

CITY OF DOVER

DOVER CONSERVATION COMMISSION – AGENDA

SPECIAL MEETING

REVISED

Meeting Type: Regular Meeting
Meeting Location: City Council Conference Room - 288 Central Avenue Dover NH
Meeting Date: Monday, June 16, 2025
Meeting Time: 5:30 pm

1. CALL TO ORDER AND ROLL CALL

2. CITIZEN’S FORUM

3. APPROVAL OF THE PRIOR MEETING MINUTES – May 12th, 2025

4. OLD BUSINESS

5. NEW BUSINESS

- A. City of Dover Conditional Use Permit for Coda Products, Inc. Assessor’s Map G, Lot(s) 1A zoned CM, located at 180 Crosby Road. Proposal seeks to allow a 1,352 sf of wetland buffer impact to allow the construction of a loading dock to an existing facility. There are no direct impacts to wetlands.
- B. City of Dover Conditional Use Permit for John and Judy Craig, Assessor’s Map N, Lot(s) 8-1-3, zoned R-40, located at 44 Saddletail Drive. Proposal seeks to allow temporary impacts of 4,922sf, and permanent impacts of 566sf. within the conservation district. To allow for a 3.5’ high retaining wall with stairs, and a boardwalk.
- C. Request for funds up to \$16,000 for ongoing conservation parcel.

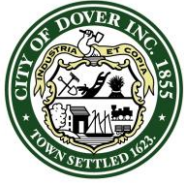
6. REPORT FROM THE CHAIR

- A. Review of Correspondence Received from NH Department of Environmental Services

7. OTHER BUSINESS

- A. Update from Forest Management Subcommittee

8. ADJOURNMENT



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 May 12th, 2025
Meeting Time: 5:30 pm

MEMBERS PRESENT: Bill Hunt (Chair), Steve Fellows (Vice Chair), Abigail Lyon, Russ Warnock, Kristen Murphy

Absent (Excused): Brianna Group (Alternate), Robert Atwood (Secretary)

Absent (Unexcused):

STAFF PRESENT: Makayla Edgecomb (Conservation Planner)

OTHERS PRESENT:

1. CALL TO ORDER AND ROLL CALL

The meeting was convened at 5:30 PM.

2. CITIZENS' FORUM

3. APPROVAL OF THE PRIOR MEETING MINUTES APRIL 14TH, 2025

S. Fellows moved to approve the minutes of April 14th. R. Warnock seconded. Vote: All in favor with 0 abstention

4. OLD BUSINESS:

None

5. NEW BUSINESS

- A.** City of Dover Conditional Use Permit for Knox Marsh Development, LLC Assessor's Map H, Lot(s) 47-A & 50-6 zoned R-40, located at 1 Cold Springs Rad & Banner Drive. Proposal seeks to allow 36.56% impervious surface coverage within the Secondary Groundwater Protection District where 20% is allowed. *The application is part of a TDR Site Plan (SITE-2024-0015).*

M. Edgecomb clarified both applications are for the same property/ project, though one is for ground water and one is for slope. They require two separate motions. The Commission agreed to hear the project in its entirety and make separate motions accordingly.

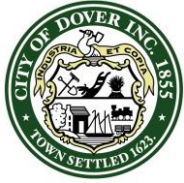
Christopher Berry, Berry Surveying and Engineering presented and explained the proposal highlighting the intention to extend Sophie Dr onto the subject property, explained existing conditions, proposal of single-family homes, slopes on site due to past excavations, intention to grade and stabilize the slope, proposed ground coverage (36%), plans for stormwater maintenance, and Alteration of Terrain permit details.

He clarified for the board details about topography height change, location, reason for the grading, existing slope percentages, proposed slope percentages (2:1 = 2' horizontal = 1' rise), vegetation, and invasive species removal/grow back.

S. Fellows moved to endorse the CUP as presented. A. Lyons seconded. Vote: 4 in favor with 1 abstention.

- B.** City of Dover Conditional Use Permit for Knox Marsh Development, LLC Assessor's Map H, Lot(s) 47-A & 50-6 zoned R-40, located at 1 Cold Springs Rd. and Banner Drive. Proposal seeks to allow approx. 2,000 s.f. of disturbance within an area of greater than 20% slope. *The application is part of a TDR Site Plan (SITE-2024-0015).*

Presentation and discussion occurred above.



CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

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S. Fellows moved to endorse the CUP with the condition that the HOA docs include a plan to minimize invasive grow back prepared by a specialist. A. Lyon seconded. Vote: 4 in favor with 1 abstention.

R. Warnock noted he is an abutter to a project the applicant is working on. That is why he abstained.

6. REPORT FROM THE CHAIR

a. Review of Correspondence Received from NH Department of Environmental Services

A notice of violation letter was received for 105 Middle Rd for draining a wetland without a permit.

7. OTHER BUSINESS

A. Update from Forest Management Subcommittee

- M. Edgecomb reported that the City did not receive the PREPA grant, staff will work on community educational outreach for the Ash tree initiative. Most likely through the summer, and we will reassess how the City will fund the project.
 - Timeline remains similar. Following outreach, education and funding, goal is to plant spring of 2027.
 - City Arborist for Portsmouth is a resource. Staff will reach out to help guide Dover's actions
 - Discussion to implement "I'm Sick" tree signs with QR codes with more information. This is effective and trackable.

B. Other:

- Board member handbook is in progress. Hoping to have a draft by the next meeting.
- TDR work group is meeting frequently but not regularly, Conservation Commission members can attend. The next meeting is not set yet, but there can be a meeting specific for how TDR relates to Conservation.
 - Conversation ensued with opinions given on the topic and volunteers to attend.
- Fish Ladder Tour
 - Proposed Joint outreach event with Open Lands
- Discussion on other community events: tree walks for downtown and/or community trail trees

8. ADJOURNMENT

S. Fellows moved and A. Lyons seconded to adjourn. Vote: U/A

The meeting was adjourned at 6:30 PM.



PERMIT SNAPSHOT REPORT COND-2025-0010 FOR CITY OF DOVER, N.H.

Permit Type Conditional Use	Project:	App Date: 05/20/2025
Work Class: Environmental	District: None	Exp Date: NOT AVAILABLE
Status: In Review	Square Feet: 0.00	Completed: NOT COMPLETED
Valuation: \$0.00	Assigned To: Edgecomb, Makayla	Approval
Description: to allow a 1352 sf buffer impact associated with the construction of a loading dock addition to the existing facility.		Expire Date:

Parcel: G0001-A00000	Main	Address: 180 Crosby Rd	Main	Zone: CM(Non-Residential - Commercial Manuf.
		Dover, NH		

Owner	Plan Preparer	Applicant
Dan Cook	Civilworks New England	Civilworks New England
Mobile: (781) 859-7323	Steve Haight	Steve Haight
	181 Watson Road PO Box	181 Watson Road PO Box
	1166	1166
	Dover, NH 03820	Dover, NH 03820
	Business: (603) 749-0443	Business: (603) 749-0443
	Mobile: (603) 817-6651	Mobile: (603) 817-6651

Permit Custom Fields

Select Permit Type	Wetland Protection District	General Purpose	Alteration / Addition	Project Zone	Non-Residential
What is the parcel zoned?	CM	Work	To allow a 1352 sf buffer impact associated with the construction of a loading dock addition to an existing facility.	permitstatefed	

Attachment File Name	Added On	Added By	Attachment Group	Notes
Signature_Steve_Haight_5/20/2025.jpg	05/20/2025 12:40	Haight, Steve		Uploaded via CSS
Permit Snapshot Report.pdf	05/20/2025 12:40	Service, EnerGov		Attached by IO - ATTACH: Initial Permit Snapshot

Invoice No.	Fee	Fee Amount	Amount Paid
INV-2025012549	Planning General Application Fee	\$200.00	\$0.00
Total for Invoice INV-2025012549		\$200.00	\$0.00
Grand Total for Permit		\$200.00	\$0.00

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Conditional Use Review v.1	In Review	05/20/2025	06/06/2025		No	No
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Planning	Planning	Edgecomb, Makayla	In Review	05/20/2025	06/17/2025	

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		05/20/2025 15:34	
Confirm application complete v.1	Generic Action		05/20/2025 15:34
Conditional Use Review v.1	Receive Submittal	05/20/2025 0:00	
Planning Board v.1			
Planning Board Agenda v.1	Task		
Invoice for Notices v.1	Task		
Send Notices v.1	Task		
Planner Creates Staff Recommendations v.1	Permit Activity		
Distribute Planning Board Materials v.1	Task		

PERMIT SNAPSHOT REPORT (COND-2025-0010)

Planning Board Hearing v.1	Hold Hearing
Planning Board Decision v.1	Permit Activity
NOD Sent to Applicant v.1	Create Report
Issue Permit v.1	
Verify Fees Prior to Permit v.1	Generic Action
Issue and Review Permit v.1	Generic Action
Print and Email Permit v.1	Generic Action
Plans uploaded to Treeno v.1	Generic Action
Internal Notification of Plan Completion v.1	Generic Action
Recording v.1	Task



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: Coda Products, Inc. Telephone # 781-859-7323

Address of Applicant: PO Box 4064 Portsmouth, NH 03802

E-Mail Address: dan@coda-products.com

Name of Property Owner (if different from applicant): Crosby 180, LLC Telephone # 781-859-7323

Address of Property Owner: PO Box 4064 Portsmouth, NH 03802

PROPERTY INFORMATION

Assessor's Map # G Lot(s) # 1A

Address of Property: 180 Crosby Road

Zoning District(s) CM Overlay District(s) N/A

Existing Use of Property: Existing Manufacturing Facility

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:

To allow 1352 sf of buffer impacts associated with the construction of a dock addition,
existing paved areas to be converted into green space, and the reconstruction of the
existing cross-culvert under the site entrance.

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

N/A

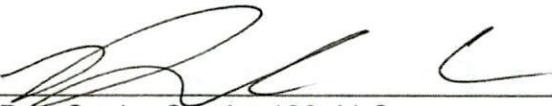
Name of Professional That Prepared Plans: Stephen J. Haight, PE - Civilworks New England

Address PO Box 1166 Dover, NH 03821 Telephone #: 603-749-0443

Professional License #: NH PE #7978 E-mail address: shaight@civilworksne.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.

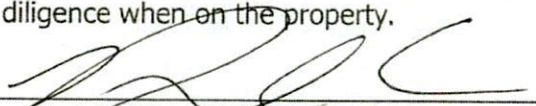
Signature of Property Owner:  Date: 4/24/25
Dan Cook - Crosby 180, LLC

Signature of Applicant (if different from owner): _____ Date: _____
Dan Cook - Coda Products, Inc.

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: 4/24/25
Dan Cook - Crosby 180, LLC

CONDITIONAL USE NARRATIVE
§170-27.1
WETLAND PROTECTION DISTRICT
CONDITIONAL USE APPROVAL REQUIREMENTS
for
Coda Products, Inc.
Loading Dock Addition
Tax Map G, Lot 1A
180 Crosby Road

F. Conditional use approval.

(1) Conditional use approval may be granted by the PLANNING BOARD (RSA 674:21II) after proper public notice and public hearing, for construction within the Wetland Protection District or buffer. Said construction may include but is not limited to a road or other accessway, utility right-of-way, communication lines, power lines and pipelines, structures, and parking lots provided that the proposed construction complies with the following standards:

- (a) Practicable Alternative: There is no practicable alternative that would have a less adverse impact on the area. **The site design will not impact any wetlands. The proposed loading dock addition will be located on existing paved areas, and approximately 20 sf of the proposed loading dock building will be located within the 50' wetland buffer. Existing paved areas in this location currently extend into the wetland buffer. The loading dock addition has been located to impact the least amount of buffer as possible. Due to the existing building and parking layout there are no other alternative locations for the loading dock addition. As part of this proposal, approximately 2,669 sf of the impervious area will be converted into green space, which includes a reduction of 966± sf impervious area within the 50' Wetland Buffer. A total of 1,352 sf of wetland buffer impacts are being proposed.**
- (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 proposed loading dock addition will be located on existing paved areas, and approximately 20 sf of the proposed loading dock building will be located within the 50' wetland buffer. The remaining buffer impacts are associated with existing impervious being converted into greenspace and the reconstruction of the existing cross-culvert at the site entrance. A total of 1,352 sf of wetland buffer impacts are being proposed.**
- (c) Minimization: Any unavoidable 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 include restoration of the site as nearly as possible to its original grade. **There are no proposed impacts to wetlands.**
- (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 each of said plan for their review. **Mitigation is not required. There will be no impacts to wetlands.**

(e) Approval for the wetlands impact has been received from the NHDES Wetlands Bureau pursuant to Section G (3), below. **There are no proposed impacts to wetlands.**

G. Specific provisions.

(1) Wetland Buffers.

(a) Buffers Established. Buffers are hereby established around and encircling all wetlands other than those that were created as legally permitted sedimentation/detention basins or roadside drainage ditches. The minimum width of the wetland buffers shall be fifty (50) feet horizontal distance as measured outward from the perimeter edge of the wetland. Wherever a permit to fill a wetland has been issued by either the New Hampshire Department of Environmental Services (NHDES) or the U.S. Army Corps of Engineers (USACOE), the perimeter of the wetland shall be deemed to be the new edge between the fill as placed in accordance with the permit and the remaining wetland. If there is no remaining wetland, there is no buffer. All other wetland edges shall be determined in accordance with Section D (1) above. **There are no proposed impacts to wetlands. A 50-foot wetland buffer is shown on the site plan, a portion of which will be impacted by the project design, for site improvements associated with the construction of a proposed loading dock addition that is located on existing pavement, existing impervious areas being converted to green space, and the reconstruction of the existing cross-culvert at the site entrance. A total of 1,352 sf of wetland buffer impacts are being proposed.**

(b) Natural Conditions to be Maintained within Buffers. Where wetland buffer disturbance is allowed pursuant to a state or federal permit, or a conditional use permit, restoration of the disturbed area is required. Restoration is defined as filling ruts or excavated areas with similar soils while maintaining original grade. Applications for a City of Dover BUILDING permit that includes a temporary disturbance of wetlands buffers, pursuant to Section G (1) (e) (iv) below, shall include a "Wetlands Buffer Encroachment and Restoration Plan." Said plan shall be submitted, reviewed, and approved by Building Inspector, in consultation with City staff, prior to the disturbance. Replanting to restore buffers shall be with native non-invasive species specified in the "Wetlands Buffer Encroachment and Restoration Plan". Implementation of the plan shall include the clear delineation of the boundaries of wetland buffers in the field using construction tape or other clear marking devise. Mowing to maintain an existing lawn or field within a wetland buffer area is allowed without a permit, as specified in Section G (1)(e), below, provided the roots of the vegetation are not disturbed and the ground is frozen or sufficiently dry to avoid making ruts. **The wetland buffer impact for this project will be primarily of a permanent nature as allowed by obtaining a Conditional Use Permit. The areas that are being converted into green space will be planted with non-invasive species and will be mowed regularly as part of the landscaping maintenance.**

(c) Certain Uses Prohibited in Buffers. The following uses and activities are prohibited within a wetland buffer: DOVER CODE P 170-107 (i) The establishment or expansion of salt storage, JUNKYARDS, resource recovery facilities, transfer stations, landfills, or solid or hazardous waste facilities; (ii) The BULK storage of chemicals, petroleum products, or toxic and hazardous materials; (iii) The dumping or disposal of snow and ice collected from roadways and parking LOTs; **Not applicable.**

(d) Uses Allowed Only with a Conditional Use Permit. The following uses and activities are allowed within a wetland buffer only if a conditional use permit is obtained in accordance with Section F above: (i) All uses not specifically prohibited in Section G (1)(c) above or specifically exempted in Section G (1) (e) below. (ii) The erection or construction of a BUILDING or STRUCTURE, excluding FENCES that meet the requirements of 170-33, or the construction of parking LOTs or loading areas. (iii) Timber harvesting, except as conducted in accordance with the terms and provisions of RSA 227-J, Timber Harvesting. (iv) The removal of stumps and roots (grubbing), the recontouring or grading of the land, or the placement of impervious surfaces or creation of storm water detention ponds. (v) The installation of water, sewer, or buried electrical or telecommunications cables. (vi) The installation of water supply wells. **A Conditional Use Permit is being requested for 1,352 sf of buffer impacts associated with the construction of loading dock addition that is located on existing pavement, existing pavement being converted to green space and the reconstruction of the existing cross-culvert located at the site entrance.**

(e) Uses Allowed Without a Conditional Use Permit. The following uses and activities are allowed within a wetland buffer with the noted conditions: (i) Activities within wetlands jurisdictional areas that are allowed without a State of New Hampshire Dredge and Fill Permit, in accordance with NHDES Rules Env-Wt 308.01(a) and 308.02 – repair of an existing legal STRUCTURE; or successor rules. (ii) The removal of vegetation in accordance with NHDES Rules Env-Wt 303.05(b), or successor rules, provided the roots of the vegetation are ZONING P 170-108 not disturbed, and the ground is frozen or sufficiently dry to avoid making ruts. (iii) The installation of monitoring or test wells or geotechnical borings completed in accordance with NHDES Rules Env-Wt 309.02(i) or successor rules. (iv) Temporary disturbance of the wetland buffer to facilitate construction activities completed under a valid City of Dover BUILDING permit, provided the temporary disturbance is restored in accordance with Section G (1) (b) above. **Not applicable.**

(2) No septic tank or leach field may be constructed or enlarged closer than seventy-five (75) feet to any Wetland Protection District. In new subdivisions approved subsequent to adoption of this section, there must be sufficient LOT size to place a house, a state-approved septic system, where applicable, and a state-approved well, where applicable, without locating them in a wetland. This provision can be waived if conditional use approval is obtained from the PLANNING BOARD. **Not applicable.**

(3) A state dredge and fill application shall be submitted for any proposed change to a wetland (RSA 482-A). **Not applicable.**

*Coda Products, Inc.
Crosby 180, LLC
P.O. Box 4064
Portsmouth, NH 03802*

April 23, 2025

City of Dover
288 Central Avenue
Dover, NH 03820

Attn: Planning Board

Re: LETTER OF APPLICANT/OWNER AUTHORIZATION
Site Plan Review & Conditional Use Permit Applications
180 Crosby Road – Tax Map G, Lot 1A

I, Dan Cook, authorize Civilworks New England and McEneaney Survey Associates to represent all applications made on behalf of me as Member of both Coda Products, Inc. and Crosby 180, LLC (APPLICANT/OWNER) to the City of Dover Planning Board and any other Dover Board or Committee, as well as any State of NH departments, as necessary, relative to the pursuit of approvals and permits for the development of the subject parcel.

Sincerely,

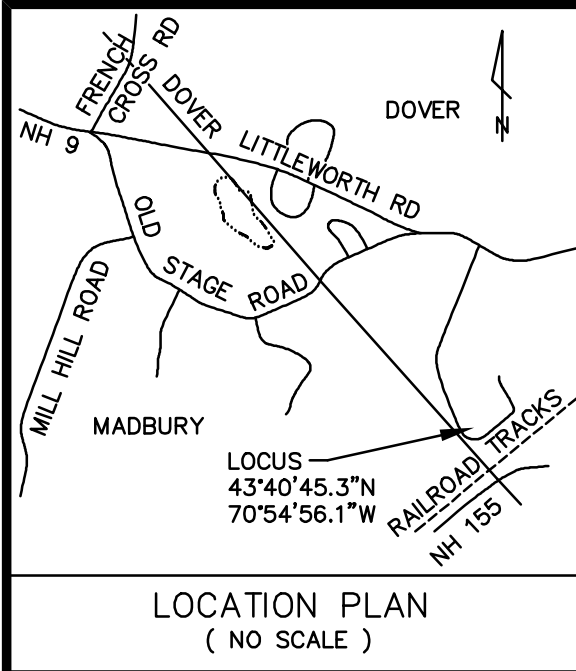
A handwritten signature in black ink, appearing to read 'Dan Cook', is written over a horizontal line.

