

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, May 11, 2026**
Meeting Time: **5:30 pm**

1. CALL TO ORDER AND ROLL CALL

2. CITIZEN'S FORUM

3. APPROVAL OF THE PRIOR MEETING MINUTES – April 13, 2026

4. OLD BUSINESS

5. NEW BUSINESS

- A.** City of Dover Conditional Use Permit for Aidan Ahern, Map 30, Lot 45 zoned RM-U located at 63 Sixth St. Proposal is to allow for repair of existing foundation, reconstruction of an existing bulkhead, drainage improvements and regrading, as well as installation of a permeable patio. Resulting in 575 sf of temporary impacts and 950 sf of permanent impacts to the Conservation District. (COND-2026-0025)
- B.** City of Dover Conditional Use Permit for Stephanie Retrosi, Map L, Lot 114 zoned R-20 located at 318 Dover Point Road. Proposal is to construct permanent shore stabilization resulting in approximately 1,113 s.f. of permanent impacts and 2,015 s.f. of temporary impacts, overlapping within the Wetland Protection and Conservation Districts. (COND-2026-0024)

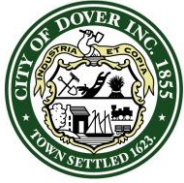
6. REPORT FROM THE CHAIR

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

7. OTHER BUSINESS

- A.** By laws
B. Handbook

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 April 13, 2026
Meeting Time: 6:00 pm

MEMBERS PRESENT: Bill Hunt (Chair), Steve Fellows (Vice Chair), Robert Atwood (Secretary), Russ Warnock, Thomas Fargo (Alternate)

Absent (Excused): Abigail Lyon, Brianna Group, Kristen Murphy (Alternate)

Absent (Unexcused):

STAFF PRESENT: Makayla Edgecomb (Conservation Planner)

OTHERS PRESENT:

1. CALL TO ORDER AND ROLL CALL

The meeting was convened at 6PM.

2. CITIZENS' FORUM

The Chair gave instructions for Citizens' forum

No one spoke

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

S. Fellows moved to approve the minutes of March 9th as submitted. R. Warnock seconded. Vote: 5-0

4. OLD BUSINESS

A. Smith Well lot

M. Edgewood noted another member of the public has reached out about this as well wondering if there is an update and wanting to allow public access. Engineering has reached out, but is still waiting to hear from the state.

Discussion ensued and members are hoping to hear back what the minimum clearance distance is from the well and that the state will allow access on the remainder of the parcel.

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.

The Chair noted the committee has met about this and a vote is to occur tonight.

Public Comment:

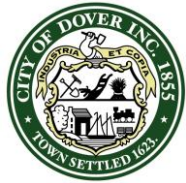
Anna Boudreau mentions update from SELT.

Committee discussion ensued. They clarified they already voted on this, but without a public hearing, so formally voted again to be sure all procedures were followed.

S. Fellows moved to endorse expending up to \$30,000 from the Conservation Fund to support the donated conservation easement project with SELT. R. Atwood seconded. Vote: All in favor (5-0)

- B. Consideration and potential endorsement of \$300,000 from the Conservation Fund to acquire an approximately 55-acre Conservation Easement.

This item was discussed in a non-public session prior to the public meeting. The Committee picked up conversation based on what they previously discussed.



CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

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Meeting Date: Monday April 13, 2026
Meeting Time: 6:00 pm

T. Fargo moved to endorse the Open Lands Committee recommendation to spend up to \$300,000 from the Conservation Fund to acquire an approximately 55-acre Conservation Easement. R. Atwood seconded.

Discussion ensued. One member is not in favor of an expenditure for an easement on an area that is functionally protected.

Staff clarified the size of the easement/ parcel. Members speculated on the remaining amount and the portions already conserved for other reasons. M. Edgecomb noted a survey will be conducted as part of the next steps.

Vote: 4 in favor and 1 opposed

- C.** Review of NHDES Minimum Expedited Wetlands Permit Application for City of Dover Landing Way stormwater improvements.

Tim Puls, City of Dover Engineer explained the item and addressed questions from the members.

S. Fellows moved to endorse the Expedited Wetlands Permit at Landing Way. R. Atwood seconded.

Vote: All in favor (5-0)

- 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)

S. Haight, CivilWorks represented the item and explained the existing site, the previous approval, and the need for a reapproval for the new proposal. He addressed questions from the members relating to reason for reapproval, impervious surface areas, and impacted areas.

S. Fellows moved to endorse the CUP as presented. R. Atwood seconded. Vote: All in favor (5-0)

- 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)

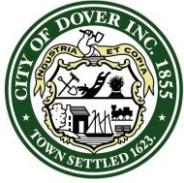
Chris Lavec, builder represented the item and explained the proposal to demo the existing home and build a new home. He explained details of the impervious surfaces, vegetative buffer, building details, and conditions of state approvals.

The members agreed the proposal is a significant improvement to the site.

S. Fellows moved to endorse the CUP as presented. R. Atwood seconded. Vote: All in favor (5-0)

6. REPORT FROM THE CHAIR

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



CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

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M. Edgecomb noted two letters received, one from Wentworth Douglass hospital for a missing emissions report, and the other for Turbocam Enhanced Surfaces, also due to emissions.

7. OTHER BUSINESS

A. By laws

The members and staff discussed the possible revision 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. Staff believes this has been addressed in the edits. Members will review and bring any last feedback to the next meeting.

B. Handbook

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

C. Woodman Institute + Earth Day updates

Woodman Institute will have a Conservation Commission booth.

Earth Day events were shared and discussed.

OTHER BUSINESS

Willand Pond update

M. Edgecomb noted only one bid was received for natural manual removal. Currently staff is working on putting together a contract with that company. She explained the approved method by City Council and the funding approved and what the state will and won't fund.

The Members discussed the topic and questioned financing, process agreed upon by City Council, previous Conservation Commission motion on the matter, and what to do if the Commission doesn't want to use its funds for the process decided upon. The approved process is not good land conservation. It's not the proper scientific method for addressing the issue.

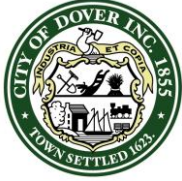
Discussion ensued.

R. Warnock moved to clarify the previously approved \$20,000 was conditional and to be used to follow the state-recommended plan (DASH and herbicides). The Conservation Commission now rescinds any use of the funds if the project is approved to only use DASH and not fully follow the state's recommended plan. R. Atwood seconded. Vote: All in favor (5-0)

8. ADJOURNMENT

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

The meeting was adjourned at 7:40 PM.



CITY OF DOVER

CONSERVATION COMMISSION - STAFF MEMO FILE #COND-2026-0025

Application Type: Conditional Use Permit
Applicant(s): Aidan Ahern
Owner(s): Aidan Ahern
Location: 63 Sixth Street (Map 30, Lot 45)
Meeting Date: May 11, 2026

INTENT: Proposal is to allow for repair of existing foundation, reconstruction of an existing bulkhead, drainage improvements and regrading, as well as instillation of a permeable patio. Resulting in 575 sf of temporary impacts and 950 sf of permanent impacts.

AGENDA ITEM #: 5-A

FILE: COND-2026-0025

OWNER: Aidan Ahern

APPLICANT: Aidan Ahern

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

ACREAGE: 0.23 ± ac.

ZONING DISTRICT: RM-U, Conservation District

EXISTING/PROPOSED LAND USE:
Residential

SURROUNDING LAND USE: Residential,
Berry Brook

WAIVERS REQUESTED: N/A

ZBA ACTION: N/A

PERMITS REQUIRED: City of Dover CUP for proposed Conservation District impacts

APPLICATION IS COMPLETE: Yes

TECHNICAL REVIEW COMMITTEE: N/A

ATTACHMENTS: Impact Plan, Application Materials.

Summary of Request and Background:

The applicant is proposing to repair the existing foundation including waterproofing and instillation of necessary footings beneath the sunroom. Proposal also includes the reconstruction of a bulkhead, and grading of the backyard and permeable patio instillation.

The impacts are 575 sf of temporary impacts and 950 sf of permanent impacts to the Conservation District as the proposed work is located within 50 feet of the Berry Brooke.

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. This work is proposed to repair the existing home. The improvements aim to address water getting into the basement, and stabilize the existing structure. The proposed work serves to mitigate existing environmental and site-related issues by improving drainage and reducing water infiltration into the basement. The proposed regrading will direct runoff away from the existing home, reducing ponding and uncontrolled water movement near the foundation. Runoff will not be directed towards the brook.

Temporary erosion and sedimentation controls, including silt fence and hay bales, will be installed prior to construction and maintained throughout the duration of the work.



PERMIT SNAPSHOT REPORT COND-2026-0025 FOR CITY OF DOVER, N.H.

Permit Type	Conditional Use	Project:		App Date:	05/04/2026
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 proposed project consists of foundation repair and waterproofing, drainage improvements, reconstruction of an existing bulkhead, installation of a proper footing beneath the existing sunroom, regrading of the rear yard, and installation of a permeable patio at the existing residence. The purpose of the work is to address ongoing water intrusion into the basement, stabilize existing structural elements, and improve drainage around the home so that water sheds away from the house rather than collecting near the foundation.

Parcel:	30045-000000	Main	Address:	63 Sixth St Dover, NH	Main	Zone:	RM-U(Residential - Urban Density)
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Owner	Plan Preparer	Applicant
Aidan Ahern	Aidan Ahern	Aidan Ahern
63 Sixth St	63 Sixth St	63 Sixth St
Dover, NH 03820	Dover, NH 03820	Dover, NH 03820
Mobile: (603) 312-6461	Mobile: (603) 312-6461	Mobile: (603) 312-6461

Permit Custom Fields

Select Permit Type	Conservation District	General Purpose	Alteration / Addition	Project Zone	Residential
What is the parcel zoned?	RM-U	New Change in Impervious/Paved Area (sq ft)	0	Work	The proposed project consists of foundation repair and waterproofing, drainage improvements, reconstruction of an existing bulkhead, installation of a proper footing beneath the existing sunroom, regrading of the rear yard, and installation of a permeable patio at the existing residence. The purpose of the work is to address ongoing water intrusion into the basement, stabilize existing structural elements, and improve drainage around the home so that water sheds away from the house rather than collecting near the foundation.

permitstatefed

Attachment File Name	Added On	Added By	Attachment Group	Notes
Signature_Aidan_Ahern_5/4/2026.jpg	05/04/2026 15:20	Ahern, Aidan		Uploaded via CSS
Permit Snapshot Report.pdf	05/04/2026 15:21	Service, EnerGov		Attached by IO - ATTACH: Initial Permit Snapshot

Invoice No.	Fee	Fee Amount	Amount Paid
INV-2026001420	Planning General Application Fee	\$200.00	\$0.00
Total for Invoice INV-2026001420		\$200.00	\$0.00
Grand Total for Permit		\$200.00	\$0.00

PERMIT SNAPSHOT REPORT (COND-2026-0025)

Submittal Name	Status	Received Date	Due Date	Complete Date	Resubmit	Completed
Conditional Use Review v.1	In Review	05/04/2026	05/08/2026		No	No
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Planning	Planning	Edgecomb, Makayla	In Review	05/04/2026	06/01/2026	

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		05/04/2026 0:00	
Confirm application complete v.1	Generic Action		05/04/2026 17:00
Conditional Use Review v.1	Receive Submittal	05/04/2026 17:00	
Planning Board v.1			
Planning Board Agenda v.1	Task		
Invoice for Notices v.1	Task		
Send Notices v.1	Task		
Planner Creates Staff Recommendations v.1	Permit Activity		
Distribute Planning Board Materials v.1	Task		
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		

Project Title: Residential Foundation Repair, Bulkhead Reconstruction, Grading Improvements, and Permeable Patio Installation
Property Address: 63 Sixth St, Dover, NH 03820
Owner/Applicant: Aidan Ahern

Project Narrative

The proposed project consists of foundation repair and waterproofing, drainage improvements, reconstruction of an existing bulkhead, installation of a proper footing beneath the existing sunroom, regrading of the rear yard, and installation of a permeable patio at the existing residence.

The purpose of the work is to address ongoing water intrusion into the basement, stabilize existing structural elements, and improve drainage around the home so that water sheds away from the house rather than collecting near the foundation.

Work will include excavation around approximately 115 linear feet of the house perimeter to a depth of approximately four feet in order to expose the existing foundation. The work area is estimated to average approximately five feet in width, resulting in approximately 575 square feet of temporary impact associated with the perimeter excavation. Within this same impact area, the applicant will repoint and repair the existing stone and brick foundation as needed, waterproof the exterior of the foundation, install filter fabric and crushed stone, and backfill and restore the disturbed area with topsoil.

A proper footing will also be installed beneath the existing sunroom, and the existing bulkhead will be removed and rebuilt, properly tied into the house, and waterproofed. These activities are located within the same perimeter work zone and do not create additional impact area beyond the perimeter excavation already identified.

In addition, the backyard will be regraded over an area of approximately 11 feet by 50 feet, or 450 square feet, in order to improve drainage and prevent water from pooling near the house. This grading area will be restored upon completion. The applicant also proposes to install a 20 foot by 20 foot permeable brick patio, totaling 400 square feet.

Temporary erosion and sedimentation controls, including silt fence and hay bales, will be installed prior to construction and maintained throughout the duration of the work. These measures are intended to prevent sediment migration and protect the surrounding resource area during construction.

Upon completion of the work, all temporarily disturbed areas will be restored to existing conditions as closely as practicable. Any portion of the asphalt driveway disturbed during construction will be replaced in kind with asphalt.

Because the entire lot is located within the Conservation District, there is no practicable alternative location for the proposed work. The work is limited to the minimum area necessary to repair the foundation, stabilize the sunroom, reconstruct the bulkhead, improve site drainage, and

address ongoing basement water issues. The proposed patio is permeable in order to reduce runoff and minimize stormwater impacts.

Conservation District Conditional Use Permit Criteria

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

The proposed work is essential to the continued productive use of the existing residential property. The work is necessary to address ongoing water intrusion into the basement, repair and preserve the existing foundation, stabilize the existing sunroom, reconstruct the existing bulkhead, and improve drainage around the home. Because the entire lot and the existing residence are located within the Conservation District, it is physically impossible to perform this work outside of the district. The proposed work is limited to the existing developed area of the lot and has been designed to minimize detrimental impacts by restricting disturbance to only those areas necessary to complete the repairs and drainage improvements. The proposed patio is designed as a permeable surface in order to further reduce runoff.

(b) A soil erosion and sediment control plan is submitted and followed to verify the planned avoidance of sediment pollutant runoff to bodies of water.

Temporary erosion and sedimentation controls will be installed prior to the start of construction and maintained throughout the duration of the work until all disturbed areas are stabilized. The purpose of these measures is to prevent sediment migration and avoid sediment-laden runoff from reaching nearby resource areas.

[1] Stabilization of exposed soils and soil stockpiles

Exposed soils will be limited to only those areas actively under construction. Excavated material and any temporary soil stockpiles will be placed and managed in a stable manner to prevent erosion and sediment migration. Disturbed areas will be backfilled, topsoiled, and stabilized as soon as practicable following completion of the work.

[2] Protection of steep slopes from erosion

The proposed work is not anticipated to involve major steep slope disturbance. Any sloped disturbed areas created during the work will be stabilized as needed to prevent erosion.

[3] Construction site waste management

Construction debris and waste materials generated during the work will be collected and properly removed from the site. Materials will not be allowed to accumulate in a manner that could result in runoff or sediment migration.

[4] Inspection and maintenance of runoff control measures (BMPs)

Silt fence, hay bales, and any other runoff control measures will be inspected regularly throughout construction and repaired or replaced as needed to maintain proper function until the site is stabilized.

[5] Minimization of land clearing

Land disturbance will be limited to the minimum area necessary to complete the proposed foundation repairs, bulkhead reconstruction, sunroom footing installation, rear yard grading, and patio installation.

[6] Stabilization of drainageways

The proposed grading is intended to improve drainage by directing runoff away from the house and reducing pooling near the foundation. Any disturbed drainage paths will be stabilized upon completion of the work.

[7] Installation of perimeter controls

Perimeter erosion controls, including silt fence and hay bales, will be installed at appropriate downgradient locations prior to commencement of the work.

[8] Installation of sediment trapping devices

Hay bales and other appropriate temporary sediment control measures will be used as needed to trap sediment and reduce migration from disturbed areas during construction.

[9] Storm drain inlet protection

If applicable, nearby storm drain inlets affected by the work area will be protected during construction to prevent sediment entry.

(d) Avoidance, Minimization, Mitigation, & Efficacy Criteria

[1] Attempted Avoidance of Impact

Impacts to the Conservation District have been avoided to the maximum extent practicable by limiting the project to the repair and improvement of existing residential structures and previously disturbed areas. The proposed work is confined to the immediate perimeter of the

existing house, the location of the existing bulkhead, the area beneath the existing sunroom, and a limited portion of the rear yard required to correct drainage issues. No expansion into undisturbed areas is proposed beyond what is necessary to address existing conditions. Because the entire lot is located within the Conservation District, it is not physically possible to perform the work outside of the district.

[2] Minimization of Impact

Unavoidable impacts have been minimized by restricting excavation and grading to the minimum area necessary to complete the work. Perimeter excavation is limited to the area required to expose and repair the foundation, and the sunroom footing installation and bulkhead reconstruction are contained within that same disturbance area. Rear yard grading is limited to the area necessary to improve drainage and eliminate ponding near the structure. Disturbed areas will be restored upon completion, and any disturbed asphalt driveway areas will be replaced in kind. The proposed patio is designed as a permeable surface to reduce runoff and further minimize impacts.

[3] Planned Mitigation of Impacts

The proposed work serves to mitigate existing environmental and site-related issues by improving drainage and reducing water infiltration into the basement. Regrading will direct runoff away from the structure, reducing ponding and uncontrolled water movement near the foundation. The installation of filter fabric and crushed stone along the foundation perimeter will improve subsurface drainage conditions. All disturbed areas will be restored with topsoil and stabilized upon completion. The use of a permeable patio surface will further promote infiltration and reduce stormwater runoff compared to traditional impervious surfaces. Any additional mitigation measures requested by the Conservation Commission can be incorporated into the project.

[4] Efficacy of the Soil Erosion and Sedimentation Control Plan

The proposed erosion and sedimentation control measures are designed to effectively prevent sediment migration and protect nearby resource areas during construction. Temporary controls, including silt fence and hay bales, will be installed at appropriate downgradient locations prior to the start of work and maintained until all disturbed areas are stabilized. Exposed soils will be limited to the minimum area necessary and stabilized as soon as practicable following completion of work. Excavated materials and any stockpiles will be managed to prevent erosion. Erosion control measures will be inspected regularly and repaired or replaced as needed to ensure continued effectiveness throughout construction. These practices are expected to adequately control sediment and prevent runoff-related impacts to the surrounding Conservation District.

Impact Totals

Temporary impacts

- **Foundation perimeter work:** $115 \text{ ft} \times 5 \text{ ft} = 575 \text{ sq. ft.}$
- **Sunroom footing:** included within the perimeter impact area
- **Bulkhead reconstruction:** included within the perimeter impact area

Total temporary impact: 575 sq. ft.

Permanent impacts

- **Backyard grading:** $11 \text{ ft} \times 50 \text{ ft} = 550 \text{ sq. ft.}$
- **Permeable patio:** $20 \text{ ft} \times 20 \text{ ft} = 400 \text{ sq. ft.}$

Total permanent impact: 950 sq. ft.

Site Plan Notes

Site Plan Notes

1. Proposed work includes excavation around the existing house foundation for repointing, repair, and waterproofing of stone and brick foundation walls.
2. Foundation excavation extends approximately 115 linear feet around the existing residence and is assumed to average approximately 5 feet in width, for an estimated temporary impact area of 575 square feet.
3. Proposed sunroom footing work and bulkhead reconstruction are located within the same perimeter excavation area and do not create additional separate impact area.
4. Total temporary Conservation District impact is approximately 575 square feet.
5. Proposed rear yard grading area is approximately 11 feet by 50 feet, for an estimated permanent impact area of 550 square feet.
6. Proposed permanent impact of a 20-foot by 20-foot permeable brick patio, 400 square feet.
7. Total permanent Conservation District impact is approximately 950 square feet.
8. All disturbed areas, except for the permeable patio, shall be restored to existing conditions as closely as practicable upon completion of construction.
9. Any asphalt driveway areas disturbed during construction shall be replaced in kind with asphalt.
10. Temporary erosion and sedimentation controls shall be installed prior to the start of construction and maintained until all disturbed areas are stabilized.
11. Erosion and sedimentation controls shall include silt fence and hay bales or equivalent perimeter controls at appropriate downgradient locations.
12. Exposed soils shall be limited to the minimum area necessary to perform the work.
13. Excavated material and any soil stockpiles shall be placed and managed in a manner that prevents sediment migration.

14. Disturbed areas shall be backfilled, topsoiled, and stabilized as soon as practicable following completion of the work.
15. Filter fabric and crushed stone shall be installed along the repaired foundation perimeter as part of the drainage improvement work.
16. The bulkhead shall be reconstructed and properly tied into the house and waterproofed.
17. The rear yard shall be regraded to improve drainage and direct runoff away from the existing residence.
18. The proposed patio shall be constructed as a permeable brick patio.
19. All work shall be confined to the areas shown on the approved plan.



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: Aidan Ahern

Signature(s) of Property Owner(s): Aidan Ahern Date: 2026-05-04

Signature of Applicant: _____ Date: _____
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: Aidan Ahern

Signature(s) of Property Owner(s): Aidan Ahern Date: 2026-05-04

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: 63 Sixth St, Dover, NH 03801

Sign Permit Application Type:
(check one)

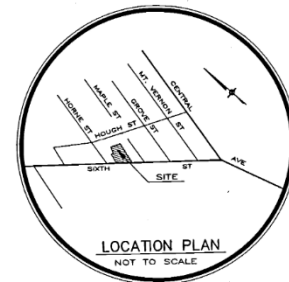
☒ Permanent Sign
☐ Temporary Sign
☐ Community Sign

LEGEND

EOP EDGE OF PAVEMENT
N/F NOW OR FORMERLY
SCRD STRAFFORD COUNTY REGISTER OF DEEDS
● IRON ROD FOUND
○ IRON ROD SET

REFERENCES

1. PLAN OF SUBDIVISION OF LAND OF DONALD VIEL, SIXTH STREET, DOVER, NH, DATED AUG. 1982, BY RICHARD P. TOWLE, SCRD PLAN NO. 22A-181.
2. PLAN OF LAND 51 & 53 SIXTH STREET, DOVER, NH, PREPARED FOR ROBERT C. SMITH, DATED 2-20-89, BY CIVILWORKS, SCRD PLAN NO. 36-48.



LOCATION PLAN
NOT TO SCALE

NOTES

1. THE PURPOSE OF THIS PLAN IS TO RELOCATE THE LOT LINES BETWEEN MAP 30, LOT 30-45 AND MAP 30, LOT 30-46.
2. PARCELS ARE SHOWN AS LOTS 30-45 AND 30-46 ON THE CITY OF DOVER ASSESSOR'S MAP 30.
3. PARCELS ARE LOCATED IN THE RM-10 RESIDENTIAL DISTRICT.
4. LOT 30-45 AND 30-46 ARE SERVED BY MUNICIPAL WATER AND SEWER SERVICE.
5. OWNERS OF RECORD:

LOT 30-45	LOT 30-46
RICHARD N. & ARLENE M. THOMAS KAREN J. & DONALD J. KING 59 SIXTH STREET DOVER, NH 03820 SCRD BK 1633, PG 573.	RICHARD N. THOMAS, JR., ARLENE M. THOMAS & KAREN J. KING 59 SIXTH STREET DOVER, NH 03820 SCRD BK 1633, PG 573.

LOT 30-45	LOT 30-46
EXISTING AREAS: 44,572 s. f. 1.02 Acres	EXISTING AREAS: 8,433 s. f. 0.22 Acres
PROPOSED AREAS: 10,000 s. f. 0.23 Acres	PROPOSED AREAS: 44,005 s. f. 1.01 Acres

7. ZONING REQUIREMENTS:

MINIMUM LOT AREA:	10,000 s. f.
MINIMUM FRONTAGE:	80'
MINIMUM YARD SETBACKS:	
FRONT:	20'
SIDE:	15'
REAR:	15'

APPROVED

6/16/98
City of Dover, NH
PLANNING BOARD
David Vincent
Chairman/Secretary

BOUNDARY LINE ADJUSTMENT PLAN
PREPARED FOR
RICHARD N. THOMAS, JR., ARLENE M. THOMAS
DONALD J. KING and KAREN J. KING
59 & 63 SIXTH STREET
COUNTY OF STRAFFORD
DOVER, NH

FEET 0 20 40 60 80
METERS 0 5 10 20 30

SCALE: 1" = 20' DATE: MAY 24, 1998

DAVID W. VINCENT, LLS
LAND SURVEYING SERVICES
5 POWERS DRIVE
BARRINGTON, NH 03825-3350
TEL/FAX (603) 664-5786

I CERTIFY THAT THIS PLAN, BASED UPON THE PLAN REFERENCES AND A FIELD SURVEY CONDUCTED ON THE GROUND BETWEEN MAY 19 & 20, 1998, MEET THE MINIMUM REQUIREMENTS FOR ACCURACY AND COMPLETENESS PER THE CITY OF DOVER AND THE PLAN CLOSURE EXCEEDS 1:10,000.



