



Town of New Boston

PLANNING BOARD

PO BOX 250 • 7 MEETINGHOUSE HILL ROAD • NEW BOSTON, NH 03070

File No: _____

Application Checklist and Waiver Request for Subdivision Design Review

General Information

- Checklist:** The applicant shall complete this checklist as part of every subdivision application. The applicant shall either (1) submit the checklist item with the application or request a waiver (s) separately in writing or (2) note its non-applicability. This checklist is not intended to be a replacement for thorough review of the Subdivision Regulations. This checklist is intended to be used as an aid in the preparation and review of the subdivision plan.
- Professional Stamps:** All subdivision plans shall be prepared and stamped by a surveyor. A wetland or soil scientist shall show delineation of wetlands and shall stamp and sign the plans on which their delineations are shown. An engineer, architect or other professional, as appropriate, shall stamp any plans showing proposed improvements.
- Digital Filing:** The final submission shall include digital files per subdivision regulation 5.09.03.
- Filing:** Applications and checklists shall be filed with the Planning Office not less than **21 days** before the regularly scheduled meeting at which it is intended for submission.
- Waivers:** For any item checked "Waiver Requested", the applicant must attach a separate letter indicating the reason (s) for seeking a waiver request.
- Completeness:** Items required for a design review application are:

Completed Application Form ☐

Names and mailing addresses of all abutters ☐

Fees ☐

Four paper print copies of final plat, including copyright notation ☐

Eight 11"x 17" copies of final plat, including copyright notation ☐

Three paper print copies of preliminary profile (if applicable) ☐

Three copies of Stormwater Management and Erosion Control Plan ☐

Two paper print copies of soils map ☐

Contents to be submitted for Subdivision Design Review

| | | <u>Ref#</u> | <u>Item Submitted</u> | <u>Waiver Requested</u> | <u>N/A</u> | <u>Planning Board</u> |
|----|--|-------------|-----------------------|-------------------------|------------|-----------------------|
| 1. | Site Survey Map | 5.09.01b | _____ | _____ | _____ | _____ |
| 2. | Site Locus Map: | 5.09.01c | _____ | _____ | _____ | _____ |
| | Site Location | | _____ | _____ | _____ | _____ |
| | Main Traffic Arteries | | _____ | _____ | _____ | _____ |
| | North Arrow | | _____ | _____ | _____ | _____ |
| 3. | Name of Subdivision | 5.09.01c | _____ | _____ | _____ | _____ |
| 4. | Name, Address & Deed | | _____ | _____ | _____ | _____ |
| | Reference of: | 5.09.01c | _____ | _____ | _____ | _____ |
| | Owner and/or Subdivider | | _____ | _____ | _____ | _____ |
| | Abutters | | _____ | _____ | _____ | _____ |
| | Holders of Conservation, Preservation or Agricultural Preservation Restrictions | | _____ | _____ | _____ | _____ |
| 5. | Names and Addresses of all Licensed Professionals whose seal appears on the plan | 5.09.01c | _____ | _____ | _____ | _____ |



