

SUBDIVISION CHECKLIST SUBMISSION REQUIREMENTS

Date: _____

Map: _____ Lot: _____

Applicant Name: _____ Application Number: _____

Applicant Email: _____

Project Address: _____

Major Subdivision: _____ Minor Subdivision: _____ Technical Subdivision: _____

Is this a Development having Regional Impact? Yes _____ No _____

Performance Guarantee: _____

Application Reviewed By: _____ Date: _____

Application Determined: _____
Complete Incomplete

Please Note:

This checklist will be completed by the Planning Board Review Committee; however the applicant is encouraged to use it as a guide in preparing for Subdivision Plan Review. Applications which are not complete will not be scheduled for public hearing.

If the applicant is seeking a waiver by the Planning Board of any conditions stated in the Subdivision Regulation, *written* request for that waiver must accompany the application.

Date: _____

Applicant's Name: _____

Project Address: _____

<u>SUBMITTED</u>	<u>WAIVER REQUEST</u>	<u>General Plat Requirements</u>
_____	_____	1. Proposed subdivision name.
_____	_____	2. Name/address of owner of record.
_____	_____	3. Names of owners of record of abutting properties taken from Town records not more than 5 days prior to filing.
_____	_____	4. Name, address and stamp of surveyor; date of survey; north point and scale; signature block for Planning Board endorsement.
_____	_____	5. Names and addresses of engineers, architects, or soil scientists whose professional seal appears on the submitted plat.
_____	_____	6. Locus Plan showing general location of the total tract within the town and zoning district.
_____	_____	7. Boundary survey including bearings, distances, and the location of permanent markers.
_____	_____	8. Abutting subdivision names, streets and easements, building lines, alleys, parks and public open spaces, and similar facts regarding abutting properties.
_____	_____	9. Location and profiles with elevations of existing and proposed water mains, sewers, culverts and drains, and alternative means of providing water supply and surface drainage.
_____	_____	10. Existing and proposed easements, rights of way, driveways and buildings or other structures.
_____	_____	11. Location of property lines, including the entire undivided lot, lot areas in sq ft and acres, frontage on public rights of way, and building, wetlands, shoreland, well radius and septic system (4K area) setback lines, and contiguous buildable area in square feet and acres. Each lot to be numbered according to the Jaffrey tax map numbering system.

Date: _____

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<u>SUBMITTED</u>	<u>WAIVER REQUEST</u>	<u>General Plat Requirements</u>
_____	_____	12. Water courses, ponds or standing water, rock ledges, stonewalls, and other natural features; existing and proposed foliage lines; open space.
_____	_____	13. Existing and proposed streets with names, classification, travel surface widths, and rights of way widths.
_____	_____	14. Final road profiles, center line stationing, and cross sections.
_____	_____	15. Existing and proposed topographic contours at 2 foot intervals. Major subdivisions shall locate a benchmark in an area not to be disturbed during construction
_____	_____	16. Soil data based on Cheshire County Soil Survey, including wetland delineation and flood hazard areas.
_____	_____	17. Location of perc tests and test results; location of 75 ft well radius and septic area.
_____	_____	18. Sedimentation & erosion control plan.
_____	_____	19. Stormwater Management Plan.

Date: _____

Applicant's Name: _____

Project Address: _____

SUBMITTED

WAIVER
REQUEST

Items to Accompany Subdivision Application

1. Approval from New Hampshire Water Supply and Pollution Control if lots are less than five acres.

2. Driveway access approval from New Hampshire Department of Public Works and Highways if the subdivision abuts a state highway.

3. If proposed subdivision abuts a town road, preliminary approval by the Jaffrey Department of Public Works for proposed driveway(s) is required.

4. Comments and recommendations by Jaffrey's Fire Chief, Police Chief and Department of Public Works.

5. If the applicant is not the property owner a letter of authority must be submitted with the application.