DAVID W. VINCENT, LLS No. 821

JUN 08 1998

DATE

ADJUTERS ACROSS
SIXTH STREET

LOT 31-102
N/F ROBERT McCRONE

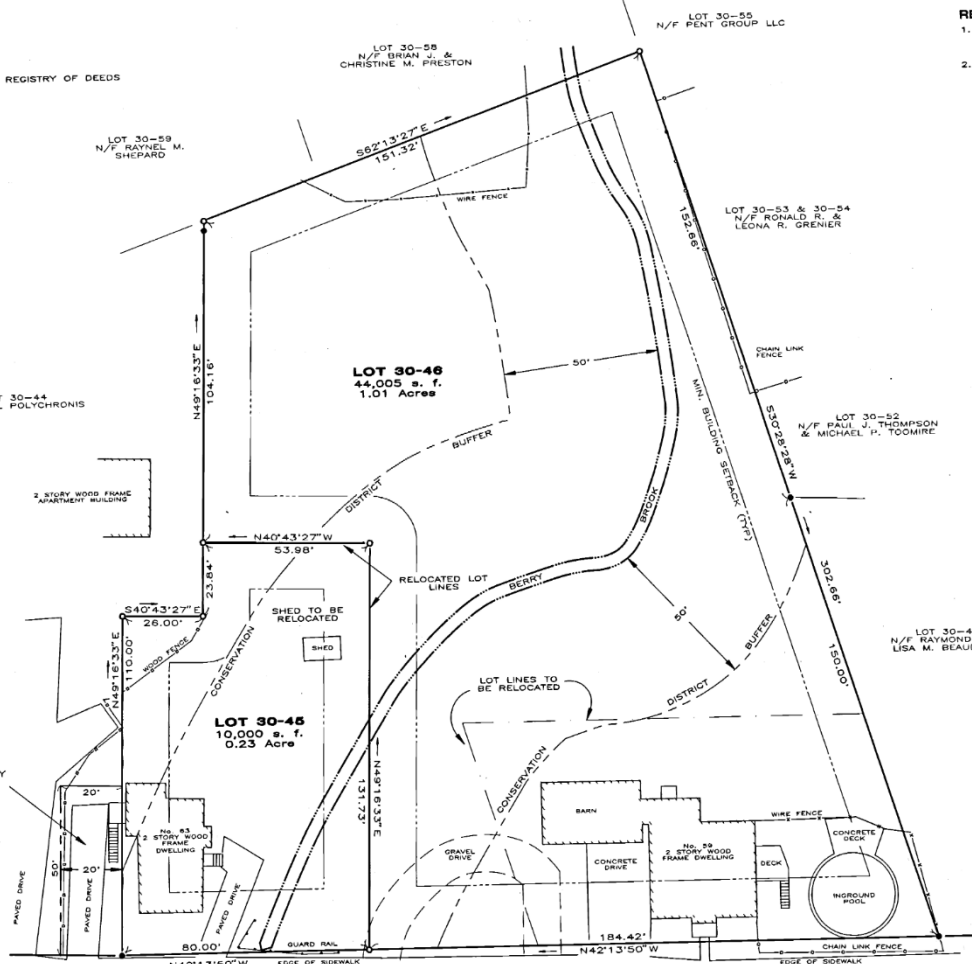
LOT 31-103
N/F RAYMOND BARDWELL

LOT 31-104A
N/F JUDITH CHAPMAN

LOT 30-44
N/F PAUL POLYCHRONIS

2 STORY WOOD FRAME
APARTMENT BUILDING

50' LONG X 20' WIDE
DRIVEWAY AND STAIRWAY
EASEMENT



SIXTH STREET

CITY OF DOVER
PLANNING BOARD APPROVAL

Donald King 6-5-98
DONALD J. KING DATE

Karen M. Thomas 6/5/98
KAREN J. KING DATE

Richard N. Thomas, Jr. 6-5-98
RICHARD N. THOMAS, JR. DATE

Arlene M. Thomas 6/5/98
ARLENE M. THOMAS DATE

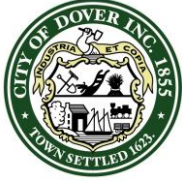
For Conservation District CUP discussion; not a stamped survey or engineered plan.



Type	Description	Area
Temporary	Perimeter excavation	575 sq. ft.
Temporary Total		575 sq. ft.
Permanent	Rear yard grading	550 sq. ft.
Permanent	Permeable patio	400 sq. ft.
Permanent Total		950 sq. ft.

- Excavate around approx. 115 LF of foundation to expose masonry for repointing, repair, and waterproofing.
- Install filter fabric and crushed stone; backfill and restore disturbed areas with topsoil.
- Install proper footing below existing sunroom and reconstruct existing bulkhead within the same perimeter excavation area.
- Regrade approx. $11' \times 50'$ rear yard area to improve drainage away from the house.
- Install 20' x 20' permeable brick patio.
- Replace any disturbed asphalt driveway areas in kind.

- Install silt fence and hay bales at downgradient limits of disturbance before work begins.
- Limit exposed soils to active work areas only.
- Stabilize disturbed areas as soon as practicable.
- Manage soil stockpiles to prevent sediment migration.



CITY OF DOVER

CONSERVATION COMMISSION - STAFF MEMO FILE #COND-2026-0024

Application Type: Conditional Use Permit
Applicant(s): Riverside & Pickering Marine Contractors
Owner(s): Anthony and Stephanie Retrosi
Location: 318 Dover Point Road (Map L, Lot 114)
Meeting Date: May 11, 2026

INTENT: Proposal is to construct permanent shore stabilization resulting in approximately 1,113 square feet of permanent impacts and 2,015 square feet of temporary impacts, overlapping within the Wetland Protection and Conservation Districts.

AGENDA ITEM #: 5-B

FILE: COND-2026-0024

OWNER: Anthony and Stephanie Retrosi

APPLICANT: Riverside & Pickering Marine Contractors

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

ACREAGE: 0.54 ± ac. (23,555 s.f.)

ZONING DISTRICT: R-20, Conservation District, Wetland Protection District

EXISTING/PROPOSED LAND USE: Residential

SURROUNDING LAND USE: Residential, Piscataqua River

WAIVERS REQUESTED: N/A

ZBA ACTION: N/A

PERMITS REQUIRED: City of Dover CUP for proposed proposed environmental 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 shore stabilization work along the rear of the subject property with the intent to protect the salt marsh habitat.

The proposal results in 1,113± square feet of permanent impacts and 2,015± square feet of temporary impacts, within the overlapping areas of the Wetland Protection and Conservation Districts.

As the total proposed impacts are within the Conservation District, the Conservation District regulations were considered for the request. However, in the findings below, staff notes the proposed impacts to the wetlands and associated buffers.

The applicant received authorization from the U.S. Army Corps of Engineers for the proposed shoreline work, to include dredging and filling, on March 23, 2026.

A NHDES Standard Dredge and Fill Wetlands Permit was approved for the project on November 18, 2025.

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 feels that the applicant considered and met all of the criteria as specified in §170-28.F per their narrative. Planning Staff have reviewed the materials submitted by the applicant and the following items are of note. The parcel is located within the Conservation District and Wetlands Protection District. A functions and values assessment was completed for the wetlands, with shoreline stabilization determined as the primary function and value. Although impacts are being proposed to the tidal wetlands, there is no reasonable alternative as the proposed work is intended to stabilize the shoreline and support the salt marsh.

As mentioned, the applicant has been granted an NHDES Standard Dredge and Fill Wetlands Permit and received authorization from the U.S. Army Corps of Engineers for the proposed shoreline work.



PERMIT SNAPSHOT REPORT COND-2026-0024 FOR CITY OF DOVER, N.H.

Permit Type Conditional Use **Project:** **App Date:** 04/27/2026
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: Shoreline Erosion Repair with 108 sf of permanent impacre to the previously developed TBZ and 397 sf of permanent impacts to the wetlan resource below HOTL using choir log, rip rap, and a sill

Parcel: L0114-000000 **Main** **Address:** 318 Dover Point Rd **Main** **Zone:** R-20(Residential - Low Density)
Dover, NH

Contractor Kuerstin M Fordham 34 Patterson Lane Newington, NH 03801 Business: (603) 427-2824 Mobile: (603) 997-6278	Applicant Kuerstin M Fordham 34 Patterson Lane Newington, NH 03801 Business: (603) 427-2824 Mobile: (603) 997-6278	Owner Stephanie Retrosi 318 DOVER POINT RD DOVER, 03820 Mobile: (603) 674-0787	Plan Preparer John Chagnon 200 Griffin Road Unit 14 Unit 14 Portsmouth, NH 03801 Business: (603) 766-2988
---	--	---	---

Permit Custom Fields

Select Permit Type	Conservation District	General Purpose	Alteration / Addition	Project Zone	Residential
Work	Shoreline Stabilization, we propose permanent impacts of 108 sf and temporary impacts of 1,078 sf to the previously developed TBZ, and permanent impacts of 397 sf and temporary impacts of 1,266 sf to the wetland resource below HOTL (Choir Log 101 sf [solid blue] 197 sf [solid green] and boulders 99 sf [light green]	permitstatefed	Approved New Hampshire Department of Environmental permit, Approve ACOE permit		

Attachment File Name	Added On	Added By	Attachment Group	Notes
Signature_Kuerstin_Fordham_4/27/2026.jpg	04/27/2026 15:46	Fordham, Kuerstin		Uploaded via CSS
Permit Snapshot Report.pdf	04/27/2026 15:47	Service, EnerGov		Attached by IO - ATTACH: Initial Permit Snapshot

Invoice No.	Fee	Fee Amount	Amount Paid
INV-2026001325	Planning General Application Fee	\$200.00	\$200.00
Total for Invoice INV-2026001325		\$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	04/27/2026	05/11/2026		No	No
Item Review Name	Department	Assigned User	Status	Assigned Date	Due Date	Completed Date
Planning	Planning	Edgecomb, Makayla	In Review	04/27/2026	05/25/2026	

Workflow Step / Action Name	Action Type	Start Date	End Date
Review v.1		04/27/2026 0:00	
Confirm application complete v.1	Generic Action		04/27/2026 16:08
Conditional Use Review v.1	Receive Submittal	04/27/2026 16:08	

Planning Board v.1

PERMIT SNAPSHOT REPORT (COND-2026-0024)

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



April 22, 2026

Gina Cruikshank
Planning Board Chairperson
288 Central Ave
Dover, NH

Re: Conditional Use Permit Application, Tax Map #7, Lot #6

Dear Ms. Cruikshank:

This letter transmits a City of Dover Conditional Use Permit (CUP) application request to permit the construction to permanently stabilize the shoreline and support the existing salt marsh from erosion and infestation by *Phragmites Australis* at 318 Dover Point Road, Dover, NH. The project site is approximately .54 acres in size. As designed, the proposed project would require impacts to tidal wetlands and the 100' previously developed Tidal Buffer Zone (TBZ).

The tidal wetlands associated with this project area were identified and characterized through field surveys, review of publicly available information, and agency consultations. Haley Ward Inc.(HW) conducted site visits in April 2025 to characterize the tidal wetlands and collect the necessary information to complete a functions and values assessment. In addition, HW contacted the New Hampshire Natural Heritage Bureau (NHB) regarding existing information of documented rare species or natural communities within the vicinity of the project site.

The proposed shoreline design attempted to minimize impacts to the greatest extent practicable while allowing reasonable use of the property. The wetland is suitable for 9 functions and values, with the principal being Shoreline Stabilization. Based on the assessment of the current functions and values of the tidal wetland, the impacts associated with the installation of the shoreline stabilization project will have negligible negative effects on its ability to continue to provide these functions and values.

The project proposes shoreline stabilization along 60 linear feet (measured at HOTL) of shoreline on the Piscataqua River. Installation is a hybrid approach including soft and hard techniques designed to stabilize and fortify the existing marsh.

OVERLAY DISTRICT SETBACKS IMPACT TYPE

CONSERVATION DISTRICT

The proposed impacts within the 100' Conservation District setback will be stabilized and reinforce the actively eroding water-ward edge of the existing salt marsh with choir logs to be planted with spartina plantings which will prevent the continued loss of the salt marsh. Additionally, choir log will also be used to form a wave break behind the salt marsh which will also provide an additional planting area and will reinforce the edge of the existing upland lawn. The exposed faces of the choir logs will be reinforced with

rip rap to provide permanent stabilization and prevent erosion. Additionally, a sill consisting of a row of boulders will be installed as a wave-break in the inter-tidal zone to absorb and disrupt erosive energy from wave action.

WETLAND PROTECTION DISTRICT

The proposed impacts within the 50' Wetland Protection setback is a stone sill with choir log installation and choir log protection with rip rap. The proposed stabilization project has a complex set of impact areas (see sheet C2). We propose permanent impacts of 108 sf and temporary impacts of 1,078 sf to the previously developed TBZ, and permanent impacts of 397 sf and temporary impacts of 1,266 sf to the wetland resource below HOTL (Choir Log 101 sf [solid blue] 197 sf [solid green] and boulders 99 sf [light green])

Demonstration of Need: The proposed construction is essential to the productive use of land or water outside the Wetlands Protection.

The impacts from the proposed shoreline stabilization and marsh restoration are necessary to protect against wave action continuing to erode the bank landward and increased erosion of the existing high functioning marsh. The stone sill diffuses wave energy and prevents erosion. Another necessary function of the stabilization is the choir log behind the salt marsh is to hold the salt water back in this area, providing additional time for it to saturate the area and provide a favorable condition to allow spartina to out-compete the Phragmites.

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

The proposed impacts have been minimized to the greatest extent practicable while allowing reasonable use of the property. Based on our assessment of the current functions and values of the tidal wetland, the impacts associated with installation of the shoreline stabilization project will have negligible negative effects on its ability to continue to provide these functions and values.

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.

Sincerely,



Kuerstin Fordham
Riverside & Pickering Marine Contractors
34 Patterson Lane
Newington, NH 03801

RETROSI ANTHONY AND STEPHANIE REVOCABLE LIVING TRUST
318 DOVER POINT RD
DOVER, NH

Applicant/Owner(s)

Ambit Engineering Abutter List

9589 0710 5270 2060 0067 53

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☐ Adult Signature Restricted Delivery	\$

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Total F

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Sent To

Street

City, St

Edgar and Anne Crothers
312 Dover Point Road
Dover, NH 03820



PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 2060 0067 60

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Postage

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Total

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Sent To

Street

City, St

Boat Works Condominium Association
316 Dover Point Road
Dover, NH 03820



PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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☐ Certified Mail Restricted Delivery	\$
☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$

Postage

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Se

Str

City

Banley Revocable Trust of 2014
320 Dover Point Road
Dover, NH 03820



PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

25 June, 2025

To Whom It May Concern:

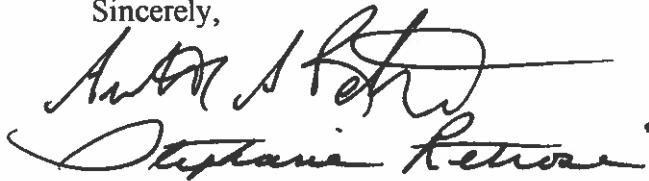
RE: State of New Hampshire DES Wetlands Bureau Standard Dredge and Fill Application for proposed shoreline stabilization within the previously developed 100' Tidal Buffer Zone and jurisdictional wetlands for Anthony & Stephanie Retrosi of 318 Dover Point Road Dover, NH 03842

This letter is to inform the City of Dover and NH DES in accordance with State Law that the following entities:

Riverside & Pickering Marine Contractors
Haley Ward, Inc

are authorized to represent me as my agent in the approval process.
Please feel free to call me if there are any questions regarding this authorization.

Sincerely,

Handwritten signatures of Anthony and Stephanie Retrosi. The signature of Anthony Retrosi is on top, and the signature of Stephanie Retrosi is below it.

Stephanie Retrosi
Anthony Retrosi
318 Dover Point Road
Dover, NH 03842



DEPARTMENT OF THE ARMY
US ARMY CORPS OF ENGINEERS
NEW ENGLAND DISTRICT
696 VIRGINIA ROAD
CONCORD MA 01742-2751

March 23, 2026

Regulatory Division
File Number: NAE-2025-02493

Anthony & Stephanie Retrosi Revocable Trust
318 Dover Point Road
Dover, NH 03820

Dear Mr. & Mrs. Retrosi:

The U.S. Army Corps of Engineers (USACE) has reviewed your application to discharge dredged or fill material waterward of the high tide and mean high water lines of the Piscataqua River to construct a living shoreline off Dover Point Road in Dover, New Hampshire. The work includes impacting a total of 2,271 SF of mud flat and salt marsh to stabilize an eroding shore by placing coir logs, rip rap, boulders, and plantings along 60 linear feet of river frontage. Total permanent impacts are 397 square feet (SF) and temporary impacts are 1,874 square feet (SF). The work is shown on the enclosed plans titled "Retrosi Residence Shoreland Stabilization," on 4 sheets, and dated April 22, 2025.

Based on the information in your application, we verify that this work is authorized under General Permit # 20 of the enclosed September 29, 2022, federal permits known as the New Hampshire General Permits (GPs). The GPs are also available at <https://www.nae.usace.army.mil/Missions/Regulatory/State-General-Permits/New-Hampshire-General-Permit>.

Please review the enclosed GPs carefully, in particular the general conditions beginning on page 36, and ensure that you and all personnel performing work authorized by the GPs are fully aware of and comply with its terms and conditions. A copy of the GPs and this verification letter shall be available at the work site as required by General Condition 17. You must perform this work in compliance with the following special conditions:

1. You shall implement and abide by the enclosed "5-year monitoring and adaptive management plan Retrosi Residence – 318 Dover Point Road, Dover, NH 03820" dated "3/12/2026". You must maintain and monitor the survival of native salt marsh species for at least five years after the plantings have been installed. The first year of monitoring will be the first year that the site has been through a full growing period after completion of construction and planting.
2. You must submit annual monitoring reports for five years (Monitoring Years 1-5). Each annual monitoring report shall include written and photographic documentation on plant mortality and replanting efforts and must document

whether the performance standards are being met (80% coverage of native salt marsh vegetation). Photos must be taken from established points and used repeatedly for each monitoring year. The photo location points must be identified on an appropriate drawing. Annual monitoring reports must be submitted to the U.S. Army Corps of Engineers at cenae-r-nh@usace.army.mil by December 15 of each monitoring year.

You must complete and return the enclosed Compliance Certification Form within one month following the completion of the authorized work.

This authorization expires on September 29, 2027. You must commence or have under contract to commence the work authorized herein by September 29, 2027, and complete the work by September 29, 2028. If not, you must contact this office to determine the need for further authorization and we recommend you contact us *before* the work authorized herein expires. Please contact us immediately if you change the plans or construction methods for work within our jurisdiction as we must approve any changes before you undertake them. Performing work within our jurisdiction that is not specifically authorized by this determination or failing to comply with all the applicable terms and conditions of the GPs may subject you to the enforcement provisions of our regulations.

This authorization does not obviate the need to obtain other federal, state or local authorizations required by law, including those listed in the GPs. You are responsible for applying for and obtaining any other approvals.

We continually strive to improve our customer service. To better serve you, we would appreciate your completing our Customer Service Survey located at <https://regulatory.ops.usace.army.mil/customer-service-survey>.

Please contact Stephanie Morrison, project manager, at (978) 318-8003 or stephanieann.prokopmorrison@usace.army.mil if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Colin M. Greenan', written in a cursive style.

Colin M. Greenan
Chief, New Hampshire & Vermont Section
Regulatory Division

Enclosures

cc:

Kaj Overturf, Haley Ward; koverturf@haleyward.com

Jacalyn Gorczynski, Haley Ward; jgorczynski@haleyward.com

Keegan Feero, Haley Ward; kfeero@haleyward.com

Darlene Forst, NHDES; darlene.forst@des.nh.gov

Mary Ann Tilton, NHDES; maryann.tilton@des.nh.gov

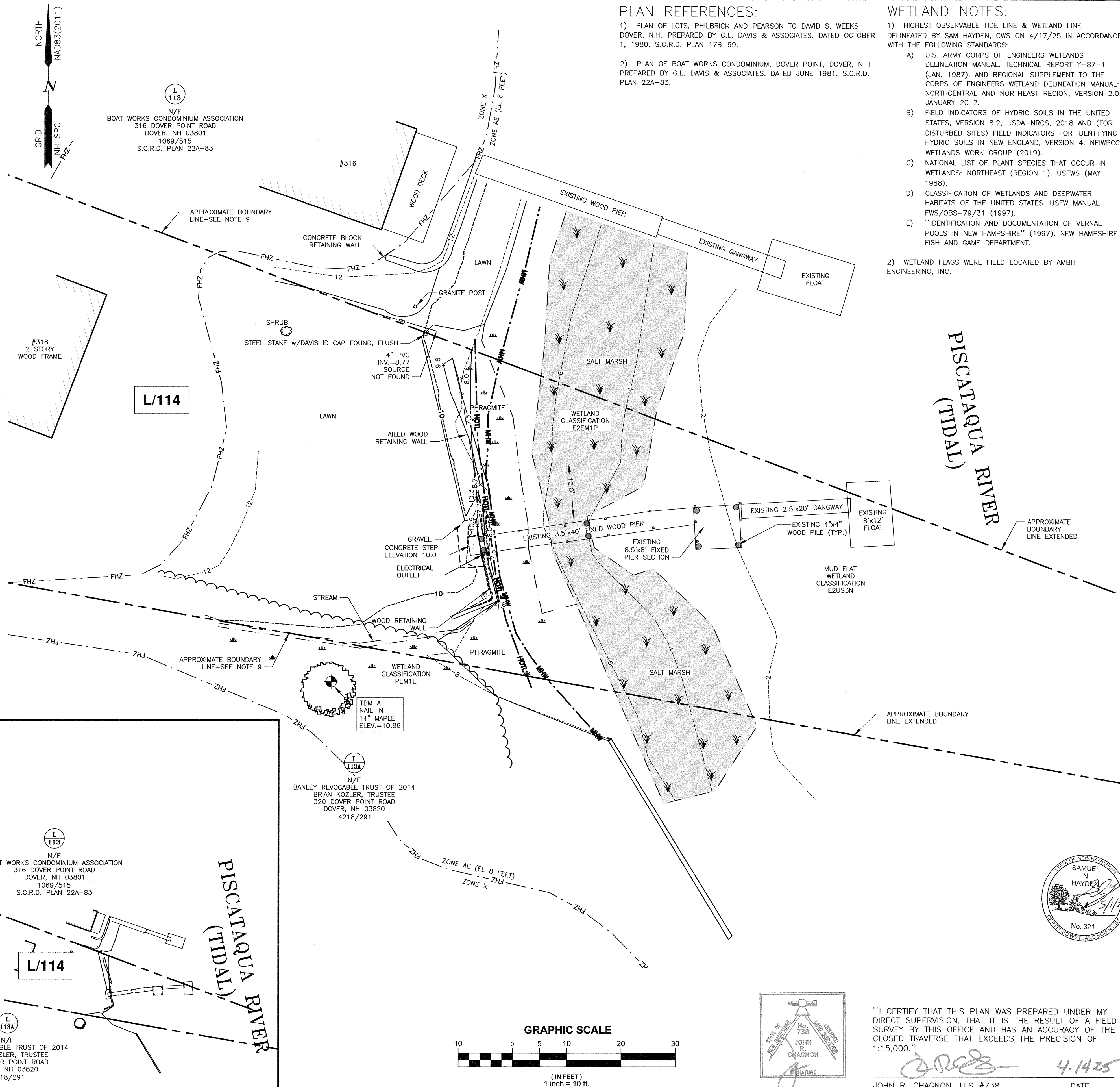
Rumi Shrestha, NHDES; rumi.shrestha@des.nh.gov

