



# TOWN OF WAKEFIELD PLANNING BOARD

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:** \_\_\_\_\_ @ \$\* \_\_\_\_\_ = \_\_\_\_\_

\*per current U.S. Postal Service rate

**Recording fee:** \_\_\_\_\_

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

Total: \_\_\_\_\_ check# \_\_\_\_\_

## SUBDIVISION PLAN APPLICATION

Subdivision Type: Major \_\_\_\_\_ Minor \_\_\_\_\_ Conventional \_\_\_\_\_ Open Space Conservation \_\_\_\_\_

New Application \_\_\_\_\_ Amendment/Prior Approval Date \_\_\_\_\_

Property Address \_\_\_\_\_

Tax Map: \_\_\_\_\_ Lot(s): \_\_\_\_\_ Zoning District: \_\_\_\_\_ Overlay \_\_\_\_\_

1. Subdivision Name \_\_\_\_\_

2. Total Acreage \_\_\_\_\_ Proposed Number of Lots \_\_\_\_\_

Proposed Lot Sizes \_\_\_\_\_

3. Brief Description for Public Notice \_\_\_\_\_

4. Name of Property Owner \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

5. Name of Applicant/Agent (If other than Property Owner, attach Owner's Authorization Letter)

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

If Applicant is a corporation, is it licensed in NH? Yes \_\_\_\_\_ No \_\_\_\_\_

6. Name of Licensed Professionals preparing plan (e.g. Land Planner, Surveyor, Engineer, Architect. Soil Scientist)

Name \_\_\_\_\_ State of License and # \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

Name \_\_\_\_\_ State of License and # \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

7. What legal interest does this applicant, if other than owner, have in the property to be developed?

Option \_\_\_\_ Purchase & Sales Contract \_\_\_\_ Other (Explain) \_\_\_\_\_

8. What interest does the applicant have in any abutting property? \_\_\_\_\_

9. County Registry of Deeds: Book \_\_\_\_ Page \_\_\_\_ Plan Book \_\_\_\_ Page \_\_\_\_

10. Describe any existing restrictive covenants, easements or rights of way \_\_\_\_\_

11. Describe any proposed restrictive covenants, easements or rights of way \_\_\_\_\_

12. Identify existing use(s) of land (e.g. residential, farmland, woodlot, etc.) \_\_\_\_\_

13. If parcel includes any body of water, what type and name? \_\_\_\_\_

14. Is any portion of the property within 250 feet of the high water mark of a pond, stream, or other body of water?

No \_\_\_\_ Yes \_\_\_\_ Name \_\_\_\_\_

15. Is any portion of the property within or adjacent to a special flood hazard area as identified by the Federal  
Emergency Management Agency? No \_\_\_\_ Yes \_\_\_\_ Zone \_\_\_\_\_

16. Anticipated start date of construction \_\_\_\_\_ Anticipated date of completion \_\_\_\_\_

17. Does this development require extension of public infrastructure? No \_\_\_\_ Yes \_\_\_\_ Type: Roads \_\_\_\_

Sidewalks \_\_\_\_ Sewer \_\_\_\_ Storm Drainage \_\_\_\_ Water lines \_\_\_\_ Fire Protection Equipment \_\_\_\_

Other \_\_\_\_\_

18. Estimated cost for infrastructure improvements \_\_\_\_\_

19. Identify method of water supply to the proposed development:

Individual wells \_\_\_\_ Connection to public water system \_\_\_\_ Central well with distribution lines \_\_\_\_

Other, please state alternative \_\_\_\_\_

20. Identify method of sewage disposal to the proposed development:

Individual septic tanks \_\_\_\_ Central on-site disposal with distribution lines \_\_\_\_

Connection to public sewer system \_\_\_\_

Other, please state alternative \_\_\_\_\_

20. Proposed dedication to the public of any street, recreation, or common lands? If any:

Street(s) Yes \_\_\_\_ No \_\_\_\_ Estimated Length \_\_\_\_\_

Recreation area(s)    Yes \_\_\_\_    No \_\_\_\_    Estimated Acreage \_\_\_\_\_

Common lands(s)    Yes \_\_\_\_    No \_\_\_\_    Estimated Acreage \_\_\_\_\_

21. Requested waivers of any of the submission requirements? If yes, list and state reason(s).

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**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. In consideration for approval and privileges accruing thereto, the applicant(s) hereby agree:

- A. To carry out the improvements agreed upon and as shown and intended by said plat including any work made necessary by unforeseen conditions, which become apparent during construction.
- B. To post all streets “private” and to provide and install standard street signs.
- C. To give the Town on demand, proper deeds for land rights-of-way reserved on the plat for streets, drainage or other purposes as agreed upon.
- D. To save the Town harmless from any obligation it may incur, or repairs it may make, because of my failure to carry out any of the foregoing provisions.
- E. To make no changes whatsoever in the “Final Plat” as approved by the Board unless a revised plat or plats is submitted to and approved by the Board.