Dan Cook, Member
Coda Products, Inc.
Crosby 180, LLC

COND-2025-0010

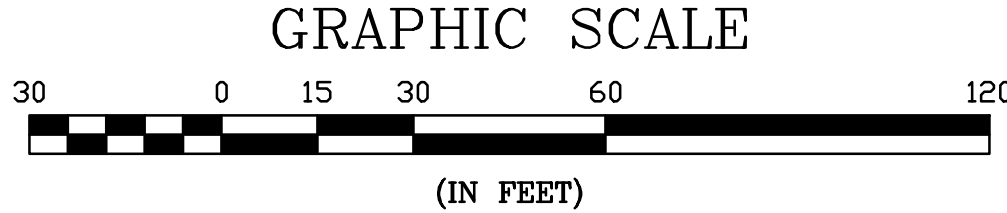
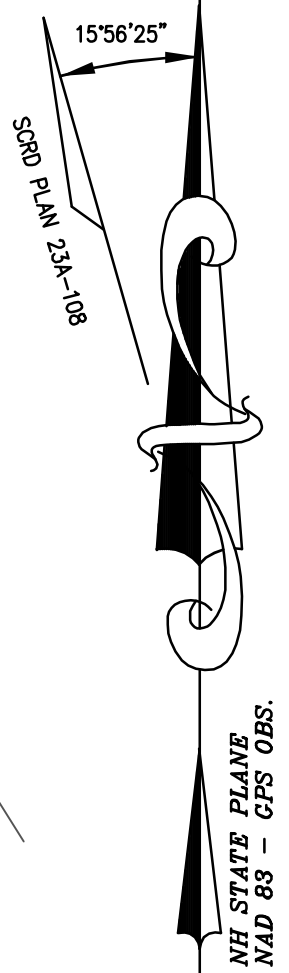
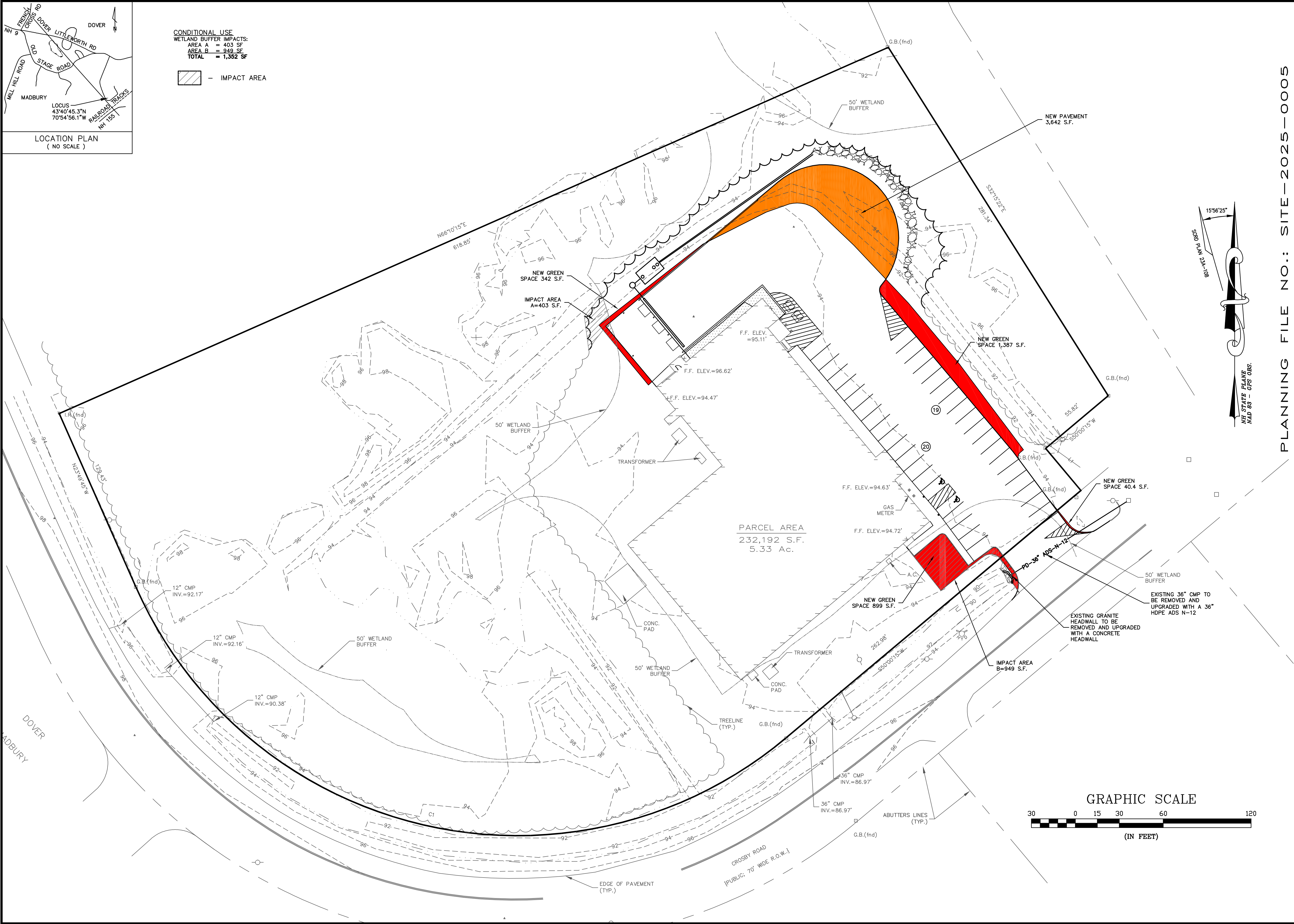
180 CROSBY ROAD

Property ID	Location	Owner 1	Owner 2	Owner Address 1	City	State	Zip
G0001-000000	CROSBY RD	CITY OF DOVER		288 CENTRAL AVE	DOVER	NH	03820
G0001-B00000	187 CROSBY RD	MCQUADE REALTY INC		PO BOX 1409	DOVER	NH	03820
G0001-C00001	CROSBY RD	AI SOLUTIONS INC		1735 FIFTH AVENUE	MCKEESPORT	PA	15132
G0001-D00000	6 FARADAY DR	BETTS-LEVINE DEREK S TRUSTEE	R AND R REAL ESTATE TRUST	6 FARADAY DR	DOVER	NH	03820
G0001-F00000	14 FARADAY DR	COGEBI INC		14 FARADAY DRIVE	DOVER	NH	03820
G0001-G00000	140 CROSBY RD	140 CROSBY ROAD LLC		280A DOVER POINT ROAD	DOVER	NH	03820
G0001-H00000	173 CROSBY RD	BAYHEAD REALTY LLC		173 CROSBY RD	DOVER	NH	03820
G0001-M00000	CROSBY RD	DBS HOLDING LLC		71 DANIELLE LN	DOVER	NH	03820
G0001-P00000	CROSBY RD	NASH GERALD & TAMPOSI SAMUEL	C/O TANA PROPERTIES	40 TEMPLE STREET	NASHUA	NH	03060
G0001-A00000	180 CROSBY RD	CROSBY 180 LLC		PO BOX 4064	PORTSMOUTH	NH	03802
		CIVILWORKS NEW ENGLAND	STEVE HAIGHT	P.O. BOX 1166	DOVER	NH	03821



CONDITIONAL USE
WETLAND BUFFER IMPACTS:
AREA A = 403 SF
AREA B = 949 SF
TOTAL = 1,352 SF

IMPACT AREA



PLANNING FILE NO.: SITE-2025-0005

CONDITIONAL USE PERMIT PLAN				NOT FOR CONSTRUCTION FOR PERMIT USE ONLY			
LOADING DOCK ADDITION 180 CROSBY ROAD DOVER, NH 03820	CROSBY 180, LLC P.O. BOX 4064 PORTSMOUTH, NH 03802	DATE: 4-24-25 SCALE: 1"=30' DRAWN BY: SRD DESIGN BY: SRD APPROVED BY: JH PROJECT NO: 24189 FILE: SITE-DEG	NO.	REVISION	APPD	DATE	GNE CIVILWORKS NEW ENGLAND 181 Watson Road, PO Box 1166 Dover, New Hampshire 03821 603.749.0443



May 28, 2025

Mr. William Hunt
Chair
Dover Conservation Commission
228 Central Avenue
Dover, New Hampshire 03820

RE: 44 Saddle Trail Drive – Request for Conditional Use Permit

Chair Hunt and Conservation Commission Members:

This letter communicates to you that we have uploaded documentation to the City's website for a request for Conditional Use Permit for work within the 100' Wetland setback and the Conservation district for steep slopes, which requires review by the Conservation Commission.

The property is owned by our clients John and Judy Craig who bought it from the original homeowners in 2023. After living there, the homeowners realized that the steep slopes at the rear of the house make it very difficult for them to safely access the lower areas of the yard. Additionally, they observed periodic soil erosion on the steeper areas of the slope.

The proposed project is the addition of a 3.5' high retaining wall and steps along with a 30' boardwalk on helical piers within the 100' shoreland buffer zone.

The proposed retaining wall will break up the length of the slope providing a place mid-slope for surface runoff to collect and percolate down into the ground, mitigating the existing erosion issue. The steps located in the wall provide safer access to the lower areas of the site for these active senior homeowners.

Additionally, the area above the proposed wall will be planted with a combination of native and ornamental shrubs and perennials that will reduce the amount of lawn in the rear yard.

The proposed boardwalk, which will be built on helical piers to minimize site disturbance, will protect the edge of the forest where an existing drainage pipe daylights into the woodland.

44 Saddle Trail Drive

CUP Application

5/28/2025

Page 2 of 2

The plan also provides mitigation with the proposed addition of native vegetation in the woodland between the existing lawn area and the river. Native perennials and ferns, Blueberry, Rhododendron will be planted to enhance this woodland area.

The proposed work within the buffer will allow for safe access to the lower areas of the property, reduce the potential for soil erosion on the steep slope and protect the woodland buffer with the addition of the short section of boardwalk. Proposed native plantings will enhance the existing woodland buffer mitigating the impact of the proposed addition of the wall and steps.

The proposed plan illustrates the use of erosion control as required by NHDES and Dover regulations.

Sincerely,

Robbi Woodburn

Roberta Woodburn RLA NH Lic#002

Principal

Contents:

Conditional Use application form

Locus Map

Existing conditions plan by Norway Plains Associates

Dated 2-14-2019

Existing Conditions Photos

L-1 44 Saddle Trail Drive – Proposed Landscape Site Plan

Dated October 2024

Condition Use Criteria Narrative

Dated May 28,2025

NHDES – Shoreland Permit by Notification Form

Dated May 2025



CITY OF DOVER, NEW HAMPSHIRE PLANNING APPLICATION OWNER AUTHORIZATION

OWNER AUTHORIZATION

I/We hereby submit this application to the City of Dover / 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.

Property Owner Name:

John Craig

Signature(s) of Property Owner(s):

John Craig

Date: 2025-05-30

Signature of Applicant:

if different from owner

Robbi Woodburn

Date: 2025-05-30

AUTHORIZATION TO ENTER SUBJECT PROPERTY

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..

Property Owner Name:

John Craig

Signature(s) of Property Owner(s):

John Craig

Date: 2025-05-30

Signature of Applicant:

if different from owner

Robbi Woodburn

Date: 2025-05-30

IF SIGN PERMIT, SIGN PERMIT APPLICATION INFORMATION

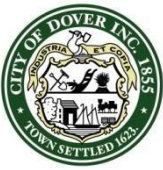
If the sign permit applicant is not the property owner, this form must be completed and included as part of application submission.

I have read this application and state that, to the best of my knowledge, the information provided is true and that the proposed sign(s) will comply with all applicable regulations in Section 170-32 of the Zoning Ordinance of the City of Dover and shall conform to the submitted materials and designs. Furthermore, after 90 days, any application still waiting information will be denied.

Address of Sign Location:

Sign Permit Application Type:
(check one)

- ☐ Permanent Sign
- ☐ Temporary Sign
- ☐ Community Sign



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: John and Judy Craig Telephone # 201-563-1175

Address of Applicant: 44 Saddletrail Drive

E-Mail Address: johncraig1234@gmail.com jcraig1234@gmail.com

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

Address of Property Owner: _____

PROPERTY INFORMATION

Assessor's Map # N-1 Lot(s) # N-8-1-3

Address of Property: 44 Saddletrail Drive

Zoning District(s) R-40 Overlay District(s) _____

Existing Use of Property: Residential

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:

Installation of a 3.5' high retaining wall, access steps, plant beds, and 30' long 4' wide boardwalk on
on helical piers. Retaining wall to soften slope grades with steps for safe access to the lower part of
the property. Temporary impacts 4922sf, Permanent Impact 566sf.

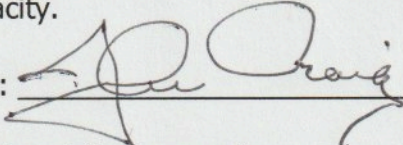
List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: _____

NHDES Shoreland Permit

Name of Professional That Prepared Plans: Woodburn & Company Landscape Architecture, LLC
and Norway Plains Associates, Civil Engineers
Address 103 Kent Place, Newmarket NH 03857 Telephone #: 603-659-5949
and 2 Continental Blvd. Rochester NH 03866 Telephone #: 603-335-3948
Professional License #: Roberta Woodburn NH #002 robbi@woodburnandcompany.com
Glenn Griswold NH #1129 E-mail address: ggriswold@norwayplains.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.

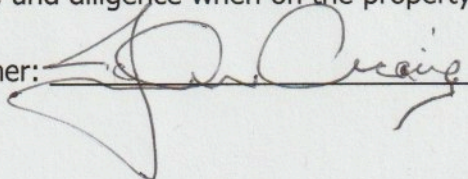
Signature of Property Owner:  Date: 2025-04-28

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

Signature of Agent: Robbi Woodburn Date: 2025-04-21

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: 2025-04-28

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	<u>MAILING ADDRESS</u>
N-1	N-8-1-3	John S Craig	44 Saddletrail Drive

Applicant (if different from owner):

APPLICANT NAME	APPLICANT COMPANY	<u>MAILING ADDRESS</u>

Surveyor and/or Engineer/Professional Agent:

NAME	COMPANY	<u>MAILING ADDRESS</u>
Glenn Griswold	Norway Plains Associates	2 Continental Blvd Rochester NH 03866
Roberta Woodburn	Woodburn & Company Landscape Architecture, LLC	102A Kent Place Newmarket, NH 03857

Conservation Easement Holder:

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	<u>MAILING ADDRESS</u>

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 # _____ 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) = \$ _____

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 # 3 of x \$8.00= \$ 24.00
- ☐ Certified letters fee: # of abutters 3 X \$8.00= \$ 24.00
- ☐ 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 1 x \$10.00= \$ 10.00

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

SUBTOTAL NOTICE FEE (B & C) = \$ 158.00

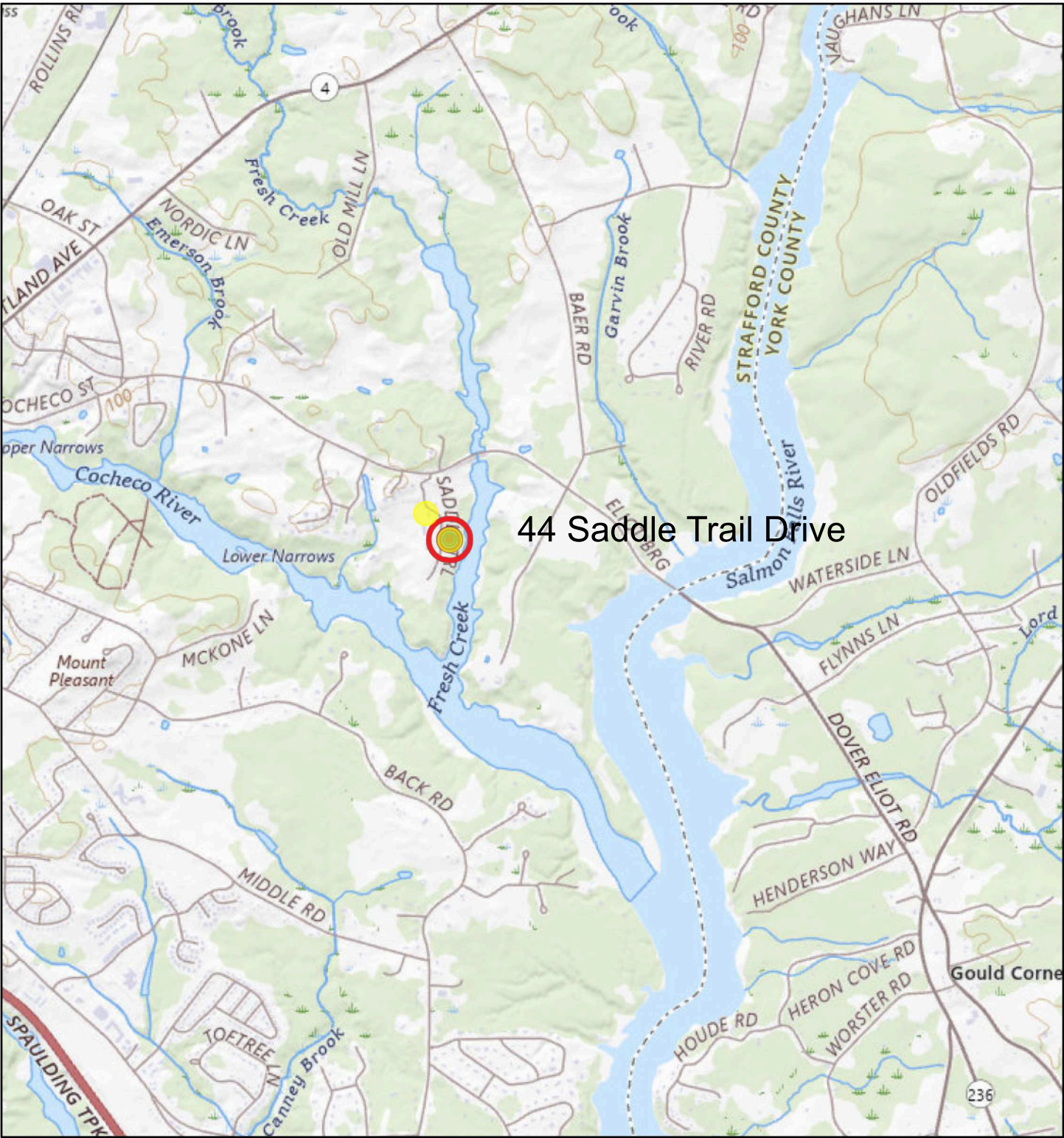
TOTAL INVOICE AMOUNT (A, B & C) = \$ 358.00

PLAN REVIEW FEE COLLECTED/PAID = \$ _____

BALANCE DUE = \$ _____

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

Map by NH DES OneStop Data Mapper



5/28/2025, 1:38:14 PM

 ArcGIS World Geocoding Service

Layers

 Red: Band_1

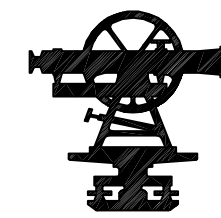
 Green: Band_2

 Blue: Band_3



0 0.23 0.45 0.9 mi
0 0.35 0.7 1.4 km

USGS The National Map: National Boundaries Dataset, 3DEP Elevation Program, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset; USGS Global Ecosystems; U.S. Census Bureau TIGER/Line data; USFS Road data; Natural Earth Data; U.S.



