moved to approve lot line adjustment with the recommended conditions. Seconded by T. Clark. Vote: U/A

STAFF RECOMMENDATION – Waivers:

Section 153-21 of the Land Subdivision Regulations state the "Planning Board may waive specific provisions of these regulations. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that:

- (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or
- (2) Specific circumstances relative to the subdivision, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations."

Staff believe criterion 2 has been met as the existing site is heavily vegetated and the expansion is in the rear of the building.

The Planning Department recommends the Planning Board vote to grant the waiver requests with the following condition:

Condition to Be Met Prior to the Signing of Plans:

1. Add a note to the plat that the Board granted a waiver to Chapter 153-13.A(19)(traffic study) and Chapter 153-14.G(landscaping) and that the Board found the criteria of Chapter 153-21.A have been met.

Motion: F. Torr moved to grant the waiver requests with the condition. Seconded by T. Clark. Vote: U/A

STAFF RECOMMENDATION – Site Plan:

Chapter 153-4 of the Site Review Regulations of the City Code provides for site review by the Planning Board of new construction of various types. This plan is consistent with those regulations.

The Planning Department recommends the Planning Board to vote to approve the site plan with the following conditions as the plans meet the regulations outlined:

Conditions to Be Met Prior to the Signing of Plans:



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1. Provide physical and digital copies (including CAD) of complete plan set which additionally shall include:
 - a. Signature and stamp of PE and LLS
 - b. Owner's signature
 - c. Show curb reset per Engineering TRC comment
 - d. Combine into one stapled plan set for final approval
 - e. Add provided column to note 4 on sheet 6
 - f. Revise site plan to an 8' fence and deer-resistant arborvitae
2. Provide draft easement documents

Conditions to Be Met Prior to any Construction Activity:

3. Obtain a Driveway Permit per the Community Services Director
4. A site construction sign with the contact information for the general contractor must be located and approved by the City Engineer or Deputy City Manager

Conditions to Be Met Prior to Occupancy:

5. Issuance of a certificate of occupancy.
6. Impact fees shall be paid per the invoice included with the Notice of Decision.
7. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

Motion F. Torr moved to approve the site plan application with the recommended conditions. Seconded by T. Clark.

The board discussed whether to require a maintenance plan. There was verbal consent of the applicant to maintain the grass areas out in front of the property therefore no maintenance plan was deemed required.

Vote: U/A

- C. Consideration and acceptance of a Conditional Use Permit for Todd Diggins and Krystin Ward, (Owners: Todd Diggins and Krystin Ward and the Wentworth Terrace Condominium Association), Assessor's Map 8, Lot 32, zoned R-20, located at 3 Wentworth Terrace. (Proposal is to construct a 975 square foot addition to include an accessory dwelling unit, creating 3,966 square feet of disturbance to the Conservation District). *(P22-08)

D. Benton explained that the applicant is before the Board to grant a Conditional Use Permit to allow an addition which would include an accessory dwelling unit to the house located on the river side of 3 Wentworth Terrace is currently in a condo association so the condo association and residence owners both signed the application. The granting of the CUP would also allow relief to the build to line requirement for lots along a tidal waterway. Staff has added one more condition of approval not seen on the staff memo which is to provide a maintenance plan for the porous pavers which was a condition of the Conservation Commission endorsement at their February 14, 2022 meeting.

Ian McKinnon, Jones and Beach, represented the application. Wetland and shoreline permits will be submitted to DES this week. The existing structure will remain, and the addition added. It will not be any closer to the tidal line than the house currently is. The proposal is to remove the patio and driveway and replace them with porous pavers which will reduce the impervious services on the site by about 800sf. There will be a maintenance plan for the pavers which includes winter specifications.

He read through an email from the primary engineer to help explain how the applicant meets the criteria for CUP.



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Motion: F. Torr moved to accept and declared no regional impact. Seconded by D. Landry. Vote: U/A.

Public hearing opened.

No one spoke

Public Hearing closed.

The homeowner confirmed the first floor will become the ADU/ in-law unit and the added square footage will be the second story space for the homeowner's use for K.Pimental's question about sea level rising.

STAFF RECOMMENDATION:

The Conservation District ordinances provide for Conditional Use Permits to allow impacts to the Conservation District if standards related to demonstration that the use is essential to the productive use of land, a soil erosion and sedimentation control plan is submitted, state and federal approvals have been applied for, and a written review by the Conservation Commission has been sought.

Staff feels that the applicant considered the criteria and located the addition further from the river than the principal building and is using porous pavers and reducing the amount of impervious surface on the site currently. A soil and erosion control plan has been submitted, state and federal approvals have been applied for, and the Conservation Commission has endorsed the application.

The Planning Department recommends the Planning Board vote to approve the Conditional Use Permit with the following conditions, as the plans meet the standards outlined:

1. Copies of the NHDES Wetlands Permit and NHDES Shoreland Permit be submitted to the Planning Department and added to the plan set coversheet.
2. A maintenance plan for the porous pavers be submitted to the satisfaction of the Planning Director and noted on the plan.

Motion F. Torr moved to approve Conditional Use Permit with the recommended conditions. Seconded by T. Clark. Vote: U/A

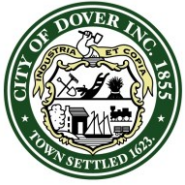
D. Consideration and vote to abolish the Climate Forum Planning Committee.

D. Benton noted the memo in the packet. The committee was created last year and accomplished what they were hoping to and are seeking to be abolished.

Motion: M. Speidel moved to abolish the Climate Forum Planning Committee. Seconded by: D. Landry. Vote: U/A with K. Pimental abstaining.

5. STAFF COMMENTS

- Climate Forum flier in lieu of meet and greet for boards, they are hosting an online event 4/7/22.
- If interested in Sub-committee for Gateway district, let Donna or Gina know
- Two new planners starting in April on the 6th and the 11th.
- TRC's held: Waterfront which the Board will see second meeting of May, 757 Central Ave doing 9 units, and 47 Chestnut Street



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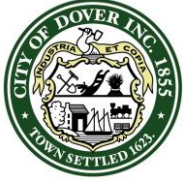
- TRC's coming up: Bluebird Storage on Littleworth Road this week, 48 Whittier and Oak Street waiver request that would then come to Planning Board

10. MEMBER COMMENTS

- The Chair signed plans for the City's water tower.
- Last chance on Local Advisory Committee to let Donna Benton know if anyone is interested.
- D. Landry noted this is his last meeting as his term is up. It's been a pleasure, honor and privilege to be on the board.
 - D. Benton and Chair Cruikshank thanked D. Landry for his service on the board and look forward to working with him through NRPC and wetlands committee.
- F. Torr asked if the wetlands meeting will be a separate meeting or part of a regular meeting. D. Benton suggested it be a separate meeting or start a meeting an hour earlier. The board members will email Donna with their preferences.
- F. Torr congratulated Erinn and Jackson on their wedding.
- K. Pimental wondered if the open space subdivision setbacks can be discussed again. Yes, the board voted to post them and there will be public hearings at the April 12th meeting.

11. ADJOURNMENT

Motion: F. Torr moved to adjourn at 8:27pm. Seconded by D. Landry. Vote: U/A



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P22-09

Application Type: Minor Subdivision
Applicant(s): Canney Brook Engineering and Consulting, CBF2, LLC and Helen F. Preston Rev. Trust of 2009
Owner(s): Canney Brook Engineering and Consulting, CBF2, LLC
Location: 105 Middle Road and Back Road (Tax Map K, Lot 6)
Meeting Date: April 12, 2022

INTENT: To subdivide the subject parcel into three via a minor subdivision. The new lots would be 39.9± acres, 18.2± acres, and 10.7± acres.

LOTS/UNITS PROPOSED:

2 new lots

AGENDA ITEM #: 4-A

ACREAGE: 68.93± acres

ZONING DISTRICT: R-40

EXISTING USE: Residential

PROPOSED USE:

Residential

SURROUNDING USE:

Residential

ZBA ACTION:

Z19-18: Variance granted on 5/21/2020 to allow for a two-family dwelling.

ATTACHMENTS: Application materials including subdivision plan and waiver narrative

APPLICATION IS

COMPLETE: Yes

REGIONAL IMPACT: No

NOTICES SENT: Abutter notices were sent by certified mail to all abutters for this meeting

PERMITS REQUIRED:

None

WAIVERS REQUESTED:

§157-28(G) - Wetlands delineation
§157-28(H) – Field topography

Summary of Request and Background:

The applicant is proposing to subdivide lot K/6 into three lots, resulting in the creation of two new lots. All lots would be accessed from Middle Road; each new lot would consist of 39.9± acres, 18.2± acres, and 10.7± acres. The lots are proposed to be serviced by municipal water and on-site septic systems. As a minor subdivision, this application did not appear before the TRC.

Per §157-60 of the Land Subdivision Regulations, should one additional lot be subdivided from the original lot within the next four-year timeframe, the subdivision would need to be considered a major subdivision. Should any further subdivision occur of these lots, review by Planning Staff and possibly the Planning Board would be needed as well as full survey and wetland delineation. This application is to subdivide only.

The Planning Staff would like the Board to determine if the application is complete, enough for review when additional information/review may be needed regarding the right-of-way widths of Back Road and Middle Road by comparing the proposed subdivision to the findings from the Strafford County Superior Court's decision construing the road widths in Williams v. City of Dover, Docket No. 219-2010-CV-00797 (July 24, 2012).

Summary of Waiver Requests:

The applicant is requesting a waiver request from §157-28(G) for relief from the requirement of wetlands delineation and §157-28(H) for relief from the requirement of a field topography.

Consistency with Land Use Regulations – Waiver

§157-51 of the Land Subdivision Regulations state: "The Planning Board may waive specific provisions of this chapter. The Planning Board may only grant a waiver if the Planning Board finds, by majority vote, that:

- (1) Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or
- (2) Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations."

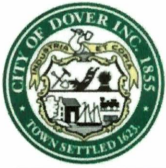
Staff believe Criterion two (2) has been met, as all three parcels far exceed the 40,000 square foot minimum lot size and there is no impact to the conformity with dimensional requirements by the creation of these new lots.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board continue this item to a date certain, to allow time for the clarification of how the road widths for Middle Road and Back Road were derived and determined.

This is an aerial map from Google Maps showing a residential area. A yellow boundary highlights a specific parcel of land. The parcel is irregularly shaped, with its northern edge following Back Rd and its southern edge following Middle Rd. The parcel is mostly undeveloped, with some trees and a small pond. Surrounding streets include Back Rd, Middle Rd, Augusta Way, and others. A scale bar at the bottom right indicates 1 inch equals 972.8500358467797 feet.

Print map scale is approximate.
Critical layout or measurement
activities should not be done using
this resource.



City of Dover, New Hampshire MINOR SUBDIVISION APPLICATION

[Revision Date: July 1, 2021]

Office Use Only	Project #:	_____	Date Received:	_____
	Amount Paid:	_____	Time Received:	_____

APPLICANT AND OWNER INFORMATION

Owner 1:

Name of Applicant: CBF2, LLC c/o Craig Williams Telephone # 603 742 7200

Address of Applicant: 154 Middle Road, Dover, NH 03820 email: solutions@canneybrook.com
Helen F. Preston Rev.

Name of Property Owner (if different from applicant): Trust of 2009 Telephone # 603 749 1300

Address of Property Owner: c/o Cocheco Elder Law Assoc. 45 Silver Street, Dover, NH 03820

E-Mail Address: _____

PROPERTY INFORMATION

Address of Property: 130 Middle Road and Back Road

Assessor's Map # K Lot(s) # 6

Zoning District(s) R-40 Overlay District(s) N/A

Size of Parcel: 68.93 Acres Property Deed: Book 4865 Page: 195, 198 & 200
4661 987

Existing Use of Property: Undeveloped land - duplex was removed recently

SUBDIVISION INFORMATION

Existing Number of Lots: 1 Proposed Number of Lots: 3

TDR Relief sought (Check All That Apply): ☐ Lot Size ☐ Frontage ☐ Setback ☐ 30' Buffer ☐ Purchase _____ units

Describe Proposed Use or Activity that requires TDR; describe any impacts and document mitigation:

Circle one for each category:

Water: City/Well (circle one) How far is city water from the property? _____

Sewer: City/Septic (circle one) How far is city sewer from the property? _____

Highway Access: City Street/State Highway (circle one) | Roadway: Public or Private Road (circle one)

Refuse removal: Public/Private (circle one) | Estimated Length of Proposed Road: N/A feet

Estimated value of construction: _____ New impervious area (in s.f.): 0 S.F. for subdivision

WAIVER REQUESTS

Subdivision Regulations section(s) to be waived: Section 155-28.G & H

Justification for waiver request(s) (*attach additional sheets as needed*): See attached waiver request

SURVEYOR INFORMATION

Name of Surveyor and Company (Licensed in N.H.) Joseph M. Wichert, L.L.S., Inc.

Address 802 Amherst Street, Manchester, NH 03104 Telephone #: 603 647 4282

Professional License #: 0783 E-mail address: joewichert@jmwlls.com

ENGINEER INFORMATION

Name of Engineer and Company (Licensed in N.H.) N/A Road Front Subdivision Only

Address _____ Telephone #: _____

Professional License #: _____ E-mail address: _____

LANDSCAPE ARCHITECT INFORMATION

Name of Landscape Architect and Company (Licensed in N.H.) N/A Road Front Subdivision Only

Address _____ Telephone #: _____

Professional License #: _____ E-mail address: _____

SOIL SCIENTIST INFORMATION

Name of Soil Scientist and Company (Licensed in N.H.) Waiver Requested

Address _____ Telephone #: _____

Professional License #: _____ E-mail address: _____

CONSERVATION EASEMENT HOLDER

Name of Easement Holder: N/A Telephone # _____

Address Easement Holder: _____

SIGNATURES

I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. Furthermore, I/We submit that the existing conditions sheet of the plan represents the lot in question, and that no alteration of the site shall take place during Planning Board review up to and including the pre-construction meeting. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Property Owner: _____ Date: _____

Signature of Applicant (*if different from owner*): _____ Date: _____

Signature of Agent: _____ Date: _____

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I, and my successors, hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: _____ Date: _____

AUTHORIZATION TO COMPLETE THE PROJECT ON SUBJECT PROPERTY

I, and my successors, hereby authorize the City of Dover and its assigns to enter my property for the purpose of completing the site work as required by the approved plan should the letter or credit or other surety be called. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: N/A Road Front Subdivision Only Date: _____Signature of Applicant (*if different from owner*): _____ Date: _____**CERTIFICATION OF FEES**

I, and my successors, hereby certify that I understand that the City of Dover collects impact fees, utility investment fees and inspection fees for projects developed in Dover. Said fees must be paid before a Certificate of Occupancy can be obtained for a structure, unless a different payment schedule is agreed to by the applicant and the City prior to approvals being issued by the Dover Planning Board. Additionally, should the property be in "Current Use" it will be subject to the Land Use Change Tax.

Signature of Property Owner: N/A Road Front Subdivision Only Date: _____Signature of Applicant (*if different from owner*): _____ Date: _____**CERTIFICATION OF PUBLIC ROADWAY ACCEPTANCE**

I, and my successors, hereby certify that I understand that the acceptance of a roadway as a public road is an action of the City Council in its sole and complete discretion. In order for the City Council to consider accepting a road as public, it must be free of encumbrances. No roadway with private utility easements shall be accepted as a public road by the City unless the easements are expunged prior to the transfer of land to the City. License agreements for any and all private utilities within the right of way may be granted by the City upon acceptance of the unencumbered roadway consistent with applicable state law.

Signature of Property Owner: N/A Road Front Subdivision Only Date: _____Signature of Applicant (*if different from owner*): _____ Date: _____

**CITY OF DOVER SUBDIVISION
LIST OF ABUTTERS**

Pursuant to RSA 676:4, the State Law of New Hampshire, the City of Dover is required to notify the applicant, abutters (including holders of conservation easements), and any professional whose seal is on the plan, of the public hearing by certified mail, return receipt requested. Staff will provide the abutter information, while the applicant must provide accurate contact information for the owner, applicant and professional agents representing the project.

Owner:

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS
K	6	CBF2, LLC c/o Craig Williams	154 Middle Road, Dover, NH 03820

Applicant (if different from owner):

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS
Helen F. Preston Rev. Tr. 2009	c/o Cocheco Elder Law Associates	45 Silver Street, Dover, NH 03820

Surveyor and/or Engineer/Professional Agent:

NAME	COMPANY	MAILING ADDRESS
Joseph M. Wichert, LLS	Joseph M. Wichert, L.L.S., Inc.	802 Amherst Street, Manchester, NH 03104

Conservation Easement Holder:

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS
		N/A	

PLANNING BOARD FEE SCHEDULE/INVOICE

(Revised July 1, 2021)

Below are the fees associated with plan review and are subject to a nonrefundable application fee to cover administrative expenses. Please complete the information below and provide payment with your application submittal. **Plan Review Fees shall be paid prior to technical review committee (TRC) being scheduled.** For plans not requiring TRC review, **fees are due 21 days prior** to the Planning Board meeting. Staff will coordinate abutter/notice fees, which will be invoiced and must be paid 28 hours before the Planning Board meeting for an application to be heard. Fees shall be paid by cash or check made payable to "City of Dover".

A. Plan Review Fees

1. Application fee for the following (SELECT ALL THAT APPLY):

- ☒ SUBDIVISION Application fee \$200.00 + \$150.00 x # 2 new lots created = \$ 500
- ☐ LOT LINE ADJUSTMENT Application fee \$200.00 + \$100.00 X # of lots involved = \$
- ☐ TRANSFER OF DEVELOPMENT RIGHTS Application fee \$200.00 = \$
- ☐ SITE REVIEW – RESIDENTIAL Application fee \$200.00+ \$100.00 x # per dwelling unit = \$
- ☐ SITE REVIEW – NON-RESIDENTIAL Application fee \$200.00 + (not to exceed \$10,000)
 - ☐ New construction \$.15 sq. ft. x # sq. ft. = \$
 - ☐ Additions (new floor space) \$.10 per sq. ft. x # sq. ft. = \$
- ☐ MOTEL/HOTEL \$35.00 x # per lodging unit = \$
- ☐ CHANGE OF USE Application fee \$200.00 + (not to exceed \$5,000)
 - ☐ Existing floor spaces \$.10 per sq. ft. x # sq. ft. = \$
- ☐ CONDITIONAL USE PERMIT Application fee \$200.00 x # per Application = \$
- ☐ GRAVEL PIT/ EXCAVATIONS
 - ☐ Application fee \$50.00 = \$
 - ☐ Permit fee \$75.00 = \$
- ☐ EXTENSIONS/AMENDMENTS/WAIVERS FOR AN APPROVED PLAN Application fee \$200.00 = \$
- ☐ REQUEST FOR REZONING Application fee \$200.00 = \$
- ☐ DRIVEWAY WAIVER Application fee \$200.00 = \$

- 2. TOTAL IMPERVIOUS PAVED AREA** (for new development, roadways or additions to existing parking lots, (not to exceed \$10,000)) Application fee of \$200.00 is N/A if it is part of a Site Review or Subdivision Plan. \$200.00 + \$.07 per sq. ft. x # sq. ft. = \$

SUBTOTAL PLAN REVIEW FEE (A) = \$ 500

AND

- B. Abutter Notification/Mailing Labels** - this office will create and print the abutter list and provide labels in triplicate for each abutter. The applicant/owner will review the list for accuracy and provide to us the engineer, architect, licensed land surveyor (LLS), licensed landscape architect (LLA) and/or soil scientist whose professional seal appears on the plan with names and addresses for notices.

- ☐ Applicant & Owner, engineer, architect, LLS, LLA and/or soil scientist
 - ☐ Certified letters fee # of x \$8.00 = \$
- ☐ Certified letters fee: # of abutters X \$8.00 = \$
- ☐ First Class Mail fee (for individual owner of units within a condominium or other collective form of ownership): # of abutters X \$1.00 = \$
- ☐ Creating/Printing Abutter Labels in triplicate per sheet x \$10.00 = \$

- C. Foster's newspaper public notice fee \$100.00 x # 1 applications = \$ 100**

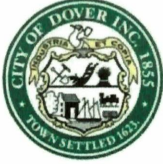
SUBTOTAL NOTICE FEE (B & C) = \$

TOTAL INVOICE AMOUNT (A, B & C) = \$

PLAN REVIEW FEE COLLECTED/PAID = \$ 500

BALANCE DUE = \$

The balance due must be paid 28 hours prior to the Planning Board Meeting. to be heard.



City of Dover, New Hampshire MINOR SUBDIVISION SUBMISSION CHECKLIST

[Revision Date: May 18, 2019]

This review checklist is intended to assist the applicant in the planning process of preparing a Subdivision application for Planning Board action. The size of the project will determine the types of information required for review, therefore, a **pre-application conference** with the Planning Department to determine the list of items that must be completed is strongly encouraged.

Plan Review Fees are due along with three (3) full size and twelve (12) half size (11x17), folded, copies of the plan set and materials, 3 weeks prior to the Planning Board meeting. Abutter/Notice Fees will be invoiced and are due 28 hours prior to Planning Board.

The applicant is cautioned that this checklist is only a guide and is not intended to be a complete list of all subdivision requirements. Please refer to the Subdivision Regulations for full details.