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|-----|---------------------------------|-------------|-----------------------|-------------------------|------------|-----------------------|
| 6. | Scale: | 5.09.01c | _____ | _____ | _____ | _____ |
| | Graphic | | _____ | _____ | _____ | _____ |
| | Written | | _____ | _____ | _____ | _____ |
| 7. | North Point | 5.09.01c | _____ | _____ | _____ | _____ |
| 8. | Date of Plan Preparation | | _____ | _____ | _____ | _____ |
| | & Revisions | 5.09.01c | _____ | _____ | _____ | _____ |
| 9. | Parcel Boundary | | _____ | _____ | _____ | _____ |
| 10. | Existing & Proposed Property | | _____ | _____ | _____ | _____ |
| | Lines w/ approx. Dimensions | 5.09.01e | _____ | _____ | _____ | _____ |
| 11. | Area of Site: | | _____ | _____ | _____ | _____ |
| | Total Parcel | | _____ | _____ | _____ | _____ |
| | Proposed Lots | | _____ | _____ | _____ | _____ |
| 12. | Existing Easements | 5.09.01g | _____ | _____ | _____ | _____ |
| 13. | Deed Restrictions | | _____ | _____ | _____ | _____ |
| 14. | Subdivisions & Buildings | | _____ | _____ | _____ | _____ |
| | 100' away | 5.09.01h | _____ | _____ | _____ | _____ |
| 15. | Roads & Drives 200' away | 5.09.01h | _____ | _____ | _____ | _____ |
| 16. | Existing Buildings | 5.09.01d | _____ | _____ | _____ | _____ |
| 17. | Parks or Public Open Spaces | 5.09.01d | _____ | _____ | _____ | _____ |
| | (Acreage noted) | | _____ | _____ | _____ | _____ |
| 18. | Natural Features, e.g. | | _____ | _____ | _____ | _____ |
| | Rock Ledges | 5.09.01h | _____ | _____ | _____ | _____ |
| 19. | Acreage Breakdown/Lots, | 5.09.01h | _____ | _____ | _____ | _____ |
| | re: Wetlands Conservation | | _____ | _____ | _____ | _____ |
| | and Stream Corridor District | | _____ | _____ | _____ | _____ |
| 20. | Setback Distances, re: Wetlands | 5.09.01h | _____ | _____ | _____ | _____ |
| | Conservation and Stream | | _____ | _____ | _____ | _____ |
| | Corridor District | | _____ | _____ | _____ | _____ |
| 21. | Setback Lines | 5.09.01h | _____ | _____ | _____ | _____ |
| 22. | 200' Squares | 5.09.01h | _____ | _____ | _____ | _____ |
| 23. | Zoning District (s) | 5.09.01h | _____ | _____ | _____ | _____ |
| 24. | Topographic Contours @ | | _____ | _____ | _____ | _____ |
| | 5' intervals | 5.09.01h | _____ | _____ | _____ | _____ |
| 25. | Watercourses, Ponds, | | _____ | _____ | _____ | _____ |
| | Wetlands, etc. | 5.09.01h | _____ | _____ | _____ | _____ |
| 26. | Existing & Proposed Water | | _____ | _____ | _____ | _____ |
| | Mains & Other Private & Public | | _____ | _____ | _____ | _____ |
| | Utilities | 5.09.01h | _____ | _____ | _____ | _____ |
| 27. | Sanitary Sewers and/or Septic | | _____ | _____ | _____ | _____ |
| | Systems | 5.09.01h | _____ | _____ | _____ | _____ |



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|-----|--|-------------------|-----------------------|-------------------------|------------|-----------------------|
| 28. | Location of Percolation Test Pits | 5.09.01i | _____ | _____ | _____ | _____ |
| 29. | Location of Groundwater & Soil Tests Pits | 6.06 | _____ | _____ | _____ | _____ |
| 30. | Test Pit Information Log | 5.09.01i | _____ | _____ | _____ | _____ |
| 31. | Streets Bounding, Approaching or within 400': | 5.01.01j | _____ | _____ | _____ | _____ |
| | Location | | _____ | _____ | _____ | _____ |
| | Street Lines | | _____ | _____ | _____ | _____ |
| | Right-of-Way Lines | | _____ | _____ | _____ | _____ |
| | Name | | _____ | _____ | _____ | _____ |
| | Width | | _____ | _____ | _____ | _____ |
| | Admin. Classification, e.g. Class V | | _____ | _____ | _____ | _____ |
| 32. | Profiles of Proposed Streets: | 5.09.01j | _____ | _____ | _____ | _____ |
| | Elevations @ 50' intervals | | _____ | _____ | _____ | _____ |
| | Typical Cross Sections | | _____ | _____ | _____ | _____ |
| 33. | Proposed Easements | 5.09.01k | _____ | _____ | _____ | _____ |
| 34. | Land to be Dedicated to Public Use | 5.09.01l | _____ | _____ | _____ | _____ |
| 35. | Information re: Certified Soil Erosion and Sediment Control Plan | 5.09.01m 6.05 | _____ | _____ | _____ | _____ |
| 36. | Soil Information per Wetlands Conservation District | 5.09.01r 5.09.01s | _____ | _____ | _____ | _____ |
| 37. | Preliminary Bridge and/or Culvert Design | 5.09.01j | _____ | _____ | _____ | _____ |
| 38. | Future Subdivisions | | _____ | _____ | _____ | _____ |
| 39. | Watershed Outline & Drainage Computations | | _____ | _____ | _____ | _____ |
| 40. | Cost Estimates (new road) | | _____ | _____ | _____ | _____ |
| 41. | Drainage Systems | 5.09.01h | _____ | _____ | _____ | _____ |
| 42. | Standard Planning Board Notes | | _____ | _____ | _____ | _____ |
| 43. | Other State/Federal/Municipal Approvals, if applicable | 5.09.01o | _____ | _____ | _____ | _____ |

Items may not be applicable to all applications – see Subdivision Regulations for details

For any item checked “Waiver Requested”, the applicant must attach a separate letter indicating the reason (s) for seeking a waiver request.

Revised Form - 02/11/2020