LEGEND	EXISTING
●	MONUMENT
□	BOUND
○	NO MONUMENT FOUND OR SET
✱	TREES
⊙	WELL
★	LIGHTPOLE
✉	MAILBOX
~~~~~	TREELINE
— N 89°56'30" E 425.61' —	PROPERTY LINE
- - - D - - -	DRAIN LINE
— // —	FENCE
EP	EDGE OF PAVEMENT

ABBREVIATION LEGEND:  
GBF - CONCRETE BOUND FOUND  
GBF - GRANITE BOUND FOUND  
(+2") - DENOTES HEIGHT OF THE MONUMENT

TAX MAP N8, LOT 1-10  
BONTERRA FARMS, LLC  
31 SADDLE TRAIL DRIVE  
DOVER, NH 03820  
BK. 4582, PG. 497

NH-GRID

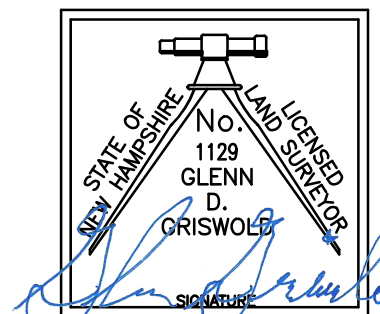
RESERVED REGISTRY OF DEEDS

## NOTES:

- THE PURPOSE OF THIS PLAN IS TO DEPICT THE EXISTING CONDITIONS OF TAX MAP N8, LOT 1-3.
- TOTAL PARCEL AREA: MAP N8, LOT 1-3 80,093 SQUARE FEET; 1.84 ACRES.
- PARCEL IS ZONED: R-40 RURAL RESIDENTIAL.  
OVERRIDING DISTRICTS:  
CONSERVATION DISTRICT-WITHIN 100' OF THE REFERENCE LINE OF ANY WATER BODY.  
-ANY SLOPES IN EXCESS OF 20%.  
WETLAND PROTECTION DISTRICT-ALL AREAS OF WETLANDS.  
-ALL CONSTRUCTION ALTERING THE SURFACE OF THE GROUND SHALL BE SET BACK 50' FROM A WETLAND PROTECTION DISTRICT.  
-NO SEPTIC TANKS OR LEACH FIELDS WITHIN 75' OF ANY WETLAND PROTECTION ZONE.  
RIVERFRONT RESIDENTIAL OVERLAY DISTRICT-ALL LAND LOCATED WITHIN 250' OF ANY TIDAL WATERBODY OR TIDAL RIVER.  
-MINIMUM LOT SIZE SHALL BE THREE TIMES THAT REQUIRED BY ARTICLE 170-12.  
-150' MINIMUM SHORELAND FRONTAGE.
- MINIMUM LOT REQUIREMENTS (OPEN SPACE SUBDIVISION): LOT SIZE = 20,000 SQ FT, FRONTAGE = 40 FT.
- BUILDING SETBACKS: FRONT YARD = 20 FT, SIDE YARD = 20 FT, REAR YARD = 20 FT.  
(ULTIMATE CERTIFICATION AND VERIFICATION OF THE ZONE DESIGNATION AND APPLICABLE LOCATION OF BUILDING SETBACK REQUIREMENTS ARE THE SOLE RESPONSIBILITY OF THE ZONING OFFICER IN THE SUBJECT MUNICIPALITY.)
- THE SURVEYED PARCEL IS SERVICED BY ON-SITE WATER AND SEPTIC.
- THE SURVEYED PARCEL IS PARTIALLY LOCATED WITHIN THE 100 YEAR FLOOD ZONE AS SHOWN ON THE FLOOD INSURANCE RATE MAP DATED 9/30/2015 COMMUNITY PANEL # 33017C0330E.
- HORIZONTAL DATUM: NH STATE PLANE, NAD83(2011), VERTICAL DATUM: NAVD88.
- ABUTTING PROPERTY INFORMATION WAS TAKEN FROM DOVER TAX RECORDS. ABUTTING PROPERTY LINES WERE TAKEN FROM DOVER TAX MAPS AND ARE FOR INFORMATIONAL PURPOSES ONLY.
- SADDLE TRAIL DRIVE IS A PRIVATE ROAD, PER NH DOT.

## REFERENCE PLANS:

- "OPEN SPACE SUBDIVISION WITH COMMERCIAL COMPONENT, PREPARED FOR WOODWIND FARMS, LLC. TAX MAP N, LOT 8-1, GULF ROAD, DOVER, NEW HAMPSHIRE."  
DATED: JULY 17, 2007 AND PREPARED BY DOUCET SURVEY INC.  
RECORDED: STRAFFORD COUNTY REGISTRY OF DEEDS PLAN # 93-55 & 56.
- "SHORELAND PERMIT PLAN SET, LOT 3, SADDLE TRAIL DRIVE, DOVER NH"  
DATED: DECEMBER 2015 BY NORWAY PLAINS ASSOCIATES, INC.  
NOT RECORDED - NHDES SHORELAND PERMIT NO. 2016-00171

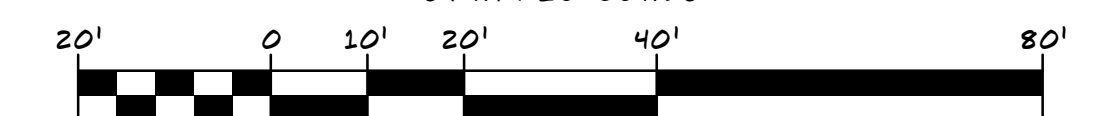


TAX MAP N8, LOT 1-3  
OWNER OF RECORD:  
JOHN S. & JUDITH LAPKIN CRAIG  
44 SADDLE TRAIL DRIVE  
DOVER, NH 03820  
BOOK 5106, PAGE 874

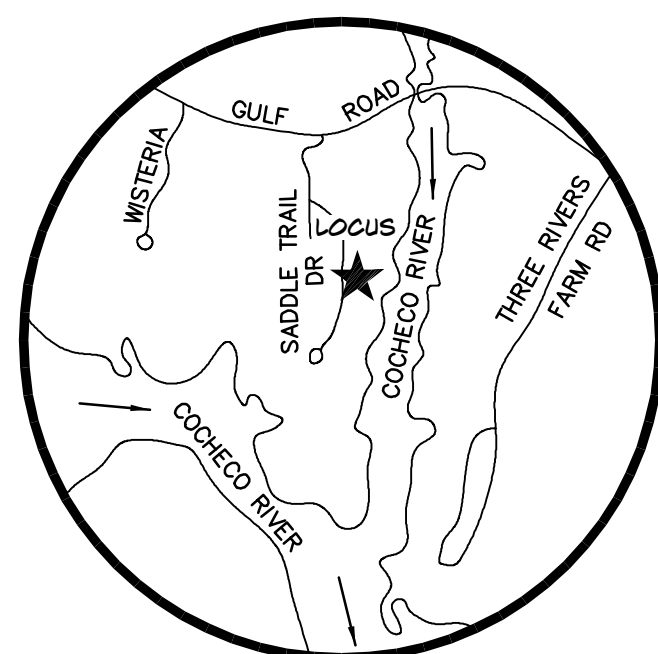
EXISTING CONDITIONS  
SURVEY  
44 SADDLE TRAIL DRIVE  
DOVER  
NEW HAMPSHIRE  
FOR:  
JOHN & JUDY CRAIG

1" = 20' OCTOBER 2024

GRAPHIC SCALE



REVISIONS:



LOCATION MAP  
N.T.S

FILE NO. 439  
PLAN NO. C-3603  
DWC. NO. 23260

31 MOONEY STREET, ALTON, NH 603-875-3948

NORWAY PLAINS ASSOCIATES, INC.

2 CONTINENTAL BLVD., ROCHESTER, NH 603-335-3948





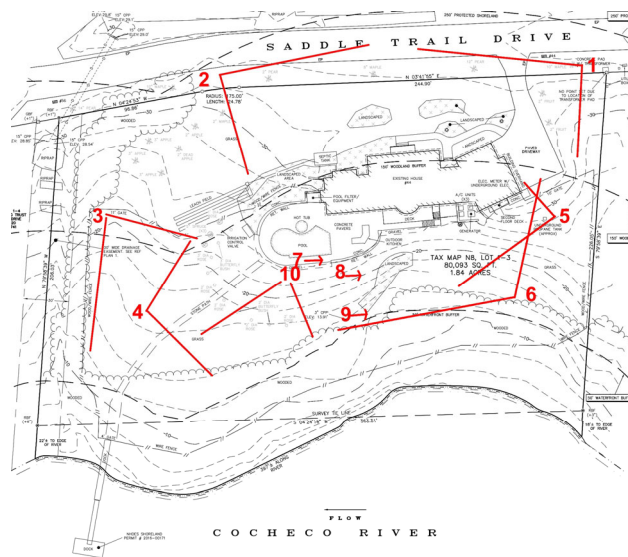
EXISTING PHOTO #1



EXISTING PHOTO #2


**woodburn  
& company**  
 LANDSCAPE ARCHITECTURE  
*Since 1994 reflecting your vision.*  
 103 Kent Place Newmarket, New Hampshire 03857 Ph.603-659-5949

VIEW KEY

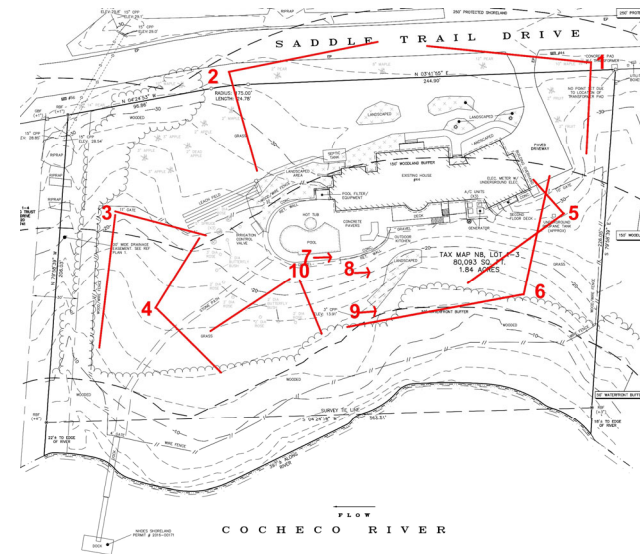


EXISTING PHOTOS  
 44 SADDLE TRAIL DRIVE  
 DOVER NH





EXISTING PHOTO #3



VIEW KEY


**woodburn  
& company**  
 LANDSCAPE ARCHITECTURE  
*Since 1994 reflecting your vision.*  
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EXISTING PHOTO #4

EXISTING PHOTOS  
 44 SADDLE TRAIL DRIVE  
 DOVER NH





EXISTING PHOTO #5

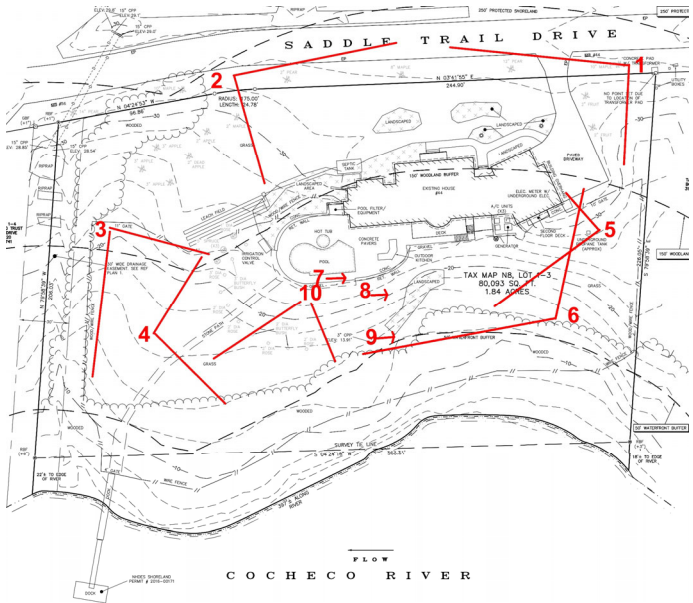


woodburn  
& company

LANDSCAPE ARCHITECTURE

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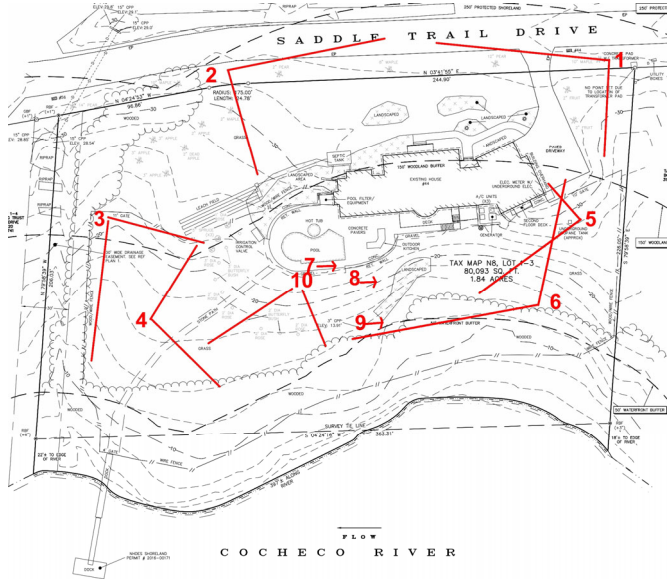
VIEW KEY

EXISTING PHOTOS  
44 SADDLE TRAIL DRIVE  
DOVER NH





EXISTING PHOTO #6



VIEW KEY

woodburn  
& company

LANDSCAPE ARCHITECTURE

Since 1994 *reflecting your vision.*  
103 Kent Place Newmarket, New Hampshire 03857 Ph.603-659-5949

EXISTING PHOTOS  
44 SADDLE TRAIL DRIVE  
DOVER NH





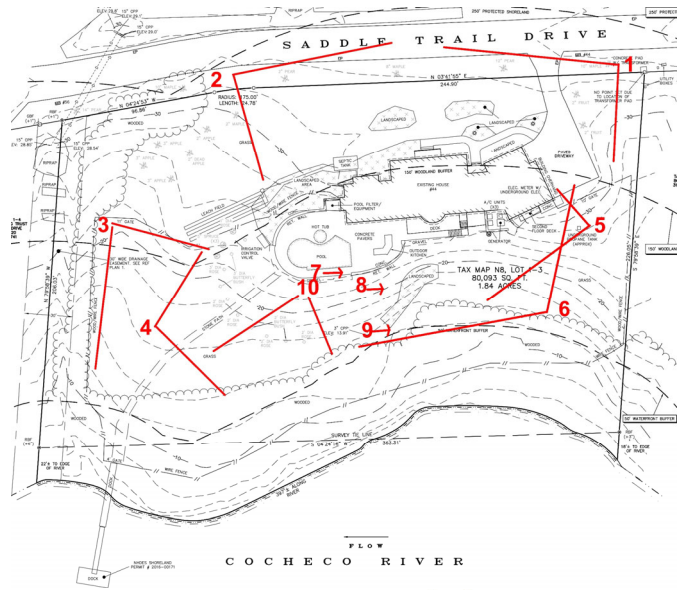
EXISTING PHOTO #7



EXISTING PHOTO #8



EXISTING PHOTO #9



VIEW KEY



EXISTING PHOTO #10

 **woodburn  
& company**  
LANDSCAPE ARCHITECTURE  
Since 1994 *reflecting your vision.*  
103 Kent Place Newmarket, New Hampshire 03857 Ph.603-659-5949

EXISTING PHOTOS  
44 SADDLE TRAIL DRIVE  
DOVER NH



Plant List

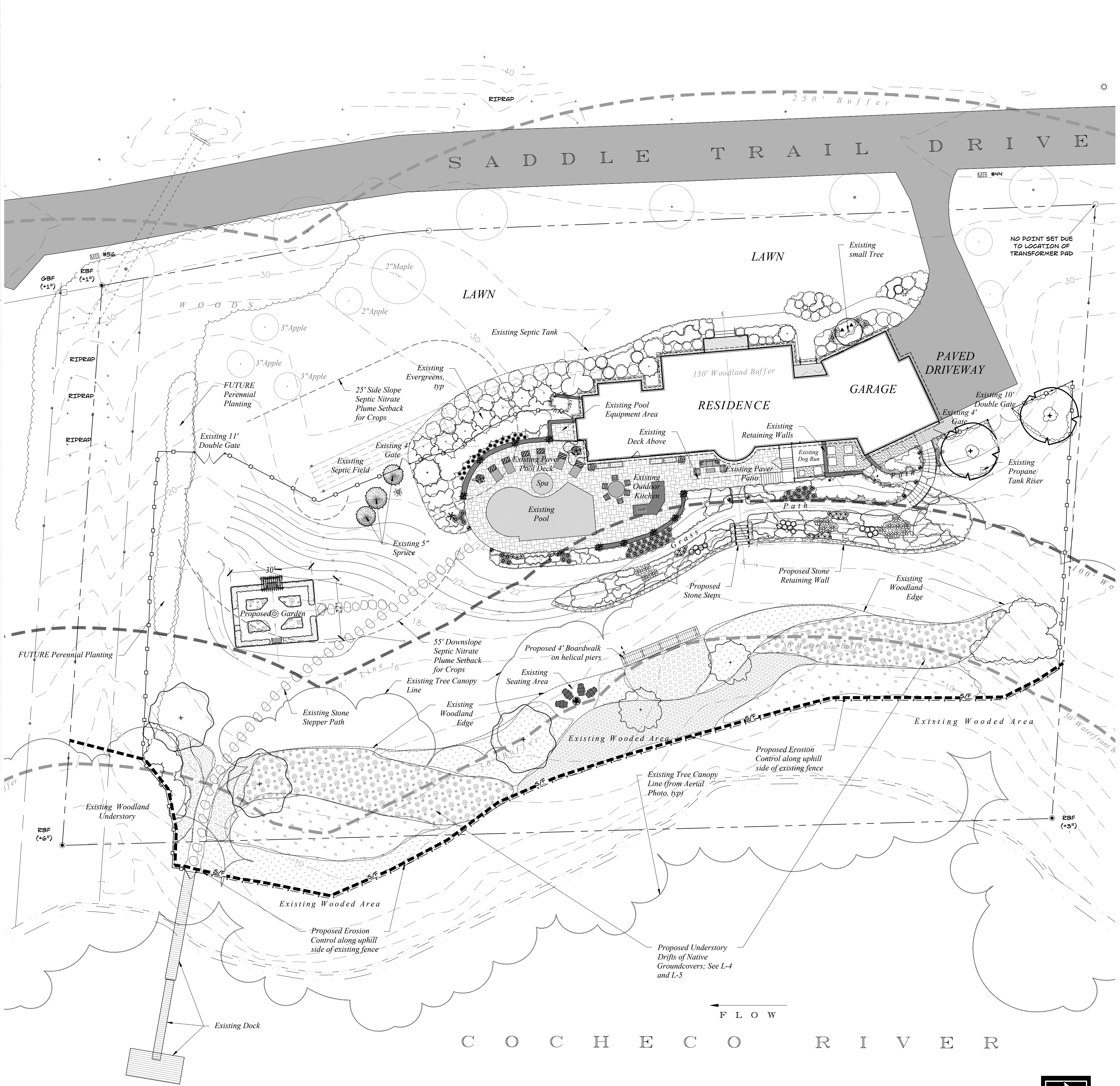
TREES										
Symbol	Botanical Name	Common Name	Front Bed	Rear of House	Woodland	Total Quantity	Size	Comments	Native	
Am	Amelanchier 'Robin Hill'	Robin Hill Serviceberry			3	3	7-8' ht	multi-stemmed B&B	Y	
Ham	Hamamelis intermedia 'Arnold Promise'	Arnold Promise Witchhazel			2	2	4-5' ht.	multi-stemmed B&B	N	
Pr	Prunus serrulata 'Kwanzan'	Kwanzan Cherry		2		2	3" cal	BB	N	
PoG	Picea orientalis 'Gowdy'	Gowdy Oriental Spruce		1		1	10-12' ht.	BB	N	
SHRUBS										
Symbol	Botanical Name	Common Name	Front Bed	Rear of House	Woodland	Total Quantity	Size	Comments	Native	
Cham	Chamaecyparis obtusa 'Gracillius Compacta'	Compact Hinoki Falsecypress	1			48	4-5' ht	BB	N	
For	Forsythia viridissima 'Bronzenis'	Dwarf Forsythia		48		12	3 gal		N	
HyA	Hydrangea a. 'Wee White'	Wee White Hydrangea	12			12	3 gal		N	
HyB	Hydrangea paniculata 'Bobo'	Bobo Hydrangeas	8			8	3 gal		N	
HyBH	Hydrangea arborescens 'Bar Harbor'	Bar Harbor Hydrangea	1	2		3	5 gal		N	
HyBJ	Hydrangea macrophylla 'Let's Dance Beau Jangles'	Let's Dance Beau Jangles	6			6	3 gal		N	
HyTTS	Hydrangea 'Tiny Tuff Stuff'	Tiny Tuff Stuff Hydrangea	7	52		59	3 gal		N	
HyL	Hydrangea paniculata 'Little Quickfire'	Little Quickfire Hydrangea		2		2	3 gal		N	
Rh	Rhododendron 'Scintillation'	Scintillation Rhododendron	2			2	2.5-3' ht	BB Full	N	
RHE	Rhododendron 'Album Elegans'	White Elegans Rhododendron	3			3	5 gal		N	
RHM	Rhododendron maximum	Rosebay Rhododendron			15	15	3-4'ht	BB Heavy	Y	
Rhus	Rhus aromatica 'Grow-Low'	Grow Low Sumac		36		36	#3		N	
RosKB	Rosa 'Knockout Blushing'	Blushing Knockout Rose		17		17	3 gal		N	
RosPD	Rosa 'Popcorn Drift'	Popcorn Drift Rose		20		20	3 gal		N	
RosAD	Rosa 'Apricot Drift'	Apricot Drift Rose	6			6	3 gal		N	
Sp	Spiraea 'Double Play Doozie'	Double Play Doozie Spiraea	3	11		14	3 gal		N	
Spr	PICEA pungens 'Waldbrunn'	Waldbrunn Spruce	1			1	6 gal		N	
SyB	Syringa 'Bloomerang Dark Purple'	Dark Purple Bloomerang Lilac		22		22	5 gal		N	
Tax	Taxus media 'Everlow'	Everlow Yew	5			5	18-24"	BB	N	
TPhy	Transplanted Hydrangea		1			1	ex	transplant	N	
TPspr	Transplanted Spruce		1			1	ex	transplant	N	
VA	Vaccinium angustifolium	Lowbush Blueberry			600	600	2 qt	plant 24" o.c.	Y	
PERENNIALS, GROUNDCOVERS, VINES AND ANNUALS										
Symbol	Botanical Name	Common Name	Front Bed	Rear of House	Woodland	Total Quantity	Size	Comments	Native	
A	Achillea 'Moonshine'	Moonshine Yarrow		7		7	1 gal			
All	Allium 'Millennium'	Millennium Ornamental Onion		25		25	1 gal		N	
Alch	Alchemilla mollis	Lady's Mantle		118		118	1 gal		N	
An	Anemone 'Honorable Jobert'	Honrine Jobert Anemone		32		32	1 gal		N	
AnS	Anemone hepaticensis 'September Charm'	Japanese Anemone	6			6	1 gal		N	
Arc	Arctostaphylos uva-ursi	Bearberry	16			16	2 qt		Y	
As	Asarum canadense	Canadian Ginger			1160	1160	1 qt	plant 12" o.c.	Y	
Ast	Astilbe 'Visions in Pink'	Visions in Pink Astilbe	8	26		34	1 gal		N	
Cp	Caltha palustris	Marsh Marigold			58	58	2 qt		Y	
Comp	Comptonia peregrina	Sweetfern			448	448	2qt	plant 18" o.c.	Y	
Dp	Demissaedra puricillaba	Haystacked Fern			340	340	2 qt	24" on center	Y	
Ech	Echinacea purpurea 'Magnus'	Magnus Coneflower		19		19	1 gal	plant 30" o.c.	Y	
GB	Geranium cantabrigiense 'Blokovo'	Biokovo Geranium		40		40	1 gal			
GD	Geranium pratense 'Dark Reiter'	Dark Rider Meadow Cranesbill		9		9	1 gal			
GNH	Geranium sanguinum 'NH Purple'	NH Purple Cranesbill		34		34	1 gal		Y	
GS	Geranium sang. var. striatum	Striatum Bloody Cranesbill		12		12	1 gal			
Hem	Existing Daylilies divided			ex		24	ex	divide existing to fill area	Y	
Hes1	Heuchera americana 'Green Spice'	Green Spice Alum Root		48		48	1 gal			
HueF	Heuchera 'Frosted Violet'	Frosted Violet Coral Bells		54		54	1 gal			
HB	Hosta 'Blueberry Muffin'	Blueberry Muffin Plaintain Lily		8		8	1 gal			
HFw	Hosta 'Frances Williams'	Frances Williams Plaintain Lily	2			2	1 gal		N	
HAM	Hosta 'August Moon'	August Moon Plaintain Lily		8		8	1 gal			
HE	Hosta 'Sieboldiana Elegans'	Elegans Plaintain Lily	2			2	1 gal		N	
Ig	Iris germanica	German Bearded Iris		48		48	1 gal	Owner's choice		
Iris	Iris Mix:									
	Iris sibirica 'Caesar's Brother'	Caesar's Brother Siberian Iris		9		9	1 gal	mix together		
	iris sibirica 'Moon Silk'	Moon Silk Siberian Iris		8		8	1 gal	mix together		
Lam	Lanium maculatum 'Pink Pewter'	Pink Pewter Dead Nettle		16		16				
Lav	Lavandula 'Hidcote'	Lavender	7	30		37	1 gal		N	
Leu	Leucanthemum vulgare 'Becky'	Shasta Daisy		14		14	1 gal			
Lia	Liatris Mix:									
	Liatris spicata 'Floristan White'	Floristan's White Liatris		13		13	1 gal	mix together	Y	
	Liatris spicata 'Kobold'	Kolbold Liatris		13		13	1 gal	mix together	Y	
Mon	Monarda 'Bee-You Bee Free'	Bee You Bee Free Beebalm		20		20	1 gal		Y	
Ms	Matteuthia struthiopteris	Ostrich Fern			110	110	1 gal	plant 24" o.c.	Y	
Nar	Daffodi Mix:									
	Narcissus 'Mount Hood'	Mount Hood Daffodil				TBD	topsize	mix together	N	
	Narcissus 'Dutch Masters'	Dutch Masters Daffodil				TBD	top size	mix together	N	
	Narcissus 'King Alfred'	King Alfred Daffodil				TBD	top size	mix together	N	
Pe	Peony Mix:									
	Paenonia 'Bowl of Beauty'	Bowl of Beauty Peony		15		15	1 gal	mix together	N	
	Paenonia 'Sarah Bernhardt'	Sarah Bernhardt Peony		15		15	1 gal	mix together	N	
	Paenonia 'Dutchess de Nemours'	Dutchess de Nemours Peony		15		15	1 gal	mix together	N	
Per	Perovskia atriplicifolia 'Little Spire'	Little Spire Russian Sage	9			9	1 gal		N	
Ph	Phlox 'Emerald Cushion'	Emerald Cushion Phlox		5		5	1 gal		N	
PhD	Phlox divaricata	Woodland Phlox			234	234	1 gal	plant 12" o.c.	Y	
Rud	Rudbeckia x 'American Gold Rush'	American Gold Rush Black Eyed Susan		12		12	1 gal		Y	
Salv	Salvia 'Caradonna'	Caradonna Sage		25		25	1 gal		N	
Se	Sedum Sunspariens® 'Angelina's Teacup'	Angelina's Teacup Stonecrop		31		31	1 gal			
Sed	Sedum 'Autumn Joy'	Autumn Joy Sedum	9	15		24	1 gal		N	
Stac	Stachys 'Silver Carpet'	Silver Carpet Lamb's Ears		10		10	1 gal		N	
TPper	Transplanted Perovskia		5			5	ex	transplant	N	
V	Verbena bonariensis			TBD		TBD	TBD	in pots		
P	Pollinators for 'Vegetable Garden			TBD		TBD	TBD	Owner's Choice		
Annals	Annual Mix for pots			TBD		TBD	TBD	Owner's Choice in pots		

Legend

(2) ▲	Proposed Up Light	32	Minor Existing Contour
(8) ⦿	Proposed Path Light	10	Major Existing Contour
(8) ◐	Proposed Wall Light	down (#R)	(# of Risers) Proposed Step(s) Down
		+100.00 TS	Proposed Top of Step
+	Proposed Tree	+100.00 BS	Proposed Bottom of Step
		+100.00 TW	Proposed Top of Wall
●	Existing Tree	+100.00 BW	Proposed Bottom of Wall

Lighting Schedule

TBD
-----

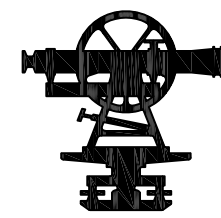


Craig Residence  
LANDSCAPE SITE PLAN  
44 Saddle Trail Drive

Drawn By: WSA  
Checked By: RW  
Scale: 1"=20'-0"  
Date: 2025-05-02  
Revisions: 2025-05-27  
issued for CUP

L-1





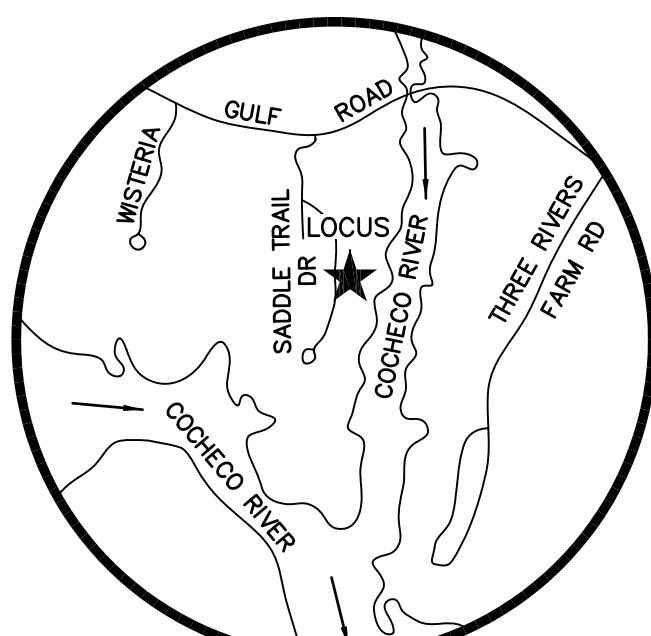
LEGEND EXISTING

- MONUMENT
- BOUND
- NO MONUMENT FOUND OR SET
- ✱ OAK TREE (EXCEPT WHEN NOTED)
- ✱ PINE TREE (EXCEPT WHEN NOTED)
- ⊙ WELL
- ⊙ LIGHTPOLE
- ⊙ MAILBOX
- TREELINE
- N 89°56'30" E 425.61' PROPERTY LINE
- D--- DRAIN LINE
- FENCE
- EP EDGE OF PAVEMENT
- S/F PROPOSED SILT FENCE

ABBREVIATION LEGEND:  
CBF - CONCRETE BOUND FOUND  
GBF - GRANITE BOUND FOUND  
(+2') - DENOTES HEIGHT OF THE MONUMENT

25' X 50' TREE POINT GRID POINTS

GRID 1	60
GRID 2	75
GRID 3	135
GRID 4	120
GRID 5	130
GRID 6	105
GRID 7	145
GRID 8	120
GRID 9	225
GRID 10	95
GRID 11	165
GRID 12	100
GRID 13	95
GRID 14	80



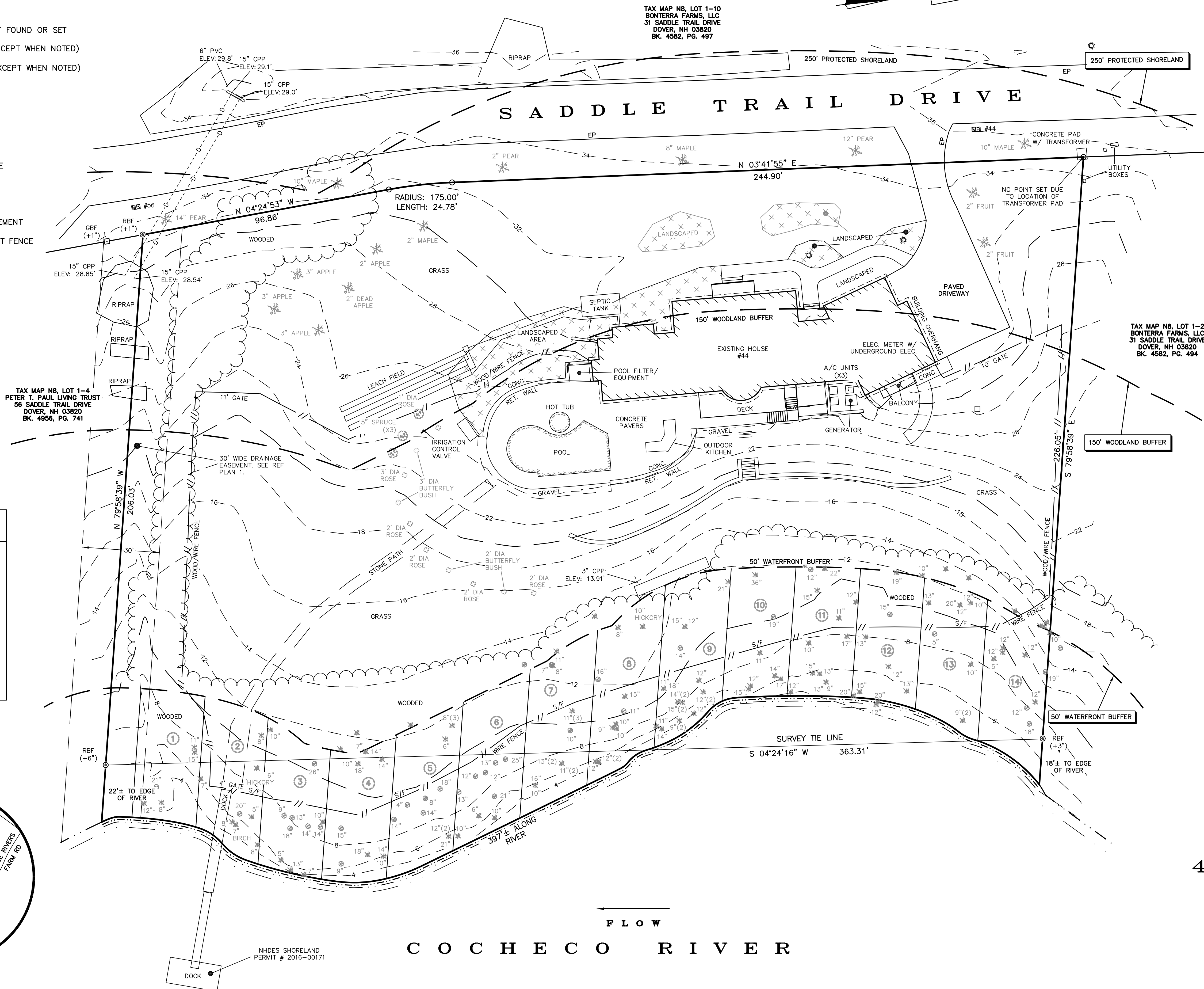
LOCATION MAP N.T.S.

FILE NO. 439  
PLAN NO. C-3603  
DWG. NO. 23260 SL-1

31 MOONEY STREET, ALTON, NH 603-875-3948

NORWAY PLAINS ASSOCIATES, INC.

2 CONTINENTAL BLVD., ROCHESTER, NH 603-335-3948



- NOTES:
- THE PURPOSE OF THIS PLAN IS TO DEPICT THE EXISTING CONDITIONS OF TAX MAP N8, LOT 1-3.
  - TOTAL PARCEL AREA: MAP N8, LOT 1-3 80,093 SQUARE FEET; 1.84 ACRES.
  - PARCEL IS ZONED: R-40 RURAL RESIDENTIAL.  
OVERRIDING DISTRICTS:  
CONSERVATION DISTRICT-WITHIN 100' OF THE REFERENCE LINE OF ANY WATER BODY.  
-ANY SLOPES IN EXCESS OF 20%.  
WETLAND PROTECTION DISTRICT-ALL AREAS OF WETLANDS.  
-ALL CONSTRUCTION ALTERING THE SURFACE OF THE GROUND SHALL BE SET BACK 50' FROM A WETLAND PROTECTION DISTRICT.  
-NO SEPTIC TANKS OR LEACH FIELDS WITHIN 75' OF ANY WETLAND PROTECTION ZONE.  
RIVERFRONT RESIDENTIAL OVERLAY DISTRICT-ALL LAND LOCATED WITHIN 250' OF ANY TIDAL WATERBODY OR TIDAL RIVER.  
-MINIMUM LOT SIZE SHALL BE THREE TIMES THAT REQUIRED BY ARTICLE 170-12.  
-150' MINIMUM SHORELAND FRONTAGE.
  - MINIMUM LOT REQUIREMENTS (OPEN SPACE SUBDIVISION): LOT SIZE = 20,000 SQ FT, FRONTAGE = 40 FT.
  - BUILDING SETBACKS: FRONT YARD = 20 FT, SIDE YARD = 20 FT, REAR YARD = 20 FT. (ULTIMATE CERTIFICATION AND VERIFICATION OF THE ZONE DESIGNATION AND APPLICABLE LOCATION OF BUILDING SETBACK REQUIREMENTS ARE THE SOLE RESPONSIBILITY OF THE ZONING OFFICER IN THE SUBJECT MUNICIPALITY.)
  - THE SURVEYED PARCEL IS SERVICED BY ON-SITE WATER AND SEPTIC.
  - THE SURVEYED PARCEL IS PARTIALLY LOCATED WITHIN THE 100 YEAR FLOOD ZONE AS SHOWN ON THE FLOOD INSURANCE RATE MAP DATED 9/30/2015 COMMUNITY PANEL # 33017C0330E.
  - HORIZONTAL DATUM: NH STATE PLANE, NAD83(2011), VERTICAL DATUM: NAVD88.
  - ABUTTING PROPERTY INFORMATION WAS TAKEN FROM DOVER TAX RECORDS. ABUTTING PROPERTY LINES WERE TAKEN FROM DOVER TAX MAPS AND ARE FOR INFORMATIONAL PURPOSES ONLY.
  - SADDLE TRAIL DRIVE IS A PRIVATE ROAD, PER NH DOT.

REFERENCE PLANS:

- "OPEN SPACE SUBDIVISION WITH COMMERCIAL COMPONENT, PREPARED FOR WOODWIND FARMS, LLC. TAX MAP N, LOT 8-1, GULF ROAD, DOVER, NEW HAMPSHIRE." DATED: JULY 17, 2007 AND PREPARED BY DOUCET SURVEY INC. RECORDED: STRAFFORD COUNTY REGISTRY OF DEEDS PLAN # 93-55 & 56.
- "SHORELAND PERMIT PLAN SET, LOT 3, SADDLE TRAIL DRIVE, DOVER NH" DATED: DECEMBER 2015 BY NORWAY PLAINS ASSOCIATES, INC. NOT RECORDED - NHDES SHORELAND PERMIT NO. 2016-00171

TAX MAP N8, LOT 1-3  