APPLICANT: Joseph M. Wichert, L.L.S., Inc. File Number: _____

PROJECT TITLE: Subdivision Plan for CBF2, LLC & The Helen F. Preston Rev. Trust of 2009

PROPERTY LOCATION: 130 Middle Road and Back Road Tax Map: K Lot: 6

	Where/How Provided	Reviewed
1. Completed and signed Application form	Yes	
2. Plan Review Fees are provided	Yes	
3. Electronic copy of the surveyed plat layout	Yes	
4. Electronic copy of supplementary materials and application	Yes	
5. Waiver requests to the Subdivision Regulations, with written justification	Yes	
6. Conditional Use Permit applications	N/A	
7. Fifteen folded copies of subdivision plan w/scale of not less than 1"=50' or 1"=100' for larger subdivisions. Plans shall contain the following items as appropriate:	YES	
Location map at appropriate scale	Yes	
Proposed subdivision name and title and Planning File #	Yes - File #?	
Date, north arrow and scale	Yes	
Names of all abutting property owners	Yes	
Name and address of owners and/or applicants	Yes	
Signature & stamp of NH licensed land surveyor and/or engineer	Yes	
Zoning District boundaries, including any special or overlay districts	Yes	
Location of Conservation District areas	N/A	
Location, names and widths of existing and proposed streets, including pavement widths, grades, curbs and crosswalks	Existing Only	
Location and widths of existing & proposed easements & right of ways	Existing Only	
Location and widths of existing and proposed sidewalks	N/A	
Existing and proposed property lines with dimensions and bearings tied into Dover's Geographic Information System coordinate system	Yes	
Existing and proposed lot areas in square feet	Yes	
Existing and proposed topographic information at two foot intervals	Existing per Lidar - Waiver Requested	
Existing and proposed buildings and structure locations	Existing Only No buildings on subject lot	
Minimum building setbacks or build to lines on all lots	Yes	
Location and size of existing and proposed electric, telephone, gas cable and other underground utilities	Existing Only - no sizes	

	Explain How Provided	Reviewed
Existing and proposed water lines and fire hydrants, including materials and capacity needed	Existing only	
Location and materials of sanitary sewage facilities within project site and projected additional peak hour sewer load	No	
Existing and proposed septic system, including test pit locations and results and NHDES subdivision permit number	Over 5 acres NHDES not reqd.	
Existing and proposed stormwater lines and facilities	Existing Structures Only	
Location of Flood Hazard Zone	SEE NOTE 5	
Location of all bodies of water and watercourses	Waiver Requested	
Location of wetlands and buffers	Waiver Requested	
Existing natural features and/or significant vegetation on property	Yes	
Soil types	Yes - NRCS Soils	
Map and lot numbers for existing and proposed lots as assigned by Tax Assessor	Not verified w/Assessing	
Location of all land offered for dedication for public use or land to be held in common by property owners of the subdivision	N/A	
Location, material and size of existing and proposed permanent monuments	Yes	
Existing railroad lines	N/A	
Note regarding solid waste disposal	Yes see note 11	
All applicable Dover Common Subdivision notes	Yes	
8. Construction Detail Sheets shall contain the following information (if appropriate):	N/A Road Front Subdivision Only	
Profiles showing existing & proposed elevations along the center lines of proposed streets & within 100' of intersections with existing streets		
Profiles showing the locations & a typical cross-section detail of streets		
Location of street trees, street lighting poles and street signs		
Location, size and invert elevations of existing and proposed sanitary sewers, stormwater drains and fire hydrants		
Location and size of all water, gas and other underground utilities		
9. Additional Information if appropriate	N/A Road Front Subdivision Only	
Stormwater Management Plan depicting the existing and proposed storm drainage system and engineered drainage analysis		
Stormwater Management System Operation and Maintenance Plan		
Letter to Serve from Public and Private Utilities		
Erosion and Sedimentation Control Plan		
Proposed restrictive covenants or homeowners association documents		
Dates and permit numbers of all required state and federal permits		
If wetland buffer, indicate placards locations, as applicable		
Provide additional exhibits/technical data determined appropriate by the Planning Board or its staff as required		

REVIEWED BY: Joseph M. Wichert, L.L.S DATE 7 February 2022

7 February 2022

Ms. Gina Cruikshank, Chairperson
Dover Planning Board
Dover City Hall
288 Central Avenue
Dover, New Hampshire 03820

Dear Madam Chairman Cruikshank:

RE: WAIVER REQUESTS FOR CBF2, LLC & HELEN F. PRESTON REV. TR. SUBDIVISION

This office has been retained by the CBF2, LLC and the Helen F. Preston Revocable Trust of 2009 to prepare a subdivision plan for their property located on Middle and Back Roads and known as lot 6 on Dover Tax Map K. We are asking the Planning Board waive the following sections of the Dover Land Subdivision regulations:

Section 155-28.G – Wetlands delineation
Section 155-28.H – Field topography

The subject parcel is a 68.9 acre tract of land that straddles both sides of Middle Road. The parcels on each side of the road have historically been treated as two separate lots. The applicants are proposing to formally subdivide their property to resolve an earlier deed transfer. As the applicants have to obtain municipal subdivision approval for this issue, CBF2, LLC also wishes to unmerge some other tracts in the deed to create a 10.7-acre parcel shown as lot 6G on the submitted plan.

The 3 proposed lots are large parcels that far exceed the minimum zoning requirements. Therefore, we are requesting waivers from the subdivision regulations that require field topography and wetlands delineation. We have shown 2' contours on all of the lots using available LiDar data but have not completed an actual field topographic survey. The plan calls for subdividing the 68.9-acre parcel to create reconfigured lot 6 (39.9 acres), lot 6F (18.2 acres) and lot 6G (10.7 acres). All the proposed lots are well over 5 acres, so NHDES subdivision approval is not required. Much of the property is open fields that make it easy to see that the land is suitable for development. The cost to provide field topography and wetlands delineation on this large parcel would be significant. It is our opinion that there is enough information provided to the Planning Board and staff to prove the proposed lots comply with the minimum City standards.

As such, we respectfully request that the Planning Board approve the waiver requests as submitted.

Thank you for your consideration of this matter.

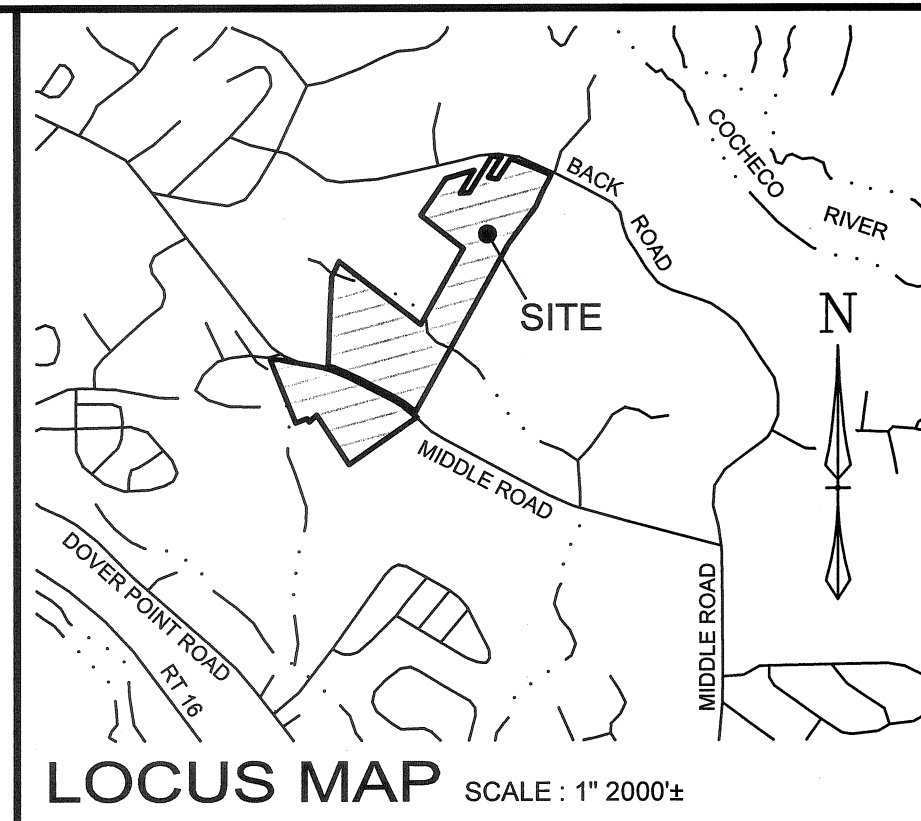
Sincerely,



Joseph M. Wichert, Pres.
Joseph M. Wichert, L.L.S., Inc.

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
K0006-A00000	101 BACK RD	BROADCAST LANE LLC		126 DANIEL ST STE 200	PORTSMOUTH	NH	03801
K0006-B00000	137 BACK RD	TAPP LEANNA &	TAPP NATHAN R	137 BACK RD	DOVER	NH	03820
K0006-C00000	147 BACK RD	BOURQUE STEVEN M	BOURQUE DEBORAH A	147 BACK RD	DOVER	NH	03820
K0006-D00000	143 BACK RD	FOGG BEATRICE M	FOGG REGINALD H	143 BACK ROAD	DOVER	NH	03820
K0006-E00000	153 BACK RD	CURRIER VICTORIA &	CURRIER WILLIAM	153 BACK ROAD	DOVER	NH	03820
K0007-000000	117 BACK RD	RENE DANIEL E		117 BACK RD	DOVER	NH	03820
K0007-001000	109 BACK RD	FREDETTE ROBERT F & ANN B TRUSTEES	FREDETTE FAMILY REVOCABLE TRUST	109 BACK RD	DOVER	NH	03820
K0007-A00000	131 C BACK RD	ROULEAU MICHAEL B TRUSTEE	THE MICHAEL B ROULEAU REVOCABLE LIVING T	131 BACK RD	DOVER	NH	03820
K0008-000000	81 BACK RD	MULLIGAN FRANK A	MULLIGAN LINDA	81 BACK ROAD	DOVER	NH	03820
K0011-000000	33 BACK RD	ROSS ANDREA L TRUSTEE	ROSS ANDREA L REVOCABLE TRUST	33 BACK ROAD	DOVER	NH	03820
K0011-A00000	60 MIDDLE RD	LANGDON PLACE OF DOVER		101 EAST STATE ST	KENNETT SQUARE	PA	19398
K0019-001000	TERESA DR	CHANGING PLACES LLC		42 J DOVER POINT RD	DOVER	NH	03820
K0019-001001	3 TERESA DR	KIMBALL ROBERT &	KIMBALL KAREN	3 TERESA DR	DOVER	NH	03820
K0019-001002	5 TERESA DR	GLENNON DORIS H TRUSTEE	GLENNON FAMILY REVOCABLE TRUST	5 TERESA DR	DOVER	NH	03820
K0019-001003	7 TERESA DR	VITKO JOSEPH E JR & JEAN TRUSTEES	VITKO FAMILY REVOCABLE TRUST	7 TERESA DR	DOVER	NH	03820
K0019-001004	9 TERESA DR	WITHEE SUZANNE & DAVID TRUSTEES	WITHEE FAMILY REVOCABLE TRUST OF 2019	9 TERESA DR	DOVER	NH	03820
K0019-001005	15 TERESA DR	RUSSO JOSEPH ANTHONY &	RUSSO CAROL JEAN	15 TERESA DR	DOVER	NH	03820
K0019-001006	17 TERESA DR	MADISON MICHAEL J &	MADISON LAURIE A	17 TERESA DR	DOVER	NH	03820
K0019-001007	18 TERESA DR	BURGE KATHLEEN M &	BURGE BETTY A	18 TERESA DR	DOVER	NH	03820
K0019-001008	16 TERESA DR	OLSEN MARGARET M TRUSTEE	OLSEN MARGARET DECLARATION OF TRUST	16 TERESA DR	DOVER	NH	03820-5022
K0019-001009	14 TERESA DR	MADAY CHARLES L JR TRUSTEE	MADAY CHARLES L JR REVOCABLE TRUST	14 TERESA DR	DOVER	NH	03820
K0019-001010	12 TERESA DRIVE	WALSH DOUGLAS S & MARGARET R CO-TRUSTEE	WALSH FAMILY REVOCABLE TRUST OF 2017	12 TERESA DRIVE	DOVER	NH	03820
K0019-001011	10 TERESA DRIVE	GUERETTE MARJORIE S & GUERETTE DOUGLAS L		10 TERESA DR	DOVER	NH	03820
K0019-001012	8 TERESA DR	KIRK RICHARD &	KIRK JANET	8 TERESA DR	DOVER	NH	03820
K0019-001013	4 TERESA DR	COATE MICHAEL W TRUSTEE	COATE MICHAEL W REVOCABLE TRUST	45 LAFAYETTE RD #UPS393	NORTH HAMPTON	NH	03862-2451
K0019-001014	2 TERESA DR	DUGAN ALAN H &	DUGAN LYNNE H	2 TERESA DR	DOVER	NH	03820
K0049-A00000	MIDDLE RD	MEADOWOOD AT DOVER HOMEOWNERS' ASSOCI	C/O RON POULIN	60 AUGUSTA WAY	DOVER	NH	03820
K0049-A00016	60 AUGUSTA WY	POULIN RONALD L &	POULIN JEANETTE M	60 AUGUSTA WY	DOVER	NH	03820
K0049-A00017	62 AUGUSTA WY	LATORRE SHELLI &	PLOCINSKI ALEXANDER	62 AUGUSTA WAY	DOVER	NH	03820
K0049-A00018	64 AUGUSTA WY	STEVENS CRAIG J & IIESE M TRUSTEES	STEVENS CRAIG J AND IIESE REVOCBLE TRUST	64 AUGUSTA WAY	DOVER	NH	03820
K0049-A00019	63 AUGUSTA WY	DEMPOULOS VASILIKE REVOCABLE TRUST	DEMPOULOS VASILIKE TRUSTEE	63 AUGUSTA WAY	DOVER	NH	03820
K0049-A00049	11 AUGUSTA WY	CRAGO MICHAEL G &	CRAGO KAREN	11 AUGUSTA WAY	DOVER	NH	03820
M0003-000000	154 MIDDLE RD	WILLIAMS R CRAIG &	WILLIAMS ANN T	154 MIDDLE RD	DOVER	NH	03820
M0004-000000	MIDDLE RD	THORNWOOD COMMONS UNIT OWNERS' ASSOCI	C/O GREAT NORTH PROPERTY MANAGEMENT	3 HOLLAND WAY	EXETER	NH	03833
M0004-000001	2 JACQUELINE DR	HOWARD KENT E &	HOWARD JANE A	2 JACQUELINE DR	DOVER	NH	03820
M0004-000002	4 JACQUELINE DR	HOLLIDAY ANNE & MCLAIRD TRUSTEES	BABUSHKA TRUST	4 JACQUELINE DR	DOVER	NH	03820
M0004-000011	3 JACQUELINE DR	HENSLEE ROBERT M &	HENSLEE PAMELA C	3 JACQUELINE DR	DOVER	NH	03820
M0004-000012	1 JACQUELINE DR	FULHAN JOSEPHINE		1 JACQUELINE DR	DOVER	NH	03820
M0004-000013	2 SONIA DR	DICKSON WILLIAM E &	DICKSON GAIL N	2 SONIA DR	DOVER	NH	03820
M0004-000014	4 SONIA DR	ELA JOHN D &	ELA CATHERINE K	4 SONIA DR	DOVER	NH	03820
M0004-000021	3 SONIA DR	GRAF KENNETH M & BETH D TRUSTEES	GRAF KENNETH AND BETH FAMILY TRUST	3 SONIA DR	DOVER	NH	03820
M0004-000022	1 SONIA DR	ROBERGE JOHN R &	ROBERGE PAULA C	1 SONIA DR	DOVER	NH	03820-5020
M0004-0000PN	MIDDLE RD	THORNWOOD COMMONS LLC	C/O GREAT NORTH PROPERTY MANAGEMENT	3 HOLLAND WAY	EXETER	NH	03833
N0019-A00000	174 BACK RD	THURSTON ELAINE M	THURSTON FRANK K	174 BACK ROAD	DOVER	NH	03820
N0019-B00000	180 BACK RD	SANTANA RAMIREZ RICARDO ANTONIO &	ALVAREZ SALLY SUAREZ	180 BACK RD	DOVER	NH	03820
N0019-C00000	186 BACK RD	VITKO THOMAS J	VITKO SUZANNE M	186 BACK RD	DOVER	NH	03820
N0020-B00000	210 BACK RD	FLYNN JOHN & PATRICIA LIV REV TRUSTS	FLYNN JOHN AND PATRICIA TRUSTEES	818 CENTRAL AVE	DOVER	NH	03820
N0020-C00000	202 BACK RD	PAMPREEN LISA R &	PAMPREEN FRANK X	202 BACK RD	DOVER	NH	03820
N0021-000000	160 BACK RD	AYER JACQUELINE TRUSTEE	AYER JACQUELINE REV TRUST	100 MCKONE LN # A	DOVER	NH	03820-3852
N0021-001000	166 BACK RD	HINKLEY JOHN E & DEBORAH A TRUSTEES	HINKLEY FAMILY TRUST OF 2020	166 BACK RD	DOVER	NH	03820
N0021-002000	152 BACK RD	WINKLER EDWARD S &	WINKLER ANNE-MARIE	152 BACK RD	DOVER	NH	03820
K0006-000000	105 MIDDLE RD	CANNEY BROOK ENGINEERING AND CONSULTING	CBF2 LLC., C/O CRAIG WILLIAMS	154 MIDDLE RD	DOVER	NH	03820
		HELEN F. PRESTON REVOCABLE TRUST OF 2009	C/O COCHECO ELDER LAW ASSOC.	45 SILVER STREET	DOVER	NH	03820
		JOSEPH M. WICHERT, LLS	JOSEPH M WICHERT, L.L.S., INC.	802 AMHERST STREET	MANCHESTER	NH	03104

P22-09	FIRST CLASS								
M0004-000003	8 JACQUELINE DR		ALBANO, ALEXANDRA M	6 MEADOW WAY	EASTPORT	NY	11941		
M0004-000004	14 JACQUELINE DR	HALL JOHN L & RENEE O TRUSTEES	HALL FAMILY REVOCABLE TRUST	14 JACQUELINE DR	DOVER	NH	03820		
M0004-000005	16 JACQUELINE DR	RUGER DIANE W TRUSTEE	RUGER DIANE W REVOCABLE TRUST	16 JACQUELINE DR	DOVER	NH	03820		
M0004-000006	19 JACQUELINE DR	WHALEN JOHN F DIANA M TRUSTEES	WHALEN JOHN F & DIANA M IRREVOCABLE TRUS	19 JACQUELINE DR	DOVER	NH	03820		
M0004-000007	17 JACQUELINE DR	GRIFFIN ALLAN & JANE TRUSTEES	GRIFFIN ALLAN AND JANE REV TRUSTS	17 JACQUELINE DR	DOVER	NH	03820		
M0004-000008	15 JACQUELINE DR	RICE HAROLD K JR & JOAN TRUSTEES	RICE HAROLD K JR AND JOAN REVOCABLE LIVI	15 JACQUELINE DR	DOVER	NH	03820		
M0004-000009	9 JACQUELINE DR	FARLEY MCHUGH ANN TRUSTEE	ANN FARLEY MCHUGH REVOCABLE TRUST	9 JACQUELINE DR	DOVER	NH	03820		
M0004-000010	5 JACQUELINE DR	COLVIN CYNTHIA L		5 JACQUELINE DR	DOVER	NH	03820		
M0004-000015	6 SONIA DR	HUGGINS ROBERT P & HATTIE ANNE CO-TRUSTE	HUGGINS ROBERT AND HATTIE ANNE REVOCABLE	6 SONIA DR	DOVER	NH	03820		
M0004-000016	8 SONIA DR	SPRAGUE DANIEL & CHRISTINE TRUSTEES	SPRAGUE DANIEL AND CHRISTINE REVOCABLE L	8 SONIA DR	DOVER	NH	03820		
M0004-000017	10SONIA DR	WILBER HAROLD & BEVERLEY TRUSTEES	WILBER HAROLD AND BEVERLEY REVOCABLE LIV	10 SONIA DR	DOVER	NH	03820		
M0004-000018	9 SONIA DR	HOWARD ROBERT & MORRIS BEA TRUSTEES	HOWARD ROBERT AND MORRIS BEA REV TRUSTS	9 SONIA DR	DOVER	NH	03820		
M0004-000019	7 SONIA DR	WILKES EILEEN S & WILKES ROBERT B JR		306 COLUMBUS ST	PANAMA CITY BEACH	FL	32407		
M0004-000020	5 SONIA DR	SCHER IAN H &	DAVOLI MONICA	5 SONIA DR	DOVER	NH	03820		



NOTES:

1) THE SUBJECT PARCEL IS KNOWN AS LOT 6 ON THE CITY OF DOVER TAX MAP K. THE OWNER OF RECORD OF THE LAND ON THE NORTHEAST SIDE OF MIDDLE ROAD IS CBF2, LLC OF 154 MIDDLE ROAD, DOVER, NEW HAMPSHIRE 03820. SEE SCRD V. 4865 P. 195, 198 & 200. THE OWNER OF RECORD OF LAND ON THE SOUTHWEST SIDE OF MIDDLE ROAD IS THE HELEN F. PRESTON REVOCABLE TRUST OF 2009, C/O THOMAS F. TORR, TRUSTEE OF COCHOCO ELDER LAW ASSOCIATES OF 45 SILVER STREET, DOVER, NEW HAMPSHIRE 03820. SEE SCRD V. 4681 P. 987. THE TOTAL EXISTING ACREAGE OF LOT K-6 IS 3,002,382 S.F.± OR 68.9252 ACRES±.

2) THE SUBJECT PARCELS ARE ZONED R-40. MINIMUM LOT SIZE IS 40,000 SQ. FT. MINIMUM LOT FRONTAGE = 150'. SETBACKS ARE AS FOLLOWS: FRONT = 40', SIDE = 25' AND REAR = 30'. MAXIMUM LOT COVERAGE = 10%. MAXIMUM BUILDING HEIGHT = 35'. THE SETBACKS SHOWN ARE FOR REFERENCE ONLY AND NEED TO BE VERIFIED WITH THE ZONING COMPLIANCE OFFICER.

4) THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY PERFORMED BY THIS OFFICE IN NOVEMBER & DECEMBER OF 2011, JANUARY OF 2012, JUNE AND JULY OF 2016 AND 2021. I, JOSEPH M. WICHERT, NHLLS #783, CERTIFY THAT THE WORK WAS PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION.

5) THE INTENT OF THIS PLAN IS TO SUBDIVIDE THE SUBJECT PARCEL CREATING LOT 6F ON THE SOUTHWEST SIDE OF MIDDLE ROAD AND LOT 6G ON THE NORTHEAST SIDE OF MIDDLE ROAD. LOTS 6F & 6G WERE INDIVIDUAL TRACTS DESCRIBED IN THE SUBJECT DEED PREVIOUSLY TRANSFERRED AND THE APPLICANT WISHES TO FORMALLY SEPARATE THE LOTS.

5) THE SUBJECT PROPERTY IS LOCATED IN ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN), PER FLOOD INSURANCE RATE MAP FOR STRAFFORD COUNTY, NEW HAMPSHIRE (ALL JURISDICTIONS) MAP NUMBER 33017C0340E, EFFECTIVE DATE OF SEPTEMBER 30, 2015.

6) THE HORIZONTAL DATUM OF THIS PLAN IS NHSPC 1983/96. THE VERTICAL DATUM IS NAVD-1988. BOTH WERE ESTABLISHED ON SITE USING ON SITE STATIC GPS OBSERVATIONS PERFORMED BY THIS OFFICE.

7) THE LOCATION OF UTILITIES SHOWN ON THIS PLAN ARE BASED ON THE LOCATION OF VISIBLE ABOVE GROUND FEATURES ONLY AND PLANS OF RECORD ON FILE WITH THE CITY OF CONCORD. THE CONTRACTOR NEEDS TO FIELD VERIFY ALL UTILITIES PRIOR TO ANY CONSTRUCTION. THIS OFFICE DOES NOT GUARANTEE THE LOCATION AND ACCURACY OF THE UTILITY DATA. DIG SAFE SHALL BE CONTACTED 72 HOURS PRIOR TO COMMENCING ANY CONSTRUCTION (811).

