



TOWN OF WAKEFIELD PLANNING BOARD

Land Use Department
2 High Street, Sanbornville, NH 03872
Phone: (603)522-6205 Ext. 312
Fax: (603)522-2295

(For Office Use Only)

Date Rec'd: _____ By: _____
Tax Map: _____ Lot: _____

FEES:

Application Fee: Major: \$450/ Minor: \$200: _____

Public Notice: \$125 per submission

Abutters: _____ @ \$* each _____

*per current U.S. Postal Service rates

Recording fees: _____

Prof. Review: Major: \$500/Minor: \$250: _____

Total received: _____ check# _____

SITE PLAN REVIEW APPLICATION

Major Site Plan Review: _____ **Minor Site Plan Review:** _____

§200 APPLICABILITY OF SITE PLAN REVIEW: Except as exempted by §201.3, the Site Plan Review Regulations apply to any building, construction or remodeling activity that develops, changes or expands a non-residential, multi-family residential or home occupation use of land or any other change or expansion of non-residential or multi-family use. Included are enlargement of structures and/or expansion of uses; conversion of structures and/or sites to new uses; a change in use or intensification of use of a structure or site; and conversion of buildings and sites to a condominium form of ownership.

To determine if the proposed changes are to be a "Major" or "Minor" site Plan Review, please refer to the Site Plan Regulations.

Tax Map: _____ Lot(s): _____ Zoning District: _____ Overlay _____

Property Address: _____

Name of Applicant/Agent: _____

Address: _____

Telephone: _____ E-mail: _____ Fax: _____

Name of Property Owner: _____

Address: _____

Telephone: _____ E-mail: _____ Fax: _____

Project Description: _____

Dimensions and Square Footage of Proposed Building(s): _____

BUSINESS INFORMATION:

Name of Business: _____

Type of Business: _____

Number of Employees: _____

Off street parking available: Yes / No

Parking Capacity: _____

Size of Parking Area: _____ square feet

Hours of Operation: _____

Deliveries: Yes / No

If yes, explain: _____

Solid Waste Disposal: Yes / No

If yes, explain: _____

Noise Generated: Yes / No

If yes, explain: _____

Other information: _____

The proposed business will be operated within the above parameters.

Certification and Agreement: To the best of my knowledge, all information submitted on this Application is true and correct. All proposed development will be in conformance with the information contained on the Application, and in the approved plan as well as the provisions of Town Ordinances and Regulations.

The owner/agent by filing an application, hereby gives permission for the Code Enforcement Officer or other Planning Board designee to enter the property which is the subject of the application with twenty-four (24) hours' notice for the purpose of inspection as may be appropriate.

Applicant/Agent Signature: _____ **Date:** _____

Applicant/Agent Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

SIGNATURE PAGE MUST BE ORIGINALLY SIGNED, OR APPLICATION WILL NOT BE PROCESSED.

CERTIFIED LIST OF ABUTTERS

According to RSA 672:3 “Abutter” is defined as “Any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the local Land Use Board. For purposes of receiving testimony only, and not for purposes of notification, the term abutter shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration. For purposes of receipt of notification by a municipality of a local Land Use Board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term abutter means the officers of the collective or association, as defined in RSA 356-B::3, XXIII.

The following information must be completed by the applicant in order to begin the subdivision/site plan review/lot line adjustment application process. Below, list the verified names and mailing addresses of the applicant, authorized agent(s), engineer, architect, land surveyor, soil scientist, consultant, abutter, holders of conservation easements or restrictions on adjacent lands, municipal/regional planning commissions, (if a regional notice is required), associations, and etc., not more than five (5) days prior to submission, per RSA 676:4,I(b). Abutters' names and mailing addresses must be verified against the records kept in the Wakefield Assessor's Office. Attach additional copies of this form if necessary. Include four (4) sets of mailing labels for each person listed below.

[illegible]

Name of Person Preparing List _____ Date Prepared _____

Preparer's Signature _____ Date _____