CITY OF DOVER

DOVER CONSERVATION COMMISSION – AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: City Council Conference Room - 288 Central Avenue Dover NH
Meeting Date: **Monday, April 13, 2026**
Meeting Time: **6:00 pm**

1. **CALL TO ORDER AND ROLL CALL**

2. **CITIZEN'S FORUM**

3. **APPROVAL OF THE PRIOR MEETING MINUTES** – March 9, 2026

4. **OLD BUSINESS**
   - **A.** Smith Well lot

5. **NEW BUSINESS**
   - **A.** Public Hearing, in accordance with RSA 36-A:5, for the purpose of receiving public input on a proposal to expend $30,000 associated with administrative costs to SELT from the Conservation Fund to assist with the purchase of a donated 10-acre conservation easement on the parcel located at 106 Three Rivers Farm Road. The parcel is known as Map N, Lot 4-A and is owned by Helene M Hallett 2020 Trust. ***Conservation Commission vote to follow public hearing.***
   - **B.** Consideration and potential endorsement of $300,000 from the Conservation Fund to acquire an approximately 55-acre Conservation Easement.
   - **C.** Review of NHDES Minimum Expedited Wetlands Permit Application for City of Dover Landing Way stormwater improvements.
   - **D.** City of Dover Conditional Use Permit for 25 Dover Point LLC, Map K, Lot 26 zoned R-12 located at 28 Dover Point Road. Proposal is to allow for construction of a mixed-use building with impacts related to drainage and grading resulting in 1,797 sf of permanent impacts to the wetland buffer. There are no direct wetland impacts. (COND-2026-0010)
   - **E.** City of Dover Conditional Use Permit for Edward Williams, Map L, Lot 45-H zoned R-20 located at 169 Spur Road. Proposal is to demolish the existing structure and construct a new home. Proposal includes re-configuring existing driveway, patio, deck, grading, and utility connections resulting in 7,839 sf of impacts to the Conservation District. NHDES Standard Dredge and Fill Wetlands Permit Application approved March 13, 2026. (COND-2026-0023)

6. **REPORT FROM THE CHAIR**
   - **A.** Review of Correspondence Received from NH Department of Environmental Services

7. **OTHER BUSINESS**
   - **A.** By laws
   - **B.** Handbook
   - **C.** Woodman Institute + Earth Day updates

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 March 9, 2026
Meeting Time:	**5:30 pm**

MEMBERS PRESENT: Bill Hunt (Chair), Steve Fellows (Vice Chair), Robert Atwood (Secretary), Russ Warnock, Abigail Lyon, Brianna Group, Kristen Murphy (Alternate), Thomas Fargo (Alternate)
Absent (Excused): Brendan Mulhall (Alternate)
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
The Chair gave instructions for Citizens' forum
D. Clough, part-time City employee commented on the importance of Adopt a Spot program for trees. Continued discussion occurred with the commission members.

K. Faustino gave an update on the Willand Pond topic which is on the agenda tonight and asked for continued support.

3. APPROVAL OF THE PRIOR MEETING MINUTES- February 9, 2026
S. Fellows moved to approve the minutes of February 9th as submitted. R. Atwood seconded. Vote: 5-0 with 3 abstentions

4. OLD BUSINESS

A. Willand Pond: Updated Bid Responses + Recommendations

M. Edgewood noted the state recommendation is to use herbicide and follow up with dash. Council put out a bid for dash only or manual removal. One bid for dash only and one bid for herbicide only were received. She explained the details of the treatment proposals received and the costs along with reviewing the details of the original bid for herbicide and follow up with dash which was recommended by the state.

The commission discussed the details of each in order to determine their recommendation to Council.

After much discussion the commission members agreed to endorse their original recommendation and to not recommend either of the two new plans that came in from the recent bid. They specified all of the reasons for their decision.

R. Warnock moved to recommend following the state plan with the funds already allocated and discouraged following either of the two new bids. A. Lyon seconded. Vote: All in favor (6-0)

B. Consider an amendment to the previously approved March 2024 vote of up to $20,000 to up to $30,000 for Willand Pond remediation.

This item not heard.

C. Smith Well lot

M. Edgecomb noted there is a delay while waiting on the state. There should be an update by the next meeting.

DRAFT

D. Member Update

Brendan Mulhall was not able to attend today, but he is moving at the end of the month and will no longer be a member. Brianna is now a regular member and Kristen is an alternate. Thomas Fargo is now a new alternate that was just appointed.

5. NEW BUSINESS

A. Consider a motion to expend 30k from the Conservation Fund that will go towards project costs in working with SELT to acquire a 10-acre donated Conservation Easement.

Kaitlyn Deyo from SELT presented the item to the commission, gave background information, details of the size and conservation value of the property.

She addressed questions from members of the commission.
One member commented on the importance of public access to conserved lands whenever possible.

Lyon moved to endorse expending up to $30,000 from the Conservation Fund to support the donated conservation easement project with SELT. B. Group seconded. Vote: All in favor (6-0)

B. City of Dover Conditional Use Permit and NHDES Expedited Minimum Impact Wetlands Permit for Eversource Energy Map 24, Lot 132 zoned RM-U located on Cocheco Street. Proposal is for an expansion to the Eversource Substation involving installation of temporary electric infrastructure resulting in 8 sf of permanent wetland impacts, 1,618 sf of temporary wetland impacts, 20 sf of permanent wetland buffer impacts and 1,615 sf of temporary wetland buffer impacts

Nick Golon, TF Moran represented the item and highlighted the location, overview of the project, and the permits required.

He addressed questions from the committee members.

S. Fellows moved to endorse the Conditional Use Permit and NHDES Expedited Minimum Impact Wetlands Permit. A. Lyon seconded. Vote: All in favor (6-0)

6. REPORT FROM THE CHAIR

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

None

7. OTHER BUSINESS

A. By laws

M. Edgecomb noted staff has made edits and will need Council approval.

A. Lyon brought up items for possible revision including whether to have public comment on each hearing item rather than just citizens forum at the beginning of the meeting, and whether back and forth conversations with members of the public are allowed.

M. Edgecomb will arrange edits and have ready for review at the next meeting.

DRAFT

B. Handbook
Members should review and it can be discussed at the next meeting whether there are any suggested changes.

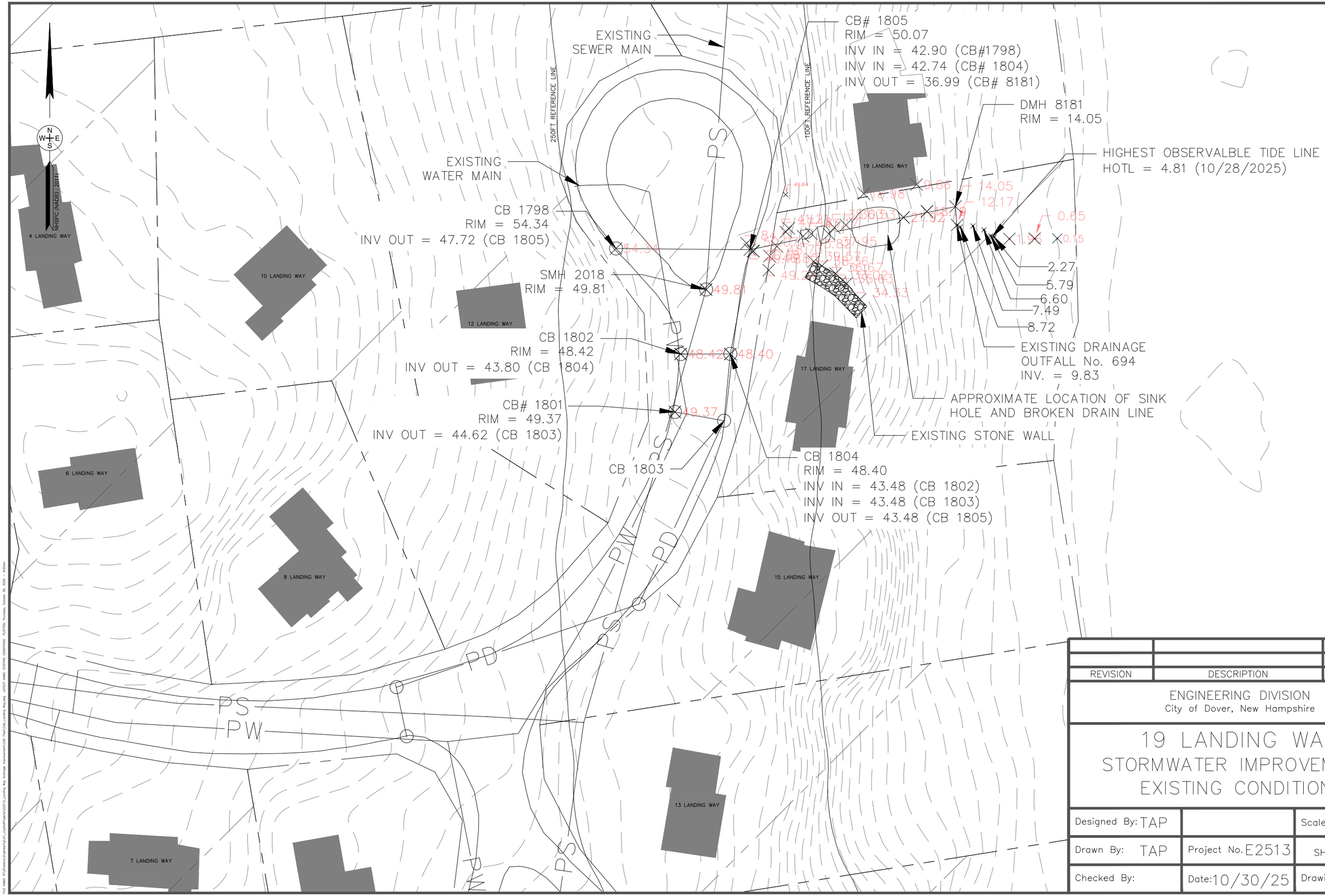
Other Business:
M. Edgecomb noted there is no longer a forestry sub-committee, but if anyone is interested in being on a working group to give input on the tree plantings (separate from the Ash tree project) let her know.

R. Warnock noted the Woodman museum is doing an earth day sustainability event and offered the commission a table.

Member comments:
K. Murphy – public access on conservation lands
Discussion ensued

8. ADJOURNMENT
S. Fellows moved to adjourn. A. Lyon seconded. Vote: U/A
The meeting was adjourned at 7:10 PM.

DRAFT



REVISION	DESCRIPTION	DATE

ENGINEERING DIVISION
City of Dover, New Hampshire

19 LANDING WAY
STORMWATER IMPROVEMENTS
EXISTING CONDITIONS

Designed By: TAP		Scale: AS SHOWN
Drawn By: TAP	Project No. E2513	SHEET 1 OF 3
Checked By:	Date: 10/30/25	Drawing:

FILE NAME: P:\Division\Engineering\01_Capital Projects\2513_Landing Way Drainage Improvements\06 Final\CAD_Landing Way.dwg LAYOUT NAME: EXISTING COND(PDMP) PLOTTED: Thursday, October 30, 2025 - 8:40am

19 LANDING WAY

NHSPC (NAD83 / 2011)

49.64

9.86

18.98

14.05

DEMO CATCH BASIN#8181

12.17

35.63

30.53

41.21

47.18

43.17

84.11

50.07

37.95

43.82

48.73

DEMO EXISTING
DRAIN LINE

DEMO OUTFALL 694

8.72

9.83

6.60

7.49

5.79

2.27

HOTL 4.81
10/28/2025

50.18

49.78

46.80

CATCH BASIN#1805

49.24

APPROXIMATE LOCATION OF SINK
HOLE AND BROKEN DRAIN LINE

39.57

38.36

36.67

33.02

35.63

34.33

EXISTING STONE WALL

100FT REFERENCE LINE

REVISION	DESCRIPTION	DATE

ENGINEERING DIVISION
City of Dover, New Hampshire

19 LANDING WAY
STORMWATER IMPROVEMENTS
DEMO PLAN

Designed By: TAP		Scale: AS SHOWN
Drawn By: TAP	Project No. E2513	SHEET 2 OF 3
Checked By:	Date: 10/30/25	Drawing:

FILE NAME: R:\Active\Engineering\01-Civil\Projects\E2513_Landing Way Drainage Improvement\CAD Files\CAD_Landing Ways\dwg LAYOUT NAME: DEMO PLAN PLOTTED: Thursday, October 30, 2025 - 8:52am

19 LANDING WAY

NHSPC (NAD83 / 2011)

49.64

CB# 1805
RIM = 50.07
INV IN = 42.90 (CB#1798)
INV IN = 42.74 (CB# 1804)
INV OUT = 42.5 (ROCK SWALE)

18.98

9.86

14.05

110'

A

A'

18.19

12.17

35.63

30.53

41.21

47.18

43.17

84.11

50.07

43.82

37.95

48.73

50.18

49.78

46.80

49.24

12" HDPE X 40'
S = 1.25%

NEW OUTFALL
INV = 42.0

39.57

38.36

36.67

33.02

35.63

34.33

PROPOSED ROCK SWALE
110'L x 10'W
6" – 8" RIP RAP
LARGER BOULDERS AT
STORM DRAIN OUTFALL TO
REDUCE VELOCITY OF RUNOFF FROM
STORM DRAIN LINE

FILL IN SINK HOLE AND GRADE
TO MATCH SURROUNDING AREA

6.60

9.83

8.72

7.49

5.79

10'

2.27

HOTL 4.81
10/28/2025

100FT REFERENCE LINE

SECTION A – A'

10.0

6" – 8"
RIP RAP

6.0

SINGLE LAYER
OF NON-WOVEN
GEOTEXTILE FABRIC

ROCK LINED SWALE
(NOT TO SCALE)

0 10 20 Feet

REVISION	DESCRIPTION	DATE

ENGINEERING DIVISION
City of Dover, New Hampshire

19 LANDING WAY
STORMWATER IMPROVEMENTS
PROPOSED CONDITIONS

Designed By: TAP		Scale: AS SHOWN
Drawn By: TAP	Project No. E2513	SHEET 3 OF 3
Checked By:	Date: 10/30/25	Drawing:

FILE NAME: R:\Drafting\Engineering\01_Capital Projects\2513_Landing Way Drainage Improvement\CAD Files\CAD_Landing Way.dwg LAYOUT MAP2 PROPOSED DRAINAGE PLOTTED: Thursday, October 30, 2025 – 8:50am

The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

Robert R. Scott, Commissioner

To: Tim Puls, Dover Community Services
271 Mast Road
Dover, NH 03820
t.puls@dover.nh.gov

From: Ecological Review Section
New Hampshire Department of Environmental Services
cc: NHFG Review, David Simmons
Date: 03/24/2026 (valid until 03/24/2027)
Re: DataCheck Review by NHDES Ecological Review Section
Permits: NHDES - Expedited Minimum Impact Wetlands Permit

DCT ID: DCT26-0597

Town: dover
Location: 19 Landing Way

Project Description: Removal of existing CMP (corrugated metal pipe) drain line, which has collapsed approximately half way between the upstream catch basin (#1805) and downstream catch basin (#8181). Drainage is currently running across the lower portion of the embankment causing a sink hole, additional erosion, and undermining trees. New drainage outfall will be located at the top of the slope, directed into a proposed rock-lined swale to control drainage velocity and minimize erosion. Sink hole will be filled and surrounding area will be stabilized with vegetation.

Next Steps for Applicants:

The New Hampshire Department of Environmental Services (NHDES) Ecological Review Section has reviewed the provided mapped project area against available records of protected species, Exemplary Natural Communities (ENCs), and critical habitat. Based on the project mapping and submitted information, protected species may be impacted by the proposed work activities. Please carefully read the comments and instructions below for next steps to avoid and minimize impacts.

Plant and Exemplary Natural Community Comments: No ecological review needed based on provided information.

Wildlife and Critical Habitat Comments: As long as proper erosion and sediment controls are used, impacts to protected wildlife are not expected and no ecological review is needed.

Ecological Review Instructions

Pursuant to Env-C 804.01, ecological reviews are either required by rule or recommended to comply with RSA 212-A and 217-A. Pursuant to Env-C 804.02, required ecological reviews that meet certain criteria must pay a $500 fee to request an ecological review.

Instructions regarding how to request an ecological review for plants and/or wildlife are provided below:

When is an Ecological Review for Plants and Exemplary Natural Communities Needed

If this letter includes records of protected plants and/or exemplary natural communities, you may request an Ecological Review from NHDES (see further instructions below).

If no plant or exemplary natural communities are included on this letter, no further plant review is needed.

When is an Ecological Review for Wildlife and Critical Habitat Needed

If this letter includes records of protected wildlife and/or critical habitat, please refer to one of the following next steps:

a. If your project requires an NHDES permit, authorization, or approval you may request an Ecological Review from NHDES (see further instructions below).
b. If your project **does not** need an NHDES permit, authorization, or approval, then no ecological review with NHDES is needed. Instead, you can request a review from the New Hampshire Fish and Game (NHFG) Nongame and Endangered species program. Contact NHFGreview@wildlife.nh.gov or 603-271-2461 to request a review with NHFG.

If no wildlife species or critical habitat are included on this letter, then no further wildlife review is needed.

How to Request an Ecological Review from NHDES

To request an ecological review, access and complete the Ecological Review Request form found at onlineforms.nh.gov.

Submit the completed form and all required attachments by email, mail, or hand delivery to:

New Hampshire Department of Environmental Services
Attn: Ecological Review Section
P.O. Box 95
29 Hazen Drive
Concord, NH 03302-0095
EcologicalReviews@des.nh.gov

For questions about requesting an ecological review, call 603-271-7972.

Federal Compliance

This letter does not constitute compliance with the federal Endangered Species Act (ESA). There may be federally listed species in New Hampshire that are impacted by your activity not included in this letter For ESA compliance, please visit the US Fish and Wildlife Service's (USFWS) Information for Planning and Consultation (iPaC) website for an official list of federally listed species that may be present in your project area. If a federal agency is involved in your project through funding, permit or other authorization, coordinate your IPaC results with your point of contact at the agency for further ESA review. If there is no federal agency nexus to your project, and you determine through IPaC, habitat evaluations etc. that a project may cause take of a federally listed species, we recommend coordinating with the USFWS' New England Field Office (newengland@fws.gov or 603-223-2541).

Ecological Review Database records:

The following species and habitats may be impacted by the proposed work activities. Please refer to this list when coordinating.

Vertebrate species	State[1]	Federal	Notes
Atlantic Sturgeon (*Acipenser oxyrinchus oxyrinchus*)	T	T	Contact the NH Fish & Game Dept and the US Fish & Wildlife Service (see above).
Shortnose Sturgeon (*Acipenser brevirostrum*)	E	E	Contact the NH Fish & Game Dept and the US Fish & Wildlife Service (see above).

[1]Codes: "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.

Disclaimer:
DataCheck Tool screening only includes occurrences of protected species and exemplary natural communities that have been documented and verified by state biologists and ecologists. This letter does not guarantee these are the only protected species and habitat present at this location, only that their presence has not been documented and verified by state biologists and ecologists. As many areas have never been surveyed, or have only been surveyed for certain species, on site surveys are the best way to determine the resources present on your site.

DCT26-0597


N
Dover
0
0.04
0.07
0.11
0.14
0.18
Miles
Legend
City/Town
Notification points

EXPEDITED MINIMUM IMPACT (EXP) WETLANDS PERMIT APPLICATION

Water Division / Land Resources Management

Check the Status of your Application

RSA/Rule: RSA 482-A/Env-Wt 100-900 (Env-Wt 310.01)

APPLICANT'S NAME: Timothy A. Puls, P.E. **TOWN NAME:** Dover

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

SECTION 1 - REQUIRED PLANNING FOR ALL PROJECTS (Env-Wt 306.05; Env-Wt 603.03; Env-Wt 603.05)

Please use the Wetland Permit Planning Tool (WPPT), the Natural Heritage Bureau (NHB) DataCheck Tool, the Aquatic Restoration Mapper, or other sources to assist in identifying key features such as: Priority Resource Areas (PRAs), protected species or habitats, coastal areas, designated rivers, or designated prime wetlands.

Does the property contain a PRA? If yes, provide the following information:	◉ Yes ○ No
• Does the project qualify for an Impact Classification Adjustment (such as an NH Fish and Game Department (NHFG) and NHB agreement for a classification downgrade) or a Project-Type Exception (such as a Maintenance or Statutory Permit-by-Notification (SPN) project)? See Env-Wt 407.02 and Env-Wt 407.04).	◉ Yes ○ No
• Protected species or habitat? ○ If yes, species or habitat name(s): ○ NHB Project ID #: HQM-084M-A1NBA	○ Yes ○ No
• Bog?	○ Yes ○ No
• Floodplain wetland contiguous to a tier 3 or higher watercourse?	○ Yes ○ No
• Designated prime wetland or duly-established 100-foot buffer?	○ Yes ○ No
• Sand dune, tidal wetland, tidal water, or undeveloped tidal buffer zone?	○ Yes ○ No
Is the property within a Designated River corridor? If yes, provide the following information: • Name of Local River Management Advisory Committee (LAC): • A copy of the application was sent to the LAC on Month: ☐ Day ☐ Year:	○ Yes ◉ No
For dredging projects, is the subject property contaminated? • If yes, list contaminant(s):	○ Yes ◉ No
Is there potential to impact impaired waters, class A waters, or outstanding resource waters?	◉ Yes ○ No
For stream crossing projects, provide watershed size (see Wetland Permit Planning Tool or Stream Stats):	

SECTION 2 - ELIGIBILITY (Env-Wt 306.03; Env-Wt 310.01; Env-Wt 310.03)

You must confirm that your project meets *all* of the following statements to qualify for the EXP process:

- The project qualifies as minimum impact project (Env-Wt 306.03).
- The project does not include activities that are prohibited under RSA 482-A (Env-Wt 306.03(a)).
- The project does not include any work in a jurisdictional area that was started without first obtaining the applicable approval (Env-Wt 306.03(b)).
- No work has been done on the subject property pursuant to another EXP or a Statutory Permit-by-Notification (SPN) within 12 months of the date this EXP will be issued. Alternatively, if any work has been done on the subject property pursuant to another EXP or a SPN within 12 months of the date this EXP will be issued, then you are submitting information, including a plan, with this application demonstrating that:
  - The work proposed in this EXP application is wholly unrelated to and separate from the work already done under the EXP or SPN; and
  - The work proposed in this EXP application, when combined with work that has been done under previously issued EXPs or SPNs within the last 12 months, does not constitute a project for which a Standard Permit is required (Env-Wt 310.03(a)).
- If the project is located in a PRA, it also qualifies for an impact classification adjustment under Env-Wt 407.02 or a project-type exception (PTE) under Env-Wt 407.04 (Env-Wt 310.01(d)(6)).

☒ My project meets all statements above. Proceed to Section 3.

☐ My project does not meet all of the statements above. **Your project does not qualify for the EXP process. Your project either is not permittable or requires a Standard Permit.**

SECTION 3 - INFORMATION ON THE PROPOSED PROJECT (Env-Wt 310.01(c))

Identify the rule(s)/provision(s) which make the project a minimum impact project. Refer to the project list below and the Expedited Minimum Impact (EXP) Project Classification Guidance Document.

☐ Aquatic Vegetation Control Projects (Env-Wt 510.08(a))
☐ Water Access Structure Construction Projects (Env-Wt 511.06(a))
☐ Beach Replenishment Projects (Env-Wt 511.07(a))
☐ Deck or Patio Repair Projects (Env-Wt 511.08(a))
☐ Breakwater Maintenance and Repair Projects (Env-Wt 512.07(b))
☐ Docking and Accessory Docking Structure Construction, Repair, and Replacement Projects (Env-Wt 513.24(a))
☐ Docking Structure Modification Projects (Env-Wt 513.25(a))
☐ Accessory Docking Structure Installation, Construction, Modification, Repair, and Replacement Projects (Env-Wt 513.26(a))
☐ Canopy Projects (Env-Wt 513.27(a))
☒ Bank/Shoreline Stabilization Construction Projects (Env-Wt 514.07(a))
☐ Dug-in Basins and Boathouse Construction or Modification Projects (Env-Wt 515.06(a), (b))
☐ Dug-in Basins and Boathouse Maintenance and Repair Projects (Env-Wt 515.07(a))
☐ Intake and Outflow Structure Construction, Maintenance and Repair Projects (Env-Wt 516.05; Env-Wt 516.06(b))
☐ Trail or Pathway Projects (Env-Wt 517.06(a); Env-Wt 517.06(d))
☐ Boardwalk Projects (Env-Wt 517.07(a); (Env-Wt 517.09)
☐ Dry Hydrants and Other Non-Docking Structure Projects (Env-Wt 518.07(a)(1), (b))
☐ Pond Construction, Maintenance, and Repair Projects (Env-Wt 519.08(a), (b); Env-Wt 519.09(a))
☐ Residential Utility Installation Projects (Env-Wt 521.06(a)(7))

- ☐ Non-tidal Dredging Projects (Env-Wt 523.04(a))
- ☐ Residential, Commercial, and Industrial Development Projects (Env-Wt 524.06(b))
- ☐ Restoration/Enhancement Projects (Env-Wt 525.05)
- ☐ Dam Construction, Reconstruction, or Replacement Projects (Env-Wt 526.06(a))
- ☐ Dam Modification, Repair, or Maintenance Projects (Env-Wt 526.07(a))
- ☐ Pubic Highway Projects (Env-Wt 527.06; Env-Wt 527.07)
- ☐ Coastal Projects (Env-Wt 600)
- ☐ Stream Crossing Projects (Env-Wt 903.01(e))
- ■ All Other Projects (Env-Wt 407.03)

Provide the project-specific information required by the rule(s)/provision(s). Refer to Chapters Env-Wt 400, Env-Wt 500, Env-Wt 600, and/or Env-Wt 900, as applicable, for project-specific application and design requirements. *Please see applicable standard Project Specific Worksheets for guidance.*

Env-Wt 406.03(b)(2)(c) Project is to repair an existing municipal drainage outfall that has failed. The existing 18in CMP (Corrugated Metal Pipe) drain line has collapsed approximately 70ft from the Highest Observable Tide Line, which is approximately half way between the two catch basins at each end of the drain line. (1) No new and/or permanent access road will be established; (2) no permanent crossings of streams or wetlands will be installed; (3) Maintenance will be through existing utility corridor and within existing utility easement; (4) Work will be temporary for maintenance; (5) does not apply.
Env-Wt 514.02 (a)(7) All construction and placement of rip-rap will be conducted "shoreward of the normal high water line", as indicated on the submitted plan set.
Env-Wt 514.04 (a) Repair of a failed outfall, stormwater management, and erosion control measures are incorporated into the outfall design. (b) Bank stabilization will consist of natural / native vegetation. (c) Existing site conditions are not conducive to bank cutting and/or flattening. (d) Impacts to adjacent properties will be temporary and minimized to the extent practicable. (e) Impacts to water quality will be temporary during construction, runoff will be managed during construction, long-term impacts will be negligible as in place system will improve water quality of stormwater runoff through sedimentation, reduction of total suspended solids in the rock-lined swale. (g) - (i) NA.

For projects located on waterbodies, provide the linear feet of shoreline frontage on the property: linear feet

(■ Not applicable)

Provide a brief description of the project and the purpose of the project, outlining the scope of work to be performed and whether impacts are temporary or permanent. *Do not* reply “See attached".

The project is located within an established Municipal drainage easement located between two private residential properties, i.e. #17 and #19 Landing Way in Dover, NH. The existing drain line has collapsed causing surface drainage to flow down the embankment, undermining trees and eroding the slope. The project incorporates a new outfall location approximately 110ft further away from the shoreline, which will discharge into a rock-lined swale. The swale ends just upslope of the highest observable tide line (HOTL). The rock-lined swale is intended to reduce runoff velocity and erosion, reduce total suspended sediments from reaching the water body, and stabilize the embankment. The existing embankment has a slope of 36.3%. The new rock-lined swale will be incorporated into the municipally owned stormwater management network and will be inspected and maintained by municipal staff as part of Dover's MS4 permit requirements. All impacts associated with installation of the rock-lined swale will be temporary. The surrounding slope will be re-vegetated with native vegetation and inspected annually.

Identify the type of jurisdictional resources to be impacted and the area of impact in square feet and/or linear feet:

Trees will be removed from the embankment that have been impacted by the pre-existing conditions. The area of temporary impact associated with construction is perpendicular to the shoreline, extending shoreward 125ft from the HOTL and approximately 30ft wide, or 3,750 sq.ft. No work or impacts are anticipated in tidal areas or on the water side of the HOTL.

(☐ Not applicable)

SECTION 4 - PROJECT LOCATION (Env-Wt 310.01(b))

ADDRESS: 17 - 19 Landing Way

TOWN/CITY: Dover, NH

TAX MAP/LOT NUMBER: (#17) L-1 / L-95-1P-0; (#19) L-1 / L-95-1A-0

US GEOLOGICAL SURVEY (USGS) TOPO MAP WATERBODY NAME: Piscataqua River
☐ N/A

LATITUDE/LONGITUDE in decimal degrees (to five decimal places): 43.14727° North
-70.8349° West

SECTION 5 - APPLICANT (DESIRED PERMIT HOLDER) INFORMATION (Env-Wt 310.01(a))

If the applicant is a trust or a company, then the name of the trust or company should be written as the applicant's name.

NAME: City of Dover, Community Services Department

MAILING ADDRESS: 271 Mast Road

TOWN/CITY: Dover	STATE: NH	ZIP CODE: 03820

PHONE: 603-516-6455	EMAIL ADDRESS (OPTIONAL): t.puls@dover.nh.gov

ELECTRONIC COMMUNICATION: By initialing here, I hereby authorize NHDES to communicate all matters relative to this application electronically.

SECTION 6 - AUTHORIZED AGENT INFORMATION (Env-Wt 310.01(a))

If the agent is a company, then the name of the company should be written as the agent's name.

NAME: Timothy A. Puls, P.E., Environmental Projects Manager (City of Dover)

MAILING ADDRESS: t.puls@dover.nh.gov

TOWN/CITY: Dover	STATE: NH	ZIP CODE: 03820

PHONE: 603-516-6455	EMAIL ADDRESS (OPTIONAL): t.puls@dover.nh.gov

ELECTRONIC COMMUNICATION: By initialing here, I hereby authorize NHDES to communicate all matters relative to this application electronically.

SECTION 7 - PROPERTY OWNER INFORMATION, IF DIFFERENT FROM APPLICANT (Env-Wt 310.01(a)) If the owner is a trust or a company, then the name of the trust or company should be written as the owner's name.		
NAME: (#17) Joyce Chagan & Brendan Greeley; (#19) Greg & Sara Billings		
MAILING ADDRESS: 17 Landing Way ; 19 Landing Way		
TOWN/CITY: Dover	STATE: NH	ZIP CODE: 03820
PHONE: (#17) 508-801-9066; (#19) 239-417-4660	EMAIL ADDRESS (OPTIONAL):	
ELECTRONIC COMMUNICATION: By initialing here, I hereby authorize NHDES to communicate all matters relative to this application electronically.		

SECTION 8 - APPLICATION FEE (RSA 482-A:3, I)

■ $400 for minimum impact projects. Please make your check or money order payable to: "Treasurer - State of NH".

