

## **TOWN OF DOVER, ENGINEERING REQUIREMENTS FOR ALTERATIONS TO LAND and SITE DEVELOPMENT.**

Engineering plans are required to be submitted for the following activities, including but not limited to: structures (houses, ADU, sheds, garages, swimming pools, retaining walls, patios, etc.), septic systems, land clearing/disturbance, tree removal, alterations or change to surface grading (includes landscaping operations), due to concerns for stormwater runoff on-site and to adjacent properties be it public or private land.

File this Application for review with site plans and supporting documents, to the Town Engineer in the mail drop slot clearly marked ENGINEERING located in the Town Clerk/Selectmen's office suite. Also call 508-785-0058 (press 1 or 3) or email [engineer@doverma.gov](mailto:engineer@doverma.gov) and leave a notice of delivery, 1 complete set of plans and documents. Email copies are necessary and must be part of the Application.

This review typically concerns stormwater runoff issues due to development or redevelopment of adjacent property or on land being "redeveloped (e.g. was previously cleared of trees or vegetation and had structures, residential or other uses) or land "being developed (e.g. is wooded or has vegetation or tree cover and which will be disturbed)."

To address the issues of development or redevelopment of land the Town must comply with various regulations from the State DEP or EPA typically regarding stormwater runoff issues and related activities due to the disturbance of land. The Town currently has By Laws and Regulations (approved by DEP and EPA where required) which property owners and their agents must comply with. Property owners must have agents who are experienced in the issued being considered when plans for development are being planned and submitted for discussion or approval.

Town Engineer will review and note as: Approved, Approved as Noted or Revise and Resubmit. No work may start until Approved/Approved As Noted plans are issued to Applicant. Reviews and revisions can take time. Specifically, see By Law Ch 159-9 and the separate By Law for Regulations for Stormwater Management and Erosion Control and its part 7.0 Tree Protection and Mitigation, particularly Item F Performance Guarantee Provisions.

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The applicant shall indicate below that they and their engineer have reviewed the project for compliance with/for the following:

1. Town of Dover Bylaws and Regulations \_\_\_\_ Yes \_\_\_\_ No
2. Appropriate Mass/DEP Regulations \_\_\_\_ Yes \_\_\_\_ No
3. Appropriate EPA Regulations \_\_\_\_ Yes \_\_\_\_ No
4. Planning Board (zoning issues) \_\_\_\_ Yes \_\_\_\_ No
5. Conservation Commission (Chapter 181, wetland issues) \_\_\_\_ Yes \_\_\_\_ No
6. Board of Health (Chapter 217/233 Septic /Well issues) \_\_\_\_ Yes \_\_\_\_ No
7. By Laws Chapter 116 Ground Water Protection District \_\_\_\_ Yes \_\_\_\_ No
8. By Law Chapter 159 Stormwater and Erosion Control \_\_\_\_ Yes \_\_\_\_ No
9. By Law Chapter 248 Subdivision of Land \_\_\_\_ Yes \_\_\_\_ No
10. By Law Chapter 248-13 Drainage \_\_\_\_ Yes \_\_\_\_ No
11. By Law Chapter 248-37 Stormwater \_\_\_\_ Yes \_\_\_\_ No
12. By Law Chapter 159 Stormwater and Erosion Control - Tree Removal  
\_\_\_\_ Yes \_\_\_\_ No
13. Town Engineers Design Checklist (separate document) \_\_\_\_ Yes \_\_\_\_ No

The above checklist items are a guide and are not intended to cover every aspect to be considered when developing plans for submittal/review/approval. The approval process can be complicated and take time given the issues to be evaluated.

Signature of the undersigned is indication that the associated references have been applied to the site design for which the Applicant shall be responsible.

Property Address or reference: \_\_\_\_\_

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Received by Town Engineer: \_\_\_\_\_ Date: \_\_\_\_\_

Plans returned to applicant for action as noted: \_\_\_\_\_ Date: \_\_\_\_\_

DOVER ENGINEERING DEPARTMENT

BASIC SITE PLAN DEVELOPMENT CHECKLIST

CHAPTER 159 PLAN REVIEW ITEMS ARE SEPARATE

Address/Lot # \_\_\_\_\_ Designer \_\_\_\_\_ Date \_\_\_\_\_

SITE PLAN CHECKLIST

1. Sheet size 24" x 36" \_\_\_\_\_
2. B.M. location, description, origin of NVD \_\_\_\_\_
3. Erosion control notes \_\_\_\_\_
4. Hay bale/silt fence detail \_\_\_\_\_
5. Driveway location and section \_\_\_\_\_
6. Perimeter drain \_\_\_\_\_
7. Impervious areas calculated, 10% of lot Maximum, excess discharged below ground \_\_\_\_\_
8. Excess runoff leaching facility shown on plan and details \_\_\_\_\_
9. Slopes 3:1 – no toe or top of slope within 5' of lot line
10. Slope/swale treatment to be shown on plan – loam and seed, erosion matting, etc. \_\_\_\_\_
11. Locus plan @ 1" = 800'
12. North arrow \_\_\_\_\_
13. Perimeter of lot metes and bounds \_\_\_\_\_
14. Set back lines \_\_\_\_\_
15. Edge and % of wetlands \_\_\_\_\_
16. Buffer zone, no disturb lines \_\_\_\_\_
17. FIRM Map – basement floor above 100 year flood elevation \_\_\_\_\_
18. Groundwater Protection District \_\_\_\_\_
19. Proposed grading – impact on abutters \_\_\_\_\_
20. Slope of driveway – 10% maximum for 40'
21. Leaching basins at end of driveway if necessary \_\_\_\_\_
22. Retaining wall section and details stamped by P.E. \_\_\_\_\_
23. P.E. stamp for permit plan \_\_\_\_\_
24. Tree line and extent of clearing \_\_\_\_\_
25. Trench Safety Forms \_\_\_\_\_
26. Chapter. 159-8 A compliance noted on plan \_\_\_\_\_
27. Chapter 159-8 clearing limits noted on plan \_\_\_\_\_
28. Chapter 159-9 A Erosion and Sedimentation Control plan provided \_\_\_\_\_
29. Chapter 159-9 D compliance noted on plan \_\_\_\_\_
30. Chapter 159-
31. NPDES Permit Required and noted on plan \_\_\_\_\_
32. NPDES Permit land Clearing boundaries noted on plan \_\_\_\_\_

Comments :