8) THE TOPOGRAPHY SHOWN ON THIS PLAN WAS DERIVED FROM LIDAR DATA DOWNLOADED FROM NH GRANITE ON 9/10/2021. THE LIDAR DATA WAS ACQUIRED IN MAY OF 2011 AND DOES NOT REFLECT ANY CHANGES TO TOPOGRAPHY MADE AFTER THAT. THE TOPOGRAPHY SHOWN FOR LOT 6H WAS BASED ON A TOPOGRAPHIC SURVEY BY THIS OFFICE IN FALL OF 2021.

9) BUILDING ADDRESSES (INCLUDING APT/UNIT NUMBERS IF APPLICABLE) SHALL BE ASSIGNED BY THE BUILDING OFFICIAL AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.

10) STATUS OF APPROVALS:
NHDES SUBDIVISION APPROVAL = NOT REQUIRED ALL LOTS ARE OVER 5 ACRES IN SIZE

11) THE SUBJECT PARCELS ARE AND WILL BE SERVICED BY MUNICIPAL WATER AND ON SITE SEPTIC SYSTEMS. REFUSE COLLECTION WILL BE MUNICIPAL PICK UP.

12) ANY ADDITIONAL SUBDIVISION TO CREATE ANY NEW LOTS WITHIN 4 YEARS WILL BE TREATED AS A MAJOR SUBDIVISION AND WILL REQUIRE FULL WETLANDS AND TOPOGRAPHY.

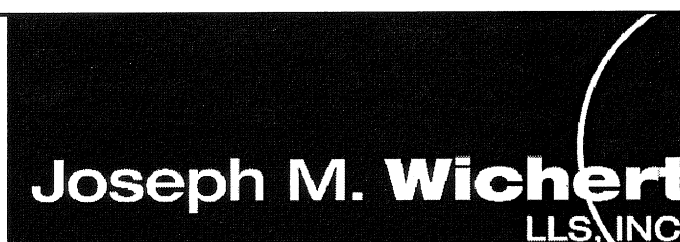
13) THIS IS A 2-SHEET PLAN SET. SHEETS 1 AND 2 WILL BE RECORDED AT THE STRAFFORD COUNTY REGISTRY OF DEEDS.

TOPOGRAPHIC SUBDIVISION PLAN FOR CBF2, LLC & THE HELEN F. PRESTON REV. TR. OF 2009 THOMAS F. TORR, TRUSTEE TAX MAP K LOT 6 130 MIDDLE ROAD & BACK ROAD DOVER, NEW HAMPSHIRE

DATE: SEPTEMBER 10, 2021 SCALE: 1" = 100'

SUBDIVISION PLAN BY:

802 AMHERST STREET
MANCHESTER, NH 03104
TEL: (603) 647-4282 OR 736-8203
FAX: (603) 623-1910
WEB: WWW.JMWLLS.COM



LAND SURVEYOR & SEPTIC SYSTEM DESIGNER

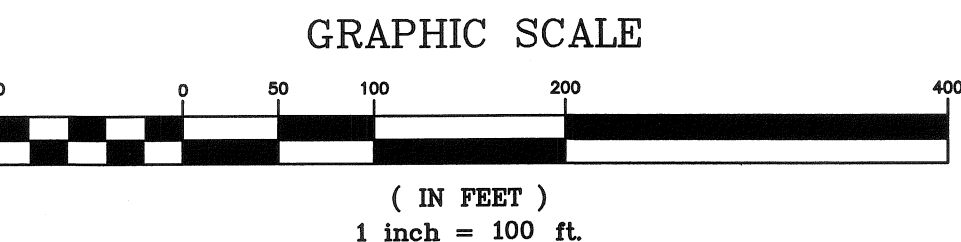
SHEET S1 SHEET 1 OF 2 F.B. 579 P. 2 JOB #2011148 2021 LLA



SOIL DATA:

PER NRCS WEB SOIL SURVEY

BZB: BUXTON SILT LOAM (3-8% SLOPES)
CFB: CHARLTON FINE SANDY LOAM (3-8% SLOPES)
DEB: DEERFIELD LOAMY FINE SAND (3-8% SLOPES)
EAB: ELMWOOD FINE SANDY LOAM (3-8% SLOPES)
HAB: HINCKLEY LOAMY SAND (3-8% SLOPES)
HCB: HOLLIS-CHARLTON FINE SANDY LOAMS (3-8% SLOPES)
SCA: SCANTIC SILT LOAM (0-3% SLOPES)
SCB: SCANTIC SILT LOAM (3-8% SLOPES)
SFC: SUFFIELD SILT LOAM (8-15% SLOPES)
SWB: SWANTON FINE SANDY LOAM (3-8% SLOPES)
WDB: WINDSOR LOAMY SAND (3-8% SLOPES)
WDE: WINDSOR LOAMY SAND (15-60% SLOPES)
WFB: WINDSOR LOAMY FINE SAND (CLAY SUBSOIL VARIANT) (0-8% SLOPES)
WFC: WINDSOR LOAMY FINE SAND (CLAY SUBSOIL VARIANT) (8-15% SLOPES)



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NO.	DATE	DESCRIPTION	BY

ADDITIONAL ABUTTERS

TAX MAP K LOT 6C
STEVEN M. &
DEBORAH A. BOURQUE
147 BACK ROAD
DOVER, NH 03820
V. 2345 V. 295

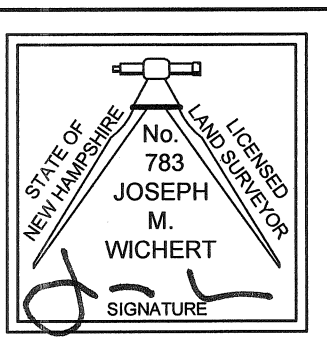
TAX MAP K LOT 6D
BEATRICE M. &
REGINALD H. FOGG
143 BACK ROAD
DOVER, NH 03820
V. 790 V. 187

SYMBOL LEGEND

- IRON PIPE FOUND
- IRON ROD FOUND
- IRON ROD TO BE SET
- CONC OR GRAN BOUND FOUND
- GRAN. BOUND TO BE SET
- DRILL HOLE
- ▲ ANGLE IRON
- UTILITY POLE
- WATER VALVE
- HYDRANT
- SEWER MANHOLE
- CONIFER TREE W/WIRE
- DECIDUOUS TREE W/WIRE
- FENCE POST
- STONE WALL
- WIRE FENCE
- WIRE FENCE ON GROUND
- STUMP W/WIRE

I CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE WITH A TOPCON GT 503. THE ERROR OF CLOSURE ON ALL LOT LINES WITHIN AND BORDERING THE SUBJECT PROPERTY IS BETTER THAN 1 IN 10,000.

7 FEB. 2017
DATE

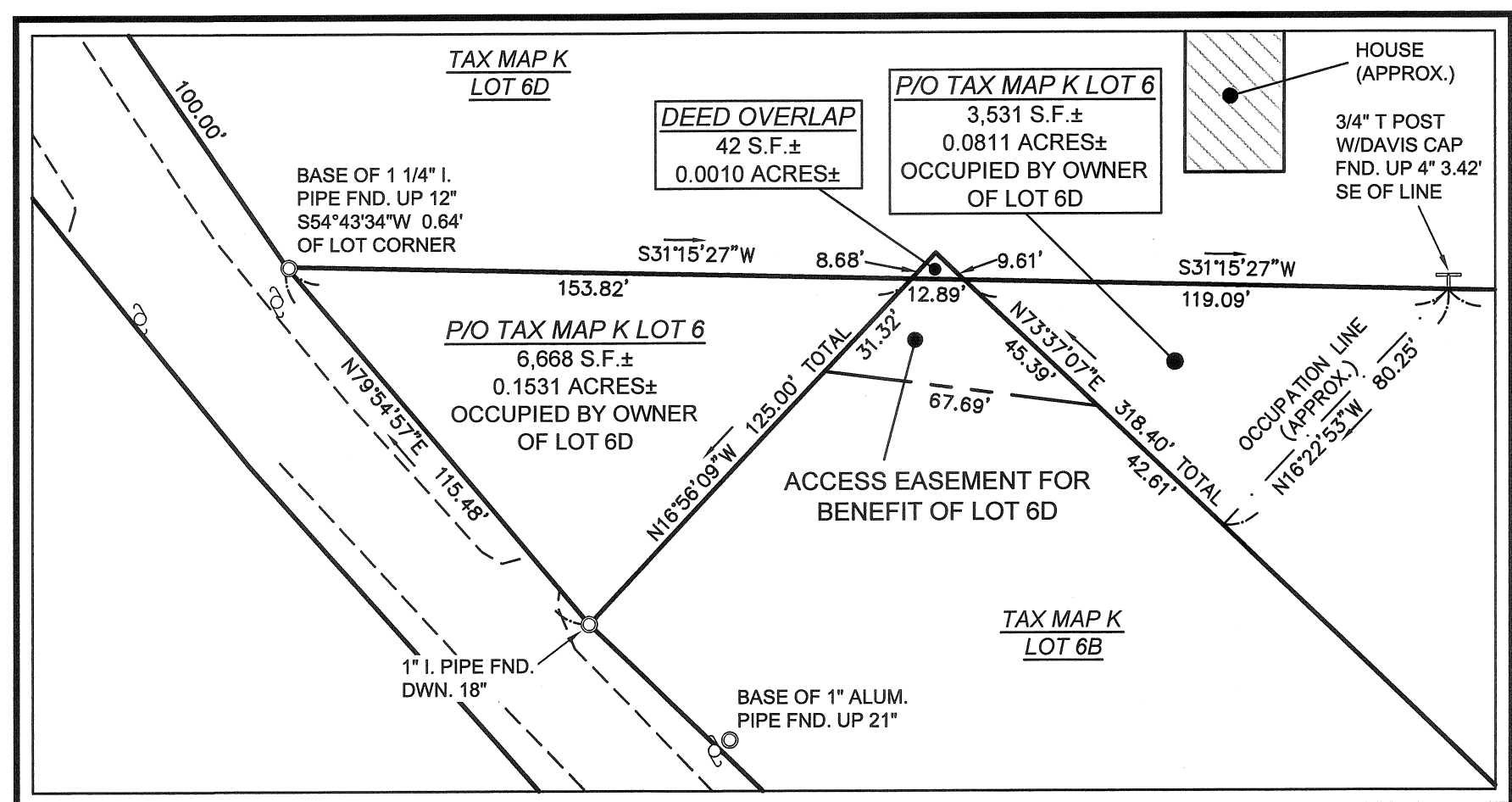


THIS SUBDIVISION PLAN IS APPROVED IN ACCORDANCE WITH THE CITY OF DOVER DEVELOPMENT REGULATIONS

DATE: _____
SIGNED: _____

WAIVERS REQUESTED:

- 1) SECTION 155-28.G - WETLANDS DELINEATION
- 2) SECTION 155-28.H - FIELD TOPOGRAPHIC SURVEY



INSET "A"
SCALE: 1" = 40'

PLAN REFERENCES:

- 1.) "SUBDIVISION PLAN FOR JONATHAN & JOYCE CHERRY AND ROBERT & JOANN ROULEAU, BACK ROAD, DOVER, N.H." LAST REVISED 4/29/99, PREPARED BY TRITECH ENGINEERING COMPANY. SCRD PLAN 56-5.
- 2.) "RIGHT OF WAY PLAN OF MIDDLE ROAD & HAWTHORN ROAD FOR FREETRADE, INC., DOVER, N.H." LAST REVISED 6/4/90, PREPARED BY MCENEANEY SURVEY ASSOCIATES. SCRD PLAN 38A-72.
- 3.) "MEADOWWOOD AT DOVER, AN ALTERNATIVE DESIGN SUBDIVISION, TAX MAP K, LOTS 49 AND 49A, MIDDLE ROAD, DOVER, STRAFFORD COUNTY, NEW HAMPSHIRE", LAST REVISED 3/29/00, PREPARED BY MCENEANEY SURVEY ASSOCIATES. SCRD PLAN 58-35, 36 & 37.
- 4.) "PLAN OF LAND FOR LANGDON PLACE OF DOVER, MIDDLE ROAD, DOVER, N.H." DATED MAR. 1996, PREPARED BY NORWAY PLAINS ASSOCIATES, INC. SCRD PLAN 47-88
- 5.) "BOUNDARY LINE ADJUSTMENT FOR CHANGING PLACES, LLC, & PRESTON FAMILY TRUST, MIDDLE ROAD AND THORNWOOD LANE, DOVER, N.H." LAST REVISED 6/28/13, PREPARED BY TRITECH ENGINEERING. SCRD PLAN 105-92.
- 6.) "CONDOMINIUM SITE PLAN FOR PRESTON PLACE CONDOMINIUM, TERESA DRIVE & THORNWOOD LANE, DOVER, N.H." DATED 10/7/2013, PREPARED BY TRITECH ENGINEERING. SCRD PLAN 106-24.
- 7.) "BOUNDARY LINE ADJUSTMENT PLAN, ELLIOTT ROSE COMPANY OF DOVER INC. & THORNWOOD HOLDINGS, LLC, DOVER POINT ROAD AND MIDDLE ROAD, DOVER, NEW HAMPSHIRE", LAST REVISED 3/6/07, PREPARED BY TRITECH ENGINEERING CORPORATION. SCRD PLAN 89-100.
- 8.) "CONSERVATION EASEMENT PLAN, ELLIOTT ROSE COMPANY OF DOVER INC., DOVER POINT ROAD, MIDDLE ROAD AND THORNWOOD LANE, DOVER, NEW HAMPSHIRE", DATED JUNE 30, 2008, PREPARED BY TRITECH ENGINEERING CORPORATION. SCRD PLAN 94-096.
- 9.) "LOT LINE ADJUSTMENT, PLAN OF LAND FOR CLIPPER HOME AFFILIATES, MIDDLE ROAD AND BACK ROAD, DOVER, N.H." DATED 8/20/87, PREPARED BY CIVILWORKS ENGINEERS & SURVEYORS. SCRD PLAN 31A-124.
- 10.) "PLAN OF LAND FOR CLIPPER HOME AFFILIATES, MIDDLE ROAD AND BACK ROAD, DOVER, N.H." DATED 6/9/87, PREPARED BY CIVILWORKS ENGINEERS AND SURVEYORS. SCRD PLAN 31-50.
- 11.) PLAN OF SUBDIVISION FOR CHRISTINE A. EAGAN BURBY, BACK ROAD, DOVER, N.H." LAST REVISED 4/15/81, PREPARED BY K.E. MOORE & B.G. STAPLES LAND SURVEYORS. SCRD PLAN 23A-59.
- 12.) "NORTHEAST UTILITIES TRANSMISSION LINE PLAN, MADBURY S/S, COCHECO STREET S/S 115KV TRANSMISSION LINE MILE 6 M183." DATED 7/10, LAST REVISED 12/10 BY NORTHEAST UTILITIES. ON FILE AT EVERSOURCE.
- 13.) "R.O.W. GRANITE STATE TRANSMISSION INC.", SHEETS 1 & 2, DATED 1956, PREPARED BY GEORGE C. BENJAMIN. ON FILE AT TF MORAN, INC.

SYMBOL LEGEND

- IRON PIPE FOUND
- IRON ROD FOUND
- IRON ROD TO BE SET
- CONC OR GRAN BOUND FOUND
- GRAN. BOUND TO BE SET
- DRILL HOLE
- ANGLE IRON
- UTILITY POLE
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THIS SUBDIVISION PLAN IS APPROVED IN ACCORDANCE WITH THE CITY OF DOVER DEVELOPMENT REGULATIONS

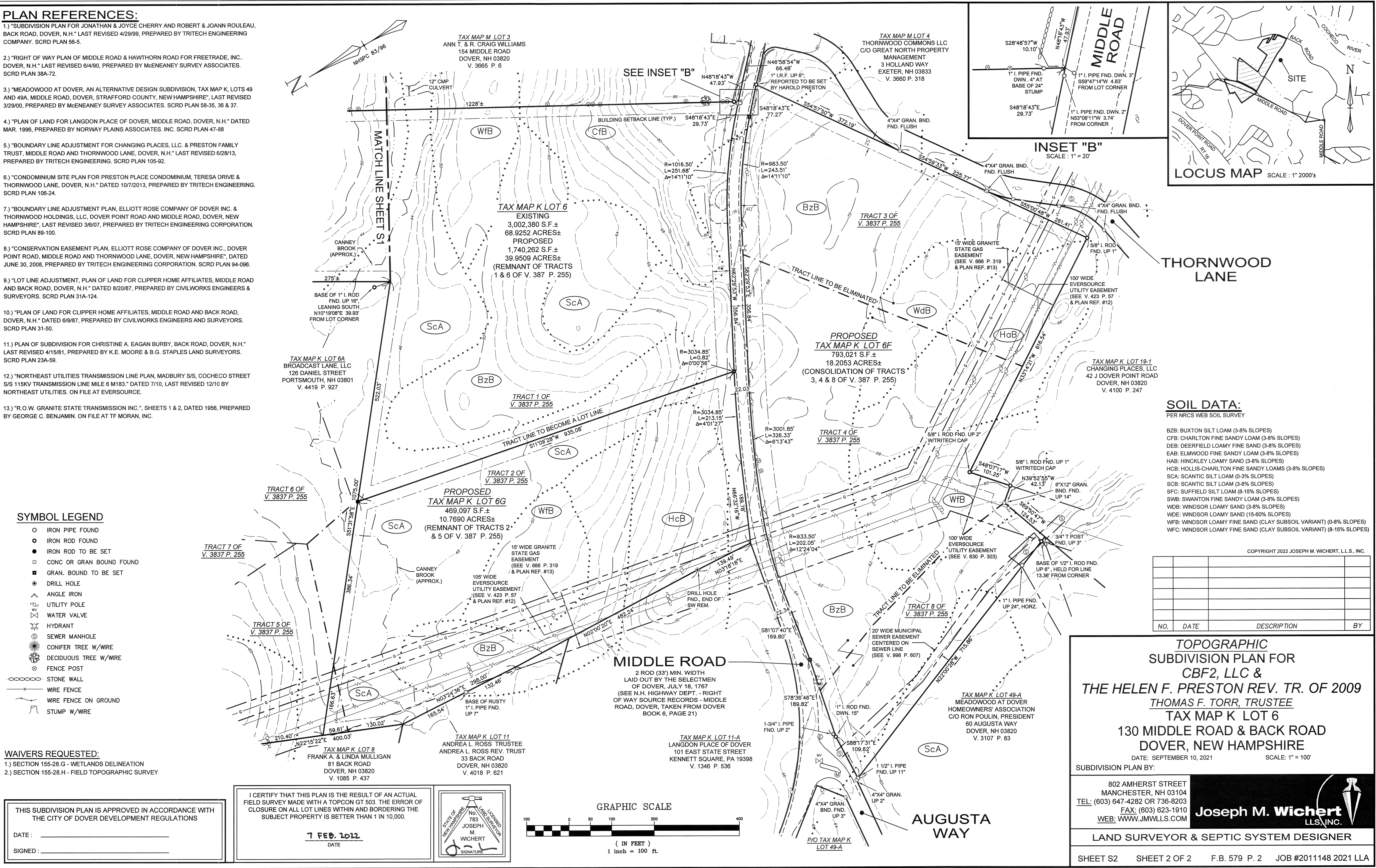
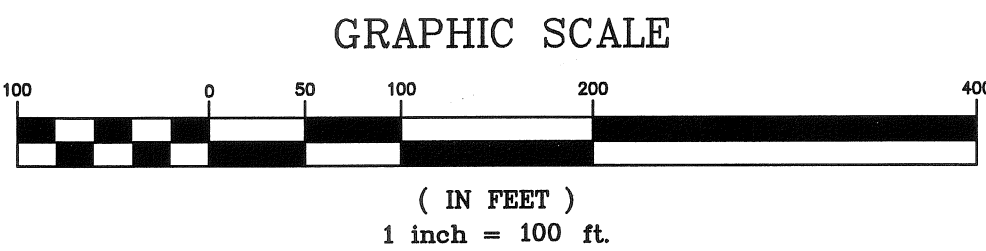
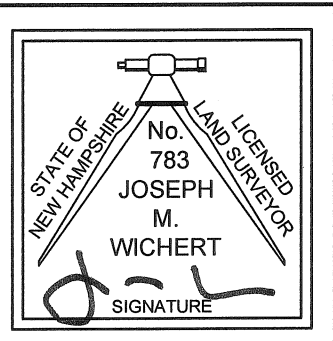
DATE: _____

SIGNED: _____

I CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE WITH A TOPCON GT 503. THE ERROR OF CLOSURE ON ALL LOT LINES WITHIN AND BORDERING THE SUBJECT PROPERTY IS BETTER THAN 1 IN 10,000.

7 FEB. 2012

DATE



SOIL DATA:

PER NRCS WEB SOIL SURVEY

- B2B: BUXTON SILT LOAM (3-8% SLOPES)
CFB: CHARLTON FINE SANDY LOAM (3-8% SLOPES)
DEB: DEERFIELD LOAMY FINE SAND (3-8% SLOPES)
EAB: ELMWOOD FINE SANDY LOAM (3-8% SLOPES)
HAB: HINCKLEY LOAMY SAND (3-8% SLOPES)
HCB: HOLLIS-CHARLTON FINE SANDY LOAMS (3-8% SLOPES)
SCA: SCANTIC SILT LOAM (0-3% SLOPES)
SCB: SCANTIC SILT LOAM (3-8% SLOPES)
SFC: SUFFIELD SILT LOAM (8-15% SLOPES)
SWB: SWANTON FINE SANDY LOAM (3-8% SLOPES)
WDB: WINDSOR LOAMY SAND (3-8% SLOPES)
WDE: WINDSOR LOAMY SAND (15-60% SLOPES)
WFB: WINDSOR LOAMY FINE SAND (CLAY SUBSOIL VARIANT) (0-8% SLOPES)
WFC: WINDSOR LOAMY FINE SAND (CLAY SUBSOIL VARIANT) (8-15% SLOPES)

COPYRIGHT 2022 JOSEPH M. WICHERT, L.L.S., INC.