SECTION 9 - REQUIRED CERTIFICATIONS (Env-Wt 310.01(d))

Initial each box below to certify:

Initials:	
	The proposed project meets the conditions and limits of the applicable minimum impact project rule.
	All abutters have been notified.
	If the project is to repair or replace a docking structure, the docking structure is an existing legal structure. (■ N/A)
	The proposal is the alternative with the least adverse impact to jurisdictional areas, as required by Env-Wt 310.01(d)(4).
	The project is not an after-the-fact application.
	The project is: • Not located in a PRA, or • Is located in a PRA but is subject to a classification adjustment under Env-Wt 407.02 or a project-type exception under Env-Wt 407.04.
	The applicant is aware of the limits of the EXP and understands and will comply with all conditions in the EXP and all applicable conditions in Env-Wt 307.

Initials: 	To the best of the signer's knowledge and belief, all required notifications have been provided.
Initials: 	The information submitted on or with the application is true, complete, and not misleading to the best of the signer's knowledge and belief.
Initials: 	The signer understands that: • The submission of false, incomplete, or misleading information constitutes grounds for NHDES to: 1. Deny the application. 2. Revoke any approval that is granted based on the information. 3. If the signer is a certified wetland scientist, licensed surveyor, or professional engineer licensed to practice in New Hampshire, refer the matter to the joint board of licensure and certification established by RSA 310-A:1.
Initials: 	If the applicant is not the owner of the property, each property owner signature shall constitute certification by the signer that he or she is aware of the application being filed and does not object to the filing.

SECTION 10 - REQUIRED SIGNATURES (Env-Wt 310.01(d))		
SIGNATURE (OWNER)*:	PRINT NAME LEGIBLY:	DATE:
*Note: If the applicant is not the owner of the property, each property owner also shall sign and date the application provided that property owner signatures shall not be required for transportation projects adjacent to existing rights-of-way where an easement will be obtained prior to the start of construction (Env-Wt 311.11(d)). Check the following box if your project meets this exception: ☐.		
SIGNATURE (APPLICANT, IF DIFFERENT FROM OWNER):	PRINT NAME LEGIBLY:	DATE:
SIGNATURE (AGENT, IF APPLICABLE):	PRINT NAME LEGIBLY:	DATE:

SECTION 11 - CONSERVATION COMMISSION SIGNATURE (Env-Wt 310.01(h))** The signed statement from the Conservation Commission may be submitted electronically.		
The signature below certifies that the municipal Conservation Commission or, if there is no conservation commission, the local governing body, has reviewed this application and the municipality waives its right to intervene on the project, per RSA 482-A:11.		
AUTHORIZED COMMISSION SIGNATURE:	PRINT NAME LEGIBLY:	DATE:

SECTION 12 - LOCAL RIVER MANAGEMENT ADVISORY COMMITTEE SIGNATURE (Env-Wt 310.01(i))**		
The signature below certifies that the LAC waives its right to intervene per RSA 482-A:11: (■ N/A This project is **not** within a Designated River Corridor)		
AUTHORIZED LAC REPRESENTATIVE SIGNATURE:	PRINT NAME LEGIBLY:	DATE:

**Note: If the application is administratively complete, except for the signed statement from the Conservation Commission and/or LAC, the application will be processed under the application processing times established in RSA 482-A:3, XIV (Env-Wt 310.02(h)). The applicant may also indicate that they are applying for a minimum impact application under standard processing timelines.

SECTION 14 - TOWN / CITY CLERK SIGNATURE (Env-Wt 310.01(f))	
As required by RSA 482-A:3, I(a)(1), I hereby certify that the municipality has received four copies of the application, including all attachments.	
TOWN/CITY CLERK SIGNATURE:	PRINT NAME LEGIBLY:
TOWN/CITY:	DATE:

DIRECTIONS FOR TOWN/CITY CLERK:

Per RSA 482-A:3, I(a)(1)

1. IMMEDIATELY sign the original application form and four copies in the signature space provided above.
2. Return the signed original application form and attachments to the applicant so that the applicant may submit the application form and attachments to NHDES by mail or hand delivery.
3. IMMEDIATELY distribute a copy of the application with one complete set of attachments to each of the following bodies: the municipal Conservation Commission, the local governing body (Board of Selectmen or Town/City Council), and the Planning Board.
4. Retain one copy of the application form and one complete set of attachments and make them reasonably accessible for public review.

DIRECTIONS FOR APPLICANT:
Submit the single, original permit application form bearing the signature of the Town/City Clerk, additional materials, and the application fee to NHDES by mail or hand delivery at the address at the bottom of this page.

EXPEDITED MINIMUM IMPACT (EXP) WETLANDS PERMIT APPLICATION APPLICATION CHECKLIST

Keep this checklist for your reference. Do not submit it with your application.

APPLICATION CHECKLIST

Required for all applications:

- ☐ The completed, dated, signed and certified application (Env-Wt 310.01).
- ☐ Application fee of $400, as determined in RSA 482-A:3, I (Env-Wt 310.01(e)). Make check or money order payable to "Treasurer – State of NH".
- ☐ US Army Corps of Engineers (ACE) "Appendix B, New Hampshire General Permits (GPs), Required Information and Corps Secondary Impacts Checklist" and its required attachments (Env-Wt 307.02). This includes the US Fish and Wildlife Service IPAC review and New Hampshire Section 106 Historic/Archaeological Resource review.
- ☐ A copy of the town tax map(s) showing the location of the proposed project in relation to abutters (Env-Wt 310.01(b)(2)).
- ☐ A list of abutters' names and mailing addresses to cross-reference with the tax map (Env-Wt 310.01(b)(3)).
- ☐ A copy of the appropriate US Geological Survey map with the property and project clearly marked (Env-Wt 310.01(b)(4)).
- ☐ Photos that meet all of the following criteria:
  - ☐ Clearly show the area to be impacted,
  - ☐ Are mounted or printed no more than two per sheet on 8.5-inch x 11-inch paper, and
  - ☐ Are annotated to explain impact (Env-Wt 310.01(b)(6)).
- ☐ The results and identification number of the NHB DataCheck (Env-Wt 310.01(b)(8)), as well as documentation of any consultation request made to NHF&G with the consultation results and recommendations. See Wetlands Permitting: Protected Species and Habitat fact sheet.
- ☐ An accurate drawing showing the precise location, with detailed dimensions clearly annotated to document existing site conditions and to show the proposed impacts to the jurisdictional areas (Env-Wt 310.01(c)(4)).
- ☐ An accurate drawing to show the impact of the proposed activity on jurisdictional areas, including the following (Env-Wt 310.01(c)(5)):
  - ☐ An overview of the property and proposed impact areas in relation to property lines,
  - ☐ The scale, if any, used on the drawing,
  - ☐ If the drawing is not to scale, the dimensions of all existing and proposed structures, existing and proposed topography, and all other relevant features necessary to clearly define the project,
  - ☐ A labeled north-pointing arrow to indicate orientation,
  - ☐ A legend that clearly indicates all symbols, line types, and shading used on the plan,
  - ☐ The location of the jurisdictional areas delineated and associated wetland delineation notes, in accordance with Env-Wt 400,
  - ☐ The proposed construction sequence including pre-construction through post-construction activities and the relative timing and progression of all work,
  - ☐ The location and type of siltation and turbidity controls indicated graphically and labeled or annotated as necessary,

lrm@des.nh.gov or (603) 271-2147
29 Hazen Drive, PO Box 95, Concord, NH 03302-0095
des.nh.gov

- ☐ For any project using a temporary coffer dam and for any repair of a tier 3 stream crossing, the date, signature, and seal of the licensed professional engineer who prepared or had responsibility for the plan(s),
- ☐ For restoration/enhancement projects, the information required to be shown on a map by Env-Wt 525,
- ☐ For tidal minimum impact projects, the information required to be shown on a map by Env-Wt 600, and
- ☐ For minimum impact stream crossing projects, the information required to be shown on a map by Env-Wt 900.
- ☐ Plans or documentation showing that impacts have been avoided and minimized to the maximum extent practicable per Env-Wt 313.03(a).

☐ The linear distance of the project from abutting property boundaries (Env-Wt 310.01(c)(7)).

Required for certain project type, as applicable:

☐ The type of dock construction (Env-Wt 310.01(c)(8)).

☐ The diameter of culvert(s) to be used for road or driveway crossings (Env-Wt 310.01(c)(8)).

☐ The additional information specified in Env-Wt 522 for minimum impact agricultural applications (Env-Wt 310.01(c)(8)).

☐ Plans for maintenance of retaining walls, as specified in Env-Wt 514 (if applicable; Env-Wt 310.01(c)(8)).

☐ Specifications and plans for maintenance of rip-rap, as required by Env-Wt 514 (Env-Wt 310.01(c)(8)).

☐ Any other project-specific plan, cross section, or information required under Env-Wt 500 and as described in the project-specific worksheet (Env-Wt 310.01(c)(8)).

☐ Information required on the Coastal Resource Worksheet for coastal projects under Env-Wt 600.

☐ Prime Wetlands information required under Env-Wt 700.

☐ Information requested on the Stream Crossing Worksheet required by Env-Wt 900.

EXPEDITED (EXP) MINIMUM IMPACT WETLANDS PERMIT APPLICATION REVIEW PROCESS

(Keep this sheet for your reference; do not submit it with your application.)

In accordance with Env-Wt 310.02, the department must review an application for an expedited permit (EXP) for administrative completeness and compliance with applicable department rules within 30 calendar days of receipt if the application has been signed by:

- The municipal conservation commission or, if there is no conservation commission, the local governing body, certifying that the municipality waives its right to intervene on the project, which may be submtted electronically; and
- The LAC, if the project is within LAC jurisdiction, certifying that the LAC waives its right to intervene on the project. "LAC jurisdiction" means the authority conferred by RSA 483:8-a, III upon a local river management advisory committee relative to activities within a designated river or river corridor, provided that for the purpose of routine roadway maintenance activities conducted under an EXP, LAC jurisdiction is limited to activities in or within 250 feet of a tier 2 or tier 3 designated river that have a direct surface water connection to the designated river (Env-Wt 103.27).

Administrative Completeness Review:

If the application is administratively complete, complies with applicable requirements, and has the signature(s) mentioned above, the department will issue an EXP and post the information on OneStop within one business day of determining that the application was complete and in compliance with all applicable requirements.

If the application is lacking anything other than the signatures mentioned above and the project qualifies for an EXP, the department will send a written notice to the applicant that:

- Identifies each item that is missing; and
- Informs the applicant that in order to proceed under the EXP, the applicant must submit all necessary information within 20 days of the date of the notice or the application will be denied.

If the application was administratively complete except for one or both of the signatures required above, the department will send a written notice to the applicant that the application will be processed under the application processing times established in RSA 482-A:3, XIV.

If the applicant receives the above-mentioned notice and wishes to proceed under an EXP, the applicant must submit a revised application for an EXP that provides all of the required information within 20 days of the date of the notice. If the applicant does not submit all necessary information to the department within 20 days, the department will deny the EXP.

Technical Review:

If the information submitted as part of the application is not sufficient for the department to determine that the project meets the criteria for an EXP, the department shall send a request for more information, together with any written technical comments the department deems necessary, within 30 calendar days of receipt of the application. Such request and technical comments shall be sent by electronic means if the applicant or applicant's agent has indicted that doing so is acceptable.

If the project proposed in the EXP application does not comply with applicable requirements, the department will deny the application and notify the applicant in writing of the reason(s) for the denial.

lrm@des.nh.gov or (603) 271-2147
29 Hazen Drive, PO Box 95, Concord, NH 03302-0095
des.nh.gov

CITY OF DOVER

CONSERVATION COMMISSION - STAFF MEMO FILE #COND-2026-0011

Application Type:	Conditional Use Permit
Applicant(s):	25 Dover Point, LLC c/o Civilworks New England
Owner(s):	25 Dover Point, LLC
Location:	28 Dover Point Road (Map K, Lot 26)
Meeting Date:	April 13, 2026

INTENT: Proposal is for a Conditional Use Permit (CUP) for construction of a mixed-use building that will result in 1,797 sf of permanent impacts to the wetland buffer due to associated grading and drainage.

AGENDA ITEM #: 5-D

FILE: COND-2026-0010

OWNER: 25 Dover Point, LLC

APPLICANT: 25 Dover Point, LLC c/o Civilworks New England

LOTS/UNITS PROPOSED: Three commercial units and three residential units.

ACREAGE: 0.76± ac. (or 32,964 s.f.)

ZONING DISTRICT: Medium Density Residential (R-12) District, Wetland Protection District

EXISTING: Vacant

PROPOSED LAND USE: Mixed- use

SURROUNDING LAND USE: Residential, Mixed-Use, Commercial

WAIVERS REQUESTED: N/A

ZBA ACTION: On Dec. 18, 2025, three Variances were granted from Sections 170-11(D), 12(B), and 15(D) to allow for the construction of a commercial building within a residential zoning district, an increased build-to line, and to allow for a commercial use closer than 150' from a residential structure within a residential zone.

PERMITS REQUIRED: City of Dover CUP for proposed Wetland Buffer impacts

APPLICATION IS COMPLETE: Yes

TECHNICAL REVIEW COMMITTEE: Reviewed on March 12, 2026.

ATTACHMENTS: Impact Plan, Application Materials.

Summary of Request and Background:
The applicant is proposing a mixed-use building to be constructed on the subject property. As part of the project, a stormwater mitigation rain garden and associated grading are proposed within the overlapping areas of the 50-foot wetland buffer and 50-foot stream buffer from Varney Brook.

As the total proposed permanent impacts, ±1,797 square feet, are within the wetland buffer, the Wetland Protection District regulations were considered for the request.

Previously on the site, a site plan and CUP request were granted that is consistent with this proposal (Site plan file #P21-35 and CUP file #P21-36).

Consistency with Land Use Regulations – CUP 170-28.F
The Wetlands Protection District ordinance §170-28.F provides for Conditional Use Permits to allow impacts to the Wetlands Protection District if standards related to demonstration that no practicable alternative is available, impact avoidance was considered, impacts were minimized, mitigation has been sought, and approval of the wetlands impact from NHDES Wetlands Bureau has been granted.

Planning Staff have reviewed the materials submitted by the applicant and note the following. There are no direct wetland impacts associated with the project, therefore no mitigation or DES permitting is required. All buffer impacts are associated with the grading and stormwater management from the project. No impervious surfaces are proposed within any buffers. Buffer impacts include a stormwater mitigation rain garden and silt socks for erosion control measures.

PERMIT SNAPSHOT REPORT COND-2026-0010
FOR CITY OF DOVER, N.H.

Permit Type	Conditional Use	**Project:**		**App Date:**	02/11/2026
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 Expire Date:**	

Description: To allow impact associated with construction drainage and grading within a wetland buffer.

Parcel:	K0026-000000	Main	**Address:** 28 Dover Point Rd Dover, NH	Main	**Zone:** R-12(Residential - Medium Density)

Wetlands Scientist
Damon Burt
38 garland road
Strafford, NH 03884
Home: (603) 969-5574
Business: (603) 969-5574
Mobile: (603) 969-5574

Owner
Zachery Leavitt
Mobile: (603) 501-9107

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

Applicant
Civilworks New England
Steve Haight
181 Watson Road PO Box 1166
Dover, NH 03820
Business: (603) 749-0443
Mobile: (603) 817-6651

Permit Custom Fields

Select Permit Type	Conservation District	General Purpose	New Construction	Project Zone	Mixed Use
What is the parcel zoned?	R-12	Work	To allow impact of 901 sf within a wetland buffer, and 896 sf within a stream buffer for drainage and grading associated with the construction of a multi-use structure.	permitstatefed	

Attachment File Name	Added On	Added By	Attachment Group	Notes
Signature_Steve_Haight_2/11/2026.jpg	02/11/2026 11:12	Haight, Steve		Uploaded via CSS
Permit Snapshot Report.pdf	02/11/2026 11:13	Service, EnerGov		Attached by IO - ATTACH: Initial Permit Snapshot

Invoice No.	Fee	Fee Amount	Amount Paid
INV-2026000531	Planning General Application Fee	$200.00	$200.00
	Total for Invoice INV-2026000531	$200.00	$200.00
	Grand Total for Permit	**$200.00**	**$200.00**

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Conditional Use Review v.1	In Review	03/24/2026	04/13/2026		No	No

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Planning	Planning	Edgecomb, Makayla	In Review	03/24/2026	04/21/2026	

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		03/24/2026 0:00	
Confirm application complete v.1	Generic Action		03/24/2026 12:19
Conditional Use Review v.1	Receive Submittal	03/24/2026 12:19	
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
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: 25 Dover Point, LLC Telephone # 603-501-9107

Address of Applicant: 99 Columbus Avenue Dover, NH 03820

E-Mail Address: leavittzachery@gmail.com

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

Address of Property Owner: _____

PROPERTY INFORMATION

Assessor's Map # K Lot(s) # 26

Address of Property: 28 Dover Point Road Dover, NH 03820

Zoning District(s) R-12 Overlay District(s) _____

Existing Use of Property: Vacant lot

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 construction activity related to drainage and grading impacting 901 s.f. within a wetland buffer, and

896 s.f. within a wetland buffer along a stream.

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, P.E. - Civilworks New England

Address P.O. Box 1166 Dover, NH 03821 Telephone #: 603-749-0443

Professional License #: NH P.E. # 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: 2/9/26

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

Signature of Agent: _____ Date: _____

AUTHORIZATION TO ENTER SUBJECT PROPERTY

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

Signature of Property Owner: _____ Date: 2/9/26

CITY OF DOVER CONDITIONAL USE
LIST OF ABUTTERS

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

Owner:

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS
K	26	25 Dover Point, LLC	99 Columbus Avenue Dover, NH 03820

Applicant (if different from owner):

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS

Surveyor and/or Engineer/Professional Agent:

NAME	COMPANY	MAILING ADDRESS
Kevin McEneaney, LLS	McEneaney Survey Associates	P.O. Box 1166 Dover, NH 03820
Stephen J. Haight, PS	Civilworks New England	P.O. Box 1166 Dover, NH 03820
Damon E. Burt, CWS	Fraggle Rock Environmental, LLC	38 Garland Road Strafford, NH 03884

Conservation Easement Holder:

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS

PLANNING BOARD FEE SCHEDULE/INVOICE

(Revised July 24, 2023)

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

A. Plan Review Fees

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

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

AND

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

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

C. Foster's newspaper public notice fee $120.00 x # _____ applications = $_____

SUBTOTAL = $_____

TOTAL INVOICE AMOUNT = $_____

PLAN REVIEW FEE COLLECTED/PAID = $ _____

BALANCE DUE = $ _____

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

25 Dover Point, LLC
99 Columbus Avenue
Dover, NH 03820

February 9, 2026

City of Dover
288 Central Avenue
Dover, NH 03820

Attn: Planning Board

Re: LETTER OF OWNER AUTHORIZATION
Site Plan Review Applications & Approvals
28 Dover Point Road – Tax Map K, Lot 26

I, Zachery Leavitt, authorize Civilworks New England and McEneaney Survey Associates to represent all applications made on behalf of me as Member of 25 Dover Point, LLC (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,

Zachery Leavitt, Member
25 Dover Point, LLC

CONDITIONAL USE NARRATIVE
§170-28
WETLAND PROTECTION DISTRICT
for
Dover Point Mixed Use
28 Dover Point Road
Tax Map K, Lot 26

The project site has obtained three (3) variances from the Zoning Board, ZONE-2025-0037, 37B, 37C, on 12/18/25 to; 1) allow a commercial building in a residential zoning district; 2) to allow for an increased building setback (78.1' where 25' max is required); and 3) to allow for a commercial component closer than 150' from a residential structure (in a residential zone).

It should be noted that the approved variances do not cause the need for application for the Conditional Use Permit. The CUP request is consistent with a previously granted CUP (Dover File No. P21-36, approved July 27, 2021).

Below is our response to the CUP criteria per Zoning 170-28:

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 or streams. The site design incorporates unique site characteristics including existing slope and soil type to minimize wetland and stream buffer impacts and maximize stormwater treatment and for pollutant removal. The site layout limits the wetland and stream buffer impacts to the construction of the stormwater management system and associated grading. Additionally, the area disturbed within the wetland buffer will be loamed and seeded with a conservation mix. There is no impervious surface proposed within wetland and stream buffers.**

(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. **There are no wetland and stream impacts. There are 901 sf of wetland buffer impacts and 896 sf of stream buffer impacts associated with the grading and drainage for the project. Erosion control within the buffers will be a double row of siltsoxx. There is no impervious surface proposed within wetland and stream buffers.**

(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. **There are no wetland and stream impacts. There are 901 sf of wetland buffer impacts and 896 sf of stream buffer impacts associated with the grading and drainage for the project. All impacts have been minimized to the greatest extent practicable. Erosion control within the buffers will be a double row of siltsoxx.**

(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 are no impacts to wetlands.**

(e) Approval for the wetlands impact has been received from the NHDES Wetlands Bureau pursuant to Section G (3), below. **No wetlands permit is required, as there are no direct wetland impacts proposed on site.**

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 will be no disturbance within the wetlands. A 50-foot wetland buffer is shown on the site plan, a portion of which will be impacted by the construction of the stormwater mitigation rain garden, and the associated grading.**

(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 impacts will be primarily related to site grading as allowed by obtaining a Conditional Use Permit. The areas being impacted by grading will be restored and maintained as lawn area, and the stormwater area.**

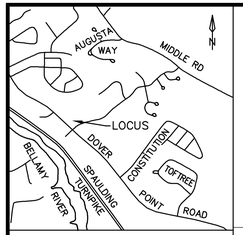
(c) Certain Uses Prohibited in Buffers. The following uses and activities are prohibited within a wetland buffer: DOVER CODE P 170-107 (i) The establishment or expansion of salt storage, JUNKYARDs, resource recovery facilities, transfer stations, landfills, or solid or hazardous waste facilities; (ii) 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 to allow for a stormwater management system, and associated grading within the wetland and stream buffer for this project.**

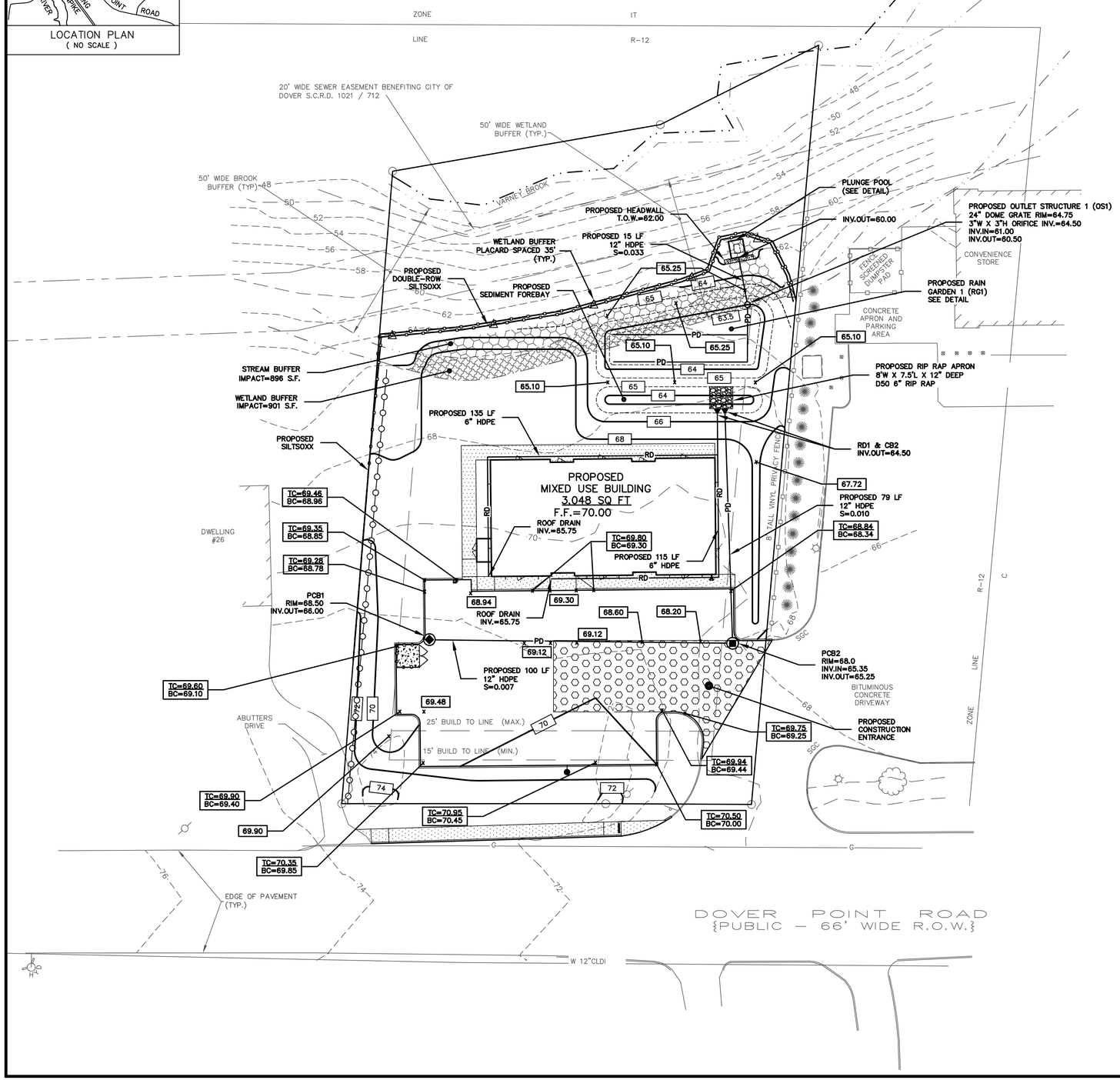
(e) Uses Allowed Without a Conditional Use Permit. The following uses and activities are allowed within a wetland buffer with the noted conditions: (i) Activities within wetlands jurisdictional areas that are allowed without a State of New Hampshire Dredge and Fill Permit, in accordance with NHDES Rules 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.**

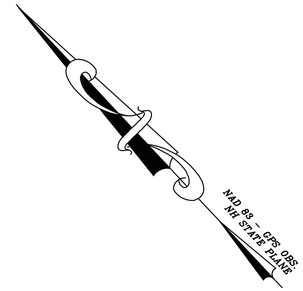
(2) No septic tank or leach field may be constructed or enlarged closer than seventy-five (75) feet to any Wetland Protection District. In new subdivisions approved subsequent to adoption of this section, there must be sufficient LOT size to place a house, a state-approved septic system, where applicable, 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.**



LOCATION PLAN
(NO SCALE)





CONDITIONAL USE:

: STREAM BUFFER IMPACT = 896 S.F.

: WETLAND BUFFER IMPACT = 901 S.F.

GRAPHIC SCALE

20 0 10 20 40 80

(IN FEET)

PLANNING FILE NO.: SITE-2026-0002

NOT FOR CONSTRUCTION FOR PERMIT USE ONLY

CIVILWORKS NEW ENGLAND
CIVIL & WATERFRONT ENGINEERING
181 Watson Road, PO Box 1166
Dover, New Hampshire 03821
603.749.0443

NO.	REVISION	APP'D	DATE
1	REV. PER TRC #1 COMMENTS	SJH	3-24-2026

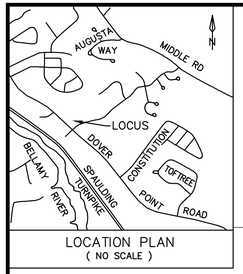
DATE: 2-9-26
SCALE: 1"=20'
DRAWN BY: SRD
DESIGN BY: SRD
APPROVED BY:SJH
PROJECT NO: 25026
FILE: SITE.DWG

GRADING, DRAINAGE & EROSION CONTROL PLAN

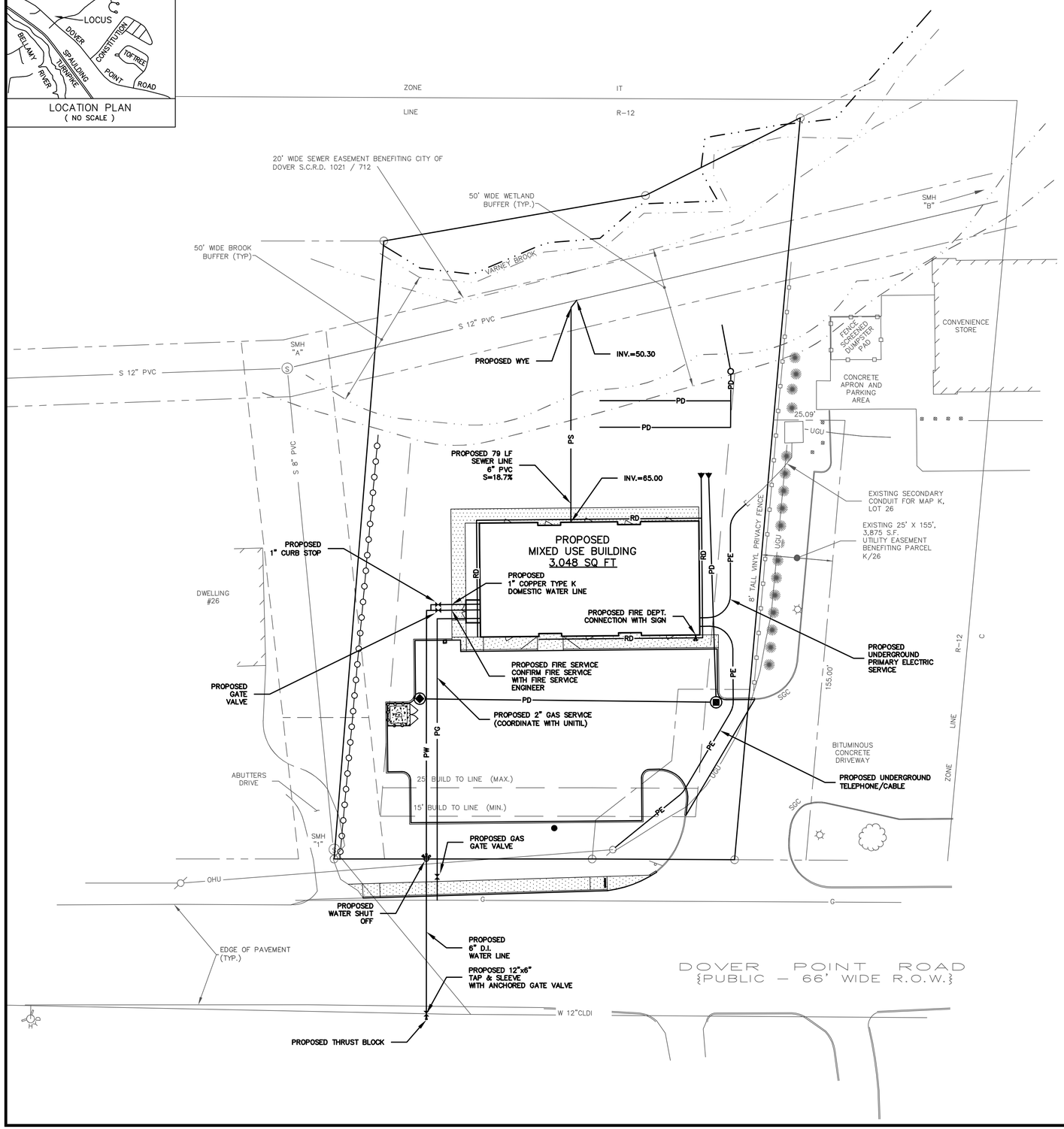
25 DOVER POINT LLC
99 COLUMBUS AVENUE
DOVER, NH 03820

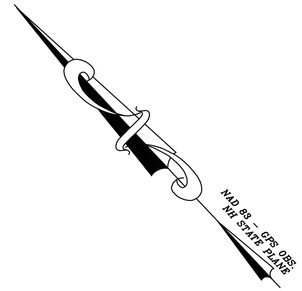
DOVER POINT MIXED USE
28 DOVER POINT ROAD
DOVER, NH

7



LOCATION PLAN
(NO SCALE)

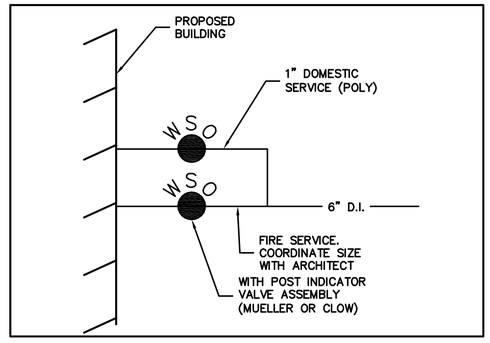




SANITARY SEWER STRUCTURE SCHEDULE

EXIST. SMH "1"	EXISTING CROSS-COUNTRY LINE
RIM ELEV:	= 73.38
INVERT IN:	= 62.5 (8")
INVERT OUT:	= 62.4 (8")
EXIST. SMH "A"	EXISTING CITY CROSS-COUNTRY LINE
RIM ELEV:	= 60.62
INVERT IN:	= (8")
INVERT IN:	= 51.32 (12")
INVERT OUT:	= 51.30 (12")
EXIST. SMH "B"	EXISTING CITY CROSS-COUNTRY LINE
RIM ELEV:	= 59.34
INVERT IN:	= 48.74 (12")
INVERT OUT:	= 48.64 (12")

NOTE:
THE INTENT IS TO PROVIDE NEW WATER AND SEWER SERVICES FOR THE PROPOSED BUILDING. IF DURING CONSTRUCTION THE EXISTING SERVICES ARE FOUND THE PROJECT PROPONENT WILL WORK WITH THE CITY ENGINEER TO DETERMINE IF THE EXISTING SERVICES ARE SUFFICIENT AND CAN BE REUSED FOR THE NEW BUILDING.