OWNER OF RECORD:  
JOHN S. & JUDITH LARKIN CRAIG  
44 SADDLE TRAIL DRIVE  
DOVER, NH 03820  
BOOK 5106, PAGE 874

EXISTING CONDITIONS  
SHORELAND PLAN  
44 SADDLE TRAIL DRIVE  
DOVER  
NEW HAMPSHIRE  
FOR:  
JOHN & JUDY CRAIG

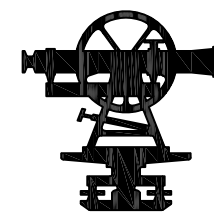
1" = 20' MAY 2025

GRAPHIC SCALE



REVISIONS:





## LEGEND EXISTING

- MONUMENT
- BOUND
- NO MONUMENT FOUND OR SET
- ✱ OAK TREE (EXCEPT WHEN NOTED)
- ✱ PINE TREE (EXCEPT WHEN NOTED)
- ⊙ WELL
- ⊙ LIGHTPOLE
- ⊙ MAILBOX
- TREELINE
- N 89°56'30" E 425.61' PROPERTY LINE
- D--- DRAIN LINE
- FENCE
- EP EDGE OF PAVEMENT
- S/F PROPOSED SILT FENCE

ABBREVIATION LEGEND:  
CBF - CONCRETE BOUND FOUND  
GBF - GRANITE BOUND FOUND  
(+2") - DENOTES HEIGHT OF THE MONUMENT

- CONSTRUCTION NOTES:
1. INSTALL SILT FENCE AND FILTER SOCK AS SHOWN.
  2. CONSTRUCT FLOW BEDS.
  3. REGRADE LAWN AREA AND PLANT FLOWER.
  4. CONSTRUCT RETAINING WALLS.
  5. CONSTRUCT NEW PERVIOUS PAVER AREAS.
  6. RANDOMLY PLANT NATIVE SPECIE PLANTS AND TREES.
  7. STABILIZE DISTURBED AREAS.
  8. REMOVE SILT FENCE AND FILTER SOCKS ONCE SITE IS STABILIZED.

TAX MAP N8, LOT 1-10  
BONTERRA FARMS, LLC  
31 SADDLE TRAIL DRIVE  
DOVER, NH 03820  
BK. 4582, PG. 497

NH-GRID

SADDLE TRAIL DRIVE

250' PROTECTED SHORELAND

## NOTES:

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2. TOTAL PARCEL AREA: MAP N8, LOT 1-3 80,093 SQUARE FEET; 1.84 ACRES.
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DATED: DECEMBER 2015 BY NORWAY PLAINS ASSOCIATES, INC.  
NOT RECORDED - NHDES SHORELAND PERMIT NO. 2016-00171

PERVIOUS PAVER MAINTENANCE NOTES:  
MONTHLY: REMOVE DEBRIS, GRASS CLIPPINGS, STICKS, SEDIMENT AND LEAVES

SEASONALLY:  
-REMOVE SNOW WITH RUBBER-TIPPED SHOVEL TO REDUCE DAMAGE TO FLAGSTONE.  
-WASH PAVERS TO REMOVE SILTS AND SEDIMENT TO PREVENT CLOGGING.

## PERVIOUS PAVER DETAIL

SURFACE WATER FLOWS INTO PAVER VOID OPENINGS

PAVER

Permeable Base Materials  
Typically No. 57 Aggregate

Permeable Base Materials  
Typically No. 2 Aggregate

Woven Geotextile Fabric  
(Optional)

PERMEABILITY SUBGRADE

TAX MAP N8, LOT 1-3  
OWNER OF RECORD:  
JOHN S. & JUDITH LAPKIN CRAIG  
44 SADDLE TRAIL DRIVE  
DOVER, NH 03820  
BOOK 5106, PAGE 874

TOPOGRAPHIC SHORELAND  
PLAN  
44 SADDLE TRAIL DRIVE  
DOVER  
NEW HAMPSHIRE  
FOR:  
JOHN & JUDY CRAIG

1" = 20' MAY 2025

GRAPHIC SCALE



REVISIONS:



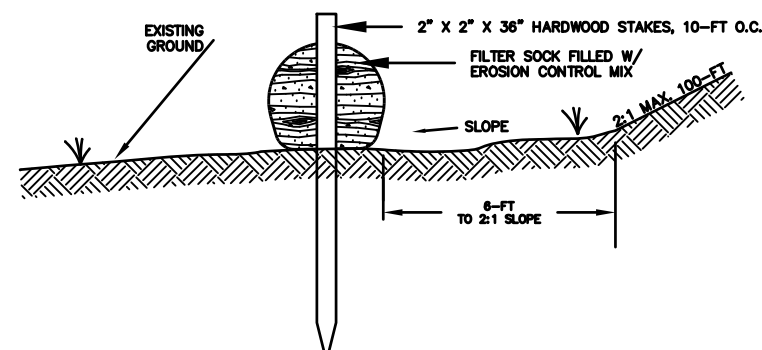
COCHECO RIVER

FLOW

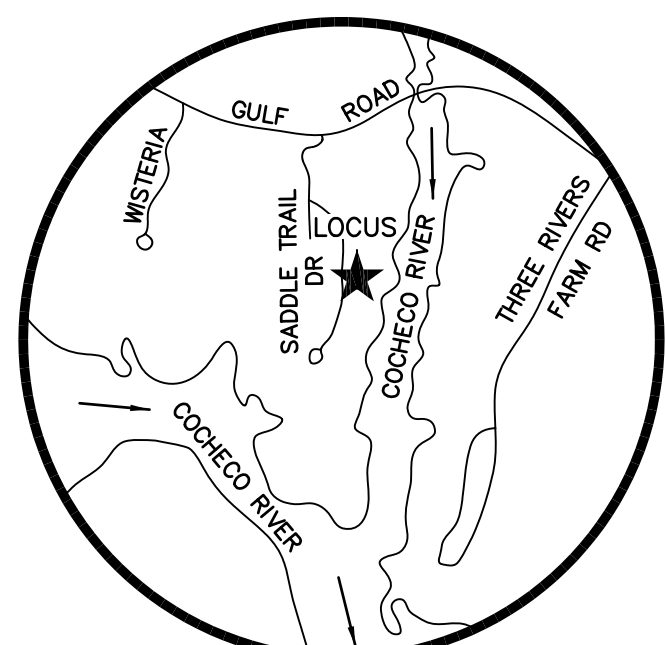
NHDES SHORELAND PERMIT # 2016-00171

DOCK

TAX MAP N8, LOT 1-4  
PETER T. PAUL LIVING TRUST  
56 SADDLE TRAIL DRIVE  
DOVER, NH 03820  
BK. 4956, PG. 741



## FILTER SOCK CROSS-SECTION



LOCATION MAP N.T.S.

FILE NO. 439  
PLAN NO. C-3603  
DWG. NO. 23260 SL-1

31 MOONEY STREET, ALTON, NH 603-875-3948

NORWAY PLAINS ASSOCIATES, INC.

2 CONTINENTAL BLVD., ROCHESTER, NH 603-335-3948



May 28, 2025

**44 Saddle Trail Drive – Craig Residence  
Conditional Use Permit Application  
Criteria for Approval**

**Wetlands District CUP Criteria:**

***A) Practicable Alternative: There is no less adverse impact on the area:***

Portions of the rear of the current site are steeply sloping and prone to erosion. This steepness makes it very difficult for the homeowners, who are active seniors, to safely access the lower areas of the property. To facilitate full access and use of the property, the plan proposes a low, 3.5' high, retaining wall and steps that create safe access and mitigates the steepness of the slope. The proposed retaining wall also slows surface runoff down the slope allowing it a place to percolate into the ground, better protecting against potential erosion.

A short section of boardwalk, built on helical piers, is proposed to allow walking along a section of the existing woodland edge. The proposed boardwalk crosses a spot where existing drainage (a footing drain outlet) has created a small area that is periodically damp. Native wetland plantings are proposed for this wet area and include *Caltha palustris* (Marsh Marigold), *Matteucia struthiopteris* (Ostrich Fern) and *Phlox divaricata* (Wild Blue Phlox).

There is no practicable way to achieve the proposed goals of this construction that would have less impact.

***B) Avoidance: The potential impacts have been avoided to the maximum extent practicable.***

The proposed plan allows for safer access down the slope, with less chance of future soil erosion and minimizes impacts as much as practical. Erosion control has been specified on the plans for protection from erosion during construction. The extent of the impact of the proposed wall and boardwalk is limited to what will create a less steep slope and protect the woodland buffer. The proposed plan is the least impacting alternative that will allow for safer use of the property by the owners while protecting the site from erosion.



***C) Minimization: Any unavoidable 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.***

The proposed plan minimizes unavoidable impacts and improves existing conditions. It provides safe access to the lower portions of the site and mitigates the existing erosion conditions.

The plans have been prepared by Woodburn & Company Landscape Architecture, registered in the State of New Hampshire, and reviewed by Norway Plains Associates, Civil Engineers.

The design and construction methods will minimize detrimental impacts to the resource.

***(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 each of said plan for their review.***

Agreed. Should NHDES require further mitigation a plan will be submitted to the Conservation Commission and Planning Board.

***(E) Approval for the wetlands impact has been received from the NHDES Wetlands Bureau pursuant to Section G (3).***

NHDES Wetland Minimum Impact Permit Application submitted with this application and will provide to the board upon approval.

**Conservation District Required Information:**

The plans illustrate the use of erosion control to prevent erosion of disturbed soils during construction. The proposed plans break the steep slopes and diminish existing erosion conditions. All disturbed soils will be properly stabilized with hydroseeding prior to the removal of erosion control.



**Conservation District CUP Criteria:**

***(A) The applicant shall demonstrate that the proposed use is essential to the productive use of land not in the district and is located and constructed to minimize any detrimental impact of such use upon the surface waters or other environmentally sensitive areas, where it is physically impossible to locate such use on land not in the district, and economic advantage alone shall not be deemed a sufficient reason for such proposed use.***

The proposed plan allows for a safe means of access to lower areas of the site by the owners and their family. It also diminishes existing erosion conditions by breaking the existing steep slopes with the proposed retaining wall. Appropriate erosion control will be in place during construction and all disturbed soils will be stabilized with new plantings or hydroseeding as shown on the plans.

***(B) A soil erosion and sedimentation control plan is submitted and followed to verify the planned avoidance of sediment pollutant runoff to bodies of water. s plan will address the following (if applicable), but should not be limited to:***

- [1] Stabilization of exposed soils and soil stockpiles;***
- [2] Protection of steep slopes from erosion;***
- [3] Construction site waste management;***
- [4] Inspection and maintenance of runoff control measures (BMPs);***
- [5] Minimization of land clearing;***
- [6] Stabilization of drainageways;***
- [7] Installation of perimeter controls;***
- [8] Installation of sediment trapping devices; and***
- [9] Storm drain inlet protection.***

Appropriate erosion control is illustrated on the landscape plan and engineering plans submitted as part of the NHDES Shoreland and Wetland applications.

***(C) Necessary state and federal approvals have been applied for. Said permits shall be received prior to the issuance of the conditional use permit by the Planning and Community Development Department.***

***[Amended 7-22-2020 by Ord. No. 2020.07.08-006]***

NHDES Shoreland and Wetland applications are included as part of the CUP application documentation.

***(D) A written review by the Conservation Commission of the environmental effects of the proposed use upon the area in question has been submitted. The Commission's review shall address the following, but is not limited to:***



- [1] Attempted avoidance of the impact;***
- [2] Minimization of the impact;***
- [3] Planned mitigation of the effects of the impact; and***
- [4] Efficacy of the soil erosion and sedimentation control plan.***

This information has been submitted in the document above and will be reviewed with the Conservation Commission.







woodburn  
& company

LANDSCAPE ARCHITECTURE

Since 1994 *reflecting your vision.*



PHONE 603.659.5949 • FAX 603.659.5939

102A KENT PLACE  
NEWMARKET, NH 03857

*[www.woodburnandcompany.com](http://www.woodburnandcompany.com)*

*[www.houzz.com/pro/robwoodburn](http://www.houzz.com/pro/robwoodburn)*



**NEW HAMPSHIRE DEPARTMENT OF ENVIROMENTAL SERVICES  
SHORELAND PERMIT APPLICATION**

---

**PREPARED FOR:**

**JOHN S. & JUDITH LAPKIN CRAIG  
TAX MAP N8, LOT 1-3  
44 SADDLE TRAIL DRIVE  
COCHECO RIVER  
DOVER, NEW HAMPSHIRE  
STRAFFORD COUNTY**

**MAY 2025**

**PREPARED BY:**

**NORWAY PLAINS ASSOCIATES, INC.**  
**LAND SURVEYORS • SEPTIC SYSTEM DESIGNERS • CIVIL ENGINEERS**

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# SHORELAND PERMIT APPLICATION

Water Division / Wetlands Bureau

[Check Application Status](#)



**RSA / Rule:** RSA 483-B, Env-Wq 1400

Administrative Use Only	Administrative Use Only	Administrative Use Only	File No.:
			Check No.:
			Amount:
			Initials:

This is an application for a permit to excavate, fill, construct new structures, or remove structures within the protected shoreland regulated under RSA 483-B. By providing your email address, you authorize NHDES to communicate all matters relative to this filing electronically, using your email address.

## SECTION 1 - PROJECT DESCRIPTION (Env-Wq 1406.07)

Please concisely describe your proposed project:

The owners are proposing a small amount of grading and construction of retaining walls and paths to enhance their gardens. The majority of the work will be between the 50' waterfront buffer and the 150' woodland buffer from Fresh Creek. The only disturbances proposed within the 50' waterfront buffer are hand plantings of native ornamental species.

## SECTION 2 - PROJECT LOCATION (Env-Wq 1406.07)

ADDRESS: 44 Saddle Trail Drive	TOWN/CITY: Dover	STATE: NH	ZIP CODE: 03820
WATERBODY NAME: Cocheco River		TAX MAP/ BLOCK/LOT NUMBER: N8 / 1-3	

## SECTION 3 - PROPERTY OWNER AND DEED INFORMATION (Env-Wq 1406.07)

The legal name of each property owner must be as it appears on the deed of record. If the owner is a trust or a company, write the name of the trust or company as the owner's name.

LAST NAME, FIRST NAME, M.I.: Craig, John S. & Judith Lapkin

MAILING ADDRESS: 44 Saddle Trail Drive	TOWN/CITY: Dover	STATE: NH	ZIP CODE: 03820
----------------------------------------	------------------	-----------	-----------------

PHONE: 970-510-0509	EMAIL (if available): jcraig1234@gmail.com
---------------------	--------------------------------------------

REGISTRY OF DEED COUNTY: Strafford	BOOK NUMBER: 5106	PAGE NUMBER: 874
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## SECTION 4 - APPLICANT (DESIRED PERMIT HOLDER), IF DIFFERENT THAN OWNER (Env-Wq 1406.07)

If the applicant is a trust or a company, write the name of the trust or company as the applicant's name. If the applicant is the owner, please leave blank and check the following box: ☐

LAST NAME, FIRST NAME, M.I.:

MAILING ADDRESS:	TOWN/CITY:	STATE:	ZIP CODE:
------------------	------------	--------	-----------

PHONE:	EMAIL (if available):
--------	-----------------------

## SECTION 5 - CONTRACTOR OR AGENT (OPTIONAL)

LAST NAME, FIRST NAME, M.I.: Norway Plains Associates, Inc., c/o Aaron Lamond

ADDRESS: P.O. Box 249	TOWN/CITY: Rochester	STATE: NH	ZIP CODE: 03866
-----------------------	----------------------	-----------	-----------------

PHONE: 603-335-3948	EMAIL (if available): alamond@norwayplains.com
---------------------	------------------------------------------------

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

[shoreland@des.nh.gov](mailto:shoreland@des.nh.gov) or (603) 271-2147

[des.nh.gov](http://des.nh.gov)



**SECTION 6 - CRITERIA (Env-Wq 1406.07)**

**Please check at least one of the following:**

- ☒ This shoreland permit application requires neither a proposal to make the property more nearly conforming nor a request for a waiver of a minimum standard.
- ☐ This shoreland permit application includes a proposal to make the structures and/or the property [more nearly conforming](#) in accordance with RSA 483-B:11.
- ☐ This shoreland permit application includes a [request for a waiver](#) of the following minimum standard(s): RSA 483-B:9, V.

**SECTION 7 - RELATED PERMIT APPLICATIONS ASSOCIATED WITH THIS PROJECT (Env-Wq 1406.14)**

Please indicate if you also require the following permits. If so, please indicate the status of your permit application.

Permit Type	Permit Required	File Number	Permit Application Status
Alteration of Terrain per RSA 485-A:17	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Individual Sewerage Disposal per RSA 485-A:29	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Subdivision Approval per RSA 485-A:29	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Wetlands Permit per RSA 482-A	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED

**SECTION 8 - REFERENCE LINE ELEVATION (Env-Wq 1406.07)**

Required for projects located on the protected shoreland of lakes or ponds. The reference line elevations for most lakes, ponds, and artificial impoundments greater than 10 acres are listed in the Consolidated List of Waterbodies Subject to the Shoreland Water Quality Protection Act. See RSA 483-B:4, XVII for the definition of reference line.

REFERENCE LINE ELEVATION (feet above sea level): 4' +/-

**SECTION 9 - APPLICATION FEE & SUBMITTAL (RSA 483-B:5-b, I(b); RSA 483-B:5-b, X)**

A nonrefundable permit application fee of \$200 plus \$0.20 per total square feet of impact for restoration of water quality improvement projects, or \$400 plus \$0.20 per total square feet of impact for all other projects is required at the time the application is submitted. *Applications for projects solely funded by municipal, county, state, or federal entities shall incur a permitting fee no greater than \$3,750.*