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:** \_\_\_\_\_

<b>SIGNATURE PAGE MUST BE ORIGINALLY SIGNED, OR APPLICATION WILL NOT BE PROCESSED.</b>
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## 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 \_\_\_\_\_

**Town of Wakefield Subdivision Plan Impact Assessment Form**  
(Required with Major Subdivision Application)

Please provide written answers to the following questions:

**I. PUBLIC FACILITIES**

**A. Roads, Traffic, Snow Removal:**

1. What will be the length in feet of roadways to be constructed?
2. Estimate the traffic (vehicle movements) your development will generate at peak hours of the day.
3. How will this additional traffic affect the traffic capacity of existing streets, intersections, and bridges, which will access your development?
4. Estimate the cost of improvements, which will be necessary to enable these facilities to handle the traffic your development generates.
5. Have you provided access to land-locked abutters in your plans?

**B. Schools**

1. Estimate how many school age children your development will generate.
2. How distant is your development from existing school bus routes?

**C. Police and Fire**

1. Are you expecting a certain group of people to live in your development such as elderly, young families, etc.? (Identify)
2. Estimate law enforcement requirements that will be needed (patrol hours and equipment).
3. How distant is your development from the Town's Fire Station?
4. What facilities have you placed in your development to assist fire department (dry hydrants, cistern, and cul-de-sacs for turning around?)

**D. Utilities**

1. How far must existing electrical service be extended to service your development?
2. What impact will your drainage system have?

**II. ENVIRONMENT**

**A. Vegetation**

1. What type of natural vegetative cover presently exists on the site?
2. Are any existing vegetative forms unique to this area?
3. What portion of this vegetative cover will be disrupted by the development, both short and long term?
4. How quickly will excavated areas be re-vegetated and what types of vegetation are proposed?
5. What restrictions or covenants are being placed in the deeds to ensure the vegetation is protected?

**B. Wildlife and Habitat**

1. Does the proposed development disturb major wildlife habitat? (Coordinate with N.H. Fish and Game)
2. If so, what measures will be taken to protect and/or reduce the impact on wildlife?

**D. Drainage**

1. How will the proposed development affect the natural drainage system?
  2. What type of soils exists in the development area?
  3. What type of easements will be made for streams and intermittent water run offs?
  4. What restrictions or covenants are being placed in the deeds to ensure that culverts, both on-site and off-site are appropriately sized to ensure adequate "way" for drainage (using 25 year storm standard)?
- E. Grading of Slopes
1. Will sloping landforms be graded in the proposed development?
  2. What percent of the total sloping area will be graded?
  3. What measures will be taken to control the runoff from the graded area?
  4. What restrictions or covenants are being placed in the deeds to protect from erosion or flooding?
  5. What is the composition of the soil and depth from top of slope to bottom (provide slope profile)?
- F. Hydro geologic Impact
1. What percentage of your total acreage will be covered with impervious surfaces such as roofs, streets, and driveways?
  2. Will any wet areas be drained or filled?
  3. Has this drainage or fill been coordinated with the Conservation Commission and an application made to N.H. Dredge and Fill?
  4. Will any surface waters be diverted?
  5. How will the withdrawal of water from new wells, the construction and water diversion affect the groundwater table?
  6. How will the installation of septic systems affect the quality of the water in the area?
- G. Soil
1. Will any topsoil be removed or added to the site?
  2. Are there any structurally weak or unstable soils or ledge on the site that may require special attention? What action is proposed?
  3. How will construction impact soil erosion and sedimentation? What control measures are proposed?
- H. Undevelopable Land
1. Is there any undevelopable land on the site (wetlands, bogs, marshes, etc.)?
  2. Is the area being counted in the development and being used for open space?
  3. Is the use of this land being controlled by deed restriction?
  4. Is the developer donating this land to a Homeowner's Association, the Conservation Commission, or the Town?
  5. Will access to these lands be by means of trails or paths?