TYPICAL FIRE AND DOMESTIC
WATER SERVICE CONNECTION DETAIL
NOT TO SCALE

GRAPHIC SCALE
20 0 10 20 40 80
(IN FEET)

PLANNING FILE NO.: SITE-2026-0002

NOT FOR CONSTRUCTION FOR PERMIT USE ONLY

CIVILWORKS NEW ENGLAND
CIVIL & WATERFRONT ENGINEERING
181 Watson Road, PO Box 1166
Dover, New Hampshire 03821
603.749.0443

NO.	REVISION	APP'D	DATE
1	REV. PER TRC #1 COMMENTS	SJH	3-24-2026

DATE: 2-9-26
SCALE: 1"=20'
DRAWN BY: SRD
DESIGN BY: SRD
APPROVED BY:SJH
PROJECT NO: 25026
FILE: SITE.DWG

UTILITY PLAN

25 DOVER POINT LLC
99 COLUMBUS AVENUE
DOVER, NH 03820

DOVER POINT MIXED USE
28 DOVER POINT ROAD
DOVER, NH

8

CITY OF DOVER

CONSERVATION COMMISSION - STAFF MEMO FILE #COND-2026-0023

Application Type:	Conditional Use Permit
Applicant(s):	Haley Ward
Owner(s):	Edward Williams
Location:	169 Spur Road (Map L, Lot 45-H)
Meeting Date:	April 13, 2026

INTENT: Proposal is for a Conditional Use Permit (CUP) to demolish the existing home and construct a new home resulting in 7,839± s.f. of permanent impacts to the Conservation District.

AGENDA ITEM #: 5-E

FILE: COND-2026-0023

OWNER: Edward Williams

APPLICANT: Haley Ward

LOTS/UNITS PROPOSED: N/A (no change)

ACREAGE: 0.23 ± ac.

ZONING DISTRICT: R-20, Riverfront Residential Overlay, Conservation District

EXISTING/PROPOSED LAND USE: Residential

SURROUNDING LAND USE: Residential, Bellamy River

WAIVERS REQUESTED: N/A

ZBA ACTION: Variance granted on June 19, 2025 for the proposed structure to be within the front setback.

PERMITS REQUIRED: City of Dover CUP for proposed Conservation District impacts and NHDES Standard Dredge and Fill Wetlands Permit

APPLICATION IS COMPLETE: Yes

TECHNICAL REVIEW COMMITTEE: N/A

ATTACHMENTS: Impact Plan, Application Materials.

Summary of Request and Background:
The applicant is proposing to demolish the existing home and to construct a new single-family home. Related work includes re-configuration of the existing driving, patio deck, associated grading, utility connections, and proposed landscaping resulting in overlapping impacts to the wetland buffers and Conservation District.

As the total proposed permanent impacts, 7,839± square feet, are within the 100-foot Conservation District boundary, the Conservation District regulations were considered for the request.

There are no direct wetland impacts associated with this proposal. The Variance granted by the Zoning Board of Adjustment (ZBA) allowed for the proposed structure to be located closer to Spur Road and further from the wetlands on the parcel.

The NHDES Standard Dredge and Fill Wetlands Permit was approved on March 13, 2026.

Consistency with Land Use Regulations – CUP 170.27.C
The Conservation District ordinance §170.27.C provides for Conditional Use Permits to allow impacts to the Conservation District if standards related to demonstration that the use is essential to the productive use of land, a soil erosion and sedimentation control plan is submitted, state and federal approvals have been applied for, and a written review by the Conservation Commission has been sought.

Planning Staff have reviewed the materials submitted by the applicant and the following items are of note. The entire parcel is located within the Conservation District and a Variance was granted to encroach on setbacks in order for the structure to be constructed further from the wetlands onsite than the existing structure. The proposal also includes the installation of a stone drip apron that will provide stormwater treatment and infiltration around the home, improving water quality that leaves the site and enters the Bellamy River. The proposal intends on removing an existing asphalt driveway that is adjacent to the Bellamy and removing a concrete walkway from the site, all located within wetland buffers, and these removals result in a reduction of impervious surface on the lot from 51% to 24.5%. The proposal also includes the addition of a 1,736± square feet buffer planting area and will maintain existing trees within the wetland buffer. As mentioned, the applicant has also been granted an NHDES Standard Dredge and Fill Wetlands Permit.

2 April 2026

Gina Cruikshank, Chair
Dover Planning Board
288 Central Avenue
Dover, NH 03820

RE: Conditional Use Permit Application | Tax Map L, Lot 45-H | 169 Spur Road, Dover, NH

Dear Ms. Cruikshank,

This letter transmits a City of Dover Conditional Use Application for construction under the City of Dover Zoning Ordinance *Article VIIL Section 170-27* for work within the Wetland Protection District and Conservation District. It is our understanding that the applicant will need a Conditional Use Permit from the City of Dover for the proposed project. The project received approvals from the Dover Zoning Board under ZONE-2025-0020 (Approved 2025.06.19), and the NHDES Wetlands Bureau Standard Dredge and Fill Wetlands Permit Application under NHDES File Number: 2025-02585 (2026.03.16). Permit copies are attached to this submission. No direct wetland impacts are proposed.

The project proposes residential re-development including demolition of the existing residential structure, construction of a new home, re-configuration of the existing driveway, patio, deck, grading, utility connections and associated landscaping. The project proposes 3,763 sq. ft. of disturbance within the 50' City of Dover Wetland Buffer associated with the freshwater wetland buffer which occurs on the subject parcel and 4,076 sq. ft. of disturbance within the 100' City of Dover Tidal Wetland Buffer associated with the tidal wetland buffer which occurs on the subject parcel.

The subject parcel is located directly adjacent to the Bellamy River. The entire lot area is located within the City of Dover Conservation District. The proposal includes the installation of a stone drip apron around a portion of the proposed home which will greatly aid in stormwater treatment and infiltration on the site, improving water quality that leaves the site and enters the Bellamy River. Additionally, the project proposes removing an existing asphalt driveway that is adjacent to the resource and removing concrete walkway from the site all located within jurisdictional wetland buffers on the subject property.

According to the City of Dover Zoning Ordinance, *Article VIII, Section I 70-27, C.2.A.,* Conditional Use approval may be granted by the Planning Board provided that the proposed construction complies with the following standards:

200 GRIFFIN RD. UNIT 14, PORTSMOUTH, NH 03802 603.430.9282 | HALEYWARD.COM

The proposed use is essential to the productive use of land not in the Conservation District;

Due to the location of the Conservation District on the lot, zoning setbacks applicable to the lot, it is not feasible to construct a new home with an associated driveway entirely outside of the Conservation District. The entirety of the lot is located within the 100' Conservation District.

Is located and constructed to minimize any detrimental impact of such use upon the surface waters or other environmentally sensitive areas;

This proposal replaces an existing single-family home and asphalt driveway with a new single-family home with a deck, patio, driveway and associated landscaping. The project includes the installation of stone drip aprons which will capture and infiltrate stormwater providing a function that does not exist under existing conditions. The site plan includes a 1,736 square foot buffer planting area, where none exists today. These features improve water quality that leaves the site and enters the Bellamy River.

The existing home is located closer to both the wetland resources than the proposed home. The proposed design maintains all the existing trees located within the 50' DES Waterfront Buffer, a requirement of NH DES and the City of Dover Zoning Ordinance. In addition to maintaining the existing trees, the proposed design includes an additional Buffer Planting area of 1,736 sq. ft.

Variances for the proposed project were granted on June 19, 2025 by the Dover Zoning Board, which allow for the proposed structure to be in the front and side yard setbacks. This relief allowed for the proposed structures to be located as far from the wetland resources on the lot, while allowing reasonable use of the property.

Where it is physically impossible to locate such use on land not in the district;

Due to the configuration of the lot, location of the tidal wetland resource and zoning setbacks applicable to the lot, relocating the use entirely outside the district is not feasible.

Economic advantage alone shall not be deemed a sufficient reason for such a proposed use.

The proposal is to re-develop the lot including replacement of the existing single family residential structure, re-configuration of the driveway, and associated landscape improvements on the residential lot. The need for the proposed use does not improve the applicant's financial position.

According to the City of Dover Zoning Ordinance, *Article VIII, Section 170-28, F.1.*, Conditional Use approval may be granted by the Planning Board 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.**

Due to the location of the Wetlands Protection District on the lot, and zoning setbacks applicable to the lot, it is not feasible to construct a new home and an associated driveway entirely outside of the Wetland Protection District. The project proposes the replacement of a single-family residence with a modest structure of similar size to others in the neighborhood which is practicable and reasonable.

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

The project proposes removing 2,408 sq. ft of existing asphalt driveway and 336 sq. ft of concrete walkway from the site that is located within jurisdictional wetland buffers on the subject property. The total Impervious surface area for this proposal will reduce from 51% imperious coverage to 24.5% creating more surface water infiltration. This increased infiltration, paired with the installation of a stone drip apron around a portion of the proposed home contribute to stormwater treatment improvements on the site, improving water quality that leaves the site and enters the Bellamy River. The proposed design maintains all the existing trees located within the 50' DES Waterfront Buffer, a requirement of NH DES and the City of Dover Zoning Ordinance. In addition to maintaining the existing trees, the proposed design includes an additional Buffer Planting area of 1,736 sq. ft.

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 project includes the installation of a new sewer connection to the City of Dover Municipal system, which will capture potential septic system contaminants, providing a function that does not exist under current conditions, thus improving water quality that leaves the site and enters the Bellamy River. Lastly, the proposed design maintains tree scores of all grids within the 50' wetland buffer, a requirement of NH DES and the City of Dover Zoning Ordinance.

Given the nature of the project, it is my opinion that there will be no detrimental impacts to adjacent wetlands. Site plans prepared by Haley Ward have been designed and stamped by a Licensed Professional Engineer.

d. Mitigation: Mitigation for this project is not required by NH DES.

Mitigation for this project is not required.

e. Approval for the wetlands impact has been received from NH DES Wetlands Bureau.

On March 13th 2026 New Hampshire Department of Environmental Services Wetlands Bureau approved Wetlands Permit 2025-02585. The Permit is attached.

f. To assess and summarize the wetlands' functions and values as denoted in the NH Method and Section 170.27.1(B)(2).

Haley Ward has assessed the ability of the freshwater wetlands located on the subject parcel to provide certain functions and values and analyzed the potential effects the proposed project may have on their ability to continue to provide those functions and values. This method bases function and value determinations on the presence or absence of specific criteria for each of the 13 wetland functions and values (see critical definitions below). These criteria are assessed through direct field observations and a review of existing resource maps and databases. As part of the evaluation, the most principal functions and values associated with the on-site freshwater wetlands and tidal wetlands are identified. In addition, the ecological integrity of the wetlands is evaluated based on the existing levels of disturbance and the overall significance of the wetlands within the local watershed. An assessment of the functions and values associated with the tidal wetlands on the parcel has also been completed to meet NH DES Wetland Application requirements. In summary, the freshwater wetland on the subject parcel is capable of providing the following functions and values:

- Floodwater Alteration (Storage and Desynchronization)
- Sediment/Toxicant Retention
- Nutrient Removal/Retention/Transformation
- Sediment/Shoreline Stabilization.

The freshwater wetland is capable of performing these functions and values as these processes are occurring, albeit on a small scale. These functions and values would not be considered "principal" as they are not deemed an important or critical function of the freshwater wetland.

In regard to the above identified freshwater wetland functions and values, and the tidal wetland functions and values, the proposed project proposes stone drip aprons and buffer plantings which will serve to improve stormwater quality, treatment, and infiltration on the subject parcel. The project proposes removing the existing asphalt driveway and concrete walkway from the site that is located within jurisdictional wetland buffers on the subject property. Also, the removal of the septic leaching field from the buffer is proposed. With the above measures being taken, we believe that the above project will improve water quality entering the nearby wetland resources, and therefore have no adverse impact on the wetland functional values and the surrounding properties.

Please contact me if you have any questions or concerns regarding this application.

Respectfully submitted,



John Chagnon, PE
Project Manager
jchagnon@haleyward.com

P:\NH\5010279-Ed_Williams\001-169 Spur Rd., Dover-PAY\03-WIP_Files\Dover CUP\Dover CUP Planning Board Letter 4-2-26.docx

The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

March 13, 2026

EDWARD WILLIAMS
24 CEDAR POINT RD
DURHAM NH 03824

Re: Approved Standard Dredge and Fill Wetlands Permit Application (RSA 482-A)
NHDES File Number: 2025-02585
Subject Property: 169 Spur Rd, Dover, Tax Map/Block/Lot(s): L/no block/45-H

Dear Applicant:

On March 13, 2026, the New Hampshire Department of Environmental Services (NHDES) Wetlands Bureau approved the above-referenced Standard Dredge and Fill Wetlands Permit Application. Enclosed please find Wetlands Permit # 2025-02585 to Impact a total of 8,320 square feet (SF) within the previously developed tidal buffer zone, consisting of 5,989 SF of permanent impact and 2,331 SF of temporary impact, to raze the existing residential dwelling and driveway and construct a new residential dwelling with new walkways and driveway, an upland retaining wall, deck, pervious patio, and native shrub and groundcover plantings within the waterfront buffer.

Impervious Surface Percentage Approved: Reduced to 22.6%

Natural Woodland Area Required per RSA 483-B:9, V, (b): 0 Square Feet

The permittee shall notify the department in writing at least one week prior to commencing any work under this permit and shall file a notice of completion of work and certificate of compliance with the department within 10 working days of completion of the work authorized by this permit.

This permit is not valid unless signed by the permittee and the principal contractor, if any, who will build or install the project. Prior to start of construction, a copy of this permit shall be posted in a secure manner in a prominent place at the site of the approved project**.** It shall remain posted until the project is completed. Transfer of this permit to a new owner shall require notification to, and approval of, the NHDES. **This permit does not convey any property right, nor does it preclude the need to meet any other applicable state, federal, or municipal legal requirements.**

In accordance with RSA 482-A:10, RSA 21-O:14, and Rules Ec-Wet 100-200, **any person aggrieved by this decision may file a Notice of Appeal directly with the NH Wetlands Council (Council) within 30 days of the decision date, March 13, 2026.** Every ground claiming the decision is unlawful or unreasonable must be fully set forth in the Notice of Appeal. Only the grounds set forth in the Notice of Appeal are considered by the Council. Information about the Council, including Council Rules, is available at https://www.nhec.nh.gov/wetlands-council/about. For appeal related issues, contact the Council Appeals Clerk at (603) 271-3650.

This approval is based on the following findings:

1. This project is classified as a minor impact project per Rule Env-Wt 610.17(b)(3), for any dredging, filling, or construction activity, or any combination thereof that will disturb 3,000 SF or more but less than 10,000 SF in the developed upland tidal buffer and is not a major project.

2. On December 28, 2025, NHDES received correspondence from the NHDES Ecological Review Section (ERS) dated August 15, 2025, indicating that the Datacheck report (DCT25-2011) was reviewed for the project and associated NHF&G recommendations have been incorporated as conditions within the approved plans.
3. On December 28, 2025, the NHDES received correspondence from the ERS dated November 12, 2025, indicating that the Datacheck report (DCT25-2011) was reviewed for the project as required per Rule Env-Wt 311.06(g), and indicated that the ERS has "no further concerns regarding impacts to rare plants or exemplary natural communities under DCT25-2011."
4. Per Rule Env-Wt 311.06(h), no comments were received by NHDES from the Dover Conservation Commission about this application.
5. In accordance with RSA 483-B:11, alteration or expansion of a nonconforming structure may expand the existing footprint within the waterfront buffer, provided the structure is not extended closer to the reference line and the proposal or property is made more nearly conforming than the existing structure or the existing conditions of the property.
6. The project proposes to rebuild a new nonconforming primary structure within the waterfront buffer no closer to the reference line.
7. The project proposes to decrease the total impervious area on the property landward of the reference line by 2,517 square feet (SF) from 51.0% to 22.6%.
8. The project proposes to remove an existing impervious driveway within the waterfront buffer and install 1,736 SF of native shrub and groundcover plantings within the waterfront buffer.
9. The project proposes to install stone drip edges to infiltrate stormwater and the proposal is not required to provide stormwater management per RSA 483-B:9, V(g).
10. The project proposes to remove impervious accessory structures within the waterfront buffer.
11. The project proposes to connect the proposed residence to the municipal sewer system.
12. NHDES finds that the proposal includes redevelopment of the property, such that the structures or the property are brought into greater conformity with the design standards of chapter RSA 483-B, therefore the property is more nearly conforming and the project meets the requirements of RSA 483-B:11.
13. Per Rule Env-Wt 307.13(d), the applicant obtained written consent from the affected abutters at Dover Tax Map #L, Lot #45-G, and Dover Tax Map #L, Lot #44, as the proposed project will extend closer than 10 feet to the abutting property lines.

If you have any questions, please contact me at Kristin.Duclos@des.nh.gov or (603) 559-1516.

Sincerely,



Kristin L. Duclos
Wetlands Specialist, Wetlands Bureau
Land Resources Management, Water Division

Enclosure

Copied: Dover Municipal Clerk/Conservation Commission
Haley Ward, Inc., c/o Samuel Hayden

The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

WETLANDS PERMIT 2025-02585

NOTE CONDITIONS

PERMITTEE:	**EDWARD WILLIAMS** **24 CEDAR POINT RD** **DURHAM NH 03824**
PROJECT LOCATION:	**169 SPUR RD, DOVER** **Tax Map/Block/Lot(s): L/no block/45-H**
WATERBODY:	**BELLAMY RIVER**
APPROVAL DATE:	**MARCH 13, 2026** **EXPIRATION DATE: MARCH 13, 2031**

The New Hampshire Department of Environmental Services' (NHDES) review of permit application 2025-02585 has found that it is consistent with RSA 482-A. NHDES hereby issues this Wetlands Permit authorizing the impacts described provided the Conditions imposed are met. To validate this Permit, the Permittee and the Principal Contractor are required to sign below.

PERMIT DESCRIPTION:
Impact a total of 8,320 square feet (SF) within the previously developed tidal buffer zone, consisting of 5,989 SF of permanent impact and 2,331 SF of temporary impact, to raze the existing residential dwelling and driveway and construct a new residential dwelling with new walkways and driveway, an upland retaining wall, deck, pervious patio, and native shrub and groundcover plantings within the waterfront buffer.

Impervious Surface Percentage Approved: Reduced to 22.6%
Natural Woodland Area Required per RSA 483-B:9, V, (b): 0 Square Feet

THIS PERMIT IS SUBJECT TO THE FOLLOWING PROJECT-SPECIFIC CONDITIONS:

1. All work shall be done in accordance with the approved plans dated May 2025, and revised through February 11, 2026, by Haley Ward, Inc., as received by the NH Department of Environmental Services (NHDES) on March 11, 2026, in accordance with Env-Wt 307.16.
2. In accordance with Env-Wt 314.02(b) and (c), the permittee shall record the permit at the Strafford County Registry of Deeds. Any limitations or conditions in the permit so recorded shall run with the land beyond the expiration of the permit. The permittee shall provide NHDES with a copy of the permit stamped by the registry with the book and page and date of receipt.
3. In accordance with Env-Wt 307.07, all development activities associated with any project shall be conducted in compliance with applicable requirements of RSA 483-B and Env-Wq 1400 during and after construction.
4. No deck or porch located between the primary building line and the reference line shall be converted to become part of the primary living space in accordance with Env-Wt 610.15.
5. All pervious technologies used shall be installed and maintained to effectively absorb and infiltrate stormwater as required per RSA 483-B:6, II and Rule Env-Wq 1406.15(c) in order to ensure compliance with RSA 483-B:9, V(g) and RSA 483-B:11, I.
6. The proposed dripline infiltration trenches shall be installed and maintained to effectively absorb and infiltrate stormwater in order to ensure compliance with RSA 483-B:11, I.

7. Photographs documenting the construction of the proposed dripline infiltration trenches shall be submitted to the NHDES prior to the completion of construction and no later than the expiration date of the permit as required per RSA 483-B:6, II and Rule Env-Wq 1406.15(c) in order to ensure compliance with RSA 483-B:11, I.
8. All waterfront buffer plantings as shown on the approved plans shall be completed prior to the completion of construction and no later than the expiration date of the permit as required in order to ensure compliance with RSA 483-B:11, I.
9. The waterfront buffer planting area restored by seeding or plantings shall not be deemed successful if the area is invaded by nuisance species such as common reed or purple loosestrife during the first full growing season following the completion of construction; and a remediation plan shall be submitted to NHDES that proposes measures to be taken to eradicate nuisance species during this same period in accordance with Env-Wt 307.12(g) and to ensure compliance with RSA 483-B:11, I.
10. The plantings shall be inspected at the beginning and end of the growing season for a period of 2 years after initial plantings have been completed during which time any failed plantings shall immediately be replaced by the owner of the property as required in order to ensure compliance with RSA 483-B:11, I.
11. If the waterfront buffer planting area that is stabilized with seeding or plantings does not have at least 75% successful establishment of wetlands vegetation after 2 growing seasons, the area shall be replanted or reseeded, as applicable in accordance with Env-Wt 307.12(f) and to ensure compliance with RSA 483-B:11, I.
12. A report that describes the monitoring conducted and date(s) of inspections, and includes photos showing the extent of jurisdictional impacts, the removal of the accessory structures, the connection to municipal sewer, areas of restoration, and progress of any plantings shall be submitted to NHDES within 60 days of the completion of construction in accordance with Env-Wt 307.18(c) and to ensure compliance with RSA 483-B:11, I.
13. At the completion of the 2-year monitoring period, the permittee shall submit a report including photographs of the planted buffer to NHDES as required in order to ensure compliance with RSA 483-B:11, I.
14. No activity shall be conducted in such a way as to cause or contribute to any violation of surface water quality standards per Env-Wt 307.03(a).
15. All work including management of soil stockpiles, shall be conducted so as to minimize erosion, minimize sediment transfer to surface waters or wetlands, and minimize turbidity in surface waters and wetlands per Env-Wt 307.03(b).
16. In accordance with Env-Wt 307.03(g)(1), the person in charge of construction equipment shall inspect such equipment for leaking fuel, oil, and hydraulic fluid each day prior to entering surface waters or wetlands or operating in an area where such fluids could reach groundwater, surface waters, or wetlands.
17. In accordance with Env-Wt 307.03(g)(3) and (4), the person in charge of construction equipment shall maintain oil spill kits and diesel fuel spill kits, as applicable to the type(s) and amount(s) of oil and diesel fuel used, on site so as to be readily accessible at all times during construction; and train each equipment operator in the use of the spill kits.
18. In accordance with Env-Wt 307.03(g)(2), the person in charge of construction equipment shall repair any leaks prior to using the equipment in an area where such fluids could reach groundwater, surface waters, or wetlands.
19. In accordance with Env-Wt 307.03(h), equipment shall be staged and refueled outside of jurisdictional areas (unless allowed) and in accordance with Env-Wt 307.15.
20. In accordance with Env-Wt 307.03(c)(3), water quality control measures shall be installed prior to start of work and in accordance with the manufacturer's recommended specifications.
21. In accordance with Env-Wt 307.03(c)(1), water quality control measures shall be selected and implemented based on the size and nature of the project and the physical characteristics of the site, including slope, soil type, vegetative cover, and proximity to jurisdictional areas.
22. In accordance with Env-Wt 307.03(c)(5), water quality control measures shall be maintained so as to ensure continued effectiveness in minimizing erosion and retaining sediment on-site during and after construction.
23. In accordance with Env-Wt 307.03(c)(6), water quality control measures shall remain in place until all disturbed surfaces are stabilized to a condition in which soils on the site will not experience accelerated or unnatural erosion by achieving and maintaining a minimum of 85% vegetative cover using an erosion control seed mix, whether applied in a blanket or otherwise, that is certified by its manufacturer as not containing any invasive species; or placing and maintaining a minimum of 3 inches of non-erosive material such as stone.

24. In accordance with Env-Wt 307.03(c)(7), temporary water quality control methods shall be removed upon completion of work when compliance with Env-Wt 307.03(c)(6) is achieved.
25. In accordance with Env-Wt 307.11(a), fill shall be clean sand, gravel, rock, or other material that meets the project's specifications for its use; and does not contain any material that could contaminate surface or groundwater or otherwise adversely affect the ecosystem in which it is used.
26. In accordance with Env-Wt 307.05(e), to prevent the use of soil or seed stock containing nuisance or invasive species, the contractor responsible for work shall follow Best Management Practices for the Control of Invasive and Noxious Plant Species (Invasive Plant BMPs).
27. In accordance with Env-Wt 307.03(e), all exposed soils and other fills shall be permanently stabilized within 3 days following final grading.
28. In accordance with Env-Wt 307.12(i), areas where permanent impacts are not authorized shall be restored to their pre-impact conditions and elevation by replacing the removed soil and vegetation in their pre-construction location and elevation such that post-construction soil layering and vegetation schemes are as close as practicable to pre-construction conditions.

ANY INDIVIDUAL CONDUCTING WORK UNDER THIS PERMIT IS ADVISED OF THE FOLLOWING:

1. This permit does not preclude the need to meet any other applicable state, federal, or municipal legal requirements.
2. The permit holder is responsible for reading, and ensuring compliance with, the applicable general conditions established in Env-Wt 307.
3. This permit does not in any way authorize the take of threatened or endangered species, as defined by RSA 212-A:2, or of any protected species or exemplary natural communities, as defined in RSA 217-A:3.
4. This approval does not convey any property right. The permittee is responsible for ensuring that they have the legal authority to access the subject lands and conduct the impacts described.

APPROVED:

Kristin L. Duclos
Wetlands Specialist, Wetlands Bureau
Land Resources Management, Water Division

THE SIGNATURES BELOW ARE REQUIRED TO VALIDATE THIS PERMIT (Env-Wt 314.01).

_____ _____

PERMITTEE SIGNATURE (required) PRINCIPAL CONTRACTOR SIGNATURE (required)

DONNA P. BENTON, AICP
Director of Planning and
Community Development
d.benton@dover.nh.gov

288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6008
Fax: (603) 516-6049
www.dover.nh.gov

City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Zoning Board of Adjustment
NOTICE OF DECISION

June 26, 2025

John Edward Williams
24 Cedar Point Road
Durham, NH 03824

Re: **ZONE-2025-0020 – 169 Spur Road (Tax Map L, Lot 45-H)**

Dear Mr. Williams,

Please be advised that after a public hearing on Thursday, June 19, 2025, the Zoning Board of Adjustment ("ZBA") voted 5-*0 to* ***APPROVE*** a Variance from **Section 170-12(B)** of the Zoning Ordinance, to allow for the building of a single-family residence within the front setback. This variance was granted with the following conditions.

1. Planning Board approval of an Environmental Conditional Use Permit for impacts to the Conservation District, which first requires Conservation Commission review;
2. Planning Board approval of an Environmental Conditional Use Permit for impacts to the Wetland Protection District, which first requires Conservation Commission review; and
3. Approval of a NHDES shoreline permit or a written statement from NHDES stating the permit is not needed
4. The maximum distance of encroachment into the front setback is up to 3.3 feet, or, to all ow what is depicted on the plans and to be generally consistent with the landscaping noted on the plans.

Note: The City Council, any party to the action, or any person directly affected has a right to seek rehearing and thereafter appeal the ZBA's determination by timely following the procedural requirements outlined within New Hampshire statutes. *See generally* New Hampshire Revised Statutes Annotated, Chapter 677, *available at*: https://www.gencourt.state.nh.us/rsa/html/NHTOC/NHTOC-LXIV-677.htm

If you have any questions, please do not hesitate to contact us directly at: (603) 516-6008.