NO.	DATE	DESCRIPTION	BY

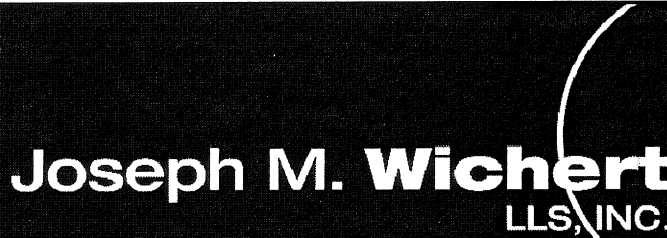
TOPOGRAPHIC
SUBDIVISION PLAN FOR
CBF2, LLC &
THE HELEN F. PRESTON REV. TR. OF 2009
THOMAS F. TORR, TRUSTEE
TAX MAP K LOT 6
130 MIDDLE ROAD & BACK ROAD
DOVER, NEW HAMPSHIRE

DATE: SEPTEMBER 10, 2021

SCALE: 1" = 100'

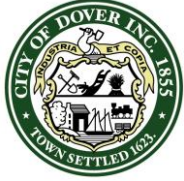
SUBDIVISION PLAN BY:

802 AMHERST STREET
MANCHESTER, NH 03104
TEL: (603) 647-4282 OR 736-8203
FAX: (603) 623-1910
WEB: WWW.JMWLLS.COM



LAND SURVEYOR & SEPTIC SYSTEM DESIGNER

SHEET S2 SHEET 2 OF 2 F.B. 579 P. 2 JOB #2011148 2021 LLA



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P22-20

Application Type: Conditional Use Permit
Applicant(s): Quantum Real Estate, LLC
Owner(s): Quantum Real Estate, LLC
Location: Littleworth Road (Map H, Lots 29-A-3 & 29-A-4)
Meeting Date: April 12, 2022

INTENT: Proposal to obtain a Conditional Use Permit to install a waterline creating 785 s.f of temporary wetlands impact and 2,655 s.f of buffer impact

LOTS/UNITS PROPOSED: N/A

AGENDA ITEM #: 4-B

ACREAGE: N/A

ZONING DISTRICT: CM

EXISTING LAND USE: Vacant/under construction commercial/industrial/medical office uses

PROPOSED LAND USE:
Commercial/Medical Office

SURROUNDING LAND USE: Residential, Vacant, Commercial, Industrial

ZBA ACTION: N/A

ATTACHMENTS: Application Materials including and 3/14/2022 Conservation Commission minutes

NOTICES SENT: Abutter notices were sent by certified or first class mail to all abutters for a previous meeting

PERMITS REQUIRED:
NHDES Wetlands Permit

WAIVERS REQUESTED:
N/A

Summary of Request and Background

There were previous site plans for AcupetVet and Dupont Service Center approved on Littleworth Road. After working with NHDOT and NHDES, the applicant has discovered that where the water line is to be placed, requires impact to the wetlands and wetland buffer. 785 s.f. of temporary wetlands impact and 2,655 s.f. of temporary buffer impact is being requested.

This CUP was endorsed by the Conservation Commission at their March 14, 2022 meeting (minutes attached). The Conservation Commission is also reviewing the Dredge and Fill application at their April 11, 2022 meeting.

Consistency with Land Use Regulations

The Wetlands Protection District ordinance provides for Conditional Use Permits to allow impacts to wetlands and wetland buffers if standards related to demonstration that no practicable alternative exists, impact avoidance was considered, impacts were minimized, and mitigation has been sought.

Staff feels that the applicant reviewed options, spoke with state departments, and tried to find alternative options, avoided as much impact as possible, and said at the Conservation Commission meeting that the site will be restored to the original state once the water line is in. Staff believes this proposal is consistent with the cited standards.

STAFF RECOMMENDATION:

The Planning Department recommends the Planning Board to accept the application, open the public hearing, and vote to approve the Conditional Use Permit with the following condition, as the plans meet the standards outlined:

1. Copy of the NHDES Wetlands permit be submitted to the Planning and Community Development Department.

Littleworth Road

**Property Information**

Property ID H0029-A00004
Location 14 LITTLEWORTH RD
Owner ABOVE ALL THINGS NH LLC
Land Use 390

**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 5/3/2021
Data updated Daily

Print map scale is approximate.
Critical layout or measurement
activities should not be done using
this resource.

TRITECH

ENGINEERING CORPORATION

755 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03820

TELEPHONE 603.742.8107
FACSIMILE 603.742.3830

March 22, 2022

Ms. Donna Benton, Planning Director
City of Dover, Planning Department
288 Central Avenue
Dover, New Hampshire 03820

Subject: *Conditional Use Permit Application*
Water Line Extension
Littleworth Road
Tax Map H, Lots 29 A-3 & 29A-4
Job No. 21114 / 21127

Dear Donna,

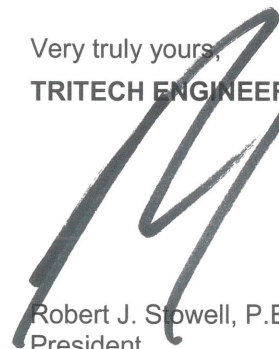
Enclosed please find our Conditional Use Permit Application and supporting documentation for the above referenced project, specifically:

- Five (5) copies of this submittal letter.
- Five (5) copies of the Conditional Use Permit Application.
- Five (5) copies of the Conditional Use Permit Narrative.
- Five (5) copies of the Functional Assessment (prepared by Damon Burt).
- Five (5) half size copies of the Conditional Use Permit Plan (Sheet CUP-1).
- One (1) full size copy of the Conditional Use Permit Plan (Sheet CUP-1).
- Additional Application Fee in the amount of \$256.00 (Check #34489).

This application requests a conditional use permit for the temporary impact of 785 square feet of wetlands and 2665 square of wetlands buffer in order to construct the proposed municipal water main extension within the Littleworth Road right-of-way that will service the Acupetvet & Dupont projects.

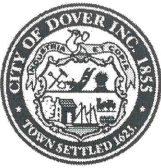
Please advise should you have any questions.

Very truly yours,
TRITECH ENGINEERING CORP.



Robert J. Stowell, P.E., L.L.S.
President

RJS / rms
Enclosures
\\QREG_Ltr.docx



City of Dover, New Hampshire CONDITIONAL USE PERMIT APPLICATION

[Revision Date: October 19, 2020]

Office Use Only	Project #: _____	Date Received: _____
	Amount Paid: _____	Time Received: _____

APPLICANT AND OWNER INFORMATION

Name of Applicant: Quantum Real Estate Group, LLC Telephone # (603) - 742 - 8107

Address of Applicant: 755 Central Ave, Dover, NH, 03820

E-Mail Address: rjs@tritecheng.com

Name of Property Owner (if different from applicant): _____ Telephone # _____

Address of Property Owner: _____

PROPERTY INFORMATION

Assessor's Map # H Lot(s) # 29 A-3 & 29 A-4

Address of Property: Littleworth Road

Zoning District(s) CM Overlay District(s) Wetland Protection

Existing Use of Property: _____

CONDITIONAL USE PERMIT INFORMATION

Type of Conditional Use Permit (Check All That Apply):

- | | | |
|---|---|--|
| ☐ Conservation District | ☐ RCM Use Overlay District | ☐ Gateway District |
| ☐ Groundwater Protection | ☐ Off-Street Parking and Loading | ☐ Alternative Treatment Center |
| ☒ Wetland Protection District | ☐ Central Business District | ☐ Heritage Residential District |

Describe Proposed Use or Activity That Requires Conditional Use Permit and Describe Any Impacts:

The applicant proposes to install a municipal water main within the Littleworth Road right of way. This construction requires a temporary wetlands impact of 785 sq.ft. and buffer impact of 2,665 sq.ft.

List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: _____

NHDES Wetlands Impact Permit

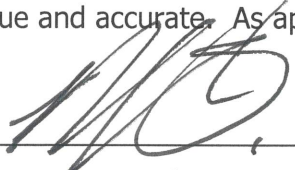
Name of Professional That Prepared Plans: Robert J. Stowell, Trittech Engineering Corporation

Address 755 Central Ave, Dover NH, 03820 Telephone #: (603) - 742 - 8107

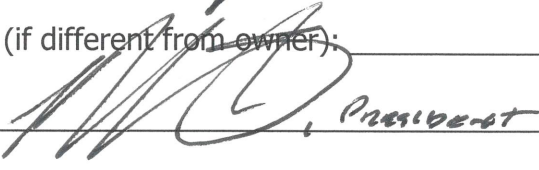
Professional License #: 9903 E-mail address: rjs@tritecheng.com

SIGNATURES

I/We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

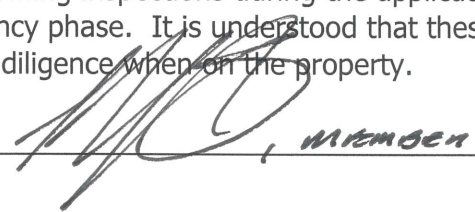
Signature of Property Owner:  MEMBER Date: 03/07/2022

Signature of Applicant (if different from owner): _____ Date: _____

Signature of Agent:  PRESIDENT Date: 03/07/2022

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I, and my successors, hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner:  MEMBER Date: 03/07/2022

CITY OF DOVER CONDITIONAL USE LIST OF ABUTTERS

Pursuant to RSA 676:4, the State Law of New Hampshire, the City of Dover is required to notify the applicant, abutters (including holders of conservation easements), and any professional whose seal is on the plan, of the public hearing by certified mail, return receipt requested. Staff will provide the abutter information, while the applicant must provide accurate contact information for the owner, applicant and professional agents representing the project.

Owner:

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS

Applicant (if different from owner):

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS
Robert J. Stowell	Quantum Real Estate Group, LLC	755 Central Ave, Dover, NH, 03820

Surveyor and/or Engineer/Professional Agent:

NAME	COMPANY	MAILING ADDRESS
Robert J. Stowell	Tritech Engineering Corporation	755 Central Ave, Dover, NH, 03820
Damon Burt	Fraggle Rock Environmental	38 Garland Road, Strafford, NH 03884

Conservation Easement Holder:

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS

PLANNING BOARD FEE SCHEDULE/INVOICE

(Revised July 1, 2021)

Below are the fees associated with plan review and are subject to a nonrefundable application fee to cover administrative expenses. Please complete the information below and provide payment with your application submittal. **Plan Review Fees shall be paid prior to technical review committee (TRC) being scheduled.** For plans not requiring TRC review, **fees are due 21 days prior** to the Planning Board meeting. Staff will coordinate abutter/notice fees, which will be invoiced and must be paid 28 hours before the Planning Board meeting for an application to be heard. Fees shall be paid by cash or check made payable to "City of Dover".

A. Plan Review Fees

1. Application fee for the following (SELECT ALL THAT APPLY):

- ☐ SUBDIVISION Application fee \$200.00 + \$150.00 x # _____ new lots created = \$ _____
- ☐ LOT LINE ADJUSTMENT Application fee \$200.00 + \$100.00 X # _____ of lots involved = \$ _____
- ☐ TRANSFER OF DEVELOPMENT RIGHTS Application fee \$200.00 = \$ _____
- ☐ SITE REVIEW – RESIDENTIAL Application fee \$200.00+ \$100.00 x # _____ per dwelling unit = \$ _____
- ☐ SITE REVIEW – NON-RESIDENTIAL Application fee \$200.00 + (not to exceed \$10,000)
 - ☐ New construction \$.15 sq. ft. x # _____ sq. ft. = \$ _____
 - ☐ Additions (new floor space) \$.10 per sq. ft. x # _____ sq. ft. = \$ _____
- ☐ MOTEL/HOTEL \$35.00 x # _____ per lodging unit = \$ _____
- ☐ CHANGE OF USE Application fee \$200.00 + (not to exceed \$5,000)
 - ☐ Existing floor spaces \$.10 per sq. ft. x # _____ sq. ft. = \$ _____
- ☒ CONDITIONAL USE PERMIT Application fee \$200.00 x # 1 per Application = \$ 200.00
- ☐ GRAVEL PIT/ EXCAVATIONS
 - ☐ Application fee \$50.00 = \$ _____
 - ☐ Permit fee \$75.00 = \$ _____
- ☐ EXTENSIONS/AMENDMENTS/WAIVERS FOR AN APPROVED PLAN Application fee \$200.00 = \$ _____
- ☐ REQUEST FOR REZONING Application fee \$200.00 = \$ _____
- ☐ DRIVEWAY WAIVER Application fee \$200.00 = \$ _____

2. TOTAL IMPERVIOUS PAVED AREA (for new development, roadways or additions to existing parking lots, (not to exceed \$10,000)) Application fee of \$200.00 is N/A if it is part of a Site Review or Subdivision Plan. \$200.00 + \$.07 per sq. ft. x # _____ sq. ft. = \$ _____

SUBTOTAL PLAN REVIEW FEE (A) = \$ 200.00

AND

B. Abutter Notification/Mailing Labels - this office will create and print the abutter list and provide labels in triplicate for each abutter. The applicant/owner will review the list for accuracy and provide to us the engineer, architect, licensed land surveyor (LLS), licensed landscape architect (LLA) and/or soil scientist whose professional seal appears on the plan with names and addresses for notices.

- ☐ Applicant & Owner, engineer, architect, LLS, LLA and/or soil scientist
 - ☐ Certified letters fee # _____ of x \$8.00 = \$ _____
- ☐ Certified letters fee: # of abutters _____ X \$8.00 = \$ _____
- ☐ First Class Mail fee (for individual owner of units within a condominium or other collective form of ownership): # of abutters _____ X \$1.00 = \$ _____
- ☐ Creating/Printing Abutter Labels in triplicate per sheet _____ x \$10.00 = \$ _____

C. Foster's newspaper public notice fee \$100.00 x # _____ applications = \$ _____

SUBTOTAL NOTICE FEE (B & C) = \$ _____

TOTAL INVOICE AMOUNT (A, B & C) = \$ _____

PLAN REVIEW FEE COLLECTED/PAID = \$ _____

BALANCE DUE = \$ _____

The balance due must be paid 28 hours prior to the Planning Board Meeting, to be heard.

Narrative for Conditional Use Permit
Wetland & Wetland Buffer Impact
Quantum Real Estate Group, LLC
Acupetvet & Dupont's
Littleworth Road
Tax Map H Lots 29A-3, 29A-4 & 29A-5
Dover, New Hampshire
Job No. 21114

The following has been provided to demonstrate that the project meets the requirements of the City of Dover Zoning Ordinance, Chapter 170, Section 27.1.F, specifically:

- a. Practicable Alternative: There is no practicable alternative that would have a less adverse impact on the area.

These lots were approved by the planning board in 2017 when the property was zoned Residential. Since that time the property has been rezoned Commercial Manufacturing (CM). At the time of the 2017 subdivision approval the water main extension was located to avoid the wetlands and any wetland impact. The property owner desired to develop the property commercially and did not construct the water main while the rezoning took place. The current NHDOT requirements regarding the placement of utilities within a DOT controlled right of way dictate this wetland impact.

- b. Avoidance: The potential impacts have been avoided to the maximum extent practicable. The APPLICANT will demonstrate by plan and example that the proposed construction represents the least impacting alternative.

The current NHDOT requirements regarding the placement of utilities within a DOT controlled right of way dictate this wetland impact.

On July 23, 2021, NHDOT stated:

On past projects, DES has deferred to DOT when it comes to utilities in our ROW. I have never had them deny an alignment that DOT requested.

Our utility accommodation manual (UAM) calls for infrastructure to be placed as close to the ROW as possible, and our office does not see temporary wetland impacts as sufficient justification to locate closer to the road.

On September 27, 2021, NHDOT further stated:

I have not heard from you since my last email, but the City reached out this weekend to ask, from what I can gather, on your behalf, for the attached DOT alignment to be adjusted to move the main out of the wetlands.

As I stated in my below email on 7/23/21, "[o]n past projects, DES has deferred to DOT when it comes to utilities in our ROW. I have never had them deny an alignment that DOT requested. Our utility accommodation manual (UAM) calls for infrastructure to be placed as close to the ROW as possible, and our office does not see temporary wetland impacts as sufficient justification to locate closer to the road." That said, DOT will not be changing our alignment.

- c. Minimization: Any avoidable impacts have been minimized. No reasonable Alternative to the proposed construction exists which does not impact a wetland, or which has less detrimental impact on a wetland. Design, construction, and maintenance methods will be prepared by a registered engineer to minimize detrimental impacts to the wetlands and will include restoration of the site as nearly as possible to its original grade. That the design of STREETS and BULDINGS shall reinforce safe environments, but not at the expense of accessibility.

The impact will be temporary, the wetlands & wetlands buffer will be returned to pre-impact conditions, therefore minimizing any impact from the construction.

- d. Mitigation: If the APPLICANT is required by State rules to prepare a compensatory mitigation plan, the APPLICANT shall provide the Conservation Commission and PLANNING BOARD with one copy of each said plan for their review.

The application does not meet the threshold which requires mitigation by NHDES. There is no State compensatory mitigation plan required or proposed.

**NHDES
WETLANDS BUREAU
WETLAND FUNCTIONAL
ASSESSMENT**

**City of Dover
Littleworth Road
Dover, NH 03820
Map H29, ROW**

NHB21-3468

Prepared For:
City of Dover
288 Central Ave
Dover, NH 03820

Prepared By:
Damon Burt, CWS, CPESC
Fraggle Rock Environmental
38 Garland Road
Strafford, NH 03884



February 8, 2022

WETLAND FUNCTIONAL ASSESSMENT

TABLE OF CONTENTS

Part 1: Project Summary and Findings

- 1.1 Project Name and Location
- 1.2 Wetland Scientist Information
- 1.3 Proposed Project Summary
- 1.4 Wetland Functional Assessment Summary
 - Table 1: Summary of wetlands identified within site limits

Part 2: Detailed Functional Assessment Evaluation

- 2.1 Introduction
- 2.2 Site location and Description
- 2.3 Wetland Functional Assessment
- 2.4 Wetland Impact Assessment

APPENDICES

Appendix A – Site Photos

Appendix B – Site Location Maps and NHB letter

Appendix C – Site Plans

Appendix D – Function and Values Evaluation Forms and vegetation diversity/abundance list

This evaluation was completed using the USACE Highway Methodology, using the following documentation:

USACE The Highway Methodology Workbook: USACOE. 1993. The Highway Methodology Workbook.

US Army Corps of Engineers New England Division. 28 pp. NEDEP-360-1-30.

USACE The Highway Methodology Supplement: USACOE. 1999. The Highway Methodology Workbook Supplement, Wetland Functions and Values. *A Descriptive Approach*. US Army Corps of Engineers New England Division. 39 pp. NEDEP-360-1-30a.

EPA Clean Water Act Section 404

WETLAND FUNCTIONAL ASSESSMENT

PART 1: PROJECT SUMMARY AND FINDINGS

1.1 PROJECT NAME AND LOCATION		
PROJECT NAME: City of Dover Littleworth Road		
APPLICANT: City of Dover		
ADDRESS: Littleworth Road		
TOWN/CITY: Dover	STATE: NH	ZIP CODE: 03820
LATITUDE/LONGITUDE: 43.185079, 70.893949		
TAX MAP/LOT/UNIT: Map H29, ROW		
NHB PROJECT ID #: NHB21-3389		

1.2 WETLAND SCIENTIST INFORMATION		
NAME: Damon Burt, CWS #163		
COMPANY NAME: Fraggie Rock Environmental		
ADDRESS: 38 Garland Road		
TOWN/CITY: Strafford	STATE: NH	ZIP CODE: 03884
PHONE: (603) 969-5574		
EMAIL: damon@fr-environmental.com		

1.3 PROPOSED PROJECT SUMMARY

This Wetland Functional Assessment has been completed by Fraggie Rock Environmental for a section of ROW, and the adjacent parcel, located off of Littleworth Road in the Town of Dover, NH. The project entails a City of Dover watermain extension and hydrant installation for 2 new commercial lots along Littleworth Road with a proposed wetland impact. The project proposes a temporary wetland impact of 785 square feet.

1.4 WETLAND FUNCTIONAL ASSESSMENT SUMMARY

This functional assessment was completed on October 21, 2021 by Fraggie Rock Environmental where one wetland (Wetland A) was identified, delineated, and assessed. Wetland A is a small emergent wetland located along Littleworth Road. The suitable functions and values of Wetland A are flood storage, nutrient trapping/retention, production export, and wetland-dependent wildlife habitat. The project proposes 785 sq. ft. of temporary impact to Wetland A for the installation of watermain extensions and a hydrant.

The following table identifies the wetland within site limits:

Wetland ID	Classification	Location (lat/long and connectivity)	Dominant Vegetation Species	Wetland Functions/Values (Principal functions are bolded)	Proposed Impact
Wetland A	PEM1E: Palustrine, Emergent, Persistent, Seasonally Flooded/Saturated	43.185079 N 70.893949 W Wetland A is located in the north of the site along Littleworth Road	purple loosestrife (<i>Lythrum salicaria</i>), Canada goldenrod (<i>Solidago canadensis</i>), tearthumb (<i>Persicaria sagittata</i>), and poison ivy (<i>Toxicodendron radicans</i>).	Flood Storage Nutrient Trapping/Retention Nutrient Production Export Wetland-dependent Wildlife Habitat Threatened or Endangered Species	785 square feet of temporary wetland impact

The following table summarizes the wetlands identified on site:

Table 1: Summary of wetlands identified within the review area along Littleworth Road, Dover, NH.

WETLAND FUNCTIONAL ASSESSMENT

PART 2: DETAILED FUNCTIONAL ASSESSMENT EVALUATION

2.1 INTRODUCTION

The following evaluation of the sites functions and values was completed using the US Army Corps of Engineers' (US ACE) "*The Highway Methodology Workbook*" (1993) and "*The Highway Methodology Workbook Supplement: Wetland Functions and Values – A Descriptive Approach*" (1999). This descriptive approach evaluates a wetland's characteristics to determine if the wetland is suitable for particular functions and values and determines which functions and values are principal. A list of considerations for qualifying criteria has been outlined in *The Highway Methodology*. The assessment was completed with data from field observations and site investigations, as well as supporting data from the NHDES Wetland Permit Planning Tool (WPPT), US Fish and Wildlife Service (USFWS) National Wetlands Inventory (NWI), the USDA Natural Resources Conservation Service (NRCS) Web Soil Survey, and the New Hampshire Wildlife Action Plan.

Wetland **functions**, as defined by US ACE, are self-sustaining properties that exist in the absence of society resulting from both living and non-living components of a wetland. These include all necessary processes for a wetland to thrive such as primary production and nutrient cycling. Functions relate to the ecological significance of wetlands and not to the benefits to society. Wetland **values**, as defined by US ACE, are benefits derived from one or more functions or the physical characteristics of a wetland that are of worth or importance to humans. These include flood control and recreation benefits. These values are based on human judgement, based on the opinion of experts, of the worth, merit, quality, or importance of wetland functions. Wetland **principal functions and values** are determined to be an important physical component of a wetland ecosystem (functions only) and/or are considered of special value to society from a local, regional, and/or national perspective.