Melissa Rusinski, NHDES; melissa.f.rusinski@des.nh.gov

U.S. Army Corps of Engineers (USACE) CERTIFICATION OF COMPLIANCE WITH DEPARTMENT OF THE ARMY PERMIT For use of this form, see Section 404 of the Clean Water Act, Section 10 of the Rivers and Harbors Act of 1899, and Section 103 of the Marine Protection, Research, and Sanctuaries Act; the proponent agency is CECW-COR.		Form Approved - OMB No. 0710-0003 Expires 2027-10-31
The Agency Disclosure Notice (ADN)		
The Public reporting burden for this collection of information, 0710-0003, is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or burden reduction suggestions to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.		
PURPOSE: This form is used by recipients of U.S. Army Corps of Engineer Regulatory permits to certify compliance with the permit terms and conditions. Your permitted activity is subject to a compliance inspection by a U.S. Army Corps of Engineers representative. If you fail to comply with this permit, you are subject to permit suspension, modification, or revocation.		
Upon completion of the activity authorized by this permit and any mitigation required by the permit, sign this certification and return it to the U.S. Army Corps of Engineers, <u>New England</u> District, Regulatory Office. The certification can be submitted by email at <u>stephanicann.prokopmorrison</u>@usace.army.mil or by mail at the below address: U.S. Army Corps of Engineers New England District Office Street Address: <u>696 Virginia Road</u> City: <u>Concord</u> State: <u>MA</u> ZIP Code: <u>01742</u>		
COMPLETED BY THE CORPS		
Corps Action Number: <u>NAE-2025-02493</u> Permit Type: <u>General Permit</u> General Permit Number and Name (<i>if applicable</i>): <u>GP 20 Living Shorelines</u> Name of Permittee: <u>Anthony & Stephanie Retrosi Revocable Trust</u> Project Name: <u>Dover Point Road Dover</u> Project Location (<i>physical address</i>): <u>318 Dover Point Road</u> <u>Dover, NH 03820</u>		
PERMITTEE'S CERTIFICATION		
Date Work Started: <u> </u> Date Work Completed: <u> </u> Enclose photographs showing the completed project (<i>if available</i>). I <u> </u> hereby certify that the work authorized by the above referenced permit has been completed in accordance with all of the permit terms and conditions, and that any required compensatory mitigation has been completed in accordance with the permit conditions.		
Name	Date	Signature

LEGEND:

N/F	NOW OR FORMERLY
RP	RECORD OF PROBATE
SCRD	STRAFFORD COUNTY REGISTRY OF DEEDS
11/21	MAP 11 / LOT 21
○	RAILROAD SPIKE FOUND
○	IRON ROD/IRON PIPE FOUND
○	DRILL HOLE FOUND
○	STONE/CONCRETE BOUND FOUND
○	RAILROAD SPIKE SET
○	IRON ROD SET
○	DRILL HOLE SET
○	GRANITE BOUND SET
---	BOUNDARY
---	BUILDING SETBACK
---	MEAN HIGH WATER LINE
---	NHDES HIGHEST OBSERVABLE TIDE LINE
---	FRESHWATER WETLAND LINE
---	FRESHWATER WETLAND BUFFER LINE
---	NHDES 50' PRIMARY STRUCTURE SETBACK
---	NHDES 100' TIDAL BUFFER ZONE
---	NHDES 150' NATURAL WOODLAND BUFFER
---	NHDES 250' PROTECTED SHORELAND
---	FEMA SPECIAL FLOOD HAZARD AREA LINE
---	OVERHEAD ELECTRIC/WIRES
---	CONTOUR
---	SPOT ELEVATION
---	EDGE OF PAVEMENT (EP)
---	WOODS / TREE LINE
---	EDGE OF WETLAND FLAGGING
---	SWAMP / MARSH
---	ELEVATION
---	INVERT
---	TEMPORARY BENCHMARK
---	TYPICAL
---	LANDSCAPED AREA

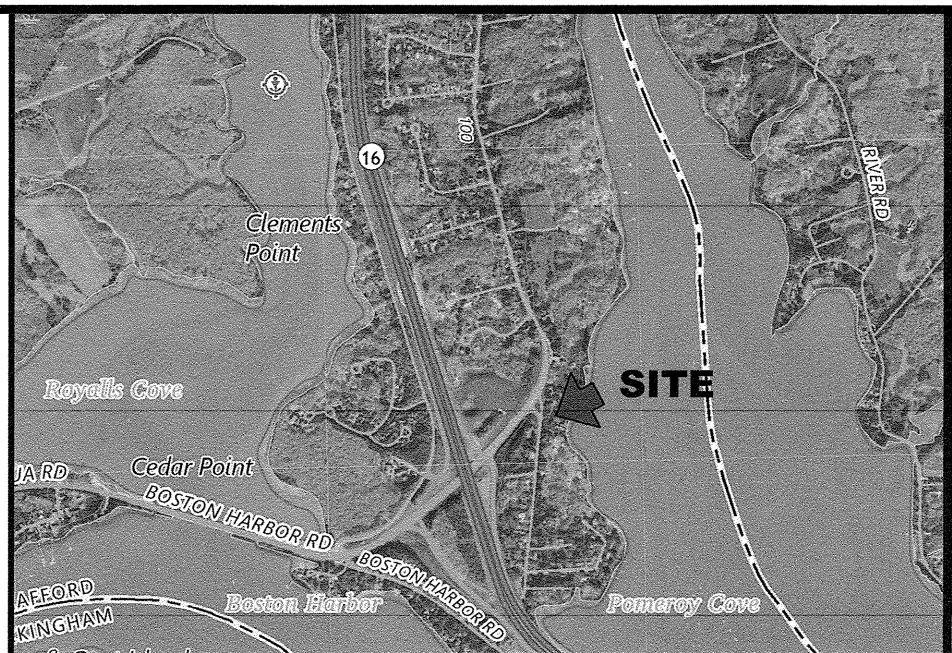


PLAN REFERENCES:

- 1) PLAN OF LOTS, PHILBRICK AND PEARSON TO DAVID S. WEEKS DOVER, N.H. PREPARED BY G.L. DAVIS & ASSOCIATES. DATED OCTOBER 1, 1980. S.C.R.D. PLAN 17B-99.
- 2) PLAN OF BOAT WORKS CONDOMINIUM, DOVER POINT, DOVER, N.H. PREPARED BY G.L. DAVIS & ASSOCIATES. DATED JUNE 1981. S.C.R.D. PLAN 22A-83.

WETLAND NOTES:

- 1) HIGHEST OBSERVABLE TIDE LINE & WETLAND LINE DELINEATED BY SAM HAYDEN, CWS ON 4/17/25 IN ACCORDANCE WITH THE FOLLOWING STANDARDS:
 - 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: NORTH-CENTRAL 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, NEWPPCC WETLANDS WORK GROUP (2019).
 - C) NATIONAL LIST OF PLANT SPECIES THAT OCCUR IN WETLANDS: NORTHEAST (REGION 1). USFWS (MAY 1988).
 - D) CLASSIFICATION OF WETLANDS AND DEEPWATER HABITATS OF THE UNITED STATES. USFW MANUAL FWS/OBS-79/31 (1997).
 - E) "IDENTIFICATION AND DOCUMENTATION OF VERNAL POOLS IN NEW HAMPSHIRE" (1997). NEW HAMPSHIRE FISH AND GAME DEPARTMENT.
- 2) WETLAND FLAGS WERE FIELD LOCATED BY AMBIT ENGINEERING, INC.



LOCATION MAP: SCALE: 1"=2000'

NOTES:

- 1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 114.
- 2) OWNERS OF RECORD:
THE ANTHONY A. RETROSI AND
STEPHANIE W. RETROSI REVOCABLE LIVING TRUST
ANTHONY A. RETROSI &
STEPHANIE W. RETROSI, TRUSTEES
318 DOVER POINT ROAD
DOVER, NH 03820
4726/147
S.C.R.D. PLAN 17B-99 (LOTS A & B)
- 3) A PORTION OF THE PARCEL IS IN A SPECIAL FLOOD HAZARD AREA ZONE AE (EL.8), AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- 4) EXISTING LOT AREA:
23,555 S.F. (PER PLAN REFERENCE 1)
- 5) PARCEL IS LOCATED IN THE LOW RESIDENTIAL (R-20) ZONING DISTRICT AND PORTIONS ARE SUBJECT TO THE WETLAND PROTECTION & CONSERVATION OVERLAY DISTRICTS AND PORTIONS ARE SUBJECT TO THE PROVISIONS OF THE FLOODPLAIN DEVELOPMENT ORDINANCE.
- 6) DIMENSIONAL REQUIREMENTS:

MIN. LOT AREA:	20,000 S.F.
FRONTAGE:	125 FEET
SETBACKS:	FRONT 20 FT MIN.-35 FT MAX.
	SIDE 20 FEET
	REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT:	35 FEET
MAXIMUM LOT COVERAGE:	30%
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE EXISTING CONDITIONS ON A PORTION OF ASSESSOR'S MAP L LOT 114 IN THE CITY OF DOVER.
- 8) VERTICAL DATUM IS MEAN LOWER LOW WATER (MLLW). BASIS OF VERTICAL DATUM IS REDUNDANT RTN GNSS OBSERVATIONS (±0.2"). REDUCTION FROM NAVD88 TO MLLW BASED ON NOAA STATION 8420411 DOVER, COCHECO RIVER. MLLW BEING 3.93 FEET LOWER THAN 0.00 NAVD88.
- 9) APPROXIMATE BOUNDARY LINES ARE FROM PLAN REFERENCES 1 & 2. THIS IS NOT A BOUNDARY SURVEY.
- 10) PARCEL IS SUBJECT TO A SEWER EASEMENT TO THE CITY OF DOVER, EASEMENT IS NOT WITHIN AREA SHOWN.

0	04/14/2025	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK.

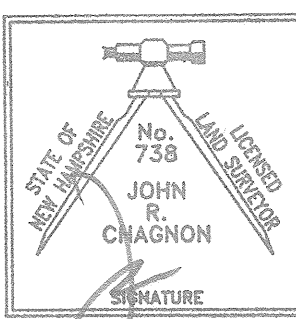
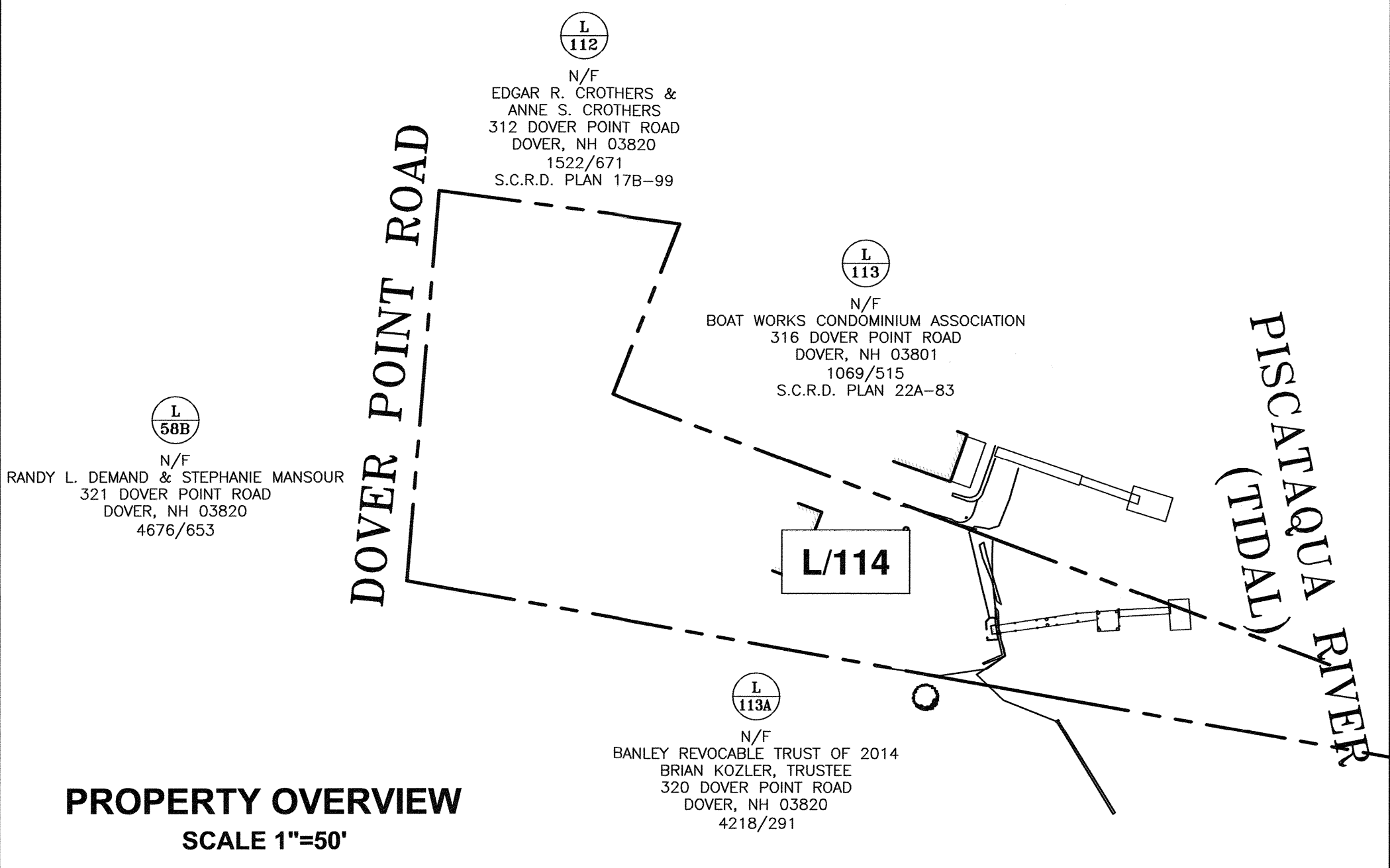
PERMIT PLAN

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

PROJECT
RETROSI RESIDENCE
318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE
SHORELAND STABILIZATION

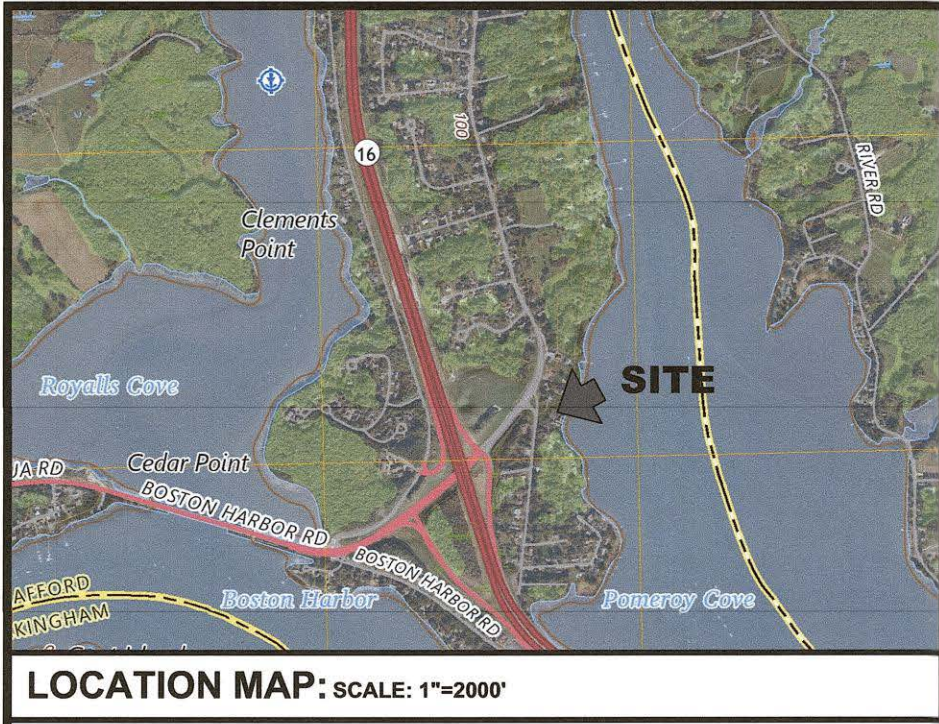
EXISTING CONDITIONS PLAN

TITLE			
EXISTING CONDITIONS PLAN			
	DATE MARCH 2025		SCALE 1" = 10'
	DRAWN BY CBA	DESIGNED BY JRC	CHECKED BY JRC
	PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3
	DRAWING No.		REV.
SHEET C1			0

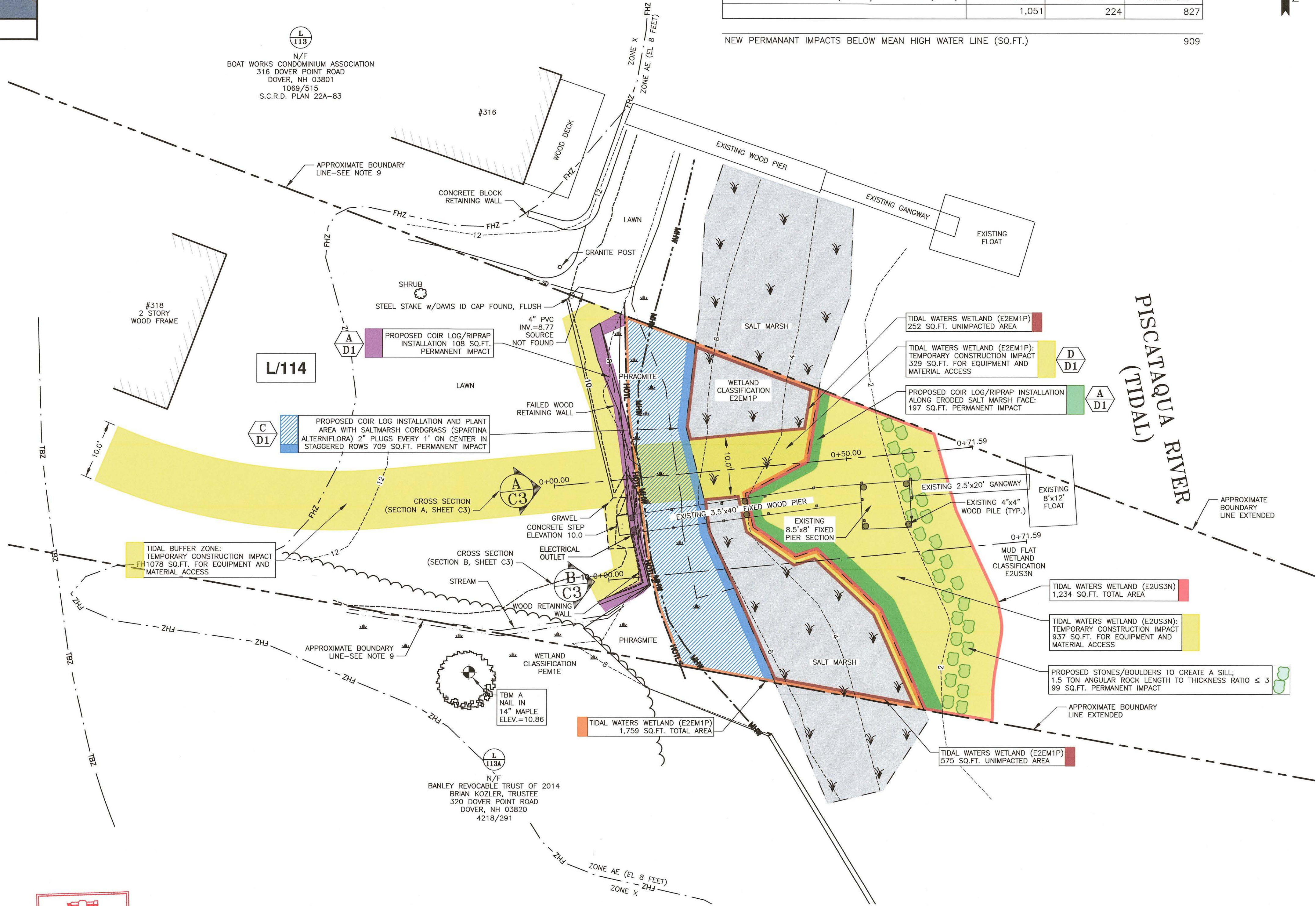
PROPERTY OVERVIEW
SCALE 1"=50'

"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."

John R. Chagnon 4.14.25
JOHN R. CHAGNON, LLS #738 DATE



LEGEND:
SEE SHEET C1



PROPOSED WETLAND IMPACT AREAS (IN SQ.FT.)			
	PERMANENT IMPACT (SF)	TEMPORARY IMPACT (SF)	TOTAL IMPACT (SF)
TIDAL WATERS WETLAND (E2US3N)	296	937	1,233
TIDAL WATERS WETLAND (E2EM1P)	709	329	1,038
100' TIDAL BUFFER ZONE	108	1,078	1,186
TOTAL IMPACT			3,457

TIDAL WATERS WETLAND (E2M1P) MITIGATION (SQ.FT)	TOTAL AREA	MITIGATED	UNMITIGATED
	1,051	224	827

NEW PERMANANT IMPACTS BELOW MEAN HIGH WATER LINE (SQ.FT.) 909

- NOTES:
- 1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 114.
 - 2) OWNERS OF RECORD:
THE ANTHONY A. RETROSI AND
STEPHANIE W. RETROSI REVOCABLE LIVING TRUST
ANTHONY A. RETROSI &
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 - 11) IC LOG WITH PE NETTING FROM NEW ENGLAND GEOTEXTILE CO. INC. PHONE: (508) 458-5081 INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

0	04/14/25	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK.

DRAWING ISSUE STATUS

PERMIT PLAN



PROJECT

RETROSI RESIDENCE
318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE
SHORELAND STABILIZATION

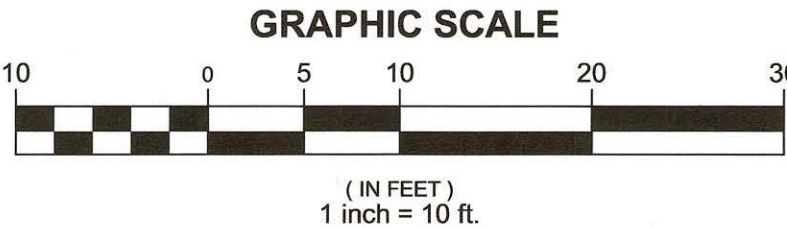
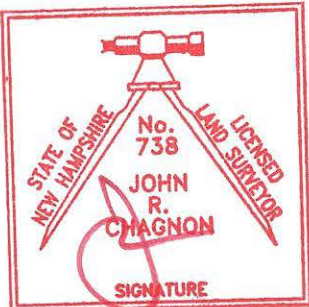
TITLE

SHORELAND STABILIZATION PERMIT PLAN

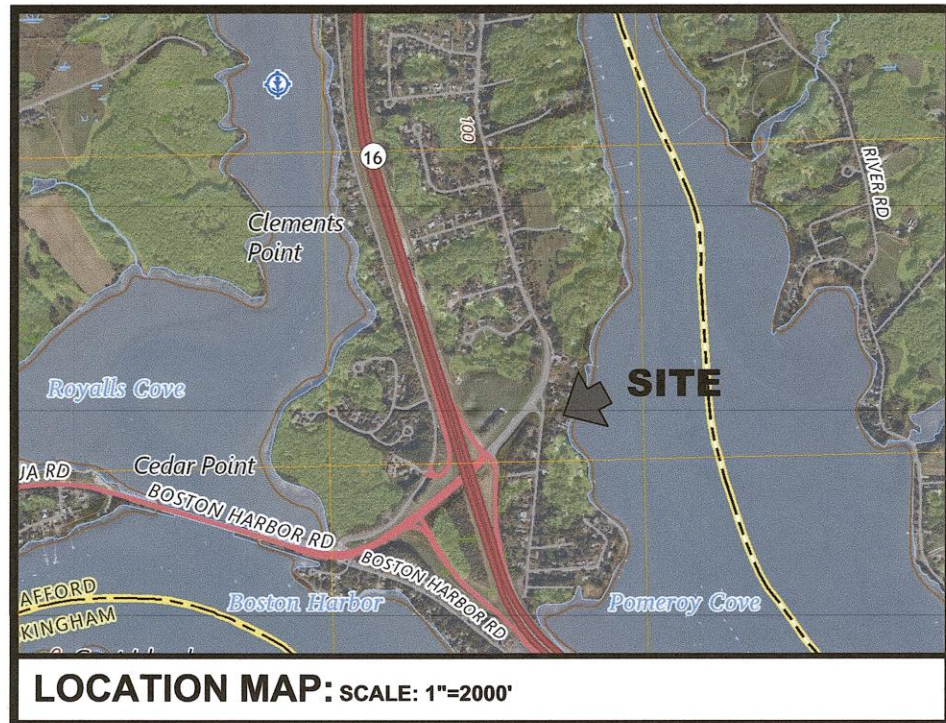
DATE		SCALE	
MARCH 2025		1" = 10'	
DRAWN BY	DESIGNED BY	CHECKED BY	
CBA	JRC	JRC	
PROJECT No.		FIELD BOOK AND PAGE	
5010180.3050.32		FB 515 PG 3	
DRAWING No.		REV.	
		SHEET C2	
		0	

"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."