Sincerely,

Paul R. Crouser
Zoning Administrator, Assistant City Planner

Enclo.: Donna Benton, AICP — Director of Planning and Community Development
James Maxfield — Building Official
Michelle Dube — Inspection Services Office Manager
Donna Langley — City Assessor

Map by NH GRANIT



Legend

- State
- County
- City/Town
- World Imagery
- Low Resolution 15m Imager
- High Resolution 60cm Image
- High Resolution 30cm Image
- Citations
- 1.2m Resolution Metadata

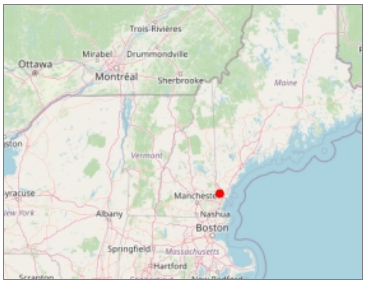
Map Scale

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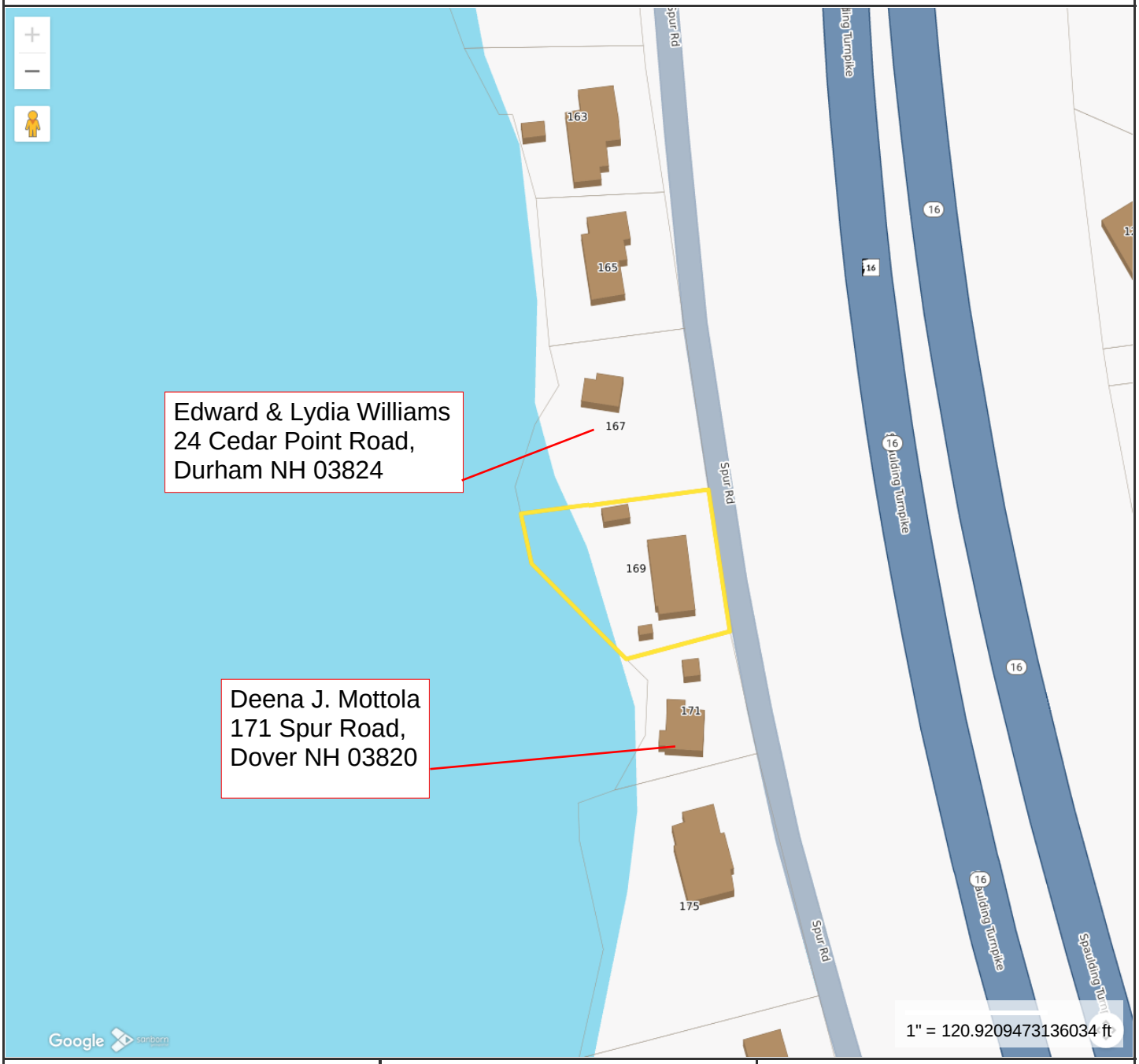
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Map Generated: 8/12/2025

Notes



02_Tax Map



Property Information

Location	169 SPUR RD
Owner	WILLIAMS EDWARD JOHN
Land Use	101R
Zoning Code	R-20
Property Id	L0045-H00000

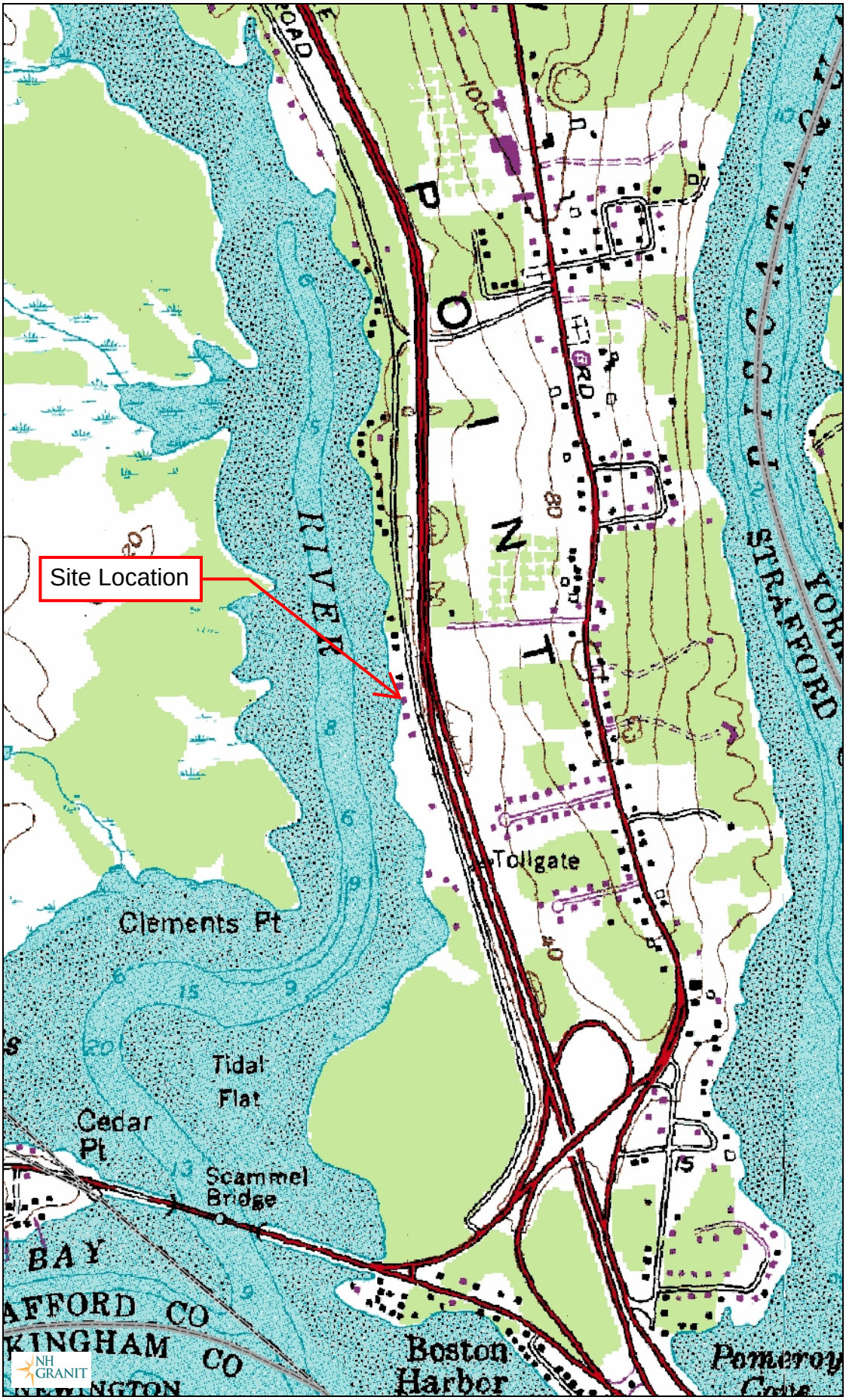
MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

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.

Map by NH GRANIT



Legend

- State
- County
- City/Town
- World Imagery
- Low Resolution 15m Imager
- High Resolution 60cm Image
- High Resolution 30cm Image
- Citations
- 4.8m Resolution Metadata

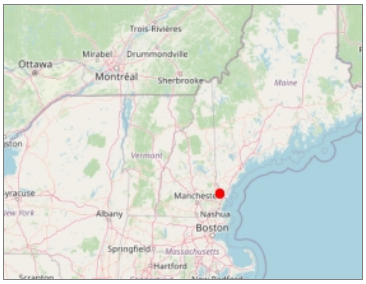
Map Scale

1: 12,988

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Map Generated: 8/12/2025

Notes



WILLIAMS PROPERTY PHOTOGRAPHS
169 SPUR ROAD

Photo No. 1	
Photo Date: 12.30.2024	
Site Location: 169 Spur Rd, Dover NH	
Description: View facing southwest of property from road.	
Photo By: MM	

Photo No. 2	
Photo Date: 12.30.2024	
Site Location: 169 Spur Rd, Dover NH	
Description: View facing west of driveway and shore.	
Photo By: MM	

Photo No. 3	
Photo Date: 12.30.2024	
Site Location: 169 Spur Rd, Dover NH	
Description: View facing south of driveway, residence, and shoreline.	
Photo By: MM	

Photo No. 4	
Photo Date: 12.30.2024	
Site Location: 169 Spur Rd, Dover NH	
Description: View west of shoreline / salt marsh. Not impacts proposed in this area.	
Photo By: MM	

WILLIAMS PROPERTY PHOTOGRAPHS
169 SPUR ROAD

Photo No. 5	
Photo Date: 1.7.2025	
Site Location: 169 Spur Rd, Dover NH	
Description: View facing northwest from the parking area of shoreline.	
Photo By: MM	

Ambit Engineering Abutter List

Williams Residence
169 Spur Road
Dover NH

Job # 5010279-001

Applicant/Owner(s)

Map	Lot	Deed	Owner (s) First/Trust	Owner(s) Last, Trustee	Mailing Address	City	State	Zip
L	45-H		Edward	Williams	24 Cedar Point	Durham	NH	03824

Engineer	**#REF!**		**#REF!**		

Other Consultants						
Other Consultants						
Other Consultants						

Job # 010279-001 **Abutters**

Map	Lot	Deed	Owner(s) First/Trust	Owner(s) Last /Trustee	Mailing Address	City	State	Zip
L	44		Edward & Lydia	Williams	24 Cedar Point Road	Durham	NH	03824
L	45-G		Deena	Mottola	171 Spur Road	Dover	NH	03820

STORMWATER MANAGEMENT
INSPECTION & MAINTENANCE PLAN
FOR
Williams Residence
PROPERTY LOCATED AT
169 Spur Road, Dover, NH
December, 2025

Introduction

The intent of this plan is to provide Ed Williams, owner of property located at 169 Spur Road, Dover, NH, with a list of procedures that cover the inspection and maintenance requirements of the stormwater management components for the proposed construction at the site.

The following inspection and maintenance program is necessary to keep the stormwater management system functioning properly. These measures will also help minimize potential environmental impacts. By following the enclosed procedures, Ed Williams will be able to maintain the functional design of the stormwater management components and maximize their ability to remove sediment and other contaminants from site generated stormwater runoff.

Stormwater Management System Components

The Stormwater Management System design components are Stone Drip Aprons, Pervious Paver Patio and Driveway, and proposed Buffer Planting Areas.

The project proposes residential re-development including demolition of the existing residential structure, construction of a new home, removal of the existing gravel driveway, pervious paver patio and driveway, proposed deck, removal of detached shed, grading, utility connections and associated landscaping. Since a portion of the construction is within the City of Dover and NHDES 100-foot wetland buffer, the proposed stormwater structures will provide treatment for the proposed improvements under this application.

The Stone Drip Aprons will capture runoff from the proposed residential structure. The Pervious Paver Patio and Driveway will capture runoff and provide percolation into the soil, and the Buffer Planting Area will serve as a natural vegetative filtration component that will improve stormwater quality leaving the site and entering the adjacent wetland resource.

200 GRIFFIN RD. UNIT 14, PORTSMOUTH, NH 03802 603.430.9282 | HALEYWARD.COM

Inspection & Maintenance Checklist/Log

The following pages contain maintenance specifications, a Stormwater Management System Inspection & Maintenance Checklist, and a blank copy of the Stormwater Management System Inspection & Maintenance Log. The forms are provided to Ed Williams and should be transferred to future homeowners and will serve as a guideline for performing the inspection and maintenance of the Stormwater Management System. This is a guideline and should be periodically reviewed for conformance with current practice and standards.

Stone Drip Apron Design

The intent of the Stone Drip Apron is to provide for storage and percolation of roof runoff from the proposed residential structure. Stone Drip Aprons are meant to provide a porous medium (stone, 6" depth) that can withstand water velocity from the roof above, eliminating erosion at the point of contact. The base (24"-36" depth) of the drip edge is backfilled with coarse sand or gravel which allows the stormwater to quickly infiltrate into the ground where it is stored and slowly percolated into the surrounding subsoil. Stone Drip Aprons typically extend 2 feet from the edge of the building foundation to effectively capture runoff from the roof edge above.

Stone Drip Apron Maintenance

In order to keep the Stone Drip Aprons functioning properly, it is important to keep the filter surface porous and unplugged by debris.

Remove any debris that may clog the stone surface.

After leaf fall (i.e. in November), remove large accumulations of leaves. It is not necessary to remove every leaf but at the same time it is not desirable to have the stone surface completely covered with leaves to the point of plugging the stone surface.

Replace the stone surface with new stone as needed. Ponding water on the surface of the drip apron would indicate that the stone needs to be replaced.

Pervious Paver Patio and Driveway Maintenance

In order to keep the pervious paver surfaces functioning properly, it is important to keep the surface porous and unplugged by debris. After installation of the pervious pavers, perform the following inspections on a semi-annual basis:

Monitor for excessive or concentrated accumulations of debris, or excessive erosion. Remove debris as required.

Remove debris from the paver void space twice annually. This will remove organic buildup within the void space and restore/maintain permeability. Replace void space aggregate as needed.

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Native Buffer Planting Area Design

The intent of the buffer planting area is to provide a vegetative matrix that will aid in the filtering of nutrients, sediments, and toxicants before they enter an adjacent wetland resource. Root structures of the native plants not only provide excellent stabilization for the surrounding soils, but also provide a natural filtration mechanism for stormwater as it passes through the buffer planting area. The buffer planting area will be planted with native salt tolerant shrubs.

Buffer Planting Area Maintenance

All planting and landscaping shall be monitored bi-monthly during the first year to insure viability and vigorous growth. Replace dead or dying vegetation with new stock and make adjustments to the conditions that caused the dead or dying vegetation. Make the necessary adjustments to ensure long-term health of the vegetation covers, i.e. provide more permanent vegetative matting or other means of protection. Also monitor the planting areas for signs of invasive species growth. If caught early enough, their eradication is much easier. The most likely places where invasions start are in wetter, disturbed soil. Species such as phragmites and purple loose strife are common invaders in the wetter areas. Keep an eye out for invasive tree species. Young shoots of invasive species can physically be pulled by hand as a method of control. The planting areas should be inspected monthly during the growing season for the presence of invasive species. The planting areas should not be mowed and allowed to grow naturally, increasing their function.

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Stormwater Management System
Williams Residence

Inspection & Maintenance Checklist

BMP/System Component	Minimum Inspection Frequency	Minimum Inspection Requirements	Maintenance/Cleanout Threshold
Stone Drip Aprons	Twice Yearly	*Remove leaves / debris from surface*	*Clean and/or replace stone as needed*
Planting Areas	Bi-Monthly during first growing season (Apr-Oct). Routinely after heavy rain	*Inspect for damage and erosion.* *Inspect for viability and growth.* *Inspect for invasive species, pull young shoots by hand and dispose in household trash bags.*	Replace topsoil and vegetative matting as needed. Replace dead or dying plants with new stock. Make adjustments to conditions to promote plant growth.
Pervious Paver Patio/Driveway	Twice annually	Monitor for excessive accumulation of debris and remove as needed.	Replace void space aggregate as needed.

200 GRIFFIN RD. UNIT 14, PORTSMOUTH, NH 03802 603.430.9282 | HALEYWARD.COM

BMP/System Component	Date Inspected	Inspector	Cleaning/Repair Needed *(List Items/Comments)*	Date of Cleaning/Repair	Performed By

200 GRIFFIN RD. UNIT 14, PORTSMOUTH, NH 03802 603.430.9282 | HALEYWARD.COM

DataCheck Results Letter
For NHDES Ecological Review

To: Sam Hayden, HaleyWard
200 Griffin Road Unit #3
Portsmouth, NH 03801
shayden@haleyward.com

From: Ecological Review Section
NH Department of Environmental Services
Main Contact: Maddie Severance - nhbreview@dncr.nh.gov

cc: NHFG Review, David Simmons

Date: 07/28/2025 (valid until 07/28/2026)
Re: DataCheck Review by NHDES Ecological Review Section and NH Fish & Game
Permits: NHDES - Wetlands Standard Dredge & Fill

DCT ID: DCT25-2011

Town: Dover
Location: 169 Spur Road

Project Description: Teardown and rebuild of existing residence. Overall reduction in lot impervious surface. NO WORK BELOW HOTL.

Next Steps for Applicant:

NHDES's Ecological Review Section has searched the Natural Heritage Bureau's (NHB) database of rare species and exemplary natural communities. Please carefully read the comments below and the consultation requirements on the following page.

Plant and Natural Community Comments: Please use proper erosion and sediment controls to avoid impacts to the nearby sparsely vegetated intertidal system.

Wildlife Comments: Please refer to NHFG consultation requirements below.

Plant and Natural Community Consultation

If this DataCheck letter includes records of rare plants and/or natural communities/systems, please contact the Ecological Review Section and provide any requested supplementary materials by emailing nhbreview@dncr.nh.gov.

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

Wildlife Consultation

If this 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 (NHFG) pursuant to Fis 1004 is required.

If this 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 or can be sent by mail, and must include the DataCheck results letter number and "Fis 1004 consultation request" in the subject line.

If the 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, and include the DataCheck results letter number and "review request" in the email subject line.
Contact NH Fish & Game at (603) 271-0467 with questions.

Federal ESA Compliance

This letter does not constitute compliance with the federal Endangered Species Act (ESA). There may be occurrences of federally listed species in New Hampshire that are not included on the NH DataCheck Letter. For compliance with the federal Endangered Species Act (ESA), please visit the US Fish and Wildlife Service's (USFWS) Information for Planning and Consultation website (https://ipac.ecosphere.fws.gov/; IPaC) for an official list of federally listed species that may be present in your project area. If a federal agency is involved in your project through funding, permit, or other authorization, coordinate your IPaC results with your point of contact at the agency for further ESA review. If there is no federal agency nexus to your project, and you determine through IPaC, habitat evaluations, etc. that a project may cause take of a federally listed species, we recommend coordinating with the USFWS' New England Field Office (newengland@fws.gov; 603-223-2541).

NHB Database Records:
The following record(s) have been documented in the vicinity of the proposed project. Please refer to this list when coordinating.

Natural Community	State[1]	Federal	Notes
Sparsely vegetated intertidal system	--	--	Threats to these communities are primarily alterations to the hydrology of the wetland (such as alterations that might affect the sheet flow of tidal waters across the intertidal flat) and increased input of nutrients and pollutants in storm runoff.

Vertebrate species	State[1]	Federal	Notes
Atlantic Sturgeon (*Acipenser oxyrinchus oxyrinchus*)*	T	T	Contact the NH Fish & Game Dept and the US Fish & Wildlife Service (see above).
Eastern Meadowlark (*Sturnella magna*)*	T	--	Contact the NH Fish & Game Dept (see above).
New England Cottontail (*Sylvilagus transitionalis*)*	E	--	Contact the NH Fish & Game Dept (see above).
Shortnose Sturgeon (*Acipenser brevirostrum*)*	E	E	Contact the NH Fish & Game Dept and the US Fish & Wildlife Service (see above).

[1]Codes: "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 'Wildlife Consultation' section above. For all federally-listed species, refer to the 'Federal ESA Compliance' section above.

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.
Surveys are recommended to determine what species/natural communities are present onsite.

DataCheck Results Letter
For NHDES Ecological Review

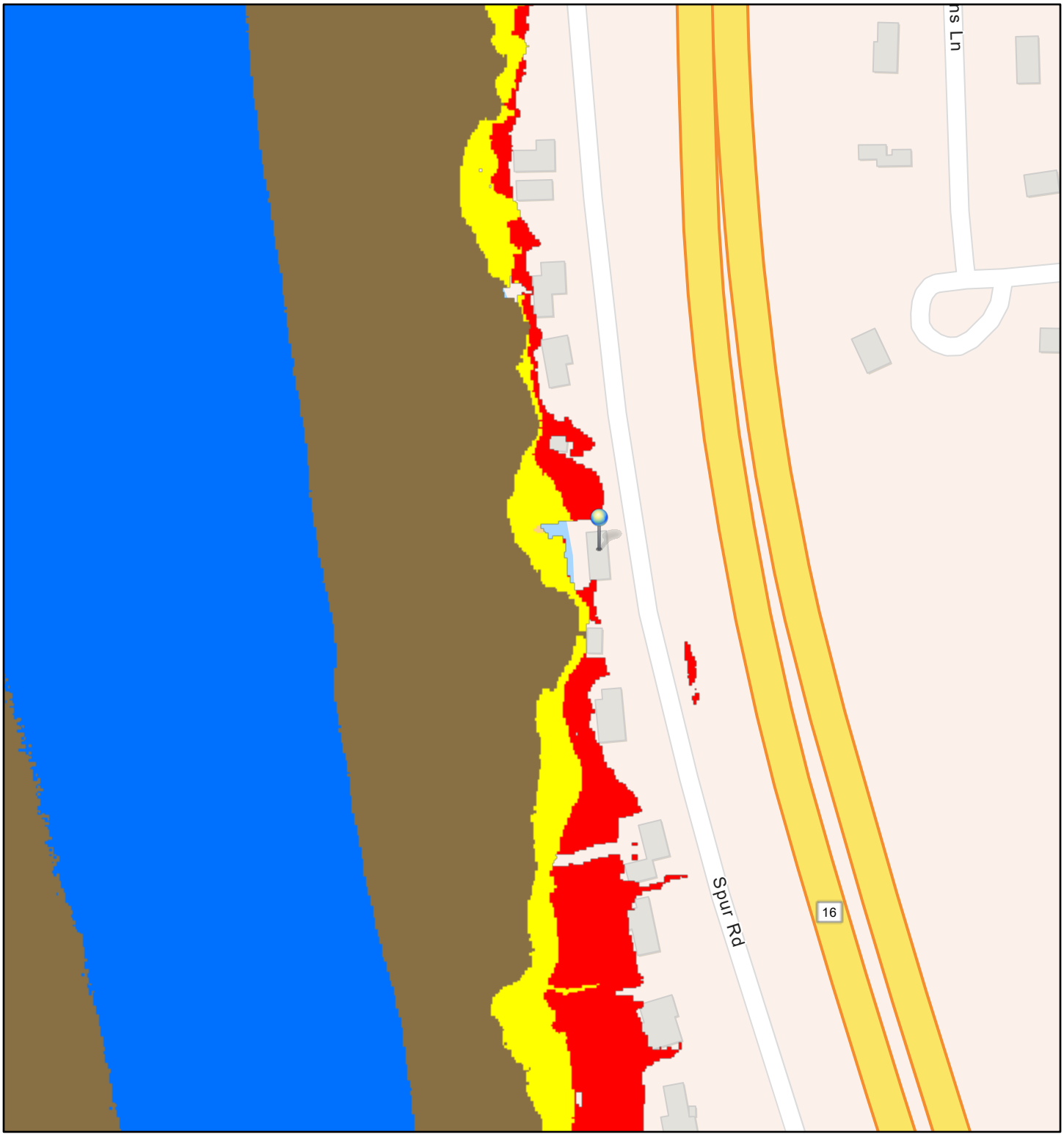
Please note: Effective June 10th, 2025, DataCheck letters will no longer include specific locations of rare species and exemplary natural communities. Changes to the map have been made to reflect this update.

Important: The list of rare species and exemplary natural communities that may be impacted by the project is included. Please refer to that list when coordinating.

DCT25-2011



NH Coastal Viewer Map



9/16/2025, 10:36:55 PM

SLAMM 2022 - 0.3-m SLR at Year 2050
- Mud flat
- Salt marsh
- Tidal water
- Tidal wetland
- Transitional salt marsh

SLAMM 2022 - 0.5-m SLR at Year 2050
- Mud flat
- Salt marsh
- Tidal water
- Tidal wetland
- Transitional salt marsh

SLAMM 2022 - 0.75-m SLR at Year 2100
- Mud flat
- Salt marsh
- Tidal water
- Tidal wetland
- Transitional salt marsh

SLAMM 2022 - 1.2-m SLR at Year 2100
- Mud flat
- Salt marsh
- Tidal water
- Tidal wetland
- Transitional salt marsh

SLAMM 2022 - 1.5-m SLR at Year 2100
- Mud flat
- Salt marsh
- Tidal water
- Tidal wetland
- Transitional salt marsh

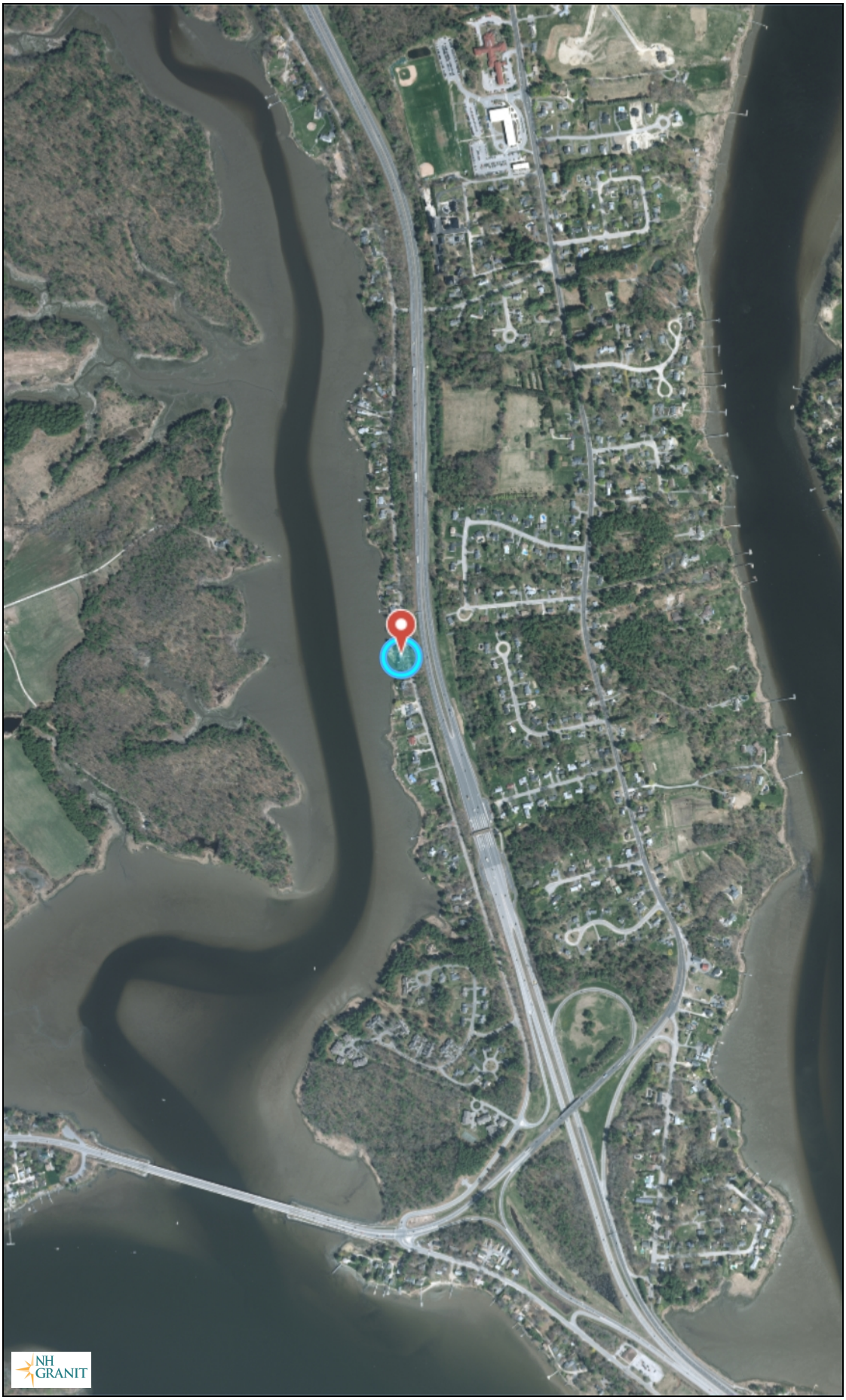
1:3,138

0 0.02 0.04 0.07 mi

0 0.03 0.06 0.12 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community

Eelgrass Map



Legend

2023
NH 2015 1-foot RGB

Map Scale
1: 12,988

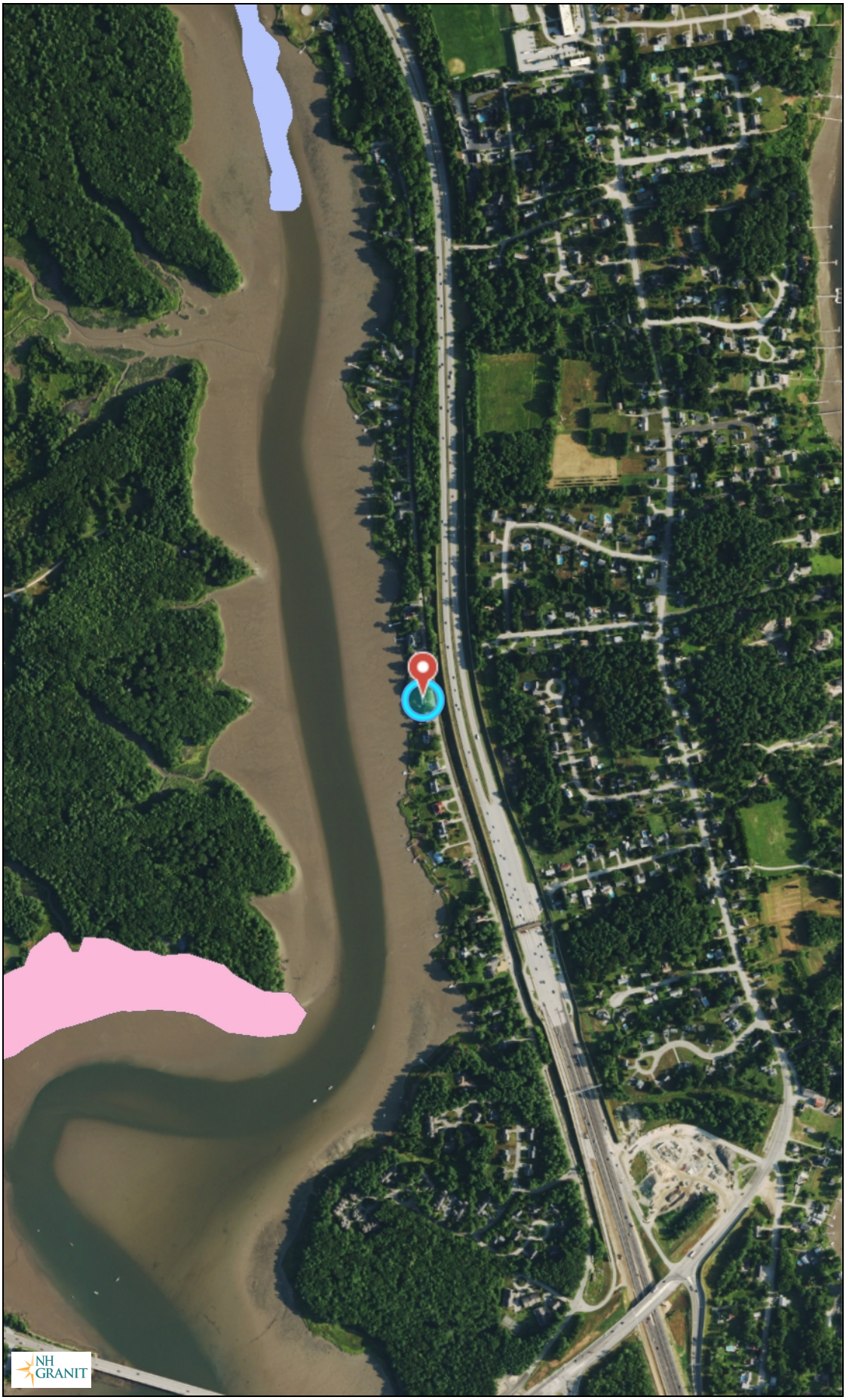
© NH GRANIT, www.granit.unh.edu
Map Generated: 5/2/2025

Notes

169 Spur Road, Dover, NH



Map by NH GRANIT



Legend

Current Shellfish Beds
- Blue Mussel
- Oyster
- Razor Clam
- Softshell Clam
- Surf Clam

Coastal 2019 1-foot RGB

Map Scale

1: 10,000

© NH GRANIT, www.granit.unh.edu

Map Generated: 2/4/2025

Notes

Shellfish Beds
169 Spur Road, Dover NH



E-Doc # 240012581 10/11/2024 01:00:23 PM
Book 5218 Page 669 Page 1 of 5
Catherine A. Berube
Register of Deeds, Strafford County
LCHIP STA222989 25.00
TRANS TAX ST864577 9,750.00

Warranty Deed

To all whom these Presents shall come or may concern, that as Barbara Jean Proof of 148 Daffodil Hill Lane, Rochester, County of Strafford and State of New Hampshire 03868 and Susan A. Mello, of Address 524 Woodman Street, Fall River, MA 02724 as co-Trustees of the CARL D. THERRIEN REVOCABLE TRUST OF 2017 under declaration of trust dated January 26, 2017, of 169 Spur Road, Dover, County of Strafford, State of New Hampshire 03820, grant for due consideration paid to

EDWARD JOHN WILLIAMS, of 24 Cedar Point Road, Durham, County of Strafford, State of New Hampshire 03824,

with WARRANTY COVENANTS:

A certain tract or parcel of land, with the buildings thereon, situate in said Dover on the Westerly side of the Access Road, so-called, off the Spaulding Turnpike, bounded and described as follows:

Beginning at the Northeasterly corner of land now or formerly of Frank Therrien; thence running in a Westerly direction along said Therrien land to the Easterly shore of the Bellamy River, so-called; thence in a Northerly direction along said Bellamy River, one hundred (100) feet, more or less, to land now or formerly of Herbert B. Clark; thence in an Easterly direction along land of said Clark to the Westerly side line of the Access Road, so-called; thence in a Southerly direction along the Westerly side line of the Access Road, one hundred (100) feet, more or less, to the point of beginning.