The following 13 functions and values are considered by the Regulatory Branch for section 404 wetland permits (*Descriptions of each function and value, and the corresponding qualifying criteria, are outlined in USACE The Highway Methodology*):

1. Groundwater recharge/discharge
2. Flood flow alteration (attenuation of floodwaters)
3. Fish and shellfish habitat
4. Sediment/toxicant/pathogen retention
5. Nutrient removal/retention/transformation
6. Nutrient production export
7. Sediment/shoreline stabilization
8. Wildlife habitat
9. Recreation
10. Education/scientific value
11. Uniqueness/heritage
12. Visual quality/aesthetic
13. Threatened or endangered species habitat

WETLAND FUNCTIONAL ASSESSMENT

2.2 SITE LOCATION AND DESCRIPTION

This Wetland Functional Assessment has been prepared by Fraggie Rock Environmental for the subject ROW (City of Dover Map H29) and adjacent parcel (Map H29, Lot A3) located off of Littleworth Road in Dover, NH (See Site Location Maps in Appendix B). The functional assessment was completed on October 21, 2021.

The review area contains 1 wetland (Wetland A), as delineated by Fraggie Rock Environmental (See Site Plan in Appendix C). Wetland A is a small freshwater emergent wetland (PEM1E) that is located along Littleworth Road at the north of the site.

The 2020 NH Wildlife Action Plan identified the review area as mainly supporting landscape with small areas of highest ranked habitat. The site is surrounded by properties containing mainly supporting landscapes and unranked lands. The Wildlife Action Plan identifies the review area land use and land cover as developed or barren. This review area is surrounded by mostly developed impervious or developed barren lands.

The proposed project entails waterline infrastructure installation for the City of Dover water system. This includes the installation of a hydrant and water main lines.

2.3 WETLAND FUNCTIONAL ASSESSMENT

Wetland A:

Description: Wetland A is a small freshwater emergent wetland (PEM1E) located along Littleworth Road. The wetland has connectivity off-site via a culvert under Littleworth Road and via a culvert under an existing driveway on-site to the west.

Dominant vegetation observed includes purple loosestrife (*Lythrum salicaria*), Canada goldenrod (*Solidago canadensis*), tearthumb (*Persicaria sagittata*), and poison ivy (*Toxicodendron radicans*).

A full list of vegetation and wildlife observed in this wetland is attached in Appendix D.

Description of functions and values in Wetland A:

1. Ecological Integrity is not a suitable function as the wetland is relatively small and located directly along Littleworth Road.
2. Education/scientific value is not a suitable value because the wetland has no public access and the wetland is located directly along a roadway which has the potential to be a safety hazard.
3. Fish and shellfish is not a suitable function in this wetland because the wetland is relatively small, not forested, and is not connected to a watercourse.

WETLAND FUNCTIONAL ASSESSMENT

4. Flood flow alteration is a suitable value due to the potential for the wetland to be able to retain floodwater from the nearby impervious developed lands and the proximity of the Bellamy River Unnamed brook and other unmapped waterways.
5. Groundwater recharge is not a suitable function as the wetland is not associated with a perennial watercourse.
6. Threatened or endangered species is a suitable function. The following have been identified by the NHB and IPaC to potentially occur on-site:
 1. New England Cottontail (*Sylvilagus transitionalis*)

The NH Fish and Game describes the New England Cottontail habitat as early successional habitat, shrublands, and shrub wetlands. The wetland on-site is mainly emergent, but includes some cover of shrubs, therefore including the potential to support the cottontail. Additionally, the surrounding habitat included some shrubland and forest which has the potential to support the cottontail.

7. Nutrient removal/retention/transformation is a suitable function as the dominant vegetation in the wetland is emergent. Although, the wetland is small, with limited open water, and is not associated with a watercourse, and therefore nutrient removal/retention is not a principal function of Wetland A.
8. Nutrient production export is a suitable function as there was evidence of wildlife, with high vegetation density and contains flowering plants. Nutrient production export is a principal function of Wetland A.
9. Visual quality/aesthetic is not a suitable value as the site contains no public viewing locations and is along a roadway.
10. Sediment/toxicant/pathogen retention is not suitable function as the site is not associated with a watercourse.
11. Sediment/shoreline stabilization is not a suitable function as the wetland is not a shoreline wetland.
12. Uniqueness/heritage is not a suitable value as the site has no public access.
13. Recreation is not a suitable value as the site has no recreational access.
14. Wildlife habitat is a suitable function as the wetland has habitat for insects and avian species. Due to the small size of the wetland, the proximity to a roadway, and the surrounding developed land use, wildlife habitat is not a principal function of Wetland A.

WETLAND FUNCTIONAL ASSESSMENT

2.4 WETLAND IMPACT ASSESSMENT

The project includes a proposed temporary wetland impact to Wetland A of 785 square feet within the City of Dover ROW. The proposed construction includes the installation of a hydrant, watermain thrust block, and waterline trench for the 2 new commercial lots. All proposed construction will be within the ROW along Littleworth Road.

As the wetland impact is proposed exclusively within the ROW it is anticipated that the project will have limited impact on the New England Cottontail. Additionally, to protect the Cottontail shrubland wetland should be avoided where possible.

Finally, we recommend any erosion control matting, if needed, be made of natural fiber (no plastic) backing to reduce wildlife entanglement.

Appendix A

Site Photos

WETLAND FUNCTIONAL ASSESSMENT



Photo 1 – View looking north within Wetland A towards Littleworth Road. (Photo taken 10/21/21).



Photo 2 – View looking east along Littleworth Road and the Wetland A. (Photo taken 10/21/21).

WETLAND FUNCTIONAL ASSESSMENT



Photo 3 – View looking south into the Wetland A. (Photo taken 10/21/21).



Photo 4 – View looking west along Wetland A and Littleworth Road. (Photo taken 10/21/21).

WETLAND FUNCTIONAL ASSESSMENT



Photo 5 – Culvert under Route 9 with connectivity to Wetland A. (Photo taken 10/21/21).



Photo 6 – Culvert under site driveway with connectivity to Wetland A. (Photo taken 10/21/21).

WETLAND FUNCTIONAL ASSESSMENT



Photo 7 – Typical vegetation seen within Wetland A. (Photo taken 10/21/21).

Appendix B

Site Location Maps

Littleworth Road, Dover - Priority Resource Areas



Legend

Parcel Polygons

- Parcel Polygons
- Attributes for Additional Lines

Parcel Lines

- Flood Plain Wetlands Adjacent
- Prime Wetlands with 100 ft Buffer
- Prime Wetlands

Sand Dunes

- backdune
- foredune
- interdune
- other

Tidal Waters / Tidal Wetlands

- Tidal wetland
- Transitional salt marsh
- Salt marsh
- Mud flat
- Tidal water

World Imagery

- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations

1: 6,334



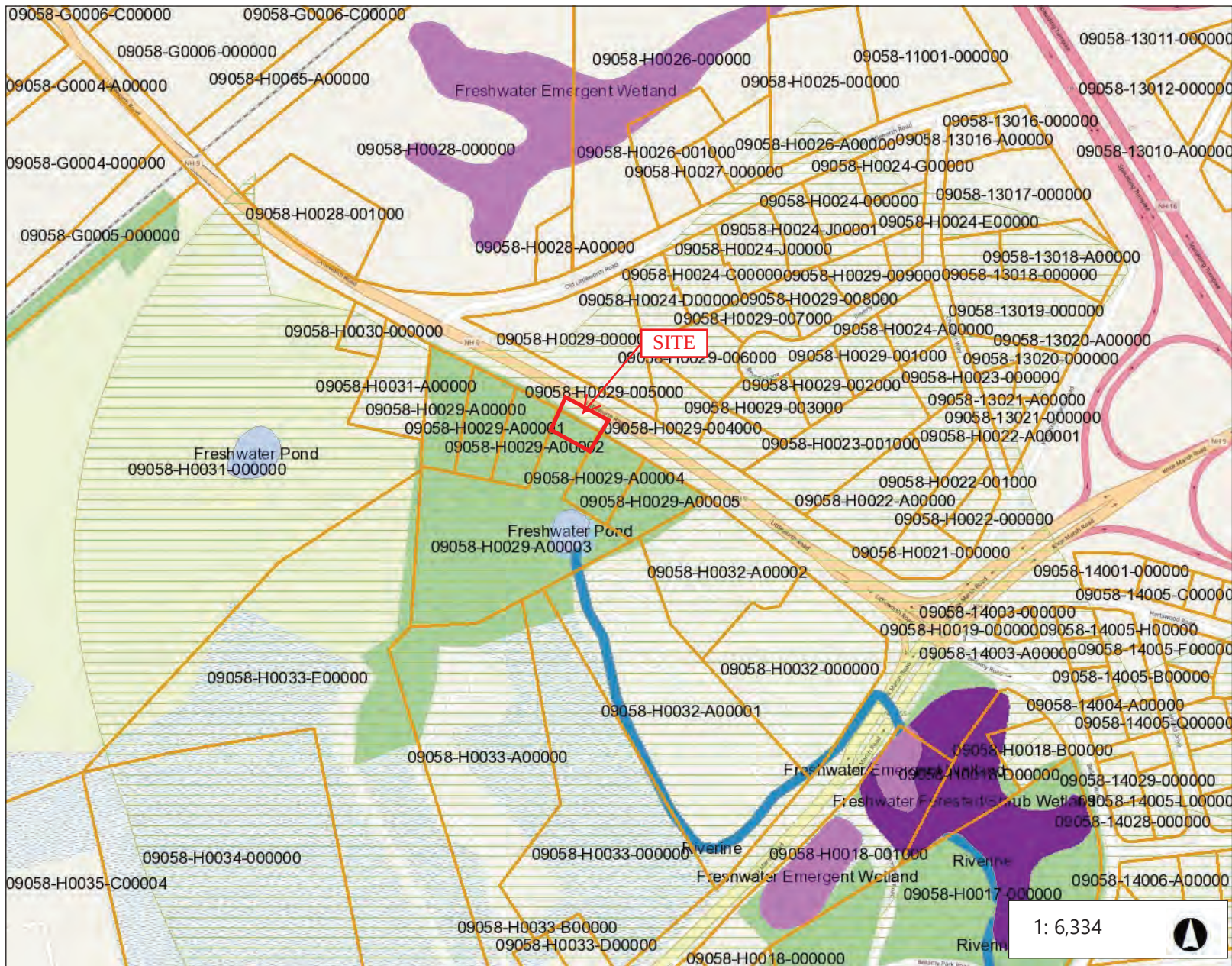
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WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Littleworth Road, Dover - NWI



Legend

- Outstanding Resource Water v
- Parcel Polygons
- Attributes for Additional Lines
- Parcel Lines
- Designated Rivers**
 - Subject to SWQPA
 - Not Subject to SWQPA
- NWI**
 - Estuarine and Marine Deepwater
 - Estuarine and Marine Wetland
 - Freshwater Emergent Wetland
 - Freshwater Forested/Shrub Wetland
 - Freshwater Pond
 - Lake
 - Other
 - Riverine
- Watersheds with Chloride Impa
- Surface Waters with Impaired Quarter Mile Buffer

1: 6,334



0.2 0 0.10 0.2 Miles

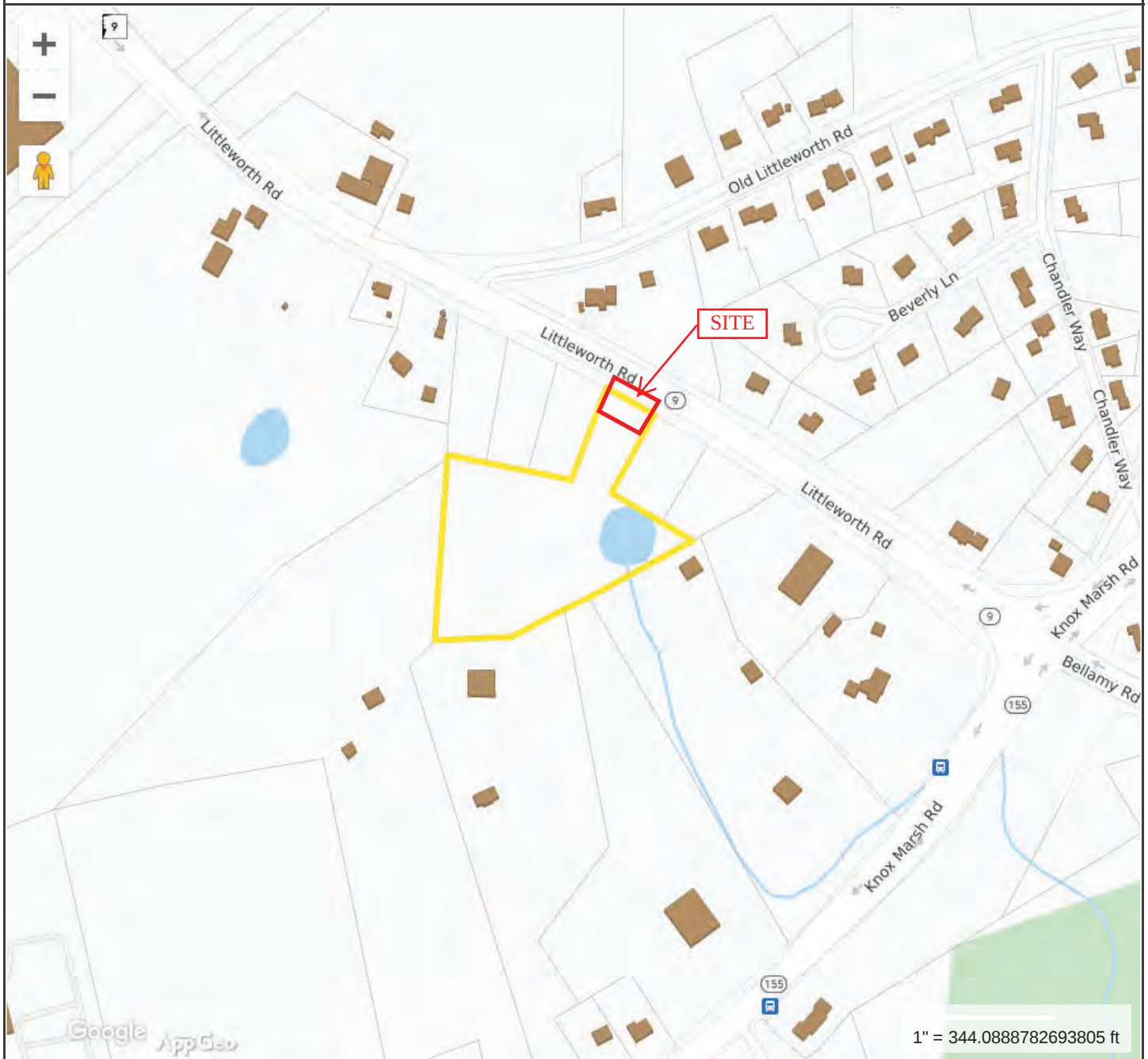
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Dover Littleworth Tax Map

**Property Information**

Property ID H0029-A00003
Location 16 LITTLEWORTH RD
Owner LITTLEWORTH LLC
Land Use 390

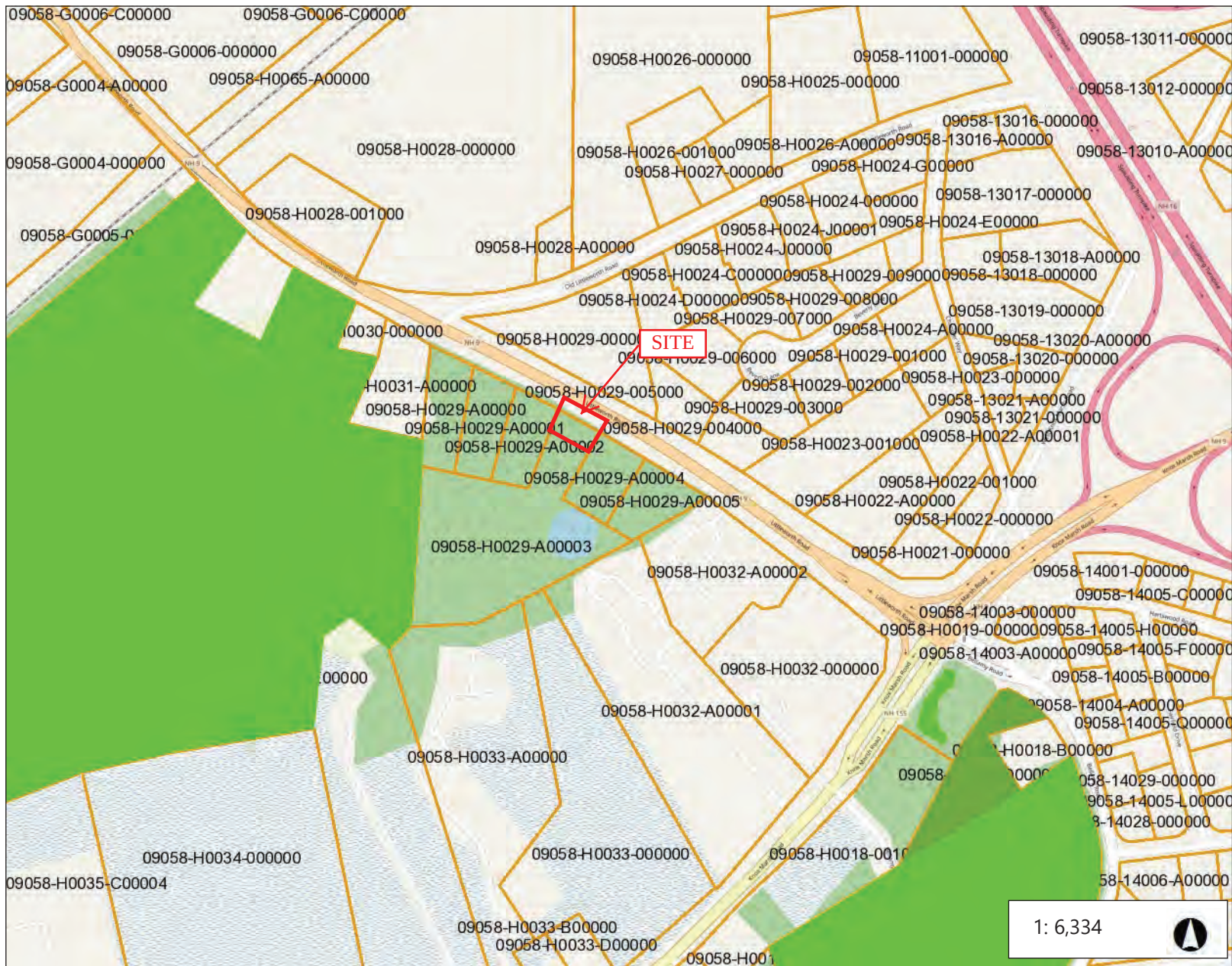
**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 5/3/2021
Data updated Daily

Print map scale is approximate.
Critical layout or measurement
activities should not be done using
this resource.

Littleworth Road, Dover - Conservation Lands



Legend

Parcel Polygons

- Parcel Polygons
- Attributes for Additional Lines

Parcel Lines

Conservation and Public Land:

- Permanent conservation land
- Unofficial conservation land
- Unprotected water supply land
- Developed public land
- Unknown

Notes

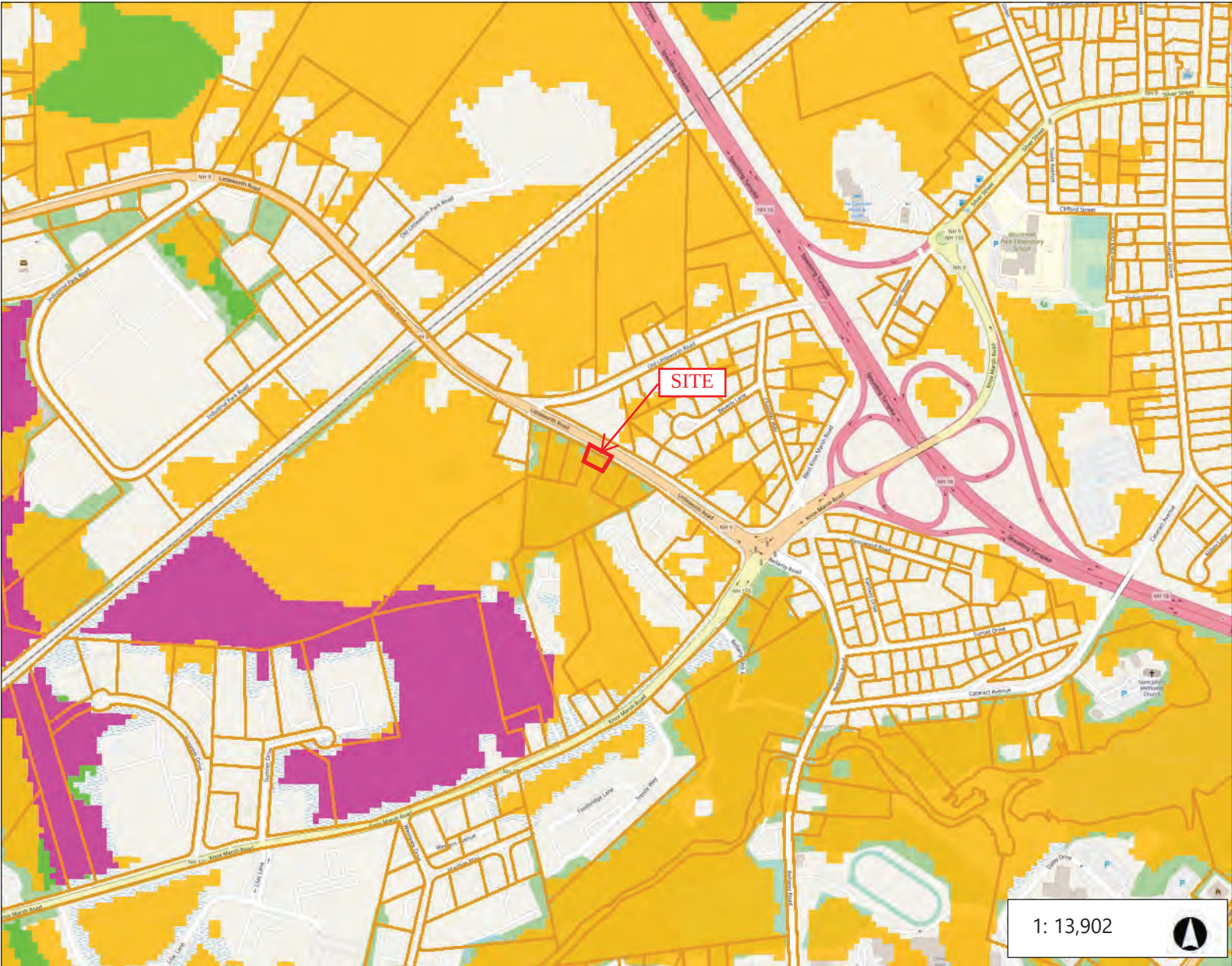
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Littleworth Road, Dover - NH Wildlife Action Plan Highest Ranked Habitat



- Legend
- Parcel Polygons
- Parcel Polygons
 - Attributes for Additional Lines
- Parcel Lines
- Highest Ranked Wildlife Habitat
- 0
 - 1 Highest Ranked Habitat in NH
 - 2 Highest Ranked Habitat in Region
 - 3 Supporting Landscape

Notes

Littleworth Road, Dover - NH Wildlife Action Plan Land Use/Land Cover



Legend

Parcel Polygons

- Parcel Polygons
- Attributes for Additional Lines

Parcel Lines

Wildlife Habitat Land Cover

- Alpine
- Appalachian oak-pine
- Cliff and Talus slope
- Coastal island and Rocky coast
- Developed Impervious
- Developed or Barren land
- Dune
- Floodplain forest
- Grassland
- Hemlock-hardwood-pine
- High-elevation spruce-fir
- Lowland spruce-fir
- Northern hardwood-conifer
- Northern swamp
- Open water
- Peatland
- Pine barren
- Rocky ridge
- Salt marsh
- Sand/Gravel
- Temperate swamp

1: 13,902



0.4 0 0.22 0.4 Miles

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Memo

NH Natural Heritage Bureau NHB DataCheck Results Letter

Please note: portions of this document are confidential.

