

HAMPTON PLANNING BOARD SUBDIVISION CHECKLIST

SUBDIVISION REGULATIONS – SECTION V SUBMISSION REQUIREMENTS

The following items **must** be submitted in order for the Board to consider it a complete application. An applicant must submit a written waiver request for any information not provided with the application.

- Eight (8) copies of the Application
- Notification List (Abutter(s) as defined in RSA 672:3, Applicant(s), Holders of conservation, preservation, and/or agricultural preservation restrictions, Every engineer, architect, land surveyor or soils scientist whose professional seal appears on the plan)~**Labels in triplicate per Regulations.**
- Fees
- Written waiver request(s)

SUBDIVISION PLAN WITH THE FOLLOWING

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| <ul style="list-style-type: none"><input type="checkbox"/> Eight (8) copies<input type="checkbox"/> Sheet size in conformance with the requirements of the Registry of Deeds of Rockingham County<input type="checkbox"/> Scale (1" = 100', 1" = 80', 1" = 60', 1" = 50', 1" = 40', 1" = 30', 1" = 20', or 1" = 10')<input type="checkbox"/> Margin of at least 1/2" outside rules border lines on three sides and at least 2" along the left side for bindings<input type="checkbox"/> Proposed sub layout and improvements including streets, pavement, buildings, and storm drainage facilities<input type="checkbox"/> Proposed subdivision name, plan number, date of plan and any revision dates<input type="checkbox"/> Current owner(s) of record (and applicant, if different)<input type="checkbox"/> All abutters key to the plan<input type="checkbox"/> All holders of conservation, preservation, or agricultural preservation restrictions keyed to plan<input type="checkbox"/> Name, license number, seal and address of the NH registered Land Surveyor<input type="checkbox"/> Name, license number, seal and address of the NH registered professional engineer | <ul style="list-style-type: none"><input type="checkbox"/> North arrow<input type="checkbox"/> Location (locus) map<input type="checkbox"/> Tax map and parcel numbers for the existing and proposed lots, as determined by the Tax Assessor<input type="checkbox"/> Zoning district(s) and lines<input type="checkbox"/> Lot line and other setbacks as listed in current Zoning Ordinance<input type="checkbox"/> Adequate space for the necessary endorsement by the proper authorities<input type="checkbox"/> Property lines of the entire and divided lot, angles or bearings & dimensions and the area of the entire lot and divided lots<input type="checkbox"/> Metes and bounds<input type="checkbox"/> Existing and proposed monuments<input type="checkbox"/> Title and deed references<input type="checkbox"/> Easements and other encumbrances<input type="checkbox"/> List all variances and the dates granted by the Board of Adjustment for the parcel<input type="checkbox"/> Name(s) of proposed streets within a project, as approved by the Board of Selectmen |
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DETAILED PLANS (can be separate or combined with Subdivision Plan)

Detail Plan Continued:

- Existing topographic contours at two-foot intervals
- Proposed contours after grading
- Benchmark and datum
- Natural features such as water courses, ponds, rock ledges, tree lines and other essential features
- Wetlands and appropriate setbacks
- FEMA FIRM flood zone and 100-year flood elevation contour
- Location and width of existing and proposed streets and roads, with grades, typical cross-sections, and road profiles for proposed streets
- Typical pavement sections and details
- Utilities on and adjacent to the tract including location, size and invert elevation of sanitary and stormwater sewers; location and size of water mains; location of gas mains, fire hydrants, electric and telephone poles and street lights
- If water mains and sewer are not on or adjacent to the tract, indicate the direct and distance to, and the size of the nearest one
- Stormwater drainage control plan, including location of catch basins, culverts and drains; method of storage and disposal; and three (3) copies of
 - calculations of volume and frequency of run-off
- Location of existing and proposed fire hydrants
- Location of existing and proposed fencing and street lights. Details of the streetlights, if other than those approved by the electric company, must be shown
- A landscaping plan that includes the type, extent, and location of proposed landscaping and open space areas indicating what existing landscaping and open space areas will be retained
- The location, size and design of any proposed signs
- Where the layout submitted covers only a part of the subdivider's entire holding, provide a sketch of the prospective future street system of the unsubmitted part
- The centerline of all streets shall be shown on the plan together with the centerline stationing
- The provision for the extension of roads and utilities onto adjacent properties, if necessary
- Soil erosion and sedimentation control plan

OTHER ITEMS REQUIRED AS APPLICABLE

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- Location and results of test pits and location of primary and secondary leach bed sites as required by NH DES
 - High Intensity Soil Mapping
 - Wetland analysis/report, stamped by a NH licensed Soils or Wetland Scientist
 - Any State or Federal permits required for the project
 - Written waiver request
 - Traffic Impact Analysis (if necessary)
 - Drainage Sturdy and plans

Reviewed by: _____ Date: _____

Detail Plan Continued:

This checklist is intended to be only a guide. Refer to Subdivision Regulations and Zoning Ordinance for complete requirements.