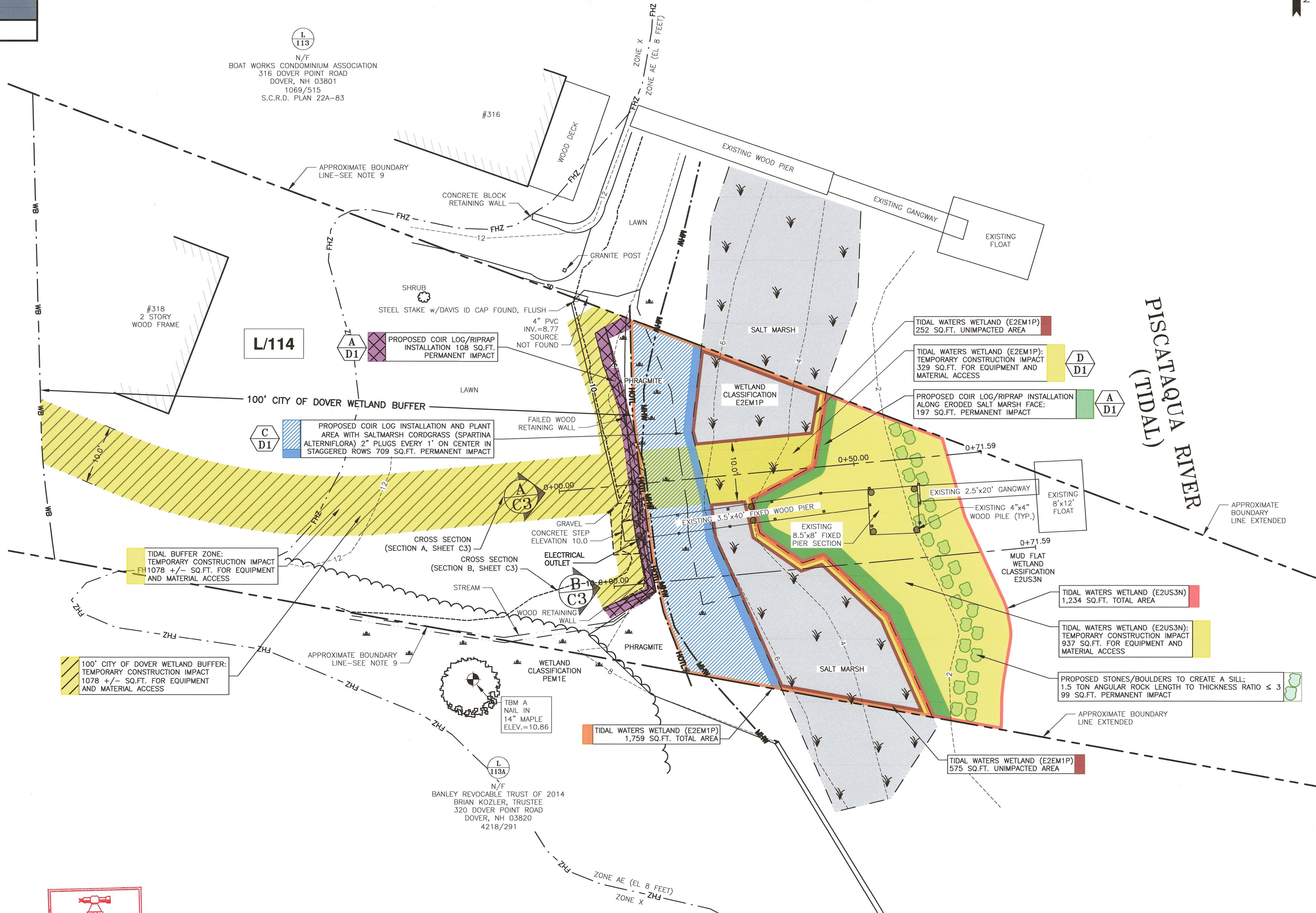
JOHN R. CHAGNON, LLS #738
DATE 4.14.25



FILE LOCATION: P:\NH\010180\RETROSI RESIDENCE\A_PICERNO\3050.32-DOVER PT. RD. (RETROSI)\SPR02-CAD FILES\CIVIL\010180.3050.32-C-SP-DWG. 2025.03.01, 3:44 PM



LEGEND:
SEE SHEET C1



100' CITY OF DOVER WETLAND IMPACT AREAS (IN SQ.FT.)			
	PERMANENT IMPACT (SF)	TEMPORARY IMPACT (SF)	TOTAL IMPACT (SF)
100' CITY OF DOVER WETLAND BUFFER	108	1,078 +/-	1,186 +/-

NORTH
NAD83(2011)
GRID
NH SPC

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 - 11) IC LOG WITH PE NETTING FROM NEW ENGLAND GEOTEXTILE CO. INC. PHONE: (508) 458-5081 INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

0	05/06/28	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK.

DRAWING ISSUE STATUS
PERMIT PLAN



PROJECT
RETROSI RESIDENCE
318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE 03820
SHORELAND STABILIZATION

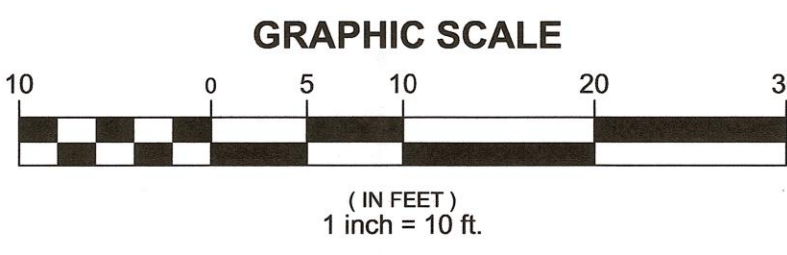
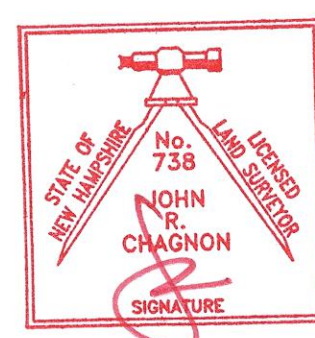
TITLE
DOVER CUP PLAN

	DATE MARCH 2025		SCALE 1" = 10'	
	DRAWN BY CBA	DESIGNED BY JRC	CHECKED BY JRC	
	PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3	
	DRAWING No.		REV.	
	SHEET C4		0	

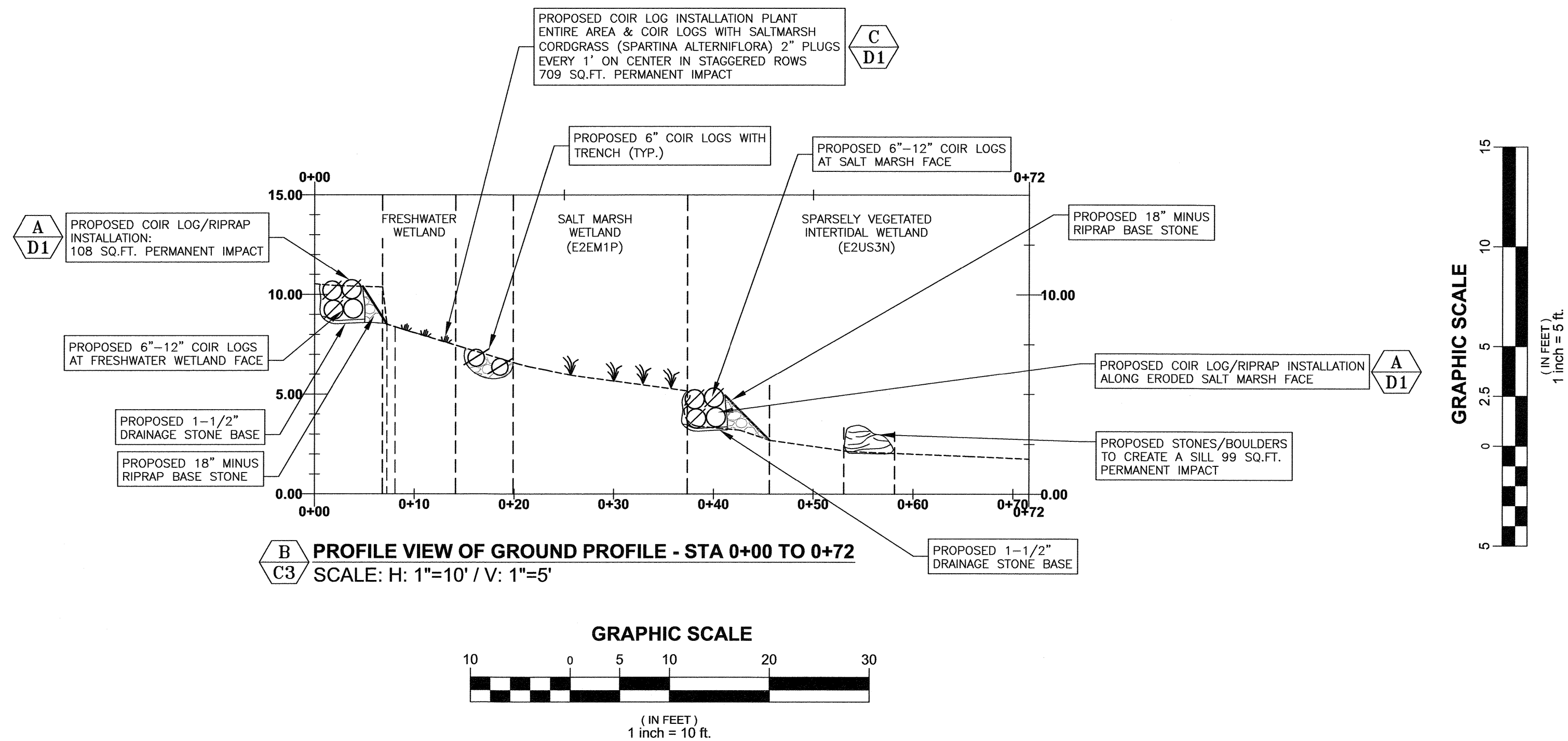
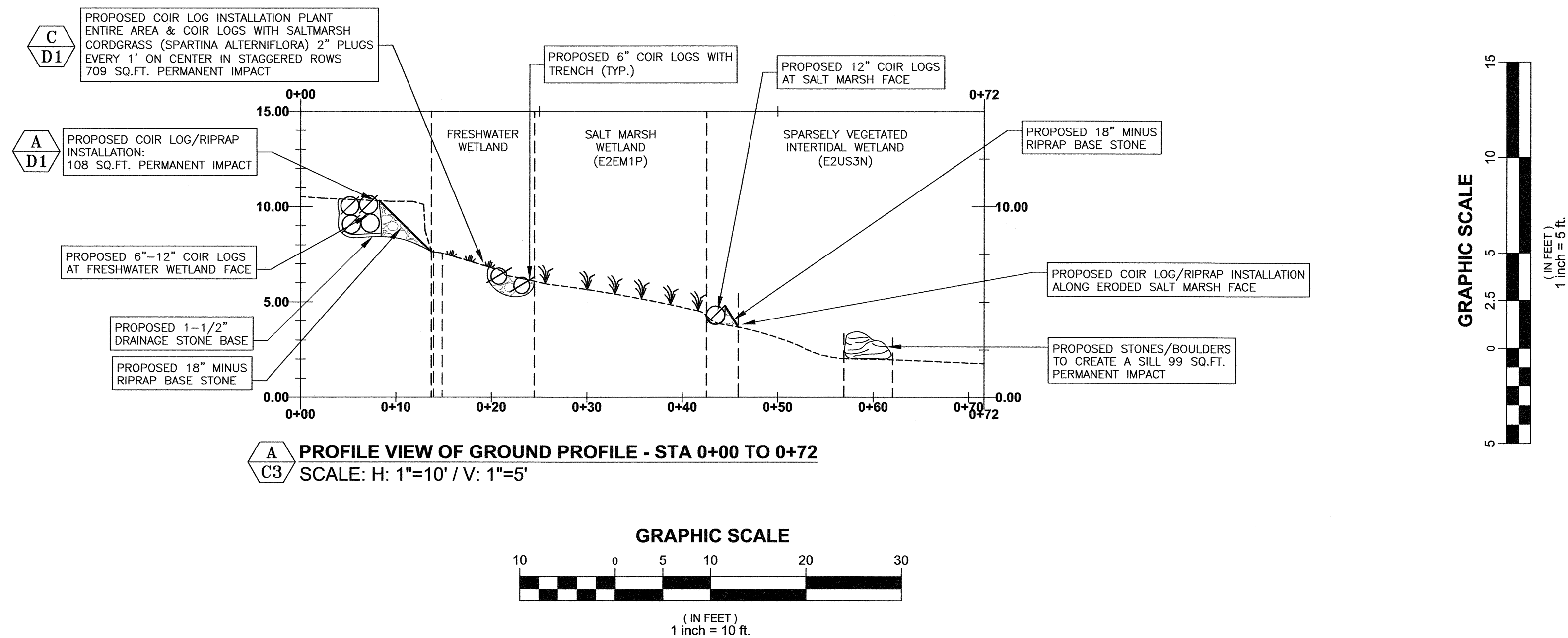
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5.6.26

JOHN R. CHAGNON, LLS #738 DATE



FILE LOCATION: P:\NH\0180\DOVER\DOVER_P1.RD (RETROSI)\SDR02.CAD FILE: C:\Users\jchagnon\AppData\Local\Temp\20250507_1147.AM



NOTES:

- 1) 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.
- 2) 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.
- 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).
- 11) IC LOG WITH PE NETTING FROM NEW ENGLAND GEOTEXTILE CO. INC. PHONE: (508) 458-5081 INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

0	04/22/2025	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK
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 RETROSI RESIDENCE 318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE SHORELAND STABILIZATION				
TITLE SHORELAND STABILIZATION PROFILES				
DATE MARCH 2025		SCALE 1" = 10'		
DRAWN BY CBA	DESIGNED BY JRC	CHECKED BY JRC		
PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3		
DRAWING No.		REV.		
SHEET C3		0		

SEQUENCE OF CONSTRUCTION

- 1) MOBILIZATION OF EXCAVATOR, BOBCAT, AND MATERIALS TO THE SITE VIA APPROVED ACCESS AND LAYDOWN AREAS.
- 2) MOBILIZATION OF EQUIPMENT TRUCKS TO THE SITE.
- 3) LAYOUT OF WORK AREA EXTENTS TO BE COMPLETED PRIOR TO START OF WORK. MARSH ELDER COLONY AREAS TO BE FLAGGED AND PROTECTED WITH FENCING IN AREAS WHERE IN CLOSE PROXIMITY TO WORK.
- 4) EROSION CONTROL FENCING TO BE INSTALLED IN AREAS WHERE FEASIBLE. REMOVE DEBRIS FROM INTERTIDAL ZONE.
- 5) ALL WORK WILL BE PERFORMED AT LOW TIDE TO MINIMIZE SEDIMENTATION.
- 6) MOST WORK TO BE COMPLETED FROM THE TOP OF THE EMBANKMENT BY EXCAVATOR. CRANE MATS WILL BE USED UNDER THE EXCAVATOR TO TRAVERSE AND WORK IN THE INTERTIDAL AREA. THE AREA OF TEMPORARY IMPACT FROM ACCESS BY THE EXCAVATOR IS ENTIRELY OVER AN AREA OF SHALE/LEDGE SO THERE WILL BE MINIMAL IMPACT.
- 7) IN AREAS WHERE STABILIZATION WILL OCCUR, THE EMBANKMENT WILL BE RESHAPED WHERE POSSIBLE, A TOE DUG IN AND A NON WOVEN GEOTEXTILE FILTER FABRIC INSTALLED. WORK ON THE SLOPE WILL BE LIMITED TO THE MAXIMUM AREA THAT CAN BE RESHAPED AND STABILIZED IN A WORKDAY THUS MINIMIZING EROSION FROM OPEN SOIL.
- 8) AFTER INSTALLATION OF THE FILTER FABRIC AND THE LAYER OF CRUSHED GRAVEL WILL BE BROUGHT IN AND LAID ON TOP. FINALLY ARMOUR STONE WILL BE SET ON TOP OF THE CRUSHED GRAVEL AND THEN CHINKED, STARTING WITH THE INSTALLATION OF THE TOE.
- 9) ONCE THE RIPRAP HAS BEEN INSTALLED THE REMAINING PORTION OF THE SLOPE WILL BE STABILIZED USING THE PROPOSED VEGETATIVE STABILIZATION PLAN.
- 10) ALL TEMPORARY AREAS OF IMPACT FROM ACCESS AND LAYDOWN WILL BE RESTORED AFTER COMPLETION OF THE PROPOSED STABILIZATION WORK. ONCE ALL AREAS HAVE BEEN STABILIZED THEN EROSION CONTROL SYSTEMS WILL BE REMOVED.

DISCHARGES. AVOIDANCE, MINIMIZATION AND MITIGATION

DISCHARGES OF DREDGED OR FILL MATERIAL INTO WATERS OF THE U.S. AND ANY SECONDARY IMPACTS SHALL BE AVOIDED AND MINIMIZED TO THE MAXIMUM EXTENT PRACTICABLE. PERMITTEES MAY ONLY FILL THOSE JURISDICTIONAL WETLANDS AND WATERWAYS THAT THE CORP AND NHDES AUTHORIZES TO BE FILLED AND IMPACT THOSE AREAS THAT THE CORPS AND AND NHDES AUTHORIZES AS SECONDARY IMPACTS. IF NOT SPECIFICALLY AUTHORIZED BY USACE AND AND NHDES, ANY UNAUTHORIZED FILL OR SECONDARY IMPACT TO WETLANDS MAY BE CONSIDERED AS A VIOLATION OF THE CWA.

- UNLESS SPECIFICALLY AUTHORIZED USACE AND AND NHDES, NO WORK SHALL DRAIN A WATER OF THE U.S. BY PROVIDING A CONDUIT FOR WATER ON OR BELOW THE SURFACE.

HEAVY EQUIPMENT IN WETLANDS

HEAVY EQUIPMENT OTHER THAN FIXED EQUIPMENT (DRILL RIGS, FIXED CRANES, ETC.) WORKING IN WETLANDS SHALL NOT BE STORED, MAINTAINED OR REPAIRED IN WETLANDS, UNLESS IT IS LESS ENVIRONMENTALLY DAMAGING OTHERWISE, AND AS MUCH AS POSSIBLE SHALL NOT BE OPERATED WITHIN THE INTERTIDAL ZONE. WHERE CONSTRUCTION REQUIRES HEAVY EQUIPMENT OPERATION IN WETLANDS, THE EQUIPMENT SHALL EITHER HAVE LOW GROUND PRESSURE (<3 PS), OR SHALL NOT BE LOCATED DIRECTLY ON WETLAND SOILS AND VEGETATION; IT SHALL BE PLACED ON SWAMP MATS THAT ARE ADEQUATE TO SUPPORT THE EQUIPMENT IN SUCH A WAY AS TO MINIMIZE DISTURBANCE OF WETLAND SOIL AND VEGETATION. SWAMP MATS ARE TO BE PLACED IN THE WETLAND FROM THE UPLAND OR FROM EQUIPMENT POSITIONED ON SWAMP MATS IF WORKING WITHIN A WETLAND. DRAGGING SWAMP MATS INTO POSITION IS PROHIBITED. OTHER SUPPORT STRUCTURES THAT ARE LESS IMPACTING AND ARE CAPABLE OF SAFELY SUPPORTING EQUIPMENT MAY BE USED WITH WRITTEN CORPS AND NHDES AUTHORIZATION. SIMILARLY, NOT USING MATS DURING FROZEN, DRY OR OTHER CONDITIONS MAY BE ALLOWED WITH WRITTEN CORPS AND NHDES AUTHORIZATION. AN ADEQUATE SUPPLY OF SPILL CONTAINMENT EQUIPMENT SHALL BE MAINTAINED ON SITE. CORDUROY ROADS AND SWAMP/CONSTRUCTION MATS ARE CONSIDERED AS FILL WHETHER THEY'RE INSTALLED TEMPORARILY OR PERMANENTLY.

TIME OF YEAR WORK WINDOW AND NOISE RESTRICTIONS

- I. WORK ANTICIPATED TO BE COMPLETED DURING THE LATE SUMMER OR EARLY FALL. LBS. AND A WOOD CUSHION IS USED BETWEEN THE HAMMER AND STEEL PILE.

WORK SITE RESTORATION

- UPON COMPLETION OF CONSTRUCTION, ALL DISTURBED WETLAND AREAS SHALL BE PROPERLY STABILIZED. ANY SEED MIX SHALL CONTAIN ONLY PLANT SPECIES NATIVE TO NEW ENGLAND.
- THE INTRODUCTION OR SPREAD OF INVASIVE PLANT SPECIES IN DISTURBED AREAS IS PROHIBITED.
- IN AREAS OF AUTHORIZED TEMPORARY DISTURBANCE, IF TREES ARE CUT THEY SHALL BE CUT AT GROUND LEVEL AND NOT UPROOTED IN ORDER TO PREVENT DISRUPTION TO THE WETLAND SOIL STRUCTURE AND TO ALLOW STUMP SPROUTS TO REVEGETATE THE WORK AREA, UNLESS OTHERWISE AUTHORIZED.
- WETLAND AREAS WHERE PERMANENT DISTURBANCE IS NOT AUTHORIZED SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AND ELEVATION, WHICH UNDER NO CIRCUMSTANCES SHALL BE HIGHER THAN THE PRE-CONSTRUCTION ELEVATION. ORIGINAL CONDITION MEANS CAREFUL PROTECTION AND/OR REMOVAL OF EXISTING SOIL AND VEGETATION, AND REPLACEMENT BACK TO THE ORIGINAL LOCATION SUCH THAT THE ORIGINAL SOIL LAYERING AND VEGETATION SCHEMES ARE APPROXIMATELY THE SAME, UNLESS OTHERWISE AUTHORIZED.

SEDIMENTATION AND EROSION CONTROL

ADEQUATE SEDIMENTATION AND EROSION CONTROL MANAGEMENT MEASURES, PRACTICES AND DEVICES, SUCH AS PHASED CONSTRUCTION, VEGETATED FILTER STRIPS, GEOTEXTILE SILT FENCES, STORMWATER DETENTION AND INFILTRATION SYSTEMS, SEDIMENT DETENTION BASINS, OR OTHER DEVICES SHALL BE INSTALLED AND PROPERLY MAINTAINED TO REDUCE EROSION AND RETAIN SEDIMENT ON-SITE DURING AND AFTER CONSTRUCTION. THEY SHALL BE CAPABLE OF PREVENTING EROSION, OF COLLECTING SEDIMENT, SUSPENDED AND FLOATING MATERIALS, AND OF FILTERING FINE SEDIMENT. THE DISTURBED AREAS SHALL BE STABILIZED AND THESE DEVICES SHALL BE REMOVED UPON COMPLETION OF WORK. THE SEDIMENT COLLECTED BY THESE DEVICES SHALL BE REMOVED AND PLACED AT AN UPLAND LOCATION, IN A MANNER THAT WILL PREVENT ITS LATER EROSION INTO A WATERWAY OR WETLAND. ALL EXPOSED SOIL AND OTHER FILLS SHALL BE PERMANENTLY STABILIZED AT THE EARLIEST PRACTICABLE DATE.