Maps and NHB record pages are confidential and should be redacted from public documents.

To: Matthew Francoeur
755 Central Ave
Dover, NH 03820

From: NHB Review, NH Natural Heritage Bureau

Date: 11/17/2021 (valid until 11/17/2022)

Re: Review by NH Natural Heritage Bureau

Permits: NHDES - Wetland Standard Dredge & Fill - Minor

NHB ID: NHB21-3468

Town: Dover

Location: Littleworth Road

Description: To extend existing water service for 2 new commercial lots, temporarily impacting 785 sq.ft. of Wetlands

cc: Kim Tuttle

As requested, I have searched our database for records of rare species and exemplary natural communities, with the following results.

Comments NHB: No Comments At This Time

F&G: We will also be reviewing the two new commercial lots that the water service will enable, if they have not been permitted already.

Please send photos of any brushy or shrubby habitat on the property.

Vertebrate species	State ¹	Federal	Notes
New England Cottontail (<i>Sylvilagus transitionalis</i>)	E	--	Contact the NH Fish & Game Dept (see below).

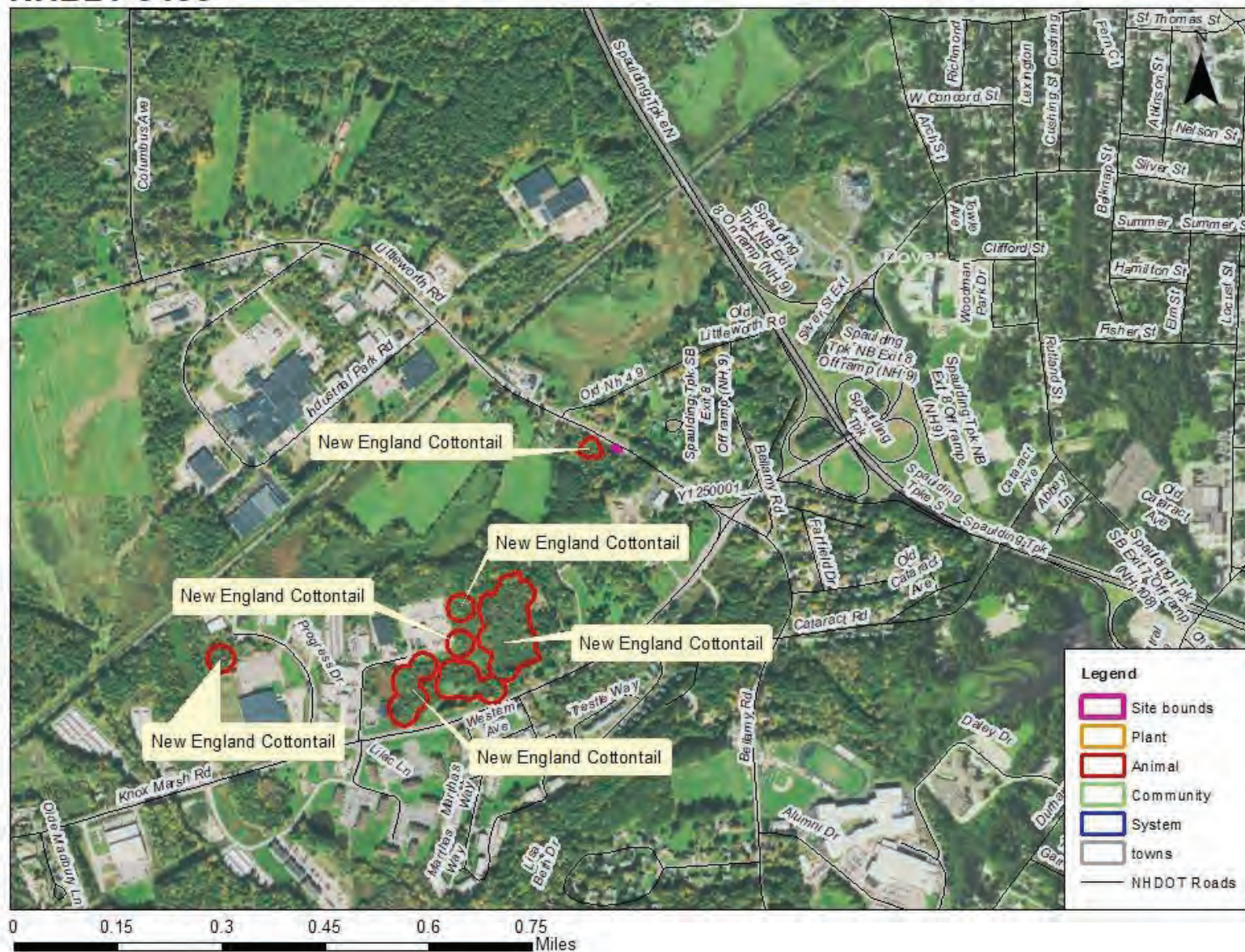
¹Codes: "E" = Endangered, "T" = Threatened, "SC" = Special Concern, "--" = an exemplary natural community, or a rare species tracked by NH Natural Heritage that has not yet been added to the official state list. An asterisk (*) indicates that the most recent report for that occurrence was more than 20 years ago.

Contact for all animal reviews: Kim Tuttle, NH F&G, (603) 271-6544.

A negative result (no record in our database) does not mean that a sensitive species is not present. Our data can only tell you of known occurrences, based on information gathered by qualified biologists and reported to our office. However, many areas have never been surveyed, or have only been surveyed for certain species. An on-site survey would provide better information on what species and communities are indeed present.

CONFIDENTIAL – NH Dept. of Environmental Services review

NHB21-3468



New Hampshire Natural Heritage Bureau - Animal Record

New England Cottontail (*Sylvilagus transitionalis*)**Legal Status**

Federal: Not listed
State: Listed Endangered

Conservation Status

Global: Rare or uncommon
State: Critically imperiled due to rarity or vulnerability

Description at this Location

Conservation Rank: Not ranked
Comments on Rank: --

Detailed Description: 2014: Winter observation at 1 point. 2011: Winter observations at 22 points. 2003: Seen (Obs_id 442). Seen (Obs_id 441).

General Area: 2003: Terrestrial: Scrub / shrubland (Obs_id 442, 441).

General Comments: 2003: Results of J. Litvaitis Regional New England Cottontail Survey - 2003 (Obs_id 442).
2003: Results of J. Litvaitis Regional New England Cottontail Survey - 2003 (Obs_id 441).

Management: --
Comments:

Location

Survey Site Name: Knox Marsh
Managed By:

County: Strafford

Town(s): Dover

Size: 14.2 acres

Elevation:

Precision: Within (but not necessarily restricted to) the area indicated on the map.

Directions: 2003: Rte. 9, ca. 200 meters from junction with Rte. 155; old field south of road (Obs_id 442). 2003: Traveling NE on Rte. 155, old field patch on left after the Dover bus depot (Obs_id 441).

Dates documented

First reported: 2003-01-01

Last reported: 2014

The New Hampshire Fish & Game Department has jurisdiction over rare wildlife in New Hampshire. Please contact them at 11 Hazen Drive, Concord, NH 03301 or at (603) 271-2461.



New England Cottontail

Sylvilagus transitionalis

Disappearing rabbit trick

Why would a rabbit, the epitome of prolific breeding, be considered for protection under the Endangered Species Act? The New England cottontail is in just this predicament. Its population numbers are declining. As recently as 1960, New England cottontails were found east of the Hudson River in New York, across all of Connecticut, Rhode Island and Massachusetts, north to southern Vermont and New Hampshire, and into southern Maine. Today, this rabbit's range has shrunk by more than 75 percent. Its numbers are so greatly diminished that it can no longer be found in Vermont and has been reduced to only five smaller populations throughout its historic range.

Where the bunnies are

The New England cottontail prefers early successional forests, often called thickets, with thick and tangled vegetation. These young forests are generally less than 25 years old. Once large trees grow in a stand, the shrub layer tends to thin, creating habitat that the New England cottontail no longer finds suitable.

Active at dawn and at dusk or night, the New England cottontail feeds on grasses and plant leaves in spring and summer and eats bark and twigs in winter. Home ranges vary from one-half to 8 acres, with adult males having larger home ranges than females. Research has shown that New England cottontails on patches of habitat larger than 12 acres are healthier than those on patches less than 7 acres. Presumably, rabbits on small patches of habitat deplete their food supply sooner and have to eat lower quality food, or may need to search for food in areas where there is more risk of being killed by a predator.



Anne Brown

New England cottontail

Why are their numbers declining?

Biologists believe the reduced extent of thicket habitat is the primary reason for the decline in numbers and range of New England cottontails. Prior to European settlement, New England cottontails were probably found along river valleys where floods and beavers created the disturbances needed to generate its preferred habitat. Forest insect outbreaks, large storms like hurricanes and ice storms, and wild fire also created disturbances in the forest that promoted thicket growth. During colonial times, much of the New England forest was cleared for agriculture and then subsequently abandoned during the early 1900s. This abandoned farmland allowed for a great deal of early successional habitats to develop. Today, these habitats are aging while others have been developed and are no longer suitable for the New England cottontail.

The introduction of exotic invasive species, such as multiflora rose, honeysuckle bush and autumn olive, in the last century has changed the type of habitat available to New England cottontails. These plants form the major component of many patches where cottontails can be found. It may be that stands dominated by non-native species do not provide rabbits with the food resources that native plant species do.

Today white-tailed deer are found in extremely high densities throughout the range of New England cottontails. Deer not only eat many of the same plants but also affect the structure and density of many understory plants that provide thicket habitat for New England cottontails.

Introduced competitor

In the early 1900s until the 1960s, hunting clubs and some eastern states introduced another species of rabbit, the eastern cottontail, into New England. Eastern cottontails appear able to thrive in a greater variety of habitats than New England cottontails through its ability to detect predators sooner. This helps eastern cottontails forage more safely in relatively open cover, while New England cottontails risk predation whenever they leave the security of their dense thicket habitats. The slightly better ability to avoid predators enables eastern cottontails to live in more diverse habitats, such as fields, farms and forest edges, and they are gradually replacing New England cottontails in many habitat patches.

Identity is more than skin deep

It is nearly impossible to distinguish a New England cottontail from an eastern cottontail by looking at them. The minor differences of ear length, body mass, and presence or absence of a black spot between the ears and a black line on the front of each ear are subtle enough to be missed and are not 100 percent accurate. Scientists used to rely on examining the rabbits' skulls for positive identification, but can now use DNA analysis of fecal pellets. Since rabbits drop fecal material all around their territory, the extracted DNA from pellets collected throughout the region can provide a picture of where the New England cottontail is found.

Helping the cottontail

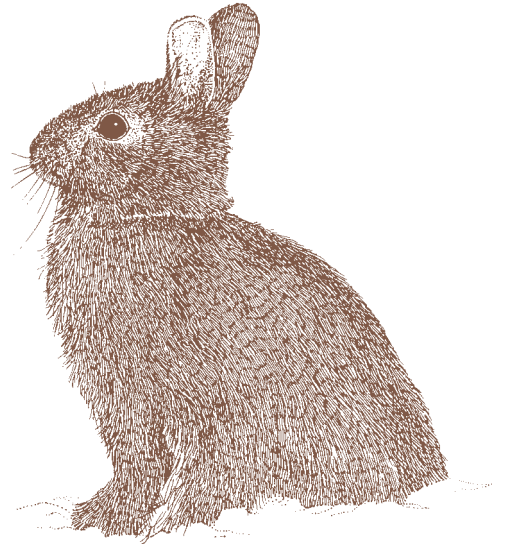
The New England cottontail is the subject of research and habitat management in New York and the New England states. Halting the decline of scrub and brushland habitat is paramount, as is identifying potential habitat free of competing eastern cottontail to which New England cottontails could be restored. The U.S. Fish and Wildlife Service shares the concern for the future of New England's only native cottontail. Working together, states and federal agencies may help improve the chances of survival for the New England cottontail.

**Northeast Region
U.S. Fish and Wildlife Service
300 Westgate Center Drive
Hadley, MA 01035
413/253 8200
<http://northeast.fws.gov>**

**Federal Relay Service
for the deaf and hard-of-hearing
1 800/877 8339**

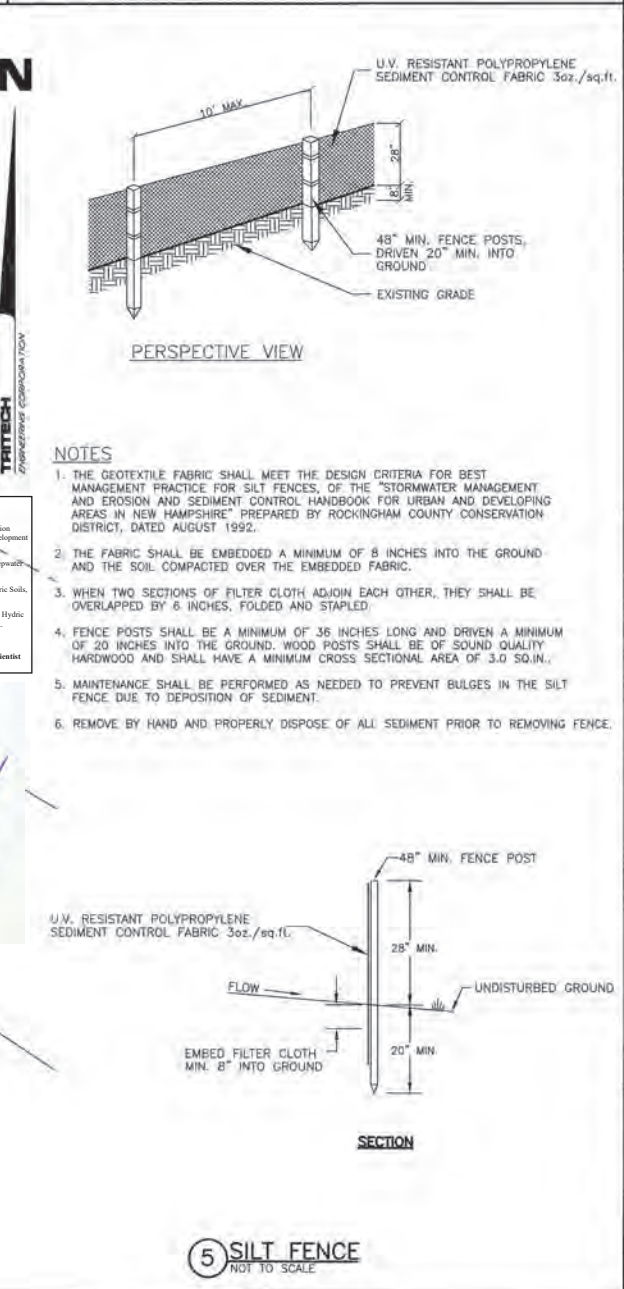
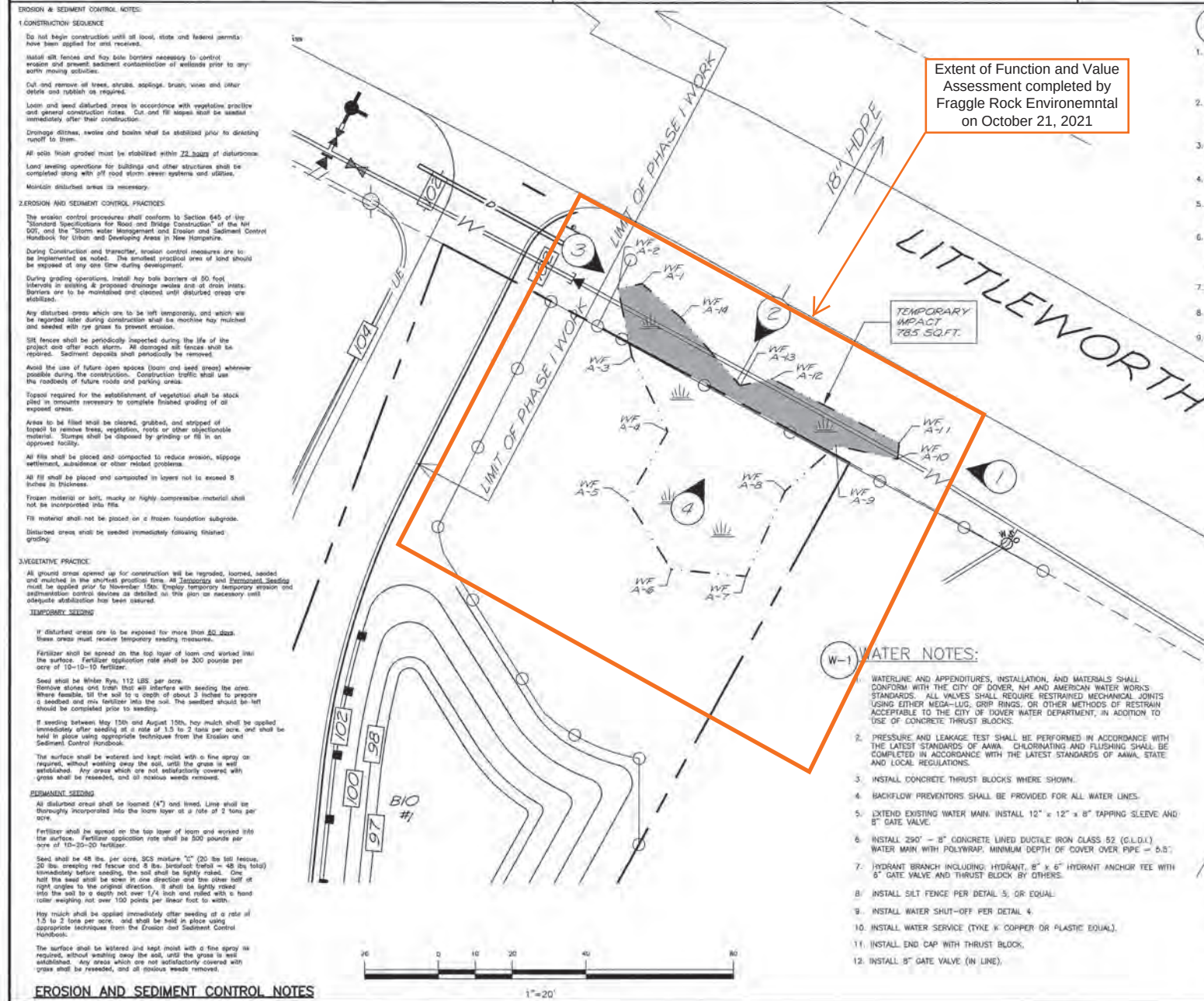
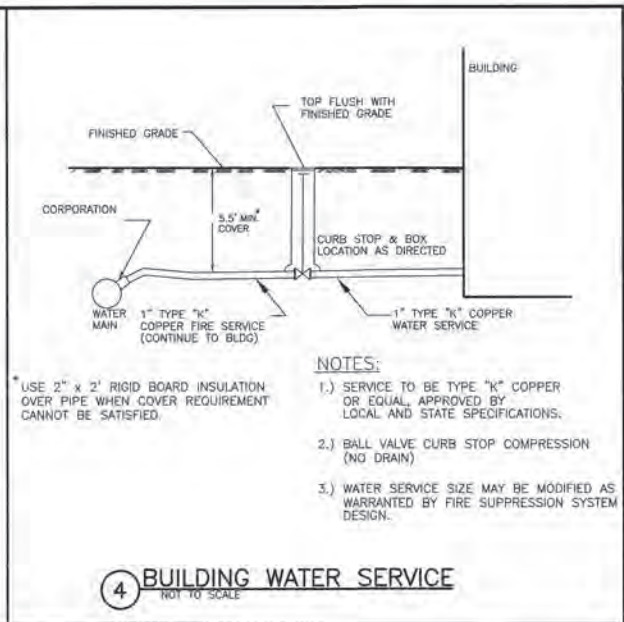
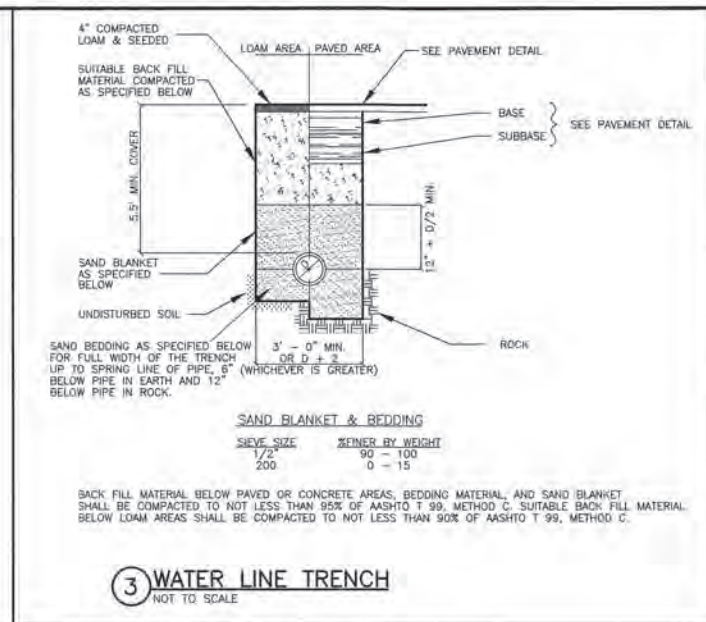
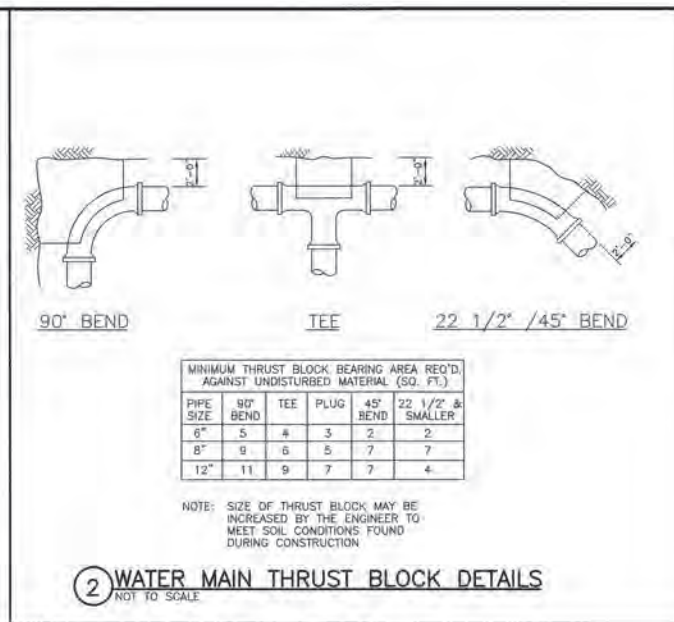
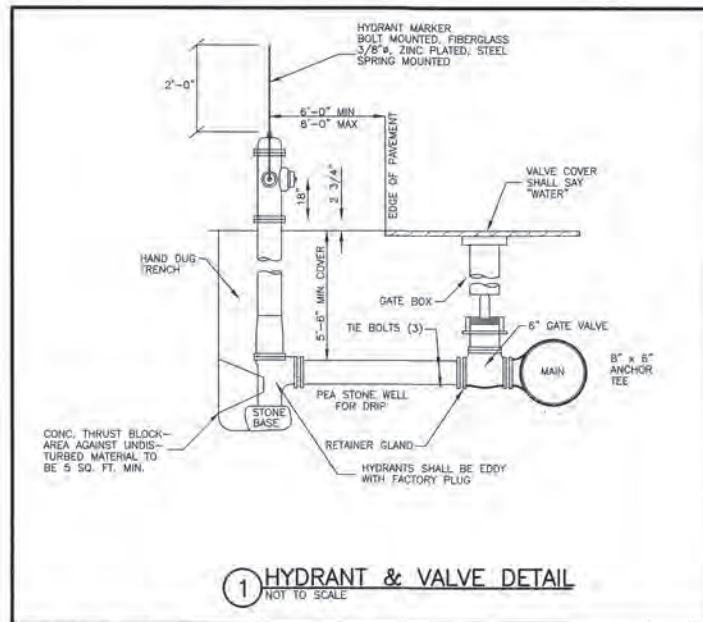
**U.S. Fish & Wildlife Service
1 800/344 WILD
<http://www.fws.gov>**