To mail or hand deliver this application and all required attachments to the NHDES Wetlands Bureau, please use PO Box 95, Concord, NH 03302-0095. Missing information may delay your shoreland permit application and may result in denial. *If paying by check or money order, please make payable to the Treasurer, State of New Hampshire.*

<b>SECTION 10 - CALCULATING TOTAL IMPACT AREA / PERMIT APPLICATION FEE (RSA 483-B:5-b, I(b); RSA 483-B:5-b, X)</b>				
Calculate total impact area by determining the sum of all areas disturbed by regrading, excavating, filling, construction or structure removal. Impacts often include, but are not limited to constructing new driveways, constructing new structures, areas disturbed when installing septic systems and foundations, creating temporary access roads to drill a new well and regrading associated with landscaping activities.				
TOTAL AREA IMPACTED WITHIN THE PROTECTED SHORELAND =	4,922	<b>(A) square feet</b>		
- For restoration of water quality improvement projects: Multiply line (A) by \$0.20 and add \$200. $[(A) \times \\$0.20 + \\$200] = \\$ <b>Permit fee¹</b>    - For all other projects: Multiply line (A) by \$0.20 and add \$400. $[(A) \times \\$0.20 + \\$400] = \\$ 1,384.40 <b>Permit fee</b>				
<b>SECTION 11 - REQUIRED CERTIFICATIONS (Env-Wq 1406.08; Env-Wq 1406.10(a))</b>				
By initialing each of the following statements, and signing below, you are certifying that:				
Initials: AGL	The information provided is true, complete, and not misleading to my knowledge and belief.			
Initials: AGL	I understand that:     - Any permit or waiver granted based on false, incomplete, or misleading information shall be subject to revocation.    - I am subject to the applicable penalties in RSA 641, Falsification in Official Matters.    - Obtaining a shoreland permit shall not exempt the work proposed from other state, local, or federal approvals.			
Initials: AGL	I have notified the governing body of the municipality or municipalities in which the property is located by certified mail, in accordance with Env-Wq 1406.13.			
Initials: AGL	I have notified all abutters ² of the proposed impacts via certified mail, in accordance with Env-Wq 1406.13.			
Initials: AGL	<input checked="" type="checkbox"/> This project is within one-quarter mile of a designated river, and I have provided the Local River Management Advisory Committee (LAC) with a copy of my complete application, including all supporting materials, via certified mail, in accordance with Env-Wq 1406.13. <input type="checkbox"/> This project is <i>not</i> within one-quarter mile of a designated river.			
Initials: AGL	For any project proposing that the impervious area be at least 15% but not more than 20% within the protected shoreland, I certify that the impervious area is not more than 20%. <input checked="" type="checkbox"/> N/A			
<b>SECTION 12 - REQUIRED SIGNATURES (Env-Wq 1406.08)</b>				
Both the property owner and applicant must sign.				
SIGNATURE (OWNER):	PRINT NAME LEGIBLY:	DATE:		
SIGNATURE (APPLICANT, IF DIFFERENT FROM OWNER):	PRINT NAME LEGIBLY:	DATE:		

¹ Projects solely funded by municipal, county, state, or federal entities shall incur a permit application fee no greater than \$3,750.

² "Abutter" means any person who owns property immediately contiguous to the property on which the proposed work will take place, or who owns flowage rights on such property. The term does not include properties separated by a public road or located more than ¼ mile from the limits of the proposed work. If contiguous properties are owned by the person who is proposing the work, then the term includes the person owning the next contiguous property, subject to the ¼ mile limitation.



## SHORELAND PERMIT APPLICATION WORKSHEET

You must include this worksheet with every shoreland permit application. Include a separate worksheet for each individual lot of record where impacts are proposed.

In this worksheet, “pre-construction” impervious surface area³ means all human-made impervious surfaces⁴ currently present within the protected shoreland of a lot, whether to be removed or to remain after the project is completed. “Post-construction” impervious area means all impervious surfaces that will exist within the protected shoreland of a lot upon completion of the project, including both new and any remaining pre-construction impervious surfaces. All answers must be in square feet.

### Calculating Impervious Area

CALCULATING THE IMPERVIOUS AREA OF A LOT WITHIN 250 FEET OF THE REFERENCE LINE (Env-Wq 1406.12)			
	STRUCTURE DESCRIPTION	PRE-CONSTRUCTION IMPERVIOUS AREAS	POST-CONSTRUCTION IMPERVIOUS AREAS
<b>PRIMARY STRUCTURE(S)</b> House and all attached decks and porches.	House, Overhangs, Decks, Steps	4996 FT ²	4996 FT ²
<b>ACCESSORY STRUCTURES</b> All other impervious surfaces excluding lawn furniture, well heads, and fences. Common accessory structures may include driveways, walkways, patios and sheds.	Driveway	1712 FT ²	1712 FT ²
	Concrete / Walkways	1147 FT ²	1493 FT ²
	Patios	2136 FT ²	2136 FT ²
	Retaining Walls	203 FT ²	423 FT ²
	HVAC Equipment	45 FT ²	45 FT ²
	Pool / Jacuzzi / Dock	780 FT ²	780 FT ²
<b>TOTAL:</b>		<b>(A) FT² 11019</b>	<b>(B) FT² 11,585</b>
Area of the lot located within 250 feet of reference line:			<b>(C) FT² 80,093</b>
Percentage of lot covered by pre-construction impervious area within 250 feet of the reference line: <i>[divide (A) by (C) x 100]</i>			<b>(D) % 13.75</b>
Percentage of lot to be covered by post-construction impervious area within 250 feet of the reference line upon completion of the project: <i>[divide (B) by (C) x 100]</i>			<b>14.46 (E) %</b>

³ “Impervious surface area” as defined in Env-Wq 1402.13 means, for purposes of the impervious surface limitation specified in RSA 483-B:9, V(g), the total footprint of each impervious surface that is located within the protected shoreland.

⁴ “Impervious surface” as defined in RSA 483-B:4, VII-b means any modified surface that cannot effectively absorb or infiltrate water. Examples may include roofs, and unless designed to effectively absorb or infiltrate water, decks, patios, and paved, gravel, or crushed stone driveways, parking areas, and walkways.

## Stormwater Management Requirements

IMPERVIOUS AREA THRESHOLDS (RSA 483-B:9, V(g))
<input type="checkbox"/> A net decrease or no net increase in impervious area is proposed (If <b>line E</b> is less than or equal to <b>line D</b> ).
<input checked="" type="checkbox"/> The percentage of post-construction impervious area ( <b>line E</b> ) is less than or equal to 20%.  This project <i>does not require</i> a stormwater management plan and <i>does not require</i> a plan demonstrating that each waterfront buffer grid segment at least meets the minimum required tree and sapling point score.
<input type="checkbox"/> A net increase in impervious area is proposed and the percentage of post-construction impervious area ( <b>line E</b> ) is greater than 20%, but less than 30%.  This project <i>requires</i> a stormwater management but <i>does not require</i> a plan demonstrating that each waterfront buffer grid segment at least meets the minimum required tree and sapling point score.  <i>See details on Application Checklist</i>
<input type="checkbox"/> A net increase in impervious area is proposed and the percentage of post-construction impervious area ( <b>line E</b> ) is greater than 30%.  This project <i>requires</i> a stormwater management plan designed and certified by a professional engineer <i>and requires</i> plans demonstrating that each waterfront buffer grid segment meets at least the minimum required tree and sapling point score.  <i>See details on Application Checklist</i>

## Natural Woodland Area Requirements

DETERMINING THE AREA TO REMAIN AS NATURAL WOODLAND	
Total area of the lot between 50 feet and 150 feet of the reference line within which the vegetation currently exists as natural woodland ⁵ ( <i>see definition below</i> ).	(F) FT ² <b>5287</b>
Total area of the lot between 50 feet and 150 feet from the reference line.	(G) FT ² <b>38821</b>
At least 25% of area (G) must remain in as natural woodland. $[0.25 \times G]$	(H) FT ² <b>9705</b>
Place the lesser of area (F) and calculation (H) on this line. To comply with the <i>natural woodland area requirement</i> , this is the minimum area that must remain as natural woodland between 50 feet and 150 feet from the reference line. This area must be represented on all plans and this area, exclusive of existing lawn, must remain in an unaltered state ⁶ .	5287 (I) FT ²
Name of person who prepared this worksheet: <b>Aaron G. Lamond</b>	
Name and date of the plan associated with this worksheet: <b>Existing Conditions, October 2024</b>	

⁵ **"Natural Woodland"** means a forested area consisting of various species of trees, saplings, shrubs, and ground covers in any combination and at any stage of growth (483-B:4, XI).

⁶ **"Unaltered State"** means native vegetation allowed to grow without cutting, limbing, trimming, pruning, mowing, or other similar activities except as needed for renewal or to maintain or improve plant health (483-B:4, XXIV-b).



*Please keep this checklist for your reference. Do not include it with your application.*

## SHORELAND PERMIT APPLICATION CHECKLIST

Unless specified, all items listed below are required. Failure to include them may delay a decision on your permit application and may result in denial. Please reference statute RSA 483-B, the Shoreland Water Quality Protection Act (SWQPA) and administrative rules Env-Wq 1400 et seq. of the SWQPA at [des.nh.gov](http://des.nh.gov). This checklist is for your guidance.

### Required Attachments for All Projects (Env-Wt 1406.06, Env-Wq 1406.07; Env-Wq 1406.12; Env-Wq 1406.13).

- ☐ Application fee required by RSA 483-B:5-b, I(b).
- ☒ A copy of the recorded deed of the current property owner.
- ☐ A copy of the U.S. Geological Survey map with the property and project located.
- ☐ Photos of existing site conditions within the protected shoreland, including within 50 feet of all proposed impacts.
- ☐ A copy of the tax map showing the location and lot number of the proposed project.
- ☐ A list of names and mailing addresses, as well as tax map and lot numbers, of all abutters (Env-Wq 1406.12(e)). Public infrastructure projects such as public roads, public utility lines, and associated structures and facilities, including public water access facilities, are not required to notify abutters (RSA-483-B:5-b, IV-a).
- ☐ Certified mail receipts verifying that the governing body of the municipality in which the project will be located, the Local River Management Advisory Committee (LAC), if the project is within ¼ mile of a Designated River under RSA 483:15, and all abutters have been notified, as applicable (RSA-483-B:5-b, IV-a).
- ☐ A copy of the state Natural Heritage Bureau (NHB) report for the subject property indicating that the project has been screened for species of concern.
- ☐ If the applicant is not the property owner and is not the authorized agent of the property owner for purposes of the application, documentation supporting the applicant's right to engage in the proposed activity on the property, such as a long-term lease or purchase-and-sale agreement.
- ☐ Plans and additional information, as described below.

### Plans (Format)

- ☐ Plans shall have a left margin of 2 inches. Remaining margins shall be at least 1 inch (Env-Wq 1406.11(b)).
- ☒ Plans drawn to scale shall be shown using a scale of not more than 20 feet to one inch. If a lot cannot be shown on a 1:20 scale, it shall be shown on a larger scale on a separate sheet (Env-Wq 1406.11(c)).
- ☐ Fold oversized plans to 8.5 x 11 inches (Env-Wq 1406.11(d)).

### Plans (Details)

The following information must be shown on all plans (Env-Wq 1406.09; Env-Wq 1406.10):

- ☒ An overview plan of the property within 250 feet of the reference line that shows the approximate location of all property lines, easements, and rights-of-way, clearly labeled.
- ☒ The scale, if any, used on the plan. If the plan is not to scale, show the complete dimensions of all features.
- ☒ A north-pointing arrow, indicating orientation.
- ☒ A legend that clearly indicates all symbols, line types, and shadings.
- ☒ The reference line, the primary building line (meaning the 50-foot primary structure setback line), the limits of the woodland buffer, and the protected shoreland.

- ☐ All other applicable local and state setbacks.
- ☐ The dimensions and locations of all existing structures, impervious areas, disturbed areas, and all other relevant features necessary to clearly define existing conditions.
- ☐ The dimensions and locations of all proposed structures, impervious areas, and all other relevant features necessary to clearly define the proposed project.
- ☐ A delineation of all existing and proposed cleared areas, such as, lawns, fields, paths, gardens, and beaches.
- ☐ The dimensions, locations, and descriptions of all proposed temporary impacts associated with completion of the project.
- ☐ The locations of all areas between 50 feet and 150 feet of the reference line that will remain as *natural woodland* (as determined on *Line (I)* of the shoreland application worksheet).
- ☐ Proposed methods of erosion and siltation controls indicated graphically and labeled, or otherwise annotated as needed for clarity, as specified by Env-Wq 1404.
- ☐ If the topography is to be permanently altered, the existing and proposed topography, including a reference elevation.
- ☐ A plan of any planting(s) proposed in the waterfront buffer, showing the proposed location(s) and scientific names or common names of proposed species.
- ☐ If applicable, the location of an existing or proposed 6-foot-wide foot path to the waterbody or temporary access path, as allowed by RSA 483-B:9, V(a)(2)(D)(viii) and (ix).
- ☐ The date of plan and the preparer's name.

#### Required Additional Information

##### 1. Projects Within the Waterfront Buffer (RSA 483-B:9, V(a)(2)(D); Env-Wq 1405.03; Env-Wq 1406.10)

- ☐ A plan delineating each waterfront buffer grid segment that will be impacted by the project.