SPAWNING AREAS

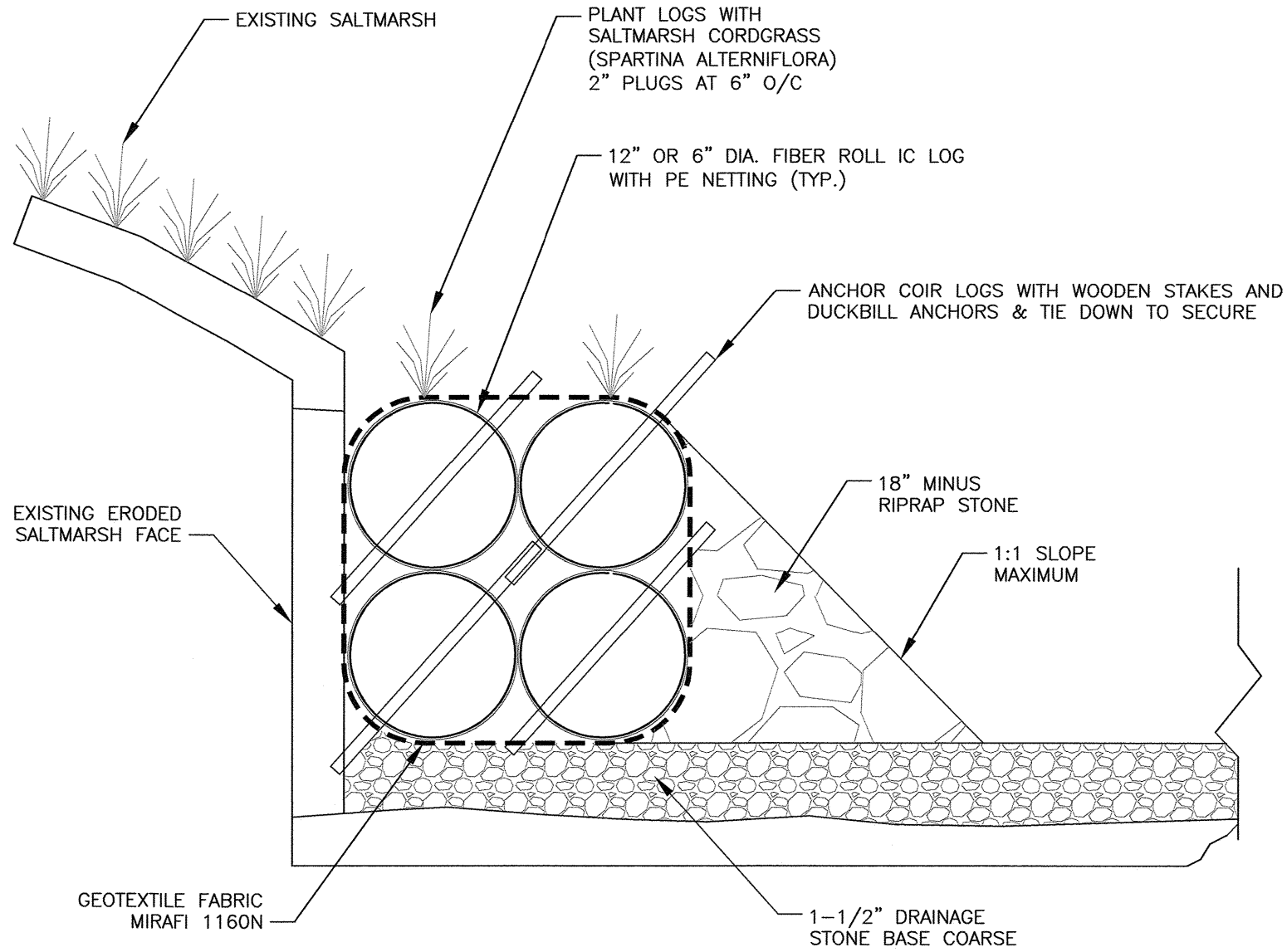
DISCHARGES OF DREDGED OR FILL MATERIAL, AND/OR SUSPENDED SEDIMENT PRODUCING ACTIVITIES IN FISH AND SHELLFISH SPAWNING OR NURSERY AREAS, OR AMPHIBIAN AND MIGRATORY BIRD BREEDING AREAS, DURING SPAWNING OR BREEDING SEASONS SHALL BE AVOIDED. IMPACTS TO THESE AREAS SHALL BE MINIMIZED TO THE MAXIMUM EXTENT PRACTICABLE DURING ALL TIMES OF THE YEAR. INFORMATION ON SPAWNING HABITAT FOR SPECIES MANAGED UNDER THE MAGNUSON-STEVENS FISHERY CONSERVATION AND MANAGEMENT ACT (I.E., EFH FOR SPAWNING ADULTS) CAN BE OBTAINED FROM THE NMFS WEBSITE AT: WWW.NERO.NOAA.GOV/HCD.

ENVIRONMENTAL FUNCTIONS AND VALUES

THE PERMITTEE SHALL MAKE EVERY REASONABLE EFFORT TO 1) CARRY OUT THE CONSTRUCTION OR OPERATION OF THE WORK AUTHORIZED BY USACE AND NHDES HEREIN IN A MANNER THAT MINIMIZES ADVERSE IMPACTS ON FISH, WILDLIFE AND NATURAL ENVIRONMENTAL VALUES, AND 2) PROHIBIT THE ESTABLISHMENT OR SPREAD OF PLANT SPECIES IDENTIFIED AS NON-NATIVE INVASIVE SPECIES BY ANY FEDERAL OR STATE AGENCY. SEE THE SECTION ON INVASIVE SPECIES AT [HTTP://WWW.NAE.USACE.ARMY.MIL/REGULATORY/](http://WWW.NAE.USACE.ARMY.MIL/REGULATORY/) FOR CONTROL METHODS.

INSPECTIONS

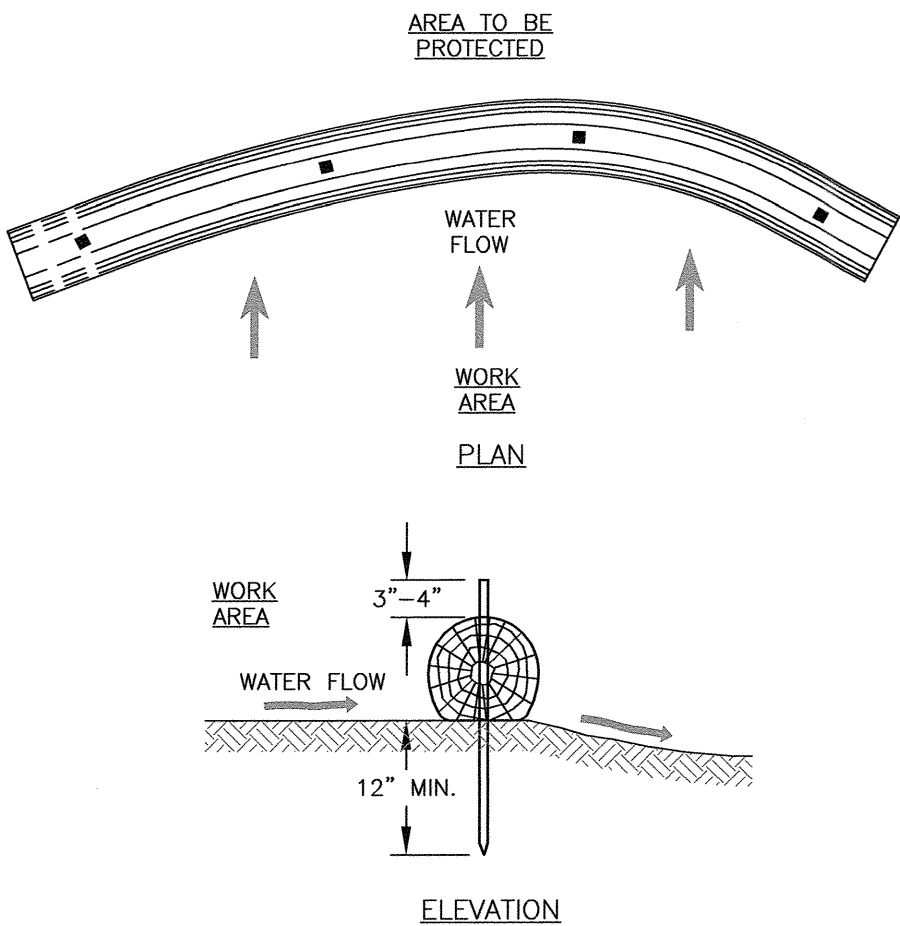
THE PERMITTEE SHALL ALLOW THE CORPS AND NHDES TO MAKE PERIODIC INSPECTIONS AT ANY TIME DEEMED NECESSARY IN ORDER TO ENSURE THAT THE WORK IS BEING OR HAS BEEN PERFORMED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THIS PERMIT. THE CORPS AND NHDES MAY ALSO REQUIRE POST-CONSTRUCTION ENGINEERING DRAWINGS FOR COMPLETED WORK.



A COIR LOG & RIPRAP STABILIZATION DETAIL

C2 AT SALT MARSH FACE NTS

NOTE: AT UPLAND EDGE 2 STACKED 12" COIR LOGS AND NO PLANTINGS

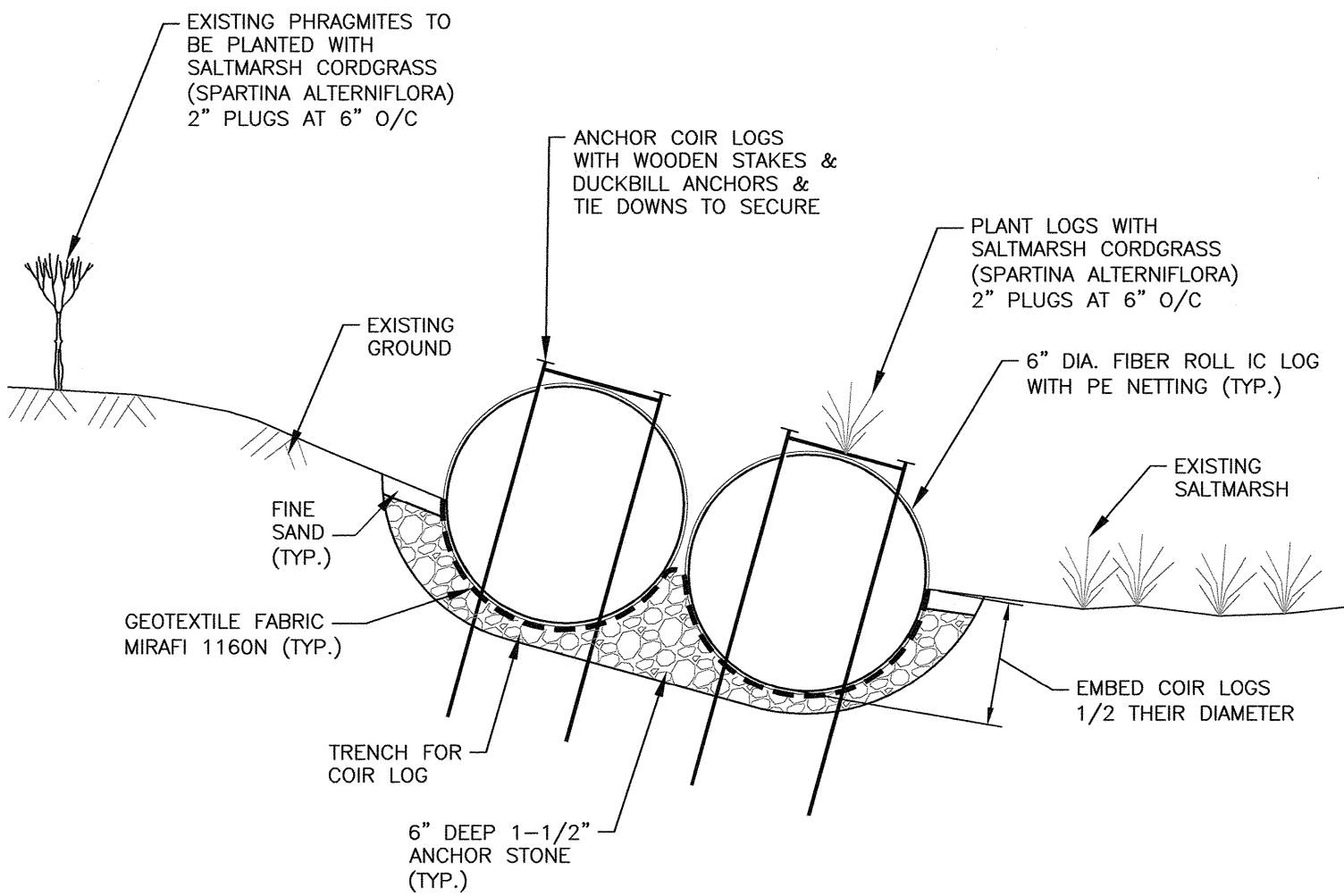


- NOTES:
1. ALL MATERIAL TO MEET FILTREXX SPECIFICATIONS.
 2. FILTREXX SYSTEM SHALL BE INSTALLED BY A CERTIFIED FILTREXX INSTALLER.
 3. THE CONTRACTOR SHALL MAINTAIN THE COMPOST FILTRATION SYSTEM IN A FUNCTIONAL CONDITION AT ALL TIMES. IT WILL BE ROUTINELY INSPECTED AND REPAIRED WHEN REQUIRED.
 4. SILTSOXX 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.

B FILTREXX® SILTSOXX™ FILTRATION SYSTEM

(INSTALL IF NEEDED)

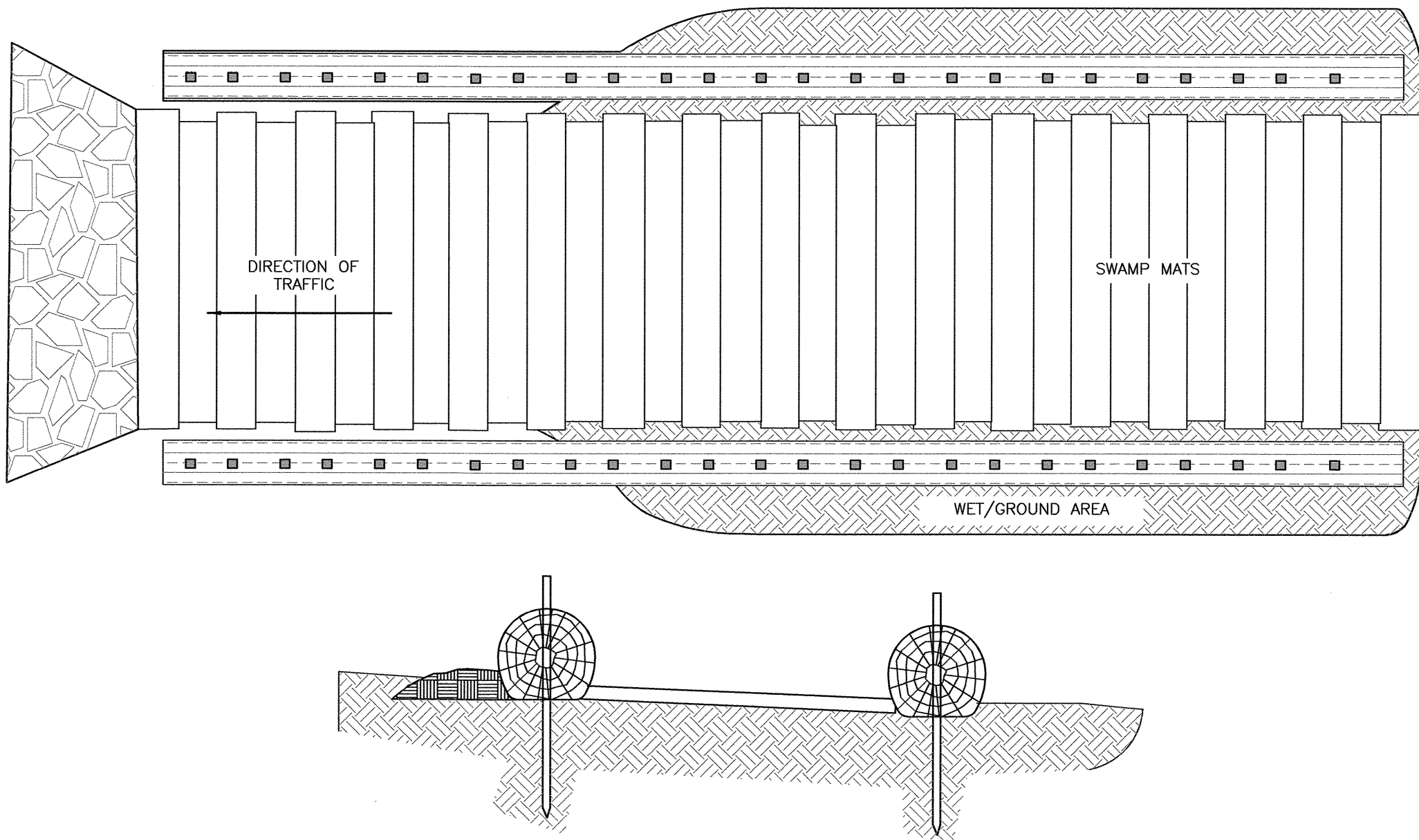
NTS



C COIR LOG STABILIZATION DETAIL

NOT TO SCALE

INSTALL PER MANUFACTURER RECOMMENDATIONS



D SWAMP MATS

AS NEEDED

NTS

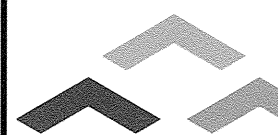
NOTES:

- 1) 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.
- 2) 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.
- 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).
- 11) IC LOG WITH PE NETTING FROM NEW ENGLAND GEOTEXTILE CO. INC. PHONE: (508) 458-5081 INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

0	04/14/2025	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK

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
RETROSI RESIDENCE
318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE
SHORELAND STABILIZATION

SHORELAND STABILIZATION DETAILS

DATE MARCH 2025		SCALE AS NOTED	
DRAWN BY CBA	DESIGNED BY JRC	CHECKED BY JRC	
PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3	
DRAWING No.		REV.	
SHEET D1		0	



5-YEAR MONITORING AND ADAPTIVE MANAGEMENT PLAN

Retrosi Residence – 318 Dover Point Road, Dover, NH 03820

INTRODUCTION

This Monitoring and Adaptive Management Plan was prepared for the Anthony A. Retrosi and Stephanie Retrosi Revocable Living Trust living shoreline project located at 318 Dover Point Road, Dover, New Hampshire.

The project site is a 0.54-acre lot identified as Lot 114 on Map L of the City of Dover's tax maps. The project site consists of a tidal wetland that is part of a larger tidal system (Piscataqua River) that spans a large geographical area. The upland area of the site consists of a residential structure, lawn, and a stream that outlets to the tidal wetland on the southern edge of the property. A failed wooden retaining wall spans the frontage of the property and an existing fixed, wooden pier extends into the intertidal area. The intertidal is comprised of a large salt marsh that spans approximately from elevation 6' to 3'. The landward edge of the salt marsh is dominated by *Phragmites spp.*

The project proposes the stabilization of 60 linear feet of shoreline on the Piscataqua River using a hybrid approach consisting of vegetative and armored techniques designed to stabilize and fortify the existing salt marsh. The seaward edge of the existing salt marsh will be stabilized and reinforced with coir log, providing a location for additional *Spartina* plantings and providing protection from wave action to prevent the continued loss of salt marsh habitat. Coir log will also be used behind the salt marsh to provide additional planting area and to reinforce the edge of the existing upland lawn. Riprap will be used on the exposed coir logs for permanent stabilization. A riprap sill is proposed in the intertidal area to absorb and disrupt erosive energy from wave action. Additionally, it will encourage the further deposition of sediment into the salt marsh area. The limited and strategic use of hard structures in the project design will provide additional support to enhance the salt marsh and allow it to regenerate.

GENERAL MONITORING PROTOCOL

The purpose of this monitoring protocol is to assess the success or failure of the living shoreline regarding vegetation enhancement/retention, restoration of tidal wetland habitat, structure, and function, and embankment stability. To examine how the salt marsh responds to the altered shoreline over time, three main components will be analyzed:

- Presence, density, and coverage of salt marsh vegetation within the intertidal area
- Expansion of salt marsh habitat as evidenced through the collection of elevation data and measured d soil characteristics
- Shifts in tidal hydrology across the site.



Pre-restoration monitoring will be conducted to collect baseline data to establish the existing ecological condition of the site. This monitoring will take place prior to the start of the construction, no more than one year before.

Post-restoration monitoring will begin four to five weeks after the living shoreline has been completed. To assess the ecological conditions of the salt marsh, a site visit and monitoring report will be completed twice per year; once in the spring (March-May), and once in the fall (August-October) for a period of five years post-restoration. Additionally, to examine the overall stability and effectiveness of the stabilization, an inspection will be performed after major flooding events.

Transects will be placed evenly along the 60-foot shore frontage of the project at increments of 12 feet (five transects total). Transects will run perpendicular to the shore and locations of the transect will be permanently marked and easily located at the landward and seaward ends of the project area. The landward and seaward markers of each transect will also be used as a location for photographic monitoring. During each site visit, a measuring tape will be laid across each transect. Quadrat sampling will be employed at a minimum of five elevations for each transect spaced evenly across the width of the marsh. Each quadrat will consist of a one-meter squared area and will be placed randomly within two feet of each transect location. Each quadrat will be used to visually assess the presence and density of salt marsh vegetation as well as other metrics as outlined below.

VISUAL ASSESSMENT PROCEDURES

A visual assessment will be conducted during the spring monitoring events to provide a general description of the following parameters:

- General site hydrology: Visual hydraulic surveys to describe trends in tidal inundation regimes and erosion and sedimentation processes
- Indication of soil erosion or instability
- Presence or absence of invasive species
- Stability assessment of riprap and associated embankment

Spring visual monitoring will include a site walk to document changes in the structural integrity of the stabilization and the embankment, a general meandering survey of the site and nearby untreated areas to document presence and relative abundance of non-native marine invertebrates and invasive plants, a description of the presence and condition of shellfish resources, and any evidence suggesting the use of the area by fish and wildlife. These data will be collected through photographs of the project site with detailed descriptions of observations. The general state of the stabilization will be documented, including the anchor/tie-in integrity of the riprap and coir logs as tested through manual checks, documentation of the presence of scour around riprap structures, and the location/position, dimensions, and elevation of installed structures.



VEGETATION MONITORING PROCEDURES

An assessment of the establishment of planted vegetation will occur once per year during the fall site visit. The goal of the assessment will be to analyze the long-term stability of the proposed project and to establish whether the project meets restoration goals. The performance target for plantings is 85% survival at the end of five years with at least an 80% coverage of native salt marsh vegetation. During the fall site visit, the following parameters will be measured:

- Percent vegetative cover in each transect, elevation, and quadrat
- Plant species occurring in each quadrat
- Signs of vegetative distress, disease, predation, damage, or other disturbance in each quadrat
- Stem density in randomly selected sub-quadrat (0.25 meters squared) within each quadrat
- Plant height in randomly selected sub-quadrat within each quadrat
- Vegetation zone transition distances along each transect

SEDIMENT MONITORING PROCEDURES

During the fall monitoring event, examinations into the expansion of the salt marsh will be conducted. The performance target is to see a general upwards trend in total area of salt marsh in the intertidal area from year to year. With the implementation of a wave attenuating structure and the planting of additional native salt marsh vegetation, there is also the expectation that additional sediment deposition will occur. Each site visit will collect data for the following parameters:

- Changes in vegetation zone transition distances over time
- Total area of the intertidal area comprised of salt marsh vegetation
- Visual evidence through photographs of increased sediment deposition

This data will be used alongside the vegetation data from the quadrats to determine if changes in elevation across the site due to the wave attenuating structure can attribute to the success of the salt marsh vegetation.

ADAPTIVE MANAGEMENT PROCEDURES

The goal of the monitoring plan is also to establish adaptive management procedures in the event that the proposed project does not meet performance standards. Adaptive management includes actions to be taken on the site after completion of the project to address potential ongoing issues (such as the removal of newly established invasive species), or it can include more drastic measures such as project redesign and implementation should the originally proposed project consistently fail to meet performance standards. Below is a table of failure conditions and the associated adaptive management procedures should a failure occur:



FAILURE CONDITION	ADAPTIVE MANAGEMENT PROCEDURE
Less than 85% survival of planted vegetation or less than 80% coverage of target vegetation	Additional native vegetation will be planted. In the event that establishment continues to fail for a period of two or more years after project completion, an ecologist will investigate the failure and recommend modifications to the project or plant species as appropriate.
Establishment of non-native, invasive species into the restored habitat	Hand removal of invasive species and subsequent replanting of native species to ensure vegetative coverage standards are met.
Salt marsh size decreases, no significant change in elevation across the marsh, no changes or reduction in size of vegetation zones, etc.	Consult with an ecologist and hydrologist to determine the efficacy of the riprap / sediment sill and propose a new redesign.
Continued soil instability, riprap instability/loss	Replacement of riprap or additional plantings to bolster soil stability. In the event of catastrophic failure, consultation with engineers/hydrologists to alter project design.

ANNUAL MONITORING AND REPORT SUBMISSIONS

The proposed monitoring and adaptive management plan includes the submittal of annual monitoring reports to track how closely the project is aligned with its performance standards. The content of these reports will be as required by the U.S. Army Corps of Engineers' Regulatory Guidance Letter 08-03 and 33 CFR 332.6, which specifies the required content of mitigation monitoring reports.

Each annual report will contain an overview of the project site, including information regarding the purpose of the approved project, size and type of the impacted aquatic resource, a general description of the location of the project, the dates when the project commenced and was completed, and a summary of the project's performance standards, corrective or maintenance activities conducted to meet those performance standards, and specific recommendations for additional corrective or remedial actions. A table will be provided that will evaluate whether the project site is successfully achieving its performance standards.



As described in the monitoring procedures above, both spring and fall monitoring events will be included in the report. Each monitoring event will include photo documentation of the project site from consistent locations across the site, metrics such as vegetative cover across transect and quadrat (during the fall site visit only), and descriptions of site characteristics. Additionally, maps and plans will be provided indicating sample points, transect and quadrat locations, elevation, and areas where remediation occurred. As-built plans will be submitted with the first year's monitoring report.



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



November 18, 2025

ANTHONY A RETROSI AND STEPHANIE RETROSI REVOCABLE
318 DOVER POINT RD
DOVER NH 03820

Re: Approved Standard Dredge and Fill Wetlands Permit Application (RSA 482-A)
NHDES File Number: 2025-01822
Subject Property: 318 Dover Point Road, Dover, Tax Map/Block/Lot(s): L/no block/114

Dear Applicant:

On November 17, 2025, 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 # 2025-01822 to Impact a total of 3,457 square feet of jurisdictional area to include 1,005 square feet of permanent impact and 1,266 square feet of temporary impact of intertidal wetlands, permanently impact 108 square feet and temporarily impact 1,078 square feet within the previously-developed 100-foot tidal buffer zone for the construction of a living shoreline to stabilize an eroding shore along 60 linear feet of frontage. 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, November 17, 2025.** 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 is classified as a minimum impact project per Rule Env-Wt 609.10(a)(3), as this is a living shoreline project that is fully exposed at low tide.
2. Per Rule Env-Wt 311.06(h), the Dover Conservation Commission did not provide comments on the proposed project.
3. Per Rule Env-Wt 311.01(b), the applicant coordinated with the NH Fish and Game Department and the Natural Heritage Bureau to determine how to avoid and minimize project-related impacts on rare or protected animal species and habitat, and on protected plants or exemplary natural communities.