August 2006



Appendix C

Site Plans



TRITECH
ENGINEERING CORPORATION

755 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03801
TELEPHONE 603.742.6107
FAX 603.742.5850

REVISIONS	DATE	DESCRIPTION

WETLANDS PERMIT APPLICATION PLAN

acupetvet & SERVICE CENTER

LITTLEWORTH ROAD
DOVER, NEW HAMPSHIRE

OCTOBER 25, 2021

SCALE: 1" = 20'

JOB No. 21114

SHEET No.

WPA-1

(P20-44)

Appendix D

Function and Value Evaluation Worksheet & Vegetation List



WETLANDS FUNCTIONAL ASSESSMENT WORKSHEET

Water Division/Land Resource Management Wetlands Bureau



[Check the Status of your Application](#)

RSA/Rule: RSA 482-A / Env-Wt 311.03(b)(10); Env-Wt 311.10

APPLICANT LAST NAME, FIRST NAME, M.I.: City of Dover Waterline Extension

As required by Env-Wt 311.03(b)(10), an application for a standard permit for minor and major projects must include a functional assessment of all wetlands on the project site as specified in Env-Wt 311.10. This worksheet will help you compile data for the functional assessment needed to meet federal (US Army Corps of Engineers (USACE); if applicable) and NHDES requirements. Additional requirements are needed for projects in tidal area; please refer to the [Coastal Area Worksheet \(NHDES-W-06-079\)](#) for more information.

Both a desktop review and a field examination are needed to accurately determine surrounding land use, hydrology, hydroperiod, hydric soils, vegetation, structural complexity of wetland classes, hydrologic connections between wetlands or stream systems or wetland complex, position in the landscape, and physical characteristics of wetlands and associated surface waters. The results of the evaluation are to be used to select the location of the proposed project having the least impact to wetland functions and values (Env-Wt 311.10). This worksheet can be used in conjunction with the [Avoidance and Minimization Written Narrative \(NHDES-W-06-089\)](#) and the [Avoidance and Minimization Checklist \(NHDES-W-06-050\)](#) to address Env-Wt 313.03 (Avoidance and Minimization). If more than one wetland/ stream resource is identified, multiple worksheets can be attached to the application. All wetland, vernal pools, and stream identification (ID) numbers are to be displayed and located on the wetlands delineation of the subject property.

SECTION 1 - LOCATION (USACE HIGHWAY METHODOLOGY)

ADJACENT LAND USE: Residential and commercial

CONTIGUOUS UNDEVELOPED BUFFER ZONE PRESENT? ☐ Yes ☒ No

DISTANCE TO NEAREST ROADWAY OR OTHER DEVELOPMENT (in feet): 30

SECTION 2 - DELINEATION (USACE HIGHWAY METHODOLOGY; Env-Wt 311.10)

CERTIFIED WETLAND SCIENTIST (if in a non-tidal area) or QUALIFIED COASTAL PROFESSIONAL (if in a tidal area) who prepared this assessment: Damon Burt, Fraggle Rock Environmental

DATE(S) OF SITE VISIT(S): 10/21/2021

DELINEATION PER ENV-WT 406 COMPLETED? ☒ Yes ☐ No

CONFIRM THAT THE EVALUATION IS BASED ON:

☒ Office and

☒ Field examination.

METHOD USED FOR FUNCTIONAL ASSESSMENT (check one and fill in blank if "other"):

☒ USACE Highway Methodology.

☐ Other scientifically supported method (enter name/ title):

irm@des.nh.gov or (603) 271-2147

NHDES Wetlands Bureau, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

www.des.nh.gov

SECTION 3 - WETLAND RESOURCE SUMMARY (USACE HIGHWAY METHODOLOGY; Env-Wt 311.10)	
WETLAND ID: A	LOCATION: (LAT/ LONG) 43.185079/70.893949
WETLAND AREA: Approximately 2,500 square feet	DOMINANT WETLAND SYSTEMS PRESENT: PEM1E
HOW MANY TRIBUTARIES CONTRIBUTE TO THE WETLAND? 1	COWARDIN CLASS: PEM1
IS THE WETLAND A SEPARATE HYDRAULIC SYSTEM? ☐ Yes ☒ No if not, where does the wetland lie in the drainage basin? northeast/north-middle of Bellamy River Watershed	IS THE WETLAND PART OF: ☐ A wildlife corridor or ☐ A habitat island? IS THE WETLAND HUMAN-MADE? ☐ Yes ☒ No
IS THE WETLAND IN A 100-YEAR FLOODPLAIN? ☐ Yes ☒ No	ARE VERNAL POOLS PRESENT? ☐ Yes ☒ No (If yes, complete the Vernal Pool Table)
ARE ANY WETLANDS PART OF A STREAM OR OPEN-WATER SYSTEM? ☐ Yes ☒ No	ARE ANY PUBLIC OR PRIVATE WELLS DOWNSTREAM/ DOWNGRADIENT? ☐ Yes ☐ No
PROPOSED WETLAND IMPACT TYPE: Temporary impact for water main infrastructure installation	PROPOSED WETLAND IMPACT AREA: 785 square feet
SECTION 4 - WETLANDS FUNCTIONS AND VALUES (USACE HIGHWAY METHODOLOGY; Env-Wt 311.10)	
The following table can be used to compile data on wetlands functions and values. The reference numbers indicated in the "Functions/ Values" column refer to the following functions and values: 1. Ecological Integrity (from RSA 482-A:2, XI) 2. Educational Potential (from USACE Highway Methodology: Educational/Scientific Value) 3. Fish & Aquatic Life Habitat (from USACE Highway Methodology: Fish & Shellfish Habitat) 4. Flood Storage (from USACE Highway Methodology: Floodflow Alteration) 5. Groundwater Recharge (from USACE Highway Methodology: Groundwater Recharge/Discharge) 6. Noteworthiness (from USACE Highway Methodology: Threatened or Endangered Species Habitat) 7. Nutrient Trapping/Retention & Transformation (from USACE Highway Methodology: Nutrient Removal) 8. Production Export (Nutrient) (from USACE Highway Methodology) 9. Scenic Quality (from USACE Highway Methodology: Visual Quality/Aesthetics) 10. Sediment Trapping (from USACE Highway Methodology: Sediment /Toxicant Retention) 11. Shoreline Anchoring (from USACE Highway Methodology: Sediment/Shoreline Stabilization) 12. Uniqueness/Heritage (from USACE Highway Methodology) 13. Wetland-based Recreation (from USACE Highway Methodology: Recreation) 14. Wetland-dependent Wildlife Habitat (from USACE Highway Methodology: Wildlife Habitat) First, determine if a wetland is suitable for a particular function and value ("Suitability" column) and indicate the rationale behind your determination ("Rationale" column). Please use the rationale reference numbers listed in Appendix A of USACE <i>The Highway Methodology Workbook Supplement</i>. Second, indicate which functions and values are principal ("Principal Function/value?" column). As described in <i>The Highway Methodology Workbook Supplement</i>, "functions and values can be principal if they are an important physical component of a wetland ecosystem (function only) and/or are considered of special value to society, from a local, regional, and/or national perspective".	

“Important Notes” are to include characteristics the evaluator used to determine the principal function and value of the wetland.

FUNCTIONS/ VALUES	SUITABILITY (Y/N)	RATIONALE (Reference #)	PRINCIPAL FUNCTION/VALUE? (Y/N)	IMPORTANT NOTES
1	☐ Yes ☒ No		☐ Yes ☐ No	Roadside wetland decreases the value of the ecosystem
2	☐ Yes ☒ No		☐ Yes ☐ No	No public access, potential hazard due to proximity to roadway
3	☐ Yes ☒ No		☐ Yes ☐ No	small wetland, not forested, no natural connectivity to a watercourse
4	☒ Yes ☐ No	4, 5, 6, 8, 10,	☒ Yes ☐ No	proximity to road/impervious surfaces, potential ability to retain floodwater from nearby Bellamy River Unnamed Brook or other unmapped waterways
5	☐ Yes ☒ No		☐ Yes ☐ No	wetland is associated with not perennial watercourse,
6	☒ Yes ☐ No	1	☐ Yes ☒ No	NHB identified the potential for the New England Cottontail (Endangered) to be present on the site
7	☒ Yes ☐ No	9, 11	☐ Yes ☒ No	small wetland, limited open water, emergent vegetation dominant, not associated with watercourse, small ability for nutrient retention decreases the value of this function
8	☒ Yes ☐ No	4, 7, 12	☒ Yes ☐ No	evidence of wildlife, high vegetation density, contains flowering plants
9	☐ Yes ☒ No		☐ Yes ☐ No	no public viewing location, along public roadway
10	☐ Yes ☒ No		☐ Yes ☐ No	Not associated with watercourse
11	☐ Yes ☒ No		☐ Yes ☐ No	not shoreline wetland
12	☐ Yes ☒ No		☐ Yes ☐ No	small wetland, only one wetland type, no public access, hazardous due to proximity to roadway

irm@des.nh.gov or (603) 271-2147

NHDES Wetlands Bureau, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

www.des.nh.gov

13	☐ Yes ☒ No		☐ Yes ☐ No	No recreational access
14	☒ Yes ☐ No	19, 21	☐ Yes ☒ No	wetland size, limited connectivity, and surrounding land use decreases the value of this

SECTION 5 - VERNAL POOL SUMMARY (Env-Wt 311.10)

Delineations of vernal pools shall be based on the characteristics listed in the definition of “vernal pool” in Env-Wt 104.44. To assist in the delineation, individuals may use either of the following references:

- *Identifying and Documenting Vernal Pools in New Hampshire 3rd Ed.*, 2016, published by the New Hampshire Fish and Game Department; or
- The USACE *Vernal Pool Assessment* draft guidance dated 9-10-2013 and form dated 9-6-2016, Appendix L of the USACE New England District *Compensatory Mitigation Guidance*.

All vernal pool ID numbers are to be displayed and located on the wetland delineation of the subject property.

“Important Notes” are to include documented reproductive and wildlife values, landscape context, and relationship to other vernal pools/wetlands.

Note: For projects seeking federal approval from the USACE, please attach a completed copy of The USACE “Vernal Pool Assessment” form dated 9-6-2016, Appendix L of the USACE New England District *Compensatory Mitigation Guidance*.

VERNAL POOL ID NUMBER	DATE(S) OBSERVED	PRIMARY INDICATORS PRESENT (LIST)	SECONDARY INDICATORS PRESENT (LIST)	LENGTH OF HYDROPERIOD	IMPORTANT NOTES
1					
2					
3					
4					
5					

SECTION 6 - STREAM RESOURCES SUMMARY

DESCRIPTION OF STREAM:	STREAM TYPE (ROSGEN):
HAVE FISHERIES BEEN DOCUMENTED?	DOES THE STREAM SYSTEM APPEAR STABLE?

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☐ Yes ☐ No	☐ Yes ☐ No			
OTHER KEY ON-SITE FUNCTIONS OF NOTE: 				
The following table can be used to compile data on stream resources. "Important Notes" are to include characteristics the evaluator used to determine principal function and value of each stream. The functions and values reference number are defined in Section 4.				
FUNCTIONS/ VALUES	SUITABILITY (Y/N)	RATIONALE	PRINCIPAL FUNCTION/VALUE? (Y/N)	IMPORTANT NOTES
1	☐ Yes ☐ No		☐ Yes ☐ No	
2	☐ Yes ☐ No		☐ Yes ☐ No	
3	☐ Yes ☐ No		☐ Yes ☐ No	
4	☐ Yes ☐ No		☐ Yes ☐ No	
5	☐ Yes ☐ No		☐ Yes ☐ No	
6	☐ Yes ☐ No		☐ Yes ☐ No	
7	☐ Yes ☐ No		☐ Yes ☐ No	
8	☐ Yes ☐ No		☐ Yes ☐ No	
9	☐ Yes ☐ No		☐ Yes ☐ No	
10	☐ Yes ☐ No		☐ Yes ☐ No	
11	☐ Yes ☐ No		☐ Yes ☐ No	
12	☐ Yes ☐ No		☐ Yes ☐ No	
13	☐ Yes ☐ No		☐ Yes ☐ No	
14	☒ Yes ☐ No		☐ Yes ☐ No	
SECTION 7 - ATTACHMENTS (USACE HIGHWAY METHODOLOGY; Env-Wt 311.10)				
☒ Wildlife and vegetation diversity/abundance list. ☒ Photograph of wetland.				

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- ☒ Wetland delineation plans showing wetlands, vernal pools, and streams in relation to the impact area and surrounding landscape. Wetland IDs, vernal pool IDs, and stream IDs must be indicated on the plans.
- ☐ For projects in tidal areas only: additional information required by Env-Wt 603.03/603.04. Please refer to the [Coastal Area Worksheet \(NHDES-W-06-079\)](#) for more information.

WETLAND FUNCTIONAL ASSESSMENT

Wildlife and Vegetation Diversity/Abundance List

The following is vegetation and wildlife observed on-site by Fraggie Rock Environmental on 10/21/2021. For information about wetland locations please refer to the associated report and attached plans.

Wetland A Vegetation Assessment:

Purple loosestrife (*Lythrum salicaria*) – dominant

Soft rush (*uncus e usus*)

Canada Goldenrod (*Solidago canadensis*) – dominant

Meadowsweet (*ili endula ulmaria*)

Sensitive fern (*noclea sensi ilis*)

Red Maple, shrub (*cer ru rum*)

Tearthumb (*Persicaria sagittata*) – dominant

Glossy buckthorn (*hamnus rangula*)

Poison Ivy (*Toxicodendron radicans*) – dominant

Dewberry (*u us lagellaris*)

Sumac (*hus spp.*)

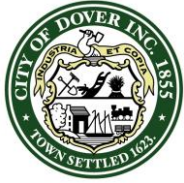
Aster Species (*steraceae* family)

Wood fern (*ryo teris spp.*)

P22-20

14 & 16 Littleworth Road

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
H0029-000000	20 OLD LITTLEWORTH RD	STILLWAGON BERNARD R LIFE ESTATE &	STOWE STILLWAGON RAMONA L	20 OLD LITTLEWORTH ROAD	DOVER	NH	03820-4333
H0029-004000	19 LITTLEWORTH RD	MARTIN PATRICK B &	MARTIN CAROLINE M	19 LITTLEWORTH RD	DOVER	NH	03820
H0029-005000	19 A LITTLEWORTH RD	CARMICHAEL CHARLES E JR & CHERYL TRUSTEE	CARMICHAEL FAMILY REVOCABLE TRUST OF 201	19A LITTLEWORTH ROAD	DOVER	NH	03820
H0029-A00000	LITTLEWORTH RD	ATLANTIC BROADBAND FINANCE LLC		2 BATTERYMARCH PK #205	QUINCY	MA	02169
H0029-A00001	LITTLEWORTH RD	ATLANTIC BROADBAND NH-ME LLC		2 BETTERYMARCH PK #205	QUINCY	MA	02169
H0029-A00002	LITTLEWORTH RD	ATLANTIC BROADBAND NH-ME LLC		2 BATTERYMARCH PK #205	QUINCY	MA	02169
H0029-A00005	LITTLEWORTH RD	DUPONT DAVID P & CAROLYN J TRUSTEES	THE DUPONT FAMILY REVOCABLE LIVING TRUST	24 LISA BETH CR	DOVER	NH	03820
H0031-000000	30 LITTLEWORTH RD	SOUSANE RUTH K &	QUINLAN NANCY K	30 LITTLEWORTH RD	DOVER	NH	03820
H0031-A00000	24 LITTLEWORTH RD	SOUSANE DEBORAH		24 LITTLEWORTH ROAD	DOVER	NH	03820
H0032-A00001	55 KNOX MARSH RD	SHERWOOD ROBERT E & MARILYN A TRUSTEES	SHERWOOD ROBERT & MARILYN FAMILY REVOCAB	11 LISA BETH CIRCLE	DOVER	NH	03820
H0032-A00002	10 LITTLEWORTH RD	GONYOU PROPERTIES LLC		1862 NECTAR RD	THE VILLAGES	FL	32163-2136
H0033-000000	67 KNOX MARSH RD	DMC REAL ESTATE HOLDINGS LLC		134 TEN ROD RD	ROCHESTER	NH	03867
H0033-A00000	85 KNOX MARSH RD	COOPER LYDIA	COOPER KEVIN	85 KNOX MARSH RD	DOVER	NH	03820
H0033-E00000	89 KNOX MARSH RD	QUINLAN DENIS J	QUINLAN NANCY K	89 KNOX MARSH RD	DOVER	NH	03820
H0029-A00003	16 LITTLEWORTH RD	LITTLEWORTH LLC		74 INDUSTRIAL PARK DRIVE	DOVER	NH	03820
H0029-A00004	14 LITTLEWORTH RD	ABOVE ALL THINGS NH LLC		279 HIGH ST	SOMERSWORTH	NH	03878
		QUANTUM REAL ESTATE GROUP LLC	ROBERT J STOWELL	755 CENTRAL AVE	DOVER	NH	03820
		TRITECH ENGINEERING CORPORATION	ROBERT J STOWELL	755 CENTRAL AVE	DOVER	NH	03820
		FRAGGLE ROCK ENVIRONMENTAL	DAMON BURT	38 GARLAND ROAD	STRAFFORD	NH	03884



CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Conference Room - 288 Central Avenue Dover NH
Meeting Date: Monday, March 14, 2022
Meeting Time: 5:30 pm

MEMBERS PRESENT: Bill Hunt (Chair), Steve Fellows (Vice Chair), Robert Atwood (Secretary), Abigail Lyon, Bruce Batchelder (Alternate)

Absent (Excused): Jason Aube, Amy Kramer-Perry, Kristen Murphy (Alternate),

Absent (Un-excused):

STAFF PRESENT: Donna Benton – Director of Planning and Community Development

OTHERS PRESENT: Lindsey Williams (City Council) Robert Stowell, Tritech Engineering

1. CALL TO ORDER AND ROLL CALL

The meeting was convened at 5:30 PM.
Hunt opened the meeting and did a roll call.

2. CITIZENS' FORUM: None

3. APPROVAL OF THE PRIOR MEETING MINUTES – February 14, 2022

Motion: A.Lyon moved to approve the February 14, 2022 minutes, S.Fellows seconded. Vote:

4. OLD BUSINESS: None

5. NEW BUSINESS

- A.** City of Dover Conditional Use Permit for Quantum Real Estate Group, LLC. (Agent: Tritech Engineering Corporation), Assessor's Map H, Lots 29 A-3 & 29 A-4, zoned CM, located on Littleworth Road. Proposal is to install a municipal water main creating 785 square feet of temporary wetlands impact and 2,665 square feet of buffer impact.

Bob Stowell, Tritech Engineering presented the application explaining they didn't anticipate this request. But project changed from residential to commercial and NHDOT has indicated where the water line can go. There is a small temporary impact and buffer impact.

Atwood: Who is calling for this?

Stowell: Acupetvet is the user but NHDOT isn't giving any choice and it is their right of way.

Hunt: Did you bring maps/materials with you tonight?

Stowell: Walked them through the plan and impacts

Fellows: Not a high value wetland? Steps of Mitigation?

Stowell: Explained erosion control and Fraggie Rock's plan for material storage, etc.

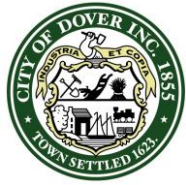
Atwood: Details on plan?

Stowell: went over CUP and wetlands package with the Commission and construction sequence.

Benton and Lyon confirmed areas of temporary wetlands and wetland buffer and Stowell confirmed it will be returned to original state.

Fellows: Understands his situation with NHDOT not allowing avoidance.

Stowell: Again reiterated conversations with NHDOT and City Staff's conversations with NHDOT.



CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Conference Room - 288 Central Avenue Dover NH
Meeting Date: Monday, March 14, 2022
Meeting Time: 5:30 pm

Motion: Fellows moved to endorse the application, Batchelder seconded.

B. Discuss Mitigation Priority List

The commission discussed the idea of DES setting guidelines for wetland mitigation and the opportunity to create a list of prioritized wetlands to improve when mitigation is needed. A.Lyon reminder the commission that it may want to form a sub-committee and potentially hire a consultant to put together a list. A Request for Proposals or obtaining 3 quotes would be needed.

6. REPORT FROM THE CHAIR

A. Review of Correspondence Received From NH Department of Environmental Services

No correspondence that Benton was aware of.

7. OTHER BUSINESS

A. Update From Committee on Amendments to Wetland Protection District Ordinance

Benton provided an update. Explained why the sub-committee hadn't met again and that language was provided to the Planning Board. The Planning Board can potentially vote to pass as early as March 22. Then a public hearing would be held. Lyon added the plan for public outreach and education she has worked with the consultants on.

Vote to allow \$100,000 from Conservation Fund to cover Resilience Coordinator's salary and benefits.

D.Benton asked for a vote for \$100,000 to be expended in FY23's budget to cover staff support to the Commission as it has done in past years.

Motion: Atwood moved to expend \$100,000 in FY23 to pay towards staff liaison's salary and benefits. Batchelder seconded. Vote: U/A

B. Dover Climate Resources Forum

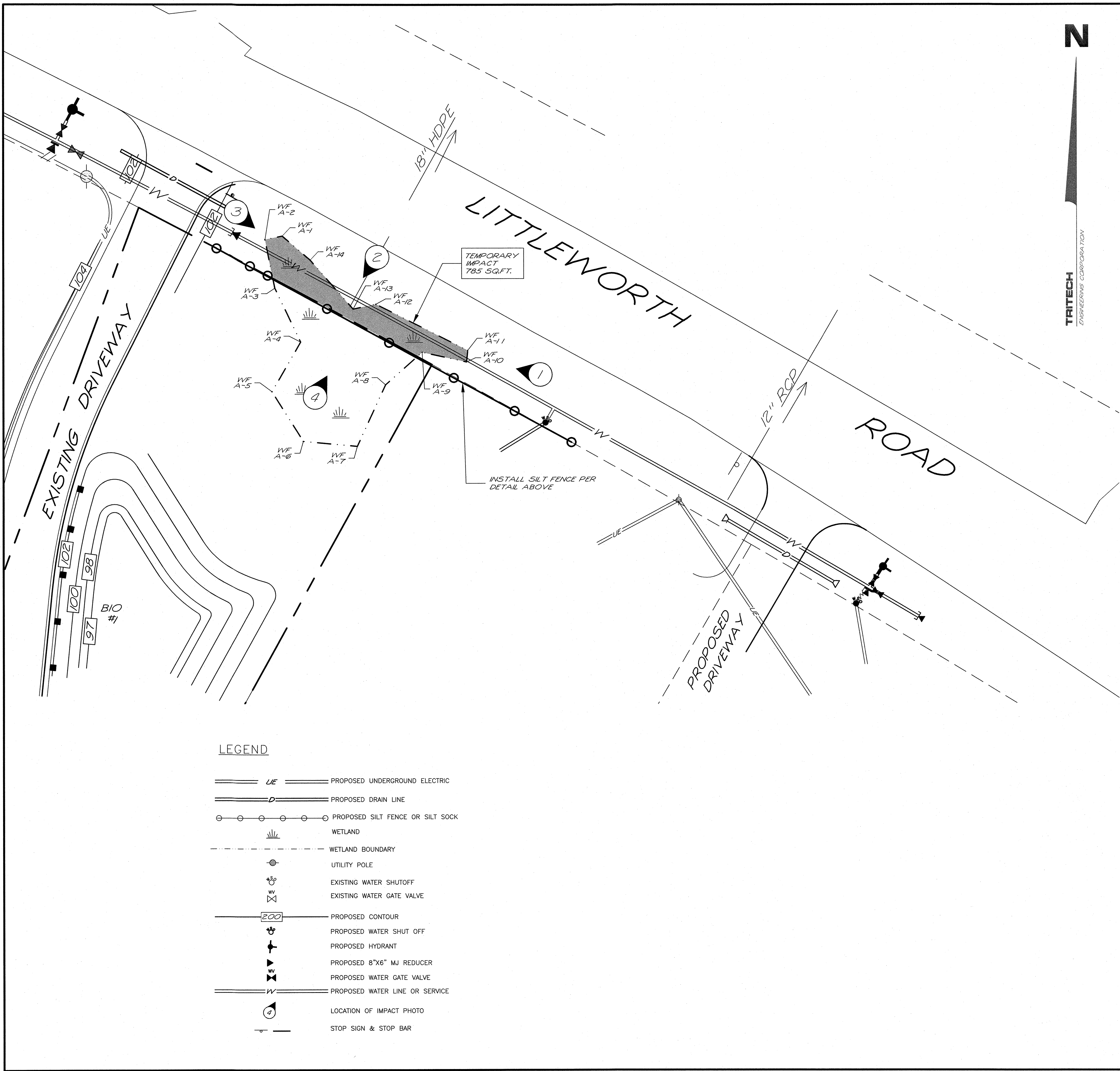
Lyon mentioned committee and the event, flyer with details included as part of the packet. She described the short videos on topics and lumping resources/recommendations together and the opportunity to share those videos and resources. Murphy and Lyon would bring more proposals/resources to the Conservation Commission in the future. Exeter was able to serve as a model and did the event fully virtually in 2020. The video can be played as part of a new orientation for new members.

Lyon also shared an update on the stormwater utility and Council's recent actions to work with the ordinance committee and a consultant.

Councilor Williams added that the stormwater utility will help incentivize behavior on private property, and the ordinance committee met with staff last week. Dover Utilities Commission will be involved as well and it is looking to be an 18 month process.

8. ADJOURNMENT

Motion: Fellows moved to adjourn the meeting at 6:08 PM. Atwood seconded. Vote: U/A.

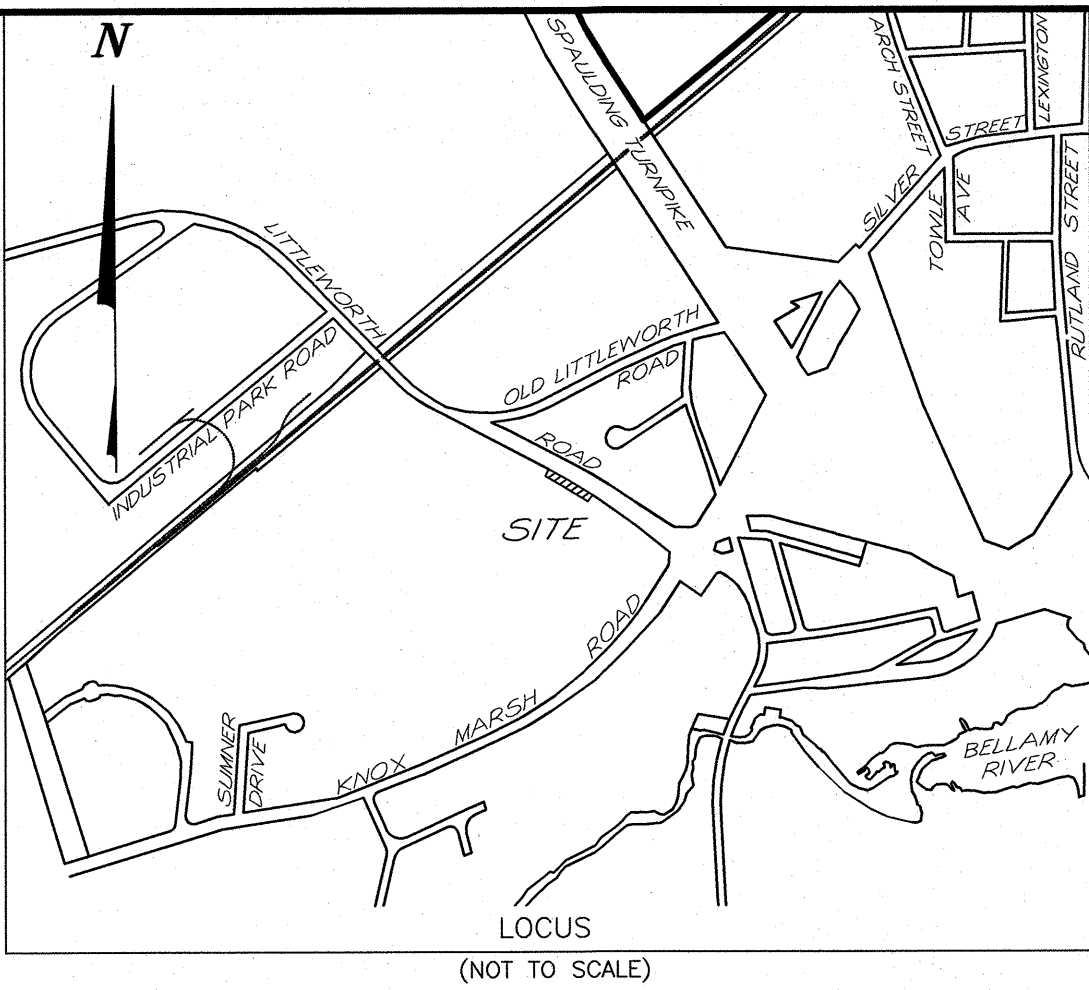
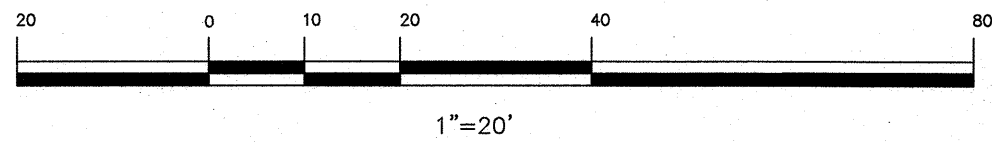


LEGEND

- PROPOSED UNDERGROUND ELECTRIC
- PROPOSED DRAIN LINE
- PROPOSED SILT FENCE OR SILT SOCK
- WETLAND
- WETLAND BOUNDARY
- UTILITY POLE
- EXISTING WATER SHUTOFF
- EXISTING WATER GATE VALVE
- PROPOSED CONTOUR
- PROPOSED WATER SHUT OFF
- PROPOSED HYDRANT
- PROPOSED 8"x6" MJ REDUCER
- PROPOSED WATER GATE VALVE
- PROPOSED WATER LINE OR SERVICE
- LOCATION OF IMPACT PHOTO
- STOP SIGN & STOP BAR

NOTES

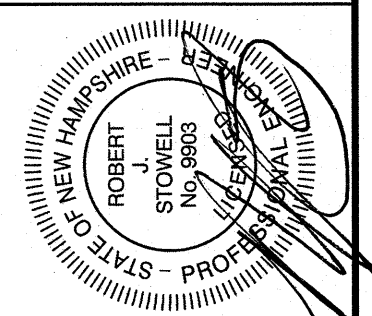
- INTENT: TO SHOW THE PROPOSED MUNICIPAL WATER MAIN CONSTRUCTION WITHIN THE LITTLEWORTH ROAD RIGHT OF WAY AND THE RESULTING PROPOSED IMPACTS TO THE WETLAND BUFFER (2,665 SQ.FT) AND THE TEMPORARY IMPACT IN THE CONSERVATION DISTRICT (785 SQ.FT.).
- APPLICANT: QUANTUM REAL ESTATE GROUP, LLC.
755 CENTRAL AVENUE
DOVER, N.H.
- TOTAL AREA: LITTLEWORTH ROAD RIGHT OF WAY
- TAX MAP H LOT 29A-3 & 29A-4
- PROJECT DEED REFERENCE: BOOK 4499 PAGE 579
- PROJECT PLAN REFERENCE: SUBDIVISION OF LAND
GEORGE F. MITROPOULOS
REVOCABLE LIVING TRUST
LITTLEWORTH ROAD
DOVER, NEW HAMPSHIRE
TRITECH ENGINEERING CORPORATION
APRIL 27, 2017 SCRD 114-23
- ZONING: CM (COMMERCIAL-MANUFACTURING)
MIN. LOT SIZE: 20,000 SQ.FT.
MIN. FRONTAGE: 100 FT
MIN. SETBACKS:
FRONT: 35 FT
SIDE: 10 FT
REAR: 10 FT
MAX LOT COVERAGE: 50 %
MAX BLD HEIGHT: 50 FT
IN ADDITION TO CM, THIS PROPERTY FALLS WITHIN A ZONING OVERLAY DISTRICTS:
- WETLANDS PROTECTION DISTRICT
- CONSERVATION DISTRICT
- THE RAW UNADJUSTED CLOSURE OF OUR RANDOM POINT TRAVERSE WAS 1 PART IN 60,000, AND WAS ACCOMPLISHED USING A TOPCON GT 503 TOTAL STATION, DURING THE MONTH OF APRIL, 2017.
- DURING THE MONTH OF OCTOBER, 2021 DAMON BURT, STATE OF NEW HAMPSHIRE CERTIFIED WETLAND SCIENTIST #163, CONDUCTED AN ON-SITE WETLANDS DELINEATION OF THE SUBJECT PARCEL. WETLANDS WERE IDENTIFIED BASED ON THE US ARMY CORPS OF ENGINEERS' (USACE) "THE HIGHWAY METHODOLOGY WORKBOOK" (1993) AND "THE HIGHWAY METHODOLOGY WORKBOOK SUPPLEMENT: WETLAND FUNCTIONS AND VALUES - A DESCRIPTIVE APPROACH" (1999). ON THIS SITE, WETLANDS BASED ON LOCAL CRITERIA SHARE THE SAME BOUNDARIES WITH THOSE BASED ON STATE AND FEDERAL CRITERIA. NO VERY POORLY DRAINED SOILS WERE FOUND.
BUFFER ZONES SHALL COMPLY WITH CITY OF DOVER CODE 170-271.6.1(g) AS APPLICABLE. THESE BUFFERS ARE CURRENTLY MAINTAINED AS LANDSCAPED AREAS, LAWNS AND FIELDS. THESE BUFFERS WILL CONTINUE TO BE MAINTAINED IN THIS MANNER.
- SUBJECT PARCEL IS NOT WITHIN A FEDERALLY DESIGNATED SPECIAL FLOOD HAZARD ZONE (FLOOD HAZARD ZONE A - PANEL 0320E, MAP No. 33017C0320E, DATE: 9-30-2015).
- BASIS OF BEARING: DATUM BASED ON NEW HAMPSHIRE STATE PLANE COORDINATES SPC (2800 NH), (NAVD 88).
- THE FOLLOWING FEDERAL AND STATE PERMITS HAVE BEEN ISSUED FOR THE SUBJECT PROPERTY: NHDES WETLAND PERMIT IS PENDING.



TRITECH
ENGINEERING CORPORATION

755 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03860
TELEPHONE 603 742 8107
FAX 603 742 9630

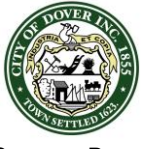
REVISIONS
DATE: DESCRIPTION:



CONDITION USE PERMIT PLAN
QUANTUM REAL ESTATE GROUP, LLC
LITTLEWORTH ROAD
DOVER, NEW HAMPSHIRE
MARCH 7, 2022 JOB No. 21114
SCALE: 1" = 20'

SHEET No.

CUP-1

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Posted: March 8, 2022 Ordinance Title: Site Review Regulations Amendments Chapter: 153	

1. Chapter 153 of the Code of the City of Dover, entitled Site Plan Review, is hereby amended by revising Section 6, "Application requirements: Technical Review Committee."

"153-6. Application requirements; Technical Review Committee.
[Amended 8-26-2008; 3-23-2010; 1-24-2012]

A. "Prior to the formal submission of an application for site review, the applicant shall meet with the Technical Review Committee. Said meeting(s) shall serve to assist the applicant in preparing a development proposal that is technically conforming to the regulations contained herein. The Technical Review Committee shall be comprised of the Planning Board Chair, the Conservation Commission Chair, City Engineer, Fire and Rescue Chief, Police Chief, Zoning Administrator, Economic Development Director and Director of Planning and Community Development, who shall serve as Chair. All Committee members shall have a designated alternate available in their absence.

B. A completed application sufficient to invoke jurisdiction of the Planning Board shall include the following elements:

- (1) A completed application form, available at the Department of Planning and Community Development office.
- (2) A completed site review checkoff list.
- (3) A written narrative description of the proposed project, addressing its purpose, scope of operation, and impact on the immediate area of influence and the City in general (traffic, schools, utilities, land use compatibility, aesthetics, land and water resources, etc.).
- (4) Ground/aerial photographs of the site and immediate area.
- (5) Fifteen copies of the site development plan as more fully described in Article IV of this chapter. Transmit a pdf of the site development plan via e-mail to dover-planning@doover.nh.gov. (Note: Only ~~six-eight~~ copies of the preliminary plan need to be submitted initially for review by the Technical Review Committee. However, ~~15-the applicant shall check with the Planning Department about number of~~ copies ~~will be~~ required for submission of the complete application to the Planning Board.) [Amended 5-24-2016]
- (6) A list of owners, applicants, and professionals involved in the application. Additionally a fee for the City to create a list of abutting property owners that lie within 200 feet of the subject parcel. ~~Information shall include name, mailing address, and Dover Tax Map and lot numbers for the applicant to review.~~ The City will prepare verified mailings. [Amended 1-14-2020; 7-27-2021]
- (7) A fee of an amount to be determined in accordance with the fee schedule contained in § ~~153-18~~ of this chapter.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Posted: March 8, 2022	
	Ordinance Title:	Site Review Regulations Amendments
Chapter:	153	

C. The applicant shall file the application with the Planning Board office at least 21 days prior to the Planning Board meeting, at which time the application will be accepted and a public hearing held.

[Amended 1-14-2020]

(1) The applicant and abutters shall be notified of said public hearing by verified mail, with return receipt requested, stating the time, date and place of such hearing. Notice will be mailed at least 10 days prior to the date of the meeting [by the City](#).

(2) Such public hearing shall be advertised in a newspaper of general distribution not less than 10 days prior to the said meeting.”

2. Chapter 153 of the Code of the City of Dover, entitled Site Plan Review, is hereby amended by revising Section 13, “Parking”, Subsection D, Subsection (c) as follows:

In the Parking Regulation Table, the first row be changed to read “Residential³ (non-CBD-G or TOD)” and a new row shall be added to become the third row to state “Residential³ (CBD-TOD)” for 1 space per unit.

3. Chapter 153 of the Code of the City of Dover, entitled Site Plan Review, is hereby amended by revising Section 6 entitled “Application Requirements, Technical Review Committee” subsection A subsection 6, to read as follows:

A. “Prior to the formal submission of an application for site review, the applicant shall meet with the Technical Review Committee. Said meeting(s) shall serve to assist the applicant in preparing a development proposal that is technically conforming to the regulations contained herein. The Technical Review Committee shall be comprised of the Planning Board Chair, the Conservation Commission Chair, City Engineer, Fire and Rescue Chief, Police Chief, Zoning Administrator, Economic Development Director and Director of Planning and Community Development, who shall serve as Chair. All Committee members shall have a designated alternate available in their absence.

[For projects under the threshold described in Section 153-4.A but meeting the threshold of 153-4.B \(1\) through \(5\) may be approved by the majority vote of Technical Review Committee per RSA 676:43 provided no waivers or Conditional Use Permits are necessary to meet regulations.”](#)

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AND

Chapter 153 of the Code of the City of Dover, entitled Site Plan Review, is hereby amended by revising Section 4 entitled “Applicability” subsection E to read as follows:

“E. Notwithstanding the above criteria, the Technical Review Committee, [per RSA 676:43](#), by majority vote may [approve minor site plans](#). [It also may](#) require any project that the



CITY OF DOVER

CITY OF DOVER - ORDINANCE

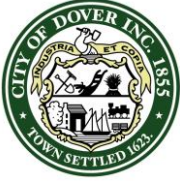
Posted: March 8, 2022

Ordinance Title: Site Review Regulations Amendments
Chapter: 153

Committee has determined has a significant projected impact on traffic, health, welfare, environmental quality, and safety issues to appear before the Planning Board for site review. [Any project requiring waivers or a Conditional Use Permit to meet regulations, shall be forwarded to the Planning Board for review.”](#)

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CITY OF DOVER

CITY OF DOVER - ORDINANCE

Posted: March 8 2022

Ordinance Title: Land Subdivision Regulations Amendments
Chapter: 157

1. Chapter 157 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Section 10, "Application submittal and review", Subsection B to read as follows.

[Amended 1-14-2020]

- B. "Included with the application shall be the names and mailing addresses of all ~~abutters~~ owners, applicants, and professionals, as indicated in City records. The Planning Department, for a fee outlined in the Fee Schedule, will create a list of names and addresses of all abutters obtained from City records or the Strafford County Registry of Deeds not more than five calendar days before the date of filing for the applicants review and verification.~~The names of all abutters shall be obtained from City records not more than five calendar days before the date of filing. In addition to the abutters list, three duplicate sets of adhesive mailing labels for all abutters shall be submitted for use by staff in preparing verified mailings."~~

2. Chapter 157 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Section 16, "Application submittal and review", Subsection B to read as follows.

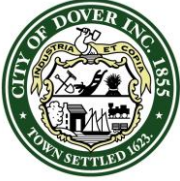
[Amended 1-14-2020]

- B. "Included with the application shall be the names and mailing addresses of all owners, applicants, and professionals assisting with the application. The Planning Department, for a fee, outlined in the Fee Schedule, will create a list of the names and addresses of all abutters obtained from City records or the Strafford County Registry of Deeds not more than five calendar days before the date of filing for the applicants to review."

[Amended 1-14-2020; 7-27-2021]

3. Chapter 157 of the Code of the City of Dover, entitled Land Subdivision Regulations, is hereby amended by revising Section 17, "Application submittal and review for minor lot line adjustments and boundary agreements", Subsection B to read as follows.

- B. "Included with the application shall be the names and mailing addresses of all owners, applicants, and professionals assisting with the application. The Planning Department, for a fee, outlined in the Fee Schedule will create a list of the names and addresses of all abutters obtained from City records or the Strafford County Registry of Deeds not more than five calendar days before the date of filing for the applicants to review and verify.~~abutters as indicated in City records. The names of all abutters shall be obtained~~



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~~from City records or the Strafford County Registry of Deeds not more than five calendar days before the date of filing. In addition to the abutters list, three duplicate sets of adhesive mailing labels for all abutters shall be submitted for use by staff in preparing verified mailings.”~~

[Amended 1-14-2020]