- ☐ The location and diameter of all trees and saplings, at least up to that which is sufficient to meet the minimum point requirement specified in RSA 483-B:9, V(a)(2)(D) within each grid segment to be impacted.
- ☐ A designation of the trees and/or saplings to be cut during the project, if any, including:
  - ☐ The diameter of all trees and saplings at 4½ feet from the ground.
  - ☐ The names of the existing species, using either scientific names or common names.
- ☐ For any project proposing new or modification to the footprint of accessory structures within the waterfront buffer, provide the shoreland frontage of the lot, which is required to determine compliance with Env-Wq 1405.03.

##### 2. Subdivision Projects and Projects Requiring New Septic Systems (RSA 483-B:9)

- ☐ Location and description of any on-site or proposed septic system including approval number, if known, to provide evidence of compliance with RSA 483-B:9, V(c).
- ☐ For subdivisions only: shoreland frontage of the lot, to provide evidence of compliance with RSA 483-B:9, V(e) & (f).



**3. Projects Involving an Increase in Impervious Area (Env-Wq 1404.02; Env-Wq 1406.10; RSA 483-B:9, V(g))**

Projects that propose a *net increase* in impervious area may be required to incorporate a stormwater management plan and enhance the waterfront buffer with additional vegetation:

- For projects that propose a net increase in impervious area and the percentage of post-construction impervious area will be greater than 20%, but less than 30% (as determined on *Line (E)* of the shoreland application worksheet) within the protected shoreland, as specified in RSA 483-B:9, V(g)(2), please provide:
  - ☐ Plans for a stormwater management system that will infiltrate increased stormwater from development in accordance with Env-Wq 1500.
- For projects that propose a net increase in impervious area and the percentage of post-construction impervious area will be greater than 30% (as determined on *Line (E)* of the shoreland application worksheet) within the protected shoreland, as specified in RSA 483-B:9, V(g)(1) and (3), please provide:
  - ☐ Plans for a stormwater management system designed and certified by a professional engineer. Such design shall demonstrate that the post-development volume and peak flow rate based on the 10-year, 24-hour storm event, shall not exceed the pre-development volume and peak flow rate for flow off the property within the protected shoreland.
  - ☐ Evidence that each grid segment of the waterfront buffer at least meets the minimum required tree and sapling point score and/ or a planting plan in accordance with PART Env-Wq 1413, with the locations and species of all native plantings proposed to at least bring each deficient grid segment up to the required minimum point score. An explanation of how to score grid segments and a native species planting list is available in the [Vegetation Management for Water Quality](#) fact sheet.

**4. Pervious Technology Use (Env-Wq 1406.10)**

For any project that proposes the use of pervious surface technologies such as pervious asphalt or porous concrete, or to maintain existing pervious surfaces, please provide:

- ☐ A plan with the dimensions and locations of all proposed pervious surfaces.
- ☐ A cross-section of each type of pervious surface that shows the construction method and details. And
- ☐ Specifications indicating how the pervious technologies will be installed and maintained.

**5. Nonconforming Structures in accordance with RSA 483-B:11 (Env-Wq 1408.05)**

- ☐ For projects that propose expansions of non-conforming primary structures, please provide a completed [More Nearly Conforming Request Form](#) or your own request explaining how the project meets the requirements of RSA 483-B:11 and Env-Wq 1408.05.

**6. Waiver from the Minimum Standards (Env-Wq 1406.10; Env-Wq 1409)**

- ☐ For projects that request a waiver from the minimum standards of RSA 483-B:9, please provide a completed [Request Waiver from the Minimum Standards Request Form](#) or your own request explaining how the project meets the requirements of RSA 483-B:9, V(I) and PART Env-Wq 1409.01.

**7. Waiver from the Rules (Env-Wq 1413)**

- ☐ For projects that request a waiver from the Env-Wq 1400 rules, please provide a completed [Request Waiver from the Shoreland Rules Form](#) or your own request explaining how the project meets the requirements of Env-Wq 1413.

# NORWAY PLAINS ASSOCIATES, INC.

LAND SURVEYORS • SEPTIC SYSTEM DESIGNERS • CIVIL ENGINEERS

PO Box 249  
2 Continental Blvd. (03867)  
Rochester, NH 03866-0249  
Phone: (603) 335-3948  
[www.norwayplains.com](http://www.norwayplains.com)



PO Box 268  
31 Mooney Street  
Alton, NH 03809  
Phone & Fax: (603) 875-3948

May 29, 2025

*VIA CERTIFIED MAIL*

John S. & Judith Lapkin Craig  
44 Saddle Trail Drive  
Dover, NH 03820

**RE: NHDES Shoreland Permit Application for Tax Map N8, Lot 1-3 – Craig  
44 Saddle Trail Drive, Dover, Strafford County, NH**

Dear John & Judith,

This letter is to inform you that a permit application will be filed with the State of NH Department of Environmental Services for a Shoreland Impact Permit associated with your property referenced above. The project proposes to construct a stone retaining wall with stone steps, an impervious boardwalk, a 22' X 30' garden, 6 planting beds, planting of 6 Red Maple trees, and 2 understory gardens consisting of native groundcovers totaling 4,922 square feet.

In accordance with State RSA 483-B:5-b,IV-a, we are required to notify you as an abutter to the property. This letter is being sent out prior to submission of the application so that verification of the abutter notification may be included as part of the application.

Once it is filed, the permit application, including plans that show the proposed project, will be available at the Town Clerk's Office for public inspection. You are also welcome to contact me with any questions via email or at (603) 335-3948, X1108.

Respectively Submitted,  
**NORWAY PLAINS ASSOCIATES, INC.**

Glenn D. Griswold, LLS  
Project Manager

[ggriswold@norwayplains.com](mailto:ggriswold@norwayplains.com)



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PO Box 268  
31 Mooney Street  
Alton, NH 03809  
Phone & Fax: (603) 875-3948

May 29, 2025

*VIA CERTIFIED MAIL*

City of Dover  
Dover City Clerk  
288 Central Avenue  
Dover, NH 03820

**RE: NHDES Shoreland Permit Application for Tax Map N8, Lot 1-3 – Craig  
44 Saddle Trail Drive, Dover, Strafford County, NH**

Dear Town Clerk,

This letter is to inform you that a permit application will be filed with the State of NH Department of Environmental Services for a Shoreland Impact Permit associated with the above referenced property. The property owners, John S. & Judith Lapkin Craig, propose to construct a stone retaining wall with stone steps, an impervious boardwalk, a 22' X 30' garden, 6 planting beds, planting of 6 Red Maple trees, and 2 understory gardens consisting of native groundcovers totaling 4,922 square feet.

This letter is to inform you that a permit application is being filed with the State of NH Department of Environmental Services for a Shoreland Impact Permit Associated with the above referenced property. I am required to notify you in accordance with State Law RSA 483-B:5-b, IV-a.

Enclosed please find a copy of the completed Shoreland Permit application. Please make it available for public inspection. You are also welcome to contact me with any questions via email or at (603) 335-3948, X 1108.

Respectively Submitted,  
**NORWAY PLAINS ASSOCIATES, INC.**

Glenn D. Griswold, LLS  
Project Manager

[ggriswold@norwayplains.com](mailto:ggriswold@norwayplains.com)

E-Doc # 230004572  
Book 5106 Page 874

04/24/2023 02:28:44 PM  
Page 1 of 2

Catherine A. Berube  
Register of Deeds, Strafford County  
LCHIP STA207694 25.00  
TRANS TAX ST860724 56,250.00

After Recording Return To:  
John S. Craig and Judith Lapkin Craig  
304 Pleasant Valley Road, Mendham, NJ 07945

*56,250.00*

## Warranty Deed

KNOW ALL PERSONS BY THESE PRESENTS: That **Daniel A. Meyers and Carla J. Meyers, Trustees of The Daniel A. Meyers and Carla J. Meyers Revocable Living Trust dated August 15, 2016 of 44 Saddle Trail Drive, Dover, NH 03820**, for consideration paid, grant to **John S. Craig and Judith Lapkin Craig, a married couple, as joint tenants with rights of survivorship of 304 Pleasant Valley Road, Mendham, NJ 07945**, with **WARRANTY COVENANTS:**

A tract of land and any improvements thereon located on Saddle Trail Drive in Dover, Strafford County and State of New Hampshire, depicted as "Proposed Lot 3" on sheet 2 of a plan entitled "Open Space Subdivision (With Commercial Component) for Woodwind Farms, LLC dated July 17, 2007" by Doucet Survey, Inc. and recorded with the Strafford County Registry of Deeds as Plan 93-56 (the "Plan") and designated by the City of Dover as Assessor's Map Lot N- 8-1-3, together with any appurtenant rights in the land designated as "Saddle Trail Drive" and the "Open Space" areas shown on the Plan.

Subject to the rights, obligations, and all other terms set forth in the "Declaration of Restrictive Covenants (for) The Paddocks at Tidewater Farm Subdivision, Dover, New Hampshire" as recorded at Strafford County Registry of Deeds, Book 3622, Page 0018, and any amendments thereto.

Subject to matters shown on Plan 93-56 recorded in the Strafford County Registry of Deeds.

Subject to New Hampshire Department of Environmental Services Wetlands Non-Specific Permit dated March 6, 2019 and recorded at Book 4659, Page 837 in the Strafford County Registry of Deeds.

Meaning and intending to describe and convey the same premises conveyed to Daniel A. Meyers and Carla J. Meyers, Trustees of The Daniel A, and Carla J, Meyers Revocable Living Trust by virtue of a deed from Saddle Lot 3, LLC, dated June 15,



2018 and recorded with the Strafford County Registry of Deeds on June 15, 2018 at Book 4576, Page 92.

The grantors, a married couple, join in their individual capacities to release all rights of homestead and other interests therein in the above described premises.

Executed this 21 day of April, 2023.

The Daniel A. Meyers and Carla J. Meyers Revocable Living Trust

By:

Daniel A. Meyers  
Daniel A. Meyers, Individually and as Trustee

By:

Carla J. Meyers  
Carla J. Meyers, Individually and as Trustee

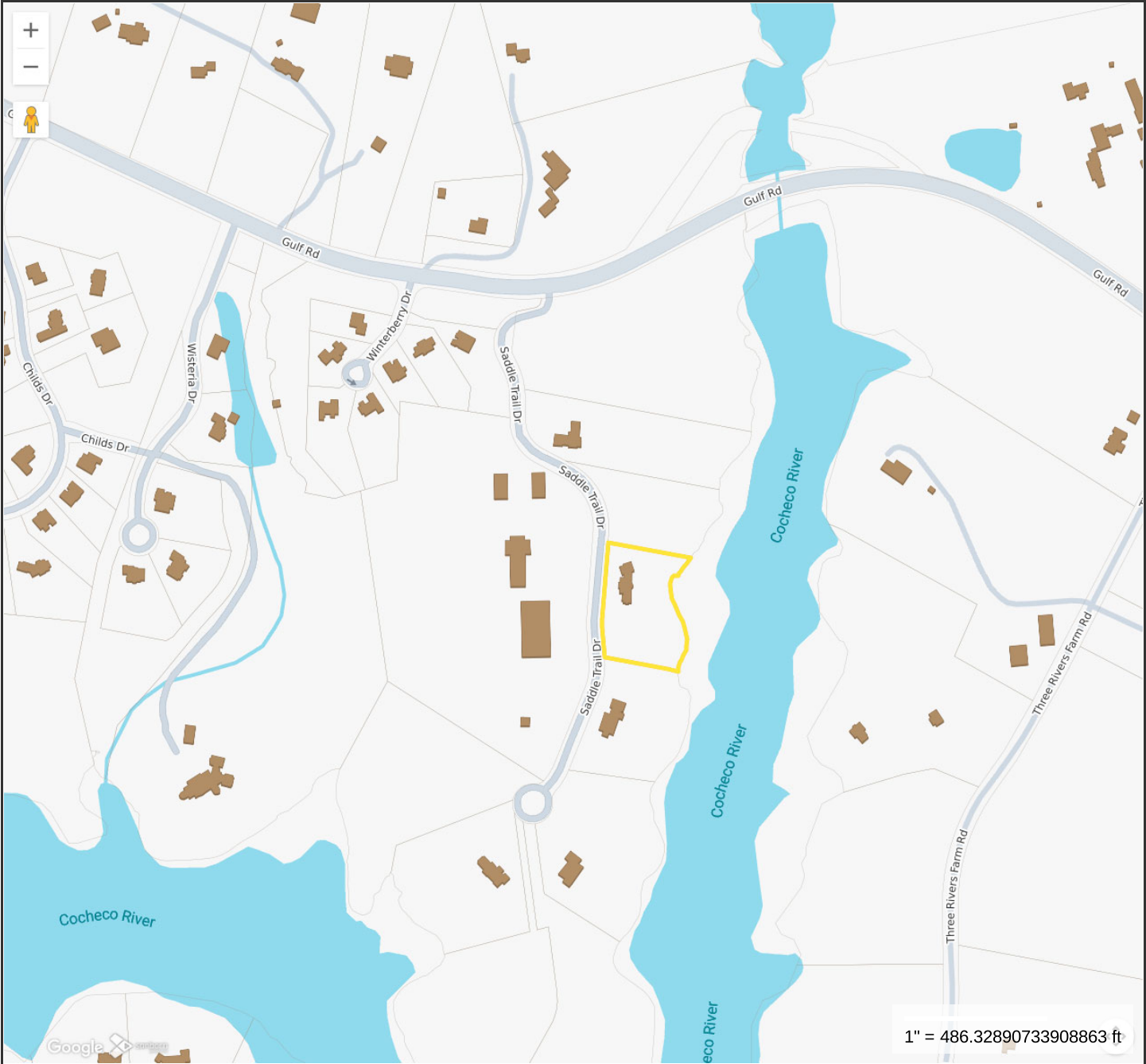
STATE OF NH  
COUNTY OF Rockingham

Then personally appeared before me on this 21 day of April, 2023, the said Daniel A. Meyers and Carla J. Meyers, Individually and as Trustees of The Daniel A. Meyers and Carla J. Meyers Revocable Living Trust and acknowledged the foregoing to be their voluntary act and deed.

Jaime C Lynch

Notary Public/Justice of the Peace  
Commission expiration:

JAIME C LYNCH  
Notary Public, State of New Hampshire  
My Commission Expires March 22, 2028



Property Information

Location 44 SADDLE TRAIL DR  
Owner CRAIG JOHN S  
Land Use 101R  
Zoning Code R-40  
Property Id N0008-001003



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 10/30/2023  
Data updated Daily

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





Norway Plains Associates, Inc.  
2 Continental Blvd., PO Box 249  
Rochester, NH 03866

# Abutters List

Applicant: **John S. & Judith Lapkin Craig**

Proposed Project: **NHDES Shoreland Permit Application**

Site Address: **44 Saddle Trail Drive**

Town Tax Map & Lot: **Map N8, Lot 1-3**

Town Tax Map & Lot #:		Abutter Name:	Mailing Address:
Map	Lot		
N8	1-2	Bonterra Farms, LLC	31 Saddle Trail Drive Dover, NH 03820
N8	1-4	Peter T. Paul Living Trust	56 Saddle Trail Drive Dover, NH 03820
N8	1-10	Bonterra Farms, LLC	31 Saddle Trail Drive Dover, NH 03820
		City Of Dover Dover City Clerk	288 Central Avenue Dover, NH 03820
Civil Engineers / Surveyor / Agent		Glenn D. Griswold, LLS Norway Plains Associates, Inc.	PO Box 249 Rochester, NH 03866-0249



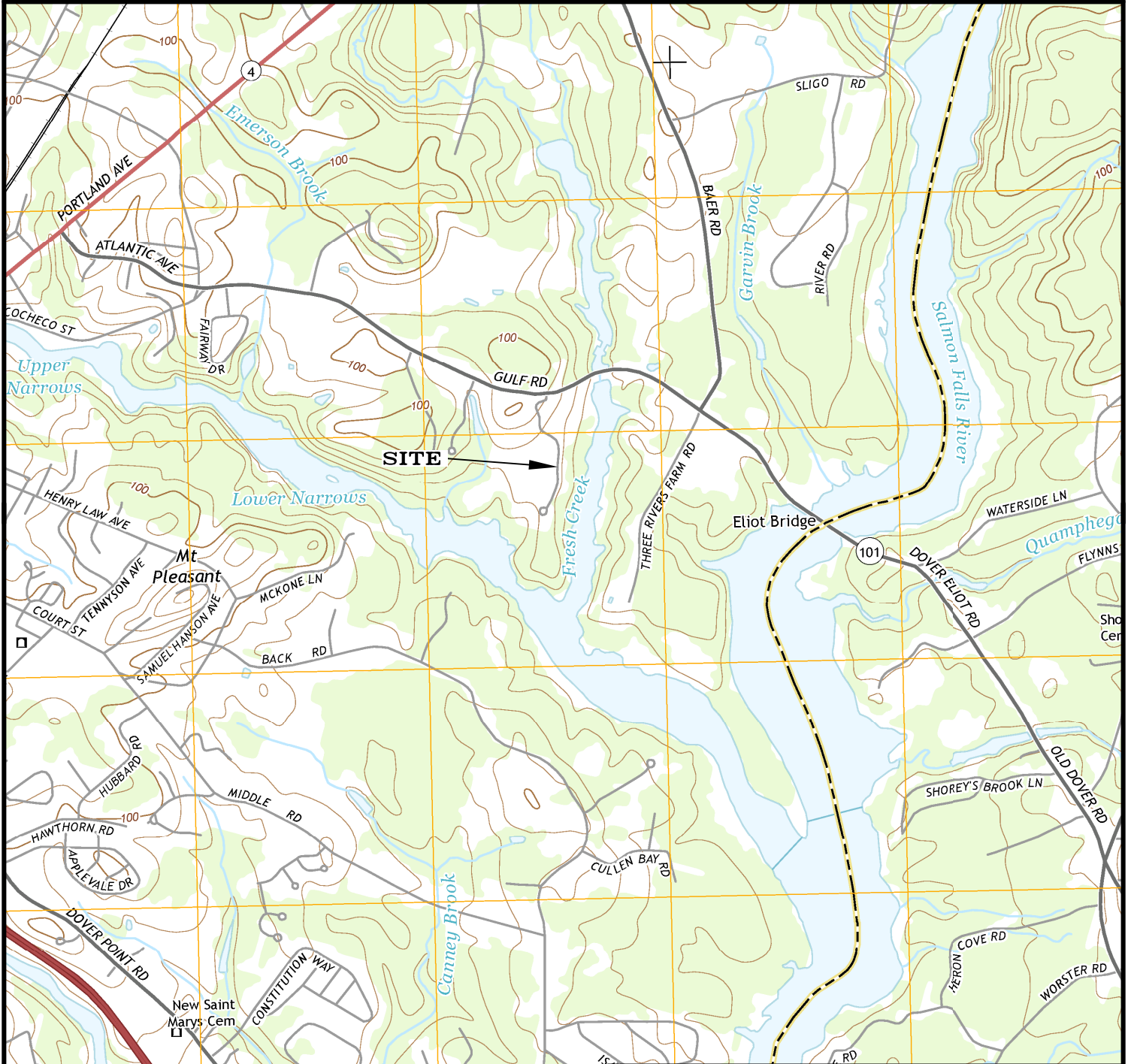
# USGS QUAD MAP

OWNER OF RECORD: JOHN S. & JUDITH LAPKIN CRAIG

LOCATION: 44 SADDLE TRAIL DRIVE, DOVER, NH

MAP N8, LOT 1-3

DEED REF: BK. 5106 PG. 874

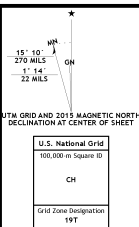


QUADRANGLE LOCATION

1	2	3
4	5	6
7	8	9

ADJOINING QUADRANGLES

1 Rochester  
2 Somersworth  
3 North Berwick  
4 Dover West  
5 York Harbor  
6 Newmarket  
7 Portsmouth  
8 Kittery



**NORWAY PLAINS ASSOCIATES, INC.**  
**SURVEYORS - ENGINEERS**  
P.O. Box 249, Rochester, NH 03867  
**TELEPHONE (603)-335-3948**

**FN: 439**  
**JN: 23260**

**DATE: MAY 2025**  
**SCALE: 1 : 2000**





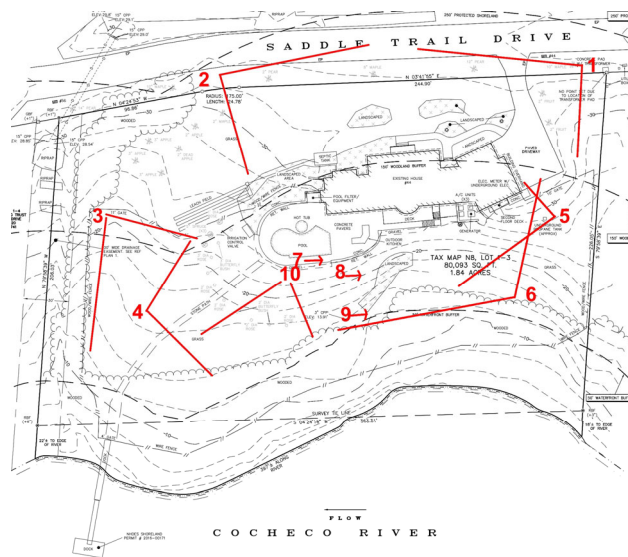
EXISTING PHOTO #1



EXISTING PHOTO #2


**woodburn  
& company**  
 LANDSCAPE ARCHITECTURE  
*Since 1994 reflecting your vision.*  
 103 Kent Place Newmarket, New Hampshire 03857 Ph.603-659-5949

VIEW KEY

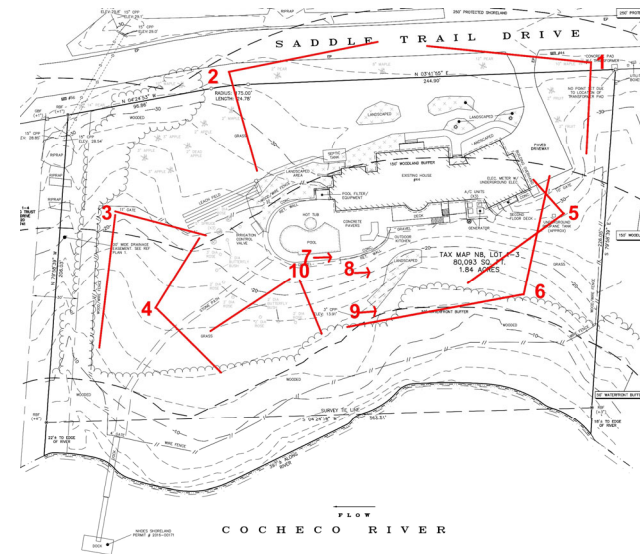


EXISTING PHOTOS  
 44 SADDLE TRAIL DRIVE  
 DOVER NH





EXISTING PHOTO #3



VIEW KEY


**woodburn  
& company**  
 LANDSCAPE ARCHITECTURE  
*Since 1994 reflecting your vision.*  
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EXISTING PHOTO #4

EXISTING PHOTOS  
 44 SADDLE TRAIL DRIVE  
 DOVER NH





EXISTING PHOTO #5

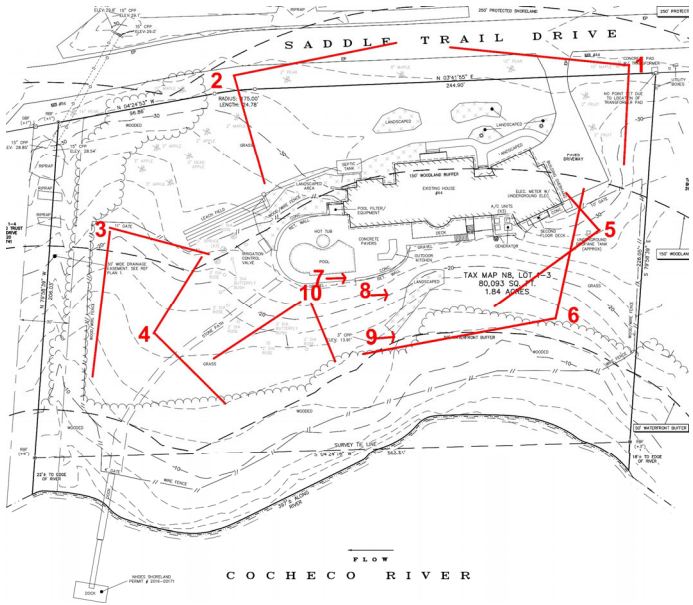


woodburn  
& company

LANDSCAPE ARCHITECTURE

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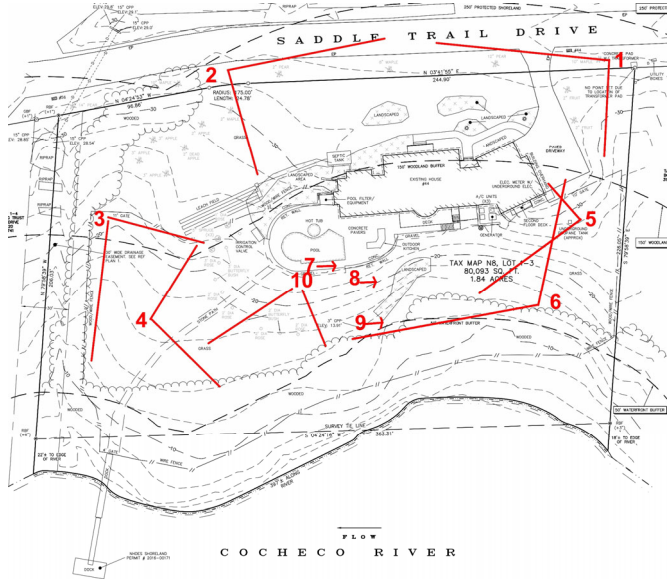
VIEW KEY

EXISTING PHOTOS  
44 SADDLE TRAIL DRIVE  
DOVER NH





EXISTING PHOTO #6



VIEW KEY

woodburn  
& company

LANDSCAPE ARCHITECTURE

Since 1994 *reflecting your vision.*  
103 Kent Place Newmarket, New Hampshire 03857 Ph.603-659-5949

EXISTING PHOTOS  
44 SADDLE TRAIL DRIVE  
DOVER NH





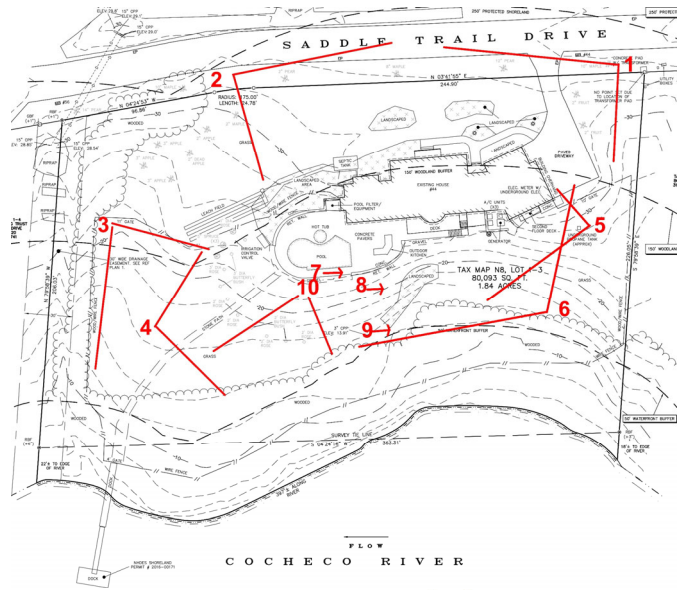
EXISTING PHOTO #7



EXISTING PHOTO #8



EXISTING PHOTO #9



VIEW KEY



woodburn  
& company

LANDSCAPE ARCHITECTURE

Since 1994 *reflecting your vision.*  
103 Kent Place Newmarket, New Hampshire 03857 Ph.603-659-5949



EXISTING PHOTO #10

EXISTING PHOTOS  
44 SADDLE TRAIL DRIVE  
DOVER NH





## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

To: Steve Oles, Norway Plains Associates, Inc.  
PO Box 249  
Rochester, NH 03867  
soles@norwayplains.com

From: NHB Review  
NH Natural Heritage Bureau  
Main Contact: Maddie Severance - [nhbreview@dncr.nh.gov](mailto:nhbreview@dncr.nh.gov)

cc: NHFG Review, David Simmons

Date: 05/06/2025 (valid until 05/06/2026)

Re: DataCheck Review by NH Natural Heritage Bureau and NH Fish & Game

Permits: NHDES - Shoreland Standard Permit

**NHB ID: NHB25-1215**

Town: Dover  
Location: 44 Saddle Trail Drive