If you have any questions, please contact me at Alexander.D.Feuti@des.nh.gov or (603) 271-2917.

Sincerely,



Alexander Feuti
Wetlands Specialist, Wetlands Bureau
Land Resources Management, Water Division

Enclosure

Copied: Sam Hayden, Hayley Ward
Municipal Clerk/Conservation Commission



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



WETLANDS PERMIT 2025-01822

NOTE CONDITIONS

PERMITTEE: ANTHONY A RETROSI AND STEPHANIE RETROSI REVOCABLE
318 DOVER POINT RD
DOVER NH 03820

PROJECT LOCATION: 318 DOVER POINT ROAD, DOVER
Tax Map/Block/Lot(s): L/no block/114

WATERBODY: PISCATAQUA RIVER

APPROVAL DATE: NOVEMBER 17, 2025 **EXPIRATION DATE:** NOVEMBER 17, 2030

The New Hampshire Department of Environmental Services' (NHDES) review of permit application 2025-01822 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 3,457 square feet of jurisdictional area to include 1,005 square feet of permanent impact and 1,266 square feet of temporary impact of intertidal wetlands, permanently impact 108 square feet and temporarily impact 1,078 square feet within the previously-developed 100-foot tidal buffer zone for the construction of a living shoreline to stabilize an eroding shore along 60 linear feet of frontage.

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

1. In accordance with Env-Wt 307.16, all work shall be done in accordance with plans by Haley Ward dated March 2025 and revised through April 14, 2025 as received by the NH Department of Environmental Services (NHDES) on October 17, 2025.
2. In accordance with Env-Wt 314.02(b) and (c), the permittee shall record this permit is at the Rockingham 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 the department 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. 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.
5. 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.
6. 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.
7. 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.

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
(603) 271-3503 • Fax: (603) 271-2867 • TDD Access: Relay NH 1-800-735-2964

8. 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.
9. In accordance with Env-Wt 609.10(b)(4), all work shall be done at low tide when the work area is fully exposed for the construction of the toe protection.
10. 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.
11. In accordance with Env-Wt 307.12(e), wetland soils from areas vegetated with purple loosestrife or other invasive plant species shall not be used in the area being restored.
12. Restoration of all temporary impacts shall meet all of the conditions listed in Rule Env-Wt 307.12(a) through (i).
13. In accordance with Env-Wt 514.05(h), within 60 days of completion of construction, the applicant shall submit a post-construction report that has been prepared by a professional engineer, certified wetland scientist, or qualified professional, as applicable, and contains narrative, exhibits, and photographs, as necessary to report the status of the project area and restored jurisdictional area.

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:



Alexander Feuti
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)



**NHDES WETLAND APPLICATION
RETROSI SHORELINE STABILIZATION**

Photo No. 1

Photo Date:
4/10/2025

Site Location:
318 Dover Point
Road, Dover, NH.

Description:
View east of
workspace /
shoreline

Photo By:
SNH



Photo No. 2

Photo Date:
4/10/2025

Site Location:
318 Dover Point
Road, Dover, NH.

Description:
View south of
workspace /
shoreline.

Photo By:
SNH





**NHDES WETLAND APPLICATION
RETROSI SHORELINE STABILIZATION**

Photo No. 3

Photo Date:
4/10/2025

Site Location:
318 Dover Point
Road, Dover, NH.

Description:
View northwest of
workspace /
shoreline.

Photo By:
SNH





**NHDES WETLAND APPLICATION
RETROSI SHORELINE STABILIZATION**

Photo No. 4	
Photo Date: 4/10/2025	
Site Location: 318 Dover Point Road, Dover, NH.	
Description: View west of severe undercutting along edge of salt marsh.	
Photo By: SNH	5

LEGEND:

N/F	NOW OR FORMERLY
RP	RECORD OF PROBATE
SCRD	STRAFFORD COUNTY REGISTRY OF DEEDS
11/21	MAP 11 / LOT 21
RAILROAD SPIKE FOUND	
IRON ROD/IRON PIPE FOUND	
DRILL HOLE FOUND	
STONE/CONCRETE BOUND FOUND	
RAILROAD SPIKE SET	
IRON ROD SET	
DRILL HOLE SET	
GRANITE BOUND SET	
BOUNDARY	
BUILDING SETBACK	
MEAN HIGH WATER LINE	
NHDES HIGHEST OBSERVABLE TIDE LINE	
FRESHWATER WETLAND LINE	
FRESHWATER WETLAND BUFFER LINE	
NHDES 50' PRIMARY STRUCTURE SETBACK	
NHDES 100' TIDAL BUFFER ZONE	
NHDES 150' NATURAL WOODLAND BUFFER	
NHDES 250' PROTECTED SHORELAND	
FEMA SPECIAL FLOOD HAZARD AREA LINE	
OVERHEAD ELECTRIC/WIRES	
CONTOUR	
SPOT ELEVATION	
EDGE OF PAVEMENT (EP)	
WOODS / TREE LINE	
EDGE OF WETLAND FLAGGING	
SWAMP / MARSH	
ELEVATION	
INVERT	
TEMPORARY BENCHMARK	
TYPICAL	
LANDSCAPED AREA	

NORTH
NAD83(2011)
GRID
NH SPC
FHZ

N/F
113
BOAT WORKS CONDOMINIUM ASSOCIATION
316 DOVER POINT ROAD
DOVER, NH 03801
1069/515
S.C.R.D. PLAN 22A-83

#318
2 STORY
WOOD FRAME

L/114

SHRUB
STEEL STAKE w/DAVIS ID CAP FOUND, FLUSH

4" PVC
INV.=8.77
SOURCE
NOT FOUND

GRAVEL
CONCRETE STEP
ELEVATION 10.0
ELECTRICAL
OUTLET

APPROXIMATE BOUNDARY
LINE-SEE NOTE 9

WETLAND CLASSIFICATION
PEM1E
TBM A
NAIL IN
14" MAPLE
ELEV.=10.86

N/F
113A
BANLEY REVOCABLE TRUST OF 2014
BRIAN KOZLER, TRUSTEE
320 DOVER POINT ROAD
DOVER, NH 03820
4218/291

N/F
113
BOAT WORKS CONDOMINIUM ASSOCIATION
316 DOVER POINT ROAD
DOVER, NH 03801
1069/515
S.C.R.D. PLAN 22A-83

N/F
58B
RANDY L. DEMAND & STEPHANIE MANSOUR
321 DOVER POINT ROAD
DOVER, NH 03820
4676/653

DOVER POINT ROAD

L/114

N/F
113A
BANLEY REVOCABLE TRUST OF 2014
BRIAN KOZLER, TRUSTEE
320 DOVER POINT ROAD
DOVER, NH 03820
4218/291

PROPERTY OVERVIEW
SCALE 1"=50'

PLAN REFERENCES:

- 1) PLAN OF LOTS, PHILBRICK AND PEARSON TO DAVID S. WEEKS DOVER, N.H. PREPARED BY G.L. DAVIS & ASSOCIATES. DATED OCTOBER 1, 1980. S.C.R.D. PLAN 17B-99.
- 2) PLAN OF BOAT WORKS CONDOMINIUM, DOVER POINT, DOVER, N.H. PREPARED BY G.L. DAVIS & ASSOCIATES. DATED JUNE 1981. S.C.R.D. PLAN 22A-83.

WETLAND NOTES:

- 1) HIGHEST OBSERVABLE TIDE LINE & WETLAND LINE DELINEATED BY SAM HAYDEN, CWS ON 4/17/25 IN ACCORDANCE WITH THE FOLLOWING STANDARDS:
 - 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, NEWPCC WETLANDS WORK GROUP (2019).
 - C) NATIONAL LIST OF PLANT SPECIES THAT OCCUR IN WETLANDS: NORTHEAST (REGION 1). USFWS (MAY 1988).
 - D) CLASSIFICATION OF WETLANDS AND DEEPWATER HABITATS OF THE UNITED STATES. USFW MANUAL FWS/OBS-79/31 (1997).
 - E) "IDENTIFICATION AND DOCUMENTATION OF VERNAL POOLS IN NEW HAMPSHIRE" (1997). NEW HAMPSHIRE FISH AND GAME DEPARTMENT.
- 2) WETLAND FLAGS WERE FIELD LOCATED BY AMBIT ENGINEERING, INC.



LOCATION MAP: SCALE: 1"=2000'

NOTES:

- 1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 114.
- 2) OWNERS OF RECORD:
THE ANTHONY A. RETROSI AND
STEPHANIE W. RETROSI REVOCABLE LIVING TRUST
ANTHONY A. RETROSI &
STEPHANIE W. RETROSI, TRUSTEES
318 DOVER POINT ROAD
DOVER, NH 03820
4726/147
S.C.R.D. PLAN 17B-99 (LOTS A & B)
- 3) A PORTION OF THE PARCEL IS IN A SPECIAL FLOOD HAZARD AREA ZONE AE (EL.8), AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
- 4) EXISTING LOT AREA:
23,555 S.F. (PER PLAN REFERENCE 1)
- 5) PARCEL IS LOCATED IN THE LOW RESIDENTIAL (R-20) ZONING DISTRICT AND PORTIONS ARE SUBJECT TO THE WETLAND PROTECTION & CONSERVATION OVERLAY DISTRICTS AND PORTIONS ARE SUBJECT TO THE PROVISIONS OF THE FLOODPLAIN DEVELOPMENT ORDINANCE.
- 6) DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 20,000 S.F.
FRONTAGE: 125 FEET
SETBACKS: FRONT 20 FT MIN.-35 FT MAX.
SIDE 20 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 30%
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE EXISTING CONDITIONS ON A PORTION OF ASSESSOR'S MAP L LOT 114 IN THE CITY OF DOVER.
- 8) VERTICAL DATUM IS MEAN LOWER LOW WATER (MLLW). BASIS OF VERTICAL DATUM IS REDUNDANT RTN GNSS OBSERVATIONS (±0.2'). REDUCTION FROM NAVD88 TO MLLW BASED ON NOAA STATION 8420411 DOVER, COCHECO RIVER. MLLW BEING 3.93 FEET LOWER THAN 0.00 NAVD88.
- 9) APPROXIMATE BOUNDARY LINES ARE FROM PLAN REFERENCES 1 & 2. THIS IS NOT A BOUNDARY SURVEY.
- 10) PARCEL IS SUBJECT TO A SEWER EASEMENT TO THE CITY OF DOVER, EASEMENT IS NOT WITHIN AREA SHOWN.

0	04/14/2025	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK

DRAWING ISSUE STATUS

PERMIT PLAN



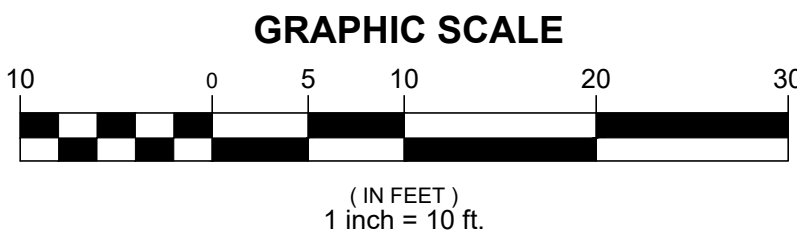
PROJECT
RETROSI RESIDENCE
318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE
SHORELAND STABILIZATION

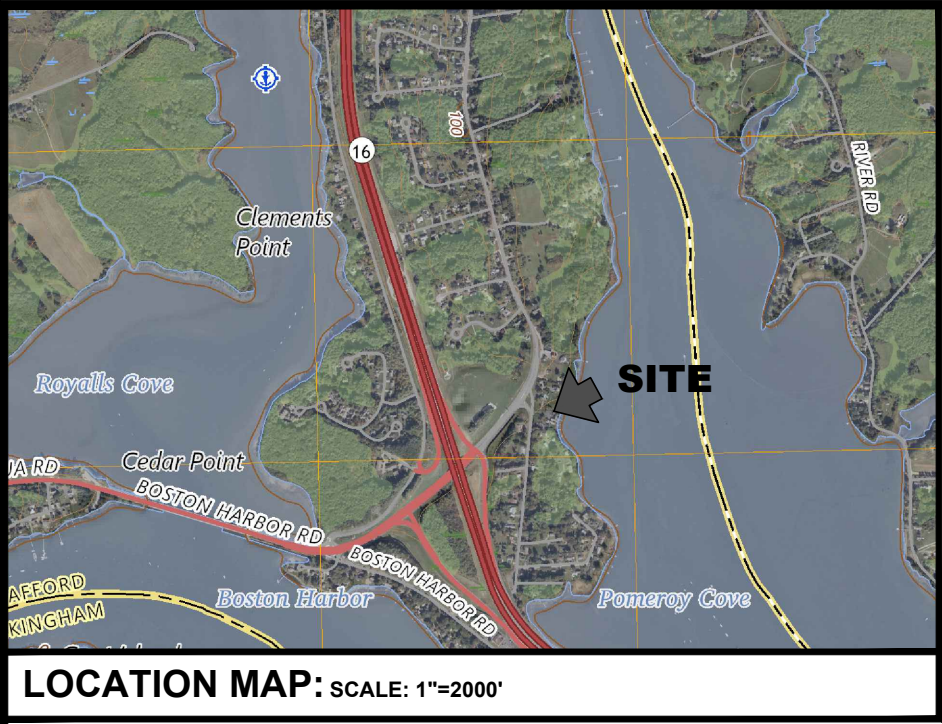
EXISTING CONDITIONS PLAN

DATE MARCH 2025		SCALE 1" = 10'	
DRAWN BY CBA		DESIGNED BY JRC	
		CHECKED BY JRC	
PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3	
DRAWING No.		REV.	
SHEET C1		0	

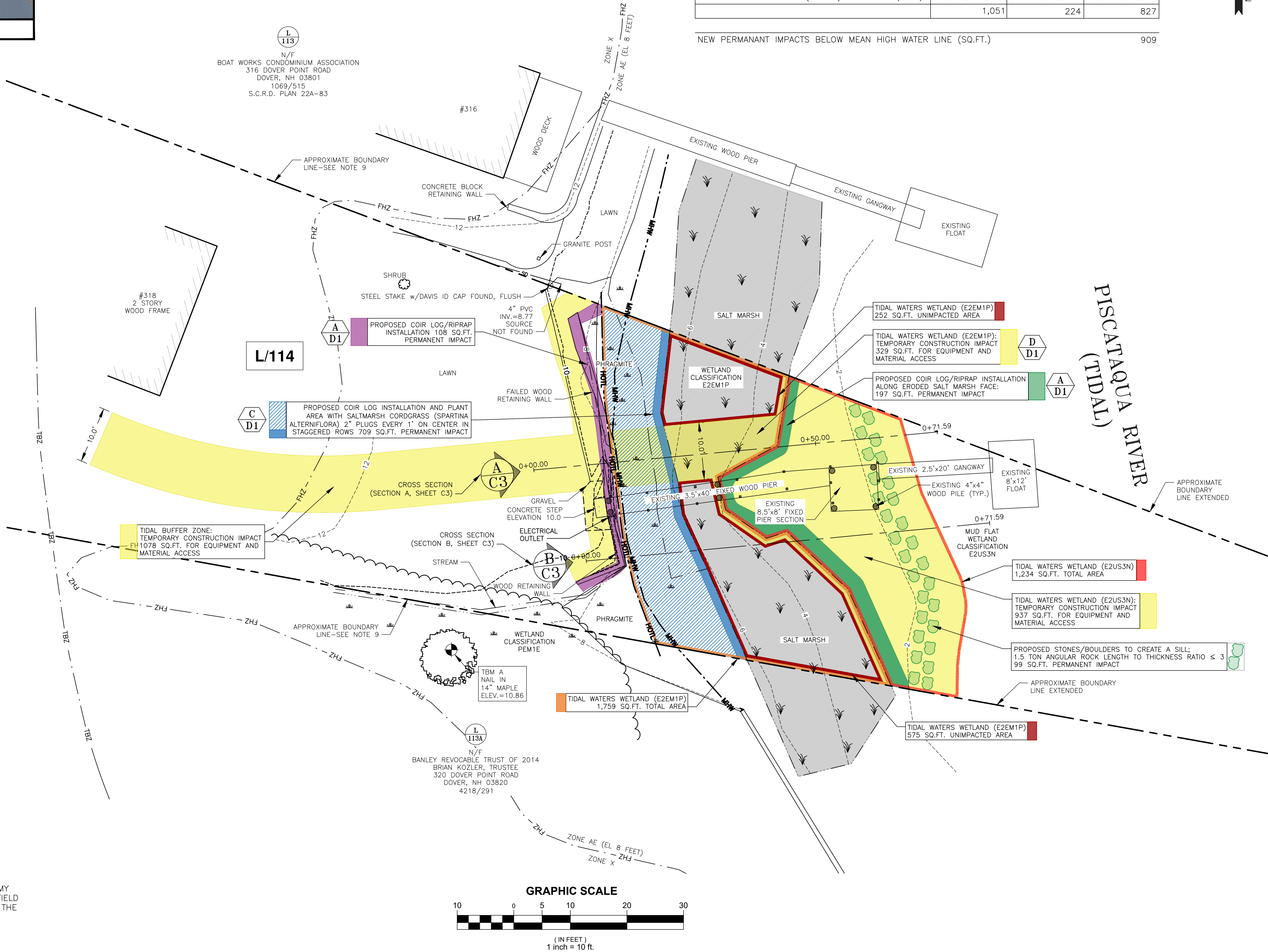
"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

JOHN R. CHAGNON, LLS #738 DATE





LEGEND:
SEE SHEET C1



- NOTES:
- 1) PARCEL IS SHOWN ON THE CITY OF DOVER ASSESSOR'S MAP L AS LOT 114.
 - 2) OWNERS OF RECORD:
THE ANTHONY A. RETROSI AND
STEPHANIE W. RETROSI REVOCABLE LIVING TRUST
ANTHONY A. RETROSI &
STEPHANIE W. RETROSI, TRUSTEES
318 DOVER POINT ROAD
DOVER, NH 03820
4726/147
S.C.R.D. PLAN 17B-99 (LOTS A & B)
 - 3) A PORTION OF THE PARCEL IS IN A SPECIAL FLOOD HAZARD AREA ZONE AE (EL.8), AS SHOWN ON FIRM PANEL 33017C0340E. EFFECTIVE DATE SEPTEMBER 30, 2015.
 - 4) EXISTING LOT AREA:
23,555 S.F. (PER PLAN REFERENCE 1)
 - 5) PARCEL IS LOCATED IN THE LOW RESIDENTIAL (R-20) ZONING DISTRICT AND PORTIONS ARE SUBJECT TO THE WETLAND PROTECTION & CONSERVATION OVERLAY DISTRICTS AND PORTIONS ARE SUBJECT TO THE PROVISIONS OF THE FLOODPLAIN DEVELOPMENT ORDINANCE.
 - 6) DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 20,000 S.F.
FRONTAGE: 125 FEET
SETBACKS: FRONT 20 FT MIN.-35 FT MAX.
SIDE 20 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM LOT COVERAGE: 30%
 - 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED SHORELAND STABILIZATION IMPROVEMENTS ON A PORTION OF ASSESSOR'S MAP L LOT 114 IN THE CITY OF DOVER.
 - 8) VERTICAL DATUM IS MEAN LOWER LOW WATER (MLLW). BASIS OF VERTICAL DATUM IS REDUNDANT RTN GNSS OBSERVATIONS ($\pm 0.2'$). REDUCTION FROM NAVD88 TO MLLW BASED ON NOAA STATION 8420411 DOVER, COCHECO RIVER. MLLW BEING 3.93 FEET LOWER THAN 0.00 NAVD88.
 - 9) APPROXIMATE BOUNDARY LINES ARE FROM PLAN REFERENCES 1 & 2. THIS IS NOT A BOUNDARY SURVEY.
 - 10) 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).
 - 11) IC LOG WITH PE NETTING FROM NEW ENGLAND GEOTEXTILE CO. INC. PHONE: (508) 458-5081 INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

0	04/14/25	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK

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

PROJECT
RETROSI RESIDENCE
318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE
SHORELAND STABILIZATION

TITLE
SHORELAND STABILIZATION PERMIT PLAN

DATE MARCH 2025		SCALE 1" = 10'	
DRAWN BY CBA	DESIGNED BY JRC	CHECKED BY JRC	
PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3	
DRAWING No.		REV.	
SHEET C2		0	

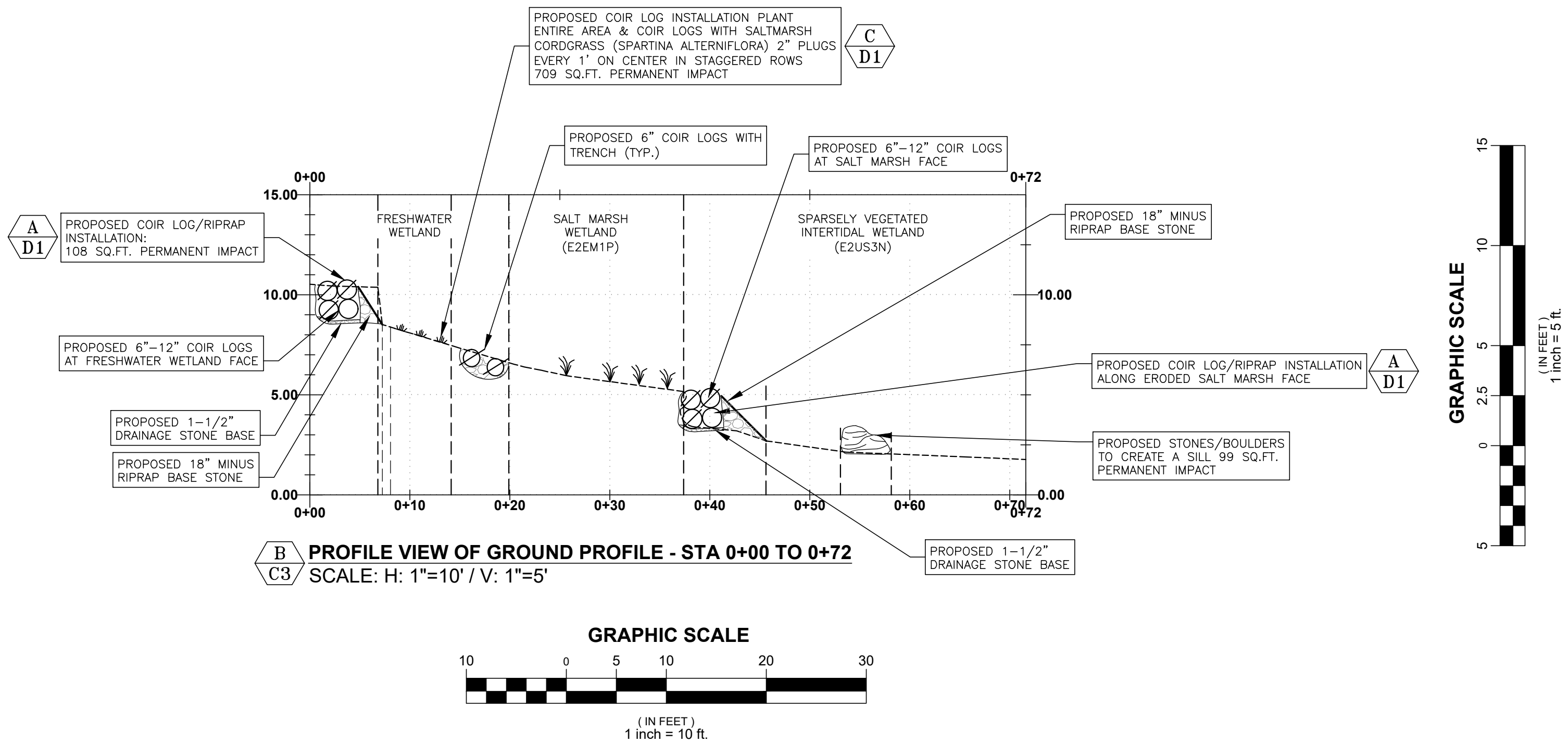
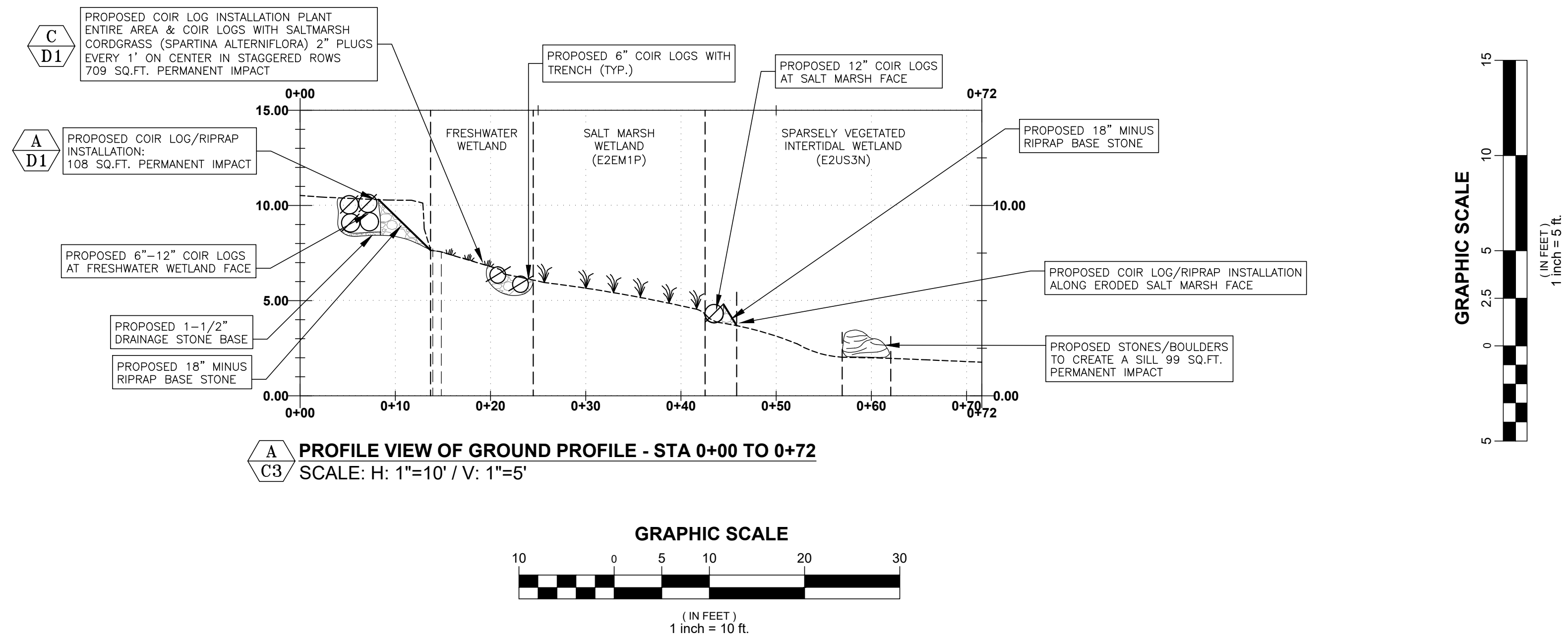
"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