It is the intention of this deed to convey to the grantee a lot of land one hundred (100) feet wide extending from the Access Road to the said Bellamy River.

Meaning and intending to convey the same parcel conveyed to the CARL D. THERRIEN REVOCABLE TRUST OF 2017 by deed of CARL D. THERRIEN by Quitclaim Deed dated January 26, 2017 and recorded in the Strafford County Registry of Deeds, Book 4452, Page 495.

See Certificate of Trustees recorded herewith.

This is not homestead property of the grantors.

Executed on this 7th day of ~~September~~ October KP, 2024

THE CARL D. THERRIEN REVOCABLE TRUST OF 2017

Witness

By: Barbara Jean Proof Trustee
Barbara Jean Proof, Trustee

State of New Hampshire
County of ~~Strafford County~~ Rockingham County KP

On the 7th day of ~~September~~ October KP, 2024, before me, Kristen L. Peterson the undersigned officer, personally appeared Barbara Jean Proof, as co-trustee of THE CARL D. THERRIEN REVOCABLE TRUST known to me (or satisfactorily proven) to be the person described in the foregoing instrument, and acknowledged that she executed the same in the capacity therein stated and for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Notary Public
My Commission Expires:

KRISTEN L. PETERSON
Commission Expires
NOTARY PUBLIC
10-04-2027
NEW HAMPSHIRE

Executed on this 19 day of September, 2024

THE CARL D. THERRIEN REVOCABLE TRUST OF 2017

Witness

By: Susan A. Mello Trustee
Susan A. Mello , Trustee

COMMONWEALTH OF MASSACHUSETTS
COUNTY OF Bristol

On the 19 day of September, 2024, before me, Jade Ann Carreau the undersigned officer, personally appeared Susan A. Mello, as trustee of THE CARL D. THERRIEN REVOCABLE TRUST OF 2017, known to me (or satisfactorily proven by Massachusetts Drivers License) to be the person described in the foregoing instrument, and acknowledged that she executed the same in the capacity therein stated and for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.



Jade Ann Carreau
Notary Public

My Commission Expires: 12/27/2030

NOTICE OF SUCCESSOR AND TRUSTEE CERTIFICATE

Re: THE CARL D. THERRIEN REVOCABLE TRUST OF 2017

Now comes Barbara Jean Proof of 148 Daffodil Hill Lane, Rochester, NH 03868 and Susan A. Mello, of 524 Woodman Street, Fall River, MA 02724 who do certify the establishment of a revocable living trust named the " THE CARL D. THERRIEN REVOCABLE TRUST OF 2017, " and all amendments thereto (hereinafter referred to as the "Trust"). The following provisions are found in said Trust and may be relied upon as a full statement of the matters covered by such provisions by anyone dealing with the co-Trustees or their successors. can conclusively rely on the following information without any further inquiry and we certify under oath that the following is true and correct:

a. The Trust was created by CARL D. THERRIEN, of 169 Spur Road, City of Dover, County of Strafford, State of New Hampshire 03820. He died on February 15, 2024.

b. The name of the Trust is THE CARL D. THERRIEN REVOCABLE TRUST OF 2017, under Declaration of Trust dated 1/26/2017.

c. The currently acting Trustees of the Trust are Barbara Jean Proof and Susan A. Mello,.

d. At the time of delivery and recording of any deed, bill of sale, mortgage, or other instrument affecting the Trusts premises or any portion thereof, these Trusts were in full force and effect and unmodified; and

No person dealing with said Trustee shall be under any obligation to see to the application of any monies, checks or other payments provided that the instruments be made payable to said named Trustee.

Executed on this 7th October KP day of ~~September~~, 2024

THE CARL D. THERRIEN REVOCABLE TRUST OF 2017

Witness

By: Barbara Jean Proof Trustee
Barbara Jean Proof, Trustee

State of New Hampshire Rockingham County KP
County of ~~Strafford County~~
On the 7th day of ~~September~~ October KP, 2024, before me, Kristen L. Peterson the undersigned officer, personally appeared Barbara Jean Proof, as co-trustee of THE CARL D. THERRIEN REVOCABLE TRUST known to me (or satisfactorily proven) to be the person described in the foregoing instrument, and acknowledged that she executed the same in the capacity therein stated and for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Kristen L. Peterson
Notary Public
My Commission Expires:

KRISTEN L. PETERSON Commission Expires NOTARY PUBLIC 10-04-2027 NEW HAMPSHIRE

Executed on this 19 day of September, 2024

THE CARL D. THERRIEN REVOCABLE TRUST OF 2017

_____ By: Susan A Mello Trustee
Witness Susan A. Mello , Trustee

COMMONWEALTH OF MASSACHUSETTS
COUNTY OF Bristol

On the 19 day of September, 2024, before me, Jade Ann Carreau the undersigned officer, personally appeared Susan A. Mello, as trustee of THE CARL D. THERRIEN REVOCABLE TRUST OF 2017, known to me (or satisfactorily proven by Massachusetts Drivers License) to be the person described in the foregoing instrument, and acknowledged that she executed the same in the capacity therein stated and for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Jade Ann Carreau My Commission Expires 12/27/2030 NOTARY PUBLIC COMMONWEALTH OF MASSACHUSETTS

Jade Ann Carreau
Notary Public

My Commission Expires: 12/27/2030

PLAN REFERENCES:

1) PLAN OF LAND FOR SUSAN S PARKER, TAX MAP L, LOT 45F 175 SPUR ROAD DOVER, NH. DATED AUGUST 5, 2003. PREPARED BY KEM LAND SURVEY, INC. SCRD PLAN 70–18.

2) STATE OF NEW HAMPSHIRE DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS, PLANS OF PROPOSED LS 1821(1), SHEET 37.

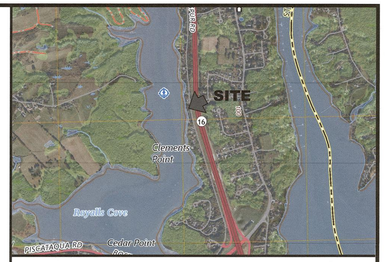
3) EASEMENT PLAN FOR CITY OF DOVER OVER LAND OF CARL D THERRIEN REVOCABLE TRUST, 169 SPUR ROAD TAX MAP L, LOT 45–H DOVER, NH. DATED FEBRUARY 20, 2020. PREPARED BY DOUCET SURVEY LLC.

4) EASEMENT PLAN FOR CITY OF DOVER OVER LAND OF NICHOLAS & JULIA ORSI, 175 SPUR ROAD TAX MAP L, LOT 45–F DOVER, NH. DATED FEBRUARY 20, 2020. PREPARED BY DOUCET SURVEY LLC.

LEGEND:

N/F	NOW OR FORMERLY
RP	RECORD OF PROBATE
SCRD	STRAFFORD COUNTY REGISTRY OF DEEDS
4515/497	DEED BOOK/PAGE
11/21	MAP 11 / LOT 21
○	IRON ROD/IRON PIPE FOUND
▣	STONE BOUND FOUND
	EDGE OF PAVEMENT
	BOUNDARY
MHW	MEAN HIGH WATER LINE
MLW	MEAN LOW WATER LINE
HOTL	NH DES HIGHEST OBSERVABLE TIDE LINE
	FRESHWATER WETLAND LINE
PSS	NHDES PRIMARY STRUCTURE SETBACK LINE
100	CONTOUR
97x3	SPOT ELEVATION
	WOODS / TREE LINE
	FRESH WATER WETLAND
EL.	ELEVATION
INV.	INVERT
TBM	TEMPORARY BENCHMARK
TYP.	TYPICAL
TBS	TO BE SET
SWL	SINGLE WHITE LINE
DYL	DOUBLE YELLOW LINE
	OVERHEAD WIRES
GV	GATE VALVE
	CATCH BASIN (CB)
	UTILITY POLE (w/ GUY)
	HYDRANT
	WATER SHUT OFF/CURB STOP
D	DRAIN MANHOLE (DMH)
S	SEWER MANHOLE (SMH)





LOCATION MAP 1" = 2000'

NOTES:

1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 45–H.

2) OWNERS OF RECORD:
EDWARD JOHN WILLIAMS
24 CEDAR POINT ROAD
DURHAM, NH 03824
5218/669

3) PARCEL IS PARTIALLY IN A SPECIAL FLOOD HAZARD AREA ZONE AE (EL.6) AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE 9/30/2015.

4) PARCEL IS LOCATED IN LOW DENSITY RESIDENTIAL (R20) DISTRICT AND CONSERVATION DISTRICT.

5) EXISTING LOT AREA:
8860 S.F. ± TO MEAN HIGH WATER
0.20 ACRES ± TO MEAN HIGH WATER
±126' ALONG MEAN HIGH WATER

6) ENTIRE PARCEL IS WITHIN THE 100' NHDES TIDAL BUFFER ZONE.

7) DIMENSIONAL REQUIREMENTS:

MIN. LOT AREA:	20,000 S.F.
FRONTAGE:	125 FEET
SETBACKS:	
FRONT	20 FEET MIN.
	35 FEET MAX.
SIDE	20 FEET
REAR	30 FEET
MAXIMUM STRUCTURE HEIGHT	35 FEET
MAXIMUM LOT COVERAGE	30%

8) VERTICAL DATUM IS NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GNSS OBSERVATIONS.

9) THE PURPOSE OF THIS PLAN IS TO SHOW THE RESULTS OF A STANDARD BOUNDARY SURVEY ON LOT 45–H ON THE CITY OF DOVER ASSESSOR'S MAP L.

10) MEAN HIGH WATER BASED ON ELEVATION 3.01' (NAVD88) USING NOAA TIDAL DATUMS AT STATION 8423005 ATLANTIC TERMINAL T14A NH.

11) PARCEL IS BENEFITED BY AN AGREEMENT FOR A 3" EFFLUENT SEWER FORCE MAIN. SEE SCRD 2269/49, 2126/194, & 3123/95.

12) BUILDABLE AREA WITHIN THE CITY OF DOVER BUILDING SETBACK LINE IS PARTIALLY WITHIN THE 50' NHDES PRIMARY STRUCTURE SETBACK ZONE.

13) PARCEL IS BURDENED BY A UTILITY/DRAINAGE INFRASTRUCTURE EASEMENT SEE SCRD 5215/685 AND PLAN #13348.

REV	DATE	DESCRIPTION	BY	CHK.
1	05/27/25	ZBA SUBMISSION	CBA	JRC
0	02/07/25	ISSUED FOR COMMENT	RJB	PAY

DRAWING ISSUE STATUS

PERMIT PLAN

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
200 Griffin Rd. Unit 14
Portsmouth, NH 03801
603.430.9282
WWW.HALEYWARD.COM

PROJECT

ED WILLIAMS
169 SPUR ROAD DOVER, NH 03824

TITLE

EXISTING CONDITIONS PLAN
CITY OF DOVER SETBACKS

DATE: MAY 2025	SCALE: 1" = 10'
DRAWN BY: RJB	DESIGNED BY: **
CHECKED BY: PAY	
PROJECT No.: 5010279.001	FIELD BOOK AND PAGE: FB 269 PG 67
DRAWING No.: SHEET 1-C1	REV.: 1

WETLAND NOTES:

1) HIGHEST OBSERVABLE TIDE LINE & WETLAND DELINEATION WAS PERFORMED ON 5/1/25 BY SAM HAYDEN, PWS,CWS.

2) DELINEATION STANDARDS UTILIZED:

A) U.S. ARMY CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL. TECHNICAL REPORT Y-87-1 (JAN. 1987). AND REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHCENTRAL AND NORTHEAST REGION, VERSION 2.0, JANUARY 2012.
B) FIELD INDICATORS OF HYDRIC SOILS IN THE UNITED STATES, VERSION 8.2, USDA-NRCS, 2018 AND (FOR DISTURBED SITES) FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND, VERSION 4. NEIWPCC WETLANDS WORK GROUP (APRIL 2019).
C) FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND, VERSION 4 NEW ENGLAND HYDRIC SOIL TECHNICAL COMMITTEE, JUNE 2020.
D) NATIONAL LIST OF PLANT SPECIES THAT OCCUR IN WETLANDS: NORTHEAST (REGION 1). USFWS (MAY 1988).

3) WETLAND FLAGS WERE FIELD LOCATED BY HALEY WARD, INC.

STATE OF NEW HAMPSHIRE
SAMUEL N. HAYDEN
5/29/25
No. 321
CERTIFIED WETLAND SCIENTIST

STATE OF NEW HAMPSHIRE
No. 1122
PHILLIP A. YETMAN
LICENSED LAND SURVEYOR

''I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000.''

PHILLIP A. YETMAN, LLS 1122 — 5/28/2025 DATE

CURVE TABLE:

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	4019.83'	100.01'	100.00'	S12°27'22.9"E	1°25'32"

GRAPHIC SCALE
10 5 0 10 20 30 40 FEET
3 0 5 10 METERS

FILE LOCATION: P:\NH\5010279-ED_Williams\001-169 Spur Rd, Dover-NH\02-CAD_Files\Civil\5010279.001-C-SP.dwg, 5/28/2025 7:08:21 AM

DEMOLITION NOTES

A) THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND THE LOCATIONS ARE NOT GUARANTEED BY THE OWNER OR THE DESIGNER. IT IS THE CONTRACTORS' RESPONSIBILITY TO LOCATE UTILITIES AND ANTICIPATE CONFLICTS. CONTRACTOR SHALL REPAIR EXISTING UTILITIES DAMAGED BY THEIR WORK AND RELOCATE EXISTING UTILITIES THAT ARE REQUIRED TO BE RELOCATED PRIOR TO COMMENCING ANY WORK IN THE IMPACTED AREA OF THE PROJECT.

B) ALL MATERIALS SCHEDULED TO BE REMOVED SHALL BECOME THE PROPERTY OF THE CONTRACTORS UNLESS OTHERWISE SPECIFIED. THE CONTRACTOR SHALL DISPOSE OF ALL MATERIALS OFF-SITE IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REGULATIONS, ORDINANCES AND CODES. THE CONTRACTOR SHALL COORDINATE REMOVAL, RELOCATION, DISPOSAL, OR SALVAGE OF UTILITIES WITH THE OWNER AND APPROPRIATE UTILITY COMPANY.

C) ANY EXISTING WORK OR PROPERTY DAMAGED OR DISRUPTED BY CONSTRUCTION/ DEMOLITION ACTIVITIES SHALL BE REPLACED OR REPAIRED TO THE ORIGINAL EXISTING CONDITIONS BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.

D) THE CONTRACTOR SHALL VERIFY LOCATION OF ALL EXISTING UTILITIES AND CALL DIG SAFE AT LEAST 72 HOURS PRIOR TO THE COMMENCEMENT OF ANY DEMOLITION/CONSTRUCTION ACTIVITIES.

E) SAWCUT AND REMOVE PAVEMENT ONE FOOT OFF PROPOSED EDGE OF PAVEMENT TRENCH IN AREAS WHERE PAVEMENT IS TO BE REMOVED.

F) IT IS THE CONTRACTOR'S RESPONSIBILITY TO FAMILIARIZE THEMSELVES WITH THE CONDITIONS OF ALL THE PERMIT APPROVALS.

G) THE CONTRACTOR SHALL OBTAIN AND PAY FOR ADDITIONAL CONSTRUCTION PERMITS, NOTICES AND FEES NECESSARY TO COMPLETE THE WORK AND ARRANGE FOR AND PAY FOR ANY INSPECTIONS AND APPROVALS FROM THE AUTHORITIES HAVING JURISDICTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY ADDITIONAL AND OFF-SITE DISPOSAL OF MATERIALS REQUIRED TO COMPLETE THE WORK.

H) THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL EXISTING STRUCTURES, CONCRETE, UTILITIES, VEGETATION, PAVEMENT, AND CONTAMINATED SOIL WITHIN THE WORK LIMITS SHOWN UNLESS SPECIFICALLY IDENTIFIED TO REMAIN. ANY EXISTING DOMESTIC / IRRIGATION SERVICE WELLS IN THE PROJECT AREA IDENTIFIED DURING THE CONSTRUCTION AND NOT CALLED OUT ON THE PLANS SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER AND ENGINEER FOR PROPER CAPPING / RE-USE.

I) ALL WORK WITHIN THE CITY OF DOVER RIGHT OF WAY SHALL BE COORDINATED WITH THE CITY OF DOVER DEPARTMENT OF PUBLIC WORKS (DPW).

J) REMOVE TREES AND BRUSH AS REQUIRED FOR COMPLETION OF WORK. CONTRACTOR SHALL GRUB AND REMOVE ALL SLUMPS WITHIN LIMITS OF WORK AND DISPOSE OF OFF-SITE IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL LAWS AND REGULATIONS.

K) CONTRACTOR SHALL PROTECT ALL PROPERTY MONUMENTATION THROUGHOUT DEMOLITION AND CONSTRUCTION OPERATIONS. SHOULD ANY MONUMENTATION BE DISTURBED, THE CONTRACTOR SHALL EMPLOY A NH LICENSED LAND SURVEYOR TO REPLACE THEM.

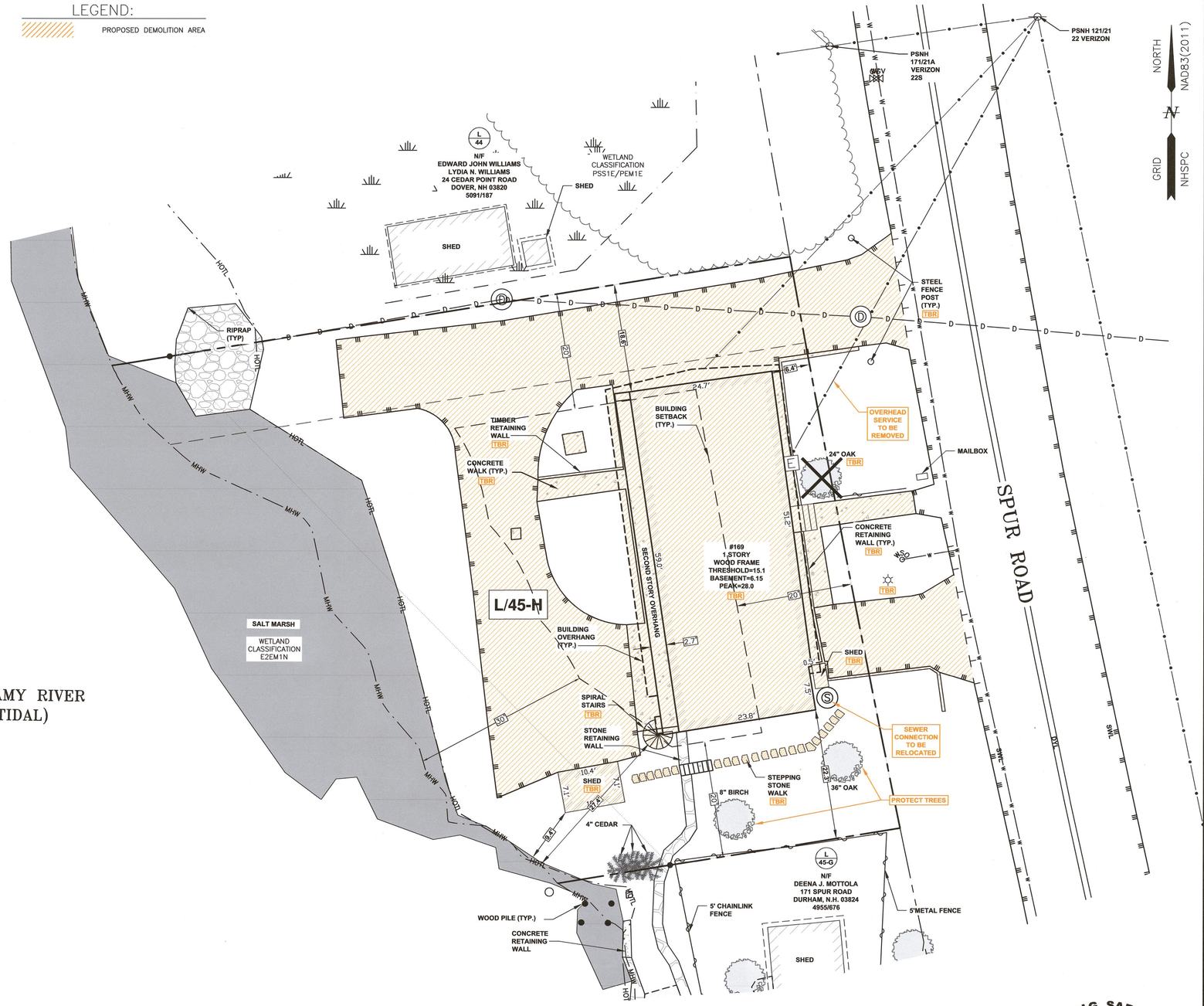
L) PROVIDE INLET PROTECTION BARRIERS AT ALL CATCH BASINS WITHIN CONSTRUCTION LIMITS AND MAINTAIN FOR THE DURATION OF THE PROJECT. INLET PROTECTION BARRIERS SHALL BE HIGH FLOW SILT SACK BY ACF ENVIRONMENTAL OR APPROVED EQUAL. INSPECT BARRIERS WEEKLY AND AFTER EACH RAIN OF 0.25 INCHES OR GREATER. CONTRACTOR SHALL COMPLETE A MAINTENANCE INSPECTION REPORT AFTER EACH INSPECTION. SEDIMENT DEPOSITS SHALL BE REMOVED AFTER EACH STORM EVENT OR MORE OFTEN IF WARRANTED OR FABRIC BECOMES CLOGGED. EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO THE START OF ANY CLEARING OR DEMOLITION ACTIVITIES.

M) THE CONTRACTOR SHALL PAY ALL COSTS NECESSARY FOR TEMPORARY PARTITIONING, BARRICADING, FENCING, SECURITY AND SAFELY DEVICES REQUIRED FOR THE MAINTENANCE OF A CLEAN AND SAFE CONSTRUCTION SITE.

N) ANY CONTAMINATED MATERIAL REMOVED DURING THE COURSE OF THE WORK WILL REQUIRE HANDLING IN ACCORDANCE WITH NHDES REGULATIONS. CONTRACTOR SHALL HAVE A HEALTH AND SAFETY PLAN IN PLACE, AND COMPLY WITH ALL APPLICABLE PERMITS, APPROVALS, AUTHORIZATIONS, AND REGULATIONS

LEGEND:

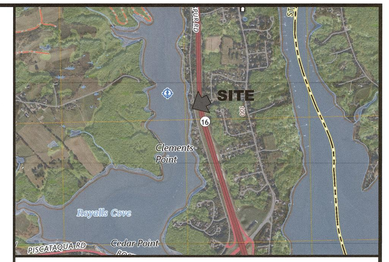
PROPOSED DEMOLITION AREA



GRAPHIC SCALE

10 5 0 10 20 30 40 FEET
3 0 5 10 METERS

DIG SAFE
MA - ME - NH - RI - VT
1-888-344-7233
CALL TOLL FREE



LOCATION MAP 1" = 2000'

NOTES:
1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 45-H.

2) OWNERS OF RECORD:
EDWARD JOHN WILLIAMS
24 CEDAR POINT ROAD
DURHAM, NH 03824
5218/669

3) PARCEL IS PARTIALLY IN A SPECIAL FLOOD HAZARD AREA ZONE AE (EL.6) AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE 9/30/2015.

4) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.

5) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE BMP BEST MANAGEMENT PRACTICE. (NHDES 2019)

6) PARCEL IS BURDENED BY A UTILITY/DRAINAGE INFRASTRUCTURE EASEMENT SEE SCRD 5215/685 AND PLAN #13348.

7) COORDINATE UTILITY SERVICE REMOVALS WITH THE CITY OF DOVER AND ANY IMPACTED UTILITY COMPANIES.

REV	DATE	DESCRIPTION	BY	CHK
1	07/31/2025	ISSUED FOR APPROVAL	CBA	JRC
0	05/25/25	ISSUED FOR COMMENT	CBA	JRC

DRAWING ISSUE STATUS

PERMIT PLAN

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
200 Griffin Rd. Unit 14
Portsmouth, NH 03801
603.430.9282
WWW.HALEYWARD.COM

PROJECT

ED WILLIAMS
169 SPUR ROAD DOVER, NH 03824

TITLE

DEMOLITION PLAN

JOHN S. CHAGNON No. 7751 LICENSED PROFESSIONAL ENGINEER STATE OF NEW HAMPSHIRE

DATE: MAY 2025	SCALE: 1"=10'
DRAWN BY: CBA	DESIGNED BY: JRC
CHECKED BY: JRC	
PROJECT No.: 5010279.001	FIELD BOOK AND PAGE: FB 269 PG 67
DRAWING No.: **SHEET C2**	REV.: **1**

FILE LOCATION: P:\NH\5010279-ED_WILLIAMS\01-169 SPUR RD., DOVER-RAYS\5-CAD_FILES\C\5010279.001-C-SP-DWG, 2026.07.30, 4:22 PM

PLAN REFERENCES:

1) PLAN OF LAND FOR SUSAN S PARKER, TAX MAP L, LOT 45F 175 SPUR ROAD DOVER, NH. DATED AUGUST 5, 2003. PREPARED BY KEM LAND SURVEY, INC. SCRD PLAN 70-18.

2) STATE OF NEW HAMPSHIRE DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS, PLANS OF PROPOSED LS 1821(1), SHEET 37.

3) EASEMENT PLAN FOR CITY OF DOVER OVER LAND OF CARL D THERRIEN REVOCABLE TRUST, 169 SPUR ROAD TAX MAP L, LOT 45-H DOVER, NH. DATED FEBRUARY 20, 2020. PREPARED BY DOUCET SURVEY LLC.

4) EASEMENT PLAN FOR CITY OF DOVER OVER LAND OF NICHOLAS & JULIA ORSI, 175 SPUR ROAD TAX MAP L, LOT 45-F DOVER, NH. DATED FEBRUARY 20, 2020. PREPARED BY DOUCET SURVEY LLC.

REQUIRED VARIANCES:

SECTION 170-12.B. FRONT SETBACK 0 FEET WHERE 20'-35' BUILD TO LINE IS REQUIRED.

SECTION 170-12.B. SIDE SETBACK OF 15 FEET WHERE 20 FEET IS REQUIRED.

VARIANCES APPROVED
BY THE DOVER ZONING BOARD
ON JUNE 19, 2025

LEGEND:

N/F	NOW OR FORMERLY
RP	RECORD OF PROBATE
SCRD	STRAFFORD COUNTY REGISTRY OF DEEDS
4515/497	DEED BOOK/PAGE
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	UTILITY POLE (w/ GUY)
	HYDRANT
WSO	WATER SHUT OFF/CURB STOP
D	DRAIN MANHOLE (DMH)
S	SEWER MANHOLE (SMH)

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2) DELINEATION STANDARDS UTILIZED:

A) U.S. ARMY CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL. TECHNICAL REPORT Y-87-1 (JAN. 1987). AND REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHCENTRAL AND NORTHEAST REGION, VERSION 2.0, JANUARY 2012.

B) FIELD INDICATORS OF HYDRIC SOILS IN THE UNITED STATES, VERSION 8.2, USDA-NRCS, 2018 AND (FOR DISTURBED SITES) FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND, VERSION 4. NEIWPCC WETLANDS WORK GROUP (APRIL 2019).

C) FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND, VERSION 4 NEW ENGLAND HYDRIC SOIL TECHNICAL COMMITTEE, JUNE 2020.

D) NATIONAL LIST OF PLANT SPECIES THAT OCCUR IN WETLANDS: NORTHEAST (REGION 1). USFWS (MAY 1988).

3) WETLAND FLAGS WERE FIELD LOCATED BY HALEY WARD, INC.

