

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 June 16, 2025
Meeting Time: **5:30 pm**

MEMBERS PRESENT: Bill Hunt (Chair), Russ Warnock, Brianna Group (Alternate), Robert Atwood (Secretary)

Absent (Excused): Kristen Murphy, Steve Fellows (Vice Chair), Abigail Lyon

Absent (Unexcused):

STAFF PRESENT: Makayla Edgecomb (Conservation Planner)

OTHERS PRESENT:

1. CALL TO ORDER AND ROLL CALL

The meeting was convened at 5:50 PM.

2. CITIZENS' FORUM

3. APPROVAL OF THE PRIOR MEETING MINUTES MAY 12TH, 2025

R. Warnock moved to approve the minutes of May 12th. R. Atwood seconded. Vote: 3 in favor with 1 abstention

4. OLD BUSINESS:

None

5. NEW BUSINESS

M. Edgecomb mentioned that item A on the old agenda has requested to table their item to the July meeting due to a conflict with another meeting.

- 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.

Jace Gregoire, CivilWorks presented the item. He described the existing location and site, details of the proposal including pavement/greenspace breakdown, impacts, and concrete head wall.

He addressed member comments: paving for turn-around area, snow management, wetlands locations, grading, and entrance culvert replacement.

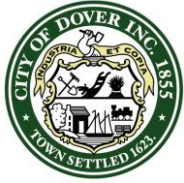
Member comment: R. Warnock

This is a natural resources hot spot area which is an interesting dichotomy for this industrial area. There's nothing wrong with this proposal, but this area has been designated a high point of overlapping resources. There is a mismatch of priorities within the City about this portion/ zone.

R. Warnock moved to endorse the CUP as presented. B. Group seconded. Vote: All in favor with 0 abstention.

- 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 Saddletrail 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.

Robbi Woodburn, landscape architect with Woodburn and Company presented the item. She described the CUP requests for adding a boardwalk and steps within the 100' setback and to do work within the steep slope of the conservation district.



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She addressed the details of the proposal, vegetation plans, and wall construction options and processes.

She addressed member comments and questions: age of development, original slopes (man-made slope from a relatively recent development), vegetation, grade, proposed grading after wall installation, permanent impacts due to the proposed boardwalk, any additional proposed disturbances within the buffer (none), purpose of the boardwalk (any runoff mitigation?), and specifications of the boardwalk.

R. Warnock moved to endorse the CUP without the boardwalk element.

He explained his thoughts on the matter noting this is a recent development which caused some disturbances, then a pool was added at some point within/nearby the buffer, now a boardwalk is proposed. He sees the value of the wall. It is offsetting erosion (potentially caused by the development).

The boardwalk is for the enjoyment of the owners, is not offsetting erosion, will take up vegetative space, and is an elective permanent conservation district impact.

R. Atwood seconded. Vote: All in favor with 0 abstention.

C. Request for funds up to \$16,000 for ongoing conservation parcel.

M. Edgecomb clarified the parcel is about 50 acres, is privately owned, and the City is looking to negotiate a conservation easement. The funds are for an open space assessment and survey of the property.

B. Group moved to approve spending \$16,000 for the purposes presented. R. Atwood seconded. Vote: All in favor with 0 abstention.

6. REPORT FROM THE CHAIR

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

None

7. OTHER BUSINESS

A. Update from Forest Management Subcommittee

M. Edgecomb reported ongoing work relating to events for Ash trees. Routine filling and planting is scheduled. Planning to apply for CIP funds for the project.

R. Atwood asked about the trees coming down near the library and if all the affected trees there should be taken down at the same time while the equipment is there.

B. Other:

Handbook:

M. Edgecomb sent the handbook out to everyone and asked for feedback on the content. Send her an email.

8. ADJOURNMENT

R. Warnock moved and R. Atwood seconded to adjourn. Vote: U/A

The meeting was adjourned at 6:34PM