**Project Description:** The owners are looking to construct a retaining wall and additional landscaping between the house and shoreline

### **Next Steps for Applicant:**

NHB's database has been searched for records of rare species and exemplary natural communities. Please carefully read the comments below and the consultation requirements on the following page.

**NHB Comments:** Please send NHB proposed plans including those that show how close work is proposed to the river and what plantings are proposed.

**NHFG Comments:** Please refer to NHFG consultation requirements below.





## NHB DataCheck Results Letter

NH Natural Heritage Bureau

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### NHB Consultation

If this NHB DataCheck letter includes records of rare plants and/or natural communities/systems, please contact NHB and provide any requested supplementary materials by emailing [nhbreview@dncr.nh.gov](mailto:nhbreview@dncr.nh.gov).

If this NHB DataCheck letter DOES NOT include any records of rare plants and/or natural communities/systems, no further consultation with NHB is required.

### NH Fish and Game Department Consultation

If this NHB DataCheck letter DOES NOT include ANY wildlife species records, then, based on the information submitted, no further consultation with the NH Fish and Game Department pursuant to Fis 1004 is required.

If this NHB DataCheck letter includes a record for a threatened (T) or endangered (E) wildlife species, consultation with the New Hampshire Fish and Game Department under Fis 1004 may be required. To review the Fis 1000 rules (effective February 3, 2022), please go to <https://www.wildlife.nh.gov/wildlife-and-habitat/nongame-and-endangered-species/environmental-review>. All requests for consultation and submittals should be sent via email to [NHFGreview@wildlife.nh.gov](mailto:NHFGreview@wildlife.nh.gov) or can be sent by mail, and **must include the NHB DataCheck results letter number and "Fis 1004 consultation request" in the subject line.**

If the NHB DataCheck response letter does not include a threatened or endangered wildlife species but includes other wildlife species (e.g., Species of Special Concern), consultation under Fis 1004 is not required; however, some species are protected under other state laws or rules, so coordination with NH Fish & Game is highly recommended or may be required for certain permits. While some permitting processes are exempt from required consultation under Fis 1004 (e.g., *statutory permit by notification, permit by rule, permit by notification, routine roadway registration, docking structure registration, or conditional authorization by rule*), coordination with NH Fish & Game may still be required under the rules governing those specific permitting processes, and it is recommended you contact the applicable permitting agency. For projects not requiring consultation under Fis 1004, but where additional coordination with NH Fish and Game is requested, please email [NHFGreview@wildlife.nh.gov](mailto:NHFGreview@wildlife.nh.gov), and include the NHB DataCheck results letter number and "review request" in the email subject line.

**Contact NH Fish & Game at (603) 271-0467 with questions.**



## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

### NHB Database Records:

The following record(s) have been documented in the vicinity of the proposed project.

Please see the map and detailed information about the record(s) on the following pages.

Natural Community	State ¹	Federal	Notes
Low brackish riverbank marsh	--	--	
Plant species	State ¹	Federal	Notes
eastern grasswort ( <i>Lilaeopsis chinensis</i> )	E	--	Threats are primarily alterations to the hydrology of the wetland, such as ditching or tidal restrictions that might affect the sheet flow of tidal waters across the intertidal flat, activities that eliminate plants, and increased input of nutrients and pollutants in storm runoff.
seaside brookweed ( <i>Samolus parviflorus</i> )	E	--	Occurs on river and streambanks, as well as estuarine and seashore habitats. Threats include direct destruction of the plants and major alterations of their habitat.
Vertebrate species	State ¹	Federal	Notes
American Eel ( <i>Anguilla rostrata</i> )	SC	--	Contact the NH Fish & Game Dept (see above).
Atlantic Sturgeon ( <i>Acipenser oxyrinchus oxyrinchus</i> )	T	T	Contact the NH Fish & Game Dept (see above) and the US Fish & Wildlife Service (see below).
Cliff Swallow ( <i>Petrochelidon pyrrhonota</i> )	T	--	Contact the NH Fish & Game Dept (see above).
Shortnose Sturgeon ( <i>Acipenser brevirostrum</i> )	E	E	Contact the NH Fish & Game Dept (see above) and the US Fish & Wildlife Service (see below).
Spotted Turtle ( <i>Clemmys guttata</i> )	T	--	Contact the NH Fish & Game Dept (see above).

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 20 or more years ago.

*For all animal reviews, refer to 'IMPORTANT: NHFG Consultation' section above. Contact for federally-listed animals: David Simmons, USFWS, at (603) 223-2541. Contact for federally-listed species: David Simmons, USFWS, at (603) 223-2541.*

**Disclaimer:** NHB's database can only tell you of known occurrences that have been reported to NHFG/NHB. Known occurrences are based on information gathered by qualified biologists or members of the public, reported to our offices, and verified by NHB/NHFG.

However, many areas have never been surveyed, or have only been surveyed for certain species.





## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB recommends surveys to determine what species/natural communities are present onsite.

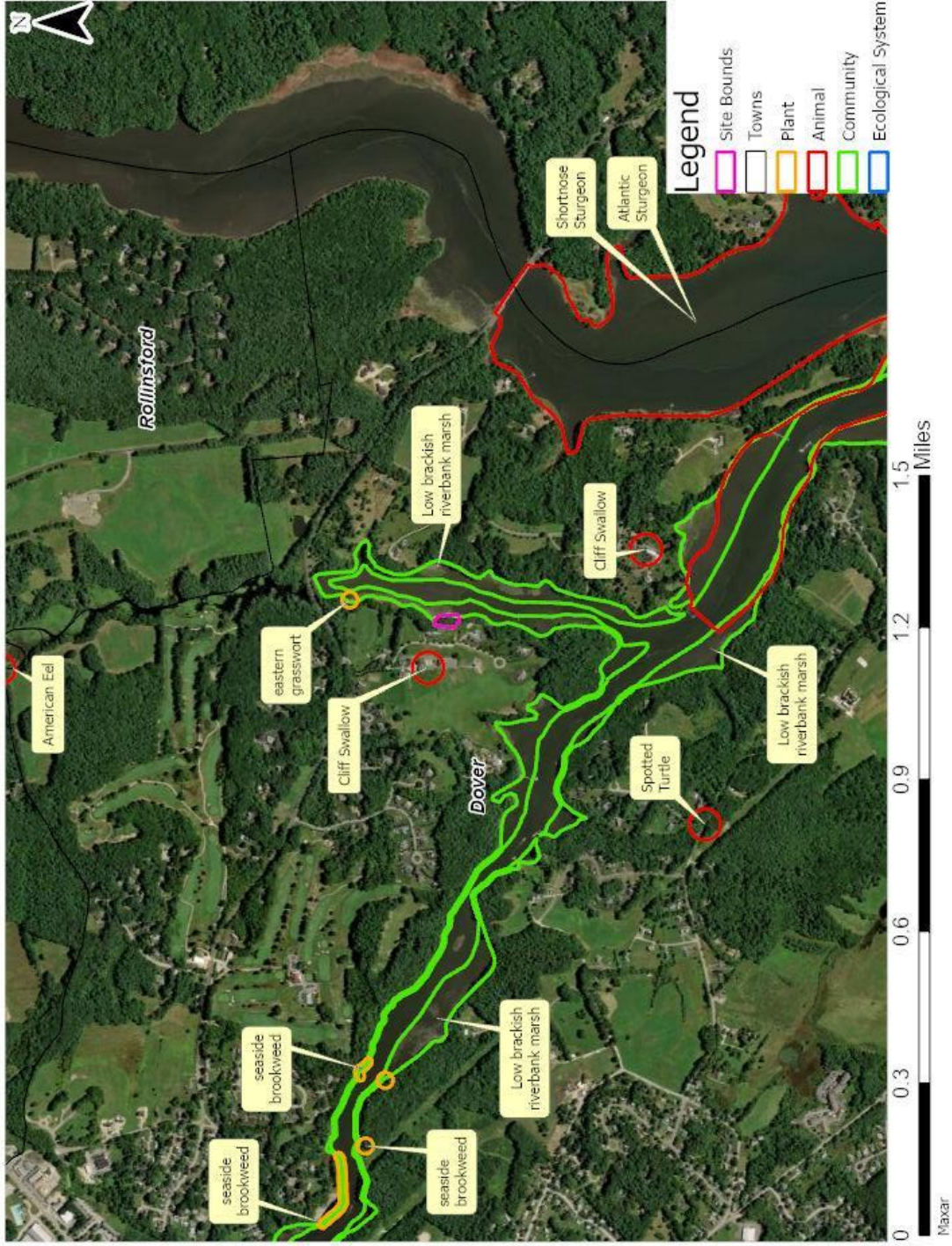


## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215





## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

EOCODE:

CE00000070*006*NH

### New Hampshire Natural Heritage Bureau - Community Record

#### Low brackish riverbank marsh

##### Legal Status

Federal: Not listed

State: Not listed

##### Conservation Status

Global: Not ranked (need more information)

State: Critically imperiled due to rarity or vulnerability

##### Description at this Location

Conservation Rank: Fair quality, condition and/or landscape context ('C' on a scale of A-D).

Comments on Rank: --

Detailed Description: 2022: This exemplary natural community occurs within a **brackish riverbank marsh system**. At the northern edge of the natural community, the low marsh typically occurs down a steep bank about one meter below the average elevation of the high marsh. The dominant vegetation is smooth cordgrass (*Spartina alterniflora*) with lesser amounts of salt marsh water-hemp (*Amaranthus cannabinus*), narrow-leaved cattail (*Typha angustifolia*), and the watchlist little-headed spikesedge (*Eleocharis parvula*). 2004: Dominant species are *Spartina alterniflora* (smooth cord-grass), *Amaranthus cannabinus* (water hemp), and *Typha angustifolia* (narrow-leaved cattail). Less frequent are *Lemna minor* (lesser duckweed), *Polygonum hydropiper* (water-pepper), *Argentina egedii* (coastal silverweed), *Eleocharis parvula* (small spike-rush), *Ranunculus cymbalaria* (seaside crowfoot), *Lilaeopsis chinensis* (eastern lilaeopsis), and *Samolus parviflorus* (false water pimpernel). 1988: Forms a narrow zone along the river, dominated by *Spartina alterniflora* (smooth cord-grass). A few stands of *Typha angustifolia* (narrow-leaved cattail) exist, mostly less than an acre in size. Rare plant species present are *Samolus parviflorus* (false water pimpernel), *Lilaeopsis chinensis* (eastern lilaeopsis), and *Eleocharis parvula* (small spike-rush). *Spartina alterniflora* (smooth cord-grass) is dominant. A few stands of *Typha angustifolia* (narrow-leaved cat-tail) exist. Many exotic species are present. The bases of steep, rocky slopes support virtually no emergent vegetation.

General Area: 2022: The surrounding area of the natural community as a whole is highly developed with some areas adjacent to the river on state land and under conservation. At the northern end of the natural community the invasive plants glossy false buckthorn (*Frangula alnus*) and Morrow's honeysuckle (*Lonicera morrowii*) are present in the uplands. The **high brackish riverbank marsh** adjacent to the northern end of this natural community contains the invasive plants climbing nightshade (*Solanum dulcamara*) and common dock (*Rumex acetosa*), and the watchlist cursed crowfoot (*Ranunculus sceleratus*) and endangered eastern grasswort (*Lilaeopsis chinensis*). 2004: This low marsh lies adjacent to a sparsely or narrowly vegetated **high brackish tidal riverbank marsh**. The high tidal riverbank is often an unvegetated zone grading into the adjacent upland. Some characteristic species are *Solidago sempervirens* (seaside goldenrod) and *Spartina pectinata* (fresh-water cord-grass). Along most of the riverbank community, moderate residential and commercial development occurs on

## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

EOCODE:

CE00000070*006*NH

adjacent lands. High levels of development occur along the west end of the riverbank in downtown Dover. 1988: A narrow zone along the river. Bordered by steep forested slopes and heavily impacted areas.

General Comments: 2022: Surveyed as part of EPA WPDG.

Management Comments: 2022: The **high brackish riverbank marsh** adjacent to the northern end of this natural community contains the invasive plants climbing nightshade (*Solanum dulcamara*) and common dock (*Rumex acetosa*). In the upland along the northern end of the natural community are the invasive plants glossy false buckthorn (*Frangula alnus*) and Morrow's honeysuckle (*Lonicera morrowii*). 2004: Several invasive species occur on the higher margins of the riverbank community, especially at the west end nearest downtown Dover. They include *Lythrum salicaria* (purple loosestrife), *Phalaris arundinacea* (reed canary-grass), *Rorippa nasturtium-aquaticum* (true watercress), *Polygonum cuspidatum* (Japanese knotweed), and *Solanum dulcamara* (nightshade). These plants should be monitored. 1988: Guard against future development. Current disturbance includes impacts by rock fill, dams, clearing, and power plant construction.

### Location

---

Survey Site Name: Cocheco River Narrows

Managed By:

County: Strafford

Town(s): Dover

Size: 94.2 acres

Elevation:

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

Directions: Cocheco River downstream of downtown Dover. 2004: The tidal riverbank marsh extends from downtown Dover (beginning downstream of Washington Street) to the mouth of the Cocheco. For the tidal marsh nearest downtown Dover, park at Henry Law Park. For the tidal marsh 0.75 miles eastward, from Henry Law Avenue, turn north onto access road to baseball fields. Park in lot for baseball fields and walk NE, across power line corridor, to Cocheco River. 1988: Tidal wetlands and shores along Cocheco River between upper and lower narrows, due east and just downstream of downtown Dover.

### Dates documented

---

First reported: 1988-09-13

Last reported: 2022-08-01



## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

ECODE:

PDAPI19020*007*NH

### New Hampshire Natural Heritage Bureau - Plant Record

#### eastern grasswort (*Lilaeopsis chinensis*)

---

##### Legal Status

Federal: Not listed  
State: Listed Endangered

---

##### Conservation Status

Global: Demonstrably widespread, abundant, and secure  
State: Critically imperiled due to rarity or vulnerability

---

##### Description at this Location

Conservation Rank: Not ranked  
Comments on Rank: --

Detailed Description: 2022: 100-200 plants in 1x20 meter patch.

General Area: 2022: Eastern grasswort plants occur among dense narrow-leaved cattail (*Typha angustifolia*) in **high brackish riverbank marsh**. Other species present include smooth cordgrass (*Spartina alterniflora*), creeping bentgrass (*Agrostis stolonifera*), and climbing nightshade (*Solanum dulcamara*).

General Comments: --

Management: --

Comments:

---

##### Location

Survey Site Name: Fresh Creek Estuary  
Managed By:

County: Strafford

Town(s): Dover

Size: .4 acres

Elevation:

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

Directions: 2022: On Gulf Road (Route 101) in Dover, park on west side of bridge over Fresh Creek. Plants occur about 100 meters south of road, in cattail-dominated tidal marsh on west bank of river.

---

##### Dates documented

First reported: 2022-08-01

Last reported: 2022-08-01

## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

ECODE:

PDPRI09051*005*NH

### New Hampshire Natural Heritage Bureau - Plant Record

#### seaside brookweed (*Samolus parviflorus*)

##### Legal Status

Federal: Not listed  
State: Listed Endangered

##### Conservation Status

Global: Demonstrably widespread, abundant, and secure  
State: Critically imperiled due to rarity or vulnerability

##### Description at this Location

Conservation Rank: Fair quality, condition and/or landscape context ('C' on a scale of A-D).  
Comments on Rank: Rank is for the entire population.

Detailed Description: 2023: Upper Narrows - east shore (along the property of 10 Gerrys Lane): Between 11 and 50 stems in leaf in a colony spanning 336 sq. ft. 2016: Boat House - Site 1: Approximately 130 plants, many in flower, observed in several patches. 2004: 200+ stems observed at the Upper Narrows (west shore) and 100+ stems observed below the Upper Narrows. Plant vigor is normal. 1995: 129 plants located in five patches at the mouth of Emerson Brook. 1988: 1001-10,000 flowering and immature vigorous plants, mostly on the east shore.