JOHN R. CHAGNON, LLS #738

DATE

FILE LOCATION: P:\NH\5010180\B\RYERSIDE & PICKERING\3050.32\DOVER PT. RD. (RETROSI) (5010180) (114) (118) (2008) (3) C-SP DWG, 2025.03.01, 3:34 PM

FILE LOCATION: P:\NH\010180\RIVERSIDE & PICKERING\0300.32\DOVER PT. RD. (RETRO)S\50102\CAO_FLESCV\100180.000\32.C3P.DWG, 2/26/2025 10:02:13:39 AM



NOTES:

- 1) 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.
- 2) 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.
- 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).
- 11) IC LOG WITH PE NETTING FROM NEW ENGLAND GEOTEXTILE CO. INC. PHONE: (508) 458-5081 INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

0	04/22/2025	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK
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				
RETROSI RESIDENCE 318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE SHORELAND STABILIZATION				
TITLE				
SHORELAND STABILIZATION PROFILES				
DATE		SCALE		
MARCH 2025		1" = 10'		
DRAWN BY		DESIGNED BY		CHECKED BY
CBA		JRC		JRC
PROJECT No.		FIELD BOOK AND PAGE		
5010180.3050.32		FB 515 PG 3		
DRAWING No.				REV.
SHEET C3				0

SEQUENCE OF CONSTRUCTION

- 1) MOBILIZATION OF EXCAVATOR, BOBCAT, AND MATERIALS TO THE SITE VIA APPROVED ACCESS AND LAYDOWN AREAS.
- 2) MOBILIZATION OF EQUIPMENT TRUCKS TO THE SITE.
- 3) LAYOUT OF WORK AREA EXTENTS TO BE COMPLETED PRIOR TO START OF WORK. MARSH ELDER COLONY AREAS TO BE FLAGGED AND PROTECTED WITH FENCING IN AREAS WHERE IN CLOSE PROXIMITY TO WORK.
- 4) EROSION CONTROL FENCING TO BE INSTALLED IN AREAS WHERE FEASIBLE. REMOVE DEBRIS FROM INTERTIDAL ZONE.
- 5) ALL WORK WILL BE PERFORMED AT LOW TIDE TO MINIMIZE SEDIMENTATION.
- 6) MOST WORK TO BE COMPLETED FROM THE TOP OF THE EMBANKMENT BY EXCAVATOR. CRANE MATS WILL BE USED UNDER THE EXCAVATOR TO TRAVERSE AND WORK IN THE INTERTIDAL AREA. THE AREA OF TEMPORARY IMPACT FROM ACCESS BY THE EXCAVATOR IS ENTIRELY OVER AN AREA OF SHALE/LEDGE SO THERE WILL BE MINIMAL IMPACT.
- 7) IN AREAS WHERE STABILIZATION WILL OCCUR, THE EMBANKMENT WILL BE RESHAPED WHERE POSSIBLE, A TOE DUG IN AND A NON WOVEN GEOTEXTILE FILTER FABRIC INSTALLED. WORK ON THE SLOPE WILL BE LIMITED TO THE MAXIMUM AREA THAT CAN BE RESHAPED AND STABILIZED IN A WORKDAY THUS MINIMIZING EROSION FROM OPEN SOIL.
- 8) AFTER INSTALLATION OF THE FILTER FABRIC AND THE LAYER OF CRUSHED GRAVEL WILL BE BROUGHT IN AND LAID ON TOP. FINALLY ARMOUR STONE WILL BE SET ON TOP OF THE CRUUSHED GRAVEL AND THEN CHINKED, STARTING WITH THE INSTALLATION OF THE TOE.
- 9) ONCE THE RIPRAP HAS BEEN INSTALLED THE REMAINING PORTION OF THE SLOPE WILL BE STABILIZED USING THE PROPOSED VEGETATIVE STABILIZATION PLAN.
- 10) ALL TEMPORARY AREAS OF IMPACT FROM ACCESS AND LAYDOWN WILL BE RESTORED AFTER COMPLETION OF THE PROPOSED STABILIZATION WORK. ONCE ALL AREAS HAVE BEEN STABILIZED THEN EROSION CONTROL SYSTEMS WILL BE REMOVED.

DISCHARGES. AVOIDANCE, MINIMIZATION AND MITIGATION

DISCHARGES OF DREDGED OR FILL MATERIAL INTO WATERS OF THE U.S. AND ANY SECONDARY IMPACTS SHALL BE AVOIDED AND MINIMIZED TO THE MAXIMUM EXTENT PRACTICABLE. PERMITTEES MAY ONLY FILL THOSE JURISDICTIONAL WETLANDS AND WATERWAYS THAT THE CORP AND NHDES AUTHORIZES TO BE FILLED AND IMPACT THOSE AREAS THAT THE CORPS AND NHDES AUTHORIZES AS SECONDARY IMPACTS. IF NOT SPECIFICALLY AUTHORIZED BY USACE AND AND NHDES, ANY UNAUTHORIZED FILL OR SECONDARY IMPACT TO WETLANDS MAY BE CONSIDERED AS A VIOLATION OF THE CWA.

- UNLESS SPECIFICALLY AUTHORIZED USACE AND AND NHDES, NO WORK SHALL DRAIN A WATER OF THE U.S. BY PROVIDING A CONDUIT FOR WATER ON OR BELOW THE SURFACE.

HEAVY EQUIPMENT IN WETLANDS

HEAVY EQUIPMENT OTHER THAN FIXED EQUIPMENT (DRILL RIGS, FIXED CRANES, ETC.) WORKING IN WETLANDS SHALL NOT BE STORED, MAINTAINED OR REPAIRED IN WETLANDS, UNLESS IT IS LESS ENVIRONMENTALLY DAMAGING OTHERWISE, AND AS MUCH AS POSSIBLE SHALL NOT BE OPERATED WITHIN THE INTERTIDAL ZONE. WHERE CONSTRUCTION REQUIRES HEAVY EQUIPMENT OPERATION IN WETLANDS, THE EQUIPMENT SHALL EITHER HAVE LOW GROUND PRESSURE (<3 PSI), OR SHALL NOT BE LOCATED DIRECTLY ON WETLAND SOILS AND VEGETATION; IT SHALL BE PLACED ON SWAMP MATS THAT ARE ADEQUATE TO SUPPORT THE EQUIPMENT IN SUCH A WAY AS TO MINIMIZE DISTURBANCE OF WETLAND SOIL AND VEGETATION. SWAMP MATS ARE TO BE PLACED IN THE WETLAND FROM THE UPLAND OR FROM EQUIPMENT POSITIONED ON SWAMP MATS IF WORKING WITHIN A WETLAND. DRAGGING SWAMP MATS INTO POSITION IS PROHIBITED. OTHER SUPPORT STRUCTURES THAT ARE LESS IMPACTING AND ARE CAPABLE OF SAFELY SUPPORTING EQUIPMENT MAY BE USED WITH WRITTEN CORPS AND NHDES AUTHORIZATION. SIMILARLY, NOT USING MATS DURING FROZEN, DRY OR OTHER CONDITIONS MAY BE ALLOWED WITH WRITTEN CORPS AND NHDES AUTHORIZATION. AN ADEQUATE SUPPLY OF SPILL CONTAINMENT EQUIPMENT SHALL BE MAINTAINED ON SITE. CORDUROY ROADS AND SWAMP/CONSTRUCTION MATS ARE CONSIDERED AS FILL WHETHER THEY'RE INSTALLED TEMPORARILY OR PERMANENTLY.

TIME OF YEAR WORK WINDOW AND NOISE RESTRICTIONS

- I. WORK ANTICIPATED TO BE COMPLETED DURING THE LATE SUMMER OR EARLY FALL. LBS. AND A WOOD CUSHION IS USED BETWEEN THE HAMMER AND STEEL PILE.

WORK SITE RESTORATION

- UPON COMPLETION OF CONSTRUCTION, ALL DISTURBED WETLAND AREAS SHALL BE PROPERLY STABILIZED. ANY SEED MIX SHALL CONTAIN ONLY PLANT SPECIES NATIVE TO NEW ENGLAND.
- THE INTRODUCTION OR SPREAD OF INVASIVE PLANT SPECIES IN DISTURBED AREAS IS PROHIBITED.
- IN AREAS OF AUTHORIZED TEMPORARY DISTURBANCE, IF TREES ARE CUT THEY SHALL BE CUT AT GROUND LEVEL AND NOT UPROOTED IN ORDER TO PREVENT DISRUPTION TO THE WETLAND SOIL STRUCTURE AND TO ALLOW STUMP SPROUTS TO REVEGETATE THE WORK AREA, UNLESS OTHERWISE AUTHORIZED.
- WETLAND AREAS WHERE PERMANENT DISTURBANCE IS NOT AUTHORIZED SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AND ELEVATION, WHICH UNDER NO CIRCUMSTANCES SHALL BE HIGHER THAN THE PRE-CONSTRUCTION ELEVATION. ORIGINAL CONDITION MEANS CAREFUL PROTECTION AND/OR REMOVAL OF EXISTING SOIL AND VEGETATION, AND REPLACEMENT BACK TO THE ORIGINAL LOCATION SUCH THAT THE ORIGINAL SOIL LAYERING AND VEGETATION SCHEMES ARE APPROXIMATELY THE SAME, UNLESS OTHERWISE AUTHORIZED.

SEDIMENTATION AND EROSION CONTROL

ADEQUATE SEDIMENTATION AND EROSION CONTROL MANAGEMENT MEASURES, PRACTICES AND DEVICES, SUCH AS PHASED CONSTRUCTION, VEGETATED FILTER STRIPS, GEOTEXTILE SILT FENCES, STORMWATER DETENTION AND INFILTRATION SYSTEMS, SEDIMENT DETENTION BASINS, OR OTHER DEVICES SHALL BE INSTALLED AND PROPERLY MAINTAINED TO REDUCE EROSION AND RETAIN SEDIMENT ON-SITE DURING AND AFTER CONSTRUCTION. THEY SHALL BE CAPABLE OF PREVENTING EROSION, OF COLLECTING SEDIMENT, SUSPENDED AND FLOATING MATERIALS, AND OF FILTERING FINE SEDIMENT. THE DISTURBED AREAS SHALL BE STABILIZED AND THESE DEVICES SHALL BE REMOVED UPON COMPLETION OF WORK. THE SEDIMENT COLLECTED BY THESE DEVICES SHALL BE REMOVED AND PLACED AT AN UPLAND LOCATION, IN A MANNER THAT WILL PREVENT ITS LATER EROSION INTO A WATERWAY OR WETLAND. ALL EXPOSED SOIL AND OTHER FILLS SHALL BE PERMANENTLY STABILIZED AT THE EARLIEST PRACTICABLE DATE.

SPAWNING AREAS

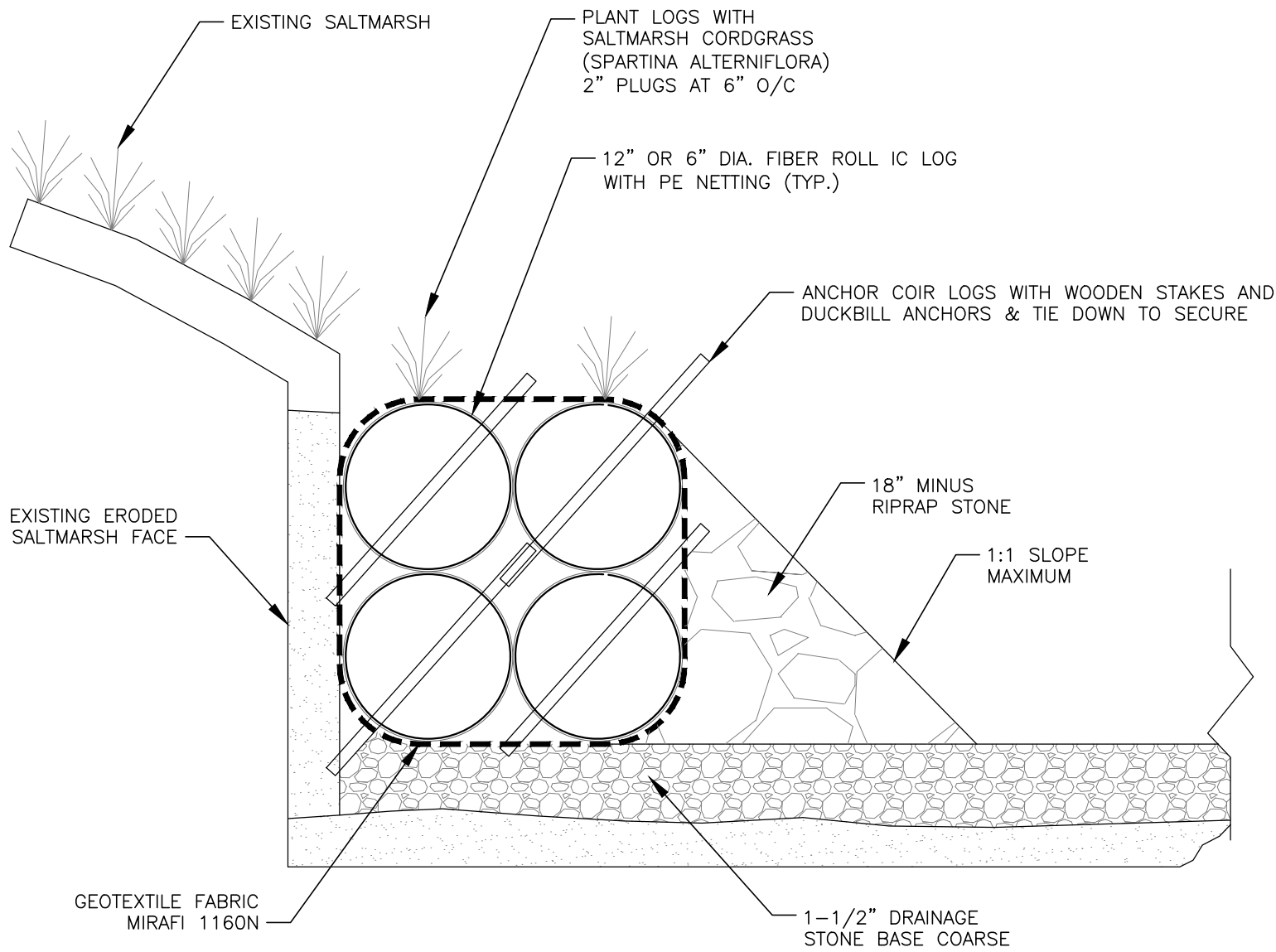
DISCHARGES OF DREDGED OR FILL MATERIAL, AND/OR SUSPENDED SEDIMENT PRODUCING ACTIVITIES IN FISH AND SHELLFISH SPAWNING OR NURSERY AREAS, OR AMPHIBIAN AND MIGRATORY BIRD BREEDING AREAS, DURING SPAWNING OR BREEDING SEASONS SHALL BE AVOIDED. IMPACTS TO THESE AREAS SHALL BE MINIMIZED TO THE MAXIMUM EXTENT PRACTICABLE DURING ALL TIMES OF THE YEAR. INFORMATION ON SPAWNING HABITAT FOR SPECIES MANAGED UNDER THE MAGNUSON-STEVENS FISHERY CONSERVATION AND MANAGEMENT ACT (I.E., EFH FOR SPAWNING ADULTS) CAN BE OBTAINED FROM THE NMFS WEBSITE AT: WWW.NERO.NOAA.GOV/HCD.

ENVIRONMENTAL FUNCTIONS AND VALUES

THE PERMITTEE SHALL MAKE EVERY REASONABLE EFFORT TO 1) CARRY OUT THE CONSTRUCTION OR OPERATION OF THE WORK AUTHORIZED BY USACE AND NHDES HEREIN IN A MANNER THAT MINIMIZES ADVERSE IMPACTS ON FISH, WILDLIFE AND NATURAL ENVIRONMENTAL VALUES, AND 2) PROHIBIT THE ESTABLISHMENT OR SPREAD OF PLANT SPECIES IDENTIFIED AS NON-NATIVE INVASIVE SPECIES BY ANY FEDERAL OR STATE AGENCY. SEE THE SECTION ON INVASIVE SPECIES AT [HTTP://WWW.NAE.USACE.ARMY.MIL/REGULATORY/](http://WWW.NAE.USACE.ARMY.MIL/REGULATORY/) FOR CONTROL METHODS.

INSPECTIONS

THE PERMITTEE SHALL ALLOW THE CORPS AND NHDES TO MAKE PERIODIC INSPECTIONS AT ANY TIME DEEMED NECESSARY IN ORDER TO ENSURE THAT THE WORK IS BEING OR HAS BEEN PERFORMED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THIS PERMIT. THE CORPS AND NHDES MAY ALSO REQUIRE POST-CONSTRUCTION ENGINEERING DRAWINGS FOR COMPLETED WORK.

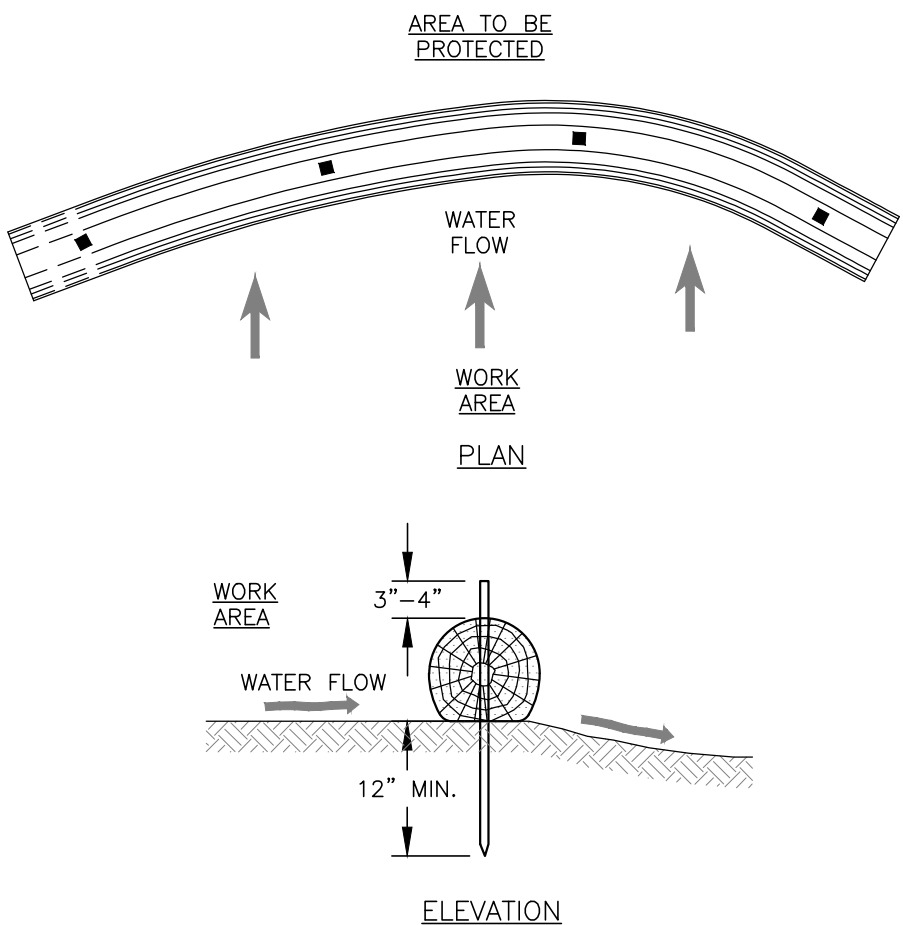


A C2 COIR LOG & RIPRAP STABILIZATION DETAIL

AT SALT MARSH FACE

NTS

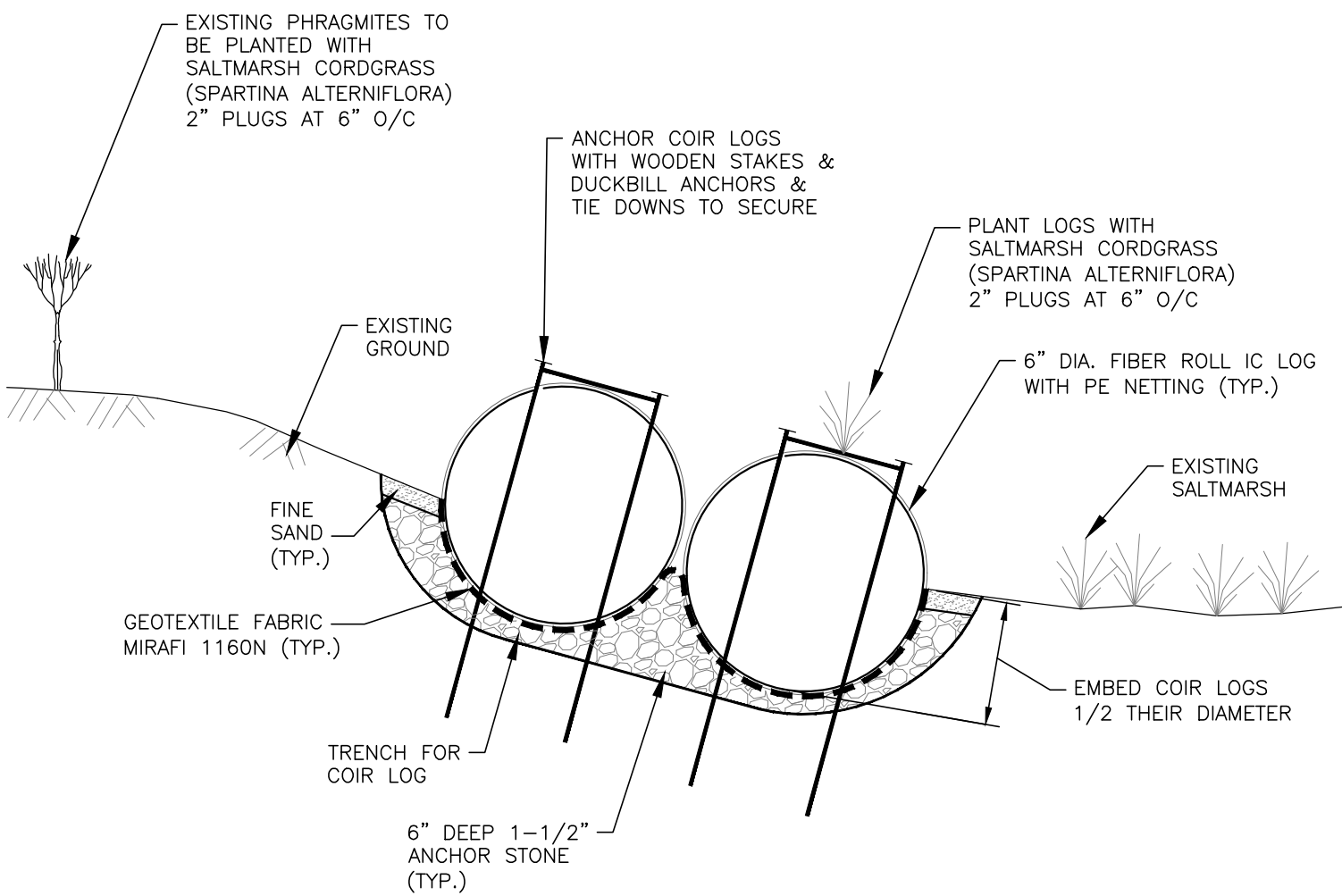
NOTE: AT UPLAND EDGE 2 STACKED 12" COIR LOGS AND NO PLANTINGS