APPROVAL OF THE PLANNING BOARD OF DOVER NEW HAMPSHIRE

CHAIR DATE

BUFFER IMPACTS

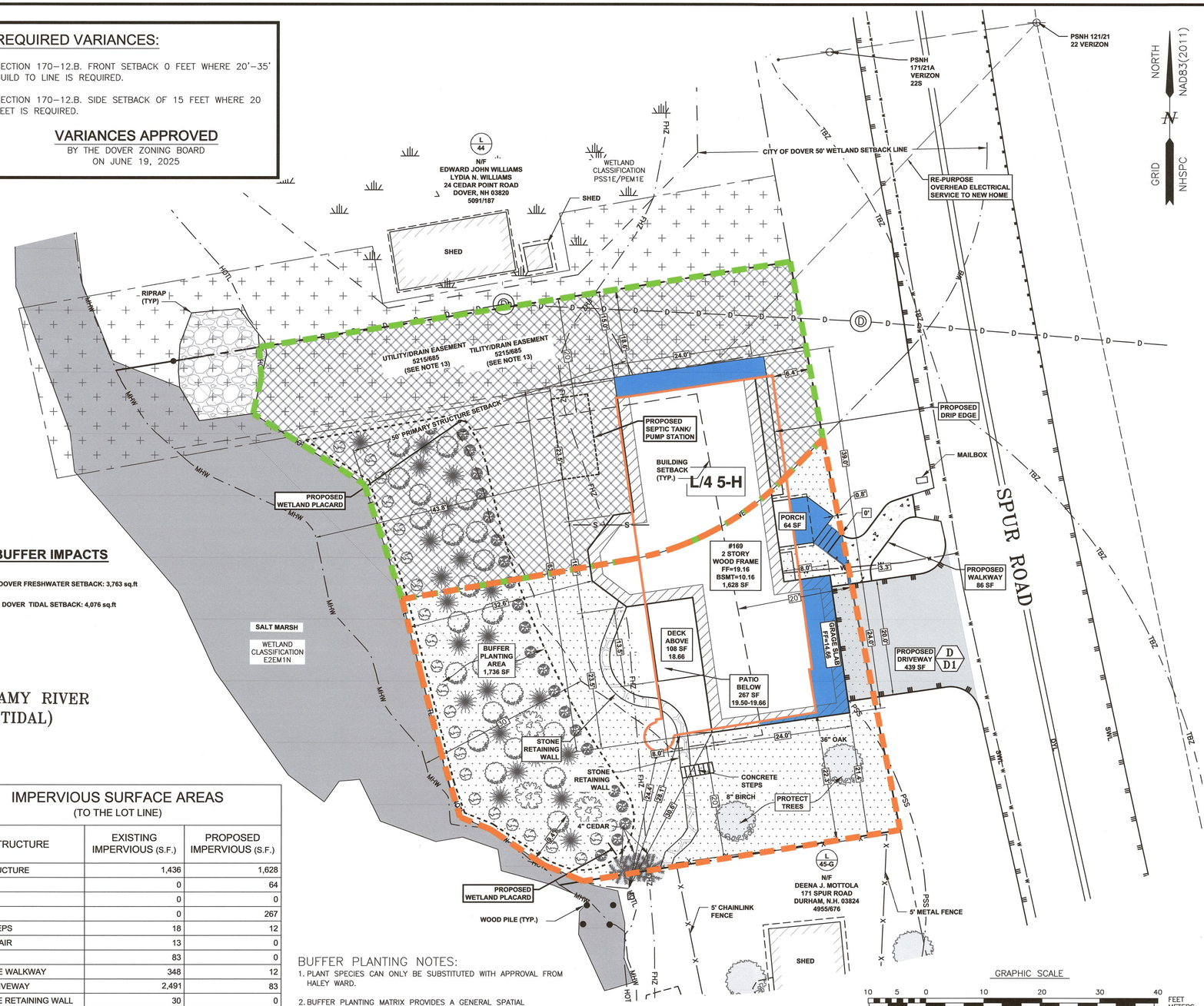
50' DOVER FRESHWATER SETBACK: 3,763 sq.ft

100' DOVER TIDAL SETBACK: 4,076 sq.ft

BELLAMY RIVER (TIDAL)

IMPERVIOUS SURFACE AREAS
(TO THE LOT LINE)

STRUCTURE	EXISTING IMPERVIOUS (S.F.)	PROPOSED IMPERVIOUS (S.F.)
MAIN STRUCTURE	1,436	1,628
PORCH	0	64
DECK	0	0
PATIO	0	267
WOOD STEPS	18	12
SPIRAL STAIR	13	0
SHED	83	0
CONCRETE WALKWAY	348	12
PAVED DRIVEWAY	2,491	83
CONCRETE RETAINING WALL	30	0
STONE RETAINING WALL	40	93
TIMBER RETAINING WALL	6	0
CONCRETE STEPS	10	10
STONE STEPS	32	0
CONCRETE	16	0
TOTAL	4,523	2,169
LOT SIZE	8,860	8,860
% LOT COVERAGE	51.0%	24.5%

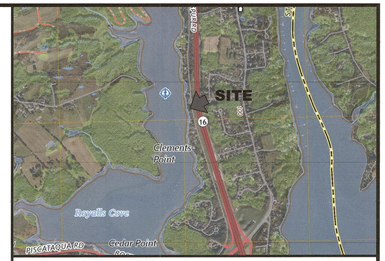


BUFFER PLANTING NOTES:

1. PLANT SPECIES CAN ONLY BE SUBSTITUTED WITH APPROVAL FROM HALEY WARD.
2. BUFFER PLANTING MATRIX PROVIDES A GENERAL SPATIAL REPRESENTATION OF A WELL DISTURBED BUFFER AREA, EXACT LOCATION OF PLANTINGS CAN BE ADJUSTED AT TIME OF INSTALLATION.
3. EROSION CONTROL MATTING SHALL BE USED IN BUFFER PLANTING AREA TO PREVENT EROSION UNTIL PLANTS AND VEGETATION BECOME ESTABLISHED. DURING CONSTRUCTION, INSPECT BUFFER PLANTING AREA EVERY TWO WEEKS AND AFTER SIGNIFICANT RAIN EVENTS.
4. PROPOSED BUFFER PLANTING AREAS TO BE SEEDED WITH RIPARIAN BUFFER MIX (OR EQUIVALENT) SPACED THROUGHOUT. SEED MIX CAN BE OBTAINED FROM PIERSON NURSERIES, INC., 24 BUZZELL ROAD, BIDDEFORD, ME 04005. 207-499-2994. WWW.PIERSONNURSERIES.COM.

BUFFER PLANTING SCHEDULE

SYMBOL	ITEM	SIZE	QTY
	CREEPING JUNIPER	1 GALLON	23
	JUNIPERUS HORIZONTALIS		
	LOW BUSH BLUEBERRY	1 GALLON	23
	VACCINIUM ANGUSTIFOLIUM		
	NORTHERN RED OAK	2"	3
	QUERCUS RUBRA		
	WITCH HAZEL	3 GALLON	22
	HAHAMELIS VIRGINIANA		
	SERVICEBERRY	3 GALLON	23
	AMALANCHIER SPP.		



LOCATION MAP 1" = 2000'

NOTES:

1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 45-H.

2) OWNERS OF RECORD:
EDWARD JOHN WILLIAMS
24 CEDAR POINT ROAD
DURHAM, NH 03824
5218/669

3) PARCEL IS PARTIALLY IN A SPECIAL FLOOD HAZARD AREA ZONE AE (EL.6) AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE 9/30/2015.

4) PARCEL IS LOCATED IN LOW DENSITY RESIDENTIAL (R20) DISTRICT AND CONSERVATION DISTRICT.

5) EXISTING LOT AREA:
8860 S.F. ± TO MEAN HIGH WATER
0.20 ACRES ± TO MEAN HIGH WATER
±126' ALONG MEAN HIGH WATER

6) ENTIRE PARCEL IS WITHIN THE 100' NHDES TIDAL BUFFER ZONE.

7) DIMENSIONAL REQUIREMENTS:

MIN. LOT AREA:	20,000 S.F.
FRONTAGE:	125 FEET
SETBACKS:	
FRONT	20 FEET MIN.
	35 FEET MAX.
SIDE	20 FEET
REAR	30 FEET
MAXIMUM STRUCTURE HEIGHT	35 FEET
MAXIMUM LOT COVERAGE	30%

8) VERTICAL DATUM IS NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT RTN GNSS OBSERVATIONS.

9) THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED CONSTRUTION ON LOT 45-H ON THE CITY OF DOVER ASSESSOR'S MAP L.

10) MEAN HIGH WATER BASED ON ELEVATION 3.01' (NAVD88) USING NOAA TIDAL DATUMS AT STATION 8423005 ATLANTIC TERMINAL T14A NH.

11) PARCEL IS BENEFITED BY AN AGREEMENT FOR A 3" EFFLUENT SEWER FORCE MAIN. SEE SCRD 2269/49, 2126/194, & 3123/95.

12) BUILDABLE AREA WITHIN THE CITY OF DOVER BUILDING SETBACK LINE IS PARTIALLY WITHIN THE 50' NHDES PRIMARY STRUCTURE SETBACK ZONE.

REV	DATE	DESCRIPTION	BY	CHK
2	03/25/2026	WETLAND BUFFER	PAD	JRC
1	07/31/2025	ISSUED FOR APPROVAL	CBA	JRC
0	05/27/2025	ISSUED FOR COMMENT	CBA	JRC

DRAWING ISSUE STATUS

PERMIT PLAN

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
200 Griffin Rd. Unit 14
Portsmouth, NH 03801
603.430.9282
WWW.HALEYWARD.COM

PROJECT

ED WILLIAMS
169 SPUR ROAD DOVER, NH 03824

TITLE

DOVER CUP PLAN

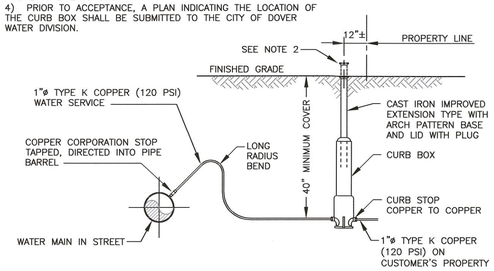
STATE OF NEW HAMPSHIRE No. 738 JOHN R. CHAGNON LICENSED LAND SURVEYOR SIGNATURE

STATE OF NEW HAMPSHIRE JOHN R. CHAGNON No. 7651 LICENSED PROFESSIONAL ENGINEER

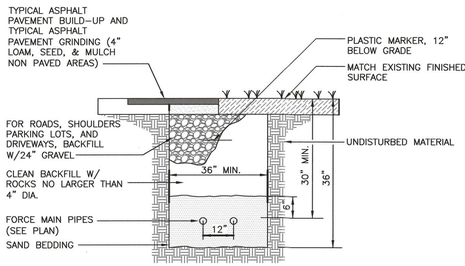
DATE	MAY 2025
SCALE	1" = 10'
DRAWN BY	CBA
DESIGNED BY	JRC
CHECKED BY	JRC
PROJECT No.	5010279.001
FIELD BOOK AND PAGE	FB 269 PG 67
DRAWING No.	SHEET C3
REV.	2

FILE LOCATION: P:\NH\5010279-ED_WILLIAMS\001-169 SPUR RD - DOVER\PAY02\CAD_FILES\CIVIL\5010279.001-C-SP.DWG, 2026.04.02, 2:19 PM

NOTE:
1) INSTALLATION OF WATER MAIN TAP & CURB STOP & BOX SHALL ONLY BE PERFORMED BY THOSE AUTHORIZED BY THE PUBLIC WORKS DEPARTMENT.
2) IN AREAS OF HEAVY GROWTH THE CURB BOX COVER SHALL BE SET 6" ABOVE FINISH GRADE AND A WITNESS STAKE SET.
3) CURB BOX SHALL BE SET APPROXIMATELY 12" OUTSIDE PROPERTY LINE AS SHOWN.
4) PRIOR TO ACCEPTANCE, A PLAN INDICATING THE LOCATION OF THE CURB BOX SHALL BE SUBMITTED TO THE CITY OF DOVER WATER DIVISION.



1 / C5 WATER SERVICE CONNECTION
NTS



NOTES:

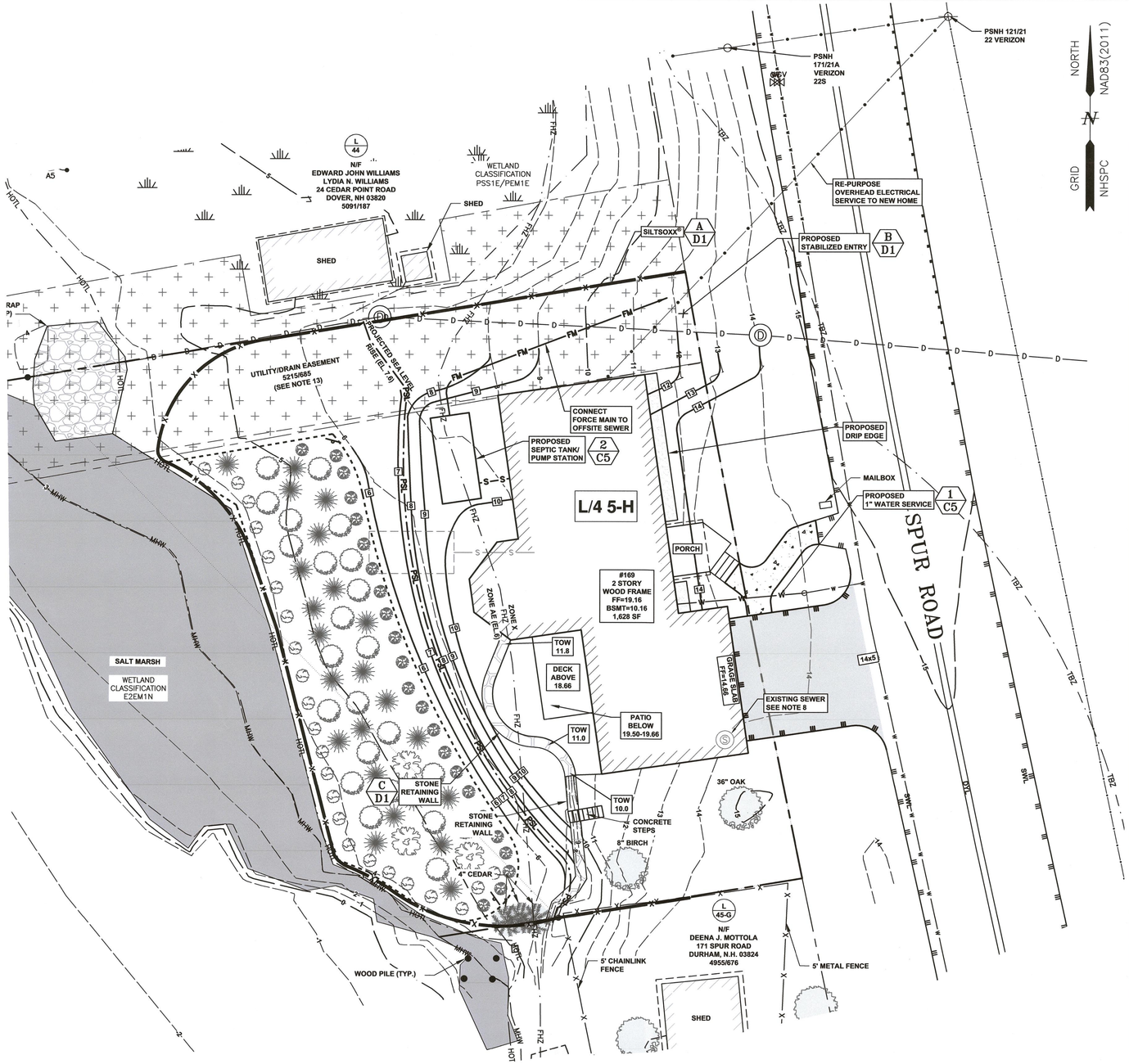
POWER:

1. SIZE, NUMBER, MATERIAL, AND ARRANGEMENT OF CONDUIT SHALL BE COORDINATED WITH INDIVIDUAL UTILITIES.
2. ALL ELECTRICAL CONDUIT AND STRUCTURES SHALL BE WATER TIGHT.
3. CONDUITS SHALL EXCLUSIVELY SERVE EITHER POWER OR COMMUNICATIONS.

SEWER:

1. SIZE, NUMBER, MATERIAL, AND ARRANGEMENT OF CONDUIT SHALL BE COORDINATED WITH DOVER SEWER DEPARTMENT.

2 / C5 FORCE MAIN TRENCH/ELECTRICAL TRENCH
NTS



GRAPHIC SCALE
10 5 0 10 20 30 40 FEET
3 0 5 10 METERS



LOCATION MAP 1" = 2000'

NOTES:
1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 45–H.

2) OWNERS OF RECORD:
EDWARD JOHN WILLIAMS
24 CEDAR POINT ROAD
DURHAM, NH 03824
5218/669

3) PARCEL IS PARTIALLY IN A SPECIAL FLOOD HAZARD AREA ZONE AE (EL.6) AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE 9/30/2015.

4) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1–888–DIG–SAFE (1–888–344–7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.

5) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE BMP BEST MANAGEMENT PRACTICE. (NHDES 2019)

6) PARCEL IS BURDENED BY A UTILITY/DRAINAGE INFRASTRUCTURE EASEMENT SEE SCRD 5215/685 AND PLAN #13348.

7) COORDINATE UTILITY SERVICE REMOVALS WITH THE CITY OF DOVER AND ANY IMPACTED UTILITY COMPANIES.

8) THE EXISTING SEWER CONNECTION WILL BE RELOCATED IN ACCORDANCE WITH CITY OF DOVER DPW STANDARDS.

REV	DATE	DESCRIPTION	BY	CHK.
2	11/12/2025	RFMI COMMENTS	CBA	JRC
1	07/31/2025	ISSUED FOR APPROVAL	CBA	JRC
0	06/05/2025	ISSUED FOR COMMENT	CBA	JRC

DRAWING ISSUE STATUS
PERMIT PLAN

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
200 Griffin Rd. Unit 14
Portsmouth, NH 03801
603.430.9282
WWW.HALEYWARD.COM

PROJECT
ED WILLIAMS
169 SPUR ROAD DOVER, NH 03824

TITLE
GRADING & UTILITY PLAN

STATE OF NEW HAMPSHIRE – JOHN R. CHAGNON No. 7621 – LICENSED PROFESSIONAL ENGINEER

DATE	SCALE
MAY 2025	1" = 10'
DRAWN BY: CBA	DESIGNED BY: JRC
CHECKED BY: JRC	
PROJECT No.: 5010279.001	FIELD BOOK AND PAGE: FB 269 PG 67
DRAWING No.: SHEET C5	REV.: 2

FILE LOCATION: P:\NHS\5010279.ED_WILLIAMS\001-169 SPUR RD., DOVER\PLANS\CAD_FILES\CIVIL\5010279.001-C-GP.DWG, 2025.12.15, 3:30 PM

EROSION CONTROL NOTES

CONSTRUCTION SEQUENCE

DO NOT BEGIN CONSTRUCTION UNTIL ALL LOCAL, STATE AND FEDERAL PERMITS HAVE BEEN APPLIED FOR AND RECEIVED.

INSTALL SILT SOXX TO CONTROL EROSION AND SEDIMENTATION PRIOR TO ANY EARTH MOVING ACTIVITIES.

CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE.

CUT AND REMOVE EXISTING STRUCTURES, ALL TREES, SHRUBS, SAPLINGS, BRUSH, VINES AND OTHER DEBRIS AND RUBBISH AS REQUIRED.

STRIP AND STOCKPILE LOAM FROM SITE. STOCKPILES SHALL BE SURROUNDED WITH SILT SOXX TO CONTROL SEDIMENT RUN OFF.

CONSTRUCT STRUCTURES, INSTALL AND MAINTAIN EROSION CONTROL DEVICES AS SHOWN ON THE PLANS.

LOAM AND SEED DISTURBED AREAS IN ACCORDANCE WITH VEGETATIVE PRACTICE AND GENERAL CONSTRUCTION NOTES. CUT AND FILL SLOPES SHALL BE SEEDED IMMEDIATELY AFTER THEIR CONSTRUCTION.

CONSTRUCT REMAINING UTILITIES AND DRIVEWAY BASE COURSE.

PLANT LANDSCAPING.

COMPLETE DRIVEWAY.

REMOVE TRAPPED SEDIMENTS FROM COLLECTION DEVICES AS APPROPRIATE, AND THEN REMOVE TEMPORARY EROSION CONTROL MEASURES.

GENERAL CONSTRUCTION NOTES

THE EROSION CONTROL PROCEDURES SHALL CONFORM TO SECTION 645 OF THE "STANDARD SPECIFICATION FOR ROAD AND BRIDGE CONSTRUCTION" OF THE NHDOT, AND "STORM WATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL HANDBOOK FOR URBAN AND DEVELOPING AREAS IN NEW HAMPSHIRE".

DURING CONSTRUCTION AND THEREAFTER, EROSION CONTROL MEASURES ARE TO BE IMPLEMENTED AS NOTED. THE SMALLEST PRACTICAL AREA OF LAND SHOULD BE EXPOSED AT ANY ONE TIME DURING CONSTRUCTION, BUT IN NO CASE SHALL EXCEED 5 ACRES AT ANY ONE TIME BEFORE DISTURBED AREAS ARE STABILIZED.

AN AREA SHALL BE CONSIDERED STABLE IF ONE OF THE FOLLOWING HAS OCCURRED:

- BASE COURSE GRAVELS HAVE BEEN INSTALLED IN AREAS TO BE PAVED;
- A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED;
- A MINIMUM OF 3" OF NON-EROSIVE MATERIAL SUCH AS STONE OR RIPRAP HAS BEEN INSTALLED; OR
- EROSION CONTROL BLANKETS HAVE BEEN PROPERLY INSTALLED.

ANY DISTURBED AREAS WHICH ARE TO BE LEFT TEMPORARILY, AND WHICH WILL BE REGRADED LATER DURING CONSTRUCTION SHALL BE MACHINE HAY MULCHED AND SEEDED WITH RYE GRASS TO PREVENT EROSION.

DUST CONTROL: IF TEMPORARY STABILIZATION PRACTICES, SUCH AS TEMPORARY VEGETATION AND MULCHING, DO NOT ADEQUATELY REDUCE DUST GENERATION, APPLICATION OF WATER OR CALCIUM CHLORIDE SHALL BE APPLIED IN ACCORDANCE WITH BEST MANAGEMENT PRACTICES.

ALL EROSION CONTROLS SHALL BE INSPECTED WEEKLY DURING THE LIFE OF THE PROJECT AND AFTER EACH STORM OF 0.5" OR GREATER. ALL DAMAGED SILT FENCES SHALL BE REPAIRED. SEDIMENT DEPOSITS SHALL PERIODICALLY BE REMOVED AND DISPOSED IN A SECURED LOCATION.

AVOID THE USE OF FUTURE OPEN SPACES (LOAM AND SEED AREAS) WHEREVER POSSIBLE DURING CONSTRUCTION. CONSTRUCTION TRAFFIC SHALL USE THE ROADBEDS OF FUTURE ACCESS DRIVES AND PARKING AREAS.

TOPSOIL REQUIRED FOR THE ESTABLISHMENT OF VEGETATION SHALL BE STOCKPILED IN AMOUNTS NECESSARY TO COMPLETE FINISHED GRADING OF ALL EXPOSED AREAS. CONSTRUCT SILT FENCE AROUND TOPSOIL STOCKPILE.

AREAS TO BE FILLED SHALL BE CLEARED, GRUBBED AND STRIPPED OF TOPSOIL TO REMOVE TREES, VEGETATION, ROOTS OR OTHER OBJECTIONABLE MATERIAL. STUMPS SHALL BE DISPOSED BY GRINDING OR FILL IN AN APPROVED FACILITY.

ALL FILLS SHALL BE PLACED AND COMPACTED TO REDUCE EROSION, SLIPPAGE, SETTLEMENT, SUBSIDENCE OR OTHER RELATED PROBLEMS.

ALL FILL SHALL BE PLACED AND COMPACTED IN LAYERS NOT EXCEEDING 8 INCHES IN THICKNESS UNLESS OTHERWISE NOTED.

FROZEN MATERIAL OR SOFT, MUCKY OR HIGHLY COMPRESSIBLE MATERIAL SHALL NOT BE INCORPORATED INTO FILLS.

FILL MATERIAL SHALL NOT BE PLACED ON FROZEN FOUNDATION SUBGRADE.

DISTURBED AREAS SHALL BE SEEDED WITHIN 72 HOURS FOLLOWING FINISHED GRADING.

AT NO TIME SHALL ANY DISTURBED AREA REMAIN UNSTABILIZED FOR LONGER THAN 72 HOURS. ALL AREAS WHERE CONSTRUCTION IS NOT COMPLETE WITHIN THIRTY DAYS OF THE INITIAL DISTURBANCE SHALL BE MACHINE HAY MULCHED AND SEEDED WITH RYE GRASS TO PREVENT EROSION.

VEGETATIVE PRACTICE

FOR PERMANENT MEASURES AND PLANTINGS:

LIMESTONE SHALL BE THOROUGHLY INCORPORATED INTO THE LOAM LAYER AT A RATE OF 2 TONS PER ACRE.

FERTILIZER SHALL BE SPREAD ON THE TOP LAYER OF LOAM AND WORKED INTO THE SURFACE. FERTILIZER APPLICATION RATE SHALL BE 500 POUNDS PER ACRE OF 10-20-20 FERTILIZER.

SEED SHALL BE SOWN AT THE RATES SHOWN IN THE TABLE BELOW. IMMEDIATELY BEFORE SEEDING, THE SOIL SHALL BE LIGHTLY RAKED. ONE HALF THE SEED SHALL BE SOWN IN ONE DIRECTION AND THE OTHER HALF AT RIGHT ANGLES TO THE ORIGINAL DIRECTION. IT SHALL BE LIGHTLY RAKED INTO THE SOIL TO A DEPTH NOT OVER 1/4 INCH AND ROLLED WITH A HAND ROLLER WEIGHING NOT OVER 100 POUNDS PER LINEAR FOOT OF WIDTH. HAY MULCH SHALL BE APPLIED IMMEDIATELY AFTER SEEDING AT A RATE OF 1.5 TO 2 TONS PER ACRE, AND SHALL BE HELD IN PLACE USING APPROPRIATE TECHNIQUES FROM THE EROSION AND SEDIMENT CONTROL HANDBOOK.

THE SURFACE SHALL BE WATERED AND KEPT MOIST WITH A FINE SPRAY AS REQUIRED, WITHOUT WASHING AWAY THE SOIL, UNTIL THE GRASS IS WELL ESTABLISHED. ANY AREAS WHICH ARE NOT SATISFACTORILY COVERED SHALL BE RESEEDED, AND ALL NOXIOUS WEEDS REMOVED.

A GRASS SEED MIXTURE CONTAINING THE FOLLOWING SEED REQUIREMENTS SHALL BE:

GENERAL COVER	PROPORTION	SEEDING RATE
CREEPING RED FESCUE	50%	100 LBS/ACRE
KENTUCKY BLUEGRASS	50%	
SLOPE SEED (USED ON ALL SLOPES GREATER THAN OR EQUAL TO 3:1)		
CREEPING RED FESCUE	42%	
TALL FESCUE	42%	48 LBS/ACRE
BIRDSFOOT TREFOIL	16%	

IN NO CASE SHALL THE WEED CONTENT EXCEED ONE PERCENT BY WEIGHT. ALL SEED SHALL COMPLY WITH APPLICABLE STATE AND FEDERAL SEED LAWS.

FOR TEMPORARY PROTECTION OF DISTURBED AREAS:
MULCHING AND SEEDING SHALL BE APPLIED AT THE FOLLOWING RATES:
PERENNIAL RYE: 0.7 LBS/1,000 S.F.
MULCH: 1.5 TONS/ACRE

MAINTENANCE AND PROTECTION

THE CONTRACTOR SHALL MAINTAIN ALL LOAM & SEED AREAS UNTIL FINAL ACCEPTANCE AT THE COMPLETION OF THE CONTRACT. MAINTENANCE SHALL INCLUDE WATERING, WEEDING, REMOVAL OF STONES AND OTHER FOREIGN OBJECTS OVER 1/2 INCHES IN DIAMETER WHICH MAY APPEAR AND THE FIRST TWO (2) CUTTINGS OF GRASS NO CLOSER THEN TEN (10) DAYS APART. THE FIRST CUTTING SHALL BE ACCOMPLISHED WHEN THE GRASS IS FROM 2 1/2 TO 3 INCHES HIGH. ALL BARE AND DEAD SPOTS WHICH BECOME APPARENT SHALL BE PROPERLY PREPARED, LIMED AND FERTILIZED, AND RESEEDED BY THE CONTRACTOR AT HIS EXPENSE AS MANY TIMES AS NECESSARY TO SECURE GOOD GROWTH. THE ENTIRE AREA SHALL BE MAINTAINED, WATERED AND CUT UNTIL ACCEPTANCE OF THE LAWN BY THE OWNER'S REPRESENTATIVE.

THE CONTRACTOR SHALL TAKE WHATEVER MEASURES ARE NECESSARY TO PROTECT THE GRASS WHILE IT IS DEVELOPING.

TO BE ACCEPTABLE, SEEDED AREAS SHALL CONSIST OF A UNIFORM STAND OF AT LEAST 90 PERCENT ESTABLISHED PERMANENT GRASS SPECIES, WITH UNIFORM COUNT OF AT LEAST 100 PLANTS PER SQUARE FOOT.

SEEDED AREAS WILL BE FERTILIZED AND RESEEDED AS NECESSARY TO INSURE VEGETATIVE ESTABLISHMENT.

THE SWALES WILL BE CHECKED WEEKLY AND REPAIRED WHEN NECESSARY UNTIL ADEQUATE VEGETATION IS ESTABLISHED.

THE SILTSOXX SHALL BE CHECKED AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL.

ONCE VEGETATION IS ESTABLISHED, SILTSOXX CAN BE OPEN AND ORGANIC CONTENTS DISPERSED WITH A RAKE; DISTURBED AREAS RESULTING FROM SILTSOXX SHALL BE PERMANENTLY SEEDED.

WINTER NOTES

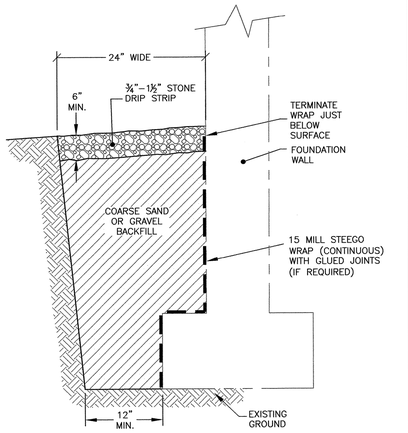
ALL PROPOSED VEGETATED AREAS WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE STABILIZED BY SEEDING AND INSTALLING EROSION CONTROL BLANKETS ON SLOPES GREATER THAN 3:1, AND SEEDING AND PLACING 3 TO 4 TONS OF MULCH PER ACRE, SECURED WITH ANCHORED NETTING, ELSEWHERE. THE INSTALLATION OF EROSION CONTROL BLANKETS OR MULCH AND NETTING SHALL NOT OCCUR OVER ACCUMULATED SNOW OR ON FROZEN GROUND AND SHALL BE COMPLETED IN ADVANCE OF THAW OR SPRING MELT EVENTS.

ALL DITCHES OR SWALES WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE STABILIZED TEMPORARILY WITH STONE OR EROSION CONTROL BLANKETS APPROPRIATE FOR THE DESIGN FLOW CONDITIONS.

AFTER NOVEMBER 15TH, INCOMPLETE ROAD OR PARKING SURFACES, WHERE WORK HAS STOPPED FOR THE WINTER SEASON, SHALL BE PROTECTED WITH A MINIMUM OF 3 INCHES OF CRUSHED GRAVEL PER NHDOT ITEM 304.3.

WETLAND BUFFER

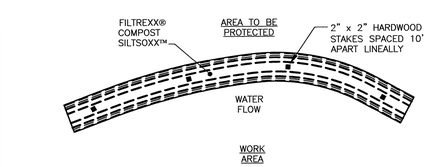
E / C4 WETLAND BUFFER SIGN
PLACE ON POST NTS



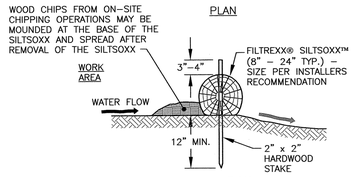
F / C4 STONE DRIP APRON
(UNDER BUILDING DRIP LINE) NTS

MAINTENANCE

1. SYSTEMS SHOULD BE INSPECTED AT LEAST TWICE ANNUALLY, AND FOLLOWING ANY RAINFALL EVENT EXCEEDING 2.5 INCHES IN A 24-HOUR PERIOD, WITH MAINTENANCE OR REHABILITATION CONDUCTED AS WARRANTED BY SUCH INSPECTION.
2. SYSTEMS SHOULD BE CLEANED OF ACCUMULATED SEDIMENT AS WARRANTED BY INSPECTION, BUT NO LESS THAN ONCE ANNUALLY.
3. IF AN INFILTRATION SYSTEM DOES NOT DRAIN WITHIN 72-HOURS FOLLOWING A RAINFALL EVENT, THEN A QUALIFIED PROFESSIONAL SHOULD ASSESS THE CONDITION OF THE FACILITY TO DETERMINE MEASURES REQUIRED TO RESTORE INFILTRATION FUNCTION, INCLUDING BUT NOT LIMITED TO REMOVAL OF ACCUMULATED SEDIMENTS OR RECONSTRUCTION OF THE INFILTRATION TRENCH.