General Area: 2023: Upper Narrows - east shore (along the property of 10 Gerrys Lane): Plants within a **low brackish riverbank marsh**. Dominant species present are smooth cordgrass (*Spartina alterniflora*), and the rare eastern grasswort (*Lilaeopsis chinensis*). 2016: Boat House - Site 1: The plants were documented along the right bank of the Cocheco River, a tidal river. At low tide, the plants are located along the upper reaches of the river bank, which had a gentle slope. It is presumed that these plants are submerged during most high tides. The substrate consists of cobbly gravel in some areas, while other areas consist of mudflats. There are very few other plant species present, but for little-headed spikerush (*Eleocharis parvula*), as this area is generally submerged at high tide. 2004: Population occurs in a low and **high brackish tidal riverbank marsh**. Common associates include *Spartina alterniflora* (smooth cord-grass), *Amaranthus cannabinus* (water hemp), and *Typha angustifolia* (narrow-leaved cattail). Less frequent are *Lemna minor* (lesser duckweed), *Polygonum hydropiper* (water-pepper), *Argentina egedii* (coastal silverweed), *Lilaeopsis chinensis* (eastern lilaeopsis), *Ranunculus cymbalaria* (seaside crowfoot), and *Eleocharis parvula* (small spike-rush). 1995: Gulf of Maine brackish tidal marsh. Inundated to saturated bottom land with partial light. Found with *Lilaeopsis chinensis* (eastern lilaeopsis). 1988: Gulf of Maine Brackish Tidal Marsh. Growing on gravelly shore. Associated plant species include *Plantago* cf. *major* (common plantain), *Atriplex patula* (narrow-leaved orach), *Spartina alterniflora* (smooth cord-grass), *Bidens cernua* (nodding bur-marigold), and *Acuidia cannabina* [*Amaranthus cannabinus*] (water hemp).

General Comments: --

Management: 2023: Upper Narrows - east shore (along the property of 10 Gerrys Lane): Population  
Comments: appears healthy, no disturbance or invasives. Only potential disturbance is lawn m  
1988: Guard against further disturbance.



## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

EOCODE:

PDPRI09051*005*NH

### Location

---

Survey Site Name: Cocheco River Narrows

Managed By: Great Bay Megasite

County: Strafford

Town(s): Dover

Size: 3.2 acres

Elevation:

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

Directions: 2016: Boat House - Site 1: In downtown Dover, take Washington Street over the Cocheco River. Continue on Washington Street to the second crossing over Cocheco River. Take your next left onto River Street. Take your first right and park near the boat house. Walk north along the path towards the river, keeping the boat house on your right. Walk down the steps to the riverbank and turn right, heading east, and downstream (right bank). At low tide, individual *Samolus valerandi* ssp. *parviflorus* can be found along this stretch of the river within the upper reaches of the mudflats, often surrounded by larger patches of little-headed spikerush (*Eleocharis parvula*). 2004: Henry Law Avenue, turn north onto access road to baseball fields. Park in lot for baseball fields and walk northeast, across power line corridor, to Cocheco River. 1995: North and south of the mouth of Emerson Brook. 1988: Between Upper Narrows and Emerson Brook, east shore (a few plants on west shore).

### Dates documented

---

First reported: 1988-09-13

Last reported: 2023-06-05

## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

EOCODE:

AFCEA01010*114*NH

### New Hampshire Natural Heritage Bureau - Animal Record

#### American Eel (*Anguilla rostrata*)

---

##### Legal Status

Federal: Not listed  
State: Special Concern

---

##### Conservation Status

Global: Apparently secure but with cause for concern  
State: Rare or uncommon

---

##### Description at this Location

Conservation Rank: Not ranked  
Comments on Rank: --

Detailed Description: 2010: Area 13337: Not enumerated.

General Area: 2010: Area 13337: Ledge, boulder, cobble, and clay substrate. Water brown and silty.

General Comments: --

Management: --

Comments:

---

##### Location

Survey Site Name: Lower Cocheco River

Managed By:

County: Strafford

Town(s): Rollinsford

Size: 1.9 acres

Elevation:

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

Directions: 2010: Fresh Creek

---

##### Dates documented

First reported: 2010-07-01

Last reported: 2010-07-01

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.



## NHB DataCheck Results Letter

NH Natural Heritage Bureau

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NHB25-1215

EOCODE:

AFCAA01042*003*NH

### New Hampshire Natural Heritage Bureau - Animal Record

#### Atlantic Sturgeon (*Acipenser oxyrinchus oxyrinchus*)

---

##### Legal Status

Federal: Listed Threatened

State: Listed Threatened

---

##### 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: 2016: 1 individual, sex unknown, detected in the lower Piscataqua River. 2015: 1 individual, sex unknown, detected in Portsmouth Harbor. 2012: 1 individual, sex unknown, detected in Little Bay.

General Area: 2016: Tidal waters in Portsmouth Harbor, Little Bay, and the Piscataqua River.

General Comments: --

Management: --

Comments:

---

##### Location

Survey Site Name: Piscataqua River

Managed By:

County:

Town(s): Out-Of-State

Size: 7749.3 acres

Elevation:

Precision: Within 1.5 miles of the area indicated on the map (location information is vague or uncertain).

Directions: 2016: Tidal waters of Portsmouth Harbor, Little Bay, and the Piscataqua River.

---

##### Dates documented

First reported: 2012-06-02

Last reported: 2016-05-27

The U.S. Fish & Wildlife Service has jurisdiction over Federally listed species. Please contact them at 70 Commercial Street, Suite 300, Concord NH 03301 or at (603) 223-2541.

## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

EOCODE:

ABPAU09010*025*NH

### New Hampshire Natural Heritage Bureau - Animal Record

#### Cliff Swallow (*Petrochelidon pyrrhonota*)

##### Legal Status

Federal: Not listed  
State: Listed Threatened

##### Conservation Status

Global: Demonstrably widespread, abundant, and secure  
State: Not ranked (need more information)

##### Description at this Location

Conservation Rank: Not ranked  
Comments on Rank: --

Detailed Description: 2024: Washington Street Bridge: No count of nests under bridge. 2 birds observed.

2023: Washington Street Bridge: No count of nests under bridge. At least 6 birds observed. Washington Street Mills: 2 nests on building. 2022: Washington Street Bridge: At least 4-5 nests. Washington Street Mills: 4 nests. 2020: Washington Street Mills: 2 pairs observed, but not searched thoroughly. 2019: Washington Street Mills: 8 pairs observed. 2018: Fresh Creek Farm: 6 nests observed. Three Rivers Farm: 3 nests observed. 2017: Washington Street Mills: 3 nests observed. 2016: Washington Street Mills: Nests observed, no count reported. 2015: Washington Street Mills: 10 nests observed.

General Area: 2018: Fresh Creek Farm: Nests on buildings on farm property. Three Rivers Farm: Nests on buildings on farm property. 2015: Washington Street Mills: Nests on old mill building in urban center along Cocheco River.

General Comments: --

Management: --

Comments:

##### Location

Survey Site Name: Cocheco River Narrows

Managed By:

County: Strafford

Town(s): Dover

Size: 6.2 acres

Elevation:

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

Directions: 2018: Fresh Creek Farm: Barns at 31 Saddle Trail Drive. Three Rivers Farm: Buildings at 125 Three Rivers Farm Road. 2015: Washington Street Mills building, 1 Washington Street, Dover.

##### Dates documented

First reported: 2015

Last reported: 2024-05-24



## NHB DataCheck Results Letter

NH Natural Heritage Bureau

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NHB25-1215

EOCODE:

ABPAU09010*025*NH

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.

## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

ECODE:

AFCAA01010*001*NH

### New Hampshire Natural Heritage Bureau - Animal Record

#### Shortnose Sturgeon (*Acipenser brevirostrum*)

---

##### Legal Status

Federal: Listed Endangered

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: 2016: 2 individuals, 1 female and 1 sex unknown, detected in Portsmouth Harbor and the lower Piscataqua River. 2015: 3 females and 2 other individuals, sex unknown detected in Portsmouth Harbor. 2014: 1 female detected moving from Portsmouth Harbor up the Piscataqua River to the mouth of the Cocheco River. 2012: 1 female detected in Little Bay. 2011: 1 female detected in Little Bay. 2010: 1 female detected in Little Bay.

General Area: 2016: Tidal waters in Portsmouth Harbor, Little Bay, and the Piscataqua River.

General Comments: --

Management: --

Comments:

---

##### Location

Survey Site Name: Piscataqua River

Managed By:

County:

Town(s): Out-Of-State

Size: 7749.3 acres

Elevation:

Precision: Within 1.5 miles of the area indicated on the map (location information is vague or uncertain).

Directions: 2016: Tidal waters of Portsmouth Harbor, Little Bay, and the Piscataqua River.

---

##### Dates documented

First reported: 2010-11-03

Last reported: 2016-10-20

The U.S. Fish & Wildlife Service has jurisdiction over Federally listed species. Please contact them at 70 Commercial Street, Suite 300, Concord NH 03301 or at (603) 223-2541.



## NHB DataCheck Results Letter

NH Natural Heritage Bureau

Please note: maps and NHB record pages are **confidential** and shall be redacted from public documents.

NHB25-1215

EOCODE:

ARAAD02010*198*NH

### New Hampshire Natural Heritage Bureau - Animal Record

#### Spotted Turtle (*Clemmys guttata*)

---

##### Legal Status

Federal: Not listed  
State: Listed Threatened

---

##### Conservation Status

Global: Demonstrably widespread, abundant, and secure  
State: Imperiled due to rarity or vulnerability

---

##### Description at this Location

Conservation Rank: Not ranked  
Comments on Rank: --

Detailed Description: 2017: Area 14574: 1 adult female observed, dead on road.

General Area: 2017: Area 14574: Roadside.

General Comments: --

Management --

Comments:

---

##### Location

Survey Site Name: Canney Brook

Managed By:

County: Strafford

Town(s): Dover

Size: 1.9 acres

Elevation:

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

Directions: 2017: Area 14574: At intersection of Back Road and Mallard Lane, Dover.

---

##### Dates documented

First reported: 2017-05-07

Last reported: 2017-05-07

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.



# NH DIVISION OF FORESTS AND LANDS

## Request for NHB Review of Potential Impacts from the NHB DataCheck Tool

**NHB ID #** NHB25-1215

**Date Submitted:** 04/22/2025

**Applicant:** Steve Oles  
PO Box 249  
Rochester NH 03867

**Landowner:** Judy & John Craig  
44 Saddle Trail Drive  
Dover NH 03820

**Project Location:** Tax Map: N-8  
Tax Lot#: 1-3  
Address: 44 Saddle Trail Drive  
Town: Dover

### Payment Information. These fields **MUST** be filled out.

Check, Money Order or Voucher Number: _____  
(Make out to "Treasurer - State of NH")

Account Name: _____  
(As printed on the check, money order or voucher)

Enclose this completed form with a check, money order or voucher for \$25.00, made out to "Treasurer, State of NH".

Send the check, money order or voucher and the completed form to the following address:

Dept. of Natural and Cultural Resources  
Attn: NHB Reviews  
172 Pembroke Road  
Concord, NH 03301

**NHB reviews will be completed 5-20 working days from payment, depending on permit type.**

**IMPORTANT:** your submission is considered complete if all of the following is included/filled out:

1. This completed form;
2. A \$25 check that is completely filled out (including a signature, date, payable to Treasurer of NH, and the NHB ID # in the memo); and
3. The envelope is addressed Attn: NHB Reviews.

**NHB is unable to process incomplete submissions.**





## PERMIT SNAPSHOT REPORT COND-2025-0011 FOR CITY OF DOVER, N.H.

**Permit Type:** Conditional Use  
**Work Class:** Environmental  
**Status:** In Review  
**Valuation:** \$0.00  
**Description:** Application for the construction of a retaining wall and steps within the 100' Wetland Buffer and on portions of steep slopes.

**Project:**  
**District:** None  
**Square Feet:** 0.00  
**Assigned To:** Edgecomb, Makayla

**App Date:** 05/30/2025  
**Exp Date:** NOT AVAILABLE  
**Completed:** NOT COMPLETED  
**Approval Expire Date:**

<b>Parcel:</b> N0008-001003	Main	<b>Address:</b> 44 Saddle Trail Dr Dover, NH	Main	<b>Zone:</b> R-40(Residential - Rural)
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Plan Preparer Roberta N Woodburn Woodburn & Company Landscape Architecture LLC 103 Kent Place Newmarket, NH 03857 Business: (603) 659-5949 Mobile: (603) 534-2112	Applicant Roberta N Woodburn Woodburn & Company Landscape Architecture LLC 103 Kent Place Newmarket, NH 03857 Business: (603) 659-5949 Mobile: (603) 534-2112	Owner John Craig 44 Saddle Trail Drive Dover, NH 03820 Home: (201) 563-1175 Business: (201) 563-1174 Mobile: (201) 563-1175	Engineer Glenn Griswold Business: (603) 335-3948
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### Permit Custom Fields

Select Permit Type	Conservation District	General Purpose	New Construction	Project Zone	Residential
What is the parcel zoned?	R-40	New Change in Impervious/Paved Area (sq ft)	566	Work	The addition of a 3.5' high retaining wall with steps and a 30' boardwalk within the 100' Wetland Buffer zone and the Conservation District for steep slopes.
permitstatefed	NHDES Wetland Permit NHDES Shoreland Permit				

Attachment File Name	Added On	Added By	Attachment Group	Notes
Signature_Roberta_Woodburn_5/30/2025.jpg	05/30/2025 11:53	Woodburn, Roberta		Uploaded via CSS
Permit Snapshot Report.pdf	05/30/2025 11:54	Service, EnerGov		Attached by IO - ATTACH: Initial Permit Snapshot

Invoice No.	Fee	Fee Amount	Amount Paid
INV-2025012690	Planning General Application Fee	\$200.00	\$200.00
	Planning Impervious Paved Area Fee	\$39.62	\$39.62
Total for Invoice INV-2025012690		\$239.62	\$239.62
Grand Total for Permit		\$239.62	\$239.62

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Conditional Use Review v.1	In Review	06/02/2025	06/06/2025		No	No
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Planning	Planning	Edgecomb, Makayla	In Review	06/02/2025	06/30/2025	

Workflow Step / Action Name	Action Type	Start Date	End Date
<a href="#">Review v.1</a>		06/02/2025 7:51	
<a href="#">Confirm application complete v.1</a>	Generic Action		06/02/2025 7:51
<a href="#">Conditional Use Review v.1</a>	Receive Submittal	06/02/2025 0:00	
<a href="#">Planning Board v.1</a>			
<a href="#">Planning Board Agenda v.1</a>	Task		

## PERMIT SNAPSHOT REPORT (COND-2025-0011)

Invoice for Notices v.1	Task
Send Notices v.1	Task
Planner Creates Staff Recommendations v.1	Permit Activity
Distribute Planning Board Materials v.1	Task
Planning Board Hearing v.1	Hold Hearing
Planning Board Decision v.1	Permit Activity
NOD Sent to Applicant v.1	Create Report
<b>Issue Permit v.1</b>	
Verify Fees Prior to Permit v.1	Generic Action
Issue and Review Permit v.1	Generic Action
Print and Email Permit v.1	Generic Action
Plans uploaded to Treeno v.1	Generic Action
Internal Notification of Plan Completion v.1	Generic Action
Recording v.1	Task