NOTES:

1. ALL MATERIAL TO MEET FILTREXX SPECIFICATIONS.
2. FILTREXX 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.

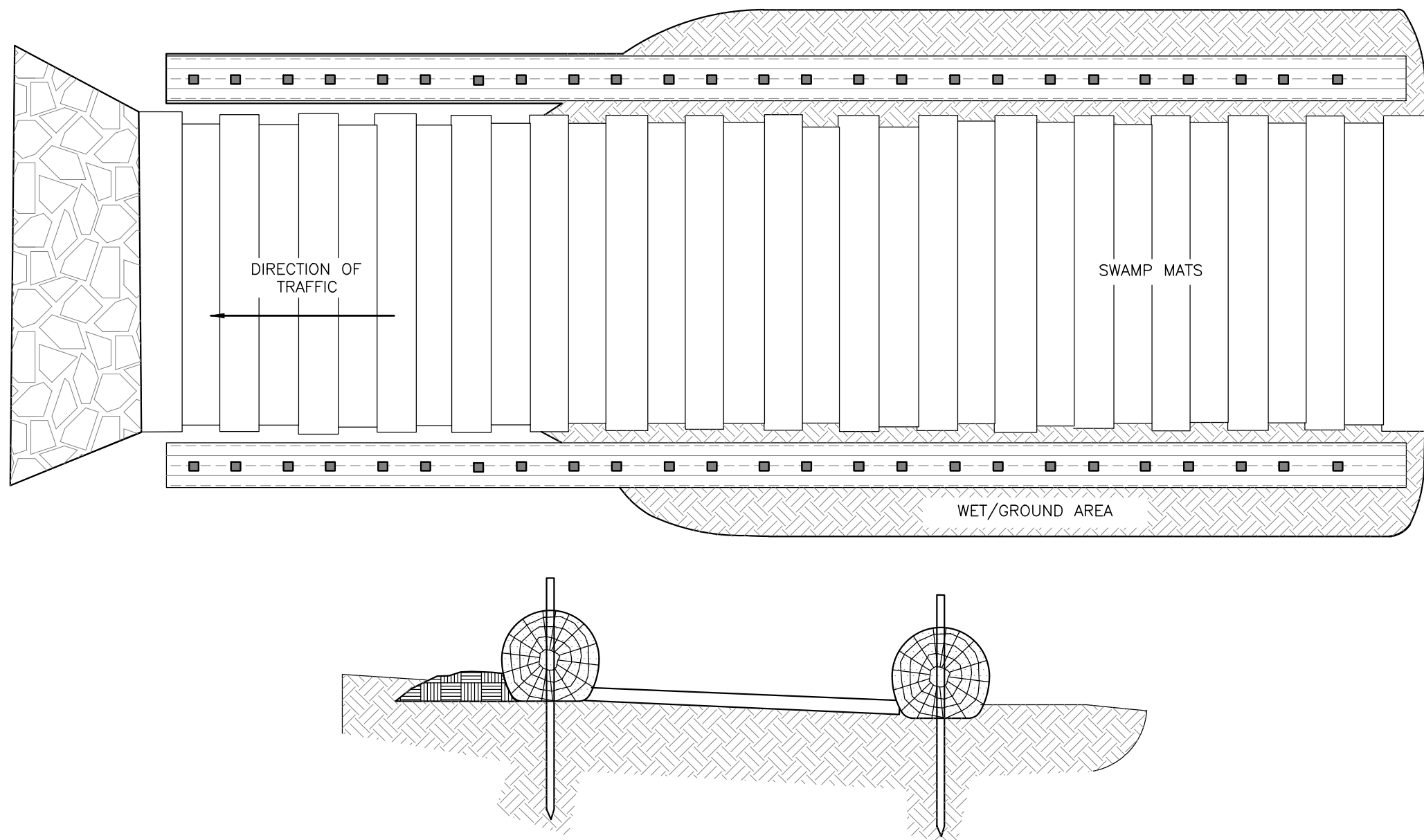
B FILTREXX® SILTSOXX™ FILTRATION SYSTEM (INSTALL IF NEEDED) NTS



C C2 COIR LOG STABILIZATION DETAIL

NOT TO SCALE

INSTALL PER MANUFACTURER RECOMMENDATIONS



D SWAMP MATS

AS NEEDED

NTS

NOTES:

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- 11) IC LOG WITH PE NETTING FROM NEW ENGLAND GEOTEXTILE CO. INC. PHONE: (508) 458-5081 INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

0	04/14/2025	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK

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
RETROSI RESIDENCE
318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE
SHORELAND STABILIZATION

SHORELAND STABILIZATION DETAILS

DATE MARCH 2025		SCALE AS NOTED	
DRAWN BY CBA	DESIGNED BY JRC	CHECKED BY JRC	
PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3	
DRAWING No.		REV.	
SHEET D1		0	

NHB25-1592 NEW HAMPSHIRE FISH AND GAME CONSERVATION MEASURES:

1. SHORTNOSE STURGEON (STATE AND FEDERALLY ENDANGERED), ATLANTIC STURGEON (STATE AND FEDERALLY THREATENED), NEW ENGLAND COTTONTAIL (STATE ENDANGERED), COMMON TERN (STATE THREATENED), CLIFF SWALLOW (STATE THREATENED), AND EASTERN MEADOWLARK (STATE THREATENED) OCCUR WITHIN THE VICINITY OF THE PROJECT AREA. ALL OPERATORS AND PERSONNEL WORKING ON OR ENTERING THE SITE SHOULD BE MADE AWARE OF THEIR POTENTIAL PRESENCE. SEE PLAN SHEET D2
2. NO IN-WATER WORK IS PROPOSED AND ALL WORK WILL BE CONDUCTED "IN THE DRY". IF WORK MUST BE CONDUCTED IN THE WATER NHFG MAY REQUIRE RECONSULTATION.
3. NO VEGETATION REMOVAL IS PROPOSED.
 - a. SCRUB-SHRUB VEGETATION SHALL BE MAINTAINED ON SITE TO PROVIDE CONNECTIVITY IN THE LANDSCAPE FOR NEW ENGLAND COTTONTAIL.
4. IF NESTING CLIFF SWALLOWS ARE OBSERVED IN OR DIRECTLY ADJACENT TO THE PROJECT AREA, NHFG SHALL BE NOTIFIED FOR FURTHER COORDINATION AT 603-271-2461 AND BY EMAIL AT NHFGREVIEW@WILDLIFE.NH.GOV. WITH THE EMAIL SUBJECT LINE CONTAINING THE NHB DATA CHECK TOOL RESULTS LETTER ASSIGNED NUMBER, THE PROJECT NAME, AND THE TERM WILDLIFE SPECIES OBSERVATION. CLIFF SWALLOWS MAY NEST IN STRUCTURAL FIGURES ON NEARBY BUILDINGS SUCH AS EAVES, GUTTERS, DORMER, RAFTER, ROOF, OR SIMILAR FEATURES ON A STRUCTURE. SEE PLAN SHEETS C1 & C2.
5. EQUIPMENT AND MATERIALS SHALL NOT BE STAGED OR STORED IN THE MARSH UNTIL BEING INSTALLED. SEE PLAN SHEET C2.
6. PROPER EROSION CONTROL SHALL BE INSTALLED TO PREVENT SEDIMENTATION FROM REACHING INTO THE WATERBODY. SEE PLAN SHEET D1.
7. AVOID OR MINIMIZE THE USE OF FERTILIZERS IN UPLAND AREAS OR TRANSITION ZONES. IF FERTILIZERS ARE NECESSARY, USE ORGANIC VERSUS SYNTHETIC FERTILIZERS OPTIONS. SYNTHETIC OPTIONS SHOULD BE AVOIDED; HOWEVER, IF CHOSEN, THEY SHOULD BE CONTROLLED-RELEASED/SLOW-RELEASED AND AT LOW STRENGTHS. SEE PLAN SHEET C2 & D1.
8. NATIVE SPECIES SHOULD BE USED FOR RESEEDING OR LANDSCAPING DISTURBED AREAS, IF APPLICABLE. SEE PLAN SHEETS C2, C3 & D1.
9. IF HYDROSEEDING IS DEEMED NECESSARY, THE MIX SHOULD NOT CONTAIN MICROPLASTICS AND DYES SHALL BE WATER-SOLUBLE AND ECO-FRIENDLY. HYDROSEEDING SHALL NOT OCCUR WITHIN 50 FEET OF THE RIVERS OR STREAMS TO MAINTAIN WATER QUALITY. SEE PLAN SHEET C2.
10. 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 SHOULD NOT CONTAIN PLASTIC, OR MULTIFILAMENT OR MONOFILAMENT POLYPROPYLENE NETTING OR MESH WITH AN OPENING SIZE OF GREATER THAN 1/8 INCHES. SEE PLAN SHEET C2 & D1.
11. ALL OBSERVATIONS OF THREATENED OR ENDANGERED SPECIES ON THE PROJECT SITE SHOULD 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.
 - a. PHOTOGRAPHS OF THE OBSERVED SPECIES AND NEARBY ELEMENTS OF HABITAT OR AREAS OF LAND DISTURBANCE SHOULD BE PROVIDED TO NHFG IN DIGITAL FORMAT AT THE ABOVE EMAIL ADDRESS FOR VERIFICATION, AS FEASIBLE.
12. IN THE EVENT A THREATENED OR ENDANGERED SPECIES IS OBSERVED ON THE PROJECT SITE DURING THE TERM OF THE PERMIT, THE SPECIES SHOULD NOT BE DISTURBED, HANDLED, OR HARMED IN ANY WAY PRIOR TO CONSULTATION WITH NHFG AND IMPLEMENTATION OF CORRECTIVE ACTIONS RECOMMENDED BY NHFG.
13. NHFG, INCLUDING ITS EMPLOYEES AND AUTHORIZED AGENTS, SHOULD 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



Photo credit: Cornell lab of ornithology

- **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: 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



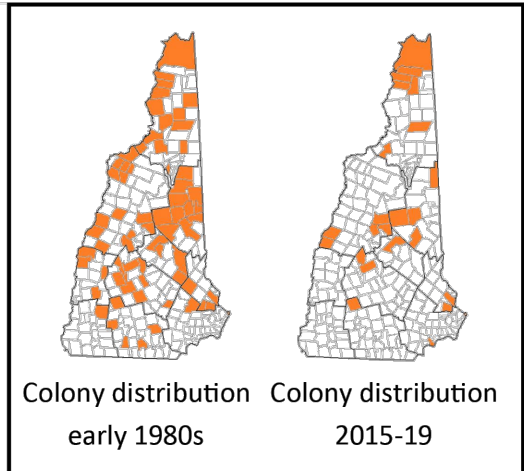
Photo credit: Mike Allen

- 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.

Cliff Swallows in New Hampshire: Fast Facts

Distribution and trends (see maps):
Early 1980s: over 80 colonies
Early 2000s: fewer than 40 colonies
2015-2019: 20-25 colonies

Existing colonies are primarily located in northern Coos County, with a second cluster in the Lakes Region. Most are on houses or barns, with two known sites on bridges. They range in size from single pairs to over 30, with most in the 5-10 range.



Migration:

- Arrive in early May and depart in August
- Rarely linger into September

Breeding:

- Lay eggs by end of May (sometimes later in the north)
- Incubation for two weeks
- Young leave nest in three weeks
- Most breeding completed by end of July

Cliff Swallows belong to a group of birds collectively known as "aerial insectivores," meaning that they feed primarily on insects caught while in flight. This group includes all swifts, swallows, flycatchers, and night-jars (nighthawks and whip-poor-wills), and shows some of the strongest declines among North American birds.

Most aerial insectivores in the Northeast are declining, and several additional species are considered "species of greatest conservation need" in New Hampshire including:

- Common Nighthawk (endangered)
- Purple Martin (threatened)
- Bank Swallow
- Chimney Swift
- Eastern Whip-poor-will
- Olive-sided Flycatcher

For more information on these species, please see the NH Wildlife Action Plan
<https://www.wildlife.state.nh.us/wildlife/wap.html>

For more detail on NH Cliff Swallows or to report sightings, contact Pam Hunt at NH Audubon (phunt@nhaudubon.org, 603-224-9909 x328). Additional information available at: <https://www.cliffswallow.org/>

Acknowledgments

Brochure developed by NH Audubon and the NH Fish and Game Department's Nongame Program with funding from a USFWS State Wildlife Grant and private donations.



NH's Threatened

Cliff Swallows



Photo by Alan Schmierer

The Cliff Swallow (*Petrochelidon pyrrhonota*) is a colonial swallow that builds mud nests on vertical surfaces across most of North America. The number of colonies in New Hampshire has declined from over 80 in the 1980s to less than 25 today, and as a result it was added to the state's list of threatened species in 2017.



Cliff Swallow in a nest in Pittsburg (Pam Hunt)

The nest is gourd-shaped, made of mud, and attached to a vertical surface under an overhang (e.g., building eave). Nests are often very close together, even overlapping.

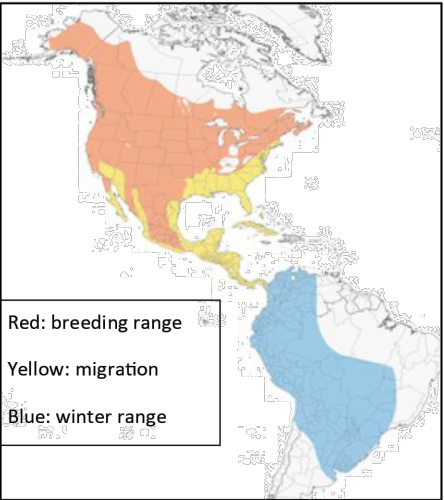
Species Overview

Cliff Swallows may be confused with the related Barn Swallow, which is far more common in NH. Barn Swallows are easily recognized by their long forked tails, while those of Cliff Swallows are short and square. They also have a buffy rump and white forehead.

Cliff Swallows breed across most of North America and spend the winter in South America.



Photo by Dick Dionne



Historically, they nested on vertical natural cliffs in western North America, but were rare in the largely forested east. Agricultural clearing in the late 1800s created the open habitat needed for foraging, and allowed the species to expand its range into New England. The birds that colonized the east tended to nest on buildings, since natural cliffs were rare. More recently the species also took to nesting on bridges.

Threats to Cliff Swallows

Disturbance

Cliff Swallows and active nests are protected under state and federal law but nests are sometimes removed by homeowners who do not want mud or droppings on the sides of their houses. Nests are also vulnerable to removal during bridge-cleaning.

Competition

Non-native House Sparrows often occur in the same agricultural settings as Cliff Swallows, and may take up residence in old swallow nests before swallows arrive in the spring. Even if swallows build new nests, the sparrows may take them over, and are also known to remove eggs or kill nestling swallows in the process.

Pesticides

Pesticide use in heavily agricultural landscapes may result in declines in Cliff Swallows' insect prey. Data linking agricultural intensification to swallow reproductive success are inconclusive, and more research is needed.

Climate change

Cold wet weather in late spring suppresses flying insects, and thus reduces food availability for swallows. If weather patterns become increasingly variable in this manner, swallows may fail to reproduce or suffer direct mortality.

Habitat loss

As farms are abandoned, the availability of barns for nesting and associated fields for foraging may become lower. Many formerly-occupied sites in NH do not appear to have changed so this threat is presumed low.

How You Can Help Cliff Swallows

Please don't knock down their nests!

With so few colonies in NH, we need to help Cliff Swallows as much as we can. If nests are resulting in a mess on the outside of your house, please wait until August to remove them and contact NH Audubon or NHFG for further guidance. Cliff Swallows and active nests are protected under state and federal law.

Provide artificial nests

Sometimes Cliff Swallows will build their nests on clay replicas attached to eaves of buildings, and this may be a way to get them to move locations. Nests should be placed at the top of a wall and directly under the eaves, and taken down for cleaning over the winter.

Provide a source of mud

If you do have nesting Cliff Swallows, you can help them out by maintaining a mud puddle nearby. They'll use this throughout the season to refurbish their nests. Make sure the mud is sticky (e.g., a good clay content).



Minimize use of insecticides

Report colonies to NH Audubon

If you see Cliff Swallows on your property during the summer, report them, even if you don't see nests.

0	04/14/2025	ISSUED FOR COMMENT	CBA	JRC
REV	DATE	DESCRIPTION	BY	CHK
DRAWING ISSUE STATUS				
PERMIT PLAN				
 HALEY WARD ENGINEERING ENVIRONMENTAL SURVEYING 200 Griffin Rd, Unit 14 Portsmouth, NH 03801 603.430.9282				
PROJECT RETROSI RESIDENCE 318 DOVER POINT ROAD DOVER, NEW HAMPSHIRE 03820 SHORELAND STABILIZATION				
TITLE NH FISH & GAME CONSERVATION MEASURES				
DATE MARCH 2025		SCALE AS NOTED		
DRAWN BY CBA	DESIGNED BY JRC	CHECKED BY JRC		
PROJECT No. 5010180.3050.32		FIELD BOOK AND PAGE FB 515 PG 3		
DRAWING No.		REV.		
SHEET D2				0



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



April 27, 2026

RUSHMORE STEPANEK FAMILY REVOCABLE TRUST
BARBARA J RUSHMORE/FRED H STEPANEK
191 SPUR RD
DOVER NH 03820

Re: NHDES Wetlands Bureau File 2025-03375, 191 Spur Road, Dover Tax Map L-2 Lot 47-B

Dear Mr. Stephanek and Ms. Rushmore:

The New Hampshire Department of Environmental Services Wetlands Bureau (NHDES) sends this letter as a matter of clarification for your above-referenced file. On March 27, 2026, NHDES issued a letter of denial for your project (the "Denial"). After the issuance of the Denial, NHDES realized the Denial had been issued in error. The Denial stated in the Standards of Approval:

"7. Pursuant to Env-Wt 610.17(b)(1), Project Classifications, a project in the developed upland tidal buffer that involves any or any combination of dredging, filling, or construction activity, within 75 feet of a saltmarsh is as a minor impact project."

Applying the standard established in Env-Wt 610.17(b) was not correct. For a project to be classified a minor impact project in accordance with Env-Wt 610.17(b), three criteria must be met:

- (1) Involves work within 75 feet of a saltmarsh in the developed upland tidal buffer;
- (2) Is not a major project; and
- (3) Will disturb 3,000 square feet (SF) or more but less than 10,000 SF in the developed upland tidal buffer.

Although the project proposes impacts within 75 feet of a salt marsh, the project impacts are not considered a major impact project, and the impacts are less than 3,000 SF; therefore, the project does not satisfy the three criteria of Env-Wt 610.17(b). Your proposed project is in fact a minimum impact project pursuant to Env-Wt 610.17(c) as the project is in a previously developed upland area, within 100 feet of the highest observable tide line, and disturbs less than 3,000 square feet.

In light of this error, NHDES has issued an approval for your project under separate cover. If you have any questions, please contact me at Eben.Lewis@des.nh.gov or (603) 559-1515.

Sincerely,

Eben M. Lewis
Southeast Region Supervisor, Wetlands Bureau
Land Resources Management, Water Division

enclosures

cc: Vincent P. Brigagliano, TF Moran, Inc.
Dover Conservation Commission



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



April 27, 2026

Page 1 of 2

RUSHMORE STEPANEK FAMILY REVOCABLE TRUST
BARBARA J RUSHMORE/FRED H STEPANEK
191 SPUR RD
DOVER NH 03820

Re: NHDES Wetlands Bureau File 2025-03375, 191 Spur Rd, Dover Tax Map L-2 Lot 47-B

Dear Applicant:

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 2025-03375 to: Impact a total of 2,644 square feet within the previously developed 100 foot tidal buffer zone to include 1,214 square feet of permanent impact and 1,403 square feet of temporary impact to reconstruct a deck, reconstruct a sunroom, and build a pervious patio. Impervious Surface Percentage Approved: 20.45%. Natural Woodland Area Required per Env-Wt 610.08: 4,936 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, April 27, 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 is classified as a minimum impact project per Rule Env-Wt 610.17(c)(1) for any dredging, filling, or construction activity, or any combination thereof that is in a previously developed upland area, is within 100 feet of the highest observable tide line, and will disturb less than 3,000 square feet (SF).
2. Per Rule Env-Wt 310.02(i), the application for this expedited permit did not include a signed statement from the Dover Conservation Commission as specified in Env-Wt 310.01(h), and it was processed under the application processing times established in RSA 482-A:3, XIV.

3. Per Rule Env-Wt 311.01(b), the applicant coordinated with the Ecological Review Section to determine how to avoid and minimize project-related impacts on rare or protected animal species and habitat, and on protected plants or exemplary natural communities.

If you have any questions, please contact me at Eben.Lewis@des.nh.gov or (603) 559-1515.

Sincerely,

A handwritten signature in dark ink, appearing to read 'E M L', is positioned above the printed name.

Eben M. Lewis
Southeast Region Supervisor, Wetlands Bureau
Land Resources Management, Water Division

Enclosure

cc: Vincent P. Brigagliano, TF Moran, Inc.
Dover Conservation Commission



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



WETLANDS PERMIT 2025-03375 PAGE 1 OF 2

NOTE CONDITIONS

PERMITTEE: RUSHMORE STEPANEK FAMILY REVOCABLE TRUST
BARBARA J RUSHMORE/FRED H STEPANEK
191 SPUR RD
DOVER NH 03820

PROJECT LOCATION: 191 SPUR RD, DOVER TAX MAP L-2 LOT 47-B

WATERBODY: BELLAMY RIVER

APPROVAL DATE: APRIL 27, 2026

EXPIRATION DATE: APRIL 27, 2031

The New Hampshire Department of Environmental Services' (NHDES) review of permit application 2025-03375 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 2,644 square feet within the previously developed 100 foot tidal buffer zone to include 1,214 square feet of permanent impact and 1,403 square feet of temporary impact to reconstruct a deck, reconstruct a sunroom, and build a pervious patio.

Impervious Surface Percentage Approved: 20.45%

Natural Woodland Area Required per Env-Wt 610.08: 4,936 square feet

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

1. In accordance with Env-Wt 307.16, all work shall be done in accordance with the plans by TF Moran, Inc. dated December 3, 2025 and revised February 4, 2026 as received by the NH Department of Environmental Services (NHDES) on February 4, 2026.
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 the department 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. In accordance with Env-Wt 307.15(b), mobile heavy equipment working in wetlands shall not be stored, maintained, or repaired in wetlands, except that repairing or refueling in a wetland is allowed if equipment cannot practicably be removed and secondary containment is provided.
5. 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.
6. 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.
7. 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.
8. 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.

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(603) 271-3503 • Fax: (603) 271-2867 • TDD Access: Relay NH 1-800-735-2964

9. 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.
10. 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.
11. In accordance with Env-Wt 307.12(c), any seed mix used shall not contain plant species that are exotic aquatic weeds.
12. 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).

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:



Eben M. Lewis
Southeast Region Supervisor, 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)

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-A and 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 filled 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

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

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.

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.

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.

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>.

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.

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.

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.

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.

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.

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>

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

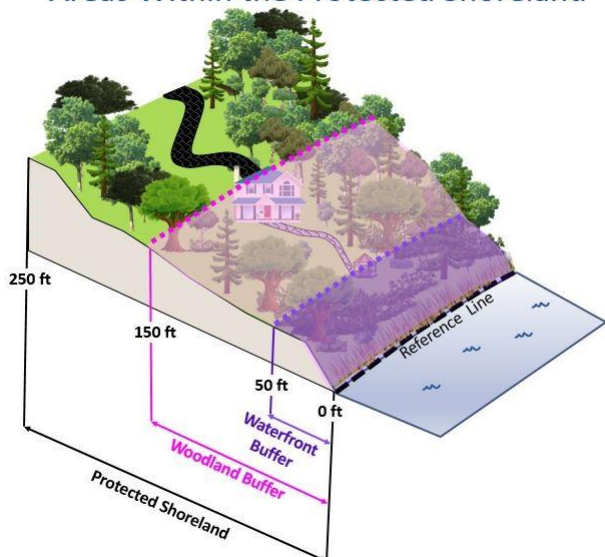
Site Design and Development

- 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)
 - o 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