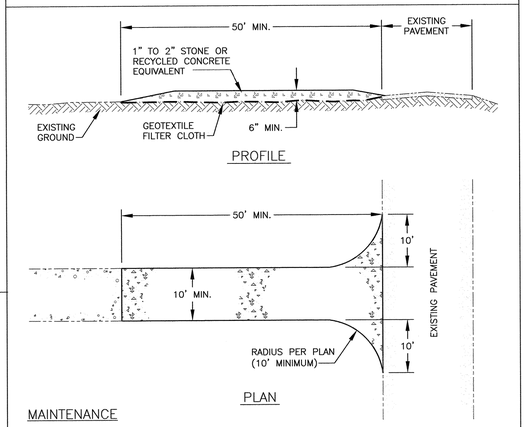
PLAN



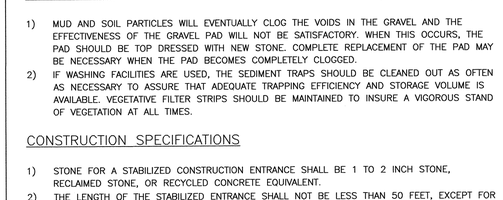
ELEVATION

NOTES:
1. ALL MATERIAL TO MEET FILTREXX SPECIFICATIONS.
2. FILLTREXX SYSTEM SHALL BE INSTALLED BY A CERTIFIED FILTREXX INSTALLER.
3. THE CONTRACTOR SHALL MAINTAIN THE COMPOST FILTRATION SYSTEM IN A FUNCTIONAL CONDITION AT ALL TIMES. IT WILL BE ROUTINELY INSPECTED AND REPAIRED WHEN REQUIRED.
4. SILTSOXX DEPICTED IS FOR MINIMUM SLOPES, GREATER SLOPES MAY REQUIRE ADDITIONAL PLACEMENTS.
5. THE COMPOST FILTER MATERIAL WILL BE DISPERSED ON SITE WHEN NO LONGER REQUIRED, AS DETERMINED BY THE ENGINEER.

A / C4 FILTREXX® SILTSOXX™ FILTRATION SYSTEM
NTS



PROFILE



PLAN

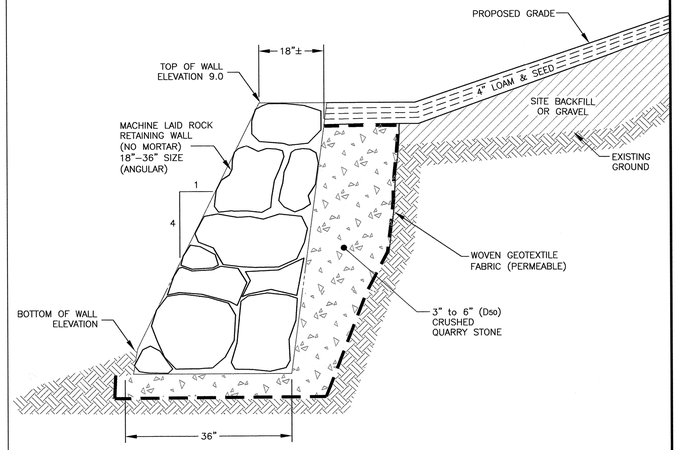
MAINTENANCE

1) MUD AND SOIL PARTICLES WILL EVENTUALLY CLOG THE VOIDS IN THE GRAVEL AND THE EFFECTIVENESS OF THE GRAVEL PAD WILL NOT BE SATISFACTORY. WHEN THIS OCCURS, THE PAD SHOULD BE TOP DRESSED WITH NEW STONE. COMPLETE REPLACEMENT OF THE PAD MAY BE NECESSARY WHEN THE PAD BECOMES COMPLETELY CLOGGED.
2) IF WASHING FACILITIES ARE USED, THE SEDIMENT TRAPS SHOULD BE CLEANED OUT AS OFTEN AS NECESSARY TO ASSURE THAT ADEQUATE TRAPPING EFFICIENCY AND STORAGE VOLUME IS AVAILABLE. VEGETATIVE FILTER STRIPS SHOULD BE MAINTAINED TO INSURE A VIGOROUS STAND OF VEGETATION AT ALL TIMES.

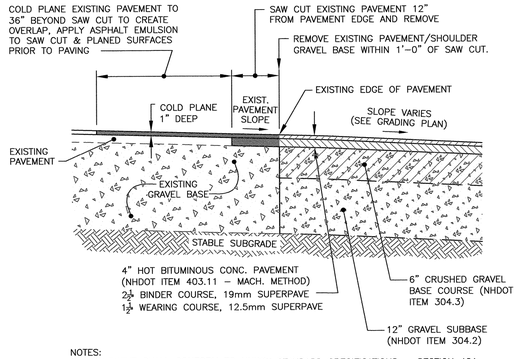
CONSTRUCTION SPECIFICATIONS

1) STONE FOR A STABILIZED CONSTRUCTION ENTRANCE SHALL BE 1 TO 2 INCH STONE, RECLAIMED STONE, OR RECYCLED CONCRETE EQUIVALENT.
2) THE LENGTH OF THE STABILIZED ENTRANCE SHALL NOT BE LESS THAN 50 FEET, EXCEPT FOR A SINGLE RESIDENTIAL LOT WHERE A 30 FOOT MINIMUM LENGTH WOULD APPLY.
3) THE THICKNESS OF THE STONE FOR THE STABILIZED ENTRANCE SHALL NOT BE LESS THAN 6 INCHES.
4) THE WIDTH OF THE ENTRANCE SHALL NOT BE LESS THAN THE FULL WIDTH OF THE ENTRANCE WHERE INGRESS OR EGRESS OCCURS OR 10 FEET, WHICHEVER IS GREATER.
5) GEOTEXTILE FILTER CLOTH SHALL BE PLACED OVER THE ENTIRE AREA PRIOR TO PLACING THE STONE. FILTER CLOTH IS NOT REQUIRED FOR A SINGLE FAMILY RESIDENCE LOT.
6) ALL SURFACE WATER THAT IS FLOWING TO OR DIVERTED TOWARD THE CONSTRUCTION ENTRANCE SHALL BE PIPED BENEATH THE ENTRANCE. IF PIPING IS IMPRACTICAL, A BERM WITH 5:1 SLOPES THAT CAN BE CROSSED BY VEHICLES MAY BE SUBSTITUTED FOR THE PIPE.
7) THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND AND REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT. ALL SEDIMENT SPILLED, WASHED, OR TRACKED ONTO PUBLIC RIGHT-OF-WAY MUST BE REMOVED PROMPTLY.
8) WHEELS SHALL BE CLEANED TO REMOVE MUD PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY, WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH STONE WHICH DRAINS INTO AN APPROVED SEDIMENT TRAPPING DEVICE.

B / C4 STABILIZED CONSTRUCTION ENTRANCE
SUBSTITUTE FODS IF DESIRED NTS

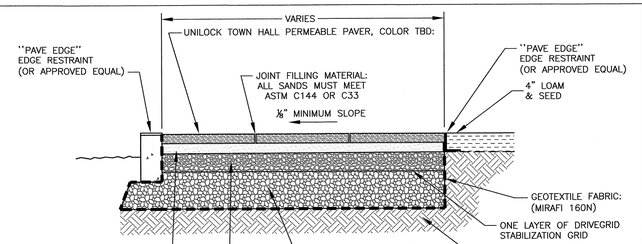


C / C4 DRY STONE RETAINING WALL
NTS



NOTES:
1) PAVEMENT SHALL CONFORM TO NHDOT STANDARD SPECIFICATIONS – SECTION 401.
2) CRUSHED GRAVEL AND GRAVEL SUBBASE SHALL CONFORM TO NHDOT STANDARD SPECIFICATIONS – SECTION 304, TABLE 1E, AND SHALL BE COMPACTED AS INDICATED IN SECTION 304, 3.6 COMPACTION, AND 3.7 DENSITY TESTING, AND CITY OF DOVER CONSTRUCTION STANDARDS.

D / C4 PAVEMENT / PAVEMENT JOINT DETAIL
NTS



MAINTENANCE OF POROUS PAVER SURFACE:
1) MONITOR FOR EXCESSIVE ACCUMULATION OF DEBRIS, PARTICULARLY IN VOID SPACE
2) REMOVE DEBRIS FROM VOID SPACE TWICE ANNUALLY BY MANUAL MEANS OR BY VACUUM.

NOTES:
1) UNILOCK (OR APPROVED EQUAL).
2) INSTALLED PER MANUFACTURERS INSTRUCTIONS.

G / C4 UNILOCK PATIO PAVERS
OR APPROVED EQUAL NTS

NOTES:

1) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON BEST AVAILABLE EVIDENCE AND ARE NOT FIELD VERIFIED. LOCATING AND PROTECTING ANY ABOVEGROUND OR UNDERGROUND UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR THE OWNER. UTILITY CONFLICTS SHOULD BE REPORTED AT ONCE TO THE DESIGN ENGINEER.

2) THE CONTRACTOR SHALL NOTIFY DIG SAFE AT 1-888-DIG-SAFE (1-888-344-7233) AT LEAST 72 HOURS PRIOR TO COMMENCING ANY EXCAVATION ON PUBLIC OR PRIVATE PROPERTY.

3) CONTRACTOR SHALL INSTALL AND MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH THE "NEW HAMPSHIRE STORMWATER MANUAL, VOLUME 3, EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION. (NHDES DECEMBER 2008).

4) PURSUANT TO RSA 483-B:9 11 (D), NO FERTILIZER SHALL BE APPLIED TO VEGETATION OR SOILS LOCATED WITHIN 25 FEET OF THE REFERENCE LINE OF ANY PUBLIC WATER, BEYOND 25 FEET, SLOW OR CONTROLLED RELEASE FERTILIZER MAY BE USED. SLOW RELEASE NITROGEN MUST CONTAIN NO MORE THAN 2% PHOSPHORUS, AND A NITROGEN COMPONENT WHICH IS AT LEAST 50% SLOW RELEASE NITROGEN COMPONENTS.

5) NO CHEMICALS INCLUDING PESTICIDES OR HERBICIDES OF ANY KIND, SHALL BE APPLIED TO GROUND, TURF, OR ESTABLISHED VEGETATION WITHIN THE WETLAND BUFFER, EXCEPT IF APPLIED BY HORTICULTURE PROFESSIONAL WHO HAVE AN APPLICATION LICENSE. NO CALCIUM CHLORIDE SHALL BE APPLIED WITHIN THE WETLAND BUFFER.

REV	DATE	DESCRIPTION	BY	CHK
2	11/12/25	RFMI COMMENTS	CBA	JRC
1	07/31/25	ISSUED FOR APPROVAL	CBA	JRC
0	06/05/25	ISSUED FOR COMMENT	CBA	JRC

DRAWING ISSUE STATUS

PERMIT PLAN

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
200 Griffin Rd. Unit 14
Portsmouth, NH 03801
603.430.9282
WWW.HALEYWARD.COM

PROJECT

ED WILLIAMS
169 SPUR ROAD DOVER, NH 03824

TITLE

EROSION CONTROL NOTES & DETAILS

JOHN R. CHANNON No. 7551 LICENSED PROFESSIONAL ENGINEER STATE OF NEW HAMPSHIRE

DATE	SCALE
MAY 2025	AS NOTED
DRAWN BY: CBA	DESIGNED BY: JRC
CHECKED BY: JRC	
PROJECT No.: 5010279.001	FIELD BOOK AND PAGE: FB 269 PG 67
DRAWING No.: **SHEET D1**	REV.: 2

FILE LOCATION: P:\NH\5010279.ED_WILLIAMS\001-169 SPUR RD, DOVER-PAYXQ-CAD_FILES\CIVIL\5010279.001-C-SIP.DWG, 2025.12.03, 2:39 PM

DCT25-2011 NEW HAMPSHIRE FISH AND GAME RECOMMENDED CONSERVATION MEASURES:

1. SHORTNOSE STURGEON (STATE ENDANGERED) AND ATLANTIC STURGEON (STATE THREATENED), EASTERN MEADOWLARK (STATE THREATENED), AND NEW ENGLAND COTTONTAIL (STATE ENDANGERED) OCCUR WITHIN THE VICINITY OF THE PROJECT AREA. ALL OPERATORS AND PERSONNEL WORKING ON OR ENTERING THE SITE SHALL BE MADE AWARE OF THEIR POTENTIAL PRESENCE. PROTECTED SPECIES INFORMATION (E.G. IDENTIFICATION, OBSERVATION AND REPORTING OF OBSERVATIONS, WHEN TO CONTACT NHFG IMMEDIATELY) SHALL BE COMMUNICATED DURING MEETINGS PRIOR TO WORK COMMENCEMENT THROUGHOUT THE CONSTRUCTION PHASE OF THE PROJECT. SEE PLAN SHEET D2 INCLUDE ATTACHED FLYERS TO PLAN SHEET SET.

2. ALL WORK SHALL OCCUR ABOVE THE HIGHEST OBSERVABLE TIDE LINE (HOTL) AND NO WORK CONDUCTED IN THE TIDAL WATERS. APPROPRIATE EROSION AND SEDIMENT CONTROL MEASURES (E.G., TURBIDITY CURTAINS) SHOULD BE INSTALLED.

3. ALL MANUFACTURED EROSION AND SEDIMENT CONTROL PRODUCTS, WITH THE EXCEPTION OF TURF REINFORCEMENT MATS, UTILIZED FOR, BUT NOT LIMITED TO, SLOPE PROTECTION, RUNOFF DIVERSION, SLOPE INTERRUPTION, PERIMETER CONTROL, INLET PROTECTION, CHECK DAMS, AND SEDIMENT TRAPS SHALL NOT CONTAIN PLASTIC, OR MULTIFILAMENT OR MONOFILAMENT POLYPROPYLENE NETTING OR MESH WITH AN OPENING SIZE OF GREATER THAN 1/8 INCHES. SEE PLAN SHEET D1

4. ALL OBSERVATIONS OF THREATENED OR ENDANGERED SPECIES ON THE PROJECT SITE SHALL BE REPORTED IMMEDIATELY TO THE NHFG NONGAME AND ENDANGERED WILDLIFE ENVIRONMENTAL REVIEW PROGRAM BY PHONE AT 603-271-2461 AND BY EMAIL AT NHFGREVIEW@WILDLIFE.NH.GOV, WITH THE EMAIL SUBJECT LINE CONTAINING THE NHB DATACHECK TOOL RESULTS LETTER ASSIGNED NUMBER, THE PROJECT NAME, AND THE TERM WILDLIFE SPECIES OBSERVATION. PHOTOGRAPHS OF THE OBSERVED SPECIES AND NEARBY ELEMENTS OF HABITAT OR AREAS OF LAND DISTURBANCE SHALL BE PROVIDED TO NHFG IN DIGITAL FORMAT AT THE ABOVE EMAIL ADDRESS FOR VERIFICATION, AS FEASIBLE.

5. IN THE EVENT A THREATENED OR ENDANGERED SPECIES IS OBSERVED ON THE PROJECT SITE DURING THE TERM OF THE PERMIT, THE SPECIES SHALL NOT BE DISTURBED, HANDLED, OR HARMED IN ANY WAY PRIOR TO CONSULTATION WITH NHFG AND IMPLEMENTATION OF CORRECTIVE ACTIONS RECOMMENDED BY NHFG.

6. THESE CONSERVATION MEASURES DO NOT CONSTITUTE COMPLIANCE WITH THE FEDERAL ENDANGERED SPECIES ACT (ESA). THERE MAY BE OCCURRENCES OF FEDERALLY LISTED SPECIES IN NEW HAMPSHIRE THAT ARE NOT INCLUDED ON THE DATACHECK LETTER. PLEASE VISIT THE US FISH AND WILDLIFE SERVICE'S (USFWS) INFORMATION FOR PLANNING AND CONSULTATION WEBSITE (IPAC; HTTPS://IPAC.ECOSPHERE.FWS.GOV/) FOR AN OFFICIAL LIST OF FEDERALLY LISTED SPECIES THAT MAY BE PRESENT IN YOUR PROJECT AREA. IF A FEDERAL AGENCY IS INVOLVED IN YOUR PROJECT THROUGH FUNDING, PERMIT, OR OTHER AUTHORIZATION, COORDINATE YOUR IPAC RESULTS WITH YOUR POINT OF CONTACT AT THE AGENCY FOR FURTHER ESA REVIEW. IF THERE IS NO FEDERAL AGENCY NEXUS TO YOUR PROJECT, AND YOU DETERMINE THROUGH IPAC, HABITAT EVALUATIONS, ETC. THAT A PROJECT MAY CAUSE TAKE OF A FEDERALLY LISTED SPECIES, WE RECOMMEND COORDINATING WITH THE USFWS' NEW ENGLAND FIELD OFFICE (NEWENGLAND@FWS.GOV; 603-223-2541).

7. NHFG, INCLUDING ITS EMPLOYEES AND AUTHORIZED AGENTS, SHALL HAVE ACCESS TO THE PROPERTY DURING THE TERM OF THE PERMIT.

REPORT OBSERVATIONS OF EASTERN MEADOWLARK

The NH Fish & Game Department is requesting observations of Eastern Meadowlark that could be encountered onsite.

Report sightings immediately to NHFG Wildlife Division at 603-271-2461 (M-F 8-4) or to NHFG Wildlife Biologist Melissa Winters 603-479-1129 (cell) anytime.

Please report promptly, noting specific location and date -- Photographs strongly encouraged



- **State Threatened**
  - Possession and take prohibited.
  - Nests protected.
- Medium-sized bird (slightly larger but more compact than an American Robin, smaller than a Blue Jay) ~ 7.5-10.2 inches from tip to end of tail.
- Wingspan is 13.8-15.8 inches.
- Mottled brown back.
- Bright yellow throat and breast.
- Distinctive black "V" on chest.

Photo credit: Cornell lab of ornithology



Photo credit: Mike Allen

- Nesting occurs typically between mid-late May and early August
- Nests consist of 2-7 eggs.
- Eggs are white with brown speckles.
- May have more than 1 nest in a season.
- Nest is built on the ground with a roof of woven grasses, often not obvious when viewed directly from above.
- Incubation is for 13-16 days, nestling period lasts for 10-12 days



Photo credit: Mike Allen

- Adults may act agitated if disturbed within the vicinity of the nest. This may include:
  - Sharp alarm calls.
  - Flying from perch to perch, centered on a certain location.
  - Presence of two adults.

NEW HAMPSHIRE STATE ENDANGERED

NEW ENGLAND COTTONTAIL

Report Sightings: For environmental review project, contact Wildlife Biologist Heidi Holman at (603) 616 – 3324, heidi.l.holman@wildlife.nh.gov, or the Wildlife Division at (603) 271 – 2461. Otherwise, observations can be sent to nhrabbitreports.org. Photographs and locations are strongly encouraged.



Specific Information:

- Adults are 15 – 17 inches in length.
- Brown and gray coat that does not change color with seasons.
- Black spot between the eyes is sometimes visible.
- Often mistaken for Eastern Cottontails.
- Found in shrublands and young-growth or early-successional forests.
- Mating begins in March, with nests present throughout the summer.
- Young are weaned around 28 days and continue growing throughout their first winter.
- Do not hibernate and use habitat all year.



Photo credit: NH Rabbit Reports



Photo credit: NH Rabbit Reports

This species is protected under RSA 212-A and Fis 1000. Thank you for reporting any observations.

PLEASE DO NOT DISTURB OR HANDLE WILDLIFE

REV	DATE	DESCRIPTION	BY	CHK.
0	09/15/2025	ISSUED FOR COMMENT	CBA	SNH

DRAWING ISSUE STATUS

PERMIT PLAN

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
200 Griffin Rd. Unit 14
Portsmouth, NH 03801
603.430.9282
WWW.HALEYWARD.COM

PROJECT

ED WILLIAMS
169 SPUR ROAD DOVER, NH 03824

TITLE

NHFG CONSERVATION MEASURES

DATE	SCALE
MAY 2025	AS NOTED

DRAWN BY	DESIGNED BY	CHECKED BY
CBA	SNH	SNH

PROJECT No.	FIELD BOOK AND PAGE
5010279.001	FB 269 PG 67

DRAWING No. **SHEET D2** REV. **0**

FILE LOCATION: P:\MHS\5010279.ED_WILLIAMS\501-169 SPUR RD, DOVER-PAY\02-CAD_FILES\CIVIL\501027901-C-SP.DWG, 2025/09/15, 3:05 PM

PERMIT SNAPSHOT REPORT COND-2026-0023
FOR CITY OF DOVER, N.H.

Permit Type	Conditional Use	**Project:**		**App Date:**	04/02/2026
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 Expire Date:**	

Description: The project proposes residential re-development including demolition of the existing residential structure, construction of a new home, re-configuration of the existing driveway, patio, deck, grading, utility connections and associated landscaping.

Parcel:	**Address:** 169 Spur Road Main	**Zone:**

Plan Preparer	Owner	Applicant
John Chagnon	Ed Williams	John Chagnon
Business: (603) 766-2988	Mobile: (603) 969-9609	200 Griffin Road Unit 14 Unit 14 Portsmouth, NH 03801 Business: (603) 766-2988

Permit Custom Fields

Select Permit Type	Wetland Protection District
What is the parcel zoned?	R-20
permitstatefed	Standard Dredge and Fill Wetlands Permit Application (RSA 482-A) NHDES File Number: 2025-02585; Approved March 13, 2026

General Purpose	New Construction
New Change in Impervious/Paved Area (sq ft)	2358

Project Zone	Residential
Work	Construction under the City of Dover Zoning Ordinance Article VIIL Section 170-27 for work within the Conservation District. Impacts are to the Freshwater and Tidal Wetland buffers.

Attachment File Name	Added On	Added By	Attachment Group	Notes
Signature_John_Chagnon_4/2/2026.jpg	04/02/2026 15:17	Chagnon, John		Uploaded via CSS
Permit Snapshot Report.pdf	04/02/2026 15:18	Service, EnerGov		Attached by IO - ATTACH: Initial Permit Snapshot

Invoice No.	Fee	Fee Amount	Amount Paid
INV-2026000993	Planning General Application Fee	$200.00	$200.00
	Planning Impervious Paved Area Fee	$165.06	$165.06
	Total for Invoice INV-2026000993	$365.06	$365.06
	Grand Total for Permit	**$365.06**	**$365.06**

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Conditional Use Review v.1	In Review	04/03/2026	04/10/2026		No	No

Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Planning	Planning	Edgecomb, Makayla	In Review	04/03/2026	05/01/2026	

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		04/03/2026 0:00	
Confirm application complete v.1	Generic Action		04/03/2026 9:11
Conditional Use Review v.1	Receive Submittal	04/03/2026 9:11	

PERMIT SNAPSHOT REPORT (COND-2026-0023)

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
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
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: Ed Williams

Signature(s) of Property Owner(s): _____ Date: 2026-04-02

Signature of Applicant: _____ Date: 2026-04-02
if different from owner

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: Ed Williams

Signature(s) of Property Owner(s): _____ Date: 2026-04-02

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

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
Conservation Commission Bylaws

Amended as noted: 02/14/2000, 03/03/2003, 01/09/2006, 12/13/2010, and 02/12/2026

ARTICLE I Name

The name of this organization shall be *The Dover Conservation Commission*, of Dover, New Hampshire, hereinafter called THE COMMISSION.

ARTICLE II Purpose, Authority and Duties

Section I Purpose

The purpose of the Commission shall be to ensure the proper utilization and protection of the natural resources of Dover, to further an awareness of conservation practices and policies throughout the City, and to protect the watershed resources of the City. The Conservation Commission shall have the powers and duties established by state law pursuant to RSA 36-Aand consistent with Dover ordinance Chapter 14.

Section II Authority

The Commission was created on February 14, 1973, by City Council Ordinance 2-73 pursuant to authority granted by Chapter 36-A of the New Hampshire Revised Statutes Annotated.

Section III Duties

The powers and duties of the Commission are described in RSA 36-A:4 as follows:

A. The Commission shall prepare a program of conservation and a program of watershed and open space protection for the City of Dover and, in undertaking this program, shall conduct research into local natural resources, watershed areas and open spaces, along with evaluation of the uses thereof. It shall keep an index of the open areas, swamps, wetlands and areas of unique natural value of ecological importance within the city. The Commission shall coordinate its efforts with the activities of other official or unofficial bodies conducting studies, research and evaluations for similar purposes.

B. The Commission shall prepare, adopt and, from time to time, review and amend a conservation and open space plan and shall submit said plan to the Planning Board for consideration as part of the Comprehensive Plan for the City of Dover. In preparation of said plan, the Commission shall also obtain information pertinent to the proper utilization of open areas in the city, including any lands owned by the city and by the state, and shall make recommendations for the better promotion, development or utilization of said natural resources and open areas in the city.

C. The Commission shall inform itself of the ways and means by which its plans and programs may be achieved and shall advise municipal agencies, the City Council, private interests and the public of the manner in which these objectives may be accomplished. It may accordingly advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which in its judgment, it deems necessary for its work as defined herein.

D. The Commission shall adopt bylaws and shall keep accurate records of its meetings and actions and shall file an annual report with the City Council which shall be included in the annual city report.

E. The Commission may receive gifts of money and property, both real and personal, in the name of the city, subject to approval of the City Council; such gifts to be managed and controlled by the Commission for the purposes of this section. it may also, subject to approval of the City Council, acquire by gift, purchase, grant, bequest, devise, lease or otherwise the fee in such land or water rights or any lesser interest, development right, easement, covenant or other contractual right, including conveyances with conditions, limitations or revisions, as may be necessary to acquire, maintain, improve, protect or limit the future use of or otherwise conserve and properly utilize open spaces and other land and water areas within the city. The Commission shall manage and control such property in accordance with the purpose of this chapter, subject to the review of the City Council.

F. Any moneys received by the Commission shall be placed in a conservation fund and allowed to accumulate from year to year, and such moneys may be expended from said fund for purposes consistent with this chapter. The city may also make appropriations to the Conservation Fund. All moneys maintained or expended by the Commission shall be recorded in accordance with city accounting procedures, and any matters relating to personnel shall be governed in a manner consistent with the pertinent requirements of the City Charter and appropriate city ordinances.

ARTICLE III Membership

Section I Official Members

The Commission shall consist of not fewer than three members and not more than seven regular members, all citizens of Dover and all appointed by the City Council. Pursuant to Chapter 5-20 of the Dover ordinances. One of the seven members may be a member of the Dover Planning Board.

Section II Alternate Members

The Commission shall additionally have two alternates pursuant to RSA 36-A with the same requirements as regular members. Alternates shall attend meetings and when a regular member is unable to attend a regular or special meeting, the alternate shall be empowered to review and vote upon any such issue as may come before the Commission.

Section III Attendance

Upon failure of any member to attend four consecutive meetings, the Chair shall notify the Dover City Council. The commission may recommend to the Dover City Council that the appointment of the member be terminated and the position be declared vacant.

ARTICLE IV Election of Officers

The Officers of the Commission shall consist of a Chairperson, a Vice-Chairperson, and a Secretary. These members will be appointed regular members and shall be elected by the Commission members at the annual meeting.

Section I Annual Meeting

An annual meeting will be held as part of the first meeting in January at which time nomination and election of officers will occur. Candidates for any office receiving a majority vote of the entire membership of the Commission shall be declared elected. The elected candidate shall take office immediately. Vacancies in offices shall be filed at the next regular meeting by the regular nomination/election procedure.

ARTICLE V Duties of Officers

Section I The Chairperson

The Chairperson shall set the agenda, preside at all meetings of the Commission having such powers and duties normally conferred by parliamentary usage on that office including directing the work of the Commission.

Section II Vice-Chairperson

The Vice-Chairperson shall function as the Chairperson, if the Chairperson is unable to be present with all powers and duties of the Chairperson.

Section III Secretary

The Secretary shall act as recorder and correspondent for the Commission; and shall keep accurate minutes of the meetings of the Commission and provide the City Clerk with a copy of "approved" minutes. It shall also be the duty of the secretary to post notices of meetings at least five days prior and to notify each member prior to each meeting. Correspondent duties shall also be to communicate to the various applicants and agencies actions taken in regard to cases reviewed.

ARTICLE VI Meetings and Conduct of Business

Section I Meetings

The Commission shall hold meetings at least once a month at a time and place designated by the Chairperson at least forty-eight *(*48*)* hours prior to the meeting time. From time to time the

Chairperson may also call special meetings to conduct application and/or site reviews to meet the scheduling requirements of applicants, the Dover Planning Board, or state agencies.

Workshop Sessions may be scheduled to be held as requested by the Chairperson. The purpose of workshop meetings is to allow in-depth evaluations of topics and issues significant to the training of Commission members.

Section II Quorum

A majority of the membership of the Commission shall constitute a Quorum. Whenever a quorum is not present at a regular meeting or special meeting, the meeting will be considered adjourned and will be rescheduled to the following month or to such other time and place as the Chairperson may deem appropriate.

Section III Conduct / Parliamentary Authority

The parliamentary authority for the Commission is *Robert's Rules of Order Revised, 12th ed,* except as provided by these rules or local, state or federal law. The order of business shall be as specified on the agenda but shall also make provision for new business that any member may introduce. Actions shall be taken on the basis of a motion duly seconded by a member of the Commission. A vote is needed to hear items out of order on the agenda.

Section IV Public Forum

To encourage and allow ongoing input and feedback from citizens, regular meetings shall include an opportunity for citizens to address the Commission on any items not having a public hearing and/or matters pertaining to the business of the Commission on the agenda.

i. Speakers shall be residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover or by a interested party if allowed by a two-thirds (2/3) vote of the sitting Commission;
ii. Speakers shall address their comments to the Chair or Presiding Officer and the Commission as a body and not to any individual member;
iii. Speakers shall first recite their name and address for the record;
iv. Each speaker shall be provided a single opportunity for comment, limited to five (5) minutes with the five (5) minutes beginning after the obligatory statement of name and address by the speaker. The Chair (or designee) will keep time;
v. Speakers requiring more than the allotted time are encouraged to submit their comments in writing to the Chair or Presiding Officer at the conclusion of their remarks;
vi. Citizen Forum generally shall not be a two-way dialogue between speaker(s), Commission member(s), and/or City Staff. However, Commission members may, with permission from the Chair, ask questions of speakers, though such questions and the speaker's answers to same shall not extend the speaker's allotted time, unless a majority of voting members present vote to suspend the rules.

vii. The Chair or Presiding Officer shall preserve strict order and decorum for and by all speakers appearing before the Commission.
viii. The Chair or Presiding Officer shall declare when public forum is closed.

Article IX Public Hearings

To receive citizen input and feedback on certain specific matters that have been placed on the meeting agenda for consideration and action by the Commission, public hearing will be scheduled and held as required by law or as deemed advisable by the Commission. At the request of the Chair or Presiding Officer, items scheduled on an agenda for a public hearing will be briefly introduced with appropriate explanations by staff. Citizens will then have the opportunity to address the Commission speaking to specific item(s) subject to public hearing.

i. All speakers shall be residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover or by a interested party if allowed by a two-thirds (2/3) vote of the sitting Commission;
ii. All speakers shall address their comments to the Chair or Presiding Officer and the Commission as a body and not to any individual member;
iii. Speakers shall first recite their name and address for the record;
iv. For each public hearing item, a speaker shall be provided a single opportunity for comment, limited to five (5) minutes. The Chair (or designee) will keep time;
v. Speakers requiring more than the allotted time are encouraged to submit their comments in writing to the Chair or Presiding Officer at the conclusion of their remarks;
vi. Public hearings are generally not intended to be utilized for a two-way dialogue between speaker(s), Commission Member(s), and/or City Staff. However, Commission members may, with permission from the Chair, ask questions of speakers, though such questions and the speaker's answers to same shall not extend the speaker's allotted time, unless a majority of voting members present vote to suspend the rules;
vii. The Chair or Presiding Officer shall preserve strict order and decorum for and by all speakers appearing before the Commission;
viii. Any correspondence received by the Chair and/or members of the Commission pertaining to a public hearing agenda item may be acknowledged at the time of the public hearing;
ix. The Chair or Presiding Officer shall declare when a hearing is closed or adjourned.

Section V Minutes

Minutes shall be kept for all meetings of the Commission. The minutes shall include the names of the members in attendance, all actions, motions and resolutions coming before the Commission including the votes of the members, and a summary of all discussions. Draft minutes shall be provided to the City Clerk within five business days of each meeting for posting on the city website in draft form. Draft minutes shall be clearly marked "DRAFT". Draft minutes with or without revisions shall be approved by the Commission at the next meeting of the Commission, or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the city website.

Section VI Recording of Meetings

Public meetings shall be recorded using audio equipment. All recordings shall be provided to the City Clerk within five business days of the meeting.

Section VII E-mail accounts

Commission members may obtain a City of Dover e-mail address to facilitate communications regarding meetings, agendas and the dissemination of information. Commission members shall refrain from using e-mail to discuss issues with other members where the e-mail discussion directly or indirectly involves a quorum of the Commission. In addition, Commission members shall refrain from conducting the official business of the Commission outside the view of the public and the press unless permitted by state law.

Section VIII Nonpublic meetings

The Commission shall conduct only nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by the City Attorney for nonpublic meetings.

ARTICLE VII Committees

Special purpose and study committees as the Commission may from time to time deem necessary in order to conduct its business effectively in accordance with its duties and responsibilities shall be appointed by the Chairperson. All members shall be subject to committee appointment from time to time.

ARTICLE VIII Amendments

The Commission may suspend any of these rules by a unanimous vote at any regular monthly or special meeting. These by-laws may be amended at any regular meeting of the Commission by a two-thirds vote of the entire regular membership. Amendments presented at any regular meeting may not be voted until the next regular meeting.

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Chapter 1: Organization

a. Operating rules (Adopted September 12, 2011; City Council approved October 26, 2011)

i. Establishing the Board

(Found in Operating Rules, Article II. Authority and Duties)

A. The Conservation Commission shall have the powers and duties established by state law pursuant to RSA 36-A and consistent with Dover ordinance Chapter 14. The Commission was created on February 14, 1973 by City Council Ordinance 2-73.

B. The Conservation Commission may establish an Open Lands Committee as a subcommittee within its Rules subject to the appointing authority of the City Council and subject to the approval of the rules by the City Council.

C. The Commission shall prepare a program of conservation and a program of watershed and open space protection for the City of Dover and, in undertaking this program, shall conduct research into local natural resources, watershed areas and open spaces, along with evaluation of the uses thereof. It shall keep an index of the open areas, swamps, wetlands and areas of unique natural value of ecological importance within the city. The Commission shall coordinate its efforts with the activities of other official or unofficial bodies conducting studies, research and evaluations for similar purposes.

D. The Commission shall prepare, adopt and, from time to time, review and amend a conservation and open space plan and shall submit said plan to the Planning Board for consideration as part of the Comprehensive Plan for the City of Dover. In preparation of said plan, the Commission shall also obtain information pertinent to the proper utilization of open areas in the city, including any lands owned by the city and by the state, and shall make recommendations for the better promotion, development or utilization of said natural resources and open areas in the city.

E. The Commission shall inform itself of the ways and means by which its plans and programs may be achieved and shall advise municipal agencies, the City Council, private interests and the public of the manner in which these objectives may be accomplished. It may accordingly advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which in its judgment, it deems necessary for its work as defined herein.

F. The Commission shall adopt bylaws and shall keep accurate records of its meetings and actions and shall file an annual report with the City Council which shall be included in the annual city report.

G. The Commission may receive gifts of money and property, both real and personal, in the name of the city, subject to approval of the City Council; such gifts to be managed and controlled by the Commission for the purposes of this section. It may also, subject to approval of the City Council, acquire by gift, purchase, grant, bequest, devise, lease or otherwise the fee in such land or water rights or any lesser interest, development right, easement, covenant or other contractual right, including conveyances with conditions, limitations or revisions, as may be necessary to acquire, maintain, improve, protect or limit the future use of or otherwise

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conserve and properly utilize open spaces and other land and water areas within the city. The Commission shall manage and control such property in accordance with the purpose of this chapter, subject to the review of the City Council.

H. Any moneys received by the Commission shall be placed in a conservation fund and allowed to accumulate from year to year, and such moneys may be expended from said fund for purposes consistent with this chapter. The city may also make appropriations to the Conservation Fund. All moneys maintained or expended by the Commission shall be recorded in accordance with city accounting procedures, and any matters relating to personnel shall be governed in a manner consistent with the pertinent requirements of the City Charter and appropriate city ordinances.

ii. Appointment and Number of Members

(Found in Operating Rules, Article III. Membership)

A. Official Members: The Commission shall consist of seven (7) members, all citizens of Dover and all appointed by the City Council pursuant to Chapter 14-4 of the Dover ordinances. One member may be a member of the Dover Planning Board pursuant to RSA 36-A. Members shall be appointed to terms of three (3) years.

B. Alternate Members: The Commission shall additionally have two alternates pursuant to RSA 36-A with the same requirements as regular members. Alternates shall attend meetings and when a regular member is unable to attend a regular or special meeting, the alternate shall be empowered to review and vote upon any such issue as may come before the Commission.

C. Attendance, Vacancies and Removal. All appointments to the Commission shall serve for the terms appointed and until a successor shall have been appointed and qualified, unless any Commission member is absent for four (4) consecutive meetings or four (4) regular meetings in a calendar year, whereby a vacancy shall be created in the position, and said vacancy shall be filled by the appointing authority. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing authority unless otherwise provided in state statute. Conditions for removal of any Commission member shall be defined by statute,

iii. Officers and Staffing

(Found in Operating Rules, Article IV. Officers and Staffing)

A. Officers. The Officers of the Commission shall consist of a Chair, a Vice-Chair and a Secretary. These members will be appointed regular members and shall be elected by the Commission members at the annual meeting.

B. Duties of the Chair. The Chair shall set the agenda, preside at all meetings of the Commission having such powers and duties normally conferred by parliamentary usage on that office including directing the work of the Commission.

C. Vice Chair. The Vice Chair shall function as the Chair, if the Chair is unable to be present with all powers and duties of the Chair.

D. Secretary. The Secretary shall act as recorder and correspondent for the Commission; and shall keep accurate minutes of the meetings of the Commission and provide the City Clerk with

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a copy of “approved” minutes. It shall also be the duty of the secretary to post notices of meetings at least five days prior and to notify each member prior to each meeting. Correspondent duties shall also be to communicate to the various applicants and agencies actions taken in regard to cases reviewed.

E. Staff. The City of Dover may provide staff support to the Commission for meeting notification, typing, copying, and information gathering to the extent permitted by the city budget. All staff shall remain under the direction of the employer.

iv. Procedures

(Found in Operating Rules, Article V. Procedures)

A. Meetings. The Commission shall hold meetings at least once a month at a time and place designated by the Chair at least forty-eight (48) hours prior to the meeting time. From time to time the Chair may also call special meetings to conduct application and/or site reviews to meet the scheduling requirements of applicants, the Dover Planning Board, or state agencies.

An annual meeting will be held as part of the first meeting in January at which time nomination and election of officers will occur. Candidates for any office receiving a majority vote of the entire membership of the Commission shall be declared elected. The elected candidate shall take office immediately. Vacancies in offices shall be filed at the next regular meeting by the regular nomination/election procedure.

Workshop Sessions may be scheduled to be held as requested by the Chair. The purpose of workshop meetings is to allow in-depth evaluations of topics and issues significant to the training of Commission members.

B. Quorum. A majority of the membership of the Commission shall constitute a Quorum. Whenever a quorum is not present at a regular meeting or special meeting, the meeting will be considered adjourned and will be rescheduled to the following month or to such other time and place as the Chair may deem appropriate.

C. Parliamentary Authority. The conducting of business shall be in accordance with Robert’s Rules of Order generally and the order of business shall be as specified on the agenda but shall also make provision for new business that any member may introduce. Actions shall be taken on the basis of a motion duly seconded by a member of the Commission.

D. Minutes. Minutes shall be kept for all meetings of the Commission. The minutes shall include the names of the members in attendance, all actions, motions and resolutions coming before the public body including the votes of the members, and a summary of all discussions. Draft minutes shall be provided to the City Clerk within five (5) business days of each meeting for posting on the city website in draft form. Draft minutes shall be clearly marked “DRAFT”. Draft minutes with or without revisions shall be approved by the Commission at the next meeting of the Commission, or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the city website.

E. Recording of Meetings. The Commission shall arrange for video recording of all meetings. If video is not available, meetings shall be recorded using audio equipment. All recordings shall be provided to the City Clerk within five (5) business days of the meeting.

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F. E-mail accounts. Commission members may obtain a City of Dover e-mail address to facilitate communications regarding meetings, agendas and the dissemination of information. Commission members shall refrain from using e-mail to discuss issues with other members where the e-mail discussion directly or indirectly involves a quorum of the Commission. In addition, Commission members shall refrain from conducting the official business of the Commission outside the view of the public and the press unless permitted by state law.

G. Nonpublic meetings. The Commission may conduct nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by the General Legal Counsel for nonpublic meetings.

H. Committees. Special purpose and study committees as the Commission may from time to time deem necessary in order to conduct its business effectively in accordance with its duties and responsibilities shall be appointed by the Chair. All members shall be subject to committee appointment from time to time.

I. Amendment of Rules. The Commission may suspend any of these rules by a unanimous vote at any regular monthly or special meeting. These by-laws may be amended at any regular meeting of the Commission by a two-thirds vote of the entire regular membership. Amendments present at any regular meeting may not be voted until the next regular meeting.

b. Public records and right to know

v. Access to public records and Meetings

All public meetings are subject to New Hampshire's Right to Know Law, RSA 91-A.

A "meeting" occurs whenever a quorum of board members convenes in person, by phone, e-mail or by any other electronic means to discuss or act upon a matter over which the board has supervision, control, jurisdiction, or advisory power (RSA 91-A:2). A discussion alone is enough to make a meeting; the commission does not have to make a decision in order to be involved in a public meeting.

Meetings may not be held via e-mail, online chat, or any method in which the public cannot hear, read or discern the discussion as it happens. In other words, all members must be able to hear and speak with each other, and the public must be able to hear or perceive both sides of the conversation as it occurs. Members may be allowed to participate in meetings by telephone or video conference when physical attendance is not reasonably practical, so long as a quorum is still physically present at the advertised meeting location.

The following do not constitute a meeting: gatherings of fewer than a quorum of the public body; consultations with legal counsel; chance or social encounters that are neither planned nor intended to discuss official matters and at which no decisions are made; and strategy or negotiations related to collective bargaining.

All meetings require at least 24-hour notice, (not including Sundays or holidays), and all meetings and records of those meetings must be open to the public. Minutes must be kept and made available to the public within five (5) business days after the meeting, but within 72 hours for any non-public session unless two-thirds of the members vote to seal the minutes under the provisions of RSA 91-A:3, III.

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A “governmental record,” as defined in RSA 91-A:1-a, III, is any information created, accepted, or obtained by or on behalf of any public body or a quorum of its membership. This includes any written communication or other information, whether in paper, electronic, or other physical form

Be aware that all governmental records, (minutes, tapes, handwritten notes, etc.), are considered part of the public record, so the public has a right to review and inspect them. If the commission records its meeting, those recordings must be available for review. However, if the recordings are used to make a transcript of the meeting, (i.e., the minutes) that too is a governmental record and must be made available. RSA 91-A:4, III-a specifies the required retention period for electronic governmental records and states: “Governmental records in electronic form kept and maintained beyond the applicable retention or archival period shall remain accessible and available in accordance with RSA 91-A:4, III.”

Once the commission accepts the written minutes, they become the official record of the meeting and the recording no longer needs to be kept unless the commission wishes to do so, whereby it too becomes a governmental record to be retained by the commission.

RSA 91-A requires minutes to include the names of members present, persons appearing before the board, a brief description of the subject matter discussed, names of members who made and seconded each motion, and any final decisions made by the board. Good practice is to include more in the minutes to provide a full and accurate record of the proceedings of the meeting

The administrator should create the initial minutes including at least the minimum required by RSA 91-A, make them available to the public, and distribute them to board members within five (5) business days after the meeting. During the interim before the board meets again, if the administrator expands upon these initial minutes to include additional details and a fuller record of the discussions and content of the meeting, this expanded document should be distributed to the board for the members to review, amend as needed, and vote to adopt at the next meeting.

The initial minutes and subsequent expanded document, if there is one, are both governmental records and must be made available to the public.

All governmental records should be kept at the commission’s regular place of business. Requests for copies of governmental records should be promptly complied with. If prompt compliance is not possible, then the records should be made available within 5 business days, or the individual should be told the reason for denial of the request or provided with a statement as to when the requested record can be made available. A person requesting governmental records may be charged administrative costs, but those costs may not exceed actual costs.

vi. Right-to-Know

Although New Hampshire's Right-to-Know law began in 1967, the state's commitment to government transparency dates back earlier. As far back as 1885, RSA 41:61 required municipal records to be open for public inspection.

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Constitution. Open and accountable government is an explicit requirement of the New Hampshire Constitution:

> "All power residing originally in, and being derived from, the people, all the magistrates and officers of government are their substitutes and agents, and at all times accountable to them. Government, therefore, should be open, accessible, accountable and responsive. To that end, the public's right of access to governmental proceedings and records shall not be unreasonably restricted." NH Constitution, article 1, pt. 8

Preamble. The preamble to RSA 91-A, commonly known as the Right-to-Know law, states the legislature's intent in enacting the law:

> "Openness in the conduct of public business is essential to a democratic society. The purpose of this chapter is to ensure both the greatest possible public access to the actions, discussions and records of all public bodies, and their accountability to the people."

Minimum Standard. The law establishes certain procedures to be followed by governmental bodies in the conduct of their affairs and establishes certain rights of access by members of the public to two important aspects of those bodies - their meetings and their records. The courts have generally construed very liberally the provisions of this law. The law is intended to assure that public bodies conduct their business in an open and fair manner. Provisions of the law can be complied with by planning ahead to meet notice requirements and deadlines.

The Right-to-Know law sets the minimum standard for government transparency, but stricter rules may apply through other laws or local ordinances. It has evolved to address electronic communications, which are now considered governmental records. While one-way emails are generally allowed, board members should avoid replying, as that could unintentionally create an un-noticed meeting (see RSA 91-A:1-a, III).

All governmental records, including emails sent to members, must be stored at office of the public body. Members may consider adding a disclaimer to emails noting they are subject to the Right-to-Know law. For more information, refer to the NH Attorney General's Right-to-Know memorandum: https://mm.nh.gov/files/uploads/doj/remote-docs/right-to-know.pdf.

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Chapter 2: Regulatory Functions

a. Application review

Conservation Commission meetings are open to the public and typically include a presentation from the applicant, who outlines their project and responds to questions from both the Commission and the public. Public comment is invited as part of the review process. Following discussion, the Commission will deliberate and make a decision on the application. This may include endorsing the application, (with or without conditions), denying it, or continuing the review to a future meeting to allow for additional information or further consideration.

b. Helpful code/ Regulations

Chapter 9-19: Conservation Commission

Chapter 170-27: Conservation District

The Conservation District ordinance §170.27.C provides for Conditional Use Permits to allow impacts to the Conservation District if standards related to demonstration that the use is essential to the productive use of land, a soil erosion and sedimentation control plan is submitted, state and federal approvals have been applied for, and a written review by the Conservation Commission has been sought.

Chapter 170-28: Wetland Protection District

The Wetlands Protection District ordinance §170-28.F provides for Conditional Use Permits to allow impacts to the Wetlands Protection District if standards related to demonstration that no practicable alternative is available, impact avoidance was considered, impacts were minimized, mitigation has been sought, and approval of the wetlands impact from NHDES Wetlands Bureau has been granted.

Chapter 170-33: Groundwater Protection

The Groundwater Protection ordinance §170-33E(4) provides for Conditional Use Permits to allow relief from the ordinance if supported by expert technical documentation demonstrating consistency with the ordinance's purpose and intent, including submission of an environmental protection plan meeting NHDES Best Management Practices (BMPs) for Groundwater Protection, and provisions for routine monitoring and reporting.

Chapter 170-29: Transfer of Development Rights

The Transfer of Development Rights ordinance §170-29 provides for additional density to be purchased through Transfer of Development Rights, provided that four criteria are met: The proposal is consistent with the Master Plan; is compatible with the land uses on neighboring lots; is created on property served by public water and sanitary sewer, and not seeking permitted relief caused by additional density.

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Chapter 3: Non-Regulatory Functions

a. Master Plan

Overview

A Master Plan is a comprehensive document that guides the long-term physical development of a community, shaping its growth, land use, and overall vision for the future. Each plan should be reviewed and updated every 10 to 20 years to ensure it remains relevant and responsive to changing needs and priorities. While the protection of natural resources and the promotion of responsible land use are integrated throughout the Master Plan, the Conservation Commission should pay particular attention to the Conservation and Open Space Chapter and the Vision Chapter. The Commission is encouraged to provide feedback on these chapters and offer support in implementing their objectives when appropriate. All chapters can be viewed in full here: www.dover.nh.gov/government/city-operations/planning/master-plan/.

Vision Chapter *(Adopted in 2023)*

The Master Plan's Vision Chapter captures the long-term view of the city, as told by Dover residents, and serves as the foundation from which all other Master Plan chapters are built.

The Vision Chapter, titled *Distinctly Dover: A Community Vision for 2035,* includes three major components:

- Vision Statement: Composed of eight distinct pillars, which represent the core aspirations Dover will be working toward.
- Community Values: Identified strengths to be retained and priorities for change.
- Vision Pillars and Elements: A description of each vision pillar through a series of elements that provide additional context and ideas.

Dover's vision statement is composed of eight distinct and equally important aspirations, referred to as vision pillars that paint a picture of Dover in the future. There are aspects of the vision that describe what the City is now, but the focus is on what residents and other stakeholders want Dover to become:

1. We are a welcoming, connected, and engaged community with a high level of civic participation and a transparent, responsible local government.
2. We are a City with an emerging urban vibrancy, guided by intentional growth to create connected neighborhoods, attractive streetscapes, and accessible open space, while maintaining what makes Dover distinct.
3. We have an attractive, thriving downtown, connected to a lively waterfront, that serves as a City center and gathering place, and is known as a destination for visitors, businesses, and community events.
4. We have affordable and attainable housing and support services that are accessible to, and utilized by, individuals, families, and households of diverse backgrounds and needs.

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5. We are a community committed to supporting, attracting, and expanding business and employment opportunities that foster economic growth and community well-being.
6. We have a robust transportation system that encourages safe and appealing pedestrian, transit, and other alternative transportation options that connect us to the broader region.
7. We have outstanding schools, recreation, and cultural activities for all ages, and our community organizations collaborate to provide us a strong foundation and promising future.
8. We are leaders in incorporating innovation to create resilient and environmentally focused infrastructure, energy, and utility systems to responsibly steward our resources and cherished environment.

Conservation and Open Space Chapter *(Adopted in 2024)*

The Master Plan's Conservation and Open Space Chapter attempts to reflect the City's evolving land protection and resilience priorities, incorporate best practices in open space and natural resource management. Furthermore, the chapter works to ensure that the City's vision for conservation and open space is aligned with current environmental and community needs.

The following vision was established in the chapter for Dover's open space network:

> "We envision interconnected conservation land, protected rural areas, green urban corridors, clean drinking water, healthy rivers, diverse habitat, and a resilient natural landscape that serves Dover's residents and its flora and fauna."

Three conservation priorities were identified based on public input, City staff, Dover's 2024 Natural Resource Inventory, and the existing priority checklist the Open Space Lands Committee uses when evaluating and ranking potential properties to protect. The determined areas of greatest conservation importance to help direct efforts over the next 8-10 years are:

- Groundwater Quality and Quantity
- Hazard Mitigation Land
- Important Wildlife Habitat

Overall, the chapter's action plan themes include:

- Conservation Priorities: Actions that guide future conservation and land protection efforts in the city.
- Connectivity Efforts: Actions that support a well-connected open space network for people and wildlife.
- Stewardship and Amenities: Actions that promote greater stewardship of Dover's open spaces and identify where amenity improvements are needed.
- Regulatory Initiatives and Data Analysis: Actions that assess and amend land use regulations to better protect open space and support an ongoing inventory and database of conservation land and open spaces.
- Relationship Building and Communication: Actions that promote collaboration between Dover and other land protection organizations to build capacity and leverage resources and focus on communication to the public about Dover's open space assets.

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Chapter 4: Innovative Land Use

a. Transfer of Development Rights (TDR)

Overview

Transfer of Development Rights (TDR) is a land use tool that allows landowners to buy and sell allowed development capacity, seeking to concentrate housing in areas with existing infrastructure and amenities while permanently protecting land with significant conservation value. This practice is recognized as an "Innovative Land Use Control" under state law RSA 674:21(d).

TDR in Dover

Currently, the provisions of the TDR Ordinance, §170-29, are broadly applicable throughout the City. There are three TDR mechanisms in the City of Dover:

Purchase Option – Property owners can purchase additional density credits, allowing for one extra unit per credit. The collected TDR fees go into the City of Dover's Conservation Fund which is then used for conservation efforts such as the purchasing of conservation easements.

Conservation Option – Property owners can conserve land west of the Spaulding Turnpike and transfer development rights to residential zones east of the Turnpike. This is a direct acre for acre exchange.

Industrial Option – Developers constructing commercial manufacturing facilities earn one residential unit credit for every 2,000 square feet built beyond 40,000 square feet.

Balancing Land Protection and Development

Certain lands in Dover have significant conservation value, including wetlands, forested areas, wildlife habitats, groundwater recharge zones, scenic areas, and historic landmarks. These areas contribute to the local ecosystem and cultural identity and the City of Dover is committed to their protection.

As Dover also has limited developable land and faces challenges with housing attainability and supply, the TDR Ordinance seeks to encourage development on less sensitive land in areas served by public infrastructure while permanently preserving areas with significant conservation value.

The TDR Ordinance has been amended throughout the years. Residential TDR was created in 2003 with amendments occurring in 2009, 2018, and 2020.

In 2018, a mechanism was introduced allowing property owners to purchase credits for approved TDR units, with the funds allocated to the Conservation Fund. The per-credit TDR fee is reviewed annually based on the cost of conserving an acre of land.

Since that time, approximately $1.8 million in TDR fees has been collected to support conservation efforts, funding the purchase of five Conservation Easements and permanently protecting 62 acres. This brings Dover's total conserved land to approximately 3,700 acres, or 22% of the City's total land area.

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Chapter 5: Working with other Boards and Organizations

a. Planning Board

The Conservation Commission and Planning Board collaborate to protect natural resources and ensure responsible land use. The Conservation Commission advises the Planning Board and other municipal boards, and the Planning Board utilizes this advice when developing and reviewing zoning ordinances, master plans, and development proposals. The Conservation Commission also reviews applications for wetland permits and other development projects, providing recommendations to the Planning Board and the NH State Wetlands Bureau. The Conservation Commission provides expert advice to the Planning Board on matters related to natural resource protection, including wetlands, open spaces, and endangered species.

The Commission may also comment on master plans, zoning ordinances, and other development proposals.

The Planning Board may request specific input from the Conservation Commission on particular projects or issues. Planning boards and Conservation Commissions should also work closely together on implementation of the master plan recommendations, adopting or modifying zoning ordinances and subdivision or site plan regulations to ensure wise use of natural resources such as wetlands or shores of rivers, streams or lakes.

b. Subcommittees

I. Open Lands Committee

The purpose of the Open Lands Committee is to promote the protection and preservation of open space in the City of Dover. The Committee identifies and prioritizes lands for conservation based on criteria such as proximity to other protected areas, natural resource value, wildlife habitat, historic significance, and potential for recreation. Guidance for these efforts comes from the City's adopted Open Space and Recreation Plan in 2000, and the Conservation and Open Space Chapter of the Master Plan in 2012.

For more info see the Open Lands Committee Handbook.

II. Forestry Management Subcommittee

The Forestry Management Subcommittee is an ad hoc group that serves at the discretion of the Conservation Commission. It typically meets every other month, or monthly as needed, and focuses on making recommendations on issues such as street trees and potential timber harvests within the city.

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Chapter 6: Helpful Resources

a. Natural Resource Inventory, published January 2025

A Natural Resources Inventory (NRI) is a planning tool that assesses a community's natural landscape using current data and science to identify and prioritize resource management needs. Dover's NRI should be used as a reference to guide land use decisions. The NRI can be found here:
https://www.dover.nh.gov/Assets/government/city-operations/2document/planning/Resilient-Dover-Docs/Final_DOV_NRI_010925.pdf

b. NH State Conservation Committee's Guide to New Hampshire's Public Meeting Laws, published January 2023

The State Conservation Committee (SCC) created this overview guide on running meetings in compliance with New Hampshire's public meeting requirements. The guide can be found here:
https://www.agriculture.nh.gov/publications-forms/documents/guidetopublic-meetings-jan-2023.pdf

c. MapGeo

The City of Dover offers online access to City maps and property record cards through MapGeo. This can be found here:
http://maps.dover.nh.gov

d. New Hampshire Coastal Viewer

The Coastal Viewer is a web-based mapping tool that brings spatial data within New Hampshire's coastal watershed communities together in one place. For more information and to access the tool, click here:
https://www.nhcoastalviewer.org/

e. NH Department of Environmental Services Land Resource Management Permit Planning Tool

The New Hampshire Department of Environmental Services (NHDES) Land Resources Management Permit Planning Tool (LRMPPT) provides access to data which can be used to avoid and minimize impacts to wetlands and other natural resources. To access the tool and user guide, click here:
https://experience.arcgis.com/experience/0e53b35d807748c1aec40a9a0a5e96d5

f. City of Dover Groundwater Protection Zones, published April 2015

The City of Dover's designated Primary and Secondary Groundwater Protection Districts can be found here:
https://www.dover.nh.gov/Assets/government/city-operations/2document/planning/mapping/Zoning/Groundwater%20Protection%20-%20Final.pdf

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Helpful Acronyms:

Agencies & Organizations:

- NH DES**:** New Hampshire Department of Environmental Services
- NH F&G**:** New Hampshire Fish & Game
- USACE (or ACOE): U.S. Army Corps of Engineers
- NRCS: Natural Resources Conservation Service (federal partner)
- SPNHF**:** Society for the Protection of New Hampshire Forests
- SELT: Southeast Land Trust of New Hampshire
- RPC: Regional Planning Commission (e.g., Strafford, Rockingham)

Permitting & Regulatory (NH DES/Env rules):

- Env-Wt**:** Wetlands Rules (part of NH Admin Code)
- RSA**:** Revised Statutes Annotated (NH State Law)
- A/M BMPs**:** Wetlands Best Management Practice Techniques for Avoidance and Minimization
- Shoreland**:** Refers to the Comprehensive Shoreland Protection Act (CSPA)
- SWQPA: Shoreland Water Quality Protection Act

Natural Resources & Mapping:

- NWI: National Wetlands Inventory
- GIS: Geographic Information Systems
- WAP: Wildlife Action Plan
- LAGOS: Lakes and Geo-Spatial Data

Tools & Conservation:

- CC: Conservation Commission
- CE**:** Conservation Easement
- NRI: Natural Resources Inventory
- LCHIP**:** Land and Community Heritage Investment Program
- LWCF: Land and Water Conservation Fund

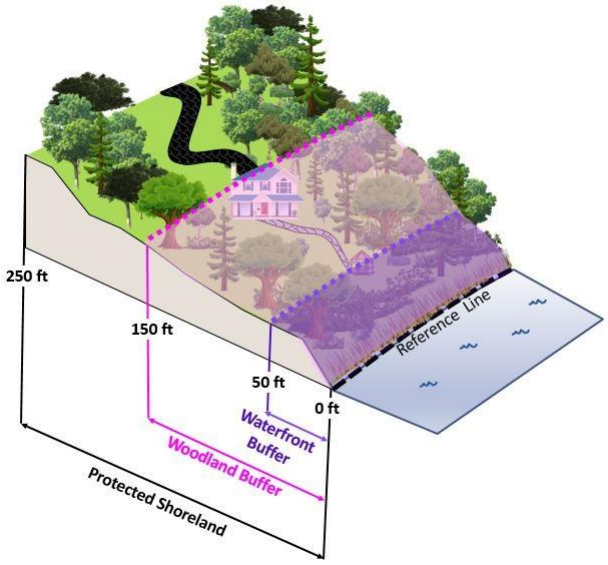
Site Design and Development

- BMP**:** Best Management Practices (Required to prevent pollution, manage stormwater, and ensure compliance with environmental regulations).
- TSS: Total Suspended Solids (Sediment).
- EIA**:** Environmental Impact Assessment.
- SDP**:** Site Development Plan.
- AUR: Activity and Use Restriction.
- GPM**:** Gallons per Minute.
- MS4**:** Municipal Separate Storm Sewer System

Shoreland & Water Features

- RL - Reference Line (the edge of the water body at its full volume; determines setbacks)
- WB - Waterfront Buffer (extends 50 feet from the reference line)
- WTB - Woodland Buffer (extends 150 feet from the reference line)
- TBZ - Tidal Buffer Zone (extends 100 feet from the highest observable tideline)
    - The state identifies this area as the Tidal Buffer Zone and the City of Dover recognizes and regulates it as part of the local Conservation District.
- HOTL - Highest Observable Tide Line
- ASSF - Area Subject to Storm Flowage
- OHWM - Ordinary High-Water Mark

Areas Within the Protected Shoreland



Wetlands & Environmental Features

- PW - Prime Wetlands (highly protected)

- PWB - Prime Wetland Buffer
- VP - Vernal Pool

Site Planning & Metrics

- ISDS - Individual Sewage Disposal System (Septic System)
- SF - Square Feet (often used for impact area)
- LF - Linear Feet
- AC – Acres
- CUP - Conditional Use Permit

DRAFT

April 22, 2026

Willand Pond Earth Day Cleanup



Join Wild Birds Unlimited in coordination with the City of Dover to clean up your local pond!

Location: 250 Indian Brook Dr, Somersworth NH

Time: 10:00am – 12:00pm

Info: Trash bags, grabbers, gloves included

Sign up here:

https://signup.com/go/SUKoXPY

Questions?
Contact Makayla Edegecomb at
m.edgecomb@dover.nh.gov

Wild Birds Unlimited
Nature Shop